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## Audit & Risk Committee

### OPEN MINUTES

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Minutes of a meeting of the Audit & Risk Committee held in Committee Room 1, Municipal Building, Garden Place, Hamilton on Monday 23 September 2019 at 11.01am.

#### PRESENT

**Chairperson:** Keiran Horne – External Appointee  
**Deputy Chairperson** Bruce Robertson - External Appointee  
**Membership:** Mayor Andrew King  
Cr Garry Mallett  
Cr Rob Pascoe

**In Attendance:** David Bryant – General Manager Corporate  
Jen Baird - General Manager City Growth  
Tracey Musty – Financial Controller  
Julie Clausen – Unit Manager Strategy and Corporate Planning  
Liz Tuck - Corporate Planning Manager  
Tracey Lowndes – Project Manager Strategy and Planning  
Julie Sanderson – Group Business Manager City Growth  
Nigel Ward - Communications Team Leader  
Dan Silverstone – Communications and Engagement Advisor  
Clarence Susan and Naude Kotze - Audit NZ representatives

**Governance Staff:** Amy Viggers - Committee Advisor

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1. **Apologies**  
**Resolved:** (Mr Robertson/Cr Pascoe)  
There were no apologies.
2. **Confirmation of Agenda**  
**Resolved:** (Ms Horne/ Mr Robertson)  
That the agenda is confirmed.
3. **Declarations of Interest**  
No members of the Council declared a Conflict of Interest.
4. **Public Forum**  
There were no members of the public that wished to speak.
5. **Confirmation of Audit and Risk Committee Minutes - Open - 3 September 2019**  
  
**Resolved:** (Cr Pascoe/Mr Robertson)  
That the Committee confirm the Open Minutes of the Audit and Risk Committee Meeting held on 3 September 2019 as a true and correct record.

**6. Annual Report 2018/19 and Audit NZ Clearance**

The Financial Controller and Corporate Planning Manager spoke to the report explaining the purpose of the summary document and the changes made since the document was last seen by the Committee. Clarence Susan and Naude Kotze (Audit NZ representatives) spoke to the Audit Opinion that was included within the annual report. Along with staff, they responded to questions from Committee Members concerning the audit opinion, the Qualified Opinion on the statement of service performance, and the Mayor and Chief Executive Statement.

**Resolved:** (Ms Horne/Mr Robertson)

That the Audit and Risk Committee:

- a) receives the report;
- b) requests the Mayor and Chief Executive statement be amended to include a paragraph on staff health, safety and wellbeing; and
- c) recommends to Council the adoption of the 2018/19 Annual Report.

*Mayor King joined the meeting (11.06am) during the discussion of the above item. He was present when the matter was voted on.*

**7. Resolution to Exclude the Public**

**Resolved:** (Ms Horne/Mayor King)

**Section 48, Local Government Official Information and Meetings Act 1987**

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

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 follows.

General subject of each 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
C1. Confirmation of Audit and Risk Committee Minutes - Public Excluded - 3 September 2019	) Good reason to withhold ) information exists under ) Section 7 Local Government ) Official Information and ) Meetings Act 1987	Section 48(1)(a)

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 which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
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**The meeting went into a Public Excluded session at 11.24am**

**The meeting was declared closed at 11.26am.**