



Hastings District Council

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OPEN MINUTES

FINANCE AND MONITORING COMMITTEE

Meeting Date: **Tuesday, 22 May 2018**

**Minutes of a Meeting of the Finance and Monitoring Committee held on
Tuesday, 22 May 2018 at 1.00pm**

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HASTINGS DISTRICT COUNCIL

MINUTES OF A MEETING OF THE FINANCE AND MONITORING COMMITTEE HELD IN THE COUNCIL CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON TUESDAY, 22 MAY 2018 AT 1.00PM

PRESENT: **Chair:** Councillor Kerr
Mayor Hazlehurst
Councillors Barber, Dixon, Harvey, Heaps, Lawson,
Lyons, Nixon, O'Keefe, Poulain, Schollum, Travers
(Deputy Chair) and Watkins

IN ATTENDANCE: Chief Executive (Mr R McLeod)
Chief Financial Officer (Mr B Allan)
Financial Controller (Mr A Wilson)
Manager Strategic Finance (Mr B Chamberlain)
Group Manager: Asset Management (Mr C Thew)
Committee Secretary (Mrs C Hilton)

1. APOLOGIES

Councillor Kerr/Councillor Travers

That an apology for absence from Councillor Redstone be accepted.

CARRIED

LEAVE OF ABSENCE

Councillor Kerr/Councillor Lyons

That leave of absence be granted for

Councillor Dixon 24 July to 22 August 2018

Councillor O'Keefe 24 May 2018

Councillor Heaps 28 and 29 May 2018

Councillor Schollum 20 to 22 June 2018

Councillor Barber 15 to 25 June 2018

Councillor Lawson 18 to 21 June 2018

Councillor Travers 22 September to 2 October 2018

CARRIED

2. CONFLICTS OF INTEREST

Councillor Dixon – Item 5 – Te Mata Park Trust Board and Hawke's Bay Opera House Limited – Council Controlled Organisation Exemption

3. CONFIRMATION OF MINUTES

Councillor Watkins/Councillor Lyons

That the minutes of the Finance and Monitoring Committee Meeting held Tuesday 20 March 2018 be confirmed as a true and correct record and be adopted.

CARRIED

4. FITZROY AVENUE DEVELOPMENT PROJECT WRAP-UP REPORT

(Document 18/190)

The meeting acknowledged the Council team that had been involved in this successful project. The Board of Hastings District Properties Limited (P Snelling (Chairman), M Clews, D Mackersey and R Cranswick) was also recognised and thanked for the significant role they played in delivering on Council's goals for this development. A letter would be sent, from the Chief Executive, to the Board members acknowledging their assistance.

Councillor Dixon/Councillor Schollum

A) That the report of the Chief Financial Officer titled "Fitzroy Avenue Development Project Wrap-up Report" dated 22/05/2018 be received.

B) That the Chief Executive be authorised to send a letter to the Board of Hastings District Properties Limited acknowledging the Board's role and its contribution to delivering this successful project.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure.

CARRIED

Councillor Dixon having previously declared a conflict of interest withdrew from the meeting table for this item. He was asked to respond to questions regarding matters associated with the Te Mata Park Trust Board, in his role as a Trustee, but he took no part in discussion or voting on this item.

5. TE MATA PARK TRUST BOARD AND HAWKE'S BAY OPERA HOUSE LIMITED - COUNCIL CONTROLLED ORGANISATION EXEMPTION

(Document 18/304)

Councillor Heaps/Councillor Barber

A) That the report of the Manager Strategic Finance titled "Te Mata Park Trust Board and Hawke's Bay Opera House Limited - Council Controlled Organisation Exemption" dated 22/05/2018 be received.

B) That, as provided for in sections 6 and 7 of the Local Government Act 2002, the Finance and Monitoring Committee grants the Te Mata Park Trust Board an exemption from being a Council Controlled

Organisation, as defined by section 6 of the Local Government Act 2002 for a period of three years to 30 June 2021.

