



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 20 February 2024 commencing at 9:30am.

1. Present

Mr P Jones (Chairperson), Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), N L Chase, S M Gilmore, P A Johns, M F Long, K A Sutherland, S A Wallace and S M Wards

In Attendance

Mr B Nicholson	- Chief Executive
Mr R Suppiah	- Group Manager – Corporate and Regulatory
Mrs A Small	- Group Manager – Strategy and Community Wellbeing
Ms S Lowe	- Group Manager – People, Capability and Customer Experience
Mr H Featonby	- Group Manager - Infrastructure
Mr S Dunn	- Risk and Assurance Advisor
Ms G Nock	- Strategy and Corporate Planning Manager
Mrs S Walshe	- Finance Manager
Ms M Yule	- Project Accountant
Ms A Rule	- Policy and Planning Advisor
Mr P Wimsett	- Three Waters Transition Manager
Mrs A Dunn	- Manager – Democracy Services

2. Apologies

- 2.1 ***That the apology from Councillor A K Franklin be approved and leave of absence granted for the meeting.***

Collis/Peeti-Webber

Carried

3. Public Forum

There were no requests for public forum.

4. Notification of Items Not on the Agenda

Nil

5. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business

Mr Philip Jones – public excluded item re Tararua Alliance Audit – noted his professional relationship with the auditor for disclosure purposes

6. Confirmation of Minutes

- 6.1 *That the minutes of the Audit and Risk Committee meeting held on 25 October 2023, and the extraordinary Audit and Risk Committee meeting held on 22 November 2023 (as circulated) be confirmed as true and accurate records of the meetings.*

Chase/Wallace

Carried

7. Presentations

7.1 Presentation - Audit New Zealand

Debbie Perera, Audit Director from Audit New Zealand, presented to the committee regarding the areas of focus for the Long-term Plan 2024-34 audit.

She began her presentation by outlining contextual considerations for the audit, including the uncertainty faced from the change in Government and impact on proposed local government reforms. She noted the changes to reforms that gave Councils the option to have an unaudited consultation document or an audited consultation document.

She spoke about the purpose and role of the consultation document, and their approach to auditing the consultation document. She spoke about the Infrastructure strategy and the Financial strategy and the key components to consider in developing strong strategies.

She outlined the areas of focus for Audit New Zealand in auditing the proposed Long-term Plan 2024-34 and the review process to be factored in to the timing and project plan.

Following her presentation she answered questions from members regarding the factors that could trigger a Council to defer developing a Long-term Plan and the implications of doing so, and the option to choose to not receive an Audit opinion on the consultation document.

The meeting adjourned at 10:50am and resumed at 11:00am.

8. Reports

8.1 Risk and Assurance - Management Report

The Audit and Risk Committee considered the report of the Risk & Assurance Advisor dated 30 January 2024 that provided an update on matters relating to risk management and internal audit to the Audit and Risk Committee. A copy of the three-year work programme was circulated for information. It was noted that the Environmental Scan and Emerging risks report would be included in the next meeting.

It was noted that a workshop session would be undertaken at the next Audit and Risk Committee meeting on insurance strategies.

The Chairperson advised that he would like to see the Audit Management letter for 2022 included in the agenda for the next meeting of the Audit and Risk Committee.

That the report from the Risk & Assurance Advisor dated 30 January 2024 concerning the Risk and Assurance - Management Report (as circulated) be received and noted.

Johns/Gilmore

Carried

6.2 Health & Safety - Management Report

The Audit and Risk Committee considered the report of the Risk & Assurance Advisor dated 30 January 2024 that provided an update on health and safety matters.

The committee discussed the value of appointing a Health and Safety Champion from the Governance team and the role the Health and Safety Champion would play in working closely with Council officers and in asking questions during deep dive sessions on Council's operations.

That the report from the Risk & Assurance Advisor dated 30 January 2024 concerning the Health & Safety - Management Report (as circulated) be received

That Councillor Scott Gilmore be appointed as the Tararua District Council's Health and Safety Champion.

Collis/Jones

Carried

9. Items not on the Agenda

8.1 Nil

10. Public Excluded Items of Business

Recommended

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

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 Financial Audit</i>	<i>Financial audit relates to Downer costs and overheads so this needs to be confidential to not adversely affect their position.</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.

Sutherland/Collis

Carried

The meeting went into public excluded session at 11:23am and returned to open session at 11:44am.

There being no further business the Chairperson thanked those present for their attendance and contributions, and declared the meeting closed at 11:44am.

Chairperson

