

**I give notice that
a Risk & Assurance Committee Meeting will be held on:**

Date:	Friday, 19 May 2023
Time:	9.30am
Location:	Council Chamber 107 te Heuheu Street Taupō

AGENDA

MEMBERSHIP

Chairperson Cr Bruce Robertson
Deputy Chairperson Cr Danny Loughlin

Members Cr Anthony Byett
Cr Anna Park
Mayor David Trewavas
Cr John Williamson
Cr Rachel Shepherd
Cr Kevin Taylor

Quorum 4

Julie Gardyne
Acting Chief Executive Officer

Order Of Business

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2	Whakapāha Apologies	
3	Ngā Whakapānga Tukituki Conflicts of Interest	
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4.1 RISK & ASSURANCE COMMITTEE MEETING - 2 MARCH 2023

Author: Shainey James, Governance Quality Manager

Authorised by: Nigel McAdie, Legal, Risk and Governance Manager

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the minutes of the Risk & Assurance Committee meeting held on Thursday 2 March 2023 be confirmed as a true and correct record.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Risk & Assurance Committee Meeting Minutes - 2 March 2023

5.1 INSURANCE UPDATE

Author: Jamie Dale, Risk Manager

Authorised by: Nigel McAdie, Legal, Risk and Governance Manager

TE PŪTAKE | PURPOSE

To provide an update on the Council's insurance renewal programme for 2023/24 and the state of the current national and international insurance markets that will influence the programme.

The global and domestic insurance markets have been hit by a significant number of large climate-related events over the past year. As result, insurance costs are expected to increase by anywhere between 10% - 30% depending on the nature and scale of the risks involved.

As shown on the Committee's proposed workplan for 2023, a review of the Council's insurance programme is proposed later this year following a refresh of the Council's strategic risks and risk appetite.

NGĀ KŌRERORERO | DISCUSSIONCurrent Insurance Status

Currently our insurances are procured through the Bay of Plenty Local Authority Shared Services (BOPLASS). Aon New Zealand Limited were appointed as the insurance broker following a joint procurement process with other LASS groups and Hawkes Bay councils, designed to deliver additional value, including savings in fees and premiums.

Our insurance year runs from 1 November. Within the four general insurance categories of General Liability, Property, Professional Liability and Cyber Liability, we have 13 individual insurance policies covering:

1. Material Damages and Business Interruption
2. Professional Indemnity
3. Statutory Liability
4. Public Liability
5. Employers Liability
6. Commercial Motor Vehicles
7. Cyber Liability Insurance
8. Museum Fine Arts
9. Crime
10. Standing Timber
11. Airport Owners & Operators Liability
12. Aviation Non-Owners Liability
13. Personal Accident

2023/24 Renewal Programme

The 2023/24 renewal programme has commenced already, and we are working to the following timelines with BOPLASS and Aon.

Timeline for property insurance renewal:

- Mar/April 2023. Pre-renewal discussions (completed at AON Risk Forum in April)
- May 2023. Renewal schedules provided to Council
- By 7 July 2023. All renewal schedules to be with AON
- Last week of August 2023. Renewal submissions sent to insurers
- First week of September 2023. Present to London Markets
- October 2023. Confirm renewal

Timeline for all other insurance renewals:

- Mar/April 2023. Pre-renewal discussions
- July 2023. Renewal schedules provided to Council
- By 1 September 2023. All renewal declarations sent to AON
- 8 September 2023. Renewal submission sent to insurers
- October 2023. Confirm renewal.

Current State of the Insurance Market

Globally 2022 was another year of significant economic loss events that included droughts, earthquakes, windstorms, floods, severe convective storms, tropical cyclone, wildfires, winter weather, etc. Early indications are that 2023 is likely to continue this trend.

Exhibit 1: Significant 2022 Economic Loss Events



Exhibit 2: Top 10 2022 Global Economic Loss Events

Date	Event	Location	Deaths	Economic Loss (\$ billion)	Insured Loss (\$ billion)
09/27 - 10/01	Hurricane Ian	United States, Cuba	157	95.5	52.5
Annual	European Drought	Southern, Western and Central Europe	N/A	22.0	3.0
Annual	U.S. Drought	United States	N/A	16.0	8.0
06/14 - 10/30	Pakistan Seasonal Floods	Pakistan	1,739	15.0	0.1
06/01 - 09/30	China Seasonal Floods	China	195	15.0	0.4
03/16	Fukushima Earthquake	Japan	4	9.1	2.9
02/23 - 03/31	QLD & NSW Floods	Australia	22	8.0	4.0
Annual	China Drought	China	N/A	7.6	0.2
02/18 - 02/19	Windstorm Eunice	Western and Central Europe	17	4.5	3.4
05/17 - 10/31	India Seasonal Floods	India	2,135	4.2	0.1
All other events			~27,100	115.6	57.4
Totals			~31,300	313 billion	132 billion

Oceania

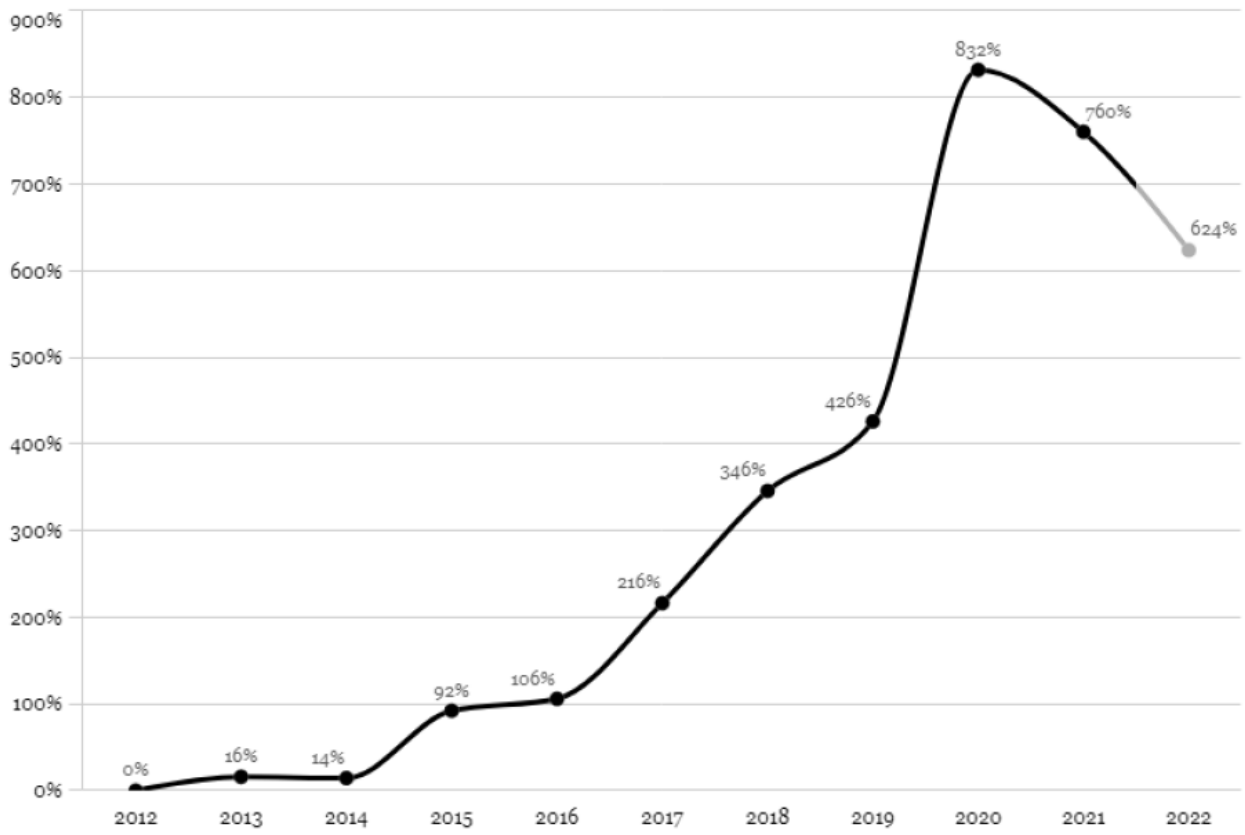
Date(s)	Event	Location	Deaths	Economic Loss (USD)
01/08-01/13	Flooding	Australia	2	80+ million
01/15-10/16	Volcano	Tonga, Pacific Rim	4	118+ million
02/01-02/08	Flooding	Fiji	0	105+ million
02/09-02/13	Cyclone Dovi	New Zealand, Vanuatu, New Caledonia	0	84+ million
02/23-03/31	Flooding	Australia	22	8.0+ billion
03/20-03/21	Severe Convective Storm	New Zealand	0	118+ million
06/09-09/14	Severe Convective Storm	Australia, New Zealand	1	19+ million
07/01-07/08	Flooding	Australia	0	466+ million
08/18-08/21	Severe Convective Storm	New Zealand	1	68+ million
09/10	Earthquake	Papua New Guinea	10	Millions
10/12-10/28	Flooding	Australia	2	1.3+ billion
11/12-11/16	Flooding	Australia	0	300+ million

(*Oceania information does not include recent Auckland weather event and Cyclone Gabrielle events for New Zealand)

Cyber security remains a challenging area for the insurance markets, but internationally there is a drop-off in numbers of attacks which peaked in 2020. However, this market remains volatile and can change very quickly.

Cyber Risk

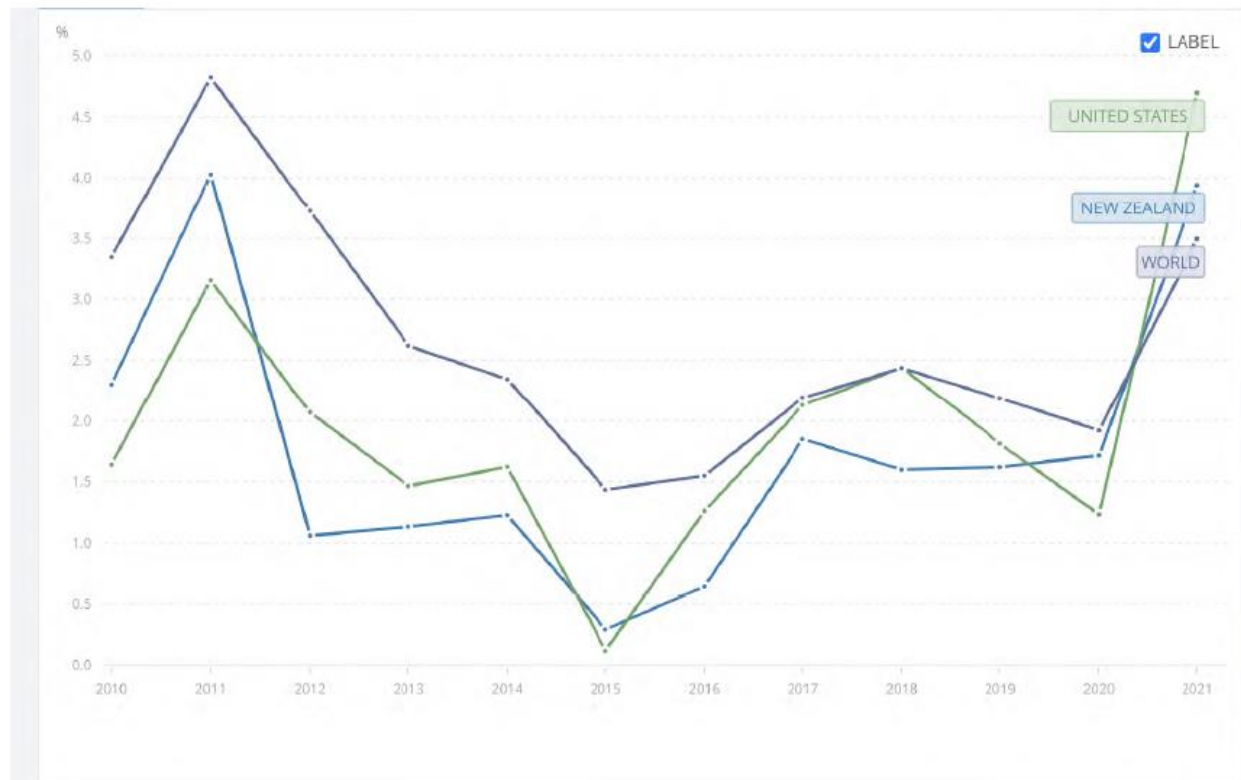
Global Incident Rates



What is Expected for the 2023/24 Renewal Programme

Globally, insurance costs are expected to increase this year. Estimates on how much vary with some sources indicating up to 30% - 40% increases in premium costs. Claims inflation has greatly affected the European insurance market in 2022 thanks to factors like supply chain disruptions and Russia's invasion of Ukraine, and it has left claims professionals scrambling to keep up with the increasing costs and operate within smaller margins.

New Zealand vs World Claims Inflation (Source: Property Casual 360 6/12/2022)



Nationally, the 27 January weather event and Cyclone Gabrielle will have a major effect on this year's renewal programme. Along with global events, insurers and underwriters will be factoring in the effects of these local events that will have a major impact on domestic and commercial property insurers.

Within this challenging insurance market, Aon considers the following to be reflected in BOPLASS's procurement of new insurance for 2023/24:

Material Damages and Business Interruption Insurance:

- Reduction of available capital / more selective deployment of capital
- Property programmes will have to look at loss limits
- Initial estimates are +10-15% on insurance rates
- Continued inflationary pressures impacting declared values, in turn impacting premiums
- Continued focus on Asset Management / Asset Selection

General Liability / Professional Indemnity:

- Increased focus on risk mitigation measures
- Climate change adaptation
- Building consenting issues continue
- Still limited insurer appetite for Local Government sector
- 10-15% increases on insurance rates, but could be additionally impacted by increases on consenting numbers

Cyber Liability Insurance:

- Market contracting

- Restrictive terms and conditions
- Minimum levels of security / management protocols
- More focus on risk mitigations / management
- Reduction in limits
- Increase in self-insured retentions
- Still limited insurer appetite for Local Government sector
- Estimate +30% possible increase in deductible levels for poor performing clients

Commercial Motor Fleets

- Already worsening claim trends
- Claims inflation
- Focus on risk mitigation (driver training etc)
- 10-12.5% increases on insurance rates, depending on claims performance

The Effects on our Insurance Renewal Programme

It is expected that we may see:

- Insurers being more selective where they deploy capital
- Increased focus on underwriting information
- Increased rigour around quality of information (especially on potentially vulnerable infrastructure)
- Increased focus on accurate valuations (need to consider inflationary provisions in valuations)
- Possible increase in deductible levels for events like storms/flood (councils will need more 'skin in the game' for these events)
- In extreme cases, introduction of a sublimit for storm or flood events e.g. for areas where storms or floods have a history of repeat events
- Loss limit policies recommended/imposed (insurers limiting their total exposures per claim and in aggregate)
- Loss modelling may be required to determine appropriate limits (probably more for infrastructure located in environments with a higher risk of damage from natural disaster or climate related events)

Next Steps for the Council

The Finance team will be updating the schedules for Material Damage, Business Interruption and Commercial Motor Vehicle insurances to ensure all additions and disposals have been recorded, and replacement values reflect actual replacement costs. As we are midway through our three-yearly insurance valuation cycle, adjustments to values will be made based on information on cost increases from a combination of sources, including Aon. Current inflationary figures for construction (which according to Core Logic, peaked at 10.4% for 2022) are expected to decrease in the next 12-month period.

Our cyber insurance renewal is likely to be the most difficult to finalise, with insurers showing little interest in offering cyber insurance to government entities. Organisations that can demonstrate that they have good cyber risk practices (which include adequate protection and mitigation practices) will be better placed to secure insurance. This information has been passed onto the Council's IT team to ensure that we can demonstrate that we have all necessary cyber security practices in place.

WHAKAKAPINGA | CONCLUSION

We currently use insurances as a risk mitigation measure, by sharing or transferring residual financial risk/liability that may arise during our operations. Our current insurances run until 4.00pm on 1 November 2023.

The insurance market has been hit by a significant number of large climate-related events over the past year and as result of these insurance costs are expected to increase. The amount of the increase is expected to be anywhere between 10% - 30% depending on the nature and scale of the risks involved.

The Council has started the insurance renewal process for the 2023/24 year through BOPLASS and needs to review its insurance needs and supply insurance schedules and declarations to BOPLASS by 7 July 2023 for property insurances and 8 September for all other insurances.

BOPLASS will be presenting insurance proposals by all participating councils to the London insurance market in the first week of September 2023 and have confirmation of insurances with terms and conditions by October 2023 ready for renewals to take effect on 1 November 2023 at 4.00pm.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Risk & Assurance Committee receives the insurance update.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.2 EXCLUSION OF PUBLIC - ANNUAL REPORT 2021/22

Author: Bruce Robertson, Risk and Assurance Committee Chairperson

Authorised by: Bruce Robertson, Risk and Assurance Committee Chairperson

TE PŪTAKE | PURPOSE

To enable the Risk and Assurance Committee to exclude the public and Council officers in order to discuss the Annual Report 2021/22 with Audit New Zealand representatives.

NGĀ KŌRERORERO | DISCUSSION

The agenda for today's meeting includes an item seeking the Risk and Assurance Committee's recommendation to Council for adoption of the Annual Report 2021/22. Members of the Risk and Assurance Committee should have an opportunity to engage with Audit New Zealand representatives directly, without public or Council officers present, prior to that item. The proposed resolution is set out below.

RESOLUTION TO EXCLUDE THE PUBLIC

I move that the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 the passing of this resolution
<p>Agenda Item No: 5.2 Exclusion of Public - Annual Report 2021/22</p>	<p>Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>Section 7(2)(c)(i) - the withholding of the information is necessary 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>Section 48(1)(a)(i)- the public conduct of 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 under section 7</p>

I also move that Mr Leon Pieterse, Audit New Zealand, be permitted to remain at this meeting, after the public has been excluded, because of his knowledge of the audit of the Taupō District Council Annual Report 2021/22.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee excludes the public.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Risk & Assurance Committee excludes the public to enable a confidential discussion to be had with Audit New Zealand representatives, for the reasons set out below:

The general subject matter 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 the passing of this resolution
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I also move that Mr Leon Pieterse, Audit New Zealand, be permitted to remain at this meeting, after the public has been excluded, because of his knowledge of the audit of the Taupō District Council Annual Report 2021/22.

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.3 ANNUAL REPORT ADOPTION 2021/22

Author: Jeanette Paenga, Finance Manager

Authorised by: Sarah Matthews, General Manager Finance and Environment

TE PŪTAKE | PURPOSE

To review the Annual Report and Summary Annual Report for 2021/22 prior to adoption by Council on 30 May 2023.

NGĀ KŌRERORERO | DISCUSSION

The Annual Report is the key public accountability document that compares Council's actual performance for the year against its forecast in the Annual Plan.

Due to the importance of the timeliness of this public accountability document, section 98 of the Local Government Act 2002 requires Council to formally adopt an Annual Report each year by 31 October. However, due to international auditor shortages, the Annual Reporting and Audit Time Frames Extensions Legislation Act 2021 was enacted on 12 July 2021, extending the time frames provided in relation to annual reporting requirements of local authorities. Under s7(b) of the Act, the Annual Report of Council for 2021/22 must be adopted no later than 31 December 2022.

Unfortunately, on 2 December 2022 our partially completed 2021/22 Audit was deferred by the Office of Auditor General, as they redeployed Audit New Zealand to other audits. This was partially due to the new requirement of councils to complete an audit of their drinking water performance measures and this not being able to be completed prior to Christmas. This redeployment of resources was out of Taupō District Council's control, and it will not reflect on Council as a breach.

Audit New Zealand recommenced our Audit on 27 March 2023 and gave verbal clearance on 11 May 2023.

Council's draft Annual Report and Annual Report Summary for 2021/22 are provided as attachments to this report.

The Terms of Reference for this Committee include the oversight of the preparation of key formal external accountability documents, such as the Annual Report, to ensure the integrity of the documents and disclosures made. It was agreed that prior to adoption by Council that Council's draft Annual Report be considered by the Committee and a recommendation made to Council for its adoption, subject to any amendments required. Likewise, it is also proposed that the Annual Report Summary be considered and recommended for publication.

In terms of financial performance, the Statement of Comprehensive Revenue and Expense shows a Group Operating Surplus of \$65.9 million against a budget of \$23.9 million. There are variances from budget and where significant these are explained in Note 33 which is on page 150 of the Annual Report.

Further commentary on the Annual Report will be provided at the meeting with opportunity for discussion.

WHAKAKAPINGA | CONCLUSION

The Risk & Assurance Committee is asked to receive the Annual Report & Summary Annual Report for 2021/22 and recommend to Council that the documents be adopted.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Risk & Assurance Committee:

1. Receives the report of Jeanette Paenga, Annual Report 2021/22;
2. Considers the draft Taupō District Council Annual Report 2021/22, including any amendments tabled at the meeting, along with the modified opinion received from Audit New Zealand and the representation letter and recommends the draft Annual Report 2021/22 to Council for adoption and publication pursuant to section 98 of the Local Government Act 2002;
3. Considers the draft Taupō District Council Summary Annual Report 2021/22, including any amendments tabled at the meeting, along with the modified opinion received from Audit New Zealand and the representation letter and recommends the draft Summary Annual Report 2021/22 to Council for adoption and publication pursuant to section 98 of the Local Government Act 2002.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Audit New Zealand Update to the Risk and Assurance Committee on 19 May 2023 (dated 11 May 2023) (under separate cover 1) [⇒](#)
2. Representation Letter for the Year Ended 30 June 2022 (under separate cover 1) [⇒](#)
3. Draft Taupō District Council Modified Audit Report 2022 (under separate cover 1) [⇒](#)
4. Draft Annual Report 2021-22 (under separate cover 1) [⇒](#)
5. Representation Letter for the Summary Annual Report for the Year Ended 30 June 2022 (under separate cover 1) [⇒](#)
6. Draft Taupō District Council Modified Summary Audit Report 2022 (under separate cover 1) [⇒](#)
7. Draft Summary Annual Report 2021-22 (under separate cover 1) [⇒](#)

5.4 DRAFT AUDIT MANAGEMENT REPORT FOR 2021/22

Author: Jeanette Paenga, Finance Manager

Authorised by: Sarah Matthews, General Manager Finance and Environment

TE PŪTAKE | PURPOSE

To present the draft audit management report which outlines outstanding management report items and details audit recommendations, most recent audit status, and the priority of the recommendation (from audit).

WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY

At the completion of Council's interim and annual report audits, Audit New Zealand prepare a Draft Audit Management Report which outlines any outstanding matters and any new recommendations for issues identified.

The draft Audit Management Report for the 2021/22 Annual Report audit will be separately circulated prior to the meeting.

Council officers have yet to update the outstanding items report, due to timing, and this will be completed before the next Risk & Assurance Committee meeting.

At the commencement of the Audit there were 26 outstanding recommendations, these have reduced to 16 and there are 6 new recommendations.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Risk & Assurance Committee receives the Draft Audit Management Report 30 June 2022

NGĀ TĀPIRIHANGA | ATTACHMENTS

Nil

5.5 MONTHLY PERFORMANCE REPORT MARCH 2023

Author: Jeanette Paenga, Finance Manager

Authorised by: Sarah Matthews, General Manager Finance and Environment

TE PŪTAKE | PURPOSE

This report provides the Risk and Assurance Committee with an overview of the performance of the organisation.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Risk & Assurance Committee notes the information contained in the Performance Report for the month of March 2023.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. March 2023 Performance Report

5.6	BUILDING CONSENT AUTHORITY (BCA) INTERNATIONAL ACCREDITATION NEW ZEALAND (IANZ) AUDIT MARCH 2023
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Author: Dean Southey, Building Manager

Authorised by: Jessica Sparks, Environmental Services Manager

TE PŪTAKE | PURPOSE

To update the Risk and Assurance Committee on the outcome of the accreditation assessment of the Building Consent Authority (BCA) functions undertaken in March 2023 by International Accreditation New Zealand (IANZ).

NGĀ KŌRERORERO | DISCUSSION

Taupō District Council is a Building Consent Authority (BCA) under the Building Act 2004 and is required to issue building consents and undertake building inspections. This is a critical area for Council as it ensures building work can proceed in a safe and efficient manner and provides confidence to the public that buildings they live and work in meet a high standard.

To maintain our role as a BCA, the Ministry of Business Innovation and Employment (MBIE) engage International Accreditation New Zealand (IANZ) to undertake comprehensive audits of all BCAs every two years, or more often if serious issues are discovered.

In late March 2023, the BCA was audited onsite over four days by IANZ auditors (Lead Assessor: Peter Wakefield, Technical Expert: Brendan Guyton) and the results are attached to this agenda.

We acknowledged the Special Audit (SA) improvements in May 2022, which improved our ability to perform building control functions. The SA only addressed return audit regulations, not a full audit.

In total, nine non-compliances and seven general non-compliances (GNCs) were resolved while the audit was taking place, demonstrating a positive approach by the team. Two GNCs remain outstanding. These will be resolved by 30 June 2023.

Assessment findings:

	This assessment: (FA)	Last assessment: (SA)
Total # of “serious” non-compliances:	0	0
Total # of “general” non-compliances:	9	6
Total # of non-compliances outstanding:	2	4
Recommendations:	1	6
Advisory notes:	9	0

SA = Special Audit of a small scope

FA = Full Audit of all Regulations

IANZ have approved the Action Plan to resolve the outstanding GNCs with evidence of the implementation. We will see this completed by 31 May 2023.

The risk, both to the Council as a BCA and as an organisation accredited by IANZ, was assessed. The BCA was considered to pose a Low Risk. The risk assessment is detailed in the attached report.

WHAKAKAPINGA | CONCLUSION

The IANZ 2023 Assessment Report has indicated that we have met the requirements and have significantly improved upon our results from the 2022 Special Assessment, resulting in a Low Risk assessment. The two outstanding non-compliances are minor, and they will be resolved within the time frame set out in the report. The next assessment of the Taupō District Council BCA is planned for March 2025 as a Routine Reassessment. We will be looking to continue the positive trend and build on the improvements we have already made. Notable comments made by the assessors were:

- A low number of GNCs were raised with no repeat issues occurring

- Staff exhibited a positive attitude towards continuous improvement and were using their CI systems well
- Staff were well trained and producing consistent and appropriate technical decisions.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Risk & Assurance Committee receives the IANZ Initial Special Assessment Report dated 14-17 March 2023.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. 2023 Assessment

5.7 PROPOSED 2023 RISK AND ASSURANCE COMMITTEE WORKPLAN

Author: Jamie Dale, Risk Manager

Authorised by: Nigel McAdie, Legal, Risk and Governance Manager

TE PŪTAKE | PURPOSE

For the Committee to agree on a workplan for the 2023 calendar year.

NGĀ KŌRERORERO | DISCUSSION

A proposed Committee workplan for 2023 is attached for review and adoption.

The proposed workplan is based on the Committee's Terms of Reference and conversations held with the Chair of the Committee. Items in black are matters considered by the Committee previously, while items in red are new matters that are considered appropriate for the Committee to focus on for 2023.

The proposed workplan is intended to satisfy Committee members that the work of the Committee will provide the necessary governance oversight of the effectiveness of enterprise risk management, the control and compliance framework and internal and external audit and assurance practices. It is expected that with the Committee's input, the programme will evolve over time as the business operating environment changes.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Risk & Assurance Committee adopts the 2023 Workplan.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Proposed Risk & Assurance Committee Workplan 2023

6 CONFIDENTIAL BUSINESS

RESOLUTION TO EXCLUDE THE PUBLIC

I move that the public be excluded from the following parts of the proceedings of this meeting.

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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 the passing of this resolution
<p>Agenda Item No: 6.1 Confirmation of Confidential Portion of Risk & Assurance Committee Minutes - 2 March 2023</p>	<p>Section 6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial</p> <p>Section 7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	<p>Section 48(1)(a)(i)- the public conduct of 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 under section 6 and 7</p>

I also move that *[name of person or persons]* be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of *[specify]*. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because *[specify]*.