



**Report 05.70**

1 February 2005

File: E/06/24/02

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**Minutes of the Meeting of the Planning and Monitoring Sub-Committee held in the Wellington Regional Council Committee Room, 142 Wakefield Street, Wellington on Tuesday, 1 February 2005 at 9.30am**

**Present**

Councillors Aitken (Chairperson), Buchanan, Kirton, McDavitt and Wilde

**Officers Present**

Messrs Allard and Darroch

**Public Business**

**Procedural Items**

PMS 01     **Apologies**

*Resolved*

*(Cr Buchanan /Cr McDavitt)*

*That the apology from Councillor Kirton, for lateness, be confirmed.*

PMS 02     **Public Participation**

There were no members of the public who wished to participate in the meeting.

## Matters for Consideration

PMS 03      **Areas for Consideration by this Sub-committee and Indicative Timetable**

### **Report 05.17**

File E/06/24/01

Mr Turfrey, Chief Financial Officer, was present for this item.

A copy of a letter dated 25 January 2005 to Mr Harris, Chief Executive, about audit engagement from Audit New Zealand was tabled and circulated.

Also a copy of a letter dated 25 January 2005 to Councillor Buchanan, Chairman, Greater Wellington Regional Council from Audit New Zealand about Greater Wellington Regional Council's audit for the year ended 30 June 2004 was tabled and circulated.

### **Auditing of the 2006/16 LTCCP**

Councillor Kirton arrived at 9.50am.

Members noted as follows:

- (1) Following the recent changes to the Local Government Act the Office of the Auditor General (OAG) is now required to audit Council's 10 year plan.
- (2) The 10 year plan will next be reviewed in 2006.
- (3) OAG see value in regular meetings with members for input in developing standards to assist in the audit.
- (4) OAG wish to discuss proposed standards with members at the next meeting of the Subcommittee on 3 May 2005.
- (5) An OAG discussion paper will be available to members before the 3 May 2005 meeting.
- (6) The Council's auditor will be providing an opinion on the proposed LTCCP in February/March 2005 that will be released in the public domain as part of the draft 2006/16 LTCCP.

### **2005 Annual Report**

Members noted OAG wished to meet with the Subcommittee before Council signed off the Annual Report this year.

Following discussion Mr Turfrey will produce a discussion paper for the next meeting suggesting a timetable and process for a detailed review of the Annual Report by the Sub-committee in advance of the Report coming to council.

## **Treasury Management Policy Compliance**

Mr Allard will include a list of headings for the next meeting.

### **Risk**

Mr Allard said he will report on a comprehensive risk profile with headings for the next meeting.

### **Research and Monitoring**

Mr Allard said there will also be a paper for the next meeting on 'Research and Monitoring' with suggestions on monitoring the efficacy of the various Council programmes.

*Resolved to Recommend to Policy, Finance & Strategy (Cr Buchanan/Cr Wilde)*

- (1) Recommend to Council the amendment of the Council timetable to include a meeting of this Sub-committee on 11 October 2005.*
- (2) Note the intended use of the meetings of 3 May, 6 September and 6 December 2005 for the purpose of discussing with the Audit representatives their audit of the LTCCP 2006/16 and such other matters as may be timely for consideration.*
- (3) Note that a schedule of reviews (based on a prioritised listing) addressing the risks that might face the organisation will be drawn up in consultation with the relevant officers for consideration by the Sub-committee.*
- (4) Confirm the expectation that it is appropriate for matters related to policy and legislative compliance and research and monitoring relevant to the success of the performance of the Council functions will be appropriate to be addressed at this Sub-committee.*
- (5) Note that a standing item at each meeting of the sub-committee will be an opportunity for the Audit representatives to have discussions with the Sub-committee members in the absence of officers.*

## **PMS 04 Proposed Communications Research Strategy**

### **Report 05.7**

File: CM/16/05/02

Mr Cutler and Helen Wood, Communications, were present for this item.

Also Jude Varcoe and Dorothy Roberts, TNS Wellington, were also present for this item.

*Resolved*

*(Cr McDavitt/Cr Wilde)*

(1) *That the Report be received and contents noted.*

*Resolved to Recommend to Policy, Finance & Strategy (Cr McDavitt/Cr Wilde)*

(2) *That the appropriateness of the proposed research be agreed.*

**PMS 05 Inquiry into the 2004 Local Authority Elections**

**Report 05.21**

File: E/01/04/01

Dr Hastie and Amy Norrish were present for this item.

Members gave oral comments on the 18 conclusions of the LGNZ Submission on the Justice and Electoral Committee Inquiry into the 2004 Local Authority elections.

Councillor Aitken said this gave a guide to officers in preparing Greater Wellington's submissions to the Electoral Commission and the Local Government Commission.

*Resolved to Recommend to Policy, Finance & Strategy (Cr Wilde/Cr Buchanan)*

*That the Greater Wellington Regional Council make its own submission to the Electoral Commission and the Local Government Commission on electoral arrangements and representation*

Draft copies of the Submission will be available to Councillors before they are released into the public domain.

Councillor Aitken thanked members and officers for their input into today's meeting.

**PMS 06 General**

The next meeting will be held on 3 May 2005.

The meeting closed at 11.20am.

Cr J E AITKEN  
Chairperson

Date: