

---

**MINUTES**  
of the  
**AUDIT AND RISK COMMITTEE MEETING**  
held  
**1.30 pm, Thursday, 14 March 2019**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

---

Present: Councillor D Ogilvie (Chair), Councillors P Sangster, S Brown and Mr Graham Naylor

In Attendance: Councillor D McNamara, Corporate Services Manager (M Drummond), Chief Executive (J Dowding), Finance Manager (M McGlinchey), Financial Accountant (C Thomas), Executive Assistant (H Simpson), Audit NZ (I Lothian, J Mackey)

Cr Greening joined the meeting by audio link at 1.35pm.

## **1 OPENING, WELCOME**

Councillor Greening's attendance by audio link was noted.

The Chair invited Cr McNamara to the table and put forward a motion to allow Cr McNamara speaking rights, noting that he would not have voting rights.

**Moved Cr Ogilvie/Cr Sangster**  
**FNAU19-03-1**

**That Cr McNamara be granted speaking rights at the 14 March 2019 Audit and Risk Committee Meeting.**

**CARRIED**

## **2 APOLOGIES AND LEAVE OF ABSENCE**

**Moved Cr Brown/Cr Sangster**  
**FNAU19-03-2**

**That apologies for absence from Mayor Kempthorne be accepted.**

**CARRIED**

---

### 3 DECLARATIONS OF INTEREST

Nil.

### 4 CONFIRMATION OF MINUTES

Cr Greening requested the addition of the following words to the minutes, as a new paragraph 4 to item 7.3:

*Councillors discussed the policy in relation to the receipt of gifts by staff and whether any receipt of gifts by staff was appropriate. Staff advised this matter would be discussed as part of the wider internal audit review of related policies.*

**Moved Cr Ogilvie/Cr Sangster  
FNAU19-03-3**

**That the minutes of the Audit and Risk Committee meeting held on Thursday, 15 November 2018, be confirmed as amended as a true and correct record of the meeting.**

**CARRIED**

### 5 REPORTS OF COMMITTEE

Nil

### 6 PRESENTATIONS

Nil

### 7 REPORTS

Nil

### 8 CONFIDENTIAL SESSION

Members discussed whether it was necessary for this item to be considered in a public excluded session. They were advised that given the nature of business, it was appropriate that discussions occur without the public being present. Direction from the Committee following discussions might impact on Council's future negotiations with the MagiQ software company.

#### 8.1 Procedural motion to exclude the public

**Moved Cr Ogilvie/Cr Brown  
FNAU19-03-4**

**That the public be excluded from the following part(s) of the proceedings of this meeting. 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.**

**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:**

**8.1 Internal Audit Update Report**

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(b)(ii) - The withholding of the information is necessary 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.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

*Cr Greening asked that his vote AGAINST be noted.*

**CARRIED**

The meeting concluded at 2.49pm.

Date Confirmed:

Chair: