PALMERSTON NORTH CITY COUNCIL

Minutes of the Audit and Risk Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 06 May 2019, commencing at 9.00am

Members Present: Councillor Vaughan Dennison (in the Chair), The Mayor (Grant Smith) and Councillors Susan Baty, Adrian Broad, Lew Findlay QSM, Jim Jefferies, Lorna Johnson and Bruno Petrenas.

Non Members: Councillors Brent Barrett, Rachel Bowen, Leonie Hapeta, Duncan McCann, Karen Naylor and Tangi Utikere.

Apologies: Councillor Gabrielle Bundy-Cooke and The Mayor (Grant Smith) (early departure on Council Business)

The Mayor was not present when the meeting resumed at 2.45pm. He was not present for clauses 10 to 18 inclusive.

Councillor Tangi Utikere entered the meeting at 2.58pm during consideration of clause 12. He was not present for clauses 10 to 11 inclusive.

Councillor Duncan McCann left the meeting at 2.47pm during consideration of clause 11. He entered the meeting again at 3.00pm after the consideration of clause 11. He was not present for clause 11.

Councillor Duncan McCann left the meeting at 3.45pm during consideration of clause 16. He entered the meeting again at 3.48pm after the consideration of clause 16. He was not present for clause 16.

9-19 Apologies

Moved Vaughan Dennison, seconded Duncan McCann.

The **COMMITTEE RESOLVED**

1. That the Committee receive the apologies.

Clause 9-19 above was carried 14 votes to 0, the voting being as follows:

For:
The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

The meeting adjourned at 9.02am
The meeting resumed at 2.45pm

When the meeting resumed The Mayor (Grant Smith) and Councillor Tangi Utikere were not present

10-19 Confirmation of Minutes

Moved Vaughan Dennison, seconded Bruno Petrenas.

The **COMMITTEE RESOLVED**

1. That the minutes of the Audit and Risk Committee meeting of 18 February 2019 Part I Public be confirmed as a true and correct record.

Clause 10-19 above was carried 12 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor and Bruno Petrenas.

Councillor Duncan McCann left the meeting at 2.47pm

11-19 Health and Safety Report Jan - Mar 2019

Memorandum, dated 29 April 2019 presented by the Human Resources Manager, Wayne Wilson.

Moved Vaughan Dennison, seconded Leonie Hapeta.

The **COMMITTEE RESOLVED**

1. That the Audit and Risk Committee note the information contained within the memorandum titled `Health and Safety Report Jan – Mar 2019' dated 29 April 2019.

Clause 11-19 above was carried 11 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Karen Naylor and Bruno Petrenas.

Councillor Tangi Utikere entered the meeting at 2.58pm
Councillor Duncan McCann entered the meeting at 3.00pm

12-19 Surveillance in Public Space in the City

Report, dated 5 April 2019 presented by the Legal Counsel, John Annabell.

Moved Vaughan Dennison, seconded Leonie Hapeta.

The **COMMITTEE RESOLVED**

1. That the memorandum titled "Surveillance in Public Space in the City" dated 5 April 2019, be noted and be received for information.

Clause 12-19 above was carried 13 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew

Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

13-19 Risk Management Progress YTD March 2019

Memorandum, dated 12 April 2019 presented by the Risk Manager, Miles Crawford.

Moved Vaughan Dennison, seconded Bruno Petrenas.

The **COMMITTEE RESOLVED**

1. That the Committee note developments for risk reporting to the Audit and Risk Committee and Management's progress made to the strategic and operational risk profiles.

Clause 13-19 above was carried 13 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

14-19 AMP Update - Property Asset Management Planning

Memorandum, dated 29 March 2019 presented by the Property Manager, Bryce Hosking and the Asset and Planning Manager, Jono Ferguson-Pye.

Moved Vaughan Dennison, seconded Leonie Hapeta.

The **COMMITTEE RESOLVED**

1. That the Audit and Risk Committee receives the memorandum titled "AMP Update – Property Asset Management Planning" dated 29 March 2019.

Clause 14-19 above was carried 13 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

15-19 AMP Update - Wastewater Asset Management Planning

Memorandum, dated 29 April 2019 presented by the Transport & Infrastructure Manager, Robert van Bentum.

Moved Vaughan Dennison, seconded Bruno Petrenas.

The **COMMITTEE RESOLVED**

1. That the Audit and Risk Committee receives the memorandum titled "AMP Update – Wastewater Asset Management Planning" dated 29 April 2019.

Clause 15-19 above was carried 13 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

Councillor Duncan McCann left the meeting at 3.45pm

16-19 New Audit - Fixed Assets Management Process

Memorandum, dated 9 April 2019 presented by the General Manager - Strategy and Planning, Sheryl Bryant.

Due to the absence of the report author, Elected Members referred the report to the following meeting.

Moved Vaughan Dennison, seconded Leonie Hapeta.

The **COMMITTEE RESOLVED**

1. That the item be referred to the Audit and Risk Committee meeting on 19 August 2019.

Clause 16-19 above was carried 12 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Karen Naylor, Bruno Petrenas and Tangi Utikere.

Councillor Duncan McCann entered the meeting at 3.48pm

17-19 Management Agreed Corrective Actions Implementation Progress March 2019

Memorandum, dated 2 April 2019 presented by the General Manager - Strategy and Planning, Sheryl Bryant.

Due to the absence of the report author, Elected Members resolved to include discussion of the report at the following meeting.

Moved Vaughan Dennison, seconded Bruno Petrenas.

The **COMMITTEE RESOLVED**

1. That the Committee receive the Memorandum titled `Management Agreed Corrective Action Implementation Progress March 2019' dated 2 April 2019 and its two Appendixes for information.
2. That discussion of the quarterly report is held at the 19 August 2019 meeting.

Clause 17-19 above was carried 13 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

18-19 Committee Work Schedule

Moved Vaughan Dennison, seconded Leonie Hapeta.

The **COMMITTEE RESOLVED**

1. That the Audit and Risk Committee receive its Work Schedule dated May 2019.

Clause 18-19 above was carried 13 votes to 0, the voting being as follows:

For:
Councillors Brent Barrett, Susan Baty, Rachel Bowen, Adrian Broad, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Jim Jefferies, Lorna Johnson, Duncan McCann, Karen Naylor, Bruno Petrenas and Tangi Utikere.

The meeting finished at 3.51pm

Confirmed 19 August 2019

Chairperson