



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Ordinary Te Miromiro - Assurance, Risk and Finance Committee Meeting

Tuesday, 2 May 2023

Time: 9:30am
Location: Council Chambers
Memorial Avenue
Kaikohe

Membership:

Graeme McGlinn – Chairperson
Cr John Vujcich – Deputy Chairperson
Kahika - Mayor Moko Tepania
Kōwhai – Deputy Mayor Kelly Stratford
Cr Ann Court
Cr Hilda Halkyard-Harawira
Cr Steve McNally
Cr Penetaui Kleskovic
Cr Tāmāti Rākena
Cr Felicity Foy
Cr Babe Kapa
Cr Mate Radich

Far North District Council

**Ordinary Te Miromiro - Assurance, Risk and Finance Committee
Meeting**

**will be held in the Council Chambers, Memorial Avenue, Kaikohe on:
Tuesday 2 May 2023 at 9:30am**

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1 KARAKIA TIMATANGA / OPENING PRAYER

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

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Democracy Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3 NGĀ TONO KŌRERO / DEPUTATIONS

No requests for deputations were received at the time of the Agenda going to print.

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4167466

Author: Joshna Panday, Democracy Advisor

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The minutes are attached to allow the Committee to confirm that the minutes are a true and correct record of previous meetings.

RECOMMENDATION

That Te Miromiro - Assurance, Risk and Finance Committee confirm the minutes of the meeting held 22 February 2023 are true and correct.

1) BACKGROUND

Local Government Act 2002 Schedule 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

Far North District Council Standing Orders Section 27.3 states that no discussion shall arise on the substance of the minutes in any succeeding meeting, except as to their correctness.

Reason for the recommendation

The reason for the recommendation is to confirm the minutes are a true and correct record of the previous meetings.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision as a result of this report.

ATTACHMENTS

- 1. 2023-02-22 Te Miromiro - Assurance, Risk and Finance Committee Minutes - A4093408**



Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example, youth, the aged and those with disabilities).	This report is asking for minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

UNCONFIRMED

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ORDINARY TE MIROMIRO - ASSURANCE, RISK AND FINANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 22 FEBRUARY 2023 AT 9:45 AM**

PRESENT: Deputy Chairperson – Cr John Vujcich, Kahika – Mayor Moko Tepania, Kōwhai – Deputy Mayor Kelly Stratford, Cr Hilda Halkyard-Harawira, Cr Steve McNally, Cr Tāmāti Rākena, Cr Babe Kapa, Cr Mate Radich (online)

IN ATTENDANCE: Belinda Ward - Bay of Islands Whangaroa Community Board Chairperson (online)

STAFF PRESENT: Janice Smith (Group Manager-Corporate Service), Jill Coyle (Acting Chief Executive Officer), Margriet Veenstra (Acting Group Manager – People and Transformation), Angie Thomas (Chief Financial Officer), Jacine Warmington (Group Manager – Strategic Relationships), Kevin Johnson (Group Manager – Delivery and Operations), Carla Ditchfield (Legal Manager), Aisha Huriwai (Team Leader Democracy Services), Joshna Panday (Democracy Services Advisor), Zena Tango (Manger – Transaction Services)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson John Vujcich commenced the meeting with Cr Tāmāti Rākena saying karakia.

2 NGĀ TONO KŌRERO / DEPUTATION

Nil

3 NGĀ KŌRERO A TE HEAMANA / CHAIRPERSON'S ANNOUNCEMENTS

Update from Kahika – Mayor Moko Tepania on Cyclone Gabrielle

- The district has stood down emergency responses and switched a recovery response.
- Red cross has a truck of food and generators coming up.
- Thanked Local Government New Zealand for the adoption of a district scheme that paired unaffected districts with affected districts.
- There is one house that is red stickered in the Far North district, however there are still families that are affected that are not in recorded homes that are being assisted.
- Working with Top Energy CEO, Russel Shaw to ensure that those homes affected with power loss are reconnected.
- Thanked Council staff for stepping into management roles in preparation for the cyclone.
- Thanked Civil Defence community groups.
- Thanked Lines staff that came up from Canterbury to assist.

