

Minutes of the 150th meeting of the Performance, Audit and Risk Committee held in the Council Chamber, 200 Tuam Street, Christchurch on Thursday, 15 August 2019 at 2.00pm

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Present

Cr John Sunckell (Chair)
Chair Steve Lowndes

Cr Claire McKay
Cr Iaeen Cranwell

Cr Peter Scott

Management and officers present

Bill Bayfield (Chief Executive), Stefanie Rixecker (Director Science), Tafflyn Bradford-James (Director Communications), Catherine Schache (General Counsel), Tania Harris (Senior Manager Operational Support), David Perenara-O'Connell (Senior Strategy Manager), Stewart Gibbon (Senior Manager Public Transport), Tarsha Triplow (Team Leader Corporate Reporting), Matthew Bennett (Principal Health and Safety Advisor), Jeremy Dickson (Manager, Public Transport), Clare Pattison (Senior Strategy Advisor), Nicholas Hill (Risk and Business Improvement Manager), and Vivienne Ong (Committee Advisor)

Report writers and supporting staff were also in attendance.

Welcome

The Chair welcomed everyone to the 150th Performance, Audit and Risk Committee meeting.

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

Matthew Bennett spoke to his report and advised Health & Safety planning cycles were now realigned to commence 1 November each year, when there were fewer time demands (as opposed to beginning of the financial year).

Committee members queried how staff mental health data was captured. Councillors were advised mental health was covered under the Organisation's Well-Being Strategy which was overseen by Human Resources, with insight and assistance provided by the Health & Safety team. Due to privacy and other factors it was difficult to capture actual data; however, Matt agreed there was a connection between mental health and safety. The culture of Environment Canterbury was such that mental health and well-being was foremost, an example of the 2011/2012 earthquakes where staff going through high stress levels were assisted, and groups were encouraged to look after team members. Several support options and functions were provided; and the essence of this ethos has continued.

Resolved

That the Performance, Audit and Risk Committee:

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

Cr Scott / Chair Lowndes
CARRIED

The Chair thanked Matthew for his work during the triennium and the positive impact and progress made in Health & Safety portfolio.

5. **Performance**

5.1 **Healthier Homes Canterbury Year End Report**

Refer page 14 – Performance, Audit and Risk Committee Agenda

During questioning, Clare Pattison explained why some districts were showing low uptake numbers; suppliers must meet health and safety requirements, at present most of those who meet the requirements were based in Christchurch and Timaru. Whilst there was no marketing, volumes were on tracking to budget.

Approved workload and payments were on track, the only financial issue was one of timing, as contractors were slow in submitting their invoicing. It was noted there were no reports of unhappy ratepayers waiting for actions.

Through the Chair, Committee members advised they were happy with the application rate and the model that was currently in place.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receives the performance update on Healthier Homes Canterbury.**

Chair Lowndes / Cr Cranwell
CARRIED

5.2 Operational Report

Refer page 19 – Performance, Audit and Risk Committee Agenda

Tarsha Triplow reported on operational performance by portfolio for the year ending 30 June 2019 which was performing well.

Discussion centred on Levels of Service (LoS) targets not achieved (69 of 72 were achieved). It had been signalled throughout the year that the targets would not be completed by 30 June 2019. A great amount of work been completed; though the Regional Transport freight shift final report, and the Urban Development Capacity Assessment inserted into the Regional Policy Statement, will both be submitted in the first quarter of 2019/2020. The Braided Rivers Action Group (BRAG) had completed a significant amount of work on the alpine rivers.

Staff and management were thanked for their work on reporting to this Committee and their hard work was appreciated.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receives the Operational Performance report for the period ended 31 May 2019.**

Cr McKay / Chair Lowndes
CARRIED

5.3 Financial Health Report

Refer page 34 – Performance, Audit and Risk Committee Agenda

Tarsha Triplow reported on financial results for the year ending 30 June 2019.

It was highlighted there was a relatively minor interest rate policy breach. It had been decided with interest rates falling it would be advantageous not to transact the seven-year interest rate swap during the June 2019 quarter and to continue operating slightly out of policy; this resulted in a positive impact on funds.

The Chief Executive confirmed the minor policy breach was signed off by him and was within his delegated authority.

The Chair and Councillors replied they were more than happy with the result and clarification of the process.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receives the monthly Financial Health report for the year ended 30 June 2019.**
- 2. Receives the Bancorp Quarterly Treasury report.**

Cr Scott / Cr Cranwell
CARRIED

6. Audit

6.1 Office of the Auditor General (OAG) 2019/20 Annual Plan *Refer page 54 – Performance, Audit and Risk Committee Agenda*

Tarsha Triplow and Tanya Clifford presented this report.

The Chair noted the OAG's multi-year work programme would be looking at risk management which was something this Committee had a continual conversation about.

Resolved

That the Performance, Audit and Risk Committee:

- 1. Receives Office of the Auditor-General Annual Plan 2019/20.**
- 2. Notes the theme-based emphasis in the Annual Plan on completing the water management theme, the three-year procurement work programme and improving the lives of New Zealanders theme.**
- 3. Notes the emphasis in the Annual Plan on Ethics and integrity, risk management and influencing improved performance accountability**

Cr McKay / Cr Scott
CARRIED

7. Public Excluded

Resolved

1. That the public be excluded from the following part of the proceedings of this meeting.

The general subject of the matters 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.	Minutes/Report of	General Subject of each matter considered	Reason for passing this resolution to each matter	Ground(s) under section 48(1) for the passing of this resolution
1.1	Public Transport Level of Service and NZTA Audit	Update	Good reason to withhold exists under section 7	Section 48(1)(a)
1.2	Public Transport Financial Update			

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.	
1.1 & 1.2	<p>Would likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information – 7(2)(b)(ii)</p> <p>Enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities; or – Section 7(2)(h)</p> <p>Enable the Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) – Section 7(2)(i)</p>

That appropriate officers remain to provide advice to the Committee.

Chair Lowndes / Cr Cranwell
CARRIED

The meeting went into public excluded session from 2.43pm to 2.51pm.

7. Notices of motion

There were no notices of motion.

9. Questions

There were no questions.

10. **Next Meeting**

To be advised after elections.

The Chair thanked all those involved for their contribution and dedication and wished everyone well; especially for future reporting and financial numbers of the Performance, Audit and Risk Committee.

11. **Closure**

The Chair declared the meeting closed at 2.52pm.

CONFIRMED

29 August 2019

Date



Chairperson