



MINUTES

Audit and Risk Committee Meeting Tuesday, 31 March 2020

Ref: 1330358

**Minutes of Timaru District Council
Audit and Risk Committee Meeting
Held via Zoom Video Link
on Tuesday, 31 March 2020 at 11am**

Present: Ms Keiran Horne (Chairperson), Cr Peter Burt (Deputy Chairperson), Mayor Nigel Bowen, Cr Allan Booth, Cr Stu Piddington

In Attendance: Chief Executive (Bede Carran), Chief Information Officer (Justin Bagust), Chief Financial Officer (David Codyre), Director Audit New Zealand (John Mackey), Risk and Assurance Manager (Ernest Bernard), Senior Advisor People and Capability (Hannah Goddard), Governance Advisor (Jo Doyle), Governance Support Officer (Joanne Brownie)

1 Apologies

There were no apologies.

2 Identification of Items of Urgent Business

There were no items of urgent business.

3 Identification of Matters of a Minor Nature

There were no matters of a minor nature.

4 Declaration of Conflicts of Interest

There were no conflicts of interest declared.

5 Confirmation of Minutes

5.1 Minutes of the Audit and Risk Committee Meeting held on 3 December 2019

Committee Resolution 2020/23

Moved: Ms Keiran Horne

Seconded: Mayor Nigel Bowen

That the Minutes of the Audit and Risk Committee Meeting held on 3 December 2019 be confirmed as a true and correct record of that meeting.

Carried

6 Reports

Focus for Today's Meeting

The Chairperson advised that due to the Covid-19 crisis, the reports in the agenda will be taken as read, unless committee members wish to raise any particular issues contained in the reports. Covid-19 issues will be discussed in a workshop immediately following the meeting.

6.1 Authorised Minutes of 2 October 2019

The minutes of 2 October 2019, which were authorised at the conclusion of the triennium by the Chief Executive and Chairperson of the Audit and Risk Committee as a true and correct record, were noted.

6.2 Work Programme

The work programme items not covered in today's shortened meeting will be carried over until the scheduled meeting in June unless an additional meeting is convened if required, in the interim.

The report was noted.

6.3 Health and Safety Update

An update on health and safety activity since the last report to the Audit and Risk Subcommittee in December 2019 was considered.

The report was noted.

6.4 Corporate Risk Register

The Corporate Risk Register was noted and the Chairperson suggested that a separate risk report could be expected as a result of the Covid-19 crisis.

7 Consideration of Urgent Business Items

There were no urgent business items.

8 Consideration of Minor Nature Matters

There were no minor nature matters.

9 Exclusion of the Public

Committee Resolution 2020/24

Moved: Ms Keiran Horne

Seconded: Mayor Nigel Bowen

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p>10.1 - Public Excluded Minutes of the Audit and Risk Committee Meeting held on 3 December 2019</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)(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 the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Commercial sensitivity</p> <p>To protect all communications between a legal adviser and clients from being disclosed without the permission of the client.</p> <p>To enable commercial or industrial negotiations</p>
<p>10.2 - Authorised Public Excluded Minutes of 2 October 2019</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</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)(i) - 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 to</p>	<p>To protect a person's privacy</p> <p>Commercial sensitivity</p> <p>Due to an obligation of confidence and to ensure the information avenue remains open, when it is in the public interest for it to do so</p> <p>Due to an obligation of confidence and to protect the public interest</p> <p>To protect all communications between a legal adviser and clients from being disclosed without the permission of the client.</p> <p>To enable commercial activities</p> <p>To enable commercial or industrial negotiations</p>

	<p>prejudice the supply of similar information, or information from the same source and is in the public interest that such information should continue to be supplied</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)(g) - The withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
<p>10.3 - Upcoming insurance renewal (to be tabled)</p>	<p>s7(2)(c)(i) - 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 to prejudice the supply of similar information, or information from the same source and is in the public interest that such</p>	<p>Due to an obligation of confidence and to ensure the information avenue remains open, when it is in the public interest for it to do so</p> <p>To enable commercial activities</p>

	<p>information should continue to be supplied</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	
10.4 - Legal update	<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)(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 the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Commercial sensitivity</p> <p>To protect all communications between a legal adviser and clients from being disclosed without the permission of the client.</p> <p>To enable commercial or industrial negotiations</p>
10.5 - Cyber Security Report	<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>Commercial sensitivity</p>
10.6 - Employee Matters	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>To protect a person's privacy</p>
10.7 – Audit NZ - draft management report from 2018/19 Annual Report Audit	<p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	<p>To enable commercial activities</p>

10.8 - Credit Rating Review	s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	To enable commercial activities
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Carried

Committee Resolution 2020/25

Moved: Ms Keiran Horne

Seconded: Cr Peter Burt

That Council moves out of Closed Council into Open Council.

Carried

10 Public Excluded Reports

10.1 Public Excluded Minutes of the Audit and Risk Committee Meeting held on 3 December 2019

10.2 Authorised Public Excluded Minutes of 2 October 2019

10.3 Upcoming insurance renewal (to be tabled)

10.4 Legal update

10.5 Cyber Security Report

10.6 Employee Matters

10.7 Audit NZ - draft management report from 2018/19 Annual Report Audit

10.8 Credit Rating Review

11 Readmittance of the Public

The meeting closed at 11.40am.

Minutes Confirmed 16 June 2020

**Keiran Horne
Chairperson**