

## Risk and Health and Safety Working Party Record of Actions

Meeting held in the Whale Bay Room  
36 Water Street, Whangārei  
on Tuesday 13 August 2019, commencing at 8.30

### Present:

Chairman, Councillor Paul Dimery  
Councillor Rick Stolwerk  
Councillor Bill Shepherd  
Councillor Joce Yeoman

### In Attendance:

**Full Meeting**  
GM, Corporate Excellence

The meeting commenced at 8.37am.

### Apologies (Item 1.0)

Moved (Shepherd / Dimery)

That the apologies from NRC Chief Executive for non-attendance be received.

Carried

### Declarations of conflicts of interest 2.0

It was advised that committee members should make any declarations item-by-item as the meeting progressed.

### Receipt of Confidential Supplementary Documentation (2.0A)

Moved (Dimery/Shepherd)

Councillors confirmed receipt of Deloitte draft copy - Northland Regional Council Cyber Governance Review by email prior to the Risk and Health & Safety working party meeting. The document related to Item 3.3 on the agenda and the specific grounds under Local Government Official Information and Meetings Act 1987 for which it was deemed confidential were - 7 (2) (j) prevent the disclosure or use of official information for improper gain or improper advantage.

Carried

### Minutes of Previous Meeting - 11 June 2019 (Item 3.1)

Presented by: GM, Corporate Excellence

Agreed action points:

- Sustainable Solvents regular updates to Councillor's even if nothing to report.
- Attach copy of Risk Register to Bigtin Can before Risk and Health & Safety working party meeting.

Secretarial Note: 8.42am The meeting moved into public excluded to consider Item 3.3 'Cyber Risk Capabilities Maturity' (In accordance with section 7(2)(j) of the Local Government Official information and Meetings Act.

### **Cyber Risk Capabilities Maturity (Item 3.3)**

- 9.02am Confidential item concluded open meeting resumed.

### **Health and Safety update (Item 3.4)**

**Presented by:** HR Manager

#### **Agreed action points:**

- Training Register- up skill Managers H&S modules
- New eLearning H&S induction module
- Policies with H&S committee
- H&S/HR adviser stating 10<sup>th</sup> September

### **New Council (Item 3.5)**

**Presented by:** Chairman, Councillor Paul Dimery

#### **Agreed action points:**

- NIL

### **Review Risk Register (Item 3.2)**

**Presented by:** GM, Corporate Excellence

#### **Agreed action points:**

- No 1 Risk Sustainable Solvents leave as No 1.
- No 2 risk Maori land & impact on rating income move down to no 4.
- No 3 risk High dependence on non-rating income move down to no 5.
- No 4 risk Treaty settlement move up to no 2 risk
- No 5 risk Climate risk -floods move down to no 6 risk
- No 6 risk Cyber Security attach move up to no 3.

**The meeting concluded at 9.43am**