MINUTES

RANGITĪKEI DISTRICT COUNCIL
Making this place home.

RISK/ASSURANCE COMMITTEE MEETING

Date:	**Thursday, 28 May 2026**
Time:	**2.00pm**
Venue:	**Council Chamber** **Rangitīkei District Council** **46 High Street** **Marton**

Present	Mr Philip Jones (Zoom) HWTM Andy Watson Cr Dave Wilson Cr Fi Dalgety Cr Jeff Wong
In attendance	Mrs Carol Gordon, Chief Executive Mr Arno Benadie, Deputy Chief Executive Ms Leanne Macdonald, Group Manager – Corporate Services Ms Katrina Gray, Group Manager – Strategy, Community and Democracy Mr Darryn Black, Roading Transport Manager Ms Lorraine Bergen, Manager – Financial Services Ms Sharon Bennett, Manager – People & Culture Ms Crystal Johnston, Executive Assistant – Group Managers

Order of Business

1 Welcome / Prayer

HWTM opened the meeting at 2.00pm.

2 Apologies

There were no apologies received.

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

There were no conflicts of interested declared.

5 Confirmation of Order of Business

There was no change to the order of business.

6 Follow-up Action Items from Previous Meetings

6.1 Follow-up Action Items from Risk and Assurance Meetings

Risk Management Policy

Officers advised that the revised Risk Management Policy is scheduled to be presented to Council in August. Members requested that the action register be updated to clearly reflect the anticipated August reporting timeframe.

A member sought confirmation that the elected member identified to participate in the relevant action was supportive of the proposed approach.

H&S Annual Site Visits - 6 Monthly Updates From Relevant Staff to the Committee

Officers provided an update on health and safety site visits, advising that the due diligence plan would be considered later in the meeting.

Contractor H&S – Metrics

An update was also provided on contractor health and safety performance metrics. Officers advised that an online form has been developed to support site safety inspections and provide additional assurance regarding contractor health and safety performance.

Mr Jones welcomed the progress being made in strengthening contractor health and safety assurance processes.

De-escalation Training

Members discussed this item, noting that it has remained on the action register since December 2024. It was agreed that the item is now considered business-as-usual and advised that it could be brought back for further consideration should circumstances change. It was also noted that the matter is monitored through other reporting mechanisms.

Resolved minute number 26/ARK/001

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

Cr F Dalgety/Cr D Wilson. Carried

7 Chair's Report

7.1 Chair's Report - May 2026

Officers advised that the Strategic Risk Register had been prepared approximately two weeks prior to the meeting and included an update from Aon Insurance. Members noted that Risk 8 had since been elevated to Risk 1, reflecting the increasing significance of local government reform and its potential impact on local authorities.

Officers advised that the relevant legislation is not expected to be introduced until early next year, following Parliament's return.

Committee members discussed local government reform as Council's highest strategic risk and potential mitigation opportunities.

Resolved minute number 26/ARK/002

That the Chair's Report – May 26 be received.

Cr J Wong/Cr F Dalgety. Carried

8 Reports for Decision

8.1 Risk/Assurance Committee Programme of Work

Officers presented an overview of the Committee Programme of Work, outlining the current reporting schedule and the timing of upcoming policy reviews.

Members were advised that fraud awareness had recently been discussed with Audit New Zealand as part of Council's governance assurance programme.

Discussion took place regarding the recording of officer time associated with Central Districts Water (CDW), including seconded staff and funding arrangements for CDW.

The Chair referred to section 7.3 of the report and noted that workload pressures are being experienced across the local government sector. Concern was expressed that competing priorities could result in important work being delayed or overlooked. The Chair further observed that preparation for the next Long Term Plan (LTP) is likely to be particularly challenging given resource constraints and uncertainty arising from local government reform.

Resolved minute number 26/ARK/003

That the Risk/Assurance Committee receive the report Risk/Assurance Committee Programme of Work.

Cr D Wilson/Cr J Wong. Carried

Resolved minute number 26/ARK/004

That the Risk/Assurance Committee endorse the Standards of Integrity and Conduct Policy without amendment.

Cr J Wong/Cr F Dalgety. Carried

Resolved minute number 26/ARK/005

That the Risk/Assurance Committee endorse the Performance Improvement Procedure without amendment.

Cr D Wilson/Cr F Dalgety. Carried

8.2 Health, Safety and Wellbeing Update

Officers noted that the report summarises nine months of health, safety and wellbeing data to provide an overview of organisational performance and trends.

Members were advised that the revised health and safety documents listed within the report had been updated and were presented for Council's endorsement.

Members discussed how the policies and procedures are embedded across the organisation and that the near miss reporting is a useful indicator of the organisations health and safety culture.

Resolved minute number 26/ARK/006

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

HWTM A Watson/Cr F Dalgety. Carried

Resolved minute number 26/ARK/007

That the Health, Safety and Wellbeing in the Workplace Policy is endorsed without amendment.

Cr D Wilson/Cr F Dalgety. Carried

Resolved minute number 26/ARK/008

That the Governance Health, Safety and Wellbeing Charter is endorsed without amendment.

Cr F Dalgety/Cr D Wilson. Carried

Resolved minute number 26/ARK/009

That the Governance Health, Safety and Wellbeing Due Diligence Plan is endorsed without amendment.

Cr F Dalgety/Cr D Wilson. Carried

9 Reports for Information

9.1 Internal Audit Programme

Officers advised that the Fleet Management Review is currently underway, noting that the review is being undertaken in light of the future transfer of water-related assets to Central Districts Water.

Members noted that fuel costs had increased by approximately $7,000 over the reporting period.

The Chair drew attention to section 3.5 of the report relating to cybersecurity, noting that the matter had received limited discussion. The Chair emphasised the importance of ensuring Council continues to receive appropriate assurance that cybersecurity risks are being actively managed during the period of organisational change and reform. Officers advised that a dedicated cybersecurity presentation is scheduled for the August workshop to provide elected members with a comprehensive update.

The Committee also discussed fleet management processes.

A member advised that they had not recently received phishing simulation emails as part of Council's cybersecurity awareness programme. Officers undertook to review the frequency of the phishing exercises and provide feedback.

Resolved minute number 26/ARK/010

That the Risk/Assurance Committee receive the Internal Audit Programme Report.

Cr F Dalgety/Cr J Wong. Carried

9.2 Outstanding Audit NZ Management Actions

Officers advised that the External Audit actions remain largely unchanged since the previous reporting period.

Members noted the proposed February 2027 milestone requiring the three participating Central Districts Water councils to complete valuations of their respective three waters assets prior to their transfer to the CCO on 1 July 2027.

Resolved minute number 26/ARK/011

That the Risk/Assurance Committee receive the report 'Outstanding Audit NZ Management Actions'.

HWTM A Watson/Cr D Wilson. Carried

9.3 Financial Risk Report

Officers presented the Financial Risk Report, advising that it provides an overview of Council's debt position and outstanding debtors.

Members noted that Council's external debt position remains largely unchanged. Officers advised that an additional $5 million was drawn down on 27 May to support Council's cashflow requirements. It was noted that the cost of debt servicing is expected to increase as a result.

Reference was made to page 3 of the report, which records Council's average cost of funds at 4.4% per annum, as advised by Council's treasury advisor.

Resolved minute number 26/ARK/012

That the Risk/Assurance Committee receive the 'Financial Risk Report'

Cr F Dalgety/Cr D Wilson. Carried

9.4 Audit NZ Governance Reports

Officers advised that the Audit New Zealand Governance Reports were issued in November 2025 and that this was the first opportunity to formally present them to the Committee.

Officers noted that Audit New Zealand had not identified any matters of significant concern. It was further noted that there had been no changes to the financial figures between the draft and final reports, demonstrating stability throughout the audit process.

The Chair endorsed the comments acknowledged the positive outcome of the audit process.

Resolved minute number 26/ARK/013

That the report 'Audit NZ Governance Reports' be received.

HWTM A Watson/Cr D Wilson. Carried

9.5 Civic Financial Services/RiskPool Updates

Members were advised that Council became a shareholder in Civic Financial Services in 2024. Civic Financial Services provides superannuation and investment-related services to the local government sector.

Officers explained that RiskPool was established as a mutual insurance scheme for local authorities. However, the scheme is no longer accepting new insurance business due to the volume of historical claims. As a former member of RiskPool, Council retains a residual financial liability, which remains recognised in Council's accounts.

Resolved minute number 26/ARK/014

That the Risk/Assurance Committee receive the 'Civic Financial Services/Riskpool Updates' report.

HWTM A Watson/Cr J Wong. Carried

The meeting closed at 3:13pm.

The minutes of this meeting were confirmed at the Risk/Assurance Committee held on 27 August 2026.

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Chairperson