

Minutes of the West Arnhem Regional Council Audit Committee Meeting  
Tuesday, 31 May 2022 at 10:00 am  
Council Chambers, Jabiru

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**Chairperson Carolyn Eagle declared the meeting open at 10:00 am, welcomed all in attendance and did an Acknowledgement of Country.**

**COMMITTEE MEMBERS PRESENT**

Chairperson	Carolyn Eagle (videoconference)
Mayor	Matthew Ryan (videoconference)
Deputy Mayor	Elizabeth Williams (videoconference)
Councillor	James Woods (videoconference)
Councillor	Jacqueline Phillips (videoconference)

**STAFF PRESENT**

Chief Executive Officer	Daniel Findley
Chief Corporate Officer	David Glover
Finance Manager	Andrew Shaw
Governance and Risk Advisor	Doreen Alusa (videoconference)

**APOLOGIES**

**3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Committee considered apologies and leave of absence.

<b>The Risk Management and Audit Committee noted members apologies from Councillors Gabby Gumurdul and Catherine Ralph for the meeting held on 31 May 2022.</b>
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**ABSENT WITHOUT NOTICE**

**4.1 ABSENT WITHOUT NOTICE**

The Committee considered absences without notice.

<b>The Risk Management and Audit Committee noted that no members were absent without notice for the meeting held on 31 May 2022.</b>
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## **ACCEPTANCE OF AGENDA**

### **5.1 ACCEPTANCE OF AGENDA**

The Committee considered acceptance of the agenda.

#### **ACM10/2022 RESOLVED:**

**On the motion of Deputy Mayor Elizabeth Williams**

**Seconded Chairperson Carolyn Eagle**

**The agenda for the Risk Management and Audit Committee meeting of 31 May 2022 as circulated was accepted.**

**CARRIED**

## **DECLARATION OF INTEREST OF MEMBERS OR STAFF**

### **6.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF**

The Committee considered the disclosure of interest of members or staff.

**The Committee received no declarations of interest for the meeting held on 31 May 2022.**

## **CONFIRMATION OF PREVIOUS MINUTES**

### **7.1 CONFIRMATION OF PREVIOUS RISK MANAGEMENT AND AUDIT COMMITTEE MINUTES - 21 MARCH 2022**

The Committee considered the confirmation of previous Risk Management and Audit Committee minutes - 21 March 2022.

#### **ACM11/2022 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Mayor Matthew Ryan**

**The minutes of the 21 March 2022 Risk Management and Audit Committee meeting were adopted as a true and correct record of the meeting.**

**CARRIED**

## **GENERAL ITEMS**

### **8.1 UPDATE ON GENERAL ACTION ITEMS**

The Committee reviewed the general action items list.

#### **ACM12/2022 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Councillor Jacqueline Phillips**

**The Committee reviewed the list, and approved to remove the following completed item from the list:**

- 1. Charter and Terms of Reference review (ACM34/2021): It was noted that the documents had been finalized and would be presented to Council on 8 June 2022 for approval.**

**CARRIED**

## **8.2 PROGRESS REPORT: REVIEW OF THE STRATEGIC AND OPERATIONAL RISK REGISTER**

The Committee considered a progress report on the Review of the Strategic and Operational Risk Register. The Register is being updated in line with the recently developed West Arnhem Regional Council (WARC) pillars which outline the expected outcomes of WARC's performance objectives and service delivery plans.

**The Committee noted the report.**

## **AUDIT REPORTS**

### **9.1 INTERNAL AUDITS - UPDATES ON TOPICS 2021 - 2022**

The Committee considered a report on internal audits - updates on topics 2021 - 2022.

#### **ACM13/2022 RESOLVED:**

**On the motion of Councillor James Woods**

**Seconded Mayor Matthew Ryan**

**The Risk Management and Audit Committee noted the updates to the internal audits for 2021-2022.**

**CARRIED**

**Minute note:** It was noted that updates for the 2022-23 financial year will progress with the involvement of consultants.

## **PROCEDURAL MOTIONS**

### **10.1 CLOSURE TO THE PUBLIC FOR THE DISCUSSION OF CONFIDENTIAL ITEMS**

The Committee considered Closure to the Public for the Discussion of Confidential Items.

#### **ACM14/2022 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Mayor Matthew Ryan**

**The Committee approved the closure of the meeting to the public as confidential items were about to be discussed. The meeting was closed in accordance with regulation 51(c) of the *Local Government (General) Regulations 2021* as the matters to be discussed included information that, if publicly disclosed, would be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or (ii) prejudice the maintenance or administration of the law; or (iii) prejudice the security of the council, its members or staff; or (iv) subject to subregulation (3) – prejudice the interests of the council or some other person.**

**CARRIED**

## **EXCLUSION OF THE PUBLIC**

## **CONFIDENTIAL ITEMS**

The information is classed as confidential under Section 99(2) of the *Local Government Act 2019* and regulation 52 of the *Local Government (Administration) Regulations 2021*.

## RE-ADMITTANCE OF THE PUBLIC

### 12.1 CONFIRMATION OF PREVIOUS MINUTES - CONFIDENTIAL RISK MANAGEMENT AND AUDIT COMMITTEE MEETING HELD ON 21 MARCH 2022

The Committee considered confirmation of previous minutes for the confidential Risk Management and Audit Committee meeting held on 21 March 2022.

**ACM15/2022 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Deputy Mayor Elizabeth Williams**

The confidential minutes of the 21 March 2022 Risk Management and Audit Committee meeting were confirmed as a true and correct record of the meeting.

**CARRIED**

### 12.2 EXTERNAL AUDIT STRATEGY MEMORANDUM FOR THE YEAR ENDED 30 JUNE 2022

The Committee considered a report on the external audit strategy memorandum for the year ended 30 June 2022.

**ACM16/2022 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Mayor Matthew Ryan**

The Committee received and noted the Nexia Edwards Marshall NT Audit Strategy Memorandum for the year ended 30 June 2022.

**CARRIED**

### 3.3 INTERNAL AUDIT - PAYROLL, INFRASTRUCTURE AND ASSET MANAGEMENT (PROCUREMENT) - TRACKING REGISTER UPDATE

The Committee considered a report on the internal audit - payroll, infrastructure and asset management (procurement) - tracking register update.

**ACM17/2022 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Councillor James Woods**

The Risk Management and Audit Committee noted the updates on two remaining action items in the Internal Audit: Payroll, Infrastructure and Asset Management (Procurement) report, and a completion date of 30 June 2022.

**CARRIED**

### 4.4 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC

The Committee considered the disclosure of confidential resolutions and re-admittance of the public.

**ACM18/2022 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Mayor Matthew Ryan**

The Committee opened the meeting to the public after the discussion of confidential items, and approved to disclose selected resolutions from the confidential section of this meeting in the non-confidential meeting minutes.

**CARRIED**

## MEETING DECLARED CLOSED

Chairperson Carolyn Eagle declared the meeting closed at 11:14 am.

This page and the preceding four (4) pages are the minutes of the Risk Management and Audit Committee meeting held on Tuesday, 31 May 2022.

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Chairperson

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Date Confirmed