

**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 FRIDAY, 2 JUNE 2023 AT 9.32 AM**

**PRESENT:** Ms L Robertson (Chair), Cr T Alley, His Worship the Mayor T Cadogan, Cr N Gillespie (via Microsoft Teams), Cr T Paterson

**IN ATTENDANCE:** S Feinerman (Observer), L van der Voort (Interim Chief Executive Officer), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), J Muir (Water Services Director)(via Microsoft Teams), P Keenen (Capital Projects Programme Manager), A Lines (Risk and Procurement Manager), D McKewen (Accountant), P Bain (Water Services Customer and Compliance Team Leader), C Green (Water Services Accountant) and W McEnteer (Governance Manager)

**1 APOLOGIES**

There were no apologies.

**2 PUBLIC FORUM**

There was no public forum.

**3 CONFIRMATION OF MINUTES**

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**COMMITTEE RESOLUTION**

**Moved:** Robertson  
**Seconded:** Alley

That the public minutes of the Audit and Risk Committee Meeting held on 24 March 2023 be confirmed as a true and correct record.

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**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**

**23.2.2 PROCUREMENT POLICY AUDIT UPDATE**

To note that work has begun to update the Procurement Policy in line with audit findings and internal user feedback.

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**COMMITTEE RESOLUTION**

**Moved:** Robertson  
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**Seconded: Alley**

That the report be received.

**CARRIED**  
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### **23.2.3 PROGRESS IN THE PREPARATION OF THE 2024-34 LONG-TERM PLAN**

To update the Committee on the progress in preparing the 2024-34 Long-term Plan.  
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#### **COMMITTEE RESOLUTION**

**Moved: Robertson**

**Seconded: Alley**

That the Audit and Risk Committee:

- A. Receives the report and accepts the level of significance.
- B. Notes the progress in the preparation of the 2024-34 Long-term Plan.

**CARRIED**  
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### **23.2.4 WASTEWATER COMPLIANCE UPDATE**

To consider work being undertaken to improve compliance with resource consents for wastewater treatment sites.

After discussion it was noted that there should be a report to Council before there are any contract extensions with the existing supplier.  
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#### **COMMITTEE RESOLUTION**

**Moved: Robertson**

**Seconded: Alley**

- A. That the report be received.
- B. Notes that it would be appropriate for staff to report to Council before any contract extensions are entered into.

**CARRIED**  
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### **23.2.5 UPDATE ON THE THREE WATERS WORKS PROGRAM TO 30 JUNE 2024**

To consider an update on the Three Waters works program.  
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#### **COMMITTEE RESOLUTION**

**Moved: Robertson**

**Seconded: Alley**

That the report be received.

**CARRIED**  
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**23.2.6 HEALTH, SAFETY AND WELLBEING REPORT**

To provide the Audit & Risk Committee with an update on the health, safety and wellbeing performance of the organisation.

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**COMMITTEE RESOLUTION**

**Moved:** Robertson

**Seconded:** Alley

That the report be received.

**CARRIED**

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**23.2.7 FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2023**

To consider the financial performance for the period ending 31 March 2023.

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**COMMITTEE RESOLUTION**

**Moved:** Robertson

**Seconded:** Alley

That the report be received.

**CARRIED**

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**23.2.8 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.

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**COMMITTEE RESOLUTION**

**Moved:** Robertson

**Seconded:** Alley

That the report be received.

**CARRIED**

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Note: Miles O'Connor from Bancorp joined the meeting for item 23.2.9.

**23.2.9 LIABILITY MANAGEMENT POLICY**

To consider and recommend to Council the changes required to the Liability Management Policy to ensure efficiency of operations.

After discussion it was agreed that there would be a report back to the Committee's September meeting on progress.

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**COMMITTEE RESOLUTION**

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**Moved:**           Robertson  
**Seconded:**       Alley

That the Audit and Risk Committee

- A.     Receives the report and accepts the level of significance.
- B.     Recommends to Council the required changes for the Liability Management Policy to ensure efficiency of operations.

**CARRIED**

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## **6           CHAIR'S REPORT**

### **23.2.10   CHAIR'S REPORT**

The Chair had nothing to report.

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## **7           MEMBERS' REPORTS**

### **23.2.11   MEMBERS' REPORTS**

To consider the members' reports.

It was noted by His Worship the Mayor that there was an increased risk to the organisation and in general in the Three Waters space.

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### **COMMITTEE RESOLUTION**

**Moved:**           Robertson  
**Seconded:**       Cadogan

That the reports be received.

**CARRIED**

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## **8           DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 29 September 2023.

## **9           RESOLUTION TO EXCLUDE THE PUBLIC**

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### **COMMITTEE RESOLUTION**

**Moved:**           Robertson  
**Seconded:**       Alley

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:

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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
<b>23.2.12 - Cybersecurity, Information and Records Management, and Privacy Plans for 2022-2025 Implementation Update</b>	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
<b>23.2.13 - Protection of Information and Information Systems (Cybersecurity) Policy and Standards</b>	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
<b>23.2.14 - Cybersecurity Incident Management System</b>	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
<b>23.2.15 - Health and Safety Audit</b>	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
<b>23.2.16 - Strategic Risk Register</b>	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
<b>23.2.17 - Litigation Register</b>	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
<b>23.2.18 - June 2023 Confidential Governance Report</b>	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
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B. That Jo Batt-Rawden and Souella Cumming from KPMG remain for item 23.2.15 because of their knowledge of the topic to be discussed.

**CARRIED**

The public were excluded at 11.15 am and the meeting closed at 12.33 pm.