



Minutes of a meeting of the Audit and  
Risk Subcommittee held in the Council  
Chamber on Thursday 11 November 2021,  
commencing at 1:00 PM

**Membership**

Cr Hilary Calvert	<i>(Chairperson)</i>
Mr Andrew Douglas	<i>(Independent Member)</i>
Cr Kevin Malcolm	
Cr Andrew Noone	
Cr Kate Wilson	

**Welcome**

Chairperson Hilary Calvert welcomed Councillors, members of the public and staff to the meeting at 2:02pm. Staff present included Sarah Gardner (Chief Executive), Nick Donnelly (GM Corporate Services), Dianne Railton (Governance Support), and Sarah Munro (Manager Finance - Reporting).

## **1. APOLOGIES**

**Resolution: Cr Calvert Moved, Cr Wilson Seconded:**

*That the apology for Cr Noone be accepted.*

**MOTION CARRIED**

## **2. PUBLIC FORUM**

No public forum was held.

## **3. CONFIRMATION OF AGENDA**

Cr Calvert requested that item 7.1 Vehicle Monitoring and Tracking be moved to the non-public Audit and Risk Subcommittee agenda under exclusion 7(2)(c)(ii), due to likely discussions relating to Human Resources and Health & Safety matters.

**Resolution: Cr Calvert Moved, Cr Wilson Seconded**

*That the staff report on Vehicle Monitoring and Tracking be considered in public excluded under LGOIMA Sec 7(2)(c)(ii).*

**MOTION CARRIED**

## **4. CONFLICT OF INTEREST**

There were no conflicts of interest.

## **5. CONFIRMATION OF MINUTES**

**Resolution: Cr Wilson Moved, Cr Malcolm Seconded**

*That the minutes of the (public portion of the) meeting held on 14 October 2021 be received and confirmed as a true and accurate record.*

**MOTION CARRIED**

## **6. ACTIONS (STATUS OF COMMITTEE RESOLUTIONS)**

Status report on the resolutions of the Audit and Risk Subcommittee. Cr Calvert asked Chief Executive Sarah Gardner to pass on the Audit and Risk Subcommittee's thanks to those who have had input into the Risk Register.

## **7. MATTERS FOR CONSIDERATION**

### **7.1. Vehicle Monitoring and Tracking**

*The Vehicle Monitoring and Tracking paper was considered in the Audit and Risk Subcommittee Public Excluded meeting.*

## **8. RESOLUTION TO EXCLUDE THE PUBLIC**

**Resolution: Cr Calvert Moved, Cr Wilson Seconded:**

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

- Minutes of the public excluded Audit and Risk Subcommittee meeting held on 14 October 2021
- 3.1 Managed Fund - September 2021 Report - 7(2)(b)(ii); 7(2)(c)(i); 7(2)(h)
- 3.2 Audit Management Letter - Initial Response - 7(2)(c)(i)
- 7.1 Vehicle Monitoring and Tracking - 7(2)(c)(ii)

Cr Calvert also moved that Tom Phillips, Phil Borkin and Bruce Robertson (from JB Were) be permitted to attend the meeting electronically for the Managed Fund - September 2021 Report, due to their knowledge as the fund manager.

**MOTION CARRIED**

The general subject 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\(1\)](#) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
<i>Minutes of the 14 October 2021</i>	<p>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 – Section 7(2)(b)(ii);</p> <p>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 it is in the public interest that such information should continue to be supplied – Section 7(2)(c)(i);</p> <p>To avoid prejudice to measures that prevent or mitigate material loss to members of the public – Section 7(2)(e);</p> <p>To maintain legal professional privilege – Section 7(2)(g);</p> <p>To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h)</p> <p>To prevent the disclosure or use of official information for improper gain or improper advantage – Section 7(2)(j)</p>	
<i>3.1 Managed Fund – September 2021 Report</i>	<p>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 – Section</p>	<p>Section 48(1)(a); Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any</p>

	<p>7(2)(b)(ii)</p> <p>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 it is in the public interest that such information should continue to be supplied – Section 7(2)(c)(i);</p> <p>To maintain legal professional privilege – Section 7(2)(g);</p> <p>To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h)</p>	<p>meeting only on 1 or more of the following grounds:</p> <p>(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>3.2 Audit Management Letter – Initial Response</p>	<p>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 it is in the public interest that such information should continue to be supplied – Section 7(2)(c)(i);</p>	<p>Section 48(1)(a);</p> <p>Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds:</p> <p>(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>

This resolution is made in reliance on [section 48\(1\)\(a\)](#) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by [section 6](#) or [section 7](#) of that Act or [section 6](#) or [section 7](#) or [section 9](#) of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.

## 9. CLOSURE

There was no further business and Chairperson Calvert declared the meeting closed at 2:07pm.

  
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 Chairperson

24 Feb 2022  
 Date