

MINUTES	MEETING	TIME
AUDIT AND RISK COMMITTEE	FRIDAY 9 NOVEMBER 2018	8.30AM

Minutes of a meeting of the Audit and Risk Committee held on Friday 9 November 2018, commencing at 8.30am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:	Cr Stuart Campbell	(Chairperson)
	Cr Howard Voss	
	Cr Hilary Humphrey	
	Mr John Fowke	
APOLOGIES:	Mayor Helen Worboys	
	Cr Barbara Cameron	
	Cr Phil Marsh	
IN ATTENDENCE:	Richard Templer	(Chief Executive)
	Shayne Harris	(General Manager – Corporate and Regulatory)
	Hamish Waugh	(General Manager – Infrastructure)
	Frances Smorti	(General Manager – People and Culture)
	Brent Limmer	(General Manager – Community and Strategy)
	Paul Stein	(Communications Manager)
	Colleen Morris	(Chief Financial Officer)
	Nichole Ganley	(Governance Support Officer)

ARC 18/119 MEETING OPENING

The Chairperson declared the meeting open.

ARC 18/120 APOLOGIES

RESOLVED

That the apologies from Her Worship the Mayor Helen Worboys and Councillors Barbara Cameron and Phil Marsh be accepted.

Moved by: Councillor Howard Voss

Seconded by: John Fowke

CARRIED

ARC 18/121 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Audit and Risk Committee meeting held 7 September 2018 be adopted as a true and correct record.

Moved by: Councillor Howard Voss

Seconded by: Councillor Hilary Humphrey

CARRIED

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ARC 18/122 DECLARATIONS OF INTEREST

Item 7.1 - Councillor Stuart Campbell noted the Nannestad Line Project Review as he is an adjoining landowner.

ARC 18/123 NOTIFICATION OF LATE ITEMS

There were no items of late business notified.

ARC 18/124 PRESENTATION – 2017-18 DRINKING WATER STANDARDS COMPLIANCE

General Manager – Infrastructure Hamish Waugh spoke to a PowerPoint presentation discussing the 2017/18 Drinking Water Standards Compliance Report.

ARC 18/125 KEY PROJECTS: PROJECT REVIEWS AND LESSONS

Report of the General Manager – Community and Strategy dated 25 October 2018 presenting for information a summary of the results of Key Project Reviews and their lessons. Project Delivery Manager Michael Hawker spoke to the report using a whiteboard to demonstrate the aspects of good project management.

RESOLVED

That the Audit and Risk Committee receives the report “Key Projects: Project Reviews and Lessons.

Moved by: Councillor Howard Voss

Seconded by: John Fowke

CARRIED

ARC 18/126 SPECIAL FUNDS

Report of the General Manager – Community and Strategy dated 5 November 2018 presenting for information a summary of Council’s Trust and Special Funds.

RESOLVED

That the Audit and Risk Committee receives the summary of Trust and Special Funds.

Moved by: Councillor Hilary Humphrey

Seconded by: John Fowke

CARRIED

ARC 18/127 EXPENDITURE CARRIED FORWARD TO 30 JUNE 2018

Report of the General Manager – Community and Strategy dated 25 October 2018 presenting for information a summary of expenditure carried forward from the 2017/18 financial year to the 2018/19 financial year.

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RESOLVED

That the Audit and Risk Committee receives the list of expenditure carried forward from the 2017/18 financial year to the 2018/19 financial year.

Moved by: John Fowke

Seconded by: Councillor Howard Voss

CARRIED

ARC 18/128 FIRST QUARTER REPORT TO 30 SEPTEMBER 2018

Report of the General Manager – Community and Strategy dated 23 October 2018 presenting for information a summary to 30 September 2018 of the Council's performance against Year One of the 2018/28 Long Term Plan.

RECOMMENDED

That the Council receives the First Quarter Report and the Capital Expenditure Report for the period ended 30 September 2018.

Moved by: Councillor Howard Voss

Seconded by: Councillor Hilary Humphrey

CARRIED

ARC 18/129 UPDATE ON INTERNAL AUDIT

General Manager – Corporate and Regulatory gave a verbal update on the progress of Internal Audit. It was noted that Internal Audit was back on track with reports expected in due course.

RESOLVED

That the Audit and Risk Committee receives the verbal update from General Manager – Corporate and Regulatory on the progress of Internal Audit.

Moved by: Councillor Howard Voss

Seconded by: John Fowke

CARRIED

ARC 18/130 CONSIDERATION OF LATE ITEMS

There were no late items for consideration.

ARC 18/131 NOTIFICATION OF ITEMS FOR NEXT MEETING

- Vehicle Use Policy
- Yearly Revaluations

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ARC 18/132 PUBLIC EXCLUDED BUSINESS

RESOLVED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

a) Confirmation of minutes

That the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
a) Confirmation of Minutes re Insurance Renewals	Section 7(2)(j) – prevent the disclosure of use of official information for improper gain or improper advantage and 7(2)(c)(i) protect information which is subject to an obligation of confidence or which any person has been or could be.	Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

Moved by: Councillor Howard Voss

Seconded by: John Fowke

CARRIED

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The meeting went into public excluded session at 10.07am and resumed open session at 10.08am. For items ARC 18/133 to ARC 18/135, refer to public excluded minutes.

ARC 18/136 MEETING CLOSURE

The meeting closed at 10.09am

Approved and adopted as a true and correct record:

CHAIRPERSON

DATE