

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
RISK AND ASSURANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 26 MAY 2022 AT 9:00AM**

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

IN ATTENDANCE: Doug Tate (Chief Executive)
Brent Chamberlain (Chief Financial Officer)
Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Darren de Klerk (Director Projects and Programmes)
Dylan Muggeridge (Acting Group Manager, Customer and Community Partnerships)
Caitlyn Dine (Governance Lead)

1 KARAKIA

Mayor Walker led the karakia

Chairperson Mr Bain congratulated Mr Tate on his new role of Chief Executive of Central Hawkes Bay District Council.

2 APOLOGIES

Nil

3 DECLARATIONS OF CONFLICTS OF INTEREST

Nil

4 STANDING ORDERS

RECOMMENDATION

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

- 21.2 Time limits on speakers
- 21.5 Members may speak only once
- 21.6 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: Mayor Alex Walker

Seconded: Cr Tim Aitken

That the minutes of the Risk and Assurance Committee Meeting held on 23 March 2022 as circulated, be confirmed as true and correct.

CARRIED

2 REPORT SECTION

6.1 RISK AND ASSURANCE COMMITTEE 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: Cr Jerry Greer

Seconded: Cr Gerard Minehan

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

CARRIED

Mr Tate presented this report.

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: Mayor Alex Walker

Seconded: Cr Jerry Greer

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

CARRIED

Mr Tate presented this report.

Mayor Walker requested policy reviews be added to the priority 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 Tim Aitken

Seconded: Cr Gerard Minehan

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

CARRIED

Mr Chamberlain presented this report.

6.4 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 Gerard Minehan

Seconded: Cr Jerry Greer

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

CARRIED

Mr Chamberlain presented this report.

6.5 HEALTH AND SAFETY UPDATE

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 initiatives.

COMMITTEE RESOLUTION

Moved: Cr Jerry Greer

Seconded: Mayor Alex Walker

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

CARRIED

Mr Lloyd presented this report alongside Ms Annand.

6.6 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: Cr Jerry Greer

Seconded: Cr Gerard Minehan

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

CARRIED

Mr Lloyd presented this report.

6.7 PROTECTED DISCLOSURES POLICY**PURPOSE**

The purpose of this report is to give the Risk and Assurance Committee visibility of Council's Protected Disclosure Policy, following an action from the March 2022 Risk and Assurance Committee Meeting.

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 Chamberlain presented this report.

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 - Public Excluded Minutes of the Risk and Assurance Committee Meeting held on 26 May 2022	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

7.1 PUBLIC EXCLUDED MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 26 MAY 2022

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Cr Jerry Greer

1. That the Public Excluded minutes of the meeting of the Risk and Assurance Committee held on 26 May 2022 be received.

CARRIED

6 DATE OF NEXT MEETING

RECOMMENDATION

THAT the next meeting of the Central Hawke's Bay District Council be held on 22 September 2022.

3 TIME OF CLOSURE

The Meeting closed at 10:24am.

The minutes of this meeting were confirmed at the held on 22 September 2022.

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CHAIRPERSON