

# **Minutes of the 134<sup>th</sup> meeting of the Performance, Audit and Risk Committee held in the Council Chamber, 200 Tuam Street, Christchurch on Thursday, 10 August 2017 at 10.00 am**

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## **Present**

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

## **Management and officers present**

Bill Bayfield (Chief Executive), Miles McConway (Director Finance and Corporate Service) Jill Atkinson (Director Strategy and Planning), Nadeine Dommissie (Chief Operating Officer), Catherine Schache (General Counsel), Stefanie Rixecker (Director Science), Katherine Trought (Director Communications), Katherine Harbrow (Chief Financial Officer), and Louise McDonald (Committee Advisor)

Report writers and supporting 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. Risk**

#### **4.1 Health and Safety Report**

*Refer page 4 – Performance, Audit and Risk Committee Agenda*

Matthew Bennett presented this report. He confirmed that staff using quad bikes and motor bikes are required to attend training.

#### **Resolved**

**THAT the Performance, Audit and Risk Committee receives the Health and Safety report.**

Cr Pham / Cr McKay  
CARRIED

### **5. Performance**

#### **5.1 Action List**

*Refer page 9 – Performance, Audit and Risk Committee Agenda*

Katherine Harbrow presented this report and advised that it was anticipated that the Accident Compensation Commission information will be available for the next meeting's health and safety report.

#### **Resolved**

**That the Performance, Audit and Risk Committee receives the Action List – 10 August 2017.**

Cr Scott / Cr Pham  
CARRIED

#### **5.2 Operational Performance Report**

*Refer page 11 – Performance, Audit and Risk Committee Agenda*

Chantel Mills and Katherine Harbrow presented this report for the year ended 30 June 2017.

It was noted that the Levels of Service performance targets will be reviewed as part of the development of the 2018-2028 Long Term Plan.

**Resolved**

**That the Performance, Audit and Risk Committee receives the Operational Performance report for the year ended 30 June 2017.**

Cr Scott / Cr McKay  
CARRIED

**5.3 Financial Health Report**

*Refer page 43 – Performance, Audit and Risk Committee Agenda*

Chantel Mills and Katherine Harbrow presented this report

**Resolved**

**That the Performance, Audit and Risk Committee receives the monthly financial health report for the twelve months ending 30 June 2017.**

Cr McKay / Cr Scott  
CARRIED

**6. Audit**

**6.1 Proposal to Conduct Audit 2017-2019**

*Refer page 50 – Performance, Audit and Risk Committee Agenda*

Katherine Harbrow presented this report.

**Resolved**

**That the Performance, Audit and Risk Committee:**

- 1. Acknowledge the proposal to conduct the audit of Environment Canterbury on behalf of the Auditor General for the 2017, 2018, 2019 financial years from Audit New Zealand**
- 2. Recommend the signing of the proposal to conduct the audit letter by the acting Chair of Environment Canterbury.**

Cr Pham / Cr McKay  
CARRIED

**6.2 Audit NZ Report to the Council on the interim audit for the year ending 30 June 2017**

*Refer page 58 – Performance, Audit and Risk Committee Agenda*

Katherine Harbrow presented this report.

**Resolved**

**That the Performance, Audit and Risk Committee:**

- 1. Receives the 2017 interim audit report to the Council from Audit New Zealand.**

Cr Sunckell / Cr Scott  
CARRIED

Item 9 was taken at this time

**9. Extraordinary and urgent business**

*Refer report circulated separately*

Cr Cullinane introduced this item.

The reason why this item was not the agenda is that the matter came to hand after the agenda was prepared.

The reason that consideration of this item could not be delayed was to enable timely information to be provided to the Committee.

**Resolved**

**That the Performance, Audit and Risk Committee:**

- 1. Resolves, pursuant to section 46A(7) of the Local Government Official Information and Meetings Act 1987, to consider this matter at this meeting notwithstanding that it was not on the agenda for the meeting; and**
- 2. Receives the item – Greater Christchurch Metro Financial update.**

Cr Pham / Cr Sunckell  
CARRIED

**9.1 Greater Christchurch Metro Financial Update**

*Refer report circulated separately*

Nadeine Dommissie introduced this report.

A request was made for a summary of the issues and mitigation taken following the technology problems recently experienced at the Bus Interchange.

**Resolved**

**That the Performance, Audit and Risk Committee:**

- 1. Receives the financial update on the Greater Christchurch Metro Programme.**

Cr Pham / Cr Sunckell  
CARRIED

**7. Public excluded**

**Resolved**

- 1. THAT the public be excluded from the following part of the proceedings of this meeting, namely:**

- 7.1 Internal Audit Standing Report – 10 August 2017**
- 7.2 Internal Audit report – Probity & Sensitive Expenditure**
- 7.3 Internal Audit Report – Grants Aligned with Environment Canterbury’s Strategic Priorities**
- 7.4 Risk 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
7.1 Internal Audit Standing Report – 10 August 2017 7.2 Internal Audit report – Probity & Sensitive Expenditure 7.3 Internal Audit Report – Grants Aligned with Environment Canterbury’s Strategic Priorities 7.4 Risk Standing Report	Good reason to withhold exists under section 7	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:

Item No.	
1, 2, 3 & 4	Enable the Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) – Section 7(2)(i)

- 2. That appropriate officers remain to provide advice to the Committee.**

Cr Sunckell / Cr McKay  
**CARRIED**

The meeting went into public excluded session from 2.30 to 2.48 pm.

**8. Notices of motion**

There were no notices of motion.

9. **Extraordinary and urgent business**

A late item had been considered earlier in the meeting.

10. **Questions**

There were no questions.

11. **Next meeting**

Thursday, 15 October 2017.

12. **Closure**

The meeting closed at 2.50 pm

Confirmed

Date 24 August 2017  Chairperson