

Audit, Risk & Finance Committee

9 July 2020



Audit Risk & Finance Committee Minutes

Minutes of the Audit, Risk & Finance Committee meeting held on Thursday 9 July 2020, commencing at 11.35am, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Leen Braam (Chair), John Falloon, Carolyn Cameron, Liz McMillan and Stuart Wilson; Murray Harrington (external appointee via Zoom).

Also present:

Councillors Rodger Letham, Lynette Lovett, Angus McKay and Diane Rawlinson.

In attendance

Hamish Riach (Chief Executive), Paul Brake (GM Business Support), Sarah Mosley (Manager People & Capability), Jane Donaldson (GM Strategy & Compliance), Neil McCann (GM Infrastructure Services), Toni Durham (Strategy & Policy Manager), Rachel Sparks (Finance Manager), Ruben Garcia (Communications Manager), Tania Paddock (In-house Counsel), James Lamb (Emergency Management Officer) and Carol McAtamney (Governance Support Officer).

Presentations:

GCH Aviation 11.30am – 12.08pm

1 Apologies

Nil.

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes 19/03/20

That the minutes of the Audit, Risk & Finance Committee meeting held on 19 March 2020, be taken as read and confirmed.

Falloon/Cameron

Carried

5 Committee Updates

- **Rates resolution – 25/06/20**

The Committee noted that the resolution will need to be amended as a result of the additional UAGC Methven rate. The existing resolution will be revoked and a new rates resolution passed by Council at an extraordinary meeting on 30 July.

Murray Harrington joined the meeting via zoom at 11:40am.

- **Breach of hedging and policy compliance**

The breach will happen in 2025.

That Council notes the breach of the debt hedging compliance at 30 June 2020.

McMillan/Falloon

Carried

- **Audit Arrangement Letters**

A query was made as to whether this topic (Audit engagement, Audit proposal and Audit plan) could be moved from public excluded and discussed in open meeting.

The Group Manager Business Support advised that the documents are not finalised and advance notification would need to be advised to the Audit NZ Director of the change as he is of the opinion that this is to be discussed in public excluded.

The request was withdrawn.

6 Ashburton Hospital Helipad

Matthew Boulcott –GCH Aviation/James Lamb (11.44am to 12.02pm)

There were concerns raised around the restrictions the new status of the heli-pad would have on drone activity and non-emergency flight landings within the approved zone. Clarification was also sought on the management of the pad.

Recommendation to Council

That Council:

1. Grants approval for GCH Aviation and Helicopters Otago to implement IFR approach operations to Ashburton Hospital Helipad; and
2. Authorises the helipad be published in the New Zealand AIP as an established pad.

Falloon/McMillan

Carried

Post meeting note: the Emergency Management Officer will meet with GCH Aviation and representatives from Ashburton and Christchurch hospitals to address the safety management arrangements for the helipad. This matter was adjourned at the Council meeting (13/08/20) pending a supplementary report, to be uplifted for discussion at the extraordinary Council meeting on 27/08/20.

7 2020-21 Rates – Rates Remission Policy

Recommendation to Council

1. **That** Council undertakes targeted consultation with the community to propose relaxing the criteria and process in the Rates Remission Policy for 2020-21 only, for penalty write-offs for instalments 1-4 of the 2020-21 rates, specifically;
 - a. **That** Council waives the restriction to allow for penalty waivers to be applied if applicants have already received a waiver in the past 24 months, with the maximum number of write-offs available being for the rates instalments 1-4 in the 2020-21 rating year.
 - b. **That** Council allows applicants to apply for a penalty waiver in writing, via an online form or over the phone.
2. **That** officers undertake consultation in line with Section 82 of the LGA and report back findings to Council on 13 August 2020.

Wilson/Mayor

Carried

Finance Variance Report

- A query was made as to what 'other revenue' includes – in response, the Committee heard this includes any Council revenue that is not rate related ie: property rental, lease revenue, commission on rates from Environment Canterbury etc.

Business transacted with the public excluded – 12.40pm

That the public be excluded from the following parts of the proceedings of this meeting, namely – 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 are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
9	Minutes 19/03/20	Section 7(2)(h)	Commercial activities
10	Audit NZ	Section 7(2)(h)	Commercial activities
11	Development contribution postponement	Section 7(2)(h)	Commercial activities
12	Internal borrowing	Section 7(2)(h)	Commercial activities
13	Health & Safety	Section 7(2)(a)	Protection of privacy of natural persons

McMillan/Brown

Carried

Art Gallery and Heritage Centre

The Committee received a brief update following investigations of the roofing area where the buffer tanks are located and water is leaking under the roofing material. The intention is to install replacement buffer tanks and equipment on the ground at the Domain end of the building. The equipment can be installed by connecting to the existing plant on the roof which will minimize the downtime of the facility.

The Committee meeting concluded at 1.39pm.