



**I, Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer, hereby
give notice that
an Ordinary Meeting of Council will be held on:**

Date: Tuesday, 23 March 2021
Time: 1.30pm
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Ordinary Council Meeting

23 March 2021

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email 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 15.1 requests to speak must be made to the Chief Executive Officer 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 - 9 February 2021

**MINUTES OF WAIROA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 9 FEBRUARY 2021 AT 1.30PM**

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Hine Flood (Deputy Mayor), Cr Danika Goldsack, Cr Jeremy Harker

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae Taupua Interim Chief Executive), **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū Group Manager Finance and Corporate Support), **Stephen Heath** (Pouwhakarae – Hua Pūmau Hapori/Ratonga Group Manager Community Assets and Services), **Kimberley Tuapawa** (Pouwhakarae – Pārongo/Wheako Kiritaki Group Manager Information and Customer Experience), **Simon Mutohori** (Kaiwhakahaere Ratonga Kiritake-Waeture/Customer Service Manager – Regulatory), **Lauren Jones** (Kaikaute Putea/Financial Accountant), **Gay Waikawa** (Kaiurungi Mana Arahi/Governance Officer), **Courtney Hayward** (Kaiurungi Matua Kaupapa Here me te Mana Arahi/Senior Policy and Governance Advisor), **Toni Goodlass** (HBLASS Programme Manager), **Gus Charteris** (Manager Economic Development, Giblin Group) , **David Doole** (Kaiurungi Matua Tāke/Senior Rates Officer), **Mike Hardie** (Kaiwhakahaere Hua Pūmau Huarahi/Transport Asset Manager), **Luke Knight** (Kaiwhakahaere Rawa Property Manager)

1 KARAKIA

Karakia was given by Mr Kitea Tipuna

2 APOLOGIES FOR ABSENCE

APOLOGIES

RESOLUTION 2021/02

Moved: His Worship the Mayor Craig Little

Seconded: Cr Hine Flood

That the apologies received from Councillors Melissa Kaimoana and Chaans Tumataroa-Clarke be accepted and leave of absence granted.

CARRIED

3 DECLARATIONS OF CONFLICT OF INTEREST

His Worship the Mayor advised that elected members have Register Of Interest

4 CHAIRPERSON'S ANNOUNCEMENTS

None.

5 LATE ITEM OF URGENT BUSINESS**LATE ITEM – CHIEF EXECUTIVE OFFICER RECRUITMENT****RESOLUTION 2021/03**

Moved: Cr Hine Flood

Seconded: Cr Denise Eaglesome-Karekare

That in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act 1987 the **Item 8.7 – Chief Executive Officer Recruitment** be considered given the item had not come to hand at the time of Agenda compilation and consideration of this matter is required now in order to respond within the timeframe allowed.

CARRIED

6 PUBLIC PARTICIPATION

None.

7 MINUTES OF THE PREVIOUS MEETING**RESOLUTION 2021/04**

Moved: Cr Jeremy Harker

Seconded: Cr Denise Eaglesome-Karekare

That the minutes [and confidential minutes] of the Ordinary Meeting held on 1 December 2020, the Extraordinary Meeting held on 15 December 2020, the Extraordinary Meeting held on 22 December 2020 and the Extraordinary Meeting held on 12 January 2021 be confirmed.

CARRIED

8 GENERAL ITEMS**8.6 REGIONAL ECONOMIC DEVELOPMENT REVIEW****RESOLUTION 2021/10**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Jeremy Harker

That Council:

1. Receives and considers the “Regional Economic Development Review” staff report and the accompanying Giblin Group report *Review of Local Government Investment in Business and Industry Support across the Hawke’s Bay Region* dated December 2020.
2. Agrees that the decisions to be made are not significant under the criteria contained in Council’s adopted Significance and Engagement Policy, and that Council can exercise its

discretion and make decisions on this issue without conferring directly with the community or persons likely to have an interest in the decision.

3. Endorses Council participation in the second stage of the review process with a more detailed investigation of the recommendations set out in the Giblin Group report.
4. Endorses Council engagement with Treaty Partners and other regional stakeholders on the opportunity to create an enduring Economic Development Delivery Platform with the appropriate scale and mandate to better guide and direct economic development activity to priority areas and issues.
5. Supports the opportunity to embed a partnership with Māori in the new Economic Development Delivery Platform.
6. Endorses the five Councils' commitment to keeping the Hawke's Bay Business Hub open with the potential assignment of the lease to one of the five Councils.

CARRIED

The Kaiurungi Matua Kaupapa Here me te Mana Ārahi | Senior Policy and Governance Advisor presented the report and reported on this review was commissioned by the five Hawke's Bay councils in August 2020 and stems from a Local Government Act (2002) s.17A requirement to review the cost effectiveness of Council arrangements for delivering services on a periodic basis.

