



Minutes of a meeting of the
Audit, Risk and Finance Subcommittee
Te Kōmiti Āpiti, Kaute / Tūraru / Pūtea

Held in the via Zoom on Tuesday 22 February 2022, commencing at 9.00a.m.

Present: Mr J Peters (Chairperson), Her Worship the Mayor R Reese, J Edgar, M Lawrey, R Sanson and Mr J Murray

In Attendance: Group Manager Strategy and Communications (N McDonald), Group Manager Corporate Services (N Harrison), Group Manager Environmental Management (C Barton), Team Leader Governance (R Byrne), Governance Adviser (K McLean), Governance Support Officer (A Bryce-Neumann)

Apologies : Nil

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 25 November 2021

Document number M19121, agenda pages 8 - 14 refer.

Resolved ARF/2022/001

That the Audit, Risk and Finance Subcommittee

- 1. Confirms the minutes of the meeting of the Audit, Risk and Finance Subcommittee, held on 25 November 2021, as a true and correct record.***

Murray/Sanson

Carried

6. Chairperson's Report

Document number R26631, agenda pages 15 - 16 refer.

Audit, Risk and Finance Subcommittee Chairperson, John Peters, took the report as read.

Resolved ARF/2022/002

That the Audit, Risk and Finance Subcommittee

- 1. Receives the report Chairperson's Report (R26631).***

Peters/Edgar

Carried

7. Service Delivery Reviews (s17A reviews) work programme

Document number R26275, agenda pages 17 - 25 refer.

Economic and Policy Adviser, Gareth Power Gordon, presented the report and answered questions about proactivity, requested table that outlined key items, forward thinking and forward reporting. The addition of clause two was made to reflect this discussion.

Discussion was held around the Section 17a Review of Three Waters activities being delayed/deferred, Mr Power Gordon confirmed that the reviews were scheduled for 2022/23 and that the recommendation was an exemption until the government had made their final announcement around the government reform programme, noting that the announcement would outline if the services were being retained by Council or moving to a water services entity.

The Motion was taken in parts.

Resolved ARF/2022/003

That the Audit, Risk and Finance Subcommittee

- 1. Receives the report Service Delivery Reviews (s17A reviews) work programme (R26275) and its attachment (A2762199).***

Sanson/Edgar

Carried

Resolved ARF/2022/004

That the Audit, Risk and Finance Subcommittee

- 2. Requests a six-monthly report to the Audit, Risk and Finance subcommittee providing a rolling 2-year contract review work programme and section 17A review work programme as well as monitoring of progress on the completion of the reviews.***

Sanson/Edgar

Carried

Resolved ARF/2022/005

That the Council

- 1. Approves retention of the current threshold that triggers a service delivery review under section 17A of the Local Government Act 2002; and***

Sanson/Lawrey

Carried

Resolved ARF/2022/006

That the Council

- 2. Approves applying the two exemptions under the Local Government Act 2002 sections 17A(3)(A) and 17A(3)(b) for the Nelson Regional Sewerage Business Unit and Utilities – Stormwater/Flood Protection/Wastewater (including Wastewater Treatment Plant(s)/Water Supply.***

Edgar/Sanson

Carried

The meeting was adjourned from 10.15am until 10.28am.

8. Quarterly Finance Report - 31 December 2021

Document number R26519, agenda pages 26 - 50 refer.

Manager Finance, Prabath Jayawardana, presented the report and answered questions.

Health, Safety and wellness Adviser, Malcolm Hughes, answered questions regarding the Civic House ceiling tile project and progress. It was agreed that officers provide an update to the Subcommittee prior to the next meeting outlining the timeframes for the project and assurance that the risks had been mitigated.

Group Manager Environment Management, Clare Barton, answered questions regarding the Nelson Plan, noting she would circulate the documentation that supported the Nelson Plan project being paused.

Group Manager Corporate Services, Nikki Harrison, answered questions regarding KPI's that had not been met but were within Council's control, noting that enhanced reporting could be implemented for these KPI's.

Resolved ARF/2022/007

That the Audit, Risk and Finance Subcommittee

- 1. Receives the report Quarterly Finance Report - 31 December 2021 (R26519) and its attachments (A2829541, A2821555, and A2750424).***

Sanson/Edgar

Carried

9. Quarterly Health, Safety and Wellbeing Report - 31 December 2021

Document number R26521, agenda pages 51 - 68 refer.

Health Safety and Wellness Adviser, Malcolm Hughes, presented the report. He answered questions regarding the review of key health and safety risks, radioactive items found at Founders Heritage Park collection, workplace survey and COVID-19.

Resolved ARF/2022/008

That the Audit, Risk and Finance Subcommittee

- 1. Receives the report Quarterly Health, Safety and Wellbeing Report - 31 December 2021 (R26521) and its attachment (A2818999).***

Murray/Sanson

Carried

10. Quarterly Internal Audit Report - 31 December 2021

Document number R26485, agenda pages 69 - 72 refer.

Audit and Risk Analyst, Chris Logan, presented the report and answered questions.

Resolved ARF/2022/009

That the Audit, Risk and Finance Subcommittee

- 1. Receives the report Quarterly Internal Audit Report - 31 December 2021 (R26485) and its attachment (A2813648).***

Sanson/Edgar

Carried

11. Quarterly Risk Report - 31 December 2021

Audit and Risk Analyst, Chris Logan, presented the report and answered questions regarding service delivery, annual revenue and risks.

Resolved ARF/2022/010

That the Audit, Risk and Finance Subcommittee

- 1. Receives the report Quarterly Risk Report - 31 December 2021 (R26486) and its attachment (A2587873).***

Lawrey/Her Worship the Mayor

Carried

12. Exclusion of the Public

Resolved ARF/2022/011

That the Audit, Risk and Finance Subcommittee

- 1. Excludes 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:***

Sanson/Her Worship the Mayor

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 - Confidential Minutes - 25 November 2021	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 • Section 7(2)(g) To maintain legal professional privilege • 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 the information would be likely otherwise to damage the public interest • Section 7(2)(j) To prevent the disclosure or use of official information for improper gain or improper advantage
2	Quarterly Update On Debts - 31 December 2021	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 • 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)
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: <ul style="list-style-type: none"> 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 the information would be likely otherwise to damage the public interest Section 7(2)(g) To maintain legal professional privilege

The meeting went into confidential session at 11.36am and resumed in public session at 12.00pm.

13. Restatements

It was resolved while the public was excluded:

- 1 **CONFIDENTIAL: Quarterly Update On Debts - 31 December 2021**
2. **Agrees that the Report (R26522) and its attachment (A2830075) remain confidential at this time.**

- 2 **CONFIDENTIAL: Quarterly Report on Legal Proceedings**
2. **Agrees that the report Quarterly Report on Legal Proceedings (R26499) and its attachment (A2825562) remain confidential.**

There being no further business the meeting ended at 12.01pm.

Confirmed as a correct record of proceedings by resolution on 24 May 2022.

Resolved ARF/2022/012

That the Audit, Risk and Finance Subcommittee

- 1. Confirms the minutes of the meeting of the Audit, Risk and Finance Subcommittee, held on 22 February 2022, as a true and correct record.***

Murray/Edgar

Carried