



**I, Steven May, Chief Executive Officer, hereby give notice that  
an Ordinary Meeting of Council will be held on:**

**Date: Tuesday, 27 November 2018**  
**Time: 1.30pm**  
**Location: Council Chamber, Wairoa District Council,  
Coronation Square, Wairoa**

# **AGENDA**

## **Ordinary Council Meeting**

**27 November 2018**

The agenda and associated papers are also available on our website: [www.wairoadc.govt.nz](http://www.wairoadc.govt.nz)

For further information please contact us 06 838 7309 or by email [info@wairoadc.govt.nz](mailto:info@wairoadc.govt.nz)



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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 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**

Ordinary Meeting - 16 October 2018

Extraordinary Meeting - 31 October 2018

**MINUTES OF WAIROA DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 16 OCTOBER 2018 AT 1.30PM**

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

**IN ATTENDANCE:** G Borg (Chief Financial Officer), H Montgomery (Chief Operating Officer), K Tuapawa (Group Manager Information and Customer Experience), K Tipuna (Economic Development & Engagement Manager), S Heath (Acting Engineering Manager), G Waikawa (Governance Administrator)

**1 KARAKIA**

The meeting was opened with a karakia by P Kelly

**2 APOLOGIES FOR ABSENCE**

Nil

**3 DECLARATIONS OF CONFLICT OF INTEREST**

Councillor J Harker declared conflict of interest with Item 8.1 and Public Excluded Item 10.2.

**4 CHAIRPERSON'S ANNOUNCEMENTS**

None

**5 LATE ITEMS OF URGENT BUSINESS**

None

**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 2018/56**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the minutes and confidential minutes of the Ordinary Meeting held on 4 September 2018 and

the Extraordinary Meeting held on 25 September 2018 be confirmed.

**CARRIED**

Mahanga Water issues – Councillor Harker asked about the Mahanga Water issues and His Worship the Mayor advised Council is waiting for a meeting with Mahanga Marae.

## **8 GENERAL ITEMS**

### **8.1 QRS ANNUAL REPORT YEAR ENDED 30 JUNE 2018**

#### **RESOLUTION 2018/57**

Moved: Cr Hine Flood

Seconded: Cr Charles (Charlie) Lambert

That Council receives the QRS Annual Report year ended 30 June 2018.

**CARRIED**

### **8.1 PUBLIC EXCLUDED ITEM**

#### **RESOLUTION TO EXCLUDE THE PUBLIC**

#### **RESOLUTION 2018/58**

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

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:

**CARRIED**

<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>8.1 QRS Annual Report Year Ended 30 June 2018</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)(j) - the withholding of the information is necessary to	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

	prevent the disclosure or use of official information for improper gain or improper advantage	
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## 8.2 CCTV POLICY REVIEW

### RESOLUTION 2018/59

Moved: Cr Hine Flood

Seconded: Cr Denise Eaglesome-Karekare

That Council adopt the revised CCTV Policy attached as Appendix 1.

**CARRIED**

## 8.3 DRAFT WAIROA DISTRICT COUNCIL LOCAL APPROVED PRODUCTS POLICY

### RESOLUTION 2018/60

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That Council adopt the draft Local Approved Products Policy for public consultation from 23<sup>rd</sup> October to the 23<sup>rd</sup> November 2018.

**CARRIED**

## 9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

### 9.1 MINUTES OF FINANCE, AUDIT & RISK COMMITTEE MEETING - 18 SEPTEMBER 2018

#### RESOLUTION 2018/61

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the Minutes of the Finance, Audit & Risk Committee Meeting held on Tuesday 18 September 2018 be received and the recommendations therein be adopted.

**CARRIED**

**CARRIED**

### 9.2 MINUTES OF FAR COMMITTEE 18 SEPTEMBER RECOMMENDATION: PROPOSED FAR COMMITTEE TERMS OF REFERENCE

#### RESOLUTION 2018/62



Moved: Cr Jeremy Harker

Seconded: Cr Michael (Mike) Bird

That Council adopt the revised Terms of Reference for the Finance, Audit & Risk Committee attached as Appendix 1.

**CARRIED**

### 9.3 MINUTES OF MĀORI STANDING COMMITTEE MEETING - 13 SEPTEMBER 2018

#### RESOLUTION 2018/63

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Charles (Charlie) Lambert

That the Minutes of the Māori Standing Committee Meeting held on Thursday 13 September 2018 be received.

**CARRIED**

## 10 PUBLIC EXCLUDED ITEMS

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION 2018/64

Moved: His Worship the Mayor Craig Little

Seconded: Cr Hine Flood

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
10.1 - Disposal of Airport Land	<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)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</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>10.2 - Kakariki Farm Road Pit - Options for future use</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, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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>CARRIED</b>		

**MOTION****RESOLUTION 2018/65**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That Council moves out of Closed Council into Open Council at 2.40pm.

**CARRIED**

**The Meeting closed at 3.03pm with a karakia by P Kelly.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 27 November 2018.**

.....  
**CHAIRPERSON**

**MINUTES OF WAIROA DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON WEDNESDAY, 31 OCTOBER 2018 AT 1.30PM**

**PRESENT:** His Worship the Mayor Craig Little (Mayor), Cr Denise Eaglesome-Karekare (Deputy Mayor), Cr Michael (Mike) Bird, Cr Michael (Min) Johansen, Cr Charles (Charlie) Lambert

**IN ATTENDANCE:** S May (Chief Executive Officer), G Borg (Chief Financial Officer), K Tipuna (Economic Development & Engagement Manager), S Heath (Acting Engineering Manager), G Waikawa (Governance Administrator)

**1 KARAKIA**

Karakia was given by Councillor C Lambert

**2 APOLOGIES FOR ABSENCE**

**APOLOGIES**

**RESOLUTION 2018/59**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Charles (Charlie) Lambert

That the apologies received from Councillors J Harker and H Flood be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATIONS OF CONFLICT OF INTEREST**

None

**4 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.

**5 GENERAL ITEM**

**5.1 ANNUAL REPORT 2017-18**

**RESOLUTION 2018/60**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Michael (Mike) Bird

That subject to minor editorial amendments Council adopts the Annual Report for the year ended 30 June 2018.

**CARRIED**

**The Meeting closed at 2.07pm with a karakia by Councillor C Lambert.**

**The minutes of this meeting were confirmed at the Extraordinary Council Meeting held on 27 November 2018.**

.....  
**CHAIRPERSON**

## 8 GENERAL ITEMS

### 8.1 DOCUMENTS SEALED FOR THE PERIOD 7 DECEMBER 2017 TO 24 OCTOBER 2018

**Author:** Kimberley Tuapawa, Group Manager Information and Customer Experience

**Authoriser:** Steven May, Chief Executive Officer

**Appendices:** Nil

#### 1. PURPOSE

- 1.1 This report provides information for Council on documents sealed for the period from 7 December 2017 to 24 October 2018.

#### RECOMMENDATION

The Group Manager Information & Customer Experience RECOMMENDS that Council receive the report.

#### 2. DOCUMENTS

- 2.1 7/12/2017 – Licence to Occupy between WDC and Kay Foote – 5.96 hectares Road Reserve adjacent to Kokako Road, Tuai
- 2.2 20/12/2017 – Sale and Purchase Agreement between WDC and Museum Trust for purchase of Old County Building
- 2.3 22/12/2017 – Bond Document for vehicle crossing between WDC and G Ormond
- 2.4 14/2/2018 – Water Supply Deed between AFFCO NZ Ltd and WDC
- 2.5 5/6/2018 – Amendment to Master Mandate between WDC and ANZ Bank New Zealand Ltd
- 2.6 4/10/2018 – Licence to Occupy between WDC & T & L Moyes
- 2.7 24/10/2018 – 18/10 Corridor Vegetation Contract between WDC and Treescape Limited

#### Further Information

None.

#### Background Papers

None.

#### References (to or from other Committees)

None.

## Signatories

	
Author Kimberley Tuapawa	Approved by Steven May

**8.2 AUT MILLENIUM FUNDING**

**Author:** Steven May, Chief Executive Officer

**Authoriser:** Steven May, Chief Executive Officer

**Appendices:** Nil

**1. PURPOSE**

- 1.1 For Council to decide on allocation of funding for the AUT Millennium project set aside in a special reserve.

**RECOMMENDATION**

The Chief Executive Officer RECOMMENDS that Council confirm the allocation of \$50,000 out of the special reserve to AUT Millennium or change the allocation of the fund for locally based support for sporting activities.

**2. BACKGROUND**

- 2.1 During the Annual Plan 2017/18 deliberations on 30<sup>th</sup> May 2017 Council resolved: *“That the Council commit \$50,000 into a special reserve fund for the AUT Millenium project the exact use to be decided at a later date”*.
- 2.2 In order to remove the money from the special reserve a Council resolution is required.

**3. OPTIONS**

- 3.1 The options identified are:
- a. Status quo – keep the money in the special reserve until a later date.
  - b. Release the money from the reserve and give it to AUT Millennium for the construction of the Hawke’s Bay facility.
  - c. Release the money for another purpose relating to this special reserve.

**4. CORPORATE CONSIDERATIONS****What is the change?**

- 4.1 \$50,000 will be spent from the special reserve.

**Compliance with legislation and Council Policy**

- 4.2 Complies with Annual Plan 2017/18

**What are the key benefits?**

- 4.3 The funds will be released to AUT Millennium to contribute to their construction project in Hawke’s Bay.

**What is the cost?**

- 4.4 \$50,000

**What is the saving?**

4.5 None

**Who has been consulted?**

4.6 There was consultation on this item during the Annual Plan 2017/18 consultation. No further consultation is required.

**Service delivery review**

4.7 Not applicable.

**Maori Standing Committee**

4.8 This has not been referred to the committee.

**5. SIGNIFICANCE**

5.1 Low impact

**6. RISK MANAGEMENT**

6.1 There are no strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendation.

**Further Information**

None.

**Background Papers**

None.

**References (to or from other Committees)**

Council 30 May 2017 – 2017-2018 Annual Plan Deliberations



**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.



**Signatories**

	
Author Steven May	Approved by Steven May

**8.3 POLICY ON ELECTED MEMBERS' ALLOWANCES AND RECOVERY OF EXPENSES**

**Author:** Charlotte Knight, Governance Advisor & Policy Strategist

**Authoriser:** Kitea Tipuna, Economic Development & Engagement Manager

**Appendices:** 1. Proposed Draft Policy [↓](#)

**1. PURPOSE**

- 1.1 For Council to review and adopt a revised Policy on Elected Members' Allowances and Recovery of Expenses in accordance with the latest determinations by the Remuneration Authority.

**RECOMMENDATION**

The Governance Advisor & Policy Strategist RECOMMENDS that Council adopted the proposed revised Policy on Elected Members' Allowances and Recovery of Expenses.

**2. BACKGROUND**

- 2.1 The Remuneration Authority have issues two determinations updating the provisions regarding elected members' allowances and expenses. The previous policy has been updated to reflect these changes.
- 2.2 Council has previously decided not to include travel time in the policy. This provision has not been updated to reflect the current allowance under the determination. If Council wishes to introduce travel time then this can be added to the policy before adoption.
- 2.3 This policy has previously been sealed and sent to the Remuneration Authority for sign-off as well.
- 2.4 The main changes are to mileage and the introduction of new allowances – these new allowances can be removed if Council does not wish to introduce them. There is no longer a 30km buffer rule regarding mileage. From the 1 December 2018 the limit on mileage at the higher rate will rise from 10,000km to 14,000km.
- 2.5 Please note there are two different mileage clauses as there was an amendment to the determination which changes the mileage rates and 10,000km threshold as of 1 December 2018.
- 2.6 These changes are part of the broader programme of changes that the Remuneration Authority is introducing as part of a broader programme. More information about this programme is available on the Remuneration Authority's website.

**3. OPTIONS**

- 3.1 The options identified are:
- Adopt the proposed policy
  - Adopt an amended policy that fits within the parameters of the determination.

**4. CORPORATE CONSIDERATIONS****What is the change?**

- 4.1 The allowances and expenses policy for elected members. This will be effective from the 1 July 2018.

**Compliance with legislation and Council Policy**

- 4.2 Complies with *Local Government Members (2018/19) (Local Authorities) Determination 2018* and *Local Government Members (2018/19) (Local Authorities) Amendment Determination 2018*

**What are the key benefits?**

- 4.3 An updated policy that reflects the current determinations.

**What is the cost?**

- 4.4 The costs are budgeted for already.

**What is the saving?**

- 4.5 Not applicable.

**Who has been consulted?**

- 4.6 There has been no public consultation and no further consultation is required.

**Service delivery review**

- 4.7 Not applicable.

**Maori Standing Committee**

- 4.8 This matter has not been referred to the committee.

**5. SIGNIFICANCE**

- 5.1 Low impact

**6. RISK MANAGEMENT**

- 6.1 There are no strategic risks identified in the implementation of the recommendation.

**Further Information**

*Local Government Members (2018/19) (Local Authorities) Determination 2018*

<http://www.legislation.govt.nz/regulation/public/2018/0124/latest/LMS68270.html?src=gs>

*Local Government Members (2018/19) (Local Authorities) Amendment Determination 2018*

<http://www.legislation.govt.nz/regulation/public/2018/0221/latest/LMS114354.html?search=ad+act%40regulation+local+government+amendment+2018+25+ac%40bn%40rc%40dn%40apub%40aloc%40apri%40apro%40aimp%40bgov%40bloc%40bpri%40bmem%40rpub%40rim+ac%40rc%40ainf%40anif%40bcur%40rinf%40rnif%40raif%40rasm%40rrev+a+aw+se&p=1>

**Background Papers**

None.

**References (to or from other Committees)**



None.

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**Signatories**

	
Author Charlotte Knight	Approved by Kitea Tipuna

## POLICY ON ELECTED MEMBERS' ALLOWANCES AND RECOVERY OF EXPENSES

<b>CATEGORY:</b>	Office of the Chief Executive	<b>STATUS:</b>	DRAFT
<b>DATE POLICY ADOPTED:</b>	[insert meeting date] 2018	<b>APPROVAL BY:</b>	Council
<b>REVIEW PERIOD:</b>	Annual	<b>NEXT REVIEW DUE BY:</b>	August 2019
<b>DATE PREVIOUSLY ADOPTED:</b>	2015	<b>REVISION NUMBER:</b>	2

Applicable for the period 1 July 2018 – 30 June 2019.

### PAYMENT OF EXPENSES – GENERAL

- 1.1 The Wairoa District Council authorises reimbursement of reasonable and actual expenses when Elected Members are required to attend meetings outside the district.
- 1.2 All costs should be fair and reasonable, and supported by GST receipts.
- 1.3 All claims must be requested using *HR12: Reimbursement for Expenses* form which is available from Accounts Payable.
- 1.4 Elected member's expenditure will be approved by the Chief Executive Officer or Acting Chief Executive Officer.
- 1.5 Elected members will need to fill in *HR11: Request to attend seminar/course/conference* form to book airfares and accommodation and conference/seminar registrations. In most cases these will be invoiced directly to Council.
- 1.6 The travel, accommodation and other costs for a partner or spouse of an Elected Member will not be met by Council, unless prior approval is granted by Council resolution. Airpoints that are earned by official travel paid by the Council are not to be used for private benefit.

### VEHICLE MILEAGE ALLOWANCE

2.1 The local authority may pay a member a vehicle mileage allowance for travel by the member using their own vehicle. Elected members are encouraged to book a Council vehicle where available.

2.2 An allowance may be paid to a member under subclause (2.1) for each journey within the period of the current determination for which –

- a) The member is not provided with a vehicle by the local authority; and
- b) The member is travelling –
  - i. In a private vehicle; and
  - ii. On the local authority's business; and
  - iii. By the most direct route that is reasonable in the circumstances.

2.3 The vehicle mileage allowance payable to a member for eligible travel before 1 December 2018 is –

- a) For the first 10,000 kilometres for which the allowance is payable:

- i. No more than \$0.81 per kilometre for an electric vehicle
  - ii. No more than \$0.73 per kilometre in any other case
- b) No more than \$0.37 per kilometre for any distance over 10,000 kilometres for which the allowance is payable.

2.4 The vehicle mileage allowance payable to a member for eligible travel on and after 1 December 2018 is:

- a) For a petrol or diesel vehicle
  - i. 76 cents per kilometre for the first 14,000 kilometres of eligible travel during the term of this determination; and
  - ii. 26 cents per kilometre after the first 14,000 kilometres of eligible travel during the term of this determination
- b) For a petrol hybrid vehicle
  - i. 76 cents per kilometre for the first 14,000 kilometres of eligible travel during the term of this determination; and
  - ii. 18 cents per kilometre after the first 14,000 kilometres of eligible travel during the term of this determination
- c) For an electric vehicle
  - i. 76 cents per kilometre for the first 14,000 kilometres of eligible travel during the term of this determination; and
  - ii. 9 cents per kilometre after the first 14,000 kilometres of eligible travel during the term of this determination

2.5 Traffic infringements are the responsibility of the person breaching the law.

2.6 Reimbursement of mileage will be paid through the accounts payable system upon approval of the claim by direct credit to the elected member's nominated bank account.

## TRAVEL TIME ALLOWANCE

3.1 No travel time allowance shall be paid.

## COMMUNICATIONS ALLOWANCES

4.1 If Council determines that particular communications equipment and services are required by members to perform their functions and members choose or are required to use their own equipment and communication services, Council may pay an allowance for the period of the current determination in accordance with this clause.

4.2 The amounts and matters in respect of which the allowance is payable are as follows:

- a) For the use of a personal computer, tablet, or laptop, including any related docking station \$200
- b) For the use of a multi-functional or other printer \$40
- c) For the use of a mobile telephone \$150

4.3 If Council requests a member to use the member's own internet service for the purpose of the member's work on local authority business, the member is entitled to an allowance for that use of \$400 for the determination period.

4.4 If Council requests a member to use the member's own mobile telephone service for the purpose of the member's work on local authority business, the member is entitled, at the member's option, to

- a) An allowance for that use of \$400 for the determination term; or
- b) Reimbursement of actual costs of phone calls made on local authority business upon production of the relevant telephone records and receipts

4.5 If Council supplies a mobile phone and related mobile telephone service to a member for use on local authority business and allows for its personal use, the local authority may decide what portion, if any, of the local authority's costs reasonably attributable to such personal use must be paid by the member.

4.6 If the member is not a member for the whole of the determination term, subclauses (4.2) to (4.5) apply as if each reference to an amount were replaced by a reference to an amount calculated in accordance with the following formula:

$$(a \div b) \times c$$

Where –

a – is the number of days that the member held office in the determination term

b – is the number of days in the determination term

c – is the relevant amount specified in subclauses (4.2) to (4.5)

## HEARING FEES

The definition of ‘hearing’ and ‘hearing time’ is outlined in the Local Government Members (2018/19) (Local Authorities) Determination 2018.

5.1 A member of Council who acts as the chairperson of a hearing is entitled to be paid a fee of up to \$100 per hour of hearing time related to the hearing.

5.2 A member of Council who is not the chairperson of a hearing is entitled to be paid a fee of up to \$80 per hour of hearing time related to the hearing.

5.3 For any period of hearing time that is less than 1 hour, the fee must be apportioned accordingly.

5.4 The mayor or a member who acts as mayor and is paid the mayor’s remuneration and allowances under clause 8(2) of the Local Government Members (2018/19) (Local Authorities) Determination 2018 are not entitled to the allowances under subclauses (5.1) and (5.2).

### THE COMMON SEAL of THE WAIROA DISTRICT COUNCIL

was affixed this \_\_\_\_\_ day of \_\_\_\_\_ 2018 in the presence of:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

**8.4 GAIETY THEATRE**

**Author:** Kitea Tipuna, Economic Development & Engagement Manager

**Authoriser:** Kitea Tipuna, Economic Development & Engagement Manager

**Appendices:** Nil

**1. PURPOSE**

- This report provides an update to Councillors regarding the Gaiety Theatre

**RECOMMENDATION**

The Economic Development & Engagement Manager RECOMMENDS that Council receives this report.

**EXECUTIVE SUMMARY**

Councillors have requested an update on Gaiety Theatre operations following the relinquishment of operations of the Gaiety Theatre by Te Mātārae o Te Wairoa Trust.

**2. BACKGROUND**

- 2.1 Te Mātārae o Te Wairoa Trust relinquished operational management of the Gaiety Theatre effective November 1<sup>st</sup> 2018. The Trust signalled this intention in their reports to the Economic Development Committee of Council in June 2018, July 2018 and October 2018.
- 2.2 Council was approached by the Trust to look into transitional arrangements and Council agreed in September 2018 to oversee operational management of the Gaiety. With this transitional agreement in place, Council's Chief Executive initiated a desktop review of the Gaiety Theatre, in particular an analysis of the Gaiety Theatre's financial performance.
- 2.3 As part of Wairoa District Council's intent to oversee operational management of the Gaiety Theatre, the Chief Executive made the following decisions.
  - A new business plan for the Gaiety Theatre will be developed. Once this business plan is developed, this plan will be presented to the Economic Development Committee at their December 4, 2018 meeting.
  - The Gaiety Theatre business plan will be overseen and managed by an appointed Wairoa District Council staff member.
  - As part of this new business plan, the Gaiety Theatre will employ a Gaiety Theatre Operations Officer at 20 hours per week.



**BUSINESS AS USUAL AT THE GAIETY**

- The Gaiety Theatre is currently operating as business as usual.
- An advertisement for the Gaiety Theatre Operations Officer was advertised in the Wairoa Star on Tuesday, 13 November 2018. The advertising period is for two weeks. An Operations Officer is expected to be in place this side of Christmas.
- Council is also actively seeking and recruiting volunteers to assist in the operations of the Gaiety.
- Council wishes to acknowledge Zach Stark for his contribution to the operations of the Gaiety Theatre over the last few years and wishes him well in his future endeavours.
- Council also wishes to acknowledge Te Mātārae o Te Wairoa Trust for their efforts in overseeing the operational management of the Gaiety Theatre since it reopened.

**3. OPTIONS**

- No options are identified in this report as this report is for information only and serves as an update to Councillors.

**4. CORPORATE CONSIDERATIONS****What is the change?**

- Operational management of the Gaiety Theatre transferring from Te Mātārae o Te Wairoa Trust to The Wairoa District Council.

**What are the key benefits?**

- A community facility is maintained for the purposes of benefiting the Wairoa community.

**What is the cost?**

- Operational management of the Gaiety Theatre is managed through the income generated by the Gaiety Theatre.
- Oversight of the Gaiety Theatre business plan will be overseen by the Wairoa District Council Economic Development Officer and will be reported through to the Economic Development Committee.

**Māori Standing Committee**

- The Māori Standing Committee has a representative on the Economic Development Committee, Mrs Whai-Ora Maindonald and as such, this is the mechanism in which matters raised at the Economic Development Committee are communicated to the Māori Standing Committee and vice versa

**5. RISK MANAGEMENT**



- The strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendations made are as follows:
  - a. Potentially reputational risk in terms of walking away from this project without transitional arrangements in place.

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**Signatories**

	
Author Kitea Tipuna	Approved by Kitea Tipuna

**8.5 3 WATERS REVIEW**

**Author:** Steven May, Chief Executive Officer

**Authoriser:** Steven May, Chief Executive Officer

**Appendices:** Nil

**RECOMMENDATION**

The Chief Executive Officer RECOMMENDS that Council supports Option 1.

**1. BACKGROUND**

The Government is investigating options on how to improve the management of drinking water, stormwater and wastewater (three waters) to better support New Zealand's prosperity, health, safety and environment. Local Government Minister Nanaia Mahuta has announced a reform programme to transform drinking, storm and wastewater. It is focused on the challenges facing the sector, including funding pressures, rising environmental standards, climate change, seasonal pressure from tourism, and the recommendations of the Havelock North Inquiry. The review is in its second stage.

**Stage One** – This stage explored the issues and opportunities with three waters services by gathering and analysing information. This was completed at the end of 2017.

**Stage Two** – This stage commenced in March 2018. It is looking at options for improving the three waters system, including the management, service delivery, funding, and regulatory arrangements.

Central government has advised that they will work closely with councils, Iwi and all stakeholders with an interest in three waters services in order to develop options and recommendations.

There is an opportunity to provide the Hawkes Bay's perspective into the Central Government review on developing options to address the key concerns on how we can improve the management of drinking water, storm water and wastewater ("Three Waters") to better support our community's prosperity, health, safety and environment.

The Minister has advised she is supportive of our region's proposal to complete this review and other Councils are interested in our approach and how it may be adopted as part of the wider government review.

The Minister has advised she is supportive of our region's proposal to complete this review and other Councils are interested in our approach and how it may be adopted as part of the wider government review.

The purpose of the Hawke's Bay review is to have developed recommendations for regional performance improvements to our Three Waters systems to help guide Central Governments thinking to deliver:

- Safe, NZDWS compliant and reliable drinking water
- Better environmental performance for our water services
- Efficient, sustainable, resilient, and accountable water services
- Achieving these aims in ways that are efficient and effective for our communities.

This review will need to address the following challenges for our water systems and communities:

- Meeting community expectations for each of the Three Waters across quality, treatment and management
- Meeting regulatory requirements for the Three Waters for quality, treatment and management
- The ability to replace infrastructure as it ages, and or fund and manage new infrastructure to meet changing customer and regulatory requirements.
- Declining rating bases in some areas, high growth in others
- High seasonal demand in small tourism centres
- Adapting for climate change and adverse natural events.

The review will identify and develops options for structure and governance models that:

- Develops and confirms 'Key Principles' of approach that are shared and agreed by the respective council's
- Identifies service and delivery model opportunities through joint provision of all or some elements of the Three Waters services. In identifying a range of models these shall be compared to the status quo including clustering of sub-regional entities. The model's must be flexible enough to future proof for the inclusion of private water suppliers.
- Develops strategic capacity and resilience across the water network
- Provides excellence in strategic and management capability to ensure safe, secure efficient drinking water, waste water and storm water service outcomes to our communities.
- Provide economic value and be able to demonstrate how well and why the identified models meet each of the objectives including benefits analysis, cost of service delivery, funding requirements, how fees and charges are levied and where the costs are distributed, and processes.
- Provides capital efficiency current and future Three Waters assets
- Delivers operational and maintenance excellence through the most effective service delivery model
- Improves customer service
- Provides greater environmental, community and cultural focus

- Recommend the next steps to enable the entire objectives to be met including a programme and cost/resource estimates to do this – this should also include transition plans/costs and timetables for such a transition

In order to undertake the review, it will be necessary to engage the services of an external agency to support its delivery.

## 2. CORPORATE CONSIDERATIONS

### **What is the change?**

Not applicable

### **Compliance with legislation and Council Policy**

Will contribute towards meeting our three waters standards & legal obligations

### **What are the key benefits?**

This review is an opportunity to provide the Hawkes Bay's perspective into the Central Government review on developing options to address the key concerns on how we can improve the management of drinking water, storm water and wastewater ("Three Waters") to better support our community's prosperity, health, safety and environment.

### **What is the cost?**

Further funding will not be required to complete the review. Re-allocation of funding from the Chief Executives contingency budget will ensure no changes to overall budgets or LTP figures.

The review will be outsourced to an external consultancy to deliver the report, however there will be a resourcing impact on council staff to provide information to complete the analysis and participate in workshops throughout the review process.

### **What is the saving?**

Not applicable

### **Who has been consulted?**

There has been no public consultation to date.

### **Service Delivery review**

Not applicable

### **Maori Standing Committee**

This matter has not been referred to the committee at this time, however the review has been identified as requiring specific engagement with Maori

## 3. SIGNIFICANCE

- 3.1 In accordance with the Councils Significance and Engagement Policy, this matter has been assessed as of some importance. The persons who are affected by or interested in this matter are Councillors, Council staff, Ratepayers, Community Members, LGNZ and Central Government. This review has been identified as requiring specific engagement with Maori.

**4. RISK MANAGEMENT**

Completing the review is considered the lowest strategic risk option. This option would contribute the Hawkes Bay regional perspective into the Central Government review on how we can improve the management of drinking water, storm water and wastewater ("Three Waters").

Further Information

<https://www.dia.govt.nz/Three-waters-review>

**5. BACKGROUND PAPERS**

None

**6. REFERENCES**

None

**7. CONFIRMATION OF STATUTORY COMPLIANCE****OPTIONS****Option 1:**

Council confirms its support for the project.

**a) Financial and Resourcing Implications**

Further funding will not be required to complete the review. Re-allocation of funding from the Chief Executives budget will ensure no changes to overall budgets or LTP figures.

The review will be outsourced to an external consultancy to deliver the report, however there will be a resourcing impact on council staff to provide information to complete the analysis and participate in workshops throughout the review process.

- **Risk Analysis**

This option is considered the lowest strategic risk option. This option would contribute the Hawkes Bay regional perspective into the Central Government review on how we can improve the management of drinking water, storm water and wastewater ("Three Waters").

- **Promotion or Achievement of Community Outcomes**

This review demonstrates our commitment to making sustainable investment in durable infrastructure that promotes smart growth and ensures we are environmentally responsible.

- **Statutory Responsibilities**

Will contribute towards meeting our Three Waters standards & legal obligations

- **Consistency with Policies and Plans**

The project is not part of the latest LTP, and the budget available is from the Chief Executives budget.

- **Community Views and Preferences**

This option has been identified as requiring specific engagement Maori

- Advantages and Disadvantages

The advantages of this option are:

- provision of the Hawkes Bay's regional perspective into the Central Government review to shape their thinking
- working together as a region to develop the best regional model to deliver a strategic and sustainable approach to Three Waters.

There are no perceived disadvantages of this option relative to option 2.

## Option 2:

**Not approve the project to complete the review and wait for Central Government outcome without considered Hawkes Bay regional input.**

- Financial and Resourcing Implications

There are no financial or resourcing implications in choosing to do nothing in the short term.

- Risk Analysis

By doing nothing, the Government may mandate a new regime that does not consider the specific requirements and concerns of the Hawkes Bay region & our communities.

- Promotion or Achievement of Community Outcomes

The Council would continue progressing against its LTP plan whilst noting that the Government has a Three Waters review which is subject to change that plan.

- Statutory Responsibilities

Not applicable - other than where we may be in breach of meeting standards and obligations

- Consistency with Policies and Plans

Not adhering to our principles in the LTP

- Community Views and Preferences

This is an opportunity for the Hawkes Bay to develop a regional approach and contribute to Central Governments review process. If we act independently then the review will still need to occur in accordance with our LTP, or a Central Government imposed regime. It will cost significantly more than this combined regional approach to the review.

- Advantages and Disadvantages

Disadvantages are significant and preclude us from developing solutions for our region to deliver:

- Safe, NZDWS compliant and reliable drinking water
- Better environmental performance for our water services
- Efficient, sustainable, resilient, and accountable water services
- Achieving these aims in an affordable manner

**NEXT STEPS**



Should Option 1 be approved our next steps are as follows:

- Commence procurement process for a suitable consultant to lead the review across the respective Councils with the expectation that this is completed in late December
- Confirm scope and draft project & communications plan with a view to completing review by the end of June 2019.
- Development of Preferred Option

**8. RISK MANAGEMENT**

- 8.1 The strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendations made are as follows:

**Signatories**

	
Author Steven May	Approved by Steven May



**8.6 REQUEST FROM RAUPUNGA WATER COMMITTEE**

**Author:** Kitea Tipuna, Economic Development & Engagement Manager

**Authoriser:** Kitea Tipuna, Economic Development & Engagement Manager

**Appendices:** Nil

**1. PURPOSE**

- 1.1 This reports outlines a formal request from the Raupunga Water Committee for financial support from Council for a SCADA system for the Raupunga Water Treatment Plant, a Raupunga community run initiative.

**RECOMMENDATION**

The Economic Development & Engagement Manager RECOMMENDS that Council provide a one off grant of up to \$17,500 to the Raupunga Water Committee.

**EXECUTIVE SUMMARY**

Following a presentation at the Council Forum on the 6<sup>th</sup> of November by the Raupunga Water Committee, which updated Council on the Water Treatment facilities for the Raupunga community, a request was formally tabled following the presentation for Council assistance in purchasing a SCADA system for the Raupunga Water Treatment Plant.

SCADA is an acronym for 'supervisory control and data acquisition', a computer system for gathering and analysing real time data. SCADA systems are used to monitor and control a plant or equipment in industries such as telecommunications, water and waste control, energy, oil and gas refining and transportation.

Currently, the facilities, infrastructure and equipment are monitored in real time by an individual, who has to physically inspect all aspects of the equipment. This has become increasingly challenging, insofar as that this individual has to physically inspect the facilities, equipment and infrastructure all hours of the day and night and in all weather conditions. Obviously this is limiting during the evenings, during winter and during significant weather events like storms.

The Raupunga Water Committee has identified two possible options, both from HALO Farm Systems. HALO Water Monitoring Solutions from Tag IT Technologies are designed to allow easy upgrades so that they can grow with client needs and adapt to the challenging technical landscape.

The HALO Water Monitoring solution will:

- Monitor conditions such as water level or flow at a local, remote, unattended or inaccessible location,
- Send alerts to your cell-phone, smart phone or computer if a condition exceeds limits that you specify,
- Report Status directly to your cell-phone, smart phone or computer,
- On line web site and key information showing graphs and statistics for analysis,

- Control Equipment by remote command.

The Raupunga Water Committee has identified two potential products through HALO Farm Systems which would be fit for purpose for the Raupunga Water Treatment Plant. The two products are valued at \$13,000 and \$17,500 respectively.

It should be noted that the Raupunga Water Committee stated during their update to Council at the Council Forum that they have exhausted all avenues of external funding, hence why they have now made this formal approach to Council.

## **2. OPTIONS**

2.1 The options identified are:

- a. That Council decline the request for financial support from the Raupunga Water Committee to purchase a SCADA system for the Raupunga Water Treatment Plant.
- b. That Council provide a one off grant of up to \$13,000 to the Raupunga Water Committee
- c. That Council provide a one off grant of up to \$17,500 to the Raupunga Water Committee

2.2 The provision of option b) allows for a system to be implemented which would meet the immediate needs of the Raupunga Water Committee. The provision of option c) allows for a system that would be more fit for purpose and offer more options in terms of future proofing the system.

2.3 The preferred option is option c, this meets the purpose of local government as it will help meet the current and future needs of communities for good-quality infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

## **3. CORPORATE CONSIDERATIONS**

### **What is the change?**

3.1 No changes to current operations is anticipated

### **What are the key benefits?**

3.2 That the Raupunga water supply will be able to be monitored remotely and allows for future proofing of the water treatment system currently in place.

### **What is the cost?**

3.3 A one off grant of no more than \$13,000 or a one off grant of no more than \$17,500. If approved, this grant will be noted as an operational variance within the current budget and will be funded out of general reserves. Ongoing maintenance costs are not included as this request is considered a one-off grant for the purchasing on the system.

### **What is the saving?**

3.4 Not applicable

**Who has been consulted?**

- 3.5 There has been no public consultation and there is no trigger to require public consultation.

**Service delivery review**

- 3.6 Not applicable

**Māori Standing Committee**

- 3.7 Māori Standing Committee member Mrs Here Nissen was the Māori Standing Committee representative who attended the 6<sup>th</sup> of November Council Forum. Mrs Nissen also provided a brief update on the Raupunga Water Committee presentation to Council Forum as part of her takiwa report at the most recent Māori Standing Committee meeting on the 8<sup>th</sup> of November.

