

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
RISK AND AUDIT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 14 FEBRUARY 2019 AT THE CONCLUSION OF THE FINANCE AND
PLANNING MEETING**

PRESENT: Cr Tim Aitken
Mayor Alex Walker
Cr Gerard Minehan
Cr Brent Muggeridge
Cr David Tennent

IN ATTENDANCE: Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Monique Davidson (CEO)
Bronnda Smith (Group Manager, Corporate Support and Services)
Doug Tate (Group Manager, Customer and Community Partnerships)
Nicola Bousfield (People and Capability Manager)
Leigh Collecutt (Governance and Support Officer)

1 APOLOGIES

2 DECLARATIONS OF CONFLICTS OF INTEREST

NONE

3 STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker
Seconded: Cr Gerard Minehan

THAT the following standing orders are suspended for the duration of the meeting:

- 20.2 Time limits on speakers
- 20.5 Members may speak only once
- 20.6 Limits on number of speakers

AND THAT 21.4 Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

CARRIED

4 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION**

Moved: Cr Gerard Minehan

Seconded: Mayor Alex Walker

That the minutes of the Risk and Audit Committee Meeting held on 29 November 2018 as circulated, be confirmed as true and correct.

CARRIED

5 LOCAL GOVERNMENT ACT COMPLIANCE – PLANNING, DECISION MAKING AND ACCOUNTABILITY

Council is required to make decisions in accordance with the requirements of Part 6 Subpart 1 of the Local Government Act 2002.

COMMITTEE RESOLUTION

Moved: Cr David Tennent

Seconded: Mayor Alex Walker

THAT Council has read the reports associated with items 6.1 to 7.1 and considers in its discretion under Section 79(1)(a) that sufficient consultation has taken place in addition to the Councillors knowledge of the items to meet the requirements of Section 82(3) in such a manner that it is appropriate for decisions to be made during the course of this meeting.

AMENDMENT

Moved: Cr David Tennent

Seconded: Mayor Alex Walker

That Item 5 – Local Government Act Compliance – Planning, Decision Making and Accountability is removed from all Risk and Audit Committee Meeting Agendas going forward..

CARRIED

6 REPORT SECTION

6.1 RISK AND AUDIT UPDATE

PURPOSE

The purpose of this report is to update the Committee of Risk and Audit activities for monitoring and review purposes.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Mayor Alex Walker

That, having considered all matters raised in the report, the report be noted.

CARRIED

- Within the Risk and Audit update, the following items were discussed:
Risk Management Framework
Internal Audit
Insurance Programme
Insurance Valuations
- Cr Tennent asked whether there would be an opportunity to review the assets that the Council has insured. It was confirmed that the insurance programme review would enable review of assets on the basis of how critical they are.

6.2 ANNUAL REPORT 2017/18 AUDIT MANAGEMENT LETTER

PURPOSE

The purpose of this report is to inform the Committee about the Audit Management Letter for the year ended 30 June 2018

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr David Tennent

That, having considered all matters raised in the report, the report be noted.

CARRIED

- Cr Aitken asked about which body required Council to be insured with an A+ rated insurer.
It was confirmed that this was set by Council through the Treasury and Liability Investments Policy.

6.3 RISKPOOL CALL FOR 1 JULY 2019

PURPOSE

The purpose of the report is to inform the Committee about the advice received from the Board of Riskpool that they are making a call on Council for a shortfall in the mutual pool's funds.

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Cr Gerard Minehan

That, having considered all matters raised in the report, the report be noted.

CARRIED

- Cr Aitken raised concern about the deficit of \$7.4 million showing in Riskpool's accounts. Officers will table the Chairman's report at a future Risk and Audit Committee Meeting.
- There was discussion amongst officers and members about the fact that because it is from a mutual fund that Council has an obligation to pay the call. Mayor Walker also mentioned the need to
- There was further discussion around the reasons for Riskpool needing the call. These included issues around deficiencies in building standards.

6.4 SAFETY & WELLBEING UPDATE

PURPOSE

The purpose of this report is to update the Risk & Audit Committee on Council's Safety and Wellbeing activities, as well as the reported incidents and near misses for Council employees and strategic contracted partners.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Brent Muggeridge

That, having considered all matters raised in the report, the report be noted.

CARRIED

- Cr Annand asked whether the statistics in the report include safety issues identified on Council properties, particularly playgrounds. It was confirmed that the figures do include this information.

RESOLUTION TO EXCLUDE THE PUBLIC**COMMITTEE RESOLUTION**

Moved: Cr Gerard Minehan

Seconded: Mayor Alex Walker

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

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.1 - Internal Audit Update	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Brent Muggerridge

That Council moves out of Closed Council into Open Council.

CARRIED

7 DATE OF NEXT MEETING**COMMITTEE RESOLUTION**

Moved: Mayor Alex Walker

Seconded: Cr Gerard Minehan

THAT the next meeting of the Risk and Audit Committee be held on 28 March 2019.

CARRIED

8 TIME OF CLOSURE

The Meeting closed at 11.09am.

The minutes of this meeting were confirmed at the Risk and Audit Committee Meeting held on 28 March 2019.

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CHAIRPERSON