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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 18 April 2019, commencing at 1.03p.m.**

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

In Attendance: Councillor P Matheson, Chief Executive (P Dougherty), Group Manager Community Services (R Ball), Group Manager Corporate Services (N Harrison), Group Manager Strategy and Communications (N McDonald), Governance Adviser (E-J Ruthven), and Youth Councillors (A Hunter and A Lile)

Apologies: Councillors L Acland and S Walker, and Her Worship the Mayor (for early departure)

### 1. Apologies

Resolved GOV/2019/020

***That the Governance Committee***

- 1. Receives and accepts the apologies from Councillors Acland and Walker, and from Her Worship the Mayor for early departure.***

Courtney/Dahlberg

Carried

### 2. Confirmation of Order of Business

The Chairperson advised that there was one additional minor matter to be added to the agenda, the Update on Communications and Engagement Strategy. He said the committee could discuss the item but not make any decision or recommendation about it, and a procedural motion should be passed to allow the matter to be discussed.

Attendance: Her Worship the Mayor left the meeting at 1.05p.m.

Resolved GOV/2019/021

***That the Governance Committee***

- 1. Considers the item regarding Update on Communications and Engagement Strategy at this meeting as a minor item not on the agenda, pursuant to Section 46A(7A) of the Local Government Official Information and Meetings Act 1987.***

Dahlberg/Courtney

Carried

The Chairperson advised that items would be taken in a different order to that on the agenda, and that Item 8 (Events Fund Six Monthly Report) had been withdrawn from the agenda.

**3. Public Forum**

There was no public forum.

**4. Confirmation of Minutes**

4.1 7 March 2019

Document number M4078, agenda pages 9 - 18 refer.

Resolved GOV/2019/022

***That the Governance Committee***

- 1. Confirms the minutes of the meeting of the Governance Committee, held on 7 March 2019, as a true and correct record.***

Murray/Peters

Carried

**5. Interests**

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

**6. Chairperson's Report**

There was no Chairperson's Report.

**7. The Bishop Suter Trust Half Year Performance Report to 31 December 2018, Draft Statement of Intent 2019/2024 and Collection Policy (item 9 on the agenda)**

Document number R9963, agenda pages 31 - 95 refer.

Director Julie Catchpole, Chairperson, Craig Potton, and Trustees John Hambleton and Margaret Soderberg, joined the meeting. Group Manager Community Services, Roger Ball, presented the report.

Ms Catchpole, Mr Potton, Mr Hambleton, Ms Soderberg and Mr Ball answered questions regarding the Trust's plans to build revenue, the Trust's plans to bring a 'destination' artwork to Nelson and how this aspiration was reflected within the budgets, how fundraising and patronage were managed, given the call by multiple organisations on a reasonably small population, how inflation adjustments were reflected in the accounts, visitation numbers, the Trust's relationship with Tasman District Council and succession planning for the Board. It was noted that several aspects regarding the Trust's relationship with Tasman District Council and succession planning were covered by the attachment in the public excluded agenda.

Attendance: Her Worship the Mayor returned to the meeting at 1.28p.m.

There was a further discussion regarding risk management and building security. In response to questions, Ms Catchpole and Mr Potton explained how security and insurance for the collection was managed. It was further agreed that clause 9.2 of the Collection Policy be strengthened to indicate the comprehensive nature of insurance the Trust had in place for the collection.

Attendance: Her Worship the Mayor left the meeting at 1.33pm.

## 8. Exclusion of the Public

Resolved GOV/2019/023

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

- 1. Confirms, in accordance with sections 48(5) and 48(6) of the Local Government Official Information and Meetings Act 1987, that Julie Catchpole, Craig Potton, John Hambleton and Margaret Soderberg, as representatives of the Bishop Suter Trust, remain after the public has been excluded for Item 2 of the Public Excluded agenda (The Bishop Suter Trust Half Year Performance Report to 31 December 2018 and Draft Statement of Intent 2019/24), as they have knowledge relating to The Bishop Suter Trust that will assist the meeting.***

Rutledge/Noonan

Carried

Resolved GOV/2019/024

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

**1. 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:**

Rutledge/Noonan

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)   |
|------|---|---|---|
| 2    | <b>Attachment for The Bishop Suter Trust Half Year Performance Report to 31 December 2018 and Draft Statement of Intent 2019/24</b> | Section 48(1)(a)<br><br>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)<br/>To protect the privacy of natural persons, including that of a deceased person</li> <li>• Section 7(2)(b)(ii)<br/>To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</li> </ul> |

The meeting went into public excluded session at 1.41p.m and resumed in public session at 1.52p.m.

Resolved GOV/2019/025

***That the Governance Committee***

- 1. Receives the report *The Bishop Suter Trust Half Year Performance Report to 31 December 2018, Draft Statement of Intent 2019/2024 and Collection Policy (R9963) and its attachments (A2147846, A2147853, A2104552, A2158832 and A2084139).***

Courtney/Dahlberg

Carried

Recommendation to Council GOV/2019/026

***That the Council***

- 1. Agrees that The Bishop Suter Trust Statement of Intent 2019/2024 (A2147853) meets Council's expectations and is approved as the final Statement of Intent for 2019/20; and***
- 2. Approves the Bishop Suter Trust Collection Policy (A2084139) subject to minor amendments.***

Courtney/Dahlberg

Carried

**9. Nelson Regional Development Agency - Half-Yearly Report (1 July 2018 - 30 December 2018) (item 7 on the agenda)**

Document number R9943, agenda pages 19 - 30 refer.

Chief Executive, Mark Rawson, and previous Chairperson, John Palmer; joined the meeting, and tabled an Economic Summary Report (A2182043). Manager Strategy, Mark Tregurtha, presented the report.

Mr Rawson and Mr Palmer answered questions regarding Provincial Growth Funding for the region, the Top of the South Sustainable Economic Growth Strategy project (Te Tau Ihu 2077), resourcing challenges faced by Nelson Regional Development Agency (NRDA), and the levels of Council and private sector funding for the NRDA.

Attendance: Councillor Noonan left the meeting at 2.14p.m.

Mr Rawson and Mr Palmer answered further questions regarding the attraction of talent and higher-value industries and jobs to the region, and the issues relating to Tasman District Council's current funding levels for the NRDA.

Attendance: Councillor Rutledge left the meeting from 2.18p.m. to 2.20p.m, and Councillor Noonan returned to the meeting at 2.22p.m.

Along with Mr Rawson and Mr Palmer, Mr Tregurtha answered questions regarding the development of relationships and partnerships with iwi, short-term and long-term focuses of the Statement of Intent, and funding levels for the NRDA in future years.

The Chairperson noted this would be the last committee meeting attended by Mr Palmer, and acknowledged his work for the NRDA.

Resolved GOV/2019/027

***That the Governance Committee***

- 1. Receives the report Nelson Regional Development Agency - Half-Yearly Report (1 July 2018 - 30 December 2018) (R9943) and its attachments (A2153228, A2163316).***

Dahlberg/Peters

Carried

**Attachments**

- 1 A2182043 - Nelson Regional Development Agency - Tabled document

**10. Events Fund Six-Monthly Report**

This item was withdrawn from the agenda.

**11. Nelmac Limited Half yearly report to 31 December 2018**

Document number R10045, agenda pages 96 - 104 refer.

Chairperson, Rob Gunn, and Chief Executive, Jane Sheard, joined the meeting, and Group Manager Corporate Services, Nikki Harrison, presented the report.

Mr Gunn and Ms Sheard answered questions regarding Nelmac's profit expectations, factors affecting the half-yearly results, opportunities for alternative delivery models, and the relationship between Council and Nelmac.

Recommendation GOV/2019/028

***That the Governance Committee***

- 1. Receives the report Nelmac Limited Half yearly report to 31 December 2018 (R10045) and its attachment (A2147834).***

Skinner/Courtney

Carried

**12. Exclusion of the Public**

It was noted that Rob Gunn and Jane Sheard would be in attendance for Items 3 and 4 of the Public Excluded agenda to answer questions and, accordingly, the following resolution was required to be passed:

Resolved GOV/2019/029

***That the Governance Committee***

1. ***Confirms, in accordance with sections 48(5) and 48(6) of the Local Government Official Information and Meetings Act 1987, that Rob Gunn and Jane Sheard, as representatives of Nelmac Limited, remain after the public has been excluded, for Items 3 and 4 of the Public Excluded agenda (Nelmac Limited Draft Statement of Intent 2019/20 and Nelmac Six Monthly Strategic Presentation), as they have knowledge relating to Nelmac Limited that will assist the meeting.***

Dahlberg/Rutledge

Carried

Resolved GOV/2019/030

***That the Governance Committee***

1. ***Excludes the public from the following parts of the proceedings of this meeting.***
2. ***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:***

Dahlberg/Rutledge

Carried

| <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>3</b>    | <b>Nelmac Limited draft Statement of Intent 2019/20</b> | Section 48(1)(a)<br><br>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)(i)<br/>To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul> |

|          |  |   |   |
|----------|--|---|---|
| <b>4</b> | <b>Nelmac six monthly strategic presentation</b> | Section 48(1)(a)<br><br>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)(h)<br/>To enable the local authority to carry out, without prejudice or disadvantage, commercial activities</li> </ul> |
|----------|--|---|---|

The meeting went into public excluded session at 2.53p.m and resumed in public session at 3.28p.m.

