



Minutes of a meeting of the
Finance and Corporate Committee held in the
Council Chamber on Wednesday 27 November 2019,
commencing at 1:00 pm

Membership

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

Welcome

Cr Noone welcomed Councillors, members of the public and staff to the meeting.

1. APOLOGIES

There were no apologies.

2. ATTENDANCE

Sarah Gardner *(Chief Executive)*
Nick Donnelly *(General Manager Corporate Services and CFO)*
Gavin Palmer *(General Manager Operations)*
Sally Giddens *(General Manager People, Culture and Communications)*
Richard Saunders *(General Manager Regulatory)*
Gwyneth Elsum *(General Manager Strategy, Policy and Science)*
Amanda Vercoe *(Executive Advisor)*
Dianne Railton *(Executive Assistant, minute taker)*

3. CONFIRMATION OF AGENDA

The agenda was confirmed as circulated.

4. CONFLICT OF INTEREST

No conflicts of interest were advised.

5. PUBLIC FORUM

No public forum was held.

6. ACTIONS

There are no outstanding actions of the Finance Committee.

7. MATTERS FOR COMMITTEE DECISION

7.1. Consideration of Draft Terms of Reference

The draft Terms of Reference for Finance Committee and Audit & Risk Subcommittee were discussed. Both committees will now meet quarterly. Changes to the Terms of Reference:

1. Standing Order 9.1 replicate the standing order wording regarding agenda setting and consulting with the Chair.
2. Attendance at meetings for the Finance Committee to include the Chief Executive and General Manager Corporate Services.
3. The Finance Committee shall carry out any other function or duty delegated to it by the Council.
4. Audit & Risk Subcommittee delegations – take out ‘appropriate’ and replace with ‘Chief Executive required to cooperate with any requests unless excused by the Chair of the ORC (Cr Marian Hobbs)’.
5. Audit & Risk membership
 - a) Change: ‘Chair – Independent, to be appointed’ to ‘Chair, to be appointed by Audit & Risk Subcommittee’.
 - b) Add: Independent member with skills and experience in audit.

6. Councillors asked staff to suggest a limit to the Finance Committee's delegation: Staff have recommended \$2 million.

Resolution

That the Council:

- 1) **Receives** this report.
- 2) **Refers**, following discussion, the proposed terms of reference for the Finance Committee to Council for adoption on 11 December 2019.
- 3) **Refers**, following discussion, the proposed terms of reference for the Audit and Risk Subcommittee to Council for adoption on 11 December 2019 with the amendments.

Moved: Cr Noone
Seconded: Cr Calvert
CARRIED

8. MATTERS FOR NOTING

8.1. Activity Review 2019-20 Q1, September 2019

That the Council:

- 1) **Receives** the activity performance report for the period ended 30 September 2019.

8.2. Finance Report 2019-20 Q1, September 2019

Resolution

That the Finance Committee:

- 1) **Receives** this report and the attached financial reports.

Moved: Cr Wilson
Seconded: Cr Robertson
CARRIED

9. CLOSURE

The meeting was declared closed at 02:30 pm.

Chairperson

Date