

**MINUTES OF FAR NORTH DISTRICT COUNCIL
TE MIROMIRO - ASSURANCE, RISK AND FINANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON WEDNESDAY, 6 AUGUST 2025 AT 10:00 AM**

PRESENT: Chairperson Mr Graeme McGlinn, Deputy Chairperson Cr John Vujcich, Kahika - Mayor Moko Tepania, Kōwhai - Deputy Mayor Kelly Stratford, Cr Ann Court

IN ATTENDANCE: Cr Hilda Halkyard-Harawira, Cr Babe Kapa, Cr Tāmāti Rākena (online), Te Hiku Community Board Chair Adele Gardner (online)

STAFF PRESENT: Guy Holroyd (Chief Executive Officer) (online), Charlie Billington (Group Manager – Corporate Services), Jacine Warmington (Group Manager – Strategic Relationships), Trish Routley (Acting Group Manager - Delivery and Operations), Nicola Smith (Acting Group Manager - Community and Engagement), Tanya Proctor (Head of Infrastructure), Carla Ditchfield (Manager – Legal Services), Aisha Huriwai (Manager – Democracy Services), Ian Wilson (Health, Safety and Wellbeing Manager), Joshna Panday (Risk & Assurance Specialist), Emma Healy (Manager - People & Capability), Ken Lewis (Manager – Communications and Engagement), Ken Macdonald (Chief Financial Officer), Amber Wihongi-Alderton (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chair Graeme McGlinn commenced the meeting and Kōwhai - Deputy Mayor Kelly Stratford opened with a karakia at 10:02 am.

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

APOLOGY

RESOLUTION 2025/33

Moved: Deputy Chairperson John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That the apology received from Cr Penetaui Kleskovic and Cr Steve McNally, as well as an apology from Kahika – Mayor Moko Tepania for early departure be accepted, and that a leave of absence be granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

There were no deputations.

4 NGĀ KŌRERO A TE HEAMANA / CHAIRPERSON ANNOUNCEMENTS

- Chairs' announcements reflected on the journey, highlighting improvements and referencing the Miromiro (Tomtit) bird, known for its sharp eye, similar to the South Island Robin.
- It was noted that the Chief Executive was joining the meeting online.

- It was mentioned that, as we head into the 2025 local elections, the Office of the Auditor-General (OAG), has reinforced key guidance for councils and candidates during the pre-election period, and suggested that a copy is made available to elected members.

[Voting and elections — Office of the Auditor-General New Zealand](#)

[Council communications during pre-election periods — Office of the Auditor-General New Zealand](#)

5 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A5238554, pages 12 - 19 refers.

RESOLUTION 2025/34

Moved: Deputy Chairperson John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Miromiro - Assurance, Risk and Finance Committee confirm the minutes of the previous meeting held 1 July 2025 are a true and correct record.

CARRIED

Secretarial Note: Minor correction to been made to a staff title in the attendance list.

6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

5.1 OPEN RESOLUTIONS AND ACTIONS UPDATE

Agenda item 5.1 document number A5247281, pages 20 - 23 refers.

RESOLUTION 2025/35

Moved: Deputy Chairperson John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Miromiro - Assurance, Risk and Finance Committee receive the Open Resolutions and Actions Update report.

CARRIED

5.2 REVENUE RECOVERY REPORT

Agenda item 5.2 document number A5271638, pages 24 - 32 refers.

RESOLUTION 2025/36

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

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

CARRIED

Secretarial Note: This item was the subject of considerable discussion, including economic hardship, payment options, debt trends, invoicing and consent processes, penalties, deceased

estates, non-rateable properties, rebates, operational improvements, and staff and community engagement.

At 10:15 am, Kahika – Kahika - Mayor Moko Tepania left the meeting momentarily and rejoined.

At 10:39 am, Kōwhai – Deputy Mayor Kelly Stratford left the meeting.

At 10:41 am, Kōwhai - Deputy Mayor Kelly Stratford rejoined the meeting.

5.3 MAYORAL DISCRETIONARY FUND

Agenda item 5.3 document number A5246594, pages 33 - 34 refers.

RESOLUTION 2025/37

Moved: Deputy Chairperson John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Mayoral Discretionary Fund amended to correct budget lines and confirm no overspend.

CARRIED

Secretarial Note: An explanation was provided regarding an error in the report.

5.4 RESPONSE TO RICE SPIER REPORT ON ANIMAL MANAGEMENT

Agenda item 5.4 document number A5212062, pages 35 - 39 refers.

RESOLUTION 2025/38

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Response to Rice Spier report on Animal Management.

CARRIED

Secretarial Note: Discussion included staff resourcing, policy and enforcement and community engagement. It was noted while improvements were identified, further amendments are needed.

At 11:35 am Kahika - Mayor Moko Tepania left the meeting.

5.5 PEOPLE AND CAPABILITY REPORT - APRIL TO JUNE 2025

Agenda item 5.5 document number A5278995, pages 40 - 48 refers.

RESOLUTION 2025/39

Moved: Cr Ann Court

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Miromiro - Assurance, Risk and Finance Committee receive the report People and Capability Report - April to June 2025.

CARRIED

Secretarial Note: Clarification was provided to confirm one resignation in the Chief of Staff group during this reporting period.

5.6 HEALTH, SAFETY AND WELLBEING REPORT

Agenda item 5.6 document number A5264879, pages 49 - 54 refers.

RESOLUTION 2025/40

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Health, Safety and Wellbeing Report.

CARRIED

Secretarial Note: Discussion noted that EAP usage is 35% work-related and 65% personal. Another topic of discussion was increased threatening behaviour (similar trends observed across councils nationwide).

5.7 RESOURCE CONSENT ABATEMENT NOTICE UPDATE

Agenda item 5.7 document number A5253367, pages 55 - 58 refers.

RESOLUTION 2025/41

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Resource Consent Abatement Notice Update.

CARRIED

6 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2025/42**

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 - Confirmation of Previous Minutes Public Excluded	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	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

	information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	exist under section 6 or section 7
6.2 - Treasury Update	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
6.3 - Possible Enforcement Action for Non-compliance	s7(2)(c)(i) - 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 to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied 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
6.4 - Risk Management Update	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
6.5 - 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
CARRIED		

At 3:00 pm the public meeting resumed.

CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC

Te Miromiro Assurance, Risk and Finance Committee resolved that the information and decisions contained in the part of the meeting held with public excluded be restated in public meeting as follows:

Attachments:

- 1 Item 6.2 Treasury Update Cover Report - A5272616
- 2 Council Treasury, Liability and Investment Policies - A5287713
- 3 Bancorp Te Miromiro Assurance, Risk and Finance Committee Update Report 6 August 2025 - A5312475

5.8 LEVEL OF SERVICE KPI QUARTER 4 DRAFT PERFORMANCE REPORT FOR 2024-2025

Supplementary Agenda item 5.8 document number A5288416, pages 4 – 16 refers.

RESOLUTION 2025/43

Moved: Deputy Chairperson John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Miromiro - Assurance, Risk and Finance Committee receive the Level of Service KPI Quarter 4 Draft Performance Report for 2024-2025.

Abstained: Cr Ann Court

CARRIED

7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

It was decided that a closing karakia would be done after a separately scheduled workshop immediately following this meeting.

8 MEETING CLOSE

The meeting closed at 3.17 pm

The minutes of this meeting will be confirmed at the Te Miromiro - Assurance, Risk and Finance Committee Meeting held on 16 September 2025.

.....
CHAIRPERSON