



FINANCE, AUDIT AND RISK COMMITTEE
Minutes from 22 June 2022

Present:	Councillors Leigh Hay (Chair), Pam Colenso, Garrick Emms (until 11:18am), Brenda West and Brian Jephson (via zoom), Colin Olds, Mayor Alex Beijen and Independent Member Kit Nixon.
In Attendance:	Harry Wilson (Chief Executive), Amanda Bradley (General Manager Policy and Governance), Paul Gardner (General Manager HR & Corporate Services), Karon Ashforth (General Manager Finance), Charly Clarke (Finance Manager), and Amy Andersen (Committee Advisor).
Conduct of Business:	<p>This meeting was held in the Supper Room, Waihinga Centre, 62 Texas Street, Martinborough and via audio-visual conference, commencing at 10.00am. All members participating via audio-visual conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002. This meeting was live-streamed and is available to view on our YouTube channel.</p> <p>The meeting was held in public under the above provisions from 10.00am to 11:52am except where expressly noted.</p>

Open Section

- A1. Apologies**
There were no apologies.
- A2. Conflicts of Interest**
There were no conflicts of interest declared.
- A3. Public Participation**
There was no public participation.
- A4. Actions from Public Participation**
There were no actions from public participation.
- A5. Extraordinary Business**
There was no extraordinary business.

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

A6. Minutes for Confirmation

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/20) that the minutes of the Finance, Audit and Risk Committee meeting held on 11 May 2022 are a true and correct record, subject to the correction of Ms Ashforth's name in point 2 of resolution FAR2022/14.

(Moved Cr Olds/Seconded Cr Colenso)

Carried

B Decision Reports

B1. Setting Fees and Charges for Official Information Requests Report

Ms Bradley spoke to matters in the report.

Members queried who determines what constitutes a request, the circumstances where fees and charges may be applied, reasons for increases of requests made, processes for actioning requests and the Ombudsman's current approach to the release of council information.

Ms Bradley spoke about plans relating to transparency and communication of requests.

Video off and resumed at 10:16am.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/21) to:

1. Receive the Setting Fees and Charges for Official Information Requests Report.
(Moved Cr West/Seconded Cr Olds) Carried

2. Recommend that Council adopt the proposed fees and charges for official information requests for 2022/23 financial year.

(Moved Mayor Beijen/Seconded Cr Colenso)

Carried

C Information and Verbal Reports from Chief Executive and Staff

C2. Policy and Governance Report (Item Moved)

Ms Bradley spoke to matters outlined in the report, including the strategic register timeframe, policy review and the resident's perception survey.

Ms Bradley responded to members questions about the policy review (timeframes, process/approach), an upcoming strategic risk register workshop and the pre-election briefing report.

Mr Gardner responded to members queries relating to the update of HR related policies.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/22) to receive the Policy and Governance Report.

(Moved Cr West/Seconded Cr Emms)

Carried

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

C4. Official Information Request Topic Trends Report (Item moved)

Ms Bradley spoke to matters in the report and responded to members questions regarding transparency and information released under LGOIMA.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/23) to receive the Official Information Request Topic Trends Report.

(Moved Cr Olds/Seconded Cr West)

Carried

C1. Finance Report

Ms Clark spoke to matters in the report, including overall performance, operating surplus, commercial leases and expenditure.

Due to audio issues, meeting paused at 10:46am and resumed at 10:46am.

Mr Wilson and Mr Gardner responded to members questions about IT expenditure and ongoing upgrades to infrastructure.

Ms Clark responded to members questions on interest rates and overspends / underspends.

Mr Wilson responded to members questions on the progression of the liquefaction modelling project.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/24) to receive the Finance Report.

(Moved Cr Colenso/Seconded Mayor Beijen)

Carried

C3. Action Items Report

Members discussed and sought updates to Action 55.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/25) to receive the Action Items Report.

(Moved Cr Emms/Seconded Mayor Beijen)

Carried

D. Public Excluded Business

D1. Mid-Year Pulse Survey on Staff Engagement Report

distributed separately

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Mid-Year Pulse Survey on Staff Engagement Report	Good reason to withhold exists under section 7(2)(a) and 7(2)(f)(ii)	Section 48(1)(a)

This resolution (FAR2022/26) is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.	Section 7(2)(a)
The withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of such members, officers, employees, and persons from improper pressure or harassment.	Section 7(2)(f)(ii)

(Moved Cr Olds/Seconded Cr Colenso)

Carried

Meeting adjourned at 11:18am.

Meeting reconvened under public excluded provisions at 11:29am.

The meeting closed at 11:52am.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness