

Minutes of the West Arnhem Regional Council Risk Management and Audit Committee Meeting
Tuesday, 19 August 2025 at 10:00 am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Carolyn Eagle declared the meeting open at 10:26am, welcomed all in attendance and did an Acknowledgement of Country.

2 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Chairperson	Carolyn Eagle
Independent Member	Warren Jackson
Deputy Mayor	Elizabeth Williams

STAFF PRESENT

Chief Executive Officer	Katharine Murray
Director Finance	Jocelyn Nathanael-Walters
Finance Manager	Imran Shajib
Governance Advisor	Debbie Branson

GUESTS	Nil
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3 APOLOGIES AND ABSENCES

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absence Without Notice
Author:	Debbie Branson, Governance Advisor

The Committee considered a report on Apologies, Leave of Absence and Absence Without Notice.

RMA33/2025 RESOLVED:

On the motion of Chairperson Carolyn Eagle

Seconded Member Warren Jackson

THAT THE COMMITTEE:

1. Notes the apology received from Mayor James Woods and Cr Jacqueline Phillips; and
2. Determines Mayor James Woods and Cr Jacqueline Phillips are an apology with permission of the Committee.

CARRIED

4 ACCEPTANCE OF AGENDA

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Debbie Branson, Governance Advisor

The Committee considered a report on Acceptance of Agenda.

RMA34/2025 RESOLVED:

On the motion of Member Warren Jackson

Seconded Deputy Mayor Elizabeth Williams

THAT THE COMMITTEE accept the agenda papers as circulated for the Risk Management and Audit Committee meeting held on 19 August 2025.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff
Author:	Debbie Branson, Governance Advisor

The Committee considered a report on Disclosure of Interest of Members or Staff.

RMA35/2025 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Member Warren Jackson

THAT THE COMMITTEE received received no declarations of interest in relation to the items listed for consideration at the Risk Management and Audit Committee meeting held on 19 August 2025.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Risk Management and Audit Committee Minutes
Author:	Debbie Branson, Governance Advisor

The Committee considered a report on Confirmation of Risk Management and Audit Committee Minutes.

RMA36/2025 RESOLVED:

On the motion of Member Warren Jackson

Seconded Deputy Mayor Elizabeth Williams

THAT THE COMMITTEE confirmed the minutes of the Risk Management and Audit Committee meeting held Thursday 19 June 2025 as a true and correct record of the meeting.

CARRIED

7 ACTION REPORTS

Agenda Reference:	7.1
Title:	Review of Action Items
Author:	Debbie Branson, Governance Advisor

The Committee considered a report on Confirmation of Risk Management and Audit Committee Minutes.

RMA37/2025 RESOLVED:
On the motion of Chairperson Carolyn Eagle
Seconded Member Warren Jackson

THAT THE COMMITTEE:

1. Receive and note the report titled *Review of Action Items*; and
2. Review the outstanding action items and give approval for completed items to be removed from the register, which there are none.

CARRIED

8 RECEIVE AND NOTE REPORTS

Agenda Reference:	8.1
Title:	Financial Report for the period ended 30 June 2025
Author:	Jocelyn Nathanael-Walters, Director Finance

The Committee considered a report on Financial Report for the period ended 30 June 2025.

RMA38/2025 RESOLVED:
On the motion of Deputy Mayor Elizabeth Williams
Seconded Member Warren Jackson

THAT THE COMMITTEE receive and note the report titled *Financial Report for the period ended 30 June 2025*.

CARRIED

Agenda Reference:	8.2
Title:	Credit Card Reconciliations
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Committee considered a report on Credit Card Reconciliations.

RMA39/2025 RESOLVED:
On the motion of Chairperson Carolyn Eagle
Seconded Deputy Mayor Elizabeth Williams

THAT THE COMMITTEE receive and note the report titled *Credit Card Reconciliations*.

CARRIED

Agenda Reference:	8.3
Title:	2025 Interim Audit Report
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Committee considered a report on 2025 Interim Audit Report.

RMA40/2025 RESOLVED:

On the motion of Chairperson Carolyn Eagle

Seconded Deputy Mayor Elizabeth Williams

THAT THE COMMITTEE

1. receive and note the report titled *2025 Interim Audit Report*;
2. recognises the significant work of the Finance Team led by the Director and Manager of Finance, to prepare for the external audit and facilitate an effective interim external audit visit; and
3. recognises and thank the external auditors Nexia Edwards Marshall NT, for their support and diligence and objective advice to the Risk Management and Audit Committee throughout their period of their contract.

CARRIED

Agenda Reference:	8.4
Title:	Appointment of Auditor
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Committee considered a report on Appointment of Auditor.

RMA41/2025 RESOLVED:

On the motion of Chairperson Carolyn Eagle

Seconded Member Warren Jackson

THAT THE COMMITTEE:

1. Receive and note the report titled *Appointment of Auditor*; and
2. Recommend the Council seek to appoint an external auditor for five (5) financial years after the 2024-25 Annual Report is adopted.

CARRIED

Agenda Reference:	9.1
Title:	Closure to the Public for the Discussion of Confidential Items
Author:	Debbie Branson, Governance Advisor

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

RMA42/2025 RESOLVED:

On the motion of Chairperson Carolyn Eagle
Seconded Member Warren Jackson

THAT pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 52 of the Local Government (General) Regulations 2021 the meeting be closed to the public at 11:33am to consider the Confidential items of the Agenda.

CARRIED

10 CONFIDENTIAL ITEMS

Agenda Reference:	10.1
Title:	Confirmation of Confidential Risk Management Audit Committee Minutes
Author:	Debbie Branson, Governance Advisor

RMA43/2025 RESOLVED:

On the motion of Chairperson Carolyn Eagle
Seconded Member Warren Jackson

THAT THE COMMITTEE confirm the confidential minutes of Risk Management and Audit Committee meeting held Thursday 19 June 2025 as a true and correct record of the meeting.

CARRIED

Agenda Reference:	10.2
Title:	Review of Action Items
Author:	Debbie Branson, Governance Advisor

RMA44/2025 RESOLVED:

On the motion of Chairperson Carolyn Eagle
Seconded Member Warren Jackson

THAT THE COMMITTEE:

1. Receive and note the report entitled *Review of Action Items*; and
2. Review the outstanding action items and that action item remain open for consideration at the next meeting.

CARRIED

11 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC

Agenda Reference:	11.1
Title:	Disclosure of Confidential Resolutions and Re-Admittance of the Public
Author:	Debbie Branson, Governance Advisor

The Committee considered a report on Disclosure of Confidential Resolutions and Re-Admittance of the Public

RMA45/2025 RESOLVED:

On the motion of Chairperson Carolyn Eagle
Seconded Member Warren Jackson

THAT THE COMMITTEE opened the meeting to the public at 12:00pm after the discussion of confidential items and approved to disclose all resolutions from the confidential section of this meeting to the open meeting minutes.

CARRIED

12 NEXT MEETING

The next meeting is scheduled to take place on Thursday, 6 November 2025.

13 MEETING DECLARED CLOSED

Chairperson Carolyn Eagle declared the meeting closed at 12:01pm.

This page and the preceding pages are the minutes of the Risk Management and Audit Committee held on Tuesday, 19 August 2025.

Click [here](#) to view the agenda for the Risk Management and Audit Committee Meeting held on Tuesday, 19 August 2025.