

## **Audit and Risk Management Committee OPEN MINUTES**

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**Date:** Friday 12 May 2017  
**Time:** 1pm  
**Venue:** Committee Room 1, Level 2, Civic Offices,  
53 Hereford Street, Christchurch

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**Present**

Chair	Ms Sue Sheldon
Deputy Chair	Councillor Raf Manji
Members	Mayor Lianne Dalziel
	Deputy Mayor Andrew Turner
	Councillor Vicki Buck
	Councillor Phil Clearwater
	Councillor Pauline Cotter
	Councillor David East
	Mr Mark Russell
	Mr Michael Rondel

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**8 May 2017**

**Principal Advisor**

Carol Bellette  
General Manager Finance and  
Commercial

Margaret Henderson

Committee Advisor

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- Part A**      **Matters Requiring a Council Decision**  
**Part B**      **Reports for Information**  
**Part C**      **Decisions Under Delegation**
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The agenda was dealt with in the following order.

## **1. Apologies**

**Part C**

### **Committee Resolved ARCM/2017/00020**

It was resolved on the motion of Councillor Cotter, seconded by Deputy Mayor Turner that the apologies for lateness from Mayor Dalziel and Councillor Buck, be accepted.

Councillor Cotter/Deputy Mayor

**Carried**

## **2. Declarations of Interest**

**Part B**

There were no declarations of interest recorded.

## **3. Confirmation of Previous Minutes**

**Part C**

### **Committee Resolved ARCM/2017/00021**

#### **Committee Decision**

That the minutes of the Audit and Risk Management Committee meeting held on Monday, 20 February 2017, be confirmed.

Deputy Chair Manji/Deputy Mayor

**Carried**

## **4. Deputations by Appointment**

**Part B**

There were no deputations by appointment.

## **5. Presentation of Petitions**

**Part B**

There was no presentation of petitions.

Councillor East joined the meeting at 1.07pm.  
Councillor Buck joined the meeting at 1.08pm.

## 6. Audit New Zealand - Audit Engagement and Arrangement Letters 2017

### Staff Recommendations

That the Audit and Risk Management Committee consider the audit engagement and arrangement letters provided by Audit New Zealand.

That after consideration of the audit engagement and arrangement letters the Audit and Risk Management Committee recommend to Council that it:

1. Approve the content of the draft audit engagement letter received from Audit New Zealand.
2. Approve the content of the draft audit arrangements letter received from Audit New Zealand with the exception of the audit fee as that is yet to be advised.
3. Recommend that the Mayor sign the final audit engagement letter once received from Audit New Zealand.
4. Note that as the Council is yet to be advised of the final audit fee, the signing the final audit arrangements letter is deferred until the audit fee is received and considered.

### Committee Decided ARCM/2017/00022

#### Part A

That the Council:

1. Approve the content of the draft audit engagement letter received from Audit New Zealand.
2. Approve the content of the draft audit arrangements letter received from Audit New Zealand with amended wording with respect to the audit fee that is yet to be advised.
3. Recommend that the Mayor sign the final audit engagement letter and the amended Audit Arrangements letter once received from Audit New Zealand.
4. Note that the final audit fee proposal will be received subsequently.

Deputy Chair Manji/Councillor Cotter

Carried

Through the Chair, the Committee expressed its thanks to Julian Tan of Audit New Zealand for all the work he has done for the Christchurch City Council including leading the audit over the last five years.

Mayor Dalziel joined the meeting at 1.21pm.

## 7 Resolution to Exclude the Public

### Committee Resolved ARCM/2017/00023

#### Part C

That at 1.24pm the resolution to exclude the public set out on pages 40 to 42 of the agenda, be adopted.

**AND**

That Steve Wakefield, David Seath and Aloysius Tey of Deloitte and Kathy Dever-Todd, Consultant from Dever-Todd Advisory Services, remain after the public have been excluded for Item 11 of the public excluded agenda as they have knowledge that is relevant to that item and will assist the Committee.

Mr Rondel/Councillor Clearwater

**Carried**

**The public were re-admitted to the meeting at 3.36pm.**

**Meeting concluded at 3.36pm.**

**CONFIRMED THIS 23RD DAY OF AUGUST 2017**

**SUE SHELDON**  
**CHAIR**