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-Monday, 5 July 2021

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*Te Hui o Te Kaunihera ā-Rohe o Heretaunga*

## Hastings District Council: Risk and Assurance Committee Meeting

*Ngā Minitī*

# Minutes

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*Te Rā Hui:*

Meeting date: **Monday, 5 July 2021**

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Venue **Landmarks Room  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings**

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Time start - end **1.05pm – 3.42pm**

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Go to  
[www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)  
to see all documents

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*Te Rārangi Upoko*

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## Hastings District Council: Risk and Assurance Committee Meeting

*Ngā Minitī*

# Minutes

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**Chair:** Mr J Nichols – External Independent Appointee  
**Councillors:** Simon Nixon (Deputy Chair), Alwyn Corban, Tania Kerr, and Geraldine Travers  
*Kua Tae ā-tinana:*  
**Present:** Jaun Park – External Independent Appointee  
Mayor Sandra Hazlehurst

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*Kua Tatū:*  
**In attendance:** Chief Executive - Nigel Bickle  
Group Manager: Asset Management – Craig Thew  
Group Manager: Corporate - Bruce Allan  
Risk & Corporate Services Manager – Regan Smith  
Risk Assurance Advisor - Steffi Bird  
Emergency Readiness and Business Continuity Advisor - Elmien Steyn  
Financial Controller - Aaron Wilson  
Financial Improvement Analyst – Jess Noiseux  
Health & Safety Manager - Jennie Kuzman  
General Counsel – Scott Smith  
Acting Manager: Democracy & Governance – Vicki Rusbatch  
Democracy & Governance Advisor – Lynne Cox

## 1. APOLOGIES – NGĀ WHAKAPĀHATANGA

Jon Nichols/Mayor Hazlehurst

That an apology for absence from Robin Hape - Heretaunga Takoto Noa Māori Standing Committee appointee be accepted.

CARRIED

## 2. CONFLICTS OF INTEREST - HE NGĀKAU KŌNATUNATU

There were no declarations of conflicts of interest.

## 3. CONFIRMATION OF MINUTES - TE WHAKAMANA I NGĀ MINITI

Councillor Travers/Councillor Kerr

That the minutes of the Risk and Assurance Committee Meeting held Monday 12 April 2021 be confirmed as an accurate record.

CARRIED

## 4. ANNUAL REPORT 2021 UPDATE

(Document 21/373)

Financial Controller, Aaron Wilson, spoke to this report and responded to questions from the Committee. He also introduced the new Financial Improvement Analyst, Jess Noiseux to the Committee.

Councillor Nixon/Jon Nichols

That the Risk and Assurance Committee receive the report titled Annual Report 2021 Update dated 5 July 2021.

CARRIED

## 5. RISK ASSURANCE PROGRAMME UPDATE

(Document 21/378) (Three attachments in separate document)

Risk Assurance Advisor, Steffi Bird and Risk and Corporate Services Manager, Regan Smith spoke to the report and responded to questions from the Committee.

Councillor Kerr/Jon Nichols

- A) That the Risk and Assurance Committee receive the report titled Risk Assurance Programme Update dated 5 July 2021.
- B) That the Committee approve the Risk Assurance Review Plan for 2021-2024.

CARRIED

## 6. STRATEGIC RISK UPDATE

(Document 21/383) (Five attachments in separate document)

Risk Assurance Advisor, Steffi Bird and Risk and Corporate Services Manager, Regan Smith, spoke to the report and responded to questions from the Committee.

Councillor Nixon/Mayor Hazlehurst

That the Risk and Assurance Committee receive the report titled Strategic Risk Update dated 5 July 2021.

CARRIED

## 7. DRAFT THREE WATERS REFORM RISK ASSESSMENT

(Document 21/391) (Attachment in separate document)

Risk and Corporate Services Manager, Regan Smith, spoke to the report and responded to questions from the Committee.

Jon Nichols/Jaun Park

- A) That the Risk and Assurance Committee receive the report titled Draft Three Waters Reform Risk Assessment dated 5 July 2021.
- B) That the Committee endorse the risk assessment and recommend Council consider these issues when making decisions relating to the Central/Local Government Three Waters Reform Programme.

CARRIED

## 8. GROUP MANAGER: ASSET MANAGEMENT UPDATE REPORT

(Document 21/392)

Group Manager: Asset Management, Craig Thew, spoke to the report and responded to questions from the Committee.

Councillor Corban/Councillor Travers

That the Risk and Assurance Committee receive the report titled Group Manager: Asset Management Update Report dated 5 July 2021.

CARRIED

## 9. GROUP MANAGER: CORPORATE UPDATE REPORT

(Document 21/393) (Four attachments in separate attachment document)

The Group Manager: Corporate, Bruce Allan and Emergency Readiness and Business Continuity Advisor, Elmien Steyn spoke to the report and responded to questions from the Committee. Mr Allan tabled details of Capital Spend and Capital Expenditure May Year To Date 2021 (Ref. CG-16-6-00090).

Jon Nichols/Councillor Travers

That the Risk and Assurance Committee receive the report titled Group Manager: Corporate Update Report dated 5 July 2021.

CARRIED

## 10. MINOR ITEMS - *NGĀ TAKE ITI*

There were no additional business items.

## 11. URGENT ITEMS - *NGĀ TAKE WHAKAHIHIRI*

There were no extraordinary business items.

## 12. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEM 13

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Kerr/Mayor Hazlehurst

**THAT the public now be excluded from the following parts of the meeting, namely;**

### **13 Contractor Health & Safety Performance Report**

The general subject of the matter to be considered while the public is excluded, the reason for passing this Resolution in relation to the 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 is as follows:

<i>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</i>	<i>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED</i>	<i>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</i>
<b>13 Contractor Health &amp; Safety Performance Report</b>	<b>Section 7 (2) (h)</b> The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. To protect privacy of commercial entities.	<b>Section 48(1)(a)(i)</b> Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.

CARRIED

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The meeting closed at 3.42pm

Confirmed:

Chairman:

Date: