

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ASSURANCE, RISK AND FINANCE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON WEDNESDAY, 1 DECEMBER 2021 AT 1.30 PM**

**PRESENT:** Chairperson John Vujcich, Member Bruce Robertson, Cr Mate Radich, Cr Rachel Smith, Cr Kelly Stratford, Member Mike Edmonds, Member Adele Gardner

**IN ATTENDANCE:** 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**

**MOTION**

**RESOLUTION 2021/1**

Moved: Chairperson John Vujcich  
Seconded: Cr Rachel Smith

**That Councillor David Clendon be permitted speaking rights.**

**CARRIED**

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

**APOLOGY**

**RESOLUTION 2021/2**

Moved: Chairperson John Vujcich  
Seconded: Deputy Chairperson Bruce Robertson

**That the apology received from His Worship the Mayor, Deputy Mayor Ann Court, and Councillor Moko Tepania be accepted and leave of absence granted.**

**CARRIED**

**3 NGĀ TONO KŌRERO / DEPUTATION**

There were no deputations for this meeting.

**4 CONFIRMATION OF PREVIOUS MINUTES**

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3051559, pages 12 - 18 refers.

**RESOLUTION 2021/3**

Moved: Member Adele Gardner  
Seconded: Cr Kelly Stratford

**That the Assurance, Risk and Finance Committee confirms the minutes of the Assurance, Risk and Finance Committee meeting held 20 October 2021 as a true and correct record.**

Abstained: Rachel Smith

**CARRIED**

## **5 REPORTS**

### **5.1 REQUEST DECISION ON CLIMATE CHANGE RISK RECOMMENDATIONS**

Agenda item 5.1 document number A3475964, pages 19 - 52 refers.

#### **RESOLUTION 2021/4**

Moved: Cr Rachel Smith

Seconded: Cr Kelly Stratford

**That the Assurance, Risk and Finance Committee:**

- a) Removes ARF001 Climate Change risk from the top organisational dashboard.**
- b) Adopts four climate change risks onto the top organisational risk dashboard. The four risks are:**
  - i) ARF015 Climate Change Organisation Transition Risk**
  - ii) ARF016 Climate Change Community Transition Risk**
  - iii) ARF017 Climate Change Direct Risk to Council Physical and Natural Assets**
  - iv) ARF018 Failure to understand and capture climate-related opportunities.**
- c) Establishes regular risk progress reports, for each risk, to the Assurance, Risk and Finance Committee.**
- d) Rescores risks and reports, at least annually, a climate change risk management overview to the Assurance, Risk and Finance Committee on the management and progress to treat the climate change risks.**

**CARRIED**

## **SUSPENSION OF STANDING ORDERS**

#### **RESOLUTION 2021/5**

Moved: Chairperson John Vujcich

Seconded: Cr Rachel Smith

**A motion was moved that Assurance, Risk and Finance suspend standing order number 20.2 Time Limits on Speakers.**

**CARRIED**

## **RESUMPTION OF STANDING ORDERS**

### **RESOLUTION 2021/6**

Moved: Chairperson John Vujcich  
Seconded: Cr Rachel Smith

**A motion was moved that Assurance, Risk and Finance Committee resume standing order 20.2 Time Limits on Speaks.**

**CARRIED**

## **6 INFORMATION REPORTS**

### **6.1 DECEMBER 2021 RISK MANAGEMENT REPORT**

Agenda item 6.1 document number A3472394, pages 53 - 113 refers.

#### **RESOLUTION 2021/7**

Moved: Cr Rachel Smith  
Seconded: Cr Kelly Stratford

**That the Assurance, Risk and Finance Committee receive the report December 2021 Risk Management Report.**

**CARRIED**

### **6.2 PEOPLE AND CAPABILITY QUARTERLY UPDATE: 1 JULY - 30 SEPTEMBER 2021**

Agenda item 6.2 document number A3475610, pages 114 - 118 refers.

#### **RESOLUTION 2021/8**

Moved: Deputy Chairperson Bruce Robertson  
Seconded: Chairperson John Vujcich

**That the Assurance, Risk and Finance Committee receive the report People and Capability Quarterly Update: 1 July - 30 September 2021.**

**CARRIED**

### **6.3 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 31 OCTOBER 2021**

Agenda item 6.3 document number A3480782, pages 119 - 138 refers.

#### **RESOLUTION 2021/9**

Moved: Cr Rachel Smith  
Seconded: Chairperson John Vujcich

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

**CARRIED**

#### **6.4 LEVEL OF SERVICE KPI QUARTER 1 PERFORMANCE REPORT FOR 2021-2022**

Agenda item 6.4 document number A3481087, pages 139 - 163 refers.

##### **RESOLUTION 2021/10**

Moved: Cr Rachel Smith

Seconded: Cr Kelly Stratford

**That the Assurance, Risk and Finance Committee receive the Level of Service KPI Quarter 1 Performance Report for 2021-2022.**

**CARRIED**

#### **6.5 ELECTED MEMBERS SENSITIVE EXPENDITURE**

Agenda item 6.5 document number A3430657, pages 164 - 165 refers.

##### **RESOLUTION 2021/11**

Moved: Cr Kelly Stratford

Seconded: Deputy Chairperson Bruce Robertson

**That the Assurance, Risk and Finance Committee receive the report Elected Members Sensitive Expenditure.**

**CARRIED**

#### **6.6 SUSTAINABLE PROCUREMENT UPDATE - DECEMBER 2021**

Agenda item 6.6 document number A3452628, pages 166 - 168 refers.

##### **RESOLUTION 2021/12**

Moved: Chairperson John Vujcich

Seconded: Cr Rachel Smith

**That the Assurance, Risk and Finance Committee receive the report Sustainable Procurement Update - December 2021.**

**CARRIED**

At 3:12 pm, Cr Kelly Stratford left the meeting. At 3:15 pm, Cr Kelly Stratford returned to the meeting.

#### **6.7 ASSURANCE, RISK AND FINANCE COMMITTEE ACTION SHEET UPDATE NOVEMBER 2021**

Agenda item 6.7 document number A3400608, page 169 refers.

##### **RESOLUTION 2021/13**

Moved: Member Adele Gardner

Seconded: Cr Rachel Smith

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

**CARRIED**

## **7 TE WĀHANGA TŪMATATI / PUBLIC EXCLUDED**

### **RESOLUTION TO EXCLUDE THE PUBLIC**

#### **COMMITTEE RECOMMENDATION**

Moved: Chairperson John Vujcich

Seconded: Deputy Chairperson Bruce Robertson

**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>7.1 - Confirmation of Previous Minutes</b>	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>7.2 - Tender Panel Report June - November 2021</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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>7.3 - Technology Update Report</b>	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
<b>7.4 - Far North District Council Current Legal Action and Potential Liability Claims as at 15 November 2021</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

**CARRIED**

### **CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC**

#### **RESOLUTION 2021/14**

Moved: Cr Kelly Stratford

Seconded: Cr Rachel Smith

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

**CARRIED**

**RESOLUTION TO READMIT THE PUBLIC**

**RESOLUTION 2021/15**

Moved: Cr Kelly Stratford

Seconded: Member Adele Gardner

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

**CARRIED**

**8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**

**9 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 4:13 pm.

The minutes of this meeting were confirmed at the Assurance, Risk and Finance Committee Meeting held on 2 February 2022.

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**CHAIRPERSON**