

Minutes of a meeting of the Nelson City Council

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

On Tuesday 22 November 2011, commencing at 1.00pm

Present: His Worship the Mayor (Chairperson), Councillors I Barker, A Boswijk, G Collingwood, R Copeland, K Fulton, P Rainey, D Shaw and M Ward

In Attendance: Chief Executive (K Marshall), Executive Manager Office of the Mayor and Chief Executive (S Birdling), Executive Manager Strategy and Planning (M Schruer), Executive Manager Support Services (H Kettlewell), Executive Manager Community Relations/Kaihautu (G Mullen), Chief Financial Officer (N Harrison), Manager Community Relations (A Ricker), Manager Strategic Response (C Ward), and Administration Advisers (E-J Ryan and A Rose).

Apologies: Were received and accepted from Councillors E Davy, P Matheson, J Rackley and R Reese

Opening Prayer

His Worship the Mayor gave the opening prayer.

The Mayor reminded Councillors that the Quarterly Chief Executive Report meetings were extremely important meetings from a governance point of view, as they gave an the opportunity to reflect on all that Council had achieved during each quarter of the financial year.

1. Conflicts of Interest

No updates to the Conflict of Interest Register were noted, and no conflicts of interest with any agenda items were declared.

Attendance: Councillor Fulton joined the meeting at 1.06pm.

2. Chief Executive Quarterly Report

Document number 1167954, agenda pages 1-30 refer.

The Chief Executive presented the report, explaining that it focused on the first quarter of the financial year, to 30 September 2011, and gave a measure of progress towards the Key Performance Indicators that

Council had set. He also said that the report would present statistics, giving an overview of the deployment of staff and resources.

2.1 Long Term Plan

The Chief Executive said that development of the various Asset and Activity Management Plans was taking longer than anticipated. In response to a question, he explained that there would be a workshop in December, and that this would give Councillors the opportunity to decide on overall priorities and to review the draft estimates for the Long Term Plan. He also said that there would be further Long term Plan workshops in February as well.

2.2 Regional Public Transport Plan and Service Development

In response to a question, the Chief executive explained that the public transport tender process had been previously brought to the Council table, and had been finalised. He said that a review of the bus service would be conducted after the first year of operation.

2.3 Rutherford Park Developments

It was noted that there would be a workshop regarding the development of Rutherford Park early in 2012.

2.4 Organisational Capacity Monitoring – “Project Balance”

The Chief Executive spoke about Project Balance and said that work had started to incorporate an understanding of ‘business as usual’ workloads. In response to a question, the Chief Executive explained that any Council decisions to reduce expenditure by any number of percentage points had on-going implications for staff workloads.

2.5 Framing our Future Strategy (Sustainability Strategy)

Manager Strategic Response, Mr Ward, addressed the meeting. He explained that the Sustainability Strategy will not be produced until the middle of 2012. He added that the ‘Framing our Future’ vision had been established and would be presented to Council for approval, and that as a result, the work programme being developed for the Long Term Plan would be informed by the ‘Framing our Future’ vision.

In response to a question, he explained that once Council had adopted the ‘Framing our Future’ vision, all on-going projects would be re-assessed to evaluate their alignment with the vision.

3. Customer Focus

The Chief Executive spoke about service requests and explained that almost all service requests were dealt with on time. He said that RWC 2011 would have been responsible for a slight increase in uncompleted

service requests from July onwards, as no physical works were undertaken during the RWC 2011 period.

Councillors also recognised the ALGIM Customer Service Manager award that had been presented to Cherie Irving, Manager Customer Service Centre and asked that this be publicised in Live Nelson or elsewhere. Councillors also asked that the thank you morning tea for staff be held as soon as possible.

It was noted that there had been an improvement in processing times for Resource Consents, with 100% of all consents processed on time between July and September 2011.

There was a general discussion around Earthquake Prone Buildings. It was noted that there are likely to be legislative changes once the findings of the Royal Commission into the Christchurch Earthquake were released, and that this may change the responsibilities that Council had regarding Earthquake Prone Buildings. The Chief Executive explained that Council could recommend to building owners to strengthen buildings beyond the requirements of the Building Code, but could not require building owners to do anything more than what was required by legislation.

There was also a discussion regarding heritage buildings and the implications that any new earthquake-based regulations would have for these buildings. It was suggested that this was a discussion that would need to be had during a workshop regarding the Heritage Activity Management Plan.

4. Financial Performance

There was a brief discussion regarding the financial report and the reasons that revenue was under budget as at 30 September 2011. It was noted that EECA grants have not yet been received for the year, and that the expenditure related to this would not be recognised until the EECA grant claims process had occurred.

5. Staff

In response to a question, the Chief Executive explained that there had been some increases resulting from getting better value for Council money by employing staff rather than consultants. He added that the employment of staff for work such as inspecting swimming pool fences was an example where the cost did not come from rates but was funded completely from the activity carried out.

6. Schedule of Documents Sealed

Resolved

THAT the Schedule of Documents Sealed (1170170) from 7 May to 30 October 2011 be received.

Collingwood/His Worship the Mayor

Carried

Resolved

THAT the Chief Executive Quarterly Report November 2011 be received.

Collingwood/His Worship the Mayor

Carried

7. Exclusion of the Public

Resolved

THAT the public be excluded from the following parts of the proceedings of this meeting in accordance with section 7 and 48(1)(a) of the Local Government Official Information and Meetings Act 1987 on the grounds that the public conduct of this part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Public Excluded Chief Executive Quarterly Report November 2011	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"> • Section 7(2)(a) To protect the privacy of natural persons • Section 7(2)(g) To maintain legal professional privilege

His Worship the Mayor/Collingwood

Carried

The meeting went into public excluded session at 2.29pm and resumed in public session at 2.45pm.

8. Re-admittance of the Public

Resolved

THAT the public be re-admitted to the meeting.

His Worship the Mayor/Rainey

Carried

There being no further business the meeting ended at 2.45pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date