



POLICY AND FINANCE COMMITTEE MEETING MINUTES

4 February 2015

Present: Mayor Adrienne Staples (Mayor), Councillors Margaret Craig, Dean Davies, Brian Jephson, David Montgomerie, Viv Napier, Colin Olds, Julie Riddell, Solitaire Robertson and Max Stevens.

In Attendance: Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).

Conduct of Business: The meeting was held in the South Wairarapa District Council Chambers at 19 Kitchener Street, Martinborough and was conducted in public between 1:10pm and 2:05pm.

A Preliminary Matters

A1. Apologies

There were no apologies.

A2. Conflicts of Interest

No conflicts of interest were declared.

A3. Public Participation

There was no public participation.

A4. Policy & Finance Committee Minutes 19 November 2014

P&F RESOLVED (P&F2015/01) that the minutes of the Policy and Finance Committee meeting held on 19 November 2014 be received and confirmed as a true and correct record subject to the correction of 'Montgomery' to 'Montgomerie' as the seconder of motion P&F2014/30.

(Moved Cr Stevens/Seconded Cr Robertson)

Carried

A5. Risk and Audit Minutes for Receipt

P&F RESOLVED (P&F2015/02) that the minutes of the Risk and Audit Working Party meeting held on 23 October 2014 be received.

(Moved Cr Napier/Seconded Cr Stevens)

Carried

A6. Action Items from 19 November 2014

P&F RESOLVED (P&F2015/03) to receive the action items from 19 November 2014.

(Moved Cr Craig/Seconded Cr Davies)

Carried

DISCLAIMER

Until confirmed as a true and correct record, at a subsequent meeting, the minutes of this meeting should not be relied on as to their correctness

B Policies and Reports

B1. Graffiti Working Party – Proposed Change to Name and Terms of Reference

Councillors discussed the report and made amendments for inclusion in the final Terms of Reference for adoption by Council on the 11 March 2015. Approval was given on the basis that the level of Council staff and resource commitment already being given would not increase.

P&F RESOLVED (P&F2015/04):

1. To receive the information.
2. To approve changing the name of the Graffiti Working Party to the Community Safety Working Party.
3. To approve the Terms of Reference for the Community Safety Working Party with changes as discussed.

(Moved Cr Riddell/Seconded Cr Napier)

Carried

Cr Montgomerie left the meeting at 1:39pm.

Cr Montgomerie returned to the meeting at 1:40pm.

B Finances

B1. Financial Report

The Chief Executive tabled the finances ending 30 November 2014 and 31 December 2014 reporting that Council was tracking well to budgets with expected fluctuations and small variances. Councillors discussed income collection from Martinborough Transfer Station, membership of the Risk and Audit Working Party and work towards an internal audit programme.

P&F RESOLVED (P&F2015/05):

1. To receive the tabled financial statements for the period ended 30 November 2014 and 31 December 2014.

(Moved Cr Craig/Seconded Cr Davies)

Carried

2. Action 41: Organise a press release highlighting the high activity in fees and licenses within the district; P Crimp

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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