



**MINUTES OF AN OPOTIKI DISTRICT COUNCIL AUDIT AND RISK COMMITTEE MEETING HELD ON MONDAY, 1 MAY 2017 IN THE OPOTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, OPOTIKI AT 9.30AM**

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**PRESENT:**

Councillor Arihia Tuoro (Chairperson)  
Councillor Ken Young  
David Love  
His Worship the Mayor John Forbes

**IN ATTENDANCE:**

Aileen Lawrie (Chief Executive Officer)  
Bevan Gray (Finance and Corporate Services Group Manager)  
Amy Larkin (Asset & Management Accountant)  
Jan Burkhart (Chief Financial Officer)  
Gae Newell (Personal Assistant to CEO and Mayor)

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**APOLOGIES**

Nil.

**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.

*Introduction*

The Finance and Corporate Services Manager introduced Jan Burkhart, Council's new Chief Financial Officer, to the Committee.

**PUBLIC FORUM**

Nil.

1. CONFIRMATION OF MINUTES – AUDIT AND RISK COMMITTEE MEETING 20 MARCH 2017 p5

RESOLVED

- (1) That the report minutes of the Audit and Risk Committee meeting held on 20 March 2017 be confirmed as a true and correct record.

Love/Young

Carried

2. QUARTERLY REPORT TO 31 MARCH 2017 p11

A correction was noted on page 16 of the agenda. In the table summarising the capital expenditure report "Actual to December 2016" should be "Actual to March 2017".

RESOLVED

- (1) That the report titled "Quarterly report to 31 March 2017" be received.

HWTM/Young

Carried

3. FRAUD POLICY REVIEW p22

RESOLVED

- (1) That the report titled "Fraud Policy Review" be received.  
(2) That the Committee recommend that the Council adopt the revised policy as attached.

Love/Young

Carried

4. KOHA PAYMENTS p30

His Worship the Mayor noted that the "koha payment listed should read "Mayors Taskforce For Jobs Graduation Ceremony".

RESOLVED

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

HWTM/Young

Carried

5. RESOLUTION TO EXCLUDE THE PUBLIC p32

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:

**6. Confirmation of In-Committee Minutes – Audit and Risk Committee Meeting 20 March 2017**

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
6.	<b>Confirmation of In-Committee Minutes – Audit and Risk Committee Meeting 20 March 2017</b>	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:

6.	Maintain effective conduct of public affairs Protect the privacy of natural persons Commercial sensitivity Carry out commercial activities Carry out negotiations Maintain legal professional privilege Protect information	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) Section 7(2)(b)
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Love/Young

Carried

**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.

HWTM/Tuoro

Carried

**RESOLVED**

- (1) That the In-committee minutes of the Audit and Risk Committee Meeting held on 20 March 2017 be confirmed as a true and correct record.

HWTM/Young

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.05AM.

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 12 JUNE 2017.

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COUNCILLOR ARIHIA TUORO  
CHAIRPERSON