

MINUTES

Audit/Risk Committee Meeting Thursday, 25 March 2021

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MINUTES OF RANGITĪKEI DISTRICT COUNCIL AUDIT/RISK COMMITTEE MEETING HELD AT THE COUNCIL CHAMBER, RANGITĪKEI DISTRICT COUNCIL, 46 HIGH STREET, MARTON ON THURSDAY, 25 MARCH 2021 AT 9.00 AM

Chair: Mr Craig O'Connell
Deputy Chair: Cr Nigel Belsham

Present: Cr Dave Wilson

His Worship the Mayor, Andy Watson

In attendance: Mr Peter Beggs, Chief Executive

Mr Dave Tombs, Group Manager – Corporate Services

Mr Arno Benadie, Group Manager – Assets and Infrastructure Mrs Carol Gordon, Group Manager – Democracy and Planning Mrs Sharon Grant, Group Manager – People and Culture

Mrs Sharon Grant, Group Manager – People and Culture Ms Gaylene Prince, Group Manager – Community Services

Mr Ash Garstang, Governance Administrator

1 Welcome

Mr O'Connell opened the meeting at 9.05 am and read the Council prayer.

2 Apologies

Resolved minute number 21/ARK/001

That the apology from Cr Gordon be received.

Mr O'Connell/Cr Wilson. Carried

3 Public Forum

Nil.

4 Conflict of Interest Declarations

Members were reminded of their obligation to declare any conflicts of interest.

5 Confirmation of Order of Business

The Mayor introduced a supplementary item into the Public Excluded session of this meeting.

6 Confirmation of Minutes

Resolved minute number

21/ARK/002

That the minutes of the Audit/Risk Committee Meeting held on 26 November 2020 (with amendment: item 8, Chair's report, it noted that a written report would be provided in a future Order Paper, but only if needed) be confirmed.

Cr Belsham/Cr Wilson. Carried

7 Chair's Report

The committee agreed that the integrity of the Long Term Plan process is of utmost importance and it should not be rushed to meet the 01 Jul 21 deadline, if this is going to unnecessarily expose the Council to risk.

Resolved minute number

21/ARK/003

That the paper is received and content noted.

Cr Wilson/HWTM. Carried

8 Reports for Decision

8.1 Audit and Risk Committee Work Plan

The committee re-iterated that the Audit and Risk committees role is to review policies, not re-write them. There was also agreement that the Work Plan should remain fluid, as more tasks will arise in the future and there needs to be space to deal with those.

Resolved minute number

21/ARK/004

That the report on Audit and Risk Committee Workplan be received.

Cr Belsham/Cr Wilson. Carried

Resolved minute number

21/ARK/005

That the Audit and Risk Committee provide feedback regarding the proposed Audit and Risk Workplan.

Cr Belsham/Cr Wilson. Carried

8.2 Audit and Risk Committee Terms of Reference

The committee discussed the Rail Hub Board and the committees responsibility for considering the wider risks (financial and reputational) to Council, associated with these types of entities.

Resolved minute number

21/ARK/006

That the report "Audit and Risk Committee Terms of Reference" be received.

Cr Belsham/Cr Wilson, Carried

Resolved minute number

21/ARK/007

That the Audit and Risk Committee, having reviewed the Audit and Risk Committee Terms of Reference, request for the Chair of Audit and Risk and the Chief Executive to provide advice to the Committee on how the Audit and Risk Committee handle future Council controlled entities.

HWTM Watson/Cr Wilson. Carried

9 Reports for Information

9.1 February Financial Report

The Putorino Landfill has been cleaned up, but there is a sheet piling process that Iwi have recommended Council adopts. Consent for establishing this site has just been approved. An update on a starting timeline should be provided at the Council meeting later today.

The committee raised the question of whether Council is ensuring that it is being realistic in the Long Term Budget, in terms of what it can deliver on, as in the past there had been issues with Council being overly ambitious. Mr Beggs replied that his confidence in Council's ability to deliver on these programmes was increasing. The committee stated that they thought that the Project Management Office was delivering good quality and up-to-date advice to Councillors.

Resolved minute number

21/ARK/008

That the report on February Management Accounts be received.

Cr Belsham/Cr Wilson. Carried

Cr Carter arrived at 9.54 am.

9.2 Monthly Health & Safety Dashboards

Staff advised that there has been a change of terminology: events is now being used, as it can refer to both incidents and injuries.

Mr Beggs encouraged elected members to be involved in Health and Safety at the Council. He also stated that he was driving future improvements in Health and Safety.

Resolved minute number 21/ARK/009

That the report on Councils Monthly Health and Safety Dashboard be received.

Cr Wilson/Cr Belsham. Carried

9.3 Risk Management Framework

Mr Tombs reminded the Committee that the previous framework is being incorporated into a new framework.

Resolved minute number 21/ARK/010

That the report on Risk Management Framework be received, and note that the Audit and Risk Committee is happy with the direction.

Cr Wilson/HWTM Watson. Carried

9.4 Strategic Risk Review

This report is in progress. It will come back to the Committee once staff has finished reviewing all of the risks.

Resolved minute number 21/ARK/011

That the report on Risk Management Framework be received, and note that the Strategic Risk Review will return to a future Audit and Risk Committee meeting for review and discussion.

Mr O'Connell/Cr Belsham. Carried

9.5 ICNZ and Climate Change

The Chair, while noting that the author of this is an interest group, believed that it was a well written and objective piece of work.

The Mayor explained that there were new issues related to insurance in certain parts of the district. For example, residents of the west Taihape slip zone have provided feedback that it is becoming more difficult to obtain insurance in this space. He further commented that Council needs to be clear to constituents about the mechanisms and relationships at play with these insurance issues moving forwards, as it is quite a complex topic.

Resolved minute number

21/ARK/012

That the report on "climate change and the role of local government" released by the Insurance Council of New Zealand be received, and note that this will be discussed at the next Audit and Risk Committee meeting.

Mr O'Connell/Cr Wilson. Carried

9.6 Follow-up Actions from Previous Meeting

The Mayor stated that Council needs to be open and transparent around Haylock Park, as there is no land agent and it is therefore on Council to ensure that all of the relevant information around this is conveyed.

Resolved minute number

21/ARK/013

That the report on 'Follow-up Items from Previous Meeting' be received.

Cr Belsham/Cr Wilson. Carried

The meeting was adjourned at 10.36 am and re-convened at 10.46 am.

10 Public Excluded

The meeting went into public excluded session at 10.46 am.

RESOLUTION TO EXCLUDE THE PUBLIC

Resolved minute number

21/ARK/014

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

- 1. Treasury Reporting
- 2. Protected Disclosures
- 3. Fraud Register
- 4. Internal Audit Workplan
- 5. Insurable Risk Profile
- 6. Audit NZ Management Letter Point

Cr Wilson/Cr Belsham. Carried

Note: Those Councillors not part of the committee and staff members without relevant information to the items on the Public Excluded agenda, were asked to leave for the public excluded section of the meeting

Note: The Chair of Audit and Risk will investigate and bring back guidelines relating to Public Excluded session attendance and access to papers and minutes.

11 Open Meeting

Resolved minute number

21/ARK/023

That the public excluded meeting move into an open meeting, and the following recommendations be confirmed in the open meeting.

Mr O'Connell/Cr Belsham. Carried

12 Meeting Closed

The Meeting closed at 11.26 am.