



---

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

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

**On Thursday 30 November 2017, commencing at 9.00am**

---

Present: Councillor I Barker (Chairperson), Her Worship the Mayor R Reese, Councillors M Courtney, B Dahlberg (Deputy Chairperson), P Matheson, G Noonan, M Rutledge and T Skinner

In Attendance: Councillors B McGurk and S Walker, Senior Strategic Adviser (N McDonald), Group Manager Community Services (C Ward), Group Manager Corporate Services (N Harrison), and Governance Adviser (P White)

Apologies: Nil

Her Worship the Mayor and Councillor Tim Skinner were not present at the commencement of the meeting.

### **1. Apologies**

No apologies were received.

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

The Chair confirmed that, if required, the meeting would adjourn at 10am for a Governance workshop and briefing.

Attendance: Councillor Skinner joined the meeting at 9.03am.

### **3. Interests**

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

### **4. Public Forum**

There was no public forum.

## 5. Confirmation of Minutes

5.1 26 October 2017

Document number M3044, agenda pages 8 - 11 refer.

Resolved GOV/2017/086

***That the Governance Committee***

***Confirms the minutes of the meeting of the Governance Committee, held on 26 October 2017, as a true and correct record.***

Courtney/Dahlberg

Carried

Attendance: Her Worship the Mayor joined the meeting at 9.05am.

## 6. Status Report - Governance - 30 November 2017

Document number R8723, agenda pages 12 - 13 refer.

Resolved GOV/2017/087

***That the Governance Committee***

***Receives the Status Report Governance Committee 30 November 2017 (R8723) and its attachment (A1160658).***

Noonan/Skinner

Carried

## 7. Chairperson's Report

The Chairperson acknowledged that the credit rating agency, Standard and Poor's, had re-affirmed its current AA long-term and A-1+ short-term credit rating for the Nelson City Council.

Resolved GOV/2017/088

***That the Governance Committee***

***Receives the Chairperson's verbal report.***

Barker/Noonan

Carried

## 8. Statement of Expectation 2018/19 - Bishop Suter Trust

Document number R8697, agenda pages 14 - 89 refer.

Group Manager Community Services, Chris Ward spoke to the report.

Suter Trust Chairperson Craig Potton and Trustees Gabrielle Hervey and Margaret Soderberg spoke to the meeting and gave a briefing on visitor numbers and demographics over the past year, what made art galleries a popular visitor destination and proposals to increase revenue streams.

Resolved GOV/2017/089

### ***That the Governance Committee***

***Receives the report Statement of Expectation 2018/19 - Bishop Suter Trust (R8697) and its attachments (A1512571 and A1870160).***

Matheson/Dahlberg

Carried

Recommendation to Council GOV/2017/090

### ***That the Council***

***Confirms the general matters to be included in the Bishop Suter Trust Statement of Expectation letter as those identified in paragraphs 4.1 to 4.14 of report R8745; and***

***Confirms the specific matters to be included in the Bishop Suter Trust Statement of Expectation letter as:***

- ***Development of a five year strategic plan, that;***
  - ***Articulates a clear vision for the Suter; and***
  - ***Identifies issues, opportunities and costs associated with delivering on that vision, including:***
    - ***Opportunities to increase third party funding***
    - ***Ensuring the staff have the right skills and capacity***
    - ***Demonstrates Commitment to the principals of good asset management***

- **Optimising the Governance Group's skillset and blend; and**
- **Development of a Governance succession plan;**
- **Cybersecurity; and**
- **Sustainability; and**
- **Recovery planning, in particular a request to identify potential hazards and how recovery is planned for these hazards.**

Noonan/Courtney

Carried

Attendance: Councillor Noonan left the meeting at 9.55am.

## **9. Statement of Expectation 2018/19 - Nelson Regional Development Agency**

Document number R8745, agenda pages 90 - 140 refer.

Group Manager Community Services Chris Ward spoke to the report.

The members discussed the indicative measures of success and achievement contained in the previous Statement of Intent, noting that they were time-bound and therefore now out of date. The meeting agreed to add to the resolution a request for the review of the performance measures in the Statement of Expectation.

Attendance: Councillor Noonan returned at 10.03am.

Resolved GOV/2017/091

***That the Governance Committee***

***Receives the report Statement of Expectation 2018/19 - Nelson Regional Development Agency (R8745) and its attachments (A1851817 & A1603844).***

Dahlberg/Rutledge

Carried

Recommendation to Council GOV/2017/092

***That the Council***

***Confirms the general matters to be included in the Nelson Regional Development Agency Statement of Expectation letter as those***

***identified in paragraphs 4.1 to 4.14 of report R8745; and***

***Confirms the specific matters to be included in the Statements of Expectation letters as:***

- ***Cybersecurity; and***
- ***Sustainability; and***
- ***Recovery planning, in particular a request to identify potential hazards and how recovery is planned for these hazards.***
- ***Revised performance measures.***

Dahlberg/Rutledge

Carried

## **10. Draft Rates Remissions Policy**

Document number R8732, agenda pages 141 - 147 refer.

Group Manager Corporate Services Nikki Harrison spoke to the report.

Resolved GOV/2017/093

***That the Governance Committee***

***Receives the report Draft Rates Remissions Policy (R8732) and its attachments (A1769391 and A1866257); and***

***Delegates to Council any decision making on the revised Revenue and Financing Policy and the revised Policy on Remission and Postponement of Rates on Maori Freehold Land in view of timing constraints.***

Courtney/Noonan

Carried

Recommendation to Council GOV/2017/094

***That the Council***

***Approves changes to the Rates Remission Policy for concurrent consultation during the submission process for the Consultation Document to the Long Term Plan 2018-28.***

Dahlberg/Rutledge

Carried

**11. Nelmac Letter of Expectation 2018/19 - referral to Council**

Document number R8726, agenda pages 148 - 149 refer.

Group Manager Corporate Services Nikki Harrison spoke to the report.

Resolved GOV/2017/095

***That the Governance Committee***

***Receives the report Nelmac Letter of Expectation 2018/19 - referral to Council (R8726); and***

***Refers the Nelmac Letter of Expectation directly to the 14 December 2017 Council meeting.***

Noonan/Courtney

Carried

**12. Exclusion of the Public**

Resolved GOV/2017/096

***That the Governance Committee***

***Excludes the public 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:***

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	<b>Governance Committee Meeting - Public Excluded Minutes - 26 October 2017</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>• To protect the privacy of natural persons, including that of a deceased person.</li> </ul> Section 7(2)(i) <ul style="list-style-type: none"> <li>• To enable the local authority to carry on, without prejudice or disadvantage,</li> </ul>

			negotiations (including commercial and industrial negotiations)
<u>Noonan/Courtney</u>			<u>Carried</u>

The meeting went into public excluded session at 10.13am and resumed in open session at 10.15am.

Please note that as the only business transacted in public excluded was to confirm the minutes, this business has been recorded in the public minutes. In accordance with the Local Government Official Information Meetings Act 1987, no reason for withholding this information from the public exists.

Resolved GOV/2017/097

***That the Governance Committee***

***Confirms the minutes of part of the meeting of the Governance Committee, held with the public excluded on 26 October 2017, as a true and correct record.***

Matheson/Dahlberg

Carried

**10. Re-admittance of the Public**

Resolved GOV/2017/098

***That the Governance Committee***

***Re-admits the public to the meeting.***

Noonan/Skinner

Carried

There being no further business the meeting ended at 10.15am..

Confirmed as a correct record of proceedings:

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