



MINUTES

Monday, 21 September 2020

Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON MONDAY, 21 SEPTEMBER 2020 AT 10:00AM**

1 MEMBERS IN ATTENDANCE

Ms Ruth Faulkner, Cr Kevin Davies, Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Peter Franks (Chief Executive Officer), Jennifer McCarthy (Director Corporate and Community Services), Elisa Tatti (Manager Finance), Tracy Townsend (Pacifica), Andrew Cornes (External Auditors), Lisa Fraser (QAO - via teleconference), Amira Muirhead (Pacifica - via teleconference)

2.1 OBSERVERS IN ATTENDANCE

Cr Angela Toppin (Mayor)

3 APOLOGIES

Anthony Archie (Manager Development and Governance)

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

Nil

5 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2020/14

Moved: Cr Mary Graham

Seconded: Ms Ruth Faulkner

That the minutes of Audit Committee Meeting held on 11 August 2020 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

Cr Davies arrived at meeting at 10.03am.

6.1 FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2020

COMMITTEE RESOLUTION 2020/15

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

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

CARRIED

6.2 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2020

COMMITTEE RESOLUTION 2020/16

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the Financial Report for the period ending 31 August 2020.

CARRIED

7 INTERNAL AUDIT

7.1 INTERNAL AUDIT STATUS REPORT

COMMITTEE RESOLUTION 2020/17

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the attached reports.

CARRIED

8 EXTERNAL AUDIT

8.1 EXTERNAL AUDIT STATUS REPORT

COMMITTEE RESOLUTION 2020/18

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Audit Committee receive and note the attached reports.

CARRIED

9 LEGISLATIVE AND REGULATORY COMPLIANCE

9.1 PURCHASING REPORT JULY 2020

COMMITTEE RESOLUTION 2020/19

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Audit Committee receive and note the report.

CARRIED

10 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

Nil

11 MATTERS TO BE REPORTED TO COUNCIL

Nil

12.1 2021 MEETING DATES

9 March 2021

17 August 2021 (Tentative)

5 October 2021 (Tentative)

12.2 AUDIT CHAIRPERSON CONTRACT

Contract renewal tender to commence by Council with the current contract due to expire on 3 January 2021.

The Meeting closed at 11.36am.

The next meeting of the Audit Committee will be held at Mareeba on 9 March 2021 at 10am

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CHAIRPERSON