

MINUTES



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

RISK AND ASSURANCE COMMITTEE MEETING

Date: Thursday, 21 September 2023

Time: 9.30am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present Mr Philip Jones
HWTM Andy Watson
Cr Simon Loudon
Cr Jarrod Calkin
Cr Fi Dalgety
Cr Dave Wilson

In attendance Cr Greg Maughan
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 Gaylene Prince, Group Manager- Community Services
Mrs Sharon Grant, Group Manager- People and Culture
Mrs Adina Foley, Group Manager- Capital Projects
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

Resolved minute number 23/ARK/040

Apologies received from Cr Calkin.

Cr D Wilson/Mr Jones. Carried

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

No declarations of conflict were declared.

5 Confirmation of Order of Business

There was no change to the order of business.

6 Confirmation of Minutes

Resolved minute number 23/ARK/041

That the minutes of Risk and Assurance Committee Meeting held on 22 June 2023 **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/HWTM A Watson. 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 23/ARK/042

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

Mr Jones/Cr F Dalgety. Carried

8 Chair's Report

8.1 Chair's Report - September 2023

The committed noted risks with the outcome of the upcoming Central Government elections and the significant risk for Council if 3 Waters was repealed.

Resolved minute number 23/ARK/043

That the Chair's Report –September 2023 be received.

Mr Jones/Cr D Wilson. Carried

9 Reports for Decision

9.1 Health, Safety and Wellbeing Update

In response to a question staff advised that front facing staff are provided training on de-escalation techniques and dealing with difficult customers.

Resolved minute number 23/ARK/044

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

HWTM A Watson/Cr D Wilson. Carried

9.2 Treasury Management Policy - Update

In response to a question Mr Tombs advised that as a guaranteeing LGFA member Council has different covenant ratios than non-guaranteeing members. Mr Jones noted that these are the upper limits and recommended that this be reviewed as part of the Financial Strategy.

Mr Jones suggested that the amended Policy also include reference to the foreign exchange exposure should be limited to overseas-procurement risk and the maturity dates of debt parcels be staggered.

Resolved minute number 23/ARK/045

That Risk and Assurance Committee approve the amendments as discussed to the Treasury Management Policy and that council further reviews this policy no later than 30 June 2024.

HWTM A Watson/Cr F Dalgety. Carried

10 Reports for Information

10.1 Treasury Reporting

Mr Tombs responded to questions regarding the calculation of debt interest.

Resolved minute number 23/ARK/046

That the report 'Treasury Reporting' be received.

Mr Jones/Cr F Dalgety. Carried

10.2 Risk and Assurance Committee Work Programme

The committee discussed the Revenue and Financing policy, and Mr Jones recommended this policy should be reviewed before the finalising of the LTP. Staff noted this review was currently underway.

Resolved minute number 23/ARK/047

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

Mr Jones/Cr D Wilson. Carried

10.3 Protected Disclosures Update

The report was taken as read.

Resolved minute number 23/ARK/048

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

Cr D Wilson/Mr Jones. Carried

10.4 Privacy Update

The report was taken as read.

Resolved minute number 23/ARK/049

That the report 'Privacy Update' be received.

Cr D Wilson/Cr S Loudon. Carried

10.5 Fraud Reporting

Mrs Grant advised that a report regarding an ongoing investigation will come to the next meeting.

Resolved minute number 23/ARK/050

That the report 'Fraud Reporting' be received.

Cr D Wilson/HWTM A Watson. Carried

10.6 Internal Audit Programme

The report was taken as read.

Resolved minute number 23/ARK/051

That the report 'Internal Audit Programme' be received.

Cr D Wilson/Mr Jones. Carried

10.7 Summary of Management Accounts

Mr Jones noted that there needs to be a discussion on the role of this committee in reviewing financial information. It was agreed the CE and Chair of Finance /Performance Committee would discuss this prior to the next meeting.

Resolved minute number 23/ARK/052

That the report 'Summary of Management Accounts' be received.

Cr D Wilson/Cr F Dalgety. Carried

10.8 Audit NZ Management Letter Points

In response to a question Mr Benadie advised that in relation to sewage overflows Council does not have the capacity for the work this entails. The committee requested further information from the auditors on this.

Resolved minute number 23/ARK/053

That the report Audit NZ Management Letter Points be received.

Cr D Wilson/Cr S Loudon. Carried

11 Discussion Items

11.1 Insurance Update

The report was taken as read.

Resolved minute number 23/ARK/054

That the report 'Insurance Update' be received.

Cr D Wilson/HWTM A Watson. Carried

12 Public Excluded

The meeting went into public excluded session 10.42am.

Resolution to Exclude the Public

Resolved minute number 23/ARK/055

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

- 1 Risk and Assurance Committee Meeting - 22 June 2023
2. Cyber Security

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
12.1 - Risk and Assurance Committee Meeting - 22 June 2023	To consider the minutes relating to matters that were the subject of discussion at the 22 June meeting.	S48(1)(a)
12.2 - Cyber Security	s7(2)(j) - Improper Gain or Improper Advantage	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.

Cr D Wilson/Mr Jones. Carried

13 Open Meeting

The meeting went into open session 10.54am.

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

Cr F Dalgety/HWTM A Watson. Carried

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

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Chairperson