



Hastings District Council

*Civic Administration Building
Lyndon Road East, Hastings 4156*

Phone: (06) 871 5000

Fax: (06) 871 5100

www.hastingsdc.govt.nz

OPEN MINUTES

RISK AND AUDIT SUBCOMMITTEE

Meeting Date: **Monday, 6 May 2019**

**Minutes of a Meeting of the Risk and Audit Subcommittee held on
Monday, 6 May 2019 at 10.00am**

Table of Contents

<u>Item</u>	<u>Page No.</u>
1. Apologies	1
2. Conflicts of Interest	1
3. Confirmation of Minutes	1
4. Treasury Activity and Funding	2
5. Health and Safety Risk Management Update	2
6. Cape Kidnappers Interim Operations Manual	2
7. General Update Report and Status of Actions	2
9. Internal Audit Report	3
8. MBIE Review of Tauranga City Council - Bella Vista Development	3
10. Additional Business Items	3
11. Extraordinary Business Items	3

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, 6 MAY 2019 AT 10.00AM

PRESENT: Mr J Nichols (Chair)
Mayor Hazlehurst
Deputy Mayor Kerr (Deputy Chair)
Councillors Nixon and Travers

IN ATTENDANCE: Manager, Strategic Finance (Mr B Chamberlain)
Financial Controller (Mr A Wilson)
Group Manager: Economic Growth and Organisation
Improvement (Mr C Cameron)
Group Manager: Regulatory Services (Mr J
O'Shaughnessy)
Group Manager: Human Resources (Mrs B Bayliss)
Health and Safety Co-ordinator (Mr P McClusky)
Risk and Corporate Services Manager (Mr R Smith)
Risk Assurance Advisor (Mr D Ferguson)
District Customer Services Manager (Mr G Brittin)
Project Manager (Mr D Bishop)
Building Consents Manager (Mr M Hart)
Procurement Specialist (Mrs A Hirst)
Committee Secretary (Mrs C Hilton)

ALSO PRESENT: Mr S Lucy, Audit New Zealand – *(present for Item 7)*
Ms J Noiseux – *(present for Item 7)*
Mr N Speir, Partner, Rice Speir – *(present for Item 8)*
Ms L Bielby, Rice Speir – *(present for Item 8)*

1. APOLOGIES

There were no apologies from members of the Risk and Audit Subcommittee.

2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

3. CONFIRMATION OF MINUTES

Councillor Travers/Mr Nichols

**That the minutes of the Risk and Audit Subcommittee Meeting held Monday
18 February 2019 be confirmed as a true and correct record and be adopted.**

CARRIED

4. TREASURY ACTIVITY AND FUNDING

(Document 19/367)

Councillor Nixon/Mayor Hazlehurst

- A) That the report of the Manager Strategic Finance titled “Treasury Activity and Funding” dated 6/05/2019 be received.**

CARRIED

5. HEALTH AND SAFETY RISK MANAGEMENT UPDATE

(Document 19/373)

Mayor Hazlehurst withdrew from the meeting at 10.40am.

Councillor Kerr/Councillor Travers

- A) That the report of the Health and Safety Manager titled “Health and Safety Risk Management Update” dated 6/05/2019 be received.**

CARRIED

6. CAPE KIDNAPPERS INTERIM OPERATIONS MANUAL

(Document 19/378) (Attachment circulated in separate agenda document)

Councillor Kerr/Mr Nichols

- A) That the report of the Group Manager: Asset Management titled “Cape Kidnappers Interim Operations Manual” dated 6/05/2019 be received.**
- B) That the Risk and Audit Subcommittee endorse the interim operations manual for the management of the beach road from Clifton to Cape Kidnappers.**

CARRIED

7. GENERAL UPDATE REPORT AND STATUS OF ACTIONS

(Document 19/409)

Mr S Lucy, Audit New Zealand, spoke to the Audit Plan report attachment for the year ending 30 June 2019.

Councillor Kerr/Councillor Travers

- A) That the report of the Manager Strategic Finance titled “General Update Report and Status of Actions” dated 6/05/2019 be received.**
- B) That the Subcommittee note that the Delegated Financial Policy and the associated Delegated Financial Authorities have been updated and adopted by the Chief Executive and the Lead Team.**

- C) That the Delegated Financial Policy be reviewed by the Risk and Audit Subcommittee prior to it being forwarded to Council for ratification.**

CARRIED

With the agreement of the Risk and Audit Subcommittee members, Item 9 was taken out of order and addressed at this point.

9. INTERNAL AUDIT REPORT

(Document 19/438) (Attachment for this item was circulated separately prior to meeting)

Councillor Travers/Mr Nichols

- A) That the report of the Financial Controller titled "Internal Audit Report" dated 6/05/2019 be received.**

CARRIED

8. MBIE REVIEW OF TAURANGA CITY COUNCIL - BELLA VISTA DEVELOPMENT

(Document 19/424) (Attachment circulated in separate agenda document)

Mr N Speir, Partner, Rice Speir gave a power point presentation (CG-14-25-00086) in regard to the report on the Bella Vista development that had been circulated as an attachment to the agenda. He responded to questions from the Risk and Audit Subcommittee.

Mayor Hazlehurst rejoined the meeting at 12.15pm.

Mr Nichols/Councillor Travers

- A) That the report of the Group Manager: Planning & Regulatory titled "MBIE Review of Tauranga City Council - Bella Vista Development" dated 6/05/2019 be received.**

CARRIED

10. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

11. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

The meeting closed at 12.25pm

Confirmed:

Chairman:

Date: