

MINUTES	MEETING	TIME
OPERATIONS AND FINANCE COMMITTEE	THURSDAY, 21 FEBRUARY 2019	10.00AM

Minutes of a meeting of the **Operations and Finance Committee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday, 21 February 2019**, commencing at 10.00 am.

PRESENT:	Cr	M	Scott	Chair
	Cr	A	Buswell	Deputy Chair
	Cr	M	Benton	
	Cr	M	Cardiff	
	Cr	J	Cootes	
	Mayor	K	Gurunathan	
	Cr	J	Holborow	Deputy Mayor
	Cr	F	Vining	
	Cr	J	Howson	
	Cr	J	Elliott	
	Ms	A	Ellison	Māori Representative
ATTENDING:	Mr	W	Maxwell	Chief Executive
	Mrs	J	McDougall	Group Manager People & Partnerships
	Mr	S	Mallon	Group Manager Infrastructure Services
	Ms	N	Tod	Group Manager Regulatory Services
	Mr	M	De Haast	Group Manager Corporate Services
	Mr	J	Jefferson	Group Manager Place & Space
	Mr	G	Burns	Member, Paraparaumu/Raumati Community Board
	Mr	P	Edwards	Chair, Paekākāriki Community Board
	Ms	S	Warwick	Member, Ōtaki Community Board
	Ms	A	Law	Parks & Recreation Manager
	Mr	T	Creighton	Corporate Monitoring Officer
	Ms	J	Straker	Chief Financial Officer
	Mr	I	Littleworth	Libraries and Arts Manager
	Ms	J	Murray	Democracy Services Coordinator
	Ms	L	Belcher	Democracy Services Manager
LEAVE OF ABSENCE:	Cr	D	Scott	
APOLOGIES:	Mr	T	Begovich	Member, Waikanae Community Board

OFC 19/02/158

WELCOME

The Chair welcomed everyone to the meeting, declared the meeting open and read the Council blessing.

OFC 19/02/159

(a) **Apologies**

MOVED (Buswell /Benton)

That apologies be accepted from Tonchi Begovich and from Shelly Warwick for lateness.

CARRIED

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

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

There were no declarations of interest relating to agenda items.

OFC 19/02/160

PUBLIC SPEAKING TIME – for items relating to the agenda

There were no public speakers.

OFC 19/02/160

PUBLIC SPEAKING TIME – for items relating to the agenda

There were no public speakers.

OFC 19/02/161

MEMBERS' BUSINESS

(a) Public Speaking Time Responses.

No responses required.

(b) Leave of Absence

There was no leave of absence.

(c) Matters of an Urgent Nature.

There were no matters of an urgent nature.

The Chair thanked Annette McLaughlin for the support provided to Elected Members in her role of the Democracy Services Advisor. Ms McLaughlin, who would be leaving Kāpiti Coast District Council this week and heading to the United Kingdom, was presented with flowers and a gift by Mayor Gurunathan on behalf of members.

Shelley Warwick arrived at 10.08am

RIVER RECHARGE

The Chair invited Sean Mallon and Martyn Cole to speak to a presentation 'River recharge with ground water' and answer members' questions.

Members were interested to know if it would be possible to understand the cost of power for the recharge.

Cr Benton left at 10.46am and returned at 10.47am.

Cr Holborow left at 10.46 and returned at 10.49am

Members were advised there had been two largely administrative changes to consents. A third change to consents had been driven by adaptive management. This change related to the removal of some coastal stream sites that were not providing valuable information.

Staff were thanked for their presentation.

OFC 19/02/162

ACTIVITY REPORT: 1 OCTOBER TO 31 DECEMBER 2018 (Corp-19-729)

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Terry Creighton spoke to the report and gave a presentation showing a brief summary of the second quarter Activity Report.

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

With regard to carbon energy management members discussed that a petition is expected in the near future asking the Council to aim to be carbon neutral by 2025. The Chief Executive advised that the abatement curve needs to be revisited and a view taken on what can both improve the Councils carbon footprint and reduce costs. Given the current green line strategy, he observed, this will be a challenging area.

Members were advised that:

- There will be a briefing to Council on the Arts Trail. There may be some tweaks and minor improvements made but there is no planned reorganisation of the Arts Trail.
- Discussions being undertaken with Greater Wellington Regional Council on a broader scale around forestation are looking promising.
- The economic development strategy refresh is progressing and is going back to the drafting group on Friday 22 February 2019. The next phase will involve work with an industry cluster group.
- There would be a discussion with Councillors about a review of the funding arrangements for major events.
- Work is currently being undertaken to work through with i-site staff and stakeholders what future service delivery offerings will be and where they will be delivered from.
- Discussions that staff are having with developers indicate that the Council is likely, during the year, to receive several significant subdivision developments seeking consent.

Staff were thanked for fantastic feedback received by members about the Ōtaki Pool and for free swim spaces having been made available.

Cr Elliott left at 11.28am and returned at 11.38am

Staff committed to responding to Cr Cootes about the removal of the Ōtaki page from the Council website and about the future of the Economic Update.

Cr Benton left at 11.53am and returned at 12.20pm

The meeting broke for morning tea at 11.55am and resumed at 12.09pm.

Staff were congratulated on positive results on the rating for the handling of alcohol and food applications.

It was noted that as a result of the holiday period some records were not entirely up to date regarding regulatory services related compliments and complaints when the reports were compiled in terms of compliments and complaints. There were several additional compliments and one additional complaint that were received in quarter two. This data would be updated in the next report.

Cr Vining left the meeting at 12.30pm and returned at 1.05pm

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The meeting broke for lunch at 12.37pm and resumed at 1.05pm

MOVED (Buswell/Cardiff)

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 second quarter of 2018/19 contained in the Activity Reports attached as Appendix B to this Report CORP-19-729.

CARRIED

OFC 19/02/163

FINANCIAL REPORT TO 31 DECEMBER 2018 (Corp-19-707)

Jacinta Straker spoke to the report and answered members' questions.

Members acknowledged the hard work by the finance team in order to keep to the direction that Councillors had given.

MOVED (Vining /Elliott)

That the Operations and Finance Committee notes the actual financial performance and position of the Council for the year ended 31 December 2018 as contained in this report (Corp-19-707).

CARRIED

OFC 19/02/164

OPERATIONS AND FINANCE FORWARD AGENDA PROGRAMME (PP-19-730)

The report was taken as read. The Chair requested the Review of Treasury Management Policy be included in a future agenda before the end of the year.

MOVED (Gurunathan /Buswell)

That the Operations & Finance Committee receives this report PP-19-730 and notes the attached Operations and Finance Committee forward agenda programme.

CARRIED

OFC 19/02/165

CONTRACTS UNDER DELEGATED AUTHORITY (Corp-19-731)

The report was taken as read.

MOVED (Benton/Holborow)

That the Operations and Finance Committee notes there were three contracts accepted under delegated authority over \$250,000 for the period 1 October to 31 December 2018.

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CARRIED

OFC 19/02/166

CONFIRMATION OF MINUTES: 15 November 2018

MOVED (Cardiff/Buswell)

That the minutes of the Operations and Finance Committee meeting held on 15 November 2018 be adopted as a true and correct record.

CARRIED

OFC 19/02/167

PUBLIC SPEAKING TIME: for items not on the agenda.

There were no public speakers.

OFC 19/02/168

PUBLIC EXCLUDED RESOLUTION

MOVED (Gurunathan/Benton)

That the Operations and Finance Committee move into a Public Excluded meeting:

PUBLIC EXCLUDED RESOLUTION

That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public (with the exception of Community Board representatives) now be excluded from the meeting for the reasons given below, while the following matters are considered:

- **Confirmation of Public Excluded minutes – 15 November 2018**

The general subject of each matter to be considered, while the public are 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 the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution
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Confirmation of Public Excluded minutes - 15 November 2018	<p>Section 7(2)(a) – to protect the privacy of natural persons.</p> <p>Section 7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members or officers or employees of any local authority ... in the course of their duty.</p>	<p>Section 48(1)(a) - that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</p>
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The Operations and Finance Committee moved into a public excluded session at 1.51pm
The Operations and Finance Committee came out of a public excluded session at 1.57pm.
The Operations and Finance Committee meeting closed at 1.58pm.

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Chairperson

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Date