

**Audit and Risk Subcommittee
MINUTES**

Minutes of an ordinary meeting of the Audit and Risk Subcommittee held in the Council Chamber, Level 2 Philip Laing House, 144 Rattray Street, Dunedin on Tuesday 25th June 2024, commencing at 2:00 PM.

PRESENT

Mr Andrew Douglas	<i>(Chair)</i>
Cr Alexa Forbes	
Cr Gary Kelliher	<i>(online)</i>
Cr Kevin Malcolm	
Cr Tim Mepham	
Cr Gretchen Robertson	<i>(Ex officio member)</i>
Cr Kate Wilson	

1. WELCOME

Chair Douglas opened with a karakia and welcomed Councillors, members of the public and staff to the meeting at 2:00pm. Cr Lloyd McCall and Cr Somerville were in attendance. Staff present included Richard Saunders (Chief Executive), Nick Donnelly (GM Corporate Services), Joanna Gilroy (Acting GM Regulatory), Amanda Vercoe (GM Governance, Culture and Customer), Kylie Darragh (Governance Support), Andrea Howard, (Manager Executive Advice), Marianna Brook (Principal Advisor Mayoral Forum and Local Government Reform) Janet Ashcroft (Legal Counsel), Catriona Smith (Official Information & Legal Support Advisor), Finn Shaw (Official Information and Legal Support).

2. APOLOGIES

There were no apologies for this meeting.

3. PUBLIC FORUM

There were no requests to speak at this meeting.

4. CONFIRMATION OF AGENDA

It was moved by Cr Wilson, seconded by Cr Forbes

That the Audit and Risk Subcommittee:

1) Confirms the agenda as published.

MOTION CARRIED

5. DECLARATIONS OF INTERESTS

Councillors were reminded to advise of any conflicts of interest. No changes to Councillor Declarations of Interests were noted.

6. PRESENTATIONS

No presentations were held.

7. CONFIRMATION OF MINUTES

Recommendation: Cr Mepham Moved, Cr Forbes Seconded

That the minutes of the (public portion of the) meeting held on 21 March 2024 be received and confirmed as a true and accurate record.

MOTION CARRIED

8. ACTIONS (STATUS OF SUBCOMMITTEE RESOLUTIONS)

An update was provided to the subcommittee by Chief Executive, Richard Saunders.

9. MATTERS FOR CONSIDERATION

9.1. A&R2402 People and Safety report

(YouTube 00:10:45) This report summarised the year to date information on health, safety and wellbeing (HSW), and people and culture (HR) at ORC (Otago Regional Council). Gina Watts (Team Leader HSW) Kelly Stuart (People Services Lead) Mark Olsen (Manager People and Safety) and Amanda Vercoe (GM Governance, Culture & Customer) were available to respond to questions on the report.

Resolution AR24-109: Cr Wilson Moved, Cr Forbes Seconded

That the Audit and Risk Subcommittee:

- 1) Notes this report.**

MOTION CARRIED

9.2. GOV2411 Deep Dive - People

(YouTube 00:36:50) This report was presented to facilitate a discussion into management of the strategic risk in relation to people, outlining current risk prevention, existing controls and changes or improvements that the sub-committee may have recommended. Mark Olsen (Manager People and Safety) and Amanda Vercoe (GM Governance, Culture & Customer) were available to respond to questions on the report.

Resolution AR24-110: Cr Malcolm Moved, Cr Mepham Seconded

That the Audit and Risk Subcommittee:

- 1) Notes the attached deep dive on Council's 'People' strategic risk.**
- 2) Notes the attached one page summary of the People & Culture Strategy 2024 to 2027.**

MOTION CARRIED

9.3. GOV2410 Strategic Risk Deep Dive - External Change

(YouTube 00:53:29) This report was presented to the subcommittee to facilitate a deep dive discussion into Strategic Risk External Change. Marianna Brook (Principal Advisor Mayoral Forum and Local Government Reform) Andrea Howard (Manager Executive Advice), Amanda Vercoe, (General Manager Governance, Culture and Customer) were available to respond to questions.

Resolution AR24-111: Cr Forbes Moved, Cr Mepham Seconded

That the Audit and Risk Subcommittee:

- 1) Notes the attached deep dive on Councils 'External Change' strategic risk.**

MOTION CARRIED

9.4. CS2414 Annual Report Timetable and Matters Under Consideration

(YouTube 01:03:30) The purpose of this report was to outline the timetable and changes in the accounting standards for Council's Annual Report and Financial Statements for the year ending 30 June 2024. Sarah Munro (Finance Manager, Reporting) and Nick Donnelly (GM Corporate Services) were available to respond to questions.

