

**ORDINARY MEETING**

**OF**

**AUDIT AND RISK SUBCOMMITTEE**

**UNCONFIRMED MINUTES**

**Time:** 1.00 pm  
**Date:** Tuesday, 2 June 2015  
**Venue:** Committee Room 1  
Ground Floor, Council Offices  
101 Wakefield Street  
Wellington

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**PRESENT**

Mayor Wade-Brown  
Peter Harris (External)  
Councillor Marsh  
Councillor Peck (Chair)  
Kevin Simpkins (External)  
Councillor Woolf



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## **1 Meeting Conduct**

### **1.1 Apologies**

No apologies were received.

### **1.2 Conflict of Interest Declarations**

There were no conflict of interest declarations.

### **1.3 Confirmation of Minutes**

**Moved Councillor Peck, seconded Councillor Marsh**

#### **Resolved**

That the Audit and Risk Subcommittee:

Approve the minutes of the Audit and Risk Subcommittee Meeting held on 18 May 2015, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

**Carried**

### **1.4 Public Participation**

There was no public participation

### **1.5 Items not on the Agenda**

There were no items not on the agenda.

## **2. General Business**

Mayor Wade-Brown joined the meeting at 1.04 pm.

The officer's recommendations were amended as follows:

### **2.1 Draft 2014/15 Financial Statements and proposed sign off process**

#### **Recommendations**

That the Audit and Risk Subcommittee:

1. Receive the information.
2. Note that the draft 2014/15 financial statements template is currently being reviewed by Audit New Zealand and that their comments / recommendations will be reflected in the final financial statements to Audit and Risk Subcommittee in August 2015.
3. Note that this is the first reporting period for the Council for the new Public Benefit Entity standards and that the draft 2014/15 financial statements will reflect the new reporting format.
4. Approve **in principle** the application and interpretation of the new Public Benefit Entity standards as set out in this paper **subject to confirmation of the approach by the Subcommittee after completion of the audit process.**

5. Approve the proposed format and disclosures for the 2014/15 financial statements subject to:
  - a. Consideration of the implications of any changes in NZ GAAP arising up to 30 June 2015 which may be required to be applied retrospectively;
  - b. The determination and disclosure of the final results of operations, cashflows and financial position for the year ending 30 June 2015 (and any subsequent impact on the notes to the financial statements); and
  - c. Receiving final clearance from Audit New Zealand.
6. Approve the sign-off process and timetable for the 2014/15 financial statements **Annual Report**.

## **2.1 Draft 2014/15 Financial Statements and proposed sign off process**

**Moved Councillor Peck, seconded Kevin Simpkins**

### **Resolved**

That the Audit and Risk Subcommittee:

1. Receive the information.
2. Note that the draft 2014/15 financial statements template is currently being reviewed by Audit New Zealand and that their comments / recommendations will be reflected in the final financial statements to Audit and Risk Subcommittee in August 2015.
3. Note that this is the first reporting period for the Council for the new Public Benefit Entity standards and that the draft 2014/15 financial statements will reflect the new reporting format.
4. Approve in principle the application and interpretation of the new Public Benefit Entity standards as set out in this paper subject to confirmation of the approach by the Subcommittee after completion of the audit process.
5. Approve the proposed format and disclosures for the 2014/15 financial statements subject to:
  - a. Consideration of the implications of any changes in NZ GAAP arising up to 30 June 2015 which may be required to be applied retrospectively;
  - b. The determination and disclosure of the final results of operations, cashflows and financial position for the year ending 30 June 2015 (and any subsequent impact on the notes to the financial statements); and
  - c. Receiving final clearance from Audit New Zealand.
6. Approve the sign-off process and timetable for the 2014/15 Annual Report.

**Carried**

The officer's recommendations were amended as follows:

## **2.2 Audit and Risk Subcommittee Forward Programme for 2015/16**

### **Recommendations**

That the Audit and Risk Subcommittee:

1. Agree the forward programme for the Audit and Risk Subcommittee for 2015/16

2. **Note that the report on Financial Reporting Standards will be as required but no later than on an annual basis in June.**
3. **Agree that officers will work with the Chair to complete a Subcommittee self-review and review against the Subcommittee Terms of Reference.**

## **2.2 Audit and Risk Subcommittee Forward Programme for 2015/16**

**Moved Councillor Peck, seconded Councillor Woolf**

### **Resolved**

That the Audit and Risk Subcommittee:

1. Agree the forward programme for the Audit and Risk Subcommittee for 2015/16
2. Note that the report on Financial Reporting Standards will be as required but no later than on an annual basis in June.
3. Agree that officers will work with the Chair to complete a Subcommittee self-review and review against the Subcommittee Terms of Reference.

**Carried**

## **3. Public Excluded**

**Moved Councillor Peck, seconded Councillor Woolf**

### **Resolved**

THAT the Audit and Risk Subcommittee :

1. Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
3.1 Council Debtors Report for April 2015	7(2)(c)(ii) The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
3.2 Internal Audit Update and Draft Internal Audit Plan	7(2)(c)(ii) The withholding of the information is	s48(1)(a) That the public conduct of this item

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2015/16 for Approval

necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest.

would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

2. Permit Audit New Zealand to remain at this meeting after the public has been excluded, because of their specialist knowledge of the matters under discussion.

**Carried**

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The meeting went into public excluded session at 2.20pm.

The meeting concluded at 2.43pm.

Confirmed: \_\_\_\_\_  
Chair