

# Legislative Compliance Awareness of Obligations – June 2021

**Meeting:** Audit, Risk and Finance Committee  
**Date of meeting:** 10 June 2021  
**Reporting officer:** Sue Davidson, General Manager Sustainable Growth and Investment

## Purpose | Ngā whāinga

This report to the Audit, Risk and Finance Committee (the Committee) is to detail the internal control steps undertaken to ensure staff are aware of the requirements and obligation as prescribed through Acts of Parliament, Regulations and Standards applicable for the Local Government environment.

## Executive summary | Whakarāpopototanga

Simpson Grierson has reviewed new and amended legislation between 1 April 2020 to 31 March 2021 which is outlined in **attachment A**. To ensure our staff have a thorough understanding of the legislation and ensure Council is meeting their obligations, managers are asked to read and sign an Awareness of Obligations and Endeavour to Meet Statement (**attachment B**) annually.

## Recommendation | Ngā tūtohunga

That the Audit, Risk and Finance Committee:

- a) Notes the Legislative Compliance report (attachment A) dated 21 May 2021.

## Context | Horopaki

Council has a system for requesting managers to acknowledge their awareness and endeavour to meet the requirements of the relevant Acts of Parliament, Regulations and Standards applicable to their duties. In this statement, managers are asked to verify that, to the best of their knowledge, they are complying and operating within the legislative requirements.

Council requests our solicitors to provide an annual summary of changes to legislation. This is part of the process to ensure managers are aware of the seriousness and commitment to compliance with legislation.

## Significance and engagement | Hirahira me ngā whakapāpā

The decisions or matters of this report do not trigger the significance criteria outlined in council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

## Next steps | E whaiake nei

Ensure that all manager within Kaipara District Council have signed the Awareness of Obligations and Endeavour to Meet Statement.

## Attachments | Ngā tapiritanga

	Title
A	Legislative changes from 1 April 2020 to 31 March 2021
B	Awareness of Obligations and Endeavour to Meet Statement