

MINUTES	MEETING	TIME
CORPORATE BUSINESS COMMITTEE	THURSDAY, 14 AUGUST 2014	10.03AM

Minutes of a meeting of the **Corporate Business Committee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday, 14 August 2014**, commencing at 10.03am.

PRESENT:	Cr	G	Welsh	Chair
	Mayor	R	Church	
	Cr	D	Ammundsen	
	Cr	M	Bell	Deputy Chair
	Cr	M	Cardiff	Deputy Mayor
	Cr	K	Gurunathan	
	Cr	J	Holborow	
	Cr	D	Scott	
	Mr	R	Spratt	Māori Representative
ATTENDING:	Mr	P	Dougherty	Chief Executive
	Ms	T	Evans	Group Manager Community Services
	Mr	S	Mallon	Group Manager Infrastructure Services
	Mr	W	Maxwell	Group Manager Corporate Services
	Mr	S	McArthur	Group Manager Strategy & Partnerships
	Ms	S	Foss	Group Manager Regulatory Services
	Mr	K	Black	Corporate Reporting Manager
	Mr	T	Creighton	Corporate Monitoring Officer
	Mr	M	de Haast	Financial Controller
	Ms	A	Mahoney	Senior communications Advisor
	Ms	F	Vining	Chair, Paraparaumu/Raumati Community Board
	Mr	R	Kofoed	Member, Ōtaki Community Board
	Ms	A	McLaughlin	Democratic Services Advisor
	Mrs	J	Nock	Executive Secretary, Corporate Services

LEAVE OF ABSENCE Cr T Lloyd

CBC 14/08/31

WELCOME

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

CBC 14/08/32

(a) Apologies

MOVED (Mayor/Ammundsen)

That apologies be accepted by Cr Elliott, Cr Gaylor, Eric Gregory, Member of Waikanae Community Board and Christine Papps, Member of Ōtaki Community Board. Cr Lloyd was on leave of absence.

CARRIED

(b) Declarations of Interest Relating to agenda items.

There were no Declarations of Interest Relating to agenda items.

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CBC 14/08/33

30 MINUTES PUBLIC SPEAKING TIME

Graham Bathgate

Mr Bathgate and Mr Grundy, on behalf of the Raumati Station Action Group, spoke about the findings on Kris Faafoi's Report on the Raumati Railway Station Survey (paper was tabled). Comments were given on the figures and it was reiterated that Raumati residents wanted and needed a Station.

Mr Bathgate advised that Greater Wellington Regional Council had advised them that if the group provided enough evidence they may reconsider their decision to not have a station. The Chair advised that if Members required any further information from Mr Bathgate they could email him direct.

David Anton

Mr Anton, a business owner on Kapiti Road, questioned the timing of the work, the cutting off of electricity and the lack of communication from Kāpiti Coast District Council during the work around the new intersection and asked why some of the work could not be carried out during the night.

Rob Martin

Mr Martin, a business owner on Kapiti Road, stated his turnover was down from last year and the temporary sign, that had been erected for the duration of the work around the new intersection, was too small and could not be seen by the community. The timing involved in the roadworks was also questioned.

CBC 14/08/34

CONFIRMATION OF MINUTES: 15 May 2014

MOVED (Cardiff/Gurunathan)

That the minutes of the Corporate Business Committee meeting held on 15 May 2014 be adopted as a true and correct record.

CARRIED

Matters Under Action

Land Title Transfer on Tamati Place

Russell Spratt thanked staff for their information and requested further detail on its history. Also, with regard to the further mapping of Maori freehold land out areas of regional Maori significance with the District, this had still to be looked into.

Training room at Kapiti Airport

The Mayor advised that a meeting had taken place and a training course had been held. Jobs had been received, courses were continuing and a publicity plan was being looked into.

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CBC 14/08/35

MEMBERS' BUSINESS

(a) Public Speaking Time Responses.

Raumati Station

It was clarified that it was Greater Wellington Regional Council's decision as part of their Annual and Long Term Process and not Kāpiti Coast District Council.

From the Paraparaumu/Raumati Community Board's prospective they would continue to advocate as much as they could.

Intersection on Kapiti Road

Mr Mallon, Group Manager Infrastructure Services advised that, with regard to cutting off the electricity supply to businesses, this was the responsibility of Electra and if the electricity was cut off for more than 20 minutes Electra should use their own generator as back up to reduce the inconvenience to business owners.

With regard to the extended timeframe for the works, this had been due to:

- underground power being added to the project to improve the amenity to the shops
- increased width of footpath
- removal of the channel as the contractors made a mistake on position.
- redesign of the overall intersection and
- the weather had been a significant issue –

It was agreed there had been a breakdown of communication with retailers and this would be improved. Workers had been working through the night but there were restrictions with temperature when laying down the asphalt.

It was recommended that regular feedback be given to the Mayor and/or the Paraparaumu/Raumati Community Board to help improve communication.

(b) Leave of Absence

MOVED (Ammundsen/Mayor)

That leave of absence be accepted from Cr Bell for 28 August 2014.

CARRIED

MOVED (Welsh/Mayor)

That leave of absence be accepted from Cr David Scott 28 and 30 October

CARRIED

(c) Matters of an Urgent Nature.

There were no matters of an urgent nature

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CBC 14/08/36

ACTIVITY REPORT: 1 JULY 2013 TO 30 JUNE 2014 (SP-14-1265)

Kevin Black, Corporate Reporting Manager and Terry Creighton, Corporate Monitoring Officer spoke to the report and a presentation was given showing an overview of the Activity Report,

Members discussed the activities and staff responded to their questions. Some issues needed further investigation and would be followed up after the meeting or added to matters under action.

Adjourned at 11.27am reconvened 11.38am

Cr Gurunathan left the meeting at 11.53am and returned at 11.56am

Cr Bell left the meeting at 11.56am and returned at 12.00noon

Russell Spratt, Maori representative, commented that it was good to see Council communicating actively with Māori and reiterated that it was important to identify Maori assets around the area and requested Council encourage BERL to complete their report so it would be seen which Maori assets might be aggregated to work in partnership with Council.

MOVED (Scott/Holborow)

That the Corporate Business Committee notes the performance results for the 203/14 financial year contained in the Activity Reports attached as Appendix B to this Report SP-14-1254.

CARRIED

CBC 14/08/37

FINANCIAL REPORT TO 30 JUNE 2014 (Corp-14-1275)

Mark de Haast, Financial Controller spoke to the presentation showing the fourth quarter of the 2013/14 financial year. The key points of the presentation were:

- Summary of Financial Performance
- Summary of Financial Position
- Asset Revaluations Summary
- Summary of Cash Flow

It was clarified that Finance would report Council's financial position including and excluding land under road valuations.

The Chair thanked everyone for their detailed and helpful presentations.

MOVED (Ammundsen/Mayor)

That the Corporate Business Committee notes the actual financial performance and position for the twelve month period ended 30 June 2014 as contained in this report Corp-14-1275.

That the Corporate Business Committee notes the cash flows for the period ended 30 June 2014 as contained in this report Corp-14-1275.

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That the Corporate Business Committee notes the actual rates funding surplus for the period ended 30 June 2014 as contained in this report Corp-14-1275.

That the Corporate Business Committee notes the capital works programme performance, as contained in this report Corp-14-1275.

That the Corporate Business Committee notes the total rates outstanding (current and arrears) as at 30 June 2014 as contained in this report Corp-14-1275.

That the Corporate Business Committee notes Council's full compliance against its key Treasury Management Policy Limits as contained in this report Corp-14-1275.

CARRIED

CBC 14/08/38

INVESTMENT AND BORROWING REPORT TO 30 JUNE 2014 (Corp-14-1276)

Wayne Maxwell, Group Manager Corporate Service gave a brief presentation showing the current market including:

- Influences on the yield curve
- 10 year swaps
- Cost of borrowing
- Debt balance

Cr Amundsen left the meeting at 1.15pm and returned at 1.18pm

MOVED (Scott/Mayor)

That the Corporate Business Committee notes that the General, Separate and Special Fund Investments as at 30 June 2014 were 8,754,554 (\$8,110,976 as at 31 March 2014).

