



MINUTES

Ordinary Council Meeting

26 March 2024

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE FUNCTION ROOM, WAIMATE EVENT CENTRE, 15 PAUL STREET, WAIMATE
ON TUESDAY 26 MARCH 2024, COMMENCING AT 9:30AM**

PRESENT: Mayor Craig Rowley, Deputy Mayor Sharyn Cain, Cr John Begg,
Cr Peter Collins, Cr Sandy McAlwee, Cr Tom O'Connor, Cr Colin Pankhurst,
Cr Lisa Small

APOLOGIES: Cr Rick Stevens

IN ATTENDANCE: Stuart Duncan (Chief Executive), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)

PARTIAL ATTENDANCE: Shey Taylor (Strategic Planning/Policy Advisor), Di Lowry (Administration Officer)

OPENING

1 OPENING

The Chair advised that the 'meeting opening' will be taken after Public Forum.

2 PUBLIC FORUM

Representatives of Waimate Grey Power Association Inc. attended the Public Forum. Waimate Grey Power President Bern Sommerfeld highlighted the group's ongoing concerns over uneven surfaces of the footpaths and road crossings around urban Waimate for users of mobility scooters and walking frames. He thanked Council for the work undertaken on some footpaths and road crossings and asked Council to ensure this work is contained in the Long Term Plan.

Two Grey Power members spoke on the uneven condition of footpaths and pathways and difficulty negotiating road crossings which affect many people using disability walkers and scooters.

Mayor Rowley offered to organise a meeting between members of Waimate Grey Power and urban Councillors in order to recognise main arterial and subsidiary routes for people using walking aids and motorised scooters, including a tour of identified urban streets and footpaths.

OPENING

Cr John Begg invited Anglican Priest and kaikaranga for Te Runanga o Waihao Wendy Heath to open the Council Meeting with the formal Waimate District Council karakia she had written, which she then presented to Council.

3 APOLOGIES

APOLOGY

RESOLUTION 2024/17

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

That the apology received from Cr Rick Stevens be accepted.

CARRIED

4 VISITORS

Nil

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interests. Councillor John Begg declared a conflict of interest in Item 16.6: Recreational Track Grant Applications, as his spouse is the Chairperson of Waimate Trackways Inc.

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 27 FEBRUARY 2024

RESOLUTION 2024/18

Moved: Cr Colin Pankhurst

Seconded: Cr Lisa Small

That the Minutes of the Council Meeting held on 27 February 2024 be adopted as a true and correct record.

CARRIED

8 RECEIPT OF MINUTES**8.1 MINUTES OF THE DOWNLANDS JOINT STANDING COMMITTEE MEETING HELD ON 19 FEBRUARY 2024****RESOLUTION 2024/19**

Moved: Cr Tom O'Connor

Seconded: Deputy Mayor Sharyn Cain

That the unconfirmed minutes of the Downlands Joint Standing Committee Meeting held on 19 February 2024 be received.

CARRIED**8.2 MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING HELD ON 8 NOVEMBER 2023****RESOLUTION 2024/20**

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the confirmed Minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 8 November 2023 be received.

CARRIED**8.3 MINUTES OF THE ORARI-TEMUKA-OPIHI-PAREORA ZONE COMMITTEE MEETING HELD ON 6 NOVEMBER 2023****RESOLUTION 2024/21**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

That the confirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 6 November 2023 be received.

CARRIED**8.4 MINUTES OF THE WAIMATE COMMUNITY ANZAC GROUP MEETING HELD ON 14 MARCH 2024****RESOLUTION 2024/22**

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the unconfirmed minutes of the Waimate Community ANZAC Group Meeting held on 14 March 2024 be received.

CARRIED

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

RESOLUTION 2024/23

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the Mayor's Report is accepted.

CARRIED

10 DEPUTY MAYOR'S REPORT

10.1 DEPUTY MAYOR'S REPORT

RESOLUTION 2024/24

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the Deputy Mayor's Report is accepted.

CARRIED

11 COUNCILLORS' REPORT

11.1 COUNCILLORS' REPORT

RESOLUTION 2024/25

Moved: Cr Peter Collins

Seconded: Cr Lisa Small

That the Councillors' Report is accepted

CARRIED

12 CHIEF EXECUTIVE'S REPORT

12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

RESOLUTION 2024/26

Moved: Mayor Craig Rowley

Seconded: Cr Sandy McAlwee

That the Chief Executive's Activity Report is accepted.

CARRIED

13 COUNCIL ACTIONS REPORT**13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC****RESOLUTION 2024/27**

Moved: Cr Sandy McAlwee

Seconded: Cr Lisa Small

That the Outstanding Council Actions Report – Public is accepted.

CARRIED**14 HUMAN RESOURCES REPORT**

Nil

15 AUDIT AND RISK COMMITTEE REPORT**15.1 AUDIT AND RISK COMMITTEE CHAIR'S REPORT****RESOLUTION 2024/28**

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the Audit and Risk Committee Chair's Report is accepted.

CARRIED**16 GENERAL REPORTS****16.1 FINANCE REPORT - FOR THE 7 MONTHS ENDED 31 JANUARY 2024****RESOLUTION 2024/29**

Moved: Cr John Begg

Seconded: Cr Sandy McAlwee

That the Finance Report for the 7 months ended 31 January 2024 be accepted.

CARRIED**16.2 RISK TOLERANCE REVIEW****RESOLUTION 2024/30**

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That the Risk Tolerance Review report is accepted; and
2. That Council approves the Risk Appetite Statement, as presented.

CARRIED

16.3 UPDATE ON THE LONG-TERM PLAN 2024-34

Council considered the option of completing an Annual Plan for the 2024/25 year, followed by the completion of a 9-year Long-Term Plan for 2025-34; along with extending the Financial Contributions Policy to 30 June 2025.

Council noted this item had been discussed at the 12 March 2024 Audit and Risk Committee, with the recommendation it be approved by Council.

RESOLUTION 2024/31

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

1. That the Update on the Long Term Plan 2024-34 report is accepted; and
2. That Council approves the preparation of an Annual Plan 2024/25 for community consultation, followed by a 9-year LTP 2025-34; and
3. That Council extends the life of the Financial Contributions Policy to 30 June 2025.

CARRIED**16.4 DELEGATIONS POLICY 308 AMENDMENTS**

Council considered the reviewed 308 Delegations Policy amendment for adoption.

The below (late) addition to the Delegations Policy was provided (on the screen) at the meeting: Amendment to the Freedom Camping Act 2011:

Freedom Camping Act 2011

Power to be delegated	Section	Officer
<u>To appoint enforcement officers under this Act and to arrange for the issue of warrants of appointment.</u>	<u>32</u>	<u>Regulatory & Compliance Group Manager</u>
<u>To decide whether or not to return seized and impounded property.</u>	<u>39</u>	<u>Regulatory & Compliance Group Manager</u>
<u>To dispose of seized and impounded property.</u>	<u>40</u>	<u>Regulatory & Compliance Group Manager</u>

RESOLUTION 2024/32

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That the 308 Delegations Policy Amendments report is received; and
2. That Council accepts the proposed changes to the 308 Delegations Policy with amendments as provided in the agenda and tabled at the meeting.

CARRIED

16.5 310 ELECTED MEMBERS EXPENDITURE & REIMBURSEMENT POLICY

Council considered the reviewed 310 Elected Members Expenditure & Reimbursement Policy amendment for adoption.

RESOLUTION 2024/33

Moved: Cr Tom O'Connor

Seconded: Mayor Craig Rowley

1. That the 310 Elected Members Expenditure & Reimbursement Policy report is received; and
2. That Council accepts the proposed changes to the 310 Elected Members Expenditure & Reimbursement Policy.

CARRIED

Note:

Council requested additional changes to the policy regarding private use of Council provided phones that requires further investigation and will be introduced in a later amendment to the policy.

Council noted that they are incredibly frugal compared to many other councils on what is provided to elected members, including allowances which are available but not often used.

The meeting was adjourned at 10.29am for morning tea.

The meeting was reconvened at 10.48am.

16.6 RECREATIONAL TRACK GRANT APPLICATIONS

Council considered the two funding applications:

- Friends of Studholme Bush and
- Waimate Trackways Inc.

Cr John Begg removed himself from the room during this item, as having declared an interest as his spouse is the Chair of Waimate Trackways Inc.

Cr Peter Collins also declared a perceived conflict of interest in the Waimate Trackways Inc. application, with his involvement in Waimate2gether which provided funding and did not participate in the discussion or decision-making.

RESOLUTION 2024/34

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Sandy McAlwee

1. That the Recreational Track Grant Applications report is accepted; and
2. That Council approves funding applications from:
 - a. Friends of Studholme Bush, being \$2,726.07 (no GST), and
 - b. Waimate Trackways Inc, being \$7,273.93 (excluding GST).

CARRIED

Cr John Begg returned to the meeting.

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 2024/35

Moved: Cr Tom O'Connor

Seconded: Deputy Mayor Sharyn Cain

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 27 February 2024	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 Council Actions Report - Public Excluded	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)(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, 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
18.3 - Alpine Energy Draft Statement of Corporate Intent 2025-2027	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

19 RE-ADMITTANCE OF THE PUBLIC REPORT**RESOLUTION 2024/36**

Moved: Cr Colin Pankhurst

Seconded: Cr Lisa Small

That Council moves out of Closed Council into Open Council.

CARRIED**MEETING CLOSURE**

There being no further business, the Chair declared the meeting closed at 11.12am.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 23 April 2024.

.....
CHAIRPERSON