In commissioning the Review, the councils' Chief Executives recognised that there might be opportunities to improve regional coherence of economic development investments and wanted a clearer picture of this in order to inform Long Term Plan processes starting from late 2020. Disruption arising from the Covid-19 pandemic resulted in later commissioning and completion of the review than had been anticipated and therefore there is insufficient time to finalise decisions in response to the review for incorporation in current 2021-2031 Long Term Plan processes.

His Worship the Mayor asked Mr Gus Charteris, Manager Economic Development, Giblin Group to give a quick overview. Mr Charteris advised Council the review found that broadly was offering right kind of services but were not resourcing it effectively and most resources were most subscale and have economic impact on Hawke's Bay.

Big opportunity for Maori in the economic space.

Ms Toni Goodlass advised still waiting on Business Hawke's Bay advise what their business is in terms of winding up and communicating.

Elected members discussed:

- Wairoa had not faired well, to have its own voice and the value it would bring to the community.
 - Stage 2 – design of something, consultation needs to come back to the Wairoa community.
- Iwi participation – reiterated the Hawke's Bay do not speak for Wairoa

8.1 PROGRESS UPDATE ON LONG TERM PLAN AND DEBRIEF ON COMMUNITY PRE-ENGAGEMENT**RESOLUTION 2021/05**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Hine Flood

That the Council receive the report.

CARRIED

A progress update on the development of Council's Long-term Plan 2021-31 and Debrief on Council's LTP pre-engagement process was presented.

8.2 ADOPTION OF LONG TERM PLAN FORECASTING ASSUMPTIONS**RESOLUTION 2021/06**

Moved: Cr Jeremy Harker

Seconded: Cr Danika Goldsack

That Council adopts the 2021-31 LTP forecasting assumptions attached as **Appendix 1** with minor amendments.

CARRIED

A report presenting the 2021-31 Long-term Plan (LTP) forecasting assumptions to Council was presented by the Pouwhakarae – Pārongo/Wheako Kiritaki Group Manager Information and Customer Experience.

8.3 TA TE POUAHUREA MAORI PURONGO / MAORI RELATIONSHIPS MANAGER REPORT**RESOLUTION 2021/07**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Jeremy Harker

That Council:

1. Receives the report.
2. Confirms the selection process of the Māori Standing Committee for the term 2021/2022.
3. Confirms the Maori Standing Committee meeting schedule for 2021.
4. Change the number of elected members from 2 to 3 in the Maori Standing Committee Terms of Reference.
5. Councillor Jeremy Harker be elected as elected member on the Maori Standing Committee.

CARRIED

The report provided information for Council on the selection process of the Wairoa District Council Maori Standing Committee, acknowledgement of outgoing members of the Maori Standing Committee, induction workshop and the Maori Standing Committee meeting schedule for 2021.

8.4 HALF YEAR REPORT TO 31 DECEMBER 2020

RESOLUTION 2021/08

Moved: Cr Jeremy Harker

Seconded: Cr Hine Flood

That Council receive the report.

CARRIED

The Pouwhakarae – Pūtea/Tautāwhi Rangapū Group Manager Finance and Corporate Support provided information on Council's performance for the 6 months ended 31 December 2020 and forecast to 30 June 2020.

8.5 UPDATES TO THE REVENUE AND FINANCING POLICY AND RATES REMISSION AND POSTPONEMENT POLICIES

RESOLUTION 2021/09

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Hine Flood

That Council:

- A. Adopts the Proposal to Update the Revenue and Financing Policy and Rates Remission and Postponement Policies for Consultation in accordance with the proposed consultation plan.
- B. Adopts the draft updated Revenue and Financing Policy for public consultation
- C. Adopts the draft updated Rates Remissions and Postponement Policies for public consultation
- D. Adopts the draft Rating Policy subject to consultation on the updated Revenue and Financing Policy
- E. Adopts the draft Funding Needs Analysis to inform consultation on the updated Revenue and Financing Policy
- F. Chooses consult under the provisions of section 82 of the Local Government Act 2002 to consult the community on proposed changes to the attached policies.

CARRIED

The Pouwhakarae – Pūtea/Tautāwhi Rangapū Group Manager Finance and Corporate Support spoke to his report and presented an updated Revenue and Financing Policy and Rates Remissions and Postponement policies.

8.7 LATE ITEM – CHIEF EXECUTIVE OFFICER RECRUITMENT**RESOLUTION 2021/11**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Danika Goldsack

That Council approve the Chief Executive Performance Review Panel to undertake the Chief Executive Officer recruitment process and appoint an external recruitment agency, to ensure an independent robust and transparent process.

CARRIED

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2021/12**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the public be excluded from the following parts of the proceedings of this meeting at 2.55pm

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 - Infrastructure Strategy and Activity Management Plans	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	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

	damage the public interest s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
CARRIED		

RESOLUTION 2021/13
 Moved: Cr Denise Eaglesome-Karekare
 Seconded: Cr Hine Flood
 That Council moves out of Closed Council into Open Council at 3.20pm

CARRIED

The Meeting closed at 3.21pm with a karakia by Mr Kitea Tipuna.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 23 March 2021.

