

**MINUTES OF AN EXTRAORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER
ON WEDNESDAY 26 MARCH 2025 COMMENCING AT 9AM**

PRESENT

Mayor S T Broughton; Councillors, P Dean (online), S N O H Epiha, L L Gliddon, D Hasson (online), M B Lyall, S G McInnes, G S F Miller, R H Mugford, E S Mundt, N C Reid & Ms McKay

IN ATTENDANCE

Mrs S Mason (Chief Executive); Messrs. S Gibling (Executive Director People, Culture & Capability), M McGrath (Chief Digital Officer), N Koch (Head of Financial Control); Mesdames A Sneddon (Chief Financial Officer), P Parata-Goodall (Cultural Advisor), D Kidd (Executive Director Community Services & Facilities), P Ganda (Senior Communications Advisor), Ms T Davel (Senior Governance Advisor)

The meeting was livestreamed.

APOLOGIES

None.

CONFLICTS OF INTEREST

None.

REPORTS

1. Chief Financial Officer

Draft Annual Report for year ended 30 June 2024

The Chief Executive thanked the auditors and staff for the hard work. She noted the annual report was presented to the Audit and Risk Subcommittee meeting on Monday 24 March.

Staff presented the information in the report in some detail noting legacy issues and challenges with presenting the report late. Staff said the overspend and underspend were nothing of significance and that the \$5m surplus was still a good result, despite being under budget. It was stated that the general rate increases of 6% will not be sufficient to maintain the debt level projected.

Councillor Epiha noted that the auditor will rotate from this council and thanked him for his time at Council.

The Chief Executive also added that as part of the Audit and Risk agenda there were several internal audit reports and said that Deloitte's reflected on how much improvement was made in reporting.

Ms McKay said that while the report reflects data of 9 months previously, she thought the report was high level and very helpful. Ms McKay added that by far, the achieved performance outweighs the underperformance and that was something to celebrate. She said it was good to see low casual staff numbers. Ms McKay pointed to the major variances which were really well explained on pages 199 & 200 and asked whether that information shouldn't be at the start of the report. Staff pointed to a summary section highlighting the same information, albeit not in as much detail.

Staff reiterated that the annual report for 2025 will be ready by end of October. In response to a question from Council staff noted there will be a workshop on insurance soon to enable Council to work through their opportunities and potentially make challenging decisions. The Chief Executive also said the Digital Team created financial dashboards, so staff has visibility over their budgets which wasn't previously the case.

Councillor Miller asked about the management letter to which staff responded that it was not a statutory requirement. It was confirmed staff had followed what was required by legislation. Councillor Miller said it was about process and questioned the changed in approach from the past. The Chief Executive was satisfied that the numbers presented today was accurate and true, noting it had been signed off by the auditors and been endorsed by the Audit and Risk Subcommittee.

The Mayor noted this was a council decision and that governors and management worked on this together. Ms McKay added that in her experience she has found it was uncommon to see such a letter. Councillor Epiha noted he would adopt what was presented today as he has been given the assurance that the numbers are true and correct.

Moved – Councillor Epiha / **Seconded** – Councillor Lyall

'That Council adopts the Draft Annual Report for the year ended 30 June 2024' and:

- a. Note that on 24 March 2025 the Audit and Risk Committee endorsed the Draft Annual Report for the year ended 30 June 2024 for adoption.*
- b. Receive the 'Draft Letter of Representation for the year ended 30 June 2024' to be signed by the Mayor and Chief Executive at the Council adoption meeting on 26 March 2025.*
- c. Receive the 'Draft Independent Auditor's Report' to the readers of Selwyn District Council's annual report for the year ended 30 June 2024, to be signed by Audit New Zealand (Audit NZ) at the Council adoption meeting on 26 March 2025.*
- d. That Council adopt the Draft Annual Report for the year ending 30 June 2024.*
- e. Note that subsequent adoption of the adoption of the Draft Annual Report, Audit NZ will provide written sign-off on their 'Independent Auditor's Report'.*

- f. *Delegates to the Chief Financial Officer the authority to make alterations of minor effect or to correct any minor errors to the Draft Annual Report for the year ended 30 June 2024, as or if required before publishing.*

CARRIED

Councillor Miller voted against

The mayor thanked Councillors and staff for their hard work and involvement.

With no further business being discussed, the meeting closed at 9.36am.

DATED this 16 day of April 2025



CHAIRPERSON