



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
Staff, Legislative & Governance Committee
19 June 2018
10:00am

Present: Councillor Henry Ming (Chair)
Rt. Wor. Charles Gosling, JP

In Attendance: Tanya Iris - Treasurer (Acting Secretary)
Lindell Foster - HR Manager

Apologies: Councillor Lawrence Scott
Patrick Cooper - City Engineer

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1. **Confirmation of Notice:** The Acting Secretary confirmed that the notice periods were met in accordance with the new meeting guidelines.
 2. **Role of the Chairman** - Councillor Henry Ming was acknowledged as the Chair. He was chairing the meeting in Councillor Larry Scott's stead.
 3. **Open Meeting** - Councillor Henry Ming opened the meeting at 10:00am.
 4. **Apologies** - Apologies were received from Councillor Larry Scott and Patrick Cooper, the City Engineer.
 5. **Public Participation/Presentation:**

There was no public participation/presentation.
 6. **Correspondence:**

There was no correspondence for review.

7. **Minutes of Previous Meeting dated 22 May 2018:**

Proposed: Mayor, Charles Gosling

Seconded: Councillor H. Ming

The Minutes were accepted as read.

8. **Matters arising from Previous Meeting dated 22 May 2018:**

(i) **Send a sample of the policy for the Committee to review in the context of what was seen in the video presentation and to see what would be required:** Action item completed.

9. **Status Update:**

Current Litigation/Legislation: There was nothing to report.

11. **Recommendations for Review:**

RECOMMENDATION: That the Board approve Acting Pay to be awarded to members of the Management Team at levels: Middle Management, Senior Management and the Executive.

The Acting Secretary advised that this Recommendation was approved at the last Staff, Legislative & Governance Committee meeting but was not included at the last Council meeting so had not been approved at Council level.

12. **Any Other Business:**

(i) **PIPA - Draft Data Protection Policy:** This Policy was sent out for review.

(ii) **Review and Comments - Anti-Bribery and Anti-Corruption Policy:** This Policy was sent out for comments and if there were any concerns. It was noted that Siobhan Fubler, Deputy Treasurer would be acting as the Compliance Officer. She would be outsourcing the finalization of the Policy to KPMG or another entity. An update would be provided. No comments had been received from Council Members to date.

(iii) **Review and Comments - Whistleblower Policy:** This Policy was sent out and would be included with the Anti-Bribery Policy. It would be encompassed with that Policy when it was outsourced.

(iv) **Bahamas Visit:** The Mayor commented on a group visiting from the Bahamas next week. There were several matters they wished to discuss. He had reached out to Tim Marshall to see if he would assist with some of the questions that they had posed. They were looking at examining and sharing knowledge about the principles, fundamentals of local democracy and good governance including local government and public access to information. Also, decentralization, evolution, delegation and de-concentration. They had reached out to the CoH in the first instance, but the Mayor would ask if they would want an introduction to the Minister. The group is due to arrive next week Wednesday 20 June 2018 after 11:00am.

13. Motion to Move to a Restricted Session:

Proposed: Mayor, Charles Gosling

Seconded: Councillor H. Ming

There were no further matters to be discussed.

The Public Session closed at 10:10am.