



Minutes of the West Arnhem Regional Council Audit Committee Meeting  
Tuesday, 30 May 2023 At 10:00

Chairperson Carolyn Eagle declared the meeting open at 9:15, welcomed all in attendance and Acknowledgement of Country.

**COMMITTEE MEMBERS PRESENT**

Chairperson	Carolyn Eagle
Independent Member	Warren Jackson
Mayor	Matthew Ryan
Deputy Mayor	Elizabeth Williams
Councillor	James Woods

**STAFF PRESENT**

Chief Executive Officer (Acting)	Fiona Ainsworth
Chief Corporate Officer	Deirdre O'Sullivan
Director of Organisational Growth	Peter Ryan
Governance and Risk Advisor	Jessica Schaecken
Finance Manager	James Stockdale

**APOLOGIES**

**3.1 APOLOGIES AND LEAVE OF ABSENCE**

The Committee considered Apologies and Leave of Absence.

**ACM19/2023 RESOLVED:**  
**On the motion of Mayor Matthew Ryan**  
**Seconded Councillor James Woods**  
**That Risk Management and Audit Committee noted member's apologies Cr Gabby Gumurdul, Cr Jacqueline Phillips, Cr Catherine Ralph and Paul Hockings CEO, for the meeting held on 30 May 2023.**

**CARRIED**

**ABSENT WITHOUT NOTICE**

**4.1 ABSENT WITHOUT NOTICE**

The Committee considered Absent Without Notice.

**RECOMMENDATION:**  
**That Risk Management and Audit Committee noted nil members absences without notice for the meeting held on 30 May 2023.**

## **ACCEPTANCE OF AGENDA**

### **5.1 ACCEPTANCE OF AGENDA**

The Committee considered Acceptance of Agenda.

#### **ACM10/2023 RESOLVED:**

**On the motion of Mayor Ryan**

**Seconded Councillor James Woods**

**That the agenda for the Risk Management and Audit Committee meeting of 30 May 2023 as circulated be accepted**

**Noting the agenda has been moved to 6.2.**

**CARRIED**

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

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

The Committee considered Disclosure of Interest of Members or Staff.

#### **ACM11/2023 RESOLVED:**

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

**Seconded Mayor Matthew Ryan**

**That Risk Management and Audit Committee received and recorded declarations of interest for Chairperson Eagle for Councilbiz and internal audit provider confidential items within the agenda in the meeting held on 30 May 2023.**

**CARRIED**

## **CONFIRMATION OF PREVIOUS MINUTES**

### **8.2 PRESENTATIONS TO COMMITTEE**

The Committee considered Presentations to Committee.

#### **ACM12/2023 RESOLVED:**

**On the motion of Mayor Matthew Ryan**

**Seconded Chairperson Carolyn Eagle**

**That the Risk Management and Audit Committee**

- 1. received and noted with thanks presentations made by James Sheridan committee at the meeting and;**
- 2. Committee seeks management provide a workshop format on the Risk Management process as it is evolving within Council.**

**CARRIED**

### **7.1 CONFIRMATION OF PREVIOUS RISK MANAGEMENT AND AUDIT COMMITTEE MINUTES - 28 MARCH 2023**

The Committee considered Confirmation of Previous Risk Management and Audit Committee Minutes - 28 March 2023.

#### **ACM13/2023 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Mayor Matthew Ryan**

**That the minutes of the 28 March 2023 Risk Management and Audit Committee meeting are adopted as a true and correct record of the meeting.**

**CARRIED**

## GENERAL ITEMS

### 8.1 UPDATE ON GENERAL ACTION ITEMS

The Committee considered Update on General Action Items.

**ACM14/2023 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Councillor James Woods**

**That Risk Management and Audit Committee;**

- 1. reviewed the Action Items List, and approved to remove completed items from the list.**
- 2. Requested the removal of item ACM12/2022 as it is no longer the direction of Council.**

**CARRIED**

## 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.

**ACM15/2023 RESOLVED:**

**On the motion of Mayor Matthew Ryan**

**Seconded Chairperson Carolyn Eagle**

**That Risk Management and Audit Committee approved the closure of the meeting to the public as confidential items were about to be discussed in accordance with regulation 52 of the *Local Government (General) Regulations 2021*.**

**CARRIED**

## EXCLUSION OF THE PUBLIC

The meeting closed to the public at 10:18

## CONFIDENTIAL ITEMS

The information is classed as confidential under Section 293(1) of the *Local Government Act 2019* and regulation 51 of the *Local Government (Administration) Regulations 2021*.

## CONFIDENTIAL ITEMS MOVED INTO OPEN

### 12.1 CONFIRMATION OF PREVIOUS MINUTES - CONFIDENTIAL RISK MANAGEMENT AND AUDIT COMMITTEE MEETING.

The Committee considered Confirmation of Previous Minutes - Confidential Risk Management and Audit Committee Meeting..

**ACM16/2023 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

**Seconded Mayor Matthew Ryan**

**That the confidential minutes of the 4 November 2022 and 28 March 2022 Risk Management and Audit Committee meeting are confirmed as a true and correct record of the meeting.**

**CARRIED**

### 12.2 EXTERNAL AUDIT STRATEGY MEMORANDUM FOR THE YEAR ENDED 30 JUNE 2023

The Committee considered External Audit Strategy Memorandum for the year ended 30 June 2023.

**ACM17/2023 RESOLVED:**

**On the motion of Chairperson Carolyn Eagle**

Seconded Councillor James Woods  
That the Risk Management and Audit Committee received and noted the Nexia Edwards Marshall NT Audit Strategy Memorandum for the year ended 30 June 2023.

CARRIED

#### 12.3 ENGAGEMENT OF EXTERNAL SUPPLIER FOR INTERNAL AUDIT SERVICES

The Committee considered Engagement of External Supplier for Internal Audit Services.

**ACM18/2023 RESOLVED:**

On the motion of Chairperson Carolyn Eagle

Seconded Mayor Matthew Ryan

That the Risk Management and Audit Committee approved management to:

1. develop a scope of works; and
2. seek quotations / proposals for review by the Committee for the purposes of engaging an external service provider for provision of internal audit services for 2 financial years being 2023-24, 2024-25 plus the option of extension of one financial year being 2025-26.

CARRIED

#### 12.4 INTERNAL AUDIT - COMMERCIAL SERVICES REVIEW 2022 - TRACKING REGISTER UPDATE

That the Risk Management and Audit Committee deferred this report to the next meeting.

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

The Committee considered Disclosure of Confidential Resolutions and Re-admittance of the Public.

**ACM19/2023 RESOLVED:**

On the motion of Chairperson Carolyn Eagle

Seconded Mayor Matthew Ryan

That the Risk Management & Audit 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

#### READMITTANCE OF THE PUBLIC

#### MEETING DECLARED CLOSED

Chairperson Carolyn Eagle declared the meeting closed at 11:27

This page and the preceding pages are the minutes of the Risk Management and Audit Committee meeting Audit Committee Meeting held on Tuesday, 30 May 2023.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date Confirmed

