



**I, Kitea Tipuna, Tumu Whakarae Chief Executive, hereby give notice that
Finance, Assurance & Risk Committee Meeting will be held on:**

Date: Tuesday, 16 April 2024
Time: 1:30 pm
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Finance, Assurance & Risk Committee Meeting

16 April 2024

MEMBERSHIP: His Worship the Mayor Craig Little, Cr Jeremy Harker, Cr Denise Eaglesome-Karekare, Mr Philip Jones, Cr Benita Cairns, Cr Melissa Kaimoana

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 26 March 2024

**MINUTES OF WAIROA DISTRICT COUNCIL
FINANCE, ASSURANCE & RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 26 MARCH 2024 AT 1:30 PM**

PRESENT: Jeremy Harker, Cr Denise Eaglesome-Karekare, Mr Philip Jones (via Zoom), Cr Melissa Kaimoana

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae | Chief Executive), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning & Regulatory), **Michael Hardie** (Pouwhakarae – Hua Pūmau | Group Manager Assets and Infrastructure), **Juanita Savage** (Pouwhakarae Rātonga Hapori me te Whakawhanake | Group Manager Community Services and Development), **Sarayde Tapine** (Kaiurungi Kaupapa Here me Mana Ārahi | Policy and Governance Advisor), **Jacobus Meree-Meyer** (Kaiwhakahaere Pūtea | Finance Manager), **Shabib Shahul** (Audit EY New Zealand via Zoom), **David Borrie** (Audit EY New Zealand via Zoom)

1 KARAKIA

The Opening Karakia was given by the Chief Executive, Kitea Tipuna.

Cr Harker chaired this meeting due to independent chair Philip Jones attending online.

2 APOLOGIES FOR ABSENCE

APOLOGIES

COMMITTEE RESOLUTION 2024/194

Moved: Cr Jeremy Harker

Seconded: Cr Denise Eaglesome-Karekare

That the apologies received from His Worship the Mayor Craig Little and Cr Benita Cairns be accepted and leave of absence granted.

CARRIED

3 DECLARATION OF CONFLICT OF INTEREST

Nil.

4 CHAIRPERSON'S ANNOUNCEMENTS

The Chair acknowledged the passing of local man Gary Mayo and his contributions to both Council and community work.

5 LATE ITEMS OF URGENT BUSINESS

Nil.

6 PUBLIC PARTICIPATION

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

7 MINUTES OF THE PREVIOUS MEETING**COMMITTEE RESOLUTION 2024/195**

Moved: Cr Jeremy Harker

Seconded: Cr Melissa Kaimoana

That the minutes of the Ordinary Meeting held on 20 February 2024 be confirmed.

CARRIED

8 GENERAL ITEMS**8.3 EXTERNAL AUDIT PLAN FOR THE YEAR ENDING 30 JUNE 2024****COMMITTEE RESOLUTION 2024/196**

Moved: Cr Melissa Kaimoana

Seconded: Cr Denise Eaglesome-Karekare

The Finance Manager RECOMMENDS that Committee receives the External Audit Plan for the year ended 30 June 2024.

CARRIED

This item was tabled first so that auditors were able to leave the meeting once their report was received by the committee. The Finance Manager introduced the report, noting that the fees entered a new 3 year cycle last year and this is year 2 of the cycle. Mr Borrie noted that the audit plan is about acknowledging that the audit work programme is consistent with the programme of work carried out in previous years. Mr Shahul highlighted different areas within the report where there are considerations that are particularly important. He noted:

- The areas of audit focus remain fairly consistent. While Wairoa is in a place of recovery each contract for recovery and other grants has a condition attached to it and this usually triggers different accounting treatments.
- Infrastructure assets – this year is the valuation year for Council and management are in the process of engaging an external valuer who will do an assessment of whether there have been significant increases to unitaries which would then trigger the need for re-evaluation.
- Non-financial performance recording. The drinking water standard effective last year for

one year now means Councils will have to report against these drinking water standards for the full year whereas this was an option previously.

- Management have engaged an external expert to assess councils compliance with proper soil standards on a regular and ongoing basis.

Mr Jones noted that challenges still exist over the impairment value of the work done to date over i-rating and whether that needs special emphasis. The Chief Executive noted that an update on the request of special emphasis on impairment as Wairoa recovers and proceeds forward will be provided at the next meeting.

The Finance Manager noted that the interim audit will begin 08 April remotely, however, auditors are available to do on site if Council wishes.

8.1 WAIROA RECOVERY PLAN UPDATE JUNE 2023

COMMITTEE RESOLUTION 2024/197

Moved: Cr Jeremy Harker

Seconded: Cr Melissa Kaimoana

The Tautoko Whakaora - Recovery Support RECOMMENDS that Committee receive the report.

CARRIED

The Recovery Support Officer provided an update to this report. He highlighted page 13 of the agenda noting the key messages on this page. He noted that the insurance Council of New Zealand has advised there have been 217 lodged claims for residential properties, however there is a lack of data around how badly they were affected and whether the claim is for Cyclone Gabrielle or a later weather event. He further noted:

- Recovery obtained further information by going out and visiting affected properties. From this the team have identified 69 non-insured houses going under the rebuild process where the Church of Latter-Day Saints will pick up 5, Tatau Tatau 18, Hookmade 5 on behalf of the Church of St Vincent De Paul and the recovery team with 41. The 41 houses within the recovery team space have not yet been allocated, assessed or worked on this number purely indicates that recovery will take the lead on funding and who might assist in the rebuild process as these houses have not yet been tagged for committed work.

Cr Kaimoana asked if the 10 houses from the two churches and Hookmade were total rebuilds or in parts. The Chief Executive advised that the Church of Latter-Day Saints have committed 5 houses to full rebuilds and the St Vincent De Paul church is a series of work which includes stripping of the homes, however, does not include the full rebuild. Committee members then briefly discussed the timeframes in which the 10 church properties are expected to be completed.

Cr Harker asked whether the 93 houses that have had placards removed are safe to live in for each category. The Group Manager – Planning and Regulatory noted that a green building reinstated means all required remediation works are completed, WDC building inspectors have signed it off, placards removed and WDC records updated. She further highlighted white placard houses are safe to live in, however, to move a home from yellow to white placards requires potable water and a working toilet, however, may not have the kitchen reinstated.

The Chair acknowledged these numbers noting that it is a good way to measure the rebuild progress.

The recovery support officer noted the finishing of the Recovery Manager, Benita Tahuri and the events held on the one year anniversary of Cyclone Gabrielle highlighting that it was a very successful day. He further noted:

- MPI funding and what the team aims to deliver by the extension of delivery to 31 March 2024 which includes first aid training for 100 whanau, seven community hubs, two mobile EPOD's and reimbursement of approximately \$80,000 of recovery expenditure incurred not reimbursed by NEWA has increased to \$102k.
- Recovery plan reset – draft currently being updated and reviewed by the recovery team who are looking at where the team is at now and what needs to be done moving forward.
- Conversations with DIA about \$2.2M worth of funding for the five Hawke's Bay councils moving from 2024 into 2025 so part of the recovery plan reset is opening the potential to funding for future years.

Cr Harker noted a potential conflict of interest and raised the placement of the EPODS at QRS Wairoa noting that it is a flood zone. Members briefly discussed placing the pods at other possible options including the Wairoa Hospital and Golf Club. The Recovery Support Officer noted that these will be deployed prior to an event to wherever they need to go and will look into other options to place the pods at in the meantime.

Cr Eaglesome-Karekare noted the progression of the flood protection stakeholder group noting that the group is waiting on further data to be able to identify the most suitable flood protection solution for Wairoa.

Mr Jones suggested looking into a lessons learnt paper about what costs were incurred by Council over the last 14 months, what has Council been reimbursed for and what is outstanding with potential for reimbursement which will enable Council to acknowledge lessons observed during this period and to avoid going through the same situation again. The Chief Executive noted that this is also an opportunity to capture the good things that happened during Cyclone Gabrielle as well.

Mr Harker noted the crucial local decision making that occurred during Cyclone Gabrielle when decisions had to be made although with the potential risk to Council. He highlighted that had those decisions not been made and people had followed rules in the response phase Wairoa

would have been put in a more vulnerable position. The Chair also acknowledged the work of the recently finished Recovery Manager and thanked her for her focus and efforts on the impact of Cyclone Gabrielle on whanau specifically.

Members briefly discussed the possibility of an Emergency Coordination Centre in Wairoa.

8.2 MONTHLY REPORT TO 31 JANUARY 2024

COMMITTEE RESOLUTION 2024/198

Moved: Cr Jeremy Harker

Seconded: Cr Melissa Kaimoana

The Finance Manager RECOMMENDS that Committee receive the report.]

CARRIED

The Finance Manager spoke briefly to this report highlighting the major variances in comprehensive income and revenue mainly being related to regulatory activities where recovery is occurring (subsidies and grants) and transport. He noted that all other matters are progressing well as identified within the report at this stage of the year.

Cr Eaglesome-Karekare asked if Council has received the second version of the Recovery Plan. The Chief Executive advised that the draft is currently sitting with the Group Manager – Finance and Corporate Support for review.

Mr Jones noted quarterly reporting in terms of recovery for infrastructure, how much money has been spent, how much money is left sitting with council and a financial forecast of what is still to be paid. The Chief Executive agreed, however, noted that the Assets and Infrastructure group update report that goes to the Infrastructure and Regulatory Committee also contains some of this information. Mr Harker noted the crucial local decision making that occurred during Cyclone Gabrielle when decisions had to be made although with the potential risk to Council. However, had those decisions not been made and people had followed rules in the response phase Wairoa would have been put in a more vulnerable position. The Chair also acknowledged the work of the recently finished Recovery Manager and thanked her for her focus and efforts on the impact of Cyclone Gabrielle on whanau specifically.

The Group Manager – Assets and Infrastructure updated the committee that staff received notification the day prior to the meeting that the \$12.1M of Cyclone Gabrielle funding for emergency works will stop as of 30 June under the current governments direction. He noted that Council received \$31M for emergency works and have only spent \$22M so far. He believes that Council would have spent majority of that money by the middle of this year, however, anything remaining has to be returned to NZTA. He raised concerns in relation to Councils plans to use this funding for more longer-term projects and how this is no longer an option. He estimates the

shortfall to be around \$5M to be returned back to NZTA. The Chief Executive suggested the Group Manager – Assets and Infrastructure table the group update report to the Finance Assurance and Risk Committee as well.

Mr Jones acknowledged the resignation received from the Finance Manager and personally thanked him for his efforts, professionalism approach to the job, outstanding contributions and reporting to the committee and wished him well in his future endeavours. The Chair agreed and acknowledged and thanked the Finance Manager for his efforts to his work at the Council.

The Meeting closed at 2:19pm with a closing karakia given by the Chief Executive, Kitea Tipuna.

The minutes of this meeting were confirmed at the Finance, Assurance & Risk Committee Meeting held on 16 April 2024.

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CHAIRPERSON

FINANCE, ASSURANCE AND RISK COMMITTEE - ACTION TABLE

<u>MEETING THE ACTION WAS RAISED IN</u>	<u>ACTION</u>	<u>OFFICER RESPONSIBLE</u>	<u>COMMENTS</u>	<u>STATUS</u>	<u>PUBLIC EXCLUDED</u>
20/02/2024	Provide a breakdown of: Houses impacted: By Cyclone Gabrielle. By other weather events. Houses insured: In Cyclone Gabrielle. In other weather events. Houses not insured: In Cyclone Gabrielle. In other weather events. Safety declaration: Houses declared safe to live in for each category.	Steve Baker	Steve reporting to Gary on this	In progress	No

<p>26/03/2024</p>	<p>Lessons learnt paper on what costs were incurred by Council over the last 14 months, what has Council be reimbursed for and what is outstanding with potential for reimbursement.</p>	<p>Kitea Tipuna</p>	<p>This will enable council to acknowledge lessons observed during this period and to avoid going through the same situation again. Opportunity to present good things that happened during Cyclone Gabrielle as well.</p>	<p>In progress</p>	<p>No</p>
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8 GENERAL ITEMS

8.1 WAIROA RECOVERY UPDATE APRIL 2024

Author: Steve Baker, Tautoko Whakaora - Recovery Support

Authoriser: Gary Borg, Pouwhakarae - Putea Tautawhi Rangapu | Group Manager Finance and Corporate Support

Appendices: Nil

1. PURPOSE

- 1.1 To update the Committee on progress of the Cyclone Gabrielle recovery program to 16 April 2024.

RECOMMENDATION

The Tautoko Whakaora - Recovery Support RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 At 0515 Hrs Tuesday 14 February 2023, Hawke's Bay region declared a State of Local Emergency due to the flooding effect of Cyclone Gabrielle. At 0843 Hrs, the Minister for Emergency Management declared a State of National Emergency to assist in the response. The declaration applied to Northland, Auckland, Tairāwhiti, Bay of Plenty, Tararua District, Waikato, and Hawke's Bay.
- 2.2 Cyclone Gabrielle resulted in extensive flooding across the north and east of the North Island. Major flooding occurred in the Wairoa District as the Wairoa River and numerous tributaries overtopped their banks, causing flooding into residential areas, and cut off rural communities. There was extensive surface water flooding across the district in all catchments.



- 2.3 The impact of Cyclone Gabrielle to whānau, where, whenua, and our pātaka has been destructive and devastating. The consequences are felt by everyone and every community in our rohe. No one is unaffected. We expect, based on other New Zealand flood events, that the social and economic consequences will worsen in the upcoming months and years.
- 2.4 The key area of impact in the Wairoa District was in the north of Wairoa with the river breaching its banks on the north-western side of the town and flooding the rural areas of Waihirere and Ruataniwha, and urban area of North Clyde. There were however floods in Awamate - on the other side of the river, Frasertown, Whakakī, Nuhaka and Mahia, where damage to homes was more limited.
- 2.5 There was also significant damage to the landscape, rural properties and the primary sector, including horticulture, cropping, dairy, sheep and beef, and forestry. Many farms have limited access to and within their properties due to farm tracks being cut off or washed out. Water damage, erosion and silt deposition have damaged fences, access tracks, water infrastructure, destroyed crops (particularly maize and squash) and silage/hay loss and caused damage to ancillary farm buildings and dairy sheds. There has been significant pasture loss.

KEY MESSAGES – 16 April 2024

- 2.6 At a February 2024 meeting the Committee requested the Recovery Team provide the following information.

Action Point	Comment
Houses impacted. a) By Cyclone Gabrielle b) By other weather events	The Insurance Council of NZ has advised us that there have been 217 lodged for residential properties within the Wairoa region. It does not tell us whether the claim is for Cyclone Gabrielle or a later weather event
Houses insured. a) in Cyclone Gabrielle b) in other weather events	
Houses not insured. a) in Cyclone Gabrielle b) in other weather events	
Safety Declaration: Houses declared safe to live in for each category,	The Rapid Building Assessment (RBA) system does not have the configuration required to provide this information.

- 2.7 Information obtained from our Kaimanaaki by visiting impacted properties, and discussions with other agencies operating in this space is that there are.

Non-insured houses rebuild listed by lead Agency managing rebuild.	Number
Church of Latter-Day Saints	5
TToTW	18

Hookmade - on behalf of the church of St Vincent de Paul	5
Remaining - Recovery Team	41
Total	69

Status of Stickered homes

Category	Peak March 2023	Rain Event 23 Nov 2023	As at 8 April 2024
White	198		162
Yellow	146	16	100
Red	2	2	3
Placards Removed			93

Explanation of the different Placard types can be found at:

<https://www.building.govt.nz/assets/Uploads/managing-buildings/post-emergency-building-assessment/rapid-building-assessment-placards-and-forms-quick-guide.pdf>

2.8 MPI – The March milestone report and payment request for the last \$65,000 was submitted by the 31st of March 2024.

What we aim to deliver:

- Seven Community Hubs - EPOD's containing a range of essential equipment to assist communities in future weather events.
- Two Mobile EPOD's that can be deployed to an area in need during or prior to an event. These will be located at QRS Wairoa.
- First aid training for 100 Whānau
- Water tank
- Reimbursement of approximately \$102,000 including fuel disbursements, of recovery expenditure incurred not reimbursed by NEWA.

2.9 Recovery Plan reset – A draft updated recovery plan is being reviewed by the recovery team. It represents a stocktake of where we are now and what needs to be done moving forward.

2.10 The Current Recovery Plan consists of several, independent or at times interlinked, work-packages many of which are underway concurrently. Section 3 of this report provides a high-level 'Dashboard' overview of each of these work-packages.

2.11 These work-packages are expanded upon further in section 4 of the report. This includes an overview of the work-package, income and expenditure to the 31st of December 2023 as well as a forecast out to June 2024. There is also a narrative for each highlighting milestones to date, as well as an explanation of where we are heading in the future. It is hoped that elected members will be able to use this report as a resource when talking to members of the community.

2.12 In the 2023/24 Annual Plan Council committed to fund the operational costs associated with the Recovery Office for \$500,000 (due to rates affordability council chose not to rate fund this amount). To date in 2023/24 the Recovery Office has not drawn down on this budget.

3. FINANCE, AUDIT AND RISK COMMITTEE WORKSHOP 25TH JULY 2023

- 3.1 On the above date the Finance, Audit and Risk Committee workshopped the Wairoa Recovery Plan June update as presented to Council on the 18th of July 2023
- 3.2 Consequently, the Committee requested that the following changes to the monthly dashboard and 6 weekly full report to Council.
- 3.2.1. A confidence rating be applied to the information supplied for each work-package with a clear key.
- 3.2.2. Overall risk to Council rating by work-package – with a clear key.
- 3.2.3. Mitigation measures to reduce the risk or increase the confidence rating for each work-package
- 3.3 Confidence Rating
- 3.3.1. In terms of a confidence rating, it is proposed to use a Likert-type scale with the following values.
- 1 – Not Strongly Confident
 - 2 – Not Confident
 - 3 – Neutral
 - 4 – Confident
 - 5 – Strongly Confident
- 3.4 Risk
- 3.4.1. When identifying risks, the following risk categories should be used to prompt risk thinking,
- Financial & Economic
 - Health and Safety
 - Legal Compliance
 - Political reputation
 - Human Resources
 - Operations
 - Information (Communication, IT and data)
 - Environment (natural disasters, industry change, cultural and demographic change, central government change)
- 3.4.2. Overall risk to Council is based upon the Risk Matrix as shown in the following table:

Probability/ Likelihood	Consequences				
	Insignificant	Minor	Moderate	Major	Catastrophic
	1	2	3	4	5
Likely	M	H	E	E	E
Moderate	M	H	H	E	E
Rare	L	M	H	E	E
Very Rare	L	L	M	H	E
Unanticipated	L	L	M	H	E

L = Low M = Moderate H = High E = Extreme

3.4.3. Likelihood.

Likelihood is the probability or frequency of the risk event occurring. It’s usually rated in terms of an annual occurrence and a percentage chance of the event happening within a specified timeframe.

Information on past-experience and frequency and future trends may inform the assessment of likelihood.

The following criteria are intended to provide a common understanding and application of assessments of likelihood.

Likelihood Criteria	%
(1) Unanticipated	0 – 10
(2) Very Rare	10 – 25
(3) Rare	25 – 75
(4) Moderate	75 – 90
(5) Likely	90 – 100

3.4.4. Impact.

Also called severity or consequences, the impact (y-axis) aims to determine the level of effects that the risk could cause.

1. **Insignificant** – minor or negligible consequences
2. **Minor** – consequences
3. **Moderate**– consequences
4. **Major** – consequences
5. **Catastrophic** – consequences













The following table gives guidance into the impact assessment for the different categories of risk above.

Risk consequence assessment criteria					
Rating →	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Risk category ↓					
Financial / Economic	Loss less than \$5,000 or less in any 12 month period.	Loss \$5,000 to \$50,000 in any 12 month period.	Loss \$50,000 to \$200,000 in any 12 month period.	Loss \$200,000 to \$1m in any 12 month period.	Loss of \$1m or greater in any 12 month period.
Health & Safety	Minor incident, no medical attention needed. No impact on public health and safety. Event report to Health & Safety officer.	Incident incurring minor injury, short term sickness, or requiring moderate medical attention and up to 2 weeks. Event report to Health & Safety officer.	Incident requiring significant medical attention and 2 weeks to 3 months impact, or minor effect on many people. Event report and investigation to Health & Safety officer.	Serious injury or hospitalisation to several people. Serious harm event with 3 + months impact to persons. Serious harm event report and investigation submitted to Health & Safety officer.	Loss of life. Wide-spread injury or illness. Event report and event investigation to Health & safety officer.
Human Resources	Permanent staff turnover of 0 to 10% p.a. Can be absorbed within normal operations, minimal impact.	Permanent staff turnover 10 to 15% p.a. Minor incident contained with local resources.	Permanent staff turnover 15 to 20% p.a. Significant impact likely to be of medium term significance to the organisation and require additional resource.	Permanent staff turnover 20 to 30% p.a. Important organisation targets cannot be achieved. Substantial organisational changes and/or additional resource needed.	Permanent staff turnover exceeds 30% p.a. Organisation targets cannot be achieved. Substantial organisational changes and/or additional resource needed.
Legal	WDC sued or fined less than \$5,000.	WDC sued or fined between \$5,000 to \$50,000.	WDC sued or fined between \$50,000 to \$200,000.	WDC sued or fined between \$200,000 to \$1m.	WDC sued or fined in excess of \$1m.

Risk consequence assessment criteria					
Rating →	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Risk category ↓					
Reputation	Negative reaction from individuals or local interest groups.	Loss of confidence among sections of the community Negative media coverage nationwide for up to 2 days Local adverse political comment and/or media coverage for several days.	A manageable loss in community confidence. Negative media coverage nationwide for several days. Regional adverse political comment and/or media coverage for a week.	Major loss in community confidence requiring substantial time to remedy. Negative media coverage nationwide for up to 2 weeks Nationwide adverse political comments for several days	Insurmountable loss in community confidence. Negative media coverage nationwide for more than 2 weeks. Nationwide adverse political comment for more than 1 week.
Operational	Isolated loss of operational capability. No effect on strategic goals and only temporary effect on level of service. In the case of essential services (such as water supply) impact of < 3 hrs to < 100 people.	Loss of operational capability in some areas. Strategic goals and levels of service temporarily affected. In the case of essential services (such as water supply) impact of 3 – 12 hrs to < 100people, or< 3 hrs to > 100 people or key customers.	Substantial loss of operational capability for 1 to 2 weeks. Serious disruption to strategic goals and LOS. In the case of essential services (such as water supply) impact of 12 – 24 hrs to < 100 people, or3 – 12 hrs to > 100 people or key customers.	Substantial loss of operational capability for 2 to 4 weeks. Serious disruption to strategic goals and LOS. In the case of essential services (such as water supply) impact of 24 – 72 hrs to < 100 people, or12 – 24 hrs to > 100 people or key customers.	Substantial loss of operational capability for over 4 weeks. Serious disruption to strategic goals and LOS. In the case of essential services (such as water supply) impact of > 72 hrs to ≥ 100 people.
Project impacts	Negligible impact on project objectives.	Minor effects relatively easily rectified.	Some project objectives affected.	Important project objectives cannot be achieved.	Project objectives cannot be met.
Natural environment	Localised short term reversible damage to aquatic and/or terrestrial ecosystems, and/or visual effects. No identifiable reduction in species.	Localised minor reversible damage to aquatic and/or terrestrial ecosystems. Temporary reduction to one species.	Moderate environmental damage, local importance. Prosecution possible. Widespread medium term reversible damage to aquatic and/or	Major effect and, long term impact. Prosecution expected. Widespread long term reversible damage to aquatic and/or terrestrial ecosystems.	Serious damage of national importance and irreversible impact. Prosecution expected. Widespread irreversible damage to aquatic and/or terrestrial









Risk consequence assessment criteria					
Rating →	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Risk category ↓			terrestrial ecosystems. Moderate reduction in one or more species.	Significant reduction in one or more species.	ecosystems. Permanent loss of one or more species.

