

**MINUTES OF WAIROA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 13 FEBRUARY 2024 AT 1:30 PM**

PRESENT: His Worship the Mayor Craig Little (via Zoom), Cr Denise Eaglesome-Karekare, Cr Jeremy Harker, Cr Melissa Kaimoana, Cr Benita Cairns, Cr Roslyn Thomas

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae | Chief Executive) **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning & Regulatory), **Michael Hardie** (Pouwhakarae – Hua Pūmau | Group Manager Assets and Infrastructure), **Juanita Savage** (Pouwhakarae Rātonga Hapori me te Whakawhanake | Group Manager Community Services and Development), **Sarayde Tapine** (Kaiurungi Kaupapa Here me Mana Ārahi | Policy and Governance Advisor), **Steve Fabish** (Community Development & Services Support Officer), **Hira Campbell** (Kaiwhakahaere Hua Pūmau Huarahi | Transport Asset Manager), **Jamie Cox, Jonny Hardie**

1 KARAKIA

The Opening Karakia was given by the Chief Executive, Kitea Tipuna.

2 APOLOGIES FOR ABSENCE

APOLOGY

RESOLUTION 2024/01

Moved: Cr Benita Cairns

Seconded: Cr Melissa Kaimoana

That the apology received from His Worship the Mayor Craig Little and Cr Chaans Tumataaroa-Clarke be accepted and leave of absence granted.

CARRIED

3 DECLARATIONS OF CONFLICT OF INTEREST

Cr Harker – Items 8.1 and 8.2 – QRS Draft letter of expectation & QRS Directors fees review 2024. He will be leaving the room during discussions of these items.

Cr Cairns noted a potential conflict of interest in relation to Item 10.2.

4 CHAIRPERSON'S ANNOUNCEMENTS

Cyclone Gabrielle's one year anniversary event day is occurring on Wednesday 14th Feb.

5 LATE ITEMS OF URGENT BUSINESS**ITEM 8.6 – RECOVERY REVIEW MOVED TO PUBLIC EXCLUDED****RESOLUTION 2024/02**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Roslyn Thomas

That Item 8.6 - Recovery Review be moved to public excluded for the reason that it involves natural persons reference to s7(2)(a) of section 48 (1)(a)(i) of the Local Government Official Information and Meetings Act 1987.

CARRIED

6 PUBLIC PARTICIPATION

Nil.

7 MINUTES OF THE PREVIOUS MEETING**RESOLUTION 2024/03**

Moved: Cr Roslyn Thomas

Seconded: Cr Jeremy Harker

That the minutes of the Ordinary Meeting held on 19 December 2023 and the Extraordinary Meeting held on 19 December 2023 be confirmed.

CARRIED

Cr Harker left the room at 1:35pm.

8 GENERAL ITEMS**8.1 QRS - DRAFT LETTER OF EXPECTATION****RESOLUTION 2024/04**

Moved: Cr Benita Cairns

Seconded: Cr Melissa Kaimoana

That Council formally engage with the Board of QRS to develop an enhanced letter of expectation and to also develop a Wairoa District Council shareholder manual.

CARRIED

The Chief Executive spoke to this report.

The Group Manager of Finance and Corporate Support suggested QRS look at doing a statement of intent.

Cr Thomas noted that environmental sustainability needs to be considered in relation to business growth. Cr Cairns noted that Item 8.1 serves as a commendable example for the application of broader outcomes.

8.2 QRS DIRECTORS FEES REVIEW 2024

RESOLUTION 2024/05

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Roslyn Thomas

That Council approves a total pool for QRS Directors' Fees of \$162,884 per annum for the year ending 30 June 2024, with the distribution of the pool to be agreed by the board.

CARRIED

The Group Manager of Finance and Corporate Support spoke to this report, initiating a discussion on aligning director fees with councillor fees, noting a proposed 23% increase.

The Chief Executive noted that there is a requirement for an amendment to be made regarding the authoriser on the agenda.

Cr Harker returned to the meeting at 1:49pm.

8.3 UPDATE TO DELEGATIONS MANUAL

RESOLUTION 2024/06

Moved: Cr Benita Cairns

Seconded: Cr Melissa Kaimoana

That Council approve the updates to the Wairoa District Council Delegations Manual attached as Appendix 1 on pages 20 and 62 and additional amendments to update titles.

CARRIED

The Chief Executive spoke to this report. He noted the brief amendments being implemented is in response to the recommendation made by Malcolm Alexander of Yule Alexander Limited during his review of the Wairoa Recovery process.

8.4 TERMS OF REFERENCE AND APPOINTING AN ALTERNATE TO THE HAWKE'S BAY CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE

RESOLUTION 2024/07

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Council:

- a) Receive and adopt the amended Terms of Reference for the Hawke's Bay Civil Defence Emergency Management Group Joint Committee attached as appendix 1
- b) Appoint Councillor Jeremy Harker as the Wairoa District Council alternate to the Hawke's Bay Civil Defence Emergency Management Group Joint Committee

CARRIED

The Policy and Governance Advisor spoke to this report. She noted the modified terms of reference to include tangata whenua representation as outlined on page 127 of the agenda. Additionally, she emphasised the necessity to appoint an alternate.

Elected members discussed possible options of being the alternate and together decided to appoint Cr Harker.

Cr Kaimoana queried why the mana whenua representations had no right to vote. The Chief Executive responded, stating that legislation prohibits individuals outside of a local government organisation from sitting on a joint committee and have voting rights. He also highlighted the structure of a joint committee.

8.5 TIMETABLE FOR LONG-TERM PLAN 2024-27

RESOLUTION 2024/08

Moved: Cr Melissa Kaimoana

Seconded: Cr Jeremy Harker

That Council endorses the LTP timetable, with particular attention to its availability for engagement, consultation and decision-making.

CARRIED

The Group Manager of Finance and Corporate Support briefly spoke to this report, indicating the anticipation of the second iteration of the recovery plan to contribute information to the LTP.

Cr Eaglesome-Karekare expressed a preference for the inclusion of a dedicated recovery component within the LTP.

Cr Kaimoana asked if there is money being saved without the need for the LTP to be audited.

The Group Manager of Finance and Corporate Support acknowledged the savings and indicated that this information would be presented at the next Māori Standing Committee and Youth Council meeting.

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil.

10 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2024/09

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Benita Cairns

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 - Infrastructure Improvements - School zones	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
10.2 - Service delivery review of Wairoa District Council's storage and management of archives	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	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>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>10.3 - CONCEPT DESIGN APPROVAL – WAIROA RIVER RESERVE RESTORATION</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>10.4 - BUILDING EXTERIOR COLOUR PALETTE APPROVAL – WAIROA ISITE DEVELOPMENT</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>8.6 – Recovery Review Report</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>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

RESOLUTION 2024/10

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Roslyn Thomas

That Council moves out of Closed Council into Open Council at 3:51pm.

CARRIED

The Meeting closed at 3:53pm with a Closing Karakia given by the Chief Executive, Kitea Tipuna.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 12 March 2024.

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CHAIRPERSON