

## Minutes of a meeting of the Governance Committee

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

On Thursday 25 September 2014, commencing at 9:01am

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Present: Councillor I Barker (Chairperson), Her Worship the Mayor Rachel Reece, Councillors L Acland (Deputy Chairperson), E Davy, K Fulton, B McGurk, P Matheson, G Noonan and P Rainey, Mr J Peters and Mr J Murray.

In Attendance: Group Manager Corporate Services (N Harrison), Group Manager Infrastructure (A Louverdis), Group Manager Community Services (C Ward), Senior Strategic Adviser (N Mc Donald) Manager Administration (P Langley) Councillors R Copeland and M Lawrey and Administration Adviser (E Farrell)

### 1. Apologies

There were no apologies

### 2. Confirmation of Order of Business

The Chairperson explained that a late item regarding the Everyman Records Limited Debt had been circulated (A1243112). The Chairperson told the Committee that Her Worship the Mayor had referred the matter to the Office of the Auditor General and as a result the matter would not be considered as a later item. A copy of the letter to the Office of the Auditor General was tabled (A1253290).

A public excluded report titled "Nelson Regional Economic Development Agency" was circulated as a late item and the Committee passed the following resolution:

Resolved

***THAT the item regarding Nelson Regional Economic Development Agency and Tourism Nelson Tasman Limited Appointment of Directors 2014 be considered at this meeting as a major item not on the agenda, pursuant to Section 46A(7)(a) of the Local Government Official Information and Meetings Act 1987, to enable directors to be appointed at the Nelson Regional Economic Development Agency and***

***Nelson Tasman Tourism Limited Annual  
General Meetings.***

Acland/McGurk

Carried

There were no further changes to the order of business.

**3. Interests**

There were no updates to the Interests Register and no conflicts of interest with items on the agenda were identified.

**4. Public Forum**

**4.1 Murchison Information Centre Closure**

Ms Marcia Rowe, Ricky Leahy and Emma Monk delivered a submission (A1252070) and presented a power point presentation (A1252196) about the closure of the Murchison Community Resource Centre. They were joined by Councillor Stuart Bryant of Tasman District Council.

Ms Rowe explained the strategic importance of Murchison for Nelson in relation to tourism and described Murchison as the "Southern Gateway" to Nelson, Tasman and Marlborough. Ms Rose informed the Committee that the Murchison information centre was used by an average of 23,000 people per year and that bookings for Nelson services accounted for 22% of all business.

Ms Rowe told the Committee of the range of attractions that brings visitors to Murchison. Ms. Rowe expressed gratitude for the support given to the Murchison i-site by Nelson City Council through Nelson Tasman Tourism, and said that the information centre provided a public service by promoting tourism and therefore should receive financial assistance from local authorities.

Ms Rowe informed the Committee that the business model being presented by the group was viable but required financial assistance.

In reply to questions from the Committee, it was explained that the group had not yet received assistance from Tasman District Council and the parties involved had not yet reached agreement on the future of the information centre. The committee was also told that assistance had not yet been applied for from Marlborough District Council or from the West Coast councils.

**5. Confirmation of Minutes**

Governance Committee – 14 August 2014

Document number A1233236, agenda pages 9-17 refer.

Resolved

***THAT the minutes of a meeting of the Governance Committee, held on 14 August 2014, be confirmed as a true and correct record.***

Davy/Peters

Carried

**6. Status Report - Governance Committee 25 September 2014**

There were no Status Report updates for this meeting.

**7. Chairperson's Report**

The Chairperson noted the recent achievements of Council. He mentioned a 42% reduction in waste over the previous ten years which coincided with a 10% increase in recycling. The Chairperson reminded the committee of achievements regarding improved air quality, and commented on the commencement of consultation with the Stoke Community, the duplicate Maitai pipeline, the upgrade of Princess Drive and success in the preliminary round of the Gigatown competition. The Chairperson noted Council's contribution to stormwater improvements, the Brook Waimarama and the Suter refurbishment.

**8. Draft Annual Report 2013/2014**

Document number A1237175, agenda pages 18-19 refer.

