



UNCONFIRMED MINUTES

Audit and Risk Committee Meeting

2 July 2019

**MINUTES OF MACKENZIE DISTRICT COUNCIL
AUDIT AND RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
AT 10.49AM ON TUESDAY, 2 JULY 2019 AT FOLLOWING EXTRAORDINARY COUNCIL MEETING**

PRESENT: Deputy Mayor James Leslie, Cr Russell Armstrong, Cr Stuart Barwood, Cr Chris Clarke, Cr Paul Hannagan, Cr Anne Munro, Bruce Mincham (Member)

IN ATTENDANCE: Suzette van Aswegen (Chief Executive Officer), Paul Numan (General Manager Corporate Services), Simon Mackenzie (General Manager Operations), Katie Rowland (Property and Commercial Manager), Tanis Hoefsloot (Financial Accountant), Charlotte Borrell, Connie Giquel (Executive Advisor), Alice Geary (Fairfax Media)

1 OPENING

Deputy Mayor James Leslie opened the meeting.

2 APOLOGIES

Mayor Graham Smith

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 VISITORS

There were no visitors.

5 REPORTS

5.1 MINUTES OF AUDIT AND RISK COMMITTEE MEETING - 9 APRIL 2019

COMMITTEE RESOLUTION AUD/2019/29

Moved: Cr Paul Hannagan

Seconded: Cr Stuart Barwood

That the minutes of the Audit and Risk Committee Meeting held on Tuesday 9 April 2019 be received and adopted as a true and accurate record of the meeting.

CARRIED

5.2 ANNUAL REPORT TIMETABLE

PURPOSE OF REPORT

This report updates the Audit and Risk Committee on the proposed timetable for the audit of Council's Annual Report.

Paul Numan spoke to the report and how the process will be managed. Auditors arrive end of September.

There was discussion around related parties and interests register. The Chief Executive Officer clarified the requirements. Council decide if they want the document to be public, it is not required to be. There will be weekly catch ups from this August including the chair of the Audit and Risk Committee and Bruce Mincham.

The committee discussed the sale of the hanger at Pukaki Airport. The Financial Accountant explained that there would be a disclosure for items like this after balance date.

Delegations were discussed and will be included in the council workshop in September.

COMMITTEE RESOLUTION AUD/2019/30

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the report be received.

CARRIED

5.3 PROPERTY AND COMMERCIAL MANAGER REPORT

The Property and Commercial Manager spoke to the report. The role encompasses a new procurement policy, and includes sale and purchase agreements.

Twizel pensioner flats were discussed. Insulation has been installed and an electrician is there today. Quotes are being assessed at for double glazing.

The meeting requested the recommendation for proceeding with implementing reference numbers being allocated to service requests to be minuted.

COMMITTEE RESOLUTION AUD/2019/31

Moved: Cr Paul Hannagan

Seconded: Cr Stuart Barwood

That the information be noted.

CARRIED

6 Public Excluded

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION AUD/2019/32

Moved: Cr Anne Munro

Seconded: Cr Chris Clarke

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:

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
<p>6.1 - Lot 7 Village Centre Tekapo</p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>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</p>
<p>6.2 - Audit Plan 2018/19</p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>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</p>
<p>6.3 - Pukaki Airport Taxiway Resurfacing Incident(s) Report</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>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</p>

CARRIED

COMMITTEE RESOLUTION AUD/2019/33

Moved: Cr Paul Hannagan

Seconded: Cr Russell Armstrong

That Council moves out of Closed Council into Open Council.

CARRIED

The Meeting closed at 10.50am.

The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on 27 August 2019.

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CHAIRPERSON

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