

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
AUDIT, RISK, AND FINANCE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON THURSDAY, 29 NOVEMBER 2018 AT 10:00 AM**

**PRESENT:** Cr John Vujcich, Mayor John Carter (HWTM), Cr Tania McInnes (Deputy Mayor), Cr Ann Court, Cr Colin (Toss) Kitchen, Cr Sally Macauley, Cr Kelly Stratford, Member Bruce Robertson, Member Adele Gardner, Member Mike Edmonds, Member Terry Greening

**APOLOGIES:** Cr Felicity Foy

**IN ATTENDANCE:** Shaun Reilly – Kaikohe-Hokianga Community Board Member

**STAFF PRESENT:** Shaun Clarke - Chief Executive Officer, Samantha Edmonds - General Manager Corporate Services, Andy Finch - General Manager Infrastructure & Asset Management, Darrell Sargent - General Manager Strategic Planning & Policy, Jaime Dyhrberg - Executive Officer, Janice Smith - Chief Financial Officer, George Swanepoel - In-House Counsel, Matt Bell - Manager Risk & Improvement, Glenn Rainham - Manager Alliances, Tanya Reid - Business Improvement Advisor, Leanna Ransom - Internal Auditor, Tanya Nowell - Team Leader Infrastructure Programmes, Alastair Wiseman - Manager Health Safety & Wellbeing

## **1 APOLOGIES AND DECLARATIONS OF INTEREST**

### **APOLOGY**

#### **COMMITTEE RESOLUTION 2018/7**

Moved: Cr Kelly Stratford

Seconded: Cr Ann Court

**That the apology received from Cr Foy be accepted and leave of absence granted.**

**CARRIED**

## **3 CORPORATE SERVICES GROUP**

### **3.1 CONFIRMATION OF PREVIOUS MINUTES**

#### **COMMITTEE RESOLUTION 2018/8**

Moved: Member Adele Gardner

Seconded: Member Terry Greening

**That the Audit, Risk, and Finance Committee confirm that the minutes of the meeting of the Committee held 27 September 2018 are a true and correct record.**

**CARRIED**

## **2.2A DEPUTATION**

Matthew Wilson from Aon New Zealand (Insurance Company)

Deputy Mayor McInnes left the meeting at 10:25 am and rejoined the meeting at 10:57 am.

Mayor Carter left the meeting at 10:30 am and rejoined the meeting at 10:31 am

Councillor Kitchen left the meeting at 10:37 am and rejoined the meeting at 10:39 am

### 3.2 INSURANCE RENEWAL CONSIDERATIONS

#### COMMITTEE RESOLUTION 2018/9

Moved: Cr Kelly Stratford

Seconded: Member Bruce Robertson

#### That the Audit, Risk, and Finance Committee

- a) **approve the additional funding required in future years to provide for public liability and professional indemnity insurance quoted by Aon Insurance of \$115,000**

**CARRIED**

- b) **approve the additional funding required in 2019/20 and 2022/23 for the Riskpool additional calls of approximately \$104,000 in each year**

**CARRIED**

- c) consider the requirement for insurance cover for underground assets based on the possible loss information provided and if necessary, approve an additional \$65,000 in the budget from 2019/20 onwards

#### AMENDMENT

Moved: Member Bruce Robertson

Seconded: Mayor John Carter

- c) Confirms that Council do not insure underground assets, for 2019/20, but consider the impacts on the financial strategy with respect to self-funding and asset management.

**CARRIED**

Councillor Stratford requested a vote by division

#### **For**

Mayor Carter  
Cr Macauley  
Member Robertson  
Cr Court  
Cr Kitchen  
Deputy Mayor McInnes  
Cr Vujcich

#### **Against**

Cr Stratford  
Member Greening  
Member Gardner  
Member Edmonds

The amendment became the substantive motion

#### That the Audit, Risk, and Finance Committee

- a) **approve the additional funding required in future years to provide for public liability and professional indemnity insurance quoted by Aon Insurance of \$115,000**

- b) **approve the additional funding required in 2019/20 and 2022/23 for the Riskpool additional calls of approximately \$104,000 in each year**

- c) **Confirms that Council do not insure underground assets, for 2019/20, but consider the impacts on the financial strategy with respect to self-funding and asset management.**

**CARRIED**

Councillor Stratford abstained from voting

**3.3 COUNCIL FINANCIAL REPORT OCTOBER 2018****COMMITTEE RESOLUTION 2018/10**

Moved: Cr Ann Court  
 Seconded: Member Adele Gardner

**That the Audit, Risk, and Finance Committee receive the report entitled "Council Financial Report 31 October 2018"**

**CARRIED****3 INFORMATION REPORTS****4.1 LEVEL OF SERVICE KPI PERFORMANCE REPORT - QUARTER 1****COMMITTEE RESOLUTION 2018/11**

Moved: Cr Colin (Toss) Kitchen  
 Seconded: Mayor John Carter

**That the Audit, Risk, and Finance Committee receive the report "Level of Service KPI Performance Report - Quarter 1."**

**CARRIED****4 PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****COMMITTEE RESOLUTION 2018/12**

Moved: Cr Tania McInnes  
 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:**

<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>5.1 - Confirmation of Previous Minutes (Public Excluded)</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  s7(2)(c)(i) - the withholding of the information is necessary to	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

	<p>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</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	
<b>5.2 - Internal Audit Update - November</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	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>5.3 - FNDC Current Legal Action Potential Liability Claims</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
<b>CARRIED</b>		

## 6 CONFIRMATION OF INFORMATION AND DECISIONS IN OPEN MEETING

### COMMITTEE RESOLUTION 2018/13

Moved: Cr Tania McInnes

Seconded: Cr Kelly Stratford

**That the Audit, Risk, and Finance Committee confirms that the information and decisions contained in the part of the meeting held with the public excluded are not to be restated in public meeting.**

**CARRIED**

## **5 MEETING CLOSE**

**The Meeting closed at 11:56 am.**

The minutes of this meeting will be confirmed at the Audit, Risk, and Finance Committee Meeting held on 28 March 2019

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**CHAIRPERSON**