

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
TE MIROMIRO - ASSURANCE, RISK AND FINANCE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, 5 MEMORIAL AVENUE, KAIKOHE 0405  
ON WEDNESDAY, 28 FEBRUARY 2024 AT 10.00**

**PRESENT:** Mr Graeme McGlinn, Deputy Chairperson John Vujcich (Virtually), Kōwhai - Deputy Mayor Kelly Stratford, Cr Ann Court, Cr Penetaui Kleskovic (Virtually), Cr Steve McNally.

**IN ATTENDANCE:** Virtually: Cr Felicity Foy, Cr Mate Radich, Adele Gardner (Chairperson - Kaikohe-Hokianga Community Board). *NOTE: apology from Cr Babe Kapa.*

**STAFF PRESENT:** Guy Holroyd (Chief Executive), Margriet Veenstra (Group Manager Corporate Services), Jonathan Slavich (Chief Financial Officer), Emma Healy (Executive Officer), Zena Tango (Team Leader – Transaction Services), Ian Wilson (Manager – Health Safety & Wellbeing), Jacine Warmington (Group Manager – Strategic Relationships), Roger Ackers (Group Manager – Planning and Policy), Tanya Proctor – (Head of Infrastructure Strategy), Ruben Garcia (Group Manager – Community & Engagement), Angie Thomas (Team Leader – Accounting Services), Esther Powell (Climate Action & Resilience), Zena Tango (Team Leader – Transaction Services), Elbie Serfontein (Executive Assistant to Group Manager - Corporate Services), Joshna Panday (Risk & Assurance Specialist), Casey Gannon (Manager - Democracy Services), Imrie Dunn (Democracy Advisor - Democracy Services), Fleur Beresford (Democracy Advisor - Democracy Services).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10.00am Kowhai Deputy Mayor Kelly Stratford opened the meeting with a prayer.

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

**RESOLUTION 2024/1**

Moved: Mr Graeme McGlinn

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That the apology received from Kahika Mayor Moko Tepania be accepted and leave of absence granted.**

**CARRIED**

**2 NGĀ TONO KŌRERO / DEPUTATION**

Nil

## 4 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

### 4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A4570975, pages 8 - 12 refers.

#### **RESOLUTION 2024/2**

Moved: Deputy Chairperson John Vujcich

Seconded: Cr Ann Court

**That Te Miromiro - Assurance, Risk and Finance Committee confirm the minutes of the Extraordinary meeting held 4 December 2023 are true and correct.**

**CARRIED**

## 5 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 5.1 TOP 10 ORGANISATIONAL RISK UPDATE

Agenda item 5.1 document number A4567041, pages 13 - 34 refers.

#### **RESOLUTION 2024/3**

Moved: Cr Ann Court

Seconded: Cr Steve McNally

**That Te Miromiro - Assurance, Risk and Finance Committee receive the report Top 10 Organisational Risk Update.**

**CARRIED**

### 5.2 PEOPLE AND CAPABILITY REPORT FOR PERIOD 1 OCT - 31 DEC 2023

Agenda item 5.2 document number A4568888, pages 35 - 39 refers.

#### **RESOLUTION 2024/4**

Moved: Cr Steve McNally

Seconded: Deputy Chairperson John Vujcich

**That Te Miromiro - Assurance, Risk and Finance Committee receive the report People and Capability Report – Period 1 October to 31 December 2023.**

**CARRIED**

At 11.13am Chairperson Graeme McGlynn paused the meeting for a short break.

At 11.27am Chairperson Graeme McGlynn reconvened the meeting.

At 11.31am Cr Steve McNally returned to the meeting.

### 5.3 REVENUE RECOVERY REPORT AS AT 31 DECEMBER 2023

Agenda item 5.3 document number A4570848, pages 40 - 44 refers.

#### **RESOLUTION 2024/5**

Moved: Cr Ann Court

Seconded: Cr Steve McNally

**That Te Miromiro - Assurance, Risk and Finance Committee receive the Revenue Recovery Report as at 31 December 2023.**

**CARRIED**

#### **5.4 LEVEL OF SERVICE KPI QUARTER 2 PERFORMANCE REPORT FOR 2023-2024**

Agenda item 5.4 document number A4570924, pages 45 - 74 refers.

##### **RESOLUTION 2024/6**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Ann Court

**That Te Miromiro - Assurance, Risk and Finance Committee receive the Level of Service KPI Quarter 2 Performance Report for 2023.**

**CARRIED**

At 12.06pm CE Guy Holroyd left the meeting.

At 12.10pm CE Guy Holroyd joined the meeting.

At 12.15pm Cr Penetaui Kleskovic left the meeting to prepare for another hui.

#### **5.5 HEALTH SAFETY AND WELLBEING REPORT - QUARTER 2 - 2023-2024**

Agenda item 5.5 document number A4569052, pages 75 - 83 refers.

##### **RESOLUTION 2024/7**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Steve McNally

**That Te Miromiro - Assurance, Risk and Finance Committee:**

- a) accept the format of the HSW Report; and**
- b) agree with the improvement suggestions made in the report for Q3 to reduce HSW risk to Council.**

**CARRIED**

**6 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2024/8**

Moved: Mr Graeme McGlinn

Seconded: Cr Steve McNally

**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>6.1 - Confirmation of Previous Minutes Public Excluded</b>	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)(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>6.2 - FNDC Current Legal Action Potential Liability Claims</b>	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
<b>6.3 - 2022/23 Final Audit Report Recommendations Update</b>	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest  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

Against: Cr Ann Court

**CARRIED**

THE MEETING RETURNED FROM PUBLIC EXCLUDED AT 2.21PM

**7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

CHAIRPERSON GRAEME MCGLINN CLOSED THE MEETING WITH A PRAYER.

**8 MEETING CLOSE**

The meeting closed 2.22pm.

The minutes of this meeting will be confirmed at the Te Miromiro - Assurance, Risk and Finance Committee Meeting held on 3 April 2024.

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**CHAIRPERSON**