

# MINUTES

**TITLE:** Corporate Services Committee  
**DATE:** Thursday 25 November 2010  
**TIME:** 9.30 am  
**VENUE:** Council Chamber, 189 Queen Street, Richmond.

**PRESENT:** Cr T B King (Chair), Mayor R G Kempthorne,  
Crs T E Norriss, E J Wilkins, J L Inglis, N Riley, S G Bryant,  
G A Glover, J L Edgar, B W Ensor, B F Dowler, Z S Mirfin,  
K Maling, M Bouillir

**IN ATTENDANCE:** Corporate Services Manager (M W Staite), Strategic  
Development Manager (S Edwards), Information Services  
Manager (P Darlington), Executive Assistant (V M Gribble)

## PIKE RIVER TRAGEDY

The Committee stood in silence as a mark of respect for the 29 men who lost their lives in the Pike River Mining tragedy.

### 1 CONFIRMATION OF MINUTES

#### 1.1 Joint Shareholders Committee – 30 July 2010

Moved Crs Norriss/Wilkins  
FN10-11-20

**THAT** the minutes of the Joint Shareholders Committee meeting held on 30 July 2010 be received.

**CARRIED**

### 2 RESOLUTION TO EXCLUDE THE PUBLIC

Moved Crs Glover/Maling  
FN10-11-21

**THAT** the public be excluded from the following part(s) of the proceedings of this meeting.

#### Rate setting matters

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Rate setting matters	Good reason to withhold exists under section 7	Section 48(1)(a)

**This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interests protected by Section 6 or 7 of the 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:**

<b>Reason to withhold information under Section 6 or 7</b>	<b>Section</b>
To enable Council to carry on without prejudice or disadvantage, commercial negotiations	Section 7(2)(i)

**CARRIED**

(Refer to Confidential Minute book, resolution numbered FN10-11-22)

**Moved Crs Norriss/Enzor  
FN10-11-23**

**THAT public meeting be resumed.  
CARRIED**

### **3 REPORTS**

#### **3.1 Chair – RFN10-11-08**

Cr King spoke to his report contained in the agenda.

**Moved Crs King/Edgar  
FN10-11-24**

**THAT:**

- a) the Chair's Report, RFN10-11-08, be received by the Corporate Services Committee; and**
- b) condolences be sent to Grey District Council and Pike River Mining Company acknowledging the loss of the 29 men in the Pike River Mining tragedy.**

**CARRIED**

#### **3.2 Corporate Services Manager – RFN10-11-02**

Mr Staite spoke to his report which was contained in the agenda.

Mayor Kempthorne left the meeting at 10.08 am.

Cr Mirfin left the meeting at 10.22 am.

Cr Ensor left the meeting at 10.33 am.

**Moved Crs Glover/Norriss  
FN10-11-25**

**THAT the Corporate Services Committee receives the Corporate Services Manager's report RFN10-11-02, dated 12 November 2010.  
CARRIED**

### **3.3 Annual Plan 2011- 2012 Timeline – RFN10-11-07**

Strategic Development Manager, Susan Edwards, was in attendance to speak to the report which provided Councillors with the timeline for the preparation of the Annual Plan 2011 – 2012 for their information.

It was requested that more time be set aside around the 24 February 2010 Council meeting.

**Moved Crs Edgar/Riley  
FN10-11-26**

**THAT the Corporate Services Committee receives the contents of the Annual Plan 2011 – 2012 Timeline Report – RFN10-11-07 for the preparation of the Annual Plan 2011 – 2012.  
CARRIED**

Cr Ensor returned to the meeting at 10.58 am.

### **3.4 Information Services – RFN10-11-03**

Information Services Manager, P Darlington, was in attendance to present his report which updated the Committee on the latest activities and projects in the Information Services section. Mr Darlington gave a demonstration of the new website [www.topofthesouthmaps.co.nz](http://www.topofthesouthmaps.co.nz) which will be made available to the public early December 2010.

**Moved Crs Edgar/Wilkins  
FN10-11-27**

**THAT the Corporate Services Committee receives the Information Services Update – RFN10-11-03.  
CARRIED**

### **3.5 Website Progress Update – RFN10-11-04**

Mr Darlington spoke to the report contained in the agenda which updated the Corporate Services Committee on issues raised following the Council website launch in August 2010.

**Moved Crs Glover/Riley  
FN10-11-28**

**THAT the Corporate Services Committee receives the Website Progress Update –  
RFN10-11-04.  
CARRIED**

### **3.6 Port Nelson Ltd : Statement of Corporate Intent**

Cr King declared an interest, vacated the chair and left the room.

Cr Glover took the chair.

Mr Staite spoke to the report contained in the agenda which sought Committee approval of the Port Nelson Ltd Statement of Intent for 2010 – 2011. Mr Staite advised that he will be inviting Port Nelson Ltd to come to a future meeting of Council which would provide an opportunity for Councillors to ask questions.

**Moved Crs Norriss/Inglis  
FN10-11-29**

**THAT the Corporate Services Committee approves for signing the Port Nelson Ltd Statement of Intent for 2010 – 2011, subject to it also being approved for signing by the Nelson City Council.  
CARRIED**

## **4 ACCOUNTS FOR PAYMENT**

**Moved Crs Norriss/Wilkins  
FN10-11-30**

**THAT the Corporate Services Committee approves the September 2010 and October 2010 accounts for payment.  
CARRIED**

Cr King returned to the meeting and took the Chair.

## **5 RESOLUTION TO EXCLUDE THE PUBLIC**

**Moved Crs Norriss/Glover  
FN10-11-31**

**THAT the public be excluded from the following part(s) of the proceedings of this meeting.**

### **Health and Safety**

**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:**

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Health and Safety Report	Good reason to withhold exists under section 7	Section 48(1)(a)

**This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interests protected by Section 6 or 7 of the 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:**

<b>Reason to withhold information under Section 6 or 7</b>	<b>Section</b>
To enable Council to protect the privacy of natural persons	Section 7(2)(a)

**CARRIED**

(Refer to Confidential Minute book resolution number FN10-11-32)

**Moved Crs Glover/Wilkins  
FN10-11-33**

**THAT open meeting be resumed.  
CARRIED**

The meeting concluded at 11.45 am.

Date Confirmed:

Chair: