

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL,
COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 9 JUNE 2022 AT 9:00AM**

PRESENT: Mayor Alex Walker
Deputy Mayor Kelly Annand
Cr Jerry Greer
Cr Exham Wichman
Cr Brent Muggeridge
Cr Tim Aitken
Cr Gerard Minehan
Cr Kate Taylor
Cr Pip Burne

IN ATTENDANCE: Doug Tate (Chief Executive)
Brent Chamberlain (Chief Financial Officer)
Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Darren de Klerk (Director Projects and Programmes)
Dylan Muggeridge (Acting Group Manager, Customer and Community Partnerships)
Caitlyn Dine (Governance Lead)

1 KARAKIA

Councillor Wichman led the karakia.

2 APOLOGIES

That the apology of Dr Maaka be noted.

3 DECLARATIONS OF CONFLICTS OF INTEREST

Nil

4 STANDING ORDERS

RESOLVED: 22.27

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Pip Burne

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 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: 22.28**

Moved: Cr Gerard Minehan

Seconded: Cr Pip Burne

That the minutes of the Ordinary Council Meeting held on 6 April 2022, and the Extraordinary Council Meeting held on 19 May 2022 as circulated, be confirmed as true and correct.

CARRIED

Mayor Walker moved a matter arising for appointments to the Second Water Supply Governance group.

RESOLVED: 22.29

Moved: Mayor Alex Walker

Seconded: Cr Tim Aitken

That Cr Muggeridge, Cr Burne and Cr Greer represent Council on the Waipukurau second supply project governance group.

CARRIED

6 REPORTS FROM COMMITTEES**6.1 MINUTES OF THE FINANCE AND INFRASTRUCTURE COMMITTEE MEETING HELD ON 21 APRIL 2022****RESOLVED: 22.30**

Moved: Cr Brent Muggeridge

Seconded: Cr Exham Wichman

1. That the minutes of the meeting of the Finance and Infrastructure Committee held on 21 April 2022 be received.

CARRIED

6.2 MINUTES OF THE STRATEGY AND WELLBEING COMMITTEE MEETING HELD ON 5 MAY 2022**RESOLVED: 22.31**

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Jerry Greer

1. That the minutes of the meeting of the Strategy and Wellbeing Committee held on 5 May 2022 be received.

CARRIED

6.3 MINUTES OF THE RISK AND ASSURANCE COMMITTEE MEETING HELD ON 26 MAY 2022

RESOLVED: 22.32

Moved: Cr Tim Aitken

Seconded: Cr Gerard Minehan

1. That the minutes of the meeting of the Risk and Assurance Committee held on 26 May 2022 be received.

CARRIED

7 REPORT SECTION

7.1 RESOLUTION MONITORING REPORT

PURPOSE

The purpose of this report is to present to Council the Resolution Monitoring Report. This report seeks to ensure Council has visibility over work that is progressing, following resolutions from Council.

RESOLVED: 22.33

Moved: Cr Jerry Greer

Seconded: Cr Kate Taylor

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

CARRIED

Mr Tate presented this report.

7.2 QUARTERLY NON-FINANCIAL PERFORMANCE REPORT JANUARY - MARCH 2022

PURPOSE

The purpose of this report is to present to Council the Quarterly non-financial performance report for the period 1 January – 31 March 2022.

RESOLVED: 22.34

Moved: Cr Pip Burne

Seconded: Deputy Mayor Kelly Annand

That having considered all matters raised in the report:

That the Quarterly Non-Financial Performance Report 1 January – 31 March 2022 be received.

CARRIED

Mr Tate presented this report.

7.3 SETTING OF RATES FOR 2022/2023

PURPOSE

The matter for consideration by the Council is the setting of the rates for the 2022/23 financial year.

The rating factors below, when combined with Councils rating database, and the new property values set by Quotable Value, will collect the rates revenue required has per the Annual Plan 2022/23 which was adopted on by Council on 6 April 2022.

RESOLVED: 22.35

Moved: Cr Brent Muggeridge

Seconded: Cr Tim Aitken

That having considered all matters raised in the report:

- a) **Pursuant to Section 23(1) of the Local Government (Rating) Act 2002, the Central Hawke's Bay District Council resolves to set the rates, due dates and penalties regime for the 2022/23 year.**

1. General Rate

A general rate set under section 13 of the Local Government (Rating) Act 2002 for the purposes of providing all or some of the cost of:

- Community leadership, including administration, cost of democracy, community voluntary support grants
- All regulatory activities, including district planning, land use and subdivision consent costs, building control, public health, animal control, and compliance.
- Solid waste
- Parks and reserves, public toilets, theatres and halls, cemeteries, and miscellaneous property costs

For the 2022/23 year, this rate will be based on the rateable capital value of all rateable land within the District on a differential basis as set out below:

General Rate Differential Zone	Differential	2022/23 Cents per Dollar of Capital Value (including GST)
Waipawa / Waipukurau Central Business District Zone	1.2	0.10502
Rest of District	1.0	0.08721

2. Uniform Annual General Rate

A rate set under section 15 of the Local Government (Rating) Act 2002 on each separately used or inhabited part of a rating unit within the District. See definition below. This rate is for the purpose of providing:

- Economic and social development.
- A portion of the cost of solid waste
- Libraries and swimming facilities

For the 2022/23 year, this rate will be \$361.71 (including GST).

Targeted Rates

3. District Land Transport Rate

A rate for the Council's land transport facilities set under section 16 of the Local Government (Rating) Act 2002. This rate is set for the purpose of funding the operation and maintenance of the land transport system.

For the 2022/23 year, this rate will be 0.13951 cents per dollar (including GST) based on the land value of all rateable land in the district.

Separately Used or Inhabited Parts of a Rating Unit

Definition – for the purposes of the Uniform Annual General Charge and the targeted rates above, a separately used or inhabited part of a rating unit is defined as –

A separately used or inhabited part of a rating unit includes any portion inhabited or used by [the owner/a person other than the owner], and who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence, or other agreement.

This definition includes separately used parts, whether or not actually occupied at any time, which are used by the owner for occupation on an occasional or long term basis by someone other than the owner.

Examples of separately used or inhabited parts of a rating unit include:

- For residential rating units, each self-contained household unit is considered a separately used or inhabited part. Each situation is assessed on its merits, but factors considered in determining whether an area is self-contained would include the provision of independent facilities such as cooking/kitchen or bathroom, and its own separate entrance.
- Residential properties, where a separate area is used for the purpose of operating a business, such as a medical or dental practice. The business area is considered a separately used or inhabited part.

These examples are not considered inclusive of all situations.

4. Water Supply Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for water supply operations of a fixed amount per separately used or inhabited part of a rating unit. The purpose of this rate is to fund water supplies for Otane, Takapau, Waipukurau, Waipawa, Kairakau, Porangahau and Te Paerahi.

The purpose of this rate is to fund the maintenance, operation and capital upgrades of water supplies and treatment in those parts of the District where these systems are provided.

The rate is subject to differentials as follows:

- a) a charge of per separately used or inhabited part of a rating unit connected in the Otane, Takapau, Waipukurau, Waipawa, Kairakau, Porangahau, and Te Paerahi Beach communities.
- b) a half charge per separately used or inhabited part of a rating unit which is

serviceable for the above locations.

For this rate:

- "Connected" means a rating unit to which water is supplied.
- "Serviceable" means a rating unit to which water is not being supplied, but the property it is situated within 100 metres of the water supply.

For the 2022/23 year these rates will be:

	Charge	Water Rate (incl GST)
a	Connected	\$931.38
b	Serviceable, not connected	\$465.69

5. Metered Water Rates

A targeted rate under section 19 of the Local Government (Rating) Act 2002 per cubic metre of water supplied, as measured by cubic metre, over 300 cubic metres per year. This is applied to water users deemed 'Extraordinary' where payment of the Water Supply rate above entitles extraordinary users to the first 300 cubic metres of water without additional charge.

The rate is subject to differentials as follows:

- a rate per cubic metre of water, for users consuming below 40,000 cubic metres
- A rate per cubic metre of water, for users above 40,000 cubic metres, and where the land use category in the valuation database is not 'industrial'
- a rate of per cubic metre of water, for users consuming above 40,000 cubic metres, and where the land use category in the valuation database is 'industrial'

For the 2022/23 year these rates will be:

	Volume of water (cubic metres)	Rate per cubic metre (incl GST)
a	Below 40,000	\$2.75
b	Above 40,000, non-industrial	\$2.75
c	Above 40,000, industrial	\$2.75

6. Sewage Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Council's sewage disposal function of fixed amounts in relation to all land in the district to which the Council's sewage disposal service is provided or available, as follows:

- a charge per rating unit connected.

- (b) a charge per pan within the rating unit, after the first one.
- (c) a charge per rating unit which is serviceable.

The rate is subject to differentials as follows:

- "Connected" means the rating unit is connected to a public sewerage system.
- "Serviceable" means the rating unit is not connected to a public sewerage drain but is within 30 metres of such a drain.
- A rating unit used primarily as a residence for one household is treated as not having more than one pan.
- For commercial accommodation providers, each subsequent pan will be rated at 50% of the charge.
- For those Clubs who qualify for a rebate of their General Rates under Council's Community Contribution and Club Rebate Remission Policy, and who are connected to the sewerage network, each subsequent pan will be rated at 50% of the Sewerage Charge.

The purpose of this rate is to fund the maintenance, operation and capital upgrades of sewerage collection, treatment and disposal systems in those parts of the District where these systems are provided.

For the 2022/23 year these rates will be:

	Charge	Sewerage Rate (incl GST)
a	First charge per separately used or inhabited part of a rating unit connected	\$870.07
b	Additional charge per pan after the first	\$870.07
c	Serviceable, not connected, per separately used or inhabited part of a rating unit	\$435.04
d	Additional charge per pan after the first – commercial accommodation provider, qualifying club	\$435.04

7. Stormwater Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the purpose of funding operations and maintenance, plus improvements and loan charges on the stormwater drainage network as follows:

A uniform targeted rate on the capital value of all rateable land in the Waipukurau, Waipawa, Takapau, and Otane Stormwater Catchment Areas on a differential basis as set out below:

Stormwater Catchment Area	Differential	2022/23 Cents per Dollar of Capital Value (including GST)
Otane	0.32	0.01816
Takapau	0.24	0.01362
Waipawa	1.00	0.05674
Waipukurau	1.00	0.05674

8. Kerbside Recycling Rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Council's collection of household recyclables for Waipukurau, Waipawa, Takapau, Otane, Onga Onga, and Tikokino on each separately used or inhabited part of a rating unit to which the Council provides the service.

For the 2022/23 year this rate will be \$108.66 (including GST).

9. Refuse Collection Rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the collection of household and commercial refuse for Otane, Onga Onga, Takapau, Tikokino, Waipukurau, Waipawa, Porangahau, Te Paerahi, Blackhead Beach, Kairakau, Mangakuri, Aramoana and Purerere Beach on each separately used or inhabited part of a rating unit to which the Council provides the service.

For the 2022/23 year this rate will be \$29.24 (including GST).

10. Te Aute Drainage Rate

Te Aute Drainage rates are set on all rateable area of rateable property within the designated area subject to a graduated scale for the purpose of funding the operations, loan charges and the repayment of loans for the Te Aute Drainage Scheme area.

The amount required and the classification is set by the Te Aute Drainage Committee.

Each hectare of land in each property is classified according to the susceptibility of that hectare to flooding as follows:

A (100 points), B (80 points), C (15 points), F (3 points), and G (0 points).

The total number of points is 73614. The total amount of funding required each year determines how much each of these points are worth. In this way, the total amount required is apportioned on a pro rata basis using the weightings on each hectare.

The total amount of funding required for 2022/23 is \$46,000

The amount per point is 62.48811 cents including GST.

The Te Aute drainage scheme area is defined by reference to the classification list establishing the graduated scale.

Valuation Number	Hectares in each classification				Total Points	Amount
	A (100pts)	B (80pts)	C (15pts)	F (3pts)		
1092000300	0	11.3	8.15	31.63	1,121	\$700.49
1092000800	0	32.83	74.69	23.42	3,817	\$2,385.17
1092001001	77.96	39.78	50.27	51.27	11,886	\$7,427.34
1092001100	78.22	0	15.28	39.73	8,171	\$5,105.70
1092001107	0	0	10	61.44	334	\$208.91
1092001400	0	0	0	14.16	42	\$26.25
1092001600	0	0	0	10.12	30	\$18.75
1092001700	38.74	51.06	36.24	45.12	8,638	\$5,397.72
1092002100	188.81	0	0	23.93	18,953	\$11,843.37
1092002300	125.04	9.34	21.59	29.25	13,663	\$8,537.63
1092002900	0	0	0	0.81	2	\$1.25
1092003400	0	0	8.02	6.6	140	\$87.48
1092005800	0	18.63	0	4.93	1,505	\$940.45
1092006100	0	65.81	0	15.84	5,312	\$3,319.37
Total	508.77	228.75	224.24	358.25	73,614	\$46,000.00

Approach to Rating

Rates are set and assessed under the Local Government (Rating) Act 2002 on all rateable rating units on the value of the land and improvements as supplied by Quotable Value New Zealand Limited. . The last rating revaluation was carried out in September 2021 and is effective from 1 July 2022.

The objectives of the council's rating policy is to:

- I. spread the incidence of rates as fairly as possible
- II. be consistent in charging rates
- III. ensure all ratepayers pay their fair share for council services
- IV. provide the income needed to meet the council's goals.

The Central Hawke's Bay District Council rating system provides for all user charges and other income to be taken into account first, with the rates providing the balance needed to meet the council's objectives.

Rating Base

The rating base will be the database determined by the contracted rating service provider. Because this database is constantly changing due to change of ownership, subdivision, regular revaluations, change of status from rateable to non-rateable (and reverse), the rating base is not described in detail in this policy.

Due Dates for Rate Payments

Pursuant to Section 24 of the Local Government (Rating) Act 2002, the following dates are proposed to apply for assessing the amount of each instalment of rates excluding metered water rates for the year 1 July 2022 to 30 June 2023. Each instalment will be assessed in four equal amounts, rounded.

Instalment number	Instalment Start Date	Last day of payment without additional charge	Penalty date
1	1 July 2022	20 August 2022	21 August 2022
2	1 October 2022	20 November 2022	21 November 2022
3	1 January 2023	20 February 2023	21 February 2023
4	1 April 2023	20 May 2023	21 May 2023

Due Dates for Metered Water Rates

Pursuant to Section 24 of the Local Government (Rating) Act 2002, the following dates are proposed to apply for assessing the amount of metered water rates for the year 1 July 2022 to 30 June 2023. The assessment is applied to water users after the first 300 cubic metres of water without additional charge has been used as part of the Water Supply Rate.

Area/Users	Water Meters read during	Last day of payment
Commercial/Large Users	Monthly	20th month following
Waipawa / Waipukurau	September, December, March, June	20th month following
Takapau / Otane	August, November, February, April	20th month following
Kairakau / Porangahau / Te Paerahi	July, October, January, April	20th month following

Penalty Charges

(Additional Charges on Unpaid Rates)

Pursuant to Section 58(1)(a) of the Local Government (Rating) Act 2002, an additional charge of 10% will be added on the penalty date above, to all amounts remaining unpaid for each instalment excluding metered water rates.

Pursuant to Section 58(1)(b) of the Local Government (Rating) Act, a further additional charge of 10% will be added on 1 July 2022 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2023 (Section 58(1)(b)) excluding metered water rates.

Targeted rates for metered water supply will be invoiced separately from other rates invoices. A 10% penalty will be added to any part of the water rates that remain unpaid by the due date as shown in the table above as provided for in Section 57 and 58(1)(a) of the Local Government (Rating) Act 2002.

CARRIED

Mr Chamberlain presented this report.

8 MAYOR AND COUNCILLOR REPORTS

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: 22.36

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Gerard Minehan

That the Strategy and Wellbeing Committee Chair Report be received.

CARRIED

Councillor Annand presented this report.

8.5 RUATANIWHA WARD REPORT

PURPOSE

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

RESOLVED: 22.37

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Pip Burne

That the Ruataniwha Ward Report for be received.

CARRIED

Councillor Annand presented this report.

8.4 ARAMOANA/RUAHINE WARD REPORT**PURPOSE**

The purpose of this report is to present the Aramoana/Ruahine Ward Report.

RESOLVED: 22.38

Moved: Cr Kate Taylor

Seconded: Cr Jerry Greer

That the Aramoana/Ruahine Ward Report be received.

CARRIED

Councillor Greer and Councillor Taylor presented this report.

9 CHIEF EXECUTIVE REPORT**9.1 BI MONTHLY ORGANISATION PERFORMANCE REPORT APRIL - MAY 2022****PURPOSE**

The purpose of this report is to present to Council the organisation report for April – May 2022.

RESOLVED: 22.39

Moved: Cr Kate Taylor

Seconded: Cr Pip Burne

That having considered all matters raised in the Bi-monthly Organisation Performance Report April – May 2022 the report be noted.

CARRIED

Mr Tate presented this report.

10 PUBLIC EXCLUDED BUSINESS**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLVED: 22.40**

Moved: Cr Kate Taylor

Seconded: Cr Jerry Greer

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

<p>10.1 - Public Excluded Resolution Monitoring Report</p>	<p>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</p> <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>	<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</p>
<p>10.2 - District Plan Key Project Status Report</p>	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <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>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</p>
<p>10.3 - Tender Outcome Report - Pōrangahau and Racecourse Road Renewals</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <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>	<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</p>
<p>10.4 - Strategic Land Purchase - Waipawa Wastewater</p>	<p>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</p>	<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</p>

	<p>who supplied or who is the subject of the information</p> <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>	
CARRIED		

11 DATE OF NEXT MEETING

RESOLVED: 22.41

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Exham Wichman

THAT the next meeting of the Central Hawke's Bay District Council be held on 4 August 2022.

CARRIED

MEETING ADJOURNED FOR MORNING TEA BREAK AT 10AM.

MEETING RESUMED IN PUBLIC EXCLUDED AT 10:22AM.

12 TIME OF CLOSURE

The Meeting closed at 11:22am.

The minutes of this meeting were confirmed at the held on 4 August 2022.

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CHAIRPERSON