

MINUTES	MEETING	TIME
CORPORATE BUSINESS COMMITTEE	THURSDAY, 29 MARCH 2012	10.00AM

Minutes of a meeting of the **Corporate Business Committee**, held in the Kāpiti Community Centre, Pak 'n' Save Hall, Ngahina Street, Paraparaumu on **Thursday, 29 March 2012**, commencing at 10.00am.

PRESENT: Cr R Church (Chair)
 Cr D Ammundsen
 Cr R Booth
 Cr P Ellis
 Cr P Gaylor
 Cr K Gurunathan
 Cr T Lester
 Cr T Lloyd
 Cr H Wooding

ATTENDING: Mrs L Jensen (Chair, Paraparaumu/Raumati Community Board)
 Ms J Holborow (Paekākāriki Community Board)
 Mr J Cootes (Ōtaki Community Board)
 Ms Q Rikihana (Te Whakaminenga o Kāpiti)
 Mr P Dougherty (Chief Executive)
 Ms T Evans (Group Manager Community Services)
 Dr G Ferguson (Group Manager Strategy & Partnerships)
 Mr S Mallon (Group Manager Infrastructure Services)
 Mr W Read (Group Manager Finance)
 Mrs J Nock (Executive Secretary, Finance)

LEAVE OF ABSENCE Cr M Cardiff

CBC 12/3/102
WELCOME

The Chair welcomed everyone and declared the meeting open.

CBC 12/3/103
APOLOGIES

MOVED (Lester/Lloyd)

That an apology be accepted from Mayor Jenny Rowan.

CARRIED

CBC 12/3/104
30 MINUTES PUBLIC SPEAKING TIME

Dale Evans

Mr Evans spoke on behalf of the Stormwater Action Group and their concerns regarding the effects of the Titoki Stream which flows under the Links Apartments in Paraparaumu Beach and asked that his questions be responded to through the Official Information Act. (paper was tabled).

MINUTES	MEETING	TIME
CORPORATE BUSINESS COMMITTEE	THURSDAY, 29 MARCH 2012	10.00AM

Mr Evans then spoke on behalf of the Kapiti Open Forum and their concerns regarding the tip fees at the Transfer Station (paper was tabled).

Mr Evans advised there was an ongoing problem with the public dumping their waste material throughout the District and felt that the reason was because the tipping fees at the Transfer Station were too high.

Mr Evans asked:

- a) does Council have a solution to this problem; and
- b) does the profit from the second hand shop at the Transfer Station go to help the ratepayers?

Mr Evans suggested a 'free day' twice a month, similar to an eDay where the public can dump their electronic junk for free.

The Chair advised Mr Evans that his questions regarding the Links Apartment would be dealt with through the Official Information Act.

Cr Gaylor reminded Mr Evans that he still had not given the number of members associated with the Kapiti Open Forum after requesting this on two previous occasions and also clarified that it was the number of members that had been requested not names of members.

Cr Gaylor also reminded Mr Evans that he still had not given evidence of his statement "ratepayers were leaving our District because of the levels of rates set by this Council and they were going north".

Cr Ellis suggested that Mr Evans make a submission to the Long Term Plan regarding the Tip Fees at the Transfer Station.

CBC 12/3/105

MEMBERS' BUSINESS

- (a) Public Speaking Time Responses.

Mr Mallon, Group Manager Infrastructure Services, advised Mr Evans that the tip fees at the Transfer Station were set by Mid-West who operate the site so the Council did not have the ability to waiver them.

In regard to his suggestion of a free day twice a month collection, Mr Mallon advised that there had been an inorganic collection organised by a private Waikanae contractor and not the Council.

- (b) Leave of Absence.
There was no request for leave of absence.
- (c) Matters of an Urgent Nature.
There were no matters of an urgent nature.

MINUTES	MEETING	TIME
CORPORATE BUSINESS COMMITTEE	THURSDAY, 29 MARCH 2012	10.00AM

- (d) Declarations of Interest Relating to Items on the Agenda.
 Cr Gurunathan declared a conflict of interest regarding the report Economic Development Service Delivery Progress (SP-12-492) and would take no part in its discussion.

CBC 12/3/106

PRESENTATION BY GROW WELLINGTON

Jeff Smith, Business Growth Manager, Kāpiti Coast explained the background of Grow Wellington including:

- a) works in conjunction with Greater Wellington Regional Council and local territorial authorities;
- b) provides support to businesses by understanding their goals for growth and helping them with support, resources and expertise; and
- c) helps to create a strong and vibrant regional economy and to make Grow Wellington attractive to world markets.

Mr Smith then explained Grow Wellington’s association with the Clean Technology Centre in Ōtaki and how they recognised the importance of an ecosystem for the region’s emerging clean technology sector to grow and as a result was a leading player in its initiative. Grow Wellington was committed to providing business support to enable product development and commercialisation, leading to uptake of the Centres clean technology companies.

Mr Smith explained that funding for Grow Wellington came from the Greater Wellington Regional Council ratepayers and funding for the Business Growth Manager came from the Regional Partnership Programme which included the New Zealand Trade Enterprise and Ministry of Science and Innovation.

Dr. Ferguson, Group Manager Strategy & Partnerships clarified that Grow Wellington had committed to maintaining the position of a Clean Technology Manager at the Clean Technology Centre.

CBC 12/3/107

MINUTES

- (a) Confirmation of Minutes – 15 February 2012
 Amendments were noted.

MOVED (Ammundsen/Lloyd)

That the minutes of the Corporate Business Committee meeting held 15 February 2012 be adopted as a true and correct record.

CARRIED

MINUTES	MEETING	TIME
CORPORATE BUSINESS COMMITTEE	THURSDAY, 29 MARCH 2012	10.00AM

(b) Matters Arising.

It was reiterated that Mr Evans had not sent through how many members there were in the Kāpiti Open Forum and also not providing evidence of his statement “ratepayers were leaving our District because of the levels of rates set by this Council and they were going north”.

(c) Matters Under Action.

Members commented on the following.

Marine Gardens

Tamsin Evans, Group Manager Community Services confirmed that Council staff and members of the Miniature Railway were continuing to work together towards an additional footpath and playground work.

The Miniature Railway Club was continuing to fundraise towards the track extension and upgrading work would start when the new track had been laid.

Cr Ellis asked whether the delay in waiting for the track to be laid would lead to additional costs on raising the level of the driveway.

The Miniature Railway Club had confirmed they expected the new track to be laid within the next month so Ms Evans would check the timing and look at costings and report back to the Committee.

Kapiti Road Traffic Lights

Cr Ellis felt that drivers were having difficulties in merging onto Rimu Road coming out of the Coastlands area and would discuss this with the Roading Asset Manager.

Blended Fuel Trial

After completion of the Blended Fuel Trial the mower is now being used by the Council and its next formal step would be reported back to the Committee including its valuation and future performance.

CBC 12/3/108

**ECONOMIC DEVELOPMENT SERVICE DELIVERY PROGRESS REPORT
(SP-12-492)**

Dr Gael Ferguson, Group Manager Strategy & Partnerships spoke to the report.

Members discussed the report and Dr Ferguson responded to questions as appropriate including comments on the following items:

- Request for Proposal (RFP) process; and
- Council’s investment and level of security.

Dr Ferguson confirmed that a more detailed report would be available to Members in early June.

MINUTES	MEETING	TIME
CORPORATE BUSINESS COMMITTEE	THURSDAY, 29 MARCH 2012	10.00AM

Zero Emissions Vehicles

The Chief Executive confirmed that the Senior Leadership Team were supportive of the proposal to convert a Council vehicle to an electric vehicle and were looking into possible options i.e. buy/lease the vehicle.

MOVED (Lester/Booth)

That the Corporate Business Committee notes the updates provided in Report SP-12-492 on:

- **contracting out the iSites and tourism support and business support activities;**
- **businesses at the Clean Technology Centre;**
- **on-going investigations into a proposal for the future development of the Clean Technology Park.**

CARRIED

CBC 12/3/109

CONTRACTS ACCEPTED UNDER DELEGATED AUTHORITY (FIN-12-493)

Warwick Read, Group Manager Finance spoke to the report.

MOVED (Lester/Wooding)

That the Corporate Business Committee notes that there were no contracts accepted under delegated authority over \$250,000 for the period 31 January to 14 March 2012.

CARRIED

CBC 12/3/110

GENERAL BUSINESS

Cr Lester commented on the charging of the Official Information Act (OIA) process and asked how much staff time had been spent on Mr Evans' requests in the last 15 months and with the frequency of the OIA's received from Mr Evans whether a charge can be made.

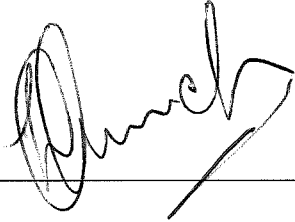
The Chief Executive explained that it was very difficult to charge for OIAs and would look into the matter on whether it would be possible to total up staff time which had been spent on Mr Evans' requests for information.

With regards to the Links Apartments and earthquake risk, Cr Gurunathan said Mr Evans was advised by the previous Mayor Alan Milne to direct his questions to the Corporate Body.

MINUTES	MEETING	TIME
CORPORATE BUSINESS COMMITTEE	THURSDAY, 29 MARCH 2012	10.00AM

Cr Wooding spoke on behalf of Elected Members and gave their thanks and appreciation to staff that helped with the Sustainable Home and Garden Show 2012 as they were aware of their huge commitment.

The meeting was closed at 11.06am



Chairperson

Date