
ORDINARY MEETING
OF
KĀWAI MĀHIRAHIRA - AUDIT AND RISK SUBCOMMITTEE
MINUTES

Time: 9:30**am**
Date: Wednesday, 15 September 2021
Venue: **Virtual Meeting**

PRESENT

Mayor Foster (via audiovisual link)
Councillor Condie (Deputy Chair) (via audiovisual link)
Liz Kelly (via audiovisual link)
Councillor Pannett (via audiovisual link)
Councillor Paul (via audiovisual link)
Linda Rieper (External) (via audiovisual link)
Bruce Robertson (Chair) (via audiovisual link)
Councillor Rush (via audiovisual link)
Roy Tiffin (External) (via audiovisual link)

IN ATTENDANCE

Deputy Mayor Free (via audiovisual link)
Councillor Calvert (via audiovisual link)
Councillor Foon (via audiovisual link)

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1. Meeting Conduct

1.1 Karakia

The Chairperson declared the meeting open at 9:31am and invited members to stand 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

No apologies were received.

1.3 Conflict of Interest Declarations

No conflicts of interest were declared.

1.4 Confirmation of Minutes

Moved Bruce Robertson, seconded Councillor Condie, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Approves the minutes of the Kāwai Māhirahira | Audit and Risk Subcommittee Meeting held on 3 August 2021, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

Carried unanimously

1.5 Items not on the Agenda

The chairperson gave notice of a minor matter relating to the general business of the Kāwai Māhirahira | Audit and Risk Subcommittee.

Update on the Annual Report

The item will be discussed, but no resolution, decision or recommendation may be made in respect of the item except to refer it to a subsequent meeting for further discussion. This will be discussed in conjunction with item 2.2 Internal Audit Report for the year ended 30 June 2021.

1.6 Public Participation

There were no requests for public participation.

(Councillor Calvert joined the meeting at 9:37am.)

(Deputy Mayor Free joined the meeting at 9:42am and left the meeting at 9:46am.)

(Mayor Foster joined the meeting at 9:47am.)

(Deputy Mayor Free joined the meeting at 9:50am.)

(Liz Kelly joined the meeting at 9:57am.)

2. General Business

2.1 Health, Safety and Security Report

Moved Bruce Robertson, seconded Councillor Condie, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information
2. Recommend to the Pūroro Tahua – Finance and Performance Committee to receive the information on 16 September 2021.

Carried unanimously

2.2 Internal Audit Report for the year ended 30 June 2021

Moved Bruce Robertson, seconded Councillor Condie, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.

Carried unanimously

The meeting adjourned at 10:49am and reconvened at 11:03am with the following members present: Councillor Condie (Deputy Chair), Liz Kelly, Councillor Pannett, Councillor Paul, Linda Rieper, Bruce Robertson (Chair), Councillor Rush and Roy Tiffin.

2.3 Legislative Compliance

Moved Bruce Robertson, seconded Linda Rieper, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.
2. Request the management prioritise recommendations and request that they develop a reporting timeline for the Subcommittee's approval.

Carried

Secretarial note: The Chairperson moved the original motion with amendments as marked in red.

2.4 Internal Audit Charter

Moved Bruce Robertson, seconded Roy Tiffin, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.
2. Approve the Internal Audit Charter.

Carried

2.5 Strategic Risk Reporting September 2021

Moved Bruce Robertson, seconded Liz Kelly, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.
2. ~~Provide feedback~~ Direct staff to note the feedback provided on the risk profile and dashboard reporting approach.

Carried

Secretarial note: The Chairperson moved the original motion with amendments, as marked in red.

2.6 Action Tracking

Moved Bruce Robertson, seconded Roy Tiffin, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.

Carried

(Councillor Paul left the meeting at 12:08pm.)

2.7 Forward Programme

Moved Bruce Robertson, seconded Linda Rieper, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.

Carried

3.0 Public Excluded

Moved Bruce Robertson, seconded Councillor Condie, the following motion

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

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
2.1 Attachment to 2.5 - Strategic Risk Reporting September 2021 - Attachment 1 Malicious Attack - strategic risk profile	Section 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.	Section 7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.
2.2 Attachment to 2.5 - Strategic Risk Reporting September 2021 - Attachment 2 Cyber Attack - strategic risk profile	Section 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.	Section 7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.

Carried

The meeting went into public excluded 12:12pm at and returned at 12:45pm.

The meeting concluded at 12:45pm with the reading of the following karakia:

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

Authenticated: _____
Chair