



BELYUEN COMMUNITY GOVERNMENT COUNCIL

AUDIT AND RISK MANAGEMENT COMMITTEE MEETING

MINUTES OF MEETING

Date: 10th November 2022

Time: 9:00 am (Darwin Time)

Notice of Meeting

I, hereby give notice that the Audit and Risk Management Committee Meeting will be held at Belyuen Council Training Room, Belyuen on:

Date: 10th November 2022

Time: 9:00am (Darwin Time).

Any member(s) who cannot be physically present will be joining the meeting via Teams.

Please declare any conflict of interest(s) relating to the items of discussion of the Audit and Risk Management Committee meeting on 10th November 2022

This meeting is open to Public

Dave Ferguson

Chief Executive Officer

Belyuen Community Government Council

Date: 8th November 2022

MINUTES

1. Opening of Meeting

The Chairperson, Mr. Ian Swan declared the meeting open at 9:02am

2. Attendees/People Present

Members:

IAN SWAN (Independent Chairperson)	Present Virtually via Teams
NATASHA CHAPMAN (Independent Member)	Present Virtually via Teams
REX EDMUNDS (Elected President)	
LENARD SING (Elected Councillor)	

Staff:

DAVE FERGUSON (Chief Executive Officer)
JASMINE BRAR (Senior Finance/Administration Officer)

Other Attendees:

LAWRENCE AUTENCIO (Associate Director – Merit Partners)	Present Virtually via Teams
MATTHEW KENNON (Director – Merit Partners)	Present Virtually via Teams

3. Apologies and Leave of Absence

NIL

4. Declaration of Interests

NIL

5. Confirmation of Previous Minutes

NIL

6. Confidential Items

Recommendation:

Adherent to Regulation 51 of the Local Government (General) Regulations 2021, the following information is prescribed as confidential:

- (a) information about the employment of a particular individual as a member of staff or possible member of the staff of the Council that could, if publicly disclosed, cause prejudice to the individual;**
- (b) information about the personal circumstances of a resident or ratepayer;**
- (c) information that would, if publicly disclosed, be likely to:**
 - (i) 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;**
- (d) information subject to an obligation of confidentiality at law, or in equity;**
- (e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest;**
- (f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.**

Moved: Cr. Sing

Seconded: Cr. Edmunds

Procedural Note: The Meeting was closed to Public at 9:11am

6.1 Draft Audited Financial Statements for 2021-22

7. Re-Opening of the Meeting

Recommendation:

The Committee reopens the meeting to the general public in accordance with Regulation 51 of the Local Government (General) Regulations 2021

Moved: Cr. Sing

Seconded: Cr. Edmunds

8. Reports requiring Recommendations from the Audit and Risk Management Committee

Recommendation:

- The Committee will review the Terms of Reference for the Audit and Risk Management Committee at next Audit and Risk Management Committee meeting and it will be open for discussion with the management staff – Dave Ferguson and Jasmine Brar. The Terms of Reference will be reviewed again no later than November 2023
- The Committee has agreed to have four (4) meetings in the next 12 months. Two (2) of them will be face-to-face and two (2) of them would be virtual meetings

Moved: Natasha Chapman

Seconded: Cr. Sing

8.2 Forward Workplan

Recommendation:

The Committee recommends the CEO and the Council to review the Workplan and provide the committee with an updated workplan in the next Audit and Risk Management Committee meeting

Moved: Cr. Edmunds

Seconded: Cr. Sing

9. Next Meeting

The next Audit and Risk Management Committee will be held in February 2023, date to be advised

10. Meeting Closed

The meeting was closed at 10:11 am