Mareeba
SHIRE COUNCIL

# MINUTES

## Tuesday, 10 March 2020

## Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL**
**AUDIT COMMITTEE MEETING**
**HELD AT THE COUNCIL CHAMBERS**
**ON TUESDAY, 10 MARCH 2020 AT 10AM**

## 1 MEMBERS IN ATTENDANCE

Ms Ruth Faulkner, Cr Kevin Davies, Cr Mary Graham

## 2 OFFICERS IN ATTENDANCE

Jennifer McCarthy (Director Corporate and Community Services), Anthony Archie (Manager Development and Governance), Elisa Tatti (Manager Finance), Peter Franks (Chief Executive Officer), Andrew Cornes (External Auditors),Tracy Townsend (Internal Auditors)

Lisa Fraser (QAO) via teleconference

## 3 APOLOGIES

Tom Gilmore (Mayor)

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

Nil

## 5 CONFIRMATION OF MINUTES

**COMMITTEE RESOLUTION 2020/1**

Moved: Cr Mary Graham
Seconded: Ms Ruth Faulkner

That the minutes of Audit Committee Meeting held on 1 October 2019 be confirmed.

**CARRIED**

## 6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

### 6.1 AUDIT MATRIX REPORT

**COMMITTEE RESOLUTION 2020/2**

Moved: Cr Kevin Davies
Seconded: Cr Mary Graham

That the Audit Committee note the attached report and support officers in their endeavours to implement the suggested recommendations.

**CARRIED**

## 6.2 FINANCIAL STATEMENTS PERIOD ENDING 31 JANUARY 2020

**COMMITTEE RESOLUTION 2020/3**

Moved: Ms Ruth Faulkner
Seconded: Cr Mary Graham

That the Audit Committee note the financial report for the period ending 31 January 2020.

**CARRIED**

## 7 INTERNAL AUDIT

## 7.1 INTERNAL AUDIT STATUS REPORT

**COMMITTEE RESOLUTION 2020/4**

Moved: Cr Mary Graham
Seconded: Cr Kevin Davies

That the Audit Committee note the attached reports and confirm Water Management Practices review is not part of the endorsed Internal Audit Plan and a new Internal Audit Plan can be adopted post March if amendment is required.

**CARRIED**

## 8 GOVERNANCE AND RISK MANAGEMENT

## 8.1 MSC ANNUAL REPORT 2018/2019

**COMMITTEE RESOLUTION 2020/5**

Moved: Ms Ruth Faulkner
Seconded: Cr Mary Graham

That the Audit Committee note the MSC Annual Report for the 2018/19 Financial Year.

**CARRIED**

## 9 EXTERNAL AUDIT

## 9.1 AUDIT STRATEGY 2019/20

**COMMITTEE RESOLUTION 2020/6**

Moved: Cr Kevin Davies
Seconded: Cr Mary Graham

That the Audit Committee note the report

**CARRIED**

## 10 LEGISLATIVE AND REGULATORY COMPLIANCE

### 10.1 PURCHASING REPORT JANUARY 2019

**COMMITTEE RESOLUTION 2020/7**

Moved: Cr Mary Graham
Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report.

**CARRIED**

## 11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

Nil

## 12 MATTERS TO BE REPORTED TO COUNCIL

Nil

The Chairperson thanked Councillors for their contribution to the Audit Committee

**The Meeting closed at 11.20am.**

**The next meeting of the Audit Committee will be held at Mareeba on 11 August 2020 at 10am**

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**CHAIRPERSON**