

MINUTES

AUDIT AND RISK COMMITTEE MEETING

Date: Thursday, 9 September 2021

Time: 9.30 am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present Mr Craig O'Connell
Cr Nigel Belsham
Cr Angus Gordon (*via Zoom*)
Cr Dave Wilson
HWTM Andy Watson

In attendance Mr Peter Beggs, Chief Executive (*via Zoom*)
Mr Arno Benadie, Chief Operating Officer
Mr Dave Tombs, Group Manager – Corporate Services
Mrs Carol Gordon, Group Manager – Democracy and Planning
Mrs Sharon Grant, Group Manager – People and Culture
Ms Gaylene Prince, Group Manager – Community Services (*via Zoom*)
Mr Ash Garstang, Governance Advisor
Cr Waru Panapa (*via Zoom*)

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9.5 Health, Safety and Wellbeing Update

Dashboards

Mrs Grant noted that the only notifiable injury in May was the fatality at the train crossing. Although she could not provide details on the incident as it is with the NZ Police, she advised the Committee that staff have engaged with the relevant sub-contractor and that they have made internal changes.

In response to a query about the abusive behaviour category, Mr Beggs advised that there are not any noticeable trends with this (e.g. not occurring in one staff area more than others), although he did note that he was expecting an increase in these incidents post the COVID-19 lockdown, as this occurred after the last lockdown.

Safe Plus Assessment Summary

In response to a query, Mrs Grant advised that our Council is in the top three councils across MWLASS (Manawatu-Whanganui Local Authority Shared Services).

Mrs Grant clarified that the comment “ensure controls are effective” on page 53 refers to what controls staff have in place to ensure that our processes are effective.

Due Diligence Plan

The Committee agreed that the nomination of a ‘Governance Health, Safety and Wellbeing Champion’ should go to full Council for a decision.

Resolved minute number **21/ARK/048**

That the Health, Safety and Wellbeing Update report, together with attachments, be received.

Cr N Belsham/Cr D Wilson. Carried

10 Reports for Information

10.1 Protected Disclosures Update

Mrs Grant advised that there were no protected disclosures to report.

Resolved minute number **21/ARK/049**

That the report Protected Disclosures Update, be received.

HWTM A Watson/Mr C O'Connell. Carried

10.2 Employee Code of Conduct Review

Resolved minute number 21/ARK/056

That the report Risk Management Policy be deferred to the next Audit and Risk Committee meeting.

HWTM A Watson/Mr C O'Connell. Carried

10.9 Insurance Update

The Committee agreed that this report should continue coming to the Audit & Risk Committee in future.

Mr Tombs provided an update on section 3.2 , noting there have been a couple of vehicle claims for minor damage.

The Mayor asked if there were any timing issues with Councils contract with AON. Mr Tombs confirmed that it was under control, and that some of the delays were at AON's end.

Resolved minute number 21/ARK/057

That the Insurance Update report be received.

Mr C O'Connell/Cr D Wilson. Carried

11 Public Excluded

The meeting went into a public excluded session at 11.41 am.

Resolution to Exclude the Public**Resolved minute number 21/ARK/058**

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

1. Audit and Risk Committee Minutes (Public Excluded) – 27 May 2021
2. Council's Cybersecurity Risk Management Framework
3. Follow-up Action Items from Audit and Risk Meetings (Public Excluded)

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
1.1 – Audit and Risk Committee Minutes (Public Excluded) – 27 May 2021	s7(2)(b)(i) - Trade secret s7(2)(f)(i) – Free and frank expression of opinions	S48(1)(a)

1.2 - Council’s Cybersecurity Risk Management Framework	s7(2)(j) – Improper gain or improper advantage	s48(1)(a)(i)
1.3 - Follow-up Action Items from Audit and Risk Meetings (Public Excluded)	s7(2)(b)(i) - Trade secret	s48(1)(a)(i)

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.

HWTM A Watson/Cr N Belsham. Carried

The meeting closed at 11.48 am.

The minutes of this meeting were confirmed at the Audit and Risk Committee held on 16 December 2021.

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 Chairperson