

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
RISK AND ASSURANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 11 NOVEMBER 2021 AT 9.00AM**

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

IN ATTENDANCE: Monique Davidson (Chief Executive)
Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Doug Tate (Group Manager, Customer and Community Partnerships)
Brent Chamberlain (Chief Financial Officer)
Nicola Bousfield (Group Manager, People and Business Enablement)
Caitlyn Dine (Governance and Support Officer)
Bevan Johnstone (Health and Safety Advisor)

EXTERNAL PRESENTERS:

Miles O'Connor – Bancorp (Via Zoom)
Suresh Ranchlod – Bancorp (Via Zoom)

1 KARAKIA

MAYOR WALKER LED THE KARAKIA

2 APOLOGIES

NIL

3 DECLARATIONS OF CONFLICTS OF INTEREST

NIL

4 STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan
Seconded: Cr Brent Muggeridge

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.

CARRIED

5 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Jerry Greer

Seconded: Cr Brent Muggerridge

That the minutes of the Risk and Assurance Committee Meeting held on 16 September 2021 as circulated, be confirmed as true and correct.

CARRIED

6 REPORT SECTION

Risk and Assurance Committee started with report 6.4.

6.4 REVIEW OF TREASURY MANAGEMENT POLICY
<p>PURPOSE</p> <p>The matter for consideration by the Risk and Assurance is to consider the attached draft Treasury Policy (incorporating Investment and Liability policies) for recommendation to Council for adoption.</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:</p> <p>a) That Risk and Assurance recommend to Council the revised Treasury Policy (incorporating Investment and Liability policies) be recommended to Council for adoption.</p> <p style="text-align: right;">CARRIED</p>

Suresh Ranchhod and Miles O'Connor from Bancorp joined the meeting.

Mr Chamberlain presented this report and introduced Bancorp who been contracted by the council to provide treasury management consultancy. Bancorp provided an overview of the changes they have recommended for the Treasury Policy review, including revisions in relation to interest rate hedging, counterparty credit limits and treasury. Mr O'Connor advised the recommended changes to strategies and limits were consistent with other councils advised by Bancorp.

The Committee noted a change in wording on page 12 of the Policy where it talks about property investment. The wording will stay in the policy for now as there is some work required and there for Officers can't use that part of the policy when giving Council advise on future decisions.

Risk and Assurance Committee went back to the appropriate report order.

6.1 RESOLUTION MONITORING REPORT
<p>PURPOSE</p> <p>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.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Gerard Minehan Seconded: Cr Jerry Greer</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

6.2 RISK AND ASSURANCE COMMITTEE PRIORITY 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 Jerry Greer 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
PURPOSE The purpose of this report is to provide an update on Treasury Management and Policy Compliance.
COMMITTEE RESOLUTION Moved: Cr Brent Muggeridge Seconded: Cr Gerard Minehan That, having considered all matters raised in the report, the report be noted. CARRIED

Mr Chamberlain presented this report

6.5 RISK STATUS REPORT
PURPOSE 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.
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 Bousfield presented this report alongside Mr Johnstone.

6.6 HEALTH & SAFETY REPORT**PURPOSE**

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.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Mayor Alex Walker

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

CARRIED

Mrs Bousfield presented this report alongside Mr Johnstone. Mrs Bousfield introduced the new Health and Safety Governance Dashboard which has been developed with the objective to provide a health and safety governance focus for the Committee. Mrs Bousfield advised that the dashboard content will continue to be developed over future meetings.

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: Mayor Alex Walker

Seconded: Cr Jerry Greer

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

CARRIED

Mr Chamberlain presented this report.

RESOLUTION TO EXCLUDE THE PUBLIC**COMMITTEE RESOLUTION**

Moved: Cr Gerard Minehan

Seconded: Cr Brent Muggeridge

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

<p>7.1 - Public Excluded Resolution Monitoring Report</p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>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</p>
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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 in 2022.

8 TIME OF CLOSURE

The Meeting closed at 10:30am.

The minutes of this meeting were confirmed at the Risk and Assurance Committee Meeting held in 2022.

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CHAIRPERSON