

---

**MINUTES**  
of the  
**CORPORATE SERVICES COMMITTEE MEETING**  
held  
**12.15 pm on 12 February 2015**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

---

**Present:** Councillor T B King (Chair), Mayor R G Kempthorne, Councillors M J Higgins, M L Bouillir, S G Bryant, P L Canton, B F Dowler, J L Edgar, B W Ensor, M J Greening, J L Inglis, Z S Mirfin, T E Norriss, P F Sangster

**In Attendance:** Corporate Services Manager (M J Drummond), Executive Assistant (V M Gribble)

**1 OPENING, WELCOME**

**2 APOLOGIES AND LEAVE OF ABSENCE**

Nil

**3 PUBLIC FORUM**

M Rea tabled a submission on the Motueka Harbour and Coastal Works Account Policy.

**4 DECLARATIONS OF INTEREST**

Nil

**5 LATE ITEMS**

Nil

**6 CONFIRMATION OF MINUTES**

Moved Cr Bryant/Cr Edgar  
FN15-02-1

That the minutes of the Corporate Services Committee meeting held on Thursday, 20 November 2014, be confirmed as a true and correct record of the meeting.

**CARRIED**

---

## **7 REPORTS OF COMMITTEE**

Nil

## **8 PRESENTATIONS**

Nil

## **9 REPORTS**

### **9.1 Action Sheet - 20 November 2014**

The Committee reviewed the Action Sheet.

**Moved Cr Edgar/Mayor Kempthorne**

**FN15-02-2**

**That the Corporate Services Committee receives the Action Sheet - 20 November 2014**

**RFN15-02-03.**

**CARRIED**

### **9.2 Motueka Harbour and Coastal Works Account Policy**

Corporate Services Manager, Mike Drummond, spoke to the report which reviewed and updated the Motueka Harbour and Coastal Works Account Policy.

Councillors asked if leases from Jackett Island had been paid into the account.

Mr Drummond advised that currently no staff time is being charged to the account, but in future staff time and management and reporting will be charged to the account.

Assets and cash held, along with income and expenditure for the current year will be reported to the next meeting of the Commercial Subcommittee.

Mr Drummond understood the interest of the Motueka Community Board in the fund and undertook to advise the Board of any projects or investments that were declined.

Minor amendments to be made to the policy prior to publication.

**Moved Cr Bryant/Cr Edgar**

**FN15-02-3**

**That the Corporate Services Committee:**

- 1) receives the Motueka Harbour and Coastal Works Account Policy report (RFN15-02-02); and**
- 2) approves the revised Motueka Harbour and Coastal Works Reserve policy as set out in Attachment 1, as amended, to this report.**

**CARRIED**

Luncheon adjournment was taken at 12.56 pm.

The meeting resumed at 1.30 pm. Crs Mirfin and Ensor did not return to the meeting at this stage.

### **9.3 Corporate Services Manager's Report**

Corporate Services Manager, Mike Drummond, spoke to his report which contained commentary on the following topics:

- Department financial results
- Finance Section
- Risk Pool and Civic Assurance
- Information Services
- Commercial activities
- Local Government Funding Agency
- Property Services

Cr Ensor arrived at 1.41 pm.

**Moved Cr Edgar/Cr Sangster  
FN15-02-4**

**That the Corporate Services Committee receives the Corporate Services Manager's Report  
RFN15-02-01.  
CARRIED**

### **9.4 Financial Report**

Corporate Services Manager Mike Drummond spoke to the report and answered questions from Councillors on its content. Priority was requested in pursuing development contribution and water/sewer connection debt.

**Moved Cr Inglis/Cr Ensor  
FN15-02-5**

**That the Corporate Services Committee receives the Financial Report RFN14-10-05.  
CARRIED**

### **9.5 Treasury Report**

Corporate Services Manager Mike Drummond spoke to the report which was included in the agenda.

Cr Mirfin returned to the meeting at 1.55 pm.

**Moved Cr Edgar/Cr Norriss  
FN15-02-6**

**That the Corporate Services Committee receives the Treasury Report RFN15-02-05.  
CARRIED**

The meeting concluded at 1.56 pm.

Date Confirmed:

Chair: