

MINUTES

TITLE: Corporate Services Committee
DATE: Thursday 13 November 2008
TIME: 9.30 am
VENUE: Tasman Council Chambers, 189 Queen Street, Richmond
PRESENT: Crs T B King (Chair), R G Currie, N Riley, J L Inglis, B F Dowler, B W Ensor, G A Glover, S J Borlase, J L Edgar, T E Norriss
IN ATTENDANCE: Corporate Services Manager (M W Staite), Accounting Manager (R Holden), Information Services Manager (P Darlington), Rates Officer (A Campbell), Executive Assistant (V M Gribble)

APOLOGIES

Moved Crs Edgar/Norriss
FN08/11/01

THAT apologies for absence from Mayor R G Kempthorne, Crs M J Higgins, S G Bryant and E J Wilkins be sustained.
CARRIED

1 PUBLIC FORUM

1.1 R Hellyer

Mr Hellyer spoke about comments from Motueka Community Board Chair regarding rates raised from Motueka Ward being spent in the Ward, a Moutere water meeting and difficulties in obtaining some plants for road reserve planting.

1.2 Evolution 09

Mr Paaka, teacher at Motueka High School spoke in support of Evolution 09 which will be a fundraising event to build a marae complex on the school grounds. He said 20% of the school students are Maori. He asked the Committee to support a request about the noise environment at the event which will exceed the permitted levels in the TRMP.

Mrs McLeod, school Board member, spoke in support of Evolution 09 which is a four-day event being held at Sports Park Motueka between 7 and 10 January 2009 and asked the Committee to allow the event to go ahead.

Mrs Cleaver addressed the noise issue. The bands will not be playing after 11.00 pm. They are planning to use hay bales for noise management.

The group was advised that a meeting has been arranged for Tuesday 18 November 2008 to discuss the issues.

2 CONFIRMATION OF MINUTES

2.1 Communications Subcommittee – 24 September 2008

**Moved Crs Borlase/Edgar
FN08/11/02**

THAT the minutes of the Communications Subcommittee meeting held on 24 September 2008 containing resolutions numbered FN08/09/01 to FN08/09/07 be approved.

CARRIED

2.2 Corporate Services Committee – 2 October 2008

**Moved Crs Ensor/Norriss
FN08/11/03**

THAT the minutes of the Corporate Services Committee meeting held on 2 October 2008 containing resolutions numbered FN08/10/01 to FN08/10/18 be approved.

CARRIED

2.3 Audit Subcommittee – 9 October 2008

**Moved Crs Borlase/Glover
FN08/11/04**

THAT the minutes of the Audit Subcommittee meeting held on 9 October 2008 containing resolutions numbered FN08/10/19 to FN08/10/23 be approved.

CARRIED

2.4 Council Enterprises Subcommittee – 15 October 2008

**Moved Crs Riley/Glover
FN08/11/05**

THAT the minutes of the Council Enterprises Subcommittee meeting held on 15 October 2008 containing resolutions numbered FN08/10/24 to FN08/10/34 be approved.

CARRIED

3 REPORTS

3.1 Corporate Services Committee Chair

Cr King spoke to his report contained in the agenda which commented on revised district valuations, 2007/2008 Annual Report, and LTCCP work.

**Moved Crs Glover/Riley
FN08/11/06**

**THAT the Corporate Services Committee Chairperson's report dated 6 November 208 be received.
CARRIED**

3.2 Corporate Services Manager

Mr Staite spoke to his report contained in the agenda.

3.2.1 Corporate Services Staff

The Corporate Services staff attended the meeting and had morning tea with the Committee.

3.2.2 Disaster Funds

A report will be presented to the Corporate Services Committee in the new year on the disaster fund accounts which will also address criteria for use of the general disaster fund.

3.2.3 District Revaluation

Mr Brendon Bodger from Quotable Value will attend the full Council meeting on 17 December 2008 to discuss the district revaluation.

**Moved Crs Glover/Borlase
FN08/11/07**

**THAT the Corporate Services Manager's report dated 4 November 2008 be received.
CARRIED**

3.3 Financial Report

Accounting Manager, Mr R Holden, was in attendance to present his report contained in the agenda.

3.3.1 Annual Report

Mr Holden advised that the 2007/2008 Annual Report will be available in three mediums; traditional bound copy, posted on Council's web site and on compact disc.

**Moved Crs Currie/Ensor
FN08/11/08**

**THAT the Financial Report dated 4 November 2008 be received.
CARRIED**

3.4 Information Services Update Report

Information Services Manager, P Darlington, was in attendance to present his report which was contained in the agenda.

3.4.1 Regional Broadband

It is expected the exchange will be active by December 2008.

3.4.2 Rural Addressing

A feature in Newline will reiterate the importance of residents using the new addresses.

3.4.3 Information Services Disaster Recovery Plan

It is hoped to have the update of the plan completed by mid-December 2008.

**Moved Crs Inglis/Edgar
FN08/11/09**

**THAT the Information Services report dated 4 November 2008 be received.
CARRIED**

3.5 Rates Penalties Process

Accounting Manager, R Holden and Rates Officer, A Campbell, were in attendance for discussion on the report included in the agenda that updated Council on its rate collection process.

**Moved Crs Norriss/Glover
FN08/11/10**

**THAT the Rates Penalties Process report dated 4 November 2008 be received.
CARRIED**

3.6 Community Board Mileage Reimbursement

Mr Staite spoke to the report that was contained in the agenda. The report considered revised rules for reimbursing community board members for the use of a private motor vehicle.

**Moved Crs Norriss/Edgar
FN08/11/11**

THAT Option 3, being the Manukau rules amended by the insertion of the word “will” (instead of “may”) and the addition of the following clauses, be recommended to the Remuneration Authority.

- a) Attends a formal council or committee meeting on community board business (such as in order to make a submission on behalf of the Board);
 - b) Attends national and zone community board meetings and conferences;
 - c) Attends agenda setting meetings of the community board.
- CARRIED**

4 ACCOUNTS FOR PAYMENT

Moved Crs Borlase/Norriss
FN08/11/12

THAT the accounts for August and September 2008 be received.
CARRIED

5 RESOLUTION TO EXCLUDE THE PUBLIC

Moved Crs Ensor/Currie
FN08/11/13

THAT the public be excluded from the following parts of the proceedings of this meeting:

**Port Nelson Director Fees
Combined Shareholders Report
Human Resources Update**

The general subject of the matter while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for passing this resolution are as follows:

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	
5.1	Port Nelson Director Fees	Good reason to withhold exists under section 7	Section 48(1)(a)	
5.2	Combined Shareholders Report	Good reason to withhold exists under section 7	Section 48(1)(a)	
5.3	Appointment of Directors	Good reason to withhold exists under section 7	Section 48(1)(a)	
5.4	Human Resources Update	Good reason to withhold exists under section 7	Section 48(1)(a)	

This resolution is made in reliance on Section 48(1)(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item		
5.1	Protection of the privacy of natural persons	Section 7(2)(a)
5.2	Enable Council to carry on without prejudice or disadvantage commercial negotiations.	Section 7(2)(i)
5.3	Protection of the privacy of natural persons	Section 7(2)(a)
5.4	Protection of the privacy of natural persons	Section 7(2)(a)

CARRIED

(Refer to Confidential Minute book, resolutions numbered FN08/11/14 to FN08/11/18).

**Moved Crs Riley/Glover
FN08/11/19**

THAT open meeting be resumed and the resolutions passed in committee be confirmed in open meeting, except for FN08/11/15.

CARRIED

**Moved Crs Borlase/Edgar
FN08/11/14**

THAT Cr T E Norriss be appointed Chair for discussion on Port Nelson Directors Fees.

CARRIED

**Moved Crs Norriss/Glover
FN08/11/17**

THAT:

- a) the Combined Shareholders Meeting Updated report dated 4 November 2008 be received;**
- b) the Minutes of a meeting of the Combined Shareholders meeting held on 20 October 2008 be received.**

CARRIED

Moved Crs Edgar/Borlase

FN08/11/18

**THAT the Human Resources Manager's report dated 3 November 2008 be received.
CARRIED**

The meeting concluded at 12.33 pm.

Chair:

Date: