
MINUTES
of the
CORPORATE SERVICES COMMITTEE MEETING
held
9.30am, Thursday, 11 February 2016
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, T E Norriss, P F Sangster

In Attendance: Chief Executive (L McKenzie), Finance Manager (R Holden), Executive Assistant (V M Gribble)

Part Attendance: Information Services Manager (P Darlington), Commercial Manager (G Cooper), Financial Accountant (B Grammer)

1 OPENING, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Moved Cr Bouillir/Cr Inglis
FN16-02-1

That apologies for absence from Cr Z S Mirfin be accepted.
CARRIED

3 PUBLIC FORUM

3.1 Tim Hawthorne

Mr Hawthorne, representing the Mapua Community Association, advised that the Association is against the proposal to sell the Mapua Causeway. He tabled a submission from the Association.

3.2 John Fountain

Mr Fountain is opposed to the proposed sale of the Mapua Causeway.

3.3 Elana Meredith

Mrs Meredith also spoke in opposition to the proposed sale of the Mapua Causeway.

4 DECLARATIONS OF INTEREST

Nil

5 LATE ITEMS

Nil

6 CONFIRMATION OF MINUTES

**Moved Cr Norriss/Cr Inglis
FN16-02-2**

That the minutes of the Corporate Services Committee meeting held on Thursday, 26 November 2015, be confirmed as a true and correct record of the meeting.

CARRIED

7 REPORTS OF COMMITTEE

Nil

8 PRESENTATIONS

Nil

9 REPORTS

9.1 Corporate Services Manager (RFN16-02-01)

Finance Manager Russell Holden was in attendance to speak to the report from the Corporate Services Manager which updated the Committee on activities of the Corporate Services section since the last meeting.

Mayor R G Kempthorne arrived at 9.46 am.

In answer to a question about conflicts in forests, Mr Cooper advised there were eight incidents in the past six months with recreational people trespassing into the forest area. The activities need to be separated for health and safety purposes. It is proposed that recreation activities use the perimeter of the forests.

Mr McKenzie advised that Council's commercial and community development operations have been assessed by an external health and safety consultant. His activity report to Council will cover off all concerns.

In answer to a question about the delay in replacing the Property Manager Jim Frater following his recent retirement, Mr McKenzie advised there was a delay in finalising the job description and getting advertising underway, along with tightness within the salary budget.

Councillors were happy to see the sharing of Tasman's submissions system with Nelson. Mr

Darlington advised the submissions system is being put forward for a LGNZ award and there is the potential that other councils will want to use the system also.

Mr Holden advised that customer services team is briefed on changes to rates, particularly on instalment one. There is a FAQ sheet which is reviewed continuously.

Moved Cr Bryant/Cr Bouillir

FN16-02-3

That the Corporate Services Committee:

- 1. receives the Corporate Services Manager report (RFN16-02-01); and**
- 2. authorises the Corporate Services Manager to exercise Council's member vote in support of the motion to dissolve Nelson Marlborough Seafood Cluster Incorporated; and to transfer remaining assets of \$10,253 in cash to the NZ Fisheries Museum and Marine Education Centre Trust.**

CARRIED

9.2 Treasury Report

Financial Accountant Bryce Grammer was in attendance to speak to the report which updated Committee members on compliance with the Council's Treasury Management Policy as at 21 January 2016.

In reply to a question on overall **financial** monthly reporting, Mr Holden advised that with the change to quarterly reforecasting, these reports will be presented to Council on a quarterly basis. The December 2015 six monthly reports would be in the agenda for the Council meeting on 3 March 2016.

Moved Cr Edgar/Cr Ensor

FN16-02-4

That the Corporate Services Committee receives the Treasury Report RFN16-02-02.

CARRIED

The meeting concluded at 10.24 am.

Date Confirmed:

Chair: