



# POLICY AND FINANCE COMMITTEE MEETING

## MINUTES – 22 February 2012

**Present:** Mayor Adrienne Staples (Chairperson), councillors Margaret Craig, Dean Davies, Mike Gray, Brian Jephson, Viv Napier, Julie Riddell, Solitaire Robertson, Keith Sexton and Cr Stevens.

**In attendance:** Dr Jack Dowds (Chief Executive Officer), Paul Crimp (Group Manager Corporate Support) 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 12:30pm and 1:33pm.

### A Preliminary Matters

**A1. Apologies**

No apologies were received.

**A2. Conflicts of Interest**

No conflicts of interest were declared.

**A3. Minutes for Confirmation: Policy & Finance Committee 14 December 2011**

*P&F RESOLVED (P&F2012/01)* that the minutes of the Policy and Finance Committee meeting held on 14 December 2011 be received and confirmed as true and correct.

*(Moved Cr Stevens /Seconded Cr Sexton)*

Carried

**A4. Policy and Finance Committee Action List from 14 December 2011**

*P&F RESOLVED (P&F2012/02)* to receive the action items list.

*(Moved Cr Robertson/Seconded Cr Jephson)*

Carried

### B Reports

**B1. Wairarapa Library Service Copyright Policy**

The Chief Executive Officer advised that this was a new policy and that other councils had a similar policy in place.

*P&F RESOLVED (P&F2012/03):*

1. To receive the information
2. To adopt the Wairarapa Library Service Copyright Policy.

*(Moved Mayor Staples/Seconded Cr Craig)*

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*

## **B2. Focus Groups – Time for a Review**

Cr Gray spoke to his report and councillors continued their discussion on the role and future of focus groups. There was general agreement that focus groups wouldn't meet on a regular cycle but that they should meet as and when required with initiation of a meeting able to be called by officers or the focus group chair.

A need for reporting against annual plan activities was discussed.

*P&F NOTED:*

1. Action 89: Put together a Terms of Reference for Focus Groups to be further discussed by councillors; CEO/Mayor

## **B3. Postponement of Rates Policy**

*P&F RESOLVED (P&F2012/04):*

1. To receive the information.
2. To adopt the Postponement of Rates Policy, with a review date of LTP 2015 subject to a minor numerical correction.

*(Moved Cr Gray/Seconded Cr Jephson)*

Carried

## **B4. Remission or Rates Policy**

Councillors' considered the proposed changes and the Group Manager Corporate Support answered councillors' questions relating to the proposed change. Councillors asked that the policy be aligned with Masterton and Carterton District Councils and that '5' months be replaced with '24' months.

*P&F RESOLVED (P&F2012/05):*

1. To receive the information.
2. To adopt the Remission of Rates Policy, with a review date of LTP 2015 with the amendments as discussed.

*(Moved Cr Napier/Seconded Cr Davies)*

Carried

3. Action 90: Update the delegations in the Rates Remission Policy and change paragraph 1 (4) from '5 months' to '24 months'; P Crimp
4. Action 91: Determine policies of Masterton and Carterton District Councils relating to rates remission for recreational buildings/facilities on council land; P Crimp

## **B5. Remission and Postponement of Rates on Maori Freehold Land Policy**

The Group Manager Corporate Support spoke to the report and answered councillors' questions.

*P&F RESOLVED (P&F2012/06):*

1. To receive the information.
2. To adopt the Remission and Postponement of Rates on Maori Freehold Land Policy, with a review date of LTP 2015.

*(Moved Cr Sexton/Seconded Cr Riddell)*

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*

**C Financial Statements**

The Group Manager Corporate Support tabled the financial statements to the 31 January 2012 and spoke to the financial reports.

*P&F RESOLVED (P&F2012/07):*

1. To receive the financial reports to 31 December 2011 and the tabled reports to 31 January 2012.

*(Moved Cr Napier /Seconded Cr Stevens)*

Carried

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

**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*