

**CANTERBURY REGIONAL COUNCIL
ENVIRONMENT CANTERBURY**

REPORT OF THE PERFORMANCE, AUDIT AND RISK COMMITTEE

**THE 129th MEETING HELD IN THE COUNCIL CHAMBER
200 TUAM STREET, CHRISTCHURCH
ON THURSDAY, 2 MARCH 2017 AT 2.10 PM**

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PRESENT

Councillors Rod Cullinane (Chair), Claire McKay, Lan Pham, Peter Scott and John Sunckell

IN ATTENDANCE

Councillor Peter Skelton

MANAGEMENT AND OFFICERS PRESENT

Bill Bayfield (Chief Executive), Miles McConway (Director Finance and Corporate Service), Jill Atkinson (Director Strategy and Programmes), Stefanie Rixecker (Director Science), Katherine Trought (Director Communications), Catherine Schache (General Counsel), Katherine Harbrow (Chief Financial Officer), and Louise McDonald (Senior Administration Officer)

Report writers and other staff were also in attendance.

WELCOME

Cr Cullinane welcomed everybody to this meeting.

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. DEPUTATIONS AND PETITIONS

There were no petitions or requests for deputations received.

4. CONFIRMATION OF MINUTES

Meeting held 9 February 2017.

Refer page 3 - Performance, Audit and Risk Committee Agenda

Resolved

That the Performance, Audit and Risk Committee confirms as a true and correct record and adopts the minutes of the meeting held on 9 February 2017: subject to the following amendment:

- **item 7.2 Risk Management**
That the Performance, Audit and Risk Committee requests assurance from staff that risks associated with the following items are known and are being reviewed, assessed and monitored:
 - 1. Reputational Risk**
 - 2. Drinking water standards**
 - 3. OVERSEER**

Cr Scott / Cr Sunckell
CARRIED

5. MATTERS ARISING

There were no matters arising from the minutes.

6. PERFORMANCE

6.1 Action List

Refer page 12 – Performance, Audit and Risk Committee Agenda

Miles McConway presented this report.

Resolved

That the Performance, Audit and Risk Committee receive the Action List – 2 March 2017.

Cr Scott/Cr Pham
CARRIED

5.2 Operational Performance Report

Refer page 15 – Performance, Audit and Risk Committee Agenda

Wendy Gainford presented this report for the year to 31 January 2017.

Additional information that can be included in the Operational Report will be discussed at a workshop to be arranged.

Resolved

That the Performance, Audit and Risk Committee receive the Operational Performance report for the year to 31 December 2016.

Cr Scott/Cr Pham
CARRIED

5.3 Financial Health Report

Refer page 33 – Performance, Audit and Risk Committee Agenda

Wendy Gainford presented this report.

The Committee were advised that a representative from Council's Treasury Advisors, Bancorp, will be attending the next meeting to provide information on the Council's investment portfolio.

The following requests were made by the Committee:

- Data on the usage and feedback received about the new Council web site.
- Consider making the financial reports included in the Committee agenda available separately on the Council web site.
- Information of the bad debt provisions.

Resolved

That the Performance, Audit and Risk Committee receive the monthly financial health report for the period ending 31 January 2016.

Cr Pham /Cr Scott
CARRIED

5.4 Greater Christchurch Metro Financial Update

Refer page 39– Performance, Audit and Risk Committee Agenda

Stewart Gibbon presented this report.

The following information was requested about the bus contract operators:

- How the fluctuations in the cost of fuel is managed.
- What measures are in place to retain bus drivers including recruitment?

Resolved

That the Performance, Audit and Risk Committee receives the financial update on the Greater Christchurch Metro Programme.

Cr Pham/Cr McKay
CARRIED

7. RISK

7.1 Health and Safety Report

Refer page 43 – Performance, Audit and Risk Committee Agenda

Matthew Bennett presented this report.

Resolved

That the Performance, Audit and Risk Committee receive the Health and Safety report.

Cr Scott/Cr Sunckell
CARRIED

8. PUBLIC EXCLUDED

Resolved

That the public be excluded from the following part of the proceedings of this meeting, namely:

8.1 Risk Management Standing Report

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution 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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
8.1. Risk Management Standing Report	That good reason exists for not discussing the matter with the public present and is not outweighed by the public interest.	Section 48(1)(a)

This resolution is made in reliance on section 48(1) 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 which would be prejudiced by the holding of the whole or relevant part of the proceeding of the meeting in public are as follows:

8.1 To maintain legal professional privilege Section 7(2)(g)

To protect information where disclosure would prejudice our commercial position
Section 7(2)(b)

Enable the Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) –
Section 7(2) (i)

That appropriate officers remain to provide advice to the Committee.

Cr McKay / Cr Pham
CARRIED

The meeting went into public excluded session from 3.00 to 3.10 pm

9. EXTRAORDINARY AND URGENT BUSINESS

There was no extraordinary or urgent business.

10. NOTICES OF MOTION

There were no notices of motion.

11. QUESTIONS

There were no questions.

12. NEXT MEETING

Thursday 30 March 2017 at 2 p.m

CLOSURE

The meeting closed at 3.12 pm.

CONFIRMED

DATE 16 March 2017  CHAIRPERSON