



MINUTES

Ordinary Council Meeting

20 August 2019

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 20 AUGUST 2019, COMMENCING AT 9.30AM**

- PRESENT:** Mayor Craig Rowley, Cr Sharyn Cain, Cr Peter Collins, Cr Miriam Morton, Cr Jakki Guilford, Cr Tom O'Connor, Cr David Owen, Cr Sheila Paul
- APOLOGIES:** Cr David Anderson
- IN ATTENDANCE:** Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Carolyn Johns (Community and Strategy Group Manager), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)
- PARTIAL:** Fiona Hester-Smith (Human Resources Manager), Leo Milani

OPENING

1 COUNCIL PRAYER

Waimate Campus Pastor Jo Kuriger for Connect Church opened the Council Meeting with a prayer and lit the Ministers' Association candle.

2 PUBLIC FORUM

There were no speakers at the Public Forum.

3 APOLOGIES

RESOLUTION 2019/69

Moved: Cr Sharyn Cain
Seconded: Cr Tom O'Connor

That an apology from Cr David Anderson is received and accepted.

CARRIED

4 VISITORS

Nil

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified.

6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

There were no major/minor items identified.

MINUTES

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 25 JUNE 2019**RESOLUTION 2019/70**

Moved: Cr Sharyn Cain
Seconded: Cr Tom O'Connor

That the Minutes of the Council Meeting held on 25 June 2019 be adopted as a true and correct record.

CARRIED**7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 30 JULY 2019****RESOLUTION 2019/71**

Moved: Cr Miriam Morton
Seconded: Cr David Owen

That the Minutes of the Extraordinary Council Meeting held on 30 July 2019 be adopted as a true and correct record.

CARRIED**8 RECEIPT OF MINUTES**

Nil

REPORTS**9 MAYOR'S REPORT****9.1 MAYOR'S REPORT****RESOLUTION 2019/72**

Moved: Mayor Craig Rowley
Seconded: Cr Peter Collins

That the Mayor's Report is accepted.

CARRIED**10 COUNCILLORS' REPORTS****10.1 DEPUTY MAYOR'S REPORT****RESOLUTION 2019/73**

Moved: Mayor Craig Rowley
Seconded: Cr Jakki Guilford

That the Deputy Mayor's Report is accepted.

CARRIED

10.2 COUNCILLORS' REPORT**RESOLUTION 2019/74**

Moved: Cr Sharyn Cain
Seconded: Cr Tom O'Connor

That the Councillors' Report is accepted.

CARRIED**11 CHIEF EXECUTIVE'S REPORT****11.1 REFLECTION ON 2018/19 FINANCIAL YEAR****RESOLUTION 2019/75**

Moved: Cr Tom O'Connor
Seconded: Cr Peter Collins

That the Chief Executive Report – Reflection on 2018/19 Financial Year be accepted.

CARRIED**Note:**

Amendment to Point 2: 'Including but not limited to'.

12 COUNCIL ACTIONS REPORT**12.1 OUTSTANDING ACTIONS REPORT - PUBLIC****RESOLUTION 2019/76**

Moved: Cr Sheila Paul
Seconded: Cr Jakki Guilford

That the Outstanding Actions Report – Public is accepted.

CARRIED**13 HUMAN RESOURCES REPORT****13.1 HUMAN RESOURCES REPORT****RESOLUTION 2019/77**

Moved: Cr Sheila Paul
Seconded: Cr Jakki Guilford

That the Human Resources Manager's report is accepted.

CARRIED

14 HEALTH AND SAFETY REPORT**14.1 HEALTH AND SAFETY UPDATE****RESOLUTION 2019/78**

Moved: Cr Sharyn Cain

Seconded: Cr Miriam Morton

That the Health and Safety update report is accepted.

CARRIED

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS**16.1 RECOMMENDATIONS OF THE ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING HELD ON 30 JULY 2019****16.1.1 NOTICE OF INTENTION TO DEMOLISH CATEGORY C BUILDING - 115 HIGH STREET, WAIMATE**

The Committee considered written notice from the landowner of intention to demolish a District Plan Category C building. The building is listed in the District Plan Heritage Items Schedule as Item 138, 'Keen's Auto' building located at 115 High Street, Waimate and legally described as Lot 1 DP 40202.

COMMITTEE RESOLUTION 2019/53

Moved: Chair Sharyn Cain

Seconded: Mayor Craig Rowley

1. That the Notice of Intention to Demolish Category C Building – 115 High Street report be received; and
2. That the Environmental Services and Finance Committee recommends to Council that it receives and acknowledges the written notice of intention to demolish the existing building at 115 High Street, Waimate; and
3. That the Environmental Services and Finance Committee recommends to Council that Council agrees that the date of 4 July 2019 be accepted for the purpose of the three month notice period; and
4. That the Environmental Services and Finance Committee recommends to Council that Council requires satisfactory photographs of the interior and exterior of the building to be submitted to Council prior to demolition, along with any other relevant information held by the owner.

MOTION**RESOLUTION 2019/79**

Moved: Cr Sharyn Cain

Seconded: Cr David Owen

1. That Council receives and acknowledges the written notice of intention to demolish the existing building at 115 High Street, Waimate; and
2. That Council agrees that the date of 4 July 2019 be accepted for the purpose of the three month notice period; and
3. That Council requires satisfactory photographs of the interior and exterior of the building to be submitted to Council prior to demolition, along with any other relevant information held by the owner.

CARRIED

16.2 EXPENDITURE VARIATION REPORT FOR THE YEAR ENDED 30 JUNE 2019**RESOLUTION 2019/80**

Moved: Cr Sharyn Cain

Seconded: Cr Jakki Guilford

That the Expenditure Variation Report for the year ended 30 June 2019 report is accepted.

CARRIED

16.3 DELEGATIONS POLICY 308

For Council considered the reviewed and updated draft of the Delegations Policy 308.

RESOLUTION 2019/81

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

1. That the Delegations Policy 308 Report be accepted; and
2. That Council adopt the fully revised Delegations Policy 308, as attached, with the below minor amendments.

CARRIED

Note:

Page 59: Special Purpose Sub-Committees - remove the Liquor Licensing Sub-Committee

Page 62: Move the Council Committee delegations from Page 62 to Page 61

The meeting was adjourned at 10.30am for morning tea.
The meeting was reconvened at 10.46am

16.4 DOG CONTROL ANNUAL REPORT 2018/19

Council were presented with the dog control activities during the period 1 July 2018 to 30 June 2019.

RESOLUTION 2019/82

Moved: Cr Peter Collins

Seconded: Cr Sheila Paul

1. That the Dog Control Annual Report 2018/19 be accepted; and
2. That, as required by the Act, Council adopts and publically notifies the report and forward to the Secretary for Local Government.

CARRIED

16.5 ECONOMIC DEVELOPMENT STEERING GROUP UPDATE AS AT 2 AUGUST 2019**RESOLUTION 2019/83**

Moved: Cr Jakki Guilford

Seconded: Cr Sharyn Cain

That the Economic Development Steering Group Update as at 2 August 2019 report is accepted.

CARRIED

16.6 WAIMATE DISTRICT CIVIC AWARDS COMMITTEE - TERMS OF REFERENCE

The Council reviewed the Terms of Reference for the Waimate District Civic Awards Committee.

RESOLUTION 2019/84

Moved: Cr Jakki Guilford

Seconded: Mayor Craig Rowley

1. That the Waimate District Civic Awards Committee – Terms of Reference report is accepted; and
2. That Council adopts the Waimate District Civic Awards Committee's Terms of Reference, as presented.

CARRIED

17 CONSIDERATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

PUBLIC EXCLUDED**18 EXCLUSION OF THE PUBLIC REPORT****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2019/85**

Moved: Cr Jakki Guilford

Seconded: Cr Sheila Paul

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
18.1 - Public Excluded Minutes of the Council Meeting held on 25 June 2019	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	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
18.2 - Outstanding Actions Report - Public Excluded	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
18.3 - Refresh of the Waimate District Civic Awards Committee	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	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**19 RE-ADMITTANCE OF THE PUBLIC REPORT****RESOLUTION 2019/86**

Moved: Cr Sheila Paul

Seconded: Cr Miriam Morton

Council moves out of Closed Council into Open Council.

CARRIED

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.18am.

The minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 8 October 2019.

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CHAIRPERSON