

# Komiti o te Mōrearea me te Tūmaru | Risk & Assurance Committee



## Mēneti Wātea | Open Minutes



Minutes of an ordinary meeting of Komiti o te Mōrearea me te Tūmaru | Risk & Assurance Committee held in the Council Chambers, 35 Kenrick Street, TE AROHA on Tuesday 16 June 2026 at 9:00.

### NGĀ MEMA | MEMBERSHIP

**He mema tūtahi | Independent Member**

**Tiamana | Chairperson:** Jaydene Kana

**Mema | Members:** **He mema tūtahi | Independent Member**

*To be confirmed*

**Koromatua | Mayor**

Ash Tanner

**Koromatua Tautoko | Deputy Mayor**

James Sainsbury

**Kaunihera ā-Rohe | District Councillors**

Bruce Dewhurst

Andrew McGiven

James Thomas

*An audio-visual recording of the open session of the meeting is available on Matamata-Piako District Council's website and YouTube channel.*

Visit <https://www.mpd.govt.nz/live-stream> for the most recent meeting livestream.

Recording	Document Reference#	YouTube Link
Risk and Assurance Committee – 16 June 2026	3180742, 3183963	<a href="#">Risk and Assurance Committee - 16 June 2026</a>

**Minutes prepared by:**

Stephanie Hutchins

Kaitohu Mātāmua Kāwana | Senior Governance Advisor

## Ngā whakapāha | Apologies

*There were no apologies*

## Ngā mema i reira o runga te tūhono ipurangi | Members present via audio/visual link

*No members were present via audio/visual link, all attended the meeting in person*

## Kaimahi i reira | Staff Present

Name	Title	Item No.
Manaia Te Wiata	Tumu Whakarae   Chief Executive Officer	8.2, C
Stephanie Hutchins	Kaitohu Mātāmua Kāwana   Senior Governance Advisor	
Tamara Kingi	Kaiārahi Kāwana   Governance Team Leader	
Sandra Harris	Pou Kaupapahere, Rāngai Mahitahi me te Kāwana   Policy, Partnerships & Governance Manager	
Ken Morris	Mōrearea, Kai-whakahaere ā Pakihi hoki   Risk and Business Excellence Advisor	7.1, 8.3
Anne Gummer	Kaitohu Kaupapahere Mātāmua   Senior Policy Advisor	8.4
Olivia Picard	Kaitohu Kaupapahere   Policy Advisor	8.5
Niall Baker	Kaiārahi Tīma Kaupapahere   Policy Team Leader	8.6
Rachel Norman	Kaiārahi Kaupapa   Project Lead	8.7, 8.8
Susanne Kampshof	Pou Rawa me ngā Kaupapa   Assets & Projects Manager	8.7
Rapa Young	Kaiārahi Whakahaere Kaupapa   Project Management Team Leader	8.8
Marie McIntyre	3 Waters Project Manager	8.8
Greg Hall	Project Manager	8.8
Kelly Reith	Hautū Rangatōpū, Tāngata me ngā Hononga   Group Manager Corporate, People & Relationships	8.5, 8.9, 8.13
Larnia Rushbrooke	Pou Pūtea, Ratonga Pakihi   Finance & Business Services Manager	8.5, 8.6
Charlotte Walker	Kaitohu Kaupapahere Paetahi   Graduate Policy Advisor	8.10
Kate Stevens	Pou Tāngata, Haumaru me te Oranga   People, Safety & Wellness Manager	8.11, 8.12
Monique Cullinane	Safety and Wellness Advisor	8.12
Jo Gifford	Pou Pārongo   Information Manager	C
Tim Donaldson	Pou Whakauru Matihiko   Digital Enablement Manager	C

## I reira | In Attendance

Name	Position/Organisation	Item	Time In	Time Out
David Robson	Risk and Insurance Specialist <b>Aon New Zealand</b>	8.3	9.00am	10.08am
René van Zyl	Audit Director, <b>The Audit Office</b>	8.5	9.00am	12.30pm

## 1 Whakatūwheratanga o te hui | Meeting Opening

Tiamana Jaydene Kana welcomed members, staff and those viewing the livestream and declared the meeting open at 9.00am.

## 2 Karakia | Prayer

Chief Executive Officer, Manaia Te Wiata performed the opening karakia.

## 3 Ngā whakapāha | Apologies/Leave of Absence

There were no apologies.

## 4 Pānui i Ngā Take Ohore Anō | Notification of Urgent/Additional Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public -
  - (i) The reason why the item is not on the agenda; and
  - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting -

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
  - (iii) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

### 4.1 Late Public Excluded Agenda Item: Council Website Security (3183281)

Tiamana Jaydene Kana

#### Tūtohunga | Recommendation

That:

1. **The Committee considers item C – Council Website Security at this meeting as a major item not on the agenda, pursuant to Section 46(7)(a)(b) of the Local Government Official Information and Meetings Act 1987, due to the item being urgent in nature; having arose following the production of the agenda, and the Committee’s next meeting scheduled is not until October 2026.**

Moved by: Mayor A Tanner  
Seconded by: Cr J Thomas

## 5 Whākī pānga | Declaration of interest

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

## 6 Whakaaetanga meneti | Confirmation of Minutes

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That the minutes of the meeting of the Ordinary meeting of Komiti o te Mōrearea me te Tūmaru | Risk & Assurance Committee held on Tuesday, 24 February 2026, be confirmed as a true and correct record of the meeting.

Resolution number YV/2026/00001

Moved by: Tiamana J Kana  
Seconded by: Cr B Dewhurst

**KUA MANA | CARRIED**

## NGĀ PŪRONGO A NGĀ ĀPIHA | OFFICER REPORTS

### 7 Pūrongo me whakatau | Decision Reports

## 7.1 Risk Appetite Statement

CM No.: 3177387

### Te Kaupapa | Purpose

To present the proposed Risk Appetite Statement (June 2026) for consideration by the Risk and Assurance Committee, and to seek the Committee's recommendation to Council for formal adoption.

### Rāpopotonga Matua | Executive Summary

The development of this Risk Appetite Statement represents a significant step forward in strengthening risk governance, assisting consistency in decision-making, and embedding organisational risk maturity. It provides a common reference point for elected members and staff when balancing risk and opportunity.

As this is the first introduction of a formal risk appetite framework at Matamata-Piako District Council, it is important to recognise that embedding its use into organisational culture, decision-making, and day-to-day practice will take time. The statement is therefore intended to be foundational and enabling, rather than overly prescriptive.

The document emphasises that risk appetite does not replace professional judgement or elected member discretion and should not be applied as a rigid formula. Rather, it supports structured, transparent decisions, including where there may be a deliberate and well-justified departure from

stated appetite.

Following adoption, the application of the Risk Appetite Statement will be progressively embedded through the new Risk Management Framework currently under development, supported by guidance, tools, and processes to ensure consistent and practical use across the organisation.

## **Tūtohunga | Recommendation**

**That:**

- 1. The Committee receives the report.**
- 2. The Committee reviews the proposed Risk Appetite Statement (June 2026).**
- 3. The Committee recommends that Council adopts the Risk Appetite Statement (June 2026).**

### **WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

**That:**

- 1. The Committee receives the report.**
- 2. The Committee reviews the proposed Risk Appetite Statement (June 2026).**
- 3. The Committee recommends that Council adopts the Risk Appetite Statement (June 2026) with the direction to amend the risk level scale and align the risk appetite statement wording for Project – Health and Safety Risk to the wording for People – Health, Safety and Wellbeing.**

**Resolution number YV/2026/00002**

**Moved by: Tiamana J Kana**

**Seconded by: Mayor A Tanner**

**KUA MANA | CARRIED**

*Item 7.1 – Risk Appetite Statement considered after Item 8.2 – Chief Executive’s Update.*

8 Ngā Pūrongo Whakamārama | Information Reports

## 8.1 Chair's Update

CM No.: 3176103

### Te Kaupapa | Purpose

The purpose of this report is for the Chairperson to update the committee on activities following the last committee meeting.

### Rāpopotonga Matua | Executive Summary

Risk and Assurance Committee Chairperson, Jaydene Kana, in attendance to present the Chair's Update report (attached).

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number YV/2026/00003

Moved by: Tiamana J Kana

Seconded by: Deputy Mayor J Sainsbury

**KUA MANA | CARRIED**

## 8.2 Chief Executive's Update

CM No.: 3177448

### Te Kaupapa | Purpose

The purpose of this report is for the Chief Executive to update the Committee on organisational matters relevant to the Risk and Assurance Committee's Terms of Reference.

### Rāpopotonga Matua | Executive Summary

Chief Executive, Manaia Te Wiata, in attendance to present the Chief Executive's Update which is attached to the agenda.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number YV/2026/00004

Moved by: Tiamana J Kana

Seconded by: Cr A McGiven

**KUA MANA | CARRIED**

## 8.3 Risk Update and Quarterly Risk Report - June 2026

CM No.: 3177378

### Te Kaupapa | Purpose

The purpose of this report is to provide a risk management update and a quarterly risk report for the information of the Committee.

### Rāpopotonga Matua | Executive Summary

Robust risk management is essential to Council achieving its strategic objectives and this Committee has responsibility for the oversight of enterprise risk management at Matamata-Piako District Council and the effectiveness of Council's risk management framework.

The Quarterly Risk Report has been developed to aid the Committee in its work. It provides a progress update on the 2026 Risk Management Work Plan and insights into recent work completing a Fuel Supply Business Impact Assessment and developing an Organisational Fuel Resilience Plan and Workforce Response Strategy. It also provides a Top Risks update and an emerging risks commentary.

The Top Risks update includes Key Risk Indicator (KRI) information, and a status update on the implementation of the additional mitigating controls set out in the 2025/26 Top Risks document.

The KRI reporting will continue to develop over time and we trust the Committee will see this information as valuable in its oversight work.

The basis of the status update on the implementation of the additional mitigating controls has been changed as more fully described in the Background section of this covering report. The revised framework shifts the focus from whether controls are delivered by financial year-end, to progress of implementation and the level of risk being managed in the interim.

Management believe that good progress is being made in strengthening Council's risk management culture.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report is received;
2. The Quarterly Risk Report June 2026 is received.

Resolution number YV/2026/00005

Moved by: Tiamana J Kana

Seconded by: Deputy Mayor J Sainsbury

**KUA MANA | CARRIED**

## 8.4 Long Term Plan 2027-37 Risks and Issues, Quality Assurance, Project Timeline, and Progress Update

CM No.: 3155377

### Te Kaupapa | Purpose

The purpose of this report is to provide the Committee with an overview and updates on the Long Term Plan (LTP) 2027-37 project including the:

- High level timeline and plan on a page
- Risks and issues register
- Key legislative reforms of relevance to the LTP
- Implications of the proposed organisation structure review for the LTP
- Approach to LTP consultation
- Quality assurance plan
- Audit update
- LTP workstreams progress update

And seek any feedback and guidance from the Committee on the LTP project and the information provided.

### Attached documents

1. LTP 27-37 Project Timeline
2. LTP 27-37 Plan on a Page
3. LTP 27-37 Quality Assurance Plan
4. MPDC Vision and Community Outcomes
5. LTP 27-37 Draft Significant Forecasting Assumptions
6. LTP Risks and Issues Register

### Linked documents

Trends and Analysis Report  
Population Projections

### Rāpopotonga Matua | Executive Summary

Council is required to prepare and adopt an LTP under the Local Government Act 2002 (LGA) every three years. The LTP must be adopted before the first day of the year to which it relates i.e. before 1 July 2027.

