

## Minutes Finance and Performance Committee 27 February 2025

 <p><b>WHAKATĀNE</b> District Council <i>Kia Whakatāne au i ahau</i></p>	Details of Meeting:	<b>FINANCE AND PERFORMANCE COMMITTEE MEETING HELD IN THE TŌTARA MEETING ROOM, WHAKATĀNE DISTRICT COUNCIL, 14 COMMERCE STREET, WHAKATĀNE, ON THURSDAY 27 FEBRUARY 2025, COMMENCING AT 9:00 AM.</b>
	Present:	His Worship the Mayor Dr V Luca, Councillors J Jukes (Chairperson), A Iles, N Rangiaho, G Dennis, N Tánczos, J Pullar and T O'Brien  <i>Via Teams:</i> Councillor W James
	In Attendance:	L Woolsey (GM Strategy and Growth), B Gray (GM Finance and Commercial Services), E Hatch (GM People and Partnerships), M Hingston (Acting Kaihautu Strategic Māori Partnerships), S Ellis (Manager Strategy and Performance), G Mischefski-Gray (Strategic Policy Analyst), A Naidoo (Strategic Policy Analyst), M Trudgen (Manager People and Capability), J Finlay (Manager Three Waters), C Richards (Manager Customer Services), N Clarke (Manager Solid Waste), S Whittle (Manager Communications and Engagement) and C Viljoen (Manager Governance Services)
	Visitors:	Mrs Bronwyn Donaldson (Public Forum)  <i>Via Teams: S Henderson (Risk and Assurance Independent Chairperson)</i>
	Apologies:	Deputy Mayor L Immink and Councillor T Boynton

### KARAKIA

The meeting was opened at 9:00 am with a Karakia by Councillor O'Brien.

### 1 MEETING NOTICES

Chairperson Jukes welcomed all and shared meeting notices on live streaming and health and safety.

### 2 APOLOGIES

Moved Councillor Pullar / Seconded Councillor O'Brien

#### RESOLVED:

THAT the Committee **accepts** the apologies from Councillor T Boynton and Deputy Mayor L Immink.

#### CARRIED

### **3 ACKNOWLEDGEMENTS / TRIBUTES**

Nil.

### **4 CONFLICTS OF INTEREST**

Nil.

### **5 PUBLIC FORUM**

Mrs. Bronwyn Donaldson addressed the Committee regarding issues with a retaining wall at 376 Ocean Road. She stated that the wall does not comply with the Building Act and lacks a full protection fence, posing a safety risk. Additionally, she mentioned water discharge from the property onto her land, causing damage.

Bronwyn provided documents and emails to support her claims, including an engineered design drawing for the retaining wall and legal requirements for full protection. She requested that the Council enforce the Building Act to ensure the safety of her property.

During the questions of clarification, Councillors asked for further clarification on the retaining wall and water discharge issues. Bronwyn provided additional details about the wall's construction and its impact on her property.

The Committee acknowledged Bronwyn's concerns and indicated that they would ask staff to further investigate the matter.

### **6 CONFIRMATION OF MINUTES**

Refer to page 9 of the agenda.

Moved Councillor Iles / Seconded Councillor O'Brien

#### **RESOLVED:**

THAT the minutes of the Finance and Performance Committee meeting held on 28 November 2024 be **confirmed** as a true and correct record.

#### **CARRIED**

Concerns about the absence of follow-up on actions from previous minutes were raised. It was requested that staff address the gap in reporting back to Council and committee meetings on previously recorded actions and their progress.

#### **6.1 REPORTS**

#### **6.2 Health, Safety & Wellbeing Report October – December 2024**

Refer to pages 10-33 of the agenda.

Manager People and Capability presented the Health, Safety and Wellbeing report.

The strategy focused on compliance, risk management, and contractor management. It includes 10 focus areas, with priority given to roles and responsibilities, risk management, and contractor management.

The methodology approach for implementing the strategy emphasised the importance of a structured and systematic process to ensure compliance and effective risk management

**Attendance:** GM Planning, Regulatory and Infrastructure entered the meeting at 9:37 am.

Moved Councillor Pullar / Seconded Councillor Tánczos

**RESOLVED:**

THAT the Health, Safety and Wellbeing Report Quarter 2: 1 October to 31 December 2024 be **received**.

**CARRIED**

### **6.3 Organisation Performance Report - Quarter 2 2024/25**

Refer to pages 34-56 of the agenda.

Manager Strategy and performance presented the report and was joined by Strategic Analyst who spoke to a few key highlights.

Key highlights included low staff turnover, increased requests for service, and a decline in satisfaction for some services

Correction: Page 39 - Service Performance.

“Satisfaction with Council services for this quarter is sitting just above the national benchmark” should read “Satisfaction with Council services for this quarter is sitting just **below** the national benchmark.”

**Attendance:** Manager Customer Services and Manager Solid Waste entered the meeting at 9:43 am.

**Attendance:** Manager Communications and Engagement entered the meeting at 9:53 am.

Moved Councillor Iles / Seconded Mayor Luca

**RESOLVED:**

THAT the Organisation Performance Q2 2024/25 Report be **received**.

**CARRIED**

**Attendance:** Manager Customer Services left the meeting at 9:54 am.

### **6.4 Long-Term Plan Non-Financial Performance Reporting, Quarter 2 2024/25**

Refer to pages 57-67 of the agenda.

Manager Strategy and Performance presented the report and was joined by subject matter experts who spoke to specific statistics and performance measures related to their functions as highlighted in the report.

Moved Councillor Rangiaho / Seconded Councillor Iles

**RESOLVED:**

THAT the Long-Term Plan Non-Financial Performance Report for Quarter 2 2024/25 be **received**.

**CARRIED**

**Attendance:** Manager Solid Waste and Manager Three Waters left the meeting at 10:09 am.

## **6.5 Resident Survey: Six Month Summary Report**

Refer to pages 68-83 of the agenda.

Manager Strategy and Performance introduced the report.

It was said that the six-monthly update showed mixed results. Some measures were above target, while others were below. Management comments provided context for significant changes.

Councillors discussed the need for a comprehensive strategy to address the issues with public toilets, including regular maintenance schedules, timely repairs, and upgrades to ensure that the facilities meet the community's needs.

It was indicated that the General Manager Community Experience was developing future plans to enhance public toilet facilities.

### **ACTION:**

Staff were requested to provide Councillors with information related to the development plans for public toilet facilities.

Councillor seek clarification on the nature and specifics of the noise complaints.

Moved Councillor Pullar / Seconded Councillor O'Brien

### **RESOLVED:**

THAT the Resident Survey: Six-Month Summary report be **received**.

**CARRIED**

**Adjournment:** The meeting adjourned at 10:27 am and reconvened at 10:40 am.

**Attendance:** GM Planning, Regulatory and Infrastructure entered the meeting at 10:41 am.

**Attendance:** GM People and Partnerships entered the meeting at 10:47 am.

## **6.6 Financial Reporting as at 31 December 2024**

Refer to pages 84-92 of the agenda.

General Manager Finance and Commercial Services introduced the report.

Through questions of clarification, Councillors sought details on the reported surplus, which was attributed to higher-than-expected revenue from rates and lower operational expenses, managed through careful budget monitoring and adjustments.

Questions about capital expenditure projects revealed that most were on track, though some faced delays due to supply chain issues and weather conditions, with efforts underway to mitigate these challenges.

The discussion on debt levels and pre-funding highlighted that this strategic decision had resulted in interest cost savings, but required careful management of debt repayments to avoid cash flow issues.

Moved Councillor Tánczos / Seconded Councillor O’Brien

**RESOLVED**

THAT the Finance and Performance Committee **receive** the Financial Reporting as at 31 December 2024 report.

**CARRIED**

**THE MEETING WAS CLOSED** with a Karakia by Councillor O’Brien at 10:57 am.

Confirmed at the meeting dated
CHAIRPERSON