



## 5 REPORTS

### 5.1 Enterprise North Canterbury Six month financial report and Promotion Business Plan report for the period ended 31 December 2021 and draft Statement of Intent for the year ending 30 June 2023– J Millward (Manager, Finance and Business)

H Warwick, M Dalton, and J Rodgers, were in attendance to present Enterprise North Canterbury's (ENC) six month progress report, its Promotion Business Plan progress report and its Statement of Intent for the financial year ending 30 June 2023.

The representatives from ENC's presentation highlighted ENC's achievements over the past year which included a successful season for Aqualand New Zealand as well as the focus for the future which included WHoW's proposed Aquasports Park, the Pegasus Bay Trail, incorporation of a Value Add Economic Hub and a new website. They also provided an update on Visit Waimakariri and a review of the Council's Event Funding which ENC administers which had been impacted by Covid-19.

There was a brief overview of the Statement of Intent which included changes to training of local business owners and managers and the Business Award Lunch. It was noted that provision had not been made to provide training of local business owners and managers in the 2022/23 financial year, as there had been a significant drop in registrations for workshops due to Covid. In 2022/23. It was proposed to relaunch the Business Awards in 2022/23 financial and not hold a gala dinner within the current Covid environment.

Councillor Stewart requested detailed data on business that had closed or relocated from the district, and a breakdown of employment opportunities for each of the main centres. M Dalton undertook to circulate the requested information to Councillors.

Councillor Redmond enquired if more focus would be placed on sustainability in future, as this was becoming an important factor, and M Dalton responded that changes were being considered for the near future.

Moved: Councillor Williams

Seconded: Mayor Gordon

**THAT** the Audit and Risk Committee:

- (a) **Receives** report No 220228027571.
- (b) **Receives** the following reports for Enterprise North Canterbury, the:
  - I. Six month financial report for the period ended 31 December 2021 (TRIM 220301028310) and.
  - II. Six month Promotion of Waimakariri District Business report to 31 December 2021 (TRIM 220301028344).
  - III. Statement of Intent for Enterprise North Canterbury for the year ending 30 June 2023 (TRIM 220301028263).
- (c) **Notes** that under the Local Government Act 2002, the Audit and Risk Committee may request Enterprise North Canterbury to make changes to the Statement of Intent. Enterprise North Canterbury would consider these changes requested and re-present the Statement of Intent prior to the 30 June.
- (d) **Acknowledges** the work carried out by Enterprise North Canterbury and thanked the Trustees and staff for their efforts.

**CARRIED**

Mayor Gordon thanked H Warwick and her team for the work and support being done in support of the business community. He stated that ENC had his full backing and was thankful for the good working relationship and communication between the Council and ENC. He commended the work achieved during the discussion and decision regarding the Kaiapoi I-site, thanking all parties involved.

Councillor Barnett also commended ENC on their work during a very trying time, however, noted that she did not support the retention of the Kaiapoi I-site as she believed that the funding could be better utilised on digital resources. She also requested that more initiatives be developed to showcase the Waimakariri District's rural areas such as craft and walking/cycling trails.

Councillor Ward acknowledged the work done by ENC and thanked the representatives from their presentation, noting that it would be great to be able to encourage organisers of large events to utilise MainPower Stadium.

**5.2 Te Kohaka o Tuhaitara Trust – Statement of Intent for the year ending 30 June 2023 – J Millward (Manager, Finance and Business)**

G Byrnes, to present the Statement of Intent and for Te Kōhaka o Tuhaitara Trust (TKTT) for the year ending 30 June 2023. He provided an update of the work being done on the restoration of the fore dunes and the identification of new sites at Waikuku Beach in need of coastal protection. He also noted that he hoped that the proposed leasing of sections at Kariki Beach would assist the TKTT with financial independence to enable them to build new headquarters which would include an education and research centre.

Councillor Barnett inquired if G Byrnes would be interested in presenting the work that the TKTT was doing to the Waimakariri Youth Council, and he replied in the affirmative.

Moved: Councillor Williams

Seconded: Councillor Barnett

**THAT** the Audit and Risk Committee:

- (a) **Receives** report No. 220218022320.
- (b) **Receives** the Statement of Intent for Te Kōhaka o Tuhaitara Trust for the year ending 30 June 2023 (TRIM 220218022352).
- (c) **Notes** that under the Local Government Act 2002, the Audit and Risk Committee may request Te Kōhaka o Tuhaitara Trust to make changes to the Statement of Intent. Te Kōhaka o Tuhaitara Trust would consider these changes requested and re-present the Statement of Intent prior to the 30 June.

**CARRIED**

Councillor Barnett commended G Byrnes on both the environmental and community outcomes being achieved, and was supportive of the educational work done with young people to strengthen their connection to their environment.

Mayor Gordon agreed with the previous speakers, and acknowledged Councillor Blackie's work as the Council's representative on the TKTT. Councillor Ward thanked G Byrnes for the passion he brought to his work.

**5.3 Six Month Financial Statements for the Period Ended 31 December 2021 – Te Kōhaka o Tūhaitara Trust– J Millward (Manager, Finance and Business**

G Byrnes took the report as read. He advised that the Council funded the employment of a permanent staff members who had resigned during 2021, and had not yet been replaced. He noted the staff member had commented on the isolation of the role on resignation. During the summer season the TKTT had employed nine casual workers assist with the outstanding work, which that had worked very successfully. The team dynamic had worked particularly well and had provided practical skills and knowledge for those who were involved in environment studies and had led to permanent employment for two Conservation New Zealand volunteers. G Byrnes brought this to the Committees attention in the hope that other options for employment may be possible with the funding provided by the Council.

Moved: Councillor Ward

Seconded: Councillor Williams

**THAT** the Audit and Risk Committee:

- (a) **Receives** report No. 200305030925.
- (b) **Receives** the six month report for the Te Kōhaka o Tūhaitara Trust for the period ended 31 December 2021.
- (c) **Notes** the operations for the six months to 31 December 2021 was progressing as planned as presented in the Statement of Intent.

**CARRIED**

Councillors Ward and Williams thanked G Byrnes for his presentation and work.

**5.4 Cyber Security – Status Report – O Payne (Cyber Security Analyst)**

A Keiller took the report as read and highlighted the improvement to maintaining compliance and the improved staff awareness of cyber security due to the training provided.

In response to a question from Councillor Redmond, A Keiller noted that elected members needed to stay alert to daily cyber attracts, and to forward any suspicious email to the IT Help desk or to himself who would then deal with it appropriately.

In conclusion, A Keiller presented on new projects being worked on by the Council's IT team which included:

- A change to the Council's anti-virus software,
- The implantation of Microsoft Intune which would enable members to have two profiles on one device (i.e. business and personal),
- Network segmentation which would protect the Council's digital infrastructure as well as reviewing processes
- Training for disaster recovery and formulating an Incident Response Plan.

Moved: Councillor Barnett

Seconded: Councillor Ward

**THAT** the Audit and Risk Committee:

- (a) **Receives** report TRIM number INF-49/220309033409.
- (b) **Notes** the overall improvements to cyber security and protection of Council systems.

- (c) **Notes** that the Council would continue and improve its Cyber Security Awareness Training Program for the upcoming year, and that a report and an external assessment would be provided in July 2022 on security awareness.

**CARRIED**

Councillor Barnett thanked A Keiller for his work and noted that this was a critical role especially with members and staff working remotely.

## **6 PORTFOLIO UPDATES**

### **6.1 Audit, Risk, Long Term Plan and Excellence Programme – Councillor Joan Ward**

- The Council's 2022/23 draft Annual Plan was out for consultation.
- Council Controlled Organisation Audits:
  - Enterprise North Canterbury would be audited in March 2022
  - Te Kōhaka ò Tuhaitara Trust would be audited in April 2022
  - The Waimakariri Arts collection would also be audited in April 2022.

### **6.2 Customer Service – Councillor Kirstyn Barnett**

- Two teams were currently manning the Rangiora Service Centre front desk to protect staff from Covid as much as possible. However, there was not sufficient staff to have two teams at the Kaiapoi and Oxford Service Centres. Foot traffic was however low at these service centres since vax passes were required. A few irate customers but staff managed the situation.
- In preparation of the new dog registration in July 2022, staff were collecting email information so that more registrations could be done online.
- District rating re-valuation implementation would be done in September 2022.
- Participation in the LIMs change of ownership notification module which allowed the Council to be notified when the ownership of a property changed. All Canterbury councils were involved with this initiative.

### **6.3 Communications – Councillor Neville Atkinson**

There was no discussion on this item.

## **7 QUESTIONS**

Nil.

## **8 URGENT GENERAL BUSINESS**

Nil.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.57AM.

CONFIRMED

*Jean A. Ward*

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Chairperson

17 May 2022

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Date