

Minutes of an extraordinary meeting of the Queenstown Lakes District Council held in the Council Chambers, 10 Gorge Road, Queenstown on Friday 13 May 2016 commencing at 11.00am

Present:

Mayor Vanessa van Uden; Councillors Cocks, Forbes, Gazzard, Lawton, MacLeod, Stammers-Smith and Stevens

In attendance:

Mr Mike Theelen (Chief Executive Officer), Mr Tony Avery (General Manager, Planning and Development), Mr Stewart Geddes (Manager, Building Services) and Ms Jane Robertson (Governance Advisor); three members of the media

Apologies

Apologies were received from Councillors Ferguson and Gilmour (on approved leave of absence); an apology was also received from Councillor Aoake.

On the motion of Councillors MacLeod and Lawton it was resolved that the apology be accepted.

Conflict of interest

No conflicts of interest were notified.

Matters Lying on the Table

Proposed New Lease to Canterbury/Westland Kindergarten Inc for the Frankton Kindergarten – remained lying on the table from the ordinary meeting of Council held on 24 February 2016.

Confirmation of agenda

The agenda was confirmed without addition or alteration.

Public Forum

There were no speakers in the Public Forum.

1 IANZ: QLDC Building Consent Authority Accreditation Assessment Report

A report from Tony Avery (General Manager, Planning and Development) advised the outcomes of the IANZ ('International Accreditation New Zealand') assessment of the Council's ability to continue to act as a Building Consent Authority ('BCA'), noting that continued accreditation was dependent upon the Council providing a plan by 20 May 2016. The report detailed the measures to address the ten correction action requests and five recommendations (the draft 'response plan') and Council approval of the plan was sought alongside

confirmation of the intention to provide additional staff resource to the BCA through the 2016/17 Annual Plan.

The report was presented by Mr Avery and Mr Geddes.

The Chief Executive stressed the commitment to the Council retaining its accreditation.

The Mayor sought clarification of the proposed course of action within the plan to address CAR 10 to engage an external consultant to assist, starting 23 May. Contrary to the detail contained in the response plan, Mr Avery noted that negotiations were still in train to appoint the consultant. The Mayor asked for further information about the proposed consultant.

The Mayor stated that there needed to be on-going reporting to Council throughout the execution of the response plan to provide assurance that the work was being progressed. Following consideration of the options, it was agreed that an update on progress with the response plan needed to be included in the Chief Executive's monthly report and that this should be added to the resolution. The Mayor also suggested that regular reporting should occur in the future to ensure that standards were being maintained. It was noted that as both the significance and risk were high the matter would be included in the risk register and reported regularly as an agenda item for the Audit and Risk Committee.

There was further discussion about the strengths and weaknesses of the Council's current building control service delivery. Questions were also raised about the response made to the IANZ report from two years previously which had highlighted concerns. In reply to concerns that execution of the response plan would lead to further delays in issuing consents, it was noted that staff were committed to continue delivering core business, additional new staff had been appointed and processing days were starting to trend downwards. In addition, information had been provided to industry contacts highlighting the need to improve the information provided and work would be undertaken with the industry to lift the standard of applications received.

There was also discussion about the need for the Council to become a training organisation in this industry, thereby contributing to addressing the nationwide shortage of experienced personnel and improving overall competency levels. It was noted that there were also nationwide initiatives in train to address these issues.

On the motion of Councillors Cocks and Gazzard it was resolved that the Council:

- 1. Note the contents of this report;**
- 2. Note the IANZ Building Control Authority Accreditation Assessment Report and the ten Corrective Actions that require addressing in order for the Council to retain its Accreditation, and the five recommendations;**

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- 3. Agree with the draft proposed response plan to address the ten corrective actions and five recommendations, noting that the response plan is to be finalised before being sent to IANZ before 20 May 2016.**
- 4. Confirm the Council's intention to provide additional staff resources for the Building Control Authority through its 2016/17 Annual Plan process.**
- 5. Agree that the CE reports regularly on progress against the IANZ/QLDC Response Plan through the CE Monthly Report.**

Mr Avery acknowledged the work of the building control team to respond to the concerns raised in the IANZ report and Councillors thanked staff for the prompt and professional response to the situation.

The meeting concluded at 11.45am.

CONFIRMED AS A TRUE AND CORRECT RECORD

M A Y O R

26 May 2016

D A T E