

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

Meeting held in the Whale Bay Room  
36 Water Street, Whangārei  
on Tuesday 11 June 2019, commencing at 8.30am

### Present:

Chairman, Councillor Paul Dimery  
Councillor Joce Yeoman

### In Attendance:

**Full Meeting**  
NRC Chief Executive  
GM, Corporate Excellence

**Part Meeting**  
Councillor Rick Stolwerk

The meeting commenced at 8.35am.

### Apologies (Item 1.0)

Councillor Bill Shepherd.

### Review of Risk Register (Item 3.1)

**Presented by:** GM, Corporate Excellence

Discussion had around the top six on risk register.

No 1. On Risk Register Sustainable Solvents – Progress has been slow.

No 2 Maori land & impact on rating income – no change

No 3 High dependence on non-rating income – Changes being made to SIPO currently under active review.

No 4. Treaty settlement risk – anticipating becoming a higher risk

No 5. Climate risk – Risk of not acting on information.

No 6. Risk of cyber security – New system should help alleviate risk. Deloitte being engaged as part of yearend audit process to look at IT maturity model. Cyber Insurance to increase from \$1M to \$2M upon renewal.

*Secretarial Note: 8.55am Rick Stolwerk joined the meeting.*

**Agreed action points:**

- 1. GM, Regulatory Services to give weekly updates
- 4. Treaty Settlement to be move up to no 2 on risk register and Consequence to be changed to from 4 to 2.
- 5. NRC Chief Executive to confirm all information has been given to TA's on climate change.
- 6. GM, Corporate excellence to ask cost of \$5M for cyber insurance.
- Comments to be updated in risk register

**Manage Funds risk update (Item 3.2)**

**Presented by:** GM, Corporate Excellence

*Secretarial Note: Item 3.2 Manage funds risk update covered off in item 3.1 Review of risk register no 3.*

**Agreed action points:**

- Leave until review is complete.

**Sustainable Solvents (Item 3.3)**

**Presented by:** GM, Corporate Excellence

*Secretarial Note: Item 3.3 Sustainable Solvents covered off in item 3.1 no 1 in the Risk Register.*

**Agreed action points:**

- Noted in item 3.1 no 1 in agreed action points.

**Health & Safety update (Item 3.4)**

**Presented by:** Lee-Anne Durling

*Secretarial Note: 9.15am Lee-Anne Durling joined the meeting and H&S presentation update was tabled.*

Items covered off in presentation were Priorities, Risk Management, Training, Policies, Contractor engagement, New starter Induction, Express/Objective, Traffic Management, Others included Occupational Health monitoring, ProMapp, SafePlus, Workstation self-assessment, Flu Vaccinations & Skin checks, Online Incident report form.

Plan has been put into place going forward around H & S Risk Register, Training, Policies, Contractor engagement, Express/Objective.

To be continued, Traffic management, ProMapp, Hazardous substance, Occupational Health Monitoring, 12-month review schedule.

Cognise -e-learning module put into place for H&S induction.

Have engaged Fullen Hogan to develop traffic management plans. Interim process has been put in to place.

**Agreed action points:**

- H & S committee to drive the H&S risk register review

**TLA's ignoring our flood inundation maps (Item 3.5)**

**Presented by:** Paul Dimery

*Secretarial Note: Item 3.5 covered off as part of Item 3.1 no 5 on Risk Register*

**Agreed action points:**

- Noted in Item 3.1 Action no 6.

**The meeting concluded at 9.55am.**