RANGITĪKEI DISTRICT COUNCIL

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ORDER PAPER

RISK/ASSURANCE COMMITTEE MEETING

Date:	**Thursday, 3 December 2026**
Time:	**1.00pm**
Venue:	**Council Chamber** **Rangitīkei District Council** **46 High Street** **Marton**

Chair:	Mr Philip Jones
Membership:	Cr Fi Dalgety HWTM Andy Watson Cr Dave Wilson Cr Jeff Wong

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Notice is hereby given that an Risk/Assurance Committee Meeting of the Rangitīkei District Council will be held in the Council Chamber, Rangitīkei District Council, 46 High Street, Marton on Thursday, 3 December 2026 at 1.00pm.

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AGENDA

1 Welcome / Prayer

2 Apologies

3 Public Forum

4 Conflict of Interest Declarations

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

5 Confirmation of Order of Business

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: **Petra Fleming, Governance Advisor**

1. Reason for Report

1.1 The minutes from **Risk/Assurance Committee Meeting held on 27 August 2026 are attached.**

Attachments

1. Risk/Assurance Committee Meeting - 27 August 2026

Recommendation

That the minutes of Risk/Assurance Committee Meeting held on 27 August 2026 **[as amended/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.

RANGITĪKEI DISTRICT COUNCIL
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UNCONFIRMED: RISK/ASSURANCE COMMITTEE MEETING

Date: **Thursday, 27 August 2026**

Time: **To follow Risk/Assurance Workshop**

Venue: **Council Chamber**
Rangitīkei District Council
46 High Street
Marton

Present
Mr Philip Jones
Cr Fi Dalgety
Cr Dave Wilson
HWTM Andy Watson
Cr Jeff Wong

In attendance
Cr Alan Buckendahl
Cr Sandra Field
Mr Arno Benadie, Deputy Chief Executive
Ms Leanne Macdonald, Group Manager – Corporate Services
Ms Katrina Gray, Group Manager – Strategy, Community and Democracy
Ms Lorraine Bergen, Manager – Financial Services
Ms Petra Fleming, Governance Advisor

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UNCONFIRMED

1 Welcome

The Chair opened the meeting at 1.37pm.

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 interest declared.

5 Confirmation of Order of Business

There was no change to the order of business.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Resolved minute number 26/ARK/015

That the minutes of Risk/Assurance Committee Meeting held on 28 May 2026 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 Action Items from Previous Meetings

7.1 Follow-up Action Items from Risk/Assurance Meetings

The item on the register is completed in Item 9.1.

Resolved minute number 26/ARK/016

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

Cr D Wilson/Cr F Dalgety. Carried

UNCONFIRMED

8 Chair's Report

8.1 Chair's Report – August 2026

Members highlighted that the biggest risk is the loss of public voice across all the reforms listed, especially considering the speed at which change is occurring.

Resolved minute number 26/ARK/017

That the report Chair's Report – August 26 be received.

HWTM A Watson/Cr F Dalgety. Carried

9 Reports for Decision

9.1 Risk/Assurance Committee Programme of Work

The Committee discussed the Long Term Plan, highlighting its importance as leverage to bring a realistically unique picture of Rangitīkei to amalgamation. Concerns were raised considering the number complexities to be considering in the Long Term Plan process due to ongoing legislative and operational changes.

Members discussed the AI disclosure within the Risk Appetite and Tolerance Policy. Officers advised that there are strict procedures adhered to by staff when obtaining an AI license.

Members discussed the risk of online harassment. Officers advised prevention of this risk is captured within the Social Media Policy and Customer and Visitor Conduct Policy, but will ensure this is also referenced within the Risk Appetite and Tolerance Policy when adopted by Council.

HWTM Watson left after this item at 2.56pm and returned at 3.17pm after item 10.5.

Resolved minute number 26/ARK/018

That the report Risk/Assurance Committee Programme of Work be received.

Cr F Dalgety/Cr D Wilson. Carried

Resolved minute number 26/ARK/019

That the Risk/Assurance Committee recommend the Delegations to Positions Policy to Council for adoption.

Cr F Dalgety/Cr D Wilson. Carried

Resolved minute number 26/ARK/020

That the Procurement and Contract Management Policy be received.

Cr D Wilson/Cr J Wong. Carried

UNCONFIRMED

Resolved minute number 26/ARK/021

That the Risk/Assurance Committee recommends to Council that the Risk Management Strategy and Risk Appetite and Tolerance Policy be adopted, as amended.

Cr D Wilson/Cr F Dalgety. Carried

Resolved minute number 26/ARK/022

That the Strategic Risk Register be received.

Cr J Wong/Cr D Wilson. Carried

10 Reports for Information

10.1 Health, Safety and Wellbeing Update

Ms Macdonald highlighted that the dashboard now includes contractor notifications, and that officers have completed health and safety inspections at contractor sites and are training site managers to perform and record their own inspections.

Members raised concerns regarding the increase in negative interactions between officers and the public. Officers advised this trend is common amongst councils. Officers undergo situational safety training to be prepared for aggressive interactions and receive support following any incidents.

Resolved minute number 26/ARK/023

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

Cr F Dalgety/Cr D Wilson. Carried

10.2 Internal Audit Programme

The report was taken as read.

Ms Bergen noted that the Accounts Payable internal audit will be postponed to allow settling in time for a new Finance Officer – Accounts Payable.

Resolved minute number 26/ARK/024

That the report Internal Audit Programme be received.

Cr D Wilson/Cr J Wong. Carried

10.3 The Audit Office Outstanding Management Actions

The report was taken as read.

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Resolved minute number 26/ARK/025

That the report The Audit Office Outstanding Management Actions be received.

Cr D Wilson/Cr J Wong. Carried

10.4 Outstanding Internal Audit Recommendations

The report was taken as read.

Resolved minute number 26/ARK/026

That the report Outstanding Internal Audit Recommendations be received.

Cr D Wilson/Cr J Wong. Carried

10.5 Financial Risk Report

Officers highlighted that the results in this report indicate Council is performing well compared to industry averages.

Members discussed the outstandings related to consents, and queried the process of how this interacts with Certificate of Code of Compliance (CCC). Officers advised the CCC is not provided until the total balance of consent fees are received.

Officers also noted the amount of properties with outstanding rates decreased significantly.

The Chair highlighted that it is acceptable that Council is currently outside of the Treasury Policy considering the CDW transfer as the increased interest costs that would occur to achieve compliance are not justifiable.

Resolved minute number 26/ARK/027

That the report Financial Risk Report be received, noting Council is outside of the Treasury Policy and the reasons for this.

Cr D Wilson/Cr F Dalgety. Carried

10.6 Insurance Update

Ms Bergen highlighted that the new CDEM liability insurance covers volunteers involved with a CDEM Event. The New Councillors and Officers specific liability policy is scheduled to go before Council around November. This will include costings and positioning within the current budget. There is also ongoing cost-benefit analysis considering the costs of windscreen replacements compared to the cost of no-excess cover for windscreens.

The Chair highlighted that overall, there is increased cover for less cost.

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Resolved minute number 26/ARK/028

That report Insurance Update be received.

Cr J Wong/Cr F Dalgety. Carried

The meeting closed at 3.24pm.

The minutes of this meeting were confirmed at the Risk/Assurance Committee held on 3 December 2026.

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Chairperson

UNCONFIRMED

ITEM 7.1

7 Chair's Report

7.1 Chair's Report – December 2026

Author: **Philip Jones, Chair**

Introduction

At the time of writing, the final results of the general election have yet to be confirmed. As noted in my previous report to the committee, uncertainty—and therefore risk—arising from Government policy and draft legislation remains high and is likely to continue for some time.

The key risks I see arising from government policy are listed below and are also considered in the top 10 risks below:

- Proposed rates capping alongside increasing pressure to fund Government policy, such as regional spatial planning requirements.
- Other reforms, including the delayed move to development levies and impacts of "granny" fiats.
- Reducing subsidies, for example for NZTA and emergency works.
- Increased reporting complexity, such as mandatory reporting on groups of activities.
- Continued uncertainty around "Head start".

In addition, (again considered in the top 10 risk below, risk 4) Tauranga City Council's External Review into the Mount Maunganui Beachside Holiday Park Landslide (the Davison report) provides the most detailed picture of systemic life-safety governance failure in the sector. If the sector does not take those lessons on board and modify its practices, similar events will occur where the underlying risk is known to the infrastructure owner.

One useful consideration is the "Swiss cheese" model: layers of controls normally cover one another's gaps, but risk dramatically increases when the gaps in each layer align. This helps explain why events often involve more than one contributing factor. I believe this was the case in the 2026 landslide.

For example, a vehicle with bald tyres travelling on a wet road at excessive speed and needing to change direction is highly likely to be involved in an accident. The severity of the impact will depend on the environment, including the location of immovable objects; the driver's skill; and the vehicle's safety features and whether they are used, such as seat belts.

This raises the question: how many layers of control can practically be put in place?

Another example could be the risk consideration a road running through a gorge with a history of rockfalls. How much funding should be allocated to reducing the risk from the rock wall, or should the road be closed? The decision ultimately depends on the level of risk appetite. This example is identical to a fatality on a State Highway in 2014.

Top local authority and New Zealand wide risk

Set out in the risks below are the top local authority risk for the quarter and again I have compared those with the previous quarter. While there has not been significant change in the number and order of risks, there are a significant number that still relate to Government policy and announcements, these are then compounded by the Government's rates capping draft bill.

Since the last report of the Government appeared to have rushed significant legislation through the House. These include the stalled Local Government Systems Improvement Bill, now an act but this does complexity to all future reporting. Development Levy framework is still deferred.

Attachments:

1. **Emerging risks and Top 10 Overall Risks** ⇩

Recommendation

That the report Chair's Report – December 2026 be received.

Extract and comments on Aon's NZ Local Government Emerging Risk Horizon Scan

Risk	Risk description	Key emerging issues	As reported in August
1. Local Government Reform & Head Start: Structural Reorganisation & Workforce Retention	The progression of the Government's Simplifying Local Government programme—comprising the voluntary Head Start amalgamation pathway and the looming 2028 compulsory "backstop"—creates acute structural, operational, and organizational risks. Crucially, the multi-year timeline is destabilizing key personnel, driving retention and recruitment deficits that threaten core service continuity and asset stewardship.	Although the previous government suspended The Head Start proposal, this has not been superseded by any other direction therefore the current risks remain Following the submission of 18 outline proposals by the August deadline, councils are navigating a complex holding pattern while central government works through proposal viability, local representation, and planning alignment. Councils face a structured transition schedule: developing detailed proposals through March 2027, awaiting Cabinet sign-offs by mid-2027, and preparing for operational amalgamation by the 2028 local elections.	1. Local Government Reform & Head Start Reorganisation
2. Climate Adaptation & Natural Hazard Exposure (NCCRA 2026 & National Framework)	Escalating physical hazards (extreme weather, inland flooding, coastal inundation, storm-triggered slips) intersect with tightening central statutory expectations. Without clear co-funding mechanisms from the Crown, councils face rising legal liability for consenting decisions, uninsurable public assets, and stranded civic infrastructure.	Adaptation fiscal deficit: Growing capex requirements to protect, raise, or relocate lifelines in low-lying or geotechnically unstable zones, set against ratepayer pushback and statutory rate caps. Consenting and disclosure exposure: Rising risk of legal action from developers or property owners where councils apply precautionary hazard zonings or refuse consents based on updated flood maps.	2. Climate Adaptation & Natural Hazard Exposure (National Adaptation Framework)

