



MINUTES

Tuesday, 2 October 2018
Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 2 OCTOBER 2018 AT 10.00AM**

1 MEMBERS IN ATTENDANCE

Ms Ruth Faulkner, Cr Kevin Davies, Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Anthony Archie (Manager Development and Governance), Elisa Tatti (Manager Finance), Peter Franks (Chief Executive Officer), Sri Narasimhan (QAO), Andrew Cornes (External Auditor), Carolyn Eagle (Internal Auditor)

3 APOLOGIES

Jennifer McCarthy (Director Corporate and Community Services), Tom Gilmore (Mayor)

**4 DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/CONFLICTS OF INTEREST BY
AUDIT COMMITTEE AND OBSERVERS**

Nil

5 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES FROM MEETING HELD 14 AUGUST 2018

COMMITTEE RESOLUTION 2018/1

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Minutes of the Audit Committee Meeting held on 14 August 2018 be confirmed as true and correct.

.CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2018

COMMITTEE RESOLUTION 2018/2

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the financial report for the period ending 31 August 2018.

CARRIED

6.2 FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2018**COMMITTEE RESOLUTION 2018/3**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report and recommend Council to adopt.

CARRIED

7 INTERNAL AUDIT**7.1 INTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2018/4**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the attached reports.

CARRIED

7.2 INTERNAL AUDIT PLAN**COMMITTEE RESOLUTION 2018/5**

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Audit Committee note the verbal report on the approach to developing the Strategic Internal Audit Plan for the next 3 years and endorse offer of extension and recommend commencement of Fraud & Ethical Conduct Project Review as the first project of the FY 2019 Annual Internal Audit Plan Risk Assessment.

CARRIED

8 GOVERNANCE AND RISK MANAGEMENT**8.1 ENTERPRISE RISK MANAGEMENT****COMMITTEE RESOLUTION 2018/6**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the report and recommend that the Chief Executive Officer presents Council with the Significant and Extreme Risks and associated Risk Treatment Plans.

CARRIED

9 EXTERNAL AUDIT**9.1 EXTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2018/7**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the attached reports.

CARRIED

10 LEGISLATIVE AND REGULATORY COMPLIANCE**10.1 PURCHASING REPORT SEPTEMBER 2018****COMMITTEE RESOLUTION 2018/8**

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Audit Committee receive and note the report.

CARRIED

10.2 PROBITY AUDIT REPORT**COMMITTEE RESOLUTION 2018/9**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report.

CARRIED

11 GENERAL BUSINESS**2019 Meeting Dates**

12 March 2019

13 August 2019 (Tentative)

1 October 2019 (Tentative)

12 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

Nil

13 MATTERS TO BE REPORTED TO COUNCIL

Nil

The Meeting closed at 11.50am.

The next meeting of the Audit Committee will be held at Mareeba on 12 March 2019 at 10am

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R. Faulkner

CHAIRPERSON