
Monday, 11 April 2022

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Risk and Assurance Committee Meeting

Ngā Minitī

Minutes

Te Rā Hui:

Meeting date: **Monday, 11 April 2022**

Venue **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

Time start - end **9.00am – 11.57am**

Go to
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Chair: Mr J Nichols – External Independent Appointee (via Zoom)
Councillors: Simon Nixon (Deputy Chair), Alwyn Corban, Tania Kerr (via Zoom), and Geraldine Travers (via Zoom)

Kua Tae ā-tinana:
Present: External Independent Appointee: Jaun Park

Mayor Sandra Hazlehurst

Kua Tatū:
In attendance: Chief Executive - Nigel Bickle
Group Manager: Asset Management – Craig Thew
Group Manager: People & Capability - Bronwyn Bayliss (via Zoom)
Group Manager: Corporate - Bruce Allan
Group Manager: Community Wellbeing & Services – Rebekah Dinwoodie (via Zoom)
3 Waters Transition Manager – Carly Price (via Zoom)
Risk and Corporate Services Manager – Regan Smith
Risk Assurance Advisor - Steffi Bird
Business Continuity & Emergency Readiness Advisor - Elmién Steyn (via Zoom)
Financial Controller - Aaron Wilson
Management Accountant - Jeff Tieman
Health & Safety Manager - Jennie Kuzman
General Counsel – Scott Smith (via Zoom)
Chief Information Officer – Warren Perry
Manager: Democracy & Governance Services – Louise Stettner
Democracy & Governance Advisor - Christine Hilton

In Attendance Via Zoom: Audit Director, Audit NZ - Karen Young
Executive Director, Aon NZ – Matthew Wilson

1. **APOLOGIES – NGĀ WHAKAPĀHATANGA**

Jon Nichols/Councillor Nixon

That an Apology for Lateness from Mayor Sandra Hazlehurst and an Apology for Absence from Heretaunga Takoto Noa Māori Standing Committee appointee: Robin Hape 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 14 February 2022 be confirmed as an accurate record.

CARRIED

4. **INSURANCE UPDATE**

(Document 22/88) (The power point presentation was included as an attachment in the separate attachment document)

Executive Director, Matthew Wilson, Aon NZ spoke to the meeting, gave a power point presentation (CG-16-6-00151) and responded to questions from the Committee.

Councillor Nixon/Councillor Travers

That the Risk and Assurance Committee receive the report titled Insurance Update dated 11 April 2022.

CARRIED

5. **GM: ASSET MANAGEMENT OVERVIEW**

(Document 22/96)

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

Councillor Travers/Councillor Kerr

That the Risk and Assurance Committee receive the report titled GM: Asset Management Overview dated 11 April 2022.

CARRIED

6. THREE WATERS - TRANSITION RISK PLANNING

(Document 22/109)

The Group Manager: Asset Management, Craig Thew, and the 3 Waters Transition Manager, Carly Price, spoke to the agenda report and responded to questions from the Committee. A power point presentation (CG-16-6-00161) was shown and addressed.

Mayor Hazlehurst joined the meeting at 10.28am.

Jon Nichols/Councillor Travers

That the Risk and Assurance Committee receive the report titled Three Waters - Transition Risk Planning dated 11 April 2022.

CARRIED

The meeting adjourned at 10.40am and resumed at 10.55am

7. GM: CORPORATE UPDATE

(Document 22/86) (Attachment 1 included in separate attachment document)

The Group Manager: Corporate, Bruce Allan, spoke to the agenda report and responded to questions from the Committee.

The Audit Director Audit NZ, Karen Young, also made some comments.

Officers reported that the Council audit would not be completed until the end of October 2022, so it would not be able to be adopted pre-election and would need to be adopted by the incoming Council.

Jon Nichols/Councillor Kerr

That the Risk and Assurance Committee receive the report titled GM: Corporate Update dated 11 April 2022.

CARRIED

8. HEALTH & SAFETY UPDATE: COVID-19 RESPONSE

(Document 22/100)

The Health and Safety Manager, Jennie Kuzman, spoke to the agenda report and responded to questions from the Committee. A power point presentation (CG-16-6-00162) was shown and addressed.

Jon Nichols/Mayor Hazlehurst

That the Risk and Assurance Committee receive the report titled Health & Safety Update: COVID-19 Response dated 11 April 2022.

CARRIED

9. TREASURY ACTIVITY AND FUNDING UPDATE

(Document 22/87)

The Financial Controller, Aaron Wilson, spoke to the agenda report and responded to questions from the Committee.

Jon Nichols/Councillor Kerr

- A) That the Risk and Assurance Committee receive the report titled Treasury Activity and Funding Update dated 11 April 2022.
- B) That the Risk and Assurance Committee note that it had discussed the impact of the Three Waters reforms on the level of debt and cover that the Hastings District Council has in place and the possible effect of any resultant transferring of debt.
- C) Officers to include forecast debt position in future reports to show the effect of the removal of water debt due to the Three Waters reforms.

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 ITEMS 13 AND 14

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Mayor Hazlehurst/Councillor Travers

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

13 Health and Safety Contractor Performance Report

14 Cyber Security Update

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>

<p>13 Health and Safety Contractor Performance Report</p>	<p>Section 7 (2) (b) (ii)</p> <p>The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>This report contains confidential Health & Safety data relating to Third Parties.</p>	<p>Section 48(1)(a)(i)</p> <p>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.</p>
<p>14 Cyber Security Update</p>	<p>Section 7 (2) (b) (i)</p> <p>The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret.</p> <p>Sharing of security elements which protect Councils Information systems.</p>	<p>Section 48(1)(a)(i)</p> <p>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.</p>

CARRIED

The meeting closed at 11.57am

Confirmed:

Chairman:

Date: