

Risk & Assurance Committee

Minutes of the meeting of Risk & Assurance Committee held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday 1 September 2022, commencing at 10.37 am.

Present Stephen Halliwell (Chairperson), His Worship the Mayor Bryan Cadogan Councillors Stewart Cowie, John Herbert, Bruce Graham, Alison Ludemann, Ken Payne, and Bruce Vollweiler.

In Attendance Steve Hill (Chief Executive), John Scott (Group Manager Corporate Services), Christina Johnston (Risk Management Support Officer, via zoom), Larissa Brown (Strategic Planning Manager), Peter Stafford (Senior Policy Advisor), Trey Willis-Croft (Management Accountant Trainee), Schalk Breytenbach (ICT Manager), Councillors Lloyd McCall, Wayne Felts and Lilly Paterson (Corporate Services Administrator).

Apologies There were no apologies

DECLARATIONS OF INTEREST

There were no Declarations of Interests

URGENT BUSINESS

There was no urgent business.

PUBLIC FORUM

There was no public forum.

1. CONFIRMATION OF MINUTES

The minutes of a meeting of the Risk & Assurance Committee held on 20 July 2022 were submitted for confirmation.

Moved Councillors Payne/Herbert and Resolved:

“That the Risk & Assurance Committee confirms as a true and correct record the minutes of the Risk & Assurance Committee held 20 July 2022.”

2. SENSITIVE EXPENDITURE POLICY REVIEW

The report proposes an update to the Council Sensitive Expenditure Policy

Larissa Brown and Peter Stafford spoke to the report and answered any questions.

- The Risk & Assurance Committee discussed the policy and supported separation of policy from procedure and Elected Members and Staff policy elements.
- The Risk & Assurance Committee decided that the policy should be further developed and reported back after the elections.

Moved Councillor Vollweiler/His Worship Mayor Cadogan and Resolved:

“That the Risk & Assurance Committee receives the Sensitive Expenditure Policy Review report dated 1 September 2022.”

3. FRAUD POLICY REVIEW

The report proposes an update to Council Fraud Policy

Larissa Brown and Peter Stafford spoke to the report and answered any questions.

Moved Councillors Herbert/Ludemann and Resolved:

- 1. “That the Risk & Assurance Committee receives the Fraud Policy Review report dated 1 September 2022.***
- 2. That the Risk & Assurance Committee recommends to Council that the Policy on Fraud 2013 be retired.***
- 3. That the Risk & Assurance Committee recommends to Council that they approve the Fraud Policy 2022.***
- 4. That the Risk and Assurance Committee notes the revised Fraud Policy includes separation and revision of the organisational procedures components as a separate Fraud Procedure.”***

4. TREASURY MANAGEMENT REPORT

The latest Treasury Management Report was tabled for information.

Moved Councillors Herbert/Graham and Resolved:

“That the Risk & Assurance Committee receives the Treasury Management Report.”

5. ANNUAL PLAN PERFORMANCE MONITORING REPORT

The Non-Financial Key Performance Indicators (KPIs) for July 2022 were tabled. Financial reports were unavailable due to year end reporting requirements.

Moved His Worship Mayor Cadogan/Councillor Ludemann and Resolved:

“That the Risk & Assurance Committee receives the Annual Plan Performance Monitoring report.”

6. RISK & ASSURANCE COMMITTEE WORK PROGRAMME UPDATE

The Work Programme was presented with actions completed.

Moved Councillors Cowie/Vollweiler and Resolved:

“That the Risk & Assurance Committee receives the Risk & Assurance Committee Work Programme report.”

7. CYBER RISK PROGRAMME REPORT

The Cyber Risk Programme was presented for information.

Councillor McCall and Ludemann left the meeting at 11.35am

Councillor Ludemann returned to the meeting at 11.37am

Moved His Worship the Mayor Cadogan/Councillor Graham and Resolved:

“That the Risk & Assurance Committee receives the Cyber Risk Programme report.”

8. WITHDRAWN - DRAFT ANNUAL REPORT

The Draft Annual Report for the 2021/2022 financial year was withdrawn.

Meeting closed at 12.03 pm.

Read and Confirmed

Stephen Halliwell
CHAIRPERSON