

Komiti o te Ōtita me te Mōrearea | Audit & Risk Committee



Mēneti Wātea | Open Minutes



Minutes of a meeting of Audit & Risk Committee held in the Council Chambers, 35 Kenrick Street, TE AROHA on Tuesday 29 June 2021 at 9.00am.

Ngā Mema | Membership

Tiamana Chairperson	Joanne Aoake
External Member	Gary Thompson
Elected Members	Mayor Ash Tanner
	Cr Donna Arnold
	Cr Bruce Dewhurst
	Cr Kevin Tappin
	Cr James Thomas
	Cr Adrienne Wilcock



Ngā whakapāha | Apologies

Cr Kevin Tappin

Kaimahi i reira | Staff Present

Name	Title	Item No.
Don McLeod	Chief Executive Officer	
Stephanie Hutchins	Committee Secretary and Corporate Administration Officer	
Niall Baker	Corporate Strategy Team Leader	6.1, 6.2, 6.3, 7.3
Ellie Mackintosh	Legal Advisor	6.4, C2
Sandra Harris	Corporate Strategy Team Leader	6.5, 6.6, 6.7
Larnia Rushbrooke	Finance and Business Services Manager	6.5, 6.6, 6.8
Dennis Bellamy	Group Manager Community Development	6.9, 6.10, 6.11, C2
Iliyas Galymzhan	Risk Manager	6.10
Ally van Kuijk	District Planner	7.1
Kelly Reith	People, Safety and Wellness Manager	7.2
Karl Pavlovich	Water & Wastewater Manager	7.3
Fiona Vessey	Group Manager Service Delivery	7.3, C1

I reira | In Attendance

	Time In	Time Out
Chloe Blommerde – <i>Stuff Reporter, Waikato Times</i>	9.00am	10.20am
Lauren Clark – <i>Audit New Zealand – Zoom attendance</i>	9.16am	12.35pm
Kataraina Macown – <i>Audit New Zealand</i>	9.17am	12.35pm

1 Whakatūwheratanga o te hui | Meeting Opening

Chair Joanne Aoake welcomed members, staff and the public and declared the meeting open at 9.05am. Chair J Aoako invited Gary Thompson to perform the opening Karakia.

**2 Ngā whakapāha/Tono whakawātea | Apologies/Leave of Absence
COMMITTEE RESOLUTION**

That the apology from Cr K Tappin be accepted and leave of absence from the meeting be granted.

That the apology from Cr A Wilcock for early departure from the meeting be accepted and leave of absence for the remainder of the meeting be granted. Cr A Wilcock left after morning tea at 10.46am.

That the apology from Cr J Thomas for early departure from the meeting be accepted and leave of absence for the remainder of the meeting be granted. Cr J Thomas left at 11.13am.

Moved by: Cr A Wilcock

Seconded by: Cr D Arnold

KUA MANA | CARRIED

3 Pānui i Ngā Take Ohore Anō | Notification of Urgent/Additional Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
 - (iii) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

4 Whākī pānga | Declarations of interest

Members were reminded to declare any conflicts of interests that they may have in relation to items on the agenda.

5 Whakaaetanga mēneti | Confirmation of minutes

That the minutes of the Ordinary Meeting of Audit & Risk Committee held on Tuesday, 9 March 2021, be confirmed as a true and correct record of the meeting.

Moved by: Cr A Wilcock
Seconded by: Cr B Dewhurst

KUA MANA | CARRIED

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TAKE MATATAPU | PUBLIC EXCLUDED

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6 Pūrongo me whakatau | Decision Reports

Chair Welcome

CM No.: 2449186

Rāpopotonga Matua | Executive Summary

Newly appointed chairperson, Joanne Aoake to provide an update to the Committee.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Mayor A Tanner

Seconded by: Cr A Wilcock

KUA MANA | CARRIED

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Committee Secretary and Corporate Administration Officer	
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Approved by	Niall Baker Corporate Strategy Team Leader	
	Don McLeod Chief Executive Officer	

Item taken out of order and considered after Item 6.2

Appointment - Audit & Risk Committee Chairperson

CM No.: 2434164

Rāpopotonga Matua | Executive Summary

This report is to inform the Committee that Council has appointed Ms Joanne Aoake as Audit & Risk Committee Chair until the end of the current triennium, following the resignation of John Luxton.

COMMITTEE RESOLUTION

That:

1. The information be received.
2. The Committee note the appointment of Joanne Aoake as Committee Chair.

Moved by: Cr A Wilcock
Seconded by: Cr B Dewhurst

KUA MANA | CARRIED

Horopaki | Background

The Audit and Risk Committee assists Council in ensuring it has appropriate risk management and internal and financial control systems across a wide range of functions provided for under the Long Term Plan/Annual Plan, for example the Council's Annual Report.

Membership

The Mayor has established the Audit and Risk Committee. The membership of the Committee shall be:

- the Mayor
- five Councillors
- an Independent Chairperson
- An independent member
- An Iwi Representative (nominated by the Te Manawhenua Forum)

The member Councillors and Chair of the Committee shall be established at the time of the triennial elections, and may be changed as circumstances require.

Councillors, Bruce Dewhurst, Adrienne Wilcock, Kevin Tappin, Donna Arnold and James Thomas are appointed as members of the Committee.

In December 2020, Council resolved include the addition of an iwi representative to its Audit and Risk Committee, nominated by Te Manawhenua Forum (Forum). The Forum was invited to put forward a representative to join as a member of the Audit & Risk Committee, and Gary Thompson was nominated.

Initially the Chairperson was the only independent member. Joanne Aoake was appointed from the 2019 elections; becoming the second external member.

John Luxton resigned from the Chair position in January 2021 and a selection process was worked through to appoint a new Chairperson. After considering a number of potential appointees it was identified that Joanne Aoake would be a suitable Chairperson. Council confirmed Joanne's appointment to the role at its meeting 5 May 2021 (in a public excluded session).

Joanne Chaired the March meeting of the Audit & Risk Committee. As Council has confirmed her appointment to the Chair role, she will assume the role permanently from this (June) meeting until the end of the current triennium (i.e. October 2022).

Appointing Joanne to the Chair position will mean her position as an independent member will remain vacant.

Audit & Risk Charter

The Charter says:

The Chairperson must be suitably qualified and shall be an external appointment with skills and experience to provide value for the Council. The Committee size will be determined by Council and must include members who are financially literate, and have appropriate skills and interest, with provision for a second external member.

Ngā Take/Kōrerorero | Issues/Discussion

Legislative requirements

The powers for the Mayor came into force as from 12 October 2013. These powers are set out in Section 41A of the Local Government Act 2002. Section 41A states the Mayor has the power to:

- a) To appoint the deputy mayor;
- b) To establish committees of the territorial authority;
- c) To appoint the chairperson of each committee established under paragraph (b), and, for that purpose, a mayor:
 - (i) May make the appointment before the other members of the committee are determined;
 - and
 - (ii) May appoint himself or herself.

Section 41A(6) says the Mayor must not delegate any of the above powers. However, section 41A(7) envisages that a mayor may decline to exercise their power to appoint a Committee Chairperson. Mayor Ash advised he did not wish to use this power in this instance so full Council made the Chair appointment.

Council is still able to disestablish a committee established by the mayor, or remove from office a chairperson that the mayor has appointed.

Schedule 7 Clause 31 of the Local Government Act 2002 allows Council to appoint a non-Councillor to a Committee if, in the opinion of the Council, that person has the skills, attributes, or knowledge that will assist the work of the Committee.

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

Remuneration for the Chairperson has been agreed.

Ngā Tāpiritanga | Attachments

- A. Matamata-Piako District Council - Audit and Risk Committee Charter - December 2019

Ngā waitohu | Signatories

Author(s)	Niall Baker Corporate Strategy Team Leader	
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Approved by	Don McLeod Chief Executive Officer	
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Item taken out of order and considered before item 6.1

Rescheduled Meeting Times

CM No.: 2447416

Rāpopotonga Matua | Executive Summary

It is proposed to change the time of the scheduled Audit and Risk Committee meetings to 9am start. Previously the start time was 1pm. There is no change to the meeting dates for 2021.

COMMITTEE RESOLUTION

That:

1. The information be received;
2. The Committee approve the rescheduled meeting times.

Moved by: Mayor A Tanner

Seconded by: Cr A Wilcock

KUA MANA | CARRIED

Ngā Take/Kōrerorero | Issues/Discussion

Proposed meeting schedule – Audit and Risk Committee 2021

MONTH	DATE / TIME	VENUE
June	9AM, Tuesday, 29 th	Matamata-Piako District Council Council Chambers, 35 Kenrick Street, Te Aroha
October	9AM Tuesday, 12 th	
November	Time TBC Tuesday, 30 th	TBC – combined with Te Mana Whenua Forum event on the same day

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Stephanie Hutchins Committee Secretary and Corporate Administration Officer	
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Approved by	Niall Baker Corporate Strategy Team Leader	
	Don McLeod Chief Executive Officer	

Appointed Members' Declaration of Interests

CM No.: 2439673

Rāpopotonga Matua | Executive Summary

In accordance with the Local Authorities (Members' Interests) Act 1968, an elected / appointed member of any committee of a local authority is responsible for ensuring:

- It is not affected by personal motives when participating in decision of the local authority;
- It does not obtain preferential treatment from the local authority in contracting situations;
- It does not enter into contracts with local authority where the total of payments made to it (on behalf of the local authority) exceeds \$25,000 including GST, in any financial year; and
- It does not participate in matters of local authority where it may have a financial interest, other than an interest in common with the public.

COMMITTEE RESOLUTION

That:

1. **The information be received.**
2. **Elected members complete a declaration of interest form to the best of their knowledge for the period 1 July 2021 – 30 June 2022, and return to the Committee Secretary by 1 July 2021.**

Moved by: Cr D Arnold
Seconded by: Mayor A Tanner

KUA MANA | CARRIED

Horopaki | Background Contracts

Where an elected/appointed member may exceed the limit of \$25,000, The Office of the Auditor General (OAG) may grant an approval or exemption. Prior approval may be given, only if the Auditor General is satisfied that conditions, as detailed in the Act, have been met. The conditions of exemption are complex, and members should take care to ensure that they understand how the Act may apply to them, as well as the consequences of not complying. Where non compliance has occurred and a contract exceeds the prescribed financial limit, the elected/appointed member will be disqualified from performing duties for the local authority.