Risk	Risk description	Key emerging issues	As reported in August
		The 2026 National Climate Change Risk Assessment (NCCRA) identifies local and central government funding mechanisms as a critical vulnerability, warning that adaptation demands will crowd out basic service provision if sustainable co-funding tools are not implemented. Meanwhile, RMA and national planning direction mandate that councils apply current climate and hazard projections to land-use decisions, increasing the exposure of infrastructure plans to legal challenges and judicial review.	
3. Water Services Viability & Transition (Local Water Done Well)	Councils face complex, multi-year transitions under Local Water Done Well frameworks. Developing and funding Water Services Delivery Plans (WSDPs) while setting up new Water Services Organizations (WSOs) or joint delivery models strains balance sheets and creates operational hand-over risks.	Separation friction: Operational, balance sheet, and data transfer frictions during the shift of water assets into standalone or shared council-controlled organizations (CCOs). Interface with council reform: Uncertainty regarding how proposed Head Start or 2028 backstop boundary changes will align with water catchments and freshly negotiated water entity agreements. Near-term actions (next 6–12 months) Review WSDP capital execution pipelines against actual civil engineering supply-chain capacity. Align water entity transition milestones with regional local government	3. Building Act Changes – Seismic & Existing Building Risk

Risk	Risk description	Key emerging issues	As reported in August
		reorganisation discussions to prevent misaligned asset boundaries.	
4. NEW Life-Safety & Geotechnical Hazard Governance (Embedding Systemic Controls)	Operational failure to systematically catalogue, own, track, and escalate known natural and geotechnical hazards across public reserves, campgrounds, steep transport corridors, and community facilities.	The systemic failures detailed in the Davison review (Tauranga City Council)—specifically the lack of assigned risk ownership, untracked consultant recommendations, and absent Trigger Action Response Plans (TARPs)—have provided the sector with a clear structural benchmark. The broader multi-agency Government Inquiry into the Fatal Landslides in Tauranga has had its reporting deadline extended to 18 February 2027. The acute sector focus has now shifted from forensic reaction to institutionalizing baseline life-safety disciplines as standard enterprise risk practice.	4. Water Services Viability & Transition (Local Water Done Well)
5. Financial Sustainability, Capital Programme Integrity & Credit Exposure	Structural inflation across construction and civil materials, higher borrowing costs, and community resistance to rates increases constrain financial flexibility, threatening capital project delivery and renewal targets.	Councils are preparing the foundation for upcoming Long Tem plan cycle within a restrictive fiscal environment. Central government moves to refocus local government legislation on "core services" and scrutinize rates increases limit revenue-raising flexibility. Simultaneously, capital works deferrals are exacerbating renewals backlogs across civic facilities and transportation networks.	5. Financial Sustainability, Insurance & Major Programme Integrity
6. Cybersecurity, Critical Infrastructure	Disruption, ransomware extortion, or data exfiltration targeting council IT, enterprise	The National Cyber Security Centre (NCSC) continues to highlight elevated threat levels	6. Cybersecurity, Data & Digital Resilience

Risk	Risk description	Key emerging issues	As reported in August
& Operational Technology (OT) Resilience	resource systems, and operational technology (SCADA networks managing water treatment and transport lifelines) driven by organized criminal groups or state-aligned threat actors.	targeting public infrastructure, with an emphasis on vulnerabilities introduced through third-party SaaS vendors and unsegmented OT environments. Mergers and system-sharing arrangements under reform increase enterprise network complexity. OT and SCADA isolation: Inadequate air-gapping or identity management connecting corporate enterprise IT to field operational technology networks.	
7. Frontier & Generative AI Governance, Information Integrity & Privacy	Unregulated organizational uptake of Generative AI tools (e.g., automated report drafting, code generation, customer service bots, resource consent assessment support) leading to compromised private data, hallucinations in public planning advice, and loss of institutional transparency	Administrative law challenges: Reliance on automated summarization tools to assess public consultation or planning documentation, creating vulnerability to judicial review over flawed procedural fairness. Near-term actions (next 6–12 months) Adopt and enforce a council-wide Artificial Intelligence Governance Policy explicitly prohibiting unvetted public-model use for sensitive citizen data. Institute mandatory human-in-the-loop review controls for any AI-assisted technical reporting or public communications.	7. Generative / Frontier AI in Local Government
8. Building Act & Seismic Compliance	Legislative adjustments to the earthquake-prone building (EPB) regime alter council compliance workflows, identification	Compliance paralysis: Property owners stalling voluntary strengthening programs in	8. Workforce, Capability & Delivery Capacity

Risk	Risk description	Key emerging issues	As reported in August
(Earthquake-Prone Building Reform)	criteria, and enforcement timelines for commercial and heritage building stock.	anticipation of relaxed statutory enforcement or extended deadlines. Civic facility liability: Balancing the cost of strengthening heritage council buildings (halls, libraries, depots) against fiscal caps and broader infrastructure priorities. Near-term actions (next 6–12 months) Audit the council's own building portfolio to ensure clear, defensible decision records regarding occupancy, public notices, and remediation schedules. Update building control regulatory guidance and stakeholder communication ready for legislative commencement	
9. Misinformation, Societal Polarisation & Erosion of Civic Trust	Coordinated disinformation, community polarization, and adversarial public campaigns targeting council projects, local governance changes, and rates reviews—undermining decision-making legitimacy and increasing physical and psychosocial safety risks for staff and elected members.	Local government reform proposals (such as Head Start and the proposed disestablishment of regional councils by 2028), water metering, and climate hazard designations provide ongoing focal points for community grievance. Harassment of frontline staff and elected officials during public consultation remains elevated.	9. Misinformation, Polarisation & Trust in Local Institutions
10. Central-Local Government Alignment & Governance Complexity	Cumulative reform pressures (Resource Management Act replacements, Local Water Done Well, Simplifying Local Government, emergency management updates) driven at pace by central	Councils are dealing with simultaneous structural and statutory changes. This continuous transition environment creates delivery confusion and friction between regional and territorial authorities,	

Risk	Risk description	Key emerging issues	As reported in August
	government create overlapping obligations, reporting overhead, and inter-agency friction	especially where competing Head Start models have been submitted.	

Top 10 overall risks facing New Zealand including both public and private sectors

This quarter	Last quarter
1. Geopolitical and geoeconomic instability. Global conflicts, trade protectionism, and a contested Pacific region directly threaten New Zealand's export-reliant economy and market access. Both government agencies and private boards rank geopolitical friction as a primary driver of strategic and capital allocation uncertainty.	1. Cybersecurity and Data Breaches - Growing sophistication in cyber attacks targeting critical digital infrastructure, proprietary corporate data, and government systems.
2. Cybercrime and digital disruption. Ransomware, data breaches, and cyber exploitation threaten critical national infrastructure, government services, and private enterprises. While boards increasingly recognize cyber threats, many organizations still lag in quantifying the potential financial impact of an attack	2. Critical Infrastructure Strain - Underinvestment and aging networks across water, energy, and transport systems.
3. Extreme weather and climate change. Severe storms, flooding, and coastal erosion pose acute physical threats to communities, agricultural output, and essential assets. Hundreds of thousands of buildings and key transport networks are exposed to inland flooding, creating massive fiscal and insurance liabilities.	3. Climate Change and Natural Disasters - Exposure to severe storms, flooding, rising sea levels, and seismic activity like earthquakes.
4. Aging and vulnerable infrastructure. Water systems, road and rail networks, and energy grids face mounting pressure from underinvestment and climate stress. Failure in these lifelines disrupts supply chains, business continuity, and public health nationwide.	4. Economic Instability and High Debt - Elevated household debt, tight corporate cash reserves, and slow macroeconomic recovery.
5. Supply chain and major trade disruptions. As a geographically isolated island nation, New Zealand relies heavily on maritime and air links for critical imports and agricultural exports. Regional conflicts, biosecurity shocks, or transport bottlenecks can quickly sever access to vital goods and overseas markets.	5. Geopolitical Tensions and Trade Concentration - Heavy reliance on a small group of export markets (such as China) and specific primary commodities (dairy and meat), alongside global trade fragmentation.
6. Weak productivity and economic headwinds. Sluggish labour productivity growth, low research and development investment, and	**6. Supply Chain Disruption -** Fragility in international shipping lanes, logistics networks, and imported raw materials.

high household debt constrain domestic demand and business expansion. In the public sector, constrained fiscal headroom limits the government's ability to fund infrastructure and social services.	
7. Workforce shortages and talent retention. An aging population and ongoing emigration to markets like Australia create persistent skill gaps across healthcare, construction, and specialized industries. Both public agencies and private firms struggle with employee burnout and retaining key personnel.	**7. Skills Shortages and Low Productivity -** Chronic shortages of skilled labour and weak productivity growth relative to other OECD nations.
8. AI governance and technological disruption. Rapid adoption of generative and agentic AI introduces new operational, ethical, and liability exposures. Organizations face the dual risk of falling behind global competitors or deploying automated systems without adequate oversight and data protection.	8. **Regulatory and Compliance Burdens -** Rapidly changing legislative requirements, tax adjustments, and environmental compliance obligations.
9. Espionage and foreign interference. State actors and proxies actively target New Zealand's government bodies, research institutions, and private technology firms to steal intellectual property and influence policy. These covert activities threaten national security, commercial competitiveness, and social cohesion.	9. **Biosecurity Threats -** Potential incursions of foreign pests or animal diseases (such as foot-and-mouth disease).
10. Biosecurity incursions and seismic hazards. An outbreak of an agricultural pest or disease, such as foot-and-mouth disease, would devastate the primary sector and trigger immediate export bans. Simultaneously, New Zealand's location on active fault lines keeps major earthquakes and volcanic events a constant existential risk to life and property.	10. **Public Sector Delivery Constraints -** High reliance on external consultants, shifting political directives, and structural constraints tied to short election cycles.

ITEM 8.1

8 Reports for Decision

8.1 Risk/Assurance Committee Programme of Work

Author: **Leanne Macdonald, Group Manager - Corporate Services**

Authoriser: **Carol Gordon, Chief Executive**

1. Reason for Report

1.1 To provide the Risk/Assurance Committee quarterly progress against their current Programme of Work.

2. Context

2.1 The Programme of work was agreed by the Committee in April 2026. The programme of work will be presented on a quarterly basis at each committee meeting to provide members with updates against the activities.

3. Overview of the Programme

Item	Risk/Assurance Committee Meeting
Governance	
Risk/Assurance Committee Terms of Reference	Last Reviewed: April 2026 and adopted by Council. Next in-depth review is planned for the month of April following Local Government elections (April 2029).
Overview of current Financial Risks	Each meeting as a stand-alone report
Latest Health, Safety and Wellbeing reporting	Each meeting as a stand-alone report
Fraud Reporting	Biannually (May and November) unless there is an event to disclose/update
Insurance Update -	Annually (May) to discuss the proposed plan in preparation of the annual renewal cycle. Annually (August) insurance updates/claims unless there is an event requiring disclosure or updates.
Protected Disclosure Reporting	Annually (August) at the end of each financial year, unless there is a protected disclosure to report.
Privacy Reporting	Annually (August) at the end of each financial year, unless there is a notifiable (serious) privacy breach to report.
Outstanding Audit NZ management letter points	Each meeting as a stand-alone report
Current Areas of Concern	Each meeting as part of this report
Staff Annual Turnover	Annually (August) at the end of each financial year
Internal Audit	
Internal audit programme	3 yearly (May 2026)

Annual Internal Audit workplan updates along with any outstanding internal audit recommendations.	Each meeting as a stand-alone report
Statutory Policies etc	
Revenue and Finance Policy	Required by S102 LGA; typically, as part of the LTP Review every 3 years or earlier if needed. Next Review: February 2027 (LTP)
Rates Postponement Policy	Required by S102 & S110 LGA to be reviewed every 6 years. Next Review: February 2027 (LTP).
Rate Remission Policy	Required by S102 & S109 LGA to be reviewed every 6 years. Next Review: February 2027 (LTP)
Rates Remission for Māori Freehold Land Policy	Required by S102 & S108 LGA to be reviewed every 6 years. Next Review: February 2027 (LTP)
Significance and Engagement Policy	Required by S76 LGA; Next Review: February 2027 (LTP)
Accounting Policies	Annually as part of annual financial statements as preparation for both the annual reporting cycles and the long-term and annual planning cycles.
Finance and Infrastructure Policies	Every three years (part of LTP) Next Review: February 2027 (LTP)
Protected Disclosure "Whistle Blower" Policy	*Required by Protected Disclosures Act - Review every two years. Next Review: November 2026.*
Privacy Policy	Required by Privacy Act - Review every 2 years Next review: May 2027
Delegations Register	This was approved by Council on 27 June 2024. Next review: February 2029
Policy on Development Contributions	Required by S102 LGA; S106 LGA requires Policy to be reviewed every 3 years. Current version reviewed - May 2024 Next Review: February 2027
Other Policies etc	**Not specifically required by statute but considered 'critical'**
Gifts and Hospitality Policy	Review every 2 years: Next Review: May 2027
Sensitive Expenditure Policy	Review every 2 years: Next Review: August 2027
Fraud, Bribery and Corruption Policy	Review every 2 years Next Review: May 2027
Procurement and Contract Management Policy	To be Approved at September 2026 Council meeting. Next Review: August 2029
Staff Standards of Integrity and Conduct	Review every 2 years. Next Review: May 2028
Health, Safety and Wellbeing Policy	Review every 2 years Next Review: May 2028
Credit Card Policy	Review every 3 years Next Review: February 2028
Risk	
Risk Management Strategy and Risk Appetite and Tolerance Policy	Review every 3 years Next Review August 2029

Strategic Risk Register	Full Review Completed for August 2026 Reviews will continue on a rolling basis with next full review to be presented to A/R will be August 2029

4. Policy Updates

4.1 **Protected Disclosure "Whistle Blower" Policy** (attached under separate cover) was scheduled for a review. This has been updated to improve clarity, accessibility and alignment with the Protected Disclosures (Protection of Whistleblowers) Act 2022. Key changes include clearer definitions and reporting pathways, strengthened guidance on confidentiality and protections, and improved processes for supporting individuals and managing disclosures fairly and consistently.

5. Fraud Reporting

5.1 Fraud Awareness week is the week of 15 November to 22 November. A small group of champions have a number of events occurring during this week to keep fraud awareness an open topic. Cyber security training also occurs during this time, and at the time of writing this report, all staff have been instructed to attend this training.

5.2 There have been no suspected or reported fraud events during the first quarter of this year.

6. Current Areas of Concern

6.1 Officers have continued to understand the implications for RDC arising from the findings of the Mt Maunganui landslide review (Davison Report). Officers across Council are working on a Natural Hazards Register to ensure we understand key risks for RDC, along with shared risks involving other councils. For RDC, each risk will have an identified "owner" and where there are existing reports involving identified hazards, these will be included in the register and any recommendations will have a date-based review to ensure we do not lose any material information. Once completed this register will be reported on in the same manner as the Corporate Risk Register.

6.2 There had been a planned presentation from Aon for this meeting to speak further in this space, unfortunately the speaker is incapacitated and there may be an opportunity in 2027 to revisit. Noting that there has been a lot of advancement and understanding in this space since the Davison Report was released.

6.3 The requests coming through from Central District Waters (CDW) continues to grow. The big focus over this last quarter has been around developing a Transfer Agreement for assets, contracts and agreements, land, property, easements, plant and equipment and abandoned assets. A significant amount of work right across the organisation, from elected members, our CE and staff right across the activities.

6.4 The 2027-37 Long Term Planning is well on the way, with workshops for elected members continuing. The challenge remains for Council on how they will manage to fund existing levels of service under the rate capping proposed for 2029 onwards and maintain balanced budgets within a ten-year period. This is another resource-heavy project, and the work-overload continues to be a concern as staff juggle a number of deadlines.

6.5 The growing number of LGOIMA's currently being received is impacting right across the organisation. The number of LGOIMA's received in 2025/26 increased by 24%. In the first three months of 2026/27 Council has received 51 requests, which is 50% of 2025/26 full year (102). Many of these LGOIMA's are complex and time consuming.

7. Financial Implications

7.1 There are no financial implications associated with this report. The work programme is delivered within approved budgets.

8. Impact on Strategic Risks

8.1 Relevant strategic risks include:

8.1.1 'Insufficient capability and capacity to fulfil agreed commitments': Statutory requirements are prioritised within officer workloads.

8.1.2 'Obligations to health, safety and wellbeing are not met': The Risk/Assurance Committee receive regular updates as part of Council's focus on health, safety and wellbeing.

9. Strategic Alignment

9.1 The Risk/Assurance work plan provides foundational support for Council's strategic framework.

10. Mana Whenua Implications

10.1 There are no direct mana whenua implications associated with this report. Mana whenua implications will be considered and addressed as part of individual work programmes as required. A key area of interest will be the Rates Remission for Māori Freehold Land Policy.

11. Climate Change Impacts and Consideration

11.1 There are no direct climate change implications associated with this report. Climate change impacts will be considered as part of individual work programmes as required.

12. Statutory Implications

12.1 The work programme is undertaken and reported on in accordance with relevant statutory requirements. Relevant legislation includes the Local Government Act 2002, Local Government (Rating) Act 2002, Health and Safety at Work Act 2025, Privacy Act 2020, Protected Disclosures Act 2000.

ITEM 8.1

13. Decision Making Process

13.1 This report is for information, there is no decision required.

Attachments:

1. Protected Disclosures Policy and Procedure (under separate cover)

Recommendation

That the report Risk/Assurance Committee Programme of Work be received.

8.2 Protected Disclosures Update

Author: **Erin Townsend, Manager - People & Culture**

Authoriser: **Leanne Macdonald, Group Manager - Corporate Services**

1. Reason for Report

1.1 This report provides an update on protected disclosures for the reporting period, this update being that there are no protected disclosures to report for this quarter. This report also outlines the review process for the Protected Disclosures Policy and Procedures and presents the revised Protected Disclosures Policy and Procedure for members consideration and endorsement.

2. Context

2.1 The Protected Disclosures Act 2022 (Act) came into force on 1 July 2022 and replaced the Protected Disclosures Act 2000. The purpose of the Act is to facilitate the disclosure and timely investigation of serious wrongdoing in or by an organisation and protect people who make a disclosure under the Act.

2.2 Under the Act a disclosure can be made by an employee. The definition of employee under the Act is wider than other legislation and includes employees, secondees, contractors, volunteers and boards / governing bodies.

2.3 Employees who make a disclosure under the Act are not liable to any civil or criminal proceedings, or to disciplinary proceedings by the employer, for reasons of that disclosure.

2.4 Rangitīkei District Council (RDC) maintains an internal Protected Disclosures Policy and Procedure which is aligned to the requirements of the 2022 Act. That policy was due for review by November 2026, and that review is underway.

2.5 Internal policies are available on the staff intranet (Kapua). Policies are communicated to staff at regular intervals including when the policy is introduced, when changes are made, as part of the orientation process for new staff and when it is timely to do so.

3. Discussion and Options Considered

3.1 There are no protected disclosures to report for this period.

3.2 Council's internal Protected Disclosure's Policy and Procedure (Policy and Procedure) was re-written in July 2022 in accordance with the provisions of the new Act. The new Policy and Procedure was reviewed, and endorsed, by an external legal firm.

3.3 In 2024 the Policy and Procedure was reviewed by Councils Executive Leadership Team in accordance with Councils Policy Review Schedule and Risk/Assurance Committee Work Programme, and peer reviewed by a different legal consultancy. As a result of the review, no changes were made to the Policy and Procedure, and the review date was set as November 2026.

3.4 The Policy and Procedure has been reviewed and updated in November 2026 with the assistance of AI to improve clarity, accessibility and alignment with the Protected Disclosures (Protection of Whistleblowers) Act 2022. Key changes include clearer definitions and reporting pathways, strengthened guidance on confidentiality and protections, and improved processes for supporting individuals and managing disclosures fairly and consistently.

3.5 The revised Policy and Procedure is attached for members consideration and endorsement. This includes recommended changes shown in tracked changes and a table of summarised changes on page one. This Policy and Procedure has been reviewed by the Group Manager Corporate Services and is now pending Executive Leadership Team review. The next proposed review date is November 2028.

4. Financial Implications

4.1 There are no financial implications associated with this report.

5. Impact on Strategic Risks

5.1 There are no impacts on Council's strategic risks.

6. Strategic Alignment

6.1 There are no matters that impact on Council's Strategic Framework associated with this report.

7. Mana Whenua Implications

7.1 Officers are not aware of mana whenua implications associated with this report.

8. Climate Change Impacts and Consideration

8.1 There are no climate change impacts associated with this report.

9. Statutory Implications

9.1 The Protected Disclosures Policy was developed, and reviewed, in accordance with the Protected Disclosures Act 2022.

10. Conclusion

10.1 This report has provided an update on protected disclosures for the reporting period, this update being that there are no protected disclosures to report. The report has also outlined the review process for the Protected Disclosures Policy and procedure and has provided the revised Policy and Procedure for members comment and endorsement.

11. Decision Making Process

11.1 This decision is considered to have low significance.

Attachments:

1. **Protected Disclosures Policy and Procedure (under separate cover)**

Recommendation 1

That the report Protected Disclosures Update be received.

Recommendation 2

That the revised Protected Disclosures Policy and Procedure be endorsed [with/without] amendment, noting that the Policy is awaiting Executive Leadership Team review.

ITEM 9.1

9 Reports for Information

9.1 Health, Safety and Wellbeing Update

Author: **Erin Townsend, Manager - People & Culture**

Authoriser: **Leanne Macdonald, Group Manager - Corporate Services**

1. Reason for Report

1.1 This report provides an update on health, safety and wellbeing matters for the reporting period 01 July 2026 to 30 September 2026.

1.2 This report provides standard items including a 3-month period Health, Safety and Wellbeing Dashboard, along with a summary of health and safety incidents for the 3-month period.

1.3 This report also provides highlights from health, safety and wellbeing work programme and an update on contractor and volunteer health, safety and wellbeing matters.

1.4 These reports align to the quarters in the financial year ending 30 September, 31 December, 31 March and 30 June.

2. Context

2.1 Elected Representatives are considered Officers under the Health and Safety at Work Act 2015 (Act). This means they have an obligation to exercise due diligence in relation to health and safety matters. Due diligence is defined in section 44(4) of the Act as taking reasonable steps to:

2.1.1 Acquire, and keep up to date, knowledge of work health and safety matters; and

2.1.2 Gain an understanding of the nature of the operations of the business or undertaking of the person conducting business or undertaking (PCBU) and generally of the hazards and risks associated with those operations; and

2.1.3 Ensure that the PCBU has available for use, and uses, appropriate resources and processes to eliminate of minimise risks to health and safety from work carried out as part of the conduct of the business or undertaking; and

2.1.4 Ensure the PBCU has appropriate processes for receiving and considering information regarding incidents, hazards and risks, and for responding in a timely way to that information; and

2.1.5 Ensure that the PCBU has, and implements, processes for complying with any duty or obligation of the PCBU under the Act; and

2.1.6 Verify the provision and use of the resources and referred to above.

2.2 Under the Act, the definition of worker includes employees, contractors, sub-contractors and volunteers. In the case of contractors and sub-contractors, Rangitīkei District Council (RDC) is required to take a joint PCBU approach to ensuring health, safety and wellbeing obligations are met.

Discussion

2.3 Health, Safety and Wellbeing Monthly Reporting and Dashboards

2.3.1 Councils Health, Safety and Wellbeing Dashboard (Dashboard) typically provides monthly incident data and year-to-date trends. The attached dashboard provides the information for the period (01 July 2026 to 30 September 2026).

2.3.2 A summary of health, safety and wellbeing reporting for the 3-month period has been provided in the table below, with corresponding dashboard, referred to in 2.3.1 attached to the report.

Month	Events	Hazards	Near Misses
July 2026	Plant / Machinery (4) Antisocial Behaviour (2) Physical Harm other (2) Slip / Trip / Fall (2) Tool / Small Appliance Motor Vehicle	Substance Exposure	Physical Harm Other Tool / Small Appliance
August 2026	Antisocial Behaviour (4) Animal Attack (2) Motor Vehicle Physical Harm other Plant / Machinery Slip / Trip / Fall	Substance Exposure	Slip / Trip / Fall
September 2026	Antisocial Behaviour (5) Other (2) Physical Harm other (2) Motor Vehicle Plant / Machinery Slip / Trip / Fall Substance Exposure Tool / Small Appliance	Slip / Trip / Fall (2) Antisocial Behaviour Physical Harm other Other	Motor Vehicle Physical Harm other
July – Sept 2026 Quarterly total	**36**	**7**	**5**
2025/2026 End of year total	**69**	**30**	**13**

2.3.3 There were no reported incidents during this period that required WorkSafe notification.

2.3.4 There were no contractor reported incidents during this period that required WorkSafe notification.

2.3.5 All reported events, near misses and hazards have been appropriately investigated and corrective actions taken where required.

2.4 Health, Safety and Wellbeing Work Programme

2.4.1 Council is committed to continuous improvement across all aspects of workplace health, safety and wellbeing. Continuous improvement is achieved through actions identified in the Health, Safety and Wellbeing Work Programme.

The health, safety and wellbeing work programme includes new initiatives and opportunities, together with the ongoing review and continuous improvement of existing health, safety and wellbeing frameworks and practices.

2.5 Health, Safety and Wellbeing work programme highlights achieved since the last report include:

2.5.1 Risk Register reviews undertaken this period include; Emergency Situations Risk Review (all); Work Organisation Risk Review (Animal Control team); Shift work / Work Hours / Fatigue Risk Review (Parks & Reserves team); and Hazardous Substances (Cleaning team).

2.5.2 RDC Asbestos Management Map QR Codes have been created and placed at High Street Offices; to allow emergency services to gain access to the hazard information.

2.5.3 A new provider, TrackMe NZ, has been engaged to provide coverage for remote and lone worker devices for staff; the aim of changing provider was to improve coverage and usage, and restore staff confidence in the devices.

2.5.4 Staff Mole Maps sessions have begun with increased numbers of staff taking the opportunity to use this service compared with last year (84 staff booked in this year, compared to 75).

2.5.5 HSW reporting has increased compared with the same period last year (48 reports, up from 17). This increase reflects several factors, including a rise in antisocial behaviour, particularly in August and September; improved HSW reporting for Contractors; and greater staff willingness to report concerns, supported by increased confidence that reporting will lead to action.

2.5.6 The first round of level 1 and level 2 driver training events have been conducted with positive reviews from attending staff.

In anticipation of hot, dry and windy summer conditions associated with El Niño, RDC is taking a proactive approach to managing heat-related risks. Guidance has been shared with leaders to support safe work planning and practices, including scheduling physically demanding tasks during the cooler morning hours, ensuring appropriate sun protection (such as sunscreen and hats), reinforcing the importance of hydration, and providing electrolytes to staff working outdoors.

2.6 Health, safety and wellbeing activities underway:

2.6.1 Planning for the change of remote and lone worker device service to new provider TrackMe NZ. Including drafting updates to the Lone Worker Procedures to reflect the change in provider.

2.6.2 Firearm Policy, Firearm Management Plan (SOPs) and Firearm Occupational Risk Assessments have been created and are currently being reviewed by RDC Leadership groups for final feedback and adoption.

2.6.3 Lockdown Procedures and Bomb Threat Procedures have been updated and are currently being reviewed by RDC Leadership groups.

2.6.4 Further Level 1 and Level 2 driver training has been booked for 3 December for staff through National Advanced Drivers School.

2.6.5 Mole Maps and first aid training continue to be booked for staff.

RDC has started collating a Natural Hazards Risk Register for the Rangitīkei district, in collaboration with neighbouring Councils, the Department of Conservation (DOC) and New Zealand Transport Association (NZTA).

2.7 Contractor Health Safety and Wellbeing

2.7.1 RDC's contractors fall within the definition of 'worker' under the Act, and a joint PCBU approach is taken to ensure contractor health, safety and wellbeing.

2.7.2 RDC has processes to verify that contractors can, and do, work safely. These processes include (among other things) contractor selection, joint PCBU relationships, site specific safety planning, and site safety checks.

2.7.3 The number of Contractor Site Inspections have increased compared with the same period last year (seven inspections, compared with two) with staff using both paper and electronic versions of the reporting tool.

Contractor Incident reporting has increased compared with the same period last year (five reported incidents, compared with one) with staff using the Accident, Incident, Hazard and Near Miss reporting form to identify any contractor incidents.

2.8 Volunteer Health, Safety and Wellbeing

2.8.1 RDC's volunteers fall within the definition of 'worker' under the Act.

2.8.2 RDC Maintains processes to ensure volunteer safety. These processes cover (among other things) volunteer selection, onboarding, training, site specific hazard awareness and incident reporting.

3. Financial Implication

3.1 There are no financial implications associated with this report.

4. Impact on Strategic Risks

4.1 Council's Strategic Risk Register includes the strategic risk titled 'obligations with health, safety and wellbeing are not met'. The health, safety and wellbeing activities frameworks outlined in this report contribute to the mitigation and management of this strategic risk.

5. Strategic Alignment

5.1 There are no matters that impact on Council's Strategic Framework associated with this report.

6. Mana Whenua Implication

6.1 Officers are not aware of mana whenua implications associated with this report.

7. Climate Change Impacts and Consideration

7.1 There are no direct climate change implications associated with this report. Climate change impacts will be considered as part of individual work programmes as required.

8. Statutory Implications

8.1 Council's Health, Safety and Wellbeing policies, procedures and frameworks are written and enacted in accordance with the Health and Safety at Work Act 2015.

9. Conclusion

9.1 This report has provided an update on health, safety and wellbeing matters for the reporting period. There are no known significant health, safety and wellbeing issues, or notifiable incidents, to report.

10. Decision Making Process

10.1 This report is for information, there is no decision required.

Attachments:

1. **Health, Safety and Wellbeing Dashboard 1 July 2026 - 30 Sept 2026** ⇩

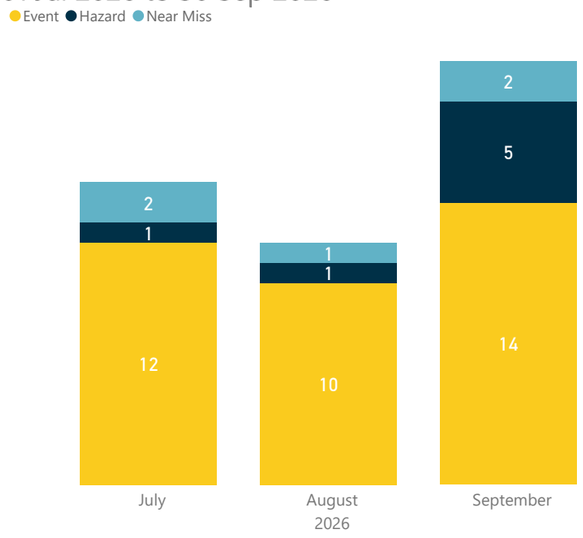
Recommendation

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

RDC Health and Safety Dashboard, Jul - Sep 2026

Events, Hazards and Near Misses

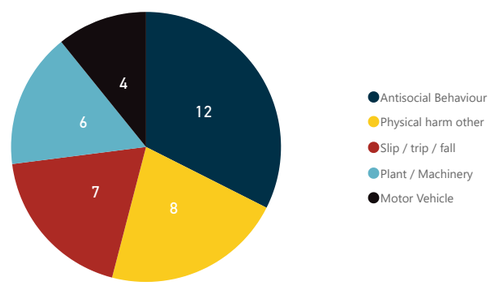
01 Jul 2026 to 30 Sep 2026



Category

Events, Hazards and Near Misses

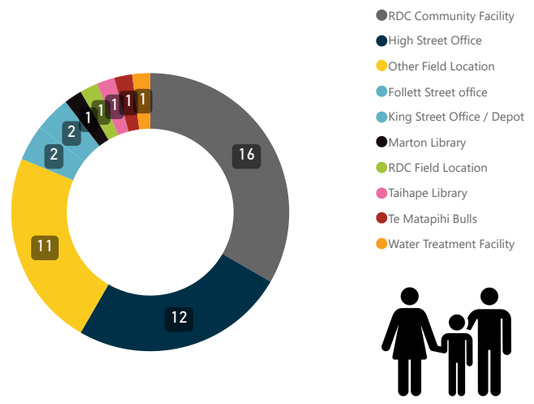
01 Jul 2026 to 30 Sep 2026 (Top 5 Categories)



Total Events, Hazards and Near Misses: **48**

Location

Events, Hazards and Near Misses



Contractor Health & Safety Information

HSW Contractor Site Inspections Conducted

Month	YTD
6	7

Contractor HSW Incidents Reported

Month	YTD
3	5

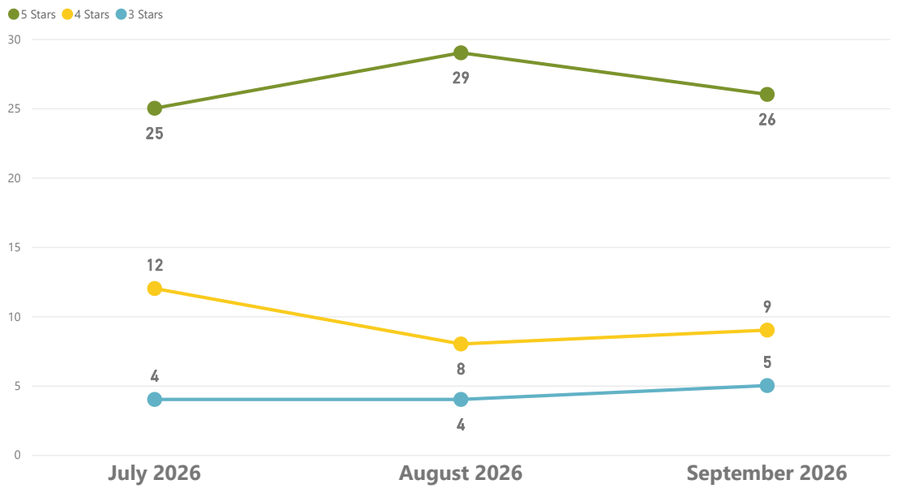
Contractor WorkSafe Notifiable Events

Month	YTD
0	0

Average Driver Ratings

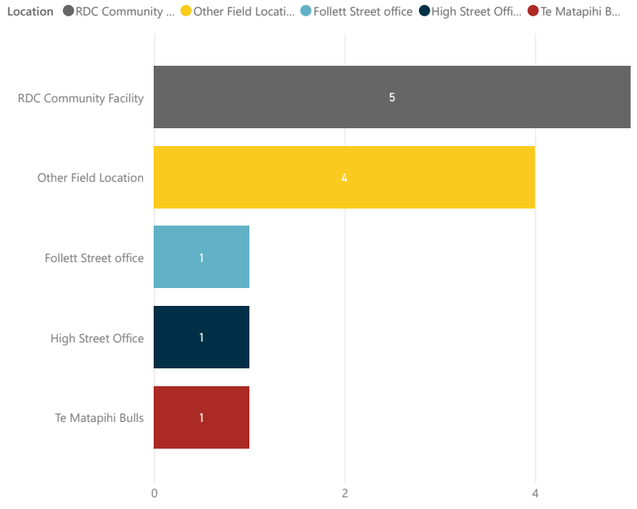
Ratings from E-Road Dashboard (Overspeed / Harsh Braking & Harsh Acceleration Events)

72% **Completed Driver Safety Training**



Antisocial Behaviour - per location

01 Jul 2026 to 30 Sep 2026



ITEM 9.2

9.2 Financial Risk Report

Author: **Lorraine Bergen, Manager Financial Services**

Authoriser: **Warren Pedley, Manager Finance and Partnerships**

1. Reason for Report

1.1 To provide the Risk/Assurance Committee with information regarding Council's current areas of financial risk.

2. Context

2.1 The committee is seeking to be kept abreast of areas of financial risk such as their debt position and outstanding debtors.

3. Analysis

3.1 Council's external debt as at 30 September 2026 was unchanged at $59m. As part of the transfer of assets and liabilities to Central Districts Water, current forecasts project this debt will clear.

3.2 Annual cost of interest expense has increased to around $2.4m per annum (approx. $199k per month), as at 31 October 2026, providing a current average effective interest rate 3.9%pa. These costs are partially offset by the borrowed money earning interest before it is used. As at 31 October 2026 interest income amounted to $99k (October 2025, $141k).

3.3 Points of interest from Bancorp Treasury Quarterly Update report dated 30 September 2026:

3.3.1 Page 2 provides a global commentary along with a New Zealand perspective. The global economy was driven by three themes: an energy shock from the US-Iran conflict, renewed lift in inflation and a global bond sell-off driven by heavy government and AI-related borrowing. This resulted in a raise in interest rates by most central banks.

3.3.2 The Reserve Bank of New Zealand raised the OCR twice (currently 2.75%) in the September quarter in response to the June rise in inflation to 4.1%. OCR is projected to increase a further 0.25% by December. This along with the rise in global bond yields pushed NZ swap rates sharply higher. Oil prices and offshore bond yields remain the main upside risks.

3.3.3 Page 3 details the liquidity and funding, noting our liquidity headroom at $11.15m (June 2026, $12.1m), giving a ratio of 118.9% (June 2026, 120.4%). As at September 2026 Council's cost of funds was 4.11% per annum up from 3.88% per annum in June 2026 (noting that due to Baycorp's treatment of interest on commercial paper, these percentages differ slightly to those reported to the Finance/Performance Committee in the Finance Snapshot Report).

Short term council remains non-compliant with its Treasury policy control limits in two areas, due to higher than usual short-term borrowings to align with the water debt transfer date ~1 July 2027. Once the cost of Treasury Advisory Services is included, cost of funds (September 2026) increases to 4.14% per annum.

3.3.4 Page 4 covers Interest Rate Risk Management and shows minor Council non-compliance within the 2-4 years hedging band. The decision not to rectify was made as the debt position in June 2030 is largely unknown, due to the upcoming transfer of water related debt.

3.3.5 Page 5 lists the current borrowing rates as at report date and page 6 the tranches of debt and the corresponding interest rates.

3.4 Snapshot of MWLASS Dashboard dated 31 October 2026, shows that currently Debt Management Central (DMC) is managing 296 active RDC files (June 2026, 408), totalling $841k (June 2026, $569k). They have collected a total of $315k for year to date (year ended June 2026, $917k).

3.5 Summary of Rates Debtors outstanding:

		Total due $					
Rates Outstanding as at	Total $	Current Year	Prior	Outstanding #	Rateable Properties #	Outstanding %	Instalments Paid in Advance $
30/06/2026	1,788,662	1,239,959	548,703	680	8,378	8%	-613,911
25/11/2026	1,526,797	410,554	1,116,243	712	8,365	9%	-2,356,375

3.5.1 Outstanding rates amounts are current as at the date of report preparation and include 2026/27 rates instalment 2. Overall total outstandings have reduced $262k since 30 June. By number, outstandings have marginally increased at 9% of total rateable properties in the district.

3.5.2 Total outstanding figure is deceptive as instalments paid in advance includes RDC and other larger ratepayers who have paid their full years rates in advance; the highest five of which total $870k.

3.6 Summary of Sundry/Other Debtors (excluding rates) as at 31 October 2026:

Other Receivables $	Current	30 days	60 days	90 days +	Total	Number
Sundry Debtors	120,772	4,141	2,010	135,996	262,919	118
Building Consents & Compliance	31,890	1,629	4,959	12,009	50,488	40
Licences (Club, Health, IQP, Managers)	6,552	472		973	7,996	25
Notice to Fix				3,500	3,500	6
On/Off Licence	297				297	1
Resource Consent	2,160	664		3,074	5,898	8
Roading - Corridor Access			270		270	2
Rents/Lease	35,888	6,918	1,332	645	44,782	52
Waste Transfer & Bulk Water	678	158	90		926	4
Parks		595			595	1
Total	198,237	14,577	8,661	156,196	377,671	257

3.6.1 Sundry Debtors are actively managed in-house with one single debtor owing above $10,000 and, outstanding for a period greater than 90 days. Total outstandings show a decrease of $9k from the last report as at June 2026 ($271k) while the total number increased by 32 from 86. This is mainly attributed to annual fees being charged to sports/recreational for grounds, and also Corridor Access Requests.

3.6.2 One provisioned doubtful debt remains, totalling $125k, in the 90 days+ category. This relates to local company, which is in liquidation and yet to be finalised. There was no individual other Debtor over $10,000 outstanding greater than 90 days.

3.6.3 Overall Other Debtors outstanding decreased by $34k from June 2026, with the total number reducing by 12. Longer term outstandings (30 days to 90 days+) decreased by $30k or 44% since last report.

3.6.4 Building Consents & Compliance over 90 days total $12k (June 2026, $18k) comprising 10 debtors (June 2026, 14); with average outstandings of $1.2k. Resource Consents $3k (June 2026, $8k) over 90 days comprises 4 debtors, with one of these at $2k. Notice to fix over 90 days totals $4k and comprising 3 debtors.

3.6.5 Rents/Lease outstanding totalling $44.8k (June 2026, $13k) comprises 52 rental and lease agreements of which 45 are smaller and current. There is one current rural lease due amounting to $28.8k which was previously not managed through the debtors' process.

4. Financial Implications

4.1 Financial implications are discussed throughout this report.

5. Impact on Strategic Risks

5.1 Impacts on strategic risks are discussed throughout this report.

6. Strategic Alignment

6.1 Effective management of financial risks aligns with Council's strategic focus on strong leadership and sound stewardship of resources.

7. Mana Whenua Implications

7.1 Officers are not aware of any mana whenua implications.

8. Climate Change Impacts and Consideration

8.1 Some financial risks may be indirectly influenced by climate-related factors. Effective financial risk management supports Council's ability to respond to these.

9. Statutory Implications

9.1 Managing financial risks supports compliance with the Local Government Act 2002 and the Public Finance and Audit Act 1977.

10. Decision Making Process

10.1 This report is for information, there is no decision required.

Attachments:

1. **Bancorp Quarterly Treasury Dashboard - 30 September 2026** ⇩
2. **MWLASS Dashboard - October 2026** ⇩

Recommendation

That the report Financial Risk Report be received.

RANGITĪKEI DISTRICT COUNCIL
Making this place home.



Quarterly Treasury Dashboard

30 September 2026

BANCORP
BANCORP TREASURY SERVICES LIMITED

Economic Commentary

Global

Three key themes drove markets over the September quarter: an energy shock from the US-Iran conflict, a renewed lift in inflation, and a global bond sell-off driven by heavy government and AI-related borrowing. By September, most major central banks were raising rates. The US 10-year Treasury yield rose from 4.47% at the end of June to 5.28% by the end of September, an 81bps increase, after touching 5.30%, its highest level since 2007. The 30-year yield rose from 4.95% to 5.63%, having reached 5.65%, its highest since 2002. Concerns over government debt supply drove the move throughout the quarter.

In September the focus shifted to the US Federal Reserve ("Fed"). After holding in July, when three members dissented in favour of a hike, the Fed raised its target range to 3.75%–4.00% on 16 September, its first hike since 2023. Chairman Kevin Warsh said that *"inflation is too high and has been for too long"*, with US inflation at 3.4% in August. The Fed's projections point to one further hike this year, to 4.00%–4.25%, with 16 of the 18 officials who submitted projections expecting at least one more increase and four expecting two. Markets are pricing that hike for October.

	OCR	90 day	1 year swap	2 year swap	3 year swap	5 year swap	10 year swap
30-Jun-26	2.25%	2.75%	3.10%	3.35%	3.48%	3.69%	4.06%
30-Sept-26	2.75%	3.23%	3.73%	4.05%	4.22%	4.42%	4.77%
Change	+0.50%	+0.48%	+0.63%	+0.70%	+0.74%	+0.73%	+0.71%

New Zealand

The Reserve Bank of New Zealand ("RBNZ") raised the OCR twice over the quarter, from 2.25% to 2.50% on 8 July, its first hike in three years, and from 2.50% to 2.75% on 2 September. Both moves were a response to inflation, which rose to 4.1% in the June quarter on higher fuel prices, above both the RBNZ's 3.9% forecast and the 4.0% market consensus. The economy may have held up better than expected, with GDP growing 0.2% in the June quarter against the RBNZ's forecast of no growth, although the unemployment rate has risen to 5.6% and retail card spending fell 0.9% in August.

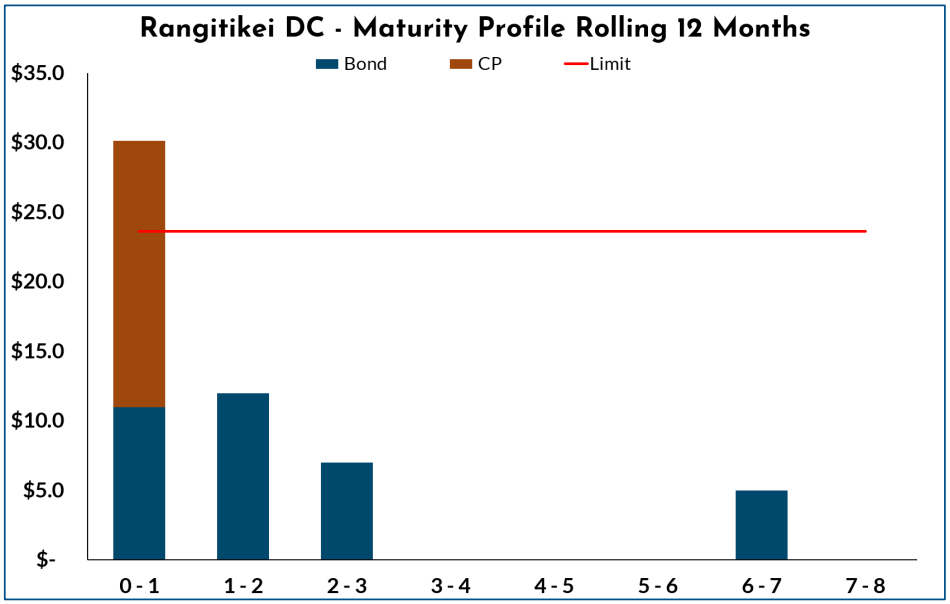
At its September review, the RBNZ projected one further hike, to 3.00% by December, with inflation back inside the 1.0%–3.0% target band by mid-2027. Markets have since moved ahead of that path, after the stronger-than-expected GDP result and the Governor's warning on 22 September that higher oil prices could push near-term inflation above those projections. Markets now price a ~75% chance of a hike to 3.00% on 28 October, up from around 33% after the September decision, and a peak in the OCR near 4.00%. Bank economists are divided. ANZ and BNZ expect an October hike and peaks of 3.50% and 3.75% respectively, Westpac expects the next hike in December and a peak of 4.00% by late 2027, while ASB and Kiwibank see 3.25% and 3.00% by year-end.

This repricing of OCR expectations along with the rise in global bond yields pushed NZ swap rates sharply higher. The 2-year swap rate rose from 3.35% to 4.05% over the quarter, increasing 70bps and at its highest level since August 2024, while the 5-year rose from 3.69% to 4.22%. The curve flattened as short-term rates priced a faster OCR tightening path, although the 10-year swap rate still rose from 4.06% to 4.77%, its highest since April 2024, tracking global bond yields higher. With swap pricing now above the RBNZ's projected track and at the upper end of economists' forecasts, much of the expected tightening is already reflected in current swap rates. The 28 October OCR decision and the September quarter CPI will set the near-term direction. Oil prices and offshore bond yields remain the main upside risks, while a pause in October or a softer inflation print would likely see short-term swap rates ease.

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RANGITĪKEI DISTRICT COUNCIL

Liquidity and Funding



Policy Compliance	Compliant
Have all transactions been transacted in compliance with policy?	Yes
Is the funding maturity profile within policy control limits?	No
Is Is fixed interest rate cover within policy control limits?	No
Is liquidity within policy control limits?	Yes
Are counterparty exposures within policy control limits?	Yes

Debt
$59.1m
External Council Drawn Debt

LGFA Debt
$59.1m
Funds Drawn from LGFA

Headroom = cash in bank
$11.15m

Liquidity Ratio (must be >110%)
118.87%

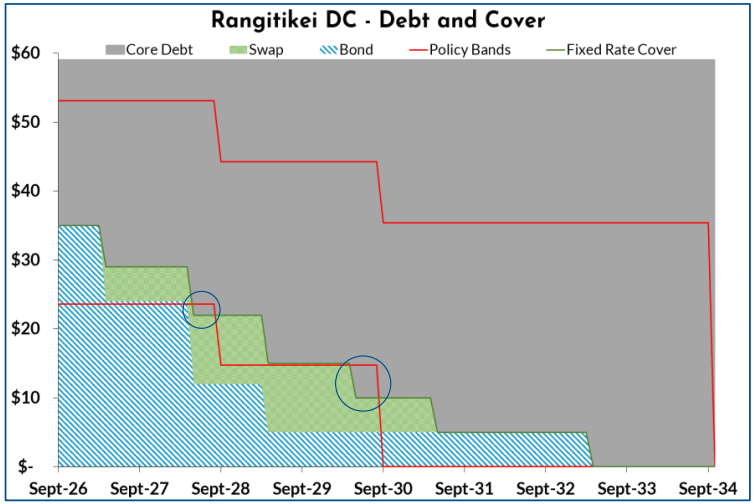
Cost of Funds as at 30 Sept 2026
4.11%

For the non compliance with the funding maturity limits, this is due to currently funding with a higher than usual amount of Commercial Paper. The desire is not to extend funding terms beyond the ~1 July 2027 to align with the water debt transfer date. Also note that the use of CP has a significant effect on lowering the cost of funds.

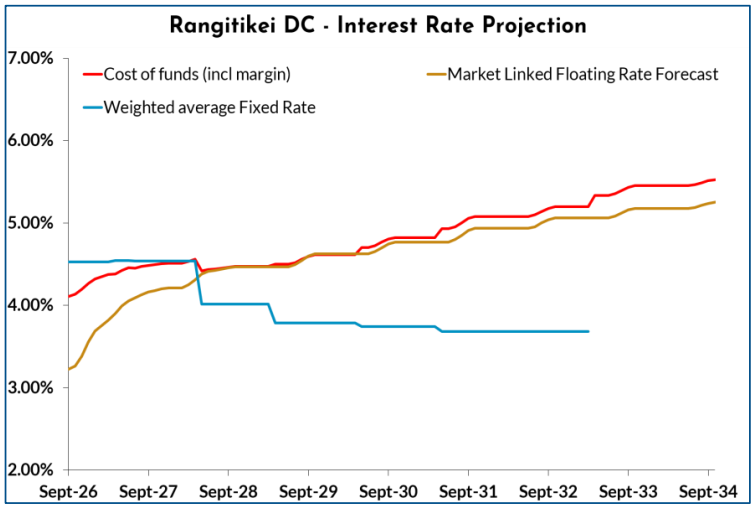
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RANGITĪKEI DISTRICT COUNCIL

Interest Rate Risk Management



Current % of Debt Fixed	59.3%
Current % of Debt Floating	40.7%
Value of Fixed Rate (m)	$35.0
Weighted Average Cost of Fixed Rate Instruments	4.53%
Value of Floating Rate (m)	$24.0
Current Floating Rate	3.23%
All Up Weighted Average Cost of Funds Including Margin	4.11%
Total Facilities In Place (m)	$59.1



Fixed Rate Hedging Bands

	Minimum	Maximum	Policy
0 - 2 years	40%	100%	Non-compliant
2 - 4 years	25%	80%	Non-compliant
4 - 8 years	0%	60%	Compliant

The non compliance with the Fixed Rate Hedging Bands is minor for the periods May 2028 to August 2028 and May 2030 to August 2030. The decision not to rectify this breach was made in the context of the transfer of the water debt, with the debt position in June 2030 unknown at this stage. When there is more certainty, the fixed rate cover position will be reviewed as part of the LTP. Also rectifying the breach in the current market environment in which interest rates are 'elevated' due to the Middle East conflict would have had an adverse effect on RDC's future cost of funds.

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RANGITĪKEI DISTRICT COUNCIL

Funding

As at 30 September 2026 RDC had $59.1 million of core debt, all of which is sourced from the LGFA using Commercial Paper ("CP") and Fixed Rate Bonds ("FRB's"). Details of the drawn LGFA debt is as follows.

Instrument	Maturity	Yield	Margin	Amount
LGFA CP	15-Apr-27	3.06%	0.20%	$9,069,529
LGFA CP	15-May-28	3.18%	0.20%	$5,040,077
LGFA CP	15-May-28	3.21%	0.20%	$5,036,937
LGFA FRB	15-Apr-27	4.17%	N/A	$11,000,000
LGFA FRN	15-Jul-27	3.42%	0.56%	$5,000,000
LGFA FRB	15-May-28	5.10%	N/A	$5,000,000
LGFA FRB	15-May-28	5.30%	N/A	$7,000,000
LGFA FRB	15-Apr-29	3.12%	N/A	$3,000,000
LGFA FRB	20-Apr-29	5.55%	N/A	$4,000,000
LGFA FRB	14-Apr-33	3.68%	N/A	$5,000,000
				$59,146,543

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LGFA Borrowing Rates

Listed below are the credit spreads and applicable interest rates as at 30 September 2026 for Commercial Paper ("CP"), Floating Rate Notes ("FRN") and Fixed Rate Bonds ("FRB"), at which Rangitikei District Council could source debt from the Local Government Funding Agency ("LGFA").

Maturity	Margin	FRN (or CP Rate)	FRB
3 month CP	0.20%	3.44%	N/A
6 month CP	0.25%	3.73%	N/A
May-28	0.62%	3.86%	4.63%
Apr-29	0.68%	3.92%	4.89%
May-30	0.72%	3.96%	5.06%
May-31	0.76%	4.00%	5.19%
May-32	0.80%	4.04%	5.31%
Apr-33	0.85%	4.09%	5.43%
May-35	0.90%	4.14%	5.55%
May-35	1.00%	4.24%	5.71%
Apr-37	1.13%	4.37%	5.94%

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RANGITĪKEI DISTRICT COUNCIL

Disclaimer

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09 912 7600

www.bancorp.co.nz

ITEM 9.2 ATTACHMENT 2

Dashboard

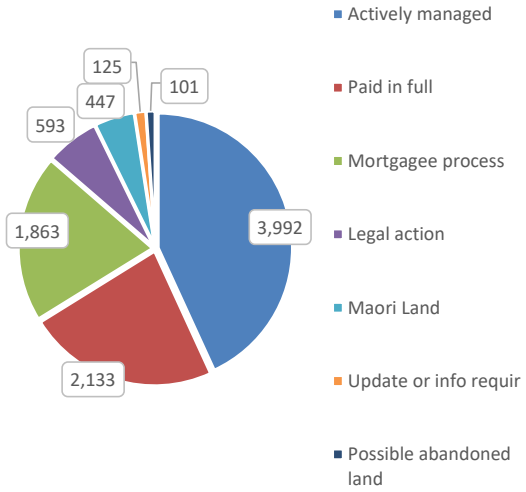
31-Oct-26

MWLASS
breaking boundaries, building opportunities

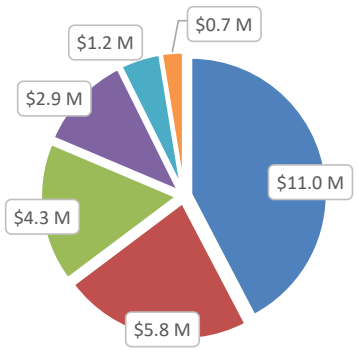
MW LASS

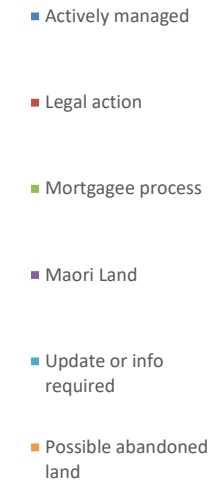
Total collected YTD $4.4 M

Summary of all files 9,254

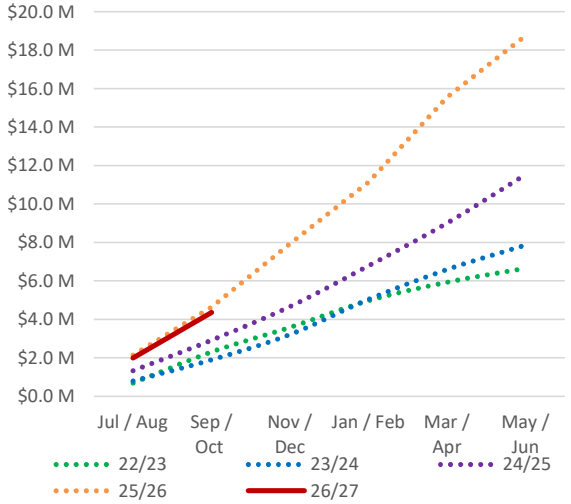


Summary of active files $25.9 M



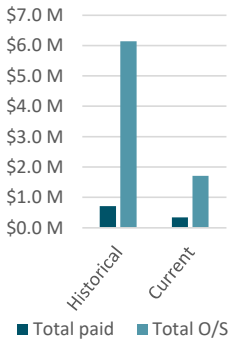


Payment Comparison

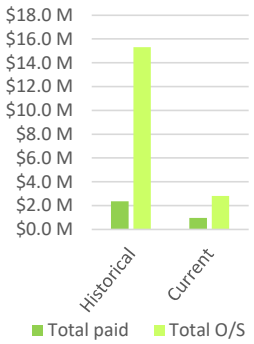


Debt Overview

MW LASS

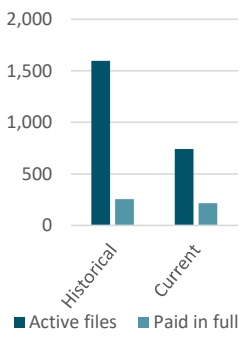


Non MWLASS

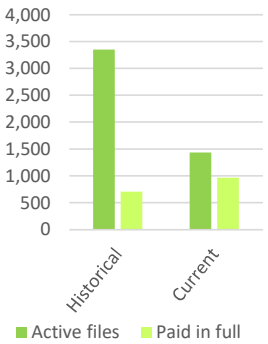


File Overview

MW LASS



Non MWLASS



Comments:

DMC has collected $4.4 million so far this financial year, with collections currently tracking at a similar level to the same period last financial year.

A total of 3,249 new files, representing $5.6 million in debt, have been loaded this financial year. Encouragingly, 37% of these files have already been paid in full.

A further 5,905 files were carried forward from the previous financial year, with 17% now paid in full.

DMC is currently managing 473 files through the legal recovery process, with a further 80 legal files closed this financial year. Payments of approximately $752,000 can be attributed to legal files. The team also has 126 additional files being prepared to progress to legal proceedings.

