

**Absolutely Positively  
Wellington City Council**

Me Heke Ki Pōneke

# Ordinary Meeting of Unaunahi Māhirahira | Audit and Risk Committee Ngā Meneti | Minutes

9:30am Rāapa Wednesday, 16 Here-turi-kōkā August 2023

Ngake (16.09)

Level 16, Tahiwī

113 The Terrace

Pōneke | Wellington



---

---

## **PRESENT**

Mayor Whanau  
Councillor Chung  
Pouiwi Kelly  
Councillor Pannett  
Councillor Randle (Deputy Chair)  
Bruce Robertson (Chair)  
Wendy Venter

## **IN ATTENDANCE**

Deputy Mayor Foon  
Councillor Calvert (via audio visual link)  
Councillor Matthews  
Councillor Free (via audio visual link)  
Councillor McNulty  
Councillor O'Neill (via audio visual link)  
Councillor Young

# TABLE OF CONTENTS

## 16 AUGUST 2023

---

<b>Business</b>	<b>Page No.</b>
<b>1. Meeting Conduct</b>	<b>5</b>
<b>1.1 Karakia</b>	<b>5</b>
<b>1.2 Apologies</b>	<b>5</b>
<b>1.3 Conflict of Interest Declarations</b>	<b>5</b>
<b>1.4 Confirmation of Minutes</b>	<b>5</b>
<b>1.5 Items not on the Agenda</b>	<b>5</b>
<b>1.6 Public Participation</b>	<b>5</b>
<b>3. Public Excluded</b>	<b>7</b>
<b>3.1 Legal and Risk Updates</b>	<b>7</b>
<b>2. General Business</b>	<b>8</b>
<b>2.1 Te Aho Marutau   Internal Audit Report for the year ended 30 June 2023</b>	<b>8</b>
<b>2.2 Strategic Risks Update August 2023</b>	<b>8</b>
<b>2.3 Proforma Financial Statements for 30 June 2023 and year-end reporting update</b>	<b>9</b>
<b>2.4 Speed Management Privacy Breach Response</b>	<b>9</b>
<b>2.5 Health and Safety Performance Report</b>	<b>9</b>
<b>2.6 Actions Tracking</b>	<b>10</b>
<b>2.7 Forward Programme and Workplan Update</b>	<b>10</b>



## 1. Meeting Conduct

---

### 1.1 Karakia

The Chairperson declared the hui (meeting) open at 9:31am and read the following karakia to open the meeting.

**Whakataka te hau ki te uru,  
Whakataka te hau ki te tonga.  
Kia mākinakina ki uta,  
Kia mātaratara ki tai.  
E hī ake ana te atākura.  
He tio, he huka, he hauhū.  
Tihei Mauri Ora!**

Cease oh winds of the west  
and of the south  
Let the bracing breezes flow,  
over the land and the sea.  
Let the red-tipped dawn come  
with a sharpened edge, a touch of frost,  
a promise of a glorious day

### 1.2 Apologies

**Moved Bruce Robertson, seconded Councillor Randle**

#### **Resolved**

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Accept the apologies received from Councillor Apanowicz Councillor for absence and Pannett for lateness.

**Carried**

### 1.3 Conflict of Interest Declarations

No conflicts of interest were declared.

### 1.4 Confirmation of Minutes

**Moved Bruce Robertson, seconded Wendy Venter**

#### **Resolved**

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Approves the minutes of the Unaunahi Māhirahira | Audit and Risk Committee Meeting held on 10 May 2023, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

**Carried**

### 1.5 Items not on the Agenda

There were no items not on the agenda.

### 1.6 Public Participation

No requests for public participation were received.

