



Minutes of a meeting of the Audit and Risk Subcommittee held in
the Council Chamber at Level 2 Philip Laing House
144 Rattray Street, Dunedin on
Wednesday 23 September 2020 at 1 pm

Membership

Cr Hilary Calvert

(Chairperson)

Mr Andrew Douglas

(Independent Member)

Cr Kevin Malcolm

Cr Andrew Noone

Cr Kate Wilson

Welcome

Audit and Risk Subcommittee Chairperson Hilary Calvert welcomed Councillors, members of the public and staff to the meeting at 1 pm.

Staff present: Sarah Gardner (Chief Executive), Nick Donnelly (GM Corporate Services), Gavin Palmer (GM Operations), Gwyneth Elsum (GM Strategy, Policy and Science), Amanda Vercoe (Executive Advisor) and Liz Spector (Committee Secretary).

External auditors Heidi Rautjoki and Scott Hawkins were present representing Deloitte on the auditor's management letter.

For our future

1. APOLOGIES

There were no apologies.

2. CONFIRMATION OF AGENDA

The agenda was confirmed as circulated.

3. CONFLICT OF INTEREST

No conflicts of interest were advised.

4. PUBLIC FORUM

No public forum was held.

5. CONFIRMATION OF MINUTES

Resolution

That the minutes of the meeting held on 3 June 2020 be received and confirmed as a true and accurate record, with or without changes.

Moved: Cr Wilson

Seconded: Cr Noone

CARRIED

6. ACTIONS (STATUS OF COMMITTEE RESOLUTIONS)

There are no outstanding recommendations of the Audit and Risk Subcommittee.

7. MATTERS FOR COUNCIL DECISION

There were no matters for decision.

8. MATTERS FOR NOTING

8.1. P&S1871 Safety and Wellbeing Report

The report was provided to summarise progress towards the Safety and Wellbeing Team's key strategic priorities and safety performance indicators for the period April 2020 – June 2020 (Quarter 4, FY 19/20). The report also summarised key areas of focus for the Safety and Wellbeing team for the 2020/21 financial year. Rebecca Webster (Safety and Wellbeing Partner) and Nicole Ross (Manager People and Safety) were present to answer questions about the Safety and Wellbeing Report.

Mr Andrew Douglas noted good progress had been made in reporting across several areas, including updating policies and procedures. Cr Calvert asked if reporting of public transport safety and wellbeing was included in this report. Chief Executive Gardner said those issues were typically managed by the bus companies who contracted with ORC. Cr Calvert and Mr Douglas suggested it would be proactive and diligent to include transport issues in this report.

Mrs Gardner said any public transport concerns were typically managed through the transport team, rather than the health and safety team, but she noted that these issues could potentially be included in this report.

Resolution

That the Audit and Risk Subcommittee:

1) **Receives** this report.

Moved: Cr Noone

Seconded: Cr Wilson

CARRIED

9. RESOLUTION TO EXCLUDE THE PUBLIC

Resolution

That the Subcommittee excludes the public from the following part of the proceedings of this meeting (pursuant to the provisions of the Local Government Official Information and Meetings Act 1987) namely:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
3.1 <i>Annual Report and Audit Management Letter</i>	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)	(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.
4.1 <i>Managed Fund Report</i>	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); 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); To enable any local authority holding the information to carry out, without	(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.

	prejudice or disadvantage, commercial activities – Section 7(2)(h).	
4.2 Risk Report	<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 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 – Section 7(2)(c)(ii).</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.

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 are as shown above after each item and that Ms Heidi Rautjoki and Mr Scott Hawkins of the Deloitte audit team be permitted to remain in the meeting and provide assistance in relation to the matters to be discussed.

10. CLOSURE

There was no further public business and Chairperson Calvert declared the meeting closed at 01:15 pm.


 Chairperson Calvert

26 November 2020
 Date