Dashboard

31-Oct-26

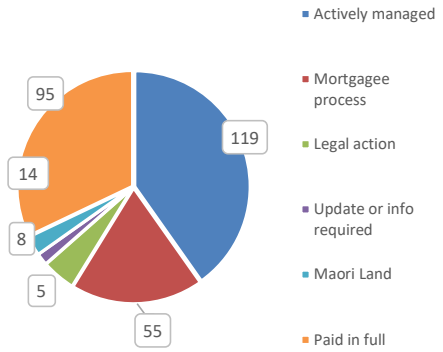
Debt Type
(Multiple Items)

MWLASS
breaking boundaries, building opportunities

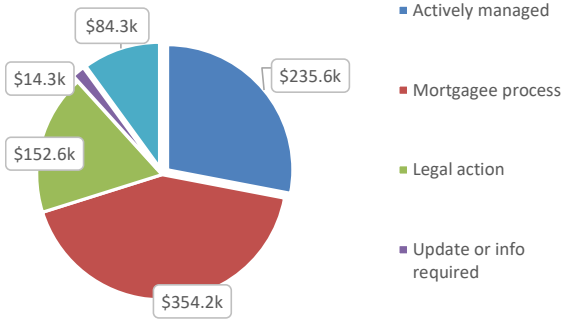
Rangitikei District Council

Total collected YTD $ 314.9k

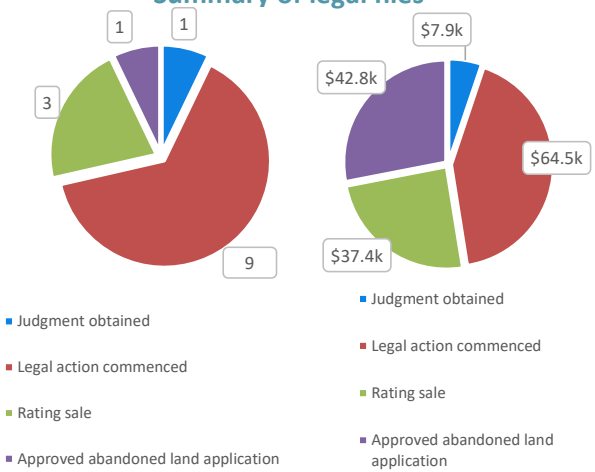
Summary of all files 296



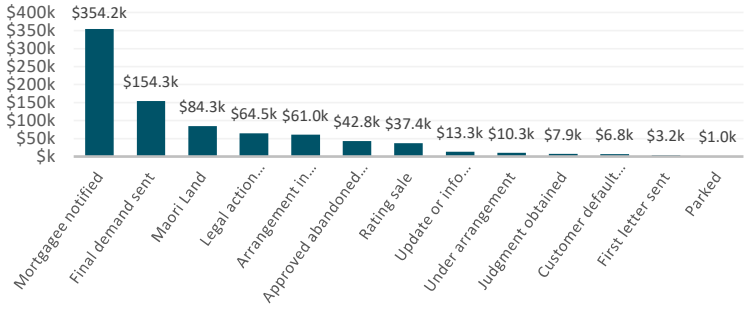
Summary of active files $ 841.0k



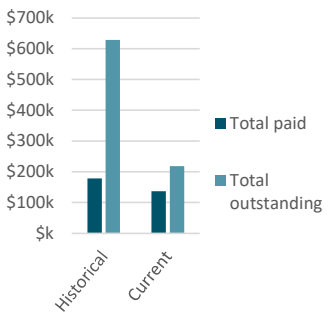
Summary of legal files



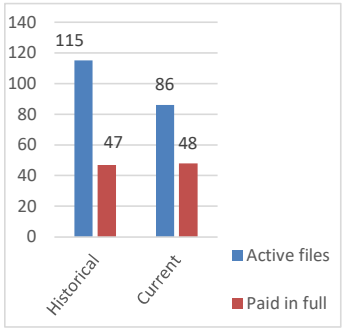
Status of active files



Debt Overview



File Overview



ITEM 9.3

9.3 The Audit Office Outstanding Management Actions

Author: **Lorraine Bergen, Manager Financial Services**

Authoriser: **Warren Pedley, Manager Finance and Partnerships**

1. Reason for Report

1.1 To provide Risk/Assurance Committee with a summary of Council's current Audit Office outstanding recommendations arising from previous audits, as raised in Management Letter subsequent to the completion of the relevant audit.

2. Context

2.1 The Audit Office typically provide Council with Management Letters after each audit (interim and final). The report contains recommended improvements to Council's controls/systems/processes. Every three years this also includes the Long-term Plan audit (interim and final).

2.2 This report includes all Audit Office recommendations, up until and including 30 June 2025 Annual Report audit.

2.3 The Audit Office audit of the 30 June 2026 Annual Report was completed 29 October 2026. Their Management Letter is awaited. This is expected to confirm previous years' items to close and will incorporate any new recommendations from the audit just completed.

2.4 The intent of including the attached register to this committee is to demonstrate that Officers are 'keeping these matters alive' and rectifying them as able, as opposed to inviting a detailed review of these items.

2.5 Once confirmed by the Audit Office as being 'Closed', items will be removed from the attached register.

2.6 Of eight remaining recommendations (2024/25) made, four have been addressed, and are ready to close. One other long-term item (2018/19) has also been completed, making a total of five items now Ready to Close. Seven In Progress items remain. The Audit Office noted these as medium (6) or of low (1) priority.

2.7 One (2023/24) Long Term Plan (LTP) recommendation remains in progress. It is anticipated this will close on completion of the next LTP.

3. Financial Implications

3.1 There are no significant financial implications arising directly from the outstanding Audit Management Letter points.

4. Impact on Strategic Risks

4.1 Unresolved audit items do not pose a strategic risk.

5. Strategic Alignment

5.1 Addressing the Audit Management Letter points supports Council's strategic objectives of sound governance, transparency, and continuous improvement in financial and operational performance.

6. Mana Whenua Implications

6.1 There are no direct mana whenua implications associated with the outstanding Audit Management Letter points.

7. Climate Change Impacts and Consideration

7.1 There are no direct climate change impacts associated with the outstanding Management Letter points.

8. Statutory Implications

8.1 Addressing Audit New Zealand recommendations assists Council in meeting its statutory obligations under the Local Government Act 2002 and the Public Finance and Audit Act.

9. Conclusion

9.1 The outstanding Audit Management Letter points represent areas for continued improvement in Council's internal processes and governance practices.

10. Decision Making Process

10.1 The report provides an update for information purposes, and no decision is required.

Attachments:

1. **The Audit Office Management Letters - update November 2026** ⇩

Recommendation

That the report The Audit Office Outstanding Management Actions be received.

The Audit Office Management Letters - Rangitīkei District Council - update November 2026

Annual Report

Issue raised in:	Recommendation	Managed	Audit NZ Priority	Management Comments - December 2025 (updated November 2026)	Expected due date	Officer's assessment
Prior to 17	**Contract Management** Endorse an integrated policy for organisation-wide use and review the Councils current contract management system for appropriateness. Monitor service contracts between contractors and the Council against the Key Performance Indicator's (KPI's); to confirm the work performed is completed to a satisfactory standard.	GM Corporate Services	Medium	A new Procurement and Contract Management Policy finalised August 2024 includes contract and risk management, HSW, record keeping, contracts process and monitoring. A dedicated contracts portal established in SharePoint September 2024 for recording past and present contracts, documents, monitoring, and general administration. **Audit New Zealand update** We acknowledge the policy is in place. As part of the 2025/26 audit, we will review the monitoring of the service contracts.	Nov-26	In progress
18/19	**Condition and performance data for Infrastructure Assets** Continue to implement a program to collect condition and performance data. **Assets with no construction date** Implement a process to improve the asset data on road assets with no construction date. ***Audit 2021 Update:*** *In progress.* *The District Council continues to look at processes that will improve the integrity of asset data. Analysis and implementation of possible measures will require a multiple-year timeframe.* ***Audit 2025 Update:*** *2x recommendations amalgamated*	GM Assets, Infrastructure & Projects	Medium Low	Management is working on implementing this program. This will be considered as part of the capital investments. As part of our preparation for 3 Waters infrastructure to transfer to the new entity in July 2027 this matter, along with other recommendations will need to be addressed to ensure the appropriate asset valuations are determined prior to transfer. These matters have been raised with the Infrastructure Asset Manager and continue to remain in progress.	Nov-26	In progress
22/23	**Capital commitments schedule** Prepare the capital commitments schedule prior to the start of the audit which captures all capital commitments along with the appropriate supporting documentation.	Mgr Finance & Partnerships	Medium	This issue has been re-raised as part of the new finding related to 2025. Implemented for 2025/26 annual Report. Awaiting Audit Office confirmation before moving to ready to close.	Oct-26	In progress
24/25	**Commitments** Ensure that capital commitments disclosed in the annual report: • are supported by appropriate contractual support; • have a reconciliation/review process to ensure that capital purchase orders reconcile to contract information or there is support for variances; and • related to road are reflective of the capital/operational commitments that will be incurred.	GM Corporate Services	Medium	Previous practice of project teams using purchase orders to monitor capital commitments has ceased with contracts themselves now the source of truth for disclosing of commitments in annual report . Officers are working on reconcilation/review process to reconcile purchase orders to contract information as recommended.	Dec-26	In progress
24/25	**Lack of record for a formal impairment assessment** Establish and document a formal impairment assessment process which includes regular review of internal and external indicators of impairment and documentation of the assessment performed annually.	Mgr Finance & Partnerships	Medium	While a formal impairment assessment process has yet to be instigated this was raised with the relevant managers. Significant assets bases include roading, water and buildings. Discussions with Roading Manager confirmed no major roading related items to report. Asset Manager is progressing update of water infrastructure records in preparation for transfer of assets to Central Districts Water. Building assets were reviewed by Property Manager during the annual insurance review and buildings review, including QV site inspections as part of the revalue of buildings at 30 June revaluation review.	Oct-26	In progress
24/25	**Valuer recommendations** Implement the valuers and peer reviewer recommendations for future improvements in relation to the infrastructure asset information and future valuations. Ensure the recommendations relating to the 3 water assets are raised with the new water entity on transfer of the 3 water assets.	GM Assets, Infrastructure & Projects	Medium	In February 2027 it is proposed all three member councils of Central Districts Water will carry out a valuation of three waters assets for transfer to the CCO effective 1 July 2027.	Jun-27	In progress
24/25	**Lack of process for identifying and valuing donated asset** We recommend ensuring a formal process is in place to identify and record donated assets and perform assessment to support the recognition and valuation of such assets.	Mgr Finance & Partnerships	Low	Relevant departments were approached to confirm their year end vested assets position and changes, if any. No material were identified that needed to be accounted for, other than the addition of a flying fox to a local park which was appropriately accounted for.	Oct-26	In progress
18/19	**Changes to financial delegations** The District Council review all financial delegations set up within the system to ensure these are correct. Going forward each quarter there is an independent review of any changes made to the financial delegations with the District Council's FMIS.	Manager Financial Services	Medium	The GM Corporate Services now receives system generated reports showing all changes made for the previous quarter. Emails/supporting documentation are also saved. These reports have been sent to Audit NZ to verify the completion of this recommendation.	Dec-25	Ready to Close
24/25	**Overpayment to a community board member** To review the process around payments and back pay for Board members and Councillors and look to recover the amount of the overpayment.	GM Corporate Services	Medium	Noted, this was due a manual back-pay calculation. Due to the minor figure, it did not show up in our variance reporting. The process has been reviewed to ensure we are more diligent when having to carry out manual calculations outside of our system's functionality.	Jan-26	Ready to Close
24/25	**Approval for project hours allocated to Work in Progress (WIP)** The council management implements a formal process for project managers to review and approve hours charged to WIP.	GM Assets, Infrastructure & Projects	Medium	RDC does not currently have a formal time-sheeting system that is appropriate for project accounting. Journals are prepared on the basis of timesheet summaries prepared in conjunction with GM's. GM's/Managers responsible for the projects review that time is being captured accurately.	Jan-26	Ready to Close