- C) That, as provided for in sections 6 and 7 of the Local Government Act 2002, the Finance and Monitoring Committee grants the Hawke's Bay Opera House Limited an exemption from being a Council Controlled Organisation, as defined by section 6 of the Local Government Act 2002 for a period of three years to 30 June 2021.**
- D) That Council instruct staff to incorporate into any contract for services with Te Mata Park Trust Board appropriate forecasting and reporting requirements.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure in a way that is most cost-effective for households and business:

CARRIED

6. WATER SERVICES FINANCIAL OVERVIEW

(Document 18/446)

Councillor Lyons/Mayor Hazlehurst

- A) That the report of the Chief Financial Officer titled "Water Services Financial Overview" dated 22/05/2018 be received.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure in a way that is most cost-effective for households and business.

CARRIED

7. FINANCIAL QUARTERLY REPORT FOR THE NINE MONTHS ENDED 31 MARCH 2018

(Document 18/390)

The Financial Controller, Mr A Wilson, displayed a powerpoint presentation (FIN-09-01-18-152) and Officers responded to questions from the Committee.

Councillor Nixon/Councillor Heaps

- A) That the report of the Financial Controller titled "Financial Quarterly Report for the nine months ended 31 March 2018" dated 22/05/2018 be received.**

CARRIED

8. SUMMARY OF RECOMMENDATIONS OF THE RISK AND AUDIT SUBCOMMITTEE MEETING HELD 1 MAY 2018

(Document 18/400)

Councillor Lyons/ Lawson

- A) That the report of the Chief Financial Officer titled “Summary of Recommendations of the Risk and Audit Subcommittee meeting held 1 May 2018” be received.
- B) That the following recommendations from the Risk and Audit Subcommittee meeting on 1 May 2018 be ratified.

“4. HEALTH AND SAFETY RISK MANAGEMENT UPDATE

A) That the report of the Health and Safety Advisor titled “Health and Safety Risk Management Update” dated 1/05/2018 be received.

- B) That it be recommended to Council that the proposed changes to Health and Safety Reporting timeframes outlined in the Report in A) above, and as set out below, be approved.*
- That monthly reporting on Health and Safety management be uploaded onto the hub for elected members to review.*
 - That quarterly reports continue to be presented to Council.*
 - That any urgent Health and Safety issues arising outside of the quarterly reporting regime be either notified to the Chief Executive/delegate to elected members by e-mail and / or brought to Council as a “special report”.*

“6. ENTERPRISE RISK MANAGEMENT UPDATE

- A) That the report of the Risk and Corporate Services Manager titled “Enterprise Risk Management Update” dated 1/05/2018 be received.*
- B) That the Risk and Audit Subcommittee recommend to Council that Biosecurity Failure (Strategic Risk number 11) be removed from the Strategic Risk Register and the relevant issues be incorporated into Economic Downturn (Strategic Risk number 10).*

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and business by:

- i) Validating that risks in core business processes are effectively managed.”*

“7. ASSET MANAGEMENT PLANS

- A) That the report of the Chief Financial Officer and Group Manager: Asset Management titled “Asset Management Plans” dated 1/05/2018 be received.*
- B) That the Risk and Audit Subcommittee endorse the receipt of the 2018-28 Asset Management Plan summaries for Roading, Water Supply, Waste Water and Stormwater and recommend them to*

Council for adoption as part of the Council's 2018-28 Long Term Plan.

- C) That the Risk and Audit Subcommittee endorse the Group Manager: Asset Management's proposal to commission further independent review work to inform future improvement priorities in readiness for the 2018-28 Asset Management Plans.**

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure in a way that is most cost-effective for households and business by:

- i) Acknowledging that the planning and understanding of Council's important infrastructure assets are good."**

CARRIED

9. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

10. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

11. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEM 12

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Heaps/Councillor Schollum

THAT the public now be excluded from the following parts of the meeting, namely;

12 Hawke's Bay Airport Limited - Appointment of Director

The general subject of the matter to be considered while the public is excluded, the reason for passing this Resolution in relation to the 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 is as follows:

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION
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12 Hawke's Bay Airport Limited - Appointment of Director

Section 7 (2) (a)

The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.

Protecting the privacy of the individual being considered for appointment as a Director.

Section 48(1)(a)(i)

Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.

CARRIED

The meeting closed at 2.00pm

Confirmed:

Chairman:

Date: