

MINUTES	MEETING HELD ON	TIME
AUDIT AND RISK SUBCOMMITTEE	TUESDAY 6 SEPTEMBER 2011	3.00PM

MINUTES of an inaugural meeting of the **Audit and Risk Subcommittee**, held in the Council Chambers, 175 Rimu Road, Paraparaumu, on **Tuesday, 6 September 2011**, commencing at 3.00pm.

PRESENT:

Cr	R	Church	(Chairperson)
Mayor	J	Rowan	
Cr	R	Booth	
Cr	T	Lester	

IN ATTENDANCE:

Mr	W	Read	(Group Manager Finance)
Ms	S	Foss	(Manager, Corporate Planning and Reporting)
Ms	K	Shieffelbein	(Monitoring Officer)
Mr	M	Baxter	(Financial Accountant, Finance)
Mrs	J	Nock	(Executive Secretary Finance)

The Chair welcomed everyone to the meeting.

ARS 11/9/01

APOLOGIES

An apology was received from the Chief Executive.

ARS 11/9/02

30 MINUTES PUBLIC SPEAKING TIME

There were no public speakers.

ARS 11/9/03

MEMBERS' BUSINESS

- (a) Public Speaking Time Responses
No responses required.
- (b) Leave of Absence
There were no requests for leave of absence.
- (c) Matters of an Urgent Nature
There were no matters of an urgent nature.
- (d) Declarations of Interest Relating to Items on the Agenda
There were no declarations of interest.

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ARS 11/9/04

DRAFT ANNUAL REPORT TO 30 JUNE 2011 (SP-11-330)

Sharon Foss, Manager, Corporate Planning and Reporting explained the audit and publication process for the report and advised that due to conflicting calendar appointments the Council's Auditors, Ernst & Young, were unable to attend this meeting of the Audit and Risk Subcommittee and that their Audit Report would be provided to the Corporate Business Committee on 22 September, 2011.

Warwick Read, Group Manager Finance spoke to the report and drew attention to the key financial indicators relating to the Draft 2010/11 Annual Report.

Cr Lester asked if staff could include commentary in Section 2: *Council's Leadership Links to the Four Wellbeing Areas and Community Outcomes* on the following issues: the Mahara Gallery; Water Meters; Raumati Beach Stormwater; Paraparaumu Airport; Expressway; and the Aquatic Centre.

Ms Foss responded that the comments would be included in the next version of the Annual Report on 22 September at the Corporate Business Committee.

MOVED (Mayor/Lester)

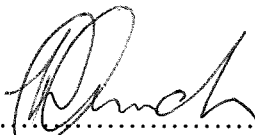
That the Audit and Risk Subcommittee notes that the final version of the Annual Report, subject to any changes requested at this meeting along with final audit adjustments required by Ernst and Young, will be presented to the Corporate Business Committee for consideration on 22 September 2011 and recommended to Council for adoption on 6 October 2011

CARRIED

The Chair expressed sincere appreciation to staff for their work preparing the Annual Report.

The Mayor commented that the process of considering the draft Annual Report was made much easier this year due to the quarterly Activity Reports received at Corporate Business Committee meetings.

The public session of the Audit and Risk Subcommittee meeting closed at 3.25pm.

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 Chairperson

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 Date

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 KCDC Senior Manager

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 Date