



**AUDIT & RISK MANAGEMENT COMMITTEE MEETING  
HELD AT THE CIVIC CENTRE – KATHERINE  
12 April 2021**

**MINUTES**

**1 PRESENT**

- CHAIRPERSON : Mr Ian Swan (via zoom)
- MEMBERS : Alderman Jon Raynor  
: Mr Lokesh Anand – Independent (Via Zoom)
- OFFICERS : Mr Ian Bodill, Chief Executive Officer  
Ms Rosemary Jennings, Director Community Services  
: Ms Thea Griffin, Acting Director Infrastructure and Environment  
: Ms Donna Jones, Finance Manager  
: Mr Ireneo Lalim, Financial Accountant  
: Ms Sharna Ross, Human Resources  
: Mr Jherry Matahelumual, Executive Assistant/Minute Taker

**2 OPENED**

The meeting was opened at 10.36am

**3 APOLOGIES**

- Ms Claire Johansson, Chief Operations Officer (COO)

**4 CONFIRMATION OF PREVIOUS MINUTES**

- MOVED : Alderman Jon Raynor**  
**SECONDED : Mr Anand**

That the minutes with new amendment of Audit and Risk Management Committee Meeting held on Friday, 13 November 2020 be confirmed as a true and accurate record.

**CARRIED 3/0**

**5 BUSINESS ARISING**

- Mr Swan requested an update on grants and support towards the Waste Management Facility. CEO Bodill informed the committee that KTC is looking preparing a plan and once finalised we will be seeking funding. Acting Director Griffin mentioned that this plan may be ready in the next quarter.

**6 ITEMS FOR DISCUSSION**

**6.1 2020/2021 Audit and Financial Position**

- Mr Anand suggested the breakdown information in the budget variance should be amended as follow:
- Gross profit be changed to Gross Income
  - Operating Profit be changes to operating surplus



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- Move gross income under Total other income
- Mr Anand queried who owed \$114,808 over 90 days debt? Ms Jones informed the debt is in relation to the rates issue to the Department of Territory Families (owned the building and lease it to St Vincent de Paul) which have been corrected and a back pay of approximately \$45,000 from a cleaning contractor which is now in a two year repayment plan.
- Alderman Raynor queried whether we continue banking with AMP since the interest has gone down. Ms Jones responded that the comparison across all banks is low interest rates/ AMP were the highest at the time. They also limit to the actual \$\$ amount in holdings they will take from individual business and we have reached the limit.

**6.2 Reserves**

- Mr Anand sought more information on \$8,271,053 Capital Works in progress. Ms Donna Jones explained that Capital Works covers a few major projects that Katherine Town Council is progressing currently such as sportsground, showgrounds, hot springs (final stage works) and Town Square projects. Mr Ireneo Lalim added that the sum is the remaining funds which will be used for the completion of the projects.
- Mr Swan noted the reserves of the Katherine Town Council
- Mr Swan requested updates on the Long-Term Financial Plan (LTFP). Ms Jones explained that the LTFP is part of the 2021/2022 Municipal Plan which was endorsed by the Council for public comment in March 2021 Ordinary Council Meeting. The municipal plan's written submission will close on 21 April. All comments made will be looked at for further update and the final plan will be taken back to Council for adoption in May 2021 Ordinary Council Meeting.
- Mr Swan mentioned that he is very pleased with the Long-Term Financial Plan of the Katherine Town Council.
- Mr Swan suggested that we combine reports in 6.1 and 6.2 and include the Long-Term Financial Plan under the same resolution.

A motion was raised that Audit and Risk Management Committee receive, note and review financial position including reserves and amended Long Term Financial Plan 2020/2030 as true and accurate.

**MOVED** : Mr Lokesh  
**SECONDED** : Alderman Raynor

**CARRIED 3/0**

**6.3 Audit and Risk Management Committee Work Program**

- Mr Swan suggested that item
  - 2.1 (Review and endorse draft Annual Business Plan, Budget, AMP and LTFP (including rating strategy) prior to or after community consultation) and



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- 2.2 (Review format of budgetary, financial performance and management reports provided to Council) in the Audit and Risk Management Committee Work Program should be a standard agenda item

- Alderman Raynor suggested that item 3.9 (Review cyber security systems and reporting) should be included in the June's meeting.

A motion was raised that the amended Audit and Risk Management Committee receive and adopt the Audit and Risk Management Committee Work Program 2021/2022.

**MOVED** : Mr Lokesh  
**SECONDED** : Alderman Raynor

**CARRIED 3/0**

- 9 NEXT MEETING**  
Monday, 7 June 2021 at 10am
- 10 CLOSURE OF MEETING**  
The Meeting was closed at 11.30am

Ian Swan  
**CHAIR**