



Minutes of a meeting of the Audit, Risk and Finance Subcommittee

**Held in the Council Chamber, Civic House, 110 Trafalgar Street,
Nelson**

On Tuesday 13 November 2018, commencing at 9.03a.m.

Present: Mr J Peters (Chairperson), Her Worship the Mayor R Reese,
Councillors I Barker, B Dahlberg and Mr J Murray

In Attendance: Councillors M Courtney, P Matheson, B McGurk, G Noonan,
Chief Executive (P Dougherty), Group Manager Infrastructure
(A Louverdis), Group Manager Community Services (R Ball),
Group Manager Corporate Services (N Harrison), Group
Manager Strategy and Communications (N McDonald), and
Governance Adviser (R Terry)

Apologies: Nil

1. Apologies

There were no apologies.

2. Confirmation of Order of Business

There was no change 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 25 September 2018

Document number M3782, agenda pages 6 - 12 refer.

Resolved AUD/2018/052

That the Audit, Risk and Finance Subcommittee

Confirms the minutes of the meeting of the Audit, Risk and Finance Subcommittee, held on 25 September 2018, as a true and correct record.

Barker/Dahlberg

Carried

6. Chairperson's Report

The Chair noted that this was the first meeting with the new quarterly reporting format which would allow committee members to have access to more timely information.

7. Audit Reports on Long Term Plan 2018-28 and Consultation Document

Document number R9751, agenda pages 13 - 33 refer.

Policy Coordinator, Jane Loughnan presented the report.

Resolved AUD/2018/053

That the Audit, Risk and Finance Subcommittee

Receives the report Audit Reports on Long Term Plan 2018-28 and Consultation Document (R9751) and its attachments (A2066653 and A2066652).

Barker/Dahlberg

Carried

8. Quarterly Report 1 July - 30 September 2018

Document number R9774, agenda pages 34 - 46 refer.

A Debtor Analysis document (A2072704) was tabled.

Senior Accountant, Tracey Hughes presented the report and provided an explanation of the new quarterly reporting, noting the reports to each committee would be as standardised as possible.

Ms Hughes answered questions on public transport options and capital expenditure and capital revenue.

A question was asked regarding debtors and the Chair decided that would be more appropriately answered in the public excluded section due to the need to protect privacy.

Resolved AUD/2018/054

That the Audit, Risk and Finance Subcommittee

Receives the report Quarterly Report 1 July - 30 September 2018 (R9774) and its attachments (A2072704 and A2076104).

Barker/Dahlberg

Carried

Attachments

1 A2072704 - Debtor Analysis September 2018

9. Health Safety and Wellbeing Performance Report

Document number R9828, agenda pages 47 - 60 refer.

Health and Safety Adviser, Malcolm Hughes presented the report and answered questions on the security incident in the customer service centre and on-going security issues at the Stoke Library.

Resolved AUD/2018/055

That the Audit, Risk and Finance Subcommittee

Receives the report Health Safety and Wellbeing Performance Report (R9828) and its attachment (A2069618).

Dahlberg/Murray

Carried

10. Internal Audit - Quarterly Progress Report to 30 September 2018

Document number R9772, agenda pages 61 - 62 refer.

Internal Audit Analyst, Lynn Anderson presented the report and noted that the two remaining audits would be coming back to the next Audit, Risk and Finance meeting.

Resolved AUD/2018/056

That the Audit, Risk and Finance Subcommittee

Receives the report Internal Audit - Quarterly Progress Report to 30 September 2018 (R9772).

Her Worship the Mayor/Barker

Carried

11. Quarterly Key Risks Report - 1 July to 30 September 2018

Document number R9524, agenda pages 63 - 85 refer.

Manager Business Improvement, Arlene Akhlaq presented the report and answered questions on cyber risk rating, social media and homelessness.

Resolved AUD/2018/057

That the Audit, Risk and Finance Subcommittee

Receives the report Quarterly Key Risks Report - 1 July to 30 September 2018 (R9524) and its attachments (A2069462 and A2079218).

Dahlberg/Her Worship the Mayor

Carried

12. Exclusion of the Public

Resolved AUD/2018/058

That the Audit, Risk and Finance Subcommittee

Excludes the public from the following parts of the proceedings of this meeting.

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:

Barker/Murray

Carried

| 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 Subcommittee Meeting - Public Excluded Minutes - 25 September 2018 | 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: <ul style="list-style-type: none">• Section 7(2)(g) To maintain legal professional privilege |

| Item | General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Particular interests protected (where applicable) |
|------|--|--|---|
| 2 | Quarterly Report 1 July - 30 September 2018 <i>Outstanding debtor discussion</i> | 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: <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person |

The meeting went into public excluded session at 11.01a.m. and resumed in public session at 11.10a.m.

Please note that the only business transacted in public excluded was to receive the minutes of the previous meeting, and to discuss outstanding debtors, as noted in the Quarterly Report. This business has been recorded in the public minutes, as in accordance with the Local Government Official Information Meetings Act 1987, no reason for withholding this information from the public exists.

13. Confirmation of Minutes – Public Excluded

13.1 25 September 2018

Document number M3783, agenda pages 3 - 4 refer.

Resolved AUD/2018/059

That the Audit, Risk and Finance Subcommittee

Confirms the minutes of part of the meeting of the Audit, Risk and Finance Subcommittee, held with the public excluded on 25 September 2018, as a true and correct record.

Barker/Dahlberg

Carried

14. Quarterly Report 1 July – 30 September 2018 – Public Excluded

There was a discussion around the outstanding debtors listed on the Quarterly Report.

15. Re-admittance of the Public

Resolved AUD/2018/060

That the Audit, Risk and Finance Subcommittee

Re-admits the public to the meeting.

Peters/Barker

Carried

There being no further business the meeting ended at 11.10a.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date