

1. Minutes: Audit and Risk Committee

Thursday 23 June 2016

Minutes of a meeting of the Audit and Risk Committee held in the Council Chamber Forum North on Thursday 23 June 2016 at 9.00am

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 and G C Innes
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) and Audit and Risk Analyst (P Labuschagne)

1. Confirmation of Minutes of a Meeting of the Audit and Risk Committee held on held 31 March 2016

Moved: Cr Williamson

Seconded: Her Worship the Mayor

“That the minutes of the Audit and Risk Committee meeting held on Thursday 31 March 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 and Trilogy Risk Report

Moved P Jones

Seconded Cr Williamson

“That the Audit and Risk Committee:

- (1) Notes the report and the top ICT risks and Trilogy risk register.”

CARRIED

3. Health and Safety

Moved Cr Deeming
Seconded Her Worship the Mayor

“That the Audit and Risk Committee:

- a) Notes the report and the top 10 health and safety risks.”

CARRIED

4. Service Delivery Review

Moved Cr Williamson
Seconded Cr Deeming

“That the Audit and Risk Committee:

- a) Notes the legislative requirement for councils to complete all initial service delivery reviews by August 2017;
- b) Notes the approach Whangarei District Council is taking to ensure Service Delivery Reviews are completed by August 2017.”

CARRIED

5. Organisational Activity Update Report

Moved P Jones
Seconded Cr Williamson

“That the Audit and Risk Committee:

- a) Note the progress with producing and adopting the Annual Report by the end of September.
- b) Note the work that has been done on improving processes under the Property Plant and Equipment Continuous Improvement project.
- c) 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

The meeting adjourned for a tea break from 10.46am to 11.01am.

6. Audit New Zealand – 2016 Audit Management Report

Moved Her Worship the Mayor
Seconded Cr Deeming

“That the Audit and Risk Committee:

- a) notes the report and the key issues;
- b) notes management’s comments to the auditor’s issues.”

CARRIED

Cr Innes left the meeting at 11.16am.

7. Policy on Sensitive Expenditure

Moved P Jones
Seconded Her Worship the Mayor

“That the Audit and Risk Committee:

- a) Provides feedback on the Draft Sensitive Expenditure Policy;
- b) Recommends to Council the adoption of the Draft Sensitive Expenditure Policy (with any feedback incorporated).”

CARRIED

8. Key Risk Report

Moved Her Worship the Mayor
Seconded Cr Deeming

“That the Audit and Risk Committee:

- a) Notes the report and the key risks with feedback incorporated.”

CARRIED

9. Annual Insurance Renewal Report

Moved Her Worship the Mayor
Seconded Cr Williamson

“That the Audit and Risk Committee:

- a) Notes the work undertaken on the management of Council’s insurance processes.”

CARRIED

The meeting closed at 11.58am

Confirmed this 20th day of September 2016

S L Morgan (Chairperson)