



FINANCE, AUDIT AND RISK COMMITTEE

Minutes from 1 December 2021

- Present:** Councillors Leigh Hay (Chair), Pam Colenso, Garrick Emms, Brian Jephson, Brenda West, Mayor Alex Beijen and independent member Kit Nixon.
- In Attendance:** Charly Clarke (Finance Manager), Harry Wilson (Chief Executive), Paul Gardner (General Manager HR and Corporate Services) and Suzanne Clark (Committee Advisor).
- Conduct of Business:** Due to COVID-19 restrictions 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 10:00am to 11:50am except where expressly noted.
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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

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A6. Minutes for Confirmation

Confirmation of the minutes was deferred until the next meeting due to an administration error resulting in the minutes being in the public facing agenda but not in members' electronic delivery system.

B Information and Verbal Reports from Chief Executive and Staff

B1. Policy and Governance Report

Mr Wilson answered members' questions on the nature and number of LGOIMA requests received, the policy review schedule being prepared, and leave policies and management of large accruals.

Councillors queried membership of the review committee for the Local Alcohol Policy.

Cr Jephson left the meeting at 10:11am.

Cr Jephson returned to the meeting at 10:15am.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2021/41):

1. To receive the Policy and Governance Report.
(Moved Cr Hay/Seconded Mayor Beijen) Carried
2. Action 586: Advise FAR members whether elected members will be appointed to the committee that is tasked with reviewing the Wairarapa Local Alcohol Policy; H Wilson
3. Action 587: Review reporting of LGOIMA requests to consider whether data can be provided on the number of individual requestors and the scale of work involved for each request, as well as trend analysis; H Wilson

B2. Corporate Services Report

Ms Clarke answered members' questions on the budget surplus and deficits, reporting of reserve funds, seconded staff costs, staff vehicles, payment of the \$1m loan to fund the community gym at Kuranui College, rates arrears and the effect of direct debit payments on the trend analysis, the financial forecasts, contributions income, review of the contribution payment rate, and rates debt write-off and impact on income.

Members requested that a financial analysis be submitted with the next set of financial reports.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2021/42):

1. To receive the Corporate Services Report.
(Moved Cr Jephson/Seconded Cr Colenso) Carried
2. Action 588: Provide an update to Cr Colenso on the financial deficit once the stimulus funding and other project specific income has been removed; K Neems
3. Action 589: For future rates arrears analysis identify the amount of direct debit affected arrears and include a commentary in the report explaining the direct debit relationship with arrears; K Neems

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B3. Action Items Report

Members discussed progress on actions with Mr Wilson.

Members requested clarity be provided on financial information related to the Lake Ferry dripline event.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2021/43):

1. To receive the Action Items Report.

(Moved Cr Hay/Seconded Cr Emms)

Carried

2. Action 590: Clarify past expenditure at Lake Ferry, new expenditure that is being forecast, and the liability of who should be paying for repairs; S Corbett

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
Mid Year Pulse Survey on Staff Engagement	Good reason to withhold exists under section 9(2)(a)(c)(f)	Section 48(1)(a)
Confirmation of Public Excluded Minutes from 6 October 2021	Good reason to withhold exists under section 7(2)(c)(i)(ii)	Section 48(1)(a)

This resolution (FAR2021/44) 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	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.	
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 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)

(Moved Cr Colenso/Seconded Cr West)

Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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