



AUDIT COMMITTEE

MINUTES

13 September 2011
8.09AM



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Presented to Council 27.09.2011
Adopted by Council 27.09.2011

**REPORT OF THE AUDIT COMMITTEE HELD AT THE COUNCIL CHAMBERS,
232 BOLSOVER STREET, ROCKHAMPTON ON TUESDAY 13 SEPTEMBER 2011
COMMENCING AT 8.09AM**

1 PRESENT

Members Present

Councillor G K Brady (Chairperson)
The Mayor, Councillor B N Carter
Ms C Eagle – Attended via Teleconference
Mr B McCosker – Attended via Teleconference

Observer

Councillor G M Mather

In Attendance

Mr E A Pardon – Chief Executive Officer
Mr J Wallace – Chief Audit Executive
Mr R Cheesman – General Manager Organisational Services
Mr R Holmes – General Manager Commercial Services
Mr T Cullen – Executive Manager Marketing and Engagement
Mr M Rowe – Executive Manager Governance and Innovation
Mr D Stevensen – Strategic Manager Administration and Technology Services
Ms A Cutler – Strategic Manager Financial Services
Mr S Turner – Strategic Manager Corporate Support and Risk
Ms K Ramm – Auditor
Ms A Stockley – Committee Support Officer

2 APOLOGIES

3 LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes, as circulated, of the Ordinary Meeting of the Audit Advisory Committee, held on 23 June 2011.

[Minutes 23 June 2011 Audit Advisory Committee](#)

COMMITTEE RECOMMENDATION

THAT the Minutes of the Ordinary Meeting of the Audit Advisory Committee, held on 23 June 2011 as circulated, be taken as read and adopted as a correct record.

Moved by: Councillor Carter

Seconded by: Councillor Brady

MOTION CARRIED

(Please refer to separate Minutes document)

9.11AM Councillor Mather attended the meeting

COMMITTEE RESOLUTION

The Chairperson granted approval for Councillor Mather to participate in the Audit Committee discussion only under s49(4) *Council Meeting Procedures* to enable relevant input on the matters under discussion.

6 DECLARATION OF INTEREST IN MATTERS ON THE AGENDA

7 URGENT BUSINESS/QUESTIONS

8 CLOSED BUSINESS

8.1 General

8.1.1 Interim Audit Report

File No: 8151

Responsible Officer: Ross Cheesman
General Manager Organisational Services

Author: Alicia Cutler
Strategic Manager Finance

Proposed Meeting Date: 14 September 2011

SUMMARY

In accordance with Section 72(1)(h) of the Local Government (Operations) Regulation 2010, it is considered necessary to close the meeting to discuss this matter in closed business.

COMMITTEE RECOMMENDATION:

That council consider this matter in the confidential component of this meeting due to:
"other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage."

8.1.2 2010/2011 Unaudited Financial Statements

File No: 9509

Responsible Officer: Ross Cheesman
General Manager Organisational Services

Author: Alicia Cutler
Strategic Manager Financial Services

Proposed Meeting Date: 13 September 2011

SUMMARY

In accordance with Section 72(1)(h) of the Local Government (Operations) Regulation 2010, it is considered necessary to close the meeting to discuss this matter in closed business.

COMMITTEE RECOMMENDATION:

That council consider this matter in the confidential component of this meeting due to:
"other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage."

CLOSED SESSION**COMMITTEE RESOLUTION**

THAT the Audit Advisory Committee meeting be closed to the public in accordance with s72(1)(h) of the *Local Government (Operations) Regulation 2010*, as it is considered necessary to close the meeting to discuss Items:

1. Interim Audit Report
2. 2010/2011 Unaudited Financial Statement

(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Moved by: Councillor Carter

Seconded by: Carolyn Eagle

MOTION CARRIED

8.14AM

RESOLVED

THAT pursuant to s33(1)(k) and s43 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

Moved by: Councillor Carter

Seconded by: Carolyn Eagle

MOTION CARRIED

9.01AM

RESOLVED

THAT pursuant to s33(1)(k) and s43 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

Moved by: Councillor Carter

Seconded by: Carolyn Eagle

MOTION CARRIED

9 CONFIDENTIAL REPORTS

9.1 Strategic Reports

9.1.1 Interim Audit Report

File No: 8151

Responsible Officer: Ross Cheesman
General Manager Organisational Services

Author: Alicia Cutler
Strategic Manager Finance

Proposed Meeting Date: 14 September 2011

SUMMARY

Interim Audit Report provided for Council Information.

COMMITTEE RECOMMENDATION

That the report be received.

Moved by: Carolyn Eagle
Seconded by: Councillor Carter
MOTION CARRIED

9.1.2 2010/2011 Unaudited Financial Statements

File No: 9509

Responsible Officer: Ross Cheesman
General Manager Organisational Services

Author: Alicia Cutler
Strategic Manager Financial Services

Proposed Meeting Date: 13 September 2011

SUMMARY

The Unaudited Financial Statements for 2010/11 are presented for Audit Committee Review prior to signing by the Mayor and Chief Executive Officer.

COMMITTEE RECOMMENDATION

That the Unaudited Financial Statements be received and the signed Management Representation Letter be presented at the next Audit Committee Meeting and supporting information and discussions be noted

Moved by: Councillor Carter

Seconded by: Carolyn Eagle

MOTION CARRIED

10 CLOSURE OF MEETING

There being no further business, the meeting terminated at 9.02am.

COUNCILLOR G K BRADY
CHAIRPERSON

DATE