

minutes

Finance and Audit Committee
workshop outcomes



Workshop No. 11 / 2018
17 December 2018

VENUE: Meeting room 3
COMMENCING: 6.01pm

TOPIC 1: Policy review – EM6 Fees, Expenses and Allowances – Elected Members
Danielle Uniza

PURPOSE OF THE WORKSHOP ITEM:

Discussion on the proposed policy, EM6 Fees, Expenses and Allowances, with a view to finalise the policy ready for it to be presented as a report to the Finance and Audit Committee in January 2019.

WORKSHOP OUTCOME:

The committee discussed the proposed policy and provided input to the administration. The policy will be amended and sent to the committee for review, before being presented as a report to the Finance and Audit Committee in January 2019.

TOPIC 3: General business

Nil.

TOPIC 4: Request for topics for future consideration

Forthcoming agenda items	
Reports	
Schedule of accounts	Every month
Financial statements	Every month
Compliance calendar (Audit and compliance committee action plan)	29 January 2019
Annual budget review	29 January 2019
Compliance Audit Return	February 2019
Transaction Card Policy	March 2019
Debt recovery trial	March 2019
Debt Collection Policy	March 2019
Council Member Professional Development Policy	April 2019
Procurement Policy	May 2019
CEO and Elected Member Event Attendance Policy	June 2019
Investment Policy	July 2019
Working Groups and Project Teams Policy – Appointment of	August 2019
Disposal of Disused Equipment, Machinery and Other Materials Policy	September 2019
Workshop topics	
Elected Member portal and intranet	As required
Annual budget review	22 January 2019
Fees and charges	February 2019
Transaction Card Policy	February 2019
Quarterly capital works program update (by exception)	February 2019 May 2019 August 2019
Debt Collection Policy	February 2019
Council Member Professional Development Policy	March 2019
Update on debt collection	March 2019
Procurement Policy	April 2019
CEO and Elected Member Event Attendance Policy	May 2019
Investment Policy	June 2019
Working Groups and Project Teams Policy – Appointment of	July 2019
Disposal of Disused Equipment, Machinery and Other Materials Policy	August 2019
WA Government's financial targets for reconciliation	TBC