Mayor and Councillors
COUNCIL

27 JUNE 2019

Meeting Status: **Public Excluded**

Purpose of Report: For Decision

APPOINTMENT OF INDEPENDENT MEMBER TO THE AUDIT AND RISK COMMITTEE

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
APPOINTMENT OF INDEPENDENT MEMBER TO THE AUDIT AND RISK COMMITTEE (PP-19-804)	Section 7(2)(a) – to protect the privacy of natural persons.	Section 48(1)(a) - 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.

PURPOSE OF REPORT

1   This report asks Council to appoint Bryan Jackson to the Audit and Risk Committee as an independent member.

DELEGATION

2   The Council has the authority to consider this matter.

BACKGROUND

3   The Committee's composition is two independent members, the Mayor and four Councillors. One of the independent members, Warwick Tuck, resigned on 7 November 2018, with effect from 31 May 2019. The other independent member, Gary Simpson, is appointed until 31 August 2021.

4   On 24 January 2019 the Council agreed to the appointment of an independent external member with full voting rights to the Audit and Risk Committee in the current triennium for a term of three years from the date of the appointment.

5   A selection panel comprising the Chief Executive, the Mayor, the Chair and Deputy Chair of the Audit and Risk Committee were delegated the authority to manage the recruitment for Council approval.

ISSUES AND OPTIONS

Recruitment Process

6   An advertisement for the appointment was place in the Kāpiti Observer on 7 and 14 March 2019. Interested parties were invited to submit their CV and a covering letter.

7   Two applications were received. The selection panel assessed the applications and narrowed this down to a preferred candidate for interview. Bryan Jackson was invited for interview on 13 June 2019.

8   Following the interview, the selection panel confirmed Bryan Jackson as the preferred candidate and his appointment to the Audit and Risk Committee is hereby submitted to Council for its approval.

CONSIDERATIONS

Policy considerations

9   There are no policy considerations. If Council approves the appointment the Governance Structure and Delegations document will be amended accordingly.

Legal considerations

10   There are no legal considerations.

Financial considerations

11   Independent members are entitled to be paid $190 for every meeting that they attend. The Audit and Risk Committee meets at least on a quarterly basis or as required and so the financial impact is approximately $1,520 per annum, which can be met within existing budgets.

Tangata whenua considerations

12   There are no tangata whenua considerations.

13   Te Whakaminenga o Kāpiti were briefed on the vacancy and recruitment process.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

14   This matter has a low level of significance under Council's Significance and Engagement Policy.

Publicity

15   If the Council approves the appointment the decision will be released from public excluded session at the appropriate time.

RECOMMENDATIONS

16   That the Council approves the appointment of Bryan Jackson as an independent member of the Audit and Risk Committee, with full voting rights, with effect from 1 July 2019 to 1 July 2022.

17   That the resolution and report PP-19-804 'Appointment of Independent Member to the Audit and Risk Committee' minus Appendix 1, are released from public excluded business.

Report prepared by	**Approved for submission**	**Approved for submission**
Leyanne Belcher	Mark de Haast	Janice McDougall
Democracy Services Manager	**Group Manager Corporate Services**	**Group Manager People and Partnerships**

ATTACHMENTS

Appendix 1   CV Bryan Jackson

Appendix 2   Extract from Governance and Delegations document, detailing the role, composition and responsibilities of the Audit and Risk Committee