
Risk and Assurance Committee

OPEN MINUTES UNCONFIRMED

Minutes of a meeting of Risk and Assurance Committee held in the Council Chambers, 126-148 Oxford St, Levin on Wednesday 26 February 2025 at 10:00 am.

PRESENT

| | | |
|---------------------------|---------------------|--------------------|
| Chairperson | Cr Sam Jennings | |
| Deputy Chairperson | Cr Paul Olsen | |
| Members | Cr Alan Young | |
| | Cr Clint Grimstone | |
| | Cr Jonathan Procter | |
| | Mayor Bernie Wanden | |
| | Jenny Livschitz | Independent Member |
| | Sarah Everton | Independent Member |

IN ATTENDANCE

| | | |
|--------------------------|--------------------|---|
| Reporting Officer | Jacinta Straker | Group Manager - Organisation Performance |
| | Daniel Haigh | Group Manager - Community Infrastructure |
| | Brent Harvey | Group Manager - Community Experience and Services |
| | David McCorkindale | Group Manager – Community Vision and Delivery |
| | Blair Spencer | Group Manager – Housing & Business Development |
| | Ashley Huria | Business Performance Manager |
| | Pei Shan Gan | Financial Controller |
| | Catherine Godfrey | Risk Advisor |
| | Tanya Glavas | Safety & Wellbeing Lead |
| | Grayson Rowse | Principal Advisor – Democracy |
| Meeting Secretary | Alice Petersen | Democracy Support Officer |

1 Apologies

There were no apologies.

2 Public Participation

There was no public participation.

3 Late Items

There were no late items.

4 Declaration of Interest

Mayor Bernie Wanden declared a conflict of interest in relation to item 6.6 Sensitive Expenditure Report 2024 and did not take part in debate or discussion of this item

5 Confirmation of Minutes

Resolution Number RAACC/2025/

MOVED by Cr Young, seconded Cr Olsen:

That the minutes of the meeting of the Risk and Assurance Committee held on Wednesday, 16 October 2024, be confirmed as a true and correct record.

That the minutes of the meeting of the Public Excluded Meeting of the Risk and Assurance Committee held on Wednesday, 16 October 2024, be confirmed as a true and correct record.

CARRIED

6 Reports for Noting

6.1 Local Government Funding Agency and Other Updates

This report was presented to update elected members on the following regarding Local Government Funding Agency (LGFA):

- LGFA Quarterly Report to Shareholders
- Shareholders' Council's expectations of the LGFA Board for the 2025/26 financial year.
- Council and CCO Compliance with LGFA Financial Covenants as at 30 June 2024.
- LGFA financing to local government for water services – December 2024 update
- Half-yearly accounts for Civic Financial Services Limited to 30 June 2024
- Updates from Andrew Michl, Senior Manager, Credit and Client Relations from LGFA

This matter relates to Ensuring Financial Discipline and Management

Ensure financial discipline and compliance with our financial strategy and benchmarks.

Resolution number RAACC/2025/2

MOVED by Cr Jennings, seconded Cr Young:

- A. That Report 25/69 Local Government Funding Agency and Other Updates be received and noted.

CARRIED

Officers introduced the report and Local Government Funding Agency (LGFA) officers Andrew Mechl and Helen Mahoney to present to the committee.

The presentation covered local government credit ratings, certainty to access financing, lending data and trending and LGFA's approval to lend to Council Controlled Organisations (CCOs) and Council Controlled Trading Organisations (CCTOs) with bespoke covenants. This will be key as Council progresses with a water service delivery plan. LGFA noted the regional CCOs will have a greater leverage for borrowing to small or individual CCOs and water CCOs will have the same access to financial products as Council's.

LGFA officers also spoke to LGFAs sustainability program noting the sustainable lending products available to Councils and the criteria to access this type of lending.

LGFA officers answered questions from the committee covering water options, clarification of the requirement for a Climate Action Plans to secure sustainable lending, financial strategies and sustainability for water CCOs, debt transfer from Council to water CCOs, affordability of Local Government and sustainable lending resourcing and criteria.

Resolution Number RAACC/2025/3

MOVED by Cr Jennings, seconded Cr Olsen:

- B. That the committee notes the LGFA Quarterly Report to Shareholders in Appendix A.

- C. That the committee notes the letter of Shareholder Expectations for 2025-28 in Appendix B.
- D. That the committee notes the Council and CCO Compliance with LGFA Financial Covenants as at 30 June 2024 in Appendix C.
- E. That the committee notes the LGFA financing to local government for water services – December 2024 update in Appendix D.
- F. That the committee notes the Half-yearly accounts for Civic Financial Services Limited to 30 June 2024 in Appendix E.

CARRIED

6.2 Continuous Improvement and Audit Actions Monitoring Report

This report was presented to the Risk and Assurance Committee to report on the progress of the action items from previous resolution and present the results of the new items from the 2023/24 Annual Audit.

This matter relates to Pursuing Organisation Excellence

Continuing the journey of organisational transformation by enabling a culture of service, excellence and continuous improvement.

Resolution number RAACC/2025/4

MOVED by Cr Jennings, seconded Cr Young:

- A. That Report 25/47 Continuous Improvement and Audit Actions Monitoring Report be received and noted.
- B. That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

CARRIED

Officers introduced the report noting that four new items have been added to the monitoring report and that five items were completed and archived in December 2024

Officers also introduced Clint Ramoo and Debbie Bradfield from Audit NZ to speak to the 2023/24 Audit Management Letter. Audit NZ highlighted the Council received an unmodified letter.

The Committee thanked Clint Ramoo for his time as Audit Director for Horowhenua District Council.

***Member Livschitz exited the meeting at 11:20 am.
Member Livschitz returned to the meeting at 11:22 am.***

Resolution Number RAACC/2025/5

MOVED by Cr Jennings, seconded Cr Grimstone:

- C. That the Risk & Assurance Committee notes the final 2023/24 Audit Management letter in Attachment A.
- D. That the Risk & Assurance Committee notes the Risk & Assurance Committee resolution and actions monitoring report in Attachment B.

CARRIED

6.3 Risk and Assurance Committee Work Programme

This report was presented to provide the Risk and Assurance Committee with an outline of a draft Work Programme for 2024/25.

This matter relates to Pursuing Organisation Excellence

Continuing the journey of organisational transformation by enabling a culture of service, excellence and continuous improvement.

Resolution number RAACC/2025/6

MOVED by Cr Jennings, seconded Cr Young:

- A. That Report 25/67 Risk and Assurance Committee Work Programme be received and noted.

CARRIED

Officers introduced the report and sought feedback from the Committee noting that there will be an IT Update progress report at the August 2025 meeting following the presentation in October 2024.

The Chair spoke to the report and sought feedback from the Committee on a proposed reflections report to be adopted at the scheduled August 2025 Meeting of Risk and Assurance.

The Committee requested a report to be brought to a meeting on the Local Waters Done Well water management plan progress from a risk perspective.

These three items will be added to the work programme.

Resolution Number RAACC/2025/7

MOVED by Cr Jennings, seconded Cr Young:

- B. That the Risk and Assurance Committee supports the proposed Risk and Assurance Committee Work Programme for 2024/25

CARRIED

6.4 Health, Safety and Wellbeing Dashboard - Quarterly Report

This report was presented to the Committee with Health, Safety and Wellbeing information and insights for the quarter (plus one month) from October 2024 – January 2025.

This matter does not relate to a current Council priority.

Resolution number RAACC/2025/8

MOVED by Cr Jennings, seconded Cr Young:

- A. That Report 25/48 Health, Safety and Wellbeing Dashboard - Quarterly Report be received and noted.

CARRIED

Officers introduced the report highlighted improvement across Leadership, Worker Engagement and Risk Management.

