



# **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**