



POLICY AND FINANCE COMMITTEE MEETING MINUTES

12 December 2012

- Present:** Mayor Adrienne Staples (Chairperson), Councillors Margaret Craig, Dean Davies, Mike Gray, Brian Jephson, Viv Napier, Julie Riddell, Solitaire Robertson and Keith Sexton.
- In Attendance:** 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 12:20pm and 12:50pm.

A Preliminary Matters

A1. Apologies

P&F RESOLVED (P&F2012/42) to accept apologies from Cr Stevens and Dr Jack Dowds.

(Moved Cr Craig/Seconded Cr Davies)

Carried

A2. Conflicts of Interest

No conflicts of interest were declared.

A3. Public Participation

There was no public participation.

A4. Minutes for Confirmation: Policy & Finance Committee 31 October 2012

P&F RESOLVED (P&F2012/43) that the minutes of the Policy and Finance Committee meeting held on 31 October 2012 be received and confirmed as true and correct.

(Moved Cr Riddell/Seconded Cr Robertson)

Carried

A5. Action Items from 31 October 2012

P&F RESOLVED (P&F2012/44) to receive the action items from 31 October 2012.

(Moved Cr Gray/Seconded Cr Sexton)

Carried

A6. Minutes for Receipt: Risk & Audit Committee 18 October 2012

Council discussed the establishment of a fraud risk register and internal audit controls.

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

P&F RESOLVED (P&F2012/45):

1. To receive the Risk and Audit Working Party minutes from 18 October 2012.
(Moved Cr Napier/Seconded Cr Davies) Carried
2. Action 737: Organise for the GWRC water race report by Mike Hewison to be circulated to councillors once it has been finalised; P Crimp

B Reports

B1. Mayor's Discretionary Fund

P&F RESOLVED (P&F2012/46):

1. To receive the information.
2. To rescind the Mayor's Discretionary Fund Policy.
(Moved Mayor Staples/Seconded Cr Robertson) Carried

B2. Council and Committees Policy

P&F RESOLVED (P&F2012/47):

1. To receive the information
2. To adopt the amended Council and Committees Policy.
(Moved Cr Napier/Seconded Cr Jephson) Carried

C Finances

Councillors' considered the finances and the Group Manager Corporate Support discussed variances to budget, rates debtors and the schedule of investments.

P&F RESOLVED (P&F2012/48):

1. To receive the financial report for the four months ended 30 November 2012.
(Moved Cr Craig/Seconded Cr Riddell) Carried
2. Action 738: Circulate a current rate debtors report to councillors; P Crimp
3. Action 739: Provide WINZ with SWDC rates direct debit forms and ask them to encourage their clients to utilise this service; P Crimp

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