

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ASSURANCE, RISK AND FINANCE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON WEDNESDAY, 2 DECEMBER 2020 AT 1.02 PM**

**PRESENT:** Cr John Vujcich, Member Bruce Robertson, Deputy Mayor Ann Court, Cr Rachel Smith (via TEAMS), Cr Kelly Stratford, Kaikohe-Hokianga Community Board Chairperson Mike Edmonds

**IN ATTENDANCE:** Tony Kryzewski – Sam for Compliance LTD

**STAFF PRESENT:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Andy Finch (General Manager Infrastructure and Asset Management), Dean Myburgh (General Manager District Services), Sheryl Gavin (General Manager Strategic Planning and Policy - Acting)

## **1 APOLOGIES AND DECLARATIONS OF INTEREST**

### **1.1 APOLOGIES**

#### **RESOLUTION 2020/1**

Moved: Cr John Vujcich  
Seconded: Cr Kelly Stratford

**Apologies for absence from His Worship the Mayor and Cr Moko Tepania, were accepted.**

**CARRIED**

## **2 DEPUTATION**

Nil

## **3 CONFIRMATION OF PREVIOUS MINUTES**

### **3.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3005557, pages 12 - 16 refers.

#### **RESOLUTION 2020/2**

Moved: Cr John Vujcich  
Seconded: Member Bruce Robertson

**That the Assurance, Risk and Finance Committee confirms the minutes of the Assurance, Risk and Finance Committee meeting held 21 October 2020 as a true and correct record.**

**CARRIED**

## 4 INFORMATION REPORTS

### 4.1 FAR NORTH HOLDINGS LIMITED FIRST QUARTER FINANCIAL REPORT SEPTEMBER 2020

Agenda item 6.6 document number A3006830, pages 140 - 147 refers.

#### **RESOLUTION 2020/3**

Moved: Cr Kelly Stratford

Seconded: Deputy Mayor Ann Court

**That the Assurance, Risk and Finance Committee receive the report Far North Holdings Limited First Quarter Financial Report September 2020.**

**CARRIED**

## 5 REPORTS

### 5.1 RECOMMENDATION TO REMOVE ARF008 CIVIL DEFENCE RISK FROM THE ORGANISATIONAL RISK DASHBOARD

Agenda item 5.1 document number A3005979, pages 17 - 21 refers.

#### **RESOLUTION 2020/4**

Moved: Cr John Vujcich

Seconded: Member Bruce Robertson

**That the Assurance, Risk and Finance Committee approves the removal of ARF008 Civil Defence risk from the organisational risk dashboard.**

**CARRIED**

## 6 INFORMATION REPORTS CONTINUED

### 6.1 DECEMBER RISK MANAGEMENT REPORT

Agenda item 6.1 document number A3002968, pages 22 - 90 refers.

#### **RESOLUTION 2020/5**

Moved: Cr Kelly Stratford

Seconded: Member Bruce Robertson

**That the Assurance, Risk and Finance Committee receive the report December Risk Management Report.**

**CARRIED**

### 6.2 LESSONS LEARNED FROM OUR TWIN CRISES: 2019/2020 FAR NORTH DROUGHT AND COVID-19 PANDEMIC

Agenda item 6.2 document number A3002989, pages 91 - 104 refers.

#### **RESOLUTION 2020/6**

Moved: Cr John Vujcich

Seconded: Cr Kelly Stratford

**That the Assurance, Risk and Finance Committee receive the report Lessons Learned From Our Twin Crises: 2019/2020 Far North Drought and COVID-19 Pandemic.**

**CARRIED**

### **6.3 INTERNAL AUDIT AND ASSURANCE - DECEMBER 2020**

Agenda item 6.3 document number A3001786, pages 105 - 109 refers.

#### **RESOLUTION 2020/7**

Moved: Member Bruce Robertson

Seconded: Cr Kelly Stratford

**That the Assurance, Risk and Finance Committee receive the report Internal Audit and Assurance - December 2020.**

**CARRIED**

### **6.4 LEVEL OF SERVICE KPI QUARTER 1 PERFORMANCE REPORT**

Agenda item 6.4 document number A2998583, pages 110 - 132 refers.

#### **RESOLUTION 2020/8**

Moved: Member Bruce Robertson

Seconded: Cr John Vujcich

**That the Assurance, Risk and Finance Committee receive the report Level of Service KPI Quarter 1 Performance Report .**

**CARRIED**

### **6.5 REVENUE RECOVERY REPORT - 31 OCTOBER 2020.**

Agenda item 6.5 document number A3008875, pages 133 - 139 refers.

#### **RESOLUTION 2020/9**

Moved: Member Bruce Robertson

Seconded: Cr John Vujcich

**That the Assurance, Risk and Finance Committee receive the report "Revenue Recovery Report - 31 October 2020."**

**CARRIED**

### **6.6 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 31 OCTOBER 2020**

Agenda item 6.7 document number A3013139, pages 148 - 167 refers.

#### **RESOLUTION 2020/10**

Moved: Cr John Vujcich

Seconded: Cr Rachel Smith

**That the Assurance, Risk and Finance Committee receive the report Council Financial**

**Report for the Period Ending 31 October 2020.****CARRIED****6.7 ALGIM IT SATISFACTION SURVEY RESULTS**

Agenda item 6.8 document number A2988867, pages 168 - 175 refers.

**RESOLUTION 2020/11**

Moved: Member Bruce Robertson

Seconded: Cr John Vujcich

**That the Assurance, Risk and Finance Committee receive the report ALGIM IT Satisfaction Survey Results.****CARRIED****7.0 RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2020/12**

Moved: Cr John Vujcich

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:**

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>7.1 - Confirmation of Previous Minutes</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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
<b>7.2 - ICT Security Audit Results</b>	s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret  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.	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

<b>7.3 – Renewal of Revolving Cash Facility</b>	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.	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
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**CARRIED**

## 7.7 CONFIRMATION OF INFORMATION AND DECISIONS IN OPEN MEETING

### RESOLUTION 2020/13

Moved: Cr John Vujcich  
 Seconded: Member Bruce Robertson

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

**CARRIED**

Abstained: Cr Rachel Smith

## 8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

Cr Moko Tepania closed the meeting with a karakia.

## 9 MEETING CLOSE

The meeting closed at 3.25 pm.

The minutes of this meeting were confirmed at the Assurance, Risk and Finance Committee Meeting held on 10 February 2021.

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**CHAIRPERSON**