The Group Manager Corporate Services, Ms Nikki Harrison, informed the Committee that the Draft Annual Report 2013/2014 would be submitted to Council for adoption on the 30 of October 2014.

In reply to a query regarding the figure for severance pay contained in the draft report, Ms Harrison informed the Committee that the Chief Executive had been given the task of making savings and severance payments were considered a one off cost.

During discussion it was noted that transparency and clarity with regards to Marina accounts was important.

Mr Murray informed the Committee that he would be available to meet the council's auditors should it be necessary.

Resolved

**THAT the report Draft Annual Report 2013/14 (A1237175) and its attachment (A1236944) be received.**

Murray/Matheson

Carried

## 9. Long Term Plan 2015-2025: Draft Assumptions

Document number A1238496, agenda pages 20-26 refer.

Policy Advisor Ms. Susan Moore-Lavo joined the meeting. In response to questions, Ms Moore-Lavo explained that the assumptions are draft assumptions only, and that the final assumptions would be completed using the latest available data.

It was explained that the insertion of figures such as interest rates and inflation would be delayed until accurate figures were available for the Long Term Plan.

It was noted that the draft assumption regarding co-funding arrangements was optimistic and should be reviewed by officers.

Attendance: Councillor Fulton left the meeting at 10.20am

The Committee agreed that the Long Term Plan 2015-2025: Draft Assumptions should be referred back to the Committee when further detail was available.

Resolved

**THAT the report Long Term Plan 2015-25: Draft Assumptions (A1238496) and its attachment (A1238431) be received;**

**AN THAT the final draft assumptions document be referred back to the Governance Committee prior to being recommended to Council.**

Davy/Matheson

Carried

Attendance: The meeting adjourned from 10.25am to 10.35am, during this time Councillor Fulton returned.

## 10. Development Contributions Interim Policy

Document number A1231342, agenda pages 27-40 refer.

Policy Advisor Susan Moore-Lavo explained to the Committee that the requirement for an interim policy was a result of changes to the Local Government Act 2002.

She advised that changes to the Local Government Act 2002 mandates that Commissioners be selected from a list provided by central Government.

Ms Moore-Lavo said that under the interim policy, a fee of \$225 would be charged for an Application for Reconsideration, and a deposit of \$2750 would be required for a Development Contributions Objection Hearing.

In response to a question, Ms Moore-Lavo advised that the proposed deposit of \$2750 equated to the average cost of a half day hearing, and that under the proposed interim policy, some applicants could be eligible for a refund, while others could be obliged to pay a further sum depending on the length of the hearing.

Resolved

**THAT the report Development Contributions Interim Policy (A1231342) and its attachments (A1231506 and A1231510) be received.**

Noonan/Rainey

Carried

Recommendation to Council

**THAT Council adopts the amendments to the Development Contributions Policy identified in Attachment 1 to this report (A1231506);**

**AND THAT Council approves the delegations under the Local Government Act 2002 in relation to development contributions as identified in Attachment 2 to this report (A1231510);**

**AND THAT Council approves the fees in respect of administering the Development Contributions Policy as \$255.00 for an Application for Reconsideration where original documentation provided by the applicant was incomplete or incorrect, and \$2,750.00 as a deposit for a Development Contributions Objection Hearing.**

**11. Draft Significance and Engagement Policy**

Document number A1241702, agenda pages 41-53 refer.

Policy Advisor, Ms Susan Moore-Lavo explained the requirements to implement same arising from amendments to the Local Government Act 2002. She advised that the policy set out principles of engagement with a view to improving the quality and efficiency of consultation. There was a discussion and it was explained that the words "significance", "significant" and "strategic asset" were defined in the Local Government Act 2002.

Ms Moore-Lavo explained that transfer of ownership of a significant strategic asset from the table on page 53 would require a Special Consultative Procedure.

In reply to concerns from Councillors that the proposed policy would result in community input being bypassed, Ms Moore-Lavo said that the proposed policy would enable Council to adopt a more flexible approach in how it deals with its assets and engages with the community.

It was agreed that community consultation should be sought to shape the proposed Draft Significance and Engagement Policy.

Resolved

***THAT the report Draft Significance and Engagement Policy (A1241702) and its attachments (A1245401 and A1243347) be received;***

***AND THAT the content of the draft Significance and Engagement Policy is approved for consultation as outlined in this report.***

Her Worship The Mayor/Davy

Carried

**12. Statutory and Internal Compliance Reporting Review for Reporting Period Ending 30 June 2014**

Document number A1237390, agenda pages 76-120 refer.

Group Manager Corporate Services, Ms Nikki Harrison advised that Council had met its obligations under health and safety legislation with the exceptions noted, and referred Councillors to the attachments to the report.

Resolved

**THAT the report Statutory and Internal Compliance Reporting Review for Reporting Period Ending 30 June 2014 (A1237390) and its attachments (A1237145 and A1237144) be received.**

**AND THAT the Committee note the progress made on identifying and reducing risks associated with non-compliance to date.**

Acland/McGurk

Carried

### 13. 2014 Resident Survey Results

Document number A1241476, agenda pages 76-120 refer.

Strategy and Planning Analyst, Brylee Wayman advised that the data was compiled by using a 20 minute phone survey of 400 randomly selected Nelson residents using quotas for age and gender. She said that the purpose of the survey was to provide feedback to Council and identify improvements.

Resolved

**THAT the report 2014 Resident Survey Results (A1241476) and its attachment (A1234788) be received;**

**AND THAT the results be published in Live Nelson.**

McGurk/Acland

Carried

### 14. Sister Cities Update 2014

Document number A1246468, agenda pages 121-127 refer.

Volunteer Sister City Coordinator, Ms Gail Collingwood, presented the Sister Cities Update 2014. She advised that two young Nelsonians, Ms Carla Lindley and Ms Kristine Eddy, were well received at the International Friendship Forum in China, and that there was a possibility of Nelson hosting the 2016 NZ Sister City Conference.

The Committee thanked Ms Collingwood for her work and noted the important contribution of sister cities to Nelsons cultural richness.

Resolved

**THAT the report Sister Cities Update 2014 (A1246468) and its attachment (A1246473) be received.**

Her Worship The Mayor/Davy

Carried

**15. Finance**

**2013/2014 Capital Programme – Carry Forwards into 2014/2015**

Document number A1237456, agenda pages 128-131 refer.

Resolved

***THAT the report 2013/14 Capital Programme – Carry Forwards into 2014/15 (A1237456) be received.***

Murray/Fulton

Carried

Recommendation to Council

***THAT \$1,856,618 of unspent capital budget from 2013/14 be carried forward for use in 2014/15;***

***AND THAT \$153,237 of capital spent in 2013/14 be offset against 2014/15 budgets;***

***AND THAT a net amount of \$164,077 operating budget be carried forward for use in 2014/15.***

Murray/Fulton

Carried

**16. PUBLIC EXCLUDED BUSINESS**

**Exclusion of the Business**

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><b>Nelson Airport Limited – Land Exchange with Nelson Golf Club</b></p> <p>This report contains information regarding negotiations in relation to a land exchange between Nelson Airport Limited and Nelson Golf Club.</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"> <li>• Section 7(2)(i) To carry out negotiations</li> </ul>
2	<p><b>Rates Remission for land affected by December 2011 Rainfall event - 2014</b></p> <p>This report contains information regarding rates for land that continues to be affected by the December 2011 Rainfall Event.</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"> <li>• Section 7(2)(a) To protect the privacy of natural persons</li> </ul>
3	<p><b>Directors' Fees and Rotations 2014</b></p> <p>This report contains information regarding the appointment and remuneration of directors for Nelmac and the Bishop Suter Trust Board</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"> <li>• Section 7(2)(a) To protect the privacy of natural persons</li> <li>• Section 7(2)(h) To carry out commercial activities</li> </ul>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
4	Nelson Regional Economic Development Agency and Tourism Nelson Tasman Limited Appointment of Directors 2014	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>Section 7(2)(a) To protect the privacy of natural persons</li> </ul>

The meeting went into public excluded session at 12.20pm and resumed in public session at 1.16pm

## 17. Re-admittance of the Public

Resolved

***THAT the public be re-admitted to the meeting.***

Matheson/Davy

Carried

There being no further business the meeting ended at 1.16pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date