



MINUTES OF AN ŌPŌTIKI DISTRICT COUNCIL AUDIT AND RISK COMMITTEE MEETING HELD ON MONDAY, 14 AUGUST 2017 IN THE OPOTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 12.30PM

PRESENT:

Councillor Arihia Tuoro (Chairperson)
Councillor Ken Young
David Love
Deputy Mayor Lyn Riesterer

IN ATTENDANCE:

Aileen Lawrie (Chief Executive Officer)
Bevan Gray (Finance and Corporate Services Group Manager)
Mike Houghton (Community Facilities Manager)
Jan Burkhart (Chief Financial Officer)
Muriel Chamberlain (Health & Safety and HR Advisor)
Tina Gedson (Property Officer)
Gae Newell (Personal Assistant to CEO and Mayor)

PUBLIC:

Mr Xiaoyu Chen

APOLOGY

Mayor John Forbes.

RESOLVED

(1) That the apology be sustained.

Tuoro/Young

Carried

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

David Love noted that he is a Bay of Plenty Regional Councillor and is also a member of the Regional Council's Audit and Risk Committee.

PUBLIC FORUM

Nil.

- 1. CONFIRMATION OF MINUTES – AUDIT AND RISK COMMITTEE MEETING 12 JUNE 2017** **p5**

RESOLVED

- (1) That the report minutes of the Audit and Risk Committee meeting held on 12 June 2017 be confirmed as a true and correct record.**

Young/Love

Carried

The Planning and Regulatory Team Leader, Ken Buckley, entered the meeting at 12.32pm and the Chief Executive Officer introduced him to the Committee.

Item 3 was considered before Item 2.

- 2. ACTION SCHEDULE** **Verbal Update**

The Finance and Corporate Services Group Manager tabled the Action Sheet and spoke to the action items.

RESOLVED

- (1) That the Action Schedule be received.**

Young/Love

Carried

- 3. DRAFT INTERIM MANAGEMENT REPORT** **p10**

RESOLVED

- (1) That the report titled "Draft Interim Management Report" be received.**
(2) That the proposed responses to the items raised be approved.

Love/Riesterer

Carried

Mr Xiaoyu Chen entered the meeting at 1.27pm.

The Community Facilities Manager and the Property Officer entered the meeting at 1.29pm.

4. INTERNAL CONTROL WORKS **p39**

RESOLVED

(1) That the report titled "Internal Control Works" be received.

Love/Tuoro

Carried

5. ŌPŌTIKI AERODROME UPDATE **p43**

RESOLVED

(1) That the report titled "Ōpōtiki Aerodrome Update" be received.

Love/Tuoro

Carried

The Community Facilities Manager and the Property Officer left the meeting at 1.40pm

6. KOHA PAYMENTS **p48**

The Chairperson declared an interest in that she is a director of Whakatōhea Mussels (Ōpōtiki) Limited.

RESOLVED

(1) That the report titled "Koha Payments" be received.

Riesterer/Young

Carried

7. RESOLUTION TO EXCLUDE THE PUBLIC **p50**

SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

- 8. Confirmation of In-Committee Minutes – Audit and Risk Committee Meeting 12 June 2017**
- 9. Health and Safety**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
8.	Confirmation of In-Committee Minutes – Audit and Risk Committee Meeting 12 June 2017	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
9.	Health and Safety	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

8.	Maintain effective conduct of public affairs Protect the privacy of natural persons Protect Information (Commercial sensitivity) Carry out commercial activities Carry out negotiations Maintain legal professional privilege	Section 7(2)(f) Section 7(2)(a) Section 7(2)(b)(ii) Section 7(2)(h) Section 7(2)(i) Section 7(2)(g)
9.	Protect Information Free and frank expression of opinions	Section 7(2)(b)(i), (d) and (e) Section 7(2)(f)(i) & (ii)

Love/Young

Carried

Mr Xiaoyu Chen left the meeting at 1.42pm

RESOLVED

- (1) That the resolutions made while the public was excluded be confirmed in open meeting.**
- (2) That the public be readmitted to the meeting.**

Love/Young

Carried

RESOLVED

- (1) That the In-committee minutes of the Audit and Risk Committee Meeting held on 12 June 2017 be confirmed as a true and correct record.**

Tuoro/Love

Carried

RESOLVED

- (1) That the report titled "Health and Safety" be received.**

Love/Young

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2.00PM.

THE FOREGOING MINUTES ARE CERTIFIED AS BEING A TRUE AND CORRECT RECORD AT A SUBSEQUENT IN-COMMITTEE MEETING OF THE AUDIT AND RISK COMMITTEE ON 4 SEPTEMBER 2017.

**COUNCILLOR ARIHIA TUORO
CHAIRPERSON**