

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

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**Date:** Friday 8 March 2019  
**Time:** 12.32pm  
**Venue:** Council Chambers, Level 2, Civic Offices,  
53 Hereford Street, Christchurch

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**Present**

Chairperson	Ms Kim Wallace
Deputy Chairperson	Councillor Raf Manji
Members	Councillor Vicki Buck
	Councillor Phil Clearwater
	Councillor Pauline Cotter
	Councillor David East
	Deputy Mayor Andrew Turner
	Mr Mark Russell
	Mr Michael Rondel

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**5 March 2019**

**Principal Advisor**

Carol Bellette  
General Manager Finance and  
Commercial

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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/2019/00004**

### Committee Decision

That the apologies for absence from Mayor Dalziel, for early departure from Deputy Mayor Turner, and for lateness from Councillor Buck be accepted.

Councillor Cotter/Councillor Clearwater

**Carried**

## 2. Declarations of Interest

**Part B**  
There were no declarations of interest recorded.

## 3. Confirmation of Previous Minutes

**Part C**  
**Committee Resolved ARCM/2019/00005**

### Committee Decision

That the minutes of the Audit and Risk Management Committee meeting held on Friday, 1 February 2019 be confirmed.

Councillor Clearwater/Mr Russell

**Carried**

## 4. Public Forum

**Part B**  
There were no public forum presentations.

## 5. Deputations by Appointment

**Part B**  
There were no deputations by appointment.

## 6. Presentation of Petitions

**Part B**  
There was no presentation of petitions.

## 7. Audit New Zealand - 2018/19 Audit Plan

### Committee Comment

Andy Burns of Audit New Zealand joined the table with staff to present this item.

### **Committee Resolved ARCM/2019/00006 (Original Staff Recommendations Accepted without Change)**

#### Part C

That the Audit and Risk Management Committee:

1. Receives the Audit Plan for Christchurch City Council and Consolidated Group from Audit New Zealand.
2. Notes that Council staff will report at the next meeting any critical judgements, estimates and assumptions that will be made during the preparation of the Annual Report in accordance with accounting and audit standards for public benefit entities.
3. Notes that the Committee will be further updated on these issues and any other issues that arise at its 28 August 2019 meeting prior to the audit clearance scheduled for 16 September 2019.

Ms Wallace/Mr Rondel

**Carried**

### **Committee Decided ARCM/2019/00007 (Original Staff Recommendations Accepted without Change)**

#### Part A

That the Audit and Risk Management Committee recommends that the Council:

1. Receives the Audit Plan for Christchurch City Council and Consolidated Group from Audit New Zealand, and:
  - a. Notes that property, plant and equipment will again be a focus for the audit team in 2019;
  - b. Notes that internal controls to prevent fraud and the compliance with continuous disclosure requirements will also be reviewed in-depth as part of the 2019 audit; and
  - c. Notes the timetable for deliverables to ensure the audit proceeds smoothly.

Ms Wallace/Mr Rondel

**Carried**

Councillor Buck joined the meeting at 12:44pm during consideration of the above item.

## 8. Status of Christchurch City Council Water Safety Plans

### Committee Resolved ARCM/2019/00008 (Original Staff Recommendations Accepted without Change)

#### Part C

That the Audit and Risk Management Committee:

1. Notes the status of the Water Safety Plans for community drinking water supplies including the actions required to address the non-conformances identified in recent Drinking Water Assessor's Water Safety Plan Implementation Audit reports.
2. Notes the agreement to update all Water Safety Plans in accordance with the new Ministry of Health framework.

Deputy Mayor/Deputy Chair Manji

**Carried**

### Committee Decided ARCM/2019/00009 (Original Staff Recommendations Accepted without Change)

#### Part A

That the Audit and Risk Management Committee recommends that the Council:

1. Receives this report on the status of its Water Safety Plans.

Deputy Mayor/Deputy Chair Manji

**Carried**

## 9 Resolution to Exclude the Public

### Committee Resolved ARCM/2019/00010

#### Part C

That the following persons remain after the public have been excluded for the following items of the public excluded agenda as they have knowledge that is relevant to these items and will assist the Council:

- Andy Burns and Ben Wright of Audit New Zealand, and David Seath of Deloitte, for:
  - Item 11, Cyber Security Programme Update and Vulnerability Assessment;
  - Item 12, Quarterly Procurement Report;
  - Item 13, Internal Audit Status Report;
  - Item 14, Risk Management Status Report;
  - Item 15, Fraud Status Report; and
- Anu Nayar of Deloitte for:
  - Item 11, Cyber Security Programme Update and Vulnerability Assessment.

#### AND

That at 1:06pm the resolution to exclude the public set out on pages 40 to 42 of the agenda be adopted.

Mr Rondel/Mr Russell

**Carried**

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**The public were re-admitted to the meeting at 2:29pm.**

**Meeting concluded at 2:30pm.**

**CONFIRMED THIS 30<sup>th</sup> DAY OF MAY 2019**

**KIM WALLACE**  
**CHAIRPERSON**

UNCONFIRMED