



Report 11.26
Date 10 February 2011
File CFO/13/02/01

Committee Council
Author Judith Aitken, Councillor

Report on the Audit and Risk Committee meeting held on 10 February 2011

1. Purpose

To update the Council on the meeting of the Audit and Risk Committee held on 10 February 2011.

2. Significance of the decision

The matters for decision in this report do not trigger the significance policy of the Council or otherwise trigger section 76(3) (b) of the Local Government Act 2002.

3. Reports

3.1 People and Capability Group quarterly review

General Manager People & Capability, Leigh-Anne Buxton, introduced the People & Capability quarterly review. The paper was discussed by the Committee with no matters of particular significance or concern noted by the Committee. The following general issues were discussed and noted:

- Recruitment was progressing well with a slight increase in turnover. The Committee agreed that this is an exemplary form of recruitment monitoring and is a potential “benchmark” for wider promotion
- Health and Safety was noted as an issue requiring continued management focus
- Good progress was noted in the area of Partnership for Performance
- The committee also noted the Gallup survey results had been received for the fourth year with generally pleasing outcomes.

3.2 Draft Audit Management Report for year ended 30 June 2010

The draft Audit Management Report was introduced to the Committee by Chris Gray. It was noted that the draft had subsequently been approved by Greater Wellington Regional Council Chair, Fran Wilde. The Committee noted the unqualified audit report; however, there were discussions around several management issues raised. Specifically:

- The quality of service performance information was discussed and the opportunity to continuously improve in this area was noted
- The need to maintain tight control around credit card expenditure was reemphasised
- It was noted that the existing practice of Chief Executive approval for the Chair's expenses will be continued.

The report was noted and accepted by the Committee.

4. Unconfirmed minutes

The unconfirmed minutes of the committee meeting are attached as *Attachment 1*.

5. Recommendations

That the Council:

1. *Receives the report.*
2. *Notes the content of the report.*

Report prepared by:


Judith Aitken
Chair
Audit and Risk Committee

Report prepared by:

Bruce Simpson
Chief Financial Officer

Attachment 1: Unconfirmed minutes of committee meeting