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# Finance, Audit & Risk Committee

## OPEN MINUTES

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Minutes of a meeting of the Finance, Audit & Risk Committee held in the Council Chambers, Horowhenua District Council, Levin, on Wednesday 30 June 2021 at 4.00 pm.

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### PRESENT

<b>Chairperson</b>	Mr P Jones
<b>Deputy Chairperson</b>	Mrs C B Mitchell
<b>Members</b>	Mr D A Allan
	Mr W E R Bishop
	Mr R J Brannigan
	Mr T N Isaacs
	Mr B J Jackson
	Mr S J R Jennings
	Mrs V M Kaye-Simmons
	Mrs J F G Mason
	Mr P Tukapua
	Mayor B P Wanden

### IN ATTENDANCE

<b>Reporting Officer</b>	Mrs J Straker	(Chief Financial Officer)
	Mr D M Clapperton	(Chief Executive)
	Mrs N Brady	(Deputy Chief Executive)
	Mr D McCorkindale	(Group Manager – Customer & Strategy)
	Mr B Maguire	(Group Manager – Infrastructure Development)
	Mr K Peel	(Group Manager – Infrastructure Operations)
	Mr D Yorke	(Horowhenua Alliance – Alliance Director)
	Mrs L Slade	(Group Manager – People & Culture)
	Mr J Paulin	(Financial Accountant)
	Mrs V Miller	(Compliance Manager)
	Ms M Leyland	(Consents Manager)
	Mr S Magi	(Information Services Manager)
	Mr T Parsons	(Senior Projects Manager)
	Mrs A Huria	(Projects Coordinator – Customer & Strategy)
	Mrs K J Corkill	(Meeting Secretary)

### ALSO IN ATTENDANCE

Mr S Lucy	(Audit Director, Audit New Zealand)
Mr D Law	

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**1 Apologies**

An apology was recorded for Cr Ketu.

MOVED by Cr Isaacs, seconded Cr Kaye-Simmons:

*THAT the apology from Councillor Ketu be accepted.*

**CARRIED**

**2 Public Participation**

None requested.

**3 Late Items**

There were no late items.

**4 Declarations of Interest**

There were no declarations of interest.

**5 Confirmation of Minutes**

MOVED by Cr Brannigan, seconded Mr Jones:

*THAT the minutes of the meeting of the Finance, Audit & Risk Committee held on Wednesday, 28 April 2021, be confirmed as a true and correct record.*

**CARRIED**

**6 Announcements**

There were no announcements.

**7 Reports**

With the meeting's agreement, and to accommodate Mr Lucy's attendance, item 21/257 the Audit New Zealand – Final Management Report for the year ended 30 June 2020 was the next item addressed.

**7.7 Audit New Zealand – Final Management Report for the year ended 30 June 2020**

To present to the Finance, Audit & Risk Committee the Audit New Zealand Management Report for the year ended 30 June 2020.

Audit Director, Mr Lucy, was welcomed to the table and he responded to queries from Elected Members.

Responses to a number of matters raised were also provided by Mrs Straker, Mr Jones, Mr Clapperton and Mr Maguire, with Mrs Straker saying that the report (60 pages) was hopefully longer than it would be at this time next year as with continual process improvement, a number of the items should be removed before finalising the next Annual Report.

Acknowledging the large number of items that had been identified in the Audit Report, Mr Clapperton said he would be putting together a work programme to ensure they were addressed and this would come back to Council at the August FAR meeting for Elected Members to prioritise.

MOVED by Cr Kaye-Simmons, seconded Mr Jackson:

*THAT Report 21/257 Audit New Zealand - Final Management Report for the year ended 30 June 2020 be received.*

*THAT this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.*

**CARRIED**

## 7.1 Customer and Strategy - Activity Update

### Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects and activities being undertaken within the Customer and Strategy portfolio of Council.

Mrs Miller and Ms Leyland joined the table to speak to the report and respond to any queries.

Ms Leyland advised that in terms of consenting activity, it had continued to rise at a much higher rate than expected. As at 30 June, for the first time, over 800 building consents had been consented and by the end of today, over 900 building consents would have been lodged. In terms of resource consenting activity, 15 more subdivision and land use consents had been granted than last year and the number of applications lodged was around 8½% higher, so things were continuing to increase at a fairly high rate.

Ms Leyland also noted that unfortunately Council had not reached its 100% statutory compliance goal, but after recent discussions with other Councils to see how they were coping with the increased activity and how they were currently performing in relation to statutory time frames, our Council's level of 99% was a fairly good outcome. Additionally, inspections were currently done 4/5 days after request; some Councils were up to the 2-3 week mark. It was not where Council wanted to be in terms of the bigger picture, but Officers were still delivering good service comparatively.

MOVED by Cr Isaacs, seconded Cr Kaye-Simmons:

*THAT Report 21/92 Customer and Strategy - Activity Update be received.*

*THAT this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.*

**CARRIED**

## 7.2 Infrastructure Development - Activity Update

### Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects being undertaken by the Infrastructure Development Group.

Mr Maguire and Senior Project Manager, Mr Parsons, spoke to the report, showing a multimedia presentation in relation to the Foxton Beach Wharf remediation and Foxton Wastewater Treatment Plant to show the current status of these projects which were nearing completion.

MOVED by Cr Brannigan, seconded Cr Isaacs:

*THAT Report 21/256 Infrastructure Development - Activity Update be received.*

*THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

**CARRIED**

### 7.3 Infrastructure Operations - Activity Update

#### Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects being undertaken by the Infrastructure Operations Group.

Mr Clapperton joined Mr Maguire at the table to provide an update on the Gladstone Road realignment and how the current situation, which had seen the road closed again during the recent weather event, would be addressed.

Mr Clapperton advised that the work would be undertaken as emergency works as provided for under s330 of the RMA which meant that Council did not have to apply for resource consents now; they could be applied for retrospectively if required. Also outlined were the various factors, such as stability of the hillside, safety, etc, that Council had needed to take into consideration prior taking such action.

With a number of matters raised in relation to process, contingency plans and the impact on residents, the Chair noted that, at this stage, this was an operational issue, not one for this forum, with Mr Clapperton saying there would be the opportunity for a review of the process further down the track.

MOVED by Mr Jackson, seconded Cr Allan:

*THAT Report 21/177 Infrastructure Operations - Activity Update be received.*

*THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

**CARRIED**

### 7.4 Horowhenua Alliance - Activity Update

#### Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects being undertaken by the Horowhenua Alliance.

Mr Maguire introduced Mr David Yorke, the recently appointed Alliance Director, to the meeting, with it noted that, going forward, the Alliance would have its own Activity Report in the FAR Agenda.

Mr Yorke provided an explanation in relation to the KPI updates (3.2) in the report, noting particularly that there had been four compliments received and one complaint.

MOVED by Cr Isaacs, seconded Cr Kaye-Simmons:

*THAT Report 21/289 Horowhenua Alliance - Activity Update be received.*

*THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

**CARRIED**

### 7.5 Eleven Month Report 1 July 2020 - 31 May 2021

#### Purpose

To present to the Finance, Audit & Risk Committee the financial report for the eleven months to 31 May 2021.

Requesting that the report be taken as read, Mrs Straker highlighted the capital programme as one of the key elements, which was tracking at around \$28m of the \$30m budget. The events of the weekend had not been quantified as yet, but that would be undertaken over the next week.

MOVED by Mr Jones, seconded Cr Mitchell:

*THAT Report 21/258 Eleven Month Report 1 July 2020 - 31 May 2021 be received.*

*THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

**CARRIED**

## 7.6 Monitoring Report - Internal Audit Recommendations - 01 July 2018 to 30 June 2019

### Purpose

To present to the Finance, Audit & Risk Committee the Internal Audit Monitoring Report for the year ended 30 June 2019.

The Chair noted that this would be a quarterly report.

MOVED by Cr Brannigan, seconded Cr Allan:

*THAT Report 21/280 Monitoring Report - Internal Audit Recommendations - 01 July 2018 to 30 June 2019 be received.*

*THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

**CARRIED**

## 7.8 FAR Committee - Actions

### Purpose

To report back to the Finance, Audit & Risk Committee on requested actions.

MOVED by Cr Allan, seconded Cr Kaye-Simmons:

*THAT Report 21/259 FAR Committee - Actions be received.*

*THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

**CARRIED**

## 8 Procedural motion to exclude the public

MOVED by Mr Jackson, seconded Cr Tukapua:

*THAT the public be excluded from the following part(s) of the proceedings of this meeting.*

*The general subject of each matter to be considered while the public is 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 this resolution follows.*

*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:*

### C1 Cyber Security

<i>Reason for passing this resolution in relation to each matter</i>	<i>Particular interest(s) protected (where applicable)</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<i>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good</i>	<i>s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper</i>	<i>s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of</i>

<i>reason for withholding exists under section 7.</i>	<i>gain or improper advantage.</i>	<i>information for which good reason for withholding exists under section 7.</i>
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The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

**CARRIED**

6.24 pm The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

6.42 pm There being no further business, the Chairperson declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF THE FINANCE, AUDIT & RISK  
COMMITTEE HELD ON

**DATE:**..... 30 June 2021 .....

**CHAIRPERSON**

