

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

**Date:** Wednesday, 27 June, 2018  
**Time:** 9:00 a.m.  
**Location:** Council Chamber  
Forum North, Rust Avenue  
Whangarei

**In Attendance** Cr Sharon Morgan (Chairperson)  
Her Worship the Mayor Sheryl Mai  
Cr Crichton Christie  
Cr Shelley Deeming  
Cr Sue Glen  
Cr Cherry Hermon  
Cr Greg Innes

**Also present** Cr Stu Bell  
Cr Gavin Benney  
Cr Tricia Cutforth  
Cr Vince Cocurullo  
Philip Jones (Independent Adviser)  
Athol Graham (Audit NZ)  
Adelle Allbon and Hayden Keast (BDO)

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**1. Declarations of Interest**

**2. Apologies**

There were no apologies.

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

**3.1 Minutes Audit and Risk Committee 28 March 2018**

**Moved By** Her Worship the Mayor

**Seconded By** Cr Sue Glen

That the minutes of the Audit and Risk Committee meeting held Wednesday 28 March 2018, having been circulated, be now adopted as a true and correct proceedings of that meeting.

**Carried**

**4. Information Reports**

**4.1 Reports by Audit NZ - Interim Management Report and Long Term Plan Consultation Document audit report**

**Moved By** Cr Greg Innes

**Seconded By** Cr Shelley Deeming

That the Committee note the reports.

**Carried**

*Cr Cocurullo joined the meeting at 9.24am during Item 4.1.*

#### **4.2 Internal Audit Report - Procurement May 2018**

**Moved By** Cr Sue Glen

**Seconded By** Cr Cherry Hermon

That the Audit and Risk Committee notes the findings of the internal auditors report on Council's procurement processes and policies.

**Carried**

#### **4.3 Financial Management Activity Update Report - June 2018**

**Moved By** Her Worship the Mayor

**Seconded By** Cr Greg Innes

That the Audit and Risk Committee:

- a. Notes the financial management activity over the previous three months
- b. Receives the Audit Plan and;
- c. Notes the pwc report.

**Carried**

#### **4.4 Health and Safety Report**

**Moved By** Cr Shelley Deeming

**Seconded By** Cr Sue Glen

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

**Carried**

*Cr Cutforth left the meeting at 10.31am during discussions on Item 4.4.  
A tea break was taken following Item 4.4 from 10.32am to 10.48am.  
Item 4.7 was taken following the tea break.*

#### **4.5 Risk Register June 2018 Update**

**Moved By** Cr Greg Innes

**Seconded By** Cr Sue Glen

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

**Carried**

**4.6 Policy Register Update June 2018**

**Moved By** Cr Sue Glen

**Seconded By** Her Worship the Mayor

That the Committee notes the status of the current internal and external policy register.

**Carried**

**4.7 ICT Disaster Recovery Report**

**Moved By** Cr Greg Innes

**Seconded By** Cr Sue Glen

That the Committee acknowledge the report and the prioritisations of the recommendations identified.

**Carried**

*Item 4.5 was taken after Item 4.7.*

**4.8 Internal Audit Action Update**

**Moved By** Cr Sharon Morgan

**Seconded By** Cr Greg Innes

That the Committee notes this report and the status of the internal audit actions.

**Carried**

**5. Public Excluded Business**

There was no business conducted in public excluded.

**6. Closure of Meeting**

The meeting concluded at 11.29am

Confirmed this 26<sup>th</sup> day of September 2018

Councillor Sharon Morgan (Chairperson)