

MINUTES	MEETING HELD ON	TIME
<b>AUDIT AND RISK SUBCOMMITTEE</b>	<b>TUESDAY, 1 DECEMBER 2015</b>	<b>10.03AM</b>

**MINUTES** of a meeting of the **Audit and Risk Subcommittee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu, on **Tuesday, 1 December 2015**, commencing at 10.03am.

**PRESENT:**

Cr	G	Welsh	Chairperson
Cr	M	Bell	Deputy Chairperson
Mayor	R	Church	
Cr	M	Cardiff	
Mr	W	Tuck	Appointed Member

**IN ATTENDANCE:**

Mr	W	Maxwell	Group Manager Corporate Services
Mr	M	de Haast	Financial Controller
Mr	S	Mallon	Group Manager Infrastructure Services
Ms	D	Andrew	Organisational Development Manager
Ms	J	Dallinger	Health and Safety Advisor
Ms	A	Horn	Manager, Financial Accounting
Mrs	J	Nock	Executive Secretary, Corporate Services

The Chair welcomed everyone to the meeting.

ARS 15/12/83

**(a) APOLOGIES**

**MOVED (Welsh/Church)**

**An apology for lateness was accepted from Cr Murray Bell.**

**CARRIED**

*An apology from the Chief Executive was noted.*

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

There were no declarations of interest.

ARS 15/12/84

**PUBLIC SPEAKING TIME**

There were no public speakers.

ARS 15/12/85

**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.

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ARS 15/12/86

**REGULAR PROGRESS UPDATE ON 2014/15 KEY AUDIT FINDINGS (Corp-15-1771)**

Mark de Haast, Financial Controller spoke to the report and responded to Members' questions.

*Cr Bell joined the meeting at 10.05am.*

**MOVED (Welsh/Bell)**

**That the Audit & Risk Subcommittee notes the progress made against the action plans developed to remedy the control findings arising from the 2015 audit, as set out in Appendix 1.**

**That the Audit & Risk Subcommittee notes the progress to address the ITGC issues raised by Audit, as set out in Appendix 2.**

**CARRIED**

ARS 15/12/87

**HEALTH AND SAFETY ANNUAL REPORT (CE-15-1754)**

Dianne Andrew, Organisational Development Manager, spoke to the report and added that due to the new legislative changes on 4 April and their Audit review being brought forward to February/March a part time Health & Safety Advisor would be brought in for 12 months to help with the day to day workflow.

Congratulations were given to Ms Andrew for instigating a strong leadership role regionally and a request was given for the Mayor to take this to the Mayors' Forum to demonstrate the collaborative efforts regionally this Council was taking.

It was advised that following recent security issues, locally and overseas, the Health and Safety Committee was looking at the Council's position regarding preparedness.

**MOVED (Welsh/Church)**

**That the Audit and Risk Subcommittee notes the Health and Safety Quarterly Report for 1 July 2015 – 30 September 2015, included as Appendix 1 to Report CE-15-1754.**

**CARRIED**

ARS 15/12/88

**CONFIRMATION OF MINUTES**

**MOVED (Church/Tuck)**

**That the Audit and Risk Subcommittee minutes of 29 September 2015 are accepted as a true and correct record.**

**CARRIED**

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ARS 15/12/89

**PUBLIC EXCLUDED RESOLUTION**

**MOVED (Church/Tuck)**

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

<b>PUBLIC EXCLUDED RESOLUTION</b>		
<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"> <li>Confirmation of Public Excluded Minutes: 29 September 2015</li> </ul> <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>		
<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under Section 48(1) for the passing of this resolution</b>
<b>Confirmation of Public Excluded Minutes: 29 September 2015</b>	<p>Section 7(2)(a) – to protect the privacy of natural persons.</p> <p>Section 7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority ... in the course of their duty.</p>	<p>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.</p>

**CARRIED**

The meeting went into a public excluded session at 10.31am to sign off the minutes from the previous meeting.

*The meeting came out of the public excluded session at 10.32am*

The public session of the Audit and Risk Subcommittee meeting closed at 10.32am

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Chair

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Date