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DOOMADGEE ABORIGINAL SHIRE COUNCIL
MINUTES – AUDIT COMMITTEE
THURSDAY, 18TH JUNE 2015

Minutes of the Audit Committee Meeting of the Doomadgee Aboriginal Shire Council held in the Boardroom, 275 Sharpe Street, Doomadgee on Thursday 18th June 2015.

OPENING

The meeting was declared open by Mr James Gauvin at 10:42am.

The Chairperson provided the committee with a thorough overview of his background as well as the legislation applicable under the Local Government Act 2009 (section 105 Auditing, including internal auditing) and Local Government Regulations 2012 (section 207 Internal Audit, 210 Audit committee composition, 211 Audit committee meetings and 212 Auditing of financial statements by auditor-general).

PRESENT

Mr James Gauvin	Chairperson
Mr Barry Walden	Independent Community representative
Cr T Douglas	Council representative (Deputy Mayor)
Cr E Cairns	Council representative (Councillor)

Council Officers (Observers):

A Seiler	Acting Corporate Services Manager
A David	Accountant

APOLOGIES & LEAVE OF ABSENCE

Nil

CONFIRMATION OF PREVIOUS MINUTES

Not applicable (Inaugural meeting of the Audit Committee)

Cr Douglas left the meeting at 10.47am and returned almost immediately at 10:48am

OFFICERS REPORTS

5.1 Structure – Doomadgee Aboriginal Shire Council Audit Committee

LOCATION/ADDRESS:	Not applicable
APPLICANT:	Not applicable
FILE NUMBER:	
AUTHOR:	Adam Seiler, Acting Corporate Services Manager
CONTRIBUTOR(S):	Not applicable
RESPONSIBLE OFFICER:	Chief Executive Officer
DISCLOSURE OF INTEREST:	Not applicable
DATE OF REPORT:	15 June 2015

SUMMARY

Consideration of the structure and purpose of the DASC Audit Committee

BACKGROUND

Council resolved to appoint the following members to its Audit Committee to represent the Doomadgee Community:

Mr James Gauvin	Chairman (Partners in Business)
Mr Barry Walden	Community Representative
Cr Tony Douglas	Deputy Mayor
Cr Elaine Cairns	Councillor

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The Audit Committee will be supported by the Chief Executive Officer, Acting Corporate Services Manager and Accountant as observers.

COMMENT

As this is the inaugural meeting of the Audit Committee it is proposed to utilise this opportunity to set direction and scope with a second meeting of the committee to be held prior to 30 June 2015, at which point individual matters can be considered and addressed, including:

- 2015 Interim Management Report;
- Annual and Strategic Internal Audit Plan;
- Progress Report from the Internal Auditor; and,
- Consideration of Officers reports.

CONSULTATION

Not applicable

LEGISLATIVE ENVIRONMENT

Local Government Act 2009

STRATEGIC ASSOCIATION / ALIGNMENT TO CORPORATE PLAN

Not applicable

RISK ASSESSMENT

The Audit Committee will have regard for all risk matters associated with Doomadgee Aboriginal Shire Council

FINANCIAL IMPACT

Not applicable

ASSET MANAGEMENT AND SUSTAINABILITY IMPACT

Not applicable

POLICY ASSOCIATION

Not applicable

CULTURAL CONSIDERATIONS

Not applicable

RECOMMENDATION

That it be recommended to Council that the Audit Committee acknowledge the structure of the Doomadgee Aboriginal Shire Council Audit Committee and provide direction to the Chief Executive Officer to prepare reports as necessary for consideration at the next Audit Committee meeting to be held in Doomadgee.

Moved Cr T Douglas Seconded Cr E Cairns that recommended to Council that the Audit Committee acknowledge the structure of the Doomadgee Aboriginal Shire Council Audit Committee and review the:

- *2015 Interim Management Report;*
- *Annual and Strategic Internal Audit Plan; and*
- *Progress Report from the Internal Auditor*

CARRIED (4/0)

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STRATEGIC REPORTS

Nil

CLOSURE

There being no further business to discuss, the Chairperson declared the meeting closed at 11:35am.

I, James Gauvin confirm the afore Minutes of the Audit Committee Meeting held on Thursday 18th June 2015 are confirmed on _____ 2015 as a true and correct record.

Mr James Gauvin

INDEPENDENT CHAIRPERSON