That the Corporate Business Committee notes that Gross Public Debt as at 30 June 2014 was \$130,146,595 (\$135,004,136 as at 31 March 2014).

That the Corporate Business Committee notes the effective average interest rate of the Council's Public Debt, after taking into account the interest rate swaps and margins as at 30 June 2014, was 5.67% (5.67% as at 31 March 2014).

CARRIED

The meeting adjourned at 1.16pm and reconvened at 1.47pm.

Cr Gurunathan and Rob Kofoed did not return to the meeting.

The Mayor read out a letter to the Principal of Paraparaumu School from the Mayor of Southern Wairarapa sending their best wishes and a speedy return to normal and their contribution of a collection of children's books to help towards the loss of their library in their recent fire.

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RESIDENT OPINION SURVEY 2014 – OVERVIEW ANALYSIS (SP-14-1247)

Kevin Black spoke to his presentation showing an overview of the Survey including:

- Overall satisfaction
- Satisfaction with Service
- Key areas for improvement
- What Next? – the survey would provide background for the 2015 Long Term Plan - look at opportunities to improve the survey for 2014/15 year - Survey informs a number of KPIs reported in the 2014/13/14 annual report.

Members requested that the next survey be carried out using community board boundaries rather than wards and this would be looked into.

Members requested that the review of lighting around toilets be looked into as a matter of urgency and it was confirmed that if there was an existing budget this could be carried out.

MOVED (Scott/Bell)

That the Corporate Business Committee notes the results of the Resident Opinion Survey provided in Appendix 4 and incorporates those results into its consideration of Activity Management Plans later this year, which will be reviewed as part of the 2015 Long Term Plan process.

That the Corporate Business Committee notes that it is intended that the approach to gathering information on Council performance will be reviewed in parallel with the 2015 Long Term Plan. This will include a review of the survey methodology, assessing alternative survey methods and refining the range of KPIs we seek to measure in this way.

CARRIED

CBC 14/08/40

CONTRACTS UNDER DELEGATED AUTHORITY (Corp-14-1198)

MOVED (Welsh/Ammundsen)

That the Corporate Business Committee notes that the one contract over \$250,000 was approved under delegated authority for the period 1 May to 31 July 2014.

CARRIED

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CBC 14/08/41

PUBLIC EXCLUDED RESOLUTION

MOVED (Welsh/Ammundsen)

That the Corporate Business Committee move into a Public Excluded meeting:

<p>That, pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public now be excluded from the meeting for the reasons given below, while the following matters are considered:</p> <ul style="list-style-type: none"> • Confirmation of Public Excluded Minutes – 15 May 2014 • Extension of Café Lease (CS-14-1269) <p>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:</p>		
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
Confirmation of Public Excluded Minutes: 15 May 2014	Section 7(2)(a) – to protect the privacy of natural persons. Section 7(2)(f)(i) – to enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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.
Extension of Café Lease	Section 7(2)(a) – to protect the privacy of natural persons. Section 7(2)(f)(i) – to enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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.

CARRIED

The meeting went into public excluded session at 2.00pm.

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The meeting came out of public excluded session at 2.33pm.

The resolution to report CS-14-1269 was released into the public arena

Request To Extend Novella Café Lease, Paraparaumu Library (CS-14-1269)

MOVED (Welsh/Holborow)

That the Corporate Business Committee give approval to extend the existing lease term with Café Novella, for the space within the Paraparaumu Library as outlined in Appendix 1 to Report CS-14-1269, by three years from 1 August 2017 with an additional right of renewal of two years. This would make the final expiry date of the lease 31 July 2022.

That this resolution be released from public excluded business.

CARRIED

The public session of the Corporate Business Committee meeting closed at 2.34pm.

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Chairperson

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Date