

| MINUTES                      | MEETING                  | TIME    |
|------------------------------|--------------------------|---------|
| CORPORATE BUSINESS COMMITTEE | THURSDAY, 8 OCTOBER 2015 | 10.05AM |

Minutes of a meeting of the **Corporate Business Committee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday, 8 October 2015**, commencing at 10.05am.

|                   |       |   |            |  |
|-------------------|-------|---|------------|--|
| PRESENT:          | Cr    | G | Welsh      | Chair                                      |
|                   | Cr    | D | Ammundsen  |  |
|                   | Cr    | M | Bell       | Deputy Chair                               |
|                   | Cr    | M | Cardiff    | Deputy Mayor                               |
|                   | Cr    | J | Elliott    |  |
|                   | Cr    | P | Gaylor     |  |
|                   | Cr    | K | Gurunathan |  |
|                   | Cr    | D | Scott      |  |
|                   | Cr    | M | Scott      |  |
|                   | Mr    | R | Spratt     | Māori Representative                       |
| ATTENDING:        | Mr    | P | Dougherty  | Chief Executive                            |
|                   | Mr    | K | Currie     | Group Manager Regulatory Services          |
|                   | Ms    | T | Evans      | Group Manager Community Services           |
|                   | Mr    | W | Maxwell    | Group Manager Corporate Services           |
|                   | Mr    | S | McArthur   | Group Manager Strategy & Planning          |
|                   | Mr    | K | Black      | Manager, Planning & Corporate Reporting    |
|                   | Mr    | T | Creighton  | Corporate Monitoring Officer               |
|                   | Mr    | M | de Haast   | Financial Controller                       |
|                   | Ms    | A | Kenna      | Media Relations Manager                    |
|                   | Ms    | F | Vining     | Chair, Paraparaumu/Raumati Community Board |
|                   | Mr    | P | Edwards    | Chair, Paekākāriki Community Board         |
|                   | Mr    | J | Cootes     | Chair, Otaki Community Board               |
|                   | Mrs   | J | Lloyd      | Member, Waikanae Community Board           |
|                   | Ms    | C | Papps      | Ōtaki Community Board                      |
|                   | Miss  | A | McLaughlin | Democracy Services Advisor                 |
|                   | Mrs   | J | Nock       | Executive Secretary, Corporate Services    |
| Leave of Absence: | Cr    | J | Holborow   |  |
| Apologies:        | Mayor | R | Church     |  |

CBC 15/10/84

## **WELCOME**

The Chair apologised for the late start, welcomed everyone to the meeting, declared the meeting open and read the Council Blessing.

CBC 15/10/94

### (a) **Apologies**

#### **MOVED (M Scott/Ammundsen)**

**That an apology be accepted from Mayor Ross Church.**

#### **CARRIED**

It was noted that Cr J Holborow was on leave of absence.

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

There were no declarations of interest relating to agenda items.

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CBC 15/10/95

**PUBLIC SPEAKING TIME**

Trevor Daniel, on behalf of Greypower, questioned:

- (a) operating costs and funding depreciation
- (b) satisfaction survey, particular stormwater being under budget
- (c) community services costs of swimming pools and halls; and
- (d) rates rebates and customer satisfaction with Council staff.

Mr Dale Evans questioned:

- (a) unrealised gain/losses;
- (b) operating Deficit;
- (c) assets;
- (d) current debt;
- (e) external member of the Audit and Risk Subcommittee; and
- (f) profitability of Coastlands Aquatic Centre.

CBC 15/10/96

**MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses.

Mr Daniel

- (a) it was confirmed that Kāpiti Coast District Council (KCDC) had the 4th lowest costs and it did include depreciation;
- (b) some projects were under budget due to delays on start time;
- (c) if more detail was required then KCDC's quarterly report, showed a more detailed level of performance and activities;
- (d) Mr Daniel was thanked for his positive comments.

Mr Evans

- (a) regular reports to the Corporate Business Committee and Audit & Risk Subcommittee showed derivatives were re-valued to the current market price at any given time. The Council did not gamble on the market and averaged their rates over time;
- (b) the Council did not budget for unrealised gains/losses as the market could not be predicted;
- (c) land under roads accounted for \$733 million of Council's assets;
- (d) as at September 2015 external debt was \$140 million and no rates went to debt; operating surplus would be used to fund debt;
- (e) the appointment of Mr Tuck was advertised in the local media and the interview panel consisted of the Mayor, Chief Executive and Chair of the Corporate Business Committee. The fee was \$150 per meeting and it was standard best practice for external members to have voting rights; and
- (f) 25% of the Pools operating costs were covered by user charges and 75% by rates.

*Mr James Cootes left the meeting at 10.24am*

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(b) Leave of Absence

**MOVED (M Scott/Ammundsen)**

**That the Corporate Business Committee grants Jill Lloyd leave of absence from 26-30 Nov 2015**

**CARRIED**

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

CBC 15/10/97

**DRAFT ANNUAL REPORT TO 30 JUNE 2015 (SP-15-1714)**

Kevin Black, Manager, Corporate Planning and Reporting and Mark de Haast, Financial Controller gave a presentation showing a summary of the draft Annual Report.

Members discussed the report and staff responded to their questions.

Congratulations were given to everyone involved in Energise Ōtaki and the planting of 20,000 eco-sourced plants, as it was agreed they were both worthwhile initiatives.

*Philip Edwards left the meeting at 11.12am and returned at 11.15am*

**MOVED (Cardiff/Ammundsen)**

**That the Corporate Business Committee considers the draft Annual Report 2014/15 (see Appendix 1) and recommends, subject to any final changes from audit, the Annual Report be adopted by Council on 15 October 2015.**

**That the Corporate Business Committee delegates to the Mayor, Chair of Corporate Business Committee and Chief Executive the authority to approve minor editorial changes to the material contained in the appendix to SP-15-1714 prior to publication.**

**CARRIED**

*Cr Cardiff left the meeting at 11.18am and returned at 11.20am*

CBC 15/10/98

**COUNCIL'S DEBT MATURITY PROFILE (Corp-15-1717)**

Wayne Maxwell, Group Manager Corporate Services gave a presentation showing a summary of the Council's Debt Maturity Profile.

Members gave their appreciation and thanks to staff on giving their knowledge and clear understanding to this Committee.

**MOVED (M Scott/Ammundsen)**

**That the Corporate Business Committee notes the proposed approach to rebalance the risk of the Council's debt maturity profile.**

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**That the Corporate Business Committee notes that PricewaterhouseCoopers and the Local Government funding Agency support the proposed approach.**

**CARRIED**

The meeting was adjourned at 11.43am and reconvened at 11.54am

CBC 15/10/99

**RESIDENT OPINION SURVEY 2015 - OVERVIEW (SP-15-1665)**

Kevin Black spoke to the report.

It was commented that a positive response had been received from the community on the Council's Road Safety and Transport programmes.

**MOVED (Gaylor/D Scott)**

**That the Corporate Business Committee notes the results of the Resident Opinion Survey provided in Appendix 3 which includes a breakdown of results at both the district and community board level.**

**CARRIED**

CBC 15/10/100

**AUDIT AND RISK SUBCOMMITTEE MINUTES; 6 August 2015 – for information only**

CBC 15/10/101

**CONFIRMATION OF MINUTES: 13 August 2015**

**MOVED (Gaylor/Welsh)**

**That the minutes of the Corporate Business Committee meeting held on 13 August 2015 be adopted as a true and correct record.**

**CARRIED**

**Matters Under Action**

The Corporate Business Committee meeting closed at 12.04pm

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Chairperson

.....  
Date