

MINUTES	MEETING	TIME
OPERATIONS AND FINANCE COMMITTEE	THURSDAY, 11 MAY 2017	10.04AM

Minutes of a meeting of the **Operations and Finance Committee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday, 11 May 2017**, commencing at 10.04am.

PRESENT	Cr	A	Buswell	Deputy Chair
	Cr	M	Benton	
	Cr	M	Cardiff	
	Cr	J	Cootes	
	Mayor	K	Gurunathan	
	Cr	J	Holborow	Deputy Mayor
	Cr	J	Howson	
	Cr	D	Scott	
	Cr	F	Vining	
	Ms	A	Ellison	Māori Representative
ATTENDING	Mr	P	Dougherty	Chief Executive
	Mr	K	Currie	Group Manager Regulatory Services
	Mr	S	Mallon	Group Manager Infrastructure Services
	Mr	W	Maxwell	Group Manager Corporate Services
	Mr	M	Pedersen	Group Manager Community Services
	Ms	S	Stevenson	Group Manager Strategy & Planning
	Mr	T	Begovich	Waikanae Community Board
	Mr	P	Edwards	Paekākāriki Community Board
	Mr	B	Pepperell	WREMO
	Mr	S	Dray	WREMO
	Mr	T	Creighton	Corporate Monitoring Officer
	Mr	M	de Haast	Chief Financial Officer
	Mrs	J	Nock	Executive Secretary, Corporate Services
	Ms	S	Foss	Business Development Manager
	Ms	D	Andrew	Organisational Development Manager
Leave of Absence	Cr	M	Scott	Chair
Apologies:	Cr	J	Elliott	
	Mr	G	Burns	Paraparaumu/Raumati Community Board
	Ms	S	Warwick	Ōtaki Community Board

OFC 17/05/021

WELCOME

The Chair welcomed everyone to the meeting and declared the meeting open.

OFC 17/05/022

WHAKATAU

Council's Kaumātua Te Maipi (Koro Don), joined the meeting to welcome Ann-Maree Ellison, newly appointed Māori representative, to the Operations and Finance Committee and read the Council Blessing.

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OFC 17/05/023

(a) **Apologies**

MOVED (Buswell/Vining)

Apologies were received from Cr Jackie Elliott, Guy Burns and Shelley Warwick and Cr D Scott for leaving early.

CARRIED

It was noted that Cr M Scott was on leave of absence.

(b) **Declarations of Interest Relating to agenda items.**

There were no declarations of interest relating to agenda items.

Philip Edwards gave his thanks to Members and staff on their concerns and good wishes for himself and his partner and advised that Nġawikikiriki was making good progress.

OFC 17/05/024

PUBLIC SPEAKING TIME

Dale Evans

Mr Evans asked if a Māori representative had voting rights at a full Council meeting and it was confirmed they did not.

Mr Evans asked whether Government's Auditors were aware of Council's financial position and it was confirmed they were.

OFC 17/05/025

MEMBERS' BUSINESS

(a) Public Speaking Time Responses.
All responses had been responded to.

(b) Leave of Absence

MOVED (Cootes/Holborow)

That leave of absence be granted to Cr M Benton for 15-16 May to attend a Conference and Cr D Scott for 6-13 June 2017.

CARRIED

(c) Matters of an Urgent Nature.
There were no matters of an urgent nature.

Cr D Scott left the meeting at 10.16am.

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OFC 17/05/026

PRESENTATION: Civil Defence – Wellington Region Emergency Management Office (WREMO)

Bruce Pepperell, Regional Manager and Group Controller gave a presentation showing a brief summary of Civil Defence around the Region.

Mr Scott Dray, Senior Advisor, Community Resilience, gave a brief summary on Community Response Plans.

It was clarified that:

- Raumati and Paraparaumu had their own individual Community Response Plans and discussions were also taking place with the local iwi; and
- WREMO was working on pontoons to help support operations at the Port of Wellington.

Cr Cootes left the meeting at 10.44am and returned at 10.46am.

The Mayor thanked Mr Pepperell for all his sterling work with WREMO and wished him well in his future endeavours. Mr Pepperell gave his thanks to the Council for their help.

OFC 17/05/027

ACTIVITY REPORT: 1 January to 31 March 2017 (SP-17-189)

The report was taken as read and Terry Creighton, Monitoring Officer gave a presentation showing a brief summary of the Activity Report.

Group Managers and Officers spoke to their activities and key results and responded to Members' questions.

It was confirmed that staff were working on a Business Continuity Management System Corporate that included a Policy and a Plan that would help the Council to continue working in key areas in emergency situations. The final document would be included in a future meeting of the Audit & Risk Committee.

Members congratulated staff on:

- the completion of the Ōtaki Stormwater pump station and the Kapiti Road/Arawhata Road intersection upgrades;
- receiving additional subsidy from NZTA for emergency roading repairs;
- the Coastlands Aquatic Centre Platinum Award; and
- improvements in the Animal Management area

The meeting adjourned at 11.44am and reconvened at 12.01am.

MOVED (Vining/Mayor)

That the Operations and Finance Committee notes the status of the projects in the Summary List of Projects (Appendix A) and the performance results for the third quarter of 2016/17 contained in the Activity Reports attached as Appendix B to this Report SP-17-189.

CARRIED

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OFC 17/05/028

FINANCIAL REPORT TO 31 MARCH 2017 (Corp-17-181)

The report was taken as read and Mark de Haast, Chief Financial Officer gave a presentation showing a brief summary of the Financial Report and responded to Members' questions.

It was reiterated that Council is audited by the Office of the Auditor General (OAG) each year. The OAG appointed Ernst & Young to conduct these audits on their behalf. Each year, the Council's Annual Report is subject to a full audit by Ernst & Young and contains their audit opinion on behalf of the OAG.

It was confirmed that a graph showing debt issuance costs (fixed versus floating) would be included in future financial reports.

MOVED (Benton/Vining)

That the Operations and Finance Committee notes the actual financial performance and position of Council for the nine months ended 31 March 2017 as contained in this report (Corp-17-181).

CARRIED

OFC 17/05/029

RATES REMISSION FOR CONSERVATION PURPOSES (CS-17-179)

The report was taken as read and Rob Cross, Programme Manager Biodiversity, responded to Members' questions.

MOVED (Benton/Holborow)

That the Operations and Finance Committee approves the amounts of rates remission to the properties set out in Attachment 2 to report CS-17-179 in accordance with Council's Policy for Rates Remission for Land Protected for Natural or Cultural Conservation Purposes.

CARRIED

OFC 17/05/030

CONTRACTS UNDER DELEGATED AUTHORITY (Corp-17-182)

The report was taken as read.

MOVED (Cardiff/Holborow)

That the Operations and Finance Committee notes there was one contract accepted under delegated authority over \$250,000 for the period 1 January to 31 March 2017.

CARRIED

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OFC 17/05/031

CONFIRMATION OF MINUTES: 23 February 2017

MOVED (Benton/Cootes)

That the minutes of the Operation and Finance Committee meeting held on 23 February 2017 be adopted as a true and correct record.

CARRIED

OFC 17/05/032

PUBLIC SPEAKER TIME: for items not on the agenda

Mike Alexander

Mr Alexander spoke about his ideas on how the Council and local businesses could improve their finances by arranging local bush walks and safaris. It was suggested he also discuss his ideas with local iwi.

The Operations and Finance Committee meeting closed at 1.13pm.

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Chairperson

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Date