

## **AUDIT AND RISK COMMITTEE**

**File Reference:** ECM8122533  
**Meeting Date:** Wednesday 18 September 2019 at 1.30pm  
**Venue:** Council Chamber  
**Members Present:** Councillor Richard Handley (Chairperson); Mayor Neil Holdom, Councillors Richard Jordan, Roy Weaver and John Williams; Ms Adrienne Young-Cooper (via audio-link from 2.14pm to 5.52pm (Items 4 – 6))

**Non-members Present:**  
 Councillors Stacey Hitchcock, Alan Melody, Colin Johnston

**Staff in Attendance:**  
 Craig Stevenson, Nadia Phillips, Katrina Brunton, David Langford, Mark Hall, Carla Freeman, Julie Straka, Steven McIntosh, Jacqueline Baker, Richard Gater, Paul Lamb

### **Apologies**

*Audit and Risk Committee Resolution:*

Cr Handley )  
 Mayor Holdom )

That the apology for lateness from Ms Adrienne Young-Cooper be received.

Carried

### **Declarations**

- Committee members confirmed their independence and declared that there were no conflicts of interest
- Management confirmed that there had been no security breaches.
- Management confirmed that there were no concerns regarding internal controls.

### **Acknowledgements**

Cr Handley acknowledged Audit and Risk committee member Cr Roy Weaver for his contribution to the Audit and Risk Committee, and also Cr Alan Melody for his attendance and input into committee meetings.

### **Minutes**

*Audit and Risk Committee Resolution:*

Cr Jordan )  
 Cr Williams )

That the minutes of the Audit and Risk Committee meeting (12 June 2019) and the proceedings of the said meeting, 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**

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**1. Legal Compliance Summary – September 2019**

ECM8110143

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.

*Audit and Risk Committee Resolution:*

Mayor Holdom )

Cr Weaver )

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

Carried

**2. Insurance Arrangements 2019/20**

ECM8110209

This report provides an update of the Council's insurance arrangements for 2019/20

*Audit and Risk Committee Resolution:*

Cr Jordan )

Cr Williams )

That, having considered all matters raised in the report, the renewal of the Council's insurance arrangements for 2019/20 is noted.

Carried

**3. Risk Management Update – September 2019**

ECM8110221

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

*Audit and Risk Committee Resolution:*

Mayor Holdom )

Cr Jordan )

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

Carried

## ITEMS FOR FINAL DETERMINATION BY THE COUNCIL

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*Ms Adrienne Young-Cooper joined the meeting (via audio-link) at 2.14pm, at the start of this juncture.*

*The Annual Report (Tab 5) was heard at this juncture, however, it's been recorded as Minute 5*

### **4. Draft Report to the Council on the Audit for the Year Ending 30 June 2019**

ECM8119857

The matter for consideration by the Council is the Annual Report 2018/19

*Audit and Risk Committee Resolution:*

Cr Jordan )

Cr Williams )

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

Carried

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

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### **5. Annual Report for the Year Ended 30 June 2019 (2018/19)**

ECM8119854

The matter for consideration by the Council is the Annual Report 2018/19.

*Audit and Risk Committee Recommendation:*

Cr Weaver )

Mayor Holdom )

That, having considered all matters raised in the report, the report be noted and the Annual Report for the year ending 30 June 2019 be adopted.

Carried

**6. Exclusion of the Public for the Remainder of the Meeting**

ECM8114448

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

*Audit and Risk Committee Resolution:*

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

*Committee Adviser's Note*

*Due to technical difficulties, Ms Young-Cooper was unable to stay connected to the meeting via audio-link, and therefore left the meeting at 5.52pm, at the end of the preceding item.*