



MEETING MINUTES	
AUDIT & RISK COMMITTEE	TIME
THURSDAY 12 DECEMBER 2024	8:30 AM

Minutes of a meeting of the Audit & Risk Committee meeting held on Thursday 12 December 2024, which commenced at 8.30 am in the Manawātū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT: Cr Stuart Campbell Chairperson
Mr John Fowke Independent Member
Cr Lara Blackmore
Cr Grant Hadfield
Cr Colin McFadzean
Cr Alison Short
Mayor Helen Worboys

IN ATTENDANCE: Amanda Calman Acting Chief Executive
Hamish Waugh General Manager – Infrastructure
Frances Smorti General Manager – People and Corporate
Lyn Daly General Manager – Community
Ash Garstang Governance and Assurance Manager
Andrew Leighton Safety and Wellbeing Adviser
Marko Blagojevic Information Services Manager
Cr Michael Ford

ARC 22-25/158

MEETING OPENING

Cr Stuart Campbell opened the meeting at 8.30 am.

ARC 22-25/159

APOLOGIES

Mr John Fowke was an apology for lateness.

ARC 22-25/160

CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Audit & Risk Committee meeting held 26 September 2024 be adopted as a true and correct record.

Moved by: Mayor Helen Worboys

Seconded by: Cr Alison Short

CARRIED (6-0)

ARC 22-25/161

DECLARATIONS OF INTEREST

There were no declarations of interest.

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ARC 22-25/162

NOTIFICATION OF LATE ITEMS

There were no late items of business notified for consideration.

ARC 22-25/163

COMMITTEE WORKPLAN (SUMMARY)

Report of the General Manager – People and Corporate seeking the Committee’s receipt of the updated Committee Workplan.

RESOLVED

That the Audit and Risk Committee Workplan Update be received.

Moved by: Cr Lara Blackmore

Seconded by: Mayor Helen Worboys

CARRIED (6-0)

ARC 22-25/164

SAFETY AND WELLBEING QUARTERLY REPORT

Report of the General Manager – People and Corporate seeking the Committee’s receipt of the Safety and Wellbeing report (including the dashboard) for quarter one of the 2024-25 year.

RESOLVED

That the Audit and Risk Committee receives the Safety and Wellbeing report for quarter one of the 2024-25 year.

Moved by: Cr Alison Short

Seconded by: Cr Grant Hadfield

CARRIED (6-0)

ARC 22-25/165

QUARTERLY PERFORMANCE REPORT TO 30 SEPTEMBER 2024

Report of the Chief Financial Officer seeking the Committee’s recommendation that the Quarterly Performance Report and Treasury Report be received by the Council.

Mr John Fowke joined the meeting at 8.42 am.

RESOLVED

The Audit and Risk Committee recommends that the Council:

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- Receive the Quarterly Performance Report and Treasury Report to 30 September 2024

Moved by: Cr Stuart Campbell

Seconded by: Cr Lara Blackmore

CARRIED (7-0)

ARC 22-25/166

LGOIMA REPORT

Report of the General Manager – People and Corporate seeking the Committee’s receipt of the report detailing recent LGOIMA request and responses.

RESOLVED

That the report detailing the requests for information received under the Local Government Official Information and Meetings Act 1987 from 10 September 2024 to 22 November 2024 be received.

Moved by: Cr Grant Hadfield

Seconded by: Mr John Fowke

CARRIED (7-0)

ARC 22-25/167

STRATEGIC RISKS

Report of the General Manager – People and Corporate seeking the Committee’s adoption of the seven proposed strategic risk profiles.

RESOLVED

That the Audit & Risk Committee adopt the seven strategic risk profiles (Attachment 3 to this report) with amendments:

- **Growth Strategic Risk Profile: add in a cause around the Council’s inadvertent under or over investment**

Moved by: Cr Stuart Campbell

Seconded by: Cr Colin McFadzean

CARRIED (7-0)

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ARC 22-25/168

OPERATIONAL RISKS

Report of the General Manager – People and Corporate seeking the Committee’s receipt of the update on operational risks.

RESOLVED

That the Audit & Risk Committee receives the Operational Risks report.

Moved by: Cr Lara Blackmore

Seconded by: Cr Grant Hadfield

CARRIED (7-0)

ARC 22-25/169

INTERNAL CONTROLS UPDATE

Report of the General Manager – People and Corporate seeking the Committee’s receipt of an update on our internal controls (fraud prevention, protected disclosures, governance policies and cybersecurity breaches).

RESOLVED

That the Committee receives the Internal Controls Update, covering the period 09 September to 24 November 2024.

Moved by: Cr Lara Blackmore

Seconded by: Cr Alison Short

CARRIED (7-0)

ARC 22-25/170

AUDIT PROGRAMME (SUMMARY)

Report of the General Manager – People and Corporate seeking the Committee’s receipt of the updated Audit Programme (summary view).

RESOLVED

That the Committee receives the Audit Programme (Summary).

Moved by: Cr Stuart Campbell

Seconded by: Cr Lara Blackmore

CARRIED (7-0)



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ARC 22-25/171

LEGISLATIVE COMPLIANCE

Report of the General Manager – People and Corporate seeking the Committee’s receipt of the Legislative Compliance report.

RESOLVED

That the Committee receives the Legislative Compliance report.

Moved by: Cr Lara Blackmore

Seconded by: Cr Alison Short

CARRIED (7-0)

ARC 22-25/172

CONSIDERATION OF LATE ITEMS

There were no late items notified for consideration.

ARC 22-25/173

UPDATE FROM GOVERNANCE HEALTH AND SAFETY REPRESENTATIVE

There were no new updates.

ARC 22-25/174

NOTIFICATION OF ITEMS FOR RISK REGISTER

There were no items to be added to the risk register.

ARC 22-25/175

NOTIFICATION OF ITEMS FOR NEXT MEETING

There were no additional items to be added to the agenda for the next meeting.

ARC 22-25/176

PUBLIC EXCLUDED BUSINESS

RESOLVED

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

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1. Confirmation of Minutes; 26 September 2024
2. Key Project Status Report

That 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 are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
12.1 Confirmation of Minutes; 26 September 2024	<i>To consider the accuracy of the minutes of the public excluded Audit & Risk Committee meeting on 26 September 2024</i>	s48(1)(a)
12.2 Key Project Status Report	s7(2)(h) – commercial activities <i>This report is public excluded as it contains detailed information on the status of key reports, which may include sensitive and/or commercially-related information</i>	s48(1)(a)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

Moved by: Cr Stuart Campbell

Seconded by: Cr Grant Hadfield

CARRIED (7-0)

The meeting went into public excluded session at 9.37 am. For items ARC 22-25/177 to ARC 22-25/179 refer to public excluded proceedings. The meeting returned to open session at 10.41 am.

ARC 22-25/180

MEETING CLOSURE

The meeting was declared closed at 10.41 am.



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Meeting Video

<https://www.mdc.govt.nz/about-council/meetings-agendas-and-minutes/videos-of-council-and-committee-meetings/audit-and-risk-committee-meeting-videos>