Nelson City Council
Te Kaunihera o Whakatū

Minutes of a meeting of the

Audit, Risk and Finance Committee

Te Kōmiti Kaute / Tūraru / Pūtea

Held in the Council Chamber, Floor 2A, Civic House, 110 Trafalgar Street, Nelson on Wednesday 14 August 2024, commencing at 9.02a.m.

Present:	Ms C Taylor (Chairperson), His Worship the Mayor N Smith, Councillors R O'Neill-Stevens, M Courtney, R Sanson and Mr L McKenzie
In Attendance:	Chief Executive (N Philpott), Deputy Chief Executive/Group Manager Infrastructure (A Louverdis), Group Manager Community Services (A White), Group Manager Corporate Services (N Harrison), Group Manager Strategy and Communications (N McDonald), Senior Governance Adviser (A Andrews) and Governance Adviser (A Bryce)
Apologies :	Nil

Karakia and Mihi Timatanga

1. Apologies

There were no apologies.

2. Confirmation of Order of Business

There were no changes to the order of business.

3. Interests

There were no updates to the Interests Register, and no interests with items on the agenda were declared.

4. Public Forum

There was no public forum.

5. Confirmation of Minutes

5.1 5 June 2024

Document number M20599, agenda pages 7 - 15 refer.

Resolved ARF/2024/034

That the Audit, Risk and Finance Committee

1. Confirms the minutes of the meeting of the Audit, Risk and Finance Committee, held on 5 June 2024, as a true and correct record.

His Worship the Mayor/McKenzie Carried

6. Quarterly Internal Audit Report - 30 June 2024

Document number R28694, agenda pages 16 - 19 refer.

Group Manager Corporate Services, Nikki Harrison and Audit and Risk Analyst, Chris Logan, took the report as read and answered questions on implementation of the four medium recommendations, commercial lease management, financial year storm recovery subsidies, LOCO software benefits and risks associated with noncompliance of financial delegations.

The Chief Executive, Nigel Philpott, answered questions on the non-compliance issue, confirming that an annual review of delegation compliance will be undertaken.

Resolved ARF/2024/035

That the Audit, Risk and Finance Committee

1. Receives the report Quarterly Internal Audit Report - 30 June 2024 (R28694) and its Attachment (1194974384-3691).

His Worship the Mayor/Courtney Carried

7. Quarterly Risk Report - 30 June 2024

Document number R28695, agenda pages 20 - 44 refer.

Audit and Risk Analyst, Chris Logan, took the report as read.

Group Manager Corporate Services, Nikki Harrison answered questions on voluntary staff exit surveys, insurance risks and change in Harbourmaster responsibility.

Deputy Chief Executive/Group Manager Infrastructure, Alec Louverdis, answered questions on lifeline services and risk rating, flood recovery work, risk reduction and current risk levels.

Chief Executive, Nigel Philpott, answered questions on Long Term Plan projects, Nelson City Council vacancies and induction for new staff.

Resolved ARF/2024/036

That the Audit, Risk and Finance Committee

1. Receives the report Quarterly Risk Report - 30 June 2024 (R28695) and Attachment (1759736513-18).

His Worship the Mayor/Sanson Carried

8. Quarterly Finance Report to 30 June 2024

Document number R28611, agenda pages 45 - 66 refer.

Group Manager Corporate Services, Nikki Harrison and Manager Finance, Prabath Jayawardana, took the report as read, noting this was the draft financial report and the draft annual report would come back to the committee for approval in September, to be adopted by Nelson City Council prior to 31 October 2024. They answered questions on forestry performance measures and governance oversight, Infrastructure Holdings Limited (IHL) dividends, subsidies and grants oversight, risk management and current project budgets.

Resolved ARF/2024/037

That the Audit, Risk and Finance Committee

1. Receives the report Quarterly Finance Report to 30 June 2024 (R28611) and its Attachments (1857728953-1938, 1530519604-14363 and 839498445-18731).

Courtney/Sanson Carried

9. Annual Tax Update

Document number R28612, agenda pages 67 - 79 refer.

Group Manager Corporate Services, Nikki Harrison and Manager Finance, Prabath Jayawardana, took the report as read and answered questions on GST.

Resolved ARF/2024/038

That the Audit, Risk and Finance Committee

1. <u>Receives</u> the report Annual Tax Update (R28612) and its Attachment (2130083480-731).

<u>His Worship the Mayor/O'Neill-Stevens</u> <u>Carried</u>

10. Bad Debts write off - Year ending 30 June 2024

Document number R28716, agenda pages 80 - 81 refer.

Manager Finance, Prabath Jayawardana, took the report as read.

Resolved ARF/2024/039

That the Audit, Risk and Finance Committee

1. <u>Receives</u> the report Bad Debts write off - Year ending 30 June 2024 (R28716).

<u>O'Neill-Stevens/McKenzie</u> <u>Carried</u>

11. Exclusion of the Public

Resolved ARF/2024/040

That the Audit, Risk and Finance Committee

1. <u>Excludes</u> the public from the following parts of the proceedings of this meeting.

2. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<u>Courtney/His Worship the Mayor</u> <u>Carried</u>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	**Audit, Risk and Finance Committee Meeting - Confidential Minutes - 5 June 2024**	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for	The withholding of the information is necessary: • Section 7(2)(a) To protect the privacy of natural persons,

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		which good reason exists under section 7.	including that of a deceased person • Section 7(2)(d) To avoid prejudice to measures protecting the health and safety of members of the public • Section 7(2)(g) To maintain legal professional privilege • Section 7(2)(b)(ii) 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
2	**Quarterly Health, Safety and Wellbeing Report to 30 June 2024**	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person • Section 7(2)(d) To avoid prejudice to measures protecting the health and safety of members of the public
3	**Quarterly Report on Legal Proceedings**	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: • Section 7(2)(c)(ii) 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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			the information would be likely otherwise to damage the public interest • Section 7(2)(g) To maintain legal professional privilege
4	**Quarterly Update on Debts - 30 June 2024**	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person

The meeting went into confidential session at 10.25a.m. and resumed in public session at 10.56a.m.

Karakia Whakamutanga

12. Restatements

It was resolved while the public was excluded:

2 CONFIDENTIAL: Quarterly Health, Safety and Wellbeing Report to 30 June 2024

2. Agrees that Report R28658 and Attachment (855153265-4991) remain confidential at this time.

3 CONFIDENTIAL: Quarterly Report on Legal Proceedings

2. Agrees the Report R28608 and its Attachment (142319133-606) will remain confidential.

4 CONFIDENTIAL: Quarterly Update on Debts - 30 June 2024

2. Agrees that the Report R28613 and its Attachment (1857728953-1933) remain confidential at this time.

There being no further business the meeting ended at 10.56a.m.

Confirmed as a correct record of proceedings by resolution on 18 September 2024.

That the Audit, Risk and Finance Committee

1. <u>Confirms</u> the minutes of the meeting of the Audit, Risk and Finance Committee, held on 14 August 2024, as a true and correct record.