

Audit and Finance Working Party Record of Actions

Meeting held in the Whale Bay Room
36 Water Street, Whangārei
on Monday 6 May 2019, commencing at 10.00am

Present:

Chairman, Councillor David Sinclair
Councillor Bill Shepherd

In Attendance:

Full Meeting

NRC Chief Executive
GM, Corporate Excellence
GM, Customer Services / Customer Relations

Part Meeting

GM, Strategy Governance and Engagement

The meeting commenced at 10.00am.

Item

1.0 Apologies:

Financial Advisor, Mr Geoff Copstick
Councillor Joce Yeoman

2.0 Declarations of conflicts of interest

It was advised that committee members should make any declarations item-by-item as the meeting progressed.

3..3 Deloitte planning report to working party year end 30th June 2019

Presented by: Simon Crabb

- 10.10am called Peter Gulliver from Deloitte spoke about the report and answered any questions.
- Reviewed Final planning document for yearend 30th June 2019
- Page 3 of report – Summary Audit scope. Highlighted anything unadjusted misstatements greater than \$62,900 to be notified to Council. Agreed to change the figure to \$50,000
- Areas of focus is Fraud around Credit cards, travel and training.

- Review the rate setting same process for the year.
- Page 11 Enhancements planned for FY19 PG spoke about how this had worked (well) throughout the year.
- Changes of annual report to improve clarity and understanding. Particularly quarterly meetings with finance management team for planning and actions.
- Bribery and corruption. Northland Regional Council to adopt an online training course for staff to complete before year end.

Agreed action points:

- Deloitte will bring down materiality threshold from \$62,900 to \$50,000.

3.2 Finances (deep dive) – March year to date

Presented by: Simon Crabb

- Budget for internal audit - IT audit to be completed by year end.
- Rate review completed. Tax review before incoming Council to confirm tax treatments are compliant before November.
- Review of group revenue and expense
- I & G reserve over budget due to delays in projects starting.
- Bus ticketing system in pipeline going slower than anticipated. looking at next financial year for completion.
- Kensington project first round of tenders currently in process.
- Overhead allocation - revisit rate allocation and look at changing next year.
- Cash flow reporting, average 18 days on creditor payments

Agreed action points:

- Leadership team create reserve for operational spending equivalent to one years expenditure.

3.1 Record of Actions – 19 February 2019

Dave Tams Reviewed Audit and Finance working party record of actions 19 February 2019

Agreed action points:

- Nil

Conclusion

The meeting concluded at 11.20am.