Conflict of Interest

Elected/appointed members must make a general declaration of interest as soon as practicable after becoming aware of any such interests. These declarations are recorded in a register of interests maintained by Council. Members may also contact OAG for guidance on whether there is a financial interest. If an interest exists, an exemption may be sought for the member to participate or vote on a particular issue.

Failure to observe requirements of the Local Authorities (Members' Interests) Act 1968, could lead to a decision or action taken by the local authority invalidated. Furthermore, it could lead to an elected/appointed member being prosecuted under the Act. In the event of a conviction, an elected/appointed member may be disqualified from office.

Elected/appointed members should also be familiar with the common law concerning non-financial conflicts of interest. This includes issues of predetermination and bias (whether real or perceived) when making decisions as an elected/appointed member of Council. If an elected/appointed member decides that they have a non-financial interest they must:

- Declare an interest when the matter arises at a meeting;
- Ensure their declaration is recorded in the minutes; and
- Abstain from discussion or voting on the matter.

Neglecting to observe the common law may result in judicial review of a decision.

OAG's guide to managing conflicts of interest can be found <https://oag.parliament.nz/good-practice/conflicts-of-interest>.

Ngā Take/Kōrerorero | Issues/Discussion

An Annual Declaration of Interest Form is attached to the agenda for completion and return.

Ngā Tāpiritanga | Attachments

- A. *TEMPLATE* Annual Declaration of Interests form - Audit and Risk Committee

Ngā waitohu | Signatories

Author(s)	Ellie Mackintosh Legal Advisor	
Approved by	Niall Baker Corporate Strategy Team Leader	
	Don McLeod Chief Executive Officer	

Annual Report 2019/20 Management Report and Independent Assurance Report for the Debenture Trust Deed

CM No.: 2437403

Rāpopotonga Matua | Executive Summary

The Annual Report 2019/20 was adopted by Council on 9 December 2020. The adoption was delayed as the audit of Waikato Regional Airport Ltd's (WRAL's) Annual Report was delayed due to Covid-19; however Council still met extended legislative timeframes.

At the time of adoption Council were still waiting on the Management Report and Independent Assurance Report for the Debenture Trust Deed from Audit NZ. These have now been received and are attached.

COMMITTEE RESOLUTION

That:

1. The report is received.

Moved by: Cr D Arnold
Seconded by: Mayor A Tanner

KUA MANA | CARRIED

Horopaki | Background

Section 98 of the Local Government Act 2002 requires Council to prepare and adopt in respect of each financial year an annual report. The annual report contains information regarding the Council's financial and non-financial performance for that year against budgets and specified performance targets. The annual report is required to be audited by independent auditors. The auditors appointed to audit Council by the Auditor-General are Audit New Zealand (Audit NZ).

Council adopted the Annual Report 2019/20 on 9 December 2020 and Audit issued an unmodified opinion. However at that time we were yet to receive the Management Report and Independent Assurance Report for the Debenture Trust Deed from Audit NZ. These have now been received and are attached.

Management Report

The final management report was received on 10 June 2021. This details key matters considered during the audit, recommendations and management comments to these recommendations. The final management report is attached.

Independent Assurance Report for the Debenture Trust Deed

The Independent Assurance Report for the Debenture Trust Deed was received on 10 December 2020. This details their findings and provides an unqualified conclusion.

The Independent Assurance Report for the Debenture Trust Deed is attached.

Ngā Whiringa | Options

The Committee can choose to provide feedback to Council.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes and consistency with Council Vision

Theme: Healthy Communities

Community Outcome: We encourage community engagement and provide sound and visionary decision making.

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

The Annual Report cost is provided for within the Strategies and Plans activity budgets. The Annual Report and audit are funded from general rates.

Ngā Tāpiritanga | Attachments

- A. FINAL management report received 10.6.21
- B. Limited independent assurance report - Debenture Trust Deed

Ngā waitohu | Signatories

Author(s)	Sandra Harris Corporate Strategy Team Leader	
	Larnia Rushbrooke Finance and Business Services Manager	

Approved by	Erin Bates Strategic Partnerships and Governance Manager	
	Manaia Te Wiata Group Manager Business Support	
	Don McLeod Chief Executive Officer	

Adoption of the Long Term Plan 2021-2031

CM No.: 2456090

Rāpopotonga Matua | Executive Summary

The purpose of this report is to present the final Long Term Plan 2021-31 (LTP) which is due for Council adoption on 30 June as amended following the hearing of submissions process held on 12 and 13 May 2021, and seeks feedback on the following:

- Revenue and Financing Policy
- Financial Strategy
- Infrastructure Strategy
- LTP
- Audit NZ Opinion
- Letter of Representation for Audit NZ

The final LTP will become operative 1 July 2021.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Cr J Thomas
Seconded by: Cr A Wilcock

KUA MANA | CARRIED

Content

Horopaki | Background

Council adopted its Consultation Document for the 2021-31 LTP at its meeting of 10 March 2021, and had adopted its supporting information to this document throughout the 2020 and 2021 years.

The Consultation Document and supporting information provided the basis of the consultation undertaken with the community from 16 March to 19 April 2021. At the same time, the Council also consulted on the following separate documents and Statements of Proposal:

- Development Contributions Policy
- Revenue and Financing Policy
- Fees and Charges 2021/22 (adopted 9 June 2021)
- Rates Remissions and Postponement Policies:
 - Policy on the remission of rates on land protected for conservation purposes
 - Policy on the remission of penalties on unpaid rates
 - Policy on the remission of rates: other categories
 - Policy on the remission of small rates balances
 - Policy on the remission of rates on Maori freehold land
 - Policy on the postponement of rates on Maori freehold land
 - Policy on remissions for metered water leaks
 - Policy on remissions of pan charge targeted rates based on water use
 - Policy on remissions of pan charge targeted rates for Educational Establishments
 - Policy on the remission of rates on abandoned land

- Policy on the remission and postponement of rates for natural disasters and emergencies

The final LTP was submitted to Audit NZ for its review on 24 May 2021.

The LTP must be adopted by 30 June 2021. The project timeline for a LTP is typically 14-18 months and has involved staff across the whole organisation, Councillors and the community.

How the LTP has been presented

The LTP consists of information:

- about Council, its structure
- its financial strategy
- its infrastructure strategy
- information about the district, population growth and its economy
- community outcomes
- the activity plans and activity group funding impact statements
- significant assumptions that have been made in preparing the plan
- forecast financial statements
- mandatory policies.

Issues

Submissions received

Council received 519 submissions, including 14 late submissions. The submissions covered a range of Council activities and themes. Council heard from over 60 submitters who wished to present their submission in person on Wednesday 12 and Thursday 13 May and deliberated on all submissions on Thursday 13 May 2021.

Council decisions

Council have considered all feedback given by the community and have made the following key decisions:

In addition to financials, the CD set out a number of specific proposals that Council had identified to achieve the vision of making Matamata-Piako the place of choice. The preferred options, alternative options, total cost and impact on rates were described. The decisions on the issues consulted on are described below. Please note the following statistics are based on submissions received in the prescribed format. Some submissions are on behalf of a number of submitters and these statistics do not represent the number of submitters. A full overview of decisions on all submissions is available on our website.

- Te Aroha Spa development

We received strong community support to work towards developing a destination spa in Te Aroha and we agreed that if we're going to do it, it needs to be done properly. 41% of the feedback supported this, with 34% preferring Council to work towards developing a new destination spa (\$5.3m) while 25% said don't do it.

The \$18.9 million option has been approved but it will only go ahead if the review of the business case stacks up and investigations into potential risks are favourable. There's still a lot of work to do before the project gets the green light, including further consultation with the community on the detail of a new day spa.

The LTP forecasts include capital spending of \$2m in 2021/22, \$7m in 2022/23 and \$8.4m in 2023/24 in respect of this project.

- Rubbish and recycling (kerbside collection)

This is about moving from the current user pays rubbish bags to a service funded through targeted rates, when the current service contract ends in 2023. Council received clear support for changing the kerbside collections from 2023, with 87% in favour.

Council agrees with this change subject to the options for rubbish bags and/or wheelie bins, recycling crates and food waste bins investigated further. Staff will now progress the procurement process for a new refuse contractor.

- Rubbish and recycling (resource recovery centres)

Council have decided to progress developing two resource recovery centres in the district (37% supported this, with 44% telling us to put resource recovery centres in all three towns). A resource recovery centre is where material that would usually go to landfill is diverted. This could include services such as an op-shop, a rural recycling collection point, or salvage of clothing, building materials and so on that would otherwise end up in landfill. Our plan is to develop a facility in Matamata and Morrinsville, and upgrade the Waihou (Te Aroha) transfer station to improve functionality and health and safety.

The LTP forecasts include \$4m capital spending on the Matamata resource recovery centre in 2023/24, \$0.5m for upgrade of the Waihou facility in 2023/24, and \$2m for the Morrinsville resource recovery centre in 2024/25.

- Additional water sources in Morrinsville

The majority of feedback (63%) indicated support for providing two additional water sources.

Council has decided that Morrinsville will receive two additional water sources to meet growing demand, and ensure there is enough water for essential use (like drinking and hygiene) all year round. Water restrictions will continue to be implemented during the summer periods. The new water sources and treatment will largely be funded by new developments (sub-divisions) but also partly funded by rates as the increased droughts require more water for the existing users.

The LTP forecasts include \$4.5m capital spending for one additional water source over 2021/22, 2023/24 and 2024/25, and \$1.5m for the second additional water source in 2023/24.

- Revitalising our town centres

Following community feedback (61% support, 14% telling Council to do it faster than planned, and 25% don't do it) Council has decided to progress with the town centre revitalisation project. This would include comprehensive co-design engagement with the community to ascertain their aspirations for the CBDs. This will ensure interventions are delivered with value for money i.e. money is being spent where the community sees the most benefit and prioritised accordingly.

The LTP forecasts include \$3.1m capital spending on the redevelopment of the Matamata, Morrinsville and Te Aroha CBDs, with the projects starting from 2022/23 and complete in 2028/29.

- Improving walking and cycling connections

Council included funding for widening of current footpaths to create shared pathways, creating new footpaths and also to improve connections within our town centres. 43% of submitters supported this proposal, with 41% telling us to take a 'slow but steady' approach. Council has decided to take this 'slow but steady' approach. The funding will be spread out over the life of the Long Term Plan. The aim is to make our towns more pedestrian and cycle friendly by focusing on current road and rail crossings to make things safer.

- Mountain bike skills park and dog park in Te Aroha

Following feedback, (61% in support, 39% not in support) we have agreed to in principle to developing a mountain bike skills park at Tui Park, Te Aroha. This was the communities top pick when we asked the community for ideas in 2020 under the 'your voice your vision' consultation. This will now require a detailed design to be developed and consulted on, and the necessary approvals obtained.

While there is support for a dog park in Te Aroha it won't be located alongside the Mountain Bike Skills Park, at Tui Park and alternative locations will be investigated.

The LTP forecasts include capital spending of \$200,000 in 2023/24 for dog exercise areas at appropriate locations within the district. No funding has been included in the LTP forecasts for a Mountain Bike Skills Park.

- Dog Park in Matamata

This proposal was put forward by members of the community as part of the 'Your Voice, Your Vision' campaign in July 2020. A dog park at Swap Park was one of the top three proposals. While 66% of submitters supported this proposal, and 34% said don't do it, individuals and groups in the community have different ideas about the use and development of Swap Park.

Based on the information presented in submissions Council felt there would be some issues with having an off-leash dog exercise area there. Overall a dog park in Matamata was supported so alternative locations for a dog exercise area will be investigated.

Refer above for funding allocation to dog exercise areas in general.

Further decisions

The CD also provided an overview of longer term priorities; (destination playgrounds, cycleway from Matamata to Piarere, Wairongomai Carpark, upgrade of the Te Aroha sewer falling main, additional water treatment plant in Morrinsville and upgrade of our Te Aroha and Matamata wastewater treatment plants), and identified things that we want to do the ground work on over the next few years, so that we can plan the timing and costs well; Morrinsville Recreation Master Plan, Te Aroha civic facilities, Elderly Persons Housing, Morrinsville to Te Aroha cycleway and a stage for the Matamata-Piako Civic and Memorial Centre.

At its Hearing 12/13 May Council resolved to keep all of these projects in its Long Term Plan.

The total rates increase for 2021/22 is 11.73%, which is slightly lower than what we proposed in the CD (11.85%). The average rates increase over the 10 year period (2021-31) is forecast to be 6.03%. This is slightly higher than the 5.93% we proposed in the CD.

Balanced Budget

Under section 100 of the LGA 2002 Council must ensure that projected operating revenues are sufficient to cover operating expenses. In other words, Council must balance the budget.

Council may make an exception (by resolution) if satisfied that it is financially prudent to do so, having regard to:

- the estimated expenses of achieving and maintaining desired level of service and the service capacity of assets
- the costs and revenues needed to maintain the capacity and integrity of assets throughout their useful lives
- how these costs will be equitably funded over the life of assets and facilities
- Council's funding and financial policies (e.g. Revenue and Financing Policy)

The LTP statement of comprehensive revenue and expense projects that there will be a surplus in each of the 10 years of the plan, and as such the budget is balanced.

The Balancing the Budget disclosure in section 7 of the LTP notes that these surpluses are partially offset by our decisions to not fully fund depreciation on some activities and/or assets and ring-fence the financial performance for some activities (i.e. activities that are expected to be self-funding).

Swim Zone Matamata

Swim Zone Matamata's indoor pool roof needed replacing, and we had previously obtained cost estimates for this work. Funding was allocated in 2020/21 to complete this work as part of our planned renewals programme.

However, before proceeding, we noted additional signs of deterioration of the roof structure and investigated further. These investigations concluded that the indoor pool and connected buildings are earthquake prone. We had an updated estimate for the roof replacement ranging between \$3 and \$6 million which represented an increase on previous estimates.

The existing indoor pool has been in operation for 40+ years and we need time to work through the costs and benefits of various investment options carefully to ensure Council is making the right decision for the community. As we have not made any decisions about proceeding with the roof replacement, we have not included the costs of roof replacement in our Long Term Plan financial forecasts.

On 28 April 2021 Council made the decision to close the indoor pool immediately, and we will proceed to remove the roof to address the immediate safety risk. The outdoor pool is heated and will be used right through winter. The dive pool, which is usually closed during winter, has been opened up to allow us to continue to provide services such as learn to swim and exercise classes all year round. This is being heated to a largely similar temperature as the indoor pool was. We are also undertaking some minor improvements (including additional covered areas) in the vicinity of the dive pool to provide for customer/swimmer comfort. These changes mean we can continue to provide pool facilities and maintain our levels of service and will allow Council time to work through with the Community to consider the best long term option for the Matamata community.

Audit Review

Audit NZ has completed its review of the LTP and believe that the Plan meets the requirements of section 93 of the Local Government Act 2002 (LGA 2002). Under the LGA 2002 Council is required to obtain an audit of its consultation document and final LTP. Auditing on the Consultation Document was completed in March 2021, with Council receiving an unmodified audit opinion.

Auditing on the final LTP was completed between 24 May and 21 June 2021. Council expects to receive an unmodified opinion on the final LTP. A draft of that opinion has been attached. Council's Auditor, Lauren Clark will be in attendance to present the opinion to Council and to answer any questions Councillors may have on the process and audit outcome.

The Audit Opinion is attached to this report.

Letter of representation for the audit of the LTP

The representation letter sets out the Council's responsibilities under the LGA 2002 to report on the extent to which the LTP gives effect to the purpose set out in section 93(6) of the Act; and quality of information and assumptions underlying the forecast information provided in the LTP.

The letter provides assurances to Audit in relation to the following requirements, which to the best of their knowledge, staff are of the opinion, have been met:

- Underlying information and assumptions
- Performance framework
- Systems and processes
- Legislative compliance
- Generally accepted accounting practice
- Publication of the LTP and related audit report on the Council's web site

The Letter of Representation is attached to this report.

Rates resolution

Once the LTP and its associated financial policies and statements are adopted the Council is required to set its rates for the year 1 July 2021 to 30 June 2022.

Revenue and Financing Policy 2021-31

Under the LGA 2002 Council must adopt a Revenue and Financing Policy setting out Council's policies in respect of the funding of operating expenses and capital expenditure. The Revenue and Financing Policy is a tool for recording and explaining the policy decisions Council has made regarding the funding of its activities, that is - who pays, for what, and when. Although not a funding and financial policy, the funding impact statement (FIS) in the LTP is the mechanism for implementing the Revenue and Financing Policy. The FIS should contain all of the information relating to the factors and matters that will be used to set rates.

The analytical method for developing the Revenue and Financing Policy is a sequential two-step process. The first step includes consideration at an activity level the rationale for service delivery, the beneficiary pays principle, the exacerbator pays principle, inter-generational equity, and the costs and benefits of separate funding. The second step of the analysis involves consideration of the results of the first step and their impact on community interests. A clear rationale for service delivery is a vital piece of information to have when working through the section 101(3)(a) LGA analysis. Knowing why Council is delivering the service can help clarify who benefits, when they benefit, and who any of the exacerbators are, as well as obtaining some idea of what impacts on community interests might arise from the way Council funds a service.

One of Council's proposals included the proposal to change the way kerbside collections services are delivered. This proposal included a change in the way the service is funded and the Draft Revenue and Financing Policy that went out for consultation incorporated this change in funding. As previously noted, the majority of submitters agreed with the proposal to change the way kerbside collection services are delivered from 2023, and as such Council has decided not to make any changes to the Revenue and Financing Policy and the rates structure as part of the LTP deliberations.

Analysis

Options considered

The Audit and Risk Committee can provide feedback to Council if desired.

Legal and statutory requirements

The development of the LTP is to meet Council's responsibilities under the Local Government Act 2002 (LGA 2002).

There are an array of legislative requirements for the LTP set out in the LGA 2002, the Local Government (Financial Reporting and Prudence) Regulations 2014 and Local Government Rating Act 2002.

Impact on policy and bylaws

This process will set new policies for Council.

The LTP is the 'cornerstone' of the LGA 2002 planning process. Once adopted, the LTP will set the direction for Annual Plans and Annual Reports over the next three year cycle. For that time, it becomes Council's primary strategic planning reference point.

Section 96 of the LGA 2002 states that when a Council adopts a LTP it is providing a formal and public statement of the Council's intentions; but a resolution to adopt a LTP does not constitute a decision to act on any specific matter included within the plan. There are statutory restrictions if Council wants to deviate from the direction established in the adopted LTP.

Consistency with the Long Term Plan / Annual Plan

The process has involved developing the LTP.

Impact on Significance and Engagement Policy

The LTP is a significant issue in terms of Council's Significance and Engagement Policy, as they relate to issues around affordability, levels of service, community wellbeing, rating, and debt levels. Once the LTP is adopted Council may be restricted in its ability to change its direction at a later date.

For this reason the LTP was subject to public consultation in accordance with the Special Consultative Procedure (Section 83) of the LGA giving effect to the principles of consultation in section 82. Other documents such as the Development Contributions Policy, Fees and Charges, Rates Remissions and Postponement Policies and Revenue and Financing Policy were consulted on separately but alongside the LTP.

Communication, consultation and decision making processes

The community consultation process has been completed. Council informed key stakeholders and interest groups of the Consultation Document (CD) and other proposals.

The CD and supporting information was made available at all Council offices and libraries and could be viewed on the Council website and submissions could be made on-line through the website.

Council used several communication tools to encourage the community to take part in the consultative process including:

- Circulation of the CD approximately 16,000 properties (non-delivery issues have been noted).

- Advertisements in Council in Focus – our fortnightly newspaper page.
- E-newsletters (each targeting different topics/themes/towns).
- Council Office and library displays/posters.
- Use of Facebook.
- Local press coverage.
- Promotion on the Council website.
- Attending Market Days where people could come and ask questions of staff and Councillors about the plan and find out about the proposals.
- Meetings with town business associations, community groups such as Greypower associations.
- Consultation with Te Manawhenua Forum.

Subsequent actions

As required by section 93(10) of the LGA, once the Plan is adopted the Council has one month to:

- Make the LTP publicly available (including advertising its availability) – via the Council website, with copies also available in offices and libraries for reference via the electronic kiosks and computers.
- Send copies of the Plan to those who are required to have a copy (as outlined in the LGA).

All submitters have been notified of the outcome of their submission and Council staff have been notified of any follow up actions required as a result of the submissions and Council's deliberations on these.

Timeframes

A summary of the process is outlined below:

Process	Start	Finish
LTP Consultation Document approved for consultation (and supporting information)	10 March 2021	10 March 2021
Submissions open	16 March 2021	19 April 2021
LTP hearing	12 May 2021	13 May 2021
Audit and Risk Committee review	29 June 2021	29 June 2021
Council adopt final LTP and other documents Rates struck for 2021/22	30 June 2021	30 June 2021
LTP and other documents in force	1 July 2021	30 June 2024 (Long Term Plan)

The other consultation documents were adopted for consultation separately in 2020 and early 2021.

Contribution to Community Outcomes

The LTP incorporates community outcomes with Levels of Service being linked to one or more of the community outcomes. There were no specific impacts on the community outcomes as a result of the decisions made following the LTP consultation process.

Financial Impact

i. Cost

The total budget for the development of the LTP 2021-31 is \$135,000 (funded \$45,000 per year) and \$90,000 for external audit fees (funded \$30,000 per year). The total budget covers specific tasks undertaken externally such as population projections, legal advice/peer review, printing and distribution of the consultation document, newspaper advertisements and Audit NZ fees.

ii. Funding Source

The LTP is a General Rate funded project.

Ngā Tāpiritanga | Attachments

- A. Draft Audit Opinion
- B. Letter of Representation Long Term Plan 2021-31

Ngā waitohu | Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
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Approved by	Sandra Harris Corporate Strategy Team Leader	
	Erin Bates Strategic Partnerships and Governance Manager	
	Larnia Rushbrooke Finance and Business Services Manager	
	Manaia Te Wiata Group Manager Business Support	
	Don McLeod Chief Executive Officer	

Annual Plan 2022/23 and other documents for consultation

CM No.: 2454037

Rāpopotonga Matua | Executive Summary

Council is required to produce an Annual Plan each year with the exception of the years when a Long Term Plan (LTP) is produced. The Annual Plan is Council's budget for the financial year 1 July to 30 June.

The purpose of this report is to provide an update to the Committee on the Annual Plan 2022/23 Project Plan and other documents for consultation. The project plan is attached.

COMMITTEE RESOLUTION

That:

1. The report be received.

Moved by: Mayor A Tanner

Seconded by: Cr J Thomas

KUA MANA | CARRIED

Horopaki | Background

Local Government Planning under the Local government Act 2002

Council is required to produce an Annual Plan each year with the exception of the years when a Long Term Plan (LTP) is to be produced (triennially). 2022/23 represents Year 2 of the 2021-2031 LTP.

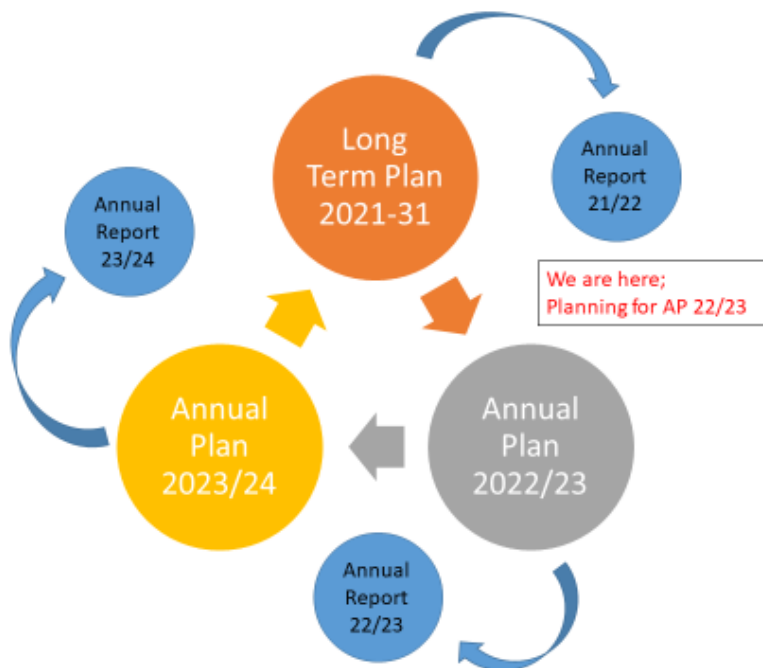
LTP - Under the Local Government Act 2002, we have to set out long term plans for the community. We also do it to give our community the opportunity to have a say on where we are heading and to ensure our planning is robust. In completing the plan we are required to do a number of things, including:

- Take a sustainable development approach to promote community interests.
- Carry out our business in a clear, transparent and accountable manner.
- Operate in an efficient and effective manner, using sound business practices.
- Take into account community views by offering clear information and the opportunity to present views.
- Provide opportunities for Māori to contribute to decision making.
- Collaborate and co-operate with other agencies and councils to achieve desired outcomes.

Annual Plan - We produce an Annual Plan in the two years that we don't produce a LTP. The Annual Plan highlights any changes or variances from the LTP for the coming year. If the

proposed Annual Plan does not include significant differences from the content of the LTP for that year then we are not required to consult the community on it.

Annual Report - We produce an Annual Report every year. This reviews our performance, letting the community know whether we did what we said we would. It also checks financial performance against the budget and Financial Strategy.



Policy and Bylaw reviews

Gambling Venue Policy

The Gambling Venue Policy is a requirement under the Gambling Act 2003 and it specifies whether class 4 venues (venues with gaming machines) are allowed to be established within the district, if so, where and how many machines may be operated. The current Policy was adopted in 2019, and must be reviewed within three years of adoption, being 2022.

TAB Board Venue Policy

The TAB Board Venue Policy is a requirement under the Racing Act 2003 and it specifies whether TAB Board Venues (stand alone TAB venues, not those within a licensed alcohol venue). The current Policy was adopted in 2019, and must be reviewed within three years of adoption, being 2022.

Local Easter Sunday Shop Trading Policy

This Policy is made under the Shop Trading Hours Act 1990 which provides Council with the ability to establish a local policy to permit shops to open on Easter Sunday. The Policy was adopted in 2017 and must be reviewed within five years of adoption, being 2022.

Policy on Dogs and Dog Control Bylaw 2010 (amended 2016)

The Dog Control Act 1996 ("the Act"), requires all Council's to have a Policy on Dogs. Council must give effect to such policy by making the necessary bylaws. The Dog Control Bylaw sets out the areas prohibited to dogs and areas that dogs are required to be on or off leash along with a

variety of other dog rules. If Council resolves to review its Bylaw, it is also required to review its Policy on Dogs

Mōrearea | Risk

There is a risk that if iwi and the wider community are not engaged in the review of policies and bylaws, the relevant policies and bylaws may not be effective in achieving/supporting community wellbeing. Council is seeking early engagement with iwi and stakeholders to promote active and meaningful engagement/participation in the policy review.

Additional risks have been identified in the Project Plan along with mitigation strategies for each risk.

Ngā Pāpāhonga me ngā Wātaka | Communications and timeframes

Annual Plan Consultation requirements

Historically Council consulted on its Annual Plan using the Special Consultative Procedure as it was a requirement of the Local Government Act 2002 to do so.

In 2014 amendments were made to the Local Government Act 2002 changing this requirement. Section 95 of the Local Government Act 2002 now says that if the proposed Annual Plan does not include significant or material differences from the content of the LTP for the financial year to which the proposed Annual Plan relates then Council does not need to consult.

If Council determines there are significant or material differences from the content of the LTP then we need to produce a Consultation Document. The Consultation Document must explain identified differences, if any, between the proposed Annual Plan and what is described in the LTP.

This could include;

- an explanation of any significant or material variations from the financial statements or the funding impact statement;
- a description of significant new spending proposals, the costs associated with those proposals, and how these costs will be met;
- an explanation of any proposal to substantially delay, or not proceed with, a significant project, and the financial and service delivery implications of the proposal;

If we do consult we must consult in a manner that gives effect to the requirements of section 82 which are the principles of consultation.

Section 80 of the Local Government Act 2002 also requires that if a decision of Council is significantly inconsistent with, or is anticipated to have consequences that will be significantly inconsistent with, any policy adopted by Council or any plan required by this Act or any other enactment, Council must, when making the decision, clearly identify—

- the inconsistency; and
- the reasons for the inconsistency; and
- any intention to amend the policy or plan to accommodate the decision.

Impact on Significance and Engagement Policy

The Significance and Engagement Policy provide guidance on how to determine significance, and the appropriate levels of engagement in proportion to the level of significance. In general, the more significant an issue is determined to be, the greater the need for community engagement. The Policy sets out the matters which must be taken into account when assessing the degree of significance;

- there is a legal requirement to engage with the community
- the level of financial consequences of the proposal or decision
- whether the proposal or decision will affect a large portion of the community
- the likely impact on present and future interests of the community
- recognising Māori culture values and their relationship to land and water through whakapapa
- whether the proposal affects the level of service of a Significant Activity
- whether community interest is high
- whether the likely consequences are controversial
- whether community views are already known, including the community's preferences about the form of engagement
- the form of engagement used in the past for similar proposals and decisions

Timeframes

If formal consultation is to occur this is proposed to occur from 15 March – 19 April 2022 and a Consultation Document would be required. A hearing is pencilled in for the 18 (and 19 if required) May 2022. The Annual Plan 2022/23 must be adopted by 30 June 2022.

All reviews of Policies and Bylaws are subject to the Local Government Act 2002 Special Consultative Procedure (SCP) or its principles.

The timeline for the SCP is outlined below;

What	When
Draft documents and Statements of Proposal approved by Council for Consultation	By 9 March 2022
Consultation open	15 March to 19 April 2022
Hearing	18 May 2022 (and 19 May 2022 if required)
Adoption of policies and bylaws	22 or 29 June 2022

This timeline aims to align the consultation on policies and bylaws with that of the Annual Plan 2022/23, should the Annual Plan require consultation.

Ngā take ā-lhinga | Consent issues

There are no consent issues.

Te Tākoha ki ngā Hua mō te Hapori me te here ki te whakakitenga o te Kaunihera | Contribution to Community Outcomes and consistency with Council Vision

Matamata-Piako – The Place of Choice

Lifestyle. Opportunities. Home.

Enabling...				
Connected Infrastructure	Economic Opportunities	Healthy Communities	Environmental Sustainability	Vibrant Cultural Values
Infrastructure and services are fit for purpose and affordable, now and in the future.	We are a business friendly Council.	Our community is safe, healthy and connected.	We support environmentally friendly practices and technologies.	We promote and protect our arts, culture, historic, and natural resources.
Quality infrastructure is provided to support community wellbeing.	Our future planning enables sustainable growth in our district	We encourage the use and development of our facilities.	Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	We value and encourage strong relationships with iwi and other cultures, recognising wahi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage.
We have positive partnerships with external providers of infrastructure to our communities.	We provide leadership and advocacy is provided to enable our communities to grow.	We encourage community engagement and provide sound and visionary decision making.	We engage with our regional and national partners to ensure positive environmental outcomes for our community.	Tangata Whenua with Manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

Council has a budget of \$10,000 for production of the Annual Plan.

The majority of expense relates to the publishing and distribution of the Annual Plan Consultation Document (if required).

Ngā Tāpiritanga | Attachments

A. Project Plan and Timeline - Annual Plan 22/23 and other policies for consultation

Ngā waitohu | Signatories

Author(s)	Niall Baker Corporate Strategy Team Leader	
	Ann-Jorun Hunter Policy Planner	

Approved by	Sandra Harris Corporate Strategy Team Leader	
	Erin Bates Strategic Partnerships and Governance Manager	
	Don McLeod Chief Executive Officer	

Review of Treasury Policies

CM No.: 2451705

Rāpopotonga Matua | Executive Summary

Council's Liability Management policy and Investment policy were last reviewed and amended by this Committee and adopted by Council in June 2020. The effectiveness of the current policies has been reviewed by staff with no issues noted. Council's independent external advisors, PWC have reviewed the existing policies and have recommended some minor amendments to tidy up wording and flow of the policy. Other than this, staff are not proposing any further changes to the existing policies. The amended draft policies are now presented to the Audit and Risk Committee for their review.

COMMITTEE RESOLUTION

That:

1. **The Committee reviewed the draft Liability Management Policy and Investment Policy with minor amendments, and recommend to Council for adoption.**

Moved by: Cr A Wilcock
Seconded by: Cr B Dewhurst

KUA MANA | CARRIED

Horopaki | Background

The Audit and Risk Committee have recommended that the Liability Management and Investment (Treasury) Policies of Council should be subject to at least an annual review to ensure that these policies remain relevant and effective.

Liability Management Policy

Liability Management Policy – Review of policy compliance and effectiveness

Council staff responsible for the operation of this policy meet on a monthly basis with PWC to discuss policy compliance, market conditions and future borrowing and strategy. PWC also met with Council on an annual/bi-annual basis, providing further explanation of the market conditions and the adopted strategy. Monthly reporting to Council on compliance with the policy is undertaken.

With respect to the 3 waters reforms, we have provided PWC with a potential debt forecast post reforms (eg excluding 3 waters debt), which they are monitoring alongside our 'business as usual' forecasts to ensure that any strategy decisions will not jeopardise our position post-reform.

At 30 June 2021 our external debt will be \$26.5 million. This is compared to the budget of \$40.5 million set out in the 2020/21 Annual Plan. The budget was overly optimistic about the level of capital and carry-forward capital work from previous financial years that would be completed to date, and also underestimated the cashflows from the significant level of development in the district over recent years.

There have been no breaches or one-off approvals outside the policy since the current policies' adoption. Council's external auditors annually review compliance with key policy requirements, our internal controls and accounting treatment and reporting as part of their annual audit function and have not raised any concerns or made recommendations in recent years.

The Liability Management policy includes a number of statutory and general objectives, including minimising costs and risk and compliance with legislation and borrowing covenants. We believe that all of these objectives are being met. We have maintained our debt well within the limits set out in the policy, and within financial covenants.

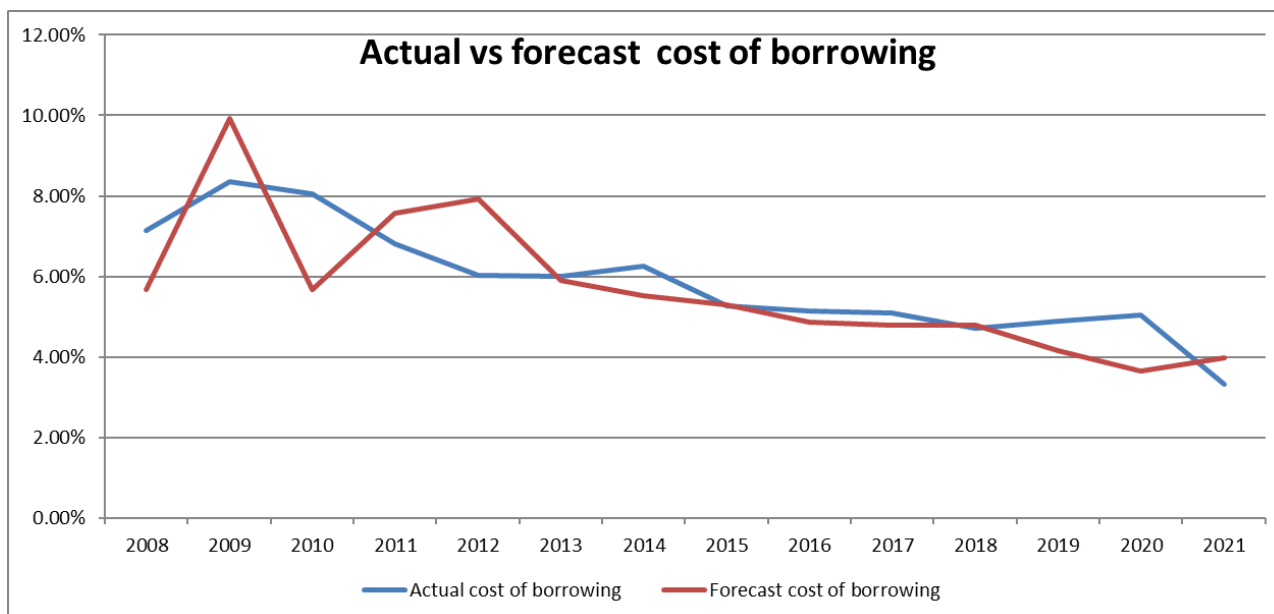
Council's multi-option credit facility with Westpac has given us the opportunity to effectively manage our variable cashflows, maintain the required level of liquidity and minimise our net interest costs. Internal borrowing has been utilised where possible to minimise net interest costs.

We have been very pleased with the continued low margins achieved through Council's participation in the Local Government Funding Agency. Council's exposure to potentially adverse interest rate movements is managed through the use of interest rate swaps. Further assessment of the effectiveness of these swaps is provided below.

Review of the effectiveness of Council's interest rate swaps

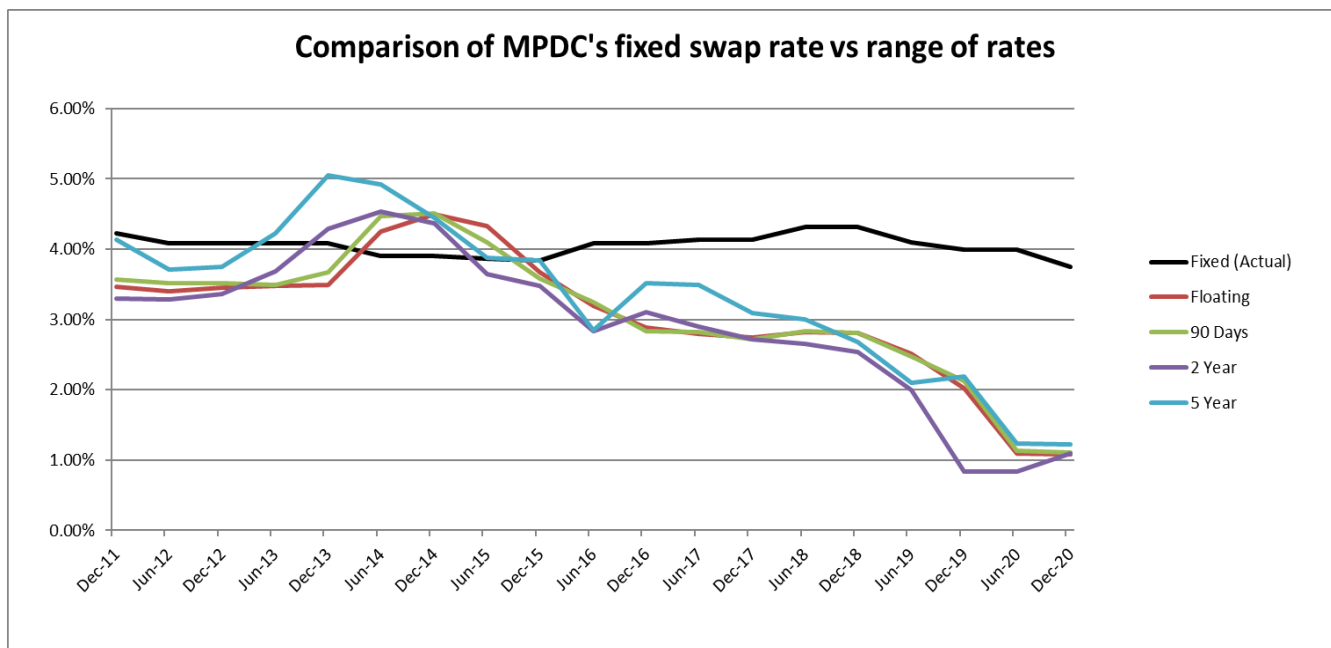
As provided for in the policy, and on the advice of PWC, Council started using interest rate swap instruments from 2011. This was at a time when interest rates were significantly higher and our external debt was rising significantly, largely as a result of the Morrinsville Wastewater Treatment Plant upgrade at the time. The key objective for Council's use of interest rate swaps is to minimise exposure to adverse interest rate movements (smoothing), so as to provide certainty over interest costs into future years.

In assessing the effectiveness of Council's interest rate swaps, we firstly compare Council's actual cost of borrowing with the forecasted cost of borrowing.



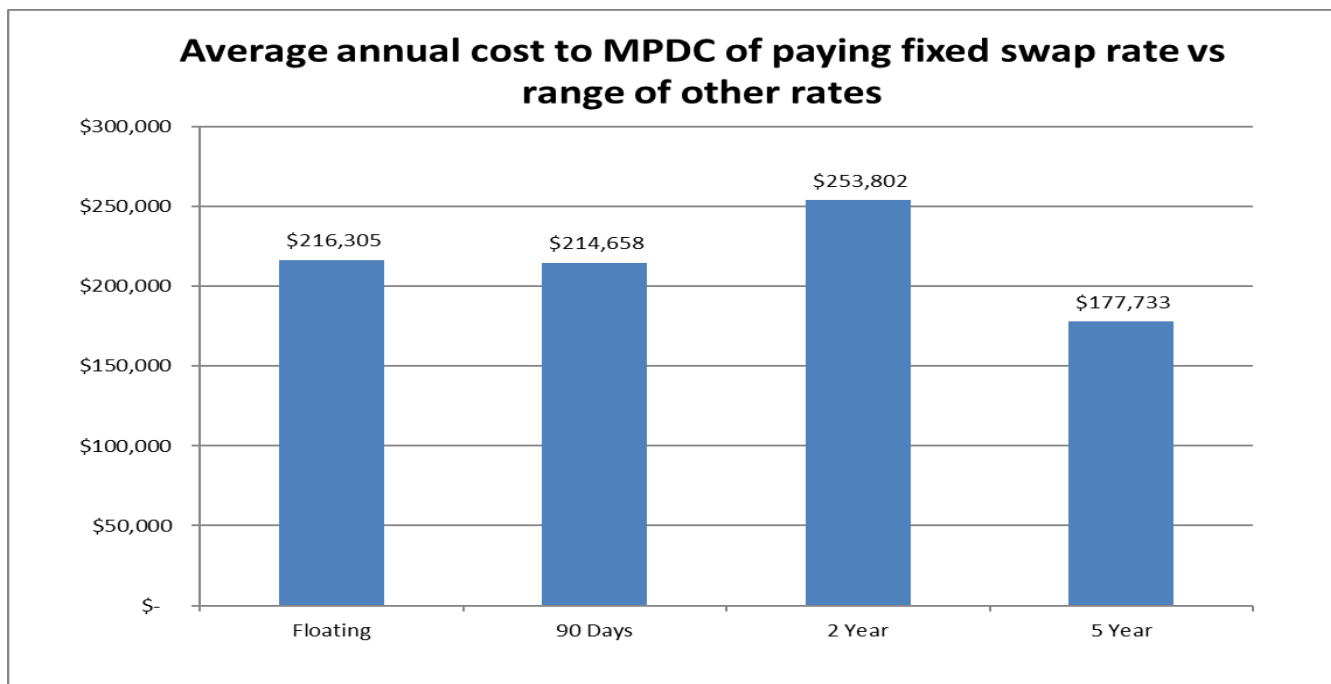
Since 2011 when Council first took up swaps, and particularly after 2014 when the bulk of the swaps became effective, Council's ability to forecast the cost of borrowing has improved as we have more certainty over our interest rates. An identified and on-going area for improvement is in the forecasting of the completion of capital works and its associated impact on overall borrowing costs.

The second step in assessing the effectiveness of Council’s interest rate swaps was to compare Council’s actual fixed swap rates with a range of maturities to determine if the objective has been met, and at what cost to MPDC¹ This exercise is comparable to reviewing in hindsight what costs or savings you may have made if you had fixed your home mortgage at a different fixed or floating rate of interest, keeping in mind that usually your objective for fixing is to secure rates that you predict will increase in the future, and/or to give you a level of certainty with which you can plan ahead.



The graph shows that the use of swaps has been effective for Council in terms of the objective of minimising exposure to interest rate movements. The fixed rates achieved have provided a relatively smooth cost over time. This has however come at a cost, particularly over the last few years as wholesale rates have decreased dramatically.

¹ In this exercise we have used the Councils 6 monthly weighted average fixed swap rate vs 6 monthly wholesale rates (sourced from Reserve Bank NZ) + average LGFA margin of 0.83258%.



This second graph shows in hindsight, what the average annual cost of minimising our exposure to interest rate risk was against a range of other available rates. In terms of our total interest costs, this added between 10.9% and 15.5% on average to our overall interest costs per annum. Since Council started using swaps in 2011, the cumulative cost to Council is between \$1.6 million and \$2.3 million. Conversely, had interest rates increased over recent years, Council would have achieved interest savings against these other rates.

Overall, we are satisfied that the interest rates swaps have been effective in the key objective of minimising our exposure to movements in interest rates. With hindsight, and in an environment with record low interest rates, this has come at an increasing cost. We will continue to work with our Treasury Advisors to identify opportunities where we can obtain some beneficial savings across our portfolio.

Liability Management Policy – Proposed amendments

Following a review, PWC have recommended a few minor changes to the policy that are largely housekeeping in nature. The updated policy is attached to this report, showing these minor proposed changes.

Investment Policy

Investment Policy – Review of policy compliance and effectiveness

The current policy includes a number of general objectives, and states the range of investments Council can hold. Each of these types of investments have varying specific objectives, management controls and levels of reporting outlined in the current policy. We believe that all of these policy objectives are being met. Other than cash investments to manage cashflow requirements and additional borrower notes in respect of our LGFA lending, we have not made any further investments this year to date.

We have complied with our policy requirements for cash investments throughout the period. Of note is that these cash investments have been larger than expected due to the delay in the capital works programme. Unfortunately at the same time the investment rates have been disappointing,

with the weighted average for this year to date sitting at 1.25%. The Financial Strategy in our 2018-28 LTP earmarked an expected rate of return over the next 10 years of 3.85% on a specific \$5.4 million cash investment held. With the downturn in rates, this has not been achieved for the current or previous financial years. Going forward in our 2021-31 LTP, we have set an average target of 2.24% over the 10 years of the LTP.

Council's external auditors annually review compliance with key policy requirements, our internal controls and accounting treatment and reporting as part of their annual audit function and have not raised any concerns or made recommendations in recent years.

Investment Policy – Proposed amendments

Following a review, PWC have recommended one minor word change to the policy that is housekeeping in nature. The updated policy is attached to this report, showing the minor proposed change.

Mōrearea | Risk

Risks relating to Council's Treasury policies could include; adopting provisions in the policies that do not comply with the covenants of the LFGA or other lenders, or that may jeopardise Council's statutory requirement to operate in a financially prudent manner. To mitigate these risks, Council have sought independent professional advice in the review of these policies.

Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

Sections 102 (2) (b) & (c) of the Local Government Act 2002 require Council to adopt a liability management policy and an investment policy.

Section 104 requires that the liability management policy adopted must state the local authority's policies in respect of the management of both borrowing and other liabilities, including—

- (a) Interest rate exposure; and
- (b) Liquidity; and
- (c) Credit exposure; and
- (d) Debt repayment.

Section 105 requires that the investment policy adopted must state the local authority's policies in respect of investments, including—

- (a) [Repealed]
- (b) The mix of investments; and
- (c) The acquisition of new investments; and
- (d) An outline of the procedures by which investments are managed and reported on to the local authority; and
- (e) An outline of how risks associated with investments are assessed and managed.

Proposed amendments to policies as outlined above are considered minor

Section 102(5) allows for the adoption of the investment and liability management policies without the requirement to use a special consultative procedure.

Ngā Tāpiritanga | Attachments

- A. Review of Current Liability Management Policy - June 2021
- B. Review of Current Investment Policy - June 2021

Ngā waitohu | Signatories

Author(s)	Larnia Rushbrooke Finance and Business Services Manager	
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Approved by	Manaia Te Wiata Group Manager Business Support	
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The meeting adjourned for morning tea at 10.30am and reconvened at 10.46am.

Councillor Wilcock departed the meeting at 10:46am.

Building Control Authority - 2021 Assessment

CM No.: 2445661

Rāpopotonga Matua | Executive Summary

The Building Control Authority (BCA) accreditation and registration scheme is among a suite of Building Act 2004 reforms designed to help improve the control of, and encourage better practice and performance in, building design, regulatory building control and building construction.

International Accreditation New Zealand (IANZ) undertook a remote (on-line during the Auckland Covid lockdown) audit of Council's building control functions on 02-05 March 2021.

A copy of the assessment's outcome is attached.

COMMITTEE RESOLUTION

That:

1. That the information be received.

Moved by: Mayor A Tanner

Seconded by: G Thompson

KUA MANA | CARRIED

Horopaki | Background

The BCA scheme requires that any territorial authority carrying out building consent, inspection and approval work be accredited by the building consent accreditation body, International Accreditation New Zealand (IANZ), against the standards and criteria in the Building (Accreditation of Building Consent Authorities) Regulations 2006. The council must then be registered by the Ministry of Business, Innovation and Employment against the standards and criteria in the Building (Registration of Building Consent Authorities) Regulations 2007 and be assessed for compliance against the regulations every two years.

The accreditation and registration of BCAs is intended to:

- help assure the public of the quality of building controls
- help promote consistent, standardised and ongoing good quality practice in building control
- help identify good building control practice and provide mechanisms for sharing this information throughout the sector and with other interested parties
- help foster continuous improvement in building controls at national and local level
- help ensure better technical capabilities and resourcing of building controls
- provide an impetus for much closer and more formal relationships among BCAs, and between BCAs and technical consultants/contractors
- provide incentives for improving performance and raising standards in building control.

Ngā Take/Kōrerorero | Issues/Discussion

Matamata-Piako District Council's BCA was the 16th authority to be registered in New Zealand and this assessment is the sixth routine reassessed since that registration in 2008.

The on-online assessment by IANZ included a team of technical experts reviewing the BCA's quality system and procedures, auditing a number of completed building consents, code compliance certificates, compliance schedules and various other functions, and over sight of a number of building inspections. A formal report was then produced determining compliance or otherwise with the Building (Accreditation of Building Consent Authorities) Regulations 2006 and advising the BCA of any further corrective actions and/or recommendations that are required to be met.

Action Required:

- Provide a plan that details how the BCA will address the identified Non compliances by 23 April 2021. The action plan was provided within the required timeframe and has been accepted.
- Provide evidence of implementation of the Action Plan by 7 June 2021. Evidence was provided for all of the non-compliances within the required timeframe.
- All non-compliances are required to be cleared by the IANZ assessor by 23 June 2021.

The BCA provided the last of the evidence required to implement the Action Plan for all of the non-compliances on 3 June 2021 and all serious and general non-compliances were cleared on 10 June 2021 at which time the Assessor noted:

Please find attached the final assessment report arising from the routine reassessment of Matamata Piako District Council Building Consent Authority.

This report demonstrates that all the issues raised during your IANZ BCA Accreditation Assessment which took place on 2 to 3 March 2021, have now been satisfactorily addressed.

A recommendation that your Building Consent Authority Accreditation continues will now be made.

Formal confirmation of your continued accreditation and a new certificate will be sent to you in the next few weeks.

It was a pleasure to work with you, and congratulations to you and your team for all the hard work and being positive and collaborative.

Three recommendations and three Advisory Notes were also made by the Assessment Team. Recommendations and advisory notes are intended to assist the BCA in its efforts to maintain an effective quality management system. They are not conditions of accreditation and do not need to be completed by the clearance date.

The Assessor also noted in her report that due to her concern about the BCA's compliance with the Regulations a Special Focus Assessment is planned for August 2021 so that IANZ can be assured that the BCA is maintaining compliance with accreditation requirements.

Mōrearea | Risk

A BCA is required at all times to be compliant with the Building (Accreditation of Building Consent Authorities) Regulations 2006. Compliance is determined through a two yearly assessment by the accreditation body IANZ. Failure to meet the clearance date, 23 June 2021, set by IANZ may

result in the BCA losing its accreditation and therefore be unable to process and inspect building consent applications.

Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

A Building Control Authority is required under the Building Act 2004 to be compliant with Regulations 6A through to 18 of the Building (Accreditation of Building Consent Authorities) Regulations 2006.

Ngā Tāpiritanga | Attachments

A. IANZ Accreditation Assessment Report 2021

Ngā waitohu | Signatories

Author(s)	Dennis Bellamy Group Manager Community Development	
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Approved by	Dennis Bellamy Group Manager Community Development	
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Mayor Ash Tanner acknowledged the efforts of staff members Daniel Kruger and Tania Scott for their hard work and efforts with their team to get the Building Control Authority non-compliance Action Plan completed by the required timeframe in order to retain MPDC's BCA accreditation.

Risk Management Framework

CM No.: 2447463

Rāpopotonga Matua | Executive Summary

The proposed risk management framework is to be adopted by Council to supersede current Risk Management Plan (“Plan”) and Risk Management Policy (“Policy”). It elaborates more on risk appetite and tolerances and their interrelationship and key risk indicators, and it is aligned to the principles set out in the universally accepted standards: ISO 31000: 2018 Enterprise Risk Management and 2017 COSO ERM – Integrating with Strategy and Performance.

The proposed Risk Management Framework is to be circulated to Audit & Risk Committee separately.

COMMITTEE RESOLUTION

That:

1. The Committee approves the Risk Management Framework and agree it be submitted to Council for adoption.

Moved by: J Aoake

Seconded by: Cr D Arnold

KUA MANA | CARRIED

Horopaki | Background

In 2019, MPDC has engaged KPMG to assess maturity of risk management within MPDC. It has been recommended to eliminate duplication of information contained with Risk Management Policy and Risk Management Plan e.g. roles and responsibilities, risk culture, and risk appetite and tolerances. The proposed Risk Management Framework has consolidated provisions set in Risk Management Policy and Risk Management Plan and has been developed to be used as a single point of reference.

The proposed Risk Management Framework explains in more detail the concept of risk appetite and how it should be developed. It should be noted that Risk Appetite Statement should be articulated and communicated to employees in a separate document. Along with risk management framework, methodology of development and implementation of key risk indicators and regulation of record keeping and analysis of realised risks have been drafted and are subject to approval by CEO.

Ngā Tāpiritanga | Attachments

There are no attachments for this report.

Ngā waitohu | Signatories

Author(s)	Iliyas Galymzhan Risk Manager	
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Approved by	Dennis Bellamy Group Manager Community Development	
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Councillor Thomas departed the meeting at 11:13am.

Mayor Ash Tanner wished Iliyas the best for the future and thanked him for his efforts to put the Risk Management Framework in place before his departure from Matamata-Piako District Council.

7 Information Reports

Food Act 2014 Quality Management System Surveillance Audit

CM No.: 2447587

Rāpopotonga Matua | Executive Summary

The introduction of the Food Act 2014 changed the way that food premises were licensed as it went from an inspection regime to verification auditing. It also required Councils to be accredited to undertake verification services for National Programmes. In 2019, Council achieved our first QMS accreditation.

To maintain our accreditation, the Ministry of Primary Industries (MPI) engaged JAS-ANZ to carry out a Surveillance Assessment in April to ensure continual compliance. This audit recommended that we maintain our accreditation with one minor non-conformity to be actioned.

COMMITTEE RESOLUTION

That:

1. That the Information be received.

Moved by: Cr B Dewhurst

Seconded by: G Thompson

KUA MANA | CARRIED

Horopaki | Background

The Introduction of the Food Act 2014 (Act) changes the way food premises were licensed as it went from an inspection regime to a verification auditing. The Act promotes food safety by focusing on the processes of food production, not the premises where food is made. For example, someone who makes and sells food from a food truck must follow the same rules as someone who makes and sells food at a restaurant. It also required all food businesses to be registered with the local authority or the Ministry for Primary Industries (MPI).

All businesses have transitioned however while Councils could automatically audit template food control plans they were required to gain accreditation to audit national programmes.

The difference between food control plans and national programmes are:

- Food control plans (FCPs): Written plans for managing food safety on a day-to-day basis. These are used by higher-risk businesses.
- National programmes: A set of food safety rules for medium and low-risk businesses. If you're under a national programme, you don't need a written plan (or develop written procedures), but must register, meet food safety standards, keep some records, and get checked.

To date MPI has appointed JAS-ANZ to assess all agencies against the requirements of the Act. To become a recognised agency pursuant to section 135 of the Food Act 2014 an agency must meet the requirements of Part 4 of the Food Regulations 2015 – Recognised agencies, persons, and classes of persons. This process allows MPI to check that they meet the same standards that they would apply if they were doing the checks. Our audits have focused on having a robust quality management system containing all the requirements set out in Regulation 110 that apply to a quality management system for the purposes of these regulations.

In addition to becoming a recognized agency, we are required to have recognized person/s to undertake the audits. Peter Challis has achieved accreditation as a recognized person.

Ngā Take/Kōrerorero | Issues/Discussion

To achieve and maintain accreditation under the Food Act 2014, MPI undertake three yearly audits with surveillance audits in interim years.

As a result, on the 14 April 2021, Sue Williams from JAS-ANZ came onsite to undertake a surveillance audit. A copy of her findings are attached. Overall the audit went seamlessly with only one non-conformity raised and three observations.

The non-conformity was:

- Keeping up to date with entering completed audits reports into the Ministry of Primary Industries TITRO database

Staff acknowledge that along with many other Council's that we are a bit behind in entering audits into the national system. It has been a disruptive year due to Covid 19 especially as the national direction has been that no on-site audits are to undertaken unless the country is at Level One. Amended legislation has been passed to enable extension to audit timeframes. Following the audit report, we are working on ensuring all verification audits are uploaded to the TITRO database. We have until 14 July 2021 to complete this and are currently on-track.

It is noted that prior to the audit, staff had identified this issue and were in the process on implementing the following actions:

- EHO to be issued with a surface pro to enable documentation on site to speed up the reporting
- Initiate a new process where the administrating officer enters the audits into the national database.

The above actions will ensure that going forward we keep up to date with entering audits into the national database.

Ngā Tāpiritanga | Attachments

A. QMS Surveillance Report JAS-ANZ 14/04/2021

Ngā waitohu | Signatories

Author(s)	Cathy Bjerring Planning & Environmental Health Admin Officer	
Approved by	Ally van Kuijk District Planner	
	Dennis Bellamy Group Manager Community Development	

Update on Organisational Culture

CM No.: 2452403

Rāpopotonga Matua | Executive Summary

Vision and Values

The organisational vision and values continue to be promoted regularly by focussing on one of our values or our mission each quarter. Each division is responsible for one of the quarters and staff within the division generate ideas to promote and raise awareness of our values.

This ensures we are continually promoting our values while also contributing to the culture within the organisation.

We also continue to look for ways to further embed the vision and values within the organisation. For example, our standard Safety and Wellness agenda items for all meetings are now based on our vision and values, i.e. for the value 'we do it together', we ask teams to discuss possible solutions to managing risks as a team and agree how these will be implemented. This also contributes to our objective of a positive safety culture by increasing engagement.

Staff also continue to be assessed against expected behaviours that are based on our values as part of our annual review process. Behaviours are weighted equally against job performance.

Staff Survey

We undertook our annual external staff survey, 'AskYourTeam' again in January. This was last undertaken in November 2019 and was delayed until early 2021 due to Covid19. AskYourTeam is a continuous improvement tool that also allows us to benchmark with other Councils.

The 2021 results were once again very positive overall and we also identified some areas for improvement. A summary of the results is attached including plans to address the issues raised, such as a review of what we do at MPDC to recognise, reward and value our employees to ensure we can attract and retain staff.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: G Thompson

Seconded by: Cr D Arnold

KUA MANA | CARRIED

Ngā Tāpiritanga | Attachments

- A. AskYourTeam Results 2021

Ngā waitohu | Signatories

Author(s)	Kelly Reith People, Safety and Wellness Manager	
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Approved by	Don McLeod Chief Executive Officer	
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Item taken out of order and considered before Item 6.7.

Update on the 3 Waters Reform Funded Projects

CM No.: 2455906

Rāpopotonga Matua | Executive Summary

This paper updates the Audit and Risk Committee on the progress implementing the Three Waters Reform Stimulus Delivery Plan (the Plan).

Significant progress has been made in scoping and defining the projects within the Delivery Plan, with project briefs being completed for all projects. A number of projects have also been completed or are close to completion, these include criticality framework development, valve maintenance and tree removal.

Since the formulation of the Plan and receiving Council's first tranche of funding, there have been significant amendments to the Plan. The 3 Waters Reform Governance Group, working with staff, have had to balance competing project priorities with available budget, the ability of the construction and consultancy sector to deliver projects and key staff availability.

The 3 Waters Reform Governance Group have worked closely with the Project Management Office, project managers and stakeholders to minimise the impact of these issues on delivery to date and delivery going forward through strategies such as early contactor engagement and utilisation of the fast track procurement playbook.

However, persistent risks remain, most significantly; Council resourcing and external resourcing, procurement, health and safety, management of overlapping PCBUs as contractors arrive onsite and time pressure as the deadline approaches. A further update will be provided to the next Audit and Risk Committee meeting.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Mayor A Tanner

Seconded by: Cr D Arnold

KUA MANA | CARRIED

Horopaki | Background

In July 2020, the Government announced a \$761 million funding package to provide post COVID-19 stimulus to maintain, improve three waters infrastructure, support a three-year programme of reform of local government water service delivery arrangements (reform programme), and support the establishment of Taumata Arowai, the new Waters Services Regulator. The funding was to remain available until March 31 2022 at which time funding would be withdrawn. Territorial Local Authorities were allocated a proportionate share of this \$761M stimulus fund, with Council receiving a \$4.94M share.

In order to access this funding, Council was required to submit a delivery plan to Crown Infrastructure Partners and the Department of Internal Affairs. It was a requirement that projects included in the delivery plan were not already funded in Councils long-term plan. The intention of the stimulus funding was to increase Council contribution to local and national economic activity above that already generated by work in Council existing plans. Councils were asked to deliver

beyond business as usual. The delivery plan was to be submitted no later than September 30, 2020.

Councils submitted delivery plan contained a portfolio of 40 projects ranging from \$30K to \$885K covering asset and contract management, operations and a range of capital and deferred maintenance and cross boundary works with a high-level estimated value of around \$5M, effectively a doubling of project spend in the 3 waters service area.

In October 2020 MPDC received confirmation that it was successful in its bid and was to receive \$4.94M to deliver the identified projects by March 2022. Consequently, Council agreed to sign a funding agreement via a Memorandum of Understanding and is participating with the initial stage of the reform programme. Fifty per cent of the funds were received in November 2020 and work on bringing a delivery team and plan began.

Ngā Take/Kōrerorero | Issues/Discussion

Project Governance and Management

The \$4.94M water reform programme represents an almost doubling of project spend in the 3 Waters Services area. This comes on the back of an already enhanced delivery program. The funding release also came at a time of maximum workload on the team with LTPs being developed and the pre-Christmas rush on project delivery.

The narrow delivery window required as part of the funding agreement (completion by March 2022) has meant scoping, design and construction / delivery of projects within effectively a 12-month timeline as opposed to a typical 3-year cycle.

In response to these delivery pressures, Council has implemented a number of strategies to increase the speed of delivery while still balancing compliance with procurement policy and project management standards. These strategies include the establishment of the 3 Waters Reform Governance Group and Project Management Office (PMO). The PMO, in particular, has been responsible for the development of project management tools and reporting in tandem with delivery.

The capacity of the 3 Waters construction and consultancy markets, nationwide, were already constrained by resourcing prior to the release of the stimulus funding. The additional funding provided to the industry via the stimulus funding, in particular its "use it or lose it" nature has the effect of further limiting the availability of technical skills and construction resources. Councils are often directly competing for the same resources to deliver similar project all within the same January 2021 – March 2022 timeframe. This has affected both the costs of projects and availability of necessary equipment. Delays in delivery attributed to the impact of COVID and the more recent Panama Canal blockage in international supply chains, have compounded these issues.

In order to address this risk, Council has engaged early with the market and leveraged off existing contracts and relationships with goods and service providers. A Program Manager was contracted in the early stages of the application process on a phased workload / availability basis. Other project management resources were sourced both internally and externally shortly afterwards, with physical works commencing in January 2021.

Further, in order to meet the delivery requirements, the construction sector has been seeking additional project management resources, resulting in direct competition between Council and the sector for staff. To date, Council have lost three staff involved in the delivery of 3 waters projects within a 3-month window over the Christmas period. This is a significant resource loss and one that is not easy to resolve.

Project update

Project briefs and scope have been completed on all projects. As with the first 21 projects scoped, fine tuning is expected once project delivery commences. A number of program area component projects have been completed or well underway. These include criticality framework development, valve maintenance and tree removal.

The extent of physical works required has increased significantly, as has some of the capital works initially identified. The main areas of increase are around the deferred maintenance program area with tree removal more than quadrupling in costs. This has been down to an increase in the amount of deferred maintenance found, the type of works required (generalist tree and scrub removal being replaced by specialist arborist works) and once started, must continue due to stability issues on exposed trees (attachments E-G).

The cleaning of the Morrinsville Treated Water Trunk Main has also seen cost increases with unforeseen consenting costs, additional pre works investigations and remediation of assets that are in poor condition or risk of failure during the operation. Similarly capital projects such as SCADA upgrades and replacement have required more detailed investigations and scoping and the list of new assets required has increased.

In order to accommodate these changes in scope or funding requirement, an amendment must be made to the Delivery Plan and agreed to by the DIA. Council has successfully secured an amendment to the Delivery Plan in the April reporting cycle. This amendment address the issues raised above as well as reallocating other funding amongst the projects. Council expects to make another amendment request in the next reporting round (September 2021) addressing further budget changes driven by urgent deferred maintenance works and the inclusion of the Morrinsville Stormwater works in the Delivery Plan. These changes have been signalled in advance to the DIA.

Financial reporting has been problematic due to the speed of program delivery, the mix of opex, capex, delivery teams and mechanisms as well as a mix of new and old workstreams. This has required considerable effort from the PMO and Finance Team in journaling costs month on month to the correct codes.

The reporting requirements for DIA are much more rigorous than standard Council reporting and involve new metrics and templates that require both project, program and financial report modifications to be completed. New reporting templates and semi-automated reports have been developed by council during April and May that should reduce the amount of effort required and improve the accuracy and confidence on the figures being reported.

A copy of Council's quarter two report to DIA has been attached to this report (attachment A). This report provides a more detailed analysis of the current state of delivery.

Mōrearea | Risk

A number of risks exist in relation to the implementation of the Delivery Plan and to Council's balance sheet.

These are the following key risks that Council needs to consider:

- There is still some risk around the reform funded works including, underspending and not gaining the full benefit of the \$4.94M awarded to Council.
- Overspending, which will fall on MPDC to cover.
- Changes in projects or programs budgets due to urgent works that need to be completed prior to review and agreement by DIA.

- Delays in delivery, or contract overruns with costs incurred post March 2022 falling on Council.
- Potential for procedural issues and rushed outputs to meet the deadlines.
- Further staff and resource losses due to an overheated 3 Water market and current water reform generating uncertainty amongst council staff.

In response, the Governance Group and Program Management Office have put in place a number of risk management protocols including regular risk reviews, Project Reconciliation meetings and more detailed 1:1 interviews with project managers when producing monthly reports.

The first round of project reconciliation identified a number of low (immediate) benefit (Wisely Park) and stalled projects (Cross Boundary Initiatives) that could be deferred or cancelled to compensate for cost and resource increases on other projects.

Ngā Whiringa | Options

At this stage Council is not being asked to make a decision on project or funding as this is currently being managed through the PMO and Governance Group.

Ngā take ā-ture, ā-Kaupapahere hoki | Legal and policy considerations

As the program approaches its March 2022 deadline. Council may wish to give consideration to procurement tools to enable the delivery of the programme within the deadline timeframe.

Ngā take ā-lhinga | Consent issues

A number of consents have been required for the works being undertaken under the reform program of works. In general these have been / are being obtained, though at a higher cost than anticipated.

Pānga ki te pūtea, me te puna pūtea | Financial Cost and Funding Source

The financial implications of the reform projects are covered under the Memorandum of Understanding and capped at \$4.94M. Council funding for some parts of the work may be required should the program overrun the budget, certain projects go over approved DIA spend, or spend be incurred post March 2022. A number of these spends would have landed on Council anyway if reform funding wasn't available i.e., Morrinsville Flooding and stormwater works.

Central Government has signalled that future funding rounds approximately double the initial \$761M may be available for Council's post March 2022. The Governance Group and PMO are actively reviewing continuation works and new projects that could be put forward for this money should Council decide to participate in the next stages of 3 Waters Reform.

The lessons learned, procedures developed and reporting templates and PMO structure all being used to ensure a smoother workflow and program delivery across a more concise portfolio of works.

Ngā Tāpiritanga | Attachments

- A. Summary Status following Project reconciliation June Update 2021
- B. Project Managers Workshop Presentation June 2021 Update
- C. Example Monthly Report - Tree Removal Project - May 2021

- D. Three Waters Reform Funding Risk Register
- E. Project Images - Tree

Ngā waitohu | Signatories

Author(s)	Karl Pavlovich Water & Wastewater Manager	
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Approved by	Fiona Vessey Group Manager Service Delivery	
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Work Programme

CM No.: 2447355

Rāpopotonga Matua | Executive Summary

The Work Programme for the Committee is attached. It is intended this is a standing item for each Committee meeting.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: J Aoake

Seconded by: Cr D Arnold

KUA MANA | CARRIED

Horopaki | Background

Prior to the commencement of each calendar year the Committee sets itself a work programme. The Committee last set the work programme in December 2020.

While priorities can shift during the year as unexpected issues arise, the work programme is a useful tool to enable Committee members to set their direction and to allow staff to understand the work priorities that need to be achieved.

Ngā Tāpiritanga | Attachments

- A. Audit and Risk Committee Work Programme tracking

Ngā waitohu | Signatories

Author(s)	Niall Baker Corporate Strategy Team Leader	
Approved by	Don McLeod Chief Executive Officer	

11.52am 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.

C1 Review of Cash Up Procedures

C2 Weathertight Buildings Update

C3 Public Excluded In Committee Auditor/Committee Member Discussion

8 Mōtini hei aukati i te iwi whānui | Procedural motion to exclude the public

COMMITTEE RESOLUTION

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 Review of Cash Up Procedures

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 6.	s6(a) - The making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences and the right to a fair trial. the police investigation is still ongoing..	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 6.

C2 Weathertight Buildings Update

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege. The public conduct of the part of the meeting would be likely to	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under

	<p>result in the disclosure of information for which good reason for withholding exists under section 7.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>	section 7.
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C3 Public Excluded In Committee Auditor/Committee Member Discussion

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	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 to damage the public interest.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

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.

Moved by: Mayor A Tanner

Seconded by: J Aoake

KUA MANA | CARRIED

12.35 pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
OF THE MEETING OF KOMITI O TE ŌTITA ME TE
MŌREAREA | AUDIT & RISK COMMITTEE HELD ON
29 JUNE 2021.

KO TE RĀ | DATE:

TIAMANA | CHAIRPERSON: