

Risk and Audit Committee Meeting Minutes

Date: Wednesday, 24 March, 2021
Time: 9:00 a.m.
Location: Council Chamber
Forum North, Rust Avenue
Whangarei

In Attendance

John Isles (Chairperson)
Her Worship the Mayor Sheryl Mai
Cr Gavin Benney
Cr Vince Cocurullo
Cr Nicholas Connop
Cr Tricia Cutforth
Cr Shelley Deeming
Cr Phil Halse
Cr Anna Murphy
Cr Simon Reid

Not in Attendance

Cr Ken Couper
Cr Jayne Golightly
Cr Greg Innes
Cr Greg Martin
Cr Carol Peters

Also present

Carl Wessels (Audit New Zealand)
Jaimala Singh (Audit New Zealand)
Adelle Allbon (BDO Whangarei)
Jaun Heiberg (BDO Whangarei)

Scribe C Brindle (Senior Democracy Adviser)

1. Declarations of Interest

Item 5.7 - Sensitive Expenditure Policy

2. Apologies

Crs Ken Couper, Jayne Golightly, Greg Innes, Greg Martin and Carole Peters (absent) and Crs Shelley Deeming and Anna Murphy (late arrival)

Moved By John Isles

Seconded By Cr Phil Halse

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 9 December 2020

Moved By Cr Vince Cocurullo

Seconded By Cr Nicholas Connop

That the minutes of the Risk and Audit Committee meeting held on Wednesday 9 December 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

Cr Murphy joined the meeting at 9.02am following Item 3.1.

4. Decision Reports

There were no decision making reports.

5. Information Reports

5.1 Financial Management Activity Update Report - March 2021

Moved By Cr Vince Cocurullo

Seconded By Her Worship the Mayor

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

Carried

Cr Deeming joined the meeting at 9.04am during discussions on Item 5.1.

Cr Cutforth joined the meeting at 9.07am during discussions on Item 5.1.

5.2 Health and Safety - March 2021

Moved By Cr Vince Cocurullo

Seconded By Cr Shelley Deeming

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

Carried

5.3 Audit NZ – Long Term Plan Consultation Document Report - 2021

Moved By Her Worship the Mayor

Seconded By Cr Shelley Deeming

That the Risk and Audit Committee notes the 2021- 31 Long Term Plan (LTP) Consultation Document Audit report.

Carried

Cr Cocurullo left the meeting at 9.49am during discussions on Item 5.3.

5.4 Internal Audit Report - Permits to Work

Moved By Cr Shelley Deeming

Seconded By Cr Tricia Cutforth

That the Risk and Audit Committee notes the findings in the internal audit report on Council's Health and safety permit to work process.

Carried

Cr Cocurullo re-joined the meeting at 10.05am during discussions on Item 5.4.

Cr Murphy left the meeting at 10.14am during discussions on Item 5.4.

5.5 Internal Audit Strategy - Three year rolling plan 2021-2024

Moved By Cr Shelley Deeming

Seconded By Cr Anna Murphy

That the Risk and Audit Committee adopts the updated internal audit strategy and three year rolling plan for 2021-24.

Carried

Cr Murphy re-joined the meeting at 10.16am during discussions on item 5.5.

5.6 Health, Safety and Wellbeing Survey for Local Government Results

Moved By Cr Nicholas Connop

Seconded By Cr Vince Cocurullo

That the Committee notes the results of the Health, Safety and Wellbeing Survey for Local Government.

Amendment

Moved By John Isles

Seconded By Cr Phil Halse

That the Committee notes the results of the Health, Safety and Wellbeing Survey for Local Government and workshops this at a future date.

**The amendment was Carried
and subsequently Carried
as the substantive Motion**

5.7 Review of Sensitive Expenditure Policy and Reporting

Moved By Cr Gavin Benney

Seconded By Cr Tricia Cutforth

That the Committee

1. Recommends the following amendments to the draft Sensitive Expenditure:
 - a. The reporting of sensitive expenditure of Elected Members and the Strategic Leadership Team to the Risk and Audit Committee.
 - b. A two-step approval process for the Mayor's sensitive expenditure. First approval by the Chair of the Risk and Audit Committee, with the final approval by Council Secretary under their delegated financial authority.

Carried

Declaration of Interest:

Her Worship declared an interest for Item 5.7 (in relation to Mayor's Sensitive expenditure).

6. Public Excluded Business

Moved By Cr Phil Halse

Seconded By Cr Gavin Benney

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:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
1.1	Confidential Minutes Risk & Audit Committee 9 December 2020	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
1.2	ICT Risks Report March 2021		

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:

Item	Grounds	Section
1.1	For the reasons as stated in the previous minutes	
1.2	To prevent the disclosure or use of official information for improper gain or improper advantage	Section 7(2)(j)

Carried

7. Closure of Meeting

The meeting concluded at 11.29am.

Confirmed this 23rd day of June 2021

John Isles (Chairperson)

Unconfirmed Minutes