Audit and Risk Management Committee
OPEN MINUTES

Date: Wednesday 3 June 2020
Time: 2.09pm
Venue: Council Chambers, Level 2, Civic Offices, 53 Hereford Street, Christchurch

Present
Chairperson
Ms Kim Wallace
Deputy Chairperson
Councillor Sam MacDonald
Members
Mayor Lianne Dalziel
Ms Jacqueline Robertson Cheyne (by audio-visual link)
Mr Michael Rondel
Councillor Pauline Cotter
Deputy Mayor Andrew Turner

3 June 2020
Principal Advisor
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Part A  Matters Requiring a Council Decision
Part B  Reports for Information
Part C  Decisions Under Delegation

Voting at the meeting was in accordance with the Council’s resolution at its extraordinary meeting of 24 March 2020 at which, in response to the COVID-19 Emergency Period, it delegated decision-making within the Committee’s Terms of Reference to the Chairperson, Deputy Chairperson, Deputy Mayor and Mr Michael Rondel.

The agenda was dealt with in the following order.

1. **Apologies / Ngā Whakapāha**
   
   There were no apologies.

2. **Declarations of Interest / Ngā Whakapuaki Aronga**
   
   There were no declarations of interest recorded.

3. **Confirmation of Previous Minutes / Te Whakaāe o te hui o mua**
   
   Part C
   
   **Committee Resolved ARCM/2020/00003**
   
   That the minutes of the Audit and Risk Management Committee meeting held on Tuesday, 17 March 2020 be confirmed.

   Ms Wallace/Deputy Mayor  **Carried**

4. **Public Forum / Te Huinga Whānui**
   
   There were no public forum presentations.

5. **Deputations by Appointment / Ngā Huinga Whakaritenga**
   
   There were no deputations by appointment.

6. **Presentation of Petitions / Ngā Pākikitanga**
   
   There was no presentation of petitions.

7. **Audit New Zealand Report to Council on the First Interim Audit Visit for 2019/20**
   
   **Committee Comment**

   1. The Committee requested a workshop on valuations, particularly on subsidiary valuations with information on critical judgments, assumptions, risks/sensitivities, methodology and impacts. Staff indicated that timing of this would likely to be late July/August, with the workshop to be arranged once the information is available.

   2. Audit New Zealand are to be invited and assigned a place to brief the Committee at its July 2020 meeting.
Committee Resolved ARCM/2020/00004 (Original Staff Recommendations Accepted without Change)

Part C

That the Audit and Risk Management Committee:

1. Receive the report and consider the recommendations made by Audit New Zealand from the first interim audit for 2019/20 and management’s responses to these.

Mr Rondel/Ms Wallace Carried

Committee Decided ARCM/2020/00005 (Original Staff Recommendations Accepted without Change)

Part A

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


Mr Rondel/Ms Wallace Carried

8 Resolution to Exclude the Public

Committee Resolved ARCM/2020/00006

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:

- Andrew Simpson and David Sutton of KPMG, and Andy Burns of Audit New Zealand, for:
  - Item 10, Quarterly Procurement Report;
  - Item 11, Internal Audit Status Report;
  - Item 12, Risk Management Status Report;

AND

That at 2.42pm the resolution to exclude the public set out on pages 39 to 43 of the agenda be adopted.

Ms Wallace/Councillor MacDonald Carried

The public were re-admitted to the meeting at 4.57pm.

Meeting concluded at 4.57pm.

CONFIRMED THIS 21st DAY OF JULY 2020

KIM WALLACE
CHAIRPERSON