

MINUTES	MEETING HELD ON	TIME
AUDIT AND RISK SUBCOMMITTEE	THURSDAY 19 JUNE 2014	2.03PM

MINUTES of a meeting of the **Audit and Risk Subcommittee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu, on **Thursday, 19 June 2014**, commencing at 2.03pm.

PRESENT:

Cr	G	Welsh	Chairperson
Mayor	R	Church	
Cr	M	Bell	
Cr	M	Cardiff	Deputy Mayor

IN ATTENDANCE:

Mr	P	Dougherty	Chief Executive
Mr	W	Maxwell	Group Manager Corporate Services
Ms	T	Evans	Group Manager Community Services
Mr	S	McArthur	Group Manager Strategy & Partnerships
Mr	T	Power	Senior Legal Counsel
Ms	R	O'Brien	Development Control Team Leader
Ms	S	Foss	Acting Group Manager Regulatory Services
Ms	J	Straker	Financial Accounting Manager
Mrs	D	Andrews	Organisational Development Manager
Ms	J	Dallinger	Health & Safety Advisor
Mrs	A	Kenna	Media Relations Manager
Miss	A	McLaughlin	Democratic Services Advisor
Mrs	J	Nock	Executive Secretary, Corporate Services
Mr	G	Taylor	Ernst & Young
Mr	Z	Hyder	Ernst & Young

Following a Council meeting, the Audit and Risk Subcommittee convened at 2.03pm, adjourned for lunch and reconvened at 2.20pm.

The Chair welcomed everyone to the meeting and advised that Ernst & Young, Council's Auditors would be invited to all future meetings of the Audit & Risk Subcommittee.

ARS 14/06/15

(a) APOLOGIES

There were no apologies.

(b) DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

There were no declarations of interest.

ARS 14/06/16

30 MINUTE PUBLIC SPEAKING TIME

There were no public speakers.

ARS 14/06/17

CONFIRMATION OF MINUTES

MOVED (Welsh/Cardiff)

That the Audit and Risk Subcommittee minutes of 10 April 2014 are accepted as a true and correct record.

CARRIED

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MATTERS UNDER ACTION

Wayne Maxwell, Group Manager Corporate Services spoke to matters under action.

ARS 14/06/18

MEMBERS' BUSINESS

- (a) Public Speaking Time Responses
None required.
- (b) Leave of Absence
There were no leave of absence requests.
- (c) Matters of an Urgent Nature
There were no matters of an urgent nature.

Ernst & Young

Grant Taylor gave a brief explanation on the key areas that Ernst & Young would cover around Council's financial reporting processes including work around infrastructure assets both from a financial statement and valuation point of view and also in terms of how the information on how the activity management plans drive the Council's service performance reports.

Also, due to the Auditor General's interest in the way in which local authorities were setting their rates, they would carry out a piece of work looking specifically at Council's processes for ensuring the rate strike was in accordance with relevant legislation.

Mr Taylor added that they had received good engagement with Council's new Corporate Services Team.

ARS 14/06/19

MINISTRY FOR THE ENVIRONMENT AUDIT OF THE KAPITI COAST DISTRICT COUNCIL (CS-14-1225)

Rita O'Brien, Development Control Team Leader spoke to the report.

Ms Evans, Group Manager Community Services clarified that due to different structures within local authorities each Council would have their own reforms and processes but would learn from each other through shared best practice guides.

Ms Foss, Acting Group Manager Regulatory Services clarified that continuous improvements would be made and the process would be weaved into Council's Open for Business Work Programme.

MOVED (Welsh/Mayor)

That the Audit and Risk Subcommittee note the progress being made by the Resource Consents and Compliance team in implementing the recommendations of the 2012/13 Ministry for the Environment audit.

CARRIED

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ARS 14/06/20

FINANCIAL PRUDENCE REGULATIONS (Corp-14-1226)

Wayne Maxwell, Group Manager Corporate Services spoke to the report and Jacinta Straker, Financial Accounting Manager gave a presentation showing indicative rates and debt affordability, sustainability and predictability measures.

MOVED (Bell/Cardiff)

That the Audit and Risk Subcommittee notes the recently introduced Financial Prudence Regulations and the Office of the Auditor General's financial indicators.

CARRIED

ARS 14/06/21

COUNCIL CONTROLLED ORGANISATIONS (Corp-14-1238)

Wayne Maxwell, Group Manager Corporate Services spoke to the report.

MOVED (Bell/Mayor)

That the Audit and Risk Subcommittee notes the performance of its Council Controlled Organisations.

CARRIED

ARS 14/06/22

HEALTH AND SAFETY QUARTERLY REPORT (CE-14-1144)

Jill Dallinger, Health and Safety Advisor spoke to the report.

The Mayor advised that the Audit & Risk Subcommittee would do everything it could to ensure the safety of its staff and work diligently with the Chief Executive and Health and Safety staff to ensure that all practices were followed appropriately.

Members asked if the Council carried out random drug testing and it was advised that there had not been enough good reason to introduce this but if there were any issues this could be initiated. Reasonable cause provision in the Drug and Alcohol Policy was very robust and allowed Council to test without random testing.

Members requested the monitoring of Employee Assistance Programme (EAP) usage under illness/accident be included in future Health and Safety reports.

MOVED (Mayor/Bell)

The Audit and Risk Subcommittee receives and approves the draft Strategic Health and Safety Plan 2014/16 (Appendix 1 to Report CE-14-1144) and notes the plan will be reported back to the Subcommittee for approval later this year.

CARRIED

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ARS 14/06/23

PUBLIC EXCLUDED RESOLUTION

MOVED (Welsh/Cardiff)

That the Audit & Risk Subcommittee move into a Public Excluded meeting:

PUBLIC EXCLUDED RESOLUTION		
<p>That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered:</p> <ul style="list-style-type: none"> • Confirmation of Public Excluded Minutes: 10 April 2014 • Update on Weathertightness Claims (Corp-14-1107) • Quarterly Update on Statutory Compliance Issues and Investigations (SP-14-1173) <p>The general subject of each matter to be considered, while the public are 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:</p>		
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
Confirmation of Public Excluded Minutes 10 April 2014	Section 7(2)(a) – to protect the privacy of natural persons.	48(1)(a): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.
Update on Weathertightness Claims	Section 7(2)(i) – to enable any local authority holding the information to carry on, without prejudice or disadvantage negotiations.	48(1)(a): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

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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
Quarterly Update on Statutory Compliance Issues and Investigations	Section 7(2)(a) – to protect the privacy of natural persons.	48(1)(a): That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

CARRIED

The meeting went into public excluded session at 3.42pm.

The meeting came out of public excluded session at 4.06pm.

The report, appendix and resolutions to report SP-14-1173 was released into the public arena

Quarterly Update on Statutory Compliance Issues and Investigations (SP-14-1173)

MOVED (Bell/Mayor)

That the Audit and Risk Subcommittee note there were no statutory compliance issues associated with legislative compliance declarations made to external auditors, Ernst and Young for the third quarter of the 2013/14 year.

That the Audit and Risk Subcommittee note the current status of the Ombudsman investigations.

That the Audit and Risk Subcommittee note the status of the Council's legal compliance for the third quarter of the 2013/14 year.

That this report, appendix and resolutions be released from public excluded business.

CARRIED

The Audit and Risk Subcommittee meeting closed at 4.07pm.

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Chairperson

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Date