



Mareeba
SHIRE COUNCIL

MINUTES

Wednesday, 12 March 2025

Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 12 MARCH 2025 AT 10:00AM**

1 MEMBERS IN ATTENDANCE

John Andrejic, Cr Mary Graham

2 OFFICERS IN ATTENDANCE

Elisa Tatti (Manager Finance), Shona Cram (Grant Thornton), Natalia Kolakowski (QAO, via Teams), Carolyn Eagle (Pacifica, via Teams at 10:15am), Amira Mediodia (Pacifica)

3 APOLOGIES

Peter Franks (Chief Executive Officer), Jennifer McCarthy (Director Corporate and Community Services), Glenda Kirk (Director Infrastructure Services), Cr Angela Topin (Mayor MSC), Tracy Townsend (Pacifica), Sian Ferguson (Pacifica), Kelly Graham (Grant Thornton), 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 2025/1

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the minutes of Audit Committee Meeting held on 1 October 2024 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 FINANCIAL STATEMENTS PERIOD ENDING 31 JANUARY 2025

COMMITTEE RESOLUTION 2025/2

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the Audit Committee note the Financial Report for the period ending 31 January 2025.

CARRIED

6.2 CAPITAL WORKS UPDATE**COMMITTEE RESOLUTION 2025/3**

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the Audit Committee note the attached report.

CARRIED

6.3 AUDIT MATRIX REPORT**COMMITTEE RESOLUTION 2025/4**

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

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 THREE-YEAR STRATEGIC INTERNAL AUDIT PLAN 2025 - 2027****COMMITTEE RESOLUTION 2025/5**

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the Audit Committee endorse the proposed Three-year Strategic Internal Audit Plan, incorporating the annual internal audit plan for the financial year ending 30 June 2025.

CARRIED

8 GOVERNANCE AND RISK MANAGEMENT**8.1 MSC ANNUAL REPORT 2023/24****COMMITTEE RESOLUTION 2025/6**

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the Audit Committee note the MSC Annual Report for the 2023/24 Financial Year.

CARRIED

9 EXTERNAL AUDIT**9.1 AUDIT STRATEGY 2024/25****COMMITTEE RESOLUTION 2025/7**

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the Audit Committee note the 2024/25 Audit Plan and Briefing Note provided by the Queensland Audit Office.

CARRIED

10 LEGISLATIVE AND REGULATORY COMPLIANCE**10.1 PURCHASING REPORT FEBRUARY 2025****COMMITTEE RESOLUTION 2025/8**

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the Audit Committee receive and note the report.

CARRIED

11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO


Nil

12 MATTERS TO BE REPORTED TO COUNCIL

Nil

The Meeting closed at 10:32am.

The minutes of this meeting were confirmed at the Audit Committee Meeting held on 13 August 2025.


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CHAIRPERSON