

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ASSURANCE, RISK AND FINANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 21 JULY 2021 AT 1.30 PM**

PRESENT: Chairperson John Vujcich, Deputy Chairperson Bruce Robertson, Deputy Mayor Ann Court, Cr Mate Radich (via Microsoft Teams), Cr Rachel Smith, Cr Kelly Stratford, Member Mike Edmonds, Member Adele Gardner

STAFF PRESENT: Shaun Clarke (Chief Executive Officer), William J Taylor, MBE (General Manager Corporate Services), Dean Myburgh (General Manager District Services), Andy Finch (General Manager Infrastructure and Asset Management), Darren Edwards (General Manager Strategic Planning and Policy)

1 KARAKIA TIMATANGA – OPENING PRAYER

Chairperson John Vujcich opened the meeting and opened with a karakia.

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

APOLOGY

RESOLUTION 2021/11

Moved: Chairperson John Vujcich

Seconded: Cr Rachel Smith

That the apology received from His Worship the Mayor and Councillor Moko Tepania be accepted and leave of absence granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

Nil.

4 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A3275485, pages 12 - 18 refers.

RESOLUTION 2021/2

Moved: Deputy Chairperson Bruce Robertson

Seconded: Member Adele Gardner

That the Assurance, Risk and Finance Committee confirms the minutes of the Assurance, Risk and Finance Committee meeting held 16 June 2021 as a true and correct record.

CARRIED

5 REPORTS

5.1 AUDIT NEW ZEALAND DOCUMENTATION FOR THE YEAR ENDED 30 JUNE 2021

Agenda item 5.1 document number A3275485, pages 19 - 51 refers.

RESOLUTION 2021/3

Moved: Cr Kelly Stratford

Seconded: Chairperson John Vujcich

That the Assurance, Risk and Finance Committee:

a) receive the audit documents

i) Audit Proposal Letter for the June 2021 and 2022 Financial Years;

ii) Audit Plan for the Year Ended 30 June 2021; and,

b) approve the CEO and Mayor signing the documents on behalf of Council as appropriate.

CARRIED

At 1:50 pm, Cr Kelly Stratford left the meeting. At 1:52 pm, Cr Kelly Stratford returned to the meeting.

5.2 FAR NORTH HOLDINGS MANAGEMENT ACCOUNTS QUARTER 3 2021

Agenda item 5.2 document number A3274408, pages 52 - 62 refers.

RESOLUTION 2021/4

Moved: Deputy Chairperson Bruce Robertson

Seconded: Cr Kelly Stratford

That the Assurance, Risk and Finance Committee receive the report Far North Holdings Management Accounts Quarter 3 2021.

CARRIED

6 INFORMATION REPORTS

6.1 JULY RISK MANAGEMENT REPORT

Agenda item 6.1 document number A3264780, pages 63 - 79 refers.

RESOLUTION 2021/5

Moved: Cr Rachel Smith

Seconded: Deputy Chairperson Bruce Robertson

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

CARRIED

6.2 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 31 MAY 2021

Agenda item 6.2 document number A3270005, pages 80 - 107 refers.

RESOLUTION 2021/6

Moved: Chairperson John Vujcich
 Seconded: Deputy Chairperson Bruce Robertson

That the Assurance, Risk and Finance Committee receive the report Council Financial Report for the Period Ending 31 May 2021.

CARRIED

6.3 REVENUE RECOVERY REPORT AS AT 30 JUNE 2021

Agenda item 6.3 document number A3277137, pages 108 - 112 refers.

RESOLUTION 2021/7

Moved: Chairperson John Vujcich
 Seconded: Cr Kelly Stratford

That the Assurance, Risk and Finance Committee receive the report Revenue Recovery Report as at 30 June 2021.

CARRIED

6.4 ACTION SHEET UPDATE

RESOLUTION 2021/8

Moved: Chairperson John Vujcich
 Seconded: Deputy Chairperson Bruce Robertson

That the Assurance, Risk and Finance Committee receive the report Action Sheet Update July 2021.

CARRIED

7 TE WĀHANGA TŪMATATI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2021/9

Moved: Deputy Chairperson Bruce Robertson
 Seconded: Cr 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
7.1 - 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

7.2 - Technology Update Report	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	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
7.3 – Tender Panel Report January – June 2021	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	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

CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC

RESOLUTION 2021/10

Moved: Chairperson John Vujcich
 Seconded: Cr Kelly Stratford

That Assurance, Risk and Finance Committee confirms the information and decisions contained in the part of the meeting held with public excluded remain in public exclusion.

CARRIED

RESOLUTION TO READMIT THE PUBLIC

RESOLUTION 2021/11

Moved: Chairperson John Vujcich
 Seconded: Cr Rachel Smith

That the Assurance, Risk and Finance Committee moves out of Public Excluded Committee and into Open committee meeting.

CARRIED

8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

Councillor Smith closed the meeting with a karakia.

9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 3:15 pm.

The minutes of this meeting will be confirmed at the Assurance, Risk and Finance Committee Meeting held on 8 September 2021.

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CHAIRPERSON