



MINUTES OF AN OPOTIKI DISTRICT COUNCIL AUDIT AND RISK COMMITTEE MEETING HELD ON MONDAY, 9 SEPTEMBER 2019 IN THE OPOTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, OPOTIKI AT 10.00 AM

PRESENT:

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

IN ATTENDANCE:

Aileen Lawrie (Chief Executive Officer)
Gerard McCormack (Planning and Regulatory Group Manager)
Ari Erickson (Engineering and Services Group Manager)
Michael Homan (Finance, Systems and Property Group Manager)
Billy Kingi (Chief Financial Officer)
Muriel Chamberlain (Corporate Services Manager)
Gae Newell (Executive Assistant & Governance Support Officer)

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.

PUBLIC FORUM

Nil.

1. CONFIRMATION OF MINUTES – AUDIT AND RISK COMMITTEE MEETING **p5**
13 MAY 2019

RESOLVED

- (1) That the minutes of the Audit and Risk Committee meeting held on 13 May 2019 be confirmed as a true and correct record.**

Love/Young

Carried

2. ACTION SCHEDULE **p12**

RESOLVED

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

Young/Tuoro

Carried

3. ADOPTION OF 2019 DRAFT ANNUAL REPORT FOR AUDIT **p14**
and separate document

The Chief Financial Officer tabled excerpt pages from the draft Annual Report, noting that the highlighted parts are still subject to figures being displayed as to the breakdown of different parts. The breakdown numbers will not change Council's situation or the financial results, but are more disclosure requirements.

After speaking to the updates and corrections on the tabled papers, the Chief Financial Officer answered queries from the Committee.

The Committee provided some comments on the draft Annual Report and made some suggestions for minor changes.

It was agreed that clause 2 of the recommendations be amended to allow for some minor changes to be made.

His Worship the Mayor commended staff for all the hard work they had put into the draft Annual Report.

RESOLVED

- (1) That the report titled "Adoption of 2019 Draft Annual Report for Audit" be received.**

HWTM/Young

Carried

- (2) That the Audit and Risk Committee adopts the 2019 Draft Annual Report for audit with minor changes.**

Tuoro/Love

Carried

4. BUILDING CONTROL AUTHORITY ACCREDITATION UPDATE

p17

RESOLVED

- (1) That the report titled "Building Control Authority Accreditation Update" be received.**

Love/Young

Carried

5. SUBMISSION ON THE PRODUCTIVITY COMMISSION'S DRAFT REPORT ON THE INQUIRY ON LOCAL GOVERNMENT FUNDING AND FINANCING

p20

Following a discussion regarding the submission and suggestions for amendments and additions, it was agreed that the Chief Executive Officer be authorised to make the changes and note the comments of the Committee. Clause 2 of the recommendations will be amended to reflect this.

The submission will be copied to local Members of Parliament, the Minister for Local Government, the Vice President of LGNZ and the Chair of the Bay of Plenty Regional Council.

RESOLVED

- (1) That the report titled "Submission on the Productivity Commission's Draft Report on the Inquiry on Local Government Funding and Financing" be received.**
- (2) That the draft submission be approved for submission subject to any changes suggested and agreed by the Committee, with authority to the Chief Executive Officer to make the changes and note the comments of the Committee.**

Love/Young

Carried

6. KOHA REPORT

p27

The Chief Executive Officer noted that Councillor McRoberts attended the Whakatōhea Māori Trust Board training workshop as Council's Cultural Ambassador.

RESOLVED

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

Love/Young

Carried

7. RESOLUTION TO EXCLUDE THE PUBLIC

p29

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 13 May 2019.**
- 9. RRC Security and Safety Treatments.**
- 10. Health, Safety, Staff Resources and Wellbeing Report.**

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 13 May 2019	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.	RRC Security and Safety Treatments	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)
10.	Health, Safety, Staff Resources and Wellbeing Report.	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.	Protect information Protect the privacy of natural persons Protection from improper pressure or harassment	Section 7(2)(b)(i) & (ii), (d) & (e) Section 7(2)(a) Section 7(2)(f)(ii)
-----------	--	--

	Carry out negotiations Prevent the disclosure of official information Carry out commercial activities	Section 7(2)(i) Section 7(2)(j) Section 7(2)(h)
9.	Protect the privacy of natural persons Protect information Prevent the disclosure of official information	Section 7(2)(a) Section 7(2)(b)(i) Section 7(2)(j)
10.	Protect the privacy of natural persons Protection from improper pressure or harassment	Section 7(2)(a) Section 7(2)(f)(ii)

HWTM/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.**

Love/Young

Carried

RESOLVED

- (1) That the in-committee minutes of the Audit and Risk Committee meeting held on 13 May 2019 be confirmed as a true and correct record.**

HWTM/Young

Carried

RESOLVED

- (1) That the report titled "RRC Security and Safety Treatments" be received.**
- (2) That the Audit and Risk Committee update RRC security and safety risk on the risk register.**
- (3) That the Audit and Risk Committee support the treatment option to go cashless.**

Tuoro/HWTM

Carried

RESOLVED

- (1) That the report titled "Health, Safety, Staff Resources and Wellbeing Report" be received.**

Young/HWTM

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.54AM.

CONFIRMED:

COUNCILLOR ARIHIA TUORO
CHAIRPERSON

AILEEN LAWRIE
CHIEF EXECUTIVE OFFICER

Date: 10 October 2019