



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 21 June 2022 commencing at 2.58pm.

1. Present

Mr K Ross (Chairperson), Her Worship the Mayor - Mrs T H Collis, Crs A K Franklin (via Teams), S A Hull, C J Isaacson (via Teams), P A Johns, K A Sutherland, R A Treder 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
Ms T Love	- Group Manager - Operations
Mr S Dunn	- Risk and Assurance Advisor
Ms B Smith	- Finance Manager
Ms A Rule	- Policy and Planning Advisor
Mr B Anderson	- Health and Safety Advisor

2. Apologies

- 2.1 *That an apology be sustained from Deputy Mayor - Cr Erana Peeti-Webber for non-attendance at the meeting.*

Ross/Collis

Carried

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 22 March 2022 (as circulated) be confirmed as a true and accurate record of the meeting.*

Ross/Sutherland

Carried

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

5.1 Nil

6. Reports

6.1 Adoption of Council's Annual Plan 2022/2023 and Schedule of Fees and Charges

6.1.1 *That the report from the Finance Manager dated 14 June 2022 concerning the adoption of Council's Annual Plan 2022/2023 and Schedule of Fees and Charges (as circulated) be received, and*

That the Audit and Risk Committee recommend to Council the Annual Plan 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).

Collis/Sutherland

Carried

6.2 Risk Management Framework Update

6.2.1 *That the report from the Risk and Assurance Advisor dated 14 June 2022 concerning a risk management framework update (as circulated) be received, and*

That the updated risk management framework which includes an additional level of risk for further prioritisation to maintain and strengthen the focus on risks requiring attention be endorsed by the Audit and Risk Committee.

Johns/Ross

Carried

6.3 Risk Management

6.3.1 *That the report from the Risk and Assurance Advisor dated 14 June 2022 concerning risk management (as circulated) be received, and*

That the changes made to update the Strategic Risk Register regarding the management and monitoring of various risks impacting on Council and the Tararua District are noted by the Audit and Risk Committee.

Sutherland/Hull

Carried

6.4 Health and Safety

6.4.1 *That the report from the Group Manager - People and Capability dated 14 June 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:

- ***A due diligence plan is being drafted for the committee's consideration.***
- ***Brent Anderson has been appointed to the role of Health and Safety Advisor.***
- ***Further work is to be undertaken from a health and safety perspective to review the Risk Register item relating to worker stress and fatigue.***
- ***Actions have been taken to manage risks relating to Covid-19, driver behaviour of staff using Council vehicles and the lone worker get home safe system.***
- ***Pending changes are being considered at a national level relating to managing bullying and harassment in the workplace.***
- ***The next health and safety audit is due in April 2023.***
- ***Details from the Incident Register are provided for this reporting period.***

Ross/Johns

Carried

6.5 Draft Audit New Zealand Management Report 2020/2021

6.5.1 *That the report from the Finance Manager dated 14 June 2022 concerning the draft Audit New Zealand Management Report 2020/2021 (as circulated) be received, and*

That the Audit and Risk Committee acknowledge a modified audit opinion was issued by Audit New Zealand in respect of the 2020/2021 Annual Report, and note the following matters arising from the audit:

- ***Timing of assets revaluation***
- ***Fair Value Assessment***
- ***Three waters assets revaluation unit rates***
- ***Three waters assets migration into the new asset management system***
- ***Sensitive expenditures one up approval***

Sutherland/Wards

Carried

6.6 Audit New Zealand Audit Plan for the 2021/2022 Annual Report

6.6.1 *That the report from the Finance Manager dated 14 June 2022 concerning the Audit New Zealand Audit Plan for the 2021/2022 Annual Report (as circulated) be received, and*

That the Audit and Risk Committee recommend to the Mayor the approval and signing of the Audit Plan on behalf of the Council.

Johns/Ross

Carried

7. Items Not on the Agenda

7.1 Nil

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 4.00pm.

Chairperson