



MEETING MINUTES	
AUDIT & RISK COMMITTEE	TIME
THURSDAY 14 MARCH 2024	8:30 AM

Minutes of a meeting of the Audit & Risk Committee meeting held on Thursday 14 March 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: Shayne Harris Chief Executive
Hamish Waugh General Manager – Infrastructure
Frances Smorti General Manager – People and Corporate
Lyn Daly General Manager – Community
Amanda Calman Chief Financial Officer
Ash Garstang Governance and Assurance Manager
Aimee Flanders Safety and Wellbeing Adviser
Marko Blagojevic Information Services Manager

ARC 22-25/087

MEETING OPENING

ARC 22-25/088

APOLOGIES

There were no apologies.

ARC 22-25/089

CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Audit & Risk Committee meeting held 14 December 2023 be adopted as a true and correct record.

Moved by: Cr Lara Blackmore

Seconded by: Mayor Helen Worboys

CARRIED

ARC 22-25/090

DECLARATIONS OF INTEREST

There were no declarations of interest.

MEETING MINUTES	
AUDIT & RISK COMMITTEE	TIME
THURSDAY 14 MARCH 2024	8:30 AM

ARC 22-25/091

SAFETY AND WELLBEING DEEP DIVE PRESENTATION – PEOPLE AND CULTURE, GOVERNANCE OFFICE AND CE'S OFFICE

Aimee Flanders provided an overview of the Safety and Wellbeing tour of the People and Culture team and Strategy/Governance office.

The safety of the main foyer and governance wing was discussed. There are cameras in the foyer and governance wing, and radios in different parts of the building to enable a silent evacuation if required.

ARC 22-25/092

NOTIFICATION OF LATE ITEMS

There were no late items of business notified for consideration.

ARC 22-25/093

COMMITTEE WORKPLAN 2024

Report of the General Manager – People and Corporate dated 07 February 2024 seeking the Committee's adoption of the Committee Workplan for 2024.

RESOLVED

That the Committee Workplan for 2024 be adopted without amendment.

Moved by: Cr Alison Short

Seconded by: Cr Grant Hadfield

CARRIED

ARC 22-25/094

QUARTERLY REPORT TO 31 DECEMBER 2023

Report of the Chief Financial Officer dated 07 February 2024 seeking the Committee's receipt of the Quarterly Performance Report and Treasury Report to 31 December 2023.

RESOLVED

That the Council:

- 1. Receive the Quarterly Performance Report and Treasury Report to 31 December 2023.**
- 2. Note the current non-compliance with regard to the Interest Rate Risk Management area of the Liability Management Policy, as outlined in section 3.4 and the plan to be compliant going forward.**

MEETING MINUTES	
AUDIT & RISK COMMITTEE	TIME
THURSDAY 14 MARCH 2024	8:30 AM

Moved by: Cr Stuart Campbell

Seconded by: Mr John Fowke

CARRIED

ARC 22-25/095

INTERNAL CONTROLS UPDATE

Report of the General Manager – People and Corporate dated 07 February 2024 seeking the Committee’s receipt of updates on several key controls, including cybersecurity breaches, policy reviews, protected disclosures and fraudulent activity.

RESOLVED

That the Committee receives the Internal Controls Update, covering the period 30 November 2023 to 28 February 2024.

Moved by: Mayor Helen Worboys

Seconded by: Cr Lara Blackmore

CARRIED

ARC 22-25/096

UPDATE ON RISK WORK MANAGEMENT

Report of the General Manager – People and Corporate dated 04 March 2024 seeking the Committee’s receipt of an update on the Risk Work Programme.

RESOLVED

That the Committee receives the Update on Risk Work Programme report.

Moved by: Mr John Fowke

Seconded by: Mayor Helen Worboys

CARRIED

ARC 22-25/097

GOVERNANCE SYSTEMS AND PROCESSES REVIEW

Report of the General Manager – People and Corporate dated 07 February 2024 seeking the Committee’s receipt of the Governance Systems and Processes Review.

RESOLVED

That the Governance Systems and Processes Review report be received.

Moved by: Cr Grant Hadfield

MEETING MINUTES	
AUDIT & RISK COMMITTEE	TIME
THURSDAY 14 MARCH 2024	8:30 AM

Seconded by: Cr Lara Blackmore

CARRIED

ARC 22-25/098

LGOIMA REPORT

Report of the General Manager – People and Corporate dated 27 February 2024 seeking the Committee’s receipt of requests for information made under the LGOIMA 1987.

RESOLVED

That the report detailing the requests for information received under the Local Government Official Information and Meetings Act 1987 from 1st December 2023 to 27th February 2024 be received.

Moved by: Mayor Helen Worboys

Seconded by: Cr Alison Short

CARRIED

ARC 22-25/099

UPDATE FROM GOVERNANCE HEALTH AND SAFETY REPRESENTATIVE

Cr Grant Hadfield advised that he had no updates for the Committee.

ARC 22-25/100

SAFETY AND WELLBEING QUARTERLY REPORT

Report of the General Manager – People and Corporate dated 04 March 2024 seeking the Committee’s receipt of the update on Safety and Wellbeing.

RESOLVED

That the Audit and Risk Committee receives the Safety and Wellbeing report for quarter two of the 2023-24 year.

Moved by: Cr Grant Hadfield

Seconded by: Mr John Fowke

CARRIED

ARC 22-25/101

CONSIDERATION OF LATE ITEMS

There were no late items notified for consideration.

MEETING MINUTES	
AUDIT & RISK COMMITTEE	TIME
THURSDAY 14 MARCH 2024	8:30 AM

ARC 22-25/102

NOTIFICATION OF ITEMS FOR RISK REGISTER

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

ARC 22-25/103

NOTIFICATION OF ITEMS FOR NEXT MEETING

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

ARC 22-25/104

PUBLIC EXCLUDED BUSINESS

RESOLVED

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

1. **Confirmation of Minutes; 14 March 2024**
2. **Key Project Report**
3. **Information Services Security and Audit Update**

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
13.1 Confirmation of Minutes; 14 March 2024	To consider the accuracy of the minutes of the public excluded Audit and Risk Committee meeting on 14 December 2023	s48(1)(a)
13.2 Key Project Report	s7(2)(f)(ii) – protection from improper harassment	s48(1)(a)
13.3 Information Services Security and Audit Update	s7(2)(j) – improper gain or improper advantage	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



MEETING MINUTES	
AUDIT & RISK COMMITTEE	TIME
THURSDAY 14 MARCH 2024	8:30 AM

Seconded by: Mayor Helen Worboys

CARRIED

The meeting went into public excluded session at 9.29 am. For items ARC 22-25/105 to ARC 22-25/108 refer to public excluded proceedings. The meeting returned to open session at 10.26 am.

ARC 22-25/109

MEETING CLOSURE

The meeting was declared closed at 10.26 am.

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>