

### CITY OF PALMERSTON

**Minutes of Risk Management and Audit Committee Meeting  
held in Council Chambers  
Civic Plaza, Palmerston  
on Tuesday 25 June 2019 at 5.42pm.**

---

COMMITTEE MEMBERS	Iain Summers (Chair) Mayor Athina Pascoe-Bell Alderman Amber Garden
STAFF	Chief Executive Officer, Luccio Cercarelli Director Governance and Regulatory Services, Chris Kelly Executive Manager Finance, Shane Nankivell Systems and Network Administrator, Mark Bradbury Minute Secretary, Alyce Breed
GALLERY	Nil

#### 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 5:42pm.

#### 3 APOLOGIES AND LEAVE OF ABSENCE

---

##### 3.1 Apologies

Moved: Mayor Pascoe-Bell  
Seconded: Alderman Garden

THAT the apology received from Deputy Mayor Henderson for 25 June 2019 be received and noted.

CARRIED 9RMA/0028 – 25/06/2019

##### 3.2 Leave of Absence

Nil.

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

3.3 Leave of Absence Request

Nil.

#### 4 DECLARATION OF INTEREST

---

4.1 Committee Members

Nil.

4.2 Staff

Nil.

#### 5 CONFIRMATION OF MINUTES

---

5.1 Confirmation of Minutes

Moved: Mayor Pascoe-Bell

Seconded: Alderman Garden

THAT the minutes of the Risk Management and Audit Committee Meeting held Tuesday, 26 February 2019 pages 93 to 97, be confirmed.

CARRIED 9RMA/0029 – 25/06/2019

5.2 Business Arising from Previous Meeting

Nil.

#### 6 WORK PLAN

---

Moved: Mayor Pascoe-Bell

Seconded: Alderman Garden

THAT the order of business be amended to consider Item 6.1 Action Report after all open reports due to recommending removal of items which are listed as reports throughout the Agenda.

CARRIED 9RMA/0030 – 25/06/2019

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

6.2 Additional Independent Member of the Risk Management and Audit Committee

9RMA/013

Moved: Alderman Garden  
Seconded: Mayor Pascoe-Bell

THAT the Risk Management and Audit Committee recommend to Council:

1. THAT Report Number 9RMA/013 entitled Additional Independent Member of the Risk Management and Audit Committee be received and noted.
2. THAT Council seek Expressions of Interest for an additional independent member of the Risk Management and Audit Committee.

CARRIED 9RMA/0031 – 25/06/2019

### 7 FINANCIAL REPORTING

---

Nil.

### 8 INTERNAL CONTROLS AND RISK MANAGEMENT

---

8.1 Update on the Independent Investigator's Report

9RMA/012

Moved: Mayor Pascoe-Bell  
Seconded: Alderman Garden

THAT the Risk Management and Audit Committee recommend to Council:

1. THAT Report Number 9RMA/012 entitled Update on the Independent Investigator's Report be received and noted.
2. THAT Council note that actions and initiatives have been implemented to improve Council's corporate governance as outlined in **Attachment A** to Report Number 9RMA/012 entitled Update on the Independent Investigator's Report.
3. THAT based on the Committee's enquiry of management, Council endorse Management's Responses to the Independent Investigator's Report as outlined in **Attachment A** to Report Number 9RMA/012 entitled Update on the Independent Investigator's Report.

CARRIED 9RMA/0032 – 25/06/2019

### 9 WHISTLE BLOWING

---

Nil.

### 10 INTERNAL AUDIT

---

Nil.

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

### 11 EXTERNAL AUDIT

11.1 External Audit Plan for 30 June 2019

9RMA/015

Moved: Alderman Garden  
Seconded: Mayor Pascoe-Bell

1. THAT Report Number 9RMA/015 entitled External Audit Plan for 30 June 2019 be received and noted.
2. THAT the Committee recommends that management prepare a schedule of responses to external audit recommendations.
3. THAT the Committee noted that Merit Partners have other work on behalf of Council relating to procurement and probity, and will be required to maintain their independence with their external auditor.

CARRIED 9RMA/0033 – 25/06/2019

### 12 CONFIDENTIAL ITEMS

12.1 Confidential Items

Moved: Alderman Garden  
Seconded: Mayor Pascoe-Bell

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
20.1	8(c)(iii)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the 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.
20.2	8(a)	This item is considered 'Confidential' pursuant to <i>Section 65(2) of the Local Government Act</i> and 8(a) 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 about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

CARRIED 9RMA/0034 – 25/06/2019

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

### 12.2 Moving Open Items into Confidential

Nil.

### 12.3 Moving Confidential Items into Open

Nil.

### 6.1 Action Report

9RMA/011

Moved: Mayor Pascoe-Bell

Seconded: Alderman Garden

1. THAT Report Number 9RMA/011 entitled Action Report be received and noted.
2. THAT the following items be removed from the Action Report:
  - RMA/0127-Employee Reimbursement Procedure with the amendment to clause 4.2.1 to reflect the line manager approval
  - RMA/0002-Management Responses to Investigators Report

CARRIED 9RMA/0035 – 25/06/2019

## 13 INFORMATION AND CORRESPONDENCE

Nil.

## 14 OTHER BUSINESS

Nil.

## 15 NEXT COMMITTEE MEETING

Moved: Alderman Garden

Seconded: Mayor Pascoe-Bell

THAT the next Risk Management and Audit Committee meeting will be decided on for a date during October.

CARRIED 9RMA/0036 – 25/06/2019

## 16 CLOSURE OF MEETING TO PUBLIC

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 Confidential item of the Agenda.

CARRIED 9RMA/0037 – 25/06/2019

Iain Summers  
CHAIR  
Date: \_\_\_\_\_