

## AUDIT AND RISK COMMITTEE

**File Reference:** ECM 7751567  
**Meeting Date:** Thursday 21 June 2018 at 10am  
**Venue:** Council Chamber  
**Members Present:** Councillor Richard Handley (Chairperson); Mayor Neil Holdom, Councillors Richard Jordan and Roy Weaver and Ms Adrienne Young-Cooper

### **Non-members Present:**

Councillors Stacey Hitchcock and John McLeod.

### **Staff in Attendance:**

Alan Bird, Julie Straka, Rowan Betts, Ali Trustrum-Rainey and Matt O'Mara.

David Seath (Deloitte) and Darren Williamson (Jardine Lloyd Thompson) were also in attendance.

### **Declarations:**

- Committee members confirmed there were no conflicts.
- Management confirmed that there had been no security breaches.
- Management confirmed that there were no concerns regarding internal controls.

### **Minutes**

Mayor Holdom )

Cr Jordan )

That the minutes of the Audit and Risk Committee meeting (21 March 2018), and the proceedings of the said meeting, as previously circulated, be taken as read and confirmed as a true and accurate record.

Carried

## **ITEMS FOR FINAL DETERMINATION BY THE COUNCIL**

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### **1. Revised Risk Management Framework**

ECM7735852

This report provides a draft revision of the Risk Management Framework for adoption.

#### Recommendation:

Mayor Holdom )

Cr Weaver )

That, having considered all matters raised in the report, the revised Risk Management Framework be adopted.

Carried

**MATTERS FINALLY DETERMINED BY THE COMMITTEE UNDER DELEGATED AUTHORITY  
AND REFERRED TO THE COUNCIL FOR INFORMATION AND RECORD**

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2. **Risk Management Update**

ECM7739367

This report provides an update of risk management activities for monitoring and review purposes.

*Resolved:*

Cr Handley )

Mayor Holdom )

That, having considered all matters raised in the report:

- a) The report be noted.
- b) Officers prepare a report and draft Terms of Reference for undertaking a Deep Dive focussing on Risk 155.

Carried

3. **Insurance Summary**

ECM7735877

This report provides an update of the work underway in preparation for the renewal of the Council's insurance arrangements for 2018/19.

*Resolved:*

Cr Weaver )

Cr Mayor Holdom )

That, having considered all matters raised in the report, the work underway in preparation for the renewal of the Council's insurance arrangements for 2018/19 is noted.

Carried

4. **Quarter 3 Legal Compliance Summary**

7736008

This report provides a summary of the process used to demonstrate legal compliance by Council staff and what actions are being taken to address the non-compliances identified.

*Resolved:*

Mayor Holdom )

Cr Jordan )

That, having considered all matters raised in the report, the report be noted.

Carried

5. **Interim Management Letter**

ECM7738793

The matter for consideration by the Council is to note the Interim Management Letter prepared by Audit New Zealand as part of the annual audit of the 2018 Annual Report.

Resolved:

Ms Young-Cooper )

Cr Jordan )

That, having considered all matters raised in the report, the report be noted.

Carried

6. **Revised Fraud or Corruption Policy**

ECM7735878

This report provides a draft revision of the Fraud or Corruption Policy for adoption. The policy is one part of a broader fraud control framework in place at the Council.

Resolved:

Cr Jordan )

Cr Weaver )

That having considered all matters raised in the report the revised Fraud or Corruption Policy be noted.

Carried

7. **Exclusion of the Public**

ECM7743004

This report details items that are recommended should be considered with the public excluded, and the reason for excluding the public.

Resolved:

Cr Jordan )

Mayor Holdom )

That having considered all matters raised in the report, the Council hereby resolves that, pursuant to the Local Government Official Information and Meetings Act 1987, the public be excluded from the following parts of the proceedings of this meeting:

a) Internal Audit Update

The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage, this particular interest being protected by section 7(2)(j) of the Act.

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987.

Carried