

# Minutes

of the Wakefield Regional Council Audit Committee Meeting held in the Phil Barry Chamber, Scotland Place, Balaklava, commencing at 4.00 pm on Wednesday, 6 February 2019.



## Opening and Welcome

The Presiding Member declared the meeting open and welcomed those in attendance.

## Attendance Record

|                |  |
|----------------|--|
| Present:       | Mayor R J Reid (Presiding Member), D Llewelyn (Independent Member)<br>Cr J S Wood.   |
| Apologies:     | Nil  |
| On Leave       | Nil  |
| Absent:        | Cr M R May   |
| Staff Present: | S P Griffiths (Acting Chief Executive Officer)<br>K J Westell (Corporate Services Manager)<br>M Jawad (Accountant)<br>C A Elsworthy (Governance Officer) |

## Confirmation of Minutes

Moved by D Llewelyn

Seconded by Cr Wood

That the Minutes of the Council's Audit Committee Meeting held on Wednesday, 7 November 2018 be taken as read and a true and correct record.

Carried

## Business

### Audit Committee Draft 2019 Work Program

Moved by Cr Wood

Seconded by D Llewelyn

That the draft Work Program for 2019 be endorsed.

Carried

### Review timing of important financial planning activities

Moved by D Llewelyn

Seconded by Cr Wood

That the timing of important financial planning activities be noted.

Carried

### Adopted Budget Revisions - Review

Moved by Cr Wood

Seconded by D Llewelyn

That the 2018/19 September Budget Review and amendments be noted.

Carried

### Internal Control Framework – review and approach

Moved by D Llewelyn

Seconded by Mayor R Reid

1. That the report titled 'Internal Control Framework – review and approach' be received and noted.
2. That the proposed approach for reviewing the effectiveness of the Council's internal controls as detailed in the report be endorsed.

Carried

### Balance date audit management letter and response – review

Moved by Cr Wood

Seconded by D Llewelyn

That the management letter and response to External Auditor Dean Newbery's findings and recommendations in relation to the audit provided for the 2017/18 financial year be received and noted.

Carried

### Quarterly Review of Council policies

Moved by D Llewelyn

Seconded by Cr Wood

That the Audit Committee advise Council that, having considered the risk management implications of the policies included in the report (A2 Asset Management, A15 Disposal of Land and Assets , E6 Disposal of Unused Road Reserves, C10 Prudential Management , A3 CAP Member Conduct Complaint Handling), the Committee is of the opinion that:

- a. any significant risk management issues have been adequately addressed in the policies, and
- b. suggested changes, as detailed in the report, be recommended to Council for adoption.

Carried

### Closure

Meeting closed at 4.43 pm

.....  
PRESIDING MEMBER