



FINANCE, AUDIT AND RISK COMMITTEE
Minutes from 20 August 2020

Present:	Councillors Ross Vickery (Chair), Pam Colenso, Garrick Emms, Brenda West, Mayor Alex Beijen and independent member Kit Nixon.
In Attendance:	Katrina Neems (Chief Financial Officer), Harry Wilson (Chief Executive Officer), Charly Clarke (Finance Manager) and Suzanne Clark (Committee Advisor)
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 9:30am and 9:55am except where expressly noted.

Open Section

Mrs Neems, the Chief Financial Officer assumed the Chair.

Mrs Neems called for nominations to chair the 20 August 2020 meeting.
Cr Emms nominated Mayor Beijen.

Mayor Beijen nominated Cr Vickery.
This was seconded by Cr Colenso.

There being only one nomination that was seconded, Cr Vickery was declared Chair for the 20 August 2020 meeting.

Cr Vickery assumed the Chair.

A1. Apologies

FINANCE, AUDIT AND RISK RESOLVED (FAR2020/13) to accept apologies from Cr Leigh Hay and Cr Brian Jephson.

(Moved Cr West/Seconded Mayor Beijen)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

FINANCE, AUDIT AND RISK RESOLVED (FAR2020/14) to confirm that the Finance, Audit and Risk Committee minutes from the meeting held 24 June 2020 are a true and correct record.

(Moved Cr Colenso/Seconded Cr Emms)

Carried

A7. Notices of Motion

There were no notices of motion.

B Decision Reports from Chief Executive and Staff

B1. Customer Satisfaction Survey Report

Members discussed what effect a delay would have on the Council's Annual Report audit and sought assurance from Council officers that when the survey project did get underway that Council would look wider than the current provider.

Council officers undertook to ensure the Council organisation chart was updated.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2020/15):

1. To receive the Customer Satisfaction Survey Report.

(Moved Cr West/Seconded Cr Colenso)

Carried

2. To recommend to Council to defer conducting the Customer Satisfaction Survey until early in 2021.

(Moved Cr Colenso/Seconded Mayor Beijen)

Carried

C Information and Verbal Reports from Chief Executive and Staff

C1. Financial Report

Council officers answered members' questions on the number of rates arrears and rates rebates compared to previous years, the process for communicating the availability of rates rebates, the rates rebates legislation, the Audit NZ scheduled delay in auditing SWDC, the change in deadline to 31 December 2020 to adopt the Annual Report, and the cost of audits and Audit NZ's monopoly.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2020/16) to receive the Finance Report.

(Moved Cr Emms/Seconded Mayor Beijen)

Carried

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C2. Action Items Report

Members discussed fleet updates and replacement with Council officers.
FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2020/17) to receive the
Action Items Report.
(Moved Cr West/Seconded Cr Colenso)

Carried

C3. Review of Risk Register Report

Item withdrawn.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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