

Notice of Meeting:

I hereby give notice that an ordinary meeting of the Council Controlled Organisations Subcommittee will be held on:

Date: Thursday 2 June 2016
Time: 9.00am
Meeting Room: Committee Room 1
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Council Controlled Organisations Subcommittee OPEN AGENDA

Membership

Chairperson Cr G Mallett
Members Her Worship the Mayor J Hardaker
Cr A King
Cr R Pascoe
Cr P Yeung

Quorum: A majority of members (including vacancies)

Meeting Frequency: 6 monthly or as required

Ian Loiterton
Committee Advisor

27 May 2016
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Terms of Reference:

- To oversee and provide recommendations to the Finance Committee in regard to the Council's interests in its Council Controlled Organisations (CCOs), Council Organisations (COs) and subsidiaries.
- Develop and recommend a draft policy for the appointment and remuneration of directors of CCOs and COs to the Strategy and Policy Committee by 30 March 2014.
- Approve appointments to CCO and CO boards in accordance with the Appointment and Remuneration Policy for CCOs and COs.
- Provide clear directions to Council's CCO's and CO on Council's expectations.
- Consider and approve statements of intent as prepared by the board of each CCO and CO.
- Receive CCO and CO six monthly and annual reports.
- Consider any proposed major transactions of CCOs and COs and make recommendations to the Finance Committee in relation to those major transactions.

Special Notes:

- The sub-committee may request expert advice through the Chief Executive when necessary.
- CCOs & COs covered by this committee are: Local Authority Shared Services (LASS), Waikato Regional Airport Ltd (WRAL), SODA Inc Ltd, Waikato Innovation Park Ltd (& Innovation Waikato Ltd), Vibrant Hamilton, LGFA, NZ Local Government Insurance Corporation Ltd.

Power to act:

- Approve appointments to CCO and CO boards in accordance with a policy for the
- Appointment and Remuneration of Directors of CCOs and COs.
- Approve statements of intent for each CCO and CO.

Power to recommend:

- Make recommendations to the Finance Committee in relation to any proposed major transactions of CCOs and COs.
- The sub-committee must make recommendations to the Finance Committee and/or Council in respect to any proposal to establish a CCO or CO.
- The sub-committee may make recommendations to Finance Committee and/or Strategy and Policy Committee.

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1 Apologies

2 Confirmation of Agenda

The Committee to confirm the agenda.

3 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

Committee: Council Controlled
Organisations Subcommittee

Date: 2 June 2016

Report Name: Council Controlled
Organisations (CCO)
Subcommittee Minutes - Open
- 6 April 2016

Author: Ian Loiterton

Status	<i>Open</i>
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Recommendation

That the Subcommittee confirm and adopt as a true and correct record the Open Minutes of the Council Controlled Organisations (CCO) Subcommittee Meeting held on 6 April 2016.

1. Attachments

- Attachment 1 - Council Controlled Organisations Subcommittee - Open Minutes - 6 April 2016

Council Controlled Organisations Subcommittee

OPEN MINUTES

Minutes of a Meeting of the Council Controlled Organisations Subcommittee held in Committee Room 1, Municipal Building, Garden Place, Hamilton on Wednesday 6 April 2016 at 9:30am.

PRESENT

Chairperson	Cr G Mallett
Members	Her Worship the Mayor J Hardaker Cr A King Cr R Pascoe Cr P Yeung
In Attendance	Richard Briggs – Chief Executive Sean Murray – Executive Director H3 and Events Kelvyn Eglinton – General Manager City Growth Tracey Musty – Financial Controller Gavin Iron – Local Government Shared Services Earl Rattray – Innovation Waikato Ltd Stuart Gordon – Innovation Waikato Ltd Thomas Gibbons – Vibrant Hamilton Trust Mark Morgan – Waikato Regional Airport Ltd John Spencer - Waikato Regional Airport Ltd Carlos da Silva - Waikato Regional Airport Ltd James Yearley - Waikato Regional Airport Ltd
Committee Advisor	Ian Loiterton – Committee Advisor

1. Apologies

Resolved: (Crs Mallett/Yeung)

That the Subcommittee accept an apology from Her Worship the Mayor for lateness.

2. Confirmation of Agenda

Resolved: (Crs Mallett/Yeung)

The Committee to confirm the agenda

Her Worship the Mayor Hardaker arrived during the above Item (9.33am) and was present when the matter was voted on.

3. Declarations of Interest

Her Worship the Mayor Hardaker declared an interest in relation to Items 11, 12 and 13 of the Open Agenda and Item C3 of the Public Excluded Agenda. She explained she was a Trustee of the Vibrant Hamilton Trust.

4. Public Forum

Not required.

5. Council Controlled Organisations (CCO) Subcommittee Minutes - Open - 9 March 2016

Resolved: (Crs Mallett/Pascoe)

That the Subcommittee confirm and adopt as a true and correct record the Open Minutes of the Council Controlled Organisations (CCO) Subcommittee Meeting held on 9 March 2016.

6. Council Controlled Organisations (CCO) Subcommittee - Action List (Open) - 6 April 2016

Resolved: (Crs Mallett/Pascoe)

That the Report be received.

7. Local Authority Shared Services - Draft Statement of Intent 2016/17 and Six Monthly Report to 31 December 2015

Mr Gavin Iron, Chair of the Local Authority Shared Services (LASS) and the Chief Executive Hamilton City Council, who was also a Director of the LASS, took the report as read and responded to questions including:

- **Future Direction:** LASS had evolved from its original purpose of offering a couple of shared data services and was now in a better position to move forward after trimming its administration costs and having employed a part-time Chief Executive. It was noted that LASS was heavily reliant on the good will of councils. Some councils chose not to formally be within LASS due to their involvement in other collaborative initiatives; nonetheless, LASS still actively engaged with those councils;
- **New Services:** As of 1 July 2016, LASS planned to offer two new services; namely, building cluster and Rata services;
- **Annual Survey:** LASS's 2016 annual shareholder survey was in the process of being conducted; it was at the discretion of each Chief Executive as to who responded to the survey within that particular Council. The HCC Chief Executive noted that it was his intention that Elected Members would be included in the survey for the purpose of Hamilton City Council's response;
- **Reported Savings:** Savings that were generated by LASS were documented in its publication, *Waikato LASS: Collaboration in Action* (included from page 66 onwards in the Agenda). How individual councils reported any LASS generated savings within their financial accounting processes was at their own discretion;
- **Identification of future initiatives:** LASS used a number of mechanisms to identify future saving initiatives, including its annual shareholder survey and a strategy workshop. Previous examples of a LASS generated savings included insurance and energy arrangements. The best saving opportunity that had been identified for future investigation was in relation to Information Services, though it was acknowledged that any integration in this area would be expected to take at least five years, due to the complexity of different operating systems and Council planning cycles;
- **Appointment of Directors:** Each Council had a Director position on the LASS Board. In the role of Director, each Council nominated Board Member was obliged to act as a representative of LASS, not as a representative of their own Council;
- **Appointment of the Chair:** The current Chair had been in the position for six years and there were no time limits as to how long a Chair could retain the role; and
- **Strategic Plan:** The strategic plan for LASS was tested in part by the inclusion of 'Proposed New Activities' in the Statement of Intent, as submitted to shareholders – refer page 18 of the Agenda.

Resolved: (Crs Mallett/Pascoe)

- a) That the report be received; and
- b) That Council provides a written response to Local Authority Shared Services advising that the CCO Subcommittee approves the Draft Statement of Intent with no amendments.

To accommodate guests from Waikato Innovation Ltd, Item 10 was taken prior to Item 8.

10. Innovation Waikato Ltd and Group Companies - Draft Statement of Intent, Half Yearly Report to 31 December 2015, Annual Tenants Survey

Mr Earl Rattray and Mr Stuart Gordon from Waikato Innovation Ltd took the report as read, gave an overview of key aspects of the report and responded to questions including:

- **Governance:** It was stated that Innovation Waikato Ltd and Group Companies had a strong intent to add value, as illustrated by the planned opening of the Tetra Pak facility on 7 April 2016;
- **Financial results:** The financial results of Innovation Waikato Ltd and Group Companies were said to be positive and generating surpluses;
- **Master Plan:** A Master Plan had been developed that included planning consent approval for future expansion, contingent on investment and shareholder approval; and
- **Privately funded dryer:** Plans were in place to investigate an option to add an additional, privately funded dryer as part of the New Zealand Food Innovation Waikato Ltd Company.