Officers also noted there has been an increase in threatening behaviour across all areas of training and to react to this, the organisation is undertaking additional training in de-escalation and situational safety. Officers took questions from the table with a focus on Eroad data and Leadership.

6.5 Treasury Update - December 2024

This report was presented to update the committee on the treasury activity for the last quarter, which is outlined in the Bancorp Treasury Reporting Dashboard for the December 2024 quarter.

This matter relates to Ensuring Financial Discipline and Management

Ensure financial discipline and compliance with our financial strategy and benchmarks.

Monitor Treasury opportunities to take advantage of favourable interest rates, reduce debt servicing costs, and maintain the Council's credit rating.

Provide transparent financial reporting and regular updates to the community on the Council's financial performance and initiatives.

Resolution number RAACC/2025/9

MOVED by Cr Jennings, seconded Cr Young:

- A. That Report 25/44 Treasury Update - December 2024 be received and noted.
- B. That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.

CARRIED

Officers presented the report noted key changes last quarter and expected upcoming progress particularly that interest rates are providing short term relief but forecasting is showing a long term increase. Officers answered questions from the committee covering debt to revenue ratio, risk of rolling debt with LGFA, interest rates and Council's short term debt.

Resolution Number RAACC/2025/10

MOVED by Cr Jennings, seconded Mayor Wanden:

- C. That the Committee notes the Bancorp Treasury Reporting Dashboard for the December 2024 quarter.

CARRIED

6.6 Sensitive Expenditure Report 2024

Mayor Berine Wanden declared a conflict of interest in relation to this item 6.6 and did not take part in debate or discussion of this item

To provide the information required for the Committee to note Sensitive Expenditure of the Mayor, Elected Members and Chief Executive for compliance with Council's Sensitive Expenditure Policy

This matter relates to Ensuring Financial Discipline and Management

Provide transparent financial reporting and regular updates to the community on the Council's financial performance and initiatives.

Resolution number RAACC/2025/11

MOVED by Cr Jennings, seconded Cr Young:

- A. That Report 25/19 Sensitive Expenditure Report 2024 be received.
- B. That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.

CARRIED

6.7 Financial Dashboard as at 31 December 2024

This report was presented to provide an overview of the financial position and results to the committee, with a focus on the December 2024 results.

This matter does not relate to a current Council priority.

Resolution number RAACC/2025/12

MOVED by Cr Jennings, seconded Cr Young:

- A. That Report 25/70 Financial Dashboard as at 31 December 2024 be received and noted.

CARRIED

Officers introduced the report noting that this dashboard report has been developed to show Council's financial performance and some key topics. Officers also noted that this is the first time this report has been presented and welcomed feedback from the committee.

Officers also noted that there is a increase in rates debt and advised the committee that officers are actively working with the committee particularly with water billing and are seeing an increase in payment plans being set up.

The committee had positive feedback on the report.

8 Procedural motion to exclude the public

Resolution Number RAACC/2025/13

MOVED by Cr Jennings, seconded Cr Young:

That the public be excluded from the following part(s) of the proceedings of this meeting.

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 follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

6.4 Health, Safety and Wellbeing Dashboard - Quarterly Report - Attachment C - RAC - Deep Dive Significant Incidents - February 2025

| | |
|------------------------------|---|
| Reason: | The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7. |
| Interests: | s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. |
| Grounds: | s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7. |
| Plain English Reason: | These attachment contains personal details that a withheld to protect their privacy. |

C1 Risk Management Quarterly Report

| | |
|------------------------------|--|
| Reason: | The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 6. |
| Interests: | s6(a) - The making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences and the right to a fair trial. |
| Grounds: | s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 6. |
| Plain English Reason: | This report identifies potential vulnerabilities and strategies to manage these vulnerabilities. Disclosing these would negate the effectiveness of risk mitigations.. |

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

CARRIED

12.04 pm The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

12.43 pm

There being no further business, the Chairperson declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF RISK AND ASSURANCE
COMMITTEE HELD ON

DATE:

CHAIRPERSON: