

MINUTES OF THE RISK AND ASSURANCE SUB-COMMITTEE MEETING OF THE GREY DISTRICT COUNCIL**Held in Council Chambers, 105 Tainui Street, Greymouth****on Monday 26 August 2024 commencing at 3.30pm**

PRESENT: Mr Rob Caldwell (Chair)
Mayor Tania Gibson (Deputy Chair), Councillor Robert Mallinson, Councillor Rex MacDonald, Councillor Jack O'Connor.

IN ATTENDANCE: Neil Engelbrecht (Finance Manager), Russel Maliwat (ICT Manager), Murray Staite (Finance), Megan Bourke (Communications Officer), Catriona Bayliss (Minutes Secretary)

1 APOLOGIES AND DECLARATIONS OF INTEREST**1.1 APOLOGIES**

There were no apologies.

1.2 UPDATES TO THE INTERESTS REGISTER

There were no updates to the Interest Register.

1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA

There were no declarations of interest.

1.4 NOTIFICATION OF LATE ITEMS

There were no late items.

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**2.1 CONFIRMATION OF THE RISK AND ASSURANCE SUB-COMMITTEE MEETING HELD ON 4 JUNE 2024**

COMMITTEE RESOLUTION RA 24/08/022

Moved: Cr Rex MacDonald

Seconded: Mayor Tania Gibson

That the minutes of the Risk and Assurance Sub-Committee Meeting held on 4 June 2024 be confirmed as true and correct.

Carried Unanimously

3 AGENDA ITEMS

3.1 TREASURY UPDATE 30 JUNE 2024

Refer page 16 of the agenda.

Mr Caldwell noted that in reading the report there are a couple of non-compliances but these have worked to the advantage of Council.

There were no questions from members in relation to the report.

COMMITTEE RESOLUTION RA 24/08/023

Moved: Mr Rob Caldwell

Seconded: Cr Rex MacDonald

That the Risk and Assurance Sub-Committee Meeting:

1. **Receives the report and notes the contents.**

Carried Unanimously

3.2 HEALTH AND SAFETY REPORT

Refer page 25 of the agenda.

No staff were available to attend however Mr Caldwell noted that, as always, the report was comprehensive.

Cr Mallinson said it was pleasing to see a 12% increase in compliance. The Finance Manager advised that the H&S Advisor had provided him with a brief update prior to the meeting and they are currently ahead of their compliance target and reaching a point where continued improvement will be difficult.

Cr O'Connor noted an increase in slips, trips and falls but more concerning was Stress and Wellbeing with it noted that further action was required and he suggested this should automatically happen for matters of this nature. The Committee agreed this should be followed up and staff be asked to provide details of the action taken for the next meeting (Action Point).

Mr Caldwell noted that further discussion may need to take place In Committee to protect privacy of staff.

COMMITTEE RESOLUTION RA 24/08/024

Moved: Cr Robert Mallinson

Seconded: Cr Jack O'Connor

1. **That the Risk and Assurance Sub-Committee Meeting receives the report.**

Carried Unanimously

The Chair acknowledged this section of today's meeting had been fairly short but the agenda had intentionally been kept brief in recognition of staff's current workload.

4 IN COMMITTEE ITEMS

That the public is excluded from this part of the meeting in relation to:

Agenda items 4.1 & 4.2

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:

COMMITTEE RESOLUTION RA 24/08/025

Moved: Cr Robert Mallinson

Seconded: Cr Rex MacDonald

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
4.1 - CONFIRMATION OF IN COMMITTEE MINUTES OF RISK AND ASSURANCE SUB-COMMITTEE MEETING HELD ON 4 JUNE 2024	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	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
4.2 - ICT AND CYBERSECURITY IMPLEMENTATION PLAN ON AUDITS PERFORMED	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

4.3 Murray Staite, Financial Advisor, be permitted to stay for the public excluded section of the meeting.

Carried Unanimously

5 SUB-COMMITTEE RESUMES IN OPEN MEETING

CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.

The meeting concluded at 4.20 pm.

Confirmed

R Caldwell

Chairperson

____/____/____

Date

UNCONFIRMED