

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON WEDNESDAY, 10 APRIL 2019 AT 9.00AM**

PRESENT: Mayor Alex Walker
Cr Ian Sharp (Deputy Mayor)
Cr Shelley Burne-Field
Cr Kelly Annand
Cr Tim Aitken
Cr Tim Chote
Cr Gerard Minehan
Cr Brent Muggeridge
Cr David Tennent
Dr Roger Maaka (Maori Consultative Representative)

IN ATTENDANCE: Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Bronda Smith (Group Manager, Corporate Support and Services)
Doug Tate (Group Manager, Customer and Community Partnerships)
Nicola Bousfield (People and Capability Manager)
Lisa Harrison (Organisation Transformation Lead)
Leigh Collecutt (Governance and Support Officer)

1 PRAYER

2 APOLOGIES

RESOLVED:

Moved: Mayor Alex Walker

Seconded: Cr Ian Sharp

THAT a Leave of absence be granted to Cr Tim Chote for 6 weeks from 29th April.

CARRIED

3 DECLARATIONS OF CONFLICTS OF INTEREST

NONE

4 STANDING ORDERS

RESOLVED: 19.4

Moved: Cr David Tennent

Seconded: Cr Ian Sharp

THAT the following standing orders are suspended for the duration of the meeting:

20.2 Time limits on speakers

20.5 Members may speak only once

20.6 Limits on number of speakers

And that Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

Standing orders are recommended to be suspended to enable members to engage in discussion in a free and frank manner.

CARRIED

5 CONFIRMATION OF MINUTES

RESOLVED: 19.5

Moved: Cr Gerard Minehan

Seconded: Cr Tim Chote

That the minutes of the Ordinary Council Meeting held on 28 February 2019 as circulated, be confirmed as true and correct.

CARRIED

6 REPORTS FROM COMMITTEES

6.1 MINUTES OF THE FINANCE AND PLANNING COMMITTEE MEETING HELD ON 28 MARCH 2019

RESOLVED: 19.6

Moved: Cr Tim Aitken

Seconded: Cr David Tennent

1. That the minutes of the meeting of the Finance and Planning Committee held on 28 March 2019 be received.

CARRIED

6.1.2 ADOPTION OF THE RATING REVIEW SCOPE AND TIMING

RESOLVED: 19.7

Moved: Cr Ian Sharp

Seconded: Cr Kelly Annand

That having considered all matters raised in the report:

- a) That the Rating Review Scope and timing be adopted.

CARRIED

6.1.3 DRAFT DUST SUPPRESSION POLICY

RESOLVED: 19.8

Moved: Cr Ian Sharp
Seconded: Cr Brent Muggeridge

That having considered all matters raised in the report:

- a) The Finance and Planning Committee adopt the Draft Dust Suppression Policy as amended.

That a change is made to the funding section of the guidelines to say:
Council will consider its own contribution to funding in light of funds available, the criteria above being met and where external funding is available.

CARRIED

6.2 MINUTES OF THE RISK AND AUDIT COMMITTEE MEETING HELD ON 28 MARCH 2019

RECOMMENDATION

1. That the minutes of the meeting of the Risk and Audit Committee held on 28 March 2019 be received.

RESOLVED: 19.9

Moved: Cr Tim Aitken
Seconded: Cr Brent Muggeridge

1. That the minutes of the meeting of the Risk and Audit Committee held on 28 March 2019 be received.

CARRIED

6.2.1 ADOPTION OF THE GOVERNANCE RISK REGISTER AND RISK REPORTING

RECOMMENDATION

That having considered all matters raised in the report:

- a) The Governance Risk Register and Risk Reporting be adopted.

6.3 MINUTES OF THE ENVIRONMENT AND REGULATORY COMMITTEE MEETING HELD ON 28 MARCH 2019

RESOLVED: 19.10

Moved: Cr Shelley Burne-Field
Seconded: Cr Gerard Minehan

1. That the minutes of the meeting of the Environment and Regulatory Committee held on 28 March 2019 be received.

CARRIED

6.4 MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD ON 28 MARCH 2019

RESOLVED: 19.11

Moved: Cr Ian Sharp
Seconded: Cr Gerard Minehan

1. That the minutes of the meeting of the Community Development Committee held on 28 March 2019 be received.

CARRIED

6.4.2 ADOPTION OF HOUSING STRATEGIC FRAMEWORK

RESOLVED: 19.12

Moved: Cr Tim Aitken
Seconded: Cr Kelly Annand

That having considered all matters raised in the report:

- a) **That the Housing Strategic Framework is adopted.**

CARRIED

7 REPORT SECTION**7.1 ADOPTION OF NON-RATEABLE INCOME FUNDING STRATEGIC FRAMEWORK****PURPOSE**

The purpose of this report is for Council to consider the adoption of the Non-rateable Income Funding Framework

RESOLVED: 19.13

Moved: Cr Shelley Burne-Field

Seconded: Cr Ian Sharp

That having considered all matters raised in the report:

- a) **That Council adopt the Non-rateable Income Funding Strategic Framework.**
- b) **That progress towards achieving the outcomes of the Non-rateable Income Funding Strategic Framework be reported to the Finance and Planning Committee as part of the regular work programme updates.**

CARRIED

7.2 ADOPTION OF ANIMAL CONTROL FEES AND CHARGES 2019/20**PURPOSE**

The matter for consideration by the Council is the adoption of the Animal Services Fees and Charges for the 2019/20 year.

RESOLVED: 19.14

Moved: Cr David Tennent

Seconded: Cr Gerard Minehan

That having considered all matters raised in the report:

- a) **That Council adopt the Animal Services Fees and Charges as set out in Attachment A for the 2019/20 year.**

CARRIED

Cr Tennent asked about Health and Safety compliance identified through the Section 17a review and whether it was envisaged that staff involved will extend their areas of activity in animal welfare. Staff confirmed that this is taking place currently, but additional resources will increase staff capacity to allow further opportunities in this space.

7.3 ADOPTION OF THE DELEGATIONS REGISTER

PURPOSE

The matter for consideration by the Council is adoption of the Delegations Register.

RESOLVED: 19.15

Moved: Cr Ian Sharp

Seconded: Cr Tim Chote

That having considered all matters raised in the report:

That Council adopt the Delegations Register dated 10 April 2019.

CARRIED

Cr Burne-Field sought clarification about self-authorisation limits for expenditure and what the Council's audit requirements were.

It was confirmed that internal controls were in place and that self-authorisations would be monitored regularly.

7.4 SECTION 17A PROGRAMME

PURPOSE

The purpose of this report is to provide Council with an update on the progress and programme of the Local Government Act (2002) Section 17A reviews

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

Cr Annand sought clarification about why the organisation doesn't undertake Section 17a reviews in 2021 in conjunction with the Long Term Plan. It was confirmed that this would have an adverse impact on the planning schedule for the reviews and having the ability to resource them adequately.

Cr Annand outlined concerns that the review timing for community facilities may not align well with other activities being undertaken in that area and asked whether it could be brought forward. Officers highlighted that there was currently no funding allocated to do this, but suggested that a report could come to Council in future seeking the funding to initiate the review sooner.

7.5 USE OF THE COMMON SEAL

PURPOSE

The purpose of this report is to update Council on the recent use of the Common Seal.

RESOLVED: 19.16

Moved: Cr Gerard Minehan

Seconded: Cr Ian Sharp

That, having considered all matters raised in the report, the report be noted.

CARRIED

8 CHIEF EXECUTIVE REPORT

8.1 CHIEF EXECUTIVE REPORT

PURPOSE

The purpose of this report is to present to Council, the six weekly organisation report for February/March.

RESOLVED: 19.17

Moved: Mayor Alex Walker

Seconded: Cr Ian Sharp

That, having considered all matters raised in the report, the report be noted.

CARRIED

Cr Sharp and Cr Minehan commended officers on the amount of work having been undertaken as outlined in the monitoring report.

Cr Muggeridge sought clarification about whether the Council was underwriting the shortfall for the Waipawa Pool until funds were raised. Mayor Walker confirmed that this was something that Council had resolved during the Long Term Plan deliberations process.

Cr Burne-Field congratulated officers on the nominations for the upcoming SOLGM awards.

RESOLUTION TO EXCLUDE THE PUBLIC**RESOLVED: 19.18**

Moved: Cr David Tennent
 Seconded: Cr Gerard Minehan

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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 for the passing of this resolution
9.1 - District Plan - Adoption of Natural Environment Chapter	<p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.2 - Procurement Plan - Otane Alternate Water Supply	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

RESOLVED: 19.19
Moved: Cr Gerard Minehan
Seconded: Cr Tim Aitken
That Council moves out of Closed Council into Open Council.

CARRIED

9 DATE OF NEXT MEETING

RESOLVED: 19.20

Moved: Cr Kelly Annand
Seconded: Cr David Tennent

THAT the next meeting of the Central Hawke's Bay District Council be held on 9 May 2019.

CARRIED

10 TIME OF CLOSURE

The Meeting closed at 10.07am

The minutes of this meeting were confirmed at the Council Meeting held on 9 May 2019.

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CHAIRPERSON