

**CHRISTCHURCH CITY COUNCIL**

**MINUTES OF A MEETING OF THE AUDIT AND RISK MANAGEMENT  
SUBCOMMITTEE**

**Held in Committee Room 3  
on Thursday 6 November 2008 at 2 pm**

**PRESENT:** Councillor David Cox (Chairperson), the Mayor Bob Parker, Councillors Bob Shearing and Gail Sheriff.

**IN ATTENDANCE:** **Christchurch City Council**  
Paul Anderson (General Manager Corporate Services),  
Diane Brandish (Corporate Finance Manager), Fiona Shand (Committee Adviser).

**PriceWaterhouseCoopers**  
Murray Harrington (Partner)

**Audit New Zealand**  
Scott Tobin and Hugh Jory

**APOLOGIES:** Apologies for absence were received and accepted from Councillor Chrissie Williams and Mr John Hooper.

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	<b>ACTION</b>
<p><b>1. RESOLUTION TO EXCLUDE THE PUBLIC</b></p> <p>It was <b>resolved</b> on the motion of the Mayor, seconded by Councillor Shearing that the meeting move into public excluded under section 7(2)(a) and 7(2)(g) to protect the privacy of natural persons and to maintain legal professional privilege.</p> <p>The public were readmitted to the meeting at 2.15 pm.</p>	
<p><b>3. CONFIRMATION OF MINUTES</b></p> <p>On the motion of Councillor Sheriff, seconded by Councillor Shearing, the minutes of the meeting of 22 September 2008 (both open and public excluded sections) were confirmed.</p>	Fiona Shand
<p><b>4. INTERNAL AUDIT ACTIVITY REPORT – AUGUST/OCTOBER 2008 QUARTER ONE</b></p> <p>The Subcommittee considered a report providing an update on the internal audit activities completed by PriceWaterhouseCoopers and internal audit.</p>	

	<b>ACTION</b>
<p>Murray Harrington provided a brief overview of the report, highlighting issues of interest and responded to questions from members, noting timeframes and actions. It was noted that while some action plans may not yet be in place, that in some instances manual fixes have been instituted in the interim.</p>	
<p>Members asked whether the next meeting could include an update on matters in Appendix B, particularly SAP.</p>	Paul Anderson
<p>The Committee <b>resolved</b> to receive the report.</p>	Fiona Shand
<p><b>5. CORPORATE FINANCE REPORT FOR QUARTER ENDED SEPTEMBER 2008</b></p>	
<p>The Subcommittee considered a report with updates on key financial and treasury matters for the quarter ending September 2008.</p>	
<p>Diane Brandish spoke to the report highlighting issues of interest.</p>	
<p>The Subcommittee <b>resolved</b> to receive the report.</p>	Fiona Shand
<p><b>6. NEXT MEETING</b></p>	
<p>The next meeting of the Subcommittee will be Thursday 5 February 2009 at 1.00 pm.</p>	Fiona Shand
<p>On the motion of Councillor Sheriff, seconded by Councillor Shearing, the public were re-admitted to the meeting at 2.15 pm.</p>	
<p>The meeting concluded at 3.10 pm.</p>	