



Audit and Risk Committee Meeting Minutes
Extraordinary IPC ARC Meeting No. 25 – Teleconference
Wednesday 27 April 2016, 4pm to 4.45pm

1. Attendance

<u>Members:</u>	Ms Lyn Baker (Chair), Mr Paul Crombie (via teleconference), Mr Malcolm Clinch (via teleconference)
<u>In attendance:</u>	Ms Elizabeth Tydd, Ms Roxane Marcelle-Shaw (Chief Audit Executive) (via teleconference), Ms Anwen Rowe, Ms Pamela Robertson-Gregg (O'Connor Marsden) (via teleconference)
<u>Minute Secretary:</u>	Ms Anwen Rowe (AR)

The Chair of the Audit and Risk Committee convened a meeting to address Committee oversight of strategic and risk issues related to the IPC's privacy operation. This followed invitations in 2015 and the Committee's most recent invitation to the Privacy Commissioner to attend the 15 June 2016 meeting and the Privacy Commissioner's response declining the invitation.

Committee members recognised the extant legislative environment creating a single point of contact for information access and privacy related matters, that is the Information and Privacy Commission and the accountabilities of the Committee and Chief Executive Officer. The Committee discussed the interim measures in place for the relocation of the Privacy Commissioner noting the highly unusual arrangements in place and the difficulties encountered with oversight of the procedures in place within the Privacy team. Members discussed their concern over their ability to effectively fulfil their responsibilities under the Audit and Risk Committee Charter.

Outcomes

Action item 1: Chair to respond to Privacy Commissioner's recent email declining invitation to attend 15 June meeting.

Action item 2: Chief Audit Executive to follow up arrangements with the Audit Office following the Audit Office's decision and communication to the IPC that they will be conducting an audit of the processes and procedures being followed by the Privacy team.

Action item 3: Following previous action arising the CAE to update the charter reference to Treasury Policy to TPP15-03

Action item 4: IPC to submit the Secretaries Questionnaire noting the responses proposed.

Meeting closed at 4.45pm.