

AUDIT AND RISK COMMITTEE

File Reference: ECM 7413465
Meeting Date: Tuesday 9 May 2017 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 Alan Melody, John McLeod, Stacey Hitchcock, Harry Duynhoven and Mike Merrick (from 10.15am Part Item 1).

Staff in Attendance:

Wayne Leach, Alan Bird, Julie Straka, Rowan Betts, Phil Armstrong and Teresa Turner.

Minutes

Cr Weaver)

Cr Holdom)

That the minutes of the Audit and Risk Committee meetings (16 February 2017 and 23 March 2017), and the proceedings of the said meetings, as previously circulated, be taken as read and confirmed as a true and accurate record.

Carried

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

1. Interim Audit Management Letter for the Year Ending 30 June 2017

ECM 7394280

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 2017 Annual Report.

Resolved:

Mayor Holdom)

Cr Jordan)

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

Carried

2. **Risk Management Update May 2017**

ECM 7398407

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

Resolved:

Cr Weaver)

Cr Jordan)

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

Carried

3. **Insurance Arrangements**

ECM 7398413

This report provides an update of the work underway in preparation for the renewal of the Council's insurance arrangements for 2017/18.

Resolved:

Cr Jordan)

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 2017/18 is noted.

Carried

4. **Report on the Council's Arrangements for Emergency Response and Business Continuity Planning**

ECM 7398426

This report provides information on the Council's emergency response arrangements and work underway to renew them.

Resolved:

Cr Weaver)

Ms Young-Cooper)

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

Carried

ITEMS FOR FINAL DETERMINATION BY THE COUNCIL

5. **Risk Management Framework Review**

ECM 7398411

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

Recommendation:

Mayor Holdom

Cr Jordan)

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

Carried

6. **Draft Internal Audit Plan - Update**

ECM 7398414

This report seeks the Council's approval of the draft list of potential internal audits. That list will then be used as the basis of a programme of work for an external provider that will be appointed from 1 July 2017.

Recommendation:

Cr Jordan)

Mayor Holdom)

That, having considered all matters raised in the report, the draft list of potential internal audits be approved.

Carried

The Audit and Risk Committee meeting closed at 11.14am.