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Monday, 18 July 2022

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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, 18 July 2022**

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

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Time start - end **1.05pm 4.15pm**

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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) (via zoom), Alwyn Corban, Tania Kerr, and Geraldine Travers (via zoom)

*Kua Tae ā-tinana:*

**Present:**

External Independent Appointee: Jaun Park

Mayor Sandra Hazlehurst

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*Kua Tatū:*

**In attendance:**

Chief Executive - Nigel Bickle  
Group Manager: Corporate - Bruce Allan  
Group Manager: Community Wellbeing & Services – Rebekah Dinwoodie  
Risk and Corporate Services Manager – Regan Smith  
Risk Assurance Advisor - Steffi Bird  
Business Continuity & Emergency Readiness Advisor - Elmien Steyn  
Financial Improvement Analyst – Jess Noiseux  
Management Accountant - Jeff Tieman  
Health & Safety Partner – Paul McClusky  
General Counsel – Scott Smith (via zoom)  
Chief Information Officer – Warren Perry  
Manager, Aquatics – Tom Page  
Manager: Democracy & Governance Services – Louise Stettner  
Democracy & Governance Advisor – Lynne Cox

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*Kei Konei:*

**Also present:**

Karen Young - Audit Director, Audit NZ (via zoom)

## 1. APOLOGIES – NGĀ WHAKAPĀHATANGA

Jon Nichols/Councillor Kerr

That apologies for absence from Councillor Schollum and Heretaunga Takoto Noa Māori Standing Committee appointee, Robin Hape be accepted.

CARRIED

## 2. CONFLICTS OF INTEREST - HE NGĀKAU KŌNATUNATU

Councillor Kerr declared a conflict of interest in regard to Public Excluded Item 16 “*Regional Aquatic Facility at the Mitre 10 Sports Park – Potential Impacts on Hastings District Council Aquatics Facilities*”.

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

Jaun Park/Councillor Kerr

That the minutes of the Risk and Assurance Committee Meeting held Monday 11 April 2022 be confirmed as an accurate record.

CARRIED

## 4. GM CORPORATE UPDATE REPORT

(Document 22/243)

Group Manager: Corporate: Bruce Allan and Chief Information Officer, Warren Perry both spoke to the agenda report and responded to questions from the Committee.

Jon Nichols/Mayor Hazlehurst

That the Risk and Assurance Committee receive the report titled GM Corporate Update Report dated 18 July 2022.

CARRIED

## 5. REVIEW OF EMERGING RISKS ON COUNCIL'S STRATEGIC GOALS

(Document 22/79)

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

Jaun Park/Councillor Nixon

That the Risk and Assurance Committee receive the report titled Review of Emerging Risks on Council's Strategic Goals dated 18 July 2022.

CARRIED

## 6. RISK ASSURANCE UPDATE

(Document 22/224)

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

Councillor Corban/Jon Nichols

That the Risk and Assurance Committee receive the report titled Risk Assurance Update dated 18 July 2022.

CARRIED

## 7. GM ASSETS UPDATE REPORT

(Document 22/259)

Chief Executive: Nigel Bickle gave a verbal update informing the Committee that work programmes were suffering from cost inflation and supply chain issues. Drinking Water was still a priority for Council with two big urban storage and treatment plants on track. Frimley Water Plant is due to open in November 2022 with Waiaroha on path to open mid-2023. Transportation is experiencing large increases in Asset Infrastructure and Operations and Council has submitted its submission on the 3 Waters Reform to the Select Committee.

The Chief Executive noted an investigation is underway on the Whakatu wastewater overflow incident and reviews of the SH51 and Warwick Road transport jobs are occurring. The investigation and lessons learnt will be reported back to the Risk and Assurance Committee in due course.

The Chief Executive responded to questions from the Committee.

Jon Nichols/Councillor Corban

That the Risk and Assurance Committee receive the report titled GM Assets Update Report dated 18 July 2022.

CARRIED

## 8. HEALTH AND SAFETY REPORT: COVID-19 RESPONSE UPDATE

(Document 22/217)

Group Manager, Corporate: Bruce Allan provided an update on this agenda report and responded to questions from the Committee.

Jon Nichols/Councillor Corban

That the Risk and Assurance Committee receive the report titled Health and Safety Report: COVID-19 Response Update dated 18 July 2022.

CARRIED

## 9. ANNUAL REPORT 2022 UPDATE

(Document 22/255) (Attachment 1 in separate attachment document) (Audit NZ memo circulated at meeting)

Financial Improvement Analyst, Jess Noiseux, spoke to the agenda report and responded to questions from the Committee. She advised that an expected memo from Audit New Zealand had not been received prior to the completion of the agenda. This memo was tabled at the meeting (CG-16-6-00176) advising Council of the key findings from Audit New Zealand's interim audit.

Jon Nichols/Mayor Hazlehurst

That the Risk and Assurance Committee receive the report titled Annual Report 2022 Update dated 18 July 2022.

CARRIED

## 10. TREASURY ACTIVITY AND FUNDING UPDATE

(Document 22/258)

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

Councillor Kerr/Jon Nichols

- A) That the Risk and Assurance Committee receive the report titled Treasury Activity and Funding Update dated 18 July 2022.
- B) That the Committee endorse the recommended changes to the Treasury Policy as reviewed by council officers.

CARRIED

## 11. MINOR ITEMS - NGĀ TAKE ITI

There were no additional business items.

## 12. URGENT ITEMS - NGĀ TAKE WHAKAHIHIRI

There were no extraordinary business items.

*The meeting adjourned for afternoon tea at 3.05pm  
and reconvened at 3.15pm*

### 13 RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEMS 14, 15 AND 16

#### SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Kerr/Jon Nichols

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

**14 Contractor Health & Safety Performance Report**

**15 Flaxmere Waterworld Roof Fire Incident - Summary of Findings**

**16 Regional Aquatic Facility at the Mitre 10 Sports Park - Potential impacts on Hastings District Council Aquatics Facilities**

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>14 Contractor Health &amp; Safety Performance Report</b>	<p><b>Section 7 (2) (b) (ii)</b></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>The report contains sensitive information relating to third parties.</p>	<p><b>Section 48(1)(a)(i)</b></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>
<b>15 Flaxmere Waterworld Roof Fire Incident - Summary of Findings</b>	<p><b>Section 7 (2) (b) (ii)</b></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 sensitive Information relating to third parties.</p>	<p><b>Section 48(1)(a)(i)</b></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>

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<b>16</b>	<b>Regional Aquatic Facility at the Mitre 10 Sports Park - Potential impacts on Hastings District Council Aquatics Facilities</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. Protect Commercial activities.	<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.
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CARRIED

The meeting closed at 4.15pm

Confirmed:

Chairman:

Date: