



POLICY AND FINANCE COMMITTEE MEETING

MINUTES – 16 May 2012

Present: Mayor Adrienne Staples (Chairperson), councillors Dean Davies, Mike Gray, Brian Jephson, Viv Napier, Julie Riddell, Solitaire Robertson 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 12:55pm and 1:50pm.

A Preliminary Matters

A1. Apologies

P&F RESOLVED (P&F2012/17) to accept apologies from Cr Sexton.

(Moved Cr Stevens/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 4 April 2012

P&F RESOLVED (P&F2012/18) that the minutes of the Policy and Finance Committee meeting held on 4 April 2012 be received and confirmed as true and correct.

(Moved Cr Napier /Seconded Cr Robertson)

Carried

A5. Action Items from 4 April 2012

P&F RESOLVED (P&F2012/19) to receive the action items report from 4 April 2012.

(Moved Cr Riddell /Seconded Cr Jephson)

Carried

A6. Risk and Audit Working Party Notes

The Group Manager Corporate Support tabled the Risk and Audit Working Party notes and clarified points of interest.

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&F2012/20):

1. To receive the tabled Risk and Audit Working Party notes.
(Moved Cr Craig/Seconded Cr Davies) Carried
2. Action 286: Progress getting an engineers report on the safety of the Martinborough Library building with the building owner; CEO

B Reports

B1. Terms of Reference for SWDC Focus Groups

Councillors considered the report and discussed whether the focus group topics also required fine-tuning. Councillors agreed that planning at a strategic level should be undertaken by full Council.

P&F RESOLVED (P&F2012/21):

1. To receive the information and adopt the Terms of Reference.
(Moved Cr Napier/Seconded Cr Stevens) Carried
2. To create a Transport Focus Group with Cr Gray as chair.
(Moved Mayor Staples/Seconded Cr Robertson) Carried
3. To merge the Waste Water and Water Supply and Water Races Focus Groups with Cr Sexton appointed as chair.
(Moved Cr Stevens/Seconded Cr Gray) Carried
4. Action 287: Fill membership on the Transport Focus Group; Cr Gray

C Financial Statements

The Group Manager Corporate Support spoke to the 31 March 2012 financial reports and answered councillors' questions regarding reserve contributions by developers.

P&F RESOLVED (P&F2012/22):

1. To receive the financial reports to 31 March 2012.
(Moved Mayor Staples /Seconded Cr Stevens) Carried

Confirmed as a true and correct record

.....(Mayor)

.....(Date)

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