



Unconfirmed MINUTES

Audit and Risk Committee Meeting

16 March 2021

**MINUTES OF MACKENZIE DISTRICT COUNCIL
AUDIT AND RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON TUESDAY, 16 MARCH 2021 AT FOLLOWING THE COUNCIL MEETING AT 1.30PM**

PRESENT: Mr Bruce Mincham (Chairperson), Cr Stuart Barwood, Cr Anne Munro, Mayor Graham Smith, Cr Emily Bradbury, Cr Murray Cox, Cr Matt Murphy

IN ATTENDANCE: Suzette van Aswegen (Chief Executive), Paul Numan (General Manager Corporate Services), Tim Harty (General Manager Operations), Alexis Grey (General Manager People and Culture), Katherine Hill (Corporate Planner), Arlene Goss (Governance Advisor).

1 OPENING

Mr Mincham opened the meeting and welcomed everyone.

2 APOLOGIES

An apology was received from Cr James Leslie.

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 - 8 DECEMBER 2020

The Mayor raised the issue of the Downlands Water Supply, which was mentioned in the minutes. He said this was still a concern and would be raised later in the meeting.

COMMITTEE RESOLUTION AUD/2021/51

Moved: Cr Anne Munro

Seconded: Mayor Graham Smith

That the Minutes of the Audit and Risk Committee Meeting held on Tuesday 8 December 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 HEALTH AND SAFETY REPORT

Alexis Grey said the audit mentioned in her report had commenced. The chairman said the numbers in the report looked good. He asked if there had been a change in the culture and

attitude of staff towards health and safety. Ms Grey replied there was still a lot of work to do and outlined plans for training. Contractor management was an area of risk.

Discussion took place on the use of volunteers and the need for community boards to understand they have a responsibility for health and safety.

5.3 ADOPTION OF ANNUAL REPORT 2019/20

The purpose of this report was to inform the Audit and Risk Committee that the Council adopted the 2019/20 Annual Report in accordance with section 98 of the Local Government Act 2002 on 23 February 2021.

The Annual Report was adopted with an unqualified audit opinion but the management report had not yet been received from audit. This would come to a later meeting.

The summary document was currently with Audit New Zealand and would be published soon.

5.4 VERBAL UPDATE ON LONG TERM PLAN PROGRESS

Paul Numan said staff were working with Audit NZ. Activity management plans were written. The auditors were supposed to be on site this week but had not yet arrived. Work continued on other things like the consultation document. Some extra help had been arranged to ensure the financials were robust and Mr Numan was still hoping to adopt by the end of June. Consultation would take place in April/May.

The chief executive said this plan could not be late because Council needed to strike the rates. This had been communicated to Audit NZ. Other councils had communicated that they would not meet the deadline but Mr Numan outlined the additional help that had been organised to ensure Mackenzie's Long Term Plan was adopted on time.

The last date to strike the rates was August 11.

6 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION AUD/2021/52

Moved: Cr Matt Murphy

Seconded: Cr Anne Munro

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 - Minutes of Public Excluded Audit and Risk Committee Meeting - 8 December 2020</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)(g) - the withholding of the information is necessary to maintain legal professional privilege</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 - Verbal Updates Requested by Chair</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 - Risk Management Report</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>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>CARRIED</p>		

COMMITTEE RESOLUTION AUD/2021/53

Moved: Cr Matt Murphy
 Seconded: Cr Emily Bradbury

That the committee moves out of closed meeting into open meeting.

CARRIED

The Meeting closed at 3.00pm.

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

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CHAIRPERSON