

## CITY OF PALMERSTON

**Minutes of Risk Management & Audit Committee Meeting  
held in Council Chambers  
1 Chung Wah Terrace, Civic Plaza, Palmerston  
on Tuesday 30 June 2020 at 5:00pm**

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<b>COMMITTEE MEMBERS</b>	Iain Summers, Independent Member (Chair) Mark Blackburn, Independent Member Steve Bartlett, Independent Member Acting Mayor Amber Garden Alderman Sarah Henderson
<b>STAFF</b>	Chief Executive Officer, Luccio Cercarelli Director Organisational Services, Richard Iap Director City Growth and Operations, Nadine Nilon Finance Manager, Maxie Smith Acting Manager Information and Technology, Mark Bradbury Minute Secretary, Caroline Hocking
<b>GALLERY</b>	KPMG Associate Director, Rachel Wilson KPMG Partner, David Howe ( <i>via Zoom video conference</i> )

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### 1 ACKNOWLEDGEMENT OF COUNTRY

*I respectfully acknowledge the traditional owners of the land on which we are meeting – the Larrakia People – and pay my respects to their elders, past, present and future.*

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### 2 OPENING OF MEETING

The Chair declared the meeting open at 5.00pm.

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### 3 APOLOGIES

#### 3.1 Apologies

Nil

Initials: 

3.2 Leave of Absence Previously Granted

Moved: Alderman Henderson  
Seconded: Acting Mayor Garden

THAT the leave of absence previously granted for Mayor Pascoe-Bell be received and noted.

CARRIED 9RMA/0064 - 30/06/2020

3.3 Leave of Absence Request

Nil

**4** DECLARATION OF INTEREST

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4.1 Committee Members

Nil

4.2 Staff

Nil

**5** CONFIRMATION OF MINUTES

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5.1 Confirmation of Minutes

Moved: Mr Mark Blackburn  
Seconded: Acting Mayor Garden

THAT the minutes of the Risk Management & Audit Committee Meeting held on Tuesday, 25 February 2020 pages 114 to 120 be confirmed.

CARRIED 9RMA/0065 - 30/06/2020

5.2 Business Arising from Previous Minutes

Nil

**6** CONFIDENTIAL ITEMS

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Initials:



6.1 Confidential Items

Nil

6.2 Moving Confidential Items into Open

Nil

6.3 Moving Open Items into Confidential

Nil

### 7 WORK PLAN

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Nil

### 8 FINANCIAL REPORTING

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Nil

### 9 INTERNAL CONTROLS AND RISK MANAGEMENT

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*Presentation provided by KPMG on agenda item 9.1 entitled Risk Management and Audit Committee Terms of Reference Review 2020.*


9.1 Risk Management and Audit Committee Terms of Reference Review 2020

Moved: Mr Steve Bartlett  
Seconded: Alderman Henderson

THAT the Risk Management and Audit Committee recommend to the Council:

1. THAT Report entitled Risk Management and Audit Committee Terms of Reference Review 2020 be received and noted.
2. THAT a draft Council Policy FIN09 - Risk Management and Audit Committee, be developed incorporating feedback and comments by the Risk Management and Audit Committee to the next Risk Management and Audit Committee meeting in July 2020 for presentation.

CARRIED 9RMA/0066 - 30/06/2020

Initials: 

*Presentation provided by KPMG on agenda item 9.2 entitled Strategic Risk Register Review 2020.*

**9.2 Strategic Risk Register Review 2020**

Moved: Mr Mark Blackburn  
Seconded: Acting Mayor Garden

1. THAT Report entitled Strategic Risk Register Review 2020 be received and noted.
2. THAT item number 9.2 entitled Strategic Risk Register Review 2020 lay on the table to allow for further review and be brought back to a Special Risk Management and Audit Committee Meeting in August 2020 for consideration.

**CARRIED 9RMA/0067 - 30/06/2020**

*Presentation provided by KPMG on agenda item 9.3 entitled Strategic Internal Audit Plan 2021-2023.*

**9.3 Strategic Internal Audit Plan 2021-2023**

Moved: Mr Steve Bartlett  
Seconded: Alderman Henderson

THAT the Risk Management and Audit Committee recommend to the Council:

1. THAT Report entitled Strategic Internal Audit Plan 2021-2023 be received and noted.
2. THAT the Strategic Internal Audit Plan 2021-2023 be updated and presented to Council at its Second Ordinary July 2020 Meeting as amended by the Risk Management and Audit Committee including Asset Management Plans moving to 3<sup>rd</sup> quarter year 1 and inclusion of Strategic Risk 3 in year 2.
3. THAT Council endorse an annual review of the Strategic Internal Audit Plan 2021-2023 be undertaken in the 4<sup>th</sup> quarter of the financial year and presented to the Risk Management and Audit Committee to ensure effective and appropriate risk management oversight for Council.

**CARRIED 9RMA/0068 - 30/06/2020**

**10 WHISTLE BLOWING**

Nil

Initials:



### 11 INTERNAL AUDIT

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Nil

### 12 EXTERNAL AUDIT

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Nil

### 13 INFORMATION AND CORRESPONDENCE

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Nil

### 14 OTHER BUSINESS

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Nil

### 15 NEXT MEETING

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Moved: Alderman Henderson  
Seconded: Acting Mayor Garden

THAT the next meeting for the Risk Management and Audit Committee be held on Tuesday, 28 July 2020 at 5.00pm in the Council Chambers, First Floor, Civic Plaza, 1 Chung Wah Terrace Palmerston and be open to the public subject to social distancing restrictions.

CARRIED 9RMA/0069 - 30/06/2020

### 16 CLOSURE OF MEETING TO PUBLIC

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Moved: Mr Mark Blackburn  
Seconded: Mr Steve Bartlett

THAT pursuant to *Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations*, the meeting be closed to the public to consider the Confidential item of the Agenda.

CARRIED 9RMA/0070 - 30/06/2020

### 17 ADJOURNMENT OF MEETING

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Nil

Initials: 



A Place for People

# RISK MANAGEMENT & AUDIT COMMITTEE

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## MINUTES

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The Chair declared the meeting closed at 7:15pm.



Chair

IAIN SUMMERS

Print Name

28 July 2020

Date

Initials:

