

Minutes of the 159th meeting of the Performance, Audit and Risk Committee held in the Council Chamber, Environment Canterbury, 200 Tuam Street, Christchurch on Thursday, 19 November 2020 at 2.00pm

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Present

Committee Chair, Cr John Sunckell
Chair Jenny Hughey
Graeme McGlinn, Independent Member

Cr Claire McKay
Cr Ian Mackenzie
Cr Grant Edge

In Attendance

Tumu Taiao laean Cranwell

Management and officers present

Stefanie Rixecker (Chief Executive)
Catherine Schache (General Counsel)
Katherine Harbrow (Chief Financial Officer)
Stewart Gibbon (Senior Manager Public Transport)
Tarsha Triplow (Team Leader Corporate Reporting)
Matthew Bennett (Principal Health and Safety Advisor)
David Perenara-O'Connell (Senior Strategy Manager)
Caroline Hart (Senior Strategy Manager)
Jessie Burgess (Senior Strategy Manager)
Vivienne Ong (Committee Advisor)

Report writers and supporting staff were also in attendance.

1. **Mihi/karakia tīmatanga - opening**

Committee Chair, Councillor John Sunckell welcomed everyone to the Performance, Audit and Risk Committee meeting.

2. **Apologies**

An apology was received from Councillor Megan Hands.

3. **Conflicts of interest**

Independent Member, Graeme McGlinn, declared a new conflict of interest, and requested it be entered into Conflicts of Interest Register:

- Independent Member, Performance, Audit & Risk Committee, Hurunui District Council.

4. **Call for general business items**

There were no items for general business.

5. **Deputations and petitions**

No petitions or requests for deputations were received.

6. **Risk**

6.1 **Health and safety report**

Refer page 11 – Performance, Audit and Risk Committee Agenda

With today being the 10-year anniversary of the Pike River Mine disaster, Matthew Bennett took the opportunity to reflect, and identified why we as a nation invest more into health and safety. Members noted the importance of health and safety and were reassured with current processes, systems and mechanisms that Environment Canterbury had in place.

Members enquired on leadership direction regarding Visible Safety Leaders in the field; Matthew gave a brief verbal summary and explained the benefits gained from staff seeing their senior managers in the field.

Resolved

That the Performance, Audit and Risk Committee:

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

Cr John Sunckell/Graeme McGlinn
CARRIED

6.2 **Risk standing report**

Refer page 21 – Performance, Audit and Risk Committee Agenda

Miles McConway spoke to the report on the risk management programme. Committee members had no concerns.

Resolved

That the Performance, Audit and Risk Committee:

- 1. receives the Risk Standing report as an update on risk management activities**
- 2. advises staff that there are no issues requiring additional risk assurance.**

Cr Claire McKay/Cr Grant Edge
CARRIED

7. **Performance**

7.1 **Action list**

Refer page 22 – Performance, Audit and Risk Committee Agenda

Miles McConway advised the Committee that the audit letter recommendations had been added to the action list. Members had no further questions.

Resolved

That the Performance, Audit and Risk Committee:

- 1. receives the Action List.**

Cr Ian Mackenzie/Graeme McGlenn
CARRIED

7.2 **Portfolio financial report September 2020**

Refer page 23 – Performance, Audit and Risk Committee Agenda

Tarsha Triplow and Katherine Harbrow presented the Portfolio Financial Report for the period ended 30 September 2020.

Resolved

That the Performance, Audit and Risk Committee:

- 1. receives the Portfolio Financial Report for the year ended 30 September 2020**

2. Notes the continual improvement being made to the Power BI report.

Cr Claire McKay/Chair Jenny Hughey
CARRIED

7.3 Financial health reports September 2020

Refer page 32 – Performance, Audit and Risk Committee Agenda

Tarsha Triplow gave an overview of financial results for the period ended 30 September 2020 and provided an update of the cash balance.

Resolved

That the Performance, Audit and Risk Committee:

- 1. receives the monthly Financial Health Report for the period ended 30 September 2020**
- 2. notes the table of unbudgeted expenditure that has already been approved by Council.**

Cr Ian Mackenzie/Cr Grant Edge
CARRIED

7.4 Portfolio performance report (year-to-date)

Refer page 38 – Performance, Audit and Risk Committee Agenda

David Perenara O'Connell, Caroline Hart and Jesse Burgess reported on progress made for the three months ending 30 September 2020 on performance measures and levels of service to the community as stipulated in the 2020/21 Annual Plan.

The Committee were advised that systems were being put in place to provide reporting to Council, and where necessary, to the relevant Government agency on COVID funded projects.

Resolved

That the Performance, Audit and Risk Committee:

- 1. receives the portfolio performance report for the period 1 July 2020 – 30 September 2020 (year-to-date).**

Cr John Sunckell/Chair Jenny Hughey
CARRIED

7.5 Healthier homes Canterbury quarterly performance report

Refer page 64 – Performance, Audit and Risk Committee Agenda

Jesse Burgess delivered the report relating to performance of Healthier Homes Canterbury.

Resolved

That the Performance, Audit and Risk Committee:

- 1. receives the performance report for Healthier Homes Canterbury.**

Cr John Sunckell/Graeme McGlinn
CARRIED

7.6 Public transport financial update

Refer page 69 – Performance, Audit and Risk Committee Agenda

Stewart Gibbon reported on monthly activity and risks for the four-month period from 1 July 2020 to 31 October 2020 and provided clarification on activity, trends and risk analysis during questioning.

Resolved

That the Performance, Audit and Risk Committee:

- 1. receives the Public Transport financial update.**

Cr Claire McKay/Chair Jenny Hughey
CARRIED

9. Audit

9.1 Report to the Council on the 2019/20 Audit of Canterbury Regional Council

Katherine Harbrow presented the 'management report' from Audit New Zealand on the audit for the year ended 30 June 2020.

Staff were thanked for their work.

Resolved

That the Performance, Audit and Risk Committee:

- 1. receives the Audit New Zealand report to the Council for the year ended 30 June 2020**
- 2. notes the management responses and the recommendations which will be monitored at future Performance, Audit and Risk Committee meetings.**

Graeme McGlinn/Chair Jenny Hughey
CARRIED

8. 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	Sensitive Expenditure Report	Updates	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.	
1.1	Enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities – Section 7(2)(h) 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 – Section 7(2)(b)(ii)

That appropriate officers remain to provide advice to the Committee.

Chair Jenny Hughey/Cr Grant Edge
CARRIED

The meeting went into public excluded session from 2.50pm to 2.55pm.

10. Notices of motion

There were no notices of motion.

11. Extraordinary and urgent business

There was no extraordinary or urgent business.

12. General business

There was no general business.

13. **Questions**

There were no questions.

14. **Next meeting**

The next meeting will be held 2021 date to be advised.

14. **Mihi/karakia whakamutunga – closing**

The Chair declared the meeting closed at 2.55pm.

CONFIRMED

15/12/2020

Date



Chairperson