

MINUTES OF THE RISK AND ASSURANCE SUB-COMMITTEE MEETING OF THE GREY DISTRICT COUNCIL**Held in Council Chambers, 105 Tainui Street, Greymouth****on Monday 10 February 2025 commencing at 3.30pm**

- PRESENT:** Mr Rob Caldwell (Chair)
Mayor Tania Gibson (Deputy Chair), Councillor Rex MacDonald, Councillor Jack O'Connor
- IN ATTENDANCE:** Joanne Soderlund (Chief Executive), Neil Engelbrecht (Finance Manager), Trish Jellyman (Democracy Advisor), Megan Bourke (Communication Officer)

1 APOLOGIES AND DECLARATIONS OF INTEREST**1.1 APOLOGIES****COMMITTEE RESOLUTION RA 25/02/001****Moved: Mr Rob Caldwell****Seconded: Mayor Tania Gibson**

That the apology received from Cr Mallinson be accepted and leave of absence granted.

Carried Unanimously**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 14 OCTOBER 2024****COMMITTEE RESOLUTION RA 25/02/002****Moved: Mayor Tania Gibson****Seconded: Cr Rex MacDonald**

That the minutes of the Risk and Assurance Sub-Committee Meeting held on 14 October 2024 be confirmed as true and correct.

Carried Unanimously

3 AGENDA ITEMS

3.1 MATTERS UNDER ACTION

Refer page 16 of the agenda. Currently there are no matters under action.

3.2 DRAFT ANNUAL REPORT FOR AUDIT PURPOSES

Refer page 17 of the agenda.

The FM advised that only the financial statements have been included.

The Chairman requested that any issues in the Annual Report are raised via him or the FM.

The FM stated that he has reviewed the front section of the Annual Report.

The FM advised that the only change expected is in relation to investment properties and this will not impact on the surplus or deficit.

It was agreed that any changes need to be with the FM within the next three to four weeks.

COMMITTEE RESOLUTION RA 25/02/003

Moved: Mayor Tania Gibson

Seconded: Cr Jack O'Connor

That the Risk and Assurance Sub-Committee Meeting:

1. Receives the draft Annual Report for the year ended 30 June 2024 and confirms that this can be provided to Ernst & Young for audit purposes.

Carried Unanimously

3.3 TREASURY UPDATE 31 DECEMBER 2024

Refer page 18 of the agenda.

The FM stated that the report is self explanatory.

The Chairman reminded all present that it has been previously agreed that a Treasury strategy be considered but there is no urgency for this.

COMMITTEE RESOLUTION RA 25/02/004

Moved: Cr Jack O'Connor

Seconded: Cr Rex MacDonald

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

Carried Unanimously

3.4 HEALTH AND SAFETY REPORT

Refer page 27 of the agenda.

The Chairman noted that there was one work related injury but the report relating to this injury is not included in the agenda.

The CE agreed to provide further information.

Cr O'Connor noted that some numbers seem quite high in comparison to the year to date numbers. He asked if there is a catch up period related to timing. It was noted that the reporting period is for three months which encompasses the start of the swimming season and this maybe why numbers are higher.

The CE agreed to follow up on this and report back to the Committee.

The Chairman noted that the majority of injury incidents come from the WRC, but only one is employee related.

Cr O'Connor is concerned about what is causing these injuries.

It was agreed this would be discussed at the next meeting.

COMMITTEE RESOLUTION RA 25/02/005

Moved: Mayor Tania Gibson

Seconded: Cr Jack O'Connor

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

Carried Unanimously

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 25/02/006

Moved: Mayor Tania Gibson

Seconded: Cr Jack O'Connor

| 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 14 OCTOBER 2024 | 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 | 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 |

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|--|---|--|
| | s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities | |
| 4.2 - LONG TERM PLAN 2025-2034 RISK REGISTER | 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 |

Carried Unanimously

5 SUB-COMMITTEE RESUMES IN OPEN MEETING

CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.

The meeting concluded at 4.23 pm.

Confirmed

R Caldwell
Chairperson

____/____/____
Date