

**MINUTES OF CENTRAL HAWKE'S BAY DISTRICT COUNCIL  
COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA  
ON THURSDAY, 13 FEBRUARY 2025 AT 9.00AM**

**UNCONFIRMED**

**PRESENT:** Mayor Alex Walker  
Deputy Mayor Kelly Annand  
Cr Tim Aitken  
Cr Pip Burne  
Cr Jerry Greer  
Cr Gerard Minehan  
Cr Brent Muggeridge  
Cr Kate Taylor  
Cr Exham Wichman  
Pou Whirinaki Amiria Nepe-Apatu  
Pou Whirinaki Piri Galbraith (*from 10.07am via Zoom*)

**IN ATTENDANCE:** Doug Tate (Chief Executive)  
Nicola Bousfield (Group Manager People and Business Enablement)  
Brent Chamberlain (Chief Financial Officer)  
Dennise Elers (Group Manager Community Partnerships)  
Dylan Muggeridge (Group Manager Strategic Planning & Development)  
Mark Kinvig (Group Manager Community Infrastructure and Development)  
  
Jane Budge (Strategic Governance Manager)  
Sarah Crysell (Communications and Engagement Manager)  
Annelie Roets (Governance Lead)

**1 WELCOME/ KARAKIA/ NOTICE**

Her Worship, The Mayor Alex Walker opened the meeting who acknowledged the challenges faced by the community due to Cyclone Gabrielle and emphasised the need for hope and leadership moving forward. The meeting was then opened a with a karakia.

**2 APOLOGIES**

There were no apologies received.

**3 DECLARATIONS OF CONFLICTS OF INTEREST**

There were no Declarations of Conflict of Interest received.

#### 4 STANDING ORDERS

**RESOLVED: 25.1**

Moved: Cr Jerry Greer

Seconded: Cr Kate Taylor

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: 25.2**

Moved: Cr Pip Burne

Seconded: Cr Exham Wichman

**That the minutes of the Ordinary Council Meeting held on 31 October 2024 as circulated, be confirmed as true and correct.**

**CARRIED**

#### 6 REPORTS FROM COMMITTEES

Reports from Committees to be discussed later in today's agenda.

#### 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: 25.3**

Moved: Cr Gerard Minehan

Seconded: Deputy Mayor Kelly Annand

**That Council notes the Resolution report.**

**CARRIED**

Doug Tate provided an update on the resolution monitoring report, highlighting the establishment of the community water trust and the progress on the Centrelines Aquatic Centre project.

## 7.2 UPDATE ON THE DRAFT ANNUAL PLAN 2025/26

### PURPOSE

The purpose of this report is to provide elected members with an update on the progress being made on the draft Annual Plan 2025/26 and seeks confirmation of inclusion of funding for Hawke's Bay Tourism in the Annual Plan 2025/26.

### RESOLVED: 25.4

Moved: Cr Kelly Annand

Seconded: Cr Kate Taylor

### That Council:

1. **Endorses the work to date on the draft Annual Plan and requests officers to continue exploring further budget savings and bring further updates back to the Council throughout March/April.**
2. **Intends no changes to the Levels of Service outlined in the Three-Year Plan negating the need for separate public consultation on the draft Annual Plan.**

**CARRIED**

3. ~~**Confirms the request for funding from Hawke's Bay Tourism, and the proposed budget provision of \$75,000 in the Annual Plan 2025/26.**~~

### RESOLVED: 25.4

Moved: Cr Tim Aitken

Seconded: Cr Gerard Minehan

### AMENDED RECOMMENDATION

3. **Confirms the proposed budget provision of \$75,000 in the Annual Plan 2025/26 for Hawke's Bay Tourism activities subject to further due diligence from the Chief Executive including:**
  - Formalisation of the funding and agreement.
  - Letter of expectation requirements and associated KPI's.
  - Regional reporting expectations (including financial reporting).
  - Clarifying Council appointments to the Board.
  - Detailed future operating budget.

Against: Muggerridge  
**CARRIED**

Doug Tate and Brent Chamberlain presented an update on the Draught Annual Plan for 2025-2026, discussing the key priorities of drinking water, land transport, and recovery. They mentioned the need for further budget savings and the importance of maintaining levels of service.

### **Hawke's Bay Tourism Funding**

Doug Tate discussed the funding request for Hawke's Bay Tourism, emphasising its importance for the region's economic outlook. The council agreed to include \$75,000 in the proposed budget, subject to further due diligence and transparency from Hawke's Bay Tourism.

### 7.3 2025 LOCAL ELECTION CANDIDATE ORDER

#### PURPOSE

The purpose of this paper seeks approval for the candidate order on the voting documents for the 2025 Local Election for Central Hawke's Bay District Council.

#### RESOLVED: 25.5

Moved: Cr Pip Burne  
Seconded: Cr Kate Taylor

**That Council approves the candidate names order be random order on the voting documents for the 2025 Local Election in Central Hawke's Bay District, any by-elections over the 2025-28 triennium, and all future local elections until further notice.**

**CARRIED**

Jane Budge introduced the report which was taken as read. The council decided to use a random order for candidate names on the voting documents for the 2025 local election and future elections.

- *Piri Galbraith joint the meeting at 10.07am via zoom.*

### 7.4 RISK AND ASSURANCE COMMITTEE RISK REPORT TO COUNCIL

#### PURPOSE

The purpose of this report is to provide visibility to Council's top risks that officers have reported to the Risk & Assurance Committee (the Committee). Specifically, this includes those trending outside of the risk appetite of Council for two quarters or more. This report was initially tabled at the Risk and Assurance Committees meeting of 11 December 2024.

Officers will also provide a verbal update to Council following the Committee meeting on any changes or discussions held in the 2025 Committee's meeting.

#### RESOLVED: 25.6

Moved: Cr Gerard Minehan  
Seconded: Cr Pip Burne

**That Council notes the Risk report initially tabled at the Risk & Assurance Committee meeting on the 11 December 2024.**

**CARRIED**

Nicola Bousfield presented the regular risk report, noting updates to the risk register and the need for further specificity in certain areas, such as road infrastructure.

### 7.5 MINUTES FROM COMMITTEES 1 NOV - 31 DECEMBER 2024

#### RESOLVED: 25.7

Moved: Deputy Mayor Kelly Annand  
Seconded: Cr Pip Burne

#### That Council:

1. **Receives the draft minutes of the following Committee meetings:**
  - 1.1. 7 November 2024 – Finance, Infrastructure & Performance Committee

- 1.2. 12 December 2024 – Strategy, Growth & Community Committee
- 1.3. 12 December 2024 – Transport Committee.
2. **Receives the confirmed minutes of the following Committee meeting:**
  - 2.1. 7 November 2024 – Transport Committee.

**CARRIED**

## **7.6 REPORTS FROM JOINT COMMITTEES OCTOBER - DECEMBER 2024**

This report presents the following Joint Committees' minutes for Council's noting:

1. 6 September 2024 – Minutes from the Regional Transport Committee meeting.
2. 18 November 2024 – Minutes from the Climate Action Joint Committee meeting.
3. 25 November 2024 – Minutes from the Hawke's Bay CDEM Group Joint Committee meeting.
4. 6 December 2024 – Minutes from the Regional Transport Committee meeting.

### **RESOLVED: 25.8**

Moved: Cr Exham Wichman

Seconded: Cr Jerry Greer

### **That Council notes the following Joint Committee minutes:**

1. 6 September 2024 – Minutes from the Regional Transport Committee meeting.
2. 18 November 2024 – Minutes from the Climate Action Joint Committee meeting.
3. 25 November 2024 – Minutes from the Hawke's Bay CDEM Group Joint Committee meeting.
4. 6 December 2024 – Minutes from the Regional Transport Committee meeting.

**CARRIED**

## 8 CHIEF EXECUTIVE REPORT

### 8.1 SECOND QUARTER ORGANISATION REPORT: 1 OCTOBER - 31 DECEMBER 2024

#### PURPOSE

The purpose of this report presents the Second Quarter Organisation report from 1 October to 31 December 2024.

Quarter Two (1 October – 31 December 2024) provides key insights into the performance against the non-financial performance levels of service of service identified within the Three Year Plan 2024-2027.

This quarter also provides further updates on the “Big Moves” identified by the Council to deliver on the long-term priorities of Central Hawke’s Bay.

#### RESOLVED: 25.9

Moved: Cr Kate Taylor

Seconded: Cr Jerry Greer

**That Council notes the Second Quarter Organisation Report (1 October to 31 December 2024).**

**CARRIED**

Doug Tate provided an overview of the second quarter organisation report, highlighting the progress in land transport and waters activities, as well as the performance measures for customer satisfaction.

- **Stormwater Management:** The recent flooding event was discussed and the need for a more detailed report on stormwater management and the response to such events.
- **Animal Services and Compliance:** Noting an increase in animal services and compliance requests and discussed the need for further analysis to determine if this is a growing trend.
- **Library Performance Measures:** Individual performance target rates for each library was requested, noting the importance of understanding the performance of each location.

## 9 PUBLIC EXCLUDED BUSINESS

There were no Public Excluded Business to be discussed. The Public Excluded Council Minutes from 31 October 2024 will be confirmed at the next meeting on 10 April 2025.

## 10 DATE OF NEXT MEETING

#### RESOLVED: 25.10

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Pip Burne

**That the next meeting of the Central Hawke's Bay District Council be held on Thursday, 10 April 2025.**

**CARRIED**

**11 TIME OF CLOSURE**

The Mayor noted the 2-year commemoration of Cyclone Gabrielle and expressed thoughts for the families impacted by this event.

The Meeting closed at 10.45am.

**The minutes of this meeting will be confirmed at the next Central Hawke’s Bay District Council meeting to be held on 10 April 2025.**

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**CHAIRPERSON**