

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
AUDIT, RISK, AND FINANCE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON THURSDAY, 30 MAY 2019 AT 12:45 PM**

**PRESENT:** Cr John Vujcich, Mayor John Carter (HWTM), Cr Tania McInnes (Deputy Mayor), Cr Felicity Foy, Cr Colin (Toss) Kitchen, Cr Sally Macauley, Cr Kelly Stratford, Member Bruce Robertson, Member Adele Gardner, Member Mike Edmonds, Member Terry Greening

**IN ATTENDANCE:** Cr Dave Hookway

**STAFF PRESENT:** Shaun Clarke - Chief Executive Officer, Janice Smith - General Manager Corporate Services (Acting), Dean Myburgh - General Manager District Services, Jaime Dyhrbergh - Executive Officer, David Clamp - Manager Infrastructure Project Delivery, Darren Edwards - Manager Environmental Services, Sheryl Gavin - Manager Corporate Planning & Engagement, Matt Bell - Manager Risk & Improvement, Glenn Rainham - Manager Infrastructure Operations, Roger Ackers - Manager Strategy Development, George Swanepoel -, Angie Thomas - Chief Financial Officer (Acting), Ken Lewis - Senior Communications Advisor

## 1 APOLOGY

### COMMITTEE RESOLUTION 2019/6

MOVED: MAYOR JOHN CARTER

SECONDED: MEMBER TERRY GREENING

THAT THE APOLOGY RECEIVED FROM CR COURT BE ACCEPTED AND LEAVE OF ABSENCE GRANTED.

**CARRIED**

## 2 DEPUTATION

There were no deputations

## 3 DEPUTATION

### 3.1 MAJOR ITEM NOT ON THE AGENDA

### COMMITTEE RESOLUTION 2019/7

Moved: Cr Kelly Stratford

Seconded: Cr John Vujcich

**That the matter of 'Rating Relief Policy Consultation – Hearings Panel' be considered by the Audit, Risk and Finance Committee as a matter for urgent consideration as provided for in Section 46A(7) of the Local Government Official Information and Meetings Act 1987 on the grounds that consultation on the matter concluded the day before this meeting. Two submitters have asked to speak to their submissions and cannot be delayed until a later date because the latest opportunity to adopt the amendments is at the next Council meeting scheduled for 27 June 2019.**

**CARRIED**

## 4 CONFIRMATION OF PREVIOUS MINUTES

### 4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 3.1 document number A2422994, pages 12 - 13 refers

#### **COMMITTEE RESOLUTION 2019/8**

Moved: Member Adele Gardner

Seconded: Cr Colin (Toss) Kitchen

**That the Audit, Risk, and Finance Committee confirm that the minutes of the meeting of the Committee held 28 March 2019 are a true and correct record.**

**CARRIED**

## 5 CORPORATE SERVICES GROUP

### 5.1 FAR NORTH DISTRICT COUNCIL DATA GOVERNANCE

Agenda item 4.1 document number A2478655, pages 19 - 21 refers

#### **COMMITTEE RESOLUTION 2019/9**

Moved: Member Mike Edmonds

Seconded: Cr John Vujcich

**That the Committee form a subcommittee of the Audit, Risk, and Finance Committee with staff, including setting the terms of reference and any other recommendations with respect to data governance, the elected members to be on the subcommittee are Cr John Vujcich, Cr Dave Hookway, Member Mike Edmonds and Member Bruce Robertson.**

**CARRIED**

### 5.2 RATING RELIEF POLICY CONSULTATION - HEARINGS PANEL

#### **COMMITTEE RESOLUTION 2019/10**

Moved: Cr Kelly Stratford

Seconded: Cr John Vujcich

**That the Audit, Risk and Finance Committee establish a panel to hear submissions on the 2019 amendments to the Rating Relief Policies.**

**CARRIED**

### 5.3 RISK MANAGEMENT REPORT - APRIL / MAY 2019

Agenda item 4.2 document number A2457349, pages 22 - 24 refers

#### **COMMITTEE RESOLUTION 2019/11**

Moved: Cr Tania McInnes

Seconded: Member Terry Greening

**That the Audit, Risk, and Finance Committee receive and approve the Organisational Top 12**

**Risks Dashboard.****CARRIED****6 INFORMATION REPORTS****6.1 AUDIT MANAGEMENT REPORT FOR JUNE 2018**

Agenda item 5.2 document number A2479614, pages 35 - 35 refers

**COMMITTEE RESOLUTION 2019/12**

Moved: Cr Kelly Stratford

Seconded: Member Bruce Robertson

**That the Audit, Risk, and Finance Committee receive the report “Audit Management Report for June 2018”.****CARRIED****6.2 EXTERNAL AUDIT ARRANGEMENTS FOR 2018-2019**

Agenda item 5.3 document number A2473423, pages 72 - 73 refers

**COMMITTEE RESOLUTION 2019/13**

Moved: Cr Tania McInnes

Seconded: Cr Sally Macauley

**That the Audit, Risk, and Finance Committee receive the report External Audit arrangements for 2018-2019.****CARRIED****6.3 LEVEL OF SERVICE KPI QUARTER 3 PERFORMANCE REPORT**

Agenda item 5.4 document number A2476462, pages 110 - 110 refers

**COMMITTEE RESOLUTION 2019/14**

Moved: Cr Felicity Foy

Seconded: Cr Kelly Stratford

**That the Audit, Risk, and Finance Committee receive the report “Level of Service KPI Quarter 3 Performance Report .****CARRIED**

to the meeting.

**6.4 REVENUE RECOVERY REPORT - MARCH 2019**

Agenda item 5.5 document number A2479959, pages 135 - 136 refers

**COMMITTEE RESOLUTION 2019/15**

Moved: Cr Tania McInnes

Seconded: Cr Kelly Stratford

**That the Audit, Risk, and Finance Committee receive the report “Revenue Recovery Report - March 2019”.**

**CARRIED**

## **6.5 COUNCIL FINANCIAL REPORT AS AT 30 APRIL 2019**

Agenda item 5.6 document number A2480294, pages 140 - 140 refers

### **COMMITTEE RESOLUTION 2019/16**

Moved: Cr Kelly Stratford

Seconded: Cr John Vujcich

**That the Audit, Risk, and Finance Committee receive the report “Council Financial Report as at 30 April 2019”.**

**CARRIED**

## **6.6 CAPITAL PROGRAMME 2018/2019**

Agenda item 5.7 document number A2480371, pages 158 - 159 refers

### **COMMITTEE RESOLUTION 2019/17**

Moved: Mayor John Carter

Seconded: Cr Felicity Foy

**That the Audit, Risk, and Finance Committee receive the report Capital Programme 2018/2019.**

**CARRIED**

## **6.7 UPDATE ON RISK TREATMENT PLAN FOR RISK RELATED TO MAINTAINING BUILDING CONSENT AUTHORITY IANZ ACCREDITATION IN OCTOBER 2019.**

Agenda item 5.1 document number A2473943, pages 29 - 31 refers

### **COMMITTEE RESOLUTION 2019/18**

Moved: Cr Kelly Stratford

Seconded: Mayor John Carter

**That the Audit, Risk, and Finance Committee receive the report “Update on Risk Treatment Plan for risk related to maintaining Building Consent Authority IANZ Accreditation in October 2019.**

**CARRIED**

At 2:44 pm, Cr Tania McInnes left the meeting.

At 3:01 pm, Mayor John Carter left the meeting. At 3:05 pm, Mayor John Carter returned to the meeting.

**7 PUBLIC EXCLUDED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**COMMITTEE RESOLUTION 2019/19**

Moved: Cr Colin (Toss) Kitchen

Seconded: Cr Kelly Stratford

**That the public be excluded from the following parts of the proceedings of this meeting.**

**The general subject matter 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 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 for the passing of this resolution
<p><b>6.1 - Confirmation of Previous Minutes (Public Excluded)</b></p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>6.2 - Abandoned Land Legal Proceedings</b></p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>6.3 - FNDC Current Legal Action and Potential Liability Claims</b></p>	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

<p><b>6.4 - Internal Audit and Assurance Report</b></p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>CARRIED</b></p>		

**7 CONFIRMATION OF INFORMATION AND DECISIONS IN OPEN MEETING.**

**COMMITTEE RESOLUTION 2019/20**

Moved: Cr John Vujcich  
 Seconded: Member Terry Greening

**That the Audit, Risk, and Finance Committee confirms that the information and decisions contained in the part of the meeting held with the public excluded are not to be restated in public meeting.**

**CARRIED**

**8 MEETING CLOSE**

The Meeting closed at 3:35 pm.

The minutes of this meeting were confirmed at the Audit, Risk, and Finance Committee Meeting held on 25 July 2019.

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**CHAIRPERSON**