F:\Auditors 2026\November 2026 Outstanding Audit Management Letter Points

The Audit Office Management Letters - Rangitīkei District Council - update November 2026

Annual Report

Issue raised in:	Recommendation	Managed	Audit NZ Priority	Management Comments - December 2025 (updated November 2026)	Expected due date	Officer's assessment
24/25	**Delayed capitalisation of completed projects** Strengthen the process around regularly reviewing WIP balances and timely capitalisation of completed projects.	GM Corporate Services	Medium	Though Management has agreed that the projects identified should have been capitalized back in 2021, the value was not significant or material to the post 2021 published annual accounts. Significant improvements have been made to the annual accounts process during the year and this has included a clean-up of some historical accounting treatments done with a previous Finance team. Management is satisfied that there are no other projects which have been completed that have not yet been capitalised.	Jan-26	Ready to Close
24/25	**Assets capitalised at year end instead of when received** Implement a process to capitalise assets when they are received and available for use, rather than deferring recognition to year end.	GM Assets, Infrastructure & Projects	Low	RDC has historically capitalised its assets at the end of the year typically to reflect the completion of that work over the year. Vehicles and IT procurements were the exception to this. Since audit, processes have been reviewed to ensure that any projects completed during the year can be identified and capitalised earlier.	Jan-26	Ready to Close

2024-2034 Long-Term Plan - Key Recommendations

23/24	**Quality of asset-related forecasting information (including condition and performance information for critical assets)** District Council continue to prioritise improving the quality of data about asset performance and asset condition and review their current planned program and priorities to address any significant risks identified for critical assets.	Mgr Finance & Partnerships	Medium	Noted and work is underway in this area to improve overall quality and provide more robust data.	Dec-26	In progress

ITEM 9.4

9.4 Internal Audit Programme Updates

Author: **Lorraine Bergen, Manager Finance**

Authoriser: **Warren Pedley, Manager Finance and Partnerships**

1. Reason for Report

1.1 To provide the Risk/Assurance Committee with an update on Council's Internal Audit Programme.

2. Context

2.1 In April 2026 the Committee reviewed the programme for the following three years.

2.2 Progress updates on this programme will continue for each Risk/Assurance Committee meeting.

3. Year to Date update, for the period ending 31 October 2026

3.1 The intent of including the attached Items for Action update is to demonstrate that Officers are 'keeping these matters alive' and rectifying them as able, as opposed to inviting a detailed review of these items.

3.1.1 Once reported to Risk/Assurance Committee as being 'Actioned and closed', the item will be removed from this register.

3.1.2 Six actions are recommended for closure. Of the eight update recommendations remaining, two are of moderate and six of low priority.

3.1.3 Since the last report six of the recommendations are noted as 'Actioned and closed' (including the one High-Priority item); with eight remaining in course of completion and ongoing.

3.2 The attached Internal Audit Programme reflects updated timing for some items.

3.2.1 The Community Engagement Audit surveys are ready for distribution to staff, elected members, community committees and boards - including TRAK. Distribution and subsequent report writing has been delayed due to staff capacity constraints and recent illness. As such, a report on the findings and proposed improvements has been delayed until March 2027.

3.2.2 Consenting Applications – Internal program is on track with monthly reviews continuing. This is scheduled for completion by end of November with next external audit due in February 2027.

3.2.3 Elected Member effectiveness – This internal review is now scheduled for the end of the year. Pushing this out into 2026/27 may be considered, giving newly elected members the opportunity to fully settle into their roles.

3.2.4 Accounts Payable – External reviewer is to be engaged in the new year. Scope will include whether payments are properly authorised, accurate, compliant with legislation and procurement policies, protected against fraud, and supported by effective financial controls and oversight.

4. Financial Implications

4.1 Internal Audits that require external auditing/input will incur costs. These costs form part of the Annual Plan budgets. There are no material financial implications arising directly from this report.

5. Impact on Strategic Risks

5.1 Failure to carry out some of the planned audits could have an impact on Council's Strategic Risks. The internal audit programme supports the identification and management of strategic and operational risks and provides assurance that appropriate controls and improvement actions are in place.

6. Strategic Alignment

6.1 The internal audit programme supports good governance, accountability, continuous improvement and the effective management of Council resources.

7. Mana Whenua Implications

7.1 Officers are not aware of mana whenua implications associated with this report.

8. Climate Change Impacts and Consideration

8.1 There are no climate change impacts associated with this report.

9. Statutory Implications

9.1 The internal audit programme contributes to ensuring compliance with key legislation such as the Local Government Act 2002 and the Public Finance and Audit Act 1977.

10. Conclusion

10.1 The internal audit programme is an important part of Council's risk management strategy.

10.2 Officers acknowledge the competing priorities and managing costs within budget and the delegation policy and are working hard to work within these constraints.

11. Decision Making Process

11.1 This report is for information, there is no decision required.

Attachments:

1. **2025-2029 Internal Audit Programme - Update November 2026** ⇩
2. **Internal Audits - Items for Action Update - November 2026** ⇩

Recommendation

That the report Internal Audit Programme Update be received.

Rangitikei District Council

Internal Audit Program (subject to ongoing review)

Description	Key Lead	2024/25	2025/26	2026/27	2027/28	2028/29
Strategic Register Review of material risks	GM-CS	A/B✓	B✓	C	C	A/B
Health, Safety & Wellbeing (Safeplus)	GM-CS /P&C		B✓	A		BC
Fleet Management Services	GM-CS /Finance	B✓	A✓			C
Community Engagement (note 1)	GM-Strategy	~~A~~	~~A~~	A	A	
Sensitive Expenditure (5)	GM-CS			B		
Legislative Compliance (3) End of year for Audit NZ	ELT	A✓	B✓	B	B	B
Cyber Security/IT Recovery Plans	GM-CS /IS	B✓	A✓	C	C	A
Business Continuity Plan (4)	All GM's		~~B~~	B		
Tax evaluation/ GST/FBT (3)	GM-CS /Finance	A✓			A	
Tax evaluation/ KiwiSaver/PAYE (3)	GM-CS /P&C		A✓			A
Antifraud Assessment (5) End of year for Audit NZ	GM-CS	C✓ongoing	C✓	C	C	C
Cash handling controls/processes	Finance-lead	C✓				C
Statement of Service Performance (6)	GM-Strategy	C✓	C✓	C	C	C
Consenting Applications (6)	GM-Reg & EM	A WIP✓	~~B~~	B		A
Procurement and Contract Management	GM-CS		A✓		B	
Elected Member effectiveness (8)	GM-Strategy..		~~C~~	C		C
Insurance Management	GM-CS		A✓			
Risk Management Framework	GM-CS		B✓	C	C	A/B
Asset Management	Varies with GM's				B	
Accounts Payable	GM-CS /Finance		~~A~~	A	B/C	
Complaints Handling	GM-Strategy	A/B✓			A/B	
Delegation Policy & Processes	GM-CS			B		
Capital Program (11)	GM-Assets, I & P	A/B✓ongoing			AB	
Onboarding/off boarding of staff (12)	GM-CS /P&C					A

Key:

A	formal, externally review
B	structured internal review
C	overview

Notes

1. Includes working with Iwi/other partnerships; improvements to our ongoing communication with the community
2. Evaluation of our ethics related objectives/procedures/activities etc
3. Include compliance with payroll legislation (holiday pay etc)
4. In the event of major flood/quake
5. Fuel card, credit card, sensitive expenditure, false invoices, false time sheets/overtime
6. Improvements identified?? Barriers to success??
7. Other governance arrangements
8. Year 2 of election cycle
9. Existing and future 'ways of working'
10. Homelessness, health/leisure facilities, community support
11. Including Project Management, works order management, department set up
12. including new/old staff 'getting' on/off of payroll

Internal Audits - Rangitīkei District Council - *update November 2026*

Date Finalised	Completed by	Ref	Recommendation	Managed	Audit Priority	Management Comments	Expected due date	Officer's assessment
Sept-25	Grant Thornton	Cash Handling	Confirm and monitor progress of the installation of security cameras in the Taihape site.	Property Manager	High	Confirm two security cameras now installed.	Sept-26	Actioned & closed
Sept-25	Grant Thornton	Cash Handling	PIN codes for safes and access doors for all cash handling sites to be changed/reset regularly and when someone leaves.	Manager Community & Economy	Moderate	Digi safes to be installed in all locations and Ruru knowledge base processes instigated.	Mar-27	Actioned & closed
Sept-25	Grant Thornton	Cash Handling	Consider evaluating the surveillance camera placement and coverage at Marton and Bulls.	Manager Events & Venues (Bulls) Team Leader Customer Experience (Marton)	Moderate	Evaluated and adjustments in Marton and Bulls to ensure good palcement and coverage.	Sept-26	Actioned & closed
Sept-25	Grant Thornton	Cash Handling	Review storage of keys to safes, locked cupboards and strong rooms.	Manager Community & Economy	Moderate	Review completed and confirmed active key register in place.	Sept-26	Actioned & closed
Sept-25	Grant Thornton	Cash Handling	Consider additional roaming panic alarms for staff at Bulls, Taihape and Marton to ensure that any member of staff are able to trigger the alarm.	Manager P&C/Manager Community & Economy	Moderate	Review completed. Marton and Bulls under counter panic buttons are fit for purpose and confirm Taihape has active roaming alarms.	Sept-26	Actioned & closed
Sept-25	Grant Thornton	Cash Handling	Review the processes and results of testing of panic alarms.	Manager Community & Economy	Moderate	Receiving attention - IS is investigating upgrade and processes.	Mar-27	Ongoing
Oct-25	Pwc	GST	**Building & Resource Consents** - For customers that make a deposit, ensure that GST is accounted for on the full value of the supply - consider amending the deposit invoice to reference an "application fee" rather than a deposit.	GM Regulatory	Moderate	Noted for discussion and consideration as part of overall review of invoice wording.	Jan-27	Ongoing
Sept-25	Grant Thornton	Cash Handling	Carry out regular surprise cash/float counts – all sites.	Manager FS/TL Customer Experience	Low	Completed September 2026 - formal report and recommendations in course of completion.	Jan-27	Ongoing
Oct-25	Pwc	GST	**Procedural documentation** - Enhance the existing procedural documentation to include additional guidance.	Manager FS/Financial Acct	Low	Documented procedures will be updated and transferred to Nimtex(Promapp) for easy access and regular scheduled reviews.	Mar-27	Ongoing
Nov-25	Pwc	Payroll	**Mileage -** Monitor mileage for employees on an individual basis during the year. In the unlikely event that the 3,500km threshold is breached for an employee, the reduced Tier 2 rate should be applied.	Manager P&C/Manager FS	Low	P&C monitor this.Manual process as system does not provide for flags/warnings or auto rate changes for mileage. Recently changed Payroll provider may help here.	Mar-27	Ongoing
Sept-25	Grant Thornton	Cash Handling	Consider standardising the cash handling processes across the four sites.	Manager FS/Manager Community & Economy	Low	Site specific variations remain. Considered acceptable but remains subject to ongoing review.	Mar-27	Ongoing
Sept-25	Grant Thornton	Cash Handling	Consider introducing daily checklists for day-start and day-end procedures.	Manager FS/TL Customer Experience	Low	Instigated through Ruru knowledge base platform.	Jan-26	Actioned & closed
Oct-25	Pwc	FBT	**Return Process** - enhance the procedural documentation for the FBT return process.	Financial Accountant	Low	Noted for action as resources allow.	Mar-27	Ongoing

Nov-25	Pwc	Payroll	**WHT process -** Provide refresher training for staff in Accounts Payable and Procurement on WHT obligations, including which types of services can give rise to WHT. Use provided template for preparing and filing WHT returns - will help automate the upload process, saving time and minimising the potential for input errors.	Manager FS/Financial Acct	Low	Training provided to staff around WHT obligations/recording - preparation/filing template provided has yet to be instigated.	Mar-27	Ongoing

10 Meeting closed.