

MINUTES OF THE RISK AND ASSURANCE SUB-COMMITTEE MEETING OF THE GREY DISTRICT COUNCIL**Held in Council Chambers, 105 Tainui Street, Greymouth****on Monday 7 April 2025 commencing at 3.30 pm**

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

IN ATTENDANCE: Joanne Soderlund (Chief Executive), Kathryn Ruddle (Group Manager Corporate Services), Peter O'Sullivan (Group Manager Economic Development & Regulatory Services), Sarah Hawkins (Senior People & Capabilities Advisor), Trish Jellyman (Democracy Advisor), Megan Bourke (Communications Officer)

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 10 FEBRUARY 2025**

COMMITTEE RESOLUTION RA 25/04/006

Moved: Mayor Tania Gibson

Seconded: Cr Rex MacDonald

That the minutes of the Risk and Assurance Sub-Committee Meeting held on 10 February 2025 be confirmed as true and correct.

Carried Unanimously

2.2 CONFIRMATION OF THE EXTRAORDINARY RISK AND ASSURANCE SUB-COMMITTEE MEETING HELD ON 19 MARCH 2025

COMMITTEE RESOLUTION RA 25/04/007**Moved: Mayor Tania Gibson****Seconded: Cr Rex MacDonald**

That the minutes of the Extraordinary Risk and Assurance Sub-Committee Meeting held on 19 March 2025 be confirmed as true and correct.

Carried Unanimously**3 AGENDA ITEMS****3.1 HEALTH AND SAFETY REPORT**

Refer page 23 of the agenda.

Cr MacDonald asked the SPCA if the pre qualification expiring of contractors affects Council.

The SPCA advised that this would only affect Council should Council engage a contractor whose pre-qualification has expired. She advised that mainly low risk activities are likely to be affected and they are followed up on as required.

Cr O'Connor noted that Tainui Street is overdue for evacuation drills. He is also concerned that the library carries out evacuation drills for staff but not during opening hours. He suggested evacuation drills are done during opening hours.

The SPCA agreed, and advised that she will assist with the writing up of forms to get this in place.

Cr Mallinson asked when was the last evacuation drill was carrying out at the Tainui Street building.

The SPCA responded that the last drill was carried out 18 months ago but six monthly evacuation drills are ideal. She advised that due to staff changes new fire wardens have had to be appointed and they are currently awaiting training which is being followed up by Council's Business and Contracts Manager.

COMMITTEE RESOLUTION RA 25/04/008**Moved: Cr Jack O'Connor****Seconded: Mayor Tania Gibson**

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, 4.3, 4.4, & 4.5

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 25/04/009**Moved: Cr Robert Mallinson**

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 10 FEBRUARY 2025	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 - CONFIRMATION OF IN COMMITTEE MINUTES OF EXTRAORDINARY RISK AND ASSURANCE SUB-COMMITTEE MEETING HELD ON 19 MARCH 2025	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
4.3 - 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
4.4 - DREDGE INCIDENT	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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

4.5 - 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
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Carried Unanimously

5 SUB-COMMITTEE RESUMES IN OPEN MEETING

CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.

The meeting concluded at 3.58 pm.

Confirmed

R Caldwell

Chairperson

_____/_____/_____
Date