**4. SIGNIFICANCE**

- 4.1 Not applicable

**5. RISK MANAGEMENT**

- 5.1 The strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendations made are as follows:
- a. Not applicable

**Further Information**

None

**Background Papers**

Presentation to Council Forum – November 6<sup>th</sup> 2018

**References (to or from other Committees)**



None

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**Signatories**

	
Author	Approved by

Kitea Tipuna	Kitea Tipuna
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**8.7 APPOINTMENT AND REMUNERATION POLICY FOR COUNCIL CCOS**

**Author:** Charlotte Knight, Governance Advisor & Policy Strategist

**Authoriser:** Kitea Tipuna, Economic Development & Engagement Manager

**Appendices:** 1. Draft Policy [↓](#)

**1. PURPOSE**

- 1.1 To review the Appointment and Remuneration Policy for Directors of Council Controlled Organisations.

**RECOMMENDATION**

The Governance Advisor & Policy Strategist RECOMMENDS that Council adopt the proposed Appointment and Remuneration Policy for Directors of Council Controlled Organisations attached as Appendix 1.

**2. BACKGROUND**

- 2.1 Council adopted the Appointment and Remuneration Policy for Directors of Council Controlled Organisations in March 2016 and it was due for review in 2021. This policy applies to any CCO, not just QRS.
- 2.2 QRS have requested that Council review the following points:
- 2.2.1. Staggering of appointments and reappointments so that there is one appointment per year
  - 2.2.2. Flexibility on the 3 year term in order to be able to stagger existing and future appointments.
  - 2.2.3. All terms start in June rather than having each director having different start months. This will enable the QRS Board to discuss the upcoming vacancy/reappointment at their board meeting every February and send the required information to Council to start the recruitment/reappointment process.
- 2.3 These requests are reflected in the minor amendments to the policy. It will improve administration of the recruitment process for both Council and QRS.
- 2.4 In order to get the board to a point where the above system is working there will be a period of alignment required with current and new directors' tenures.
- 2.5 The minor amendments include:
- 2.5.1. Policy title – will include a te reo Māori translation, and have taken off the abbreviation at the end.
  - 2.5.2. Terms of appointment – slight wording amendments to make it a bit more flexible for terms to become aligned to start in June and have directors' terms expiring in different years.
  - 2.5.3. Appointment process – changed word 'Committee' to 'interview panel' for clarity

**3. OPTIONS**

- 3.1 The options identified are:
- a. Status quo – do not make amendments to the policy.
  - b. Adopt the minor amendments to the policy.
- 3.2 The preferred option is Option B, this meets the purpose of local government as it will help meet the current and future needs of communities in a way that is most cost-effective for households and businesses.

**4. CORPORATE CONSIDERATIONS****What is the change?**

- 4.1 Minor amendments to the policy to enable a better succession planning process for CCOs.

**Compliance with legislation and Council Policy**

- 4.2 Complies with relevant legislation.

**What are the key benefits?**

- 4.3 The policy will enable better succession planning for CCO boards.

**What is the cost?**

- 4.4 Not applicable.

**What is the saving?**

- 4.5 Not applicable.

**Who has been consulted?**

- 4.6 There has been no public consultation.
- 4.7 The change does not trigger a requirement for consultation under the Significance and Engagement Policy.

**Service delivery review**

- 4.8 Not applicable.

**Maori Standing Committee**

- 4.9 This has not been referred to the committee.

**5. SIGNIFICANCE**

- 5.1 Low impact under the Significance and Engagement Policy.

**6. RISK MANAGEMENT**

- 6.1 There are no strategic risks identified in the implementation of the recommendation.

**Further Information**

None.

**Background Papers**

None.

**References (to or from other Committees)**


Council 22 March 2016 - Appointment and Remuneration Policy for Directors of Council Controlled Organisations

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**Signatories**

	
Author Charlotte Knight	Approved by Kitea Tipuna

## APPOINTMENT AND REMUNERATION POLICY FOR DIRECTORS OF COUNCIL CONTROLLED ORGANISATIONS

<b>CATEGORY:</b>	Office of the Chief Executive	<b>STATUS:</b>	Draft
<b>DATE POLICY ADOPTED:</b>	[insert meeting date] 2018	<b>APPROVAL BY:</b>	Council
<b>REVIEW PERIOD:</b>	5 years	<b>NEXT REVIEW DUE BY:</b>	2023
<b>DATE PREVIOUSLY ADOPTED:</b>	22 March 2016	<b>REVISION NUMBER:</b>	2

### PURPOSE

In accordance with section 57(1) of the Local Government Act 2002, the purpose of this policy is to set out the process for the appointment/reappointment of directors to Wairoa District's Council Controlled Organisations (CCOs). This policy also defines the skills required of directors and their remuneration.

### BACKGROUND

*Section 57 of the Local Government Act 2002:*

*"(1) A local authority must adopt a policy that sets out an objective and transparent process for—*

*(a) the identification and consideration of the skills, knowledge, and experience required of directors of a council organisation; and*

*(b) the appointment of directors to a council organisation; and*

*(c) the remuneration of directors of a council organisation.*

*(2) A local authority may appoint a person to be a director of a council organisation only if the person has, in the opinion of the local authority, the skills, knowledge, or experience to—*

*(a) guide the organisation, given the nature and scope of its activities; and*

*(b) contribute to the achievement of the objectives of the organisation."*

This policy is subject to review every 5 years and in addition it may be reviewed by the Finance, Audit & Risk Committee, Council, or relevant committee at any time.

### SKILLS, KNOWLEDGE, AND EXPERIENCE REQUIRED OF DIRECTORS

All directors are expected to meet a number of core competencies as well as relevant industry or other technical/specialist skills required for that board.



## CORE COMPETENCIES

The core competencies expected of all directors are:

- The ability to think strategically
- Public service ethos and awareness of a public media profile
- An understanding and commitment to Council's obligation to Te Tiriti o Waitangi and the working together principles outlined in Council's Maori Policy
- Clear communication and an ability to debate in a reasoned manner
- An understanding of the wider interests of the publicly accountable shareholder
- Commercial acumen
- Sound judgement and decision-making
- A high standard of personal integrity
- Commitment to the principles of good corporate citizenship
- Risk assessment and contingency management
- Effective teamwork and collaboration.

## ELIGIBILITY FOR APPOINTMENT COUNCIL OFFICERS

Under this policy, council officers are ineligible to serve as a director on CCOs.

Any director applying for employment with the council should resign from the board immediately following an offer of appointment.

## CCO STAFF

Board members should be independent from management and should not hold executive positions in the CCO.

In the event that a board decides that one of its members should fill a vacancy in the executive team, the board member must first resign from their position on the board.

## CONFLICTS OF INTEREST OF CANDIDATES

Prior to being interviewed for a position on a board, an applicant will be required to declare formally any potential conflicts of interest. In making appointments to boards, Council will take into consideration an applicant's existing directorships, and any other sources of potential conflicts of interest.

Further guidance for directors as it relates to conflicts of interests can be found in the relevant CCOs constitution and sections 139 to 149 of the Companies Act 1993.

## APPOINTMENT OF DIRECTORS

The Council is responsible for the appointment of board members to CCOs. The Finance, Audit and Risk Committee are responsible for monitoring the financial and non-financial performance and governance of CCOs.

## TERMS OF APPOINTMENT

Directors are to serve a maximum of two terms, with the option of further reappointment possible where appropriate. To reflect current national and international best practice, Wairoa District Council's policy regarding board tenure is as follows:

- Tenure of three years – directors shall hold office for a term of up to 3 years from the date of his/her appointment. This may be varied at Council's discretion in order to reflect a board's succession plan.
- Expiry of tenure – upon expiry of their first term, the directors retire from the board and, subject to the directors' performance and skills continuing to be relevant to the board, may be eligible for reappointment
- Reappointment – a director who is retiring from their first term, deemed eligible for reappointment and who wishes to stand, may, at the sole discretion of the council (by ordinary resolution), be reappointed for a second term of up to three years.
- Tenure exceeding two consecutive terms – for circumstances where there are good reason/s for extension, a director retiring from a second term may be reappointed for a further term. Each case will be considered on its own merits and is at the sole discretion of the council.

Types of circumstances include (but are not limited to):

- The board member has a particular skill that would be hard to replace
- The board has undergone substantial change and stability is needed
- The director has institutional knowledge not held by other directors
- A director is a likely successor as chair

Where possible, terms will commence in June, and appointments are staggered so that one board member is rotated each year. Staggering appointments to the boards ensures there is an appropriate level of institutional knowledge retained on each board, which in turn provides for continuity in the management of CCOs.

## APPOINTMENT PROCESS

### REAPPOINTMENTS

Where a director's term of appointment has expired and he/she would like to be considered for reappointment, the Council may offer a further term following consideration of the performance of the director and the needs of the board as a whole. Factors to be considered include:

- The views of the board Chair
- Whether the current board skill composition is appropriate
- Whether any aspects of board performance need to be addressed
- Whether the process offers an opportunity for increasing board diversity
- Whether the retiring director is a potential candidate for future Chair, or alternatively whether there is a need to recruit a director as a future successor to the Chair
- Alignment of the CCO board with the Council's strategic goals, plans and strategies

Directors should not be given any expectation that they will be offered a subsequent term of office.

After Council approval, the successful applicant/s will then be offered a letter of appointment.

Public announcement of the appointment will be made as soon as practicable after the Council has made its decision and the letter of appointment signed by the applicant.

### NEW APPOINTMENTS

Once a vacancy has been established, the interview panel will identify the skills, knowledge and experience required for the position, in conjunction with the CCO chair. This may involve discussions with the Chair and consideration of the results of board performance reviews and composition on the board.

The position will be advertised and a complete list of applicants will be compiled. This list will then be screened by the Mayor and Council's CEO to ensure that the applicants have the required core competencies. The interview panel, in conjunction with relevant staff, will prepare a recommended short list of applicants for consideration by Council.

Council will then select applicants to interview; these interviews will be undertaken by an interview panel comprised of:

- CEO of Wairoa District Council (or representative)
- His/Her Worship the Mayor of Wairoa District Council
- Chair of the relevant CCO board
- Chair of the Finance, Audit & Risk Committee (or representative)

The interview panel will assess candidates against the required skills, knowledge and experience. They will then recommend their preferred candidates to the Council for approval.

After Council approval, the successful applicant/s will then be offered a letter of appointment.

Public announcement of the appointment will be made as soon as practicable after the Council has made its decision and the letter of appointment signed by the applicant.

## REMOVAL OF DIRECTORS

The office of a director is vacated through retirement, resignation, disqualification<sup>1</sup>, or removal, and is required by Council resolution.

Without limiting the right of the Council, the following are likely reasons for Council to remove a director, where that director:

- Is regularly absent from board meetings without good justification
- No longer has the confidence of the board or the Council
- Has breached ethical standards and this reflects badly on the board and/or Council
- Does not act in the best interests of the organisation
- Breaches the confidence of the board in any way, including speaking publicly on board issues without the authority of the board, or
- Does not act in accordance with the principles of collective responsibility.

Where the board has concerns regarding the behaviour of one of its members it should be considered by the board in the first instance and, where necessary, the board may recommend the removal of the director to the Council.

Directors who stand as a candidate in a local body or general election should advise the Chair of their board immediately. The Chair then need to advise the Council's Chief Executive Officer as soon as any directors of their board stand for political office.

Any director standing for political office must stand down from their position from nomination day until the election results are notified. This measure aims to ensure that governance of the CCO is not distracted by the director's election activity, and to prevent the possibility of any conflicts of interest – real or perceived.

## REMUNERATION

Directors' fees will compensate directors fully for their normal contribution to the board, including attending board and Council/Committee meetings, meeting preparation, stakeholder management, and any other agreed tasks. These fees will reflect the element of public service in serving on the board of a CCO and will accordingly be set at or below the average for comparable private sector entities.

Annually, prior to the CCO's Annual General Meeting, the Council will approve a pool to be distributed by the board. Fees are to be met from the CCO's own resources.

The directors' remuneration pool will be reviewed by the Finance Audit & Risk Committee once per triennium following council elections. A full review will be conducted and will include benchmarking against comparative entities. The review will consider market movement and any recommendations resulting from this review will be taken to Council.

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<sup>1</sup> The Companies Act provides a list of those persons who are disqualified from being appointed or holding office as a director of a company (e.g. a person who is an undischarged bankrupt). See section 151(2) for further information

**8.8      WAIROA                  WATER                  INTAKE                  RAW                  WATER                  PIPELINE**

**Author:**                      **Andrew Heron, Project Engineer**

**Authoriser:**                **Stephen Heath, Utilities Manager**

**Appendices:**              1.    **Proposed Water Intake Repair Typical Sketch** [↓](#)  
                                     2.    **Photo-Slip at Intake** [↓](#)

**1. PURPOSE**

- 1.1 To outline the risk and concerns with the integrity of the Wairoa Water Intake Raw Water Pipeline.

**RECOMMENDATION**

The Project Engineer RECOMMENDS that Council Proceed in the first stage of securing the raw water pipeline with a tied back Sheet pile wall.

**2. BACKGROUND**

- 2.1 The raw water pipeline from the Wairoa Water Intake is at risk of being exposed and possibly failing. This is due to slipping of the river banks downstream from the Water Intake. The pipeline exits the structure 9m down from the top building 1.8m below current ground level and then is laid in the ground up to the top of the bank where we believe it is around 3 to 4m deep. The exact location in this area is not known due to not being able to access any as built plans. The pipeline then runs along the riverbank side of the old road, which is below the new road alignment and very close to the slipping riverbank, for 180m before heading back up to the current SH38 road alignment.
- 2.2 There are two big slips present, one between the new intake structure and the old intake structure and the other just downstream from the old intake structure. Several smaller slips are present past this.

The main slip between the new intake and old intake started slipping last winter due to failing sheetpiling at the toe of the bank. WSP Opus were engaged at the start of 2018 to provide a solution to secure the pipeline. A Palisade Wall was recommended to be positioned half way up the bank following extensive geotechnical investigations. This was designed and tendered with QRS being the only tenderer. It was intended for the work to start in the beginning of October in the drier conditions. With the recent September storm event, the moderate slip became excessively bigger making the Palisade Wall an unfavourable solution.

We have gone back to WSP Opus and said we need them to provide a better solution and look at a tied back sheetpile wale positioned at the toe of the bank similar to what was previously in place. With the new wall designed and built to withstand the soil pressures, which become increasingly greater when the river is in flood. The design work is expected to be completed by the end of November.

We have also engaged WSP Opus to provide an options report for a long term solution to this 180m section of pipeline at risk. This OPUS report is still in draft format but the recommendation is to move this section of pipeline up by the new road alignment.

### **3. OPTIONS**

- 3.1 The options identified are: Construct a tied back sheetpile wall between the old intake and the new intake, and reinstate the fill. An estimate is still to be provided but could be in the vicinity of \$500,000.
- 3.2 A Palisade Wall was considered, this is no longer viable.
- 3.3 The preferred option is construct the tied back sheetpile wall, this meets the purpose of local government as it will help meet the current and future needs of communities for good-quality infrastructure and local public services.

### **4. CONCLUSION**

- 4.1 To construct the tied back sheetpile wall and reinstate the backfill in the first instance.
- 4.2

### **5. SIGNIFICANCE**

- 5.1 Impact - With Wairoa only having the one source of raw water, the failure of this pipeline would see rationing of the water to the public and the closure of businesses and schools for several days.
- 5.2 By retaining the area of riverbank where the raw water pipeline exits the intake structure will secure this area of the pipeline and will allow for the next stage of realigning the pipeline away from the riverbank.

### **6. RISK MANAGEMENT**


- 6.1 The strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendations made are as follows:

#### **Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**Signatories**

	
Author Andrew Heron	Approved by Stephen Heath







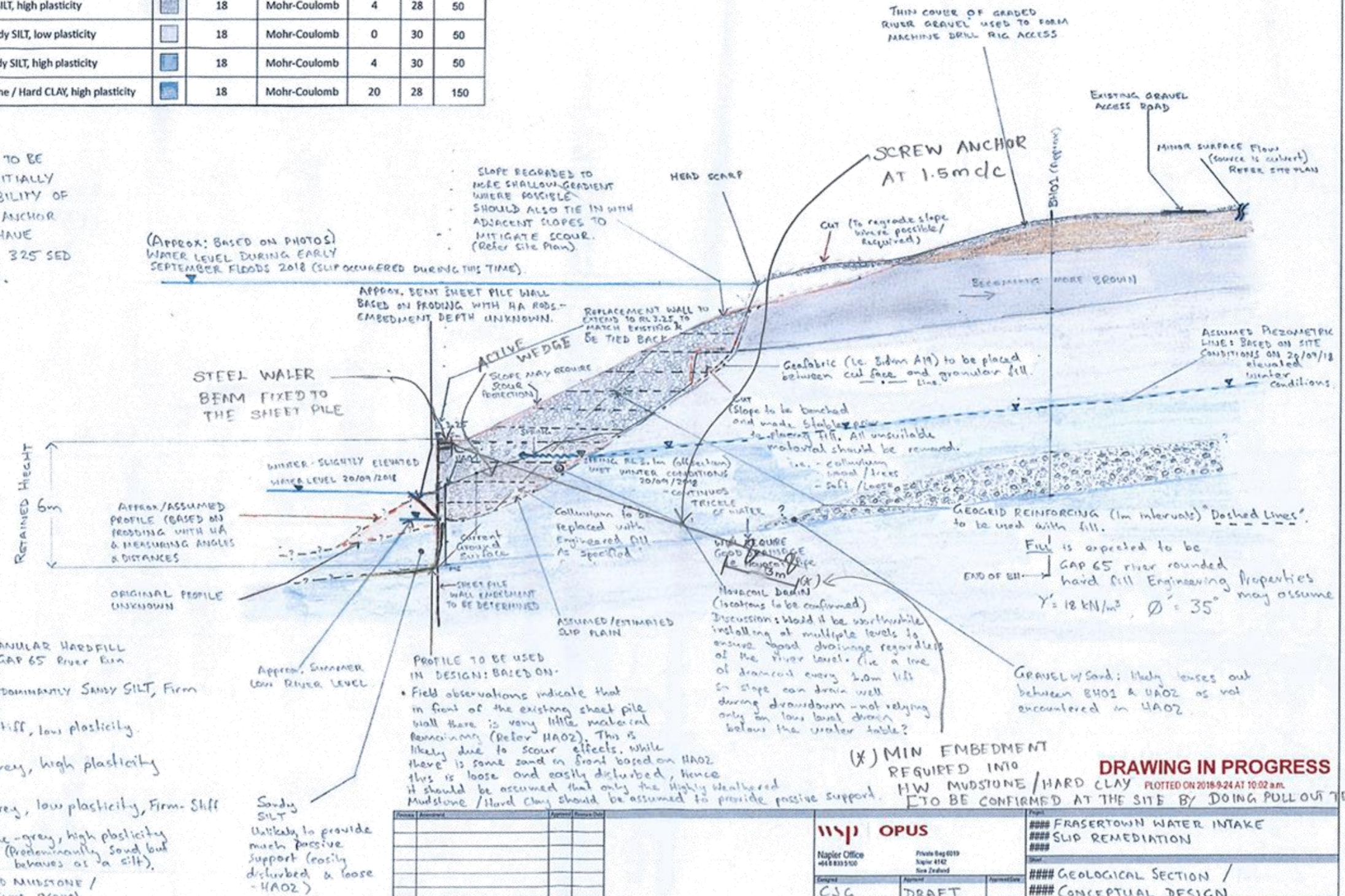
# SKETCH - ANCHORED

## SCREW ANCHOR TO TIE THE SHEET PILE

Material Name	Color	Unit Weight (kN/m <sup>3</sup> )	Strength Type	Cohesion (kPa)	Phi (deg)	Su (kPa)
Reinforced Granular Hardfill		18	Mohr-Coulomb	0	35	N/A
Colluvium (Sandy SILT - predominantly)		18	Mohr-Coulomb	2	26	25
Clayey SILT		18	Mohr-Coulomb	6	28	50
SILT, high plasticity		18	Mohr-Coulomb	4	28	50
Sandy SILT, low plasticity		18	Mohr-Coulomb	0	30	50
Sandy SILT, high plasticity		18	Mohr-Coulomb	4	30	50
HW Mudstone / Hard CLAY, high plasticity		18	Mohr-Coulomb	20	28	150

NB. SHEET PILE WALL TO BE TIED BACK. INITIALLY LOOK AT POSSIBILITY OF USING TIMBER ANCHOR PILES AS WE HAVE ~ 15 x 10m LONG 325 SED HS TIMBER POLES.

(APPROX: BASED ON PHOTOS) WATER LEVEL DURING EARLY SEPTEMBER FLOODS 2018 (SLIP OCCURRED DURING THIS TIME)



HW MUDSTONE / HARD CLAY  
[TO BE CONFIRMED AT THE SITE BY DOING PULL OUT TEST]

**DRAWING IN PROGRESS**

PLOTTED ON 2018-09-24 AT 10:02 AM

<b>WSP OPUS</b> Napier Office 464 833 5100 Private Bag 6019 Napier 4142 New Zealand		Project: FRASERTOWN WATER INTAKE ## SLIP REMEDIATION ## GEOLOGICAL SECTION / ## CONCEPTUAL DESIGN ## 2-55296.00 / 002NC ## 16C ##	
Engineer: CJC Designer: CJC Scale: 1:100 (A1) 1:200 (A2)	Project: DRAFT Date: 1:100 (A1) 1:200 (A2)	Sheet No: 16C Section: A	







**8.9 ADJUSTMENT OF ROAD MAINTENANCE ROUTE POSITIONS - MAHIA EAST COAST ROAD**

**Author:** Libby Young, Transport Asset Manager

**Authoriser:** Kitea Tipuna, Economic Development & Engagement Manager

**Appendices:** Nil

**1. PURPOSE**

- 1.1 For the Council to consider the application from Onenui Station to reduce the road maintenance route position of Mahia East Coast Road, Mahia.

**RECOMMENDATION**

The Transport Asset Manager RECOMMENDS that Council receives this report and provides guidance on the adjustment of the end route position of Mahia East Coast Road, Mahia.

**2. BACKGROUND**

- 2.1 A request from Onenui Station has been made to Council to reduce the maintenance length route position of Mahia East Coast Road.
- 2.2 This road currently ends at the Onenui Station woolshed which, is past the farm homestead and access gate to Rocket Lab.
- 2.3 The Council currently maintains 32.38km of road

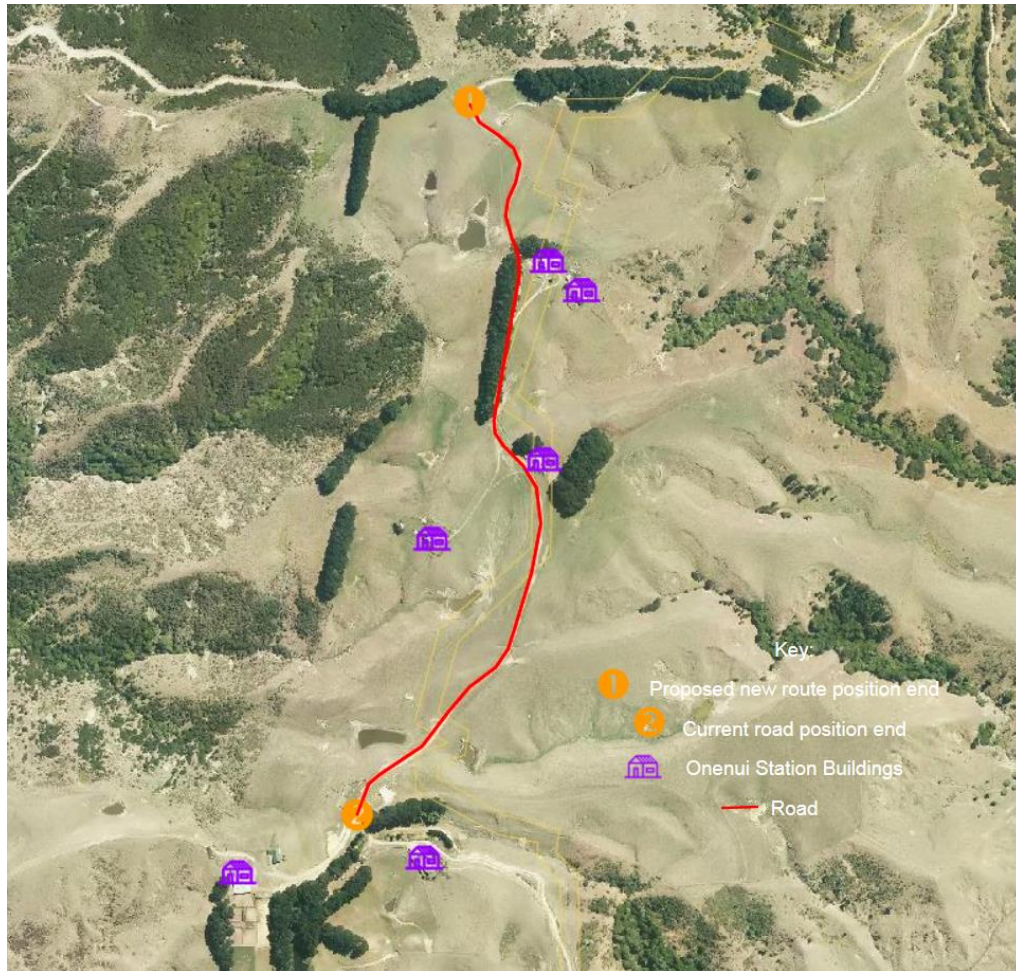
**3. DISCUSSION**

- 3.1 The application from Onenui Station outlines concerns for public safety. With the establishment of Rocket Lab whose access is beyond the end of the maintained road, the number of tourists and visitors to the area has significantly increased. It is common for visitors to enter onto private property as the end of the maintained road is not clearly defined.
- 3.2 It is common for service vehicles to enter onto private property to turn around as, the current end of the maintained road does not have provision for articulated/heavy vehicles to turn.
- 3.3 The proposal is to reduce the maintained route position by 928m which would see the maintained road end route position at 31.452km. The map below outlines the proposal

from

Onenui

Station:



- 3.4 As the road end is not clearly defined and there is little to no provision for public traffic to turn within the road corridor the proposal includes the installation of a gate and the proposed new route position end and, the installation of a turning bay at Onenui Stations cost.
- 3.5 The change in route position does not affect the legal status of the road corridor, only the length of road council chooses to maintain.

#### 4. OPTIONS

- 4.1 The options identified are:
- Status Quo. WDC would continue to maintain the road to route position 32.38 which ends at near the Onenui Station Woolshed.
  - Change the maintained road route position to 31.452. WDC would discontinue to maintain 928m of road as outlined in red above and Onenui Station would undertake this maintenance at their discretion.
  - Change the maintained route position to 31.452 and require Onenui Station to maintain the 928m of road to Council's level of service expectations through the establishment of a memorandum of understanding.
- 4.2 The preferred option is at the discretion of Council, this meets the purpose of local government as it will help meet the current and future needs of communities' local public services in a way that is most cost-effective for households and businesses.



**5. CORPORATE CONSIDERATIONS****What is the change?**

- 5.1 Road maintenance route position

**What are the key benefits?**

- 5.2 Reduction in maintenance costs for Council  
5.3 Improved public safety through a defined end route position

**What is the cost?**

- 5.4 There is no cost

**What is the saving?**

- 5.5 It is expected Council will save \$2,902/annum on maintenance costs and approximately \$89,088 of renewals expenditure over the next 10 years if the road maintenance route end position is adjusted as requested by Onenui Station.

**Who has been consulted?**

- 5.6 The Onenui Station Board have approached Council to consider this request through their Chairperson.

**Maori Standing Committee**

- 5.7 The Maori Standing Committee has not been consulted on this matter.

**6. SIGNIFICANCE**

- 6.1 Vehicular public access will end at the route position as determined by Council.  
6.2 Given the establishment of Rocket Lab on Onenui Station the change of route position could be of public interest.  
6.3 The reduction of the maintained route position will result in a reduction in road maintenance costs as discussed above.  
6.4 The road will maintain a legal road, the request is to consider reducing the length of road that is maintained by Wairoa District Council.

**7. RISK MANAGEMENT**



- 7.1 The strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendations made are as follows:
- a. Public perception of reducing the maintained road end route position. As this section of road only services Onenui Station it is not considered to have a significant impact of public road access.
  - b. There are no assets (other than the pavement) in the 928m section of road as outlined above. The management of the road maintenance for this section of road is considered low risk.

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**Signatories**

	
Author Libby Young	Approved by Kitea Tipuna

**8.10 ADJUSTMENT OF ROAD MAINTENANCE ROUTE POSITION - MCDONALD ROAD**

**Author:** Libby Young, Transport Asset Manager

**Authoriser:** Kitea Tipuna, Economic Development & Engagement Manager

**Appendices:** Nil

**1. PURPOSE**

- 1.1 For the Council to determine the road maintenance route position of McDonald Road, Tuai.

**RECOMMENDATION**

The Transport Asset Manager RECOMMENDS that Council receive the report and reduce the road maintenance route position to 435m.

**2. BACKGROUND**

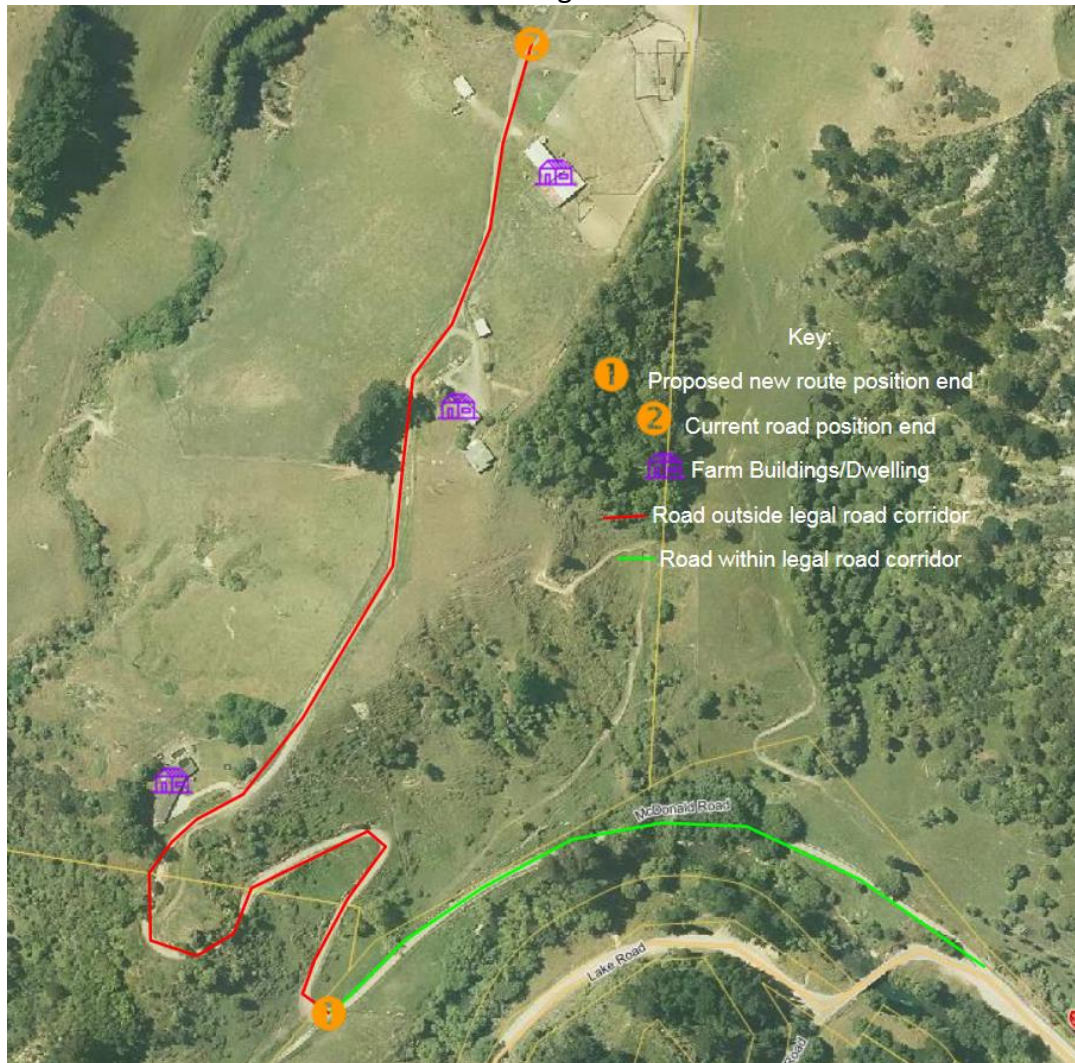
- 2.1 The first 435m of McDonald Road is located within the legal road corridor.
- 2.2 An old gentleman's agreement had Council maintaining the road for 1.189km.
- 2.3 There has been a significant amount of confusion regarding legal road access and who is responsible for road maintenance in the last 2 years.
- 2.4 The road currently maintained beyond the legal road corridor is very steep, has high maintenance costs due to the nature of the road.
- 2.5 The road serves one farm at the end of the maintained road.

**3. DISCUSSION**

- 3.1 The request for Council to consider the future of McDonald Road is to clarify where Council's risks and obligations end.



- 3.2 The current maintained road route position is 1.189km. The last 754m of this road is not within the legal road corridor.



#### 4. OPTIONS

- 4.1 The options identified are:
- Status Quo – Council continue to maintain the road for 1.189km and the status of the legal road corridor remains the same.
  - The Council reduce the maintained road route position to 435m which is where the legal road corridor ends. The road beyond this point would become the property owner's responsibility.
  - The Council legalise the road corridor to reflect the current road maintenance route position.
- 4.2 The preferred option is that the Council reduce the maintained route position to 435m, this meets the purpose of local government as it will help meet the current and future needs of communities for good-quality infrastructure in a way that is most cost-effective for households and businesses.

**5. CORPORATE CONSIDERATIONS****What is the change?**

- 5.1 Road maintenance route position

**What are the key benefits?**

- 5.2 A clear understanding of Councils obligations and risk profile
- 5.3 A potential reduction in road maintenance costs

**What is the cost?**

- 5.4 Option A - There will be no change
- 5.5 Option B - would remove 754m of road from council's obligations resulting in approximately \$5,639/annum in maintenance costs and approximately \$15,069 over the next 10 years in renewals plus the costs of any additional emergency works due to minor flooding damage.
- 5.6 Option C – Maintenance and renewal costs would remain the same however, there would be a cost to legalise the road including purchasing the land. It is estimated this would cost at least \$20,000 on the provision the land owner would be willing to sell. If it was to be purchased under the public works act this would cost significantly more.

**What is the saving?**

- 5.7 A reduction in maintenance costs and costs associated with flooding events.

**Who has been consulted?**

- 5.8 There have been various conversations with the current land owner regarding this section of road.

**Maori Standing Committee**

- 5.9 The Maori Standing Committee has not been consulted in regard to this matter.

**6. SIGNIFICANCE**

- 6.1 Vehicular public access will end at the route position determined by Council.
- 6.2 The reduction in the maintained road route position will reduce maintenance costs and Councils risk profile.

**7. RISK MANAGEMENT**

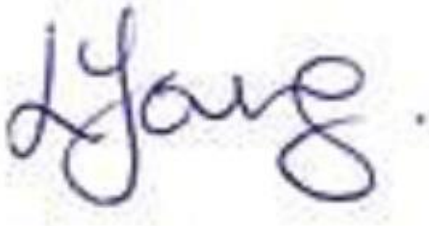

- 7.1 The strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendations made are as follows:
- a. Public perception of reducing the maintained road route position to the legal road corridor. As this road has a single end user it is not considered to have a significant impact on public road access.
  - b. There are no assets (other than pavement) on the road this is beyond the legal road corridor therefore there is no transfer of significant risks to the land owner.

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**Signatories**

	
Author Libby Young	Approved by Kitea Tipuna

**9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS****9.1 MINUTES OF INFRASTRUCTURE COMMITTEE MEETING - 2 OCTOBER 2018**

**Author:** Gay Waikawa, Governance Administrator

**Authoriser:** Charlotte Knight, Governance Advisor & Policy Strategist

**Appendices:** 1. Minutes of Infrastructure Committee Meeting - 2 October 2018

**RECOMMENDATION**

1. That the Minutes of the Infrastructure Committee Meeting held on Tuesday 2 October 2018 be received.

The minutes contain the following recommendation:

*The Infrastructure Committee RECOMMENDS that Council to set up a tenders review panel with members from the Infrastructure Committee.*

**Note:** This recommendation is have a report with more information at a future meeting for Council to consider.

**MINUTES OF WAIROA DISTRICT COUNCIL  
INFRASTRUCTURE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 2 OCTOBER 2018 AT 1.30PM**

**PRESENT:** His Worship the Mayor Craig Little (Mayor), Cr Charles (Charlie) Lambert, Mr Chris Olsen

**IN ATTENDANCE:** G Borg (Chief Financial Officer), Cr D Eaglesome-Karekare, G Waikawa (Governance Administrator)

**1 KARAKIA**

Karakia was given by Councillor C Lambert

**2 APOLOGIES FOR ABSENCE**

**APOLOGY**

**COMMITTEE RESOLUTION 2018/09**

Moved: Cr Charles (Charlie) Lambert

Seconded: His Worship the Mayor Craig Little

That the apology received from Cr M Johansen be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

None

**4 CHAIRPERSON'S ANNOUNCEMENTS**

The Chairperson advised the Committee is starting to get a momentum and traction. The Chairperson also thanked the Engineering Manager for the effort he has put to his reports.

**5 LATE ITEMS OF URGENT BUSINESS**

Blue Bay Drinking Water Upgrade - Update

Award of Tender

Quarterly Report

**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****COMMITTEE RESOLUTION 2018/10**

Moved: Mr Chris Olsen

Seconded: His Worship the Mayor Craig Little

That the minutes [and confidential minutes] of the Ordinary Meeting held on 21 August 2018 be confirmed.

**CARRIED**

**Discussions** The Engineering Manager advised the Art centre building has been demolished. Toilet and carpark allowed for in budget and will be looking at the same type model of toilets at Whakamahia.

The Committee discussed Tuai property utilisation and resolved that a workshop will be held with Council and Maori Standing Committee and will await the outcome. His Worship the Mayor advised there is only one mandated Iwi.

The Committee discussed setting up Action sheet and advised the Secretary to set up a Full Action Sheet for the Infrastructure Committee being the resolutions from each meeting

At length discussions were held with regards to the Kakariki Farm Road Quarry with the Engineering Manager writing a further report.

**8 GENERAL ITEMS****8.1 BLUEBAY DRINKING WATER UPGRADE- UPDATE****COMMITTEE RESOLUTION 2018/11**

Moved: Cr Charles (Charlie) Lambert

Seconded: His Worship the Mayor Craig Little

That the Committee accepts the report and agrees:

- a. to prepare a media release on Bluebay Drinking Water Upgrade and Options arising from the Medical Officer of Health recent decision,
- b. send formal letter advising of changes arising from the Medical Officer of Health's recent decision and
- c. to engage directly with affected households of Bluebay residents on options arising from Medical Officer of Health's decision and notes point 6.6 should read "Bluebay residents have been initially consulted".

**CARRIED**

**8.2 AWARD OF TENDERS****COMMITTEE RESOLUTION 2018/12**

Moved: Cr Charles (Charlie) Lambert

Seconded: His Worship the Mayor Craig Little

That the Committee receive the report and recommends to Council to set up a tenders review panel with members from the Infrastructure Committee

**CARRIED**

**8.3 QUARTERLY REPORT****COMMITTEE RESOLUTION 2018/13**

Moved: Cr Charles (Charlie) Lambert

Seconded: His Worship the Mayor Craig Little

That the Committee receives the report and a workshop be held on the contents of the Quarterly Report commencing at 10.00am on Tuesday, 13 November 2018.

**CARRIED**

**9 PUBLIC EXCLUDED ITEMS****RESOLUTION TO EXCLUDE THE PUBLIC****COMMITTEE RESOLUTION 2018/14**

Moved: Mr Chris Olsen

Seconded: Cr Charles (Charlie) Lambert

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
<b>9.1 - Waste management procurement update</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	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>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><b>9.2 - Procurement - Contract 18/11 Tuai Main Road Dropout</b></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>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>

**CARRIED**

**COMMITTEE RESOLUTION 2018/15**

Moved: Mr Chris Olsen

Seconded: Cr Charles (Charlie) Lambert

That Council moves out of Closed Council into Open Council.

**CARRIED**

**The Meeting closed at 3.28pm with a karakia by Councillor C Lambert.**

**The minutes of this meeting were confirmed at the Infrastructure Committee Meeting held on 13 November 2018.**



.....  
CHAIRPERSON

**9.2 MINUTES OF INFRASTRUCTURE COMMITTEE MEETING - 13 NOVEMBER 2018**

**Author:** Gay Waikawa, Governance Administrator

**Authoriser:** Charlotte Knight, Governance Advisor & Policy Strategist

**Appendices:** 1. Minutes of Infrastructure Committee Meeting - 13 November 2018

**RECOMMENDATION**

1. That the Minutes of the Infrastructure Committee Meeting held on Tuesday 13 November 2018 be received.

**MINUTES OF WAIROA DISTRICT COUNCIL  
INFRASTRUCTURE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 13 NOVEMBER 2018 AT 1.30PM**

**PRESENT:** His Worship the Mayor Craig Little (Mayor), Cr Charles (Charlie) Lambert, Cr Michael (Min) Johansen, Mr Chris Olsen

**IN ATTENDANCE:** Cr D Eaglesome-Karekare, K Tipuna (Acting Chief Executive Officer), S Heath (Acting Engineering Manager), G Borg (Chief Financial Officer), G Waikawa (Governance Administrator),

**1 KARAKIA**

Karakia was given by K Tipuna

**2 APOLOGIES FOR ABSENCE**

**APOLOGY**

**COMMITTEE RESOLUTION 2018/15**

Moved: Cr Michael (Min) Johansen

Seconded: His Worship the Mayor Craig Little

That the apology received from S May be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

None

**4 CHAIRPERSON'S ANNOUNCEMENTS**

The Chairperson announced that Mr J Cox has resigned as Engineering Manager to set up his own business and it was also announced Mr S Heath is the Acting Engineering Manager.

The Committee acknowledges Mr J Cox's contribution to Council and to the wider community.

**5 LATE ITEMS OF URGENT BUSINESS**

Procurement of contract 18/02 - Unsealed Road Maintenance – Public Excluded

**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.

The chairperson has received an email from Mr D Caves regarding a few simple issues:

- Wairoa Wastewater Project Budget
- Overflows at Pump Stations
- Water Loss & Influence on sewer Rehabilitation Works
- Wairoa Wastewater Consent Costs and
- Contract 18/11 Tuai Main Road Dropout Procurement

The Committee discussed the email and have advised that it be referred to a LGOIMA request.

## **7 MINUTES OF THE PREVIOUS MEETING**

### **COMMITTEE RESOLUTION 2018/16**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Charles (Charlie) Lambert

That the minutes of the Ordinary Meeting held on 2 October 2018 be confirmed.

**CARRIED**

### **FULL ACTION SHEET – INFRASTRUCTURE COMMITTEE**

The Full Action Sheet was presented and discussed.

## **8 GENERAL ITEM**

### **8.1 WAIROA WASTE WATER CONSENT**

#### **COMMITTEE RESOLUTION 2018/17**

Moved: Mr Chris Olsen

Seconded: His Worship the Mayor Craig Little

That the Committee notes that the Wairoa District Council will be submitting the Wairoa Waste Water Consent to the HBRC for approval.

**CARRIED**

## **9. PUBLIC EXCLUDED ITEM**

### **RESOLUTION TO EXCLUDE THE PUBLIC**

#### **RESOLUTION 2018/18**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Michael (Min) Johansen

That at 2.00p.m 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
<b>9.1 - Procurement of contract 18/02 - Unsealed Road Maintenance</b>	s7(2)(b)(ii), s7(2)(h) – 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; AND 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**

**ADJOURNED** – 2.20pm

**RECONVENED** – 2.26pm

At 3:12 pm, Cr Michael (Min) Johansen left the meeting.

At 3:14 pm, Cr Michael (Min) Johansen returned to the meeting.

At 3:14 pm, Cr Charles (Charlie) Lambert left the meeting.

## **MOTION**

### **COMMITTEE RESOLUTION 2018/19**

Moved: Cr Michael (Min) Johansen

Seconded: His Worship the Mayor Craig Little

That Council moves out of Closed Council into Open Council at 3.pm.

**CARRIED**

**The Meeting closed at 3.36pm**

**The minutes of this meeting were confirmed at the Infrastructure Committee Meeting held on .**

.....  
**CHAIRPERSON**

**9.3 MINUTES OF FINANCE, AUDIT & RISK COMMITTEE MEETING - 30 OCTOBER 2018**

**Author:** Gay Waikawa, Governance Administrator

**Authoriser:** Charlotte Knight, Governance Advisor & Policy Strategist

**Appendices:** 1. Minutes of Finance, Audit & Risk Committee Meeting - 30 October 2018

**RECOMMENDATION**

1. That the Minutes of the Finance, Audit & Risk Committee Meeting held on Tuesday 30 October 2018 be received.

**MINUTES OF WAIROA DISTRICT COUNCIL  
FINANCE, AUDIT & RISK COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 30 OCTOBER 2018 AT 1.30PM**

**PRESENT:** His Worship the Mayor Craig Little (Mayor), Cr Denise Eaglesome-Karekare (Deputy Mayor), Cr Jeremy Harker, Mr Philip Jones

**IN ATTENDANCE:** S May (Chief Executive Officer), G Borg (Chief Financial Officer), S Heath (Acting Engineering Manager), G Waikawa (Governance Administrator), D Caves

**1 KARAKIA**

Karakia was given by His Worship the Mayor

**2 APOLOGIES FOR ABSENCE**

Nil

**3 DECLARATION OF CONFLICT OF INTEREST**

None

**4 CHAIRPERSON'S ANNOUNCEMENTS**

None

**5 LATE ITEMS OF URGENT BUSINESS**

None

**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.

Mr D Caves asked a number of various questions of the Committee. The Committee offered responses to Mr D Caves various questions.

**7 MINUTES OF THE PREVIOUS MEETING**

**COMMITTEE RESOLUTION 2018/58**

Moved: Mr Philip Jones



Seconded: Cr Denise Eaglesome-Karekare

That the minutes of the Ordinary Meeting held on 18 September 2018 be confirmed.

**CARRIED**

## **8 GENERAL ITEMS**

### **8.1 VERBAL UPDATE ON FINANCE AND ANNUAL REPORT 2017-18**

#### **COMMITTEE RESOLUTION 2018/59**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the Committee receive the verbal update report on the Finance and Annual Report 2017-2018.

**CARRIED**

The chairperson would like to be kept informed regarding shared services – what is going to happen to increasing the resources for finance.

### **8.2 VERBAL REPORT ON BLUE BAY UPDATE WATER ONLY**

#### **COMMITTEE RESOLUTION 2018/60**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Jeremy Harker

That the Committee receives the verbal update on Blue Bay Update Water report

**CARRIED**

The Acting Engineer advised

## **9 PUBLIC EXCLUDED ITEMS**

### **RESOLUTION TO EXCLUDE THE PUBLIC**

#### **COMMITTEE RESOLUTION 2018/61**

Moved: His Worship the Mayor Craig Little

Seconded: Mr Philip Jones

That the public be excluded from the following parts of the proceedings of this meeting at 1.58pm.

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
<b>9.1 - Council Staff Update</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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>9.2 - Code of Conduct</b>	<p>s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial</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)(g) - the withholding of the information is necessary to maintain legal professional privilege</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**

#### **COMMITTEE RESOLUTION 2018/62**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That Council moves out of Closed Council into Open Council.

**CARRIED**

**The Meeting closed at 2.31pm with a karakia by His Worship the Mayor.**

The minutes of this meeting were confirmed at the Finance, Audit & Risk Committee Meeting held on 19 February 2019.

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CHAIRPERSON

**9.4 MINUTES OF MĀORI STANDING COMMITTEE MEETING - 13 SEPTEMBER 2018**

**Author:** Gay Waikawa, Governance Administrator

**Authoriser:** Charlotte Knight, Governance Advisor & Policy Strategist

**Appendices:** 1. Minutes of Māori Standing Committee Meeting - 13 September 2018

**RECOMMENDATION**

1. That the Minutes of the Māori Standing Committee Meeting held on Thursday 13 September 2018 be received.

**MINUTES OF WAIROA DISTRICT COUNCIL  
MĀORI STANDING COMMITTEE MEETING  
HELD AT THE PUTAHI MARAE, 609 STATE HIGHWAY 38, WAIROA  
ON THURSDAY, 13 SEPTEMBER 2018 AT 12.30PM**

**PRESENT:** Cr Charles (Charlie) Lambert, Mr Kiwa Hammond, Mr Paul Kelly, Mr Henare Mita, Ms Sharon Cooper, Ms Theresa Thornton, Mr Adrian Manuel, Ms Whaiaora Maindonald, Ms Fiona Wairau

**IN ATTENDANCE:** Steven May (Chief Executive Officer), Duane Culshaw (Māori Relationships Manager), Nathan Heath (HBRC – Wairoa Catchment Manager)

The meeting commenced with a pōhiri.

**1 KARAKIA**

Given during the pōhiri.

**2 APOLOGIES FOR ABSENCE**

**APOLOGY**

**COMMITTEE RESOLUTION 2018/59**

Moved: Mr Henare Mita

Seconded: Cr Charles (Charlie) Lambert

That the apologies received from His Worhsip the Mayor Mr Craig Little, Cr Harker, and Ms Here Nissen be accepted and leave of absence granted.

**CARRIED**

Apologies were received from Mr Kitea Tipuna (Economic Development & Engagement Manager)

**3 DECLARATION OF CONFLICT OF INTEREST**

None.

**4 CHAIRPERSON'S ANNOUNCEMENTS**

None.

**5 LATE ITEMS OF URGENT BUSINESS**

None.

**6 PUBLIC PARTICIPATION**

Ina Kara-France presented on Whakaki Lakes and Wetlands, and Waihi Dam.

Nigel How clarified some points regarding Whakaki Lakes and Wetlands.

Mr Paul Kelly passed on the committee's condolences to Mr Kiwa Hammond and his family after the recent passing of his father.

## **7 MINUTES OF THE PREVIOUS MEETING**

### **COMMITTEE RESOLUTION 2018/60**

Moved: Mr Paul Kelly

Seconded: Ms Whaiora Maindonald

That the minutes of the Ordinary Meeting held on 9 August 2018 be confirmed.

**CARRIED**

## **8 GENERAL ITEMS**

### **8.1 MAORI RELATIONSHIPS MANAGER REPORT - 13 SEPTEMBER 2018**

#### **COMMITTEE RESOLUTION 2018/61**

Moved: Mr Paul Kelly

Seconded: Mr Henare Mita

That the Māori Standing Committee resolve to purchase iPads for the purpose of accessing the Hub Platform for Council business.

**CARRIED**

#### **COMMITTEE RESOLUTION 2018/62**

Moved: Mr Kiwa Hammond

Seconded: Mr Henare Mita

That the Māori Standing Committee receives the report.

**CARRIED**

Nathan Heath gave an update on the work that HBRC are doing and what they are planning to do going forward.

Mr Kiwa Hammond presented his Chair's report.

Takiwā reports were received from:

- Mr Henare Mita (attached to the agenda)
- Ms Sharon Cooper (attached to the agenda)
- Mr Paul Kelly (written report distributed at the meeting)
- Fiona Wairau (verbal)
- Theresa Thornton (verbal)

- Whaiora Maindonald (verbal)
- Adrian Manuel (verbal)

Closing karakia given by Mr Henare Mita.

**The Meeting closed at 3.10 p.m.**

**The minutes of this meeting were confirmed at the Māori Standing Committee Meeting held on 11 October 2018.**

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**CHAIRPERSON**

**9.5 MINUTES OF ECONOMIC DEVELOPMENT COMMITTEE MEETING - 23 OCTOBER 2018**

**Author:** Gay Waikawa, Governance Administrator

**Authoriser:** Charlotte Knight, Governance Advisor & Policy Strategist

**Appendices:** 1. Minutes of Economic Development Committee Meeting - 23 October 2018

**RECOMMENDATION**

1. That the Minutes of the Economic Development Committee Meeting held on Tuesday 23 October 2018 be received.



**MINUTES OF WAIROA DISTRICT COUNCIL  
ECONOMIC DEVELOPMENT COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 23 OCTOBER 2018 AT 1.36PM**

**PRESENT:** His Worship the Mayor Craig Little (Mayor), Cr Denise Eaglesome-Karekare (Deputy Mayor), Ms Whaiora Maindonald

**IN ATTENDANCE:** K Tipuna (Economic Development & Engagement Manager), G Waikawa (Governance Administrator), D Caves

**1 KARAKIA**

Karakia was given by K Tipuna.

**2 APOLOGIES FOR ABSENCE**

**APOLOGIES**

**COMMITTEE RESOLUTION 2018/32**

Moved: His Worship the Mayor Craig Little

Seconded: Ms Whaiora Maindonald

That the apologies received from Cr M Johansen, A Thomas and S May be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

None

**4 CHAIRPERSON'S ANNOUNCEMENTS**

None

**5 LATE ITEMS OF URGENT BUSINESS**

None

**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**

**COMMITTEE RESOLUTION 2018/33**

Moved: Ms Whaiora Maindonald

Seconded: Cr Denise Eaglesome-Karekare

That the minutes of the Ordinary Meeting held on 31 July 2018 be confirmed.

**CARRIED**

- Hold an Extraordinary Meeting in November 2018 to discuss an update on CBD project.

## **8 GENERAL ITEMS**

### **8.1 UPDATE FROM THE ECONOMIC DEVELOPMENT & ENGAGEMENT MANAGER**

#### **COMMITTEE RESOLUTION 2018/34**

Moved: Cr Denise Eaglesome-Karekare

Seconded: His Worship the Mayor Craig Little

That the Economic Development Committee receive the Economic Development Update Report as at 11 August 2018

**CARRIED**

### **8.2 UPDATE FROM THE CHAIR OF TE MATARAE O TE WAIROA TRUST**

#### **COMMITTEE RESOLUTION 2018/35**

Moved: Ms Whaiora Maindonald

Seconded: His Worship the Mayor Craig Little

That Economic Development Committee receive the report on the Trust's recent activities.

**CARRIED**

Gaiety Theatre – The Chief Executive has initiated a review of the facility to continue review operations around budget and meeting requirements of ratepayers.

**The Meeting closed at 2.45 with a karakia by K Tipuna**

**The minutes of this meeting were confirmed at the Economic Development Committee Meeting held on  
????**

.....  
**CHAIRPERSON**

**9.6 MINUTES OF MĀORI STANDING COMMITTEE MEETING - 8 NOVEMBER 2018**

**Author:** Gay Waikawa, Governance Administrator

**Authoriser:** Charlotte Knight, Governance Advisor & Policy Strategist

**Appendices:** 1. Minutes of Māori Standing Committee Meeting - 8 November 2018

**RECOMMENDATION**

1. That the Minutes of the Māori Standing Committee Meeting held on Thursday 8 November 2018 be received.

**MINUTES OF WAIROA DISTRICT COUNCIL  
MĀORI STANDING COMMITTEE MEETING  
HELD AT THE TUAHURU MARAE, MAHIA EAST COAST ROAD, MAHIA  
ON THURSDAY, 8 NOVEMBER 2018 AT 12.30PM**

**PRESENT:** Cr Charles (Charlie) Lambert, Mr Kiwa Hammond, Mrs Here Nissen, Mr Paul Kelly, Ms Sharon Cooper, Ms Theresa Thornton, Ms Whaiora Maindonald

**IN ATTENDANCE:** C Knight (Governance Advisor & Policy Strategist), G Waikawa (Governance Administrator)

**1 KARAKIA**

Karakia was given by Councillor C Lambert.

**2 APOLOGIES FOR ABSENCE**

**APOLOGIES**

**COMMITTEE RESOLUTION 2018/67**

Moved: Mrs Here Nissen

Seconded: Ms Theresa Thornton

That the apologies received from Cr J Harker, His Worship the Mayor, H Mita, S May and K Tipuna be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

None.

**4 CHAIRPERSON'S ANNOUNCEMENTS**

None.

**5 LATE ITEMS OF URGENT BUSINESS**

None.

**6 PUBLIC PARTICIPATION**

The following issues were presented from the public:

- No spraying of drains.
- Mowing grass verges.
- Conditions on Papakainga
- Event signs

- Skateboard park
- Mahia Beach Wastewater scheme
- Usage of engine brakes for heavy laden trucks

## **7 MINUTES OF THE PREVIOUS MEETING**

### **COMMITTEE RESOLUTION 2018/68**

Moved: Ms Sharon Cooper

Seconded: Mr Paul Kelly

That the minutes of the Ordinary Meeting held on 11 October 2018 be confirmed.

**CARRIED**

## **8 GENERAL ITEMS**

### **8.1 MAORI RELATIONSHIPS MANAGER REPORT - NOVEMBER 2018**

#### **COMMITTEE RESOLUTION 2018/69**

Moved: Ms Sharon Cooper

Seconded: Mrs Here Nissen

That the Māori Standing Committee discuss and resolve to receive the draft Mahi Tahi Agreement between Te Taura Whiri i te Reo Māori and the Wairoa District Council.

**CARRIED**

#### **COMMITTEE RESOLUTION 2018/70**

Moved: Ms Sharon Cooper

Seconded: Mrs Here Nissen

That the Maori Standing Committee receives the Maori Relationship's Manager report.

**CARRIED**

Mr Kiwa Hamond presented his Chair's report

Takiwa reports were from:

- Mrs F Wairau (attached to the agenda)
- Mr H Mita (attached to the agenda)
- Theresa Thornton (verbal)
- Mrs H Nissen (verbal)
- Mr Paul Kelly (verbal)
- Ms Sharon Cooper (verbal)

- Mrs Whaiora Maindonald (verbal)

Closing karakia given by Councillor C Lambert

**The Meeting closed at 3.10pm.**

**The minutes of this meeting were confirmed at the Māori Standing Committee Meeting held on 13 December 2018.**

.....  
**CHAIRPERSON**

**10 PUBLIC EXCLUDED ITEMS****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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
<b>10.1 - Resolution for disposal of council owned asset - Lots 1 &amp; 2 SECT 5 BLK VI Taramarama SD</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, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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 - RESOLUTION FOR DISPOSAL OF COUNCIL OWNED ASSET - 7 DOMETT STREET</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, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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>10.3 - QRS Director Vacancy</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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>10.4 - Minutes of Public Excluded Infrastructure Committee Meeting - 2 October 2018</b>	<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>
<b>10.5 - Minutes of Public Excluded Infrastructure Committee Meeting - 13 November 2018</b>	<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>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>
<b>10.6 - Minutes of Public Excluded Finance, Audit &amp; Risk Committee Meeting - 30 October 2018</b>	<p>s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial</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)(g) - the withholding of the</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>



	information is necessary to maintain legal professional privilege	
<b>10.7 - Options for council owned land - Sections 28 &amp; 30 Block XV Nuhaka North SD</b>	<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> <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