

**MINUTES OF WAIROA DISTRICT COUNCIL
FINANCE, AUDIT & RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 15 MAY 2018 AT 12.30PM**

PRESENT: His Worship the Mayor Craig Little (Mayor), Cr Denise Eaglesome-Karekare (Deputy Mayor), Cr Hine Flood, Cr Jeremy Harker, Mr Philip Jones

IN ATTENDANCE: G Borg (WDC Chief Financial Officer), S Mutch (Auditor), J Cox (Engineering Manager), G Waikawa (Governance Administrator)

1 KARAKIA

The karakia was given by Councillor Eaglesome-Karekare

2 APOLOGIES FOR ABSENCE

Nil

3 DECLARATION OF CONFLICT OF INTEREST

None.

4 CHAIRPERSON'S ANNOUNCEMENTS

None.

5 LATE ITEMS OF URGENT BUSINESS

None.

6 PUBLIC PARTICIPATION

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

7 MINUTES OF THE PREVIOUS MEETING

COMMITTEE RESOLUTION 2018/49

Moved: Mr Philip Jones

Seconded: His Worship the Mayor Craig Little

That the minutes of the Ordinary Meeting held on 3 April 2018 be confirmed.

CARRIED

8 GENERAL ITEMS**8.1 EXTERNAL AUDIT MANAGEMENT REPORT 2017****COMMITTEE RESOLUTION 2018/50**

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

That the Committee receive the report.

CARRIED

The Committee discussed at length the Summary of Recommendations and Risk Ratings being Financial statement close process, Timeliness and integrity of Asset Valuations, Non-financial performance report-Number of performance measure, Accuracy and completeness of the NZTA claims needs significant improvement.

The Committee also discussed at length the Legislative compliance monitoring, Volume data of new infrastructure assets, Depreciable elements of core infrastructure assets, Bank Reconciliations Review, Non-financial performance reporting, Dates upon which penalties are applied to Council rates, needs substantial improvement.

The Committee also discussed at length Credit card approval, Expense claim receipts, Revision to Landfill aftercare future nominal cash flows, Review of final pay calculations and GST on debtors and payables needs some improvement.

8.2 ANNUAL REPORT 2017-18 TIMETABLE AND AUDIT PLAN**COMMITTEE RESOLUTION 2018/51**

Moved: Mr Philip Jones

Seconded: Cr Jeremy Harker

That the Committee receives the proposed timetable and audit plan for the Annual Report 2017-18.

CARRIED

Adjourned – 2.04pm

Reconvened – 2.38pm

9. PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION****COMMITTEE RESOLUTION 2018/52**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the public be excluded from the following parts of the proceedings of this meeting at 2.04pm

That in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act 1987 the item Update on Council’s Policies and Procedures be considered given the item had not come to hand at the time of Agenda compilation and consideration of this matter is required now in order to respond within the timeframe allowed.

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
Update on Council’s Policies and Procedures	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial.	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

CARRIED

RESOLUTION

Moved: Cr Jeremy Harker

Seconded: Mr Philip Jones

That Council moves out of Closed Council into Open Council at 2.42 p.m.

CARRIED

The Meeting closed at 2.43pm with a karakia by Councillor Eaglesome-Karekare

The minutes of this meeting were confirmed at the Finance, Audit & Risk Committee Meeting held on 26 June 2018.

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CHAIRPERSON