

FINANCE AND AUDIT COMMITTEE

MINUTES: of a meeting of the Finance and Audit Committee which commenced at 9.02 a.m. in the Committee Room, Centreway Road, Orewa on Wednesday, 20 February 2008.

PRESENT: Penny Webster - Mayor
Crs Grev Walker (Chairperson)
Ross Craig
John Kirikiri

IN ATTENDANCE: Director Finance and Business (Kevin Ramsay)
Treasury Manager (Peter Jamieson)
Democracy Services Manager (Ellen Barrett)

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94/02/08 APOLOGIES AND ANNOUNCEMENTS
AGENDA ITEM NO. 1

The Director Finance & Business (Kevin Ramsay) apologised for the absence of the Council's Finance Manager (Morna Macfarlane), who was involved with the urgent preparation of the Draft Annual Plan 2008/2009 document.

95/02/08 REQUESTS FOR CONSIDERATION OF URGENT ITEMS
AGENDA ITEM NO. 2

There were no requests for consideration of urgent items.

20 February 2008

96/02/08 **APPOINTMENT PROCESS FOR INDEPENDENT COMMITTEE MEMBER**
FILE REF AB/25/1; CF/1/1
AGENDA ITEM NO. 3

During the discussion on this item it was agreed that the table shown on page 5 of the agenda item, to be used during the selection process, should be amended as follows (deletions struck through, additions underlined):

| Score | Rating |
|--------------|--|
| 0 | No evidence |
| 1 | Minimal evidence |
| 2 | Little <u>Some</u> evidence |
| 3 | Some <u>Considerable</u> evidence |
| 4 | High degree of evidence |
| 5 | Extensive evidence |

It was also agreed that the rating for the *Financial Experience* of those being assessed for the position should be at least 4 or 5, and that an additional meeting of the committee should take place early in March to consider the expressions of interest received.

Webster/Kirikiri

- (a) **That the update on the appointment process for an independent committee member be received.**
- (b) **That, with the amendments indicated above, the schedule of criteria contained within the agenda item be used to assess the candidates expressing an interest for the position of independent committee member.**
- (c) **That a confidential meeting of the Finance and Audit Committee take place at 9.00 a.m. on Wednesday, 5 March to consider the expressions of interest received for the position.**

Carried

97/02/08 **AREAS AND ISSUES FOR FUTURE DISCUSSION**
FILE REF CF/1/1
AGENDA ITEM NO. 4

9.34 a.m. Transport Planning Manager (Bill Horne) in attendance.

The discussion on this item focussed on the need for members to better understand the complexity of major projects, including direct and indirect costs, and the way in which costs attributable to them were reflected in the budget. It was suggested that analysing major projects already undertaken, such as Matua Road and the Warkworth Town Centre, would provide a worthwhile review of processes and a clearer indication of the cost of providing certain services. It was agreed that the programme for the future work of the committee should include analysis of:

- financial delegations to staff
- an overview of costs
- an overview of resourcing costs
- a review of major projects
- the contract tender process
- a review of the Council's quarterly report format.

Kirikiri/Craig

That a programme be developed of areas to be reviewed by the Finance and Audit Committee, with issues being added as they arise.

Carried

9.43 a.m. Transport Planning Manager (Bill Horne) retired from the meeting.

Policy Planner (Angela Goodwin) in attendance.

98/02/08 PROGRESS REPORT ON IMPLEMENTATION OF COMMITTEE DECISIONS

FILE REF CF/1/1

AGENDA ITEM NO. 5

Webster/Craig

That the information be received.

Carried

99/02/08 PUBLIC EXCLUDED
AGENDA ITEM NO. 6

Webster/Kirikiri

That the public be excluded from the following parts of the proceedings of this meeting, namely:

Minute No(s) 100/02/08

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Grounds under section 48(1) for the passing of this resolution |
|---|--|--|
| Committee Membership | The disclosure of information would not be in the public interest because of the greater need to protect the privacy of natural persons, including that of deceased natural persons (section 7(2)(a) Local Government Official Information and Meetings Act 1987). | That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6 or section 7 (except section 7(2)(f)(i) of the Act). (section 48(1)(a) Local Government Official Information and Meetings Act 1987.) |

Carried

The meeting closed at 10.01a.m.

CONFIRMED AS A TRUE AND CORRECT RECORD THIS 27TH DAY OF MARCH 2008

MAYOR

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20 February 2008

CONFIDENTIAL