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**MINUTES**  
of the  
**CORPORATE SERVICES COMMITTEE MEETING**  
held  
**12.20 pm, Thursday, 23 February 2012**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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**Present:** Councillor T B King, Mayor R G Kempthorne, Crs M L Bouillir, S G Bryant, B F Dowler, J L Edgar, B W Ensor, G A Glover, J L Inglis, Z S Mirfin, C M Maling, T E Norriss, P F Sangster, and E J Wilkins.

**In Attendance:** Motueka Community Board Chair (D J Ogilvie), Corporate Services Manager (M W Staite), Financial Accountant (B Grammer), Information Services Manager (P Darlington), Manager Property Services (J K Frater), P F Olsen & Co (D Fincham), Executive Assistant (V M Gribble)

**1 OPENING, WELCOME**

**2 APOLOGIES AND LEAVE OF ABSENCE**

NIL

**3 PUBLIC FORUM**

NIL

**4 DECLARATIONS OF INTEREST**

NIL

**5 CONFIRMATION OF MINUTES**

Moved Crs Glover/Norriss

FN12-02-1

**THAT the minutes of the Corporate Services Committee meeting held on Thursday, 10 November 2011, be confirmed as a true and correct record of the meeting.**

**CARRIED**

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## **6 PRESENTATIONS**

Nil

## **7 REPORTS**

### **7.1 Corporate Services Chair's Report**

Cr King spoke to his report in the agenda which included the following topics:

- Draft Long Term Plan
- December 2011 floods
- Amalgamation proposal

**Moved Crs Norriss/Sangster**

**FN12-02-2**

**THAT the Corporate Services Committee receives the Corporate Services Chair's Report.**

**CARRIED**

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

Corporate Services Manager, Murray Staite, spoke to his report contained in the agenda which covered the following items:

- District rating revaluations
- Joint Holding Company progress
- Insurance Update
- Capital Works Update
- Rates Validation Process Update

Mr Staite advised that the excess for LAPP has been increased.

**Moved Crs Bryant/Maling**

**FN12-02-3**

**THAT the Corporate Services Committee receives the Corporate Services Manager's Report.**

**CARRIED**

### **7.3 Nelson Airport Ltd - Statement of Intent 2011/2012**

Corporate Services Manager, Murray Staite, spoke to the report contained in the agenda which sought approval by the Corporate Services Committee for the signing of the 2011/2012 Nelson Airport Ltd Statement of Intent.

**Moved Crs Glover/Wilkins**

**FN12-02-4**

**THAT the Corporate Services Committee approves the Nelson Airport Ltd Statement of Intent for 2011/2012 for signing, subject to it also being approved for signing by the Nelson City Council.**

**CARRIED**

**Moved Crs Ensor/Norriss**

**FN12-02-5**

**THAT Corporate Services Committee request Council representatives on Joint Shareholders Committee to raise the issue of a departure levy from Nelson Airport and report back.**

**CARRIED**

Luncheon adjournment was taken at 12.37 pm.  
Mayor Kempthorne exited the meeting at 12.37 pm.  
The meeting resumed at 1.15 pm.

**7.4 Treasury Management**

Corporate Services Manager, Murray Staite, spoke to the Treasury Management Report included in the agenda. The report updated Committee members on Council's Treasury Management.

**Moved Crs Glover/Maling**

**FN12-02-6**

**THAT the Corporate Services Committee receives the Treasury Management Report.**

**CARRIED**

**7.5 December 2011 Financials**

Corporate Services Manager, Murray Staite, spoke to the December 2011 Financials report which provided financial information for the Corporate Services Committee.

Discussion was held on presentation of Closed Accounts and it was requested that there be consistency with presentation of figures and that total expenditure lines be added to each account.

**Moved Crs Glover/Edgar**

**FN12-02-7**

**THAT the Corporate Services Committee receives the December 2011 Financials.**

**CARRIED**

## **7.6 Information Services Update**

Information Services Manager, Peter Darlington, attended the meeting to present his report which updated the Committee on the latest activity and projects in the Information Services Section.

**Moved Crs Bouillir/Wilkins**

**FN12-02-8**

**THAT the Corporate Services Committee receives the Information Services Update.**

**CARRIED**

Cr Maling exited the meeting at 1.54 pm.

## **7.7 Accounts for Payment**

The accounts for November and December 2011 and January 2012 require approval by the Corporate Services Committee for payment.

**Moved Crs Bryant/Wilkins**

**FN12-02-9**

**That the Corporate Services Committee approves the accounts for payment for November and December 2011 and January 2012.**

**CARRIED**

## **7.8 Forestry Report**

Manager Property Services Jim Frater and D Fincham (P F Olsen & Co) were in attendance for discussion on the forestry report. The report provided information regarding Council's forestry activity.

Mr Fincham reviewed the reports from P F Olsen which were contained in the agenda.

Cr Norriss exited the meeting at 2:01 pm.

Mayor Kempthorne returned to the meeting at 2:03 pm.

**Moved Crs Bryant/Ensor**

**FN12-02-10**

**That the Corporate Services Committee receives the Forestry Report.**

**CARRIED**

### **7.9 Motueka Aerodrome Report**

Manager Property Services Jim Frater was in attendance to speak to the report which provided information regarding the Motueka Aerodrome.

It was requested that the word rendezvous be replaced with a more simple word in the Motueka Aerodrome Emergency Plan.

**Moved Crs Dowler/Bouillir**

**FN12-02-11**

**THAT the Corporate Services Committee receives the Motueka Aerodrome Report.**

**CARRIED**

### **7.10 Port Tarakohe Report**

Manager Property Services Jim Frater spoke to the report contained in the agenda which provided information to the Committee regarding Port Tarakohe.

Mr Frater advised that the barrier arm at Port Tarakohe has been installed, and it is expected that budgeted amounts will be reached.

**Moved Crs King/Edgar**

**FN12-02-12**

**THAT the Property Manager Services bring back a report clarifying resolutions relating to Port Tarakohe's account to the next Corporate Services meeting.**

**CARRIED**

**Moved Crs Wilkins/Bouillir**

**FN12-02-13**

**THAT the Corporate Services Committee receives the Port Tarakohe Report.**

**CARRIED**

## **8 REPORTS OF COMMITTEE**

Nil

## **9 CONFIDENTIAL SESSION**

**9.1 Procedural motion to exclude the public****Moved Crs Glover/Mirfin****FN12-02-14**

**THAT the public be excluded from the following part(s) 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 follows.**

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

**9.1 Human Resources Update**

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

**9.2 Port Tarakohe Water Supply**

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

The meeting concluded at 3.39 pm.

Date Confirmed:

Chair: