



**Victoria Daly**  
REGIONAL COUNCIL

**MINUTES**

**AUDIT AND RISK MANAGEMENT MEETING**

**WEDNESDAY, 30 March 2022**

**09:30AM**

**REGIONAL OFFICE, KATHERINE**

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Russell Anderson  
**Chief Executive Officer**

**MINUTES**

**AUDIT AND RISK MANAGEMENT MEETING**

**WEDNESDAY 30 MARCH 2022**

**09:00AM**

**REGIONAL OFFICE, KATHERINE**

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**PRESENT**

**MEMBERS**

Chair	Mr John De Koning
Member	Ms Maxine Bright
Deputy Mayor	Cr Shirley Garlett
Councillor	Cr Georgina Macleod

**STAFF PRESENT**

Chief Executive Officer	Russell Anderson
Director of Corporate Services	Trudy Braun
Manager of Executive Services	Michelle Will
Senior Accountant	Jackson Bernard
A/Director of Operations	Jocelyn Moir

**ELECTED MEMBERS PRESENT**

Councillor	Cr Andrew McTaggart
Mayor	Brian Pedwell

**GUESTS**

**The Chairperson opened the meeting at 09:32am**

**APOLOGIES AND LEAVE OF ABSENCE**

Nil

**DISCLOSURES OF INTEREST – MEMBERS, COUNCILLORS AND STAFF**

There were no declarations of interest at this Audit and Risk Management meeting.

The Chairperson welcomed attendees to the Audit and Risk Management Committee meeting and briefed the Committee in regard to the ARMC Terms of Reference which is in the process of being reviewed and updated to align with the *Local Government Act 2019*.

**CONFIRMATION OF MINUTES**

**Minutes of the Audit and Risk Management Meeting held on 11 November 2021**

**RECOMMENDATION:**

**That** the minutes be taken as read and be accepted as a true record of the Meeting.

Moved: Deputy Mayor Shirley Garlett

Seconded: Cr Macleod

Resolution: Carried

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## **REPORTS TO COMMITTEE**

The Chairperson explained to the Committee that some policies were provided as templates or sample documents by the Department of the Chief Minister and Cabinet.

There are two streams of policies which are implemented to allow a separation of powers. Some policies are operational in nature and the Chief Executive Officer is responsible for those policies.

The Chief Executive Officer provided an update regarding the process of adopting new policies in accordance with the *Local Government Act 2019*. The Department of the Chief Minister and Cabinet has been supportive in the review process of the policies to date.

Discussion regarding the Local Authority Desktop review took place.

The Chairperson requested that any comment or feedback on the new operational policies be sent to the Governance Manager for receipt and review.

### **1) New Operational Policies**

**Motion:**

- A. That the New Operational Policies report is received and noted

Moved: Deputy Mayor Shirley Garlett

Seconded: John De Koning

Resolution: Carried

Action Item: Feedback on all policies due by Friday 15 April 2022 (feedback to be sent to Governance Manager).

### **2) Progress Report**

**Motion:**

- A. That the Progress Report is received and noted

Moved: Cr Macleod

Seconded: Maxine Bright

Resolution: Carried

Recommendation that some policies, which are covered by others, be removed from the list and added into an additional column, better reflecting council's progress.

Action Item: Governance Manager to provide an updated Policy Revision Schedule to Council and the ARMC in May reflecting the recommendation.

### **3) Policy Revision Schedule**

**Motion:**

- A. That the Policy Revision Schedule is received and noted

Moved: John De Koning

Seconded: Deputy Mayor Shirley Garlett  
Resolution: Carried

**Senior Account, Mr Jackson Bernard entered the meeting, the time being 10:17am**  
**Mayor Pedwell, left the meeting, the time being 10:17am**  
**Mayor Pedwell, returned to the meeting, the time being 10:18am**

The Senior Account provided a verbal update to the Committee to accompany the report.

**4) Finance Report for month ended February 2022**

**Motion:**

- A. That the Finance Report for month ended February 2022 is received and noted

Moved: Cr Macleod

Seconded: Deputy Mayor Shirley Garlett

Resolution: Carried

**Senior Accountant left the meeting, the time being 10:39am**

**GENERAL BUSINESS**

Nil

**The meeting was closed by the Chairperson at 10:55am.**

This page and the preceding 4 pages are the minutes of the meeting of Audit and Risk Management Committee, held on Wednesday, 30 March 2022.

The next Audit and Risk Management Committee will be held on Monday, 30 May 2022.

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John De Koning, Chair