



## Minutes of a meeting of the Audit and Risk Subcommittee held in the Council Chamber on Thursday, 11 August 2022 at 1PM

### **Membership**

Cr Hilary Calvert	<i>(Chairperson)</i>
Mr Andrew Douglas	<i>(Independent Member)</i>
Cr Kevin Malcolm	
Cr Andrew Noone	
Cr Kate Wilson	

### **Welcome**

Chairperson Hilary Calvert welcomed Councillors, members of the public and staff to the meeting at 1:34 pm. Staff present included Amanda Vercoe (GM Governance, Culture and Customer), Gavin Palmer (GM Operations), Margot Anderson (Manager People and Safety), Andrea Howard (Manager Executive Advice), Gina Watts (Safety and Wellbeing Coordinator), and Liz Spector, (Governance Support). Staff present electronically included Nick Donnelly (GM Corporate Services), Richard Saunders (GM Regulatory and Communications) and Nahshon O'Kane (Safety and Wellbeing Partner).

## **1. APOLOGIES**

There were no apologies. Chair Calvert noted that Dr Borren, interim CE, was unable to attend the meeting and that Mr Donnelly was the Senior Officer.

## **2. PUBLIC FORUM**

No public forum was held.

## **3. CONFIRMATION OF AGENDA**

The agenda was confirmed as presented.

## **4. CONFLICT OF INTEREST**

No conflicts of interest were advised.

## **5. CONFIRMATION OF MINUTES**

**Resolution: Cr Malcolm Moved, Cr Wilson Seconded**

*That the minutes of the meeting held on 12 May 2022 are confirmed as a true and accurate record.*

**MOTION CARRIED**

## **6. ACTIONS (STATUS OF COMMITTEE RESOLUTIONS)**

Open actions from resolutions of the Subcommittee were reviewed.

## **7. MATTERS FOR CONSIDERATION**

### **7.1. GOV2243 Safety and Wellbeing Report**

This report was provided to summarise progress towards the Safety and Wellbeing Team's key strategic priorities and safety performance indicators for the period April 2022 – June 2022 (Quarter 4, FY 21/22). The report also summarised key areas of focus for the Safety and Wellbeing team for the 2021/22 financial year and beyond. Margot Anderson (Manager People and Safety), Gina Watts (Safety and Wellbeing Coordinator) and Nahshon O'Kane (Safety and Wellbeing Partner), and Amanda Vercoe (GM Governance, Culture and Customer) were present to respond to questions about the report.

Following questions about the report, Chair Calvert asked that a table be included in future reports that highlighted strengths, focuses, issues and how these will be addressed to allow anyone reading the Safety and Wellbeing report to understand what issues stand out for the Team. Cr Malcolm also suggested that table differentiate between organisational and contractor areas of note. Ms Anderson agreed to include this table in future reports to the subcommittee.

Following further discussion, it was moved:

**Resolution AR22-123: Cr Noone Moved, Andrew Douglas Seconded**

*That the Subcommittee:*

- 1) **Notes this report.**

**MOTION CARRIED**

## 7.2. CS2242 Corporate Policy Overview Report

The Policy Review Group (PRG) was established in October 2020 to oversee Council’s internal organisational policies. This group was established to consider new policies and amendments to existing policies quarterly. The Audit and Risk Subcommittee requested the group's reviews be reported to each future meeting. Amanda Vercoe (GM Governance, Culture and Customer) and Nick Donnelly (GM Corporate Services/CFO) were available to respond to questions about the report.

Following questions of the report, Cr Calvert asked that staff provide dashboard data for the Working Better Together Framework alongside this report starting with the first Audit and Risk meeting of the next triennium.

### Resolution AR22-124: Cr Calvert Moved, Andrew Douglas Seconded

*That the Audit and Risk Subcommittee:*

- 1) **Notes** this report.
- 2) **Notes** staff will provide dashboard data for the Working Better Together framework from the first A& R meeting of the next triennium.

### MOTION CARRIED

## 8. RESOLUTION TO EXCLUDE THE PUBLIC

**Resolution: Cr Calvert Moved, Cr Malcolm Seconded:**

*That the public be excluded from consideration of the following items Under LGOIMA 48(1)(a) per the order paper in the agenda:*

- *Minutes of the 12 May 2022 public-excluded portion of the Audit and Risk Subcommittee meeting*
- *Managed Fund Report, 30 June 2022*
- *Risk Register*
- *Vehicle Monitoring and Tracking*
- *Wilding Conifer Contract Management Update*

### MOTION 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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
<i>Minutes of the 12 May 2022 Audit and Risk Subcommittee meeting</i>	<b>Section 7(2)(b)(ii)</b> - 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	

	<p>information.</p> <p><b>Section 7(2)(c)(i)</b> –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.</p> <p><b>Section 7(2)(c)(ii)</b> - 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.</p> <p><b>Section 7(2)(e)</b> - To avoid prejudice to measures that prevent or mitigate material loss to members of the public.</p> <p><b>Section 7(2)(g)</b> - To maintain legal professional privilege.</p> <p><b>Section 7(2)(h)</b> - To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p><b>Section 7(2)(i)</b> - To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p><b>Section 7(2)(j)</b> - To prevent the disclosure or use of official information for improper gain or improper advantage.</p>	
<p>3.1 <i>Managed Fund – June 2022</i></p>	<p><b>Section 7(2)(b)(ii)</b> - 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.</p> <p><b>Section 7(2)(c)(i)</b> –To protect information which is subject to an</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:</p> <p>(a) that the public conduct of</p>

	<p>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.</p> <p><b>Section 7(2)(h)</b> - To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	<p>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>
3.2 Risk Register	<p><b>Section 7(2)(e)</b> - To avoid prejudice to measures that prevent or mitigate material loss to members of the public.</p> <p><b>Section 7(2)(j)</b> - To prevent the disclosure or use of official information for improper gain or improper advantage.</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:</p> <p>(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>
3.3 Vehicle Monitoring and Tracking	<p><b>Section 7(2)(c)(ii)</b> - 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.</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:</p> <p>(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>
3.4 Wilding Conifer Contract Management Update	<p><b>Section 7(2)(e)</b> - To avoid prejudice to measures that prevent or mitigate material loss to members of the public.</p> <p><b>Section 7(2)(g)</b> - To maintain legal</p>	<p>Section 48(1)(a): Subject to subsection (3), a local authority may by resolution exclude the public from the</p>

	<p>professional privilege.  <b>Section 7(2)(h)</b> - To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	<p>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>
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This resolution was 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.

**9. CLOSURE**

There was no further business and Chairperson Calvert declared the public meeting closed at 2:03 pm.



Chairperson

21 September 2022

Date