

Rangitīkei District Council

Audit and Risk Committee Meeting Minutes – 26 November 2020 – 9:00 am

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Present: Mr Craig O'Connell (Chair)

Cr Nigel Belsham Cr Brian Carter Cr Fiona Dalgety

His Worship the Mayor, Andy Watson

Also in attendance: Cr Waru Panapa

Cr Cath Ash

In attendance: Mr Peter Beggs, Chief Executive

Mr Chris Webby, Audit New Zealand – via zoom

Mr Tombs, Group Manager, Finance & Business Support Mrs Carol Gordon, Group Manager – Democracy & Planning Mrs Sharon Grant, Group Manager – People & Culture Ms Gaylene Prince, Group Manager - Community Services

Ms Janine Simpson, Governance Administrator

1 Welcome

The meeting opened at 9.01 am.

2 Council prayer

Mr O'Connell read the Council Prayer.

3 Public Forum

Nil.

4 Apologies/Leave of Absence

That the apologies for lateness from His Worship the Mayor and Councillor Gordon be received.

Cr Belsham/Cr Wilson. Carried

5 Members' conflict of interest

There were no conflicts of interest declared.

6 Confirmation of order of business

The order of business was confirmed with no changes.

7 Confirmation of minutes

Resolved minute number 20/ARK/021 File Ref 3-CT-17-2

That the Minutes of the Audit/Risk Committee meeting held on 24 September 2020 without amendment be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham/Cr Wilson. Carried

8 Chair's report

The Chair noted that in future he would be providing a written report that will be included in the Order Paper (if needed).

9 Follow-up actions from previous meeting

The follow-up actions were noted.

Resolved minute number 20/ARK/022

That the report 'Follow-up actions from previous meeting' to the 26 November 2020 Audit/Risk Committee meeting be received.

Cr Belsham/Cr Wilson. Carried

10 Update from the Sector Manager at the Office of the Auditor-General

Mr Webby advised there was no update from the Sector Manager for this meeting and provided a verbal update on items from Audit NZ, relating to the measurement that records customer complaints. He noted that some complaints weren't recorded in line with the DIA guidance, which is that calls received, even relating to planned maintenance, should be recorded as a complaint. It was noted this is an issue for other Councils that treat these calls the same way. As this has affected a number of Councils, it should be brought to the attention of LGNZ to see what can be done for the sector.

11 2019/2020 Annual Financial Statements (draft)

Mr Tombs advised the draft financial report shows where Council is at the moment, noting RDC didn't fare as bad financially as other Councils.

Resolved minute number

20/ARK/022a

That the '2019/2020 Annual Financial Statements (draft)' to the 26 November 2020 Audit/Risk Committee be received.

Cr Belsham / Cr Wilson. Carried

12 Annual Report: Section 2

The report was noted.

Resolved minute number 20/ARK/023

That the report 'Annual Report: Section 2' to the 26 November 2020 Audit/Risk Committee be received.

His Worship the Mayor/Cr Wilson. Carried

13 Rangitīkei District Council Pandemic Plan

The Committee discussed the Pandemic Plan, Mrs Grant advised that it is a living document which includes internal actions and services that would continue under a pandemic. There is

commonality within Councils as they are all working within the government's guidelines. There has been very robust debate during the process and the plan has been updated as a result. The plan is doable and the system has been tested.

Resolved minute number 20/ARK/024

That the report 'Rangitīkei District Council Pandemic Plan' to the 26 November 2020 Audit/Risk Committee be received.

HWTM/Mr O'Connell. Carried

14 Strategic Risks for Rangitīkei District Council

The Executive Leadership Team reviewed the following strategic risks:

- Capital Programme Falters;
- Business Continuity is Compromised;
- Obligations with Health & Safety and Environmental Protection are not met.

These reviews have resulted in significant amendments to the existing Register.

Resolved minute number 20/ARK/025

That the report 'Strategic Risks for Rangitīkei District Council' to the 26 November 2020 Audit/Risk Committee be received.

Cr Wilson/Cr Gordon. Carried

15 Work Programme Matrix - Update

Mr Tombs advised the ELT will be reviewing the status of these matters prior to the next Audit/Risk Committee.

Resolved minute number 20/ARK/026

That the 'Work Programme Matrix – Update' to the 26 November 2020 Audit/Risk Committee be received.

Cr Belsham/Cr Wilson Carried

16 Road Reserve

The Committee discussed the Road Reserve, noting the reserve had been setup for extraordinary events but has been used for business as usual.

It was agreed that this needs to be forwarded to the Long Term Plan workshop for further discussion prior to going to the Council.

Resolved minute number 20/ARK/027 File Ref

That the report 'F	Road Reserve	' to the 26 November	2020 Audit/	Risk Committee	he received
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Cr Belsham/Cr Wilson Carried

Resolved minute number 20/ARK/028 File Ref

That the Audit/Risk Committee recommend this item be referred to staff to take to an LTP workshop.

Cr Belsham/Cr Wilson Carried

17 Late items

Nil

18 Future items for the agenda

These are included in the table of follow-up actions from previous meetings.

19 Next meeting

To be confirmed.

20 Meeting closed

The meeting closed at 10.33 am.

Confirmed/Chair:		 		
Date:				