

**CITY OF PALMERSTON**

**Minutes of the Governance and Organisation Committee Meeting  
held in Council Chambers, Civic Plaza, Palmerston  
On Wednesday, 28 January 2015 at 8:47am**

**Audio Disclaimer**

An audio recording of this meeting will be made for minute taking purposes as authorised by City of Palmerston Policy MEE3 Recording of Meetings, available on Council's Website.

**1. PRESENT**

**Elected Members:** Alderman Andrew Byrne (Chair)  
Alderman Seranna Shutt  
Deputy Mayor Heather Malone

**Staff:** Ricki Bruhn, Chief Executive Officer  
Ben Dornier, Director of Corporate & Community Services  
Emily Buchanan, Minute Secretary  
Silke Reinhardt, Finance Manager

**Gallery:**

**2. APOLOGIES**

Alderman Bunker – Apology  
Alderman Carter – Apology

**ACCEPTANCE OF APOLOGIES AND LEAVE OF ABSENCE**

Moved: Deputy Mayor Malone  
Seconded: Alderman Shutt

THAT the apologies received by Alderman Bunker and Alderman Carter be received and granted.

**CARRIED GOC/0155 – 28/01/2015**

**3. DEPUTATIONS / PRESENTATIONS**

Nil

**4. REPORTS OF OFFICERS**

**4.1. New Financial Policies FIN22, FIN23, FIN24**

**GOC/0075**

Moved: Alderman Shutt  
Seconded: Deputy Mayor Malone

1. THAT the Committee receives Report Number GOC/0075.

**CARRIED GOC/0156 – 28/01/2015**

Moved: Alderman Shutt  
Seconded: Deputy Mayor Malone

2. THAT Council approves FIN22 Grant Income Policy, with reporting to take place quarterly and the policy to be adjusted accordingly.
3. THAT Council approves FIN23 Credit Card Policy, with the formal dispute process with the bank being the responsibility of finance and the policy to be adjusted accordingly.
4. THAT Council approves FIN24 Chart of Accounts Policy.

**CARRIED GOC/0157 – 28/01/2015**

**4.2. Review Financial Delegation Policy FIN07**

**GOC/0076**

Moved: Alderman Shutt  
Seconded: Deputy Mayor Malone

THAT the Committee receives Report Number GOC/0076.

**CARRIED GOC/0158 – 28/01/2015**

**4.3. Expression of Interest Insurance Services**

**GOC/0077**

Moved: Alderman Shutt  
Seconded: Deputy Mayor Malone

1. THAT the Committee receives Report Number GOC/0077.

**CARRIED GOC/0159 – 28/01/2015**

**4.3. Expression of Interest Insurance Services (continued)**

**GOC/0077**

Moved: Alderman Shutt  
Seconded: Deputy Mayor Malone

2. THAT the GOC Committee be the assessing body for any EOI or tender process for insurance, and that officers seek quotes from any appropriate insurance advisor.
3. THAT the Chair of the GOC Committee be authorised to liaise with staff regarding Council's future insurance requirements.
4. THAT Council approves the release of the Expression of Interest Insurance Services document

**CARRIED GOC/0160 – 28/01/2015**

**5. CONFIDENTIAL REPORTS**

Nil

**6. CLOSURE**

Meeting closed at 9:43am

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(Chair)