



WAGAIT SHIRE COUNCIL

**MINUTES
AUDIT COMMITTEE MEETING**

**COUNCIL CHAMBERS
142 WAGAIT TOWER ROAD 9.30AM**

Tuesday 10 October 2023

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1. Present

Committee members:

Chair Clare Milikins (Chair)
Shelley Hewitt (A/Chair)
Maureen Newman
President Neil White
Cr Michael Vaughan

Council staff:

CEO, Renita Glencross
Policy Officer, Fiona Carter

2. Opening of Meeting

The A/Chair declares the meeting open at 9:34 am and welcomes all to the meeting.

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

2.1. Apologies

The A/Chair advises that Clare Milikins has given an apology for this meeting.

Resolution No. 2023/159

That the apologies of Clare Milikins be accepted by the Committee.

Moved: President Neil White

Seconded: Maureen Newman

Vote: AIF - Carried

3. Conflict of Interest - Nil

4. Movement of Confidential Items (to Item 11.) – Nil

5. Confirmation of Previous Minutes for the Audit Committee

The draft Minutes of the Audit Committee Meeting held Tuesday 12 September 2023 are attached for the committee's review.

Resolution No. 2023/160

That the Minutes of the Audit Committee Meeting of Tuesday 12 September 2023 be confirmed by Committee Members as a true and correct record.

Moved: Cr Michael Vaughan

Seconded: Maureen Newman

Vote: AIF - Carried

5.1. Matters Arising from the Previous Minutes – Nil

6. Guests – Nexia Edwards

Mr Noel Clifford from Nexia Edwards will present the Final draft audited financial statements for the year ending 30 June 2023. As this is still a confidential item, the presentation will be in-camera.

The chair asks the committee to accept a change a of Standing Orders to proceed to 11. In-Camera items to hear from Mr Clifford.

Resolution No. 2023/161

That the Audit Committee accept the change to Standing Orders.

Moved: Cr Michael Vaughan

Seconded: President Neil White

Vote: AIF - Carried

7. Action Sheet

All items on the action sheet were closed at the meeting in September and the items have been moved to the completed tab in the register workbook.

Resolution No. 2023/165

That the Audit Committee note the updated Action Sheet.

Moved: Maureen Newman

Seconded: President Neil White

Vote: AIF - Carried

8. Agenda Items

8.1. Policy Review – HR Code of Conduct (Workplace Participants)

This policy is a requirement under Chapter 9, Part 9.3, Section 175 of the *Local Government Act 2019* and has been reviewed in line with council policy review schedule, with some minor adjustments. It applies to all workplace participants including employees, contractors and volunteers.

Resolution No: 2023/166

That the Audit Committee recommends council adopt the following policies:

- **HR Code of Conduct (Workplace Participants) Work Health and Safety**

Moved: Maureen Newman

Seconded: President Neil White

Vote: AIF - Carried

8.2. New CEO – Media Release

9. Financial Reports – Nil

10. General Business – Nil

11. In-Camera Items

Resolution No. 2023/162

That the Committee close the meeting to the general public in accordance with section 99(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (General) regulation Division 2;

- a) information about the personal circumstances of a residence or ratepayer.
- b) information that would, if publicly disclosed, be likely to: (iv) prejudice the interests of the council or some other person;
- c) information provided to the Council on condition it be kept confidential.

Moved: Cr Michael Vaughan

Seconded: President Neil White

Vote: AIF - Carried

At 9:40 am Committee closed the meeting to the general public.
The 2023 Audited Financial Statements were presented by Nexia Edwards.

Resolution No. 2023/163

That the Committee recommend council accept the 2023 audited financial statements at the next ordinary meeting of council.

Moved: Cr Michael Vaughan

Seconded: President Neil White

Vote: AIF - Carried

Resolution No. 2023/164

That the Committee re-open the meeting to the general public in accordance with section 99(1) of the Local Government Act.

Moved: Cr Michael Vaughan

Seconded: President Neil White

Vote: AIF - Carried

At 9:53 am the Committee opened the meeting to the general public.

12. Date of Next Meeting

The next meeting of the Wagait Shire Council Audit Committee will be held in the Wagait Shire Council Chambers at 9.30am, TBC February 2024.

12. Closure of Meeting

The Chair declared the meeting closed at 10:08 am.

