



MINUTES

Environmental Services and Finance Committee Meeting

30 July 2019

**MINUTES OF WAIMATE DISTRICT COUNCIL
ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 30 JULY 2019, COMMENCING AT 11.15AM**

PRESENT: Chair Sharyn Cain, Mayor Craig Rowley, Cr David Anderson, Cr Peter Collins, Cr Miriam Morton, Cr Tom O'Connor, Cr David Owen, Cr Sheila Paul

APOLOGIES: Cr Jakki Guilford

IN ATTENDANCE: Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Melissa Thomson (Accountant), Karalyn Reid (Committee Secretary)

OPENING

1 PUBLIC FORUM

There was no Public Forum held at this meeting.

2 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION 2019/45

Moved: Cr Peter Collins
Seconded: Cr Miriam Morton

That the apology received from Cr Jakki Guilford be accepted.

CARRIED

3 VISITORS

1.00pm – Jardine Lloyd Thompson Ltd

4 CONFLICTS OF INTEREST

Nil

5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

IDENTIFICATION OF MAJOR/MINOR ITEM NOT ON THE AGENDA

COMMITTEE RESOLUTION 2019/46

Moved: Chair Sharyn Cain
Seconded: Mayor Craig Rowley

That the Corporate Services Group report, tabled and emailed separately as Urgent Reports Agenda is taken during 9.3 Corporate Services Group Report section of the meeting.

CARRIED

MINUTES

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING HELD ON 4 JUNE 2019

COMMITTEE RESOLUTION 2019/47

Moved: Mayor Craig Rowley

Seconded: Cr Sheila Paul

That the Minutes of the Environmental Services and Finance Committee Meeting held on 4 June 2019 be received and the recommendations therein be adopted.

CARRIED

7 RECEIPT OF MINUTES

7.1 RECEIPT OF MINUTES - ORARI-TEMUKA-OPIHI-PAREORA ZONE COMMITTEE

COMMITTEE RESOLUTION 2019/48

Moved: Cr Peter Collins

Seconded: Cr Sheila Paul

That the confirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 10 June 2019 are received.

CARRIED

7.2 MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING HELD ON 17 APRIL 2019

COMMITTEE RESOLUTION 2019/49

Moved: Mayor Craig Rowley

Seconded: Cr Sheila Paul

That the confirmed minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 17 April 2019 be received.

CARRIED

REPORTS

8 REGULATORY AND COMPLIANCE GROUP REPORT

8.1 REGULATORY AND COMPLIANCE GROUP REPORT

COMMITTEE RESOLUTION 2019/50

Moved: Cr Sheila Paul

Seconded: Cr Miriam Morton

That the Regulatory and Compliance Group Manager's report is accepted.

CARRIED

Note:

The Emergency Management Officer, as named in the report, is Lucinda Swatton.

9 CORPORATE SERVICES GROUP REPORT

9.3 CORPORATE SERVICES GROUP REPORT

The Corporate Services Group report was emailed separately to Councillors as an Urgent Reports Agenda and tabled at the meeting.

COMMITTEE RESOLUTION 2019/51

Moved: Cr Miriam Morton

Seconded: Cr David Owen

That the Corporate Services Group Management Report is accepted.

CARRIED

9.2 FINANCE REPORT - FOR THE 11 MONTHS ENDED 31 MAY 2019

COMMITTEE RESOLUTION 2019/52

Moved: Mayor Craig Rowley

Seconded: Cr David Anderson

That the Finance Report for the 11 months ended 31 May 2019 be accepted.

CARRIED

Note:

Councillors discussed the Staff Training budget and the Chief Executive explained that most staff training is held in the North Island and value for money needs to be considered.

Item - 9.3 Corporate Services Group Report - has been moved to another part of the document.

10 GENERAL REPORTS

10.2 NOTICE OF INTENTION TO DEMOLISH CATEGORY C BUILDING - 115 HIGH STREET, WAIMATE

The Committee considered written notice from the landowner of intention to demolish a District Plan Category C building. The building is listed in the District Plan Heritage Items Schedule as Item 138, 'Keen's Auto' building located at 115 High Street, Waimate and legally described as Lot 1 DP 40202.

COMMITTEE RESOLUTION 2019/53

Moved: Chair Sharyn Cain

Seconded: Mayor Craig Rowley

1. That the Notice of Intention to Demolish Category C Building – 115 High Street report be received; and
2. That the Environmental Services and Finance Committee recommends to Council that it receives and acknowledges the written notice of intention to demolish the existing building at 115 High Street, Waimate; and
3. That the Environmental Services and Finance Committee recommends to Council that Council agrees that the date of 4 July 2019 be accepted for the purpose of the three month notice period; and
4. That the Environmental Services and Finance Committee recommends to Council that Council requires satisfactory photographs of the interior and exterior of the building to be submitted to Council prior to demolition, along with any other relevant information held by the owner.

CARRIED

Note:

Councillors asked the property owner is made aware in writing that the demolished building site is to be cleared in a timely manner.

Item - 10.1 Presentation: Overview of Council's Insurances – 1.00pm was taken at the end of the Public Excluded section of the meeting.

Item - 10.2 Notice of Intention to Demolish Category C Building - 115 High Street, Waimate - has been moved to another part of the document.

PUBLIC EXCLUDED

11 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2019/54

Moved: Cr Sheila Paul
Seconded: Mayor Craig Rowley

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
11.1 - Public Excluded Minutes of the Environmental Services and Finance Committee Meeting held on 4 June 2019	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.2 - Alpine Energy Shareholders Report - April 2019	s7(2)(b)(ii) - the withholding of the information is necessary 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 s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

12 RE-ADMITTANCE OF THE PUBLIC REPORT

COMMITTEE RESOLUTION 2019/55

Moved: Cr David Owen
Seconded: Cr Sheila Paul

That Council moves out of Closed Council into Open Council.

CARRIED

The Environmental Services and Finance Committee adjourned at 12.02pm.
The Environmental Services and Finance Committee reconvened at 12.45pm.

10.1 PRESENTATION: OVERVIEW OF COUNCIL'S INSURANCES - 1.00PM

Jerard Cowburn, Account Manager of Jardine Lloyd Thompson Ltd gave the Environmental Services and Finance Committee an overview of Council's insurances.

MEETING CLOSURE

There being no further business, the Chair closed the meeting at 1.34pm.

The minutes of this meeting were confirmed at the Environmental Services and Finance Committee Meeting held on 10 September 2019.

.....
CHAIRPERSON