

**MINUTES OF WAIROA DISTRICT COUNCIL
FINANCE, AUDIT & RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 7 AUGUST 2018 AT 1.30PM**

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

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

1 KARAKIA

Karakia given by Councillor Denise Eaglesome-Karekare

2 APOLOGIES FOR ABSENCE

APOLOGY

COMMITTEE RESOLUTION 2018/53

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the apology received from S May be accepted and leave of absence granted.

CARRIED

3 DECLARATION OF CONFLICT OF INTEREST

P Jones declared conflict of interest - Clarification of Perceived Conflict of Interest

4 CHAIRPERSON'S ANNOUNCEMENTS

Workshop – Terms of Reference & Agenda Items

5 LATE ITEMS OF URGENT BUSINESS

MOTION

COMMITTEE RESOLUTION 2018/54

MOVED: CR JEREMY HARKER

SECONDED: CR DENISE EAGLESOME-KAREKARE

THAT IN ACCORDANCE WITH SECTION 46A (7) OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 THE ITEM **8.2 HEALTH & SAFETY - JULY 2018** 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.

CARRIED**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.

D Caves – financial report has not been available to access since February 2018.

7 MINUTES OF THE PREVIOUS MEETING**COMMITTEE RESOLUTION 2018/55**

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

That the minutes of the Ordinary Meeting held on 26 June 2018 and the 15 May 2018 Public Excluded Minutes had been excluded be confirmed.

CARRIED**8 GENERAL ITEMS****8.1 CLARIFICATION OF PERCEIVED CONFLICT OF INTEREST****COMMITTEE RESOLUTION 2018/56**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the Committee receive the report.

CARRIED

The Chief Financial Officer on behalf of the Chief Executive Officer presented the report and reported in 2017 the Wairoa Council initiated an assessment of its performance through the CouncilMARK Program. The assessors raised concerns with the FAR Committee's membership in their draft assessment report.

The Committee advised they were satisfied with the letter received from Simpson Grierson dated 3 May 2017.

Mr P Jones explained he was not the author of the Financial Strategy.

Mr P Jones abstained from voting.

8.2 HEALTH & SAFETY REPORT - JULY 2018

COMMITTEE RESOLUTION 2018/57

Moved: Cr Denise Eaglesome-Karekare

Seconded: Mr Philip Jones

That the Committee receive the report.

CARRIED

The Health & Safety Report – July 2018 was presented.

The Committee sought confirmation that when contractors who are not SiteWise accredited were no longer engaged.

The Committee also requested a health and safety audit plan that details what audits have been conducted, standard met and what audits were planned.

The chairperson expressed concerns there has been no financial reporting since 28 February 2018 and gave direction as to what needs to be put in place for the next FAR committee.

The Meeting closed at 2.01pm with a karakia by Councillor Denise Eaglesome-Karekare.

The minutes of this meeting were confirmed at the Finance, Audit & Risk Committee Meeting held on 18 September 2018.

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CHAIRPERSON