

MINUTES	MEETING	TIME
AUDIT AND RISK COMMITTEE	FRIDAY 10 AUGUST 2018	8.30AM

Minutes of a meeting of the Audit and Risk Committee held on Friday 10 August 2018, commencing at 8.30am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:	Cr Stuart Campbell	(Chairperson)
	Cr Barbara Cameron	
	Cr Howard Voss	
	Cr Hilary Humphrey	
	Mr John Fowke	
	Mayor Helen Worboys	
APOLOGY:	Cr Phil Marsh	
IN ATTENDANCE:	Cr Shane Casey	
	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)
	Michael Hawker	(Project Delivery Manager)
	Danielle Balmer	(Communications Officer)
	Nichole Ganley	(Governance Support Officer)
	Mat Bayliss	(Community Facilities Manager)
	Joel Richards	(Graduate Accountant)
	Colleen Morris	(Chief Financial Officer)
	Cheryl Wright	(Health and Safety Adviser)
	Rachel Raggett	(Executive Assistant – Community and Strategy)

ARC 18/086 MEETING OPENING

The Chairperson declared the meeting open.

ARC 18/087 APOLOGIES

RESOLVED

That the apology from Councillor Phil Marsh be accepted.

Moved By: Her Worship the Mayor Helen Worboys

Seconded By: Councillor Howard Voss

CARRIED

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ARC 18/088 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Audit and Risk Committee meeting held 22 May 2018 be adopted as a true and correct record.

Moved by: Councillor Barbara Cameron

Seconded by: John Fowke

CARRIED

ARC 18/089 DECLARATIONS OF INTEREST

There were no declarations of interest

ARC 18/090 NOTIFICATION OF LATE ITEMS

There were no items of late business notified.

ARC 18/091 PRESENTATIONS

AON Insurance Senior Executive Director Sam Ketley, Risk Engineer Ben Lynch and Risk Manager Tony Maru were in attendance and spoke to a PowerPoint presentation discussing risk modelling.

ARC 18/092 FOURTH QUARTER REPORT TO 30 JUNE 2018

Report of the General Manager – Corporate and Regulatory dated 23 July 2018 presenting for consideration a summary to 30 June 2018 of the Council's performance against 2017/18 Annual Plan.

RECOMMENDED

That the Audit and Risk Committee receive the Fourth Quarter Report and the Capital Expenditure Report for the period ended 30 June 2018.

Moved by: Councillor Howard Voss

Seconded by: Her Worship the Mayor Helen Worboys

CARRIED

Her Worship the Mayor Helen Worboys left the meeting at 9.30am

Her Worship the Mayor Helen Worboys returned to the meeting at 9.32am

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ARC 18/093 UPDATE ON INTERNAL AUDIT

General Manager – Corporate and Regulatory gave a verbal update on the progress of Internal Audit. MWLASS has appointed Cotton Kelly to provide audit services. There is a higher cost associated with using a private firm therefore not as much of the work previously identified in the audit programme will be achieved. The Executive Team will review the existing programme and present back for approval.

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: John Fowke

Seconded by: Barbara Cameron

CARRIED

ARC 18/094 CONSIDERATION OF LATE ITEMS

There were no late items for consideration.

ARC 18/095 NOTIFICATION OF ITEMS FOR NEXT MEETING

Insurance renewal cover – proposal next audit and risk September 7th.

ARC 18/096 PUBLIC EXCLUDED BUSINESS

RESOLVED

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

- a) **Insurance Loss Modelling**
- b) **Key Risks – Assessment of Controls and Treatment**

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) Insurance Loss Modelling	Section 7(2)(j) – prevent the disclosure of use of official information for improper gain or improper advantage	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

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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
b) Key Risks – Assessment of Controls and Treatments	Section 7(2)(c)(i) protect information which is subject to an obligation of confidence or which any person has been or could be.	information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987. As above

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.

Also move that Sam Ketley, Ben Lynch and Tony Maru be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of Insurance Loss Modelling. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because they will be undertaking the work.

Moved by: Councillor Howard Voss

Seconded by: Councillor Barbara Cameron

CARRIED

The meeting went into public excluded session at 9.54am and resumed open session at 10.28am. For items ARC 18/097 to ARC 18/100, refer to public excluded minutes.

ARC 18/101 MEETING CLOSURE

The meeting closed at 10.29am

Approved and adopted as a true and correct record:

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CHAIRPERSON

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DATE