

MEETING OF THE FINANCE AND AUDIT COMMITTEE

TO THE CHAIRPERSON AND MEMBERS OF THE COMMITTEE

MEMBERSHIP OF THE COMMITTEE

Cr N J Wagner (Chairperson)

Cr R A Budd
Cr R H M Johnston
Cr R M Kirk

Cr A G Neill
Cr T K Burke

A meeting of the Committee will be held on
Thursday, 27 July 2006 at 8.00 a.m.

VENUE: Waimakariri Room
Ground Floor
Pegasus Building
58 Kilmore Street
CHRISTCHURCH

BUSINESS: As per Order Paper attached.

Dr Bryan Jenkins
CHIEF EXECUTIVE

**RECOMMENDATIONS IN REPORTS ARE NOT TO BE TAKEN
AS COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL**

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**Environment
Canterbury**
Your regional council

COMPLIANCE WITH LOCAL GOVERNMENT ACT 2002 DECISION-MAKING REQUIREMENTS

Except as below, a statement of compliance and a completed decision checklist is required for any agenda item on a council committee or the council recommending that a decision be made. This will be the responsibility of the person signing off the agenda item.

The compliance statement and checklist will not be used for:

- Recommendations that information be received or that the Council make a decision.
- Decisions taken under the Resource Management Act 1991 or the Biosecurity Act 1993 in relation to resource consents, decisions required when following the procedures set out in Schedule 1 of the Resource Management Act 1991, other permissions, submissions on plans, or references to the Environment Court.
- Decisions taken to proceed with enforcement procedures under various primary or secondary legislation or regulations, including procedures under the Resource Management Act 1991, the Biosecurity Act 1993, the Local Government Act 2002, and Environment Canterbury Bylaws.
- Administrative and personnel decisions that are entirely internal to Environment Canterbury.
- Other decisions where the procedures to be followed are set out in Legislation.

COMPLIANCE STATEMENT

The council committee (or the council) must formally certify that:

- (a) It is satisfied that it has sufficient information about the options and their benefits and costs, in terms of the region's social, economic, environmental and cultural well-being and the effects on community outcomes, bearing in mind the significance of the decisions.
- (b) It is satisfied that it knows enough about and has given adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decision.

INFORMATION CHECKLIST

| | |
|-----|---|
| (a) | A Statement of the Proposed Decision |
| (b) | A Statement of the Objective of the Proposed Decision and the Issue or Problem being addressed |
| (c) | A list of all reasonably practicable options, (including doing nothing). |
| (d) | For each option in (c): An evaluation of the Benefits and Costs, in terms of the region's social, economic, environmental and cultural well-being. |
| (e) | For each option in (c): A statement of the extent to which community outcomes would be promoted or achieved in an integrated and efficient manner. |
| (f) | For each option in (c): A statement of the Impact, if any, on Environment Canterbury's capacity to undertake its statutory responsibilities |
| (g) | If the Proposed Decision is a significant decision in relation to land or a body of water, a statement of how Maori values have been taken into account |
| (h) | A Statement of significant inconsistencies, if any, with any Existing Policy, Plan or Legislation arising from the Proposed Decision. |
| (i) | A statement how the views and preferences of affected or interested persons have been given adequate consideration during the definition of the problem or issue, the objective, the assessment of options and the development of the proposed decision, including the particular contribution of Maori to the decision-making process. |

Notes:

The significance of proposals and decisions determines how much time, money and effort is put into exploring and evaluating options and obtaining the views of affected and interested parties. The significance of proposals and decisions is determined through reference to criteria contained in the policy on significance.

The policy on significance together with Section 76 of the Local Government Act 2002 set out the Council's requirements in relation to decisions. Some decisions can only be made through the Long-Term Council Community Plan, or after the Special Consultative Procedures set out in the Act have been used, (refer to the policy on significance and the Act).

All decisions of Environment Canterbury are subject to the decision-making requirements of section 76 of the Act unless inconsistent with specific requirements of other legislation.

ENVIRONMENT CANTERBURY
FINANCE AND AUDIT COMMITTEE

ORDER PAPER

1. APOLOGIES
Leave of Absence – Cr Kirk
2. MINUTES OF 29 JUNE 2006 MEETING
3. MATTERS ARISING
4. MEETING WITH PUBLIC EXCLUDED
 - 4.1 MINUTES OF 29 JUNE 2006 MEETING
 - 4.2 MATTERS ARISING
 - 4.3 TARGET PEST ENTERPRISES LIMITED REPORTING
5. NEXT MEETING
6. CLOSURE

ENVIRONMENT CANTERBURY
FINANCE AND AUDIT COMMITTEE

**MINUTES OF THE FINANCE AND AUDIT COMMITTEE HELD
IN THE WAIMAKARIRI ROOM, 58 KILMORE STREET, CHRISTCHURCH
ON THURSDAY 29 JUNE 2006 AT 8.00 A.M.**

CONTENTS

1. APOLOGIES

MATTER FOR INFORMATION

2. CONFIRMATION OF MINUTES 25 MAY 2006 AND 2 JUNE 2006

3. MATTERS ARISING

4. MEETING WITH THE PUBLIC EXCLUDED

CONFIRMATION OF MINUTES

TARGET PEST ENTERPRISES LIMITED FINANCIAL REPORTING

5. NEXT MEETING – 27 JULY 2006

6. CLOSURE

PRESENT

Crs N J Wagner (Chair) (from 8.15am), Cr A G Neill (Deputy Chair), Crs T K Burke, R M Kirk and R H M Johnston.

STAFF

B R Jenkins (Chief Executive) and L M McDonald (Administration Officer).

TARGET PEST ENTERPRISES

Martin Hadlee (Chair), Paul Ash (Chief Executive), Arlee Folkers (Consultant) and Tom Pickles (Finance Manager).

1. APOLOGIES

Cr N J Wagner for lateness
Cr R A Budd

As Cr Wagner had been delayed, Cr Neill obtained the meeting's approval to chair the meeting until Cr Wagner arrived.

2. CONFIRMATION OF MINUTES

Resolved

That the minutes of the meeting held on 25 May 2006, as circulated, be confirmed as a true and accurate record.

Cr Kirk/Cr Burke

Resolved

That the minutes of the meeting held on 2 June 2006, as circulated, be confirmed as a true and accurate record.

Cr Burke/Cr Kirk

3. MATTERS ARISING

There were no matters arising from the minutes.

4. MEETING WITH PUBLIC EXCLUDED

Resolved

That the public be excluded from the following part of the proceedings of this meeting, namely:

1. *Minutes of 25 May 2006 and 2 June 2006 meetings*
2. *Matters Arising*
3. *Target Pest Enterprises Limited – Financial Reporting*

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| <i>General subject of each matter to be considered</i> | <i>Reason for passing this resolution in relation to each matter</i> | <i>Ground(s) under section 48(1) for the passing of this resolution</i> |
|--|--|---|
| <i>4.1 Confirmation of minutes of 25 May and 2 June 2006</i> | <i>That good reason exists for not discussing the matter with the public present and is not outweighed by the public interest.</i> | <i>Section 48(1)(a)</i> |
| <i>4.2 Matters Arising</i> | <i>That good reason exists for not discussing the matter with the public present and is not outweighed by the public interest.</i> | <i>Section 48(1)(a)</i> |
| <i>4.3 Target Pest Enterprises Limited Reporting</i> | <i>That good reason exists for not discussing the matter with the public present and is not outweighed by the public interest.</i> | <i>Section 48(1)(a)</i> |

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 7 of that Act which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the council-controlled organisation which supplied or which is the subject of the information - section 7(2)(b)(ii).

That Martin Hadlee, Paul Ash, Arlee Folkes and Tom Pickles of Target Pest Enterprises be invited to remain for the public excluded proceedings to report to the Committee.

Cr Neill/Cr Burke

The meeting moved into public excluded session from 8.10 to 9.20 a.m.

3. NEXT MEETING

The next meeting was scheduled for Thursday 27 July at 8.00 a.m.

4. CLOSURE

The meeting closed at 9.20 a.m.

CONFIRMED

DATE _____ CHAIRMAN

| | |
|--|---|
| AGENDA ITEM NO: 4 | SUBJECT MATTER: PUBLIC EXCLUDED |
| REPORT: Finance and Audit Committee | DATE OF MEETING: 27 July 2006 |
| FILE REFERENCES: | PORTFOLIO: PROJECT: OUTPUT: |
| REPORT BY: Jude Pani Manager Secretariat | ENDORSED BY: Wayne Thomas Director Finance and Corporate Services |

MEETING WITH PUBLIC EXCLUDED

That the public be excluded from the following part of the proceedings of this meeting, namely:

- 4.1 Minutes of 29 June 2006 meeting
- 4.2 Matters Arising
- 4.3 Target Pest Enterprises Limited Reporting

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|---|---|
| 4.1 Confirmation of minutes of 29 June 2006 | That good reason exists for not discussing the matter with the public present and is not outweighed by the public interest. | Section 48(1)(a) |
| 4.2 Matters Arising | | |
| 4.3 Target Pest Enterprises Limited Reporting | | |

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 7 of that Act which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

- 4.1 Protect information where the making available of the information would be
- 4.2 likely unreasonably to prejudice the commercial position of the council-
- 4.3 controlled organisation which supplied or which is the subject of the information - section 7(2)(b)(ii).