



**I, Steven May, Chief Executive Officer, hereby give notice that
a Finance, Audit & Risk Committee Meeting will be held on:**

Date: Tuesday, 30 October 2018
Time: 1.30pm
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Finance, Audit & Risk Committee Meeting

30 October 2018

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 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

Ordinary Meeting - 18 September 2018

**MINUTES OF WAIROA DISTRICT COUNCIL
FINANCE, AUDIT & RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 18 SEPTEMBER 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), J Cox (Engineering Manager), G Borg (Chief Financial Officer), G Waikawa (Governance Administrator)

1 KARAKIA

Karakia was given by G Borg

2 APOLOGIES FOR ABSENCE

Nil

3 DECLARATION OF CONFLICT OF INTEREST

None

4 CHAIRPERSON'S ANNOUNCEMENTS

The Chairperson acknowledged from a report given by the New Zealand Taxpayers Union Council staff had outperformed across a range of different measures

The Chief Executive Officer also acknowledged the staff and have also focused on user payer and future of Wairoa.

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 2018/58

Moved: Cr Denise Eaglesome-Karekare

Seconded: Mr Philip Jones

That the minutes of the Ordinary Meeting held on 7 August 2018 be confirmed.

CARRIED

8 GENERAL ITEMS**8.1 COMMITTEE TERMS OF REFERENCE REVIEW AND WORK PROGRAMME****COMMITTEE RESOLUTION 2018/59**

Moved: Mr Philip Jones

Seconded: Cr Jeremy Harker

That the Committee:

1. Considers the proposed amendments to its terms of reference for presentation to Council
2. Adopts the proposed work programme
3. Advised the Chief Executive Officer reports back to the FAR Committee on a likely timetable when the proposed work programme will be completed.

CARRIED

The Committee discussed at length the proposed amendments to the FAR Committee's terms of reference particularly membership of the FAR Committee. The Committee also discussed the proposed work programme.

Councillor D Eaglesome-Karekare advised the Committee retain the status quo for membership of the Chairperson for the FAR Committee.

At 1:57 pm, Cr Denise Eaglesome-Karekare left the meeting.

8.2 DRAFT FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**COMMITTEE RESOLUTION 2018/60**

Moved: Mr Philip Jones

Seconded: Cr Jeremy Harker

That the Committee:

1. Receive the report.
2. Accept the interim Draft Financial Statements for the year ended 30 June 2018 and Chief Executive Officer report back to FAR Committee on reasons and consequences for the underspend in capital expenditure for the years ended 2016/2017 and 2017/2018.

CARRIED

Discussions were held at length regarding the Draft Financial Statements for the year ended 30 June 2018.

The Meeting closed at 2.40 pm with a karakia by G Borg.

The minutes of this meeting were confirmed at the Finance, Audit & Risk Committee Meeting held on 30 October 2018.

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CHAIRPERSON

8 GENERAL ITEMS

8.1 VERBAL UPDATE ON FINANCE AND ANNUAL REPORT 2017-18

Author: Gary Borg, Chief Financial Officer
Authoriser: Steven May, Chief Executive Officer
Appendices: Nil



1. PURPOSE

- 1.1 This report provides information for Committee on the audit and preparation of the Annual Report for the year ended 30 June 2018, and Council’s finance function. No decisions are required by Committee at this stage.
- 1.2 A verbal report on these matters will be provided at the meeting

RECOMMENDATION

The Chief Financial Officer RECOMMENDS that Committee receive the report.

Signatories

	
Author Gary Borg	Approved by Steven May

8.2 BLUE BAY UPDATE WATER ONLY

Author: Stephen Heath, Utilities Manager
Authoriser: Steven May, Chief Executive Officer
Appendices: Nil

1. PURPOSE

- 1.1 This report provides an update for the Committee on proposed community engagement and time lines for the Blue Bay water supply upgrade. No decisions are required by the Committee at this stage.
- 1.2 A verbal report on these matters will be provided at the meeting

RECOMMENDATION

The Acting Engineering Manager RECOMMENDS that Committee receives this report

Signatories

	
Author Stephen Heath	Approved by Steven May