Resolution AR24-112: Cr Malcolm Moved, Cr Wilson Seconded

That the Audit and Risk Subcommittee:

- 1) Notes this report.**

MOTION CARRIED

9.5. CS2406 Legislative Compliance

(YouTube 01:07:02) The purpose of this report was to receive Council's six-monthly legislative compliance report: ComplyWith survey – measuring Council's lawfulness; Local Government and Official Information and Meetings Act 1987 (LGOIMA) compliance; and Protected Disclosures (Protection of Whistleblowers) Act 2022. Janet Ashcroft (Legal Counsel) and Nick Donnelly (GM Corporate Services) were available to respond to questions on the report.

Resolution AR24-113: Cr Malcolm Moved, Cr Wilson Seconded

That the Audit and Risk Subcommittee:

1) Notes this report.

MOTION CARRIED

9.6. CS2405 Corporate Policy Overview Report

(YouTube 01:18:45) This report provided the Audit and Risk Subcommittee with an overview of the approximately 66 Council internal and external policies. Janet Ashcroft (Legal Counsel) and Nick Donnelly (GM Corporate Services) were available to respond to questions on the report.

Resolution AR24-114: Cr Mepham Moved, Cr Wilson Seconded

That the Audit and Risk Subcommittee:

1) Notes this report.

MOTION CARRIED

9.7. CS2418 Treasury Report

(YouTube 01:32:34) Nick Donnelly (GM Corporate Services and CFO) presented the quarterly Treasury Reporting Dashboard from Council's Investment Advisor, Bancorp, on 31 March 2024 and took questions regarding the report.

Resolution AR24-115: Cr Malcolm Moved, Cr Wilson Seconded

That the Audit and Risk Subcommittee:

1) Notes this report and the attached Bancorp Treasury Reporting Dashboard – 31 March 2024.

MOTION CARRIED

10. NOTICES OF MOTION

None for this Committee.

11. RESOLUTION TO EXCLUDE THE PUBLIC

Resolution: Cr Malcolm Moved, Cr Wilson Seconded

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

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 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(1) for the passing of this resolution
<p>Minutes of the PE Audit and Risk Committee Meeting 2024.03.21</p>	<p>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)</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 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 avoid prejudice to measures that prevent or mitigate material loss to members of the public – Section 7(2)(e)</p> <p>To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h)</p> <p>To prevent the disclosure or use of official information for improper gain or improper advantage - 7(2)(j)</p>	<p>Section 48(1)(a); Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds: (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.</p>
<p>3.1 Strategic Risk Register</p>	<p>To avoid prejudice to measures that prevent or mitigate material loss to members of the public - 7(2)(e)</p>	<p>Section 48(1)(a); Subject to subsection (3), a local authority may by resolution</p>

	<p>To prevent the disclosure or use of official information for improper gain or improper advantage - 7(2)(j)</p>	<p>exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds: (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.</p>
<p>3.2 Deloitte ORC Audit Plan</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 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>	<p>Section 48(1)(a); Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds: (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.</p>
<p>3.3 Insurance Disclosures</p>	<p>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)</p> <p>To avoid prejudice to measures that prevent or mitigate material loss to members of the public - 7(2)(e)</p> <p>To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h)</p>	<p>Section 48(1)(a); Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds: (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.</p>

<p>3.4 Insurance Renewals</p>	<p>To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h)</p> <p>To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) – Section 7(2)(i)</p>	<p>Section 48(1)(a); Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds: (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.</p>
<p>3.5 Managed Fund Report</p>	<p>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)</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 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 enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h)</p>	<p>Section 48(1)(a); Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds: (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.</p>

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.:

- 3.2 Deloitte ORC Audit Plan*
- 3.4 Insurance Renewals*

It was moved also that consultants from Deloitte and Marsh Insurance Brokers be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of ORC Audit Plan and Insurance Renewals. This knowledge, which will be of assistance in relation to matters 3.2 Deloitte ORC Audit Plan, and 3.4 Insurance Renewals to be discussed, and relevant to those matters because of their experience and engagement to the ORC.

MOTION CARRIED

12. CLOSURE

There was no further business and Chair Douglas declared the public part of the meeting closed at 3:37pm.



Chairperson

26/09/2024
Date