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CHAIRPERSON

8 GENERAL ITEMS

8.1 INSURANCE RENEWALS FOR THE YEAR ENDING 30 JUNE 2021

Author: Gary Borg, Pouwhakarae – Pūtea / Tautāwhi Rangapū Group Manager
Finance and Corporate Support

Authoriser: Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer

Appendices: Nil

1. PURPOSE

- 1.1 The purpose of this report is to seek Council's approval to purchase reinsurance for the year ending 30 June 2021.

RECOMMENDATION

The Chief Financial Officer RECOMMENDS that Council approves expenditure of \$271,351.52 for insurance premiums for the year ending 30 June 2021.

EXECUTIVE SUMMARY

2. BACKGROUND

- 2.1 This matter is referred to Council because the financial commitment proposed exceeds officer delegation.
- 2.2 Council participates in insurance renewal negotiations with the Hawke's Bay 5 Councils Shared Services Group. In June 2020, the group participated in a collective tender with MWLASS. This process resulted in the Hawke's Bay Councils transitioning the bulk of its insurance arrangements to a different broker.
- 2.3 The policies covered by this matter are listed below:
 - 2.3.1. Material Damage (Commercial) – all perils on above ground structures, value insured \$73 million
 - 2.3.2. Material Damage (Residential) – primarily pensioner housing (14 units) and 4 dwellings on other Council property, value insured \$5 million
 - 2.3.3. Motor Vehicles – 28 vehicles, value insured \$0.7 million
 - 2.3.4. Personal Accident
 - 2.3.5. Standing Timber
 - 2.3.6. Statutory Liability
 - 2.3.7. Employers Liability
 - 2.3.8. Travel
 - 2.3.9. Hall Hirers
 - 2.3.10. Crime
 - 2.3.11. Business Interruption

Signatories

	K. Tipuna
Author Gary Borg	Approved by Kitea Tipuna

8.2 MAHANGA WATER SUPPLY - UPDATE

Author: Stephen Heath, Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services

Authoriser: Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer

Appendices: Nil

1. PURPOSE

- 1.1 This report provides information for Council on Community Assets and Services (CAAS) department responsibilities for on-going drinking water compliance.

RECOMMENDATION

The Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services RECOMMENDS that Council receive the report, thus endorsing the improvements.

2. BACKGROUND

- 2.1 This report provides an update for Councils on-going requirements to supply safe reliable drinking water to the Mahanga community.
- 2.2 Wairoa District Council as a Water Supplier is assessed annually for compliance to Drinking-water standards for NZ 2005 (revised 2018) and duties under the Health Act 1956.

3. RESULT OF THE MAHANGA WATER SUPPLY CLOSURE REFERENDUM 2021

The Mahanga Water Supply Closure Referendum 2021 was polled February 2021. This was a referendum to consider views from property owners affected by the service of this water supply.

The result was declared by the Electoral Officer on the 19th February 2021 with the outcome that the Mahanga Water Supply will remain open.

The referendum saw 31 votes (59.61%) of voters in favour of keeping the Mahanga water supply open. 21 voters (40.38%) were in favour of the closure.

Under the Local Government Act 2002 a threshold of 75% of votes cast is required for the water service to close.

Due to the result of the referendum, Council will maintain the status quo with no further capital upgrade until the drinking water regulations are finalised by the Central Government Three Waters Reform.

Once finalised, Council is required to get a full options analysis report with the most up-to-date costs. This will be required to validate a new water source, which will include easements, property acquisition and infrastructure.

4. PROPOSED NEW DRINKING WATER STANDARDS AND RULES

The draft Water Safety Bill out for submission – stipulating residual disinfections for all public water supplies including small water supplies must be chlorinating their respective

reticulations. The Taumata Arowai Act is through which intends to bring the entity ‘on-line’ on the 1st July 2021. The draft drinking water standards are out which gives direction for monitoring residual chlorine there is enough information suggesting that this will be mandatory from 1st July 2021. Refer <https://www.dia.govt.nz/Taumata-Arowai-Establishment-Unit>



5. IMPROVEMENTS

- 5.1 Mahanga water supply is currently chlorinated however the system is very basic and is not monitored ie: has no accurate dose monitoring or alarming or resilience. A small package of work is planned to be done which will reduce risk and help ensure on going water safety.
- 5.2 The improvement work includes an additional concrete water tank, upgrading the chlorination dosing system, electrical controls, new SCADA monitoring with alarming, new smart meter volumetric data collection, and reservoir level monitoring.
- 5.3 Please Note: The improvement components such as, an additional concrete water tank, hardware and software for both the SCADA monitoring and the chlorination dosing system can be repurposed when the new Mahanga water treatment plant upgrade eventually occurs.

6. COST

\$75,000: This will be funded from the 3 waters \$11 million Stimulus package, and will mean this is not funded by the rate payer; However will be subject to Department of Internal Affairs (DIA) approval.

Expected completion for improvement works are around September 2021.

	
<p>Author Stephen Heath</p>	<p>Approved by Kitea Tipuna</p>

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS

Nil