**13. Revised International Relationships Policy**

Document number R10062, agenda pages 105 - 125 refer.

Manager Governance and Support Services, Mary Birch, presented the report. She highlighted changes made to the International Relationships Policy since it was previously presented to the Committee.

Attendance: Councillor Noonan left the meeting from 3.49p.m. to 3.51p.m.

Ms Birch answered questions regarding whether there had been engagement with iwi through the policy development process, the Business and Economic Adviser position on the Sister City Co-ordinating Group, and organisations included in the stakeholder list for international events. In response to further questions, Ms Birch suggested minor changes to wording in clauses 17.1, Appendix Two and Appendix Five.

Attendance: Councillor Rutledge left the meeting at 4.05p.m.

Recommendation GOV/2019/031

***That the Governance Committee***

- 1. Receives the report Revised International Relationships Policy (R10062) and its attachment (A2076807).***

Dahlberg/Courtney

Carried

Recommendation to Council GOV/2019/032

***That the Council***

- 1. Adopts the International Relationships Policy (A2076807), as a draft to be consulted on with iwi;***



2. ***Authorises Her Worship the Mayor and the Chair of the Governance Committee to approve alterations raised through this process.***

Dahlberg/Courtney

Carried

**14. Council submissions on: Review of local government funding and financing; Aotearoa New Zealand Tourism Strategy; Changes to temporary work visas and regional workforce planning**

Document number R10084, agenda pages 126 - 226 refer.

Manager Strategy, Mark Tregurtha, presented the report. He answered questions regarding the submissions, and confirmed that it was possible to provide additional comments for submissions had already been submitted.

It was suggested that the Housing Accords and Special Housing Areas Act responsibilities be added to the list in Question 6 of the Submission on the Productivity Commission's Review of Local Government Funding and Financing; and the reference to "biannual or quarterly" under the heading 'Scope for further improvements to regionalised skill shortage lists' in the Submission on the Consultation Paper on Employer-Assisted Work Visas and Regional Workforce Planning be updated to "biannual or 4-yearly".

Recommendation GOV/2019/033

***That the Governance Committee***

1. ***Receives the report Council submissions on: Review of local government funding and financing; Aotearoa New Zealand Tourism Strategy; Changes to temporary work visas and regional workforce planning (R10084) and its attachments (A2162487, A2138541, A2162696, A2162486, A2132517, A2169540 and A2155177); and***
2. ***Approves retrospectively the attached Nelson City Council submission on the review of local government funding and financing (A2138541), amended as necessary; and***
3. ***Approves retrospectively the attached Nelson City Council submission on the Aotearoa New Zealand Tourism Strategy (A2132517); and***
4. ***Approves retrospectively the attached Nelson City Council submission on changes to***

***temporary work visas and regional workforce planning (A2145823).***

Courtney/Dahlberg

Carried

**15. Update on Communications and Engagement Strategy**

Document number R10115, late items agenda pages 2 - 10 refer.

Manager Communications, Paul Shattock, presented the report. He advised that Appendix 1 and 2 to the report appeared in the incorrect order.

Mr Shattock answered questions regarding Council expenditure on different communications mediums, factors affecting the website hosting fee, the difficulties of evaluating the staff cost component in relation to each communication medium, use of print media by other local authorities around New Zealand, and the growth in social media use.

Resolved GOV/2019/034

***That the Governance Committee***

- 1. Receives the report Update on Communications and Engagement Strategy (R10115) and its attachment (A2172259).***

Murray/Dahlberg

Carried

**16. Exclusion of the Public**

Resolved GOV/2019/035

***That the Governance Committee***

- 1. Excludes the public from the following parts of the proceedings of this meeting.***
- 2. 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:***

Skinner/Dahlberg

Carried

| <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 - 7 March 2019</b> | Section 48(1)(a)<br>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:<br>•   |
| <b>5</b>    | <b>Update on Strategic Property Matters</b>                                  | Section 48(1)(a)<br>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:<br>• Section 7(2)(h)<br>To enable the local authority to carry out, without prejudice or disadvantage, commercial activities<br>• Section 7(2)(i)<br>To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) |

The meeting went into public excluded session at 4.39p.m. and resumed in public session at 5.01p.m.

There being no further business the meeting ended at 5.01p.m.

Confirmed as a correct record of proceedings:

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