

**Kawerau District Council Minutes of an  
Audit and Risk Committee held on 13 February 2023  
commencing at 1.00pm**

**Present:** Philip Jones – P J Associates – via Zoom  
His Worship the Mayor –F K N Tunui (Chair)  
Councillor A Rangihika  
Councillor C J Ion  
Councillor B Julian

**In Attendance:** Chief Executive Officer (R George)  
Group Manager, Finance & Corporate Services (L Butler)  
Group Manager, Regulatory and Planning (Michaela Glaspey)  
Health and Safety Officer (Paul Snook)  
Financial Accountant (P Christophers)  
Administration Officer (T Barnett)

**Apologies**

No apologies were received.

**Declarations of Conflict of Interest** •

No conflicts of interest were received.

**1 Appointment of Chair and Deputy Chair for the Audit and Risk Committee (Financial Accountant) (101300)**

The Committee received the report on the Appointment of Chair and Deputy Chair for the Audit and Risk Committee overseen by Chief Executive Officer Russell George.

**Resolved**

**Councillors Julian / Rangihika**

1. *That the report "Appointment of Chair and Deputy Chair for the Audit and Risk Committee" be received.*
2. *That the Audit and Risk Committee selected System B for the election of a Chair and Deputy Chair.*

**Resolved**

**Councillors Ion / Rangihika**

3. *That the Audit and Risk Committee elected Philip Jones as Chair Person and Mayor Tunui as Deputy Chair of the Audit and Risk Committee using System B.*

**2 Audit and Risk Committee Responsibilities and Delegations (Group Manager, Finance and Corporate Services) (101300)**

The Audit and Risk Committee discussed the report outlining the responsibilities and Delegations of the Audit and Risk Committee.

**Resolved**

**Councillors Ion / Julian**

*That the report "Audit and Risk Committee Responsibilities and Delegations" be received.*

**3 Occupational Health and Safety Management System Status (Health and Safety Officer) (509500)**

The Audit and Risk Committee reviewed the Health and Safety Officers report.

**Action Items:**

Refresher courses timeframe to be reviewed from 3 yearly to 2 yearly.

Event reports from the swimming pool to be reported on the number of days the pools were open.

**Resolved**

**Councillors Ion / Rangihika**

*That the report "Occupational Health and Safety Management System Status" is received.*

**4 Treasury Report to 31 December 2022 (Group Manager, Finance and Corporate Services) (110551)**

The Audit and Risk Committee discussed the report Treasury Report to 31 December 2022 from the Group Manager, Finance and Corporate Services.

**Resolved**

**Councillors Julian / Rangihika**

*That the report "Treasury Report to 31 December 2022" be received.*

**5 2023 / 2024 Annual Plan Timetable (Group Manager, Finance and Corporate Services) (110400)**

The Audit and Risk Committee discussed the report 2023 / 2024 Annual Plan Timetable from the Group Manager, Finance and Corporate Services.

**Resolved**

**Her Worship the Mayor / Councillor Julian**

*That the report "2023 / 2024 Annual Plan Timetable" be received.*

6 **Review of Council's Fraud Policy (Group Manager, Finance and Corporate Services)**  
**(201000)**

The Audit and Risk Committee discussed the report reviewing Council's fraud policy from the Group Manager, Finance and Corporate Services.

**Resolved**

**Councillors Rangihika / Ion**

*That the report "Review of Council's Fraud Policy" be received.*

***Meeting closed 1.52pm***



**F Tunui**

**Chairperson**

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