4. DASHBOARD









Work-Package	Lead	Work-Package Status					Information confidence	Risk
		Scope	Resources	Schedule	Cost			
The EOC (emergency Operations Centre).	Local Controller					5	Low	
	<p>Update</p> <p>Council spent \$61,000 on external costs in running the EOC and \$186,000 in staff wages and salaries. The cost of running the EOC is not claimable.</p> <p>Risk and Mitigation</p> <p>Risk is low as costs have already been incurred.</p>							
NEMA – Welfare	Local Controller					5	Low	
	<p>Update</p> <p>We are in the process of wrapping up claims in relation to this work package. Some \$102,000 of unclaimable costs have been funded under the MPI Isolated Communities fund.</p> <p>\$477,000 of funding has been received against expenditure of \$480,000.</p> <p>Risk and Mitigation</p> <p>Risk is low as costs have already been incurred and we are in the process of wrapping up final claim.</p>							
Recovery office	Wairoa Recovery Manager					5	Low	
	<p>Update</p> <p>The Recovery Office is not externally funded. Where possible costs have been recorded under DIA funded work packages below.</p> <p>Going on these budgets the forecasts to date Council has funded \$18,000 for the recovery office. See work packages below.</p> <p>Risk and Mitigation</p> <p>Funding from DIA towards recovery hub and Comms costs have enabled many of the costs that would otherwise have come under this work-package to be recorded and funded to Recovery Hub and Comms work packages below funded by DIA .</p>							









Work-Package	Lead	Work-Package Status						Risk
		Scope	Resources	Schedule	Cost	Information confidence		
Recovery Hub	Wairoa Recovery Manager					4	Low	
<p>Update</p> <p>Funding has been obtained from DIA for \$250,000</p> <p>Team has been in place for several months. However, the delay in securing the team has impacted the schedule of work. Forecast underspend in this work-package will offset the projected overspend in Community Communication, Engagement and Hui work-package below.</p> <p>Risk and Mitigation</p> <p>To keep costs down resources have been seconded from external agencies with no cost to Council.</p> <p>We have held initial discussions with DIA for further funding for 2024/25. It is envisaged that the resourcing of the recovery office will be scaled back by this time.</p>								
Community Communication, Engagement and Hui	Recovery Manager					5	Low	
<p>Update</p> <p>Funding received from DIA \$450,000 so programme can be resourced at little or no cost to Council. Where possible team members have been seconded or funded from third parties such as MSD and Te Whatu Ora. We have allocated \$50,000 of this funding to consultation and engagement with the community on Flood Mitigation and \$11,000 for a review of the recovery office and \$21,000 for Recovery Plan reset. Therefore, forecast spend in this work package indicates an overspend in budget by June 2024 but this is offset in the savings in the Recovery Hub.</p> <p>Risk and Mitigation</p> <p>DIA has provided us with considerable latitude as to what costs can be covered under this funding. This covers a range of activities and costs that would otherwise have had to be funded under the Recovery Office budget.</p> <p>We have held initial discussions with DIA for further funding for 2024/25. It is envisaged that the resourcing of the recovery office will be scaled back by this time.</p>								

Work-Package	Lead	Work-Package Status					Information confidence	Risk
		Scope	Resources	Schedule	Cost			
Mayors Fund	EA (Office of the Mayor)						4	Low
<p>Update</p> <p>Some \$1.047m has been distributed to date with a further \$0.88m on hand to distribute.</p> <p>The panel is considering the request to ringfence a portion of the fund to help meet the anticipated shortfall of the Red Cross Fund to complete basic rebuild costs.</p> <p>Risk and Mitigation</p> <p>Panel decision using funding matrix as displayed on Councils website. Minutes kept of decisions.</p>								
Red Cross-Liveable Homes	Recovery Manager						4	Major
<p>Update</p> <p>There are still unknowns, and now we have people in the team who are trying to fill in the gaps as quickly as we can. We are working across the community agencies to help us do this.</p> <p>There are also a number who are underinsured, and others who are uninsured due to the cost of insurance.</p> <p>To add to the complexity there are a few different players operating in this space.</p> <p>We continue to work to close the information gaps and return our whānau to their whare. Repair work is ramping up in this area.</p> <p>Risk and Mitigation</p> <p>Red Cross funding matrix has been created and approved to ensure consistency amongst claimants and to speed up the process.</p> <p>Availability of workforce and tradespeople remains a challenge.</p> <p>Sourcing additional funds from other philanthropic groups and other agencies remains a work in progress.</p>								

