



VISION: We will be a vibrant, dependable and clean city where services are delivered innovatively and effectively.
MISSION: To provide effective operations of the city through collaboration of members, management and staff.

**City Hall, Hamilton
Finance Committee
13 December 2018
10.00am**

Present: Councillor Dennis Tucker, JP (Chair)
Rt. Wor. Charles Gosling, JP
Councillor John Harvey, MBE, JP
Councillor Lawrence Scott, JP

In Attendance: Tanya Iris - Acting Secretary/Treasurer
Patrick Cooper - City Engineer
Lindell Foster - HR Manager
Siobhan Fubler - Deputy Treasurer

Apologies: Councillor Henry Ming

1. Confirmation of Notice:

The Acting Secretary confirmed that the appropriate notices of the meeting and agenda were duly given according to the meeting guide.

2. Role of the Chairman:

Councillor Dennis Tucker confirmed his role as the Chairman.

3. Open Meeting:

The Chairman called the meeting to order at 10:00 am.

4. Apologies:

The Acting Secretary confirmed that apologies had been received from Councillor Henry Ming.

5. Public Participation/Presentation:

There was no public participation/presentation.

6. Correspondence:

(i) An email was received from Mr. Nathan Kowalski, Associate Member of the Finance Committee, dated 15 November 2018, tendering his resignation due to an increase in his work commitments. On behalf of the Committee, the Chairman accepted Mr. Kowalski's resignation and formally thanked him for his efforts and input over many years. The Chairman hoped that he would continue to be available to the COH for his expertise, should the need arise.

ACTION: Write a letter to Nathan Kowalski's accepting his resignation, thanking him for his input over many years and hoping that he would continue to be available to COH should the need arise. **(Acting Secretary)**

7. Minutes of Previous Finance Committee Meeting dated 15 November 2018:

Proposed: Councillor J. Harvey

Seconded: Councillor L. Scott

The Minutes of the meeting were accepted as read.

8. Matters arising from the Previous Finance Committee Meeting dated 15 November 2018:

(i) **Security at City Hall.** The City Engineer presented to the Infrastructure Committee Meeting on 12 December 2018. The City Engineer said that trenching and ducting had been laid for the two (2) locations of three (3) cameras in the private car park area. The poles and cameras would be installed within the next few weeks. The City Engineer said that security at the front of City Hall would be dealt with separately. He noted that \$100,000 was reserved in the budget for CCTV cameras and digital storage. He said this could provide four (4) CCTV cameras costing between \$5,000 to \$10,000 each. He explained that the rest of the budget would pay for the cost of storage and linking the cameras to the storage system. Councillor Harvey asked how much storage would be needed to make the CCTV coverage of greatest benefit. The City Engineer said that the storage covered two weeks before being written over. Councillor Harvey said that perhaps this should be doubled and asked what the cost would be. The Chairman said that this project needed to be completed as soon as possible, with the highest standard of equipment to cover surveillance of City Hall and its surroundings. Also, sufficient lighting needed to be considered. Councillor Harvey said that City Hall should be seen to have the best CCTV system.

The Mayor joined the meeting at 10.07 am.

The Mayor asked if the storage system is accessible to the Police. The City Engineer said that it was not, however, clips of incidents can be edited and sent to the Police, as had happened in other areas around the City.

9. Status Updates:

Financial Report - October 2018: The Chairman asked the Deputy Treasurer to highlight items in the report.

Revenue:

- **Car Parks:** Had exceeded the same period last year although not over budget.
- **Street Parking:** There had been a significant decrease.
- **Wharfage:** Continues to exceed both budget and prior year.

Expenses:

- **Health insurance:** Over budget but in line with last year.
- **Legal Fees:** Negative balance for the month due to the return of funds from KPMG.

Water: The concerns were being addressed by the City Engineer.

Bank Service Charges: These were over budget by \$35,000. The Treasurer said that online bank charges with Butterfield Bank cost 25c per transaction and this would increase to 50c per transaction from 1 January 2019. Also, there had been an increase in the number of transactions with Butterfield Bank. It was noted that HSBC do not currently charge for transactions. The Mayor suggested gradually making deposits and transactions with HSBC to see if there would be a significant decrease in bank charges. The Treasurer said that the bank used is usually the same as the customer's bank.

Street Parking: The Mayor noted that over 4554 parking tickets that had been collected this year. He said this information needed to be published to inform the public that parking tickets are being issued and it was up to drivers to make sure they pay for parking before incurring the \$75 penalty charge. The City Engineer said that this amount was only a fraction of what was actually being issued, eg, if three (3) traffic wardens issue 40 tickets a day over five (5) days a week, the annual revenue would be \$1.5m. If the COH were collecting \$500k this year, this would be only 25% of the tickets. The other 75% of tickets remain with the Traffic Court awaiting process. The Mayor said that the COH must have proper control of the parking revenue. The Treasurer said that the statistics are available to her from the Government system. Councillor Harvey suggested incentives be given to the Traffic Wardens to increase the amount of parking tickets issued.

ACTION: Write a letter to the Traffic Court, signed by the Mayor, to say how many tickets have been issued in 2018, that only approximately 25% of the tickets have been paid and that the COH were awaiting the outstanding revenue from the remaining 75%. Whilst understanding that the Traffic Court can only process a limited amount of parking tickets, the backlog is unacceptable. Perhaps the Court would consider a dedicated Magistrate for the COH periodically to keep the amount of outstanding parking ticket revenue to a minimum. **(Acting Secretary)**

10. **Recommendations for Review:**

There were no Recommendations for review.

11. **Any Other Business:**

12. **Motion to Move to a Restricted Session**

Proposed: Councillor L. Scott

Seconded: Councillor J. Harvey

The Public Session closed at 10.45 am.