



MINUTES

Thursday, 10 August 2023
Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON THURSDAY, 10 AUGUST 2023 AT 10:00 AM**

1 MEMBERS IN ATTENDANCE

Ms Ruth Faulkner, Cr Kevin Davies, Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Jennifer McCarthy (Director Corporate and Community Services), Elisa Tatti (Manager Finance), Mike Schuck (Senior Advisor Governance and Compliance) , Shona Cram (Grant Thornton) attended via Teams, Nicole Short (QAO), Carolyn Eagle (Pacifica) attended via Teams

3 APOLOGIES

Mayor Angela Toppin, Peter Franks (Chief Executive Officer), Glenys Pilat (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 2023/11

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the minutes of Audit Committee Meeting held on 7 March 2023 and 10 May 2023 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 ANNUAL ASSET VALUATION REPORT

COMMITTEE RESOLUTION 2023/12

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Audit Committee note the report.

CARRIED

6.2 BUDGET 2023/24

COMMITTEE RESOLUTION 2023/13

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee notes the report.

CARRIED

6.3 DRAFT FINANCIAL STATEMENTS 30 JUNE 2023

COMMITTEE RESOLUTION 2023/14

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the report.

CARRIED

6.3.1 QAO 2023 AUDIT COMMITTEE BRIEFING PAPER

COMMITTEE RESOLUTION 2023/15

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the report.

CARRIED

6.4 LONG TERM ASSET MANAGEMENT PLAN 2023 - 2032

COMMITTEE RESOLUTION 2023/16

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That Audit Committee notes the attached Long Term Asset Management Plan 2023-24 to 2032-33.

CARRIED

6.5 IMPROVING ASSET MANAGEMENT IN LOCAL GOVERNMENT - QUEENSLAND AUDIT OFFICE REPORT

COMMITTEE RESOLUTION 2023/17

Moved: Cr Kevin Davies
Seconded: Cr Mary Graham

That Audit Committee note the attached report QAO Improving asset management in local government (Mareeba Shire Council) - Final management letter.

CARRIED

7 INTERNAL AUDIT

7.1 INTERNAL AUDIT STATUS REPORT

COMMITTEE RESOLUTION 2023/18

Moved: Ms Ruth Faulkner
Seconded: Cr Kevin Davies

That the Audit Committee endorse the proposed Internal Audit Plan for 2023/24.

CARRIED

8 GOVERNANCE AND RISK MANAGEMENT

8.1 COMPLIANCE CHECKLIST

COMMITTEE RESOLUTION 2023/19

Moved: Cr Mary Graham
Seconded: Cr Kevin Davies

That the Committee notes the attached CEO endorsed compliance checklist.

CARRIED

8.2 ENTERPRISE RISK MANAGEMENT

COMMITTEE RESOLUTION 2023/20

Moved: Cr Mary Graham
Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report, including the amendments to the Risk and Issues Management Matrix (Enterprise Risk Register), Risk Treatment Plans and MSC Enterprise Risk Register as attached.

CARRIED

8.3 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS

COMMITTEE RESOLUTION 2023/21

Moved: Ms Ruth Faulkner

Seconded: Cr Mary Graham

That Audit Committee note the report.

CARRIED

9 LEGISLATIVE AND REGULATORY COMPLIANCE

9.1 PURCHASING REPORT JUNE 2023

COMMITTEE RESOLUTION 2023/22

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report.

CARRIED

9.2 NEW LOCAL GOVERNMENT SUSTAINABILITY FRAMEWORK FOR QUEENSLAND COUNCILS

COMMITTEE RESOLUTION 2023/23

Moved: Cr Kevin Davies

Seconded: Cr Mary Graham

That the Audit Committee note the report.

CARRIED

10 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

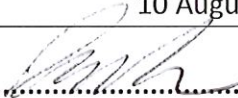
Dealt with in 8.3

11 MATTERS TO BE REPORTED TO COUNCIL

Nil

The Meeting closed at 11:36am.

The minutes of this meeting were confirmed at the Audit Committee Meeting held on 3 October 2023.


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3rd Oct 2023

CHAIRPERSON