

**MINUTES OF WAIROA DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 5 DECEMBER 2017 AT 1.30PM**

**PRESENT:** His Worship the Mayor Craig Little (Mayor), Cr Denise Eaglesome-Karekare (Deputy Mayor), Cr Michael (Mike) Bird, Cr Jeremy Harker, Cr Charles (Charlie) Lambert, Mr Paul Kelly, Mr Kiwa Hammond

**IN ATTENDANCE:** J Freeman (Interim Chief Executive Officer), G Borg (Chief Financial Officer), H Montgomery (Chief Operations Officer), J Cox (Engineering Manager), G Waikawa (Governance Administrator), A King (Communications Officer), S Lewis (Wairoa Star)

**1 KARAKIA**

Opening karakia – P Kelly

**2 APOLOGIES FOR ABSENCE**

**APOLOGIES**

**RESOLUTION 2017/60**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the apologies received from Councillor Hine Flood and Councillor Michael Johansen be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

Cr Jeremy Harker declared a conflict of interest regarding Item 9.1 Tender Evaluation-17/04 Structural Bridge Strengthening.

**4 CHAIRPERSON'S ANNOUNCEMENTS**

None.

**5 LATE ITEMS OF URGENT BUSINESS**

Draft Risk Management Policy

Public Excluded Items – Procurement – Tender Evaluation

- Nuhaka River Road Access

**6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

**7 MINUTES OF THE PREVIOUS MEETING****RESOLUTION 2017/61**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Michael (Mike) Bird

That the minutes [and confidential minutes] of the Ordinary Meeting held on 24 October 2017 and the Extraordinary Meeting held on 20 November 2017 be confirmed.

**CARRIED**

**8 GENERAL ITEMS****8.1 DRAFT WAIROA DISTRICT COUNCIL ECONOMIC DEVELOPMENT PLAN****RESOLUTION 2017/62**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Jeremy Harker

That Council approve the Draft Wairoa District Council Economic Development Plan.

**CARRIED**

**8.2 SUBMISSION TO REMUNERATION AUTHORITY ON LONGER TERM PROPOSALS****RESOLUTION 2017/63**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That Council receive the report and make a submission on the proposals to the Remuneration Authority.

**CARRIED**

**8.3 PRE-ENGAGEMENT SUBMISSIONS****RESOLUTION 2017/64**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That Council receive the report and provide direction on any ideas they would like to see included in the LTP 2018-2028.

**CARRIED**

**8.4 REVENUE AND FINANCING POLICY AND STATEMENT OF PROPOSAL****RESOLUTION 2017/65**

Moved: Cr Jeremy Harker

Seconded: Cr Michael (Mike) Bird

The Chief Financial Officer RECOMMENDS that Council:

- A. Adopts the draft Revenue and Financing Policy for consultation (**Appendix 1**), and
- B. Adopts the Statement of Proposal, incorporating the draft policy, for consultation (**Appendix 2**), and considers the extent of the inclusion of rating method options (**Appendix 3**), and
- C. Adopts the provisional consultation plan (**Appendix 5**), and
- D. Conducts a S83 LGA Special Consultative Procedure on the proposal.

**CARRIED**

**8.5 WDC ACTIVITY MANAGEMENT PLANS 2018-2021****RESOLUTION 2017/66**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That Council receive the report and provides comment as it considers appropriate prior to the 2018-2021 LTP consultation process.

**CARRIED**

**8.6 DOCUMENTS SEALED FOR THE PERIOD 22 APRIL 2015 TO 27 NOVEMBER 2017****RESOLUTION 2017/67**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Michael (Mike) Bird

That Council receive the report.

**CARRIED**

**8.7 WAIROA DISTRICT COUNCIL OFFICER DELEGATIONS MANUAL****RESOLUTION 2017/68**

Moved: Cr Jeremy Harker

Seconded: Cr Charles (Charlie) Lambert

That Council adopt the attached Wairoa District Council Officer Delegations Manual with amendments if necessary.

With the reasons for this decision being:

That these administrative measures will be consistent with best practice and with legislation. Moreover, the reason for the decision is that it meets the purpose of local government as stated below:

The Council is required to give effect to the purpose of local government as prescribed by Section 10 of the Local Government Act 2002. That purpose is to meet the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. Good quality means infrastructure, services and performance that are efficient and effective and appropriate to present and anticipated future circumstances.

**CARRIED**

**8.9 DRAFT RISK MANAGEMENT POLICY****RESOLUTION 2017/69**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act 1987 the item **Draft Risk Management Policy** - be considered given the item had not come to hand at the time of Agenda compilation and consideration of this matter is required now in order to respond within the timeframe allowed.

**CARRIED**

**8.9 DRAFT RISK MANAGEMENT POLICY****RESOLUTION 2017/70**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the Draft Risk Management Policy be adopted.

**CARRIED**

**ADJOURN – 3.30pm****RECONVENE – 3.51pm**

Councillors discussed at length AFFCO water.

**9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS**

Nil

**10 PUBLIC EXCLUDED ITEMS****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2017/71**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the public be excluded from the following parts of the proceedings of this meeting at 3:08 p.m.

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 – Procurement of Roading Contracts</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on,	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

	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
<b>10.2 – CouncilMARK Final Draft Report</b>	<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)(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.
<b>9.1 – Procurement – Tender Evaluation</b>	<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)(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.
<b>9.3 – Nuhaka River Road Access</b>	<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)(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

**RESOLUTION 2017/72**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Charles (Charlie) Lambert

That Council moves out of Closed Council into Open Council.

**.CARRIED**

Closing karakia – P Kelly

**The Meeting closed at 4.17pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 5 December 21017.**

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**CHAIRPERSON**