

Minutes of the 136th meeting of the Performance, Audit and Risk Committee held in the Council Chamber, 200 Tuam Street, Christchurch on Thursday, 2 November 2017 at 2.00pm

Contents

1. Apologies
2. Conflicts of Interest
3. Deputations and Petitions
4. Risk
 - 4.1 Health and Safety
5. Performance
 - 5.1 Action List
 - 5.2 Operations Report September 2017
 - 5.3 Financial Health Report September 2017
 - 5.4 Public Transport Report September 2017
 - 5.5 CouncilMARK™ Local Government Excellence Programme
6. Audit
7. Public Excluded
8. Notices of Motion
9. Extraordinary and Urgent Business
10. Questions
11. Next Meeting
12. Closure

Present

Cr Rod Cullinane (Chair)
Cr Peter Scott

Cr Claire McKay
Cr John Sunckell

Cr Lan Pham

In Attendance

Management and officers present

Miles McConway (Director Finance and Corporate Service), Bill Bayfield (Chief Executive Officer), Jill Atkinson (Director Strategy and Programmes), Katherine Trought (Director Communications), Stefanie Rixecker (Director Science), Catherine Schache (General Counsel), Katherine Harbrow (Chief Financial Officer), Nadeine Dommissie (Chief Operating Officer), Jim Dilley (Harbourmaster), and Vivienne Ong (Committee Advisor)

Report writers and supporting staff were also in attendance.

Welcome

Cr Cullinane called the meeting to order and welcomed everyone.

1. Apologies

There were no apologies.

2. Conflicts of interest

There were no conflicts of interest recorded.

3. Deputations and petitions

No petitions or requests for deputations were received.

4. Risk

4.1 Health and Safety Report

Refer page 7 – Performance, Audit and Risk Committee Agenda

Jim Dilley provided an update on the health and safety. Discussion ensued.

In response to a question, Jim, in his capacity as Harbourmaster, advised that he had no health and safety concerns regarding Environment Canterbury staff involved in the 75 cruise ships that were expected to visit Akaroa this summer. He then gave a brief rundown of the duties and the health and safety policies/processes that were in place.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receive the Health and Safety report.**

Cr Scott / Cr Pham
CARRIED

5. Performance

5.1 Action List

Refer page 15 – Performance, Audit and Risk Committee Agenda

Katherine Harbrow presented the report.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receive the Action List 2 November 2017.**

Cr Sunckell / Cr Scott
CARRIED

5.2 Operations Report

Refer page 17 – Performance, Audit and Risk Committee Agenda

Chantel Mills and Katherine Harbrow presented on the operational performance for the year to 30 September 2017. A number of questions were asked and answered.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receive the Operational Performance report for the year to 30 September 2017.**

Cr Sunckell / Cr McKay
CARRIED

5.3 Financial Health Report

Refer page 40 – Performance, Audit and Risk Committee Agenda

Chantel Mills and Katherine Harbrow took the Committee through the financial results for the period ending 30 September 2017.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receive the monthly Financial Health report for the year to 30 September 2017.**

Cr McKay / Cr Pham
CARRIED

5.4 Public Transport Report

Refer page 47 – Performance, Audit and Risk Committee Agenda

Stewart Gibbon addressed the Committee and provided a comprehensive update on the monthly activity and risks.

In response to offering a fare discount for a particular section of the community, it was clarified that Environment Canterbury's policy was to apply discount equitably to all patrons rather than having targeted fare structures for specific parts of the community.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receive the Financial Update on Public Transport Programmes.**

Cr Sunckell / Cr Scott
CARRIED

5.5 CouncilMARK™ Local Government Excellence Programme

Refer page 52– Performance, Audit and Risk Committee Agenda

Katherine Harbrow presented the report. The benefits of joining both the SOLGM and the CouncilMARK™ benchmarking programmes were discussed. Using independent advisors on Audit and Risk Committees has been lauded as good business in the programme. It was noted that the councillors thought it was a good programme to embark on and were supportive for Environment Canterbury to apply for the programme.

Resolved

That the Performance, Audit and Risk Committee recommends to Council:

- 1. That Environment Canterbury apply to join the CouncilMARK™ programme for 2017-2019.**

Cr Pham / Cr McKay
CARRIED

6. **Audit**

There was no audit business.

7. **Public excluded**

Resolved

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

- 1.1 Action List PX**
- 1.2 Risk Standing Report**
- 1.3 Yaldhurst Air Quality Monitoring Programme**

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:

Item No.	Report	General subject matter	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1	Action List PX	Internal Audit	Good reason to withhold exists under section 7	Section 48(1)(a)
2	Risk Standing Report	Risk Management	Good reason to withhold exists under section 7	Section 48(1)(a)
3	Yaldhurst Air Quality Monitoring Programme	Recommendation for expenditure	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	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 Scott / Cr Sunckell
CARRIED

The meeting went into public excluded session from 2.42pm to 2.53pm.

Resolved

That the Performance, Audit and Risk Committee:

1. Confirms that the Risk Standing Report can come out of public excluded

Cr Sunckell / Cr McKay
CARRIED

8. Notices of motion

There were no notices of motion.

9. Extraordinary and urgent business

There was no urgent business.

10. Questions

There were no questions.

11. Next meeting


Thursday, 30 November 2017.

12. Closure

The meeting closed at 2.54pm

CONFIRMED

14 December 2017
Date


Chairperson