

Audit, Finance & Risk Committee

15 October 2020

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Minutes of a meeting of the Audit, Finance & Risk Committee held on Thursday 15 October 2020 in Council Chambers, 10 Gorge Road, Queenstown commencing at 10.01am

Present

Councillor MacDonald (Chair), Councillor Copland and Mr McLauchlan

In Attendance

Mr Mike Theelen (Chief Executive), Mr Stewart Burns (General Manager Finance, Regulatory & Legal), Ms Meaghan Miller (General Manager, Corporate Services), Ms Michelle Morss (Strategic & Development Manager), Mr Paddy Cribb (Financial Advisory Manager), Ms Meghan Pagey (People & Capability Director), Mr Gareth Noble (Programme Director), Mr Ulrich Glasner (Chief Engineer), Mr Bill Nicoll (Risk & Resilience Manager), Ms Katherine Durman (Climate Action Coordinator), Ms Emily Carter (Financial Accountant), Mr Mike Hawken (Deloitte), Mr Anthony Smith (Deloitte), Mr Miles O'Connor (Bancorp), Ms Stacey Harris (Governance Advisor); and one member of the media

Apologies

Apologies were received from Mr Moran and Mr Wilson.

On the motion of Councillor MacDonald and Mr McLauchlan the Audit, Finance & Risk Committee resolved to accept the apologies.

Declaration of Conflicts of Interest

No declarations of conflict were made.

Public Forum

There were no speakers in the public forum.

Matters Lying on the Table

There were no matters lying on the table.

Confirmation of Agenda

The agenda was confirmed without addition or alteration.

Confirmation of Minutes (Public)

On the motion of Mr McLauchlan and Councillor Copland the Audit, Finance & Risk Committee resolved that the public part of the minutes of the meeting held on 2 July 2020 be confirmed as a true and correct record.

1. 2020:21 August Year to Date Financial Overview

A report presented by Mr Paddy Cribb (Financial Advisory Manager) and Ms Emily Carter (Financial Accountant) provided the 2020:21 August Year to Date (YTD) Actual to Budget financial results and June 2020 Debtors Analysis and Statement of Financial Position to report on any significant transactions and/or variances to budget.

Mr Cribb introduced Ms Carter to the Committee.

The meeting adjourned at 10.05am when the fire alarm sounded. The meeting reconvened at 10.12am after all attendees were able to safely re-renter the building.

The Committee briefly discussed the details of the report and corresponding attachments. It was noted that no significant changes to rate payments had been observed as a result of COVID-19.

On the motion of Councillors MacDonald and Copland the Audit, Finance & Risk Committee resolved to note the contents of the report.

2. Sensitive Expenditure

A report presented by Ms Emily Carter (Financial Accountant) described the steps taken to assess sensitive expenditure against delegations and policy, and to report any anomalies, including transactions outside of delegated authority or information indicating theft, fraud or misuse of QLDC property.

The report was taken as read, with no further discussion.

On the motion of Councillor MacDonald and Mr McLauchlan the Audit, Finance & Risk Committee resolved to note the contents of the report.

3. Risk and Resilience Update

A report presented by Mr Bill Nicoll (Risk & Resilience Manager) and Ms Michelle Morss (Strategy & Development Manager) provided a governance

update regarding the progress of the deployment of the new QLDC Risk Management Framework.

The report was taken as read.

The Committee briefly discussed the details of the report and corresponding attachment.

On the motion of Mr McLauchlan and Councillor Copland the Audit, Finance & Risk Committee resolved to note the contents of the report.

4. QLDC Organisational Health Safety and Wellbeing Performance

A report presented by Mr Ulrich Glasner (Chief Engineer) and Ms Meghan Pagey (People & Capability Director) provided the Audit, Finance & Risk Committee with an update on the Health & Safety performance of the organisation.

The report was taken as read.

The Committee briefly discussed the details of the report. The Committee confirmed the importance of retaining the knowledge gained from the COVID-19 response to date, encouraging staff to be prepared for more complex responses in the future.

On the motion of Councillors MacDonald and Copland the Audit, Finance & Risk Committee resolved to note the contents of the report.

5. Climate Action Plan Update

A report presented by Ms Katherine Durman (Climate Action Coordinator) and Mr Bill Nicoll (Risk & Resilience Manager) informed the Audit, Finance & Risk Committee on the Climate Action Plan (CAP) priorities and progress.

The report was taken as read.

The Committee briefly discussed the details of the report. The Committee acknowledged the work of staff to date and reiterated the importance of embedding the CAP into all decision-making processes.

On the motion of Mr McLauchlan and Councillor Copland the Audit, Finance & Risk Committee resolved to note the contents of the report.

Agenda Items:

General subject to be considered:	Reason for passing this resolution:	Grounds under Section 7:
<p>6: Ernst & Young End of FY 19/20 Report: Independent Programme Advisory for QLDC Three Waters Programme</p>	<p><i>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of information is necessary to:</i></p> <ul style="list-style-type: none"> • maintain legal professional privilege • enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) 	<p>S 7(2)(g) S 7(2)(i)</p>
<p>7: Audit of Annual Report for 2019/20</p>	<p><i>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of information is necessary to:</i></p> <ul style="list-style-type: none"> • maintain legal professional privilege • enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) 	<p>S 7(2)(g) S 7(2)(i)</p>

<p>8: Treasury Update: September 2020</p>	<p><i>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of information is necessary to:</i></p> <ul style="list-style-type: none"> • maintain legal professional privilege • enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) 	<p>S 7(2)(g)</p> <p>S 7(2)(i)</p>
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This recommendation is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982 as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above with respect to each item.

The meeting moved into public excluded at 10.28am and adjourned immediately.

The meeting re-convened at 10.34am.

The meeting moved out of public excluded and concluded at 11.37am.

Confirmed as a True and Correct Record:

Chairperson

Date