

MINUTES OF THE FINANCE REGULATORY AND BUSINESS SUPPORT OF THE GREY DISTRICT COUNCIL**Held in Council Chambers, 105 Tainui Street, Greymouth****on Monday 17 June 2024 commencing at 1.30 pm**

PRESENT: Mayor Tania Gibson, Councillor Allan Gibson, Councillor John Canning, Councillor Peter Davy, Councillor Kate Kennedy (via Zoom), Councillor Robert Mallinson, Councillor Jack O'Connor, Councillor Tim Mora

IN ATTENDANCE: Gerhard Roux (Group Manager Support), Trish Jellyman (Democracy Advisor), Megan Bourke (Communications Officer)

1 APOLOGIES AND DECLARATIONS OF INTEREST

1.1 Apologies

APOLOGIES

COMMITTEE RESOLUTION FRABS 24/06/001

Moved: Mayor Tania Gibson

Seconded: Cr Tim Mora

That the apology received from Cr Rex MacDonald and Kw Tumahai be accepted and leave of absence granted.

Carried Unanimously

1.2 UPDATES TO THE INTERESTS REGISTER

There were no updates to the Interest Register.

1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA

There were no declarations of interest.

1.4 NOTIFICATION OF LATE ITEMS

There were no late items

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

2.1 CONFIRMATION OF THE FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD ON 29 APRIL 2024

COMMITTEE RESOLUTION FRABS 24/06/002

Moved: Mayor Tania Gibson

Seconded: Cr John Canning

That the minutes of the Finance Regulatory and Business Support Committee held on 29 April 2024 be confirmed as true and correct.

Carried Unanimously

2.2 RECEIPT OF MINUTES OF THE RISK AND ASSURANCE SUB-COMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 4 JUNE 2024

COMMITTEE RESOLUTION FRABS 24/06/003

Moved: Mayor Tania Gibson

Seconded: Cr John Canning

That the minutes of the Risk and Assurance Sub-Committee Meeting held on 4 June 2024 be received and noted.

Carried Unanimously

3 AGENDA ITEMS

3.1 REGULATORY, RECREATION, BUSINESS SUPPORT AND CUSTOMER SERVICES REPORT

Refer page 19 of the agenda.

The GMS spoke to this report. He stated that this is the first attempt to a more detailed report, and he welcomed feedback from Councillors.

Following on from input from Cr Mallinson, it was agreed that the reporting of deaths of tenants that had resided in Council Retirement Housing would not be reported going forward.

Her Worship commented that the more detail in this report is good to see. She stated that the information around the visitor numbers to the library is pleasing as these high numbers gives her confidence in view of the new library being planned. She also commented on the high use at the WRC.

Cr O'Connor agreed that this information confirms the need for the new library. He stated the MTFJ numbers are also very pleasing. He suggested that the HappyOrNot machine at the library may need to be moved to a better location within the library to encourage more use.

Cr Mallinson drew attention to threats in the IT cyber area as there is a 75% risk likelihood of data breach.

The GMS advised that this matter is being tracked by the RAC and quite a bit of budget has been allocated for this. He stated that the project is 48% complete.

Her Worship spoke of the struggle in getting planning staff and asked when new staff are expected to start. The GMS stated that a new senior planner has started earlier this week.

At Cr Mora's suggestion it was agreed that IT vulnerability would be moved to the public excluded section of this meeting going forward.

Her Worship spoke of the position description for the café at the WRC. The GMS advised that applications closed last week and an update will be provided soon.

Cr Mallinson asked what steps will be taken to minimisation risk with the implementation of electronic purchase orders.

The GMS advised that a plan will be rolled out to staff along with adjustments being made to the existing Procurement Policy and staff training to be worked through. He stated that a lot of staff time will be saved by moving to an electronic system.

Cr Mora spoke of the 35 infringement notices issued to freedom campers. He asked if people actually do pay them. The GMS responded that the collection strategies are being spruced up, with phone calls and emails to debtors now in place.

The GMS answered questions about outstanding debtors and it was agreed that this matter would be further covered in the public excluded section of the meeting. The GMS stated that overdue debtors work is improved as there is now more staff assisting with this work.

Cr Mora and Mallinson both stated that the amount of detail and extra information in this new report is very helpful.

Cr Mallinson requested that on the activity based management accounts, could revenue and expenses be totalled in future. The GMS agreed with this request.

COMMITTEE RESOLUTION FRABS 24/06/004

Moved: Mayor Tania Gibson

Seconded: Cr Allan Gibson

That the Finance Regulatory and Business Support Committee:

1. Receives the report and notes the contents.
2. The changes as outlined in the discussion be incorporated in future reports.

Carried Unanimously

3.2 FINANCE REPORT FOR THE PERIOD ENDING 31 MAY 2024

Refer page 45 of the agenda.

COMMITTEE RESOLUTION FRABS 24/06/005

Moved: Mayor Tania Gibson

Seconded: Cr Allan Gibson

That the Finance Regulatory and Business Support Committee:

1. Receives the report and notes the contents.

Carried Unanimously

3.3 ACTIVITY BASED MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 31 MAY 2024

Refer page 52 of the agenda.

Cr Gibson requested a breakdown on the costs for the repair of the canopy in the square. He stated that he is unsure why there were costs to Council for the repair work as this was not supposed to be the case.

The GMS stated that this may have been cost recoverable but he will follow up and report back to Council.

Cr O'Connor noted that some insurance costs are favourable and some unfavourable.

The GMS stated that overall insurance position is unfavourable and overhead allocations are still based on book value of assets makes budget lower than actual in divisions and this makes the overhead look positive until consolidated for whole of Council.

COMMITTEE RESOLUTION FRABS 24/06/006

Moved: Cr Allan Gibson

Seconded: Cr Jack O'Connor

That the Finance Regulatory and Business Support Committee:

- (a) Receive the report and note the contents.

Carried Unanimously

4 IN COMMITTEE ITEMS

That the public is excluded from this part of the meeting in relation to:

Agenda items 4.1 & 4.2

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:

COMMITTEE RESOLUTION FRABS 24/06/007

Moved: Mayor Tania Gibson

Seconded: Cr Allan Gibson

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
4.1 - CONFIRMATION OF IN COMMITTEE MINUTES OF FINANCE REGULATORY AND BUSINESS SUPPORT COMMITTEE HELD ON 29 APRIL 2024	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7
4.2 - RECEIPT OF IN COMMITTEE MINUTES OF THE RISK AND ASSURANCE SUB-COMMITTEE MEETING HELD UNDER DELEGATED AUTHORITY FOR INFORMATION OF COUNCIL HELD 4 JUNE 2024	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	s48(1)(a)(i) - 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 for withholding would exist under section 6 or section 7

Carried Unanimously

5 SUB-COMMITTEE RESUMES IN OPEN MEETING

CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING.

The meeting concluded at 2.08 pm.

Confirmed

T Gibson

Deputy Chairperson

_____/_____/_____

Date

UNCONFIRMED