

**MINUTES OF WAIROA DISTRICT COUNCIL
FINANCE, AUDIT & RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 26 JUNE 2018 AT 12.30PM**

PRESENT: His Worship the Mayor Craig Little (Mayor), Cr Denise Eaglesome-Karekare (Deputy Mayor) (From 1.17pm), Cr Jeremy Harker, Mr Philip Jones

IN ATTENDANCE: S May (Chief Executive), G Borg (Chief Financial Officer), J Cox (Engineering Manager) (From 1.15pm), G Waikawa (Governance Administrator),

1 KARAKIA

Karakia was given by G Borg

2 APOLOGIES FOR ABSENCE

None.

3 DECLARATION OF CONFLICT OF INTEREST

Mr Philip Jones has noted he is declaring No conflict of Interest.

4 CHAIRPERSON'S ANNOUNCEMENTS

Item 8.2 being Outcome of IAANZ audit for the Building Control Authority & Item 8.3 being MBIE audit for Building Warrant of Fitness will be discussed first and second as the Chief Operating Officer have MBIE BWOFF and other TA function Auditors on site.

5 LATE ITEMS OF URGENT BUSINESS

Verbal Update on financial performance.

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 2018/53

Moved: Mr Philip Jones

Seconded: His Worship the Mayor Craig Little

That the minutes of the Ordinary Meeting held on 15 May 2018 be confirmed with the Public Excluded minutes had been excluded.

CARRIED

8 GENERAL ITEMS**8.1 ANNUAL REPORT 2017-18 TIMETABLE AND AUDIT PLAN****COMMITTEE RESOLUTION 2018/54**

Moved: Mr Philip Jones

Seconded: His Worship the Mayor Craig Little

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

CARRIED

The Chief Financial Officer presented his report and reported on the background, current situation, risk management and confirmation of statutory compliance.

8.2 OUTCOME OF IAANZ AUDIT FOR THE BUILDING CONTROL AUTHORITY**COMMITTEE RESOLUTION 2018/55**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the Committee receive the report.

CARRIED

The Chief Operating Officer presented her report and advised the assessment findings from IANZ are:

Total # of "serious" non-compliance	0
Total # of "general" non-compliance	18
Total # of non-compliance outstanding	10
Number of recommendations	1
Number of advisory notes	1

The next full assessment will be held April 2020.

8.3 MBIE AUDIT FOR BUILDING WARRANT OF FITNESS**COMMITTEE RESOLUTION 2018/56**

Moved: Cr Jeremy Harker

Seconded: His Worship the Mayor Craig Little

That:

1. The Committee receive the report.
2. The Committee support the inclusion in the Long Term Plan of an additional Building Control Officer to reduce non-compliance by Wairoa District Council and reduce risk to the community of non-compliant buildings within the Wairoa district.

CARRIED

8.4 HEALTH & SAFETY REPORT - JUNE 2018

COMMITTEE RESOLUTION 2018/57

Moved: Cr Jeremy Harker

Seconded: Mr Philip Jones

That the Committee receive the report.

CARRIED

VERBAL UPDATE ON FINANCIAL PERFORMANCE

The Chief Financial Officer advised the operating cost are in line with the budgets. The Committee asked the Chief Financial Officer if he could present at the next meeting the following:

- Risk register.
- Financial performance
- Action list.

The Committee require the following items for the next FAR Committee:

- Terms of Reference.
- Building control authority results.
- Financial report – key indicators.
- Health & Safety Committee – Governance personnel.
- Emerging risk.
- Result of Building Warrant of Fitnesses.
 - Compliance
 - Non-compliance.

The Meeting closed at 1.35pm with a karakia by G Borg

The minutes of this meeting were confirmed at the Finance, Audit & Risk Committee Meeting held on 7 August 2018.

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CHAIRPERSON