

**MINUTES OF WAIROA DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 15 JUNE 2021 AT 1.30PM**

**PRESENT:** His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Danika Goldsack, Cr Jeremy Harker, Cr Melissa Kaimoana, Cr Chaans Tumataroa-Clarke

**IN ATTENDANCE:** **Kitea Tipuna** (Tumu Whakarae | Chief Executive Officer), **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Simon Mutohori** ( Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning & Regulatory Services ), **Stephen Heath** (Pouwhakarae – Hua Pūmau Hapori/Ratonga | Group Manager Community Assets and Services), **Courtney Hayward** (Kaiurungi Matua Kaupapa Mana Me te Arahi | Senior Policy and Governance Advisor), **Alannah Marshall** (Governance and Economic Development Officer | Kaiurungi Mana Ārahi / Whakawhanake Ōhanga), **Juanita Savage** (Nga Kaupapa Rautaki | Strategic Projects), **David Doole** (Kaiurungi Matua Tāke | Senior Rates Officer), **Mike Hardie** (Kaiwhakahaere Hua Pūmau Huarahi (Taupua) | Transport Asset Manager), **Karen Akuhata** (Kaiwhakahaere Whaipāinga | Utilities Manager), Mr Henare Mita ( Chairmen Māori Standing Committee ), Ms Liz Palmer (Māori Standing Committee)

**1 KARAKIA**

Karakia was given by Cr Chaans Tumataroa.

**2 APOLOGY FOR ABSENCE**

**APOLOGY**

**RESOLUTION 2021/15**

Moved: Cr Chaans Tumataroa-Clarke

Seconded: Cr Jeremy Harker

That the apology received from Cr Hine Flood be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATIONS OF CONFLICT OF INTEREST**

Cr Jeremy Harker declared a conflict of interest to Items:

10.2 - Procurement 21/01 PGF Bridge Strengthening Package

10.3- Contract 17/01 3-Waters Rollover

At 1.32pm, Cr Chaans Tumataroa-Clarke left the meeting.

At 1.33 pm, Cr Chaans Tumataroa-Clarke returned to the meeting.

**4 CHAIRPERSON'S ANNOUNCEMENTS**

His Worship took the opportunity to congratulate Kitea Tipuna for his appointment as Chief Executive of Wairoa District Council. This was the first official public meeting since the appointment.

A blessing and turning of the first sods was held on Monday 14th June at Quality Roding and Services (QRS). The blessing, led by Cr / Reverend Chaans Tumataroa-Clarke, marked the commencement of physical works on QRS's operations hub. "It was a really good day & very exciting."

Lastly Group Manager Planning & Regulatory Services, Simon was congratulated on his appointment to the SOLGM Resource Management Reform reference group.

**5 LATE ITEMS OF URGENT BUSINESS****RESOLUTION 2021/16**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Jeremy Harker

That in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act 1987 the **Items 8.4 Delegation to Chief Executive to approve purchase orders over \$100,000 and 8.5 Payment of Emissions Trading Scheme (ETS)** 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 2021/17**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the minutes and confidential minutes of the Extraordinary Meeting held on 30 April 2021, the Ordinary Meeting held on 4 May 2021, the Extraordinary Meeting held on 1 June 2021, the Extraordinary Meeting held on 8 June 2021 and the Extraordinary Meeting held on 9 June 2021 be confirmed.

**CARRIED**

**8 GENERAL ITEMS****8.1 UPDATE TO FEES AND CHARGES****RESOLUTION 2021/18**

Moved: Cr Jeremy Harker

Seconded: Cr Chaans Tumataroa-Clarke

That Council adopts the fees and charges schedule attached as **Appendix 1** and the amended circulation\*, prices to be effective from 1 July 2021 and direct CE to investigate benchmarking through a work programme

**CARRIED**

Group Manager Finance and Corporate Support explained how fees and charges support the draft budget in the Long Term Plan. The review was completed alongside activity managers.

A series of adjustments have been made with the increases reflecting the actual costs of providing services.

Group Manager Planning and Regulatory tabled an amendment of dog control charges as shown below\*. An explanation was provided on dog classifications and elected members considered feedback provided on recent Long Term Plan submission hearings.

Elected members then began to review the charges page by page and raised queries and directions as they went along with particular focus to the following fees:

- Airport fees
- Landfill
- Marquees
- Dam safety offences
- I-site typing per page
- Overall benchmarking.

Members agreed to adopt the fees and charges with the condition that the CE looks into benchmarking the fees with particular attention for the fees listed above.

\*Amended Circulation

Note\* Additional 10% discount under selected owner Policy

Dog Control	2020	Fee (incl GST 2021)
Class D	\$385.00	\$415.00
Class M	\$160.00	\$200.00
Class W	\$50.00	\$60.00
Class S	\$95.00	\$100.00
Replacement Tag	\$20.00	\$20.00
Micro Chipping	\$50.00	\$50.00
Dog Control officer Time where Rechargeable Per Hr	\$130.00	\$160.00

## 8.2 COMMUNITRAK SURVEY RESULTS 2021

### RESOLUTION 2021/19

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Council receive the report.

**CARRIED**

Strategic Projects presented the report. She explained the method and process used to acquire the survey results. The results are primarily used for the statements of service performance contained in Council's Annual report.

Elected members were pleased to hear that this will be the final survey outsourced as scoping is underway to bring the survey in house. This will result in savings and more opportunities to tailor the survey as not restricted in the amount of questions to include. Other key benefits include targeting a higher volume as Council can look at the best way to achieve public participation.

## 8.3 RESEARCH INTO A YOUTH POLICY

### RESOLUTION 2021/20

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Council approve research and development of a Council Youth Policy and working closely with the Youth Council to implement this.

**CARRIED**

Senior Policy and Governance Advisor spoke to the report and explained that the Wairoa Youth Council has endorsed this.

She also gave an update on what the Youth Council has been doing since formed. Members agreed it is essential to have a Council Youth Policy to provide strategic direction for members. This report was received with enthusiasm from elected members.

**8.4 DELEGATION TO CEO TO APPROVE PURCHASE ORDERS OVER \$100,000****RESOLUTION 2021/21**

Moved: Cr Chaans Tumataroa-Clarke

Seconded: Cr Danika Goldsack

That Council delegates the CEO to approve the purchase orders for:

- a glass roof for the Marine parade upgrade (\$177,000)
- steel framing for the Marine parade upgrade (\$150,000)

**CARRIED**

Senior Policy and Governance Advisor spoke to the report and explained Te Wairoa E Whanake Marine Parade Project requires steel for construction. The amount of steel required for the project is known. Vision Projects have advised the price of steel will be increasing by 10% on the 1<sup>st</sup> July and a further 10% thereafter, therefore purchasing the steel now, will save costs in the long run.

Other concerns are around a national shortage of construction materials and the impacts of this. Elected members were pleased to see Vision Projects are proactive and minimising the risk associated with these factors.

**8.5 PAYMENT OF EMISSIONS TRADING SCHEME (ETS)****RESOLUTION 2021/22**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Chaans Tumataroa-Clarke

**CARRIED**

**9 PUBLIC EXCLUDED ITEMS****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2021/23**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the public be excluded from the following parts of the proceedings of this meeting at 2.41pm.

That Mr Henare Mita and Ms Liz Palmer be invited to remain during the public excluded period of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p><b>10.1 - Statute Barred Rate Arrears Write-off 2013-14 unused Maori freehold land to be non ratable from 1 July 2021 Write-off rates arrears for Maori freehold land postponed rates</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>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>10.2 - Procurement - 21/01 PGF Bridge Strengthening Package 4</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>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>10.3 - Contract 17/01 3-Waters Rollover</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</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	<p>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>	
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**RESOLUTION 2021/24**

Moved: His Worship the Mayor Craig Little  
 Seconded: Cr Chaans Tumataroa-ClarkeR

That Council moves out of Closed Council into Open Council

**CARRIED**

The Meeting closed at 3.11pm with a closing Karakia by Cr Tumataroa-Clarke.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 27 July 2021.

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**CHAIRPERSON**