

Minutes of a meeting of the Governance Committee

Held in the Council Chamber, Civic House, Trafalgar Street,
Nelson

On Thursday 3 April 2014, commencing at 9.03am

Present: Councillor I Barker (Chairperson), Her Worship the Mayor R Reese, Councillors L Acland (Deputy Chairperson), E Davy, K Fulton, B McGurk, P Matheson, G Noonan, and P Rainey

In Attendance: Councillor R Copeland, Chief Executive (C Hadley), Chief Financial Officer (N Harrison), Group Manager Support Services/Acting Group Manager Community Services (H Kettlewell), Group Manager Infrastructure (A Louverdis), Acting Group Manager Strategy (N McDonald), Manager Communications (A Ricker), Manager Administration (Penny Langley), and Administration Adviser (E-J Ruthven)

Apology: Councillor E Davy (for lateness)

1. Apologies

Resolved

THAT the apology for lateness from Councillor Davy be received and accepted.

Rainey/Matheson

Carried

2. Interests

There were no updates to the Interests Register, and no conflicts of interest with any agenda items were noted.

3. Confirmation of Order of Business

It was noted that Steve Cross and Sharyn Rouse were unable to attend the public forum, but would attend a public forum at a future meeting instead.

There were no other changes to the order of business.

4. Public Forum

4.1 Rural Fire Network

Andy Karalus, Chair of Waimea Rural Fire Committee, and Ian Reade, Principal Rural Fire Officer, spoke about the rural fire network.

Attendance: Councillor Fulton joined the meeting at 9.07am

They gave a power point presentation (A1165825) that covered the Waimea Rural Fire Authority area of responsibility, the relevant legislation governing the Committee, the structure of the fire authority, relevant strategic planning, operational functions and performance of the fire authority.

They said that the Waimea Rural Fire Authority Strategic Plan had identified that approximately 25% of the Nelson City area was at an elevated risk of fire, particularly the urban fringe surrounding the city from Stoke to Atawhai and beyond. They explained that the FireSmart programme had been undertaken particularly in Atawhai and Hira, to make these communities aware and prepared for the risks of fire.

Attendance: Her Worship the Mayor joined the meeting at 9.23am.

In response to questions, they outlined how the various stakeholders in the Waimea Rural Fire Authority collaborated and managed fire risks across the area. They said that there had been a recent focus on upskilling in utilising the Coordinated Incident Management System (CIMS) Model.

5. Confirmation of Minutes – 30 January 2014

Document number A1139616, agenda pages 7-11 refer.

Resolved

THAT the minutes of a meeting of the Nelson City Council – Governance Committee, held on 30 January 2014, be confirmed as a true and correct record.

McGurk/Acland

Carried

6. Status Report – Governance 3 April 2014

There were no Status Report updates.

7. Chairperson's Report

The Chairperson advised that advertising for external members of the committee was currently underway, and that an appointment would be made in the coming months.

GOVERNANCE

8. Nelson City Council Governance Statement 2013-2016

Document number A1154481, agenda pages 12-44 refer.

Manager Administration, Penny Langley, presented the report.

In response to a question, she advised that Council was legally required to update the Governance Statement early in each triennium, but that this did not preclude further updates being made throughout the term if necessary.

Councillors discussed the Governance Statement, noting that it was a comprehensive document that outlined what Council did, and encouraged public dissemination of the document.

Attendance: Councillor Davy joined the meeting at 9.46am.

Resolved

THAT the report Nelson City Council Governance Statement 2013-2016 (A1154481) and its attachment (A303851) be received.

Rainey/McGurk

Carried

Recommendation to Council

THAT the Nelson City Council Governance Statement 2013–2016 (A303851) be adopted.

Rainey/McGurk

Carried

9. The Bishop Suter Trust Statement of Intent 2014/15 and Half Yearly Report

Document number A1152410, agenda pages 45-87 refer.

Craig Potton, Chairperson and Anna Maria White, Curator and Collection Manager, joined the meeting.

Group Manager Support Services, Hugh Kettlewell, presented the report. He noted that the major issue facing The Bishop Suter Trust (the Suter) was the redevelopment of the gallery, and maintaining connectivity to the people of Nelson during the time that the gallery was shut.

Mr Potton explained that the Suter was intending to have a public presence in central Nelson and was currently negotiating a suitable space. He acknowledged the community support towards fundraising for the redevelopment, and said that the Suter was exploring options for on-going public support for example through patronage packages.

In response to a question, Mr Potton said that one of the challenges of the next two years was how to store the collection in an appropriate manner for the redeveloped building, and he explained steps being undertaken in this regard.

In response to a further question, Ms White explained that the Suter educators were sufficiently experienced and creative to be able to deliver the Learning Experiences Outside the Classroom (LEOTC) contract with the Ministry of Education. She confirmed that the number of students identified in the Statement of Intent was less than in previous years, and added that there had been no reduction in Ministry funding in the current year.

Resolved

THAT the report The Bishop Suter Trust Statement of Intent 2014/15 and Half Yearly Report (A1152410) and its attachments (A1161189 and A1154794) be received.

Her Worship the Mayor/Fulton

Carried

Recommendation to Council

THAT the Bishop Suter Trust Statement of Intent 2014/17 be approved for signing.

Her Worship the Mayor/Fulton

Carried

10. Nelmac Statement of Intent 2014/15 and Half Yearly Report

Document number A1153684, agenda pages 88-104 refer.

Rob Gunn, Chairperson, and Lee Babe, Chief Executive, joined the meeting.

Group Manager Support Services, Hugh Kettlewell, presented the report. He said that there had been significant growth in revenue for Nelmac last year, and one issue to consider was how this would result in a return to the shareholders.

Mr Gunn gave a brief power point presentation (A1165827) highlighting the main points of the six month result for the period ending 31 December 2013.

Mr Babe added that 2011 and 2012 had been exceptional years for Nelmac, given changes to the business structure and additional non-Council work driving profitability. He said that 2013 was likely to be a more 'normal' year, and that the wet summer had impacted on green spaces work.

In response to a question, Mr Babe explained that Nelmac had placed an increasing focus on health and safety, given the higher risk nature of the work being undertaken. He said that an important culture shift was taking place in the company, and that this had led to increased reporting of near-miss incidents, which gave the company a better opportunity to take preventive measures.

In response to a further question, Mr Babe outlined some of the risks to Nelmac's business, including weather, the availability of plant and equipment, and recruitment. He said that the Christchurch rebuild had increased recruitment competition in several trade areas, but that these constraints were being managed, and Nelmac continued to retain excellent staff.

Resolved

THAT the report Nelmac Statement of Intent 2014/15 and Half Yearly Report (A1153684) and its attachments (A1150682 and A1150680) be received.

Acland/Noonan

Carried

Recommendation to Council

THAT the Nelmac Statement of Intent 2014/15 be approved for signing subject to minor edits.

Acland/Noonan

Carried

Attendance: The meeting adjourned for morning tea from 10.29am to 10.47am.

11. Nelson Regional Economic Development Agency Statement of Intent 2014/15 and Half Yearly Report

Document number A1155196, agenda pages 105-141 refer.

Paul Dalzell, Chairperson, and Bill Findlater, Chief Executive, joined the meeting.

Group Manager Support Services, Mr Kettlewell, presented the report. He clarified that appropriate budgeting information projecting out for three years had been received from the Nelson Regional Economic Development Agency (EDA).

In response to a question, Mr Kettlewell explained that the EDA undertook a wide range of activities, and suggested through the next Long Term Plan process a careful consideration of how to achieve best value for money from the EDA.

Mr Dalzell explained that the focus of the current year had been on updating the Regional Economic Development Strategy (REDS). He said that the EDA was likely to deliver a deficit for the financial year, but that this matched the belief that it was inappropriate for the EDA to build equity as a company.

Mr Findlater explained the priorities of the EDA workstreams, and outlined the breadth of the work undertaken under each priority. He spoke about the Marine City 2025 project, and said that the EDA could lead the project, but that success was dependent on industry involvement.

There was a discussion regarding the importance of Council connecting on a regular basis with the EDA, especially with regards to the REDS update. There was general agreement that it was important for Council to have a workshop with the EDA in the near future, to discuss strategic initiatives for the coming year.

There was a further discussion regarding the EDA half yearly report. In response to questions, Mr Findlater explained the various events that had been supported through the Events Strategy, noting the importance of supporting events that had the potential to develop well and become sustainable where possible. He said that the EDA did not consider that competing with events was the best use of the fund, and instead, focused on events that would be unique to Nelson.

There was a further discussion about work being undertaken to establish a regional identity. Mr Findlater cautioned that establishing a regional identity went beyond promoting the 'Nelson lifestyle', and was instead focused on the sense of being a Nelsonian.

Resolved

THAT the report Nelson Regional Economic Development Agency Statement of Intent 2014/15 and Half Yearly Report (A1155196) and its attachments (A1149581 and A1149576) be received.

Her Worship the Mayor/Rainey

Carried

Recommendation to Council

THAT the Nelson Regional Economic Development Agency Statement of Intent 2014/15 be approved for signing subject to minor edits:

AND THAT prior to 30 June 2014 Council engage further with the Nelson Regional Economic Development Agency in relation to the Regional Economic Development Strategy and strategic initiatives for 2014/15.

Her Worship the Mayor/Rainey

Carried

FINANCE

12. Finance Report for the Period Ending 28 February 2014

Document number A1157690, agenda pages 142-157 refer.

Chief Financial Officer, Nikki Harrison, presented the report. In response to a question, she explained that the timing of collection of rates paid by direct debit payments had affected the percentages of rates paid by the due date, and that future reports would be amended to clarify this further.

Resolved

THAT the Finance Report for the Period Ending 28 February 2014 (A1157690) and its attachments (A1156381, A1131218, A1158093 and A793514) be received and the variations noted.

Davy/Noonan

Carried

13. Exclusion of the Public

Resolved

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is 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:

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	<p>Management Letter to Council for the Year Ending 30 June 2013</p> <p>This report contains information regarding legal advice relating to the Management Letter to Council for the year ending 30 June 2013 from Audit New Zealand.</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> • Section 7(2)(g) To maintain legal professional privilege

Rainey/Acland

Carried

The meeting went into public excluded session at 12.02pm and resumed in public session at 12.35pm.

14. Re-admittance of the Public

Resolved

THAT the public be re-admitted to the meeting.

Rainey/McGurk

Carried

There being no further business the meeting ended at 12.35pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date