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## **Minutes of a meeting of the Governance Committee**

**Held in the Council Chamber, Civic House, 110 Trafalgar Street,  
Nelson**

**On Thursday 28 May 2015, commencing 11.52am**

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**Present:** Councillor I Barker (Chairperson), Her Worship the Mayor R Reese, Councillors L Acland (Deputy Chairperson), E Davy, P Matheson, B McGurk, G Noonan, and Mr J Peters and Mr J Murray

**In Attendance:** Group Manager Infrastructure (A Louverdis), Group Manager Community Services (C Ward), Group Manager Corporate Services (N Harrison), Manager Communications (P Shattock), Manager Administration (P Langley), and Administration Adviser (G Brown)

**Apologies:** Councillors K Fulton and P Rainey

### **1. Apologies**

Resolved GOV/2015/001

***THAT apologies be received and accepted from  
Councillors Fulton and Rainey.***

McGurk / Matheson

Carried

### **2. Confirmation of Order of Business**

The Chairperson advised the meeting would adjourn at 12.45pm and resume at 2.00pm.

### **3. Interests**

There were no updates to the Interests Register and no interests with agenda items were declared.

### **4. Public Forum**

There was no public forum.

## 5. Confirmation of Minutes

5.1 16 April 2015

Document number M1225, agenda pages 9 - 21 refer.

Resolved GOV/2015/002

***THAT the minutes of the meeting of the Governance Committee, held on 16 April 2015, be confirmed as a true and correct record.***

Davy / McGurk

Carried

## 6. Status Report - Governance Committee - 28 May

Document number R4310, agenda pages 22 - 23 refer.

Resolved GOV/2015/003

***THAT the Status Report Governance Committee 28 May 2015 (R4310) and its attachment (A1160658) be received.***

Davy / Peters

Carried

## GOVERNANCE

### 7. Appointment of Trustee to the Nelson Municipal Band Trust

Document number R4249, agenda pages 24 - 26 refer.

Group Manager Corporate Services, Nikki Harrison, presented the report.

In response to a question, Ms Harrison said the Policy for the appointment of directors to Council Controlled Organisations and Council Controlled Trading Organisations could be varied and it was appropriate in this case, for the Board to recommend a Trustee.

Resolved GOV/2015/004

***THAT the report Appointment of Trustee to the Nelson Municipal Band Trust (R4249) be received.***

Acland / Murray

Carried

Recommendation to Council GOV/2015/005

***THAT pursuant to the terms of the Trust Deed dated 14th July 2008, the Council hereby appoints David Todd to act as a Trustee for the administration of the Fund.***

Acland / Murray

Carried

## **8. Sister Cities Update 2015**

Document number R4272, agenda pages 27 - 33 refer.

Sister Cities Coordinator, Gail Collingwood, presented the report.

Mrs Collingwood tabled a document (A1363932). She advised that if anyone had an idea for a new Sister Cities logo they should get in contact with her.

Resolved GOV/2015/006

***THAT the report Sister Cities Update 2015 (R4272) and its attachment (A1354036) be received.***

Noonan / Matheson

Carried

### **Attachments**

- 1 A1363932 - Sister Cities Promoting People to People Exchanges Tabled Document

## **9. Business case approach for 2015/16 projects - Further Information**

Document number R4309, agenda pages 34 - 45 refer.

Group Manager Infrastructure, Alec Louverdis, and Senior Projects Adviser, Arlene Akhlaq, presented the report.

In response to a question, Mr Louverdis said discussions had been held with the deputies and chairs of committees in relation to the projects highlighted yellow in attachment 1 of the officer's report. He said the defining criteria were:

1. Did the project have a clear outcome?
2. Was the project well defined?
3. Did the project have a large value assigned to it?
4. Was there potentially a high degree of political interest in the project?, and

5. Was there potentially a high degree of ratepayers interest in the project?.

In response to a further question, Mr Louverdis said there would be a business case template for all projects going forward which would be dependent on size, complexity and the risks involved.

It was discussed that various items were requested at the Audit, Risk and Finance Subcommittee to clarify why projects were highlighted and that additional information was to be added to the schedule to illustrate the criteria used to select these projects. It was suggested this information would be beneficial and should be provided to the Audit Risk and Finance Subcommittee.

There were concerns raised that not all deputies attended the meeting to discuss the criteria and selection process of these projects, and a whole of Council business case approach was required.

In response to a question, Mr Louverdis advised there was urgency around some projects and if not resolved there would be a delay in progress which would affect next year's capital works programme. He added that projects could be added to the list but would depend on available resource.

It was discussed that it was imperative to progress with these projects as there were project management controls in place and issues such as gravel extraction would not be postponed because it was remediation work.

It was noted that large projects were already progressing under their own work programme.

Resolved GOV/2015/007

***THAT the report Business case approach for 2015/16 projects - Further Information (R4309) and its attachments (A1331113 and A1329251) be received.***

Noonan / Peters

Carried

Recommendation to Council GOV/2015/008

***THAT projects highlighted yellow in document A1331113 follow a business case approach subject to the following amendments:***

- ***Clarification of Neighbourhood Reserve***
- ***Completion of schedule with missing additional information requested from the Audit, Risk and Finance Subcommittee including criteria discussed***

- ***Indications of projects that are subject to separate reporting processes***
- ***Addition of Rutherford Playground***

Noonan / Peters

Carried

Attendance: The meeting adjourned at 12.49pm until 2.09pm. During this time Councillors L Acland, E Davy and P Matheson left the meeting.

## **REPORTS FROM COMMITTEES**

### **10. Commercial Subcommittee - 5 May 2015**

Document number R4308 refer, agenda pages 46-49 refer.

External appointee, Mr John Murray provided a summary of the items discussed at the Commercial Subcommittee meeting.

Resolved GOV/2015/009

***THAT the unconfirmed minutes of a meeting of the Commercial Subcommittee, held on 5 May 2015, be received.***

Murray / Noonan

Carried

### **11. Audit, Risk and Finance Subcommittee - 5 May 2015**

Document number R4320 refer, agenda pages 50-57 refer.

External appointee, Mr John Peters provided a summary of the items discussed at the Audit, Risk and Finance Subcommittee meeting.

Attendance: Councillor Acland returned to the meeting at 2.13pm.

Resolved GOV/2015/010

***THAT the unconfirmed minutes of a meeting of the Audit, Risk and Finance Subcommittee, held on 5 May 2015, be received.***

Murray / Peters

Carried

## 11.1 Events Resource Consent Charging Regime for RM125012

Recommendation to Council GOV/2015/011

**THAT Council consider the options for the charging regime for the use of Council's Resource Consent RM125012, as detailed in report R4177, and increase the charge to \$500 and apply it only to commercial ticketed events.**

Murray / Peters

Carried

## 11.2 Business Case Approach for 2015/16 Projects

*Please note this recommendation to the Governance Committee was superseded by the decision made in Item 9 of these minutes.*

## 11.3 Corporate Report for the Period Ending 31 March 2015

In response to a question, Manager Administration, Penny Langley, advised that the live streaming of Council meetings would be available through the Nelson City Council website and would be recorded. She clarified that there was no intention for the recording to be televised.

Councillor Noonan moved the following amendment, seconded by Her Worship the Mayor

**AND THAT a cost benefit review be undertaken 12 months after commencement of the live streaming of Council meetings.**

The amendment was put and carried and became the substantive motion.

Recommendation to Council GOV/2015/012

**THAT Council note that ongoing costs of approximately \$11,250 pa will need to be included in the Long Term Plan 2015-25 for live streaming of Council meetings;**

**AND THAT a cost benefit review be undertaken 12 months after commencement of the live streaming of Council meetings.**

Peters / Murray

Carried

## 12. Exclusion of the Public

Resolved GOV/2015/013

**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:***

Noonan / McGurk

Carried

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
<b>1</b>	<p><b>Governance Committee – Public Excluded Minutes – 16 April 2015</b></p> <p>These minutes contain information regarding:</p> <p>Nelmac Limited draft Statement of Intent</p> <p>Nelson Airport Limited Proposed Constitutional Changes</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)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</li> <li>Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>
<b>2</b>	<p><b>Review of Economic Development Services</b></p> <p>This report contain information regarding:</p> <p>Review of Economic Development Services</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, including that of a deceased person</li> <li>Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>
<b>3</b>	<p><b>Bishop Suter Trust Negotiations</b></p> <p>This report contains</p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> <li>Section 7(2)(i) To enable the local authority to carry on,</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)
	information regarding: Bishop Suter Trust negotiations	disclosure of information for which good reason exists under section 7	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
<b>4</b>	<b>Audit, Risk and Finance Subcommittee</b>	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, including that of a deceased person</li> <li>• Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>
<b>5</b>	<b>Commercial Subcommittee Meeting - Public Excluded - 5 May 2015</b>  These minutes contain information regarding: A Property Assets Review	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 7	The withholding of the information is necessary: <ul style="list-style-type: none"> <li>• Section 7(2)(h) To enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</li> </ul>

The meeting went into public excluded session at 2.21pm and resumed in public session at 3.04pm.

### 13. Re-admittance of the Public

Resolved GOV/2015/014

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

Barker / Acland

Carried

There being no further business the meeting ended at 3.04pm.

Confirmed as a correct record of proceedings:

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