

MINUTES	MEETING	TIME
AUDIT AND RISK COMMITTEE	THURSDAY 14 MAY 2020	8.31AM

Minutes of a meeting of the Audit and Risk Committee held on Thursday 14 May 2020, commencing at 8.31am via Zoom.

PRESENT:

Cr Stuart Campbell	(Chairperson)
Mayor Helen Worboys	
Cr Shane Casey	
Cr Grant Hadfield	
Cr Hilary Humphrey	
Mr John Fowke	
Cr Phil Marsh	
Cr Alison Short	

IN ATTENDANCE:

Cr Michael Ford	
Hamish Waugh	(Acting Chief Executive)
Shayne Harris	(General Manager – Corporate and Regulatory)
Frances Smorti	(General Manager – People and Culture)
Brent Limmer	(General Manager – Community and Strategy)
Allie Dunn	(Governance Team Leader)
Michael Hawker	(Project Delivery Manager)
Amanda Calman	(Chief Financial Officer)
Mathew Bayliss	(Community Facilities Manager)
Cheryl Wright	(Health and Safety Adviser)

ARC 20/019 MEETING OPENING

The Chairperson declared the meeting open and welcomed Mr Fowke, the Independent Member appointed to the committee.

ARC 20/020 APOLOGIES

There were no apologies.

ARC 20/021 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Audit and Risk Committee meeting held 13 February 2020 be adopted as a true and correct record with a correction to the spelling of officer name.

Moved by: Her Worship the Mayor

Seconded by: Councillor Phil Marsh

CARRIED

ARC 20/022 DECLARATIONS OF INTEREST

There were no declarations of interest.

ARC 20/023 NOTIFICATION OF LATE ITEMS

There were no items of late business notified.

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ARC 20/024 PRESENTATION - OVERVIEW OF INSURANCE LIABILITIES

Shayne Harris, General Manager – Corporate and Regulatory, gave a presentation that provided an overview of insurance liabilities and how this was managed at Manawatū District Council.

ARC 20/025 EMPLOYEE ENGAGEMENT SURVEY RESULTS

Report of the General Manager – People and Culture dated 30 April 2020 presenting the results of the 2020 Employee Engagement Survey.

RESOLVED

That the Audit and Risk Committee receives the results of the 2020 Employee Engagement Survey.

Moved by: Councillor Phil Marsh

Seconded by: Councillor Alison Short

CARRIED

ARC 20/026 THIRD QUARTER REPORT TO 31 MARCH 2020

Report of the General Manager – Corporate and Regulatory dated 30 April 2020 providing a summary to 31 March 2020 of the Council’s performance against 2019-20 Annual Plan.

RECOMMENDED

That the Council receives the Quarterly Performance Report for the period ended 31 March 2020.

Moved by: Councillor Phil Marsh

Seconded by: Councillor Shane Casey

CARRIED

ARC 20/027 UPDATE ON INTERNAL AUDIT

The General Manager – Corporate and Regulatory gave a progress update on the Internal Audit, noting the Internal Auditor was approximately one-third of the way through the internal fraud audit. The next item for internal audit would be a review of sensitive expenditure.

ARC 20/028 CONSIDERATION OF LATE ITEMS

There were no late items for consideration.

ARC 20/029 NOTIFICATION OF ITEMS FOR NEXT MEETING

No items were notified for the next meeting.

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ARC 20/030 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 Lockdown Action Plan	<p>Section 7(2)(d) Avoid prejudice to measures protecting the health or safety of members of the public.</p> <p>Section 7(2)(f)(ii) Maintain the effective conduct of public affairs through the protection of members, officers or employees from improper pressure or harassment.</p> <p>Section 7(2)(j) Prevent the disclosure or use of official information for improper gain or improper advantage.</p>	<p>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.</p>

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 Phil Marsh

Seconded by: Councillor Grant Hadfield

CARRIED

The meeting went into public excluded session at 10.23am. For items ARC 20/031 to ARC 20/034 refer to public excluded proceedings. The meeting returned to open session at 10.25am.

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ARC 20/035 MEETING CLOSURE

The meeting closed at 10.25am