



MINUTES

Ordinary Council Meeting

20 August 2024

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE FUNCTION ROOM, WAIMATE EVENT CENTRE, 15 PAUL STREET, WAIMATE
ON TUESDAY 20 AUGUST 2024, COMMENCING AT 9:30AM**

PRESENT: Mayor Craig Rowley (Chair), Deputy Mayor Sharyn Cain, Cr John Begg, Cr Sandy McAlwee, Cr Tom O'Connor, Cr Colin Pankhurst, Cr Rick Stevens

APOLOGIES: Cr Lisa Small, Cr Peter Collins
Stuart Duncan (Chief Executive)

IN ATTENDANCE: 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), Alex Macdonald (Senior Planner); Gus Patterson (Communications and Engagement Advisor) via Microsoft teams, Melissa Thomson (Accountant) via Microsoft teams

OPENING

1 OPENING

Mayor Craig Rowley opened the Council Meeting with a prayer.

2 PUBLIC FORUM

There were no speakers at the Public Forum.

3 APOLOGIES

RESOLUTION 2024/121

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

That apologies from Cr Lisa Small and Cr Peter Collins be received and accepted.

CARRIED

4 VISITORS

10:30am: Retiring members of the Creative Communities Scheme Committee and the WDC Community and Sports and Sports NZ Rural Travel Fund Grants Committees.

5 CONFLICTS OF INTEREST

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

6 IDENTIFICATION OF MAJOR (URGENT), MINOR OR PUBLIC FORUM 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 23 JULY 2024

RESOLUTION 2024/122

Moved: Cr Rick Stevens

Seconded: Cr John Begg

That the Minutes of the Council Meeting held on 23 July 2024 be adopted as a true and correct record.

CARRIED

8 RECEIPT OF MINUTES

8.1 MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING HELD ON 10 JULY 2024

RESOLUTION 2024/123

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the unconfirmed Minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 10 July 2024 be received.

CARRIED

8.2 MINUTES OF THE ORARI-TEMUKA-OPIHI-PAREORA ZONE COMMITTEE MEETING HELD ON 8 JULY 2024

RESOLUTION 2024/124

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

That the unconfirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 8 July 2024 be received.

CARRIED

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

RESOLUTION 2024/125

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Mayor's Report is accepted.

CARRIED

10 DEPUTY MAYOR'S REPORT**10.1 DEPUTY MAYOR'S REPORT****RESOLUTION 2024/126**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr John Begg

That the Deputy Mayor's Report is accepted.

CARRIED**11 COUNCILLORS' REPORT****11.1 COUNCILLORS' REPORT****RESOLUTION 2024/127**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Sandy McAlwee

That the Councillors' Report is accepted.

CARRIED**12 CHIEF EXECUTIVE'S REPORT****12.1 COMMON SEAL REPORT****RESOLUTION 2024/128**

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the following documents are executed under the Common Seal of the Council:

- a. Warrant of Appointment – Alex Macdonald
- b. Warrant of Appointment – Thomas Wilson
- c. Warrant of Appointment – Juan Kelly
- d. Warrant of Appointment – Devlin Mcdougall
- e. Warrant of Appointment – Stacey White

CARRIED**12.2 CHIEF EXECUTIVE'S ACTIVITY REPORT****RESOLUTION 2024/129**

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

That the Chief Executive's Activity Report is accepted.

CARRIED

13 COUNCIL ACTIONS REPORT

13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC

RESOLUTION 2024/130

Moved: Cr Rick Stevens

Seconded: Cr Colin Pankhurst

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

Note:

Licence to use Response Assets (Fire and Emergency New Zealand): Council expressed disappointment at the lack of response to the request to transfer debt to FENZ, and suggested the request be taken to a higher level.

14 HUMAN RESOURCES REPORT

14.1 HUMAN RESOURCES REPORT

RESOLUTION 2024/131

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the Human Resources Manager's report is accepted.

CARRIED

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS

16.1 QUARTERLY TREASURY DASHBOARD REPORT 30 JUNE 2024

RESOLUTION 2024/132

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

That the Quarterly Treasury Dashboard Report for the period ended 30 June 2024 is received.

CARRIED

16.2 LOCAL GOVERNMENT FUNDING AGENCY STATEMENT OF INTENT 2024-2027

Council considered the Local Government Funding Agency (LGFA) Statement of Intent, which covers the three-year period from 1 July 2024 to 30 June 2027, and accompanying letter to stakeholders.

RESOLUTION 2024/133

Moved: Cr Rick Stevens

Seconded: Cr John Begg

That the Local Government Funding Agency Statement of Intent 2024-2027 report is accepted.

CARRIED

Note:

Council expressed a desire for a presentation from the LGFA at a suitable time, once more detail on the impact of the Local Water Done Well Reform Programme is known.

16.3 DELEGATIONS POLICY 308 AMENDMENTS

Council considered the reviewed 308 Delegations Policy amendment for adoption.

RESOLUTION 2024/134

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

1. That the 308 Delegations Policy Amendments report is received; and
2. That Council accepts the proposed changes to the 308 Delegations Policy as presented.

CARRIED

16.4 HERITAGE GRANT APPLICATION - WAIMATE KNOX CHURCH

Council considered the Heritage Grant funding application from Waimate Knox Presbyterian Church.

RESOLUTION 2024/135

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

1. That the Heritage Grant Application report is accepted; and
2. That Council approves the Heritage Grant funding to Waimate Knox Presbyterian Church of \$1,000.00.

CARRIED

16.5 RECREATIONAL TRACK GRANT APPLICATION - POINT BUSH ECOLOGICAL RESTORATION TRUST

Council considered the Recreational Track Grant funding application from Point Bush Ecological Restoration Trust

RESOLUTION 2024/136

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr John Begg

1. That the Recreational Track Grant Application - Point Bush Ecological Restoration Trust report is accepted; and
2. That Council approves Recreational Track Grant funding to Point Bush Ecological Restoration Trust of \$10,000.

CARRIED

Note:

Council requested future quotes included in funding applications need to provide detail of the work to be undertaken, not just an amount.

The meeting was adjourned at 10.23am for morning tea with the retiring members of the Creative Communities Scheme Committee and the WDC Community and Sports and Sports NZ Rural Travel Fund Grants Committee.

The meeting was reconvened at 10.52am.

The Mayor thanked retiring members Hazel Fish, Alistair Boot, Cheryl Vaughan and Peter Vendetti for their service to the community. An apology was received by retiring member, Toni Oudemans who could not attend the morning tea.

16.6 REFRESH OF THE CREATIVE NZ COMMUNITIES COMMITTEE AND WAIMATE DISTRICT COUNCIL COMMUNITY AND SPORTS COMMITTEE**RESOLUTION 2024/137**

Moved: Mayor Craig Rowley

Seconded: Cr Colin Pankhurst

1. That the Refresh of the Creative NZ Communities Committee and Waimate District Council Community and Sports Committee report be accepted, and
2. Council approved new community members on the Creative NZ Communities Committee, being: Penny Proudfoot, Zuni Steer, Elizabeth Tonkin and Rosie Staite; and
3. Council approved new community members on the Waimate District Council Community and Sports Committee, being: Marilyn Anderson, Jayne Smith, Chris Mercer and Lynne Rooney.

CARRIED

Note:

Council asked for future Refresh of Grant Committees reports be taken in the Public Excluded section of the meeting to allow for a free and frank discussion.

16.7 SUBMISSION ON MERIDIAN ENERGY LIMITED RESOURCE CONSENTS – WAITAKI HYDRO POWER SCHEME RENEWAL

Council considered a submission on Meridian Energy Limited's (Meridian) renewal of resource consents associated with the Waitaki Hydro Power Scheme.

RESOLUTION 2024/138

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

1. That the Submission on Meridian Energy Limited Resource Consents – Waitaki Hydro Power Scheme Renewal report be accepted; and
2. That Council agrees to submit the officer's recommended submission, as provided in the report, with the addition of an acknowledgment there is likely to be considerable work required in future years on the road maintenance around dams, and look forward to holding relevant conversations with Meridian Energy.

CARRIED**16.8 AORAKI FOUNDATION AGREEMENTS AND REAPPOINTMENT OF MAYORAL APPOINTEE**

Council considered Aoraki Foundation's request for Waimate District Council to support the Partnership Agreement and MoU (Memorandum of Understanding); and Pass-Through Fund Agreement (South Canterbury Emergency Response Fund); and noted the reappointment of Tony Alden as Waimate Mayor's representative on the Aoraki Foundation for the next three years.

RESOLUTION 2024/139

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

1. That the Aoraki Foundation Agreements and Reappointment of Mayoral Appointee report be accepted; and
2. That Council declines the invitation to sign the Aoraki Foundation Community Partnership Agreement and MoU; and Pass-Through Agreement (SC Emergency Response Fund); and
3. That Council agrees to seek feedback from the community to contribute to the Aoraki Foundation Community Partnership Agreement and MoU as part of the Long Term Plan consultation process; and
4. That Council notes the Mayoral reappointment of Tony Alden as Waimate Mayor's representative on the Aoraki Foundation for the next three years.

CARRIED**Note:**

Council noted the Mayoral Fund as being a good vehicle for attracting donations in the light of any emergency response.

16.9 REMUNERATION AUTHORITY REVIEW OF REMUNERATION FRAMEWORK

Council discussed the Local Government Remuneration Authority's review of the framework for determining the remuneration, allowances and hearing fees for elected members, and considered providing feedback.

RESOLUTION 2024/140

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

1. That the Remuneration Authority Review of Remuneration Framework report is received; and
2. That Council provide feedback to the Local Government Remuneration Authority.

CARRIED**Note:**

The Mayor and Deputy Mayor will supply their estimations to be formatted into Council's worksheet response for time spent on average per week for Council related meetings, workshops, representations, enquiries and other related activities.

Council's general feedback on time:

- There has been a noticeable increase of reading required to be fully informed, particularly to Government's many legislation changes and changes in policy direction, and it was noted this is not reflective of the size of council.
- Rural councils tend to get involved in more issues than the metropolitan councils.
- There has been an increased effort to engage with the community for feedback on the various Government's changes to legislation.
- Council also noted that there would be an effect on the community for any increase in remuneration.

Council also noted they generally choose not to take available allowances and are very prudent with expenditure, and felt the current allowances were fair. To ensure good representation around the Council table, allowances need to be available not to discourage future elected members.

Council agreed that remuneration should be paid out of a national remuneration pool funded by general taxation.

16.10 AMENDMENT TO STANDING ORDERS: ATTENDANCE BY AUDIO OR AUDIO-VISUAL LINK

Council considered an update to Council's Standing Orders to allow members to attend by audio link or audio-visual link and still to be counted towards the quorum of the meeting.

RESOLUTION 2024/141

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

1. That the Amendment to Standing Orders: Attendance by Audio or Audio-Visual Link report is accepted; and
2. That Council approves amendments to Standing Orders 11.1, 13.8, 13.9 and 13.10 as provided for in this report; and notes that this decision requires a vote of not less than 75 percent of members present.

CARRIED

16.11 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT REQUESTS REPORT

RESOLUTION 2024/142

Moved: Mayor Craig Rowley

Seconded: Cr Colin Pankhurst

That the Local Government Official Information and Meetings Act Requests Report be accepted.

CARRIED

Note:

Council asked for communications be provided to the public around the amount of work undertaken by staff in responding to Local Government Official Information and Meetings Act requests.

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 2024/143

Moved: Cr Sandy McAlwee

Seconded: Cr Tom O'Connor

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 23 July 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	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>	
18.3 - Alpine Energy Shareholder Dashboard - Quarter 1 of the 2025 Financial Year	<p>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</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>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		

19 RE-ADMITTANCE OF THE PUBLIC REPORT

RESOLUTION 2024/144

Moved: Cr Sandy McAlwee

Seconded: Cr Rick Stevens

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 12.08pm.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 17 September 2024.

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CHAIRPERSON