

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

**Date:** 11 June, 2020  
**Time:** 10:00 a.m. – 1:41 p.m.  
**Location:** KDC Mangawhai Office  
The Hub  
6/6 Molesworth Drive  
Mangawhai

**Members present:** Stana Pezic (Chair)  
Councillor Peter Wethey (Deputy Chair)  
Deputy Mayor Anna Curnow  
Councillor Jonathan Larsen  
Councillor David Wills  
Councillor Eryn Wilson-Collins (from 10:52 a.m.)  
His Worship the Mayor Jason Smith

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**1. Opening**

**1.1 Karakia**

Mayor Smith opened the meeting with a karakia.

**1.2 Apologies**

Nil.

**1.3 Confirmation of agenda**

**Moved: Cr Wethey**

**Seconded: Deputy Mayor Curnow**

That the agenda for the 11 June 2020 meeting be confirmed.

**Carried**

**1.4 Conflict of interest declaration**

Nil.

## **2. Confirmation of minutes**

### **2.1 Audit, Risk and Finance Committee meeting 12 March 2020**

**Moved: Cr Wethey**

**Seconded: Mayor Smith**

That the Kaipara District Council:

- a) Confirms that the open minutes of the Audit, Risk and Finance Committee meeting held on 12 March 2020 are a true and correct record.

**Carried**

## **3. Open agenda**

### **3.1 Audit action update**

[Secretarial note: Deloitte auditors Bryce Henderson and Vera Chian joined the meeting via audio link for this item. An error regarding Northland Inc was found on Attachment 2 (audit fees), which the auditors agreed to correct before it was signed by Council.]

**Moved: Cr Wethey**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk and Finance Committee:

- a) Approves Deloitte's scope of Audit Planning Report for Council's financial statements for the year ending 30 June 2020.

**Carried**

**Cr Wilson-Collins joined the meeting at 10:52 a.m.**

### **3.2 Treasury Policy update**

[Secretarial note: Council contractor Alex Wondergem from PricewaterhouseCoopers gave a presentation<sup>i</sup>.]

**Moved: Cr Wethey**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk and Finance Committee:

- a) Recommend to Council to approve the changes to the Treasury Policy, to be included as part of the Long Term Plan 2021-2031.

**Carried**

**Cr Wills requested that his vote against be recorded.**

### **3.3 Treasury management report**

**Moved: Cr Wills**

**Seconded: Mayor Smith**

That the Audit, Risk and Finance Committee:

- a) Notes the treasury management report for April 2020.
- b) Notes that the liquidity risk position is non-compliant due to the maturity of debt in May 2021.

**Carried**

**Meeting adjourned for morning tea 11:33 a.m.**

**Meeting reconvened at 11:49 a.m.**

### **3.4 LGFA Quarterly Report**

**Moved: Cr Wilson-Collins**

**Seconded: Mayor Smith**

That the Audit, Risk and Finance Committee

- a) Notes the Quarterly Report from LGFA ending 31 March 2020.

**Carried**

### **3.5 Legal compliance update**

**Moved: Mayor Smith**

**Seconded: Cr Wethey**

That the Audit, Risk and Finance Committee:

- a) Notes the legal compliance update.

**Carried**

### **3.6 Revised Water Safety Plans**

**Moved: Cr Wethey**

**Seconded: Mayor Smith**

That the Audit, Risk and Finance Committee:

- a) Notes that staff have developed new Water Safety Plans for Dargaville, Maungaturoto, Ruawai and Glinks Gully and the risks identified (Attachments A-D).
- b) Recommends to Kaipara District Council to commit to drinking water quality management by adopting water safety planning and other tools.

**Carried**

### **3.7 Health and safety update**

**Moved: Cr Wills**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk and Finance Committee:

- a) Notes the health and safety update for January to March 2020.

**Carried**

### **3.8 Quarterly Finance Report**

**Moved: Cr Wethey**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk and Finance Committee:

- a) Notes the quarterly finance report at 30 April 2020.

**Carried**

**Meeting adjourned for lunch at 12:40 p.m.**

**Meeting reconvened at 1:07 p.m.**

### **3.9 Committee Terms of Reference update**

**Moved: Cr Wethey**

**Seconded: Mayor Smith**

That the Audit, Risk and Finance Committee:

- a) Notes the new Audit, Risk and Finance Committee Terms of Reference, noting the additions as recommended by the Committee and approved by Kaipara District Council in April 2020.

**Carried**

### 3.10 Recommendation to move into public excluded session 11 June 2020

**Moved: Mayor Smith**

**Seconded: Cr Wilson-Collins**

a) That the following items are considered with the public excluded:

Item	Grounds for excluding the public
Confirmation of public excluded minutes 12 March 2020	<p>Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))</p> <p>Protect the 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 damage the public interest (Section 7(2)(c)(ii))</p> <p>Avoid prejudice to measures protecting the health or safety of members of the public (Section 7(2)(d))</p> <p>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (Section 7(2)(h))</p> <p>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))</p> <p>Prevent the disclosure or use of official information for improper gain or improper advantage (Section 7(2)(j))</p>
Contract monitoring and reporting	<p>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))</p>
Potential claims update	<p>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))</p>
Investigation update	<p>Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))</p> <p>Avoid prejudice to measures protecting the health or safety of members of the public (Section 7(2)(d))</p> <p>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (Section 7(2)(h))</p>
Cyber security incident	<p>Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))</p> <p>Avoid prejudice to measures protecting the health or safety of members of the public (Section 7(2)(d))</p> <p>Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (Section 7(2)(h))</p>

**Carried**

#### 4. Public Excluded session

Meeting moved into public excluded session at 1:08 p.m.

Meeting returned to open session at 1:40 p.m.

In the public excluded session, the Audit, Risk and Finance Committee resolved to make the following decisions publicly available after the meeting:

##### 4.1 Confirmation of public excluded minutes 12 March 2020

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Wethey**

That the Audit, Risk and Finance Committee

- a) Confirms that the public excluded minutes of the Audit, Risk and Finance Committee meeting held on 12 March 2020 are a true and correct record.

**Carried**

##### 4.2 Contract monitoring and reporting

**Moved: Cr Wills**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk and Finance Committee:

- a) Notes the contract monitoring report for period ending March 2020, for the following contracts:

- CON860 Maintenance of Parks, Reserves, Cemeteries, Public Toilets, Buildings and Dargaville Gardens
- CON888 Roding Network Maintenance
- CON798 3 Waters Operations and Maintenance
- CON706 Solid Waste.

- b) Agrees that this decision be published in the open minutes of this meeting, and that the report will remain confidential due to the commercially sensitive information contained within the report.

**Carried**

##### 4.3 Potential claims update

**Moved: Cr Wilson-Collins**

**Seconded: Mayor Smith**

That the Audit, Risk and Finance Committee:

- a) Notes the details contained within the potential claims report.
- b) Agrees that this decision be published in the open minutes of this meeting, and that the report will remain confidential due to the commercially sensitive information contained within the report.

**Carried**

**4.4 Investigation update****Moved: Cr Wethey****Seconded: Deputy Mayor Curnow**

That the Audit, Risk and Finance Committee:

- a) Notes the investigation update report.
- b) Agrees that the decision be published in the open minutes of the meeting and that the report remain confidential due to the confidential information contained in the report.

**Carried****4.5 Cyber security incident****Moved: Deputy Mayor Curnow****Seconded: Mayor Smith**

That the Audit, Risk and Finance Committee:

- a) Notes the Cyber Security Incident report.
- b) Agrees that the decision be published in the open minutes of the meeting and that the report remain confidential due to the confidential information contained in the report.

**Carried****4.6 Recommendation to return to open session 11 June 2020****Moved: Mayor Smith****Seconded: Cr Wilson-Collins**

That the Audit, Risk and Finance Committee

- a) Agrees to returns to open session of the meeting.
- b) Notes that all decisions and reports that were resolved to be made publicly available during the public excluded session will be included in the open minutes of this meeting and published on the Kaipara District Council website.

**Carried****5. Closure****5.1 Karakia**

Mayor Smith closed the meeting with a karakia.

**Meeting closed at 1:41 p.m.**

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<sup>i</sup> Treasury policy presentation