### Timeline and Plan on a Page

A timeline for the LTP project, and a Plan on a Page outlining the key elements of the LTP, have been developed and circulated to members (see attached documents). The key dates are outlined below:

Task	Dates
LTP development	Jan-Nov 2026
Consultation Document development	Sep 2026 – Feb 2027
Audit of draft LTP and Consultation Document	Dec 2026 - Mar 2027
Public Consultation	April - May 2027
Final Audit	May-June 2027
Adoption of Final LTP	June 2027
LTP in force	1 July 2027

## **Key issues and risks**

A risks and issues register has been developed (see attached document).

The key risks to the LTP project can be characterised as follows:

1. Constrained staff and organisational capacity to meet LTP deliverables due to multiple and complex competing obligations
2. Legislative uncertainty delaying decision-making and budgets

## **Key legislative reforms**

The reforms (including proposed, draft and recently enacted) that are of most significance to the LTP include the:

- Simplifying Local Government proposal and Headstart process
- Local Government (Systems Improvement) Amendment Bill
- Local Government (Water Services) Act 2025
- Rates capping proposal

## **Councils proposed organisation structure review**

At the time of writing this report a proposed organisation structure review is out for staff consultation. The proposal would see significant changes to the structure of some teams which, if accepted, will need to be reflected in LTP budgets and planning. In the interim, a plan is in place to continue with budgeting for all teams, while pausing detailed planning for a small number of teams until the final outcome of the review is known.

## **Approach to LTP public consultation**

Council has provided direction that they would like to take a different approach to the hearing of oral submissions for this LTP and will look to hold face to face engagement sessions during the consultation period, rather than as a separate engagement after the consultation period is finished. It is envisaged that this approach will both enable wider community participation, and provide staff with additional time to undertake quality assurance.

## **Quality assurance**

A Quality Assurance (QA) Plan has been developed (see attached document).

The QA Plan consists of both on-going processes and specific points of review, in order to deliver an LTP that is accurate, consistent, communicates its message effectively, and meets legal requirements.

## **Audit**

The Audit Office (formally Audit NZ) will be auditing Council's LTP documents.

## **LTP workstreams progress update**

The development of the LTP is well underway and is currently on track.

## **Feedback and guidance**

Staff welcome the Committee's feedback and guidance on any of the information presented.

## **Tūtohunga | Recommendation**

That:

1. The information be received.
2. The Committee provide any feedback or guidance on the Long Term Plan 2027-37 project *[feedback to be specified]*.

## **WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That:

1. The information be received.

Resolution number YV/2026/00006

Moved by: Tiamana J Kana

Seconded by: Mayor A Tanner

**KUA MANA | CARRIED**

## 8.5 Annual Report 2025/26 - Project update

CM No.: 3174792

### Te Kaupapa | Purpose

The purpose of this report is to provide an update to the Committee on the Annual Report 2025/26 project.

### Rāpopotonga Matua | Executive Summary

At the time of writing this report the interim and pre-final audits have been completed, the final audit is scheduled to begin from 31 August, scheduled adoption by Council is on 28 October. The Audit plan and the Audit appointment letter is attached for information.

The Audit Office (formerly Audit NZ) is expected to provide an update on the project to the Committee (either written or verbal).

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. The update from the Audit Office be received.

Resolution number YV/2026/00007

Moved by: Tiamana J Kana

Seconded by: Mayor A Tanner

**KUA MANA | CARRIED**

### ATTACHMENTS

A Additional Attachment - Item 8.5 - MPDC - Interim Report to Council 2026

## 8.6 Annual Plan 2026/27

CM No.: 3176072

### Te Kaupapa | Purpose

The purpose of this report is to seek the Committee's oversight of the following aspects of the Annual Plan 2026/27 process:

- Review of the Annual Plan 2026/27 document and provide any feedback
- Review and approve the assessment of the Annual Plan's legislative compliance

### Rāpopotonga Matua | Executive Summary

Council is required to produce an Annual Plan each year with the exception of the years when a Long Term Plan (LTP) is produced. The Annual Plan is Council's budget for the financial year 1 July to 30 June. The Annual Plan 2026/27 represents year 3 of the 2024-34 LTP.

The Annual Plan 2026/27 document is circulated separately.

An assessment of the Annual Plan 2026/27 against relevant legislative requirements has been undertaken and confirms that the Annual Plan is compliant. The assessment is included in the body of the report below.

### Tūtohunga | Recommendation

That:

1. The report be received.
2. The Committee provide any feedback on the Annual Plan 2026/27 [*feedback to be specified*].
3. The Committee approve the assessment of legislative compliance undertaken for the Annual Plan 2026/27.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The report be received.
2. The Committee provided feedback on the Annual Plan 2026/27 and the assessment of legislative compliance undertaken for the Annual Plan 2026/27; which included minor amendments to the Draft Annual Plan 26-27 document.

Resolution number YV/2026/00008

Moved by: Tiamana J Kana

Seconded by: Cr B Dewhurst

**KUA MANA | CARRIED**

### ATTACHMENTS

- A Additional Attachment - Item 8.6 - Draft Annual Plan 26-27 version to RAC 13 June 2026

*The meeting adjourned for a break at 10.45am and reconvened at 11.01am*

## 8.7 Project Management Report

CM No.: 3173004

### Te Kaupapa | Purpose

The purpose of this report is to provide the Risk & Assurance Committee with an overview of the current delivery performance and key risks across the Council's project and programmes, including both Water & Wastewater and broader infrastructure activities to support governance oversight and understanding of delivery risk and assurance.

### Rāpopotonga Matua | Executive Summary

This report presents the current delivery performance and risk position across two key portfolios and currently operate across two distinct risk environments:

- Water & Wastewater
- Parks, Community Facilities, Roothing, Waste, and Stormwater (broader infrastructure activities)

The Water & Wastewater activities present a higher level of delivery risk and are assessed as RED. Delivery confidence has increased slightly to approximately 63%, reflecting ongoing progress across the portfolio, while the delivery environment remains complex and less predictable than other areas. Performance continues to be shaped by external factors, including regulatory and consent dependencies, projects on hold or delayed pending the transition to Waikato Waters, and uncertainty in scope, funding, and timing for several key initiatives. Major projects such as the Matamata Wastewater Treatment Plant upgrade, Wastewater Reconsenting, and strategic programmes continue to require close oversight and careful sequencing.

The Parks, Buildings, Community Facilities, Roothing, Waste, and Stormwater portfolio is assessed as AMBER, with delivery confidence at approximately 74%. The majority of programmes and projects are continuing to progress, with current performance influenced by internal factors including capacity limitations, ambitious initiation and planning assumptions, procurement delays, and ongoing decision dependencies. A number of more complex projects, including the Matamata Playground, Morrinsville RTS Upgrade, and RSA Wall, continue to affect overall delivery performance and require active management.

Across all activities there are consistent systemic risk themes impacting delivery performance. These include:

- misalignment between planned targets and delivery readiness
- resource constraints within the project management function
- procurement and approval delays
- gaps in front end planning discipline.

These risks are largely structural in nature rather than project specific and continue to place pressure on delivery performance across the organisation.

Despite these constraints, delivery momentum has been maintained, and the teams continue to progress committed works, manage compliance priorities, and adjust sequencing in response to changing conditions.

Overall, the risk profile is considered consistent with the complexity and operating environment of the portfolios. Delivery performance is being influenced more by structural factors and external dependencies than by execution capability alone. Continued focus is needed on aligning planning, prioritisation, and resource capacity with realistic delivery expectations, alongside managing external dependencies within the Water & Wastewater portfolio.

**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

**That:**

- 1. The information be received.**

**Resolution number YV/2026/00009**

**Moved by: Tiamana J Kana**

**Seconded by: Deputy Mayor J Sainsbury**

**KUA MANA | CARRIED**

*Item 8.7 – Project Management Report considered after Item 8.9 – Staff culture survey update.*

## 8.8 Project Management - Top Projects Risks

CM No.: 3173001

### Te Kaupapa | Purpose

The purpose of this report is to provide the Risk & Assurance Committee with an overview of the key residual risks across four high-complexity projects.

### Rāpopotonga Matua | Executive Summary

The report provides an overview of the top risks across four high-complexity infrastructure projects. While risk profiles vary by project, common drivers include programme delivery, cost escalation, construction safety, and external dependencies. The Matamata Wastewater Treatment Plant project remains the most complex, with ongoing compliance, commissioning, and operational risks requiring active management. Across all projects, residual High risks remain but are appropriate given project stage and complexity, with robust controls and governance in place to manage these effectively.

The purpose of this report is to provide the Risk & Assurance Committee with an overview of the top residual risks across five complex infrastructure projects:

- ID244 Matamata Wastewater Treatment Plant Upgrade
- ID240 Matamata Stadium.
- ID247 Matamata Domain Playground
- ID342/2 – Morrinsville RTS Upgrade
- ID388 – Morrinsville RSA Wall

### Summary of Risk Maturity and Overall Position

Across all projects:

- Risk registers are well-developed and actively managed
- Risks are clearly defined, non-duplicated, and aligned to key themes
- Controls include design, operational, and governance measures
- Residual High risks reflect genuine project complexity rather than gaps in management

The overall risk profile is considered appropriate and manageable, with residual risks reflecting project complexity and being actively monitored through established governance processes.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number YV/2026/00010

Moved by: Tiamana J Kana

Seconded by: Cr A McGiven

**KUA MANA | CARRIED**

## 8.9 Staff culture survey update

CM No.: 3176841

### Te Kaupapa | Purpose

The purpose of this report is to present the results of the 2026 staff culture survey (Culture QuickSense), outlining key themes, what is working well, and areas for improvement, along with the current and planned responses.

### Rāpopotonga Matua | Executive Summary

The 2026 survey used a new approach (Culture QuickSense) to capture real staff experiences.

A total of 104 staff stories were collected, providing insight into how culture is experienced across the organisation. The results indicate that MPDC has a strong and positive culture, supported by capable and committed staff.

The survey also highlights some areas of organisational risk and variability, particularly in leadership, change management, workforce capacity, and systems and processes.

These areas are being actively addressed through current and planned initiatives.

Pulse Surveys will be used to support ongoing monitoring, particularly during periods of change.

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number YV/2026/00011

Moved by: Tiamana J Kana

Seconded by: Cr A McGiven

**KUA MANA | CARRIED**

*Item 8.9 - Staff culture survey update considered after Item 8.6 – Annual Plan 2026/27.*

## 8.10 Mayoral Fund and Mayoral Disaster Relief Fund Policies for Review

CM No.: 3169980

### Te Kaupapa | Purpose

The purpose of this report is to:

- provide the draft Mayoral Fund Policy and Mayoral Disaster Relief Fund Policy following review for Committee feedback
- provide the Committee with expenditure information surrounding the Mayoral Fund Policy and Mayoral Disaster Relief Fund Policy.

### Rāpopotonga Matua | Executive Summary

The Mayoral Fund Policy and Mayoral Disaster Relief Fund Policy are due for review. Drafts have been developed based on staff and Elected Member feedback and are attached for Committee feedback. Draft amendments include reformatting, addition of Te Reo headings, rewording for clarity, relevance and alignment and inclusion of a conflict of interest clause.

Expenditure information surrounding the Mayoral Fund Policy and Mayoral Disaster Relief Fund Policy is contained in this report.

### Tūtohunga | Recommendation

That:

1. The information be received.
2. The Risk and Assurance Committee provide feedback / recommendation on the review of the draft Mayoral Fund Policy and the draft Mayoral Disaster Relief Fund [feedback to be specified].

#### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.
2. The Risk and Assurance Committee provided feedback on the review of the draft Mayoral Fund Policy and the draft Mayoral Disaster Relief Fund.
  - Council consider the process for amounts over the \$500 maximum; including implementing a two-step approval process.

Resolution number YV/2026/00012

Moved by: Tiamana J Kana

Seconded by: Cr B Dewhurst

**KUA MANA | CARRIED**

## 8.11 Draft Internal Policy: Gift Policy

CM No.: 3176191

### Te Kaupapa | Purpose

The purpose of this report is to provide the committee with the draft internal Gift Policy, for review and feedback.

### Rāpopotonga Matua | Executive Summary

A draft internal Gift Policy is provided for the Committee's review. The policy has been considered by the Executive Team.

Kate Stevens, People, Safety & Wellness Manager, will attend the meeting to present the policy, in line with the Risk and Assurance Committee Work Programme, and to seek feedback prior to commencing staff consultation.

### Tūtohunga | Recommendation

That:

1. The draft policy be received.
2. The Risk and Assurance Committee provide feedback / recommendation on the review of the draft Gift Policy [*feedback to be specified*].

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The draft policy be received.

Resolution number YV/2026/00013

Moved by: Tiamana J Kana

Seconded by: Cr A McGiven

**KUA MANA | CARRIED**

## 8.12 Safety and Wellness Reports

CM No.: 3176172

### Te Kaupapa | Purpose

The purpose of this report is to provide the Committee with safety and wellness reporting.

### Rāpopotonga Matua | Executive Summary

The January to March 2026 Quarterly Safety & Wellness Report, and the February and April 2026 Safety & Wellness Updates are provided. Kate Stevens, People, Safety & Wellness Manager and Monique Cullinane, Safety and Wellness Advisor, in attendance to discuss the reports with the committee.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number YV/2026/00014

Moved by: Tiamana J Kana

Seconded by: Mayor A Tanner

**KUA MANA | CARRIED**

## 8.13 Risk and Assurance Committee Work Programme - Update June 2026

CM No.: 3176108

### Te Kaupapa | Purpose

The purpose of this report is to provide an update to the Committee on the work programme.

### Rāpopotonga Matua | Executive Summary

An update on scheduled reports and standing items for June 2026 is included.

### WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION

That:

1. The information be received.

Resolution number YV/2026/00015

Moved by: Tiamana J Kana

Seconded by: Mayor A Tanner

**KUA MANA | CARRIED**

11.58am The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not public available.

**9 Mōtini hei aukati i te iwi whānui | Procedural motion to exclude the public**  
**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That the public be excluded from the following part(s) of the proceedings of this meeting.

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 follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

**C Council website security**

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
Privacy.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

**Resolution number YV/2026/00016**

**Moved by: Mayor A Tanner**

**Seconded by: Tiamana J Kana**

**KUA MANA | CARRIED**

**10 Mōtini hei aukati i te iwi whānui | Procedural motion to include the public**  
**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

12.29pm That the public be included.

**Resolution number YV/2026/00017**

**Moved by: Cr A McGiven**

**Seconded by: Tiamana J Kana**

**KUA MANA | CARRIED**

12.30 pm

The Chairperson thanked Members for their attendance and attention to business, inviting Chief Executive Officer, Manaia Te Wiata to perform the closing karakia and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF KOMITI O TE MŌREAREA  
ME TE TŪMARU | RISK & ASSURANCE  
COMMITTEE HELD ON 16 JUNE 2026.

**KO TE RĀ | DATE:** .....

**TIAMANA | CHAIRPERSON:** .....