

# **REPORT OF THE FINANCE & POLICY COMMITTEE MEETING HELD AT 10.25AM ON WEDNESDAY 16 SEPTEMBER 2015 AT THE MEMORIAL HALL SUPPER ROOM, ESPLANADE, KAIKOURA.**

**PRESENT:** Councillor J Howden (Chair), Councillors T Blunt, J Diver, G Harmon, C Mackle, D Millton, D Morgan.

**IN ATTENDANCE:** S Grant (Chief Executive Officer), S Syme (Committee Secretary), S Poulsen (Finance Manager).

**APOLOGIES:** Mayor W Gray.  
***Moved by Councillor Mackle, seconded by Councillor Millton and resolved that apologies be accepted.***

## **1. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS**

1. Chief Executive Officer Appointment Policy (Councillor Blunt)  
Councillor Diver advised Finance and Policy was not the correct forum for this matter to be raised and recommended if the matter was to be dealt with as urgent business that the item be dealt with at least in public excluded as there was also a workshop to be held at the end of the meeting.

## **2. FINANCE REPORTS**

The first payment of \$625,000 was made to the Canterbury District Health Board in August. The accounts showed an operating deficit of \$277,000 with the bulk of it due to the payment for the new health facility. Councillor Harmon advised he understood Council would not be required to pay anything until the project was completed. The Chief Executive Officer advised when the timetable for payment had been discussed it was indicated payment would be required in December 2015 however all other funding had been exhausted. Council was making monthly payments according to the payment schedule received which should reduce the impact of interest.

The Civic Centre project had topped \$5million however there was another insurance loss adjustment to be made. To date \$238,000 had been written off and it was expected the second write off would be the same with more to follow. It was requested the amount be shown as accumulating in the current year.

It was noted forestry assets had reduced by the amount received for the sale of the Clarence forest and the value of properties for sale had decreased due to the sale of the Pynes building.

***Moved by Councillor Howden, seconded by Councillor Millton and resolved that the Finance Report, Statement of Financial Position, Statement of Financial Performance, Corporate Services Budget Report and Library Report be received.***

## **3. URGENT BUSINESS**

**Chief Executive Officer Appointment Policy**

Councillor Blunt felt all Councillors would like to take full part in the appointment of the new Chief Executive Officer and he wanted full Council to have an opportunity to view the curriculum vitae of applicants and be part of the shortlisting down to interview stage. Councillor Blunt advised he had requested the terms of reference for the Chief Executive Officer Performance Review Committee and there was very little and nothing with regard to the Chief Executive Officer Appointment Committee. Councillor Blunt advised he had spoken to a representative of Sheffield Consulting and they had advised there was no reason why full council could not interview all 9 candidates which had been shortlisted if it wished.

Councillor Morgan advised she had asked for the item to be included on the agenda however Councillor Diver had chosen to schedule a workshop. Councillor Blunt advised his primary concern was that decisions could not be made at workshops and the Chief Executive Officer appointment process was already in motion.

***Moved by Councillor Blunt, seconded by Councillor Millton that full Council view the curriculum vitae's for the 9 shortlisted applicants for the Chief Executive Officer role and be involved in shortlisting and final selection.***

**Discussion:**

The Chief Executive Officer outlined the process for making a decision on an item which had been raised as urgent business and also the process as set out in Council's Code of Conduct. Councillor Diver felt the matter should have been discussed in a public excluded workshop with no staff present and an extraordinary meeting could be called when necessary. Councillor Harmon enquired where it was logical that full Council would interview 9 people.

***The motion was put and carried. A division was called.  
For: Councillors Blunt, Howden, Mackle, Millton, Morgan.  
Against: Councillors Diver, Harmon.***

***There being no further business the meeting closed at 11.12am***