

MINUTES	MEETING	TIME
<b>OPERATIONS AND FINANCE COMMITTEE</b>	<b>THURSDAY, 17 MAY 2018</b>	<b>10AM</b>

Minutes of a meeting of the **Operations and Finance Committee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday, 17 May 2018**, commencing at 10am.

PRESENT:	Cr	M	Scott	Chair
	Cr	M	Benton	
	Cr	A	Buswell	Deputy Chair
	Cr	M	Cardiff	
	Cr	J	Cootes	
	Cr	J	Elliott	
	Mayor	K	Gurunathan	
	Cr	J	Holborow	Deputy Mayor
	Cr	J	Howson	
	Cr	D	Scott	
	Cr	F	Vining	
	Ms	A	Ellison	Māori Representative
ATTENDING:	Mr	S	Mallon	Acting Chief Executive
	Mr	K	Black	Acting Group Manager Strategy & Planning
	Ms	J	McDougall	Acting Group Manager Corporate Services
	Mr	M	Pedersen	Group Manager Community Services
	Ms	N	Tod	Group Manager Regulatory Services
	Mr	T	Begovich	Waikanae Community Board
	Mr	G	Burns	Paraparaumu/Raumati Community Board
	Mr	P	Edwards	Chair, Paekākāriki Community Board
	Ms	S	Warwick	Ōtaki Community Board
	Mr	T	Creighton	Monitoring Officer
	Ms	J	Straker	Chief Financial Officer
	Ms	A	Horn	Manager, Financial Accounting
	Mr	R	Cross	Programme Manager Biodiversity
	Ms	B	Griffin	Senior Policy Advisor, Strategy and Planning
	Mr	C	Pearce	Acting Manager, Corporate Planning & Reporting
	Ms	N	Williams	Research Policy and Planning Manager
	Mrs	J	Nock	Executive Secretary, Corporate Services

OFC 18/05/100

**WELCOME**

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

OFC 18/05/101

(a) **Apologies**

There were no apologies.

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

There were no declarations of interest relating to agenda items.

OFC 18/05/102

**PUBLIC SPEAKING TIME – for items relating to the agenda**

There were no public speakers

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OFC 18/05/103

**MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses.  
None 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.

OFC 18/05/104

**ACTIVITY REPORT: 1 JANUARY TO 31 MARCH 2018 (SP-18-496)**

Terry Creighton, Monitoring Officer spoke to the report and gave a presentation showing a brief summary of the third quarter Activity Report.

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

Members were advised that New Zealand Transport Agency (NZTA) had agreed to:

- fund maintenance and renewals (access and transport) for the next three years;
- fund footpath maintenance/renewals upgrades including new footpaths, giving potential for double amount of footpath work with no increase funding from the Council;
- extend the subsidy rate for LED street lights into the next financial year; and
- continue to fund Council's Road Safety Programme.

*Guy Burns arrived at 10.29am.*

Congratulations were given to the Stormwater Team for following a difficult and complex process to secure the resource consent to carry out maintenance work at Mazengarb and Wharemauku Streams tributaries. A media release was recommended to give the community the good news story.

*Cr Elliott left the meeting at 10.54am and returned at 10.58am.*

*Cr Benton left the meeting at 10.57am and returned at 11.02am.*

*Philip Edwards left the meeting at 11.06am and returned at 11.13am.*

Members were advised that strengthening work at the Paekākāriki Hall was imminent and it was hoped to be completed by the end of June 2018.

*Guy Burns left the meeting at 11.50am and returned at 11.52am.*

**MOVED (Cootes/Holborow)**

**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 2017/18 contained in the Activity Reports attached as Appendix B to this Report SP-18-496.**

**CARRIED**

The meeting adjourned for lunch at 11.54am and reconvened at 12.30pm.

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*Tonchi Begovich gave an apology to the Chair that he needed to leave the meeting at 1pm.*

OFC 18/05/105

**FINANCIAL REPORT TO 31 MARCH 2018 (Corp-18-480)**

The report was taken as read and Jacinta Straker, Chief Financial Officer gave a short presentation on capital spending and net borrowings and responded to Members' questions.

**MOVED (Holborow/Cootes)**

**That the Operations and Finance Committee notes the actual financial performance and position of Council for the third quarter ended 31 March 2018 as contained in this report (Corp-18-480).**

**CARRIED**

The Chair thanked staff for this report.

OFC 18/05/106

**RATES REMISSION FOR CONSERVATION PURPOSES (CS-18-483)**

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

**MOVED (Buswell/Elliott)**

**That the Operations and Finance Committee approves the amounts of rates remission to the properties set out in Appendix 2 to report CS-18-483 in accordance with Council's Policy for Rates Remission for Land Protected for Natural or Cultural Conservation Purposes.**

**CARRIED**

OFC 18/05/107

**SUBMISSION ON LOCAL GOVERNMENT (COMMUNITY WELL-BEING) AMENDMENT BILL (SP-18-511)**

The report was taken as read and Brandy Griffin, Senior Policy Advisor, Strategy and Planning and Jacinta Straker, Chief Financial Officer gave a presentation showing a brief summary of the Submission and responded to Members' questions.

As noted in the report, Council's draft submission on the Local Government (Community Well-being) Amendment Bill was tabled and Ms Griffin apologised for the lateness of the paper.

*Tonchi Begovich left the meeting at 1.05pm.*

Members discussed the content of the submission and it was agreed that additional information would be added:

- requesting additional funding packages to assist local governments in designing and implementing well-being programmes; and
- ensuring on-going collaboration with our local iwi partners.



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*Philip Edwards left the meeting at 1.17pm and returned at 1.19pm.*

Members were advised that with regard to community infrastructure projects that are proposed to be included within the definition of Community Infrastructure as part of the proposed amendment, an assessment had yet to be carried out in terms of what element related to growth. It was clarified that it would only be a portion of the \$45 million noted in the submission.

Following the changes to the Resource Management Act, financial contributions for reserves for Kāpiti Coast District Council are planned to start to be charged through the Development Contributions Policy from 1 July 2021.

It was noted that the Development Contributions Policy could be amended through the Annual Plan. The impacts of the proposed legislative change would be brought back to Council when the amendment is finalised.

It was advised that the Amendment Bill had yet to be debated in Parliament.

**MOVED (Elliott/Cootes)**

**That the Operations and Finance Committee approve, with the note of amendments, the submission to the Governance and Administration Committee on the Local Government (Community Well-being) Amendment Bill.**

**CARRIED**

*Cr Vining left the meeting at 1.42pm and returned at 1.47pm.*

OFC 18/05/108

**CONTRACTS UNDER DELEGATED AUTHORITY (Corp-18-500)**

The report was taken as read.

**MOVED (Mayor/Holborow)**

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

**CARRIED**

Cr D Scott abstained from voting.

OFC 18/05/109

**CONFIRMATION OF MINUTES: 12 April 2018**

**MOVED (Elliott/Cardiff)**

**That the minutes of the Operations and Finance Committee meeting held on 12 April 2018 be adopted as a true and correct record.**

**CARRIED**

It was noted that an apology was omitted from 12 April Operations and Finance Committee meeting from Cr Elliott and a leave of absence from Cr Holborow.

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OFC 18/05/110

**PUBLIC SPEAKER TIME: for items not on the agenda**

There were no public speakers.

OFC 18/05/111

**PUBLIC EXCLUDED RESOLUTION**

**Moved (Mayor/Elliott)**

**That the Operations and Finance Committee meeting move into a public excluded meeting:**

<p><b>PUBLIC EXCLUDED RESOLUTION</b></p> <p><b>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:</b></p> <ul style="list-style-type: none"> <li>• <b>Confirmation of Public Excluded Minutes – 12 April 2018</b></li> </ul> <p><b>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:</b></p>		
<p><b>General subject of each matter to be considered</b></p>	<p><b>Reason for passing this resolution in relation to each matter</b></p>	<p><b>Grounds under Section 48(1) for the passing of this resolution</b></p>
<p><b>Confirmation of Public Excluded Minutes – 12 April 2018</b></p>	<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>

*The Operations and Finance Committee moved into a public excluded session at 1.52pm.*

*The Operations and Finance Committee came out of a public excluded session at 1.53pm.*

The Operations and Finance Committee meeting closed at 1.53pm.

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Chairperson

5/7/18  
.....  
Date