

**Kawerau District Council Minutes of an
Audit & Risk Committee Meeting held on Tuesday 21 July 2020
In the Council Chamber commencing at 1.03pm**

Present: Philip Jones – P J Associates (Chair)
His Worship the Mayor M J Campbell (Deputy Chair)
Councillor F K N Tunui
Councillor C J Ion
Councillor A Rangihika
Councillor D Sparks

In attendance: Chief Executive Officer (R George)
Manager, Finance & Corporate Services (P Christophers)
Manager, Planning, Compliance and Capability (C Jensen)
Manager, Operations & Services (H van der Merwe)
Health and Safety Officer (P Snook)
Audit NZ (J Smail)
Office Administrator (T Barnett)

The Chair Welcomed Jo Smail from Audit NZ to the meeting

Apologies

No apologies.

Declarations of Conflict of Interest

No conflicts of interest were received.

1 Confirmation of the Audit & Risk Committee Meeting Minutes dated 15 May 2020

The Committee considered the Minutes of the Audit & Risk Meeting on 15 May 2020.

Resolved

His Worship the Mayor / Councillor Ion

That the Minutes of the Audit & Risk Committee meeting held on 15 May 2020 is confirmed as a true and accurate record.

2 Occupational Health and Safety Management System Status (Health and Safety Officer) (509500)

The Health and Safety Officer provided an overview of the report.

Councillor Ion made comment on the following:

- Page 13 – Item 4 Traffic – Working on or near roads – The commentary was a bit light and needed more detail.

Chair Jones made comment on the following:

- Page 24/25 – Event Site Graphs – suggested that the graphs are merged in future to make a better comparison.

Resolved

Councillors Sparks / Rangihika

That the report "Occupational Health and Safety Management System Status" is received.

3 Treasury Report to 30 June 2020 (Manager, Finance and Corporate Services) (110551)

The Manager, Finance & Corporate Services explained that the Treasury report expanded on his monthly report to the Regulatory & Services Committee.

Resolved

Chair Jones / Ion

That the report "Treasury Report to 30 June 2020" is received.

4 Review of Council Fraud Policy (Manager, Finance and Corporate Services) (110820)

The Committee considered the Councils current Fraud Policy for adoption with amendments.

Resolved

Councillor Tunui / Chair Jones

1. That the report "Review of Councils Fraud Policy" is received.

2. Two amendments are made to the policy:

- *Page 40 – Item 6 Investigation Responsibilities – Item 6.4 to be reworded to include "that any evidence of fraud would be passed on to the Police".*
- *Page 41 – Item 9 Reporting procedures – Item 9.4 is reworded to say "...or members of the appointed Investigation Team" and "the evidence will be passed on to the Police".*

5 Review of Councils Sensitive Expenditure Policy (Manager, Finance and Corporate Services) (110820)

The Committee considered the updated Council Sensitive Expenditure Policy.

Resolved

Chair Jones / Councillor Tunui

1. That the report "Review of Councils Sensitive Expenditure Policy" is received

2. To have Audit NZ review the policy in September before it is adopted.

6 Residential Developments – Progress and Risk Analysis (Manager, Finance and Corporate Services) (206700)

The Committee reviewed the progress for the residential developments and the associated risks.

Resolved

Mayor Campbell / Councillor Sparks

1. That the report "Residential Developments – Progress and Risk Analysis" is received.

7 Interim Audit Management Report for year ended 30 June 2020 (Manager, Finance and Corporate Services) (201000)

The Committee discussed the report Interim Audit Management for year ended 30 June 2020

Resolved

Councillor Ion / Councillor Rangihika

That the report "Review of Risk Management Strategy" is received.

8 2019/20 Annual Report Timetable and COVID-19 Implications (Manager, Finance and Corporate Services) (110400)

The Committee reviewed and discussed the Annual Report Timetable.

Resolved

Chair Jones / Councillor Tunui

That the report "2019/20 Annual Report Timetable and COVID-19 Implications" is received.

The meeting closed at 2.23pm


P Jones

P J Associates

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