Minutes of a meeting of the Audit and Risk Committee held on Friday 16 August 2019, commencing at 8.30am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:  
Cr Stuart Campbell  (Chairperson)  
Cr Howard Voss  
Cr Barbara Cameron  
Mr John Fowke  
Mayor Helen Worboys  
Cr Phil Marsh  
Cr Hilary Humphrey  

IN ATTENDENCE  
Cr Shane Casey  
Cr Michael Ford  
Brent Limmer  (Acting Chief Executive)  
Shayne Harris  (General Manager – Corporate and Regulatory)  
Hamish Waugh  (General Manager – Infrastructure)  
Frances Smorti  (General Manager – People and Culture)  
Paul Stein  (Communications Manager)  
Colleen Morris  (Special Projects Accountant)  
Amanda Calman  (Chief Financial Officer)  
Nichole Ganley  (Governance Support Officer)  
Cheryl Wright  (Health and Safety Adviser)  
John Jones  (Roading Manager)  
Brook Rush  (Community and Strategy Operations Officer)  
Rachel Dean  (Internal Auditor)  

ARC 19/165 MEETING OPENING  
The Chairperson declared the meeting open.

ARC 19/166 APOLOGIES  
RESOLVED  
That the apologies from Her Worship the Mayor for lateness be accepted  
Moved by:  Councillor Phil Marsh  
Seconded by:  Councillor Howard Voss  
CARRIED  

ARC 19/167 CONFIRMATION OF MINUTES  
RESOLVED  
That the minutes of the Audit and Risk Committee meeting held 17 May 2019 be adopted as a true and correct record.  
Moved by:  John Fowke  
Seconded by:  Councillor Howard Voss
ARC 19/168 DECLARATIONS OF INTEREST

Councillor Hilary Humphrey noted her role as a consultant for Third Bearing.

ARC 19/169 NOTIFICATION OF LATE ITEMS

There were no items of late business notified.

ARC 19/170 PRESENTATION

There were no presentations scheduled for this meeting.

ARC 19/171 HEALTH AND SAFETY STRATEGY


RESOLVED

That the Audit and Risk Committee endorse the 2019-2022 Health and Safety Strategy.

Moved by: Councillor Phil Marsh
Seconded by: Councillor Barbara Cameron

CARRIED

ARC 19/172 NZ TRANSPORT AGENCY INVESTMENT AUDIT REPORT

Report of the General Manager – Infrastructure dated 09 August 2019 presenting for information the findings of the NZ Transport Agency Investment Audit that was carried out in June 2019.

RESOLVED

That the Audit and Risk Committee receives the NZ Transport Agency Investment Audit Report.

Moved by: Councillor Howard Voss
Seconded by: John Fowke

CARRIED
ARC 19/173 INTERNAL AUDIT PROGRAMME 2019-20


RECOMMENDED

That the Audit and Risk Committee recommends:

That the Council approves the Internal Audit Programme for the 2019-20 year as set out in Appendix 1 to the report of the General Manager – Corporate and Regulatory dated 13 August 2019.

Moved by: Councillor Phil Marsh
Seconded by: John Fowke
CARRIED

ARC 19/174 INTERNAL AUDIT REPORT PROCUREMENT - PART 2

Report of the General Manager – Corporate and Regulatory dated 05 August 2019 presenting for consideration the internal audit report, “Internal Audit Project – Compliance with Manawatū District Council’s Procurement Policies and Financial Delegations Policy (goods and services with tendering focus).”

RESOLVED

That the Audit and Risk Committee receives the Internal Audit Report resulting from the part two of their procurement review.

Moved by: Councillor Howard Voss
Seconded by: Councillor Phil Marsh
CARRIED

ARC 19/175 INTERIM MANAGEMENT REPORT FROM AUDIT NEW ZEALAND


RESOLVED

That the Audit and Risk Committee receives the Interim Management Report from Audit New Zealand for the 2018-19 financial year and notes the points raised within the document along with the management responses.
Moved by: Councillor Howard Voss  
Seconded by: Councillor Barbara Cameron  
CARRIED  

*Her Worship the Mayor Helen Worboys joined the meeting at 9.50am.*  

**ARC 19/176 FOURTH QUARTER REPORT TO 30 JUNE 2019**  


**RECOMMENDED**

That the Audit and Risk Committee recommends:

That the Council receives the Fourth Quarter Report and the Capital Expenditure Report for the period ended 30 June 2019

Moved by: Councillor Barbara Cameron  
Seconded by: Councillor Phil Marsh  
CARRIED

**ARC 19/177 CONSIDERATION OF LATE ITEMS**

There were no late items for consideration.

**ARC 19/178 NOTIFICATION OF ITEMS FOR NEXT MEETING**

- September 6 meeting for Annual Report (report deadline 30 August)

It was noted at the meeting the contribution made over the triennium by Councillor Stuart Campbell as the chair of the committee as well as contribution from Councillor Barbara Cameron and Councillor Howard Voss.

**ARC 19/179 MEETING CLOSURE**

The meeting closed at 10.45am

Approved and adopted as a true and correct record:

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**CHAIRPERSON**

**DATE**