

### CITY OF PALMERSTON

**Minutes of Risk Management and Audit Committee Meeting  
held in Council Chambers  
Civic Plaza, Palmerston  
on Tuesday 26 February 2019 at 5.30pm.**

COMMITTEE MEMBERS	Iain Summers (Chair) Mayor Athina Pascoe-Bell Deputy Mayor Sarah Henderson Alderman Amber Garden
STAFF	Acting Chief Executive Officer, Amelia Vellar Director Corporate Services, Chris Kelly Finance Manager, Shane Nankivell Assistant Finance Manager, Maxie Smith Minute Secretary, Alyce Breed
GALLERY	Dave Howie, Managing Partner KPMG Alec Purkis, Manager KPMG

#### 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.*

#### 2 OPENING OF MEETING

The Chair declared the meeting open at 5.30pm.

#### 3 APOLOGIES AND LEAVE OF ABSENCE

##### 3.1 Apologies

Nil.

##### 3.2 Leave of Absence

Nil.

##### 3.3 Leave of Absence Request

Nil.

Initials: \_\_\_\_\_

### 4 DECLARATION OF INTEREST

#### 4.1 Committee Members

Nil.

#### 4.2 Staff

Nil.

### 5 CONFIRMATION OF MINUTES

Moved: Mayor Pascoe-Bell  
Seconded: Deputy Mayor Henderson

THAT the minutes of the Risk Management and Audit Committee Meeting held Wednesday, 24 October 2018 pages 87 to 90, be confirmed.

CARRIED RMA9/0017 – 26/02/2019

### 6 WORK PLAN

#### 6.1 Action Report 9RMA/006

Moved: Alderman Garden  
Seconded: Mayor Pascoe-Bell

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

1. THAT Report Number 9RMA/006 entitled Action Report be received and noted.
2. THAT Council endorses the following items to be removed from the Action Report:
  - RMA/0097-Outstanding Management Responses
  - RMA/0104-Risk Descriptions and Treatments
  - RMA/0132-Ageing Report for Infringements
  - RMA9/0010-Community Satisfaction Report
3. THAT the Committee be provided with a procedure on the management of outstanding infringements at the next Risk Management and Audit Committee meeting.

CARRIED RMA9/0018 – 26/02/2019

### 7 FINANCIAL REPORTING

Nil.

Initials: \_\_\_\_\_

### 8 INTERNAL CONTROLS AND RISK MANAGEMENT

8.1 Strategic Risk Register 9RMA/008

Moved: Mayor Pascoe-Bell  
Seconded: Alderman Garden

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

1. THAT Report Number 9RMA/008 entitled Strategic Risk Register be received and noted.
2. THAT Council endorses the strategic risk management approach included in the Strategic Risk Register at Attachment A to Report Number 9RMA/008 entitled Strategic Risk Register.
3. THAT KPMG be invited to present to Council about the Strategic Risk Register at Attachment A to Report Number 9RMA/008 entitled Strategic Risk Register by the end of April 2019.

CARRIED RMA9/0019 – 26/02/2019

Dave Howie, Managing Partner and Alec Purkis, Manager of KPMG left Chambers at 7.04pm

8.2 2018 Community Satisfaction Survey Report 9RMA/010

Moved: Deputy Mayor Henderson  
Seconded: Alderman Garden

THAT Report Number 9RMA/010 entitled 2018 Community Satisfaction Survey Report be received and noted.

CARRIED RMA9/0020 – 26/02/2019

### 9 WHISTLE BLOWING

Nil.

### 10 INTERNAL AUDIT

Nil.

Initials: \_\_\_\_\_

### 11 EXTERNAL AUDIT

11.1 External Audit Closing Report 30 June 2018

9RMA/009

Moved: Deputy Mayor Henderson

Seconded: Mayor Pascoe-Bell

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

1. THAT Report Number 9RMA/009 entitled External Audit Closing Report 30 June 2018 be received and noted.
2. THAT Council note the Management Responses to Appendix D – Audit Observations on Attachment A to Report Number 9RMA/009 entitled External Audit Closing Report 30 June 2018.

CARRIED RMA9/0021 – 26/02/2019

### 12 OTHER BUSINESS

Nil.

### 13 CORRESPONDENCE

Nil.

### 14 CONFIDENTIAL REPORTS

14.1 Confidential Items

Moved: Mayor Pascoe-Bell

Seconded: Alderman Garden

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 following confidential items:

ITEM	REGULATION	REASON
14.1	8(c)(iii)	This item is considered 'Confidential' pursuant to Section 65(2) of the <i>Local Government Act</i> and 8(c)(iii) of the <i>Local Government (Administration) Regulations</i> , which states municipal council may close to the public only so much of its meeting as comprises the receipt or discussion of, or a motion or both relating to, information that would, if publicly disclosed, be likely to prejudice the security of the council, its members or staff.

CARRIED RMA9/0022 – 26/02/2019

Initials: \_\_\_\_\_

14.2 Moving Open Items into Confidential

Nil.

14.3 Moving Confidential Items into Open

Nil.

### 15 NEXT MEETING

The next Risk Management and Audit Committee meeting will be decided on for a date during June 2019.

### 16 ADJOURNMENT OF MEETING

Moved: Alderman Garden  
Seconded: Deputy Mayor Henderson

THAT the meeting be adjourned.

CARRIED RMA9/0023 - 26/02/2019

The meeting adjourned at 7:19pm.



Iain Summers  
CHAIR  
Date: