

<b>ORDINARY MEETING</b>	<b>2</b>
<b>22 MAY 2024</b>	

## **MINUTES AUDIT COMMITTEE MEETING – 30 APRIL 2024**

65/4/1 | #7409809

### **RECOMMENDATION:**

That Council accepts the minutes of the Audit Committee meeting held 30 April 2024.

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### **INTERESTED PARTIES:**

- BDO
- Grant Thornton

### **EXECUTIVE SUMMARY:**

The minutes of each Audit Committee meeting are tabled with Council together with a report identifying any recommendations arising from the Audit Committee. There were no recommendations from the Audit Committee.

The last meeting of Council's Audit Committee was held on 30 April 2024 and the unconfirmed minutes of this meeting are included as an attachment.

### **ATTACHMENTS:**

Audit Committee meeting minutes 30 April 2024 [#7407208](#)



Christine Posgate  
Acting Chief Executive Officer



## MEETING: AUDIT COMMITTEE

# MINUTES

**TUESDAY 30 APRIL 2024**  
**COMMENCING AT 8.32 AM**

### PRESENT:

**Committee Members** Mr Ben Tooth (Chair)  
 Mr Michael Wenzel (Deputy Chair)  
 Councillor Amy Eden  
 Councillor Brett Moller  
 Councillor Trevor Tim

**In Attendance** Mr Sri Narasimhan - QAO  
 Mr Andrew Cornes – Grant Thornton  
 Mr Edan Clark – Grant Thornton  
 Mr Mitchell Witt – BDO (via team)  
 Ms Marita Corbett – BDO (via teams)  
 Ms Christine Posgate – A/Chief Executive Officer  
 Ms Lisa Whitton – Director Finance & Business Support  
 Mr Jason Ritchie – Executive Manager Finance  
 Mr Mark Wuth – Director Cairns Infrastructure & Assets (part)  
 Mr Melvyn Pensee-Arnold – Executive Manager Information & Technology Services (part)  
 Mr Chris Liddell (BDO) (part)  
 Ms Sue Godkin – Minute Taker

**Apologies** Nil

### 1. ATTENDANCE AND APOLOGIES

Nil

### 2. CONFLICT OF INTEREST DECLARATION

Nil

**3. MINUTES - AUDIT COMMITTEE MEETING – 27 FEBRUARY 2024  
(PAGES 2-7)**

65/4/1 | #7380374

*The Audit Committee adopted the minutes of the meeting held 27 February 2024.*

Cr Tim joined the meeting 8.38 a.m.

**4. EXTERNAL AUDIT INTERIM VISIT UPDATE AND BRIEFING NOTE  
(PAGES 8-21)**

63/17/2-01 | #7391635

*The Audit Committee noted the interim management report for the financial year ended 30 June 2024 and the update from Grant Thornton as representatives of QAO.*

*ACTION: Council will table a report at the next Audit Committee meeting on Cyber Security.*

**5. TECHNOLOGY ONE BUSINESS IMPROVEMENT PROGRAM UPDATE  
(PAGES 22-79)**

84/2/22-01 | #7399739

*The Audit Committee noted the update on the Technology One Business Improvement (TOBI) Program.*

**6. TECHNOLOGY ONE BUSINESS IMPROVEMENT – BDO TOBI  
PROGRAM HEALTH CHECK (PAGES 80-12-43)**

84/2/22-01 | #7399784

*The Audit Committee noted the Technology One Business Improvement Program Health Check conducted by BDO.*

**7. AUDIT COMMITTEE AND AUDITOR'S SESSION (PAGE 264)**

65/4/1-01 | #4222361v41

Staff left the meeting 9.13 a.m.

Melvyn Pensee-Arnold left the meeting 9.13 a.m.

Staff returned 9.18 a.m.

Mark Wuth joined the meeting 9.18 a.m.

**9. BRIEFING ON CAIRNS WATER SECURITY STAGE 1 PROJECT (PAGE  
266)**

87/15/1 | #7141265v5

*The Audit Committee acknowledged the update provided by the Director Cairns Infrastructure and Assets.*

Mark Wuth left the meeting 9:26 a.m.

**8. CEO BRIEFING ON CURRENT COUNCIL DIRECTION (PAGE 265)**

65/4/1-01 | #3679620v47

*The Audit Committee acknowledged the verbal report provided by the Chief Executive Officer:*

- *Councillor onboarding*
- *Budget*
- *Recruitment of Chief Executive Officer*

**10. GENERAL BUSINESS**

*Nil*

**11. AUDIT COMMITTEE AND MANAGEMENT SESSION (PAGE 267)****12. NEXT MEETING**

*Tuesday 9 July 2024 – commencing at 8:30 a.m.*

*Tuesday 3 September 2024 – commencing at 8:30 a.m.*

*Tuesday, 3 December 2024 – commencing at 8:30 a.m.*

*Tuesday, 11 March 2025 – commencing at 8:30 a.m.*

**13. CLOSURE**

*The meeting closed at 9:29 a.m.*