

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

**Date:** Thursday, 11 March 2021  
**Time:** 10.00 am – 1.04 pm  
**Location:** Kaipara District Council Offices  
Ground Floor Meeting Room  
The Hub, 6/6 Molesworth Drive  
Mangawhai

**Members Present:** Independent Chair (**Vacant**)  
Councillor Peter Wethey (**Chair**)  
Mayor Dr Jason Smith  
Deputy Mayor Anna Curnow  
Councillor Jonathan Larsen  
Councillor David Wills  
Councillor Eryn Wilson-Collins

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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 Wilson-Collins**

**Seconded: Cr Larsen**

That the Audit, Risk, and Finance Committee:

- a) Confirms the agenda for the meeting held 11 March 2021.

**Carried**

**1.4 Conflict of interest declaration**

Nil.

## 2. Minutes

### 2.1 Confirmation of Open Minutes - 10 December 2021

**Moved: Deputy Mayor Curnow**

**Seconded: Mayor Smith**

That the Audit, Risk, and Finance Committee:

- a) Confirm the Minutes of 10 December 2020 as a true and correct record.

**Carried**

## 3. Audit

### 3.1 Resolution of past audit recommendations – March 2021 update

**Moved: Cr Wethey**

**Seconded: Mayor Smith**

That the Audit, Risk, and Finance Committee:

- a) Notes the resolution of past audit recommendations report and attachments.

**Carried**

### 3.2 Deloitte independent assurance report - year ended 30 June 2020

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Wilson-Collins**

That the Audit, Risk, and Finance Committee:

- a) Notes the independent assurance report ending June 2020.

**Carried**

### 3.3 Audit Constructive Report to Management for the year ended 30 June 2020

**Moved: Cr Larsen**

**Seconded: Cr Wilson-Collins**

That the Audit, Risk, and Finance Committee:

- a) Notes the Deloitte's Constructive Report to Management for the year ended 30 June 2020 dated 18 December 2020, circulated as Attachment A.

**Carried**

### **3.4 Proposed work programme to March 2022**

**Moved: Cr Wills**

**Seconded: Cr Wilson-Collins**

That Audit, Risk, and Finance Committee:

- a) Approves the proposed Audit, Risk and Finance Work Programme June 2021-March 2022.

**Carried**

## **4. Risk**

### **4.1 Risk register update report**

**Moved: Cr Larsen**

**Seconded: Cr Wilson-Collins**

That the Audit, Risk, and Finance Committee:

- a) Notes the Risk Register Update Report.

**Carried**

### **4.2 Health and Safety update March 2021**

**Moved: Deputy Mayor Curnow**

**Seconded: Mayor Smith**

That the Audit, Risk, and Finance Committee:

- a) Notes the health and safety update for 1-Oct-2020 to 31-Dec-2020.

**Carried**

### **4.3 Legal compliance update**

**Moved: Cr Wilson-Collins**

**Seconded: Cr Wills**

That the Audit, Risk, and Finance Committee:

- a) Notes the legal compliance update report.

**Carried**

#### **4.4 Policy register**

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Larsen**

That the Audit, Risk, and Finance Committee:

- a) Notes the policy register.

**Carried**

The Meeting adjourned at 12.02 pm for lunch.

The Meeting reconvened at 12.25 pm.

### **5. Finance**

#### **5.1 Quarterly finance report**

**Moved: Cr Wilson-Collins**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- a) Notes the quarterly finance report as at January 2021.

**Carried**

#### **5.2 LGFA quarterly report – March 2021**

**Moved: Mayor Smith**

**Seconded: Cr Wilson-Collins**

That the Audit, Risk, and Finance Committee

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

**Carried**

#### **5.3 Treasury management report**

**Moved: Cr Wilson-Collins**

**Seconded: Mayor Smith**

That the Audit, Risk, and Finance Committee:

- a) Notes the Treasury management report for February 2021.

**Carried**

**6. Resolution to move into Public Excluded Session**

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Larsen**

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

<b>Item</b>	<b>Grounds for excluding the public</b>
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))
Cyber security incident 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))
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 moved into Public Excluded Session at 12.47 pm.

**7. Public Excluded agenda items 11 March 2021**

**8. Resolution to return to Open Session**

The meeting returned to open session at 1.04 pm.

**9. Closure**

**9.1 Karakia**

Mayor Smith closed the Meeting with a Karakia.

The Meeting closed at 1.04 pm.