

**Finance Committee  
Minutes from 25 October 2023**

---

<b>Present:</b>	Councillor Colin Olds (Chair), Mayor Martin Connelly, Councillors Martin Bosley, Kaye McAulay and Aaron Woodcock; and Narida Hooper (Māori Standing Committee Representative) (from 9:57am).
<b>In attendance:</b>	Councillor Rebecca Gray and Deputy Mayor Melissa Sadler-Futter.
<b>Also In Attendance:</b>	Russell O’Leary (Acting Interim Chief Executive/Group Manager Planning and Environment), Karon Ashforth (General Manager Finance), Amanda Bradley (General Manager, Democracy and Engagement), Nicki Ansell (Lead Advisor Community Governance), and Amy Andersen (Committee Advisor).
<b>Public forum:</b>	Derek Anderton.
<b>Conduct of Business:</b>	This meeting was held in Supper Room, Waihinga Centre, Texas Street, Martinborough and via audio-visual conference. This meeting was live-streamed and is available to view on our YouTube channel. The meeting was held in public under the above provisions from 9:31am to 11:04am except where expressly noted.

---

**Open Section**

**A1. Mihi/Karakia Timatanga - Opening**

Mayor Connelly opened the meeting.

**A2. Apologies**

There were no apologies.

**A3. Conflicts of Interest**

There were no conflicts of interest declared.

**A4. Public Participation**

Derek Anderton

Mr Anderton spoke to the Committee about his frustration relating to communications in notices and reporting from Council. Mr Anderton queried the expertise within the Committee to make decisions relating to finance, and

why the Finance Committee was scheduled to meet prior to the Assurance and Risk Committee.

**A5. Actions from public participation**

Council Officers confirmed that the Annual Report sign-off was altered (Mr Wilson was CE at the time of draft report, and when it was adopted, his signature was removed and replaced with Mr Gardner's).

Members requested that the Acting Interim CE provide further advice as to the order of the Assurance and Risk Committee / Finance Committee including the benefits to changing the current order.

**A6. Extraordinary Business**

*FINANCE COMMITTEE RESOLVED (FI2023/20)* to consider an additional grant application for Nuku Ora as extraordinary business; this item was late due to an administration error and cannot be delayed until the next meeting due to the degree of urgency for funding decision. This item will be added to the agenda item B1.

*(Moved Mayor Connelly/Seconded Cr Woodcock)*

Carried

**A7. Confirmation of Minutes**

*FINANCE COMMITTEE RESOLVED (FI2023/21)* that the minutes of the Finance Committee meeting held on 9 August 2023 (public and public excluded) and 13 September 2023 are a true and correct record.

*(Moved Cr Bosley/Seconded Mayor Connelly)*

Carried

**A8. Matters arising from previous minutes**

There were no matters arising.

**B**

**Information Reports from Chief Executive and Staff**

**B1. Finance Report**

Ms Ashforth spoke to matters included in the report including the ongoing internal audit and the delays relating to the Annual Report, noting that it would be presented for adoption by Council on 22 November 2023.

Ms Ashforth responded to queries from members regarding insurance, advice relating to the Long Term plan and Council's risk appetite.

Ms Ashforth confirmed a Risk workshop was set for today and a Long Term Plan Insurance workshop was set to occur in a few weeks time.

Ms Hooper arrived at 9:57am.

*FINANCE COMMITTEE RESOLVED (FI2023/22)* to:

1. Receive the draft financial results for yearend 30 June 2023.

*(Moved Mayor Connelly/Seconded Cr Bosley)* Carried

2. a) Inform and receive an update on insurance premiums summary and final charges for 2023-24.

b) Seek advice through the CE on how to manage insurance costs in the future.

[Items 2a - 2b read together]

*(Moved Mayor Connelly/Seconded Cr Woodcock)* Carried

3. a) Receive an update on the final audit and the 2022/23 Annual Report.

*(Moved Mayor Connelly/Seconded Cr McAulay)* Carried

- b) Direct the CE to publish that Council are not going to meet the Annual Report legislated deadline and the reasons why.

*(Moved Mayor Connelly/Seconded Cr Bosley)*

4. Inform and receive update on Water Services Reform Programme for the Finance and Commercial workstream.

*(Moved Cr Olds/Seconded Mayor Connelly)* Carried

5. Inform and receive a draft of the revised Financial Delegations Policy.

*(Moved Cr McAulay/Seconded Cr Bosley)* Carried

## **B2. Action Items**

Mr O'Leary undertook to follow up action 172.

*FINANCE COMMITTEE RESOLVED (FI2023/23) to receive the Action Items Report*

*(Moved Cr Olds/Seconded Cr Bosley)* Carried

## **C Community and Youth Grants 2023-24**

Cr Olds vacated the Chair.

Cr Bosley assumed the Chair.

Mayor Connelly left the meeting at 10:07am.

Mayor returned to the meeting at 10:10am.

### **C1. Continuation of Grant Funding Deliberations 2023/2024**

Ms Ansell spoke to matters in the report, including the additional information which had been provided by groups seeking grant funding. In reference to the Finance Committee's referrals of applicants to Community Boards, Ms Ansell noted that Community Boards have almost reached capacity in terms of their ability to provide grant funding.

Members considered applications for Community Networks Wairarapa, Dark Night Sky, Papawai Community Trust, Hokai Tahi and Nuku Ora .

*FINANCE COMMITTEE RESOLVED (FI2023/24) to:*

1. Receive the Continuation of Grant Funding Deliberations 2023/24 report.

*(Moved Mayor Connelly/Seconded Cr McAulay)* Carried

2. Approve community and youth grant applicants (as agreed and attached) a combined total of \$13,000k to undertake projects as outlined in applications as submitted.
3. Ringfence funding in the amount of \$3,000k to undertake projects as outlined in the Community Networks Wairarapa application as submitted.
4. Ringfence funding in the amount of \$3,000k to undertake projects as outlined in the Hokai Tahi applications as submitted.
5. Agree to retain any remaining funds from 2023-24 funding round for distribution by the Finance Committee.

[Items 2-5 read together]

*(Moved Cr Woody/Seconded Cr McAulay)*

Carried

## **C2. Improve Community & Youth Grant process 2024/2025**

Noted that members discussed the Memorandum of Understanding process and that communications relating to this could be improved.

*FINANCE COMMITTEE RESOLVED (FI2023/25) to receive the Improve Community & Youth Grant process 2024/2025 report*

*(Moved Mayor Connelly/Seconded Cr Olds)*

Carried

## **D Karakia Whakamutunga – Closing**

Ms Hooper closed the meeting.

The meeting was closed at 11:04am.

Attached: *Grants Allocations 2023-24 Updated*

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

.....(Chief Executive)

.....(Date)

