



FINANCE, AUDIT AND RISK COMMITTEE MINUTES

**MINUTES OF A MEETING OF THE FINANCE, AUDIT AND RISK COMMITTEE,
HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON
THURSDAY 25 JULY 2019 COMMENCING AT 10.04 AM**

PRESENT

Chairperson: Cr Martin (Deputy)
Members: His Worship the Mayor Cr Lash (Deputy)
Cr Neale Cr Routhan
Cr Olson Cr Havill ONZM
Cr Carruthers Kw Tumahai

1. KARAKIA TĪMATANGA OPENING KARAKIA

The Opening Karakia was read by the Chair, Deputy Mayor Martin.

2. NGĀ WHAKAPAAHA APOLOGIES

Cr Eatwell

Moved Deputy Mayor Lash, seconded Cr Olson and **Resolved** that the apology from Cr Eatwell be received and accepted.

ABSENT

Kw Rasmussen (absent at the commencement of the meeting).

STAFF PRESENT

S.R. Bastion, Chief Executive; L.A. Crichton, Group Manager: Corporate Services; F. Scadden, Planning and Customer Service Manager; D. Inwood, Group Manager: District Assets; K. Hibbs, People and Capability Manager; D.M. Maitland, Executive Assistant and Committee Secretary.

3. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register was circulated and no amendments were made at the meeting.

4. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

There were no urgent items of business that were not on the Committee Agenda.

5. **NGĀ MENETI O TE HUI KOMITI** **MINUTES OF COMMITTEE MEETING – 27 June 2019**

Deputy Mayor Martin advised that the Minutes of the previous Committee Meeting had been circulated to Councillors separately.

Moved Kw Tumahai, seconded Cr Carruthers and **Resolved** that the Minutes of the Finance, Audit and Risk Committee Meeting, held on the 27 June 2019 be confirmed as a true and correct record of the meeting.

6. **PŪRONGO KAIMAHI** **STAFF REPORTS**

6.1 **Interim Audit Management 2018-2019**

The Group Manager: Corporate Services advised the purpose of the report is to present the Interim Audit Management Report for the year ended 30 June 2019. His Worship the Mayor congratulated the Group Manager: Corporate Services for the work undertaken on the Interim Audit Management Report and also the relationship with Audit New Zealand.

Deputy Mayor Martin noted that Information Technology (IT) stands out as an area that is moveable and there are a number of IT recommendations that the Finance Audit and Risk Committee will need to support management in implementation of a very robust Strategic Plan around IT.

The Group Manager: Corporate Services advised the IT Strategy will carry on over the year end and this is due to work being done in the space of shared services with West Coast Councils. There is a Disaster Recovery process in place however this work involves more than IT. An Electronic Document Records Management System (EDRMS) is already budgeted for, and a team is working through this project. There are plans to have the EDRMS in place for the next financial year.

Kw Rasmussen attended the meeting at 10.12 am.

The Group Manager: District Assets advised that the re-valuations have been completed for this year, however Asset Management Data will go over into the next financial year.

The Group Manager: District Assets advised that some of the improvements made relate to the processes with contractors. Council's main contractors will be using the Assetfinda database.

Moved Cr Havill, seconded Cr Neale and **Resolved** that the Committee receives the Interim Audit Management Report for the year ended 30 June 2019.

7. **WORKPLAN**

The Group Manager Corporate Services spoke to the Rolling Workplan and advised that there is no financial report for this meeting as there are still adjustments to be made at the year end. The Risk Register is in the Confidential Agenda. The Health and Safety Report has come to the July meeting, which is a month earlier than identified on the Workplan and will be presented on a quarterly basis.

Moved Deputy Mayor Lash, seconded Cr Neale and **Resolved** that the Committee receives the Rolling Workplan.

**8. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI
RESOLUTION TO GO INTO PUBLIC EXCLUDED**

The Westroads Ltd Funding Request had been moved to the Public Excluded Section of the Council Meeting.

Moved His Worship the Mayor, seconded Cr Neale and **Resolved** that Council exclude the public in accordance with Section 48, Local Government Official Information and Meetings Act 1987, at 10.18 am.

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Confidential Minutes – 27 June 2019	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason or withholding exists. Section 48(1)(a)
2.	Risk Register	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason or withholding exists. Section 48(1)(a)
3.	Health and Safety Initiatives	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason or withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1 & 2	Protect the privacy of natural persons, including that of deceased natural persons (Schedule 7(2)(a)).
2.	Maintain legal professional privilege (Schedule 7(2)(g)) Avoid prejudice to measures protecting the health or safety of members of the public (Schedule 7(2)(d)). Would be likely otherwise to damage the public interest (Schedule 7(2)(c)).
3.	Protect the privacy of natural persons, including that of deceased natural persons (Schedule 7(2)(a)).

Moved His Worship the Mayor, seconded Cr Neale and **Resolved** that the business conducted in the 'Public Excluded Section' be confirmed, and accordingly, the meeting went back to the open part of the meeting at 10.41 am

**DATE OF NEXT COMMITTEE MEETING – 22 AUGUST 2019
ARAHURA MARAE, OLD CHRISTCHURCH ROAD, ARAHURA**

MEETING CLOSED AT 10.41 AM

Confirmed by:

Deputy Mayor Latham Martin
Chair – Finance, Audit and Risk Committee

Date