

MINUTES

RISK AND ASSURANCE COMMITTEE MEETING

Date: Thursday, 5 December 2024

Time: 9.30am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present Cr Dave Wilson
Cr Simon Loudon
Cr Fi Dalgety (Zoom)
Cr Piki Te Ora Hiroa
Mr Philip Jones

In attendance Mr Kevin Ross, Chief Executive
Mrs Carol Gordon, Deputy Chief Executive
Mr Arno Benadie, Chief Operating Officer
Ms Leanne Macdonald, Group Manager- Corporate Services
Ms Sharon Bennett, Group Manager- People and Performance
Ms Lorraine Bergen, Manager- Financial 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 9.32am and read the council prayer.

2 Apologies

Resolved minute number **24/ARK/053**

That the apologies be received from His Worship the Mayor Andy Watson.

Cr P Hiroa/Cr D Wilson. Carried

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/054**

That the minutes of Risk and Assurance Committee Meeting held on 18 September 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 S Loudon. Carried

7 Follow-up Actions

7.1 Follow-up Action Items from Risk and Assurance Meetings

Item 1 – Ethics Committee

Mr Ross, Ms Macdonald, and Mr Jones will meet before the next meeting to discuss this item.

Resolved minute number 24/ARK/055

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

Cr P Hiroa/Cr D Wilson. Carried

8 Chair's Report

8.1 Chair's Report - December 2024

Mr Jones respond to questions on his comment on the lack of responsibility from the community in the report. Mr Jones clarified that there is a risk that the community receives the information but do not engage or understand the issues with an open mind.

Mrs Gordon responded to questions that adding information to the rates bill is expensive and the comms team have greater reach to the community through other areas.

Resolved minute number 24/ARK/056

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

Mr Jones/Cr F Dalgety. Carried

9 Reports for Information

9.1 Health, Safety and Wellbeing Update

This item is frequently reported to council and through ELT monthly meetings that the Mayor and Deputy Mayor and Cr Dalgety as healthy and safety representative attend.

Mr Jones noted his brief discussion with Mr Benadie regarding contractor monitoring of their health and safety. Mr Jones reiterated the need for assurance as a committee that the monitoring is happening. Ms Bennett responded that there are improvements in this space and the data already exists for this.

Resolved minute number 24/ARK/057

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

Cr F Dalgety/Cr S Loudon. Carried

9.2 Privacy Update

The report was taken as read.

Resolved minute number 24/ARK/058

That the report 'Privacy Update' be received.

Cr P Hiroa/Mr Jones. Carried

9.3 Protected Disclosures Update

The report was taken as read.

Resolved minute number 24/ARK/059

That the report 'Protected Disclosures Update' be received

Cr D Wilson/Cr S Loudon. Carried

9.4 Risk and Assurance Committee Work Programme

Ms Macdonald and Mr Jones had a pre-discussion on the committee work programme and discussed the risk framework and to understand councils risk appetite especially before the next election. Mr Jones noted that it would be beneficial to have a list of key activities for some risk appetite for activities and a zero-risk appetite for others. This will be part of the risk policy, and support informing the insurance of the council. This will come to the committee after March.

Officers highlighted that Bancorp has been engaged for treasury management, this was a key item for this committee at the last meeting.

Resolved minute number 24/ARK/060

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

Cr S Loudon/Cr P Hiroa. Carried

9.5 Insurance Update

Ms Macdonald noted that the current list of insurance was circulated earlier highlighting that this cost is within budget. Ms Macdonald noted that there is an understanding from AON that there is a signal for an easing period, however this always has potential to change.

Resolved minute number 24/ARK/061

That the report 'Insurance Update' be received.

Cr D Wilson/Cr F Dalgety. Carried

9.6 Fraud Reporting

The report was taken as read.

Resolved minute number 24/ARK/062

That the report 'Fraud Reporting' be received.

Cr D Wilson/Cr P Hiroa. Carried

9.7 Council Debt

The debt position has not changed since the last report but there are significant draw downs in the next period.

Ms Macdonald has met with Miles from Bancorp reviewing the Treasury Management Policy and they are undertaking a 10-year plan for the debt strategy for council.

Resolved minute number 24/ARK/063

That the report 'Council Debt' be received.

Cr F Dalgety/Cr D Wilson. Carried

9.8 Risk Management

The report was taken as read.

Resolved minute number 24/ARK/064

That the report 'Risk Management' is received.

Cr S Loudon/Cr D Wilson. Carried

9.9 Audit NZ Management Letter Points

Officers expect to receive the Audit NZ Management letter soon for the Long-Term Plan.

Resolved minute number 24/ARK/065

That the report Audit NZ Management Letter Points be received.

Cr D Wilson/Cr P Hiroa. Carried

10 Public Excluded

The meeting went into public excluded session 10.35am.

Resolution to Exclude the Public**Resolved minute number 24/ARK/066**

1 Risk and Assurance Committee Meeting - 18 September 2024

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
9.1 - Risk and Assurance Committee Meeting - 18 September 2024	To consider the minutes relating to matters that were the subject of discussion at the 18 September meeting.	S48(1)(a)

Cr D Wilson/Cr P Hiroa. Carried

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Chairperson