

## **Audit, Risk, and Finance Committee**

### **Open Meeting Minutes**

**Date:** Thursday, 10 June 2021  
**Time:** 10.00 am – 1.28 pm  
**Location:** Kaipara District Council Offices  
Ground Floor Meeting Room  
The Hub, 6/6 Molesworth Drive  
Mangawhai

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

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#### **1. Opening**

##### **1.1 Karakia**

The Independent Chair opened the Meeting with a Karakia.

##### **1.2 Apologies**

**Moved: Cr Wethey**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- a) Accept the apologies of Councillor Eryn Wilson-Collins, Councillor David Wills, and Mayor Dr Jason Smith.

**Carried**

### 1.3 Confirmation of agenda

**Moved: Cr Wethey**

**Seconded: Cr Larsen**

That the Audit, Risk, and Finance Committee:

- a) Confirms the agenda for the meeting held Thursday 10 June 2021 with the addition of agenda item 5.3.

**Carried**

### 1.4 Conflict of interest declaration

Nil.

## 2. Minutes

### 2.1 Confirmation of Open Minutes 11 March 2021

**Moved: Cr Wethey**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- a) Confirms the Open Minutes of 11 March 2021 as a true and accurate record.

**Carried**

## 3. Audit

### 3.1 Proposed Audit Plan for 2021

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Wethey**

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 2021.

**Carried**

## 4. Risk

### 4.1 Legislative Compliance Policy Adoption

**Moved: Cr Wethey**

**Seconded: Cr Larsen**

That the Audit, Risk, and Finance Committee:

- a) Adopts the Legislative Compliance Policy (**attachment A**) with amendments as stated in the Meeting.

- b) Notes that Council staff will report back with possible improvement options in relation to the Legislative Compliance Policy at the December 2021 meeting of the Committee.

**Carried**

#### **4.2 Health and safety update**

**Moved: Cr Larsen**

**Seconded: Cr Wethey**

That the Audit, Risk and Finance Committee:

- a) Notes the health and safety update for 1-Jan-2021 to 31-Mar-2021.

**Carried**

The Meeting adjourned at 11.18 am for morning tea.

The Meeting reconvened at 4.25 am.

#### **4.3 Legal compliance update – June 2021**

**Moved: Cr Wethey**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- a) Notes the legal compliance update report.

**Carried**

#### **4.4 Legislative Compliance Awareness of Obligations – June 2021**

**Moved: Cr Wethey**

**Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- a) Notes the Legislative Compliance report dated 21 May 2021.

**Carried**

#### **4.5 Resolution of past audit recommendations – June 2021**

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Larsen**

That the Audit, Risk and Finance Committee:

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

**Carried**

**4.6 Risk Register Update - June 2021****Moved: Cr Wethey****Seconded: Cr Larsen**

That the Audit, Risk, and Finance Committee:

- a) Notes the Risk Register Update Report

**Carried****4.7 LGFA quarterly report - June 2021****Moved: Cr Wethey****Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- a) Notes the Quarterly Report from LGFA ending 31 March 2021.

**Carried****4.8 Policy register review****Moved: Cr Larsen****Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- a) Notes the Policy Register Review - June 2021.

**Carried****5. Finance****5.1 Quarterly finance report****Moved: Cr Wethey****Seconded: Cr Larsen**

That the Audit, Risk, and Finance Committee:

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

**Carried****5.2 Treasury management report****Moved: Cr Wethey****Seconded: Deputy Mayor Curnow**

That the Audit, Risk, and Finance Committee:

- a) Notes the Treasury Management report for April 2021.

**Carried**

### 5.3 Quarterly Debtors report

**Moved: Cr Larsen**

**Seconded: Cr Wethey**

That the Audit, Risk and Finance Committee:

- a) Notes the Quarterly Debtors report for April 2021.
- b) Recommends that the maps used are updated to reflect the present situation with rate arrears on and identify land where rates are owed.
- c) Recommends a briefing report on matter be brought to Council to provide further information on relevant legislation, powers to act to recover arrears on Maori Freehold Land, and approaches that can be used.

**Carried**

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

**Moved: Deputy Mayor Curnow**

**Seconded: Cr Wethey**

*The general subject matter of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under s48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:*

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

Item	Grounds for excluding the public
<ul style="list-style-type: none"> <li>▪ PEX Minutes 11 March 2021.</li> <li>▪ Contract Monitoring for the period ending March 2021.</li> <li>▪ Insurance claims update June 2021.</li> </ul>	<ul style="list-style-type: none"> <li>▪ 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)).</li> <li>▪ To protect the privacy of natural persons, including that of deceased natural persons (LGOIMA s7(2)(a)).</li> </ul>

**Carried**

The Meeting moved into Public Excluded Session at 12.48 pm.

**7. Return to Open Session**

The Meeting returned to Open Session at 1.27 pm.

**8. Closure**

**8.1 Karakia**

Deputy Mayor Curnow closed the Meeting with a Karakia.

The Meeting closed at 1.28 pm.

Confirmed