# MINUTES

# RISK MANAGEMENT AND AUDIT COMMITTEE MEETING

# MONDAY 1ST JUNE 2026

# 10:00am

**Contents**

## 1. NOTICE OF MEETING

I hereby give notice that a Risk Management and Audit Committee Meeting was held on:

| | |
|---|---|
| Date: | 1st June 2026 |
| Time: | 10:00am |
| Location: | Council Chambers |
| | 22 Cameron Road, Batchelor NT 0845 |

Any member of the Committee who may have a conflict of interest, or perceived conflict of interest regarding any item of business to be discussed at a Risk Management and Audit Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the *Local Government Act 2019*.

The Risk Management and Audit Committee Meeting was open to the public.

The meeting was recorded for minuting purposes only.

NChapman

Acting Chief Executive Officer

**RESOLUTION: RMAC2026/08/10/002**

That the Public Minutes of the Risk Management and Audit Committee held on 1st June 2026 be confirmed by the Risk Management and Audit Committee as a true and correct record of the meeting.

**Moved:** **Clr Beswick**

**Seconded:** **DP Whatley** **Carried**

# MINUTES

## RISK MANAGEMENT AND AUDIT COMMITTEE MEETING

## WAS HELD IN THE COUNCIL CHAMBERS, BATCHELOR

## ON MONDAY 1st JUNE 2026 at 10:00am

The Chairperson, Mr Robert Annis-Brown, declared the meeting open at 10:00am and welcomed all in attendance.

### 2. ACKNOWLEDGEMENT OF COUNTRY

*I acknowledge the Traditional Owners of the land commonly referred to as Coomalie. I pay my respects to their Elders, past, present and emerging.*

### 3. PERSONS PRESENT

**MEMBERS PRESENT**

| | |
|---|---|
| Chairperson | Robert Annis-Brown |
| Independent Member | Karl Hell |
| Deputy President | Chris Whatley (via electronic attendance) |
| Councillor | Sharon Beswick |

**STAFF PRESENT**

| | |
|---|---|
| Acting Chief Executive Officer | Natasha Chapman |
| Acting Corporate Services Manager | Luke Ackland |
| Executive Services Coordinator | Terrill Forrest |

## 4. APOLOGIES AND LEAVE OF ABSENCE.

| | |
|---|---|
| **Date:** | 1st June 2026 |
| **Author:** | Natasha Chapman, Acting Chief Executive Officer. |
| **Attachments:** | **Nil.** |

**PURPOSE**

This report is to table for Committee's records, any apologies and requests for leave of absence received from Members of the Risk Management and Audit Committee for the meeting held 1st June 2026.

**NIL**

## 5. ELECTRONIC MEETING ATTENDANCE.

| | |
|---|---|
| **Date:** | 1st June 2026 |
| **Author:** | Natasha Chapman, Acting Chief Executive Officer. |
| **Attachments:** | **Nil.** |

**PURPOSE**

This report is to table, for the Committee's record, any requests and permissions for Electronic Attendance.

**RESOLUTION: RMAC2026/06/01/001**

That the Risk Management and Audit Committee acknowledge and accepts Deputy President Whatley's attendance to the meeting of 1st June 2026 via electronic means.

| | | |
|---|---|---|
| **Moved:** | **Clr. Beswick** | |
| **Seconded:** | **Member Hell** | **Carried** |

## 6. DECLARATION OF INTEREST OF MEMBERS OR STAFF.

| | |
|---|---|
| **Date:** | 1st June 2026 |
| **Author:** | Natasha Chapman, Acting Chief Executive Officer. |
| **Attachments:** | **Nil.** |

**PURPOSE**

Members are required to disclose an interest in a matter under consideration by the Committee at a meeting of a committee by:

1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.

2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Committee by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Committee on whether he/she shall remain in the meeting and/or take part in the vote on the issue. The committee may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/her to leave the Chambers.

**NIL**

## 7. CONFIRMATION OF MINUTES.

### 7.1 CONFIRMATION OF MINUTES.

| | |
|---|---|
| **Date:** | 1st June 2026 |
| **Author:** | Natasha Chapman, Acting Chief Executive Officer |
| **Attachments:** | **Draft Public Minutes from 13th April 2026** |

**PURPOSE**

Public Minutes from the meeting held on 13th April 2026 are to be confirmed as a true and correct record of the meeting.

**RESOLUTION: RMAC2026/06/01/002**

That the Public Minutes of the Risk Management and Audit Committee held on 13th April 2026 be confirmed by the Risk Management and Audit Committee as a true and correct record of the meeting.

| | | |
|---|---|---|
| **Moved:** | **Clr. Beswick** | |
| **Seconded:** | **DP Whatley** | **Carried** |

## 8. BUSINESS ARISING

### 8.1 BUSINESS FROM PREVIOUS MEETING

| | |
|---|---|
| **Date:** | 1st June 2026 |
| **Author:** | Natasha Chapman, Acting Chief Executive Officer |
| **Attachments:** | Nil |

**PURPOSE**

To provide the Risk Management and Audit Committee with a summary of the business arising from the previous meeting and actions taken.

**RESOLUTION: RMAC2026/06/01/003**

That the Risk Management and Audit Committee confirm the business arising from the meeting held on 13th April 2026.

**Moved:** **Clr. Beswick**

**Seconded:** **DP Whatley** **Carried**

## 9. OFFICER REPORTS

### 9.1 INCIDENTS AND CLAIMS

| | |
|---|---|
| **Date:** | 1st June 2026 |
| **Author:** | Luke Auckland, Acting Corporate Services Manager |
| **Attachments:** | **Nil** |

**PURPOSE**

To provide the Risk Management and Audit Committee with updates on any incidents or claims in the period February 2026 to April 2026.

**RESOLUTION: RMAC2026/06/01/004**

That the Risk Management and Audit Committee receives and notes the report entitled Incidents and Claims.

**Moved:** **Clr Beswick**

**Seconded:** **DP Whatley** **Carried**

## 9.2 FINANCIAL REPORT FOR PERIOD ENDING 30TH APRIL 2026

| | |
|---|---|
| **Date:** | 1st June 2026 |
| **Author:** | Luke Ackland, Acting Corporate Services Manager |
| | Natasha Chapman, Acting Chief Executive Officer |
| **Attachment:** | Nil |

**PURPOSE**
To provide the Risk Management and Audit Committee with an update on the Council's financial position as at 30th April 2026.

**RESOLUTION: RMAC2026/06/01/005**

That the Risk Management and Audit Committee:

a) receives and notes the report entitled Financial Report for Period Ending 30th April 2026; and

b) recommends that Council develop a Financial Management Plan in line with the development of a new Strategic Plan starting in 2027.

| | | |
|---|---|---|
| **Moved:** | **Clr. Beswick** | |
| **Seconded:** | **DP Whatley** | **Carried** |

**Discussion Points:**

- Queries included process of oversight for staying within budgeted expenditure and clarification regarding procurement processes (ie public quotation vs tender).
- Local Buy usage and how to engage community to increase value to Council.
- Delegation limits – currently aligned to legislation procurement thresholds. Querying whether these remain appropriate for Council.
- Disposal of assets and reporting in monthly financial report (as a note in comments) and then in the audited annual financial statements (cash flow statement).

**Action: Query through LGANT or Department for a benchmark on financial delegations and thresholds across NT councils.**

**Action: Add line in 'Investment Summary' table to differentiate what is grant money.**

## 9.3 POLICY DEVELOPMENT: POLICY 2.13 DEBT RECOVERY POLICY

| | |
|---|---|
| **Date:** | 1ST June 2026 |
| **Author:** | Luke Ackland, Acting Corporate Services Manager |
| **Attachment:** | **DRAFT 2.13 DEBT RECOVERY POLICY** |

**PURPOSE**

To seek the Risk Management and Audit Committee's recommendation for Council to adopt Council Policy 2.13 Debt Recovery Policy.

**RESOLUTION: RMAC2026/06/01/006**

That the Risk Management and Audit Committee;

a) receives and notes the report entitled Policy Development: Policy 2.13 Debt Recovery Policy; and

b) recommends to Council to adopt the drafted Policy 2.13 Debt Recovery Policy (as amended).

**Moved:** **Clr. Beswick**

**Seconded:** **DP Whatley** **Carried**

## 10. GENERAL BUSINESS

Action:

Councillors Liability risks and hazards reported and not actioned – is council liable? Fair and reasonable timeframe and Council's duty of care, appropriate measures taken. JLT could come and talk about insurance and coverage Council has – July or August meeting

## 11. CONFIDENTIAL ITEMS

**RESOLUTION: RMAC2026/06/01/007**

That the Risk Management and Audit Committee close the meeting to the general public in accordance with Regulation 51 of the *Local Government (General) Regulations 2021;*

**Moved:** **Clr. Beswick**

**Seconded:** **DP Whatley** **Carried**

**Procedural Note:**

The meeting was closed to the public at 11:12am.

### 11.1 CONFIRMATION OF CONFIDENTIAL MINUTES

**CONFIDENTIAL:** Regulations 51(1)(e) 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.

**Procedural Note:**

Staff were asked to leave the meeting at 11:14 am.

### 11.2 INSURANCE CLAIM PROGRESS REPORT

**CONFIDENTIAL:** Regulations 51

(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual; and

(d) information subject to an obligation of confidentiality at law, or in equity

## 12. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL

**NIL**

## 13. RE-OPENING OF THE MEETING

**RESOLUTION: RMACCONF2026/06/01/010**

That the Risk Management and Audit Committee re-opens the meeting to the general public in accordance with Regulation 51 of *the Local Government (General) Regulations 2021.*

**Moved:** **Clr. Beswick**

**Seconded:** **Chair Annis-Brown** **Carried**

**Procedural Note:**

The meeting was reopened to the public at 11:30am.

## 14. NEXT MEETING

The next Risk Management and Audit Committee meeting will be held at Council Chambers in Batchelor 10th August at 10:00am.

## 15. MEETING CLOSED

The meeting was closed at 11:31am.