

**MINUTES OF WAIROA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 19 NOVEMBER 2024 AT 1:30PM**

PRESENT: His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Jeremy Harker, Cr Melissa Kaimoana, Cr Chaans Tumataroa-Clarke, 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) (via zoom), **Michael Hardie** (Pouwhakarae Hua Pūmau | Group Manager Assets & Infrastructure), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning and Regulatory) (via zoom), **Juanita Savage** (Pouwhakarae Rātonga Hapori me te Whakawhanake Group Manager Community Services and Development), **Te Aroha Cook** (Kaiarataki Whakaoranga I Recovery Manager), **Amanda Reynolds** (Māori Standing Committee Representative), **Frances Manase** (Kaiurungi Mana Ārahi | Governance Officer)

1 KARAKIA

The opening karakia was given in the morning at previous workshop by Chief Executive, Kitea Tipuna.

2 APOLOGIES FOR ABSENCE

Nil

3 DECLARATIONS OF CONFLICT OF INTEREST

To be declared as the agenda progresses.

4 CHAIRPERSON'S ANNOUNCEMENTS

Nil

5 LATE ITEMS OF URGENT BUSINESS

LATE ITEMS

RESOLUTION 2024/99

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the reports 8.1 Amendment of MSC Terms of Reference, 8.2 Draft Meeting Schedule 2025 and 10.1 Wairoa Community Centre be received as late items.

CARRIED

6 PUBLIC PARTICIPATION

[Person] spoke on [TOPIC]

7 MINUTES OF THE PREVIOUS MEETING**RESOLUTION 2024/100**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the minutes [and confidential minutes] of the Ordinary Meeting held on 22 October 2024 with amendments, the Extraordinary Meeting held on 31 October 2024 and the Extraordinary Meeting held on 7 November 2024 be confirmed.

CARRIED

- Item 8.1 QRS Annual Report Year Ended 30 June 2024 - From December 20th to December 7th

8 GENERAL ITEMS**8.1 DANGEROUS, INSANITARY AND AFFECTED BUILDINGS POLICY 2024****RESOLUTION 2024/101**

Moved: Cr Jeremy Harker

Seconded: Cr Chaans Tumataroa-Clarke

The Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory RECOMMENDS that Council adopt the amended Dangerous, Insanitary and Affected Buildings Policy 2024, following its review in 2024.

CARRIED

The Group Manager of Planning and Regulatory introduced the report and the below discussions were highlighted:

- The Council emphasised the need for a proactive approach in the policy. It was suggested to include a clear definition of what constitutes a proactive versus passive approach for clarity and implementation.
- The policy wording in the track changes has been aligned with the terminology used in the Long-Term Plan and Annual Plan.
- Complaints are preferred to be submitted in writing rather than word of mouth to ensure the situation is investigated and documents correctly

Suggested Amendment to the policy:

- Council staff will respond and act upon becoming aware of dangerous, insanitary, or affected buildings.

8.1 AMENDMENT OF MSC TERMS OF REFERENCE

RESOLUTION 2024/102

Moved: Cr Jeremy Harker

Seconded: Cr Denise Eaglesome-Karekare

The Pouahurea Māori *Māori Relationships Manager* RECOMMENDS that the Council receives the report.

The Pouahurea Māori *Māori Relationships Manager* RECOMMENDS that the Council amends the MSC Terms of Reference to adjust the quorum from 5 takiwā representatives to 50% of current takiwā representation.

CARRIED

The Chief Executive introduced the report and the below discussions were highlighted:

- The existing vacancies on the Māori Standing Committee (MSC) are due to specific Takiwā choosing not to participate, impacting the committee's quorum.
- There is currently two vacancies at the Māori Standing Committee: Te Wairoa Matangirau and Waikaremoana.
- Cr Eaglesome-Karekare has requested to have Waihirere changed to Takitimu.
- Cr Tumataroa-Clarke raised concerns in relation to Māori representative engagement in Council kaupapa and would like this to be investigated.

8.2 DRAFT MEETING SCHEDULE 2025

RESOLUTION 2024/103

Moved: Cr Jeremy Harker

Seconded: Cr Roslyn Thomas

The Kaiurangi Mana Ārahi | Governance Officer RECOMMENDS that Council receive the report and adopt the Draft Meeting Schedule for 2025 .

CARRIED

The Chief Executive introduced the report, and the Council approved the following meeting schedule:

- Subcommittees will meet six-weekly
- Te Rohe o Te Wairoa Reserves Board Matangirau will meet quarterly,
- and Ordinary Council meetings will remain monthly.

These schedules will be provided to the respective committees.

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2024/104**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Chaans Tumataroa-Clarke

That the public be excluded from the following parts of the proceedings of this meeting at 2:40pm.

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 - Wairoa Wastewater Discharge Consent Implementation	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
10.1 - Wairoa Community Centre	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 s7(2)(h) - 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**RESOLUTION 2024/105**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That Council moves out of Closed Council into Open Council at 3:22pm.

CARRIED

The Meeting closed at 3:23 with the closing karakia given by Chief Executive Kitea Tipuna.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 17 December 2024.

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CHAIRPERSON