

**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 VIA MICROSOFT TEAMS ON TUESDAY, 27 SEPTEMBER 2022 AT
9.34 AM**

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

IN ATTENDANCE: L van der Voort (Acting Chief Executive Officer), S Righarts (Group Manager -
Business Support Manager), L Fleck (Executive Manager – People and
Culture), Q Penniall (Infrastructure Manager), N McLeod (IS Manager),
A Crosbie (Senior Policy Advisor), K Adams (People and Culture Advisor),
R Ennis (Health, Safety and Wellbeing Advisor and W McEnteer (Governance
Manager)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Jeffery

That the apology received from Cr Gillespie 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 3 June 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**22.3.2 POLICY REGISTER**

To consider the updated Policy Register.

COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Jeffery

That the report be received.

CARRIED

22.3.3 PROTECTED DISCLOSURES (WHISTELBLOWERS) POLICY REVIEW

To provide an update on the review of the Protected Disclosures (Whistleblowing) Policy.

After discussion it was agreed that two amendments to the document should be made. It was noted that there should be a quicker time for acknowledging receipt of a complaint, and that a whistleblower could seek support immediately if they wished it.

COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Jeffery

A. Receives the report.

B. Recommends to Council to adopt the Protected Disclosures (Whistleblowers) Policy with amendments.

CARRIED

22.3.4 RISK MANAGEMENT POLICY REVIEW

To provide an update on the review of the Risk Management Policy.

After discussion it was agreed that there should be an amendment to the policy. It was noted that it should be more explicit in the policy whether elected members are included in the policy or not.

COMMITTEE RESOLUTION

Moved: Robertson

Seconded: Jeffery

A. Receives the report.

B. Recommends to Council to adopt Risk Management Policy with amendments.

CARRIED

22.3.5 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.

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Jeffery

That the report be received.

CARRIED

22.3.6 HEALTH, SAFETY & WELLBEING REPORT

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

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Jeffery

That the report be received.

CARRIED

22.3.7 DELEGATIONS UPDATE

To note the update on the temporary delegations made by the Chief Executive Officer to new positions in the executive leadership team.

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Jeffery

That the report be received.

CARRIED

6 CHAIR'S REPORT**22.3.8 CHAIR'S REPORT**

The Chair had nothing to report.

7 MEMBERS' REPORTS

22.3.9 MEMBERS' REPORTS

Members had nothing to report.

8 STATUS REPORTS

22.3.10 SEPTEMBER 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: Robertson
Seconded: Jeffery

That the report be received.

CARRIED

9 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 2 December 2022.

10 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Robertson
Seconded: Jeffery

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
Confidential Minutes of Ordinary Committee Meeting	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	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>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)(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>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	
22.3.11 - Review of the draft non-audited Annual Report 2021/22	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)	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
22.3.12 - Cybersecurity, Information and Records Management, and Privacy update	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	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
22.3.13 - Water Services Update on Compliance Status	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	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
22.3.14 - Draft procurement audit	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	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
22.3.15 - Strategic Risk Register	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)	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
22.3.16 - Litigation Register	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	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
22.3.17 - September 2022 Confidential Governance Report	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	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 10.12 am and the meeting closed at 12.10 pm.