

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
FINANCE AND PLANNING COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 14 FEBRUARY 2019 AT AT THE CONCLUSION OF THE PUBLIC FORUM
WHICH COMMENCES AT 9.00AM**

PRESENT: Cr Ian Sharp (Deputy Mayor)

Mayor Alex Walker
Cr Tim Aitken
Cr Kelly Annand
Cr Shelley Burne-Field
Cr Tim Chote
Cr Gerard Minehan
Cr Brent Muggeridge
Cr David Tennent

IN ATTENDANCE: Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Monique Davidson (CEO)
Bronda Smith (Group Manager, Corporate Support and Services)
Doug Tate (Group Manager, Customer and Community Partnerships)
Nicola Bousfield (People and Capability Manager)
Leigh Collecutt (Governance and Support Officer)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Ian Sharp

Seconded: Mayor Walker

That Dr Roger Maaka is tabled as an apology for the meeting.

CARRIED

2 DECLARATIONS OF CONFLICTS OF INTEREST

None

3 STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan
Seconded: Cr Shelley Burne-Field

THAT the following standing orders are suspended for the duration of the meeting:

- 20.2 Time limits on speakers
- 20.5 Members may speak only once

- 20.6 Limits on number of speakers

AND THAT 21.4 Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

CARRIED

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan
Seconded: Cr Tim Aitken

That the minutes of the Finance and Planning Committee Meeting held on 29 November 2018 as circulated, be confirmed as true and correct.

CARRIED

5 LOCAL GOVERNMENT ACT COMPLIANCE – PLANNING, DECISION MAKING AND ACCOUNTABILITY

Council is required to make decisions in accordance with the requirements of Part 6 Subpart 1 of the Local Government Act 2002.

COMMITTEE RESOLUTION

Moved: Cr Ian Sharp
Seconded: Cr David Tennent

THAT Council has read the reports associated with items 6.1 to 6.5 and considers in its discretion under Section 79(1)(a) that sufficient consultation has taken place in addition to the Councillors knowledge of the items to meet the requirements of Section 82(3) in such a manner that it is appropriate for decisions to be made during the course of this meeting.

AMENDMENT

Moved: Cr Ian Sharp
Seconded: Cr David Tennent

That item 5 - Local Government Act Compliance - Planning, Decision Making and Accountability is removed from all Finance and Planning Committee Meeting Agendas going forward.

CARRIED

6 REPORT SECTION

6.1 FINANCE AND PLANNING COMMITTEE WORK PROGRAMME UPDATE

PURPOSE

The purpose of this report is to provide an update to the Finance and Planning Committee on the key priorities as identified in the Terms of Reference and work programme for the committee.

COMMITTEE RESOLUTION

Moved: Cr Tim Aitken

Seconded: Cr Shelley Burne-Field

That, having considered all matters raised in the report, the report be noted.

CARRIED

- Mayor Walker asked officers about progress of the rates review. It was confirmed that it was a long term review over a 12-24 month period and that it was currently on track.
- Cr Tennent asked whether if the Council made a decision on the scope of work for the rates review, if this would bind the next Council in any way. It was confirmed by Cr Sharp and officers that this could be rescoped if needed. The intention of the review is that it is a guideline which outlined milestones, rather than a binding strategy.

6.2 QUARTERLY FINANCIAL REPORTING FOR DECEMBER 2018

PURPOSE

Provide Council with a summary of Council's second quarter financial performance for the 2018/19 financial year.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Kelly Annand

That, having considered all matters raised in the report, the report on Council's second quarter financial performance for the 2018/19 financial year be noted.

CARRIED

- Cr Muggerridge asked whether officers were confident that project work was going to be completed and that contractors were going to be available, given a large proportion of work is phased for the last 6 months of the year. Officers confirmed that the capital works programme was a priority and that sound programme management would help to achieve milestones. Where officers are not confident that deliverables would be met, these have been signalled to Council.

It was also confirmed that while finding qualified contractors is potentially a risk, that a good amount of interest has been generated for projects through the use of different engagement tools.

- Mayor Walker asked about income subsidies from NZTA for emergency work and whether this was included in the figures. It was confirmed that some of it was included and that most of the emergency work from weather events had either been programmed or completed, however a paper would be coming to Council to discuss further work needed after the December weather event.
- Cr Aitken asked officers how they had achieved the reduction of \$202,032 for bad debts since September. It was confirmed that this was managed through various channels, including officers actively working to make payment arrangements, mortgage demands and outsourcing some debt management.
- Cr Tennent discussed roading issues after rain events and asked whether the regional council accepted responsibility for remedial work required when roads were impacted by rivers or waterways. Mr Lloyd confirmed that although the regional council were not directly giving a financial contribution, that they were assisting officers by making the process as easy as possible and assisting with storage. The Chief Executive noted that there were continuing discussions with the regional council about long term sustainability in terms of funding for extreme events.

6.3 QUARTERLY ACTIVITY REPORTING - OCTOBER TO DECEMBER 2018

PURPOSE

The purpose of this report is to provide Council with a summary of the organisation's quarterly activity reporting for the period October to December 2018.

COMMITTEE RESOLUTION

Moved: Cr Kelly Annand
Seconded: Cr David Tennent

That, having considered all matters raised in the report, the report be noted.

CARRIED

- Cr Minehan indicated that stakeholders would like to have ongoing meetings with Building Control officers to discuss changes in legislation and other relevant matters.
- Discussion took place about growth assumptions made in last year's Long Term Plan and given the significant growth in some areas of the district it was agreed that this would need to be re forecast.
- Cr Tennent asked what the Council's obligations were in terms of dealing with animal welfare. It was confirmed that the recent review of the animal control service highlighted that some improvements needed to be made in this area. It was also noted that there is a lack of clarity about the Council's role in conjunction with other agencies.

- Cr Burne-Field asked what could be expected in terms of responsiveness when an additional animal control staff member was appointed. The Chief Executive confirmed that it would enable the organisation to be more proactive and visible, rather than strictly just dealing with animal control enforcement.
- Cr Burne-Field also requested that the organisation have more proactive communication about what to do when people need support or help with animal control. This was noted by officers.
- Cr Aitken asked about the large pile of metal at the transfer station and whether this could be moved. It was confirmed that contractors were working to deal with this.
- Cr Tennent asked whether watering was still taking place at Russell Park. Officers indicated while there would still be some watering taking place that recent rainfall has not meant that this had not been necessary.
- Cr Annand requested that the target for number of users of the Memorial Hall be clarified for future reporting.
- Cr Burne-Field noted concerns about the number of ammonia exceedences for wastewater treatment.
- Cr Muggerridge asked for clarification about wastewater flow volumes and the point at which officers would be highly concerned about exceedences.
It was confirmed that exceedences were reported to the regional council and that the council was working with them on planning to help reduce these issues.

6.4 ELECTED MEMBERS EXPENSES FOR JULY TO DECEMBER 2018

PURPOSE

The purpose of this report is to update Council on the Elected Members' Expenses for the six month period of July to December 2018.

COMMITTEE RESOLUTION

Moved: Cr Tim Aitken

Seconded: Cr David Tennent

That, having considered all matters raised in the report, the Elected Members Expenses for July to December 2018 report be noted.

CARRIED

6.5 KEY PROJECT STATUS REPORT #4 - BIG WATER STORY

PURPOSE

The purpose of the report is to provide information to Council on the progress and status of #thebigwaterstory programme.

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Cr Gerard Minehan

That, having considered all matters raised in the report, the report be noted.

CARRIED

- Cr Sharp offered congratulations around supplier management and engagement for these projects.
- Cr Minehan sought clarification about timeframes for consents from the regional council.
- Cr Annand sought clarification about what the indicators were for bore locations. Mr De Klerk confirmed that locations were dictated by seismic testing and locations of surrounding bores.
- Cr Aitken sought clarification about the impact that establishing new bores would have on existing bores. It was confirmed that testing would be done to ensure that there was not an impact. If it was determined that there was an impact, officers would explore other options.
- Mayor Walker asked whether the required resourcing would likely have implications for the annual plan. It was confirmed that this has been accounted for.
- Cr Tennent sought clarification of the consent process for farm supply in terms of the taking of water. Mr De Klerk clarified that initially consent would be sought for a test bore. Once it was determined that a test bore was fruitful and that testing was satisfactory, consent would then be sought for a production bore and associated water take.
- Mayor Walker noted the recent discussion at the regional council meeting around delivery of infrastructure projects in the district. It was tabled that there was confidence in the processes officers were following for programme delivery.

7 DATE OF NEXT MEETING

COMMITTEE RESOLUTION

Moved: Cr David Tennent

Seconded: Cr Tim Chote

THAT the next meeting of the Central Hawke's Bay District Council be held on 28 March

2019.

CARRIED

8 TIME OF CLOSURE

The Meeting closed at 10.10am.

The minutes of this meeting were confirmed at the Finance and Planning Committee Meeting held on 28 March 2019.

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CHAIRPERSON