

Minutes of the fourth meeting of the eleventh triennium of the Audit, Risk and Investment Committee held at 11.25am on Tuesday 24 November 2020, in the Tararua Room, Horizons Regional Council, 11-15 Victoria Avenue, Palmerston North.

**PRESENT** Crs EM Clarke (Acting Chair), AL Benbow (via audio visual link), RJ Keedwell, SD Ferguson, JM Naylor, NJ Patrick (via audio visual link), and GJ Turkington.

**IN ATTENDANCE** Councillors Cotton, F Gordon, Kirton, Te Awe Awe  
Chief Executive Mr MJ McCartney  
Committee Secretary Mrs JA Kennedy

**ALSO PRESENT** At various times during the meeting:  
Mr C Grant (Group Manager Corporate and Governance),  
Mr G Shirley (Group Manager Regional Services & Information),  
Dr J Roygard (Group Manager Natural Resources & Partnerships),  
Dr N Peet (Group Manager Strategy & Regulation), Mr R Strong  
(Group Manager River Management), Mr A Smith (Chief Financial  
Officer), Ms N Anderson and Ms C Holdsworth (Management  
Accountants), Mr K Russell (Operations Manager), Mr D Neal  
(Business Services Manager), Mr J Bell (Manager Investigations &  
Design), Mrs M Smith (Communications Advisor), Mr M Wilson,  
Ms D Macdonald, and Mr S Ketley (Aon Representatives), and a  
member of the press.

The Acting Chair welcomed everyone to the meeting.

#### **APOLOGIES**

An apology was noted from Cr EB Gordon.

#### **PUBLIC FORUMS / DEPUTATIONS / PETITIONS**

There were no requests for public speaking rights.

#### **SUPPLEMENTARY ITEMS**

There were no supplementary items to be considered.

#### **MEMBERS' CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

#### **CONFIRMATION OF MINUTES**

**ARI 20-10** *Moved* **Ferguson/Naylor**

*That the Committee:*

**confirms** the minutes of the Audit, Risk and Investment Committee meeting held on 22 September 2020 as a correct record, and notes that the recommendations were adopted by the Council on 24 November 2020.

**CARRIED**

**FINANCIAL PERFORMANCE FOR THE FOUR MONTHS ENDED 31 OCTOBER 2020***Report No 20-164*

Mr Smith (Chief Financial Officer) informed Members of the financial performance for the past four months to 31 October 2020 against the Council's Annual Plan budget. He also summarised the year to date figures and the spend to date for each part of the business with a CAPEX budget.

**ARI 20-11**                      **Moved**    **Keedwell/Ferguson**

*That the Committee recommends that Council:*

- a. *receives the information contained in Report No. 20-164.*

**CARRIED**

**AGRICHEMICAL NO SPRAY REGISTER RISK MANAGEMENT***Report No 20-165*

Mr Strong (Group Manager River Management) outlined an issue with the way in which drain 'no-spray' requests were managed and the steps staff were taking to manage the risk. Following discussion of the systems / processes relating to drain spraying and ways to manage no-spray requests, a new recommendation b. was proposed.

**ARI 20-12**                      **Moved**    **Keedwell/Naylor**

*That the Committee recommends that Council:*

- a. *receives the information contained in Report No 20-165;*  
b. *requests an update on implementation, including auditing, be brought to the April 2021 Catchment Operations Committee meeting.*

**CARRIED**

**RISK MANAGEMENT STRATEGY, SHOVEL READY PROJECT DELIVERY***Report No 20-166*

Mr Strong (Group Manager River Management) introduced the item which outlined a risk management strategy that specifically addressed shovel ready project delivery. In response to Members' questions about the summary of different risks presented at Annex A, Mr Strong noted that staff were developing a dashboard format to ensure future robust reporting on shovel ready project delivery.

**ARI 20-13**                      **Moved**    **Keedwell/Naylor**

*That the Committee recommends that Council:*

- a. *receives the information contained in Report No. 20-166 and Annex.*

**CARRIED**

**INSURANCE STRATEGY**

*Report No 20-167*

Mr Grant (Group Manager Corporate & Governance) introduced Aon insurance brokers; Mr M Wilson, Ms D Macdonald, and Mr S Ketley who spoke to a presentation covering a detailed market summary and strategy for Members’ consideration which would help inform governance and also shape thinking for future decision-making.

**ARI 20-14          Moved    Keedwell/Turkington**

*That the Committee recommends that Council:*

- a. *receives the information contained in Report No. 20-167 and Annex.*

**CARRIED**

**PROCEDURAL MOTION TO EXCLUDE THE PUBLIC**

**ARI 20-15          Moved    Clarke/Keedwell**

*THAT the public be excluded from the following part(s) of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.*

*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 and section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:*

**CARRIED**

General subject of each matter to be considered	Reason for passing this resolution	Ground(s) under section 48(1) for the passing of this resolution
PX1 Confirmation of Public Excluded Meeting held on 22 September 2020	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
PX2 Risk Register Update	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.  The report refers to areas of risk which may be of a commercially sensitive nature.	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
PX3 Council / Committee to consider whether any item in the Public Excluded minutes can be moved into the public domain and define the extent of the release		

The meeting adjourned to the Public Excluded part of the meeting at 2.21pm and resumed at 2.30pm.

The meeting closed at 2.31pm.

Confirmed

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CHIEF EXECUTIVE

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CHAIR