



MINUTES OF AN ŌPŌTIKI DISTRICT COUNCIL AUDIT AND RISK COMMITTEE MEETING HELD ON MONDAY, 19 MARCH 2018 IN THE OPOTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 10.00AM

PRESENT:

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

IN ATTENDANCE:

Aileen Lawrie (Chief Executive Officer)
Bevan Gray (Finance and Corporate Services Group Manager)
Ari Erickson (Engineering and Services Group Manager)
Billy Kingi (Chief Financial Officer)
Tracey Dale (Business Innovation and Communications Advisor)
Gae Newell (Personal Assistant to CEO and Mayor)

MEDIA

Sven Carlsson (Ōpōtiki News)

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
27 NOVEMBER 2017**

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David Love apologised that he was unable to attend the Annual General Meeting of Evolution Networks.

The Finance and Corporate Services Group Manager provided the Committee with an update from the Annual General Meeting of Evolution Networks and answered queries.

RESOLVED

- (1) That the minutes of the Audit and Risk Committee meeting held on 27 November 2017 be confirmed as a true and correct record.**

Young/HWTM

Carried

2. ACTION SCHEDULE

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The Finance and Corporate Services Group Manager stated that the Action Schedule identifies items on which there is progress or complete. He is proposing to drop off the items which are complete.

David Love asked that completed items remain on the Action Schedule for one meeting before being dropped off.

The Finance and Corporate Services Group Manager advised that the completed items are just hidden; they do stay on the register.

RESOLVED

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

HWTM/Love

Carried

3. QUARTERLY REPORT TO 31 DECEMBER 2017

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His Worship the Mayor raised the matter of Government Departments not paying rates on their own properties and the impact on Opotiki District Council. He wondered whether this matter could be raised as part of a reinvigorated consideration of the Shand Report.

The Finance and Corporate Services Group Manager will note this in the Action Schedule and will obtain some information from Quotable Value on the likely revenue from Crown land.

RESOLVED

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

Young/Love

Carried

The Engineering and Services Group Manager entered the meeting at 10.09am.

4. 2018-2028 LONG TERM PLAN CONSULTATION DOCUMENT

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The Finance and Corporate Services Group Manager tabled a copy of the draft 2018-2028 Consultation Document.

RESOLVED

(1) That the report titled "2018-2028 Long Term Plan Consultation Document" be received.

Tuoro/Young

(2) That the Audit and Risk Committee approve the 2018-2028 Long Term Plan consultation document "Your assets, your community, your future" for audit.

Tuoro/HWTM

Carried

The Business Innovation and Communications Advisor entered the meeting at 10.33am.

5. CUSTOMER SATISFACTION SURVEY

Verbal Item

The Business Innovation and Communications Advisor stated that only summary results have been received to date and she gave an overview of that. Once the appendices are received, a better picture will be formed.

The Chairperson noted that there a lot of people who do not have a landline.

David Love said people are using mobile phones more and more and that has an impact in that it skews the results of such surveys.

His Worship the Mayor thought that to obtain a more comprehensive picture, the results of the survey should be read together with the Census results, and the outcomes of the Vital Signs Research Project.

RESOLVED

(1) That the verbal update on the Customer Satisfaction Survey be received.

Tuoro/Young

Carried

6. RESOLUTION TO EXCLUDE THE PUBLIC

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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:

- 7. In-Committee Minutes – Audit and Risk Committee Meeting 27 November 2017.**
- 8. Statute Barred Rates Write-Offs.**
- 9. Harbour Project Update**

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
7.	In-Committee Minutes – Audit and Risk Committee Meeting 27 November 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)
8.	Statute Barred Rates Write-Offs	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.	Harbour Project 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)

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:

7.	Maintain effective conduct of public affairs Protect Information	Section 7(2)(f)(i) & (ii) Section 7(2)(b)(i), (d) and (e)
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8.	Protect the privacy of natural persons Free and frank expression of opinions	Section 7(2)(a) Section 7(2)(f)(i)
9.	Protect Information Protect the privacy of natural persons	Section 7(2)(b)(i) & (ii) Section 7(2)(a)

HWTM/Young

Carried

Sven Carlsson left the meeting at 10.44am.

The Chief Executive Officer left the meeting at 10.45am and returned at 10.48am.

The Engineering and Services Manager left the meeting at 10.49am.

RESOLVED

- (1) That the in-committee minutes of the Audit and Risk Committee meeting held on 27 November 2017 be confirmed as a true and correct record.**

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.

Young/Love

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 12.04PM.

**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 30 APRIL 2018.**

**COUNCILLOR ARIHIA TUORO
CHAIRPERSON**