

## Audit and Risk Committee

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# OPEN MINUTES

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Meeting Date: **Thursday 12 October 2017**  
Time: **1.03pm – 1.05pm**  
Venue: **Breakout Room 1  
Napier Conference Centre  
Marine Parade  
Napier**

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**Present:** John Palairet (In the Chair), Mayor Bill Dalton, Geoff Foster, Councillor Claire Hague, Councillor Kirsten Wise  
Stephen Lucy – Audit New Zealand  
Martin Solomon – Crowe Horwath

**In Attendance:** Chief Executive, Director Corporate Services, Director Infrastructure, Chief Financial Officer, Manager Asset Strategy, Manager Business Transformation and Excellence

**Administration:** Governance Team

**APOLOGIES**

Nil

**CONFLICTS OF INTEREST**

Nil

**PUBLIC FORUM**

Nil

**ANNOUNCEMENTS BY THE MAYOR**

Nil

**ANNOUNCEMENTS BY THE CHAIRPERSON**

Nil

**ANNOUNCEMENTS BY THE MANAGEMENT**

Nil

**CONFIRMATION OF MINUTES**

**Councillor Wise / Mr Foster**

That the Minutes of the meeting held on 15 June 2017 were taken as a true and accurate record of the meeting.

**CARRIED**

**NOTIFICATION AND JUSTIFICATION OF MATTERS OF EXTRAORDINARY BUSINESS**

(Strictly for information and/or referral purposes only).

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**PUBLIC EXCLUDED ITEMS**

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**Councillor Wise / Mr Foster**

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

1. Update on Water Supply- Drinking Water Quality Improvements
2. Napier City Council Internal Audit
3. Transfer Station Cash Handling Review
4. Internal Audit Cash Handling Reviews
5. LTP Update from Audit New Zealand
6. Audit Long Term Plan Self Assessment
7. Letters of Representation
8. Draft 2016/17 Annual Report

9. Risk Management Report October 2017
10. Napier City Council Deloitte Report Update
11. Tax Risk Governance Framework
12. Napier City Council Investment and Debt Report
13. Health and Safety Report 30 September 2017
14. Review of Audit and Risk Committee

**CARRIED**

The general subject of each matter to be considered while the public was excluded, the reasons 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 were 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) TO THE PASSING OF THIS RESOLUTION</b>
1. Update on Water Supply- Drinking Water Quality Improvements	7(2)(f)(ii) Maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment	48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.
2. Napier City Council Internal Audit	7(2)(c)(i) 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	48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.
3. Transfer Station Cash Handling Review	7(2)(a) Protect the privacy of natural persons, including that of a deceased person	48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.

<p>4. Internal Audit Cash Handling Reviews</p>	<p>7(2)(a) Protect the privacy of natural persons, including that of a deceased person</p>	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
<p>5. LTP Update from Audit New Zealand</p>	<p>7(2)(c)(i) 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</p>	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
<p>6. Audit Long Term Plan Self Assessment</p>	<p>7(2)(c)(i) 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</p>	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
<p>7. Letters of Representation</p>	<p>7(2)(a) Protect the privacy of natural persons, including that of a deceased person</p>	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
<p>8. Draft 2016/17 Annual Report</p>	<p>7(2)(c)(i) 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</p>	<p>48(1)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</p>

	<p>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</p> <p>7(2)(c)(ii) 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</p>	<p>exist: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
9. Risk Management Report October 2017	7(2)(e) Avoid prejudice to measures that prevent or mitigate material loss to members of the public	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
10. Napier City Council Deloitte Report Update	<p>7(2)(a) Protect the privacy of natural persons, including that of a deceased person</p> <p>7(2)(c)(i) 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</p>	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
11. Tax Risk Governance Framework	7(2)(e) Avoid prejudice to measures that prevent or mitigate material loss to members of the public	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>

<p>12.Napier City Council Investment and Debt Report</p>	<p>7(2)(b)(ii) 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>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
<p>13.Health and Safety Report 30 September 2017</p>	<p>7(2)(d) Avoid prejudice to measures protecting the health and safety of members of the public</p>	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>
<p>14.Review of Audit and Risk Committee</p>	<p>7(2)(c)(i) 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</p>	<p>48(1)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: (i) Where the local authority is named or specified in Schedule 1 of this Act, under Section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.</p>

The meeting moved into committee at 1.05pm

<p><b>APPROVED AND ADOPTED AS A TRUE AND ACCURATE RECORD OF THE MEETING</b></p>
<p><b>CHAIRPERSON:</b> _____</p>
<p><b>DATE OF APPROVAL:</b> _____</p>