

MINUTES OF THE ROPER GULF REGIONAL COUNCIL, AUDIT COMMITTEE
MEETING HELD AT THE ROPER ROOM, ROPER GULF REGIONAL COUNCIL
SUPPORT CENTRE,
2 CRAWFORD STREET, KATHERINE, NT
ON WEDNESDAY, 3 MARCH 2021 AT 10:00AM

1 PRESENT MEMBERS/STAFF/GUESTS

1.1 Members

- Independent Member Garry LAMBERT (Chairperson);
- Councillor Donald GARNER; and
- Independent Member Carolyn EAGLE.

1.2 Staff

- Marc GARDNER, Acting Chief Executive Officer;
- Dave HERON, Acting General Manager Corporate Services and Sustainability; and
- Chloe IRLAM, Governance Engagement Coordinator.

1.3 Guests

Nil.

2 MEETING OPENED

The Audit Committee Meeting opened at 10:06 am.

3 WELCOME TO COUNTRY

4 APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

79/2021 RESOLVED (Donald GARNER/Carolyn EAGLE) CARRIED

The Audit Committee accepted the tendered apologies from Councillor Marlene KARKADOO and Councillor David MURRUNGUN.

5 QUESTIONS FROM THE PUBLIC

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

80/2021 RESOLVED (Donald GARNER/Carolyn EAGLE) CARRIED

The Audit Committee confirmed the minutes from the meeting held on 18 November 2020 and affirmed them to be a true and accurate record of the meetings decisions

and proceedings.

7 BUSINESS ARISING FROM PREVIOUS MINUTES

7.1 ACTION LIST

81/2021 **RESOLVED (Carolyn EAGLE/Donald GARNER)**

CARRIED

The Audit Committee:

- a) That Received and noted Action List; and
- b) Approved the removal of completed items.

8 CALL FOR ITEMS OF GENERAL BUSINESS

9 DISCLOSURES OF INTEREST

Independent Member Carolyn EAGLE declared interest that she is on the Audit Committee board for CouncilBIZ.

The Chair of the Committee and other members in attendance thanked Ms Eagle and deemed that there were no matters of direct conflict of interest within the agenda with her role as a member of the CouncilBiz Audit Committee.

10 INCOMING CORRESPONDENCE

11 OUTGOING CORRESPONDENCE

12 GENERAL BUSINESS

12.1 AUDIT MANAGEMENT LETTER UPDATE

82/2021 **RESOLVED (Carolyn EAGLE/Donald GARNER)**

CARRIED

The Audit Committee noted the Audit Management Letter Update and requested that the progress of the recommendations is reported at the next Audit Committee meeting.

12.2 BUSINESS CONTINUITY PLAN

83/2021 **RESOLVED (Donald GARNER/Carolyn EAGLE)**

CARRIED

The Audit Committee received and noted the progress of the draft Business Continuity Plan.

12.3 GATED PROJECT PROCESS

84/2021 **RESOLVED (Donald GARNER/Carolyn EAGLE)**

CARRIED

The Audit Committee supports the use of the Gated Project Process

13 EXECUTIVE REPORTS

14 COMMUNITY SERVICES AND ENGAGEMENT DIVISIONAL REPORT

15 CORPORATE SERVICES AND SUSTAINABILITY DIVISIONAL REPORT

15.1 CORPORATE INFORMATION SYSTEM UPDATE

85/2021 RESOLVED (Carolyn EAGLE/Donald GARNER)

CARRIED

The Audit Committee received and noted this report pertaining to the Corporate Information System overhaul.

16 INFRASTRUCTURE SERVICES AND PLANNING DIVISIONAL REPORT

The Audit Committee Meeting Confidential Session opened at 10:38 am.

17 CLOSED SESSION

DECISION TO MOVE TO CLOSED SESSION

86/2021 RESOLVED (Donald GARNER/Carolyn EAGLE)

CARRIED

Members of the press and public be excluded from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 65(2) of the Local Government Act, 2008 as the items lists come within the following provisions:-

17.1 Confirmation of Confidential Previous Minutes - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(e).*

17.2 Evaluation of the Audit Tender - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(i).*

17.3 Risk Management Plan and Register - *The report will conducted in accordance with the Local Government Act 2008 s 65(2) and Local Government (Administration) Regulations 2008 reg 8(c)(iii) (c)(iv) (d) (e).*

The Audit Committee Meeting resumed at 11:07am.

RESUMPTION OF MEETING

87/2021 RESOLVED (Donald GARNER/Carolyn EAGLE)

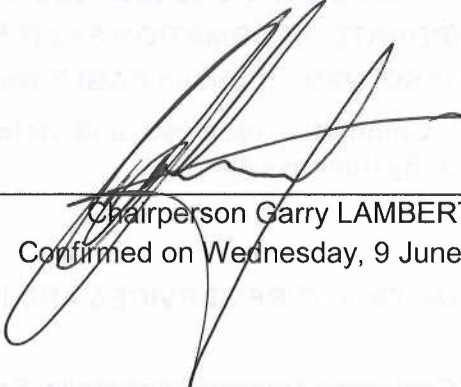
CARRIED

The Audit Committee moved to return to the open session of the Audit Committee Meeting and declared the resolutions made in the confidential session not be available to the public in accordance with the *Local Government Act 2008*, section 201.

18 CLOSE OF MEETING

The meeting terminated at 11:08am.

This page and the preceding pages are the minutes of the Audit Committee Meeting held on Wednesday, 3 March 2021 and will be confirmed Wednesday, 9 June 2021.



Chairperson Garry LAMBERT
Confirmed on Wednesday, 9 June 2021.