

| MINUTES                         | MEETING                      | TIME          |
|---------------------------------|------------------------------|---------------|
| <b>AUDIT AND RISK COMMITTEE</b> | <b>FRIDAY 11 AUGUST 2017</b> | <b>8.30AM</b> |

Minutes of a meeting of the Audit and Risk Committee held on Friday 11 August 2017, commencing at 8.30am in the Manawatu District Council Chambers, 135 Manchester Street, Feilding.

PRESENT: Cr Stuart Campbell (Chairperson)  
 Cr Barbara Cameron  
 Cr Hilary Humphrey  
 Cr Phil Marsh  
 Cr Howard Voss  
 Mayor Helen Worboys  
 Mr John Fowke

IN ATTENDANCE: Cr Alison Short

Richard Templer (Chief Executive)  
 Brent Limmer (General Manager - Community and Strategy)  
 Hamish Waugh (General Manager – Infrastructure)  
 Frances Smorti (General Manager – People and Culture)  
 Michael Hawker (Project Delivery Manager)  
 Colleen Morris (Chief Financial Officer)  
 Paul Stein (Communications Manager)  
 Allie Dunn (Governance Team Leader)

#### ARC 17/025 MEETING OPENING

The Chairperson declared the meeting open.

#### ARC 17/026 APOLOGIES

##### **RESOLVED**

**That apologies from the General Manager Corporate and Regulatory, and for early departure from Her Worship the Mayor, be accepted.**

**Moved by: Councillor Howard Voss**

**Seconded by: John Fowke**

##### **CARRIED**

*Councillor Phil Marsh joined the meeting at 8.31am.*

#### ARC 17/027 CONFIRMATION OF MINUTES

##### **RESOLVED**

**That the minutes of the Audit and Risk Committee meeting held 19 May 2017 be adopted as a true and correct record with the addition of the leave of absence recorded for Cr Howard Voss.**

**Moved by: Councillor Barbara Cameron**

**Seconded by: Councillor Hilary Humphrey**

##### **CARRIED**

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ARC 17/028 DECLARATIONS OF INTEREST

There were no declarations of conflict of interest.

ARC 17/029 NOTIFICATION OF LATE ITEMS

There were no items of late business notified.

ARC 17/030 FOURTH QUARTER REPORT TO 30 JUNE 2017

Report of the General Manager – Corporate and Regulatory dated 31 July 2017 providing a summary to 30 June 2017 of the Council’s performance against 2016/17 Annual Plan.

*Her Worship the Mayor left the meeting at 9.01am.*

**RECOMMENDED**

**That the Council receive the Fourth Quarter Report and the Capital Expenditure Report for the period ended 30 June 2017.**

**Moved by: Councillor Howard Voss**

**Seconded by: Councillor Phil Marsh**

**CARRIED**

ARC 17/031 MANAWATU DISTRICT COUNCIL RISK REGISTER

Report of the General Manager – Corporate and Regulatory dated 4 August 2017 presenting the Manawatu District Council’s Risk Register for information.

**RESOLVED**

**That the Audit and Risk Committee receive the report of the General Manager – Corporate and Regulatory dated 4 August 2017 presenting the Manawatu District Council’s Risk Register for information.**

**Moved by: Councillor Howard Voss**

**Seconded by: Councillor Barbara Cameron**

**CARRIED**

ARC 17/032 INSURANCE POLICIES HELD

Report of the General Manager – Corporate and Regulatory dated 4 August 2017 presenting information on the insurance policies held by Council. It was noted that in addition to the list of insurances reported, the Council also held cyber insurance which insures Council against loss of revenue and additional expenditure that may be required in the event of a cyber attack.

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**RESOLVED**

**That the Audit and Risk Committee receive the report of the General Manager Corporate and Regulatory dated 4 August 2017 “Insurance Policies Held”.**

**Moved by: Councillor Phil Marsh**

**Seconded by: John Fowke**

**CARRIED**

ARC 17/033 FRAUD POLICY AND SENSITIVE EXPENDITURE POLICY

Report of the General Manager – Corporate and Regulatory dated 7 August 2017 presenting the Manawatu District Council’s Fraud Policy and Sensitive Expenditure Policy for information.

**RESOLVED**

**That the Audit and Risk Committee receive the report of the General Manager – Corporate and Regulatory dated 7 August 2017 presenting the Manawatu District Council’s Fraud Policy and Sensitive Expenditure Policy for information.**

**Moved by: Councillor Howard Voss**

**Seconded by: Councillor Barbara Cameron**

**CARRIED**

ARC 17/034 NOTIFICATION OF ITEMS FOR NEXT MEETING

The following items were notified for including on the agenda for the next meeting of the Audit and Risk Committee:

- Next stage of work on risk register
- Internal audit programme
- Potential risk for Manawatu District to its water supply
- Potential risk for Manawatu District regarding CCO with Rangitikei District Council
- Review of protected disclosures policy

ARC 17/035 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

**RESOLVED**

**That the public excluded minutes of the Audit and Risk Committee meeting held 19 May 2017 be adopted as a true and correct record with the addition of the leave of absence recorded for Cr Howard Voss.**

**Moved by: Councillor Barbara Cameron**

**Seconded by: Councillor Hilary Humphrey**

**CARRIED**

|                          |                       |        |
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ARC 17/036 MEETING CLOSURE

The meeting closed at 10.40am

Approved and adopted as a true and correct record:

.....  
**CHAIRPERSON**

.....  
**DATE**