



MINUTES

Ordinary Council Meeting

27 January 2026

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 27 JANUARY 2026, COMMENCING AT 10:15 AM**

PRESENT: Mayor Craig Rowley(Chair), Deputy Mayor Sandy McAlwee, Cr John Begg, Cr Jakki Guilford, Cr Stacey Hall, Cr Paul Harrison, Cr Peter Paterson, Cr Lisa Small, Cr Rick Stevens

APOLOGIES:

IN ATTENDANCE: Stuart Duncan (Chief Executive), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Nicole Timney (Community and Strategy Group Manager), Aleisha Macpherson (Corporate Services Assistant).

PARTIAL ATTENDANCE: Grace Aikman (Acting Human Resources Manager).

OPENING

1 MEETING OPENING

Cr Stacey Hall the Council meeting with an inspirational reading.

The Mayor acknowledged all those effected in the recent weather event in the North Island, and the tragic loss of life at Mt Maunganui.

2 PUBLIC FORUM

There were no speakers at the Public Forum.

3 APOLOGIES

Nil

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), 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 16 DECEMBER 2025

RESOLUTION 2026/1

Moved: Cr Jakki Guilford

Seconded: Cr Lisa Small

That the Minutes of the Council Meeting held on 16 December 2025 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 2026/2

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Mayor's Report is accepted.

CARRIED

10 DEPUTY MAYOR'S REPORT

Nil

11 COUNCILLORS' REPORT

11.1 COUNCILLORS' REPORT

RESOLUTION 2026/3

Moved: Cr John Begg

Seconded: Deputy Mayor Sandy McAlwee

That the Councillors' Report is accepted.

CARRIED

Note:

Cr Paul Harrison attended the Waihao Wainono AGM on 16 December 2025.

12 CHIEF EXECUTIVE'S REPORT

12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

RESOLUTION 2026/4

Moved: Mayor Craig Rowley

Seconded: Cr Peter Paterson

That the Chief Executive's Activity Report is accepted.

CARRIED

13 COUNCIL ACTIONS REPORT

13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC

RESOLUTION 2026/5

Moved: Cr Lisa Small

Seconded: Cr Rick Stevens

That the Outstanding Council Actions Report – Public is accepted.

Note: The CE has written to FENZ regarding the transfer of ownership of the appliances and the related debt and will follow this up again.

CARRIED

14 HUMAN RESOURCES REPORT

14.1 HUMAN RESOURCES REPORT

RESOLUTION 2026/6

Moved: Cr John Begg

Seconded: Cr Jakki Guilford

That the Human Resources Managers report is accepted.

Note: Cr Guilford asked for the addition of a section within the report for the roles that are currently being recruited for.

CARRIED

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS**16.1 ESTABLISHMENT OF WAIMATE DISTRICT COUNCIL WATER SERVICES COMMITTEE**

Council considered the establishment of the Waimate District Council Water Services Committee, agreed the composition and membership of the Committee, the terms of reference and remuneration for external appointees of the Committee.

RESOLUTION 2026/7

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

1. That the Establishment of Waimate District Council Water Services Committee report is accepted; and
2. That Council approves:
 - (a) The establishment of the Waimate District Council Water Services Committee, here in to be referred to as the WDC Water Services Committee; and
 - (b) The attached terms of reference for the WDC Water Services Committee, and
 - (c) The composition and appointment of the Committee members (as outlined in point 23):
 - (i) Independent Chair (on recommendation of the Chief Executive and agreed by the Mayor and Deputy Mayor)
 - (ii) Deputy Chair (to be selected from the five members below)
 - (iii) Independent Appointee (on recommendation of the Chief Executive and agreed by the Mayor and Deputy Mayor)
 - (iv) Independent Runanga appointee (nominated by Runanga, agreed by Ngai Tahu and appointed by Council).
 - (v) Councillor (by appointment of Council)
 - (vi) Councillor (by appointment of Council)
 - (vii) Councillor (by appointment of Council), and
3. Approves the remuneration of external Committee members as noted in the attached remuneration schedule:
 - (a) Independent Chair - \$1,391.30 plus GST if any per ordinary meeting plus reasonable expenses.
 - (b) Independent Appointees - \$1,391.30 plus GST if any per ordinary meeting plus reasonable expenses.

CARRIED

16.2 WDC WATER SERVICES COMMITTEE - POLICY REVIEW

Council considered the policy changes required to support the immediate establishment of the new WDC Water Services Committee and water services internal business unit (IBU), including the delegation of appropriate authority and the policy framework necessary to enable the committee and IBU to operate in accordance with relevant legislation.

RESOLUTION 2026/8

Moved: Cr Jakki Guilford
Seconded: Cr Rick Stevens

1. That the WDC Water Services Committee - Policy Review report is accepted; and
2. That Council approves the changes to the Delegations Policy and Asset Management Policy with the proposed amendments; and
3. That Council acknowledge the ongoing development of Council policy to meet the requirements of water service delivery legislative and regulatory requirements.

CARRIED

16.3 LOCAL GOVERNMENT NEW ZEALAND FOUR MONTHLY REPORT: JULY TO DECEMBER 2025

RESOLUTION 2026/9

Moved: Cr Lisa Small
Seconded: Cr John Begg

That the Local Government New Zealand Four Monthly Report: July to December 2025 is received.

CARRIED

16.4 RISKPOOL: UPDATE TO MEMBERS

Council received an update regarding Riskpool's current work, recent developments in domestic litigation and progress in their reinsurance negotiations.

RESOLUTION 2026/10

Moved: Cr Peter Paterson
Seconded: Cr Lisa Small

That the Riskpool: Update to Members report is received.

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 2026/11

Moved: Cr Rick Stevens
Seconded: Cr Paul Harrison

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 16 December 2025	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 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 - Consideration of Land Purchase - Park Road, Waimate	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority 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
18.4 - Statutory Land Management Application - Res 814 Blk VI Waitaki SD- Gravel	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 2026/12**

Moved: Cr Jakki Guilford

Seconded: Deputy Mayor Sandy McAlwee

That Council moves out of Closed Council into Open Council.

CARRIED

ITEMS RELEASED FROM THE PUBLIC EXCLUDED SECTION OF THE MEETING**18.4 STATUTORY LAND MANAGEMENT APPLICATION - RES 814 BLK VI WAITAKI SD-GRAVEL**

Council considered approving a Statutory Land Management Application to the Department of Conservation (DOC) in respect of Reserve 814 BLK VI Waitaki SD-Gravel (referred to hereafter as Gravel Reserve).

RESOLUTION 2026/13

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

1. That the Statutory Land Management Application - Res 814 Blk VI Waitaki SD-Gravel report is accepted; and
2. That Council approves a Statutory Land Management Application to the Department of Conservation (DOC) in respect of Reserve 814 BLK VI Waitaki SD-Gravel.
3. That Council brings its decision into the public section of the meeting.

CARRIED

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.22pm.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 24 February 2026.

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CHAIRPERSON