South Wairarapa District Council Grants Tracking Tool 2023-2024

COMMUNITY GRANTS							
Application #	Applicant Name	Project Title	\$ Amount Requested	Area	Comment	\$ Amount Allocated2	Meeting Notes
202301	House of Science Wairarapa Charitable Trust	Science Educational Services	\$5,000.00	District	Social Wellbeing & Environmental Wellbeing	0	No
202302	Featherston Community Centre Charitable Trust	Community Centre	\$10,000.00	District	Social Wellbeing	3,000	Refer to FCB
202303	Access Radio	Radio Services	\$3,000.00	District	Social Wellbeing, Environmental Wellbeing, Economic Wellbeing, Cultural	1,000	South Wairarapa focus required. No
202304	Community Networks Wairarapa	Support Community Networks	\$10,000.00	District	Social Wellbeing		25 October 2023: Small contribute from Community & Youth and MSC.Ringfence some. Match \$ for \$3,000 feedback to next finance Committee meeting.
202305	Featherston Memorial RSA Inc	Repairs and modernisation of RSA building in Featherston	\$15,000.00	Featherston	Social Wellbeing, Environmental Wellbeing, Cultural Wellbeing		Refer to FCB
202306	Wairarapa Sports Artificial Surface Trust	LED Lights for Hockey turf.	\$25,000.00	District	Social Wellbeing, Environment Wellbeing, Economic Wellbeing.	0	No
202307	RNZSPCA - Masterton Centre	SPCA	\$3,000.00	District	Social Wellbeing, Environment Wellbeing.	1,000	part funding
202308	All Kiwi Sports	NZ Cycle Classic	\$15,000.00	District	Social Wellbeing, Environment Wellbeing, Economic Wellbeing, Cultural Wellbeing.	0	No
202309	Youthline Central North Island, Wairarapa Branch	To support the services of the Wairarapa Youthline.	\$5,000.00	District	Social Wellbeing, Cultural Wellbeing.		Refer to MSC 10 October 2023 and funding approved from MSC for \$5,000
202310	Wings over Wairarapa	To support the Wings over Wairarapa event	\$10,000.00	District	Social Wellbeing, Economic Wellbeing	5,000	Part funding
202311	Dark Night Sky	ongoing support	\$5,000.00	District	Social Wellbeing, Environment Wellbeing, Economic Wellbeing, Cultural Wellbeing.	\$5,000	Positive consideration possible reconsideration, further information required. Additional information provided. 25 October 2023 meeting.
202312	Greytown Little Theatre	Upgrade of Greytown Little Theatre.	\$10,000.00	Greytown	Social Wellbeing, Cultural Wellbeing		Refer to GCB 18 October 2023 and funding approved from GCB for \$5,000 and to come back to the GCB in 2024.
202313	Wairarapa Road Safety Council	ongoing support	\$5,000.00	District	Social Wellbeing, Economic Wellbeing, Cultural Wellbeing.	5,000	
202314	Kuranui College	Breakfast club	\$2,500.00	Greytown	Social Wellbeing	0	No
2023 15	Aratoi	ongoing support	\$25,000.00	District	Cultural Wellbeing	0	South Wairarapa focus required. No
2023 16	Papawai Community Trust	Stream Restoration	\$10,000.00	Greytown	Social Wellbeing, Environment Wellbeing, Cultural Wellbeing	\$5,000	Further information required. 25 October 2023
2023 17	Martinborough Museum Trust	ongoing support	\$2,000.00	Martinborough	Social Wellbeing, Cultural Wellbeing.		Refer to MCB 19 October 2023 and funding from MCB approved for \$2,000
2023 18	Hokai Tahī	Free support	\$7,500.00	Greytown	Social Wellbeing	0	Positive consideration possible reconsideration. 25 October 2023. Health related and queried funding for health related activities. Look into offering room support. Ring fence a support package. Reapply
2023 19	Victory Youth	Youth Group	\$8,140.00	Martinborough	Social Wellbeing	0	No
2023 20	Fell Locomotive Museum	ongoing support	\$1,000.00	Featherston	Economic Wellbeing		Refer to FCB
2023 21	Wairarapa Bookshop Hop	Bookshop Hop	\$756.92	District	Economic Wellbeing, Cultural Wellbeing	0	No
2023 22	Ruamahanga Restoration Trust	Te Reo o te Wai	\$46,690.00	District	Social Wellbeing, Environmental Wellbeing, Cultural Wellbeing.	0	No
2023 23	Martinborough Community Patrol	Patrol Vehicle	\$5,000.00	Martinborough	Social Wellbeing		Refer to MCB 19 October 2023 and funding from MCB approved for \$2,000
2023 24	Country Village Heaven Trust	Festival of Christmas	\$40,000.00	Greytown	Social Wellbeing, Economic Wellbeing, Cultural Wellbeing.	5,000	Part funding
2023 25	Wairarapa Whanau Trust	Youth Service	\$20,000.00	District	Social Wellbeing, Cultural Wellbeing.		Refer to MSC 10 October 2023 and funding approved from MSC for \$5,000
2023 26	Martinborough WaiWaste and Food Box	ongoing support	\$15,000.00	District	Social Wellbeing, Environment Wellbeing, Economic Wellbeing, Cultural Wellbeing.	15,000	
2023 27	Greytown Scout Group	Scout Jamboree	\$2,200.00	Greytown/District	Social Wellbeing	2,200	
202328	Martinborough Playcentre	Playground safety project	\$800.00	Martinborough	Social Wellbeing		Refer to MCB
202329	Booktown	Booktown	\$25,544.00	Featherston	Social Wellbeing, Economic Wellbeing, Cultural Wellbeing.	25,544	
2023 31	Greytown MeNZ Shed		\$1,000.00				Refer to GCB 18 October 2023 and funding approved from GCB for \$1,000
	Wellington Free Ambulance	ongoing support	\$11,750.00	District	Social Wellbeing	11,750	
2023 30	Nuku Ora	ongoing support	\$3,000.00		Social Wellbeing, Cultural Wellbeing.	3,000	
			\$348,880.92			87494	