



# **Audit Committee Meeting**

**Mareeba Council Chambers**  
**Date: Thursday 5 October 2017**  
**Time: 10:00am**

## **MINUTES**

---



## **MEMBERS IN ATTENDANCE**

R Faulkner (Chairperson), Cr T Gilmore, Cr M Graham, Cr K Davies

## **OFFICERS IN ATTENDANCE**

P Franks (Chief Executive Officer), J McCarthy (Director Corporate and Community Services) E Tatti (Finance Manager), A Archie (Manager Development and Governance) A Cornes (Grant Thornton – External Auditor), Lisa Fraser (Queensland Audit Office),- via phone, T Townsend (Pacifica – Internal Auditor)

## **APOLOGIES**

C Eagle (Pacifica – Internal Auditor)

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

Nil

## **CONFIRMATION OF MINUTES**

Moved by Cr Davies

Seconded by Cr Graham

"That the Minutes of the Audit Committee Meeting held on 17 August 2017 be confirmed as true and correct."

**CARRIED**

## **FINANCIAL MANAGEMENT, REPORTING AND INTERNAL CONTROL**

### **ITEM-1                      FINANCIAL STATEMENTS FOR PERIOD ENDING 31 AUGUST 2017**

Moved by Cr Graham

Seconded by R Faulkner

"That the Audit Committee receive and note the report."

**CARRIED**

### **ITEM-2                      FINANCIAL STATEMENTS YEAR ENDING 30 JUNE 2017**

Moved by Cr Graham

Seconded by Cr Davies

"That the Audit Committee receive and note the report and recommend Council to adopt."

**CARRIED**

---

## INTERNAL AUDIT

### **ITEM-3                      INTERNAL AUDIT STATUS REPORT**

Moved by R Faulkner

Seconded by Cr Graham

"That the Audit Committee receive and note the Internal Audit reports"

**CARRIED**

### **ITEM-4                      2017-18 INTERNAL AUDIT PLAN**

Moved by Cr Davies

Seconded by Cr Graham

"That the Audit Committee note and endorse the Internal Audit Plan 2017-18."

**CARRIED**

## GOVERNANCE AND RISK MANAGEMENT

### **ITEM-5                      ENTERPRISE RISK MANAGEMENT**

Moved by Cr Davies

Seconded by Cr Graham

"For information of Audit Committee."

**CARRIED**

## EXTERNAL AUDIT

### **ITEM-6                      EXTERNAL AUDIT STATUS REPORT**

Moved by R Faulkner

Seconded by Cr Graham

"That the Audit Committee receive and note the External Audit status report."

**CARRIED**

## LEGISLATIVE AND REGULATORY COMPLIANCE

### **ITEM-7                      PURCHASING REPORT SEPTEMBER 2017**

Moved by Cr Graham

Seconded by Cr Davies

"That the Audit Committee receive and note the report."

**CARRIED**

**ITEM-8 REVIEW OF POLICIES**

Moved by Cr Graham

Seconded by Cr Davies

"That the following Policies, Charters and Terms of Reference be approved for adoption by Council, subject to amendment of the Audit Committee Charter and the Audit Committee Terms of Reference:

- Audit Committee Policy
- Audit Committee Charter
- Audit Committee Terms of Reference
- Internal Audit Policy
- Internal Audit Charter"

**CARRIED****NOTIFICATION OF SIGNIFICANT LEGAL MATTERS - CEO**

Nil

**MATTERS TO BE REPORTED TO COUNCIL**

Nil

**NEXT MEETING OF AUDIT COMMITTEE**

The next meeting of the Audit Committee will be held at Mareeba on 14 March 2018 at 10am

.....  
R. Faulkner  
Chairperson