



Hastings District Council

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OPEN MINUTES

RISK AND AUDIT SUBCOMMITTEE

Meeting Date: **Monday, 2 July 2018**

**Minutes of a Meeting of the Risk and Audit Subcommittee held on
Monday, 2 July 2018 at 10.00am**

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HASTINGS DISTRICT COUNCIL

MINUTES OF A MEETING OF THE RISK AND AUDIT SUBCOMMITTEE HELD IN THE LANDMARKS ROOM, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON MONDAY, 2 JULY 2018 AT 10.00AM

- PRESENT:** Mr J Nichols (Chair)
Mayor Hazlehurst
Deputy Mayor Kerr (Deputy Chair)
Councillors Nixon and Travers
- IN ATTENDANCE:** Acting Chief Executive: (Mr N Taylor)
Chief Financial Officer (Mr B Allan)
Manager, Strategic Finance (Mr B Chamberlain)
Financial Controller (Mr A Wilson)
Management Accountant (Mr J Tieman)
Group Manager: Asset Management (Mr C Thew)
Risk and Corporate Services Manager (Mr R Smith)
Risk Assurance Advisor (Mr D Ferguson)
District Customer Services Manager (Mr G Brittin)
Chief Information Officer (Mr A Smith)
Democratic Support Manager (Mrs J Evans)
Committee Secretary (Mrs C Hilton)
- ALSO PRESENT:** Mr Phil Sinclair – Senior Partner – Audit & Assurance,
Crowe Horwath

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

3. CONFIRMATION OF MINUTES

Councillor Kerr/Mayor Hazlehurst

That the minutes of the Risk and Audit Subcommittee Meeting held Tuesday 1 May 2018, including minutes of the meeting while the public were excluded, be confirmed as a true and correct record and be adopted.

CARRIED

4. 2017/18 ANNUAL REPORT UPDATE AND AUDIT PLAN

(Document 18/465)

Councillor Travers/Councillor Kerr

That the report of the Chief Financial Officer titled “2017/18 Annual Report Update and Audit Plan” dated 2/07/2018 be received.

CARRIED

5. ENTERPRISE RISK MANAGEMENT UPDATE JUNE 2018

(Document 18/516)

In the table in Attachment 2 under “Residual Risk” it was noted that the Group Manager: Asset Management will provide updated timeframes for the last three entries – Whakatu; Clive; and Te Awanga/Haumoana – which currently each had a very high residual risk.

Waipatiki would also be included under the list of Council supplies under Risk 1: Water Supply Contamination.

Mayor Hazlehurst/Councillor Kerr

That the report of the Risk and Corporate Services Manager titled “Enterprise Risk Management Update June 2018” dated 2/07/2018 be received.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and business by:

- i) Validating that risks in core business processes are effectively managed.**

CARRIED

6. GENERAL UPDATE REPORT AND STATUS OF ACTIONS

(Document 18/542)

Councillor Nixon/Councillor Travers

That the report of the Manager Strategic Finance titled “General Update Report and Status of Actions” dated 2/07/2018 be received.

CARRIED

7. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

8. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

9. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEMS 10, 11 AND 12 SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Nixon/Mayor Hazlehurst

THAT the public now be excluded from the following parts of the meeting, namely;

10 2018/19 Insurance Renewal Programme

11 Internal Audit

12 IT Audit Plan & Control Review

The general subject of the matter to be considered while the public is excluded, the reason for passing this Resolution in relation to the 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 is as follows:

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION
10 2018/19 Insurance Renewal Programme	<p>Section 7 (2) (h)</p> <p>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>Commercial Sensitivity.</p>	<p>Section 48(1)(a)(i)</p> <p>Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.</p>
11 Internal Audit	<p>Section 7 (2) (h)</p> <p>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>The Internal Audit includes the review of commercial arrangements as part of the audit process.</p>	<p>Section 48(1)(a)(i)</p> <p>Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.</p>

12 IT Audit Plan & Control Review**Section 7 (2) (h)**

The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.

The internal audit includes the review of commercial arrangements as part of the audit process.

Section 48(1)(a)(i)

Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.

And that Mr P Sinclair from Crowe Horwath be permitted to remain in the meeting after the public have been excluded, because his knowledge of the matter under consideration is essential to assisting the Risk and Audit Subcommittee towards a decision.

CARRIED

The meeting closed at 12.08pm

Confirmed:

Chairman:

Date: