

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL  
COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA  
ON THURSDAY, 24 SEPTEMBER 2020 AT 09:00AM**

**PRESENT:** Mayor Alex Walker  
Deputy Mayor Kelly Annand  
Cr Tim Aitken  
Cr Brent Muggeridge  
Kaiārahi Matua Roger Maaka  
Cr Jerry Greer  
Cr Kate Taylor  
Cr Exham Wichman

**IN ATTENDANCE:** Monique Davidson (CEO)  
Josh Lloyd (Group Manager, Community Infrastructure and Development)  
Doug Tate (Group Manager, Customer and Community Partnerships)  
Brent Chamberlain (Chief Financial Officer)  
Helen O'Shaughnessy (District Plan Manager)  
Lisa Harrison (Customer Relationships & Experience Manager)  
Bridget Gibson (Governance and Support Officer)

2 members of the public were present.

**1 KARAKIA**

Councillor Wichman lead the Council in karakia.

**2 APOLOGIES**

**APOLOGY**

**RESOLVED: 20.92**

Moved: Cr Jerry Greer

Seconded: Cr Brent Muggeridge

That the apologies for absence from Cr Gerard Minehan be accepted.

**CARRIED**

**3 DECLARATIONS OF CONFLICTS OF INTEREST**

Nil

**4 STANDING ORDERS****RESOLVED: 20.93**

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Brent Muggeridge

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

21.2 Time limits on speakers

21.5 Members may speak only once

21.6 Limits on number of speakers

And that Option C under section 22 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: 20.94**

Moved: Cr Kate Taylor

Seconded: Deputy Mayor Kelly Annand

That the minutes of the Ordinary Council Meeting held on 30 July 2020, the Extraordinary Council Meeting held on 20 August 2020 and the Extraordinary Council Meeting held on 14 September 2020 as circulated, be confirmed as true and correct.

**CARRIED**

**6 REPORTS FROM COMMITTEES**

Nil.

## 7 REPORT SECTION

### 7.1 ADOPTION OF ANNUAL REPORT 2019/2020

#### PURPOSE

The matter for consideration by the Council is to adopt the Annual Report for the Year Ended 30 June 2020.

**RESOLVED: 20.95**

Moved: Mayor Alex Walker  
Seconded: Cr Brent Muggeridge

That having considered all matters raised in the report and following the recommendation of the Risk and Assurance Committee:

- a) That Council adopt the Annual Report for the year ended 30 June 2020.

**CARRIED**

Brent Chamberlain presented the report.

An unqualified Audit Report from Ernst Young will be inserted into the Annual Report following adoption of the Annual Report.

### 7.2 COMMUNITY FACILITIES - FORMAL UPDATE ON EARTHQUAKE PRONE BUILDINGS

#### PURPOSE

The purpose of this report is to formally update Council in a public forum the status of its Community Facilities currently going through seismic evaluations – principally the Waipukurau Memorial Hall and the Waipukurau Library.

**RESOLVED: 20.96**

Moved: Cr Tim Aitken  
Seconded: Cr Jerry Greer

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

**CARRIED**

Mr Tate and Mrs Davidson spoke to the report.

### 7.3 ADOPTION OF PROCUREMENT POLICY

#### PURPOSE

The matter for consideration by the Council is to consider the attached draft Procurement Policy for adoption.

**RESOLVED: 20.97**

Moved: Cr Brent Muggeridge

Seconded: Cr Exham Wichman

That having considered all matters raised in the report, and following the recommendation from the Risk and Assurance Committee:

- a) That the proposed "Procurement Policy" be adopted, and replace the previous version adopted in October 2018.

**CARRIED**

Mr Chamberlain presented the report and the *Draft Procurement Policy*.

Council's strategic value and public value are to be linked into the Policy as a paragraph.

It will be decided whether Contract Management, which was incorporated into the old Policy, will sit at an operational level or a governance level.

### 7.4 ADOPTION OF DEBT AND TREASURY MANAGEMENT POLICY

#### PURPOSE

The matter for consideration by the Council is to consider the draft Treasury Policy (incorporating Investment and Liability policies) for inclusion in the Draft Long Term Plan 2021-2031.

**RESOLVED: 20.98**

Moved: Cr Tim Aitken

Seconded: Cr Brent Muggeridge

That having considered all matters raised in the report and following the recommendation of the Risk and Assurance Committee:

- a) That subsequent to the minuted amendments being made, Council adopt the proposed "Treasury Management Policy (Including Investment and Liability Policies)" to be included as part of the Draft Long Term Plan 2021 – 2031 which will be consulted on in early 2021.

**CARRIED**

Mr Chamberlain presented the report.

Amendment to be made:

For the purpose of this Policy total revenue be defined as:

*“Total Revenue is defined as “cash earnings from rates, regular government capital grants and subsidies (such as NZTA subsidies), user charges, interest, dividends, financial and other revenue and excludes one off government capital grants and subsidies (such as PGF and 3 Waters Reform grants), and non-government capital contributions (e.g. developer contributions and vested assets).”*

## **7.5 ADOPTION OF CENTRAL HAWKE'S BAY INTEGRATED SPATIAL PLAN 2020 - 2050 PURPOSE**

The matter for consideration by the Council is the adoption of the Central Hawke's Bay Integrated Spatial Plan 2020 – 2050.

### **RESOLVED: 20.99**

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Jerry Greer

That having considered all matters raised in the report:

- a) That Council adopt the Central Hawke's Bay Integrated Spatial Plan 2020 – 2050.

**CARRIED**

Mr Tate presented the report.

Deputy Mayor Annand spoke to the motion expressing gratitude to those involved in the process of developing the Plan.

## **7.6 REVISED WORK PROGRAMME AND BUDGET - DISTRICT PLAN REVIEW PURPOSE**

The purpose of this item is to present to Council an update on the District Plan Review work programme and budget. The matter for consideration by the Council is the adoption of revised work programme, including the revised notification date of the Proposed Plan, and budget.

### **RESOLVED: 20.100**

Moved: Cr Tim Aitken

Seconded: Deputy Mayor Kelly Annand

That having considered all matters raised in the report, and following the recommendation from the District Plan Committee:

- a) That Council endorses the revised work programme of the District Plan Review, providing for notification of the proposed Plan in May 2021.

**CARRIED**

Mrs O Shaughnessy presented the report.

It was confirmed that communication plans are in place with a focus on key stakeholders and community groups, ensuring that District Plan notification runs smoothly alongside the LTP engagement process.

*The Council adjourned at 11am for morning tea break.*

*The Council meeting resumed at 11.20am.*

## **7.7 DISTRICT PLAN KEY PROJECT STATUS REPORT**

### **PURPOSE**

The purpose of this report is to provide information to Council on the progress and status of the District Plan Review.

#### **RESOLVED: 20.101**

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Exham Wichman

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

**CARRIED**

It is noted that the Integrated Spatial Plan informs the District Plan in how Council provides for growth, to help understand how that growth occurs, and how it will be accommodated in the District Plan.

## **7.8 PROCUREMENT STRATEGY - PWPGF PROGRAMME**

### **PURPOSE**

The matter for consideration by the Council is to adopt and endorse the attached Procurement Strategy. The Procurement Strategy will outline the overarching principles, objectives and success criteria for the Porangahau to Wimbledon Road Provincial Growth Fund (PWPGF) programme.

#### **RESOLVED: 20.102**

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Kate Taylor

That having considered all matters raised in the report:

- a)** Council adopts option one – To approve the procurement strategy as the overarching framework for procuring and delivering the programme of works.

**CARRIED**

12:24pm Chief Executive Monique Davidson left the meeting and Mr Tate took her seat at the table.

**7.10 DISTRICT LICENSING ANNUAL REPORT 2019/2020****PURPOSE**

The Council is required to report annually on the proceedings and operations of the District Licensing Committee under section 199 of the Sale and Supply of Alcohol Act 2012.

**RESOLVED: 20.103**

Moved: Cr Tim Aitken

Seconded: Deputy Mayor Kelly Annand

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

**CARRIED**

Lisa Harrison presented the report.

**7.11 ANNUAL DOG CONTROL POLICY AND PRACTICES REPORT****PURPOSE**

Each year Council reports on the effectiveness of the Central Hawke's Bay District Council's dog policy and control practices. This report is required under the Dog Control Act 1996.

The report includes statistics for registrations and complaint investigation, as well as key achievements for the reporting period.

**RESOLVED: 20.104**

Moved: Cr Kate Taylor

Seconded: Deputy Mayor Kelly Annand

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

**CARRIED**

Noted that preparation for the Summer camping season continues regarding dog control. Focus on community education, and the issuing of infringement notices for repeat offenders.

**7.12 SPORT HAWKE'S BAY ANNUAL REPORT 2019/2020****PURPOSE**

The purpose of this report is to present to Council for its receipt, the Sport Hawke's Bay Annual Report covering the period 1 July 2019 – 30 June 2020.

**RESOLVED: 20.105**

Moved: Cr Exham Wichman

Seconded: Cr Kate Taylor

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

**CARRIED**

Nicki Heremaia, Community Sport Advisor – Sport Hawke's Bay, presented the report.

**7.13 EPIC YOUTH DEVELOPMENT ANNUAL REPORT****PURPOSE**

The purpose of this report is to present to Council for its receipt, the EPIC Ministries Annual Report – 2019/20.

**RESOLVED: 20.106**

Moved: Cr Jerry Greer

Seconded: Cr Tim Aitken

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

**CARRIED**

Tama Bucknell, Director of Epic Ministries, presented the report.

**7.14 RESOLUTION MONITORING REPORT****SIGNIFICANCE AND ENGAGEMENT****RESOLVED: 20.107**

Moved: Cr Jerry Greer

Seconded: Cr Exham Wichman

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

**CARRIED**



**8 MAYOR AND COUNCILLOR REPORTS****8.1 MAYOR'S REPORT FOR AUGUST-SEPTEMBER 2020****PURPOSE**

The purpose of this report is to present Her Worship the Mayor's report.

**RESOLVED: 20.108**

Moved: Cr Brent Muggerridge

Seconded: Cr Jerry Greer

That the Mayor's report for August-September 2020 be received.

**CARRIED****8.2 STRATEGY AND WELLBEING COMMITTEE CHAIR REPORT****PURPOSE**

The purpose of this report is to present the Strategy and Wellbeing Committee Chair Report.

**RESOLVED: 20.109**

Moved: Mayor Alex Walker

Seconded: Cr Exham Wichman

That the Strategy and Wellbeing Committee Chair Report for August-September 2020 be received.

**CARRIED****8.3 FINANCE AND INFRASTRUCTURE COMMITTEE CHAIR'S REPORT****PURPOSE**

The purpose of this report is to present the Finance and Infrastructure Committee Chair Report.

**RESOLVED: 20.110**

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

That the Finance and Infrastructure Committee Chair Report for August-September 2020 be received.

**CARRIED**

**8.4 RUATANIWHA WARD REPORT****PURPOSE**

The purpose of this report is to present the Ruataniwha Ward Report.

**RESOLVED: 20.111**

Moved: Mayor Alex Walker

Seconded: Cr Brent Muggeridge

That the Ruataniwha Ward Report for August-September 2020 be received.

**CARRIED**

**9 CHIEF EXECUTIVE REPORT****9.1 ORGANISATION PERFORMANCE AND ACTIVITY REPORT AUGUST - SEPTEMBER 2020****PURPOSE**

The purpose of this report is to present to Council the organisation report for August – September 2020.

**RESOLVED: 20.112**

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Brent Muggeridge

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

**CARRIED**

The Health and Safety Governance Charter document is to be circulated to Councillors.

**10 PUBLIC EXCLUDED BUSINESS****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLVED: 20.113**

Moved: Cr Kate Taylor

Seconded: Cr Exham Wichman

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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>10.1 - District Plan Committee Minutes</b>	s7(2)(b)(ii) - the withholding of the information is necessary 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  s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	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
<b>10.2 - Chief Executive Performance and Employment Committee Minutes 12th August 2020 and Recommendations</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons  s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	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
<b>7.1 - C1096 Procurement Plan - Bridges (PGF Programme)</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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**

12:55PM The meeting moved to the public excluded forum.

1:00PM Chief Executive Monique Davidson re-joined the meeting.

**RESOLVED: 20.114**

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Brent Muggeridge

That Council moves out of Closed Council into Open Council.

**CARRIED**

**11 DATE OF NEXT MEETING**

**RESOLVED: 20.115**

Moved: Mayor Alex Walker

Seconded: Cr Kate Taylor

THAT the next meeting of the Central Hawke's Bay District Council be held on 18 November 2020.

**CARRIED**

**12 TIME OF CLOSURE**

**The Meeting closed at 1.37PM.**

**The minutes of this meeting were confirmed at the Council Meeting held on 18 November 2020 .**

.....  
**CHAIRPERSON**