

MINUTES	MEETING	TIME
AUDIT AND RISK COMMITTEE	TUESDAY 22 MAY 2018	8.30AM

Minutes of a meeting of the Audit and Risk Committee held on Tuesday 22 May 2018, commencing at 8.30am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:	Cr Stuart Campbell	(Chairperson)
	Cr Barbara Cameron	
	Cr Phil Marsh	
	Cr Howard Voss	
	Cr Hilary Humphrey	
	Mr John Fowke	
	Mayor Helen Worboys	
IN ATTENDANCE:	Cr Michael Ford	
	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)
	Paul Stein	(Communications Manager)
	Nichole Ganley	(Governance Support Officer)
	Cheryl Wright	(Health and Safety Advisor)
	Brittney Evans	(Corporate Projects Adviser)

ARC 18/070 MEETING OPENING

The Chairperson declared the meeting open.

ARC 18/071 APOLOGIES

There were no requests for apologies.

ARC 18/072 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Audit and Risk Committee meeting held 16 February 2018 be adopted as a true and correct record.

Moved by: John Fowke

Seconded by: Councillor Howard Voss

CARRIED

ARC 18/073 DECLARATIONS OF INTEREST

Councillor Barbara Cameron – District Health Board and Sport Manawatu

ARC 18/074 NOTIFICATION OF LATE ITEMS

There were no items of late business notified.

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ARC 18/075 CORPORATE RISK REGISTER UPDATE

Report of the General Manager – Community and Strategy dated 7 May 2018 presenting for consideration an update of the Manawatū District Council Corporate Risk Register Database.

RESOLVED

That the Audit and Risk Committee receives the report “Corporate Risk Register – Update”.

Moved by: Councillor Phil Marsh

Seconded by: Her Worship the Mayor Helen Worboys

CARRIED

ARC 18/076 PROCUREMENT POLICY REVIEW

Report of the General Manager – Infrastructure dated 14 May 2018 presenting for consideration the revised Procurement Policy and to refer the Policy (with or without amendment) to Council for adoption.

RECOMMENDED

- 1. That the Audit and Risk Committee receives the revised Procurement Policy updated May 2018**
- 2. That the word “Deal” be replaced with “Outcome” in Principle 4**
- 3. That the Council adopts the revised Procurement Policy dated May 2018**

Moved by: John Fowke

Seconded by: Councillor Phil Marsh

CARRIED

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ARC 18/077 QUARTERLY REPORT TO 31 MARCH 2018

Report of the General Manager – Corporate and Regulatory dated 7 May 2018 presenting a summary to 31 March 2018 of the Council’s performance against 2017/18 Annual Plan.

RECOMMENDED

That the Council receives the Third Quarter Report and the Capital Expenditure Report for the period ended 31 March 2018.

Moved by: Councillor Barbara Cameron

Seconded by: Councillor Howard Voss

CARRIED

ARC 18/078 UPDATE ON INTERNAL AUDIT

General Manager – Corporate and Regulatory gave a verbal update on the progress of Internal Audit. Due to the difficulties in finding a suitable candidate for the internal audit position MWLASS is looking at using an external company to provide this service.

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 Stuart Campbell

Seconded by: Councillor Phil Marsh

CARRIED

ARC 18/079 CONSIDERATION OF LATE ITEMS

There were no late items for consideration.

ARC 18/080 NOTIFICATION OF ITEMS FOR NEXT MEETING

There were no items notified for next meeting.

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ARC 18/081 PUBLIC EXCLUDED BUSINESS

RESOLVED:

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

- a) **Corporate Risk Register – Key Risks, Controls and Treatments**

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 Corporate Risk Register – Key Risks, Controls and Treatments	Section 7(2)(j) - prevent the disclosure or 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 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 Barbara Cameron

Seconded by: Councillor Hilary Humphrey

CARRIED

The meeting went into public excluded session at 10.06am and resumed open session at 10.07am. For items ARC 18/082 to ARC 18/084, refer to public excluded minutes.

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ARC 18/085 MEETING CLOSURE

The meeting closed at 10.08am

Approved and adopted as a true and correct record:

CHAIRPERSON

DATE