---

**Secretarial note:** In accordance with standing order 19.1, the chairperson accorded precedence to some items of business and announced that the agenda would be considered in the following order:

3.1 Legal and Risk Updates.

2.1 Te Aho Marutau | Internal Audit Report for the year ended 30 June 2023.

2.2 Strategic Risks Update August 2023.

2.3 Proforma Financial Statements for 30 June 2023 and year-end reporting update.

2.4 Speed Management Privacy Breach Response.

2.5 Health and Safety Performance Report.

2.6 Actions Tracking.

2.7 Forward Programme and Workplan Update.

**Secretarial note:** The meeting went into public-excluded at 9:39pm.

**Secretarial note:** The meeting returned from public-excluded session at 10:40pm.

### 3. Public Excluded

#### Moved Bruce Robertson, seconded Councillor Randle

##### Resolved

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
3.1 Legal and Risk Updates	<p>7(2)(g) The withholding of the information is necessary to maintain legal professional privilege.</p> <p>7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.</p>

**Carried**

---

**Secretarial note:** The hui at adjourned for morning tea at 10:40am and resumed at 10:51am with the following members present: Mayor Whanau, Councillor Chung, Pouiwi Kelly, Councillor Pannett Councillor Randle, Bruce Robertson and Wendy Venter.

---

## 2. General Business

---

### 2.1 Te Aho Marutau | Internal Audit Report for the year ended 30 June 2023

#### Moved Wendy Venter, seconded Pouiwi Kelly

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Receive the update on Protected Disclosures and investigations.
2. Receive information about the Council's internal control environment and summary of internal audit work completed for the period 2022-23.
3. Receive information about the legislative compliance system.
4. **Request that management reports back to the Committee within 6 months on a internal control systems and process maturity uplift plan.**

**Secretarial note:** The motion was moved with changes supported by officers and marked in red.

(Mayor Whanau left the hui at 11:19am)  
(Mayor Whanau rejoined the hui at 11:20am)  
(Mayor Whanau left the hui at 11:20am)

### 2.2 Strategic Risks Update August 2023

#### Moved Councillor Chung, seconded Pouiwi Kelly

#### Resolved

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Receive the information.

**Carried**

(Mayor Whanau joined the hui 11:38)



### **2.3 Proforma Financial Statements for 30 June 2023 and year-end reporting update**

**Moved Bruce Robertson, seconded Councillor Randle**

#### **Resolved**

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Provide feedback on the proforma financial statements.
2. Receive an update on the status of non-financial performance and **the external audit** for the year-ended 30 June 2023.

**Carried**

**Secretarial note:** The motion was moved with changes supported by officers and marked in red.

### **2.4 Speed Management Privacy Breach Response**

**Moved Councillor Randle, seconded Councillor Chung**

#### **Resolved**

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Receive the information.

**Carried**

(Councillor Randle left the hui at 12:23pm)

### **2.5 Health and Safety Performance Report**

**Moved Councillor Chung, seconded Councillor Pannett**

#### **Resolved\**

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Receive the information.
2. Recommend that Te Kaunihera o Pōneke | Council:
  - a. Receive the information.

**Carried**

## 2.6 Actions Tracking

**Moved Councillor Pannett, seconded Councillor Chung**

### **Resolved**

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Receive the information.

**Carried**

## 2.7 Forward Programme and Workplan Update

**Moved Councillor Pannett, seconded Councillor Chung**

### **Resolved**

That the Unaunahi Māhirahira | Audit and Risk Committee:

1. Receive the information.

**Carried**

The meeting concluded at 12:41 pm with the reading of the following karakia:

<b>Unuhia, unuhia, unuhia ki te uru tapu nui</b>	Draw on, draw on
<b>Kia wātea, kia māmā, te ngākau, te tinana, te wairua</b>	Draw on the supreme sacredness To clear, to free the heart, the body and the spirit of mankind
<b>I te ara takatū</b>	Oh Rongo, above (symbol of peace)
<b>Koia rā e Rongo, whakairia ake ki runga</b>	Let this all be done in unity
<b>Kia wātea, kia wātea</b>	
<b>Āe rā, kua wātea!</b>	

Authenticated: \_\_\_\_\_  
Chair