

**MINUTES OF WAIROA DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 27 MAY 2025 AT 1:30 PM**

**PRESENT:** His Worship the Mayor Craig Little, Cr Denise Eaglesome-Karekare, Cr Jeremy Harker, Cr Melissa Kaimoana, Cr Benita Cairns

**IN ATTENDANCE:** **Malcolm Alexander** (Interim Chief Executive), **Gary Borg** (Tumu Whakarae Tuarua | Deputy Chief Executive & Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning and Regulatory), **Langley Cavers** (Pouwhakarae – Hua Pūmau | Acting Group Manager Assets and Infrastructure), **Juanita Savage** (Chief of Operations) **Te Aroha Cook** (Kaiarataki Whakaoranga | Recovery Manager & Acting Group Manager Community Services and Development), **Hinemoa Hubbard** (Kaiurungi Mana Ārahi | Governance Officer), **Hira Campbell** (Transport Asset Manager), **Kate Standring** (Executive Principal|Office of the Mayor/Office of the Chief Executive), **Michael West** (Business Analyst), **Tyler Trafford-Misson** (District Planner), **Addissa Poipoi**, **Nathan Aranui**

**1 KARAKIA**

A karakia was held before the meeting.

**2 APOLOGIES FOR ABSENCE**

**APOLOGY**

**RESOLUTION 2025/37**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the apology received from Cr Roslyn Thomas be accepted and leave of absence granted.  
Cr Chaans Tumataroa Clarke's absence was also noted.

**CARRIED**

**3 DECLARATIONS OF CONFLICT OF INTEREST**

To be declared as the agenda progresses.

Cr Harker advised of conflicts of interest relating to items in the Public Excluded section.

**4 CHAIRPERSON'S ANNOUNCEMENTS**

Nil.

**5 LATE ITEMS OF URGENT BUSINESS****LATE ITEMS****RESOLUTION 2025/38**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That the following reports be received as late items:

- Item 8.6 - *Addendum - 8.4 Updates – Delegation Manual*
- Item 8.7 - *Road Naming Tihitihi Pā*

**CARRIED**

**6 PUBLIC PARTICIPATION**

Nathan Aranui and Addissa Poipoi introduced themselves as the contractors responsible for recycling and rubbish services in Kotemaori, Raupunga, Mohaka, and Waihua, a role they have held for over 11 years.

They noted their understanding that maintenance services- including toilets, playgrounds, and mowing- were being combined with the recycling run under a new tender, for which they submitted a bid. They also raised concerns regarding complications with the contract process.

**7 MINUTES OF THE PREVIOUS MEETING****RESOLUTION 2025/39**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That the minutes and confidential minutes of the Ordinary Meeting held on 29 April 2025 and the Extraordinary Meeting held on 20 May 2025 be confirmed.

**CARRIED**

**8 GENERAL ITEMS****8.1 WAIROA ECONOMIC DEVELOPMENT PLAN 2025****RESOLUTION 2025/40**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That Council receives, but does not adopts at this time, the report, and directs officers to arrange a workshop to further consider the matters canvassed in the draft report.

**CARRIED**

The Chief Of Operations introduced the report.

Council queried the alignment of the implementation plan with the Special Economic Zone and noted the cost of compliance as a key risk to economic development.

## **8.2 LOCAL ELECTION 2025 VOTING DOCUMENT - CANDIDATE NAME ORDER**

### **RESOLUTION 2025/41**

Moved: Cr Jeremy Harker

Seconded: Cr Benita Cairns

That Council receives the report and adopts the option of listing candidates in alphabetical order by surname on the voting documents for the 2025 Local Election.

**CARRIED**

## **8.3 LOCAL WATER DONE WELL - TERMS OF REFERENCE REVIEW**

### **RESOLUTION 2025/42**

Moved: Cr Jeremy Harker

Seconded: Cr Benita Cairns

That Council adopt Option B:

- Issue a purchase order to Hastings District Council for \$65,000 + GST, in alignment with the Terms of Reference version tabled by Hastings District Council, Napier City Council, and Central Hawke's Bay District Council to their respective councils.

**CARRIED**

Council sought clarification on whether the funding qualified as 'better-off' funding and requested information on its potential impact on rates. The Interim Chief Executive advised uncertainty regarding the funding source, noted that it would be absorbed within existing budgets and recommended treating it as ratepayer money.

Council requested that, in future discussions with the Hawkes Bay councils, the possibility of prorating be addressed. The Interim Chief Executive agreed to this approach.

## **8.4 UPDATES - DELEGATION MANUAL**

The Chief of Operations introduced the report.

Council:

- Queried the reasons behind significant increases and raised concerns about risk management. The Interim Chief Executive emphasised the importance of delegations in supporting the effective functioning of Council operations. He noted that Council retains

the authority to revoke or suspend delegations and advised that, in his view, the delegations manual should be reviewed at least annually to ensure Council remains comfortable with the current limits.

- Expressed unease about not being informed of high-value expenditures.

This item was adjourned at 2:23pm and considered in the Public Excluded section of the meeting. A resolution was made.

## **8.5 DEFERMENT OF PROPOSED DEVELOPMENT CONTRIBUTIONS POLICY**

### **RESOLUTION 2025/43**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Benita Cairns

That Council:

1. Receives the report AND
2. Agrees to defer any further works on WDC's proposed Development Contributions Policy once further clarity is received on central government reforms AND
3. Instruct Council officers to report back on the status of the proposed Development Contributions Policy by no later than 1 April 2026 AND
4. Directs Council officers to respond to all submitters from the Development Contributions consultation process, advising them of Council's decision and next steps.

**CARRIED**

The District Planner introduced the report.

Council noted the absence of detail regarding the consultation process within the report. The District Planner advised that eight submissions had been received during the Development Contributions consultation process. He confirmed that each submitter would be contacted following the outcomes of the meeting and that the submissions would be carried forward to a later stage.

## **8.7 ROAD NAMING TIHITIHI PA**

### **RESOLUTION 2025/44**

Moved: Cr Jeremy Harker

Seconded: Cr Melissa Kaimoana

That Council:

1. Receive the report, AND
2. Approves the three proposed road names (Kānuka Street, Tarata Street and Kiekie Lane for Roads 1, 2 and 3 respectively) as endorsed by the Māori Standing Committee.

CARRIED

**9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS**

Nil

**10 PUBLIC EXCLUDED ITEMS****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2025/45**

Moved: Cr Benita Cairns

Seconded: Cr Melissa Kaimoana

That the public be excluded from the following parts of the proceedings of this meeting at 2:38pm.

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 - EMERGENCY WORKS PROCUREMENT PROGRAMME</b>	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
<b>10.2 - ROAD MAINTENANCE CONTRACTS -SEALED AND UNSEALED ROADS</b>	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
<b>10.3 - Property Maintenance Contracts</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,	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

	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
<b>8.4 – Updates – Delegation Manual</b>	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
<b>8.6 – Addendum – 8.4 Updates – Delegation Manual</b>	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 2025/46**

Moved: Cr Benita Cairns

Seconded: His Worship the Mayor Craig Little

That Council moves out of Closed Council into Open Council at 3:39pm.

**CARRIED**

**The Meeting closed with a closing karakia by Cr Kaimoana at 3:40pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 24 June 2025.**

.....  
**CHAIRPERSON**