
ORDINARY MEETING

OF

KĀWAI MĀHIRAHIRA | AUDIT AND RISK SUBCOMMITTEE

MINUTES

Time: 9:30am
Date: Wednesday, 14 September 2022
Venue: Ngake (16.09)
Level 16, Tahiwī
113 The Terrace
Wellington

PRESENT

Councillor Condie (Deputy Chair)
Councillor Pannett (via audiovisual link)
Linda Rieper (External)
Bruce Robertson (Chair)
Councillor Rush (via audiovisual link)
Roy Tiffin (External)

IN ATTENDANCE

Councillor Foon

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1. Meeting Conduct

1.1 Karakia

The Chairperson declared the meeting open at 9.32am and invited members to stand and read the following karakia to open the meeting.

Whakataka te hau ki te uru,	Cease oh winds of the west
Whakataka te hau ki te tonga.	and of the south
Kia mākinakina ki uta,	Let the bracing breezes flow,
Kia mātaratara ki tai.	over the land and the sea.
E hī ake ana te atākura.	Let the red-tipped dawn come
He tio, he huka, he hauhū.	with a sharpened edge, a touch of frost,
Tihei Mauri Ora!	a promise of a glorious day

1.2 Apologies

Moved Bruce Robertson, seconded Councillor Condie

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Accept the apologies received from Councillor Paul for absence and Councillor Rush for early departure.

Carried

1.3 Conflict of Interest Declarations

No conflicts of interest were declared.

1.4 Confirmation of Minutes

Moved Bruce Robertson, seconded Linda Rieper

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Approves the minutes of the Kāwai Māhirahira | Audit and Risk Subcommittee Meeting held on 3 May 2022, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

Carried

1.5 Items not on the Agenda

There were no items not on the agenda.

1.6 Public Participation

There was no public participation.

2. General Business

2.1 Self-assessment survey: Analysis and Recommendations

Moved Bruce Robertson, seconded Linda Rieper

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.
2. Agree to the recommendations to the incoming Mayor and Council for strengthening the effectiveness of a future Audit and Risk Subcommittee, or equivalent.
3. Note that officers will develop a programme of work to implement the recommendations.

Carried

(Councillor Rush left the meeting at 9.50am)

(Councillor Rush returned to the meeting at 9.52am)

(Councillor Rush left the meeting at 10.12am)

2.2 Te Aho Marutau | Internal Audit Report for the year ended 30 June 2022

Moved Councillor Condie, seconded Linda Rieper

Resolved

Officers recommend the following motion

That Kāwai Māhirahira | Audit and Risk Subcommittee:

- 1) Receive information about the Council's internal control environment
- 2) Receive information about the legislative compliance system
- 3) Receive information about the completion of the Elected Member Gifts and Hospitality register.

Carried

(Councillor Rush returned to the meeting at 10.14am)

2.3 Strategic Risks Update September 2022

Moved Bruce Robertson, seconded Councillor Condie

Resolved

That Kāwai Māhirahira | Audit and Risk Subcommittee:

- 1) Receive the information
- 2) Agree **a date in early 2023 be set** ~~the February 2023 date~~ for a review of the WCC Strategic Risk Register
- 3) Agree to participation of subcommittee and elected members in WCC Strategic Risk Register review workshop(s)

Carried

Secretarial note: Bruce Robertson moved the original motion with amendments (supported by officers) as marked in red.

2.4 CCO risks that impact on Council's group risk

Moved Bruce Robertson, seconded Linda Rieper

Resolved

That Kāwai Māhirahira | Audit and Risk Subcommittee:

- 1) Receive the information.
- 2) Note the Council Controlled Organisation (CCO) risks that have an implication for Council group risk.
- 3) Note that more fulsome CCO risk information is contained in CCO Statements of Intent and regular reporting through the Pūroro Tahua | Finance & Performance Committee.

Carried

The meeting adjourned at 10.48am and reconvened at 11.02am with the following members present: Bruce Robertson, Roy Tiffin, Linda Rieper, Councillor Condie, Councillor Pannett (via audiovisual link), Councillor Rush (via audiovisual link).

2.5 Insurance Maturity Roadmap report

Moved Bruce Robertson, seconded Councillor Condie

Resolved

That Kāwai Māhirahira | Audit and Risk Subcommittee:

- 1) **Receive** AON's Insurance Roadmap report and workplan.
- 2) **Endorse** the work plan set out in Appendix A to the Insurance Roadmap report (Attached).
- 3) **Agree** that Council officers will report back to the committee on a regular basis as a standing item on the Kāwai Māhirahira | Audit and Risk Subcommittee on progress against the workplan.
- 4) **Receive periodic updates against the project plan and risk assessments over the life of the roadmap project.**

Carried

Secretarial note: Bruce Robertson moved the original motion with amendments (supported by officers) as marked in red.

(Councillor Rush left the meeting at 11.31am).

2.6 Health, Safety and Security (Performance) Report

Moved Linda Rieper, seconded Councillor Condie

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.
2. Recommend to the Pūroro Tahua | Finance Performance Committee to receive the information on 28 September 2022.

