

**MINUTES OF CENTRAL OTAGO DISTRICT COUNCIL
AUDIT AND RISK COMMITTEE
HELD IN NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,
ALEXANDRA AND LIVE STREAMED ON MICROSOFT TEAMS ON FRIDAY, 3 JUNE 2022 AT
9.32 AM**

PRESENT: Ms L Robertson (Chair), His Worship the Mayor T Cadogan, Cr S Jeffery

IN ATTENDANCE: S Jacobs (Chief Executive Officer), L Macdonald (Executive Manager - Corporate Services), Q Penniall (Infrastructure Manager), S Righarts (Chief Advisor), N McLeod (IS Manager), A Crosbie (Senior Policy Advisor), R Ennis (Health, Safety and Wellbeing Advisor) and W McEnteer (Governance Manager)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: Cadogan

Seconded: Jeffery

That the apologies received from Cr Gillespie and Cr McKinlay be accepted.

CARRIED

2 PUBLIC FORUM

There was no public forum

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Jeffery

Seconded: Robertson

That the public minutes of the Audit and Risk Committee Meeting held on 25 February 2022 be confirmed as a true and correct record.

CARRIED

4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

5 REPORTS

22.2.2 POLICY AND STRATEGY REGISTER

To consider the updated Policy and Strategy Register.

After discussion it was noted that the Procurement Policy and the Protected Disclosures (Whistleblower) Policy were scheduled to come to the next meeting or an update as to their progress.

COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Cadogan

That the report be received.

CARRIED

22.2.3 AUDIT NZ AND INTERNAL AUDIT UPDATE

To consider an update on the status of the external and internal audit programme and any outstanding actions for completed internal and external audits.

It was noted that the Three Waters assets were being valued and that this should be updated at the next meeting.

COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Cadogan

That the report be received.

CARRIED

22.2.4 FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2022

To consider the financial performance for the period ending 31 March 2022.

COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Cadogan

That the report be received.

CARRIED

22.2.5 CYBER SECURITY, INFORMATION AND RECORDS MANAGEMENT, AND PRIVACY UPDATE

To consider an update on:

- Cyber Security Plan 2022-2025
- Information and Records Management Plan 2022-2025
- Privacy Plan

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Cadogan

That the report be received.

CARRIED

22.2.6 PRIVACY AND LGOIMA REQUESTS POLICIES

To note the Privacy Policy and Local Government Official Information and Meetings Act Request Policy are now finalised following incorporation of the recommended changes.

It was noted that privacy policies were being updated across all council websites to ensure consistency.

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Cadogan

That the report be received.

CARRIED

22.2.7 HEALTH, SAFETY AND WELLBEING REPORT

To provide an update on the health, safety and wellbeing performance at Central Otago District Council.

After discussion it was noted that elected members were not considered in the Risk Management Policy.

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Cadogan

That the report be received.

CARRIED

6 CHAIR'S REPORT

22.2.8 CHAIR'S REPORT

The Chair had nothing to report.

7 MEMBERS' REPORTS

22.2.9 MEMBERS' REPORTS

The members had nothing to report.

8 STATUS REPORTS

22.2.10 JUNE 2022 GOVERNANCE REPORT

To report on items of general interest, consider the Audit and Risk Committee’s forward work programme and the current status report updates.

COMMITTEE RESOLUTION

Moved: Cadogan
Seconded: Robertson

That the report be received.

CARRIED

9 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 30 September 2022.

10 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Cadogan

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

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
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<p>Confidential Minutes of Ordinary Committee Meeting</p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to 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>s7(2)(c)(ii) - the withholding of the information is necessary to 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 otherwise to damage the public interest</p> <p>s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - 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 would exist under section 6 or section 7</p>
<p>22.2.11 - Water Services Update on Compliance Status</p>	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	<p>s48(1)(a)(i) - 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 would exist under section 6 or section 7</p>
<p>22.2.12 - Strategic Risk Register</p>	<p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - 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 would exist under section 6 or section 7</p>
<p>22.2.13 - Litigation Register</p>	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	<p>s48(1)(a)(i) - 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</p>

		withholding would exist under section 6 or section 7
22.2.14 - June 2022 Confidential Governance Report	<p>s7(2)(c)(ii) - the withholding of the information is necessary to 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 otherwise to damage the public interest</p> <p>s7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p>	s48(1)(a)(i) - 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 would exist under section 6 or section 7

CARRIED

The public were excluded at 10.47 am and the meeting closed at 11.28 am.