
Minutes of the Finance and Community Support
Committee Meeting of the Waimate District
Council held in the Local Government Centre,
Queen Street, Waimate on Tuesday 9th August
2005 at 9.27am



Present

Councillor J.O. Rayner (Chair)
Councillors M.L. Andrew, J.S. Gibson, P.F. McIlraith, L.J. Shaw, A.M. Townend,
His Worship the Mayor, Mr J.G. Coles

In Attendance

Chief Executive Officer (J.E. Maxwell)
Corporate Services Manager (L.E. Rawstorn)
Administration Officer (J.D. Larcombe)
1 Member of the Media (Waimate Advertiser)
1 Member of the Media (Timaru Herald)

Apologies

RESOLVED, THAT APOLOGIES BE RECEIVED ON BEHALF OF COUNCILLORS
P.J. FOLEY AND M.L. ANDREW

Mov Cr Townend / Sec Balchin

Carried

Minutes

RESOLVED, THAT THE MINUTES OF THE FINANCE AND COMMUNITY
SUPPORT COMMITTEE MEETING HELD ON TUESDAY 14TH JUNE 2005, BE
RECEIVED.

Mov Cr Gibson / Sec His Worship the Mayor

Carried

Report

Corporate Services Manager

The Corporate Services Manager submitted the Financial Report for the period ending
30th June 2005.

Items reported on were as follows:

- Cash Flow Trends.
- Cash Flow Position.
- Capital Expenditure.
- Revenue.
- Revenue Observations.
- Income Observations.
- Roothing Income & Expenditure.

RESOLVED, THAT THE REPORT OF THE CORPORATE SERVICES MANAGER BE RECEIVED.

Mov His Worship the Mayor / Sec Cr Townend

Carried

Matters Arising

The Committee noted that un-expended roading works funding is able to be carried forward to the current financial year from the previous financial year.

Council agree in principle with this action, and request that Councils Chief Executive Officer to advise the appropriate procedural update.

Mov Cr McIlraith / Sec Cr Townend

Carried

Note: The meeting adjourned at 10-20 a.m.

Note: The meeting re-convened at 10- 40 a.m.

CO 5

Election Systems

Triennial Election 2007

The Returning Officer reported that pursuant to Section 37 of the Local Electoral Act, Council must decide the electoral system to be used for the next Triennial election being, either "First Past the Post" or "Single Transferable Vote".

Noted, that Council will hold its forthcoming Triennial Election in 2007 by the "First Past the Post" system.

CO 5

By-Election 2005

Council's Returning Officer reported that on the 25th July 2005, he had received notification that Councillor L.J. Shaw had resigned from Council.

The Local Electoral Act 2001 requires Council to hold an election for the extra – ordinary vacancy.

The timetable date for the election was duly advised for the information of Council.

Council were requested to consider early processing, in the same system used at the last elections.

Also, to consider arrangement of surnames on the voting papers either alphabetically, random, or pseudo random.

RESOLVED, THAT THE RETURNED VOTING DOCUMENTS FOR THE 2005 WAIMATE DISTRICT COUNCIL BY ELECTION BE PROCESSED DURING THE VOTING PERIOD, SUCH EARLY PROCESSING TO BE UNDERTAKEN IN ACCORDANCE WITH SECTION 79 OF THE LOCAL ELECTORAL ACT 2001:

THE LOCAL ELECTORAL ACT REGULATIONS 2001, AND THE SOCIETY OF LOCAL GOVERNMENT MANAGERS CODE OF BEST PRACTICE.

THAT THE NAMES OF THE CANDIDATES FOR THE 2005 BY ELECTION FOR THE WAIMATE WARD BE ARRANGED IN ALPHABETICAL ORDER OF SURNAME.

Mov Cr Gibson / Sec Cr McIlraith

Carried

CO 1

Sports and Community Grants Schemes

Council had combined its Sports Fund Scheme and Community Grants Fund Scheme into one scheme, with the original total funding of \$40,000 for both schemes now reduced to \$20,000.

The Community Grants Scheme had one funding round per year, with the Sports Fund Scheme having two rounds per year.

Noted that one funding criteria would need to be established should the two schemes be amalgamated.

Council would need to consider either retaining the two committees with one funding round each year considering the reduced funding available, or alternately authorise the Sports Fund Committee to distribute grants for the combined funding areas of Sport, Community Grants and SPARC funds.

RESOLVED, THAT COUNCIL RETAIN ITS CURRENT FUNDING REGIME OF COUNCIL AND THE SPORTS FUND COMMITTEE TO DISTRIBUTE FUNDING, WITH THE SPORTS FUND COMMITTEE TO HAVE ONE FUNDING ROUND YEARLY.

Mov His Worship the Mayor/ Sec Cr Townend

Carried

CO 2
Salvation Army
Community Grant

The Salvation Army wrote advising it had been allocated a Community Grant in the sum of \$2,000 for its project of providing hot meals for the needy people of Waimate.

The Salvation Army had now discontinued this project, and seeks Council consent to retain the unused balance of \$1,200 towards its Food Bank and Social Relief Fund.

RESOLVED, THAT COUNCIL GRANT CONSENT TO THE SALVATION ARMY TO RETAIN THE UNSPENT GRANT FUND MONEY OF \$1,200 TO BE UTILISED FOR ITS FOOD BANK AND SOCIAL RELIEF FUND.

Mov His Worship the Mayor / Sec Cr Balchin

Carried

CP 1
McLay Place Units
Mr John Foley

Mr John Foley wrote advising that he understood that a McLay Place unit had been sold to an Employee of Council without public consultation and also noted that the employee had sub-leased the property.

These units had originally been established previously by Council to provide a secure tenure for retired and elderly people in the town.

Council's Chief Executive Officer advised that he had deep concerns regarding aggressive rumours and unfounded accusations relating to Council Officers actions in this regard.

Last year, the Council sold two McLay Place units in accordance with its responsibilities and powers with respect to these properties.

It followed the usual tender process which requires strict adherence to accepted processes regarding secrecy of bids, etc.

Some time later, Council's Chief Executive Officer and affected Council staff became aware that rumours were circulating in Waimate that accused Council staff of having fraudulently operated the tender process and accordingly Council staff had benefited from this.

Council's Mayor, Deputy Mayor and appropriate staff had met with the McLay Place residents and allayed any serious fears that they may have felt as a result of such rumours.

Council staff are currently seeking legal advice which will further clarify Council's role in the McLay Place units and will more clearly state the situation for the McLay Place owners.

Council noted its support of the action of its Chief Executive Officer in this matter.

Council members further noted that this item should be further considered in its "Public Excluded" portion of the meeting.

CO 9

Elected Members Remuneration

Council were required to set the remuneration for its elected members, other than the Mayor, and had delayed this decision until such time as it had considered restructuring of its committees.

Given that Councils decision with regard to committee restructuring will be adopted without change, the following remunerations are proposed:

Mayor	\$49,098 per annum
Deputy Mayor	\$16,500 per annum
Councillors	\$9,000 per annum
Meeting Allowance	\$165 per approved meeting.

Expected Meetings

Council	12 (per year)
Extraordinary	2 (per year)
Workshops	9 (per year)
Other (zone/sector)	12 (attendees per year)

Budget for the above meetings is \$160,938, with a total allowable pool allowance of \$161,730.

RESOLVED, THAT THE ABOVE ELECTED MEMBERS REMUNERATIONS FOR THE 2005/2006 BE APPROVED AND ADOPTED.

Mov Cr Townend / Sec Cr Balchin

Carried

CO 1

Government Budget Initiatives

Government Budget initiatives were advised for the due information of Council:

Noted that the Rates Rebate Scheme may require the Local Authority to carry out means testing, which will impose new work loads and access to information which Council does not currently have available.

The advice was duly received and noted.

RESOLVED, THAT COUNCIL WRITE TO THE DEPARTMENT OF INTERNAL AFFAIRS REGARDING THE ADMINISTRATION OF THIS SCHEME.

IT WAS IN PARTICULAR NOTED THAT COUNCIL OFFICERS MAY HAVE TO "MEANS TEST" APPLICANTS, AND THAT COUNCIL'S CURRENT STAFFING LEVELS WOULD NOT ALLOW SUCH A LEVEL OF SERVICE.

THE DEPARTMENT OF INTERNAL AFFAIRS TO BE ADVISED THAT ACCORDINGLY THIS SCHEME SHOULD NOW OPERATE THROUGH OTHER GOVERNMENT AGENCIES.

Mov Cr Gibson / Sec His Worship the Mayor

Carried

CO 1

Manaaki Whenua
Financial Assistance

Manaaki Whenua (Landcare Research), wrote advising that it is currently organising a major restoration / Hiko workshop to be held in Canterbury over the period 19th – 22nd October 2005.

Numbers to the event will be limited to 50 participants, and to date organisers have secured over \$10,000 to assist in funding the event.

Council were requested to consider making available further assistance to help run the event.

RESOLVED, THAT THE APPLICATION FOR FINANCIAL ASSISTANCE BE DECLINED.

Mov Cr Balchin / Sec His Worship the Mayor

Carried

CO 1

Council and Committees

To date, Council has held full Council meetings and Committee meetings on separate days and has appointed Chairman to each Standing Committee.

There have been three standing Committees aligned with the major divisions of Asset Management, Finance and Planning / Regulatory.

It has also included all elected members as members of every standing Committee.

It is now proposed that the positions of Committee Chairs be abolished and all Councillors to be assigned a set of responsibilities for which they will maintain the link

Between elected members and staff, and on which they will report as necessary to Council meetings.

The position of Deputy Mayor to be retained.

It is proposed that separate committee meetings be abolished and twelve Council meetings held each year at monthly intervals on the third Tuesday of each month.

Other such sub-committees already established will be used where appropriate.

In addition, twelve Council workshops will be scheduled for each year, proposed for the first Tuesday of each month.

It is anticipated that less than this number may be required.

Moved, that Council adopts a new structure which removes standing committees and replaces them by the assignment of portfolios to all elected members.

The Council to hold twelve Council meetings per year and pre – schedule twelve dates a year for possible Council workshops.

Mov Cr Balchin / Sec Cr McIlraith

As An Amendment

THAT COUNCIL ADOPT A NEW STRUCTURE WHICH REMOVES STANDING COMMITTEES AND REPLACES THEM BY THE ASSIGNMENT OF PORTFOLIOS, MAINTAINING A GOVERNANCE ROLE, TO ALL ELECTED MEMBERS.

Mov Cr Townend / Sec Cr Balchin

The amendment became the substantive motion, which was put and **carried** .

CO 1

Staff Performance Measures

The completed staff performance measures for the year ended 30th June 2005 were advised for the due information of Council.

Recommended, that Council approve the performance measures for inclusion in the Annual Report year ending 30th June 2005.

Staff to review accordingly.

Meetings Attended

Councillors reported on meetings attended.

Note The meeting adjourned at 12-23p.m.

Note: The meeting re-convened at 1- 37 p.m.

In Committee

Mov His Worship the Mayor / Sec Cr Balchin

Carried.

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:

General Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1. Committee Minutes	To protect information which is subject to an obligation of confidence	48(1)(a)(i)
2. Pro-Ject Waimate Building	To protect information which is subject to an obligation of confidence	48(1)(a)(i)

This resolution is made in reliance of 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 or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

Items 1 & 2	To protect information which is subject to an obligation of confidence	7(2)(i)
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On Resuming

The meeting concluded at 2-35 p.m

Confirmed at a meeting of the Council held
this 20th day of September 2005.

Mayor