

**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, 22 MAY 2024 AT 10.00AM**

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

**IN ATTENDANCE:** Crs Kapa, Foy, and Rākena (virtually), Andy Knock and Lisa Parkes (Far North Holdings Limited), Mr Bennie Greyling and Mr Darren Naicker – Deloittes (virtually).

**STAFF PRESENT:** Guy Holroyd (CEO), Charlie Billington (Group Manager – Corporate Services), Emma Healy (Chief of Staff – Chief Executive Office), Jacine Warmington (Group Manager - Strategic Relationships), Carla Ditchfield (Manager - Legal Services), Rebecca Rowsell (Senior Solicitor – Legal Services), Kevin Johnson (Group Manager – Delivery Operations), Jonathan Slavich (Chief Financial Officer), Tanya Proctor (Head of Infrastructure), Roger Ackers (Group Manager – Planning and Policy), Zena Tango (Team Leader – Transaction Services), Joshna Panday (Risk and Assurance Specialist), Casey Gannon (Manager – Democracy Services), Fleur Beresford (Democracy Advisor – Democracy Services).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10.01am Kahika/Mayor Moko Tepania commenced the meeting with a karakia.

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

Nil

**3 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 A4692742, pages 8 - 14 refer.

**RESOLUTION 2024/9**

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 28 February 2024 are true and correct.**

**CARRIED**

At 10.13am Kahika Mayor Moko Tepania left the meeting.

At 10.14am Kahika Mayor Moko Tepania returned to the meeting.

At 10.27am Kowhai Deputy Mayor Kelly Stratford left the meeting.

At 10.30am Kowhai Deputy Mayor Kelly Stratford returned to the meeting.

## 5 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 5.6 FNHL QUARTERLY REPORT - MARCH 2024

Agenda item 5.6 document number A4696812, pages 85 - 106 refer.

#### **RESOLUTION 2024/10**

Moved: Kahika - Mayor Moko Tepania  
Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Te Miromiro - Assurance, Risk and Finance Committee receive FNHL Quarterly Report - March 2024.**

**CARRIED**

### 5.3 AUDIT PLAN, AUDIT PROPOSAL LETTER AND AUDIT ENGAGEMENT LETTER

Agenda item 5.3 document number A4692339, pages 28 - 73 refer.

#### **RESOLUTION 2024/11**

Moved: Mr Graeme McGlenn  
Seconded: Kōwhai - Deputy Mayor Kelly Stratford

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

- a) **receive the report Audit Plan, Audit Proposal Letter and Audit Engagement letter; and**
- b) **recommend the Mayor accepts and signs on behalf of Council.**

**CARRIED**

At 11.19am Kahika Mayor Moko Tepania left the meeting.

At 11.21am Kahika Mayor Moko Tepania returned to the meeting.

### 5.1 RISK UPDATE REPORT - MAY 2024

Agenda item 5.1 document number A4691141, pages 15 - 16 refer.

#### **RESOLUTION 2024/12**

Moved: Kōwhai - Deputy Mayor Kelly Stratford  
Seconded: Deputy Chairperson John Vujcich

**That Te Miromiro - Assurance, Risk and Finance Committee receive the Risk Update Report - May 2024.**

**CARRIED**

At 11.36am Cr Steve McNally left the meeting.

At 11.37am Cr Steve McNally returned to the meeting.

### 5.2 HEALTH, SAFETY AND WELLBEING REPORT - MARCH-APRIL 2024

Agenda item 5.2 document number A4691614, pages 17 - 27 refer.

#### **RESOLUTION 2024/13**

Moved: Cr Steve McNally  
Seconded: Deputy Chairperson John Vujcich

**That Te Miromiro - Assurance, Risk and Finance Committee receive the Health, Safety and Wellbeing Report - March-April 2024.**

**CARRIED**

At 12.07pm Kowhai Deputy Mayor Kelly Stratford left the meeting.

At 12.12pm Cr Court left the meeting.

At 12.13pm Kowhai Deputy Mayor Kelly Stratford returned to the meeting.

#### **5.4 REVENUE RECOVERY REPORT 31 MARCH 2024**

Agenda item 5.4 document number A4696494, pages 74 - 78 refer.

##### **RESOLUTION 2024/14**

Moved: Mr Graeme McGlinn  
Seconded: Cr Steve McNally

**That Te Miromiro - Assurance, Risk and Finance Committee receive the Revenue Recovery Report 31 March 2024.**

**CARRIED**

At 12.15pm Chairperson Graeme McGlinn adjourned the meeting for a comfort break.

At 12.46pm Chairperson Graeme McGlinn recommenced the meeting.

#### **5.5 PEOPLE AND CAPABILITY REPORT - JANUARY - MARCH 2024**

Agenda item 5.5 document number A4696651, pages 79 - 84 refer.

##### **RESOLUTION 2024/15**

Moved: Deputy Chairperson John Vujcich  
Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Te Miromiro - Assurance, Risk and Finance Committee receive the People and Capability Report - January - March 2024 .**

**CARRIED**

At 1.07pm Cr Steve McNally rejoined to the meeting.

## 5.7 FNDC FINANCIAL SUMMARY MARCH 2024

Agenda item 5.7 document number A4696879, pages 107 - 112 refer.

### RESOLUTION 2024/16

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

**That Te Miromiro - Assurance, Risk and Finance Committee receive the report FNDC Financial Summary March 2024.**

**CARRIED**

## 5.8 FNDC YEAR END PLANNING UPDATE

Agenda item 5.8 document number A4703291, pages 113 - 121 refer.

### RESOLUTION 2024/17

Moved: Cr Steve McNally

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Te Miromiro - Assurance, Risk and Finance Committee receive the report FNDC Year End Planning Update.**

**CARRIED**

*Noted that an Extraordinary Te Miromiro meeting (Virtually) will be required between 30<sup>th</sup> Sept – 7<sup>th</sup> Oct in order to adopt the Annual Report prior to the Council meeting on 17<sup>th</sup> October 2024.*

## 6 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION 2024/18

Moved: Deputy Chairperson John Vujcich

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 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
6.1 - FNDC Current Legal Action 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
<b>6.2 - 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>CARRIED</b>		

The meeting moved into Public Excluded 1.35pm.

The meeting returned to Ordinary meeting at 2.04pm.

## **7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

At 2.04pm Kowhai Deputy Mayor Kelly Stratford closed the meeting with a karakia.

## **8 MEETING CLOSE**

The meeting closed at 2.05pm.

**The minutes of this meeting will be confirmed at the Te Miromiro - Assurance, Risk and Finance Committee Meeting held on 24 July 2024.**

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**CHAIRPERSON**