

**Public Minutes of the Environmental Services and Finance  
Committee meeting of the Waimate District Council held at 125  
Queen Street, Waimate on Tuesday 30 January 2018, beginning at  
10.50am, following the District Infrastructure Committee meeting**

**Present** Chair: Cr S Cain  
Mayor C Rowley (left the meeting at 11.00am)  
Councillors: P Collins, J Guilford, M Morton, T O'Connor,  
D Owen

**In Attendance** Chief Executive: S Duncan  
Managers: C Johns, D Mitchell, A Hilton  
Apology: S Kelly  
Staff: M Thomson (partial meeting)  
Committee Secretary: K Reid

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| <b>1 Apologies</b>  | <p>Apologies were received from Cr D Anderson and Cr S Paul. Mayor Rowley apologised he will need to leave at 11.00am to attend another meeting.</p> <p><b>Resolved:</b></p> <p>That the apologies are accepted.</p> <p>Moved Cr Morton<br/>Seconded Cr Guilford<br/>MOTION CARRIED</p>           |
| <b>2 Conflicts of Interest</b>  | <p>The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified.</p>   |
| <b>3 Identification of Major (Urgent Business) or Minor Items not on the Agenda</b> | <p>There were no major (urgent business) or minor items identified.</p>   |
| <b>4 Confirmation of Minutes</b>  | <p><b>Resolved:</b></p> <p>That the minutes of the Environmental Services and Finance Committee meeting held on Tuesday 5 December 2017, excluding the public excluded items, are confirmed as a true and correct record.</p> <p>Moved Cr Guilford<br/>Seconded Cr Collins<br/>MOTION CARRIED</p> |
| <b>5 Receipt of Meeting Minutes: Lower Waitaki South</b>                            | <p><b>Resolved:</b></p> <p>That the confirmed meeting minutes of the Lower Waitaki South Coastal Canterbury Zone Committee are received.</p>  |

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|          | <b>Coastal Canterbury Zone Committee</b>                                       | Moved Cr Morton<br>Seconded Cr Collins<br>MOTION CARRIED  |
| <b>6</b> | <b>Receipt of Meeting Minutes: Orari-Temuka-Opihi-Pareora Zone Committee</b>   | <p><b>Resolved:</b></p> <p>That the confirmed meeting minutes of Orari-Temuka-Opihi-Pareora Zone Committee are received.</p> <p>Moved Cr Guilford<br/>Seconded Cr O'Connor<br/>MOTION CARRIED</p>   |
| <b>7</b> | <b>Management Report – Corporate Services</b>                                  | <p><b>Resolved:</b></p> <p>That the Corporate Services Manager’s report is accepted.</p> <p>Moved Cr Owen<br/>Seconded Cr Guilford<br/>MOTION CARRIED</p> <p><b>Action Points:</b></p> <p>The Committee asked for a breakdown of costs associated with road closures.</p> <p>The Committee asked for the Corporate Services Manager and Asset Group and Roding Manager to work together to provide a detailed report on roading activity financials with reference to NZTA budget and Council budgets.</p>      |
| <b>8</b> | <b>Expenditure Variation Report for the 3 months ended 30 September 2017</b>   | <p>The Environmental Services and Finance Committee was presented with an analysis of Expenditure Variation for the 3 months ended 30 September 2017.</p> <p><b>Resolved:</b></p> <p>That the Expenditure Variation Report for the 3 months ended 30 September 2017 report is accepted.</p> <p>Moved Cr Guilford<br/>Seconded Cr Owen<br/>MOTION CARRIED</p>  |
| <b>9</b> | <b>Alpine Energy Dividend – Surplus Funds set aside for Future Initiatives</b> | <p>The Environmental Services and Finance Committee was presented with an analysis of expenditure from the surplus Alpine Energy Dividend funds.</p> <p><b>Resolved:</b></p> <p>That the Alpine Energy Dividend – Surplus Funds set aside for Future Initiatives report is accepted.</p> <p>Moved Cr Morton<br/>Seconded Cr Owen<br/>MOTION CARRIED</p> <p><b>Action Point:</b></p> <p>The Chief Executive confirmed he is currently preparing the Terms of Reference for the Alpine Energy Dividend, which</p> |

will be presented in a report to Council at the earliest opportunity.

**10 Register of Pecuniary and other Specified Interests of the Mayor and Councillors of the Waimate District Council Summary of Annual Returns**

The Environmental Services and Finance Committee considered the Register of Pecuniary and other Specified Interests of the Mayor and Councillors document.

**Resolved:**

That the Register of Pecuniary and other Specified Interests of the Mayor and Councillors of the Waimate District Council Summary of Annual Returns report is accepted; and

That the Environmental Services and Finance Committee recommends that Council adopt the Register of Pecuniary and other Specified Interests of the Mayor and Councillors document, as provided in Appendix 2 of the report.

Moved Cr Cain

Seconded Cr Guilford

MOTION CARRIED

**11 Order of Meetings on Council Committee Meeting Day**

The Environmental Services and Finance Committee considered the order of Committee meetings.

**Resolved:**

That the Order of Meetings on Council Committee Meeting Day report is accepted; and

That the Environmental Services and Finance Committee recommends to Council that staff in communication with the Chair have the flexibility to bespoke the order of the Committee meetings when necessary to cater for specific circumstances or requirements, otherwise be set as Community Services & Development, District Infrastructure, followed by Environmental Services & Finance.

Moved Cr Morton

Seconded Cr Cain

MOTION CARRIED

**Note:**

The Committee asked that all Chairs be advised of presentations occurring at Committee meetings.

**12 Audit New Zealand Management Report for the year ended 30 June 2017**

The Environmental Services and Finance Committee was presented with the Audit New Zealand's management report following completion of the annual report audit for the year ended 30 June 2017.

**Resolved:**

That the Audit New Zealand Management Report for the year ended 30 June 2017 report is accepted; and

That the Environmental Services and Finance Committee recommends that Council refer the report to the next Audit and Risk Committee meeting for review and action.

Moved Cr Collins  
Seconded Cr Guilford  
MOTION CARRIED

**13 Management Report  
– Regulatory and  
Compliance Group**

The Committee noted the apology of the Regulatory and Compliance Group Manager.

**Resolved:**

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

Moved Cr Guilford  
Seconded Cr Morton  
MOTION CARRIED

**Note:**

Resource Consent Report: The Committee asked for the Resource Planner to email an explanation on the below two matters:

RM170016: An explanation of why this was not actioned within the statutory timeframe.

RM170047: An explanation of why a consent from Council was required for indoor housing.

**14 Waimate District  
Bylaw Review –  
Chapter 18 The  
Keeping of Animals,  
Poultry and Bees**

The Environmental Services and Finance Committee reviewed the Waimate District Bylaw Chapter 18 - The Keeping of Animals, Poultry and Bees.

**Resolved:**

That this item is left to lie on the table until the next Environmental Services and Finance committee meeting to enable the below matters to be clarified.

Moved Cr Owen  
Seconded Cr Guilford  
MOTION CARRIED

**Note:**

1804.1 Poultry keeping: Clarification on description of housing to allow for smaller wooden structures.

1802: Clarification of not allowing pig keeping in the urban area.

Page 18-3: Conditions relating to stock kept on urban properties: Clarification on electric fencing.

**15 Consideration of  
Major (Urgent  
Business) or Minor  
Items not on the  
Agenda**

There were no major (urgent business) or minor items identified.

## 16 Exclusion of the Public

The Environmental Services and Finance Committee considered moving into public excluded to take the below items:

- i Confirmation of Minutes: Environmental Services and Finance Committee Meeting – Tuesday 5 December 2017
- ii Alpine Energy Report for Shareholders: November 2017
- iii Presentation: Council's representative – Alpine Energy Ltd

General Subject of each matter to be considered	Reason for passing this resolution	Ground(s) under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution
Confirmation of Public Excluded Minutes – Environmental Services and Finance Committee	Good reason to withhold exists under Section 7	7(2)(c)(i)(ii) The withholding of the information is necessary to protect information which is subject to an obligation of confidence
Alpine Energy Report for Shareholders: November 2017	Good reason to withhold exists under Section 7	7(2)(b)(ii) 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
Presentation: Council's representative – Alpine Energy Ltd	Good reason to withhold exists under Section 7	7(2)(b)(ii) 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

### Resolved:

That the Environmental Services and Finance Committee resolves to exclude the public from the following parts of the meeting on the grounds contained in section 48(1) of the Local Government Official Information and Meetings Act, or section 6 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.

Moved Cr O'Connor  
Seconded Cr Morton  
MOTION CARRIED

There being no further business, the Chair declared the meeting closed at 1.58pm. These minutes to be confirmed at the Environmental Services and Finance Committee meeting to be held on Tuesday 13 March 2018.

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Cr S Cain  
Chair

