

## **Risk and Audit Committee Meeting Minutes**

<b>Date:</b>	<b>Wednesday, 9 December, 2020</b>
<b>Time:</b>	<b>1:00 p.m.</b>
<b>Location:</b>	<b>Council Chamber Forum North, Rust Avenue Whangarei</b>
<b>In Attendance</b>	<b>John Isles (Chairperson) Her Worship the Mayor Sheryl Mai Cr Vince Cocurullo Cr Nicholas Connop Cr Ken Couper Cr Tricia Cutforth Cr Shelley Deeming Cr Phil Halse Cr Greg Innes Cr Greg Martin Cr Anna Murphy Cr Carol Peters Cr Simon Reid</b>
<b>Not In Attendance</b>	<b>Cr Gavin Benney Cr Jayne Golightly</b>
<b>Also present</b>	<b>Carl Wessels (Audit New Zealand) Richard Harrison (AON Insurance) Mathew Wilson (AON Insurance)</b>
<b>Scribe</b>	<b>C Brindle (Senior Democracy Adviser)</b>

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### **1. Declarations of Interest**

There were no declarations of interest made.

### **2. Apologies**

Crs Gavin Benney and Jayne Golightly (absent)  
Crs Tricia Cutforth, Greg Martin, Anna Murphy and Simon Reid (late arrival)

**Moved By** Cr Vince Cocurullo

**Seconded By** Cr Shelley Deeming

That the apologies be sustained.

**Carried**

### 3. Confirmation of Minutes of Previous Risk and Audit Committee Meeting

#### 3.1 Minutes Risk and Audit Committee Meeting held Wednesday 23 September 2020

**Moved By** Cr Vince Cocurullo

**Seconded By** Cr Greg Innes

That the minutes of the Risk and Audit Committee meeting held on Wednesday 23 September 2020, including the confidential section, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

**Carried.**

### 4. Information Reports

#### 4.1 Financial Management Activity Update Report – December 2020

**Moved By** Cr Shelley Deeming

**Seconded By** Cr Vince Cocurullo

That the Risk and Audit Committee notes the financial management activity in relation to risk and audit matters.

**Carried**

*Cr Reid joined the meeting at 1.09pm during discussions on Item 4.1.*

#### 4.2 AON Insurance Update

**Moved By** John Isles

**Seconded By** Cr Vince Cocurullo

That the Risk and Audit Committee notes the report.

**Carried.**

#### 4.3 Health and Safety Report

**Moved By** Cr Greg Innes

**Seconded By** Cr Shelley Deeming

That the Risk and Audit Committee notes the health and safety report.

**Carried**

#### 4.4 Audit NZ - Verbal Update Report

**Moved By** Cr Shelley Deeming

**Seconded By** Cr Greg Innes

That the Risk and Audit Committee notes the report from the external auditors.

**Carried**

*Cr Murphy (2.04pm) and Cr Cutforth (2.05pm) joined the meeting during discussions on Item 4.4.*

#### **4.5 Audit NZ - LTP Engagement Letter**

**Moved By** Her Worship the Mayor

**Seconded By** Cr Vince Cocurullo

That the Risk and Audit Committee notes the Long Term Plan Audit Engagement Letter.

**Carried**

*Item 4.9 was taken after Item 4.5.*

#### **4.6 Risk Report**

**Moved By** Cr Nicholas Connop

**Seconded By** Cr Carol Peters

That the Risk and Audit Committee notes the report.

**Carried**

#### **4.7 Policy Status Report**

**Moved By** Cr Nicholas Connop

**Seconded By** Cr Anna Murphy

That the Risk and Audit Committee notes the policy status report for December 2020.

**Carried**

#### **4.8 Variations to Procurement Process Report**

**Moved By** Cr Ken Couper

**Seconded By** Cr Nicholas Connop

That the Risk and Audit Committee notes the variations to procurement process report.

**Carried**

*Cr Halse requested his vote against be recorded.*

### **Extra ordinary business**

Subsequent to the agenda being circulated Item 4.9 – final Audit NZ Report at 30 June 2020 was distributed separately but not within the timeframe specified in LGOIMA. Council's Standing Orders (9.12) require a council resolution to deal with items of business that cannot be delayed.

The item was not included on the agenda for the reason that the report had not been received from Audit NZ at the time of the agenda closure.

The Committee are asked to consider Item 4.9 at today's meeting rather than delay to the next scheduled Risk and Audit Committee meeting which is some time away on 24 March 2021.

**Moved By** Cr Greg Innes

**Seconded By** Cr Vince Cocurullo

That council consider Item 4.9 Final Audit NZ Report at 30 June 2020 at this meeting.

**Carried**

#### **4.9 Final Audit NZ Report at 30 June 2020**

**Moved By** Cr Ken Couper

**Seconded By** Cr Vince Cocurullo

That the Risk and Audit Committee

a) Notes the Final Audit Management Report issued by Audit NZ for the 2109/20 Financial Year.

b) Notes the recommendations raised by Audit NZ.

**Carried**

*Cr Martin joined the meeting at 2.28pm during discussions on Item 4.9.*

### **5. Public Excluded Business**

**Moved By** Cr Shelley Deeming

**Seconded By** Cr Vince Cocurullo

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

<b>General subject of each matter to be considered</b>		<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for passing this resolution</b>
1.1	Confidential Minutes Whangarei District Council Meeting 23 September 2020	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
1.3	ICT Risks Report		

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

<b>Item</b>	<b>Grounds</b>	<b>Section</b>
1.1	For the reasons as stated in the open minutes	
1.4	To prevent the disclosure or use of official	Section 7(2)(j)

	information for improper gain or advantage	
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**Carried****6. Closure of Meeting**

The meeting concluded at 3.09pm

Confirmed this 24<sup>th</sup> day of March 2021

John Isles (Chairperson)