

## Waitaki District Council

### Finance, Audit and Risk Committee

**CONFIRMED MINUTES of a meeting of the  
Finance, Audit and Risk Committee of the Waitaki District Council  
held in the Council Chamber, Waitaki District Council Headquarters,  
20 Thames Street, Oamaru  
on Tuesday 20 March 2018 at 9.00am**

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<b>Present:</b>	Cr Colin Wollstein (Chair), Cr Craig Dawson (Deputy Chair), Cr Peter Garvan, Cr Jim Hopkins, Cr Jan Wheeler; Mayor Gary Kircher
<b>In Attendance:</b>	Cr Jeremy Holding Cr Hugh Perkins Cr Guy Percival Cr Melanie Tavendale Fergus Power (Chief Executive) Neil Jorgensen (Assets Group Manager / Deputy Chief Executive) Paul Hope (Finance and Corporate Development Group Manager) Bill Chou (Information Services Group Manager) Lisa Baillie (People and Culture Group Manager) (partial attendance) Lichelle Guyan (Heritage, Environment and Regulatory Group Manager) Ainslee Hooper (Governance and Policy Advisor)

The Chair opened the meeting at 9.00am, and welcomed everyone present.

**1. Apologies**

There were no apologies.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Confirmation of Minutes**

RESOLVED

FAR 2018/013

Cr Jim Hopkins / Cr Craig Dawson

That the Finance, Audit and Risk Committee confirms minutes of its public meeting held on 13 February 2018, as circulated, as a true and correct record of that meeting.

CARRIED

**4. Information Services Group Activity Report for the period 23 January to 5 March 2018**

The memorandum, as circulated, provided an update to the Finance, Audit and Risk Committee on Information Services Group activities that have arisen during the reporting period.

Programme Manager Richard Maher spoke about the project management framework that is being implemented, which will enable project progress tracking, more consistent reporting, and improved financial transparency per project. Risk management and information security issues are also being addressed in project status reports, and any issues or concerns that are raised will be more easily identified for closer monitoring.

There was brief discussion about network segmentation, project status reports, offsite recovery systems, and the introduction of e-services in three phases (current status – in phase one).

*Cr Guy Percival left the meeting at 9.20am, and returned at 9.22am.*

RESOLVED  
FAR 2018/014

Cr Jim Hopkins / Cr Peter Garvan  
That the Finance, Audit and Risk Committee receives and notes the information.

CARRIED

## **5. Finance and Corporate Development Group Activity Report for the period 23 January 2018 to 5 March 2018**

The memorandum, as circulated, provided an update to the Finance, Audit and Risk Committee on various finance, business development, policy, and health and safety matters that have arisen during the reporting period.

Group Manager Paul Hope spoke to his report, and highlighted key issues as follows: LTP process – Mr Hope acknowledged the excellent contribution of Mike Roesler, Policy Manager, to the Policy team in the past two years, and especially to the LTP process in this round. He would be finishing in his role this Friday, 23 March. The Consultation Document (CD) and other LTP documents had been through a ‘hot review’ with the Office of the Auditor-General, and final adjustments were now being made in preparations for their presentation to the 27 March Council Meeting for approval to go out for public consultation.

RESOLVED  
FAR 2018/015

Cr Jim Hopkins / Cr Craig Dawson  
That the Finance, Audit and Risk Committee receives and notes the information.

CARRIED

## **6. Monthly Financial Report – Period 7 January 2018**

The financial report, as circulated, effectively covered results for the seven months to 31 January, period 7 of the 2017/18 financial year. Indications are that the majority of Council activities are operating, as in previous reports, close to or better than budget. This report includes the effect of funding capital expenditure incurred in the second quarter.

RESOLVED  
FAR 2018/016

Cr Craig Dawson / Cr Jim Hopkins  
That the Finance, Audit and Risk Committee receives the information.

CARRIED

The Chair advised his intention to move the meeting into public excluded.

## **7. Resolution to Exclude the Public**

RESOLVED  
FAR 2018/017

Cr Jim Hopkins / Cr Peter Garvan  
That the public be excluded from the following part of the proceedings of this meeting, namely agenda items 8 and 9.

The general subject of each matter to be considered while the public is excluded; the reasons 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 this resolution are as follows:

## CONFIRMED MINUTES – FAR 20.03.2018

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter – Section 48(1)
Public Excluded:	To protect the privacy of natural persons.
8. Confirmation of Public Excluded Meeting Minutes 13 February 2018 PE	Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)
9. Rates Collection Update PE	To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(1)(a) (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.)

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.”

CARRIED

**Public Excluded Minutes apply**

RESOLVED  
FAR 2018/022

Cr Jim Hopkins / Cr Craig Dawson  
That the Finance, Audit and Risk Committee resumes in open meeting and decisions made in the public excluded session are confirmed and made public as and when required and considered.

CARRIED

## 10. Release of Public Excluded Information

In accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5, and pursuant to Resolution FAR 2018/011 of this meeting, the Committee APPROVED the release of previously public excluded information as set out below because there is no longer a need for continued protection under section 48(1) of the Local Government Official Information and Meetings Act 1987.

### 8. Confirmation of Public Excluded Previous Meeting Minutes PE

RESOLVED  
FAR 2018/018

Cr Jim Hopkins / Cr Craig Dawson  
That the Finance, Audit and Risk Committee confirms public excluded meeting minutes of 13 February 2018, as circulated, as a true and correct record.

CARRIED

There being no further business, the Chair declared the meeting closed at 10.02am.

CONFIRMED on the 10<sup>th</sup> day of April 2018 in the Council Chamber, Waitaki District Council Headquarters, 20 Thames Street, Oamaru.

*[signed]*

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Chairperson