



MINUTES

Tuesday, 5 October 2021
Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 5 OCTOBER 2021 AT 10.00AM**

1 MEMBERS IN ATTENDANCE

Ms Ruth Faulkner, Cr Kevin Davies (via teleconference), 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), Mayor Angela Toppin, Andrew Cornes (Grant Thornton), Nicole Short (QAO - via teleconference), Carolyn Eagle (Pacifica) arrived 10.07am

3 APOLOGIES

Nil

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

Nil

5 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2021/15

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the minutes of Audit Committee Meeting held on 11 August 2021 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2021

COMMITTEE RESOLUTION 2021/16

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

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

CARRIED

6.2 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2021**COMMITTEE RESOLUTION 2021/17**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the Financial Report for the period ending 31 August 2021.

CARRIED

7 INTERNAL AUDIT**7.1 INTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2021/18**

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the Audit Committee:

1. Note the internal audit progress report and the internal audit matrix; and
2. Note and endorse the draft internal audit plan

CARRIED

8 EXTERNAL AUDIT**8.1 EXTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2021/19**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the attached reports.

CARRIED

9 LEGISLATIVE AND REGULATORY COMPLIANCE**9.1 PURCHASING REPORT SEPTEMBER 2021****COMMITTEE RESOLUTION 2021/20**

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That the Audit Committee receive and note the report.

CARRIED

10 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

MSC v Richard Rudd - verbal update provided regarding outcome from Supreme Court hearing (August 2021)

11 MATTERS TO BE REPORTED TO COUNCIL

Nil

12 GENERAL BUSINESS

12.1 2022 MEETING DATES

Proposed Meeting dates accepted:

8 March 2022

16 August 2022

4 October 2022

12.2 MEETING TO DISCUSS GRANT THORNTON/QAO INTERIM REPORT

Set a meeting date for May based on QAO timelines to discuss Grant Thornton/QAO interim report.

12.3 WORKSHOP TO REVIEW DRAFT FINANCIAL STATEMENTS

Workshop to be held on 16 August for staff and Audit Committee including observer Councillors to review draft financial statements.

13 CLOSED SESSION

Nil

The Meeting closed at 11.30am.

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CHAIRPERSON