



FINANCE, AUDIT AND RISK COMMITTEE Minutes from 30 March 2022

Present: Councillors Leigh Hay (Chair), Pam Colenso, Garrick Emms, Brian Jephson 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), Charly Clarke (Finance Manager), Steph Frischknecht (Policy and Governance Advisor) and Amy Andersen (Committee 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 12:31pm to 2:19 pm except where expressly noted.

Open Section

Public Announcement – Special thanks were given by Cr Leigh Hay, on behalf of the Finance Audit and Risk (FAR) Committee, to Katrina Neems, General Manager – Finance, following her resignation. Cr Hay made mention of Ms Neems’ ongoing support, knowledge and contributions to finance at South Wairarapa District Council over the past three years.

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.

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A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/09):

1. That the minutes of the Finance, Audit and Risk Committee meeting held on 16 February 2022 are a true and correct record.
2. That the public excluded minutes of the Finance, Audit and Risk Committee meeting held on 16 February 2022 are a true and correct record.

(Moved Cr Colenso/Seconded Cr Olds)

Carried

B Information and Verbal Reports from Chief Executive and Staff

B1. Policy and Governance Report

Ms Bradley updated members on work to date overhauling the strategic risk register. Members queried timeframes regarding the delivery of the register and the template which will be used to manage this, which was confirmed to be an *all of Government* risk template to be used, framework and gaps analysis. Members also queried whether a new software programme would be sourced to manage the register. Ms Bradley, supported by Ms Neems, suggested this could be explored in the new financial year.

Members queried whether the Smokefree Policy will cover parks and reserves; Officers confirmed it would and the Committee would be kept up to date with changes/progress on all policies as they occur.

There was discussion on the residents' perception survey, including timeframes and online administration.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/10):

1. To receive the Policy and Governance Report.

(Moved Cr West/Seconded Cr Emms)

Carried

B2. Finance Report

Ms Neems spoke to matters in the report; key points being financial statements, operating surplus tracking, expenditure and investments. Members queried budgeted costs for Iwi recruitment and Ms Neems clarified funding for this. Mr Wilson provide commentary on the current work with Wellington Water, including the challenges in terms of the management of water supplies, the funding sources for reactive maintenance and the future ahead. Mr Wilson noted an Asset

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Management Plan will be completed to support ongoing work in this space. An exact timeframe on this is to be confirmed.

Mayor Beijen remarked on improvements in reports from Finance and Ms Neems indicated this would continue in future.

The meeting was adjourned at 1:30pm.

The meeting was reconvened at 1:40pm.

Supported by Mr Wilson, Ms Neems noted improvements in IT network security and there will be an Infrastructure Evaluation later this year to support ongoing work in this space.

Members queried whether a purchase of an electronic purchase order system could be made for and if would this fall into next year's budget. Ms Neems, supported by Ms Clarke, confirmed there are funds available and further investigation will be completed before committing to this.

Members also discussed items including the timings for land valuation, contracting of independent auditors (costs associated with this work) and Audit New Zealand's schedule for auditing local and central government organisations/departments.

Cr Jephson left the meeting at 2:09pm.

Ms Neems responded to queries about rates categorisation.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2022/11):

To receive the Finance Report.

(Moved Mayor Beijen/Seconded Cr Colenso)

Carried

B3. Action Items Report

Members requested Action 248 be reopened to review whether there is leeway for within the current contract in the context of a focus on waste minimisation and to understand the associated costs and noted any updates would be raised with the Assets & Services Committee.

Discussions on the direction of waste minimisation would be referred to the Assets and Services Committee.

Cr Hay offered support to Officers relating to Action 54 and providing a list of signs with accompanying photos to support the rebrand rollout project.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2021/12) to receive the Action Items Report.

(Moved Cr Colenso /Seconded Cr Emms)

Carried

The meeting closed at 2:19pm.

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Confirmed as a true and correct record

.....(Chair)

.....(Date)

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