

**Open Minutes of the Ordinary meeting of  
Audit, Risk, and Finance Committee**

**Date:** Thursday 10 December 2020  
**Time:** 10.05 am – 12.06 am  
**Location:** KDC Mangawhai Office  
The Hub  
6/6 Molesworth Drive  
Mangawhai

**Members Present:** Councillor Peter Wethey (**Deputy Chair**)  
Councillor Jonathan Larsen  
Deputy Mayor Anna Curnow  
Mayor Dr Jason Smith

**Apologies:** Stana Pezic (**Chair**)  
Councillor Eryn Wilson-Collins  
Councillor David Wills

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[Secretarial note: Cr Wethey (Deputy Chair) took the Chair for the Meeting due to the approved absence of Stana Pezic (Independent Chair).]

**1. Opening**

**1.1 Karakia**

Mayor Smith opened the Meeting with a Karakia.

**1.2 Apologies**

[Secretarial note: it was requested that a note be made advising that the current Independent Chair has resigned, and her term will finish on 01 Feb 2021.]

**Moved: Deputy Mayor Curnow**

**Seconded: Mayor Smith**

That the Audit, Risk, and Finance Committee:

- a) Accepts the apologies from Stana Pezic (Independent Chair), Councillor Eryn Wilson-Collins, and Councillor David Wills.

**Carried**

### 1.3 Confirmation of agenda

**Moved: Cr Larsen**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- b) Confirms the agenda for the meeting held 10 December 2020.

**Carried**

### 1.4 Conflict of interest declaration

There were no Conflicts of Interest.

## 2. Minutes

**Moved: Mayor Smith**

**Seconded: Deputy Mayor Curnow**

That the Audit, Finance, and Risk Committee:

- a) Confirms the Ordinary Meeting Minutes of 10 September 2020 as a true and accurate record.
- b) Confirms the Extraordinary Meeting Minutes of 27 November 2020 as a true and accurate record.

**Carried**

## 3. Audit

### 3.1 Monitoring Report – Territorial Authority Building Control Functions

**Moved: Cr Larsen**

**Seconded: Mayor Smith**

That That the Audit, Risk and Finance Committee:

- a) Notes the MBIE performance monitoring assessment of Kaipara District Council's territorial authority functions.

**Carried**

**3.2 Building Consent Authority IANZ Accreditation Assessment Report 2020**

**Moved: Mayor Smith**

**Seconded: Deputy Mayor Curnow**

That Audit, Risk and Finance Committee:

- a) Notes the BCA Accreditation Assessment Audit Report from IANZ.

**Carried**

[Secretarial note: The Committee requested that a note be made congratulating staff on the positive work and achievements to date on item 3.2.]

**4. Risk**

**4.1 Legal compliance update**

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Larsen**

That the Audit, Risk and Finance Committee:

- a) Notes the legal compliance update report.

**Carried**

[Secretarial note: item 5.1 – Quarterly Report was moved to this position with the full agreement of the Committee due to the presenter being delayed.]

**5.1 Quarterly Finance report November 2020**

**Moved: Cr Larsen**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk and Finance Committee:

- a) Notes the quarterly finance report at 31 October 2020.

**Carried**

[Secretarial note: the agenda returned to the original agenda order confirmed at item 1.3.]

#### 4.2 Health and safety update

**Moved: Cr Larsen**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk and Finance Committee:

- a) Notes the health and safety update for 1-July-2020 to 30-Sep-2020.

**Carried**

### 5. Finance

#### 5.2 Treasury Management report

**Moved: Cr Larsen**

**Seconded: Mayor Smith**

That the Audit, Risk and Finance Committee:

- a) Notes the treasury management report for October 2020.

**Carried**

### 6. Resolution to move in Public Excluded Session

**Moved: Mayor Smith**

**Seconded: Deputy Mayor Curnow**

- a. That the following items are considered with the public excluded:

Item	Grounds for excluding the public
Contract monitoring and reporting	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (LGOIMA s7(2)(i))
Insurance renewal update	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (LGOIMA s7(2)(i))

**Carried**

The Meeting into Public Excluded Session at 11.40 am.

### 7. Return to Open Session

The Meeting returned to Open Session at 12.01 pm.

**8. Closure**

**8.1 - Karakia**

Mayor Smith closed the Meeting with a Karakia.

The Meeting closed at 12.06 pm.

Confirmed