

MINUTES	MEETING	TIME
CORPORATE BUSINESS COMMITTEE	THURSDAY 9 DECEMBER 2010	10.00AM

Minutes of a meeting of the Kāpiti Coast District Council on **Thursday 9 December 2010**, commencing at 10.00am in Council Chambers, 175 Rimu Road, Paraparaumu.

PRESENT: Cr R Church (Chair)
Mayor J Rowan
Cr D Ammundsen
Cr R Booth
Cr M Cardiff
Cr P Ellis
Cr P Gaylor
Cr K Gurunathan
Cr T Lloyd
Cr H Wooding

ATTENDING: Mr D Moselen (Chair, Ōtaki Community Board)
Ms L Jensen (Chair, Paraparaumu/Raumati Community Board)
Mr A Webster (Chair, Paekākāriki Community Board)
Mr J Cootes (Deputy Chair, Ōtaki Community Board)
Mr P Dougherty (Chief Executive)
Mr W Read (Group Manager, Finance)
Dr G Ferguson (Group Manager, Strategy and Partnerships)
Mr S Mallon (Acting Group Manager, Assets and Services)
Mr B Goedhart (Group Manager, Community & Corporate Information)
Mr T Cronin (Communications Specialist)
Mr L Bartlett (Leisure & Open Space Asset Manager)
Ms S Foss (Manager, Corporate Planning and Reporting)
Ms K Shieffelbein (Monitoring Officer)
Mr K Smith (Building/Resource Consents/Monitoring Manager)
Mrs J Nock (Executive Secretary, Finance)

CBC 10/11/001

WELCOME

The Chair introduced himself as the new Chair of the Corporate Business Committee and welcomed the Mayor, Councillors, Community Board Members, staff and members of the public and media. The Chair thanked the Mayor and Councillors of the previous triennium and the Chief Executive and staff for making the new Members and himself very welcome.

CBC 10/11/002

APOLOGIES

MOVED (Ellis/Ammundsen)

That apologies be accepted from Cr Tony Lester and Michael Scott.

CARRIED

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The Mayor left the room at 10.10am

CBC 10/11/003

30 MINUTES PUBLIC SPEAKING TIME

Helene Donaldson, on behalf of HOG (Highway Occupancy Group) Raumati South
Ms Donaldson spoke on behalf of the Raumati South and Waikanae Residents about the idea of Council arranging 'small forums' where residents can discuss their views and concerns over the proposed route of the new Expressway and enable them to look at opportunities and offer 'Community solutions'. Ms Donaldson suggested a number of ideas where properties could be re-located away from the proposed route.

CBC 10/11/003

MEMBERS' BUSINESS

(a) Public Speaking Time Responses

It was suggested to Ms Donaldson that the general public were invited to attend six-weekly held Community Board meetings throughout the Kāpiti area which gives opportunities for anyone to voice their concerns/ideas and that the Paraparaumu/Raumati Community Board were holding a public workshop specifically arranged to discuss the Expressway on 21 December (with someone from NZTA attending) and two workshops were being arranged in January by the Waikanae Community Board. It was recommended to Ms Donaldson that these meetings were a good starting point for her Group to voice their ideas.

(b) Leave of absence

MOVED (Wooding/Gaylor)

That leave of absence is granted to:

Cr Ellis – 3 February

Cr Cardiff – 17 February

CARRIED

(c) Matters of an urgent nature – there were none.

(d) Declarations of interest - there were none.

CBC 10/11/005

FINANCIAL REPORTS TO 30 SEPTEMBER 2010 (FIN-10-069)

Warwick Read, Group Manager, Finance explained that this was the first time the quarterly financial report had been presented in the new format, which had been approved by the Audit and Risk Subcommittee in the last triennium. The new format provides clarity and enables a better level of understanding of the six broad areas of financial performance covered in the report.

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Mr Read provided an explanation of the key issues and financial terms included in the report and answered related questions.

Mr Read advised that the Council's assets were being revalued as at 30 June 2011 and an increase in value was expected due to the last revaluation being carried out three years' ago. Based on the construction price indexes over the last three years a 5% increase was expected in the value of assets.

It was suggested that the number of ratepayers in each Community area be included within the Community Rate Accounts chart in future to provide additional relevant information.

MOVED (Ellis/Ammundsen)

That the Corporate Business Committee notes the quarterly financial results contained in this report FIN-10-069.

That the Corporate Business Committee notes the Council's operating surplus for the quarter ended 30 September 2010 was \$815,000 which covers all operating revenue and expenditure from all funding sources including non cash revenue from assets vested in Council at the time of subdivision.

That the Corporate Business Committee notes that based on the operating results for the first quarter ended to 30 September 2010 the forecast net rates surplus is \$93,000 for the year end.

That the Corporate Business Committee notes that the net capital expenditure for the three months amounted to \$1.847 million compared to the capital expenditure budget for the year of \$31.470 million. This represents 6% of the total annual capital expenditure budget spent in the first quarter of the year.

The forecast total capital expenditure for year end is \$30.870 million a net reduction of \$600,000 from the budget which relates to the Paraparaumu/Raumati/Waikanae water supply option project and the Civic Centre building refurbishment project.

That the Corporate Business Committee notes the other key financial performance indicators including the performance against Key Treasury Management Limits.

CARRIED

CBC 10/11/006

ACTIVITY REPORTS – FIRST QUARTER – 1 JULY TO 30 SEPTEMBER 2010 (SP-10-021)

Sharon Foss, Manager Corporate Planning and Reporting spoke to the report and introduced Katrina Shieffelbein as the Monitoring Officer whose responsibility it was to put the report together. Ms Foss advised that, as per the previous considered item,

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this report was a new format and was confirmed by the Audit and Risk Subcommittee of the last triennium. Ms Foss explained that this was the first time the complete report had been presented on an Activity basis and the information being reviewed was up to 30 September 2010 and that the next report being for six months will be presented to the Committee on 17 February 2011 giving information updates.

The Chief Executive advised that the amount of time the Auditors had spent with staff had been greatly reduced at the end of the year because of the quality of information which was provided through the reports.

The Chief Executive explained to the Committee that these level of service measures were to be set in the LTCCP and if Members were not happy with how the reporting or measuring of the level of service was carried out then they needed to provide ideas/options on what level of service they wanted to see in the next LTCCP that more precisely measured the Council's performance and actually drove their performance.

The Mayor returned at 11.13am

Elected Members discussed on the individual Activity Reports and staff responded to their questions and/or informed the Chair and Members as appropriate.

MOVED (Ellis/Ammundsen)

That the Corporate Business Committee notes the quarterly performance results contained in the Activity Reports attached as Appendix B to Report SP-10-21

CARRIED

CBC 10/11/007

INVESTMENT AND BORROWING REPORT TO 30 SEPTEMBER 2010 (FIN-10-072)

Mr Read detailed the report explaining that it was a quarterly summary of the investment and debt position as at 30 September 2010 and the information was required to comply with the Council's Treasury Management Policy.

MOVED (Wooding/Mayor)

That the Corporate Business Committee notes that the General, Separate and Special Fund Investments as at 30 September 2010 were \$10,345,000 (\$9,000,000 as at 30 June 2010). The increase relates to an increase in annual rates revenue received prior to the GST increase after 30 September 2010.

That the Corporate Business Committee notes that the Gross Public Debt as at 30 September 2010 was \$70,928,785 (\$70,988,780 as at 30 September 2010). Net Public Debt after allowing for loan repayment provisions of \$15,347,049 was \$55,581,736.

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That the Corporate Business Committee notes that the effective average interest rate of the Council's Public Debt, after taking into account the interest rate swaps and margins as at 30 September 2010, was 5.78% (5.78% as at 30 June 2010).

CARRIED

The Mayor thanked Mr Read for his diligence in the interest rate swaps.

CBC 10/11/008

CONTRACTS ACCEPTED UNDER DELEGATED AUTHORITY (FIN-10-070)

Mr Read explained the report.

MOVED (Wooding/Booth)

That the Corporate Business Committee notes that two contracts over \$250,000 were approved under delegated authority for the period 19 August 2010 to 24 November 2010.

CARRIED

CBC 10/11/009

PUBLIC EXCLUDED RESOLUTION

MOVED (Ammundsen/Booth)

That the Corporate Business Committee move into a Public Excluded Meeting.

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:

- **Sale of Buildings: 131 Valley Road and Lease of Land for Crematorium (AS-10-068)**

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:

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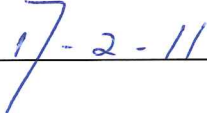
<p>Sale of Buildings: 131 Valley and Lease of Land for Crematorium (AS-10-068)</p>	<p>Section 7(2)(a): to protect the privacy of natural persons. Section 7(2)(i)—to enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>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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CARRIED

The public session of the Corporate Business Committee Meeting closed at 12.24pm.



 Chairperson



 Date