



Minutes

of the

Audit and Risk Committee

Ordinary Meeting

| | |
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| Date | 24 April 2018 |
| Venue | Council Chamber 515 Mackay Street Thames |

Present

LA Fox (Chairperson)

HD Bartley
MK McLean JP
S Peters
B Robertson
TM Walker

In attendance

Name

Paul Davies, Karl Dudley Ariana Wickliffe, and Donna Holland.

| | |
|--------------------------|-------|
| Meeting commenced | 13:00 |
|--------------------------|-------|

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1 Meeting conduct

1.1 Apologies

All members were present.

1.2 Public forum

There were no speakers in the public forum.

1.3 Items not on the agenda

No additional items were added to the agenda.

1.4 Conflict of interest

Chairperson Fox declared a conflict of interest with item 2.5 Request for excess water remission - 640 Wharf Road Coromandel.

Chairperson Fox nominated Bruce Robertson to chair the item.

1.5 Minutes for confirmation

1/18
ARC **Resolved**
That the Audit and Risk Committee confirms the minutes of the meeting held 11 November 2017 as a correct record of proceedings.

Moved/seconded by: Fox/Bartley

2 Reports

2.1 Audit New Zealand Management Reports on the Annual Report audit for the year ended 30 June 2017

The Committee was asked to review the Audit New Zealand Management Reports on the Annual Report audit for the year ended 30 June 2017.

Councillor Fox requested that an update on contract management and the policy register be given at the next Committee meeting.

2/18
ARC **Resolved**
That the Audit and Risk Committee receives the 'Audit New Zealand Management Reports on the Annual Report audit for the year ended 30 June 2017', dated 4 April 2018.

Moved/seconded by: Fox/McLean

2.2 Audit New Zealand Audit Plan for the Annual Report for the year ending 30 June 2018

The Committee was asked to endorse Audit New Zealand's Audit Plan for the Annual Report for the year ending 30 June 2018.

- 3/18
ARC **Resolved**
That the Audit and Risk Committee receives the 'Audit New Zealand Audit Plan for the Annual Report for the year ending 30 June 2018' report, dated 4 April 2018.

Moved/seconded by: Fox/McLean

- 4/18
ARC **Resolved**
That the Audit and Risk Committee endorses the Audit Plan for the audit of the Annual Report for the year ending 30 June 2018.

Moved/seconded by: Fox/Bartley

2.3 New Zealand Local Government Funding Agency Draft Statement of Intent and Half Year Report

The Committee was presented with the New Zealand Local Government Funding Agency's (LGFA) Statement of Intent (SOI) for 2018-19 and the half year report for 2017-18.

- 5/18
ARC **Resolved**
That the Audit and Risk Committee receives the 'New Zealand Local Government Funding Agency draft Statement of Intent and Half Year' report, dated 4 April 2018.

Moved/seconded by: Fox/Robertson

2.4 Request for excess water remission - 206 Willoughby Street Thames

The Committee was asked to consider a request to remit an additional 50% excess water remission for 206 Willoughby Street, Thames.

- 6/18
ARC **Resolved**
That the Audit and Risk Committee:
1. Receives the 'Request for excess water remission - 206 Willoughby Street Thames' report, dated 23 January 2018.
 2. Approves a remission for 100% of excess water for the second period for 206 Willoughby Street, Thames for the period 4 April to 3 November.

Moved/seconded by: McLean/Bartley

2.5 Request for excess water remission - 640 Wharf Road Coromandel

The Committee was requested to approve an additional 100% excess water remission for the period, 6 December 2016 to 26 April 2017.

Having declared a conflict of interest Chairperson Fox took no part in the discussion and Bruce Robertson chaired the item.

The Committee decided that due to new information an approval for 100% remission would be acceptable.

7/18 **Resolved**

ARC That the Audit and Risk Committee:

1. Receives the 'Request for excess water remission - 640 Wharf Road Coromandel' report, dated 13 April 2018.
2. Approves a remission for 100% for excess water for the second period for 640 Wharf Road, Coromandel for the period 6 December 2016 to 26 April 2017.

Moved/seconded by: McLean/Walker

2.6 Workplace Well-being report

The Committee was provided with the information related to the management of health and safety risk at Thames-Coromandel District Council.

8/18 **Resolved**

ARC That the Audit and Risk Committee receives the 'Workplace Safety and Well-being report', dated 11 April 2018.

Moved/seconded by: Fox/Peters

2.7 Members' reports

9/18 **Resolved**

ARC That the Audit and Risk Committee receives the Members' reports.

Moved/seconded by: Fox/Walker

3 Public Excluded

10/18 **Resolved**

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

| General subject of each matter to be considered | Reason for passing this resolution | Ground(s) under Section 48(1) for the passing of the resolution |
|--|--|---|
| <p>3.1 Public Excluded - Audit and Risk Committee minutes for confirmation</p> <p>3.2 Corporate risks and issues</p> | <p>(7)(2)(g) – Maintain legal professional privilege.</p> <p>(7)(2)(c)(i) – Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied.</p> | <p>(48)(1)(a) – That the public conduct of the whole or 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 would exist.</p> |
| <p>3.3 Cyber Security</p> | <p>(7)(2)(h) – Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>(7)(2)(j) – Prevent disclosure or use of official information for improper gain or improper advantage. Ground(s) Under Section 48(1) for the Passing of the Resolution</p> <p>7(2)(b)(ii) – Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.</p> | <p>(48)(1)(a)(i) – That the public conduct of the whole or 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 would exist. Where the local authority is named or specified in the First Schedule to this Act, under section 6 or section 7 (except section 7(2)(f)(i) of this Act.</p> |
| <p>3.4 Update on litigation matters</p> | <p>(7)(2)(g) – Maintain legal professional privilege.</p> | <p>(48)(1)(a)(i) – That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in</p> |

| General subject of each matter to be considered | Reason for passing this resolution | Ground(s) under Section 48(1) for the passing of the resolution |
|--|---|--|
| | | the disclosure of information for which good reason for withholding would exist. Where the local authority is named or specified in the First Schedule to this Act, under section 6 or section 7 (except section 7(2)(f)(i) of this Act. |
| 3.5 625 Pollen St review of development contributions | 7(2)(b)(ii) – Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. | (48)(1)(a)(i) – That the public conduct of the whole or 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 would exist. Where the local authority is named or specified in the First Schedule to this Act, under section 6 or section 7 (except section 7(2)(f)(i) of this Act. |

16/18 **Resolved**

CL That the public be re-admitted to the meeting and resolutions taken with the public excluded be confirmed in the public session except for the following which are to remain in public excluded minute book.

Item Business

Item Business

- 3.1 Public Excluded - Audit and Risk Committee minutes for confirmation**
- 3.2 Public Excluded - Corporate Risks and Issues**
- 3.3 Cyber Security Report**
- 3.4 Litigation Matters**
- 3.5 625 Pollen Street - Review of Development Contributions**

Meeting closed at 15.06 pm

The foregoing minutes were certified as being a true and correct record of the meeting of the Audit and Risk Committee held on 24 April 2018.

Chairperson _____ Date _____