



MINUTES

Tuesday, 3 October 2023
Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 3 OCTOBER 2023 AT 10:06 AM**

1 MEMBERS IN ATTENDANCE

Ms Ruth Faulkner, Cr Kevin Davies (via Teams)

2 OFFICERS IN ATTENDANCE

Cr Angela Topin (Mayor), Jennifer McCarthy (Director Corporate and Community Services), Elisa Tatti (Manager Finance), Glenys Pilat (Manager Development and Governance), Nicole Short (QAO via Teams), Shona Cram (Grant Thornton via Teams), Kelly Graham (Grant Thornton).

3 APOLOGIES

Cr Mary Graham, Peter Franks (Chief Executive Officer)

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

Nil

5 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2023/24

Moved: Cr Kevin Davies

Seconded: Ms Ruth Faulkner

That the minutes of Audit Committee Meeting held on 10 August 2023 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2023

COMMITTEE RESOLUTION 2023/25

Moved: Ms Ruth Faulkner

Seconded: Cr Kevin Davies

That the Audit Committee note the Financial Report for the period ending 31 August 2023.

CARRIED

6.2 FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2023

COMMITTEE RESOLUTION 2023/26

Moved: Ms Ruth Faulkner

Seconded: Cr Kevin Davies

That the Audit Committee:

1. receive and note the report;
2. recommends that Council adopts Financial Statements for the year ending 30 June 2023;
3. acknowledge the impact on Finance team and hard work in preparing the Statements.

CARRIED

6.3 AUDIT MATRIX REPORT

COMMITTEE RESOLUTION 2023/27

Moved: Ms Ruth Faulkner

Seconded: Cr Kevin Davies

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

CARRIED

7 INTERNAL AUDIT

7.1 INTERNAL AUDIT STATUS REPORT

COMMITTEE RESOLUTION 2023/28

Moved: Ms Ruth Faulkner

Seconded: Cr Kevin Davies

That the Audit Committee note the attached report.

CARRIED

8 EXTERNAL AUDIT

8.1 EXTERNAL AUDIT STATUS REPORT

COMMITTEE RESOLUTION 2023/29

Moved: Ms Ruth Faulkner

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the attached reports.

CARRIED

9 LEGISLATIVE AND REGULATORY COMPLIANCE

9.1 PURCHASING REPORT AUGUST 2023

COMMITTEE RESOLUTION 2023/30

Moved: Ms Ruth Faulkner

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report.

CARRIED

10 GENERAL BUSINESS

10.1 PROPOSED MEETING DATES FOR 2024

RECOMMENDATION

That the below meeting dates be set for 2024.

Wednesday, 6 March 2024

Wednesday, 14 August 2024

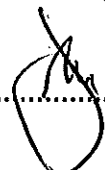
Wednesday, 2 October 2024

11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

12 MATTERS TO BE REPORTED TO COUNCIL

The Meeting closed at 11:06am.

The minutes of this meeting were confirmed at the Audit Committee Meeting held in March 2024.

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CHAIRPERSON