

**A Meeting of the Extraordinary Finance Regulatory and Business Support will be held as follows:**

**Date: Tuesday 9 April 2024**

**Time: 1.45pm**

**Venue: Council Chambers, 105 Tainui Street, Greymouth**

Paul Pretorius  
Acting Chief Executive

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# AGENDA

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**Members:**

Chair: Councillor Rex MacDonald

Deputy Chair:

Members: Mayor Tania Gibson  
Councillor Allan Gibson  
Councillor John Canning  
Councillor Peter Davy  
Councillor Robert Mallinson  
Councillor Jack O'Connor  
Kaiwhakahaere Francois Tumahai

*(Quorum 5 members)*

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Website: <https://www.greydc.govt.nz/our-council/agendas-and-minutes/Pages/default.aspx>

*The information in this document is provided to facilitate good competent decisions by Council and does in no way reflect the views of Council. Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.*

## TERMS OF REFERENCE

|                        |   |
|------------------------|---|
| Type of Committee      | Council Committee   |
| Subordinate to         | Council   |
| Subordinate Committees | Animal Control<br>Risk and Assurance  |
| Legislative Basis      | Committee established by the Council as per Schedule 7, Section 30 (1) (A), LGA 2002.<br>Committee delegated powers by the Council as per Schedule 7, Section 32, LGA 2002  |
| Members                | Mayor<br>Eight Councillors (8)<br>Independent Iwi representative (1)  |
| Quorum                 | Five members (5)  |
| Meeting frequency      | Six weekly or as and when required.   |
| Terms of Reference     | <p>The purpose of the Committee is to:</p> <p>Finance</p> <ol style="list-style-type: none"> <li>a) Advise and support the Mayor on the development of the Long Term Plan (LTP) and Annual Plan (AP).</li> <li>b) Monitor the overall financial management and performance of the Council including appropriate financial forecasting and cashflow monitoring.</li> <li>c) Make financial decisions required outside of the annual budgeting processes.</li> </ol> <p>The committee will establish an annual work programme outlining key focus areas in line with its responsibilities, which include:</p> <ul style="list-style-type: none"> <li>• Advising and supporting the Mayor on the development of the LTP and AP for consideration by the Council.</li> <li>• Financial policy related to LTP and AP.</li> <li>• Setting of rates.</li> <li>• Preparation of the consultation document and supporting information, and the consultation process, for the LTP and AP.</li> <li>• Establishing and managing a structured approach to the approval of non-budgeted expenditure (including grants, loans or</li> </ul> |

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|        | <p>guarantees) that reinforces value for money and expectation of tight expenditure control.</p> <ul style="list-style-type: none"> <li>• Performance measures and monitoring.</li> <li>• Write-offs.</li> <li>• Acquisition of property in accordance with the LTP.</li> <li>• Disposal in accordance with the LTP.</li> </ul>  |
| Powers | <ol style="list-style-type: none"> <li>I. All powers necessary to perform the committee’s responsibilities, including: <ol style="list-style-type: none"> <li>(a) Approval of submission to an external body.</li> <li>(b) Establishment of working parties or steering groups.</li> </ol> </li> <li>II. The Committee has the powers to perform the responsibilities of another committee, where it is necessary to make a decision prior to the next meeting of that other committee.</li> <li>III. If a decision is a budgetary or financial decision that relates primarily to the Finance and Regulatory and Business Support Committee responsibilities, the Committee has the powers to make associated decisions on matters that would otherwise be decided by other committees. For the avoidance of doubt, this means that matters do not need to be taken to multiple committees for decisions.</li> <li>IV. The Committee does not have: <ol style="list-style-type: none"> <li>(a) The power to establish subcommittees.</li> <li>(b) Powers that the Council cannot delegate or has retained to itself.</li> </ol> </li> </ol> |

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|                      | <p>Regulatory</p> <ul style="list-style-type: none"> <li>• To develop and approve Council’s regulatory policies, and review as appropriate as necessary.</li> <li>• To develop district bylaws and recommend them for Council approval, and review as appropriate and necessary.</li> <li>• To consider any reports relating to any regulatory function to the Council.</li> <li>• To ensure that Council meets all compliance requirements relating to its regulatory responsibilities.</li> <li>• To approve contracts relating to the responsibilities of the Committee.</li> <li>• Review of changes to central government policy or laws affecting Council’s regulatory and policy functions; review of regulatory functions or planning documents and policies of external agencies (including Regional Policy Statements and Plans), and lodgement of responses / submissions as necessary.</li> <li>• Regulatory policy and administration of regulatory functions.</li> <li>• Animal control and dog control.</li> <li>• Responsible camping.</li> <li>• Parking control.</li> <li>• Building Control</li> </ul> |
| Limits to Delegation | <p>Matters that cannot be delegated by Council include:</p> <ul style="list-style-type: none"> <li>• The power to make a rate.</li> <li>• The power to make a bylaw.</li> <li>• The power to borrow money, or purchase or dispose of assets, other than in accordance with the long term plan.</li> <li>• The power to adopt a long term plan, annual plan, annual report.</li> <li>• The power to appoint a Chief Executive.</li> <li>• The power to adopt policies required to be adopted and consulted on under this Act in association with the long term plan or</li> </ul>  |

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|  | <p>developed for the purpose of the local governance statement.</p> <ul style="list-style-type: none"><li>• The power to adopt a remuneration and employment policy.</li></ul> |
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# **SUB-COMMITTEE IN OPEN MEETING**

## **GENERAL BUSINESS AND TABLED ITEMS**

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

## **LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968**

Sub-Committee members are reminded that if he/she has a direct or indirect interest in any item on the agenda be it pecuniary or on grounds of bias and predetermination, then he/she must declare this interest and refrain from discussing or voting on this item.

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## **1 APOLOGIES AND DECLARATIONS OF INTEREST**

### **1.1 APOLOGIES**

Cr Kate Kennedy is on leave of absence from 23/03/24 to 10/04/24

Cr Tim Mora is on leave of absence from 09/04/24 to 09/04/24

### **1.2 UPDATES TO THE INTERESTS REGISTER**

Sub-Committee members to please advise if there are any changes to be made to the current Interests Register.

### **1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA**

Notification from committee members of:

- 1.3.1 Any interests that may create a conflict with their role as a committee member relating to the items of business for this meeting (prior to taking part in the deliberation of a particular item); and
- 1.3.2 Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968.

### **1.4 NOTIFICATION OF LATE ITEMS**

Where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if:

- 1.4.1 The Committee by resolution so decides; and
- 1.4.2 The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda, and the reason why the discussion of the item cannot be delayed until a subsequent meeting.



## 2 AGENDA ITEMS

### 2.1 REFERRAL OF PROPOSED ANNUAL PLAN AND ASSOCIATED DOCUMENTS TO COUNCIL FOR CONSIDERATION AND DETERMINATION

**File Number:**

**Report Author:** Acting Chief Executive

**Report Authoriser:** Acting Chief Executive

**Appendices:** Nil

#### 1. REPORT PURPOSE

1.1. The Annual Plan would have normally been considered by this Committee but unfortunately due to time constraints this is not possible as outlined in the Annual Plan agenda circulated to Council. It is therefore prudent for the Committee to refer the matter to full Council for consideration and determination.

#### 2. OFFICER RECOMMENDATION

1. That the Finance Regulatory and Business Support Committee notes the Proposed 2024/25 Annual Plan and associated documents and because of the time constraints outlined in the Annual Plan report, refers the matter to full Council.

#### 3. BACKGROUND

3.1. The preparation of the enhanced Annual Plan 2024-2025 (AP) is a key Council document which involves a significant portion of Council staff along with elected members. It would normally have been considered by this Committee. Due to severe time constraints this is not possible and it is proposed that the Committee refers it to full Council.

#### 4. DISCUSSION

4.1. As above.

#### 5. SIGNIFICANCE AND ENGAGEMENT

5.1. It is a significant matter. A decision by the Committee to refer the matter to full Council does not detract from this.

### Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

(a) This report contains:

- (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
- (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.

(b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

### **3 SUB-COMMITTEE RESUMES IN OPEN MEETING**

#### **CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING**