

MINUTES	MEETING HELD ON	TIME
<b>AUDIT AND RISK SUBCOMMITTEE</b>	<b>TUESDAY 12 FEBRUARY 2015</b>	<b>10.00AM</b>

**MINUTES** of a meeting of the **Audit and Risk Subcommittee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu, on **Tuesday, 12 February 2015**, commencing at 10.00am.

**PRESENT:**

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

**IN ATTENDANCE:**

Mr	P	Dougherty	Chief Executive
Mr	W	Maxwell	Group Manager Corporate Services
Mr	M	de Haast	Financial Controller
Mr	S	Mallon	Group Manager Infrastructure Services
Mr	S	McArthur	Group Manager Strategy & Planning
Mrs	A	Law	Acting Group Manager Community Services
Mrs	J	Nock	Executive Secretary, Corporate Services
Mr	G	Butler	Consultant
Ms	L	Hutchinson	Cadet - Democracy Services

The Chair welcomed everyone to the meeting.

ARS 15/02/40

**(a) APOLOGIES**

An apology from Grant Taylor of Ernst & Young was noted.

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

There were no declarations of interest.

ARS 15/02/41

**PUBLIC SPEAKING TIME**

There were no public speakers.

ARS 15/02/42

**CONFIRMATION OF MINUTES**

**MOVED (Welsh/Mayor)**

**That the Audit and Risk Subcommittee minutes of 16 December 2014 are accepted as a true and correct record.**

**CARRIED**

ARS 15/02/43

**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.

*Cr Bell joined the meeting at 10.02am*

MINUTES	MEETING HELD ON	TIME
<b>AUDIT AND RISK SUBCOMMITTEE</b>	<b>TUESDAY 12 FEBRUARY 2015</b>	<b>10.00AM</b>

ARS 15/02/44

**RISK MANAGEMENT FRAMEWORK (CORP-15-1444)**

Mark de Haast introduced Garry Butler a consultant with experience in the risk and assurance sector who had been working on the Risk Management Framework. Mr Butler spoke to a presentation that detailed how focus, facilitation and engagement on strategies, policies, procedures and programmes were developed in identifying risks including:

- accepted principles and guidelines;
- main Council benefits from an integrated risk management framework;
- risk management maturity; and
- implementation plan.

Wayne Maxwell, Group Manager Corporate Services advised that on approval of the implementation of the Framework the next step would be to interview all the key stakeholders and from that to develop an implementation plan. Regular progress reports would be given to the Subcommittee.

Members were advised there were no financial implications in this report as existing budgets would be used and understood that if this was to change it would become part of the Annual Plan.

Members reiterated that the Risk Management Framework would be an investment not a cost and requested tangible evidence that there would be a return on the implementation of the Framework.

**MOVED (Cardiff/Mayor)**

**That the Audit and Risk Subcommittee endorses the implementation of the proposed integrated risk management framework.**

**CARRIED**

ARS 15/02/45

**PROGRESS ON AUDIT MANAGEMENT REPORT (CORP-15-1462)**

Mr de Haast, Financial Controller spoke to the report.

**MOVED (Bell/Mayor)**

**That the Audit and Risk Subcommittee note the progress made on the recommendations in Ernst & Young's Report on Control Findings for the year ended 30 June 2014 as per the Work Programme in Appendix 1 to this report Corp-15-1462.**

**CARRIED**

ARS 15/02/46

**TIMETABLE FOR THE AUDIT OF THE 2014/15 ANNUAL REPORT (CORP-15-1463)**

Mr de Haast spoke to the report.

**MOVED (Welsh/Cardiff)**

**That the Audit and Risk Subcommittee confirm the proposed timetable for audit of the Council's Annual Report and the Council's Debenture Trust Deed for the year ended 30 June 2015.**

**CARRIED**

MINUTES	MEETING HELD ON	TIME
<b>AUDIT AND RISK SUBCOMMITTEE</b>	<b>TUESDAY 12 FEBRUARY 2015</b>	<b>10.00AM</b>

ARS 15/02/47

**HEALTH & SAFETY QUARTERLY REPORT (CORP-15-1474)**

Dianne Andrew, Organisational Development Manager and Jill Dallinger, Health and Safety Advisor spoke to the report.

**MOVED (Cardiff/Mayor)**

**That the Audit and Risk Subcommittee notes the Health and Safety Quarterly Report for 1 July 2014 to 31 September 2014.**

**CARRIED**

ARS 15/02/48

**PUBLIC EXCLUDED RESOLUTION**

**MOVED (Mayor/Bell)**

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

<b>PUBLIC EXCLUDED RESOLUTION</b>		
<p><b>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:</b></p> <ul style="list-style-type: none"> <li><b>Quarterly Update on Statutory Compliance Issues and Investigations (CE-15-1465)</b></li> </ul> <p><b>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:</b></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>Quarterly Update on Statutory Compliance Issues and Investigations (CE-15-1465)</b>	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 11.04am

*The meeting came out of public excluded session at 11.18am.*

MINUTES	MEETING HELD ON	TIME
<b>AUDIT AND RISK SUBCOMMITTEE</b>	<b>TUESDAY 12 FEBRUARY 2015</b>	<b>10.00AM</b>

The report, appendix and resolutions to report SP-15-1448 was released into the public arena

**Quarterly Update on Statutory Compliance Issues and Investigations (SP-15-1448)**

**MOVED (Welsh/Mayor)**

**That the Audit and Risk Subcommittee note there was one statutory compliance issue associated with legislative compliance declarations for the first quarter of the 2014/15 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 first quarter of the 2014/15 year.**

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

**CARRIED**

The public session of the Audit and Risk Subcommittee meeting closed at 11.18am.

.....  
Chair

.....  
Date