Carried

2.7 Proposed Workplan

Moved Bruce Robertson, seconded Councillor Condie

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.

Carried

2.8 Actions Tracking

Moved Roy Tiffin, seconded Bruce Robertson

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

- 1) Receive the information.

Carried

Public Excluded

Moved Bruce Robertson, seconded Councillor Condie

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Attachments to 2.9 - Draft 2021/22 Annual Report and Audit Process	Section 7(2)(c)(ii) - 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 damage the public interest.	Section s48(1)(a) - That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

2. Agree that Karen Young be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the audit process. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because this item is discussing the Annual Report and Audit Process.

Carried

The meeting went into public-excluded session at 11.55am.

The meeting returned from public-excluded session at 12.27pm.

Draft 2021/22 Annual Report and Audit Process

Moved Bruce Robertson, seconded Linda Rieper

Resolved

Officers recommend the following motion that Kāwai Māhirahira | Audit and Risk Subcommittee:

1. Receive the information.
2. Receive the draft 2021/22 Annual Report for Wellington City Council and Group for the year ended 30 June 2022, noting the audit is not complete until 28 November 2022.
3. Note that the draft Statements of Service Provision and Financial Statements were workshopped with the Subcommittee on 30 August 2022 and, where possible, amendments recommended by the Subcommittee and other elected members at those workshops have been made. Major changes and notes are highlighted in yellow.
4. Agree that the financial statements for the year ended 30 June 2022 fairly reflect the financial position, results of operations and service performance achievements of the Wellington City Council and Group.
5. Recommend that the Finance and Performance Committee recommend that the Council:
 - a. Approve the Accounting Policies contained in the draft financial statements (Attachment 2, Public Excluded) for adoption for the financial statements for the year ended 30 June 2022.
 - b. Approve the draft Financial Statements and Statements of Service Provision for Wellington City Council and Group within the draft Annual Report for the year ended 30 June 2022, subject to the resolution of any matters identified during the meeting and those arising from year-end and annual audit from Audit New Zealand.
 - c. Approve the draft Annual Report for Wellington City Council and Group for the year ended 30 June 2022 (Attachment 1 and 2, Public Excluded).
 - d. Approve the request for the elected Council formed after the 2022 election, to adopt the Annual Report for Wellington City Council and Group for the year ended 30 June 2022 (Attachment 1 and 2, Public Excluded) subject to changes under recommendations e) and f).
 - e. Delegate to the Chair and Deputy Chair of the Audit and Risk Subcommittee **up to the end of the triennium** the authority to deal with any significant issues arising after this meeting that are under the delegations of the Subcommittee, ensuring they are appropriately addressed through discussions with Officers and liaison with other Subcommittee members if necessary
 - f. Delegate to the Chief Executive Officer the authority to make minor editorial changes that may arise as part of the finalising of the draft 2021/22 Annual Report before presentation to the 2022 elected Council following the 2022 election
6. Note that while the Subcommittee is made aware of any issues with the Group entities' audits, it does not review the Financial Statements of the Group entities in detail. Due to the size and structure of the Group, the individual results of operations from each Group entity are unlikely to be material, either individually or taken as a whole, in relation to the consolidated financial statements.

Carried

Secretarial note: Bruce Robertson moved the original motion with amendments (supported by officers) as marked in red.

3. Public Excluded

Moved Bruce Robertson, seconded Councillor Condie

Resolved

That the Kāwai Māhirahira | Audit and Risk Subcommittee Kāwai Māhirahira | Audit and Risk Subcommittee:

- Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
3.1 Wellington Regional Stadium Trust Insurance Options	7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
3.2 Legal and Risk Updates	7(2)(g) The withholding of the information is necessary to maintain legal professional privilege. 7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.

- Agree that Shane Harmon, Katherine Andersen and Rachel Taulelei be permitted to remain at this meeting, after the public has been excluded for Item 3.1, because of their knowledge of Wellington Regional Stadium Trust. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because item 3.1 is discussing the Wellington Regional Stadium Trust.
- Agree that Karen Young be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the audit process. This knowledge

will be of assistance in relation to the matters to be discussed.

Carried

The meeting went into public-excluded session at 12:27pm.

The meeting returned from public-excluded session and concluded at 1.11pm with the reading of the following karakia:

Unuhia, unuhia, unuhia ki te uru tapu nui	Draw on, draw on
Kia wātea, kia māmā, te ngākau, te tinana, te wairua	Draw on the supreme sacredness To clear, to free the heart, the body and the spirit of mankind
I te ara takatū	
Koia rā e Rongo, whakairia ake ki runga	Oh Rongo, above (symbol of peace)
Kia wātea, kia wātea	Let this all be done in unity
Āe rā, kua wātea!	

In accordance with Standing Order 30.6, we hereby confirm the correctness of these minutes of the last meeting of the Kāwai Māhirahira | Audit and Risk Subcommittee held on 14 September 2022 prior to the next election of Wellington City Council.

Authenticated: _____
Chair

Authenticated: _____
Chief Executive