



Minutes of an Ordinary Meeting of Finance, Audit & Risk Committee

10.30am Tuesday 1 March 2016 held in the Council Chamber, Wairoa District Council, Coronation Square, Wairoa.

Present: Councillor J Harker (Chairman)

His Worship the Mayor Mr C Little, Councillor D Eaglesome-Karekare (Deputy Mayor), Philip Jones (entered at 10.45am)

F Power (Chief Executive Officer)
J Cox (Engineering Manager)
A Morton (Chief Financial Officer)
J Baty (Corporate Services Manager)
C McGimpsey (Governance Advisor and Policy Strategist)
C Hankey (Financial Planning Manager)

Procedural Items

1. Civic Prayer

The civic prayer was given by the Corporate Services Manager

2. Apologies for absence

None

3. Declarations of Conflict of Interest

None

4. Chairman's Announcements

None

5. Items of Urgent Business not on the Agenda

Late item – Monthly Financial Report to 31 January 2016

6. Public Participation

None

7. Minutes of the Previous Meeting

<p><u>Resolved:</u> <i>That the minutes of the Ordinary Meeting of the Finance, Audit & Risk Committee held on 4 November 2015 be confirmed as a correct record of the proceedings.</i></p>
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Eaglesome-Karekare/Little

8. Health & Safety Update

The Corporate Services Manager presented the report.

Resolved: *That the report be received*

Eaglesome-Karekare/Harker

9. Health & Safety Monitoring of Contractors

The Engineering Manager presented the report.

Points of clarification were sought regarding:

- Inclusion of the Community Centre on the list and Council's responsibilities under the Health & Safety at Work Act 2015 regarding owning the facilities

Philip Jones entered the meeting at 10.45am

Resolved: *That the report be received.*

Little/Eaglesome-Karekare

Late item: Monthly Financial Report to 31 January 2016

The Chief Financial Officer presented the report and noted that it was a working document.

Points of clarity were sought on:

- Why there was a variance on pg 4 of the report → financial treatment
- Definition of a crystallised risk → the risk has happened
- Content of the monthly report versus the quarterly report
- Ability to include forecasting in future reports

Resolved: *That the Committee:*

1. *Receives this report*
2. *Endorses the report and will forward the report for presentation to Council*
3. *Notes that the reporting regime established with this report is a work in progress*

Eaglesome-Karekare /Harker

10. Resolution to Exclude the Public

Resolved: *That the public be excluded from the following parts of the proceedings of this meeting, namely:*

1. *Confidential Minutes of Previous Meeting*
2. *Audit – Report on Control Findings*

3. *Independent review of procurement processes for the sealed road maintenance contract*

The general subject 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 Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter <i>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to:</i>	Ground(s) under section 48(1) to the passing of this resolution <i>48(1)(a) That the public conduct of the whole or 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:</i>
Confidential Minutes of Previous Meeting	Section 7 (2) (c) protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information— (i) would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or (ii) would be likely otherwise to damage the public interest; or (h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; (i) enable any local authority holding the	(i) where the local authority is named or specified in the Schedule 1 to this Act, under section 6 or section 7 (except section 7(2)(f)(i)) [of the Local Government Official Information and Meetings Act 1987]

		information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	
Audit – Report on Control Findings	Section 7 (2) (a) protect the privacy of natural persons, including that of deceased natural persons; (i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	(i) where the local authority is named or specified in the Schedule 1 to this Act, under section 6 or section 7 (except section 7(2)(f)(i)) [of the Local Government Official Information and Meetings Act 1987]	
Independent review of procurement processes for the sealed road maintenance contract	Section 7 (2) (b) protect information where the making available of the information – (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information; (h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	(i) where the local authority is named or specified in the Schedule 1 to this Act, under section 6 or section 7 (except section 7(2)(f)(i)) [of the Local Government Official Information and Meetings Act 1987]	

Harker/Eaglesome-Karekare

PUBLIC EXCLUDED: 11.05am

PUBLIC READMITTED: 12:15pm

General Business

There being no further General Business Councillor Harker declared the meeting closed.

CLOSED: The meeting closed at **12:16pm.**

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Chair