

**MINUTES OF CARTERTON DISTRICT COUNCIL
RISK AND ASSURANCE COMMITTEE MEETING
HELD AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY ST, CARTERTON
ON WEDNESDAY, 21 FEBRUARY 2024 AT 9:30 AM**

PRESENT: Philip Jones (Chair), Deputy Mayor Dale Williams (Deputy Chair), Mayor Ron Mark, Cr Steve Cretney, Cr Grace Ayling (via videoconference), Marty Sebire (Hurunui-o-Rangi Marae representative) from 9.36 am

IN ATTENDANCE: Elected members

Cr L Newman, Cr R Cherry-Campbell, Cr B Deller, Cr S Laurence, Cr S Gallon
Staff

Geoff Hamilton (Chief Executive), Karon Ashforth (Corporate Services Manager), Glenda Seville (Community Services and Facilities Manager), Solitaire Robertson (Planning and Regulatory Services Manager), Johannes Ferreira (Infrastructure Services Manager), Kyra Low (Finance Manager), Elisa Brown (Communications and Engagement Manager), Robyn Blue (Democratic Services Officer)

1 KARAKIA TIMATANGA

The meeting opened with a karakia by Deputy Mayor D Williams.

2 APOLOGIES

There were no apologies received.

3 CONFLICTS OF INTERESTS DECLARATION

There were no conflicts of interest declared.

4 PUBLIC FORUM

There was no public forum.

5 CONFIRMATION OF THE MINUTES

5.1 MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 15 NOVEMBER 2023

MOVED

1. That the Minutes of the Risk and Assurance Committee Meeting held on 15 November 2023 are true and correct.

Deputy Mayor D Williams / Mayor R Mark

CARRIED

6 REPORTS

6.1 UPDATE ON 2024-34 LONG-TERM PLAN

1. PURPOSE

To update the Committee on progress and risks with the 2024-2034 Long-Term Plan (LTP) project and the Audit Engagement and Fees Letter.

NOTED

- After consultation and discussion in the meeting, it was agreed that staff proceed with preparing consultation material on the basis it would not be subject to a full audit review – one of several provisions outlined in the Minister’s letter dated December 2023. However, assurance will be sought from Audit NZ that the document is legally compliant.
- An Extraordinary Council meeting will be scheduled 10.30-11 am Wednesday 28 February 2024 to consider the two recommendations made by the Risk and Assurance Committee.

MOVED

That the Committee:

1. **Receives** the report.
2. **Recommends** that Council not audit the LTP Consultation Document as provided for in the draft Water Services Act Repeal Bill currently before Parliament.
3. **Recommends** that the Extraordinary Council meeting to adopt the final consultation document is moved from 20 to 27 March 2024.

Mayor R Mark / Deputy Mayor D Williams

CARRIED

Mayor R Mark / Deputy Mayor D Williams

CARRIED

6.2 AUDIT NEW ZEALAND REPORT ON THE 2022/23 ANNUAL REPORT

1. PURPOSE

To present the report prepared by Audit New Zealand on the 2022/23 Annual Report for the Committee’s consideration.

MOVED

That the Committee:

1. **Receives** the draft report.
2. **Expresses** dissatisfaction with the timeliness and appropriateness of the Audit Management Letter for 22/23 and asks the Chief Executive to communicate this to the Executive Director of Audit New Zealand (with information also to the Auditor General).

P Jones / Deputy Mayor D Williams

CARRIED**6.3 TREASURY UPDATE REPORT****1. PURPOSE**

To provide the Committee with an update on Council's current Treasury position.

MOVED

That the Committee:

1. **Receives** the report.
2. **Notes** the current Treasury position and compliance with policy limits.

P Jones / M Sebire

CARRIED**6.4 GOVERNMENT REFORM UPDATE****1. PURPOSE**

To provide Council with a brief update on the Government Reforms.

MOVED

That the Council:

1. **Receives** the report.

Cr S Cretney / Deputy Mayor D Williams

CARRIED

6.5 HEALTH, SAFETY AND WELLBEING UPDATE

1. PURPOSE

This report updates the Audit and Risk Committee on recent health, safety and wellbeing (HS&W) activities.

MOVED

That the Committee:

1. **Receives** the report.

Mayor R Mark / P Jones

CARRIED

7 EXCLUSION OF THE PUBLIC

RESOLUTION TO EXCLUDE THE PUBLIC

MOVED

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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	Ground(s) under section 48 for the passing of this resolution
7.1 - Waste Water Reservoir Project Update	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

Deputy Mayor D Williams / Cr S Cretney

CARRIED

MOVED

That an additional reason for this report being public-excluded be included. This relates to s7(2) (i) - enabling a local authority holding the information to carry on, without prejudice or disadvantage negotiations (including commercial and industrial negotiations).

M Sebire / Mayor R Mark

CARRIED**MOVED**

That Council moves out of Closed Council into Open Council.

M Sebire / Mayor R Mark

CARRIED**8 KARAKIA WHAKAMUTUNGA**

The meeting closed with a karakia by Deputy Mayor D Williams.

The Meeting closed at 11.37 am

Minutes confirmed:

Date: