

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ASSURANCE, RISK AND FINANCE COMMITTEE MEETING  
HELD AT THE VIRTUALLY VIA MICROSOFT TEAMS  
ON WEDNESDAY, 2 FEBRUARY 2022 AT 9.30 AM**

**PRESENT:** Chairperson John Vujcich, Member Bruce Robertson, Deputy Mayor Ann Court, Cr Mate Radich, Cr Rachel Smith, Cr Kelly Stratford, Cr Moko Tepania, Member Mike Edmonds, Member Adele Gardner

**IN ATTENDANCE:** Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

**1 KARAKIA TIMATANGA – OPENING PRAYER**

Chair Vujcich commenced the meeting and opened with a karakia.

**2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST**

Apologies were received from His Worship the Mayor and from Member Adele Gardner for early departure at 12pm. Apologies for late arrival also received from Cr Rachel Smith.

**3 NGĀ TONO KŌRERO / DEPUTATION**

There were no deputation requests for this meeting.

**4 CONFIRMATION OF PREVIOUS MINUTES**

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3525653, pages 12 - 19 refers.

**RESOLUTION 2022/1**

Moved: Cr Kelly Stratford  
Seconded: Member Adele Gardner

**That the Assurance, Risk and Finance Committee confirms the minutes of the Assurance, Risk and Finance Committee meeting held 1 December 2021 as a true and correct record.**

In Favour: Deputy Mayor Ann Court, Crs John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Moko Tepania, Members Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

**5 REPORTS**

**5.1 RECOMMENDATION TO REMOVE ARF009 CUSTOMER SERVICE DELIVERY RISK FROM THE ORGANISATIONAL RISK DASHBOARD**

Agenda item 5.1 document number A3545470, pages 20 - 26 refers.

**RESOLUTION 2022/2**

Moved: Member Bruce Robertson  
Seconded: Chairperson John Vujcich

**That the Assurance, Risk and Finance Committee approves the removal of ARF009 Customer Service Delivery risk from the organisational risk dashboard.**

In Favour: Deputy Mayor Ann Court, Crs John Vujcich, Bruce Robertson, Mate Radich, Kelly Stratford, Moko Tepania, Members Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

## **6 INFORMATION REPORTS**

Attendance: 10:05 am Cr Rachel Smith joined the meeting.

### **6.1 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 30 NOVEMBER 2021**

Agenda item 6.1 document number A3542579, pages 27 - 48 refers.

#### **RESOLUTION 2022/3**

Moved: Deputy Mayor Ann Court

Seconded: Cr Kelly Stratford

**That the Assurance, Risk and Finance Committee receive the report Council Financial Report for the Period Ending 30 November 2021.**

In Favour: Deputy Mayor Ann Court, Crs John Vujcich, Bruce Robertson, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania, Members Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

### **6.2 FEBRUARY 2022 RISK MANAGEMENT REPORT**

Agenda item 6.2 document number A3547055, pages 49 - 75 refers.

#### **RESOLUTION 2022/4**

Moved: Cr Kelly Stratford

Seconded: Member Bruce Robertson

**That the Assurance, Risk and Finance Committee receive the report February 2022 Risk Management Report.**

In Favour: Deputy Mayor Ann Court, Crs John Vujcich, Bruce Robertson, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania, Members Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

### **6.3 REVENUE RECOVERY REPORT - 31 DECEMBER 2021**

Agenda item 6.3 document number A3550161, pages 76 - 80 refers.

#### **RESOLUTION 2022/5**

Moved: Cr Kelly Stratford

Seconded: Cr Rachel Smith

**That the Assurance, Risk and Finance Committee receive the report Revenue Recovery report - 31 December 2021.**

In Favour: Deputy Mayor Ann Court, Crs John Vujcich, Bruce Robertson, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania, Members Mike Edmonds and Adele Gardner

<u>Against:</u> Nil	<b>CARRIED</b>
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#### 6.4 ASSURANCE, RISK AND FINANCE COMMITTEE ACTION SHEET UPDATE FEBRUARY 2022

Agenda item 6.4 document number A3559202, pages 81 - 82 refers.

##### RESOLUTION 2022/6

Moved: Chairperson John Vujcich

Seconded: Cr Rachel Smith

**That the Assurance, Risk and Finance Committee receive the report Action Sheet Update February 2022.**

*NOTE: Program Darwin Working Group action update to be included in the ARF Action Sheet (Requested by Cr Smith).*

In Favour: Deputy Mayor Ann Court, Crs John Vujcich, Bruce Robertson, Mate Radich, Rachel Smith, Moko Tepania, Members Mike Edmonds and Adele Gardner

Against: Nil

**CARRIED**

## 7 TE WĀHANGA TŪMATATI / PUBLIC EXCLUDED

### RESOLUTION TO EXCLUDE THE PUBLIC

##### RESOLUTION 2022/7

Moved: Cr Rachel Smith

Seconded: Member Adele Gardner

**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
<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 - Technology Update Report</b>	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	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 - February 2022 Audit and Assurance Report</b>	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local	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

	authority	of information for which good reason for withholding would exist under section 6 or section 7
<b><u>In Favour:</u></b>	Deputy Mayor Ann Court, Crs John Vujcich, Bruce Robertson, Mate Radich, Rachel Smith, Moko Tepania, Members Mike Edmonds and Adele Gardner	
<b><u>Against:</u></b>	Nil	
		<b>CARRIED</b>
The meeting adjourned at 10:54 am – reconvened at 11:00 am.		

#### 7.4 CONFIRMATION OF DECISIONS TO BE RELEASED IN PUBLIC

<b>RESOLUTION 2022/8</b>	
MOVED: CR KELLY STRATFORD	
SECONDED: MEMBER ADELE GARDNER	
<b>THAT THE ASSURANCE, RISK AND FINANCE COMMITTEE CONFIRMS THE INFORMATION AND DECISIONS CONTAINED IN THE PART OF THE MEETING HELD WITH PUBLIC EXCLUDED REMAIN IN PUBLIC EXCLUDED.</b>	
<ul style="list-style-type: none"> <li>• 7.2 TECHNOLOGY UPDATE REPORT</li> <li>• 7.3 FEBRUARY 2022 AUDIT AND ASSURANCE REPORT</li> </ul>	
<b><u>IN FAVOUR:</u></b>	DEPUTY MAYOR ANN COURT, CRS JOHN VUJCICH, BRUCE ROBERTSON, MATE RADICH, RACHEL SMITH, KELLY STRATFORD, MOKO TEPANIA, MEMBERS MIKE EDMONDS AND ADELE GARDNER
<b><u>AGAINST:</u></b>	NIL
<b>CARRIED</b>	

#### 8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

CR MOKO TEPANIA CLOSED THE MEETING WITH A KARAKIA.

#### 9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 11:44 am.

The minutes of this meeting will be confirmed at the Assurance, Risk and Finance Committee Meeting held on 16 March 2022.

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CHAIRPERSON