



Audit and Risk Committee

Minutes of a meeting of the Audit and Risk Committee held in the Council Chamber, 26 Gordon Street, Dannevirke on Tuesday 22 March 2022 commencing at 2.00pm.

1. Present

Mr K Ross (Chairperson), Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), A K Franklin (via Teams), S A Hull (via Teams), C J Isaacson, P A Johns, K A Sutherland, R A Treder (via Teams) and S M Wards.

In Attendance

Mr B Nicholson	- Chief Executive
Mr R Taylor	- Manager - Democracy Services
Mr R Suppiah	- Group Manager - Corporate
Ms S Lowe	- Group Manager - People and Capability
Mr C Chapman	- Group Manager - Infrastructure
Ms T Love	- Group Manager - Operations
Mr M Maxwell	- Group Manager - Economic and Community Development
Mr P Wimsett	- Manager Strategy and Climate Change
Mr S Dunn	- Risk and Assurance Advisor
Ms B Smith	- Finance Manager (via Teams)
Ms A Rule	- Policy and Planning Advisor (via Teams)
Ms A Howell	- Risk Administrator

2. Apologies

2.1 Nil

3. Notification of Items Not on the Agenda

3.1 Nil

4. Confirmation of Minutes

4.1 *That the minutes of the Audit and Risk Committee meeting held on 15 February 2022 (as circulated) be confirmed as a true and accurate record of the meeting.*

Ross/Isaacson

Carried

5. Any Matters Arising from the Minutes not otherwise dealt with in the Agenda

5.1 Nil

6. Reports

6.1 Health and Safety

6.1.1 *That the report from the Health and Safety Coordinator dated 15 March 2022 concerning health and safety (as circulated) be received, and*

That the Audit and Risk Committee note the following regarding the focus on health and safety matters and this update:

- *MWLASS will meet in April to work through health and safety risk as recommended by SafePlus audit results.*
- *Sharpie bins are to be installed into the Pahiatua Main Street toilets.*
- *Personal locator beacons are to be removed from use.*
- *Contractors are required to produce vaccination passes on Council sites that require them.*
- *A new visitors sign in process has been installed to assist with contact tracing.*
- *A wellness calendar has been created for 2022 based on staff feedback.*
- *Details from the incident register are provided for this reporting period.*

Johns/Sutherland

Carried

6.2 Risk Management

6.2.1 *That the report from the Risk and Assurance Advisor dated 15 March 2022 concerning risk management (as circulated) be received, and*

That the Audit and Risk Committee note since the last meeting there has been no changes to risks and no significant changes to treatments in the Strategic Risk Register.

Johns/Peeti-Webber

Carried

6.3 Adoption of Council's Engagement Document and Supporting Information for the Annual Plan 2022/2023

6.3.1 *That the report from the Group Manager - Corporate dated 15 March 2022 concerning the adoption of Council's Engagement Document and Supporting Information for the Annual Plan 2022/2023 (as circulated) be received, and*

That the Audit and Risk Committee recommend to Council the Engagement Document and Supporting Information including the Fees and Charges Schedule for the 2022/2023 financial year be adopted (subject to the correction of any typographical errors or changes which may be required), and

That the details provided in the Engagement Document be revised prior to being presented for adoption regarding their format outlining the activities which rates are to be applied, and including a comparison where they were spent in the previous financial year.

Johns/Wards

Carried

6.3.2 The meeting adjourned for afternoon tea at 3.00pm, and resumed at 3.15pm.

7. Public Excluded Items of Business

7.1 *That the public be excluded from the following parts of the proceedings of this meeting, namely:*

- *Tararua Alliance performance review*
- *Tararua Alliance financial audit*

The general subject 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 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

<i>General subject matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48(1) for the passing of this resolution</i>
<i>Tararua Alliance performance review</i>	<i>To protect the commercial position of a third party</i>	<i>Section (1)(a)(i)</i>
<i>Tararua Alliance financial audit</i>	<i>To protect the commercial position of a third party</i>	<i>Section (1)(a)(i)</i>

This resolution is made in reliance on Section 48 (1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

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.

Ross/Collis

Carried

7.2 Tararua Alliance Performance Review

7.2.1 *That the report from the Group Manager - Infrastructure dated 15 March 2022 concerning the Tararua Alliance performance review (as circulated) be received, and*

That progress and achievements made by the Tararua Alliance management team as commended by the auditing team be noted along with their recommendations for the 2022/2023 financial year to keep the performance framework relevant and aligned to the strategic intent and outcomes for both of the Tararua Alliance partners.

Peeti-Webber/Sutherland

Carried

7.3 Tararua Alliance Financial Audit

7.3.1 *That the report from the Group Manager - Infrastructure dated 15 March 2022 concerning the Tararua Alliance financial audit (as circulated) be received, and*

That the efforts of the Tararua Alliance management team and the Principals Group to ensure that the pain/gain pool calculated fairly reflects the financial performance for the 2021/2022 financial year is noted and acknowledged.

Ross/Collis

Carried

7.3.2 *That open meeting be resumed.*

Ross/Collis

Carried

7.3.3 *That the decisions taken with the public excluded be confirmed in open meeting.*

Ross/Collis

Carried

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 3.50pm.

Chairperson