



MINUTES

Tuesday, 1 October 2024
Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 1 OCTOBER 2024 AT 10:00 AM**

1 MEMBERS IN ATTENDANCE

John Andrejic, Cr Kevin Davies (via Teams), Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Peter Franks (Chief Executive Officer), Jennifer McCarthy (Director Corporate and Community Services), Elisa Tatti (Manager Finance), Roy Ladner (Manager Information Systems), Shona Cram (Grant Thornton), Kelly Graham (Grant Thornton), Amy Briggs (QAO, via Teams), Cr Angela Toppin (Mayor MSC arrived 10:38am)

3 APOLOGIES

Glenda Kirk (Director Infrastructure Services), Glenys Pilat (Manager Development and Governance), Carolyn Eagle (Pacifica), Tracy Townsend (Pacifica), Sian Ferguson (Pacifica), Sri Narasimhan (QAO)

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

Nil

5 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2024/20

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the minutes of Audit Committee Meeting held on 14 August 2024 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 AUGUST 2024

COMMITTEE RESOLUTION 2024/21

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the Financial Report for the period ending 31 August 2024.

CARRIED

6.2 FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2024**COMMITTEE RESOLUTION 2024/22**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report for execution.

CARRIED

6.3 CAPITAL WORKS UPDATE**COMMITTEE RESOLUTION 2024/23**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee note the attached report.

CARRIED

7 EXTERNAL AUDIT**7.1 EXTERNAL AUDIT STATUS REPORT****COMMITTEE RESOLUTION 2024/24**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee:

- 1) receive and note the Closing Report issued by the Queensland Audit Office;
- 2) approve the Management Responses to be updated by the CEO based upon discussions in the Audit Committee meeting held 01 October 2024;
- 3) request Grant Thornton and QAO to review the two Significant deficiencies (24CR-1 and 24CR-2) to Deficiencies.

CARRIED

8 LEGISLATIVE AND REGULATORY COMPLIANCE**8.1 PURCHASING REPORT AUGUST 2024****COMMITTEE RESOLUTION 2024/25**

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the Audit Committee receive and note the report.

CARRIED

9 GENERAL BUSINESS

9.1 PROPOSED MEETING DATES FOR 2025

COMMITTEE RESOLUTION 2024/26

Moved: Cr Mary Graham

Seconded: Cr Kevin Davies

That the below meeting dates be set for 2025.

Wednesday, 12th March 2025

Wednesday, 13th August 2025

Wednesday, 1st October 2025

CARRIED

10 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO


Nil

11 MATTERS TO BE REPORTED TO COUNCIL

The Financial Statements will be reported to Council through the Annual Report at the next available Council meeting.

The Meeting closed at 11:00am.

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


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CHAIRPERSON