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**FINANCE, AUDIT AND RISK COMMITTEE**  
**Minutes from 11 May 2022**

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**Present:** Councillors Leigh Hay (Chair), Pam Colenso, Garrick Emms, Brenda West and Mayor Alex Beijen.

**In Attendance:** Councillor Pip Maynard

Harry Wilson (Chief Executive), Amanda Bradley (General Manager Policy and Governance), Charly Clarke (Finance Manager), and Amy Andersen (Committee Advisor).

**Conduct of Business:** This meeting was held via video conference and live streamed to Council's YouTube channel. All members participating via video conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.  
The meeting was held in public under the above provisions from 10.03am to 11:30am except where expressly noted.

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**Open Section**

**A1. Apologies**

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/12) to accept apologies from Cr Colin Olds, Cr Brian Jephson and Kit Nixon (Independent Member).*

*(Moved Cr Colenso/Seconded Mayor Beijen)*

Carried

**A2. Conflicts of Interest**

There were no conflicts of interest declared.

**A3. Public Participation**

There was no public participation.

**A4. Actions from Public Participation**

There were no actions from 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*

#### **A5. Extraordinary Business**

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/13)* to add item B2, the Bank Signatories Report. It was not on the agenda due to recent confirmation of personnel changes and cannot be deferred because having sufficient numbers of signatories is prudent for business continuity purposes, and two signatories are required for all transactions.

*(Moved Mayor Beijen/Seconded Cr Colenso)*

Carried

#### **B2. Bank Signatories Report (Item Moved)**

Ms Clarke spoke to the report and answered members queries regarding the processes and requirements to access to Council bank accounts; and how to increase efficiencies in this space. There was discussion on current accounts and requirements for those to remain open and those to be closed.

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/14)* to:

1. Receive the report.
2. Approve the additional name bank signatories: Charlotte (Charly) Clarke, Karon Ashforth (effective 7 June 2022), Paul Gardner, Stefan Corbett, Amanda Bradley.  
*(Moved Mayor Beijen/Seconded Cr Colenso)* Carried
3. Approve the recommendation to close the Kiwibank account.  
*(Moved Cr Emms /Seconded Cr West)* Carried
4. Upon leaving Council, any signatories are automatically removed on their final day of work.  
*(Moved Cr Colenso/Seconded Cr Emms)* Carried

#### **A6. Minutes for Confirmation**

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/14)* that the minutes of the Finance, Audit and Risk Committee meeting held on 30 March 2022 are a true and correct record.

*(Moved Mayor Beijen/Seconded Cr Emms)*

Carried

### **B Decision Reports**

#### **B1. Funding for Reprioritised Capital from Fiscal Stimulus Report**

Cr Hay and Ms Clark provided context/background to the paper. Members queried the loan length and considered options presented. Cr Hay had spoken with Cr Olds, Cr Jephson and Mr Nixon (Independent Member) who were supportive of the report recommendations.

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*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/15) to:*

1. Receive the Funding for Reprioritised Capital from Fiscal Stimulus Report.  
(Moved Mayor Beijen /Seconded Cr Emms) Carried
2. Recommend to Council that the additional capital expenditure be funded through the depreciation reserve.  
(Moved Mayor Beijen / Seconded Cr Emms) Carried

## **C Information and Verbal Reports from Chief Executive and Staff**

### **C1. Finance Report**

Cr Hay thanked Ms Clarke for her work whilst awaiting the onboarding of the new General Manager Finance.

Ms Clarke spoke to highlights in the report, noting that the budget overall is being adhered to and outlined areas exceeding income.

Ms Clarke answered members' queries in relation interest, income and expenditure.

Ms Clarke noted the majority of expenditure had been focused on IT hardware/ upgrades and additional staff. Infrastructure for IT still requires further work and is being progressed within budget.

Ms Clarke noted the issues around the management of water supplies has been resolved by stimulus programmes. Amenities were within budget and there were no changes in the reserve.

Mr Wilson informed members that funding has been applied from Waka Kotahi for the recent collapse that led to road closure at Cape Palliser and members queried whether this could be included in the Eco Reef project.

Rates arrears were discussed, and reductions were noted.

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/16) to:*

1. Receive the Finance Report.
2. Note exceedance in February 2022 to the investment thresholds.  
(Moved Cr Colenso /Seconded Mayor Beijen) Carried

### **C2. Policy and Governance Report**

Ms Bradley spoke to matters outlined in the report, including the development of the strategic risk register, a workshop being planned to support this and provided insight into the *all of Government* (AoG) tool.

Ms Bradley answered queries from members in relation to timeframes, scoring and use of the AoG tool, noting that robust policies and processes need to be in place to support better scoring. The Operating Risk Register is still actively being managed and reviewed whilst awaiting development of this document.

Ms Bradley provided an overview of the policy review, including increased capacity and timeframes for progressing this work.

Ms Bradley spoke on the progress of the resident's perception survey and answered queries from members about benchmarking.

Ms Bradley informed members that there is work underway on the report templates to support a reduction in length and usefulness for members.

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*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/17) to receive the Policy and Governance Report.*

*(Moved Cr Colenso /Seconded Cr West)*

Carried

**C3. Climate Change Report**

Ms Barthe spoke to matters in the report, outlined key lessons, reasoning behind the adoption of a risk and resilience strategy and the methods used to develop this. Work on risk ratings would be progressed through a workshop and presented to the next Finance, Audit and Risk Committee meeting.

Ms Barthe noted this work is only for the Council, not for the wider community and is also working alongside other local councils on impact assessments.

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/18) to receive the Climate Change Report.*

*(Moved Mayor Beijen/Seconded Cr Colenso)*

Carried

**B4. Action Items Report**

Members sought updates to Action 55 and Action 54 was closed.

Members noted there was a significant Government announcement on approach to waste recycling and sought update of Action 248 to capture this.

*FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/19) to receive the Action Items Report.*

*(Moved Mayor Beijen/Seconded Cr West)*

Carried

The meeting closed at 11:30am.

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

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