

**CONFIRMED MINUTES  
OF THE PERFORMANCE, AUDIT AND RISK COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR, OFFICE OF THE WAITAKI DISTRICT  
COUNCIL , 20 THAMES STREET, OAMARU  
ON TUESDAY, 27 MAY 2025 AT 9.03AM**

**PRESENT:** Chair Simon Neale, Member John McCone, Member Rebecca Ryan, Mayor Gary Kircher, Member Jim Hopkins, Deputy Mayor Hana Halalele, Member Tim Blackler, Cr Brett Cowles, Cr Jim Thomson.

**IN ATTENDANCE:** Alex Parmley (Chief Executive)  
Roger Cook (Director, Natural & Built Environment)  
Paul Hope (Director, Support Services)  
Joanne O'Neill (Director, Strategy, Performance & Design)  
Amanda Nicholls (Finance Manager)  
Jason Lilley (Livestream Support)  
Arlene Goss (Governance Lead/Minutes)  
Ray Henderson (Public)

This meeting was live-streamed and can be viewed at  
<https://www.youtube.com/live/NmxDgggBG2Q?si=9Mj81KFkbG-pBpdD>

**MEETING OPEN**

THE CHAIRMAN DECLARED THE MEETING OPEN AT **9.03AM** AND WELCOMED EVERYONE PRESENT.

**1 APOLOGIES**

**RESOLVED PAR 2025/024**

MOVED: MEMBER JIM HOPKINS

SECONDED: MEMBER TIM BLACKLER

THAT THE APOLOGY RECEIVED FROM CR JEREMY HOLDING BE ACCEPTED.

**CARRIED**

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE PERFORMANCE, AUDIT AND RISK COMMITTEE  
MEETING HELD ON 29 APRIL 2025**

A grammatical correction was requested under Item 5.6 – to change the words 'is' and 'has' to 'was' and 'had'.

**RESOLVED PAR 2025/025**

Moved: Mr Simon Neale

Seconded: Mayor Gary Kircher

That the Performance, Audit and Risk Committee agrees to confirm the public excluded minutes in the public part of this meeting.

**CARRIED**

**RESOLVED PAR 2025/026**

Moved: Deputy Mayor Hana Halalele

Seconded: Cr Rebecca Ryan

That the Performance, Audit and Risk Committee confirms the public and public excluded minutes of the Performance, Audit and Risk Committee Meeting held on 29 April 2025, as circulated, as a true and correct record of that meeting.

**CARRIED**

## **4 MEMORANDUM REPORTS**

### **4.1 FINANCIAL SUMMARY (TO 30 APRIL 2025)**

This report presented a high-level financial summary for the period ended 30 April 2025.

The finance manager noted the lower grant income regarding the Waitaki Events Centre. She now expected to receive the full funding from the trust by June 30.

Points raised in the discussion included:

- Clarification on the situation with the ETS levy.
- The need for a strategic approach to depreciation.

*At 9.20am the meeting was adjourned due to a loud sound coming from the microphone units in the council chambers. The online link was halted. The technical issues were investigated by staff and could not be repaired quickly. So the chairman reconvened the meeting at 9.44am without the livestream.*

The chairman asked if the councillors wanted to continue the discussion on depreciation. He said looking at the wider strategic picture this would be all about roading. The only way to reduce depreciation on roading would be to reduce the service levels. This would require a discussion to be held in the next triennium.

Further discussion included:

- Using depreciation as a way to smooth the rates curve.
- Getting three waters sorted before looking at what could happen in the roading space.
- There was a request to include a footnote on capital spend in the space attributed to wages in future financial reports.
- Cashflow in the near future will be more unpredictable, as Council was currently working on three significant projects - Kakanui Bridge, the Events Centre and the Gallery Upgrade.
- Cashflow was also unpredictable because more people were waiting until the last day to make their rates payments.
- There was a two and a half percent overspend on personnel, once the \$144k backfill for staff vacancies was included. The Chair indicated their concern that employee costs still remained so high and were forecast to be even higher in 25/26 given the expected transformation efficiencies.
- The chair asked about a personnel report commissioned from "Maven" and asked for someone from the Transformation team to present a summary of this at the next meeting.
- A preferred candidate for the risk management role had withdrawn due to personal circumstances. Recruitments efforts were ongoing but it was proving difficult to fill the role.

An action was taken to continue the discussion offline with potential to second or outsource some of the function to neighbouring councils.

**RESOLVED PAR 2025/027**

Moved: Member Jim Hopkins

Seconded: Chairperson Gary Kircher

That the Performance, Audit and Risk Committee receives and notes the information.

**CARRIED**

**5 MEETING CLOSE**

The meeting did not go into public excluded and the Chair declared the meeting closed at 10.02am.

TO BE CONFIRMED at the Performance, Audit and Risk Committee Meeting to be held on Tuesday, 24 June 2025.

.....

CHAIRPERSON