
MINUTES
of the
AUDIT AND RISK COMMITTEE MEETING
Komiti Tatari me te Tuponotanga
held
9:30am, Thursday, 21 March 2024
at
Tasman Council Chamber, 189 Queen Street, Richmond

Present: Mr G Naylor (Chair), Deputy Mayor S Bryant, Councillors C Butler, and Independent Member Mr G McGlinn

In Attendance: Chief Operating Officer (L Rae), Chief Executive (L Rae) Group Manager – Finance (M Drummond), Group Manager – Information, Science and Technology (S Manners), Financial Performance Manager (M McGlinchey), Cybersecurity Manager (F Weingartner), Legal and Democracy Services Manager (J McFarlane), Team Leader – Legal (L Townshend), Executive Assistant (G Drummond) Financial Accounting Manager (C Thomas), and Management Accounting Manager (P Egan)

Absent:

1 OPENING, WELCOME

Assurance and Improvement Manager (D Hemera) offered the opening karakia.

2 APOLOGIES AND LEAVE OF ABSENCE

Apologies have been received from Councillors C Mackenzie and T Walker.

Moved Deputy Mayor Bryant/Mr McGlinn

FNAU24-03-1

That an apology be accepted from Councillors C Mackenzie and T Walker

CARRIED

3 DECLARATIONS OF INTEREST

Independent Member G Naylor and G McGlinn,

4 LATE ITEMS

Nil

5 CONFIRMATION OF MINUTES

**Moved Mr McGlinn/Councillor Butler
FNAU24-03-2**

That the minutes of the Audit and Risk Committee meeting held on Friday, 8 December 2023, be confirmed as a true and correct record of the meeting.

CARRIED

**Moved Mr McGlinn/Councillor Butler
FNAU24-03-3**

That the confidential minutes of the Audit and Risk Committee meeting held on Friday, 8 December 2023, be confirmed as a true and correct record of the meeting.

CARRIED

6 REPORTS

6.2 External Audit Matters

Financial Accounting Manager (C Thomas) took her report as read and answered questions, she noted there were two corrections to the report, the audit fee in the summary paragraph 1.5, should be as is in paragraph 4.3 of the report. A correction to paragraph 1.3, the buildings were revalued in 2023 not 2022.

ACTION: Staff to come back to the Audit and Risk Committee with on the maintenance and contribution to the river/flood protection environment

**Moved Mr McGlinn/Deputy Mayor Bryant
FNAU24-03-4**

That the Audit and Risk Committee receives the External Audit Matters report RFNAU24-03-2.

CARRIED

6.3 Long Term Plan Update

Team Leader – Community Policy (A Bywater) and Financial Performance Manager (M McGlinchey) took their report as read and answered questions.

Moved Deputy Mayor Bryant/Mr McGlinn

FNAU24-03-5

That the Audit and Risk Committee receives the Long Term Plan Update report RFNAU24-03-3.

CARRIED

6.1 Insurance update

Group Manager – Finance (M Drummond) took their report as read and answered questions.

Moved Councillor Butler/Mr McGlinn

FNAU24-03-6

That the Audit and Risk Committee receives the Insurance update report, RFNAU24-03-1;

CARRIED

7 CONFIDENTIAL SESSION**7.1 Procedural motion to exclude the public**

Moved Councillor Butler/Deputy Mayor Bryant

FNAU24-03-7

That the public be excluded from the following part(s) of the proceedings of this meeting. 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 follows.

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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

7.2 Legal and Democracy Services Report

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

7.3 Cybersecurity Update

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	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) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

7.4 Risk and Assurance Report

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	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 to damage the public interest. s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

CARRIED

The meeting concluded at 11.46 am

Confirmed as a correct record of proceedings by resolution on Enter date .