

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ASSURANCE, RISK AND FINANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 10 FEBRUARY 2021 AT 1.00 PM**

PRESENT: Cr John Vujcich, Member Bruce Robertson, Cr Rachel Smith, Cr Kelly Stratford, Kaikohe-Hokianga Community Board Chairperson Mike Edmonds

IN ATTENDANCE: Janice Smith (General Manager Corporate Services - Acting), William J Taylor, MBE (General Manager Strategic Planning and Policy - Acting), Andy Finch (General Manager Infrastructure and Asset Management), Dean Myburgh (General Manager District Services)

1 KARAKIA TIMATANGA – OPENING PRAYER

Chair John Vujcich started the meeting with a karakia.

2 APOLOGIES AND DECLARATIONS OF INTEREST

RESOLUTION 2021/1

Moved: Cr John Vujcich
Seconded: Member Bruce Robertson

That the apologies from His Worship the Mayor John Carter, Deputy Mayor Ann Court, Councillor Moko Tepania be accepted.

CARRIED

3 DEPUTATION

No deputations for this meeting.

4 CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A3051523, pages 12 - 18 refers.

RESOLUTION 2021/2

Moved: Cr John Vujcich
Seconded: Member Bruce Robertson

RECOMMENDATION

That the Assurance, Risk and Finance Committee confirms the minutes of the Assurance, Risk and Finance Committee meeting held 2 December 2020 as a true and correct record.

CARRIED

5 REPORTS

5.1 UPDATE OF POLICY - APPOINTMENT OF DIRECTORS TO COUNCIL ORGANISATIONS

Agenda item 5.1 document number A3058464, pages 19 - 23 refers.

RECOMMENDATION

Moved: Cr John Vujcich
Seconded: Cr Kelly Stratford

That the Assurance, Risk and Finance Committee recommend to Council that the updated Policy 2117 – Appointment and Remuneration of Directors for Council Organisations be approved.

AMENDMENT

Moved: Cr John Vujcich
Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee recommend to Council:

- a) the updated Policy 2117 – Appointment and Remuneration of Directors for Council Organisations be approved, subject to;
- b) the Chair of Assurance, Risk and Finance Committee and Chair of Strategy and Policy Committee have delegated authority to approve the amendments on an updated policy.

The amendment became the substantive motion.

MOTION 2021/3

Moved: Cr John Vujcich
Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee recommend to Council:

- a) the updated Policy 2117 – Appointment and Remuneration of Directors for Council Organisations be approved, subject to;**
- b) the Chair of Assurance, Risk and Finance Committee and Chair of Strategy and Policy Committee have delegated authority to approve the amendments on an updated policy.**

CARRIED

5.2 RECOMMENDATION TO REMOVE ARF002 BUILDING CONSENTS – BCA STATUS RISK FROM THE ORGANISATIONAL RISK DASHBOARD

Agenda item 5.2 document number A3047645, pages 24 - 27 refers.

RESOLUTION 2021/4

Moved: Cr Kelly Stratford
Seconded: Cr Rachel Smith

That the Assurance, Risk and Finance Committee approves the removal of ARF002 Building Consents – BCA status risk from the organisational risk dashboard.

CARRIED

6 INFORMATION REPORTS

6.1 FEBRUARY 2021 RISK MANAGEMENT REPORT

Agenda item 6.1 document number A3053831, pages 28 - 41 refers.

RESOLUTION 2021/5

Moved: Cr Kelly Stratford
Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee receive the report February 2021 Risk Management Report.

CARRIED

6.2 2021-02-10 REVENUE RECOVERY REPORT

Agenda item 6.2 document number A3067425, pages 42 - 47 refers.

RESOLUTION 2021/6

Moved: Cr Kelly Stratford
Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee receive the report 2021-02-10 Revenue Recovery report 2021-02-10.

CARRIED

At 2:03 pm, Cr Kelly Stratford left the meeting.

At 2:05 pm, Cr Kelly Stratford returned to the meeting.

6.3 ELECTED MEMBER SENSITIVE EXPENDITURE

Agenda item 6.3 document number A3014973, pages 48 - 49 refers.

RESOLUTION 2021/7

Moved: Kaikohe-Hokianga Community Board Chairperson Mike Edmonds
Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee receive the report Elected Member Sensitive Expenditure.

CARRIED

6.4 LEVEL OF SERVICE KPI QUARTER 2 PERFORMANCE REPORT

Agenda item 6.4 document number A3066072, pages 50 - 72 refers.

RESOLUTION 2021/8

Moved: Member Bruce Robertson
Seconded: Cr Kelly Stratford

That the Assurance, Risk and Finance Committee receive the report Level of Service KPI Quarter 2 Performance Report.

CARRIED

6.5 DIGITAL INFORMATION SERVICES - 2021 WORK PROGRAMME

Agenda item 6.5 document number A3059539, pages 73 - 76 refers.

RECOMMENDATION

Moved: Cr Kelly Stratford
Seconded: Cr Rachel Smith

That the Assurance, Risk and Finance Committee receive the report Digital Information Services - 2021 Work Programme.

CARRIED

At 2:48 pm, Kaikohe-Hokianga Community Board Chairperson Mike Edmonds left the meeting.

At 2:50 pm, Kaikohe-Hokianga Community Board Chairperson Mike Edmonds returned to the meeting.

6.6 SUSTAINABLE PROCUREMENT UPDATE

Agenda item 6.6 document number A3062233, pages 77 - 78 refers.

RESOLUTION 2021/9

Moved: Cr John Vujcich
Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee receive the report Sustainable Procurement Update.

CARRIED

6.7 TENDER PANEL QUARTERLY INFORMATION REPORT SEPTEMBER - DECEMBER 2020

Agenda item 6.7 document number A3063064, pages 79 - 85 refers.

RESOLUTION 2021/10

Moved: Member Bruce Robertson
Seconded: Cr John Vujcich

That the Assurance, Risk and Finance Committee receive the report Tender Panel Quarterly Information Report.

CARRIED

7.0 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2020/11

Moved: Cr John Vujcich
Seconded: Member Bruce Robertson

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
1.1 - Confirmation of Previous Minutes	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
1.2 - Re-appointment of Directors for Far North Holdings Limited	s7(2)(a) the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(f)(i) free and frank expression of opinions by or between or to members or officers or employees of any local authority.	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

Abstained: Cr Rachel Smith

CARRIED

7.1 CONFIRMATION OF INFORMATION AND DECISIONS IN OPEN MEETING

RESOLUTION 2021/12

Moved: Cr John Vujcich
Seconded: Cr Kelly Stratford

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.

Abstained: Cr Rachel Smith

CARRIED

7.2 RESOLUTION TO READMIT THE PUBLIC

RECOMMENDATION 2021/13

Moved: Cr John Vujcich
Seconded: Cr Kelly Stratford

That Assurance, Risk and Finance Committee readmit the public.

Abstained: Cr Rachel Smith

CARRIED

AT 3:45 PM, CR RACHEL SMITH RETURNED TO THE MEETING.

8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

CR. KELLY STRATFORD CLOSED THE MEETING WITH A KARAKIA.

9 MEETING CLOSE

The meeting closed at 3:46 pm.

The minutes of this meeting were confirmed at the Assurance, Risk and Finance Committee Meeting held on 24 March 2021.

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CHAIRPERSON