Resolved: (Crs Mallett/Pascoe)

- a) That the report be received; and
- b) That Council notes the Draft Statement of Intent and key assumptions and advises Innovation Waikato Ltd Group that it will be able to provide a written response after 2 June 2016, once the review of its investment in the IWL Group is completed.

8. Civic Assurance - Draft Statement of Intent 2016

The Chief Executive and Executive Director H3 and Events took the report as read and clarified:

- **Portfolio:** Civic Assurance dealt predominately in Kiwi Saver Fund and other insurance portfolios;
- **Shares:** Shares were based on 'asset banking' principles and were not able to be realised financially; and
- **Hamilton City Council:** Did not insure with Civic Assurance, but did benchmark its insurance policies against market rates.

Resolved: (Crs Mallett/Pascoe)

- a) That the report be received; and
- b) That Council provides a written response to Civic Assurance advising that the CCO Subcommittee approves the Draft Statement of Intent with no amendments.

9. Local Government Funding Agency (LGFA) - Draft Statement of Intent 2016/17 and Half Yearly Report to 31 December 2015

The Chief Executive took the report as read and responded to questions including:

- **Hamilton City Representation:** The Chief Executive had been a LGFA Director until recently, but that the General Manager Corporate - David Bryant was now in that role;
- **Council Briefing:** The Chair of the LGFA was scheduled to make a presentation to Councilors as part of a briefing session in May 2016; and
- **Financial Regulations:** The LGFA was required to adhere to strict Government funding regulations, which in turn ensured the LGFA maintained a good credit rating.

Resolved: (Crs Mallett/Pascoe)

- a) That the report be received; and
- b) That Council provides a written response to the Local Government Funding Agency advising that the CCO Subcommittee approves the Draft Statement of Intent 2016/17 with no amendments.

To accommodate attendee availability, Item 14 was taken before Item 11.

14. Hamilton Properties Ltd - Exemption from CCO requirements of Local Government Act

Resolved: (Crs Pascoe/Mallett)

- a) That the report be received; and
- b) That the subcommittee recommend to Council that Hamilton Properties Ltd will continue to be exempt from CCO annual reporting requirements while it is a non-trading company until the period ending 10 May 2019.

11. Vibrant Hamilton Trust - Chairperson's Six Month Report to 31 December 2015

Mr Thomas Gibbons, Chairperson of the Vibrant Hamilton Trust (VHT) took the report as read and responded to questions, including clarification that the Trust received monthly reports that detailed the performance of its investment portfolio.

Resolved: (Crs Mallett/Pascoe)

That the report be received.

12. Vibrant Hamilton Trust - Draft Statement of Intent 2016/17 and Half Year Report to 31 December 2015

Resolved: (Crs Mallett/Pascoe)

That:

- a) the report be received; and
- b) Council provides a written response to the Vibrant Hamilton Trust advising that the CCO Subcommittee approves the Draft Statement of Intent 2016/17 with no amendments.

13. Vibrant Hamilton Trust - Trustee Vacancy and Deed review update

The Chairperson of VHT took the report as read and highlighted proposed changes to the Deed including:

- **Appointments:** Hamilton City Council would be able to delegate appointments to Trustee positions as it saw fit; Trustees would also have the ability to appoint fellow Trustees where a vacancy existed, in order to ensure compliance to the Deed at all times;
- **Number of Trustees:** The minimum number of Trustees be reduced from five to three. The maximum number of Trustees would be five; and
- **Projects:** That Trustees would be able to recommend projects for funding, in addition to the existing process by which projects were recommended via Council's External Funding Subcommittee.

Mr Gibbons responded to questions including:

- **Non-compliance:** A negative audit report could, in theory, trigger an Auditor General investigation; irrespective of that, the need to maintain compliance at all times was seen to be a critical objective;
- **Filling of Vacancies:** VHT had had a vacancy for a significant period of time. No action had been taken to fill the vacancy based on previous advice from the Council Controlled Organisations Subcommittee; namely, to hold off recruiting another Trustee until the review of the Deed had been completed; and
- **Meeting frequency:** VHT met approximately four times a year and was functioning effectively with the current number of Trustees (four).

Resolved: (Her Worship the Mayor Hardaker/Cr Mallett)

That a consolidated Trust Deed be presented to Council, inclusive of amendments to the proposed Variation of the Trust Deed as follows:

- "5.1 The Trust Board will consist of at least ~~three (3)~~ five (5) but no more than ~~five (5)~~ seven (7) Trustees who will comprise the following..."
- "5.4 In the event of the Trust Board having less than ~~three (3)~~ five (5) Trustees at any time:
 - a. Hamilton City Council (or its delegate) will appoint such persons as Trustees as are required to fulfill the minimum number in accordance with clause 5.1;
 - b. If Hamilton City Council does not take such appointment action in clause 5.4(a) within ~~ten working days~~ 60 days of the number of Trustees falling below ~~three (3)~~ five (5)..."; and
 - c. Trustees must notify the Chief Executive (or the CE's delegate) if the number of Trustees falls below five (5) within five (5) working days."

15. Waikato Regional Airport Ltd Half Yearly Report to 31 December 2015 and Draft Statement of Intent 2016/17

Mr Mark Morgan (CEO), Mr John Spencer (Chair) and Mr Carlos da Silva (Director) from Waikato Regional Airport Ltd spoke to the report and responded to questions including:

- **Financial performance:** Improved financial performance included improved cash flow and plans for ongoing reduction in debt;
- **International freight hub:** Plans to develop Waikato Regional Airport as an international freight hub were still being considered; however, it was expected that the volume of freight business to sustain such a venture would not be in place for a minimum of 10 to 15 years. It was noted that the majority of the international air freight leaving Auckland did so in the hull of passenger flights, which compounded the current lack of demand; and
- **Jetstar:** While regular discussions were held with Jetstar, it was unknown if it would include Hamilton in its flight routes in the near future; and
- **Air New Zealand:** Monthly meetings were held with Air New Zealand regarding its services into Hamilton.

Resolved: (Her Worship the Mayor Hardaker/Cr Mallett)

- a) That the report be received; and
- b) That Council provides a written response to Waikato Regional Airport Limited advising that the CCO Subcommittee approves the Draft Statement of Intent with no amendments.

16. Resolution to Exclude the Public

Resolved: (Crs Pascoe/Mallett)

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda, excepting the following Waikato Regional Airport Ltd representatives in relation to Item C3 only; Mr Mark Morgan, Mr John Spencer, Mr Carlos da Silva and Mr James Yearley.

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.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Council Organisations Subcommittee Minutes - Public Excluded - 9 March 2016	Controlled) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
C2. Council Organisations Subcommittee - Action List (Public Excluded) - 6 April 2016	Controlled)	
C3. Waikato Regional Airport Ltd - Dissolution of Titanium Park Joint Venture		

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:

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)

The Meeting moved into a Public Excluded session (11.50am to 11.59am).

The Meeting was declared closed at 11.59am.

Committee: Council Controlled
Organisations Subcommittee

Date: 2 June 2016

Report Name: Council Controlled
Organisations (CCO)
Subcommittee - Action List
(Open) - 2 June 2016

Author: Ian Loiterton

Status	<i>Open</i>
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Recommendation

That the Report be received.

1. Attachments

- Attachment 1 - CCO Subcommittee - Open Action List - 2 June 2016

CCO SUBCOMMITTEE

Action List - 2015/16

OPEN

Ref.	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes	Meeting Date	Item #
2	GM Corporate	Vibrant Hamilton Trust - Draft Statement of Intent 2015/16 and half year report for Dec 2014 - the Trustee Deed be reviewed by the Trustees to ensure it meets the current purpose and objectives of the Trust and to allow the Trust to function in an efficient and cost effective manner.		Completed	Superceded by Actions 12 and 13 below.	22 April 2015	11
5	GM Corporate	RE Vibrant Hamilton Trust: CFO to provide an updated report to the next Meeting of the Subcommittee in December 2015 following the completion of Audit New Zealand's audit process.	Dec-15	Overdue	In progress - Report back to CCO Subcommittee on 6 April 2016. Financial Controller reporting to the VHT meeting scheduled for 1 June 2016 to help improve VHT auditing processes to ensure compliance with statutory requirements in the future.	21 October 2015	12
6	GM Corporate	RE Hamilton Properties Ltd. CFO to report to a full Meeting of Council requesting Hamilton Properties Ltd. exemption from CCO annual reporting requirements.	Mar-16	Completed	Superceded by Action 11 below.	21 October 2015	12
7	GM Corporate	LASS: That Council provides a written response to Local Authority Shared Services advising that the CCO Subcommittee approves the Draft Statement of Intent with no amendments.	02-Jun-16	Completed	Letter sent 24/05/16 Trim Doc D-2134303	6 April 2016	6
8	GM Corporate	WIPL: That Council notes the Draft Statement of Intent and key assumptions and advises Innovation Waikato Ltd Group that it will be able to provide a written response after 2 June 2016 once the review of its investment in the IWL Group is completed.	30-Jun-16	In progress	Contingent on discussions/resolutions at the meeting of the CCO Subcommittee on 2 June 2016, which may require a recommendation to Council.	6 April 2016	7
9	GM Corporate	Civic Assurance: That Council provides a written response to Civic Assurance advising that the CCO Subcommittee approves the Draft Statement of Intent with no amendments.	02-Jun-16	Completed	Letter sent 24/05/16 Trim Doc D-2134303	6 April 2016	8
10	GM Corporate	LGFA: That Council provides a written response to the Local Government Funding Agency advising that the CCO Subcommittee approves the Draft Statement of Intent 2016/17 with no amendments.	02-Jun-16	Completed	Letter sent 24/05/16 Trim Doc D-2134303	6 April 2016	9
11	GM Corporate	Hamilton Properties Ltd: That the subcommittee recommend to Council that Hamilton Properties Ltd will continue to be exempt from CCO annual reporting requirements while it is a non-trading company until the period ending 10 May 2019.	28-Apr-16	Completed	Council resolved the following at its meeting on 28 April 2016: That: a) The report be received; and b) Council approves that Hamilton Properties Ltd continue to be exempt from CCO annual reporting requirements while it is a non-trading company until the period ending 10 May 2019.	6 April 2016	10
12	GM Corporate	VHT: That Council provides a written response to the Vibrant Hamilton Trust advising that the CCO Subcommittee approves the Draft Statement of Intent 2016/17 with no amendments.	02-Jun-16	Completed	Letter sent week ending 13 May 2016	6 April 2016	12

Updated: 26/05/16 11:45

Ref.	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes	Meeting Date	Item #
13	GM Corporate	<p>VHT: That a consolidated Trust Deed be presented to Council, inclusive of amendments to the proposed Variation of the Trust Deed as follows:</p> <p>"5.1 - The Trust Board will consist of at least three (3) five (5) but no more than five (5) seven (7) Trustees who will comprise the following..."</p> <p>"5.4 - In the event of the Trust Board having less than three (3) five (5) Trustees at any time:</p> <p>a. Hamilton City Council (or its delegate) will appoint such persons as Trustees as are required to fulfill the minimum number in accordance with clause 5.1;</p> <p>b. If Hamilton City Council does not take such appointment action in clause 5.4(a) within ten working days 60 days of the number of Trustees falling below three (3) five (5)..." ; and</p> <p>c. Trustees must notify the Chief Executive (or their delegate) if the number of Trustees falls below five (5) within five (5) working days."</p>	28-Apr-16	Completed	<p>Council resolution from meeting held on 28 April 2016 is provided below for reference:</p> <p>That:</p> <p>a) the Report be received;</p> <p>b) Council approved the Variation of Deed Trust for Vibrant Hamilton Trust, inclusive of the following amendments recommended by the Council Controlled Organisations Subcommittee:</p> <p>5.1 The Trust Board will consist of at least three (3) five (5) but no more than five (5) seven (7) Trustees who will comprise the following...</p> <p>5.4 In the event that the Trust Board having less than three (3) five (5) Trustees at any time:</p> <p>a) Hamilton City Council (or its delegate) will appoint such persons as Trustees as are required to fulfill the minimum number in accordance with clause 5.1;</p> <p>b) If Hamilton City Council does not take such appointment action in clause 5.4 (a) within ten working days 60 days of the number of Trustees falling below three (3) five (5)..." ; and</p> <p>c) Trustees must notify the Chief Executive (or their delegate) if the number of Trustees falls below five (5) within five (5) working days. ; and</p> <p>c) Paragraph 5.1 b be amended to reflect these amendments:</p> <p>"5.1(b) At least two (2) four (4) but no more than four (4) six (6) other persons appointed by:"</p>	6 April 2016	13
14	GM Corporate	<p>Waikato Regional Airport: That Council provides a written response to Waikato Regional Airport Limited advising that the CCO Subcommittee approves the Draft Statement of Intent with no amendments.</p>	02-Jun-16	Completed	Letter sent 24/05/16 Trim Doc D-2134303	6 April 2016	14

Committee: Council Controlled Organisations Subcommittee **Date:** 2 June 2016

Report Name: Consideration and Approval of HCC's Response to the 2015/16 LASS Survey on Performance **Author:** Blair Bowcott

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>HCC's process for developing submissions to external organisations.</i>
Financial status	<i>There are no financial implications associated with the matters in this report.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance.</i>

1. Purpose of the Report

- For the Council Controlled Organisations Subcommittee to consider and approve Council's response to the 2015/16 Local Authority Shared Services Ltd (LASS) Survey on Performance.

3. Executive Summary

- Each year the Waikato councils which are part of the LASS are required to complete a survey on various aspects of the performance of LASS.
- The focus of the survey is on operational and strategic performance of the company, not governance structure or Statement of Intent (SOI) matters.
- The SOI outlines the key performance indicators the company reports in its annual report.
- Due to the technical/operational focus of the question the annual shareholder survey has been completed by HCC staff. Council's elected members can provide feedback on the 2015/16 survey after Question 15 in "Other Comments."
- The Chair of LASS attended the 6 April 2016 CCO Subcommittee meeting (Item 7) to present the draft SOI. The Elected Member questions and answers included in the [unconfirmed minutes](#) may provide a prompt for comments that Elected Members may wish to add to the LASS Survey on Performance.

Recommendations from Management

That:

- a) The report be received;
- b) Council’s response to the 2015/16 LASS Survey be considered and approved; and
- c) The approved response be sent to LASS for consideration at its 10 June 2016 meeting.

9. Attachments

- 10. Attachment 1 - Waikato LASS Surveon Performance for 2015-16 (HCC response)

Signatory

Authoriser	Blair Bowcott, Executive Director Special Projects
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DRAFT 1

Waikato Local Authority Shared Services Limited
(LASS)



Annual Shareholder Survey

For the year 2015/16

value beyond boundaries

Name of Council: Hamilton City Council

Person completing survey:

LASS Company

Thinking about the following statement, how satisfied are you that:

Q1 The concept of LASS still delivers benefits to your Council.				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Don't Know
✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you have responded "Partially" or "Dissatisfied", please give us more information.</i>				

Thinking about the following statement, how satisfied are you that:

Q2 Adequate efforts are being made by LASS to advance shared service opportunities.				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Don't Know
✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you have responded "Partially" or "Dissatisfied", please give us more information.</i>				

Doc # 3755391

Thinking about the following statement, how satisfied are you:

Q3 With the reporting and communication from LASS in the past year? Please list any further information you would like to receive.				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Don't Know
✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If you have responded "Partially" or "Dissatisfied", please give us more information.				

Shared Valuation Database Service (SVDS)

Thinking about the following statement, how satisfied are you that:

Q4 The SVDS Advisory Group and the Rating Managers User Group are helping your Council with its business processes?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Not Applicable
✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If you have responded "Partially" or "Dissatisfied", please give us more information.				

Not Applicable means your council does not subscribe to this service

Thinking about the following statement, how satisfied are you that:

Q5 The information held in SVDS is now of better quality than in prior years?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Not Applicable
✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If you have responded "Partially" or "Dissatisfied", please give us more information.				

Not Applicable means your council does not subscribe to this service

Thinking about the following statement, how satisfied are you that:

Q6 The SVDS contractor RVSL provides a responsive and effective service?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Not Applicable
✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you have responded "Partially" or "Dissatisfied", please give us more information.

Not Applicable means your council does not subscribe to this service

Thinking about the following statement, how satisfied are you that:

Q7 The financial reporting from LASS gives you all the information you require?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Not Applicable
✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you have responded "Partially" or "Dissatisfied", please give us more information.

Not Applicable means your council does not subscribe to this service

Waikato Regional Transport Model (WRTM)

Thinking about the following statement, how satisfied are you that:

Q8 The WRTM Advisory Group keeps you informed on the progress of the WRTM operation?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Not Applicable
<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	<input type="checkbox"/>

If you have responded "Partially" or "Dissatisfied", please give us more information.

Reporting is irregular and not targeted to interested personnel.

Not Applicable means your council does not subscribe to this service

Thinking about the following statement, how satisfied are you that:

Q9 The WRTM Commercial Manager (James Bevan of Latitude Planning Services) provides an efficient service and communicates in a timely manner on all enquiries?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Not Applicable
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you have responded "Partially" or "Dissatisfied", please give us more information.</i>				
<i>Not Applicable means your council does not subscribe to this service</i>				

Thinking about the following statement, how satisfied are you that:

Q10 The WRTM financial reporting from LASS meets your needs?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Not Applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you have responded "Partially" or "Dissatisfied", please give us more information.</i>				
Financial reporting is irregular and not targeted to interested personnel.				
<i>Not Applicable means your council does not subscribe to this service</i>				

Thinking about the following statement, how satisfied are you that:

Q11 WRTM is delivering its objectives (i.e. quality, cost efficient, timely, reliable)?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Not Applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you have responded "Partially" or "Dissatisfied", please give us more information.</i>				
WRTM meets its strategic objectives but not operational needs.				
<i>Not Applicable means your council does not subscribe to this service</i>				

Insurance (AON)

Thinking about the following statement, how satisfied are you that:

Q12 The insurance broker AON provides a responsive and efficient service?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Don't Know
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you have responded "Partially" or "Dissatisfied", please give us more information.</i>				
AON has provided responses to most inquiries within two to three working days via email. This is usually complimented with a follow-up phone call. If we have indicated that the matter/inquiry is urgent, AON usually provides a response on the same day.				

Thinking about the following statement, how satisfied are you that:

Q13 The strategic advice provided by AON on the insurance programme structure meets your requirements?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Don't Know
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you have responded "Partially" or "Dissatisfied", please give us more information.</i>				
AON has provided strategic advice regarding our insurance programme as required by HCC staff and Governance.				

Mayoral Forum Projects

Thinking about the following statement, how satisfied are you that:

Q14 LASS resources have provided timely and efficient support services to the Mayoral Forum's projects?				
Very Satisfied	Satisfied	Partially Satisfied	Dissatisfied	Don't Know
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>If you have responded "Partially" or "Dissatisfied", please give us more information.</i>				
A few delays in financial reporting for the Waikato Plan were experienced in late 2015. However, these have now been addressed.				

Future Ideas

Q15 Please list your three priority ideas for shared service opportunities worthy of investigation by LASS.

Idea 1	Section 17A of the Local Government Act requires councils to review all services they provide for cost-effectiveness every 6 years. One of the requirements of the reviews is to look for collaborative opportunities for delivering services, including with other councils. There is an opportunity for LASS to work in this space to enable collaboration, and implement the outcomes of reviews.
Idea 2	The Waikato Plan has identified opportunities for efficiencies in how resource consenting and planning is undertaken across the region. A potential recommendation is the creation of a 'Regional Planning Centre of Excellence'. The model suggested is that use for the Road Asset Technical Accord (RATA).
Idea 3	All TA's as Building Consent Authorities need to maintain a subscription to building standards. It is recommended that LASS investigate a cost-saving opportunity by establishing a Group Agreement with Standards NZ (MBIE) to provide shared access to the Building Standards Catalogue.
Idea 4	Funding a part or full-time resource to drive IT collaboration initiatives across the region.

Other comments

Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

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.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Council Organisations Subcommittee Minutes - Public Excluded - 4 April 2016	Controlled) Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
C2. Council Organisations Subcommittee - Action List (Public Excluded) - 2 June 2016	Controlled)	
C3. Innovation Waikato Ltd and Group of Companies - Review of Council Investment		

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:

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	to enable Council to carry out negotiations	Section 7 (2) (i)