Update from Chairperson – Cr John Vujcich

- Moment of silence for those who have lost their lives in Cyclone Gabrielle
- Appointment of Chairperson - expressed the importance of having an independent chairperson to minimise risk factors

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4 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST

APOLOGY

RESOLUTION 2023/1

Moved: Kōwhai – Deputy Mayor Kelly Stratford
Seconded: Cr Tāmati Rākena

That the apology received from Cr Penetaui Kleskovic, Cr Ann Court and Cr Felicity Foy be accepted and leave of absence granted.

CARRIED

5 REPORTS

5.1 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2022

Agenda item 5.1 document number A4062275, pages 5 - 25 refers

RESOLUTION 2023/2

Moved: Kōwhai – Deputy Mayor Kelly Stratford
Seconded: Cr Tāmati Rākena

That the Te Miromiro - Assurance, Risk and Finance Committee

- a) receive the report Council Financial Report for the Period Ending 31 December 2022.**
- b) authorise to receive a quarterly financial report going forward as per the formal calendar.**
- c) authorise to receive a monthly financial report through a briefing paper outside the quarterly report.**

CARRIED

6 INFORMATION REPORTS

6.1 PEOPLE AND CAPABILITY QUARTERLY UPDATE: 1 OCTOBER - 31 DECEMBER 2022

Agenda item 6.1 document number A4064275, pages 26 - 31 refers

RESOLUTION 2023/3

Moved: Kōwhai – Deputy Mayor Kelly Stratford
Seconded: Cr Hilda Halkyard-Harawira

That the Te Miromiro - Assurance, Risk and Finance Committee receive the report People and Capability Quarterly Update: 1 October - 31 December 2022

CARRIED

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6.2 REVENUE RECOVERY REPORT

Agenda item 6.2 document number A4070190, pages 32 - 36 refers

RESOLUTION 2023/4

Moved: Cr John Vujcich

Seconded: Kōwhai – Deputy Mayor Kelly Stratford

That the Te Miromiro - Assurance, Risk and Finance Committee receive the report Revenue recovery report.

CARRIED

6.3 MAYORAL DISCRETIONARY FUND

Agenda item 6.3 document number A4072810, pages 37 - 38 refers

RESOLUTION 2023/5

Moved: Cr John Vujcich

Seconded: Cr Tāmāti Rākena

That the Te Miromiro - Assurance, Risk and Finance Committee receive the report Mayoral Discretionary Fund.

CARRIED

6.4 FNHL REPORTS 2022 – FINANCE, HEALTH & SAFETY AND RISK

Agenda item 6.4 document number A4087258, pages 39 - 50 refers

RESOLUTION 2023/6

Moved: Kōwhai – Deputy Mayor Kelly Stratford

Seconded: Cr Babe Kapa

That the Te Miromiro - Assurance, Risk and Finance Committee receive the reports for FNHL Reports 2022 – Finance, Health & Safety and Risk.

- i) Management accounts.**
- ii) Risk report.**
- iii) H&S quarterly report.**

Against: Cr Mate Radich

CARRIED

7 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2023/7

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai – Deputy Mayor 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

Ordinary Te Miromiro - Assurance, Risk and Finance Committee Meeting
 Minutes

22 February 2023

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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
7.1 - Current Legal Proceedings And Potential Liability Claims	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	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

CARRIED

8 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Cr Babe Kapa closed the meeting with a karakia.

9 MEETING CLOSE

The meeting closed at 11:43am.

The minutes of this meeting will be confirmed at the Ordinary Te Miromiro - Assurance, Risk and Finance Committee Meeting held on 2 May 2023.

.....
CHAIRPERSON

6 REPORTS

6.1 MANAGEMENT RESPONSE TO INTERNAL CONTROL FINDINGS FROM DELOITTE FOR ANNUAL REPORT 2021-22

File Number: A4159913

Author: Julia Lee, Senior Financial Accountant

Authoriser: Margriet Veenstra, Manager – Property Data and Business Compliance

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide a more detailed response to the internal control findings identified by Deloitte during their audit for the Annual Report 2021-22.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The management report from Deloitte reports on the results and insights that arose from the audit of the Annual Report 2021-22, and also includes the recommendations suggested by Audit New Zealand, our previous auditors, for audits up to and including 2020-21.

TŪTOHUNGA / RECOMMENDATION

That ARF Committee accept the management response to the findings identified by Deloitte.

1) TĀHUHU KŌRERO / BACKGROUND

Our auditors, Deloitte Limited, are required to report on the audit and identify internal control issues that they feel require improvement. The report was discussed during the Council meeting held on 23rd March when the Annual Report 2021-22 was adopted, and the discussion with the Elected Members resulted in further discussion required with ARF Committee at the next meeting.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The original report with the management response is attached which was discussed at the adoption Council meeting, together with a more detailed response. Both documents need to be read in conjunction with each other, to understand management's position.



TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

This report is for information only.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications arising from this report.

ĀPITIHINGA / ATTACHMENTS

1. Management response to TCWG 12.04.2023 - A4180984 [↓](#) 
2. FNDC Final report to those charged with governance June 2022 - A4171117 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government Act 2002 part 6, sub part 2, clause 99
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Not applicable
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Not applicable
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Not applicable
State the financial implications and where budgetary provisions have been made to support this decision.	None
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

6.2 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2023

File Number: A4159987

Author: Julia Lee, Senior Financial Accountant

Authoriser: Margriet Veenstra, Manager – Property Data and Business Compliance

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an overview and information on the current financial position and performance of the Far North District Council as at 31 March 2023.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- This report provides a summary overview, Statement of Financial Performance, Capital Performance and Borrowing & Investment reports.

TŪTOHUNGA / RECOMMENDATION

That the Te Miromiro – Assurance Risk and Finance Committee:

- a) **Receive the Council Financial Report for the period ending 31 March 2023.**

1) TĀHUHU KŌRERO / BACKGROUND

This report provides financial information as at quarter ending 31 March 2023.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

This report is for information only.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Accept the commentary for the month ending 31 March 2023.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary provisions required as a result of this report.

ĀPITIHINGA / ATTACHMENTS

1. **Council Financial Report Mar 2023 (Pd9) - A4178044** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government Act 2002, Part 6, Subpart 3, Section 101
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Type here
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Not applicable
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Not applicable
State the financial implications and where budgetary provisions have been made to support this decision.	None
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

6.3 FNHL 3RD QUARTER FINANCIAL REPORT 2022-23

File Number: A4163324

Author: Julia Lee, Senior Financial Accountant

Authoriser: Margriet Veenstra, Manager – Property Data and Business Compliance

TAKE PŪRONGO / PURPOSE OF THE REPORT

To present the Far North Holdings Limited (FNHL) third quarter financial report.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- This is the third quarter financial for the financial year 2022-23.

TŪTOHUNGA / RECOMMENDATION

That the Te Miromiro – Assurance, Risk and Finance Committee:

- a) **Receive the FNHL third quarter financial report for 2022-23.**

1) TĀHUHU KŌRERO / BACKGROUND

FNHL are required to report their quarterly results to Council, as stated in the Statement of Intent 2022-25.

Staff have completed their review and have prepared commentary on the results.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Commentary on FNHL 3rd quarter report to 31 March 2023

- FNHL's financial performance is ahead of budget despite current global uncertainty and the economic outlook.
- Ngawha Innovation and Enterprise Park:
 - The entrance to the Park has now been installed following resolution with Ngāti Rangi. The work was overseen by several hapu members led by Kaumatua Albert and Kaumatua Ivan.
 - Both compound buildings of the Corrections project have progressed and are now fully enclosed (roof and cladding) and with the windows and doors now on-site, the buildings will be watertight allowing internal work to continue unabated during wet weather.
 - Earthworks on the adjoining housing construction compounds have progressed well during February and March, as a result of the good weather we experienced.
 - Overall, the project is still on target for an end of October completion date, although weather is still the greatest risk for any potential delays.
- Community Housing Projects:
 - Kaikohe – this development is being conducted in partnership with Te Hau Ora o Ngāpuhi (THOON) at 52-56 Tawanui Road, Kaikohe, and will provide 60 new homes.
 - Cyclone Gabrielle affected the progress of site works and transport of buildings from Auckland with the Brynderwyn's closed to oversize traffic, however overall site building works are back on track.
 - Construction is well underway, Stages 1 and 2 are well underway, out of the 4 stages of construction.
 - Block I – Te Hau Ora o Ngāpuhi 6x 2 and 3-bedroom houses have been transported to site over the last month and have been lifted into place.

