



MINUTES

Wednesday, 13 August 2025

Audit Committee Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 13 AUGUST 2025 AT 1:00PM**

1 MEMBERS IN ATTENDANCE

John Andrejic (Chair via Teams), Cr Mary Graham, Cr Amy Braes

2 OFFICERS IN ATTENDANCE

Peter Franks (Chief Executive Officer), Jennifer McCarthy (Director Corporate and Community Services), Glenda Kirk (Director Infrastructure Services), Elisa Tatti (Manager Finance), Mike Schuck (Senior Advisor Governance & Compliance), Andrea McGrath (Statutory Accountant), Carolyn Eagle (Pacifica via Teams), Amira Mediodia (Pacifica via Teams), Kelly Graham (Grant Thornton), Natalia Kolakowski (Queensland Audit Office via Teams)

3 APOLOGIES

Cr Angela Toppin (Mayor), Cr Lenore Wyatt, Cr Ross Cardillo

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

5 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2025/9

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the minutes of Audit Committee Meeting held on 12 March 2025 be confirmed.

CARRIED

6 FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL

6.1 BUDGET 2025/26

COMMITTEE RESOLUTION 2025/10

Moved: Cr Mary Graham

Seconded: Cr Amy Braes

That the Audit Committee notes the report.

CARRIED

6.2 LONG TERM ASSET MANAGEMENT PLAN 2025 - 2035**COMMITTEE RESOLUTION 2025/11**

Moved: Cr Amy Braes

Seconded: Cr Mary Graham

That Audit Committee notes the attached Long Term Asset Management Plan 2025-26 to 2034-35.

CARRIED

6.3 CAPITAL WORKS UPDATE**COMMITTEE RESOLUTION 2025/12**

Moved: Cr Mary Graham

Seconded: Cr Amy Braes

That the Audit Committee note the attached report.

CARRIED

6.4 AUDIT MATRIX REPORT**COMMITTEE RESOLUTION 2025/13**

Moved: Cr Amy Braes

Seconded: Cr Mary Graham

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

CARRIED

6.5 ANNUAL ASSET VALUATION REPORT**COMMITTEE RESOLUTION 2025/14**

Moved: Cr Mary Graham

Seconded: Cr Amy Braes

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

CARRIED

6.6 DRAFT FINANCIAL STATEMENTS 30 JUNE 2025**COMMITTEE RESOLUTION 2025/15**

Moved: Cr Mary Graham

Seconded: Cr Amy Braes

That the Audit Committee note the report.

CARRIED

7 INTERNAL AUDIT

7.1 INTERNAL AUDIT STATUS REPORT

COMMITTEE RESOLUTION 2025/16

Moved: Cr Amy Braes

Seconded: Cr Mary Graham

That the Audit Committee note the attached report.

CARRIED

8 GOVERNANCE AND RISK MANAGEMENT

8.1 ENTERPRISE RISK MANAGEMENT

COMMITTEE RESOLUTION 2025/17

Moved: Cr Mary Graham

Seconded: Cr Amy Braes

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

8.2 COMPLIANCE CHECKLIST

COMMITTEE RESOLUTION 2025/18

Moved: Cr Amy Braes

Seconded: Cr Mary Graham

That the Committee notes the attached CEO endorsed compliance checklist.

CARRIED

8.3 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS

COMMITTEE RESOLUTION 2025/19

Moved: Cr Mary Graham

Seconded: Cr Amy Braes

That Audit Committee note the report.

CARRIED

9 LEGISLATIVE AND REGULATORY COMPLIANCE

9.1 PURCHASING REPORT JUNE 2025

COMMITTEE RESOLUTION 2025/20

Moved: Cr Amy Braes

Seconded: Cr Mary Graham

That the Audit Committee receive and note the report.

CARRIED

10 GENERAL BUSINESS

10.1 ANNUAL WORK PLAN AND MEETING DATES FOR 2026

COMMITTEE RESOLUTION 2025/21

Moved: Cr Amy Braes

Seconded: Cr Mary Graham

That Audit Committee note this report.

CARRIED

10.2 AUDIT COMMITTEE SELF ASSESSMENT

COMMITTEE RESOLUTION 2025/22

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the Audit Committee notes this report.

CARRIED

10.3 AUDIT COMMITTEE COMPOSITION

COMMITTEE RESOLUTION 2025/23

Moved: Cr Mary Graham

Seconded: Cr John Andrejic

That the Audit Committee note the change in Council representation as resolved at the Ordinary Council Meeting on 18 June 2025.

CARRIED

11 NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO

Nil

12 MATTERS TO BE REPORTED TO COUNCIL

Nil

The Meeting closed at 2:37pm.

The minutes of this meeting were confirmed at the Audit Committee Meeting held on 30 September 2025.

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CHAIRPERSON