

01-15-010\25-01  
RDC-1022442

# Minutes

## AUDIT & RISK COMMITTEE

meeting Monday 15 June 2020 at 10am  
Committee Room 1 Rotorua Lakes Council

MEMBERS PRESENT: Ms Brosnahan (Chairperson)  
Ms Stanway (Deputy Chairperson), Mayor Chadwick, Cr  
Raukawa-Tait, Cr Tapsell (via Zoom), Geoff Rolleston (Te  
Tatau o Te Arawa)

APOLOGIES: Cr Tapsell for lateness (via audio visual link)

STAFF PRESENT: G Williams, Chief Executive, O Hopkins, Manager Corporate  
Planning & Governance; T Collé, CFO/ Group Manager  
Business Support; A McGregor, Manager PMO; R Dunn,  
Governance Lead; I Brell, Governance Support Advisor

### 1. KARAKIA WHAKPUAKI OPENING KARAKIA

Mr Rolleston opened the meeting with a Karakia.

### 2. NGĀ WHAKAPAAHA APOLOGIES

The Committee noted Cr Tapsell's apologies for lateness for joining the meeting by audio visual link.

### 3. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The following declarations of interest were received:

- Cr Donaldson declared an interest in Item 8 – Code of Conduct and explained he would remove himself from the meeting for that item.
- Mayor Chadwick declared an interest in any item on the agenda that referred to the Tourism Taskforce.

- Mayor Chadwick commented that to avoid any perceived conflict of interest she would remove herself from the meeting while Item 8 – Code of Conduct was being discussed.
- Ms Brosnahan asked that her role as Chairperson, Harrison Grierson be noted.

**ATTENDANCE:**

Cr Tapsell joined the meeting at 10.15am  
Mayor Chadwick left the meeting at 10.20am

**4. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE  
URGENT ITEMS NOT ON THE AGENDA**

None.

**5. TE WHAKAŪ I NGĀ MENETI  
CONFIRMATION OF COUNCIL MINUTES****5.1 Audit & Risk Committee meeting 7 May 2020**

**Resolved**

**That the minutes of the Audit & Risk Committee meeting held 7 May 2020 be confirmed as true and correct.**

Mr Rolleston/Mayor Chadwick  
CARRIED

**6. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI  
RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLVED**

**That the Committee move into Public Excluded session.**

Ms Brosnahan/Ms Stanway  
CARRIED

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 passing of this resolution
CONFIDENTIAL MINUTES of previous meeting held 7 May 2020	Protect information where making available would be likely otherwise to damage the public interest  Protect the disclosure or use of official information for improper gain or improper advantage.	Section 48(1)(a) Section 7(2)(c)(ii) Section 7(2) (j)
RECOMMENDATION 2020 External Audit Plan – Rotorua Lakes Council For The Year Ending 30 June 2020	Protect information where making available would be likely otherwise to damage the public interest  Protect the disclosure or use of official information for improper gain or improper advantage.	Section 48(1)(a) Section 7(2)(c)(ii) Section 7(2) (j)
RECOMMENDATION COVID- 19 Risk Management	Protect information where making available would be likely otherwise to damage the public interest	Section 48(1)(a) Section 7(2)(c)(ii) Section 7(2) (j)
RECOMMENDATION Risk Review	Protect information where making available would be likely otherwise to damage the public interest	Section 48(1)(a) Section 7(2)(c)(ii) Section 7(2) (j)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 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 are as shown above (in brackets) with respect to each item.

## 6. RESOLUTION TO MOVE OUT OF PUBLIC EXCLUDED

**Resolved****That the Audit & Risk Committee move out of public excluded session.**Ms Brosnahan/Cr Raukawa-Tait  
CARRIED**SUMMARY OF ACTION POINTS**

<b>Agenda Item No</b>	<b>Action</b>	<b>Assignee</b>	<b>Due Date</b>
<b>9.3</b>	Infrastructure maintenance in proposed actions to include the Trility proposal.	Aimee McGregor	14 September 2020
<b>9.3</b>	Assess strategic risks post Covid 19	Aimee McGregor	14 September 2020

OPEN SESSION

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 The meeting closed at 12.30pm
 

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To be confirmed at next Audit &amp; Risk committee meeting

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