

Minutes: 27 September 2023

Minutes for a meeting of the Risk & Assurance Committee of the Waikato District Council to be held in Council Chambers Galileo Street, Ngaruawahia on **WEDNESDAY**, **27 SEPTEMBER 2023** commencing at **1.40pm**.

### **Present:**

Her Worship the Mayor, Mrs JA Church Deputy Mayor, Cr C Eyre Cr M Raumati Cr P Thomson

# **Attending:**

Mr C Susan, Audit NZ Ms K Maccown, Audit NZ

Mr G Ion (Chief Executive)

Mr T Whittaker (Chief Operating Officer)

Ms A Diaz (Chief Financial Officer)

Mr C Bailey (Finance Manager)

Ms N Hubbard (Corporate Planning Team Leader)

Ms E Saunders (Senior Democracy Advisor)

#### **APPOINTMENT OF CHAIRPERSON**

Due to the absence of both Mr P Stubbs (Chairperson) and Cr J Gibb (Deputy Chairperson) an appointment for a Chairperson for this meeting only is required.

Resolved: (Her Worship the Mayor Mrs JA Church/Cr Eyre)

THAT Cr P Thomson be appointed as the Chairperson for this meeting.

CARRIED R&A2309/01

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### **APOLOGIES AND LEAVE OF ABSENCE**

Resolved: (Crs Eyre/Raumati)

That the Risk & Assurance Committee accepts the apologies from:

a. Mr Peter Stubbs & Cr J Gibb for non-attendace.

CARRIED R&A2309/02

## **CONFIRMATION OF STATUS OF AGENDA**

Resolved: (Mayor/Cr Eyre)

THAT the agenda for a meeting of the Risk & Assurance Committee held on Wednesday, 27 September 2023 be confirmed and;

- a. agrees all items therein be considered in open meeting, with the exception of those items detailed at agenda item 6 which shall be discussed with the public excluded; and
- b. all reports be received.

CARRIED R&A2309/03

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

#### **REPORTS**

Annual Report
Agenda Item 5.1

The report was received [R&A2309/02 refers], and the following discussion was held:

- The Chief Financial Officer gave an overview of the report and reiterated the reasons for the report being in front of the Committee. It was further noted that this is the Committee that has the relationship with Audit NZ.
- Audit NZ gave a brief update on the report and confirmed that the onsite audit has now been completed. Audit NZ are still on track to give clearance on the 6<sup>th</sup> of October although there does remain some uncertainty with government reforms.
- It was noted by Her Worship the Mayor that it is great news to hear Council are on track. It was further noted that whilst there is always room for improvement it was very beneficial to both Council and Audit NZ to be onsite during this time.
- Cr P Thomson noted that he has some questions of the Chief Financial Officer but is wanting to ask these questions off-line.
- It was noted that the Annual Report information will be added to a one page document for our towns in the district to give the bigger picture all in one space.

Resolved: (Her Worship the Mayor, Mrs JA Church; Cr Raumati)

THAT the Risk and Assurance Committee recommends to Council:

- a. the adoption, subject to receiving final clearance from Audit New Zealand, of the 2022/23 Annual Report and Annual Report Summary (as attached to the staff report) from a risk management perspective; and
- b. that improvements to the Annual Report process (as outlined in the staff report) be captured, with progress on actions being reported to the first Risk and Assurance Committee meeting in 2024.

CARRIED R&A2309/04

There being no further business, the meeting was declared closed at 1.55pm.	
Minutes approved and confirmed this	day of2023.
Cr P Thomson CHAIRPERSON	