



MINUTES OF AN ŌPŌTIKI DISTRICT COUNCIL RISK AND ASSURANCE COMMITTEE MEETING HELD ON MONDAY, 2 MARCH 2020 IN THE ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 10.00AM

PRESENT:

Arihia Tuoro (Chairperson)
Councillor Debi Hocart
Councillor Steve Nelson
Mayor Lyn Riesterer

IN ATTENDANCE:

Aileen Lawrie (Chief Executive Officer)
Bevan Gray (Finance and Corporate Services Group Manager)
Greg Robertson (Chief Financial Officer)
Muriel Chamberlain (Corporate Services Manager)

Deputy Mayor Shona Browne

APOLOGIES

Nil.

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

The Chairperson declared an interest in any item in relation to the Ōpōtiki Harbour Development Project as she is a Director of Whakatōhea Mussels (Ōpōtiki) Limited.

PUBLIC FORUM

Nil.

Councillor Nelson entered the meeting at 10.01am.

1. MINUTES – AUDIT AND RISK COMMITTEE MEETING 25 NOVEMBER 2019 **p5**

RESOLVED

- (1) That the minutes of the Audit and Risk Committee meeting held on 25 November 2019 be received.**

HWTM/Nelson

Carried

2. RISK AND ASSURANCE ACTION SHEET **p9**

The Finance and Corporate Services Group manager spoke to the Risk and Assurance Action Sheet. He expressed confidence around the financial reporting and controls in place, adding that the auditors will be on site in two weeks' time. Any recommendations from the audit will be added to the Action Sheet.

In response to a query from Her Worship the Mayor, the Finance and Corporate Services Group Manager stated that, ideally, there would be a timeframe around items, showing priority and ranking. He further stated that it would be useful if Audit New Zealand could assign a priority on its recommendations.

The Chief Executive Officer noted that often action is taken on items and then Audit say is not good enough. She also noted that not all of the actions on the Action Sheet are from Audit; some are actions which the Risk and Assurance Committee has asked to be added to the Action Sheet.

The Finance and Corporate Services Group Manager will add timelines to items on the Action Sheet.

RESOLVED

- (1) That the Risk and Assurance Action Sheet be received.**

Hocart/Nelson

Carried

3. QUARTERLY REPORT TO 31 DECEMBER 2019 **p10**

RESOLVED

- (1) That the report titled "Quarterly Report to 31 December 2019" be received.**

Nelson/HWTM

Carried

4. RESOLUTION TO EXCLUDE THE PUBLIC

p44

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. Evolution Networks Update.**
- 7. 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
6.	Evolution Networks Update	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)
7.	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:

6.	Protect the privacy of natural persons Protect information (commercial sensitivity)	Section 7(2)(a) Section 7(2)(b)(ii)
7.	Protect the privacy of natural persons Protection from improper pressure or harassment	Section 7(2)(a) Section 7(2)((f)(ii)

Hocart/HWTM

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.

Hocart/HWTM

Carried

RESOLVED

(1) That the report titled "Evolution Networks Update" be received.

Hocart/Nelson

Carried

RESOLVED

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

Tuoro/HWTM

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.25AM.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A
TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE RISK AND ASSURANCE COMMITTEE
HELD ON 18 MAY 2020**

**ARIHIA TUORO
CHAIRPERSON**