

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ASSURANCE, RISK AND FINANCE COMMITTEE MEETING
HELD ELECTRONICALLY, VIA TEAMS
ON FRIDAY, 22 MAY 2020 AT 9.32 AM**

PRESENT: Cr John Vujcich, Member Bruce Robertson, Deputy Mayor Ann Court, Cr Kelly Stratford, Cr Moko Tepania (from 11:02 am), Mike Edmonds (Kaikohe-Hokianga Community Board Chairperson)

IN ATTENDANCE: Cr Rachel Smith

STAFF PRESENT: Shaun Clarke (Chief Executive Officer), Will Taylor (General Manager Corporate Services), Darrell Sargent (General Manager Strategic Planning and Policy), Andy Finch (General Manager Infrastructure and Asset Management), Dr. Dean Myburgh (General Manager District Services).

1 KARAKIA TIMATUNGA – OPENING PRAYER

Councillor Vujcich commenced the meeting with a karakia.

2 APOLOGIES AND DECLARATIONS OF INTEREST

Apologies were noted from His Worship the Mayor and Councillor Tepania for lateness.

3 DEPUTATION

There were no deputations received for this meeting.

4 CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A2860745, pages 10 - 14 refers.

COMMITTEE RESOLUTION 2020/1

Moved: Cr John Vujcich

Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee confirms the minutes of the Assurance, Risk and Finance Committee meeting held 12 February 2020 as a true and correct record.

CARRIED

5 INFORMATION REPORTS

5.1 INTERNAL AUDIT AND ASSURANCE REPORT - MARCH 2020

Agenda item 5.1 document number A2856441, pages 15 - 16 refers.

COMMITTEE RESOLUTION 2020/2

Moved: Cr Kelly Stratford

Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee receive the Internal Audit and Assurance Report - March 2020.

CARRIED**5.2 INTERNAL AUDIT AND ASSURANCE REPORT - APRIL 2020**

Agenda item 5.2 document number A2871278, pages 17 - 18 refers.

COMMITTEE RESOLUTION 2020/3

Moved: Deputy Mayor Ann Court
Seconded: Cr Kelly Stratford

That the Assurance, Risk and Finance Committee receive the report Internal Audit and Assurance Report - April 2020.

CARRIED**5.3 RISK MANAGEMENT**

Agenda item 5.3 document number A2857046, pages 19 - 28 refers.

COMMITTEE RESOLUTION 2020/4

Moved: Deputy Mayor Ann Court
Seconded: Cr John Vujcich

That the Assurance, Risk and Finance Committee receive the Risk Management Report.

CARRIED**5.4 BCA ACCREDITATION UPDATE**

Agenda item 5.4 document number A2855393, page 29 refers.

COMMITTEE RESOLUTION 2020/5

Moved: Cr Kelly Stratford
Seconded: Cr John Vujcich

That the Assurance, Risk and Finance Committee receive the BCA Accreditation Update.

CARRIED**5.5 MAY RISK MANAGEMENT**

Agenda item 5.5 document number A2875398, pages 30 - 47 refers.

COMMITTEE RESOLUTION 2020/6

Moved: Cr Kelly Stratford
Seconded: Deputy Mayor Ann Court

That the Assurance, Risk and Finance Committee receive the report May Risk Management.

CARRIED

5.6 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 30 APRIL 2020

Agenda item 5.6 document number A2881067, pages 48 - 71 refers.

COMMITTEE RESOLUTION 2020/7

Moved: Member Bruce Robertson

Seconded: Deputy Mayor Ann Court

That the Assurance, Risk and Finance Committee receive the report Council Financial Report for the Period Ending 30 April 2020.

CARRIED

5.7 REVENUE RECOVERY REPORT - MARCH 2020

Agenda item 5.7 document number A2876424, pages 72 - 74 refers.

COMMITTEE RESOLUTION 2020/8

Moved: Deputy Mayor Ann Court

Seconded: Cr Kelly Stratford

That the Assurance, Risk and Finance Committee receive the report "Revenue Recovery Report - March 2020.

CARRIED

5.8 FINANCIAL IMPACT ASSESSMENT - COVID-19

Supplementary Agenda item 1.1 document number A2887172, pages 4 - 6 refers.

At 11:38 am, Deputy Mayor Ann Court left the meeting and returned at 11:43am.

RECOMMENDATION

Moved: Member Bruce Robertson

Seconded: Cr Kelly Stratford

That the Assurance, Risk and Finance Committee receive the report Financial Impact Assessment - COVID-19.

CARRIED

5.9 LEVEL OF SERVICE KPI QUARTER 3 PERFORMANCE REPORT

Agenda item 5.8 document number A2876091, pages 78 - 104 refers.

COMMITTEE RESOLUTION 2020/9

Moved: Cr Kelly Stratford

Seconded: Member Bruce Robertson

That the Assurance, Risk and Finance Committee receive the report Level of Service KPI Quarter 3 Performance Report.

CARRIED

6 PUBLIC EXCLUDED**6.1 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
6.1 - Confirmation of Previous Minutes	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
6.2 - 2020 Far North District Council Assurance Work Programme	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
6.3 - 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

The Assurance, Risk and Finance Committee resolved to exclude the public at 11:49 am.

At the conclusion of the public excluded discussion, the meeting confirmed the report and decision regarding the 2020 Far North District Council Assurance Work Programme can be publicly accessible.

7 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

8 MEETING CLOSE

The meeting closed at 12:20pm.

The minutes of this meeting were confirmed at the Assurance, Risk and Finance Committee Meeting held on 17 June 2020.

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CHAIRPERSON