

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
RISK AND ASSURANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 27 MAY 2021 AT 9.00AM**

PRESENT: Mayor Alex Walker
Chairperson Neil Bain (Chair)
Cr Tim Aitken
Cr Gerard Minehan
Cr Brent Muggeridge
Cr Jerry Greer

IN ATTENDANCE: Monique Davidson (Chief Executive)
Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Darren de Klerk (Director Projects and Programmes)
Doug Tate (Group Manager, Customer and Community Partnerships)
Nicola Bousfield (Group Manager, People and Business Enablement)
Brent Chamberlain (Chief Financial Officer)
Caitlyn Dine (Governance and Support Officer)

1 KARAKIA

Mayor Walker Led the Karakia

2 APOLOGIES

NIL

3 DECLARATIONS OF CONFLICTS OF INTEREST

4 STANDING ORDERS

RECOMMENDATION

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

Standing orders are recommended to be suspended to enable members to engage in discussion in a free and frank manner.

5 CONFIRMATION OF MINUTES**COMMITTEE RESOLUTION**

Moved: Cr Gerard Minehan
Seconded: Cr Jerry Greer

That the minutes of the Risk and Assurance Committee Meeting held on 31 March 2021 as circulated, be confirmed as true and correct.

CARRIED**6 REPORT SECTION****6.1 RESOLUTION MONITORING REPORT****PURPOSE**

The purpose of this report is to present to the Committee the Risk and Assurance Committee Resolution Monitoring Report. This report seeks to ensure the Committee has visibility over work that is progressing, following resolutions made by the Committee.

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker
Seconded: Cr Jerry Greer

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

CARRIED

Mrs Davidson presented this report.

6.2 RISK AND ASSURANCE WORK PROGRAMME MONITORING REPORT**PURPOSE**

The purpose of this report is for the Risk and Assurance Committee to receive a progress update on the Risk & Assurance Committee Work Programme.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan
Seconded: Cr Brent Muggeridge

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

CARRIED

Mrs Davidson presented this report.

6.3 TREASURY MANAGEMENT MONITORING REPORT
<p>PURPOSE</p> <p>The purpose of this report is to provide an update on Treasury Management and Policy Compliance.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Mayor Alex Walker Seconded: Cr Tim Aitken</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr Chamberlain presented this report.

6.4 HEALTH & SAFETY REPORT
<p>PURPOSE</p> <p>To provide the Risk & Assurance Committee with health, safety and wellbeing information and insight and to update the Committee on key health and safety critical risks and initiatives.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Mayor Alex Walker Seconded: Cr Gerard Minehan</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mrs Bousfield and Mr Johnstone presented this report. Chair Neil Bain requested we report a detailed summary table of events where there has been a health and safety event.

6.5 RISK STATUS REPORT
<p>PURPOSE</p> <p>The purpose of this paper is to report to the Risk and Assurance Committee (the Committee) on Council's risk landscape, risk management work in progress and to continue a discussion with the Committee about risk.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Brent Muggeridge Seconded: Cr Gerard Minehan</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mrs Bousfield presented this report.

6.6 INTERNAL AUDIT - FRAUD HEALTH CHECK
PURPOSE The purpose of this report is to bring to the Risk and Assurance Committee the findings of the recent Fraud Health Check.
COMMITTEE RESOLUTION Moved: Mayor Alex Walker Seconded: Cr Tim Aitken That, having considered all matters raised in the report, the report be noted. CARRIED

Mr Chamberlain presented this report.

6.7 AUDIT FINDINGS MONITORING REPORT
PURPOSE The purpose of this report is to track and update the committee on audit recommendations from recent audits.
COMMITTEE RESOLUTION Moved: Cr Tim Aitken Seconded: Cr Brent Muggerridge That, having considered all matters raised in the report, the report be noted. CARRIED

Mr Chamberlain presented this report. Mayor Walker noted she doesn't have a credit card in her own name, and it was agreed the report needed to be updated to reflect that.

6.8 CLIMATE CHANGE COMMISSION AND IMPACT FOR LOCAL GOVERNMENT
PURPOSE The purpose of this report is to provide visibility to the Risk and Assurance Committee of the emerging importance of the impact of climate change and how local authorities are responding to it. This report does not seek a decision, but follows a request from the committee on understanding the emerging expectations on local authorities to respond to Climate Change.
COMMITTEE RESOLUTION Moved: Cr Tim Aitken Seconded: Mayor Alex Walker That, having considered all matters raised in the report, the report be noted. CARRIED

Mr Lloyd presented this report.

Meeting adjourned at 10:35am for a morning tea break.

Meeting returned for public excluded business at 11:04am.

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker
 Seconded: Cr Tim Aitken

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 - Cyber Security Report	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	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

7 DATE OF NEXT MEETING

RECOMMENDATION

THAT the next meeting of the Central Hawke's Bay District Council Risk and Assurance Committee be held on 16 September 2021.

8 TIME OF CLOSURE

The Meeting closed at 11:40am.

The minutes of this meeting were confirmed at the Risk and Assurance Committee Meeting held on 16 September 2021.

.....
CHAIRPERSON