

Audit and Risk Management Committee
OPEN MINUTES

Date: Thursday 30 May 2019
Time: 9:02am
Venue: Council Chambers, Level 2, Civic Offices,
53 Hereford Street, Christchurch

Present

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

30 May 2019

Principal 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/2019/00011

That the apology for lateness from Councillor Manji, and the apologies for early departure from Councillor Cotter and Councillor Buck be accepted.

Ms Wallace/Councillor Cotter

Carried

2. Declarations of Interest

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes

Part C

Committee Resolved ARCM/2019/00012

That the minutes of the Audit and Risk Management Committee meeting held on Friday, 8 March 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.

Councillor Manji joined the meeting at 9:06am during the consideration of Item 7.

7. Critical Judgements, Estimates and Assumptions in the 2019 Annual Report

Committee Resolved ARCM/2019/00013 (Original Staff Recommendations Accepted without Change)

Part C

That the Audit and Risk Management Committee:

1. Notes the critical judgements, estimates and assumptions made to date for the Council's 2019 Annual Report, noting that these will be reflected in the final Annual Report to be considered by the Committee at its September meeting.

Mr Rondel/Ms Wallace

Carried

Councillor Buck declared an interest and took no part in the consideration of the section of this Item relating to the Ōtautahi Community Housing Trust.

Committee Decided ARCM/2019/00014 (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 critical judgements, estimates and assumptions made to date for the Council's 2019 Annual Report.

Mr Rondel/Ms Wallace

Carried

8. Audit Management Letter - Interim 2018/19

Committee Comment

Andy Burns and Andrew Timlin of Audit New Zealand joined the table for the consideration of this item.

Committee Resolved ARCM/2019/00015 (Original Staff Recommendations Accepted without Change)

Part C

That the Audit and Risk Management Committee:

1. Notes that Audit New Zealand reviewed the internal controls in place for our key financial and non-financial information systems and concluded that the Council has appropriate systems of internal control over its key financial systems and that they were operating effectively;
2. Notes that Audit New Zealand reviewed the Council's information systems and processes and concluded that the Council's IT Governance is effective;

3. Notes that Audit New Zealand reviewed the Council's systems and controls for reporting its service performance information and concluded for the sample selected that the Council has appropriate systems and processes in place to capture and accurately report its achieved results against the performance measures;
4. Notes the recommendation made by Audit New Zealand in Appendix 1 of the Interim Management Report on the audit of the Council and management's response.

Deputy Mayor/Councillor East

Carried

Committee Decided ARCM/2019/00016 (Original Staff Recommendations Accepted without Change)

Part A

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

1. Receives the Audit New Zealand Interim Management Report on the audit of the Council for the year ended 30 June 2019.

Deputy Mayor/Councillor East

Carried

9 Resolution to Exclude the Public

Committee Resolved ARCM/2019/00017

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 Andrew Timlin of Audit New Zealand, and David Seath of Deloitte, for:
 - Item 11, Quarterly Procurement Report – Quarter 3 – 2018/19;
 - Item 12, Internal Audit Status Report;
 - Item 13, Risk Management Status Report;
 - Item 14, Cyber Security Programme Update; and
- Steve Law of Deloitte for:
 - Item 12, Internal Audit Status Report.

AND

That at 9:27am the resolution to exclude the public set out on pages 42 to 44 of the agenda be adopted.

Ms Wallace/Councillor Cotter

Carried

The public were re-admitted to the meeting at 11:20am.

Meeting concluded at 11:21am.

CONFIRMED THIS 18th DAY OF JUNE 2019

KIM WALLACE
CHAIRPERSON