

MINUTES

TITLE: Corporate Services Committee
DATE: Thursday 14 April 2011
TIME: 9.30 am
VENUE: Tasman Council Chamber, 189 Queen Street, Richmond

PRESENT: Cr G A Glover (Chair), Mayor R G Kempthorne,
Crs T E Norriss, E J Wilkins, J L Inglis, S G Bryant,
J L Edgar, B F Dowler, Z S Mirfin, C M Maling and
M L Bouillir

IN ATTENDANCE: P F Olsen Limited (P Wilks), Corporate Services Manager
(M W Staite), Information Services Manager (P Darlington),
Manager Property Services (J K Frater), Administration
Officer (J A Proctor)

APOLOGIES

Moved Crs Bryant/Inglis
FN11-04-01

THAT apologies from Cr King, Cr Ensor and Cr Riley for absence and Mayor Kempthorne, Cr Norriss and Cr Wilkins for lateness be received by the Corporate Services Committee.

CARRIED

Cr Wilkins arrived at the meeting at 9.32 am.

1 CONFIRMATION OF MINUTES

1.1 Council Enterprises Subcommittee – 16 February 2011

Moved Crs Inglis/Bryant
FN11-04-02

THAT the minutes of the Council Enterprises Subcommittee meeting held on 16 February 2011, containing resolutions FN11-02-01 to FN11-02-13 be received by the Corporate Services Committee.

CARRIED

1.2 Corporate Services Committee – 24 February 2011

Moved Crs Maling/Inglis
FN11-04-03

THAT the minutes of the Corporate Services Committee meeting held on 24 February 2011, containing resolutions FN11-02-14 to FN11-02-28 be confirmed by the Corporate Services Committee.

CARRIED

2 REPORTS

2.1 Chair's Report RFN11-04-10

Cr Glover spoke to the report contained in the agenda.

Cr Norriss arrived at the meeting at 9.35 am.

**Moved Crs Edgar/Bouillir
FN11-04-04**

**THAT the Chair's Report RFN11-04-10 be received by the Corporate Services Committee.
CARRIED**

2.2 Corporate Services Manager's Report RFN11-04-02

Corporate Services Manager Mr Staite was in attendance to speak to the report contained in the agenda.

The purpose of the report was to update the Committee on various matters.

Mayor Kempthorne arrived at the meeting at 9.42 am.

**Moved Crs Edgar/Dowler
FN11-04-05**

**THAT the Corporate Services Committee agrees that Tasman District Council participate with the Nelson City Council and the Marlborough District Council on the negotiation of a joint insurance tender.
CARRIED**

**Moved Crs Edgar/Norriss
FN11-04-06**

**THAT the Corporate Services Manager's Report RFN11-04-02 be received by the Corporate Services Committee.
CARRIED**

2.3 Nelson Cycle Trail Report RFN11-04-03

Corporate Services Manager Mr Staite was in attendance to speak to the report contained in the agenda.

The purpose of the report was to consider a request from the Community Services Department to raise a loan of \$300,000 spread over three years to fund a share of the Nelson Cycle Trail.

THAT the Corporate Services Committee agrees that:

- i) The Council shall borrow up to three hundred thousand dollars (\$300,000.00) to finance the following project:**

	\$
Nelson Cycle Trail	300,000.00
- ii) The Chief Executive and Corporate Services Manager are authorised to request such advances on behalf of the Council in accordance with facility agreements entered into between the Council and lenders from time to time.**
- iii) The Chief Executive and the Corporate Services Manager are authorised to negotiate the interest rate, term and maturity date of such advances.**
- iv) Such borrowing will be secured by security stock allocated to approved lenders under the terms of the Debenture Trust Deed dated 7 July 2010 between the Council and Perpetual Trust Limited.**
- v) The Council acknowledges that pursuant to the Debenture Trust Deed the Council has granted a security interest over rates and rates revenue in favour of Perpetual Trust Limited on behalf of stockholders.**
- vi) The Council is satisfied that this borrowing is in accordance with the Treasury Management Policy and, in particular, the borrowing limits set out in the Treasury Management Policy.**

CARRIED

2.4 Nelson Airport Ltd Constitution Report RFN11-04-01

Corporate Services Manager Mr Staite was in attendance to speak to the report contained in the agenda.

The purpose of the report was to consider amending the Constitution of Nelson Airport Ltd to remove the requirement that the Council appointed director must be either an employee or elected member of the Council.

A discussion ensued and it was suggested that the position be reviewed prior to 2014 and after each triennial election. This would ensure that the appointment process was in line with other Council Controlled Organisations.

**Moved Cr Norriss/Mayor Kempthorne
FN11-04-08**

THAT report RFN11-04-01 be received by the Corporate Services Committee and clause 16.2(a) of the Nelson Airport constitution be amended to provide as follows:

- (a) The Nelson City Council shall be entitled to appoint and remove one director in accordance with the provisions of Section 57 of the Local Government Act 2002 at any time by resolution or notice in writing and signed by an authorised officer of the Nelson City Council, addressed to the company (“the NCC Director”);**

AND THAT Clause 16.2(b) of the Nelson Airport Constitution be amended to provide as follows:

- (b) The Tasman District Council shall be entitled to appoint and remove one director in accordance with the provisions of Section 57 of the Local Government Act 2002 at any time by resolution or notice in writing and signed by an authorised officer of the Tasman District Council, addressed to the company (“the TDC Director”);**

AND;

THAT this resolution be subject to a similar resolution being passed by the Nelson City Council.

CARRIED

**Moved Cr Norriss/Mayor Kempthorne
FN11-04-09**

THAT the Nelson Airport Limited Council appointed directorship be reviewed prior to 2014 and subsequently after each triennial election.

CARRIED

2.5 Information Services Update Report RFN11-04-09

Information Services Manager Mr Darlington was in attendance to speak to the report contained in the agenda.

The purpose of the report was to update the Committee on the latest activity and projects in the Information Services section.

**Moved Crs Norriss/Bryant
FN11-04-10**

THAT the Corporate Services Committee requests that a letter of thanks be forwarded to Tasman District Council's Information Services Department and Nelson City Council's Information Services Department following the recent success at the Local Government GIS Project of the Year award for 2011 in respect of the Top of the South Maps.

CARRIED

Staff advised that they would brief Mayor Kempthorne ahead of the next Local Government New Zealand Zone 5 meeting on the latest national broadband developments.

**Moved Crs Norriss/Edgar
FN11-04-11**

THAT the Corporate Services Committee receives the Information Services Update Report RFN11-04-09.

CARRIED

Mayor Kempthorne left the meeting at 10.29 am.

The meeting adjourned at 10.29 am.

The meeting resumed at 10.47 am.

3 RESOLUTION TO EXCLUDE THE PUBLIC

**Moved Crs Maling/Norriss
FN11-04-12**

THAT the public be excluded from the following part(s) of the proceedings of this meeting.

Human Resources Update Report RFN11-04-04

The general subject of the matter 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 passing this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
Human Resources Update Report – RFN11-04-04	Good reason to withhold exists under section 7	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interests protected by Section 6 or 7 of the Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason to withhold information under Section 6 or 7	Section
Protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

CARRIED

(Refer to Confidential Minute Book containing resolution FN11-04-13)

4 RESOLUTION TO RESUME PUBLIC MEETING

**Moved Crs Edgar/Norriss
FN11-04-14**

**THAT public meeting be resumed.
CARRIED**

2 REPORTS - continued

2.6 Tasman District Council Forests and the Emissions Trading Scheme Report RFN11-04-07

Manager Property Services Mr Frater and P F Olsen Ltd's Forestry Manager Mr Wilks were in attendance to speak to the report contained in the agenda.

The report considered involvement in the Emissions Trading Scheme for Council's forest estate.

Mayor Kempthorne returned to the meeting at 11.12 am.

A discussion ensued regarding deforestation, managing New Zealand Units and how best to minimise Council's potential liabilities.

**Moved Cr Edgar/Mayor Kempthorne
FN11-04-15**

THAT the Tasman District Council Forests and the Emissions Trading Scheme Report RFN11-04-07 be received by the Corporate Services Committee.

THAT the Corporate Services Committee:

- a) approves the application for an allocation of New Zealand Units for its pre-1990 forests; and**
- b) applies for entry to the Emissions Trading Scheme for its post-1989 forests, with the exception of the Tasman District Council forest at the Eves Valley landfill site.**

**THAT following the allocation of any New Zealand Units, a report on management and investment options be presented to the Corporate Services Committee.
CARRIED**

5 ACCOUNTS FOR PAYMENT

Staff were requested to ensure that the Schedule of Expenditure was fully annotated and that a covering report be included in the agenda.

**Moved Crs Bryant/Norriss
FN11-04-16**

**THAT the accounts for payment for February and March 2011 be approved by the Corporate Services Committee.
CARRIED**

6 RESOLUTION TO EXCLUDE THE PUBLIC

**Moved Crs Norriss/Wilkins
FN11-04-17**

THAT the public be excluded from the following part(s) of the proceedings of this meeting.

**Treasury Management Policy Report RFN11-04-05
Port Taroako Boat Ramp Barrier Arm Report RFN11-04-08**

The general subject of the matter 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 passing this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
Treasury Management Policy Report RFN11-04-05	Good reason to withhold exists under section 7	Section 48(1)(a)
Port Tarakohe Boat Ramp Barrier Arm Report RFN11-04-08	Good reason to withhold exists under section 7	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interests protected by Section 6 or 7 of the Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason to withhold information under Section 6 or 7	Section
Enable Council to carry on without prejudice or disadvantage commercial negotiations	Section 7(2)(i)
Enable Council to carry on without prejudice or disadvantage commercial negotiations	Section 7(2)(i)

CARRIED

(Refer to Confidential Minute Book containing resolution FN11-04-18 and FN11-04-19).

7 RESOLUTION TO RESUME PUBLIC MEETING

**Moved Crs Wilkins/Inglis
FN11-04-20**

**THAT public meeting be resumed.
CARRIED**

The meeting closed at 12.05 pm.

Date Confirmed:

Chair: