

1. Minutes: Audit and Risk Committee

Thursday 31 March 2016

Minutes of a meeting of the Audit and Risk Committee held in the Council Chamber Forum North on Thursday 31 March 2016 at 1.00pm

Present:

Cr S L Morgan (Chairperson)

Her Worship the Mayor S L Mai, Crs S J Deeming, J D T Williamson and Philip Jones
(Independent Advisor)

Also present:

Crs S M Glen, G C Innes and C M Hermon
Athol Graham (Audit New Zealand)

In Attendance:

Group Manager Support Services (A Adcock), Financial Controller (R Kerr), Governance Manager (J Marris), Health and Safety Manager (D Williamson), Information Services Manager (J Wheat-Connelly), Financial Accountant (D Henwood), Audit and Risk Analyst (P Labuschagne) and Senior Meeting Co-ordinator (C Brindle)

1. Confirmation of Minutes of a Meeting of the Audit and Risk Committee held on held 2 December 2015

Moved: Cr Williamson

Seconded: Cr Deeming

“That the minutes of the Audit and Risk Committee meeting held on Wednesday 2 December 2016 having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.”

CARRIED

2. ICT Risk Status Update

Moved P Jones

Seconded Cr Williamson

“That the Audit and Risk Committee:

- (1) Notes the highlighted risks to Council’s ICT including the Trilogy project, and the mitigation strategies employed.”

CARRIED

Cr Hermon left the meeting from 1.23pm to 1.25pm during discussions on Item 2.

3. Health and Safety Report

Moved Cr Williamson
Seconded Cr Deeming

“That the Audit and Risk Committee:

- a) Receives the report.
- b) Notes the reported health and safety risks, and mitigation measures taken to ensure safety in WDC workplaces.”

CARRIED

Cr Hermon left the meeting at 1.41pm during discussions on Item 3.

4. Organisational Activity Update Report

Moved Her Worship the Mayor
Seconded Cr Williamson

“That the Audit and Risk Committee:

- a) Receives the report.
- b) Note the work underway to bring the Annual Report adoption forward to the end of September.
- c) Note the work that has been done on improving processes under the Property Plan and Equipment Continuous improvement project.
- d) Agree that staff report the final 2014/15 Audit NZ Management Report to the Audit and Risk Committee once it is returned from Audit NZ.”

CARRIED

5. Audit Issues progress report

Moved Cr Deeming
Seconded Cr Williamson

“That the Audit and Risk Committee:

- a) Receives the report.
- b) Notes that Council is committed to ensuring matters highlighted in the audit management letter are addressed.
- c) Notes the current status action plans with 18 open actions from the 2013/14 financial year.”

CARRIED

6. Governance – Risk Management Framework

Moved P Jones
Seconded Cr Williamson

“That the Audit and Risk Committee:

- a) Receives the report.
- b) Recommends to Council the adoption of the draft Risk Management Framework.
- c) Recommends to Council that Council recommend that the new Council review the Risk Management Framework in March 2017, including Council’s risk appetite.”

CARRIED

Cr Deeming requested it be recorded that she has reservations about making a recommendation to a new Council.

7. Council Policy Status Report

Moved Her Worship the Mayor
Seconded Cr Deeming

“That the Audit and Risk Committee:

- a) Receives the report.
- b) Notes the current status of the policy review work.”

CARRIED

8. Insurance Report

Moved Cr Deeming
Seconded Her Worship the Mayor

“That the Audit and Risk Committee:

- a) Receives the report.
- b) Notes the work undertaken on the management of Council’s insurance process.”

CARRIED

9. Council governance and accountability of Council Controlled Organisations

Moved Cr Williamson
Seconded Her Worship the Mayor

“That the Audit and Risk Committee:

- a) Receives the report.
- b) Notes the guidance from the Office of the Auditor-General on the accountability opportunities and challenges with CCO’s.”

CARRIED

The meeting closed at 3.09pm

Confirmed this 23rd day of June 2016

S L Morgan (Chairperson)