



FINANCE, AUDIT AND RISK COMMITTEE Minutes from 16 February 2022

- Present:** Councillors Leigh Hay (Chair), Pam Colenso, Garrick Emms, Colin Olds, Brenda West, Mayor Alex Beijen and independent member Kit Nixon.
- In Attendance:** Harry Wilson (Chief Executive), Russell O’Leary (Group Manager Planning and Environment), Katrina Neems (General Manager Finance), Amanda Bradley (General Manager Policy and Governance), Paul Gardner (General Manager HR and Corporate Services), Charly Clarke (Finance Manager) and Steph Frischknecht (Policy and Governance Advisor).
- Conduct of Business:** Under the Red traffic light setting of the Covid-19 Protection Framework this meeting was held via video conference and live streamed to Council’s YouTube channel. All members participating via video conference count for the purpose of the meeting quorum in accordance with clause 25B of Schedule 7 to the Local Government Act 2002.
The meeting was held in public under the above provisions from 10:02am to 12.08 pm except where expressly noted.
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Open Section

- A1. Apologies**
*FINANCE, AUDIT AND RISK RESOLVED (FAR2022/01) to accept apologies from Cr Jephson.
(Moved Cr West/Seconded Cr Colenso)* Carried
- 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.

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A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/02):

1. That the minutes of the Finance, Audit and Risk Committee meeting held on 6 October 2021 are a true and correct record.
2. That the minutes of the Finance, Audit and Risk Committee meeting held on 1 December 2021 are a true and correct record.

(Moved Mayor Beijen/Seconded Cr Colenso)

Carried

B Information and Verbal Reports from Chief Executive and Staff

B1. Policy and Governance Report

Ms Bradley, with support from Mr Wilson, updated members on work to date overhauling the strategic risk register. Members queried timeframes and wanted clarity of rankings moving up and down.

Mr Wilson update members on actions taken to address governance failure and undertook to share workshop material provided to the Community Boards. Officers responded to questions on the methodology, budget, and progress to date on the residents' perception survey. It was requested elected members be removed from the sample before the survey goes into the field.

Councillors queried the ability to have a combined District Licencing Committee and for South Wairarapa to be included in the proposed amendment relating to the prohibition of scleral tattooing.

Members discussed communications with the community as a strategic risk and its relationship to reputation. Councillors could be utilised to get messages out to the community.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/03):

1. To receive the Policy and Governance Report.
(Moved Cr Colenso/Seconded Cr West) Carried
2. Action 50: Provide members a timeline for completion of the overhaul of the strategic risk register, A Bradley.
3. Action 51: Make a copy of the 2021 Residents' Perception Survey report available on members electronic document system and share new questions for 2022 with councillors, A Bradley.
4. Action 52: Advise members whether there could be one combined District Licencing Committee across the Wairarapa, A Bradley.

B2. Finance Report

Ms Neems provided a summary of the six month financial results as outlined in the report. Ms Neems, with support from Mr Wilson, answered members' questions on the timing and impact of the NZTA reduction, libraries funding, overspend of professional services, contribution and ability to fund consent applications under increasing standards, unfavourable three waters result, ability to rate for

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unforeseen events, the review of financial and developer contributions, overspend of the IT budget, and use of the depreciation reserves.

Members discussed the ability to influence Wellington Water Ltd as a shareholder.

The meeting adjourned at 11.30am.

The meeting reconvened at 11.35am.

Members wanted assurance that the committee would be kept informed when unbudgeted expenditure exceeds delegation. Delegations being set at the right level and an electronic purchase order system would assist. Ms Neems and Ms Clarke responded to questions on the introduction of an electronic purchase ordering system.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/04):

1. To receive the Finance Report.
(Moved Cr Olds/Seconded Cr Colenso) Carried
2. Action 53: Investigate the ability to strip out one-off unbudgeted income such as stimulus funding from business as usual activity and to include unbudgeted expenditure in the financial reporting, K Neems.
3. Action 54: Provide assurances the rebrand rollover project will be completed this financial year, S Priest.
4. Action 55: Investigate whether a plan change related to developer contributions for South Wairarapa could be brought forward ahead of the District Plan review, R O'Leary.

B3. COVID Protection Framework Mitigations Report

Mr Gardner spoke to matters as outlined in the report and responded to members' questions regarding staff wellbeing. Members requested councillors be notified should any significant changes be made.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/05) to receive the COVID Protection Framework Mitigations Report.

(Moved Cr Colenso/Seconded Mayor Beijen) Carried

B4. Action Items Report

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2021/06) to receive the Action Items Report.

(Moved Cr Colenso/Seconded Cr West) Carried

B5. Official Information Request Topic Trends 1 July 2021 – 31 December 2021 Report

Mr Wilson spoke to matters as outlined in the report and responded to member questions about the proactive release of communications.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/07) to:

1. Receive the Official Information Request Topic Trends 1 July 2021 – 31 December 2021 Report.

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(Moved Cr West/Seconded Cr Olds)

Carried

2. Note that official Information Request Topic Trends reports are to be produced quarterly.

(Moved Cr West/Seconded Cr Emms)

Carried

D. Public Excluded Business

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

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
Confirmation of Public Excluded Minutes from 1 December 2021	Good reason to withhold exists under section 7(2)(a)(c)(f)	Section 48(1)(a)

This resolution (FAR2022/08) 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:

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 protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source and is in the public interest that such information should continue to be supplied.	Section 7(2)(c)(i)
The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest.	Section 7(2)(c)(ii)
The withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any person to whom section 2(5) applies, in the course of their duty.	Section 7(2)(f)(i)
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)
The withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or	Section 7(2)(f)(i)

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employees of any local authority, or any person to whom section 2(5) applies, in the course of their duty.	
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(Moved Cr Colenso/Seconded Mayor Beijen)

Carried

The meeting closed at 12.08pm.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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