



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

1.30pm Wednesday 13 July 2016 held in the Council Chamber, Wairoa District Council, Coronation Square, Wairoa.

Present: Councillor J Harker (Chairman)

Councillor D Eaglesome-Karekare (Deputy Mayor), Philip Jones
(independent member)

F Power	(Chief Executive Officer)
J Cox	(Engineering Manager)
A Morton	(Chief Financial Officer)
J Baty	(Corporate Services Manager)
C Hankey	(Financial Planning Manager)
S Mutch	(Partner Ernst and Young)
C Torrie	(CCO Chair - QRS Board)

Procedural Items

1. Karakia

The karakia was given by the Corporate Services Manager

2. Apologies for absence

His Worship the Mayor Mr C Little

3. Declarations of Conflict of Interest

None

4. Chairman's Announcements

None

5. Items of Urgent Business not on the Agenda

None

6. Public Participation

None

7. Minutes of the Previous Meeting

Resolved: *That the minutes of the Ordinary Meeting of the Finance, Audit & Risk Committee held on 11 May 2016 be confirmed as a correct record of the proceedings.*

Eaglesome-Karekare/Jones

8. Health & Safety Report

The Corporate Services Manager presented the report.

The Committee discussed their responsibilities in relation to the new health & safety legislation.

Resolved: *That the Finance, Audit & Risk Committee receives this report.*

Eaglesome-Karekare/Harker

9. Monthly Financial Report to 30 April 2016

The Financial Planning Manager presented the report.

The Committee discussed:

- Capital expenditure
- Possible carry-overs

10. Monthly Financial Report to 31 May 2016

The Financial Planning Manager presented the report.

The Committee discussed:

- Capital expenditure
- Non-financial performance reporting

Resolved: *That the Monthly Financial Reports to 30 April 2016 and to 31 May 2016 be received.*

Eaglesome-Karekare/Jones

11. 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 Management Report 2015 Progress Tracker
3. Finance Report April 2016 – Other Debtors

4. Finance Report May 2016 – Other Debtors
5. Sealed roads procurement independent review

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 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:	Ground(s) under section 48(1) to the passing of this resolution 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:
Confidential Minutes of Previous Meeting	Section 7 (2) (a) protect the privacy of natural persons, including that of deceased natural persons; (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; (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	(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]

		<p>similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or</p> <p>(ii) would be likely otherwise to damage the public interest; or</p> <p>(h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities;</p> <p>(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	
	Audit Management Report 2015 Progress Tracker	<p>Section 7 (2)</p> <p>(a) protect the privacy of natural persons, including that of deceased natural persons;</p> <p>(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	(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]
	Finance Report April 2016 – Other Debtors	<p>Section 7 (2)</p> <p>(a) protect the privacy of natural persons, including that of deceased natural persons;</p> <p>(i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	(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]
	Finance	Section 7 (2)	(i) where the local

Report May 2016 – Other Debtors	(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).	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]
Sealed roads procurement independent review	Section 7 (2) (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]

His Worship the Mayor/Eaglesome-Karekare

PUBLIC EXCLUDED: 2.10pm

PUBLIC READMITTED: 2.32pm

General Business

17. Independent procurement strategy review

The Engineering Manager presented the report.

The Committee discussed broadening the scope to include all Council activities.

<u>Resolved:</u>	<p><i>That Council:</i></p> <p><i>a) The Procurement Strategy be updated in relation to the roading activity;</i></p> <p><i>b) The Procurement Strategy be expanded to provide for all Council activities;</i></p> <p><i>c) The process for determination of the Supplier Selection Method be documented for all Council activities; and</i></p> <p><i>d) An 'Internal Procurement Procedures Manual' be developed to outline the process to be followed in engaging services.</i></p> <p style="text-align: right;"><i>Jones/Harker</i></p>
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There being no further General Business Councillor Harker declared the meeting closed.

CLOSED: The meeting closed at **2.56pm**.

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Chair