



**WAGAIT SHIRE COUNCIL**

**MINUTES  
AUDIT COMMITTEE MEETING**

**COUNCIL CHAMBERS  
LOT 62, WAGAIT TOWER ROAD 9.30AM**

**Tuesday 22 June 2021**

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**1. Present**

Committee members:

- Chair Clare Milikins (via video-conference)
- President Neil White
- Maureen Newman
- Shelley Hewitt (via video-conference)

Council staff:

CEO, Renita Glencross

**2. Opening of Meeting**

The Chair Clare Milikins declares the meeting open at 9.30am and welcomed all to the meeting.

The Chair advises that the meeting will be audio taped for minute taking purposes as authorised by the Chief Executive Officer.

**2.1. Apologies**

**Resolution No. 2021/098**

**That the apologies of Cr Graham Drake be accepted.**

**Moved: Chair Clair Martin**

**Seconded: Shelley Hewitt**

**Vote: AIF**

**3. Conflict of Interest**

Nil

**4. In Camera Items**

The Audit Committee did not go to In-Camera Session.

**5. Confirmation of Previous Minutes for the Audit Committee**

The Draft Minutes of the Audit Committee Meeting held Tuesday 11 May 2021 are to be confirmed at the next Audit Committee Meeting.

**6. Matters Arising from the Previous Minutes**

Nil

## 7. Action Sheet

The Action Sheet was not discussed as there were no updates. This will be brought back to the next Audit Committee meeting.

## 8. Agenda Items

### 8.1. Local Government Act 2019 Policies and Guidelines Update

**Resolution No. 2021/099**

**That the Audit Committee note the information update on Local Government Act 2019 Guidelines and Regulations as the new policy and reporting requirements for Council.**

**Moved: Maureen Newman**

**Seconded: President Neil White**

**Vote: AIF**

### 8.2. Draft Long Term Plan and Budget 2021-2022

The Wagait Shire Council accepted the 2021-2022 Draft Budget at its June meeting, and the 2021-2022 Draft Shire Plan and Budget has been advertised for public comment for 21 days in accordance with the requirements of Section 24 of the *Local Government Act (2008)*.

The CEO presented the updated Draft Long Term Plan and 2021-2022 Draft Budget to the Audit Committee for final comment, noting that the format is the preferred version for the new *Local Government Act (2019)* and *Regulations (2021)*.

**Resolution No. 2021/100**

**That the Audit Committee note the report and changes to the “Draft Long-Term Plan and Budget 2021-2022”.**

**Moved: President Neil White**

**Seconded: Maureen Newman**

**Vote: AIF**

## 9. Financial Reports

### 9.1. May 2021 Reports Attached

**Resolution No: 2021/101**

**That the Audit Committee accepts the Financial Reports for May 2021.**

**Moved: Chair Clare Milikins**

**Seconded: Shelley Hewitt**

**Vote: AIF**

## 10. General Business

### 10.1. Schedule for End of Financial Year Statutory Responsibilities

The schedule of Local Government Act compliance documents that need to be reviewed and ratified by Audit Committee and Council in the next 3-4 months was tabled at the April Meeting of Council. A budget workshop was added for 4 May 2021, which has already taken place.

In addition to the schedule below, the following has been provided by the Auditors:

Progress	Date
Interim Audit Site Visit	20 May to 24 May 2021
Final Audit Site Visit	14 July to 16 July 2021
Draft sign financials	25 August 2021
AGM	TBD

Item	Audit Committee Date	Council Meeting Date	NTG Due Date
Fees and Charges	11 May	18 May (15 June)	31 July
Elected Member Allowances	11 May	18 May	31 July
2021-2022 Budget - Draft	11 May	15 June	-
2021-2022 Shire Plan - Draft	NA	15 June	-
Rates Declaration	NA	15 June	31 July
Adopt 2021-2022 Budget	22 June	20 July	31 July
Adopt 2021-2022 Shire Plan	22 June	20 July	31 July
Adopt Financial Report	10 August	17 August	-
2021 Financial Audit - Draft	10 August	21 September	-
2021 Annual Report - Draft	10 August	21 September	-
Adopt 2021 Financial Audit	12 October	19 October	15 November
Adopt 2021 Annual Report		19 October	15 November

### 10.2. Current Tenders for Road Construction and Maintenance

No new updates were received.

## 11. Closure of Meeting

The next meeting of the Wagait Shire Council Audit Committee will be held in the Wagait Shire Council Chambers at 9.30am on a date yet to be advised.

The Chair declared the meeting closed at 9.55am