

Independent Member and Chair – Wellington City Council’s Te Kura o te Waka | Audit and Risk Committee

Wellington City Council (the Council) is the territorial authority responsible for the capital city of Wellington, representing a population of approximately 210,800 as of June 2025. The Council is made up of 16 elected representatives; the Mayor and 15 Councillors. It's their job to make bylaws, set the city's overall strategic direction, and approve budgets, policies and plans aimed at achieving that direction.

Te Kura o te Waka | Audit and Risk Committee (the committee) has responsibility for overseeing the work of the Council in discharging its responsibilities in the areas of risk management, statutory reporting, internal and external audit and assurance, and monitoring of compliance with laws and regulations, including health and safety.

Independent Chair and member - Te Kura o te Waka | Audit and Risk Committee

Wellington City Council is looking for two people with appropriate expertise and experience to serve as external members of the Council's Te Kura o te Waka | Audit and Risk Committee. One of these positions is the chair of the committee.

These are important and exciting positions - at the crucial governance level - in which you will be a key contributor.

External members provide objective advice and assurance, and help the committee to maintain its independent perspective, supporting the Council's prudent management of community assets and resources in alignment with the committee's delegations.

The independent chair provides strategic leadership and independent oversight to the committee. The chair maintains order in the clear facilitation of committee meetings, ensuring effective governance and constructive debate.

About you

Each Independent member is appointed on the basis that they can contribute strengths to the overall skills, knowledge and experience required for the Audit and Risk committee to achieve its purpose.

Skills and experience required

It is desirable that Independent Members possess the following skills and abilities:

- Proven senior governance experience at board or committee level, preferably within local government or the public sector, with an understanding of accountability, regulatory and funding environments
- Senior credibility in audit, assurance, and strategic risk and experience of audit and risk governance processes
- High financial literacy with a focus on sustainability and prudence

- The ability to provide independent, objective judgement, including constructive challenge and professional scepticism
- Ability to interpret Council's strategic risks and assess the appropriateness of the risk strategies in place, which takes into account the risk appetite of Council.
- Understanding of governance-level health and safety responsibilities under the Health and Safety at Work Act, including officer due diligence obligations and the distinct role and accountabilities of elected members
- Understanding of how legislative changes and obligations may influence risk, assurance and financial decision making
- An understanding of Te Tiriti o Waitangi, and experience supporting governance frameworks that strengthen relationships with mana whenua
- Awareness of the reputational context of a large public sector organisation

An Independent Chair should also have the ability to:

- develop and promote effective working relationships from a Governance perspective;
- ensure meeting protocols in accordance with standing orders and the Local Government Information and Meetings Act 1987 are adhered to
- guide and facilitate discussion during necessary workshops, briefings and member-only sessions.

Background in the following will be an advantage

- Leadership experience in large complex organisations
- A strong financial background and Chartered Accountants Australia & New Zealand membership or an internationally recognised equivalent

Commitment

Te Kura o te Waka | Audit and Risk Committee meets quarterly and as required. Preparation time of 10-12 hours per meeting will be required, as well as attendance at occasional workshops or briefings as needed.

The next upcoming Te Kura o te Waka | Audit and Risk Committee is scheduled for 26 May 2026.

Term

This is a fixed term of up to three years, aligning with the Council triennium. There is potential to extend to a maximum of two triennia (six years).

Geographic considerations

Preference will be given to candidates based in Wellington, or with extensive knowledge of the Wellington local government context.

Remuneration

A fixed annual fee of \$32,000 per annum for the independent chair, and \$16,000 per annum for the external member.

Terms of reference

The full terms of reference and delegation for the committee is available here:

<https://wellington.govt.nz/-/media/your-council/meetings/tor-2025-2028/2025-11-24-terms-of-reference-and-delegations-2025.pdf>

	Chair	Member
Statutory Reporting		
Risk Management		
Internal Audit		
External Audit		
Legal		
Health and Safety Governance		
Committee Leadership		