



**MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING HELD IN THE  
WURRUMIYANGA BOARDROOM ON THURSDAY, 11 DECEMBER 2014 AT 10:00 AM**

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**1 Welcome & Apologies**

**1.1 Welcome**

The meeting opened at 10:18 am.

The Independent Chairperson David Shoobridge welcomed Councillors and staff.

**1.2 Present**

Chair: David Shoobridge.

Councillors: John Naden.

Officers: Alan Hudson (CEO), Marcelo Costi (Systems & Quality Officer), Maina Brown (Executive Assistant), Bruce Moller (Governance Manager).

Note: Due to there being only two (2) members of the Finance & Audit Committee present a quorum was not achieved and the formal meeting could not proceed.

Minutes: Bruce Moller (Governance Manager).

**1.3 Apologies**

Mayor Lynette De Santis, Cr Irene Tipiloura, Deputy Mayor Pirrawayingi, Cr Manyi Rioli, Cr Leslie Tungutalum.

**1.4 Leave of Absence**

Nil

**1.5 Declaration of Interest of Members or Staff**

Nil

**1.6 Confirmation of Previous Minutes**

**Finance and Audit Committee - 26 November 2014**

**RECOMMENDATION**

That the minutes of the Finance and Audit Committee on 26 November 2014 as circulated, be confirmed as a true and correct record of that meeting.

Note: Due to not achieving a quorum the Minutes were not able to be confirmed.

## **2 GENERAL BUSINESS**

### **2.1 DRAFT MINUTES - FINANCE & AUDIT COMMITTEE MEETING DATED WED 26-11-14**

Attached for members to peruse are the draft minutes of the first Finance & Audit Committee Meetings held on Wednesday 26<sup>th</sup> November 2014.

#### **RECOMMENDATION:**

**That the Finance and Audit Committee review the draft Minutes of the first meeting noting that a quorum was not achieved, and that the draft minutes are accepted as a record of the meeting.**

Note : Due to not achieving a quorum this report could not be considered.

### **2.2 FINANCE & AUDIT COMMITTEE - FINAL DRAFT TERMS OF REFERENCE**

This report is prepared for information and provides a copy of the final draft Terms of Reference for the Tiwi Islands Regional Council (Finance & Audit Committee).

#### **RECOMMENDATION:**

**That the Finance and Audit Committee agree on a final Terms of Reference and that this be then submitted to Council for formal endorsement.**

Note : Due to not achieving a quorum this report could not be considered.

### **2.3 TIRC - FRAUD AND CORRUPTION CONTROL POLICY**

This report is prepared for information and provides a copy of the previous Tiwi Islands Shire Council adopted policy on Fraud and Corruption Control. Council is currently updating a number of older policy documents to change to the new Regional Council logo.

#### **RECOMMENDATION:**

**That the Finance and Audit Committee notes the Fraud and Corruption Control Policy.**

Note : Due to not achieving a quorum this report could not be considered.

## **GENERAL BUSINESS**

### **3.1 Alternate Members for Finance & Audit Committee**

The Chairman David Shoobridge outlined an idea for Council to consider appointing alternate members to the Finance & Audit C'tee. This would assist the Committee to complete scheduled meetings if one or more of the primary members were unable to attend due to other commitments.

A report will be prepared by the Chair for Council to consider at the Ordinary Council Meeting to be held on Wednesday 17<sup>th</sup> December 2014 at Pirlangimpi.

### **3.2 Update on 13/14 Draft Financial Statements & Audit**

The CEO advised that he was expecting to receive the final information from Latitude 12 today (11 Dec 2014), and that once received this could then be forwarded to the Council Auditors Merit Partners. This was the remaining outstanding item pending finalisation of the 13/14 Financial Statements & Audit.

### **3.3 Finance & Audit C'tee – Draft Terms of Reference**

The Chairman David Shoobridge advised that he would recommend that a report be prepared to Council providing a copy of the Draft Terms of Reference for Council endorsement.

As a quorum was not achieved at today's meeting, the Finance & Audit C'tee were not able to ratify this document.

A report will be prepared by the Chair for Council to consider at the Ordinary Council Meeting to be held on Wednesday 17<sup>th</sup> December 2014 at Pirlangimpi.

### **3.4 Fraud & Corruption Control Policy**

The Chairman advised that he would still like to review the TIRC Fraud & Corruption Control Policy and would bring back to the next meeting any minor amendments for the Committee to consider.

### **3.5 Councillor Attendance at Special Council & Council Committee Meetings**

The CEO advised that he would draft a letter for the Mayor to sign to send to the Minister for Local Government re the attendance of Councillors. At the moment the Local Government Act does not apply any penalty for Councillor non attendance at Special Council or Council Committee Meetings.

This was an area that is becoming increasingly problematic due to apologies being given for non attendance, as currently the LG Act does not apply the same level of importance or penalty for non-attendance at these Meetings.

**Action: CEO to draft a letter to the Minister on behalf of the Mayor re Councillor attendance.**

## **4 Next Meeting**

21<sup>st</sup> January 2015 at Pirlangimpi Community, Melville Island.

## **5 Closure**

The Chair closed the meeting (due to a lack of a quorum) at 10:30 am.