Work-Package	Lead	Work-Package Status					Information confidence	Risk
		Scope	Resources	Schedule	Cost			
MPI – Isolated Communities	Resilience Pou Lead					4	Low	
<p>Update</p> <p>An extension to March 2024 has been obtained. To date some \$102,000 of unclaimable expenditure under the NEMA – Welfare fund has been applied for under this work package.</p> <p>Two transportable EPOD’s have been procured and will be stored at in Wairoa.</p> <p>A variation to contract has been attained. The Assistance of MPI staff in this space has been outstanding.</p> <p>March Milestone report submitted along with invoices to uplift the final \$25,000 in funding before the 31 March 2024 cut-off.</p> <p>Delivery of transportable EPOD’s to Wairoa April May 2024. Based on actual expenditure the variation provides for expenditure to be transferred between the two NIWE funds based on objectives.</p> <p>Our MPI contacts positions have been disestablished, as part of the public sector cost saving initiatives. Their positions cease in June 2024.</p> <p>Risk and Mitigation</p> <p>Recovery continues to work with MPI staff meet contract obligations and deliver outcomes for the community.</p> <p>There is a risk our current points of contact leave MPI prior to June 2024.</p>								
MPI - Community Hub Resilience	Resilience Pou Lead					4	Low	
<p>Update</p> <p>One community has secured its own funding this impacts funding from DIA as the grant is limited to 100,000 per hub.</p> <p>As there are now only 7 Community Hubs to be funded Recovery has worked with MPI representatives to attain a funding variation between the two MPI grants.</p> <p>March Milestone report submitted along with invoices to uplift the final \$40,000 in funding before the 31 March 2024 cut-off.</p> <p>Risk and Mitigation</p> <p>There is a risk our current points of contact leave MPI prior to June 2024.</p>								

Work-Package	Lead	Work-Package Status					Information confidence	Risk
		Scope	Resources	Schedule	Cost			
Temporary Accommodation Solutions	Building Control Manager (Council) and Enabled Wairoa TToTW						5	Low
<p>Update</p> <p>TAS placement of units has slowed down considerably as demand has decreased. TToTW POD placements have remained steady and is progressing well.</p> <p>Risk and Mitigation</p> <p>These processes are being managed by Enabled Wairoa and TToTW with exemptions being lodged with WDC.</p>								
Land Categorisation	Mayor & CE						3	Moderate
<p>Update</p> <p>Land Classification project is linked to the outcome of the flood mitigation project.</p> <p>Risk and Mitigation</p> <p>Treasury has confirmed that \$70 million has been ring-fenced for flood mitigation/protection solutions for Wairoa. It is expected once a plan is confirmed there will be no Category 2 properties in Wairoa. However, there is an ongoing risk that flood mitigation works will not sufficiently cover all affected properties, and that ongoing weather events will add complexity.</p>								
Flood Mitigation	Mayor & CE						2	Catastrophic
<p>Update</p> <p>Treasury has confirmed that \$70m has been ring-fenced for Wairoa flood mitigation.</p> <p>After options have presented in Wairoa:</p> <ul style="list-style-type: none"> Implications of preferred options for affected properties are being assessed. <p>Regional Recovery Agency (RRA) has submitted to a proposed an Order in Council.</p>								

Work-Package	Lead	Work-Package Status						Risk
		Scope	Resources	Schedule	Cost	Information confidence		
	<p>Risk and Mitigation</p> <p>Significant inherent programme management risks and exposure to cost overruns. Income and Expenditure is not being processed through Council but HBRC.</p>							
NEMA - Solid Waste Management Fund	GM Assets and Infrastructure (Council)					5	Low	
	<p>Update</p> <p>Councils Claims have been accepted. This work package is now closed.</p> <p>Risk and Mitigation</p> <p>Nil</p>							
HBRC - Extreme Weather Event Recovery Activity (Silt & Debris)	GM Assets and Infrastructure (Council)					3	Major	
	<p>Update</p> <p>A total of \$9.4M has been secured and is ringfenced for this work. \$7m has been paid and we have good reporting lines and tracking data for silt. High confidence that \$9.4M will be fully utilised. No overruns envisaged at this stage however potential asbestos issues and associated costs remain a risk to budget.</p> <p>Silt cleared from storage areas such as the Railway yard.</p> <p>Debris from stripping houses expected to increase over coming months. Potential asbestos issues and associated costs remain a risk to budget.</p> <p>Recovery is working with HBRC to see if the deadline for this fund could be extended beyond June 2024.</p> <p>On Sunday 11th of February, the Government announced a further package of \$63million for removal of silt and debris from areas affected by Cyclone Gabrielle with \$3m ringfenced for Wairoa. These funds have been gone to HBRC for work to be undertaken in the Wairoa area.</p> <p>Risk and Mitigation</p>							

Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
		<p>Comms have commenced for a final push on removing silt from under houses.</p> <p>Actual spend will be determined by the amount of silt and debris still to be collected.</p> <p>There is also a time limit on this fund which expires 30 June 2024. As such, time is of the essence.</p>					
Infrastructure – Transport / Roading	GM Assets and Infrastructure (Council)					4	Major
		<p>Update</p> <p>The initial \$16m response funding has been used well to get access back in most locations, and also to help with cashflow, a cost-scope adjustment request has been made and Council were successful in securing \$31m extra at 100% FAR. Funding for final reinstatement is being discussed with Waka Kotahi, likely to require Council share. Crown funding allocated for Te Reinga Bridge repair \$14m. if the cost of repair exceeds \$14m then the difference will be at Councils expense. Continual rain events are hampering progress. Expenditure of the \$31m extra funding currently sits at \$17m.</p> <p>Risk and Mitigation</p> <p>There is a drive to get this work complete before the end of June 2024, as the way forward beyond this date is uncertain.</p>					
Infrastructure – 3 Waters	GM Assets and Infrastructure (Council)					4	Major
		<p>Update</p> <p>NEMA have finalised the threshold for Wairoa District Council \$324,995 for 60/40 government funding threshold, based on WDC confirmation of the capital value of the rating units at \$4,333,259,830.</p> <p>Damage has been incurred on both above ground assets, which are insured through AON, and below ground assets which are insured through LAPP.</p>					

Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
		<p>AON has made an initial payment of \$500,000. Final claims for LAPP and AON are being worked through with loss adjustors.</p> <p>The main action point from the December quarterly Report to NEMA was in relation to the progress on the Wairoa wastewater pond desludging as that is likely to determine the size of WDC's 60/40 claim.</p> <p>Parklink have been engaged to carry out sludge surveys on the Wairoa and Māhia ponds to determine quantum of silt ingress.</p> <p>Risk and Mitigation</p> <p>Insurance outcome is an unknown and therefore a potentially significant risk</p>					

Key

	Green	Amber	Red
Scope	Current approved in-scope items can be delivered in full	Minor changes to core specification of quality of capability that will be delivered	Major changes to core specification of quality or capability that will be delivered
Costs	Variance between Total Approved Spend and Total Forecast Spend for the approved phase/s within +/- 5% of approved spend up to a value of \$50k	Variance between Total Approved Spend and Total Forecast Spend for the approved phase/s within +/- 10% of approved spend up to a value of \$100k	Variance between Total Approved Spend and Total Forecast Spend for the approved phase/s is greater than +/- 10% of approved spend or greater in value of \$100k
Schedule	Major milestones remain on track to meet the approved timelines	Major milestones are at risk however mitigating activities are in place in an effort to meet the approved dates	There is certainty that Major milestones have missed or will miss the approved dates
Resourcing	Workpackage resourced adequately and project team is performing to a high standard	Workpackage resourcing will cause a slip to schedule or cost or variance in scope if not	Workpackage resourcing is causing variance to schedule, cost or scope
Confidence	The overall confidence that the workpackage will deliver on its aims and objectives within scope, on cost, and on schedule	There are concerns that the workpackage may not deliver on its aims and objectives within scope, on cost, and on schedule. There are mitigation strategies in place to bring the workpackage back to "green"	There are significant issues in one or more of areas of scope, cost, or scheduling. The Workpackage is unlikely to achieve its objectives. There are mitigation strategies in place will not bring the workpackage back to "green"

8.2 MONTHLY REPORT TO 29 FEBRUARY 2024

Author: Jacobus Maree-Meyer, Finance Manager

Authoriser: Gary Borg, Pouwhakarae - Putea Tautawhi Rangapu | Group Manager Finance and Corporate Support

Appendices: 1. **Finacial Results Year to Date February 2024** [↓](#)

1. PURPOSE

- 1.1 This report provides information for Committee on Council's operating financial performance for the 8 months to 29 February 2024. No decisions are required by Committee at this stage.
- 1.2 This is an information report-only because it provides an update on Council's progress against objectives established and decisions previously made in the Annual Plan 2023-24 and Long-term Plan 2021-31.

RECOMMENDATION

The Finance Manager RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 Council's minimum statutory obligations regarding reporting, public accountability and financial management are contained in Part 6 of the Local Government Act 2002. Monitoring financial performance on Council's behalf is included in the Committee's Terms of Reference.
- 2.2 Beyond this, regular performance reporting is good practice, keeping Council and the community informed of its financial performance and position.
- 2.3 In addition, reporting during the year provides an indication of full year outcomes and informs the decision-making process for each subsequent Annual Plan and Long-term Plan.
- 2.4 The Month Report to 29 February 2024, attached as Appendix 1, sets out the financial results.

