
Strategic Risk and Assurance Committee

OPEN MINUTES

Minutes of a meeting of the Strategic Risk and Assurance Committee held by Audio-visual Link, on Tuesday 13 October 2020 at 12.31pm.

PRESENT

Chairperson Keiran Horne
Heamana

Deputy Chairperson Bruce Robertson
Heamana Tuarua

Membership: Mayor Paula Southgate
 Cr Rob Pascoe
 Cr Dave Macpherson
 Cr Angela O’Leary
 Cr Mark Bunting
 Maangai Hemi Rau

Attendance: Cr Martin Gallagher
 Cr Maxine van Oosten
 Cr Ewan Wilson
 Richard Briggs – Chief Executive
 David Bryant – General Manager Business Services
 Eeva-Liisa Wright – General Manager Infrastructure Operations
 Sean Murray – General Manager Venues and Major Events
 Louise Lukin – Director, Chief Executives Office
 Nikita Hanright – Financial Accounting Team Leader
 Robyn Denton – Operations Team Leader
 Tracey Musty – Financial Controller
 James Clarke – Director of Mayor’s Office
 Tania Hermann – Group Business Manager Infrastructure Operations
 Dan Silverton – Communication and Engagement Advisor
 Matt White – PricewaterhouseCoopers
 Naude Kotze – Audit NZ
 Clarence Susan – Audit NZ

Governance Staff: Amy Viggers – Governance Team Leader
 Narelle Waite – Governance Advisor

1. **Apologies – *Tono aroha***
There were no apologies.

2. **Confirmation of Agenda – *Whakatau raarangi take Resolved*** (Ms Horne/Cr Bunting)
That the agenda is confirmed.

3. **Declarations of Interest – *Tauaakii whaipaaanga***
No members of the Committee declared a Conflict of Interest.

4. **Public Forum – *Aatea koorero***
No members of public wished to speak.

5. **Confirmation of Strategic Risk and Assurance Committee Open Minutes - 3 September 2020**

Resolved: (Ms Horne/Cr Pascoe)

That the Strategic Risk and Assurance Committee confirm the Open Minutes of the Strategic Risk and Assurance Committee Meeting held on 3 September 2020 as a true and correct record.

6. **Annual Report 2019/20 and Audit NZ Clearance – *Recommendation to the Council***

The Finance Controller and the Audit NZ representative spoke to the report noting minor updates to the Annual Report and responded to questions from Members regarding the Letters of Representation and the qualified audit opinion.

Staff Action: *Staff undertook to ensure draft Letters of Representation are brought to the Strategic Risk and Assurance Committee next year with the draft Annual Report.*

Resolved: (Ms Horne/Mr Robertson)

That the Strategic Risk and Assurance Committee:

- a) receives the report;
- b) recommends the Council adopts the 2019/20 Annual Report; and
- c) delegates the Chair of the Strategic Risk and Assurance Committee:
 - i. to review the Letters of Representation, and
 - ii. to recommend to the Council that the Mayor and Chief Executive are delegated authorisation to sign the Letters of Recommendation.

7. **Audit Engagement Letter: Audit of the consultation document and long term plan for the period commencing 1 July 2021 – *Recommendation to the Council***

The Finance Controller and Audit NZ representative spoke to the report noting the audit fees and responded to questions from Members concerning the letter of self-assessment, forecasting assumptions, climate change assumption and impact guidance, cost-saving assumption, and the audit key dates.

Resolved: (Mrs Horne/Cr Pascoe)

That the Strategic Risk and Assurance Committee recommends to the Council that:

- a) the Audit Engagement letter is approved; and
- b) the Mayor is delegated authorisation to sign the Audit Engagement letter on Council's behalf.

The meeting was declared closed at 1.05pm.