
ORDINARY MEETING

OF

FINANCE, AUDIT AND RISK MANAGEMENT SUBCOMMITTEE

MINUTES

Time: 9:30am
Date: Wednesday, 20 March 2019
Venue: Committee Room 1
Ground Floor, Council Offices
101 Wakefield Street
Wellington

PRESENT

Mayor Lester
Councillor Calvert
Councillor Foster (Chair)
Councillor Free
Peter Harris (External)
Phillippa Smith (External)
Roy Tiffin (External)

TABLE OF CONTENTS
20 MARCH 2019

Business	Page No.
1. Meeting Conduct	5
1.1 Apologies	5
1.2 Conflict of Interest Declarations	5
1.3 Confirmation of Minutes	5
1.4 Items not on the Agenda	5
1.5 Public Participation	5
2. General Business	6
2.1 Draft 2018/19 Annual Report format including financial statements and proposed sign off process	6
2.2 Audit New Zealand June 2019 Audit Plan	6
3. Public Excluded	7
3.1 Internal Audit Update	7
3.2 Status of Internal Audit Findings	8
3.3 Council Debtor Report	9
3.4 Risk Management Update	9
3.5 Project Governance	10
3.6 Safety Security and Wellbeing Report	10

1. Meeting Conduct

The Chairperson opened the meeting at 9:32am.

1.1 Apologies

Moved Councillor Foster, seconded Mayor Lester

Resolved

That the Finance, Audit and Risk Management Subcommittee:

1. Accept the apologies received from Councillor Calvert for lateness.

Carried

1.2 Conflict of Interest Declarations

No conflicts of interest were declared.

1.3 Confirmation of Minutes

Moved Councillor Foster, seconded Peter Harris

Resolved

That the Finance, Audit and Risk Management Subcommittee:

1. Approve the minutes of the Finance, Audit and Risk Management Subcommittee Meeting held on 25 December 2018, having been circulated, that they be taken as read and confirmed as an accurate record of that meeting.

Carried

1.4 Items not on the Agenda

There were no items not on the agenda.

1.5 Public Participation

There were no request for public participation.

2. General Business

(Councillor Calvert arrived to the meeting at 09:48am.)

2.1 Draft 2018/19 Annual Report format including financial statements and proposed sign off process

Moved Councillor Foster, seconded Roy Tiffin

Resolved

That the Finance, Audit and Risk Management Subcommittee:

1. Receives the information.
2. Note the approach and structure for the 2018/19 Annual Report (and Summary Annual Report) is similar to the 2017/18 Annual Report. This is subject to:
 - a. The performance story for actual full year results; and
 - b. The key messages for the summary story for the year.
3. Approve the proposed format and disclosures for the 2018/19 financial statements subject to:
 - a. Consideration of the implications of any changes in NZ GAAP arising up to 30 June 2019 which may be required to be applied retrospectively;
 - b. The determination and disclosure of the final results of operations, cash-flows and financial position for the year ending 30 June 2019 (and any subsequent impact on the notes to the financial statements); and
 - c. Receiving final clearance from Audit New Zealand.
4. Approve the sign-off process and timetable for the 2018/19 financial statements.

Carried

(Councillor Free left the meeting at 10:22am.)

2.2 Audit New Zealand June 2019 Audit Plan

Moved Councillor Foster, seconded Councillor Calvert

Resolved

That the Finance, Audit and Risk Management Subcommittee:

1. Receives the information.
2. Note the draft Audit Plan prepared by Audit New Zealand (attachment 1) and their approach to auditing the Council and Group.
3. Delegate the authority to finalise the Audit Plan in keeping with the issues raised at the meeting to the Chief Financial Officer and Chair of the Finance, Audit and Risk Management Subcommittee.

Carried

(Councillor Free returned to the meeting at 10:23am.)

The meeting adjourned for morning tea 10:27am – 10:46am, when the meeting reconvened the following members were present Councillor Foster (Chair), Councillor Calvert, Councillor Free, Peter Harris, Mayor Lester, Phillippa Smith and Roy Tiffin.

3. PUBLIC EXCLUDED

MOVED COUNCILLOR FOSTER, SECONDED MAYOR LESTER

RESOLVED

THAT THE FINANCE, AUDIT AND RISK MANAGEMENT SUBCOMMITTEE:

1. AGREE THAT KAREN YOUNG, AUDIT DIRECTOR, AND ANDREA KIECK , AUDIT SUPERVISOR FROM AUDIT NEW ZEALAND BE PERMITTED TO REMAIN FOR PUBLIC EXCLUDED ITEMS LISTED BELOW AFTER THE PUBLIC HAS BEEN EXCLUDED, BECAUSE OF THEIR KNOWLEDGE OF MATTERS WHICH HELP THE FINANCE, AUDIT AND RISK MANAGEMENT SUBCOMMITTEE IN ITS DECISION-MAKING:

- 3.1 INTERNAL AUDIT UPDATE
- 3.2 STATUS OF INTERNAL AUDIT FINDINGS
- 3.3 COUNCIL DEBTOR REPORT
- 3.4 RISK MANAGEMENT UPDATE
- 3.5 PROJECT GOVERNANCE
- 3.6 SAFETY SECURITY AND WELLBEING REPORT

2. PURSUANT TO THE PROVISIONS OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987, EXCLUDE THE PUBLIC FROM THE FOLLOWING PART OF THE PROCEEDINGS OF THIS MEETING NAMELY:

GENERAL SUBJECT OF THE MATTER TO BE CONSIDERED	REASONS FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION
3.1 INTERNAL AUDIT UPDATE	7(2)(C)(I) THE WITHHOLDING OF THE INFORMATION IS NECESSARY 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	S48(1)(A) THAT THE PUBLIC CONDUCT OF THIS ITEM WOULD BE LIKELY TO RESULT IN THE DISCLOSURE OF INFORMATION FOR WHICH GOOD REASON FOR WITHHOLDING WOULD EXIST UNDER SECTION 7.

INFORMATION WOULD BE
LIKELY TO PREJUDICE THE
SUPPLY OF SIMILAR
INFORMATION OR
INFORMATION FROM THE
SAME SOURCE AND IT IS IN
THE PUBLIC INTEREST THAT
SUCH INFORMATION SHOULD
CONTINUE TO BE SUPPLIED.

7(2)(C)(II)
THE WITHHOLDING OF THE
INFORMATION IS NECESSARY
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 TO DAMAGE THE
PUBLIC INTEREST.

3.2 STATUS OF INTERNAL
AUDIT FINDINGS

7(2)(C)(I)
THE WITHHOLDING OF THE
INFORMATION IS NECESSARY
TO PROTECT INFORMATION
WHICH IS SUBJECT TO AN
OBLIGATION OF CONFIDENCE
OR WHICH ANY PERSON HAS
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SUCH INFORMATION SHOULD

S48(1)(A)
THAT THE PUBLIC CONDUCT
OF THIS ITEM WOULD BE
LIKELY TO RESULT IN THE
DISCLOSURE OF INFORMATION
FOR WHICH GOOD REASON
FOR WITHHOLDING WOULD
EXIST UNDER SECTION 7.

	CONTINUE TO BE SUPPLIED.	
	7(2)(C)(II) THE WITHHOLDING OF THE INFORMATION IS NECESSARY 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 TO DAMAGE THE PUBLIC INTEREST.	
3.3 COUNCIL DEBTOR REPORT	7(2)(C)(II) THE WITHHOLDING OF THE INFORMATION IS NECESSARY 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 TO DAMAGE THE PUBLIC INTEREST.	S48(1)(A) THAT THE PUBLIC CONDUCT OF THIS ITEM WOULD BE LIKELY TO RESULT IN THE DISCLOSURE OF INFORMATION FOR WHICH GOOD REASON FOR WITHHOLDING WOULD EXIST UNDER SECTION 7.
3.4 RISK MANAGEMENT UPDATE	7(2)(C)(II) THE WITHHOLDING OF THE INFORMATION IS NECESSARY 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	S48(1)(A) THAT THE PUBLIC CONDUCT OF THIS ITEM WOULD BE LIKELY TO RESULT IN THE DISCLOSURE OF INFORMATION FOR WHICH GOOD REASON FOR WITHHOLDING WOULD EXIST UNDER SECTION 7.

	<p>LIKELY TO DAMAGE THE PUBLIC INTEREST.</p>	
3.5 PROJECT GOVERNANCE	<p>7(2)(B)(II) THE WITHHOLDING OF THE INFORMATION IS NECESSARY 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.</p>	<p>S48(1)(A) THAT THE PUBLIC CONDUCT OF THIS ITEM WOULD BE LIKELY TO RESULT IN THE DISCLOSURE OF INFORMATION FOR WHICH GOOD REASON FOR WITHHOLDING WOULD EXIST UNDER SECTION 7.</p>
	<p>7(2)(H) THE WITHHOLDING OF THE INFORMATION IS NECESSARY TO ENABLE THE LOCAL AUTHORITY TO CARRY OUT, WITHOUT PREJUDICE OR DISADVANTAGE, COMMERCIAL ACTIVITIES.</p>	
	<p>7(2)(I) THE WITHHOLDING OF THE INFORMATION IS NECESSARY TO ENABLE THE LOCAL AUTHORITY TO CARRY ON, WITHOUT PREJUDICE OR DISADVANTAGE, NEGOTIATIONS (INCLUDING COMMERCIAL AND INDUSTRIAL NEGOTIATIONS).</p>	
3.6 SAFETY SECURITY AND WELLBEING REPORT	<p>6(B) THE MAKING AVAILABLE OF THE INFORMATION WOULD BE LIKELY TO ENDANGER THE SAFETY OF A PERSON.</p>	<p>S48(1)(A) THAT THE PUBLIC CONDUCT OF THIS ITEM WOULD BE LIKELY TO RESULT IN THE DISCLOSURE OF INFORMATION FOR WHICH GOOD REASON FOR WITHHOLDING WOULD EXIST UNDER SECTION 6 AND 7.</p>
	<p>7(2)(D) THE WITHHOLDING OF THE INFORMATION IS NECESSARY TO AVOID PREJUDICE TO MEASURES PROTECTING THE</p>	

HEALTH AND SAFETY OF
MEMBERS OF THE PUBLIC.

CARRIED

The meeting went into public excluded session at 10:47am.

(Peter Harris left the meeting at 10:55am.)

(Councillor Calvert left the meeting at 11:01am.)

(Councillor Calvert returned to the meeting at 11:09am.)

(Mayor Lester left the meeting at 12:00pm.)

The meeting concluded at 12:16pm.

Confirmed: _____
Chair