

Audit and Risk Committee Meeting Minutes

Date:	Wednesday, 28 March, 2018
Time:	9:00 a.m.
Location:	Council Chamber Forum North, Rust Avenue Whangarei
In Attendance	Her Worship the Mayor Sheryl Mai (Acting Chairperson) Cr Crichton Christie Cr Shelley Deeming Cr Sue Glen Cr Cherry Hermon
Not in Attendance	Cr Sharon Morgan (Chairperson) Cr Greg Innes
Also Present	Cr Stu Bell Cr Vince Cocurullo Phillip Jones (Independent Adviser) Nakita Veaney and Warren Auths - Audit NZ
Scribe	C Brindle (Senior Democracy Adviser)

Election of Acting Chairperson

Democracy and Assurance Manager Jason Marris opened the meeting and advised the Committee's Chairperson Cr Sharon Morgan was unavailable to chair today's meeting.

Council's Standing Orders provide that if the Chairperson is absent the committee members must elect a member to act as Chairperson at the meeting.

Nominations for an Acting Chairperson were called for. One nomination, to elect Her Worship the Mayor Sheryl Mai, was received.

Moved By Cr Cherry Hermon
Seconded By Cr Sue Glen

"That Her Worship the Mayor Sheryl Mai is elected to act as Chairperson for today's meeting."

Carried

1. Declarations of Interest

2. Apologies

Crs Sharon Morgan and Greg Innes (absent)
Cr Shelley Deeming (late arrival)

Moved By Cr Cherry Hermon

Seconded By Cr Sue Glen

That the apologies be sustained.

Carried

3. Confirmation of Minutes of Previous Audit & Risk Committee Meeting

3.1 Minutes Audit and Risk Committee 6 December 2017

Moved By Cr Sue Glen

Seconded By Cr Cherry Hermon

That the minutes of the Audit and Risk Committee meeting held on Wednesday 6 December 2017, having been circulated, be taken as read and confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

4. Decision Reports

4.1 Internal Audit Strategy and Three-year Rolling Plan 2018-21

Moved By Cr Sue Glen

Seconded By Cr Cherry Hermon

That the Audit and Risk Committee adopts the updated internal audit strategy and three year rolling plan for 2018-2021.

Carried

5. Information Reports

5.1 Financial Management Activity Update Report March 2018

Moved By Cr Cherry Hermon

Seconded By Cr Sue Glen

That the Audit and Risk Committee notes the financial management activity over the previous three months.

Carried

5.2 Health and Safety Update March 2018

Moved By Cr Sue Glen
Seconded By Cr Cherry Hermon

That the Audit and Risk Committee notes the information presented in the report and its attachment.

Carried

5.3 ICT Risk Report

Moved By Cr Cherry Hermon
Seconded By Cr Sue Glen

That the Audit and Risk Committee notes the information presented in the report.

Carried

Cr Shelley Deeming joined the meeting at 9.53am during discussion on item 5.3.

5.4 Risk Register March 2018 Update

Moved By Cr Shelley Deeming
Seconded By Cr Cherry Hermon

That the Audit and Risk Committee notes the report outlining the current risks to the Council.

Carried

5.5 External Audit Action Update

Moved By Cr Sue Glen
Seconded By Cr Crichton Christie

That the Audit and Risk Committee notes the status of the outstanding external audit actions.

Carried

5.6 Bylaws update report

Moved By Cr Sue Glen
Seconded By Cr Shelley Deeming

That the Audit and Risk Committee notes the bylaws update report.

Carried

5.7 Fraud and Whistleblowing Policy

Moved By Cr Cherry Hermon

Seconded By Cr Sue Glen

That the Audit and Risk Committee notes the updated Fraud and Whistleblowing policy

Carried

Cr Cocurullo left the meeting at 10.22am during item 5.7.

5.8 Annual Audit Plan 2017-18 Audit New Zealand

Moved By Cr Shelley Deeming

Seconded By Cr Cherry Hermon

That the Audit and Risk Committee notes the draft plan from Audit NZ on their approach to the 2017/18 annual audit of Whangarei District Council.

Carried

6. Public Excluded Business

There was no business conducted in public excluded.

7. Closure of Meeting

The meeting concluded at 10.34am.

Confirmed this 27th day of June 2018

Her Worship the Mayor Sheryl Mai (Acting Chairperson)