



MINUTES OF THE AUDIT COMMITTEE HELD IN THE COUNCIL CHAMBERS, MANUKAU ROAD, PUKEKOHE ON THURSDAY 28 SEPTEMBER 2006 COMMENCING AT 11.10 AM.

Present:

**The Mayor M Ball (Chairperson),
Councillors M Kay, J Morris, D Morrison, and
Mr P O'Brien.**

Attending:

**Councillors M Ranchhod, L Petersen and D Robertson,
Mr I Alexander (Acting Chief Executive),
Mrs P Hovelle (Director: Corporate Services),
Mr J Anson (Chief Financial Officer),
Mrs C Burger (Management Accountant),
Mrs M Crombie (Strategic Planning Manager),
Mrs D Thurlow (Committee Support Officer),
Mrs V Turner (Committee Support Officer), and
Mr B Taylor and Ms J Mildenhall (Deloitte) for Item 3.**

1. APOLOGIES

2. CONFIRMATION OF MINUTES OF THE AUDIT COMMITTEE HELD ON TUESDAY 20 JUNE 2006:

Item 2 was considered at 11.10 am.

**Councillor Morrison moved
Councillor Kay seconded**

That the minutes of the meeting of the Audit Committee held on Tuesday 20 June 2006 be confirmed.

AU/2006/9/1

Carried.

Item 3 was dealt with at this time.

3. ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2006

Item 3 was considered at 11.11 am.

**Councillor Morrison moved
Mr O'Brien seconded**

That the report be received.

Attachments 2-2 were tabled at the meeting.

The original motion was put and carried.

AU/2006/9/2

**Councillor Kay moved
Councillor Morris seconded**

That the Audit Committee recommends that Council adopts the draft Annual Report subject to the following amendments:

- **the third paragraph on page 5, under the heading 'Message from the Franklin Team' being reworded; and**
- **the addition of an explanation of the operating surplus under the line 'Council's Operating Surplus' on page 18;**

for the year ended 30 June 2006, in accordance with sections 98, 99, 111 and Part 3, Schedule 10 of the Local Government Act 2002.

AU/2006/9/3

Carried.

**Councillor Kay moved
Mr O'Brien seconded**

That the Audit Committee recommends that Council adopts the draft Summary of the Annual Report, with the following amendments:

- **the third paragraph on page 2, under the heading 'Message from the Franklin Team' being reworded; and**
- **the addition of an explanation of the operating surplus under the first paragraph under the line 'Council's Operating Surplus' on page 3;**

for the year ended 30 June 2006, in accordance with sections 98, 99, 111 and Part 3, Schedule 10 of the Local Government Act 2002.

AU/2006/9/4

Carried.

**Councillor Morrison moved
Councillor Morris seconded**

That the Audit Committee thanks Deloitte (Council's Auditors) for conducting the audit of the draft Annual Report for the year ended 30 June 2006 in a timely and efficient manner.

AU/2006/9/5

Carried.

Item 4 was dealt with at this time.

4. AUDIT MANAGEMENT LETTER FOR THE YEAR ENDED 30 JUNE 2006

Item 4 was considered at 12.20 pm.

**Councillor Kay moved
Councillor Morris seconded**

- a. That the report be received.**
- b. That the Audit Committee confirms the timely and relevant actions, with amendments, recommended by management in addressing the issues raised within the Audit Management Letter for the year ended 30 June 2006 with the following amendments/additions:**
 - on Attachment 1.15, under the heading 'Management response', after the word "approval" add the following words "prior to June 2007 for adoption by Council.";**
 - on Attachment 1.17, under the heading 'Management response' delete the word "should" and replace with the word "will" and at the end of the sentence add the following sentence "Ensure the quarterly reporting from the Trusts takes place.";**
 - on Attachment 1.18, under the heading 'Management response', at the end of the second sentence add the following sentence "Progress will be reported back to Council by 31 March 2007.";**
 - on Attachment 1.21, in the last column under the heading '2006 Response' and after the word "relevant" add the words "to be completed by 30 June 2007."**

AU/2006/9/6

Carried.

There being no further business the meeting concluded at 12.22 pm.

Approved and confirmed this day of 2006.

Chairperson