
Monday, 19 September 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, 19 September 2022**

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

Time start - end **1.00pm – 4.30pm**

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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: External Independent Appointee: Jaun Park
Mayor Sandra Hazlehurst

Councillor Ann Redstone – *present as an observer*

Kua Tatū:
In attendance: Chief Executive - Nigel Bickle
Group Manager: Asset Management – Craig Thew
Group Manager: People & Capability - Bronwyn Bayliss
Group Manager: Corporate - Bruce Allan
Executive Advisor - Neil Taylor
Risk and Corporate Services Manager – Regan Smith
Risk Assurance Advisor - Steffi Bird
Financial Improvement Analyst – Jess Noiseux
Health & Safety Manager - Jennie Kuzman
Strategic Policy & Evaluation Advisor - Matt Adamson
Strategic Policy & Evaluation Advisor - Taylor Eubanks
Manager: Democracy & Governance Services – Louise Stettner
Democracy & Governance Advisor - Christine Hilton

Kei Konei:
Also present: Stuart Mutch – Partner, Ernst & Young
Matthieu Poulain - Manager, Audit, Ernst & Young
Nick Browne, Occupational Hygienist, Air Matters Limited (Item 9) – *(via Zoom)*

1. APOLOGIES – NGĀ WHAKAPĀHATANGA

Jon Nichols/Councillor Corban

That apologies 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 Kerr/Councillor Nixon

That the minutes of the Risk and Assurance Committee Meeting held Monday 18 July 2022 be confirmed as an accurate record.

CARRIED

The new Audit Team from Ernst & Young were introduced. Stuart Much advised that they had been asked to undertake the HDC audit as of 30/6/22, due to Audit NZ's current heavy workload. He said that in future years they would aim to have the audit work completed in September/October in line with the statutory reporting deadlines.

The Chair advised that he had sent an email to Karen Young, Audit NZ on behalf of the Committee thanking her for her work with the members.

The Chair acknowledged the work that Councillor Geraldine Travers had undertaken as a member of the Committee and wished her well for the future.

4. GM CORPORATE UPDATE

(Document 22/376)

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

Paragraph 1.17 of the report "Committee Survey" was discussed. The members felt that it would be preferable to have a membership that was skill-based, rather than on a rotating basis, and to have a review every 12-18 months. They also wanted to have a better line of communication to the full Council, including speaking to update reports at Council meetings.

Councillor Kerr/Councillor Travers

- A) That the Risk and Assurance Committee receive the report titled GM Corporate Update dated 19 September 2022.
- B) That the Chief Executive and Chair of the Risk and Assurance Committee have some oversight in regard to the decisions made about the Council's insurance cover.

CARRIED

5. ANNUAL REPORT 2021/2022 UPDATE

(Document 22/378)

Financial Improvement Analyst, Jess Noiseux, spoke to the agenda report and responded to questions from the Committee. She advised that, in the table under Paragraph 1.18, the Asset Class heading should read “Roading” and “3 Waters”.

Councillor Nixon/Mayor Hazlehurst

That the Risk and Assurance Committee receive the report titled Annual Report 2021/2022 Update dated 19 September 2022.

CARRIED

At this point Item 8 was taken out of order and addressed with the agreement of the Committee, while Executive Advisor, Neil Taylor, was present.

8. GM ASSET MANAGEMENT UPDATE

(Document 22/393) (This report was circulated in a separate agenda for this meeting)

Executive Advisor, Neil Taylor and the Group Manager: Asset Management, Craig Thew, spoke to the agenda report and the attached review report in detail and responded to questions from the Committee.

Jon Nichols/Jaun Park

A) That the Risk and Assurance Committee receive the report titled GM Asset Management Update dated 19 September 2022.

B) That a more detailed review of the 3 Waters infrastructure assets be undertaken and a report on the risks involved be reported back to the incoming Council in the new year.

CARRIED

6. CLIMATE CHANGE RESPONSE REVIEW

(Document 22/363)

The Risk and Corporate Services Manager, Regan Smith, and Strategic Policy & Evaluation Advisor, Taylor Eubanks, spoke to the agenda report in detail and responded to questions from the Committee.

Mayor Hazlehurst/Jon Nichols

A) That the Risk and Assurance Committee receive the report titled Climate Change Response Review dated 19 September 2022.

B) That the Committee recommend to Council that the following additional steps be put in place support a coordinated response to climate change challenges:

i. Define an agreed climate future that should be used for planning.

- ii. Undertake a risk assessment of the impacts resulting from the agreed climate future on Hastings District Council services and assets.
 - iii. Develop a set of success criteria that can be used to evaluate whether climate change related actions are being successful.
 - iv. Implement a carbon reduction plan for Council activities based on an evaluation of the Council's current carbon footprint.
- C) That the Council and the Chief Executive work with the region's leaders and the Hawke's Bay Regional Council to look at the collaboration needed in regard to climate change.

CARRIED

The meeting adjourned for afternoon tea at 3.35pm
and resumed at 3.45pm

7. STRATEGIC RISK DEEP DIVE - TRUTH DECAY

(Document 22/372)

The Risk Assurance Advisor, Steffi Bird, spoke to the agenda report and responded to questions from the Committee.

Councillor Alwyn Corban left the meeting at 3.55pm.

Councillor Nixon/Jon Nichols

- A) That the Risk and Assurance Committee receive the report titled Strategic Risk Deep Dive - Truth Decay dated 19 September 2022.
- B) That the Committee consider the following recommendations, as proposed in the risk deep dive as further treatment options:
 - i. Investment into a social media archiving software to enhance monitoring across platforms.
 - ii. Alternative approach to community engagement, where appropriate.

CARRIED

9. HEALTH & SAFETY RISK MANAGEMENT UPDATE

(Document 22/308)

The Health and Safety Manager, Jennie Kuzman, spoke to the agenda report and responded to questions from the Committee.

Nick Browne, Occupational Hygienist, Air Matters Limited, joined the meeting via Zoom and responded to questions from the Committee, regarding his report which was an attachment to the report in the agenda.

Councillor Kerr/Councillor Travers

That the Risk and Assurance Committee receive the report titled Health & Safety Risk Management Update dated 19 September 2022.

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/Councillor Travers

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>
13 Contractor Health & Safety Performance Report	<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>	Section 48(1)(a)(i) 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

The Mayor left the meeting at this point.

The meeting closed at 4.30pm

Confirmed:

Chairman:

Date:

Chief Executive
Nigel Bickle: _____

Date: _____