- Block A – FNHL 1x 1-bedroom homes are all in place and being finished, and are expected to be handed over for occupation in October 2023.
- Dargaville – this development at Ranfurly Street will provide for 46 new homes.
 - These homes will be a mix of one-, two-, three-bedroom houses.
 - Resource consent application has been lodged.
- General projects:
 - The new hangar facility has been formally handed over to Merlin Labs.
 - The potential impact this may have on the further growth of the airport in attracting similar companies is exciting.
- Operating profit is 75% more than what was originally budgeted for, with \$763k profit reported as actual versus \$435k budget. This is due to:
 - Decrease in Goods Sold, \$2,061k actual versus \$2,241k budget, a decrease of 8% - lower-than-expected fuel sales due to unfavourable weather conditions and an outage of the outdoor payment system for 10 days in February attributed to the below budget performance.
 - Services has performed well against budget, \$7,877k actual versus \$7,540k budget, an increase of approximately 5% - reflects the high occupancy of the marina and demand for boatyard services coupled with a price increase in both sectors.
 - Rental income continues to perform well against budget, \$3,148k actual versus \$2,912k budget, 8% increase – due to high proportion of fully-tenanted buildings in conjunction with CPI increases.
 - Other has increase against budget, \$198k actual versus \$66k budget, 200% increase or \$132k – \$92k for gain on sale of Kamo Road housing development in Whangarei which was finalised in January 2023, \$12k for introduction of a credit card surcharge, \$14k for project management fees and \$15k dividend on Fonterra shares.
 - Employee benefit expenses are down against budget, \$3,181k actual versus \$3,676k budget, 13% - due to capitalisation of project management salaries
 - Other operating expenses increased by 34%, \$2,997k versus \$2,235k – costs have increased significantly as a result of inflationary pressure being realised as a result of the current global economic environment, as well as increased organisation-wide training in line with health and safety policy and ongoing training for the BOI Airport Fire Rescue crew.
 - Direct expenses from investment property have increased by 15%, \$1,368k versus \$1,193k – largely due to works carried out on Star Hotel in Kawakawa for general repairs and bringing the sprinkler/fire systems up to code, repairs to Quantum and rental car buildings at BOI Airport.
 - Depreciation has increased 27%, \$762k versus \$597k, due to upgrades at Opuia boatyard and building improvements.
 - Finance expenses, \$1,840k versus \$2,228k, 17% decrease – reflects capitalisation of interest costs related to the various development projects, however they are higher than prior year by 85% due to higher interest rates and overall debt.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Accept the commentary for the third quarter.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications arising from this report.

ĀPITIHINGA / ATTACHMENTS

1. FNHL Third Quarter Report 31.3.2023 - A4182141 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

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 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government Act 2002 part 5, sub part s66
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Not applicable
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Not applicable
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Not applicable
State the financial implications and where budgetary provisions have been made to support this decision.	None
Chief Financial Officer review.	The Group Manager Corporate Services has reviewed this report.

7 INFORMATION REPORTS

7.1 MAYORAL DISCRETIONARY FUND

File Number: A4157703

Author: Taniora Herewini, Pouāwhina Manukura – Executive Assistant to the Mayor & Deputy Mayor

Authoriser: Jacine Warmington, Group Manager - Strategic Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

For Te Miromiro - Assurance, Risk and Finance Committee to note the quarterly expenditure from the Mayoral Discretionary Fund.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council policy requires the reporting from the Mayoral Discretionary Fund to the Committee. This report covers the quarterly period of **1 January to 31 March 2023**.

TŪTOHUNGA / RECOMMENDATION

That the Te Miromiro - Assurance, Risk and Finance Committee receive the report Mayoral Discretionary Fund.

TĀHUHU KŌRERO / BACKGROUND

The Mayoral Discretionary Fund was established as a response to ongoing requests for financial assistance that are not eligible under existing funding avenues within Council, or are of an emergency assistance nature.

All decisions on funding are at the discretion of the Mayor.

In the interests of transparency for ratepayers, Council policy requires that the grants made are reported publicly.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

This report is for information only.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The total fund is in the amount of \$20,000 excluding GST. The fund is to be included as a recurrent item in Council's annual operational budget.

ĀPITI HANGA / ATTACHMENTS

Nil

Organisation	Purpose of funding	Amount Approved
Removed due to privacy	Koha towards Māori wardens for the event	\$ 1,000.00
Removed due to privacy	Monetary support for transportation costs. Travelling by bus to Hamilton on 10/03/23 - The cost of the bus is \$4,169.00	\$ 2,000.00
Removed due to privacy	Fuel Vouchers - \$3000, FNDC Ferry Vouchers - \$1,500 - Travel for their players	\$ 2,000.00
Removed due to privacy	To assist with emergency funding for housing for homeless whānau. Request of Transportation of Materials - \$3k, Kai for Volunteers - \$2k, Accommodation for volunteers and assisting in the demo \$4k, tools and supplies - \$2k	\$ 2,000.00
	TOTAL FUNDS PAID	\$ 7,000.00

Mayoral Discretionary Fund 01 January – 31 March 2023

7.2 REVENUE RECOVERY REPORT AS AT 31 MARCH 2023

File Number: A4163381

Author: Margriet Veenstra, Manager - Transaction Services

Authoriser: Janice Smith, Group Manager - Corporate Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to provide quarterly reporting to the Far North District Council Assurance, Risk, and Finance Committee.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

This is the second report for the financial year 2022-23 and provides information on action taken to collect the arrears balances for rates, water and sundry debt this year, and to provide information on how collection is tracking against targets.

TŪTOHUNGA / RECOMMENDATION

That the Te Miromiro - Assurance, Risk and Finance Committee receive the report Revenue Recovery report as at 31 March 2023.

TĀHUHU KŌRERO / BACKGROUND

This document has been prepared to outline the arrears balances for rates, water, and Sundry debt as of 31 March 2023 and the actions taken by the debt management team for the collection of the General Title rates and water, and sundry debt.

This information is part of the standing items reported to the Committee on a regular basis.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

BACKGROUND

This document has been prepared to outline the arrears balances for rates, water, and Sundry debt as of 31 March 2023 and the actions taken by the debt management team for the collection of the General Title rates and water, and sundry debt.

This information is part of the standing items reported to the Committee on a regular basis.

DISCUSSION AND NEXT STEPS

The data provided is for General Title and Māori Freehold Land rates and water accounts with sundry debtors shown in a separate table. Since the 1st of July 2022, the General Title rates total arrears balance has been reduced by 27% and water rates by 46%.

General Title rates and water debt

Key actions since the last report:

- Legal services team are in the process of issuing further statutory demand against several properties.
- Mortgage demand calling was completed, and mortgage demand was issued against several financial institutions and banks during the months of January and February. Several property owners have contacted the team since then, and 54 accounts now have a payment arrangement set up and some have paid the arrears.

- Recruitment to replace two revenue recovery officers was completed. A new officer started in January and the second new officer started on the 3rd of April.

Next actions:

- Final demand to be issued at the end of April, beginning of May for those accounts where no payment arrangement has been set up and arrears have not been made.
- Issue statutory demand against the properties owned by organisations.

For the total number of General Title rates accounts marked as 'Debt recovery action to commence':

- These are properties where there is no mortgage, and we do not have a payment arrangement or direct debit set up on the account.
- 32% of properties only have last year's rates in arrears and 15% have 2 years of arrears. Debt management will be contacting these owners by phone, email, or letter. Any water arrears will be picked up at the same time.
- 29% of these accounts have arrears of 3 or more rating years. Debt management will start the final demand process for these which can result in referral to Council's legal services team to commence legal proceedings.

Maori Freehold Land rates and water debt

The rates debt has reduced by 3.93% since the start of the year of which 61% was for write-offs for properties which are non-rateable since the introduction of the Whenua Māori rating amendment law came in to affect. The water rates were reduced by 3.79% since the start of the year.

Sundry debtors debt

The total sundry debtors aged debt balance has reduced again since the start of the year.

Both the resource consent and building debt have increased. The revenue recovery team continue to work with both teams to reduce this.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Provision is made annually for doubtful debts in relation to the arrears owed to council. A higher provision for Maori Freehold land rates and water is made in comparison to General Title rates and water due to the difference in collection options available to Council.

ĀPITIHINGA / ATTACHMENTS

1. **31 March 2023 ARF Revenue recovery Report attachment - A4163353**  

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDE

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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>8.1 - CONFIRMATION OF PREVIOUS MINUTES</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>

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE