

MINUTES	MEETING	TIME
<b>OPERATIONS AND FINANCE COMMITTEE</b>	<b>THURSDAY, 23 FEBRUARY 2017</b>	<b>10.03AM</b>

Minutes of a meeting of the **Operations and Finance Committee**, held in the Council Chambers, Ground Floor, 175 Rimu Road, Paraparaumu on **Thursday, 23 February 2017**, commencing at 10.03am.

PRESENT	Cr	M	Scott	Chair
	Cr	A	Buswell	Deputy Chair
	Cr	J	Cootes	
	Cr	M	Benton	
	Cr	M	Cardiff	
	Cr	J	Elliott	
	Cr	J	Holborow	Deputy Mayor
	Cr	J	Howson	
	Cr	D	Scott	
ATTENDING	Mr	P	Dougherty	Chief Executive
	Ms	S	Stevenson	Group Manager Strategy & Planning
	Mr	S	Mallon	Group Manager Infrastructure Services
	Mr	W	Maxwell	Group Manager Corporate Services
	Mr	M	Pedersen	Group Manager Community Services
	Ms	N	Tod	Acting Group Manager Regulatory Services
	Mr	M	de Haast	Chief Financial Officer
	Mr	T	Creighton	Corporate Monitoring Officer
	Mr	K	Black	Manager, Corporate Planning and Reporting
	Mr	M	Hammond	Parks and Recreation Planner
	Mrs	J	Nock	Executive Secretary, Corporate Services
	Mr	P	Edwards	Paekākāriki Community Board
	Mr	T	Begovich	Waikanae Community Board
	Mr	G	Burns	Paraparaumu/Raumati Community Board
	Ms	S	Warwick	Otaki Community Board
	Ms	S	Foss	Business Development Manager
	Ms	D	Andrew	Organisational Manager
Leave of Absence Apologies	Mayor	K	Gurunathan	
	Cr	F	Vining	

OFC 17/02/010

# **WELCOME**

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

OFC 17/02/011

# (a) **Apologies**

**MOVED (Benton/Elliott)**

**Apologies were received from Cr Fiona Vining and Philip Edwards for lateness.**

**CARRIED**

MINUTES	MEETING	TIME
<b>OPERATIONS AND FINANCE COMMITTEE</b>	<b>THURSDAY, 23 FEBRUARY 2017</b>	<b>10.03AM</b>

It was noted that Mayor Gurunathan was on leave of absence.

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

There were no declarations of interest relating to agenda items.

OFC 17/02/012

**PUBLIC SPEAKING TIME**

Trevor Daniell

Mr Daniell spoke about Coastal Management:

- the costs associated with the concrete blocks on Paraparaumu Beach, providing temporary protection to the main sewer line, should be shared with the affected land owners; and
- was concerned that some land owners along Paraparaumu Beach were encroaching on public property for their own benefit.

Sean Mallon, Group Manager Infrastructure Services advised that the temporary concrete blocks were put in place to protect the sewer and were done under the emergency provisions of the Regulatory Management Act. There was no time to discuss shared costs with residents in the area as the work needed to be carried out immediately. Council would need to make a decision on a long term solution with regard to coastal protection and protecting Council assets.

Jude Simpson

Mr Simpson spoke on behalf of the Paraparaumu Tennis Club giving thanks to Council and staff on the consultation process and completion of the Te Ātiawa Park tennis courts. He looked forward to working with Council during the Annual Plan process to complete a few additional enhancements.

Bruce Sutherland

Mr Sutherland spoke in support of the Te Ātiawa Park Courts Light report (CS-17-098) on this agenda and advised the courts were used 12 months of the year and were already being used nationally and regionally.

OFC 17/02/013

**MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses.  
All responses had been responded to.
- (b) Leave of Absence

**MOVED (Cootes/Holborow)**

**That leave of absence be granted to Cr Benton for 26 February to 3 March and 8 March to 12 March 2017.**

**CARRIED**

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

MINUTES	MEETING	TIME
<b>OPERATIONS AND FINANCE COMMITTEE</b>	<b>THURSDAY, 23 FEBRUARY 2017</b>	<b>10.03AM</b>

OFC 17/02/014

**ACTIVITY REPORT: 1 October to 31 December 2016 (SP-17-115)**

The report was taken as read and Terry Creighton, Monitoring Officer gave a presentation showing a brief summary of the Activity Report.

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

It was confirmed the first light electric fleet vehicle would be monitored during its first year of service and Members would receive a report showing comparisons against another Council fleet vehicle.

Members were advised they would be given updates following future Road Safety Advisor Group meetings.

*Cr Elliott left the meeting at 10.54am and returned at 10.55am.*

Members acknowledged a job well done on the i-SITE relocation as numbers had increased.

*Cr Benton left the meeting at 11.20am and returned 11.22am.*

*Cr Benton left the meeting at 11.29am and returned at 11.30am.*

*Cr Howson left the meeting at 11.38am and returned 11.40am.*

*Shelly Warwick left the meeting at 11.40am and returned 11.41am.*

Members acknowledged the challenges the Council faced in recruiting qualified staff and the training standards they had to adhere to in the regulatory area.

*Cr Elliott left the meeting at 11.43am and returned 11.46am.*

**MOVED (Cardiff/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 second quarter of 2016/17 contained in the Activity Reports attached as Appendix B to this Report SP-17-155.**

**CARRIED**

*The meeting adjourned at 11.46am, reconvened at 12.04pm and Philip Edwards joined the meeting.*

OFC 17/02/015

**FINANCIAL REPORT TO 31 DECEMBER 2016 (Corp-17-084)**

The report was taken as read and Mark de Haast, Chief Financial Officer gave a presentation showing a brief summary of the Financial Report and responded to Members' questions.

*Cr Benton left the meeting at 12.25pm and returned 12.26pm.*



MINUTES	MEETING	TIME
OPERATIONS AND FINANCE COMMITTEE	THURSDAY, 23 FEBRUARY 2017	10.03AM

**MOVED (Cardiff/Benton)**

That the Operations and Finance Committee notes the actual financial performance and position of Council for the half year ended 31 December 2016 as contained in this report (Corp-17-084).

That the Operations and Finance Committee notes that total unbudgeted costs from recent storm events are currently estimated to reach up to \$350,000. These costs will be funded from 2016/17 budget underspends and additional money may be required in 2017/18 to complete the original 2016/17 programme of works.

**CARRIED**

OFC 17/02/016

**TE ĀTIWA PARK COURTS LIGHTING (CS-17-098)**

The report was taken as read and Max Pedersen, Group Manager Community Services and Mark Hammond, Parks and Recreation Planner responded to Members' questions.

*Philip Edwards left the meeting at 12.32pm and returned at 12.34pm.*

**MOVED (Elliott/Holborow)**

That the Operations and Finance Committee approve funding for new lights at Te Ātiawa Park, Paraparaumu as outlined in this report (CS-17-098), to be funded from the 2016/17 Te Ātiawa courts resurfacing budget.

**CARRIED**

OFC 17/02/017

**LOCAL GOVERNMENT FUNDING AGENCY HALF-YEARLY REPORT TO 31 DECEMBER 2016 (Corp-17-122)**

The report was taken as read.

**MOVED (Benton/D Scott)**

That the Operations and Finance Committee notes the performance of the Local Government Funding Agency in its Half-Year Report to 31 December 2016 (attached as Appendix 1 of Report Corp-17-122)

**CARRIED**

It was agreed that Members would be informed if there were any significant changes with the Local Government Funding Agency.

MINUTES	MEETING	TIME
OPERATIONS AND FINANCE COMMITTEE	THURSDAY, 23 FEBRUARY 2017	10.03AM

OFC 17/02/018

**CONTRACTS UNDER DELEGATED AUTHORITY (Corp-17-094)**

The report was taken as read.

**MOVED (Elliott/Benton)**

That the Operations and Finance Committee notes there was one contract accepted under delegated authority over \$250,000 for the period 1 October to 31 December 2016.

**CARRIED**

OFC 17/02/019

**CONFIRMATION OF MINUTES: 1 December 2016**

**MOVED (M Scott/Holborow)**

That the minutes of the Operation and Finance Committee meeting held on 1 December 2016 be adopted as a true and correct record.

**CARRIED**

OFC 17/02/020

**CONFIRMATION OF PUBLIC EXCLUDED MINUTES: 1 December 2016**

**MOVED (Elliott/M Scott)**

That the public excluded minutes of the Operation and Finance Committee meeting held on 1 December 2016 be adopted as a true and correct record.

**CARRIED**

The Operations and Finance Committee meeting closed at 12.44pm.

Chairperson

11-5-17.

Date