

MINUTES

RISK AND ASSURANCE COMMITTEE MEETING

Date: Thursday, 20 June 2024

Time: 9.30am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present Mr Philip Jones
Cr Dave Wilson
Cr Fi Dalgety
Cr Piki Te Ora Hiroa
Cr Simon Loudon
HWTM Andy Watson

In attendance Mr Kevin Ross, Chief Executive
Mr Arno Benadie, Chief Operating Officer
Mrs Carol Gordon, Group Manager- Democracy and Planning
Mr Dave Tombs, Group Manager- Corporate Services
Ms Sharon Bennett, Group Manager- People and Performance

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1 Welcome / Prayer

Mr Jones opened the meeting at 9.00am and read the council prayer.

2 Apologies

No apologies received.

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts of interest declared.

5 Confirmation of Order of Business

There was no change to the order of business.

6 Confirmation of Minutes

Amendment- 9.13 Marton Rail Hub that Cr Loudon was not conflicted due to it being a report for information.

Resolved minute number 24/ARK/019

That the minutes of Risk and Assurance Committee Meeting held on 20 March 2024 **as amended** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Cr D Wilson/Cr P Hiroa. Carried

7 Follow-up Action Items

7.1 Follow-up Action Items from Risk and Assurance Meetings

Item 6- Shared Services

This has been in the open agenda and was considered closed.

Resolved minute number 24/ARK/020

That the report 'Follow-up Action Items from Risk and Assurance Meetings' be received and that the committee note the closed items.

Mr Jones/Cr F Dalgety. Carried

8 Chair's Report

8.1 Chair's Report - June 2024

Mr Jones requested the committee consider their top ten risks for Council.

Resolved minute number 24/ARK/021

That the Chair's Report –June 2024 be received.

HWTM A Watson/Cr F Dalgety. Carried

9 Reports for Information

9.1 Health, Safety and Wellbeing Update

Ms Bennett responded to concerns that the monitoring of contractors for complying with Health and Safety, that a new process is being introduced.

Resolved minute number 24/ARK/022

That the Health, Safety and Wellbeing Report be received.

HWTM A Watson/Cr S Loudon. Carried

9.2 Protected Disclosures Update

The report was taken as read.

Resolved minute number 24/ARK/023

That the report 'Protected Disclosures Update' report be received.

HWTM A Watson/Cr S Loudon. Carried

9.3 Privacy Update

The report was taken as read.

Resolved minute number 24/ARK/024

That the report 'Privacy Update' be received.

Cr F Dalgety/Cr P Hiroa. Carried

9.4 Risk and Assurance Committee Work Programme

His Worship the Mayor noted that the legislation from central government is changing and therefore the work programme should consider this.

Mrs Gordon noted that staff capture all Bylaws which is report to the Policy and Planning committee and that any submissions from central government are noted through the CE report to Council.

The committee discussed the risks associated with Three Waters and His Worship the Mayor highlighted the recent tranche 2 of legislation. There were concerns about the funding through the Long-Term Plan is sufficient for the funding for the setup of a new entity.

Mr Ross will report back on Three Waters to the committee and noting the risks of this item.

Resolved minute number 24/ARK/025

That the report 'Risk and Assurance Committee Work Programme' be received.

Cr D Wilson/Cr F Dalgety. Carried

9.5 Insurance Update

Mr Tombs responded to questions that some policies, such as cyber are softening while other insurance policies have an increase in premiums.

Resolved minute number 24/ARK/026

That the report 'Insurance Update' be received.

Cr D Wilson/Cr P Hiroa. Carried

9.6 Internal Audit Programme

Mr Jones noted that there is a benefit that the reporting back on the progress gives assurance on the outcome and that there has been a process in place.

Resolved minute number 24/ARK/027

That the report 'Internal Audit Programme' be received.

Mr Jones/HWTM A Watson. Carried

9.7 Audit NZ Management Letter Points

The report was taken as read.

Resolved minute number **24/ARK/028**

That the report Audit NZ Management Letter Points be received.

Cr D Wilson/Cr F Dalgety. Carried

9.8 LTP 2024 - Audit Engagement Letter

Mrs Gordon noted that unfortunately Council received the NZTA allocations prior to adoption of the LTP which has meant the figures for the roading budget needed amendment. Audit are confident to meet the adoption date and that there have been no red flags picked up so far.

Mrs Gordon responded to questions that a hot review is a high level review and a once over of the full Long Term Plan document. The hot review is completed by the team of the Auditor General to make sure this is completed consistently across the country.

Resolved minute number **24/ARK/029**

That the Report 'LTP 2024 – Audit Engagement Letter' be received.

Mr Jones/Cr D Wilson. Carried

9.9 Fraud Reporting

The report was taken as read.

Resolved minute number **24/ARK/030**

That the report 'Fraud Reporting' be received.

Cr D Wilson/Cr P Hiroa. Carried

9.10 Council Debt

The committee asked about future funding and the limitations of this, such as increasing rates.

Resolved minute number **24/ARK/031**

That the report 'Council Debt' be received.

Cr P Hiroa/Cr S Loudon. Carried

9.11 Risk Management

The meeting adjourned at 10.55am and returned at 11.02am during this item.

Mrs Gordon highlighted that strategic direction will be part of reporting to councillors as from July.

The committee discussed their top risks and it was highlighted by the committee the risk of rates affordability.

Resolved minute number 24/ARK/032

That the report 'Risk Management' is received.

Cr D Wilson/Cr P Hiroa. Carried

10 Public Excluded

The meeting went into public excluded session 11.29am.

Resolution to Exclude the Public

Resolved minute number 24/ARK/033

That the public be excluded from the following parts of the proceedings of this meeting.

- 1 Risk and Assurance Committee Meeting - 20 March 2024

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 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 for the passing of this resolution
9.1 - Risk and Assurance Committee Meeting - 20 March 2024	To consider the minutes relating to matters that were the subject of discussion at the 20 March meeting.	S48(1)(a)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding or the whole or the relevant part of the proceedings of the meeting in public as specified above.

Cr S Loudon/Cr P Hiroa. Carried

8 Open Meeting

The meeting went into open session 11.31am.

Resolved minute number **24/ARK/034**

That the public excluded meeting move into an open meeting, and the below recommendations be confirmed in the open meeting:

24/RDC/034

Cr D Wilson/HWTM A Watson. Carried

The meeting closed at 11.31am

The minutes of this meeting were confirmed at the Risk and Assurance held on 18 September 2024.

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Chairperson