



**MINUTES OF THE FINANCE AND AUDIT COMMITTEE MEETING HELD IN
THE PIRLANGIMPI BOARDROOM ON WEDNESDAY, 21 JANUARY 2015 AT 10:00AM**

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 10:58 am.

The Chairperson David Shoobridge welcomed Councillors and staff.

1.2 Present

Chair: David Shoobridge.

Councillors: Mayor Lynette De Santis, Deputy Mayor Pirrawayingi, John Naden, Emmanuel Rioli, Irene Tipiloura.

Officers: Alan Hudson (CEO), Hollie Abra (A / Finance Manager), Marcelo Costi (Systems & Quality Officer), Bruce Moller (Governance Manager).

Minutes: Bruce Moller (Governance Manager).

1.3 Apologies

Accepted: Cr Leslie Tungutalum (at TLC Meeting).

Not Accepted: Nil

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

2 GENERAL BUSINESS

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

Due to not achieving a quorum during the last meeting, this report had been deferred to 21 January 2015 Finance & Audit Committee.

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

1 RESOLUTION

Moved: John Naden

Seconded Lynette De Santis

That the Finance and Audit Committee review the draft Minutes of the meeting held 26th November 2014 noting that a quorum was not achieved, and that the draft minutes be accepted as a record of the meeting.

CARRIED

2.2 DRAFT MINUTES - FINANCE & AUDIT COMMITTEE MEETING DATED THURSDAY 11-12-2014

Attached for members to confirm previous minutes for Finance & Audit Committee Meeting held on Thursday 11th December 2014

2 RESOLUTION

Moved: *Emmanuel Rioli*
Seconded *John Naden*

That the Finance and Audit Committee review the draft Minutes of the meeting held 11th December 2014 noting that a quorum was not achieved, and that the draft minutes be accepted as a record of the meeting. CARRIED

2.3 FINANCE & AUDIT COMMITTEE - FINAL DRAFT TERMS OF REFERENCE

Due to not achieving a quorum during the last meeting, this report had been deferred to 21 January 2015 Finance & Audit Committee.

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).

Note: The TIRC Draft Terms of Reference (Finance & Audit Committee) were considered by the Ordinary Council Meeting on Wednesday 17th December 2014 (Item 6.1 for Decision) and were adopted by Council. (OCM Resolution 61 of 17-12-14 refers).

RECOMMENDATION:

That the Finance and Audit Committee note Tiwi Islands Regional Council had adopted the Terms of Reference for the Finance & Audit Committee at their meeting held 17th December 2014.

2.4 FINANCE END OF MONTH REPORT - DECEMBER 2014

3 RESOLUTION

Moved: *Lynette De Santis*
Seconded *John Naden*

That the Finance and Audit Committee notes this report for information.

CARRIED

2.5 TIRC - FRAUD AND CORRUPTION CONTROL POLICY

Due to not achieving a quorum during the last meeting, this report had been deferred to 21 January 2015 Finance & Audit Committee.

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

RECOMMENDATION:

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

Note: The existing Fraud and Corruption Control Policy will be re-formatted to include the new Regional Council logo and other relevant compliance details.

GENERAL BUSINESS**3.1 Update on 13/14 Draft Financial Statements & Audit**

The A/ Finance Manager advised members that she was expecting to provide the last two (2) items of information to the Auditors early next week, and that Merit Partners would then be in a position to complete the Audit & Financial Statements.

Merit Partners also advised that once this information was received by them that they would require approximately 2 to 3 weeks to finalise the Audit / Financial Statements.

3.2 Internal Audit

The Chair indicated that there needs to be a policy and system of internal audit/s to be carried out on such matters as the Committee may, from time to time, request. There was general agreement with this approach.

4 Next Meeting

Wednesday 18th March 2015 at Milikapiti Community.

5 Closure

The meeting closed at 11:55 am.