

MINUTES	MEETING	TIME
<b>AUDIT AND RISK COMMITTEE</b>	<b>FRIDAY 16 AUGUST 2019</b>	<b>8.30AM</b>

Minutes of a meeting of the Audit and Risk Committee held on Friday 16 August 2019, commencing at 8.30am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

<b>PRESENT:</b>	Cr Stuart Campbell	(Chairperson)
	Cr Howard Voss	
	Cr Barbara Cameron	
	Mr John Fowke	
	Mayor Helen Worboys	
	Cr Phil Marsh	
	Cr Hilary Humphrey	
<b>IN ATTENDANCE</b>	Cr Shane Casey	
	Cr Michael Ford	
	Brent Limmer	(Acting Chief Executive)
	Shayne Harris	(General Manager – Corporate and Regulatory)
	Hamish Waugh	(General Manager – Infrastructure)
	Frances Smorti	(General Manager – People and Culture)
	Paul Stein	(Communications Manager)
	Colleen Morris	(Special Projects Accountant)
	Amanda Calman	(Chief Financial Officer)
	Nichole Ganley	(Governance Support Officer)
	Cheryl Wright	(Health and Safety Adviser)
	John Jones	(Roading Manager)
	Brook Rush	(Community and Strategy Operations Officer)
	Rachel Dean	(Internal Auditor)

#### ARC 19/165 MEETING OPENING

The Chairperson declared the meeting open.

#### ARC 19/166 APOLOGIES

##### **RESOLVED**

**That the apologies from Her Worship the Mayor for lateness be accepted**

**Moved by: Councillor Phil Marsh**

**Seconded by: Councillor Howard Voss**

##### **CARRIED**

#### ARC 19/167 CONFIRMATION OF MINUTES

##### **RESOLVED**

**That the minutes of the Audit and Risk Committee meeting held 17 May 2019 be adopted as a true and correct record.**

**Moved by: John Fowke**

**Seconded by: Councillor Howard Voss**

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**CARRIED**

ARC 19/168 DECLARATIONS OF INTEREST

Councillor Hilary Humphrey noted her role as a consultant for Third Bearing.

ARC 19/169 NOTIFICATION OF LATE ITEMS

There were no items of late business notified.

ARC 19/170 PRESENTATION

There were no presentations scheduled for this meeting.

ARC 19/171 HEALTH AND SAFETY STRATEGY

Report of the General Manager – People and Culture dated 06 August 2019 presenting for consideration the draft Health and Safety Strategy for consideration and endorsement by the Audit and Risk Committee.

**RESOLVED**

**That the Audit and Risk Committee endorse the 2019-2022 Health and Safety Strategy.**

**Moved by: Councillor Phil Marsh**

**Seconded by: Councillor Barbara Cameron**

**CARRIED**

ARC 19/172 NZ TRANSPORT AGENCY INVESTMENT AUDIT REPORT

Report of the General Manager – Infrastructure dated 09 August 2019 presenting for information the findings of the NZ Transport Agency Investment Audit that was carried out in June 2019.

**RESOLVED**

**That the Audit and Risk Committee receives the NZ Transport Agency Investment Audit Report.**

**Moved by: Councillor Howard Voss**

**Seconded by: John Fowke**

**CARRIED**

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ARC 19/173 INTERNAL AUDIT PROGRAMME 2019-20

Report of the General Manager – Corporate and Regulatory dated 13 August 2019 presenting for consideration the proposed Internal Audit Programme for the 2019-20 year.

**RECOMMENDED**

**That the Audit and Risk Committee recommends:**

**That the Council approves the Internal Audit Programme for the 2019-20 year as set out in Appendix 1 to the report of the General Manager – Corporate and Regulatory dated 13 August 2019.**

**Moved by: Councillor Phil Marsh**

**Seconded by: John Fowke**

**CARRIED**

ARC 19/174 INTERNAL AUDIT REPORT PROCUREMENT - PART 2

Report of the General Manager – Corporate and Regulatory dated 05 August 2019 presenting for consideration the internal audit report, “Internal Audit Project – Compliance with Manawatū District Council’s Procurement Policies and Financial Delegations Policy (goods and services with tendering focus).”

**RESOLVED**

**That the Audit and Risk Committee receives the Internal Audit Report resulting from the part two of their procurement review.**

**Moved by: Councillor Howard Voss**

**Seconded by: Councillor Phil Marsh**

**CARRIED**

ARC 19/175 INTERIM MANAGEMENT REPORT FROM AUDIT NEW ZEALAND

Report of the General Manager – Corporate and Regulatory dated 13 August 2019 presenting for information the Interim Management Report from Audit New Zealand for the 2018-19 financial year.

**RESOLVED**

**That the Audit and Risk Committee receives the Interim Management Report from Audit New Zealand for the 2018-19 financial year and notes the points raised within the document along with the management responses.**

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**Moved by: Councillor Howard Voss**

**Seconded by: Councillor Barbara Cameron**

**CARRIED**

*Her Worship the Mayor Helen Worboys joined the meeting at 9.50am.*

**ARC 19/176 FOURTH QUARTER REPORT TO 30 JUNE 2019**

Report of the General Manager – Corporate and Regulatory dated 29 July 2019 presenting for information a summary to 30 June 2019 of the Council’s performance against the first year of the Long Term Plan 2018-28.

**RECOMMENDED**

**That the Audit and Risk Committee recommends:**

**That the Council receives the Fourth Quarter Report and the Capital Expenditure Report for the period ended 30 June 2019**

**Moved by: Councillor Barbara Cameron**

**Seconded by: Councillor Phil Marsh**

**CARRIED**

**ARC 19/177 CONSIDERATION OF LATE ITEMS**

There were no late items for consideration.

**ARC 19/178 NOTIFICATION OF ITEMS FOR NEXT MEETING**

) September 6 meeting for Annual Report (report deadline 30 August)

It was noted at the meeting the contribution made over the triennium by Councillor Stuart Campbell as the chair of the committee as well as contribution from Councillor Barbara Cameron and Councillor Howard Voss.

**ARC 19/179 MEETING CLOSURE**

The meeting closed at 10.45am

Approved and adopted as a true and correct record:

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**CHAIRPERSON**

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**DATE**