

Corporate and Operations Committee

Open Minutes



Minutes of a meeting of the Corporate and Operations Committee held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 25 October 2017 at 9:15am.



Present

Mayor	Jan Barnes, JP	
Councillors	Donna Arnold	Ash Tanner
	Teena Cornes	Kevin Tappin
	Paul Cronin	James Thomas, JP
	Brian Hunter	Adrienne Wilcock
	Peter Jager	

Also Present

Don McLeod	Chief Executive	
Caroline Hubbard	Committee Secretary	
Manaia Te Wiata	Group Manager	Item 6.1
	Business Support	
Susanne Kampshof	Asset Manager	Item 6.1
	Strategy & Policy	
Michelle Staines-Hawthorne	Corporate Strategy	Items 6.1,6.2,6.3
	Manager	
Sandy Barnes	Health & Safety/Quality	Items 6.2,6.3
	Manager	
Dennis Bellamy	Group Manager	Items 6.2,6.3
	Community	
	Development	

In Attendance

Rexine Hawes	MM Chronicle, in at 9.19am, out at 11.20am
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1 Meeting Opening

Chair Councillor Ash Tanner welcomed everyone and declared the meeting open at 9.15am

2 Present

3 Apologies

That the apologies from Crs J Sainsbury and N Goodger be accepted and leave of absence from the meeting be granted.

Moved by: Cr Adrienne Wilcock

Seconded by: Cr Donna Arnold

CARRIED

4 Notification of Urgent Business

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 6A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman to enquire from members whether there are any additional items for consideration which qualify as extraordinary or urgent additional business.

There was no urgent additional business.

5 Confirmation of minutes

COMMITTEE RESOLUTION

That the minutes of the meeting of the Ordinary Meeting of the Corporate and Operations Committee held on Wednesday, 27 September 2017, be confirmed as a true and correct record of the meeting.

Moved by: Cr Paul Cronin

Seconded by: Cr Kevin R Tappin

CARRIED

OFFICER REPORTS

6 Executive

6.1 Headon Stadium Update

Executive Summary

Headon Stadium in Matamata was discussed at a recent workshop about potential future capital works for the 2018-28 Long Term Plan. Council requested further information on the current condition of the building to facilitate discussion on whether any short-term remedies may be appropriate and practicable until such time as the long-term use of Headon Stadium has been determined.

The report provides a progress update on a number of issues regarding the Headon Stadium building that are being considered before a recommendation is brought back to Council in the near future.

Comments

Condensation – is there an opportunity to discuss with users. If there is another facility available to users would they still need to use Headon?

Does mechanical ventilation in the toilets need to be included in maintenance?

Start consultation with users now.

COMMITTEE RESOLUTION

That:

1. The report be received.

Moved by: Cr James A F Thomas

Seconded by: Cr Paul Cronin

CARRIED

6.2 Review of the Regional Emergency Services Fund

Executive Summary

Waikato Regional Council established a fund in 2016 on behalf of local authorities in the region to support surf lifesaving, coastguard and rescue helicopter services in the Waikato. This proposal is to ensure the cost of services available to everyone in the region is spread across Waikato ratepayers through a regional rate.

The intent was to review the fund through the 2018-28 long-term planning process. A letter from Waikato Regional Council has been received seeking Councils feedback on the review. A copy of the letter and brief background paper is attached. Council's feedback is sought on the issue.

Comments

No increase in funding

Make sure funding goes to local organisation rather than National body.

COMMITTEE RESOLUTION

That:

1. The information be received.
2. Council provide a formal response to Waikato Regional Council on the review of the Regional Emergency Services Fund to retain the current level of funding.
3. Council share the same view as the Waikato Mayoral Forum for the need to ensure that funds go to local rather than national organisations.

Moved by: Cr Kevin R Tappin

Seconded by: Cr Brian L Hunter

CARRIED

6.3 Schedule of Documents Executed Under Seal August and September 2017
Executive Summary

The schedule of documents executed under Council Seal is attached.

COMMITTEE RESOLUTION

That the report of the schedule of documents executed under Council Seal be received.

Moved by: Cr Kevin R Tappin
Seconded by: Cr Donna C Arnold

CARRIED

6.4 Health and Safety at Work Act - Officers Due Diligence Plan

Executive Summary

Council is committed to doing everything possible to prevent injuries and health issues and to maintain a safe and healthy work environment. The purpose of the due diligence plan is to provide a framework for Officers of Matamata-Piako District Council to assist them in complying with their health and safety obligations under the Health and Safety at Work Act (HSWA) 2015, by actively practicing and modelling health and safety leadership.

Comments

Is there any extra information that councillors want/need?

The Health & Safety/Quality Manager, Sandy Barnes will send out an email to councillors to find out what health & safety issues/work they have completed over the last month.

COMMITTEE RESOLUTION

That:

1. the Officers Due Diligence plan be adopted.

Moved by: Cr Donna C Arnold

Seconded by: Cr Teena M Cornes

CARRIED

6.5 Health & Safety report - September 2017

Executive Summary

The Health and Safety report for September 2017 is attached.

The Health & Safety/Quality Manager, Sandy Barnes was in attendance at the meeting to discuss the report with members.

COMMITTEE RESOLUTION

That the report be received.

Moved by: Cr Brian L Hunter

Seconded by: Cr Adrienne J Wilcock

CARRIED

The meeting adjourned for morning tea at 10.42am and reconvened at 11.03 am

6.6 Chief Executive Officers Report for September 2017

A copy of the Chief Executive Officer's report for September 2017 is attached.

COMMITTEE RESOLUTION

That the report be received.

Moved by: Cr Adrienne J Wilcock

Seconded by: Cr Brian L Hunter

CARRIED

7 Urgent Additional Business

There was no urgent additional business.

8 Procedural motion to exclude the public

COMMITTEE RESOLUTION

That the public be excluded from the following part(s) 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 follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 36 Goodwin Road Wairere Falls Land Acquisition

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

Moved by: Cr James A F Thomas

Seconded by: Cr Kevin R Tappin

CARRIED

11.23am The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not public available.

11.30 pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF CORPORATE AND
OPERATIONS COMMITTEE HELD ON

DATE: 22 November 2017

CHAIRPERSON:.....

A B Tanner