



# POLICY AND FINANCE COMMITTEE MEETING MINUTES

10 August 2016

- Present:** Mayor Adrienne Staples (Chair), Councillors Margaret Craig, Dean Davies, Brian Jephson, David Montgomerie, Viv Napier, Julie Riddell, Colin Olds, Solitaire Robertson and Max Stevens.
- In Attendance:** Michael Roera (Maori Standing Committee Chair), Paul Crimp (Chief Executive), Murray Buchanan (Planning and Environment Group Manager), Kim Whiteman (Policy and Reporting Manager) 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 11:55am and 12:15pm.

## 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 29 June 2016

*P&F RESOLVED (P&F2016/24)* that the minutes of the Policy and Finance Committee meeting held on 29 June 2016 be received and confirmed as a true and correct record.

*(Moved Cr Davies/Seconded Cr Jephson)*

Carried

### A5. Policy and Finance Committee Action Items

*P&F RESOLVED (P&F2016/25)* to receive the action items report.

*(Moved Cr Stevens/Seconded Cr Robertson)*

Carried

### A6. Risk and Audit Minutes 21 June 2016

*P&F RESOLVED (P&F2016/26)* to receive the Risk and Audit Minutes of 21 June 2016.

*(Moved Cr Craig/Seconded Cr Napier)*

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. Policy Reviews**

*P&F RESOLVED (P&F2016/27):*

1. To receive the information.  
*(Moved Cr Napier/Seconded Cr Riddell)* Carried
2. To adopt the Health and Safety Policy.  
*(Moved Cr Jephson/Seconded Cr Stevens)* Carried
3. To adopt the Remuneration Policy.  
*(Moved Cr Montgomery/Seconded Cr Craig)* Carried
4. To adopt the Risk Policy.
5. Action 495: Correct the first paragraph of the purpose statement of the Risk Policy; P Crimp

**C Finances**

Mr Crimp stated that no financial report was available and that annual report preparation was being advanced.

**Confirmed as a true and correct record**

.....**(Mayor)**

.....**(Date)**

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