

MINUTES

RISK AND ASSURANCE COMMITTEE MEETING

Date: Wednesday, 18 September 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
Mrs Carol Gordon, Deputy Chief Executive
Mr Arno Benadie, Chief Operating Officer
Ms Sharon Bennett, Group Manager- People and Culture
Mr Doug Law, Group Manager- Corporate Services
Mr Matt Gordon, Health, Safety and Wellbeing Advisor
Ms Kezia Spence, Governance Advisor

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1 Welcome / Prayer

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

2 Apologies

There were 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

Resolved minute number 24/ARK/035

That the minutes of Risk and Assurance Committee Meeting held on 20 June 2024 **without amendment** 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 F Dalgety. Carried

7 Follow-up Actions

7.1 Follow-up Action Items from Risk and Assurance Meetings

The report was taken as read.

Resolved minute number 24/ARK/036

That the report 'Follow-up Action Items from Risk and Assurance Meetings' be received.

Cr P Hiroa/Cr F Dalgety. Carried

8 Chair's Report

8.1 Chair's Report - September 2024

Mr Jones tabled his Chair's report prior to the meeting.

The committee discussed in depth the removal of the four wellbeing's by central government. The Chair highlighted that previously when this has been removed that this made no difference to local governments service delivery and that everything for council delivery relates back to the four wellbeing's.

Resolved minute number 24/ARK/037

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

Mr Jones/Cr D Wilson. Carried

9 Reports for Decision

9.1 Protected Disclosures Update

Ms Bennett responded to questions that staff are well informed of this policy through their orientation to council and is well circulated with updates on staff dashboards.

Resolved minute number 24/ARK/038

That the report 'Protected Disclosures Update' be received

Cr D Wilson/Cr S Loudon. Carried

Resolved minute number 24/ARK/039

That the revised Protected Disclosures Policy and Procedure be endorsed without amendment.

Cr P Hiroa/Cr D Wilson. Carried

10 Reports for Information

10.1 Health, Safety and Wellbeing Update

Ms Bennett responded to questions regarding the health and safety reporting from contractors. Council has recently put in place a more robust process for health and safety for contractors.

His Worship the Mayor raised concerns relating to contractors and traffic management. The standards and costs can vary depending on the contractor and this has impacts on ratepayers.

Resolved minute number 24/ARK/040

That the report 'Health, Safety and Wellbeing Update' be received.

Cr F Dalgety/Mr Jones. Carried

10.2 Privacy Update

The report was taken as read.

Resolved minute number 24/ARK/041

That the report 'Privacy Update' be received.

Cr P Hiroa/Cr F Dalgety. Carried

10.3 Detailed Internal Audit Programme

Mrs Gordon highlighted that there is a new comms manager on board which will support the community engagement.

The discussion on ethics will be held at the December meeting as the new Group Manager for Corporate Services can take the committee through this.

The committee discussed in depth the role of Council MARK and the value that this has for Council. This comes at a high cost for Council however central government has signalled that Council will be benchmarked going forward on service delivery which may mean this will be reconsidered by Council.

Resolved minute number 24/ARK/042

That the Detailed Internal Audit Programme report be received.

Cr F Dalgety/Cr D Wilson. Carried

10.4 Risk and Assurance Committee Work Programme

The committee requested that the Strategic Risk Register come back to the committee in the new year to have a high-level review.

It was noted that there is more information needed for the Treasury Management Policy.

Resolved minute number 24/ARK/043

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

Cr D Wilson/Cr S Loudon. Carried

10.5 Council Debt

Mr Law advised that the debt associated with three waters can be shown in councils internal tracking which would make the transition easier. The committee noted that there would be benefit of a treasury advisor in this space.

It was requested that internal debt be reported to Council.

Resolved minute number 24/ARK/044

That the report 'Council Debt' be received.

Mr Jones/Cr F Dalgety. Carried

10.6 Insurance Update

The report was taken as read.

Resolved minute number 24/ARK/045

That the report 'Insurance Update' be received.

HWTM A Watson/Mr Jones. Carried

10.7 Fraud Reporting

The report was taken as read.

Resolved minute number 24/ARK/046

That the report 'Fraud Reporting' be received.

Cr D Wilson/Cr P Hiroa. Carried

10.8 Strategic Risk Review - Financial Stability

The committee noted that financial stability will be an ongoing issue in the long term and that any impending risks in this space need to be front footed. Mr Jones gave the example that some councils are struggling with insurance, but this council is in a good space.

Resolved minute number 24/ARK/047

That the report on Strategic Risk – Financial Stability be received.

Cr D Wilson/Cr P Hiroa. Carried

Resolved minute number 24/ARK/048

That the Strategic Risk Register be updated for the suggestions made in the report.

Cr D Wilson/Cr P Hiroa. Carried

10.9 2024 Audit NZ - Audit Plan

Fiona Elkington from AuditNZ joined the meeting for this item.

Ms Elkington stated that council was on track but highlighted that the Marton pool has arisen as a problem and that there is still information to come for the Local Water Done Well.

The committee discussed the best practice for disclosures from other councils regarding the Local Water Done Well. Ms Elkington advised that most councils are only just starting now, and this could be the reason why there is limited information.

Staff will be able to report on the draft management report at the December Risk and Assurance committee meeting.

Resolved minute number 24/ARK/049

That the 2024 Audit Plan be received.

Cr F Dalgety/Cr D Wilson. Carried

10.10 Audit NZ Management Letter Points

The committee highlighted that there are a few ready to close and that they look forward to the next letter in December.

Resolved minute number 24/ARK/050

That the report Audit NZ Management Letter Points be received.

Cr P Hiroa/Cr F Dalgety. Carried

11 Public Excluded

The meeting went into public excluded session 10.42am.

Resolution to Exclude the Public

Resolved minute number 24/ARK/051

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

- 1 Risk and Assurance Committee Meeting - 20 June 2024
2. Cybersecurity

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:

