



Minutes of a meeting of the  
Finance Committee held in the  
Council Chamber on Thursday 25 August 2022,  
commencing at 1:00 PM

**Membership**

Cr Hilary Calvert	<i>(Co-Chairperson)</i>
Cr Kevin Malcolm	<i>(Co-Chairperson)</i>
Cr Michael Deaker	
Cr Alexa Forbes	
Cr Carmen Hope	
Cr Gary Kelliher	
Cr Michael Laws	
Cr Andrew Noone	
Cr Gretchen Robertson	
Cr Bryan Scott	
Cr Kate Wilson	

**Welcome**

Co-Chair Kevin Malcolm welcomed Councillors, members of the public and staff to the meeting at 1:01 pm. Staff present included Pim Borren, (interim Chief Executive), Nick Donnelly (GM Corporate Services via Zoom), Gavin Palmer (GM Operations via Zoom), Richard Saunders (GM Regulatory and Communications), Amanda Vercoe (GM Governance, Culture and Customer), Liz Spector (Governance Support via Zoom), Dianne Railton (GSO), Mike Roesler (Manager Corporate Planning), Jasmine Lamorie (Corporate Planning Business Partner), and Sarah Munro (Manager Finance Reporting).

## **1. APOLOGIES**

No apologies were noted.

*Cr Hope, Forbes, Deaker, Laws and Kelliher attended remotely.*

Also present was Andrew Douglas, the independent member of the Audit and Risk Subcommittee.

## **2. PUBLIC FORUM**

No public forum was held.

## **3. CONFIRMATION OF AGENDA**

The agenda was confirmed as published.

## **4. CONFLICT OF INTEREST**

No conflicts of interest were advised.

## **5. PRESENTATIONS**

ORC investment managers Tom Phillips (Senior Advisor), Bruce Robertson (Senior Advisor) and Phil Borkin (ISG Senior Strategist) of JBWere updated the Committee on the Council's portfolio.

## **6. CONFIRMATION OF MINUTES**

**Resolution: Cr Wilson Moved, Cr Calvert Seconded**

*That the minutes of the (public portion of the) meeting held on 24/adjourned to and concluded on 25 May 2022 were confirmed as a true and accurate record.*

## **MOTION CARRIED**

## **7. ACTIONS**

Open actions from resolutions of the Committee were reviewed. Cr Andrew Noone confirmed that the item requesting consideration of funding for Enviroschools had been tabled at a March 2022 meeting of the Otago Mayoral Forum and asked that the action be marked complete. It was also noted that an open action related to reporting of annual plan costs savings had been inadvertently omitted from the list but was still a valid action.

## **8. MATTERS FOR CONSIDERATION**

### **8.1. Quarterly Report - 30 June 2022**

The report provided the Activity and Financial Performance Reports for the 12-month period ended 30 June 2022 and included the preliminary financial result for the year ended 30 June 2022. Jasmin Lamorie (Corporate Planning Business Partner), Sarah Munro (Manager Finance - Reporting) and Nick Donnelly (GM Corporate Services via Zoom) were available to respond to questions about the report.

Cr Laws asked questions related to legal expenses and how they were budgeted and/or rated for. He also asked questions about staffing expenditures and whether they were above or below budget. Mr Donnelly said staff costs are approximately \$700,000 underspent.

Cr Calvert asked how to better budget for legal costs and asked the Chief Executive to look into this. There were no further questions, and Cr Noone moved:

**Resolution FIN22-121: Cr Noone Moved, Cr Robertson Seconded**

*That the Finance Committee:*

- 1) **Notes** this paper and the Activity and Financial Performance Reports for the period 1 July 2021 to 30 June 2022 (quarter 4 of the 2021-22 financial year).

**MOTION CARRIED**

**8.2. Annual Returns of Inactive Subsidiaries**

Section 214 of the Companies Act 1993 requires that an Annual Return be completed for each of the inactive companies held by the ORC each year by 30 September. The Annual Return includes providing information on shareholding, auditors and Annual General Meetings and is filed for Regional Services Limited, Regional Pest Services Limited, and Regional Monitoring Services Limited. As the companies are inactive, the Committee was requested to pass two resolutions for each of the companies, the first being to not hold an Annual General Meeting, and the second being to not appoint an auditor. Sarah Munro (Manager Finance - Reporting) and Nick Donnelly (GM Corporate Services via Zoom) were present to respond to questions about the report.

Ms Munro noted this report was identical to reports presented each year and no changes had occurred since the previous report. There were no questions.

**Resolution FIN22-122: Cr Wilson Moved, Cr Scott Seconded**

- 1) *That it shall not be necessary for Regional Services Limited to hold an Annual General Meeting under section 120 of the Companies Act 1993.*
- 2) *That no auditors be appointed for Regional Services Limited under section 196 (2) of the Companies Act 1993.*
- 3) *That it shall not be necessary for Regional Pest Services Limited to hold an Annual General Meeting under section 120 of the Companies Act 1993.*
- 4) *That no auditors be appointed for Regional Pest Services Limited under section 196 (2) of the Companies Act 1993.*
- 5) *That it shall not be necessary for Regional Monitoring Services Limited to hold an Annual General Meeting under section 120 of the Companies Act 1993.*
- 6) *That no auditors be appointed for Regional Monitoring Services Limited under section 196 (2) of the Companies Act 1993.*

**MOTION CARRIED**

**8.3. Annual Plan 2023/24 Process and Timetable**

The report was provided to outline the Annual Plan 2023/24 process (Year 3 of the Long-term Plan 2021-31) and provided the Committee an opportunity to consider the process, noting timing of the local body election had an impact on the proposed timeline. Mike Roesler (Manager Corporate Planning) and Nick Donnelly (GM Corporate Services via Zoom) were present to respond to questions about the report.

Mr Roesler noted a review for planning for the 2023/24 annual plan was underway and said timing for a key step in the process, *Identify*, landed during local body elections. He said staff

will have additional discussions with the newly inducted Council following the election in October, with November being a key month to for Councillors to engage in planning.

Cr Wilson asked if a more ambitious direction for climate change should be considered as part of this process. Mr Roesler noted the report's focus was on process, rather than details of the annual plan. Cr Calvert asked what interactions were ongoing with other entities. Dr Pim Borren (interim Chief Executive) said he would pull together a list of work being done in partnership with other groups. Following further discussion of the report, Cr Scott moved:

**Resolution FIN22-123: Cr Scott Moved, Cr Wilson Seconded**

That the Finance Committee:

- 1) **Receives** the report on the Annual Plan 2023-24 process
- 2) **Endorses** the Annual Plan 2023-24 steps and timeline.

**MOTION CARRIED**

*Cr Scott left the meeting at 2:53 pm.  
Cr Scott returned to the meeting at 2:54 pm.*

**9. RESOLUTION TO EXCLUDE THE PUBLIC**

**Resolution: Cr Malcolm Moved, Cr Wilson Seconded:**

*That the public be excluded from the following parts of the proceedings of this meeting per the order paper in the agenda, namely:*

- *Minutes of the 25 May 2022 public-excluded Finance Committee Meeting*

**MOTION CARRIED**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under [section 48\(1\)](#) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
Minutes of the 25 May 2022 public-excluded Finance Committee meeting	To protect information where the making available of the information— would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information – Section 7(2)(b)(ii) 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 prejudice the supply of similar information, or information from the same source, and it is in the	Section 48(1)(a); Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds: (a) that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.

	<p>public interest that such information should continue to be supplied – Section 7(2)(c)(i)</p> <p>To protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information— would be likely otherwise to damage the public interest – Section 7(2)(c)(ii)</p> <p>To avoid prejudice to measures that prevent or mitigate material loss to members of the public – Section 7(2)(e)</p> <p>To maintain legal professional privilege – Section 7(2)(g)</p> <p>To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h)</p> <p>To prevent the disclosure or use of official information for improper gain or improper advantage – Section 7(2)(j)</p>	
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This resolution was 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 or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.

## 10. CLOSURE

There was no further business and Co-Chair Kevin Malcolm declared the meeting closed at 3:06 pm.



Kevin Malcolm, Chairperson

29 August 2022  
Date



Pim Borren, I. Chief Executive

29 August 2022  
Date