



Minutes of an Ordinary Meeting of Council

10.00am Tuesday 23 February 2016 held in the Council Chamber, Wairoa District Council, Coronation Square, Wairoa.

Present: His Worship the Mayor Mr C Little (Chairman)

Councillors: M Bird, B Cairns, D Eaglesome-Karekare, J Harker.

G Symes (Māori Standing Committee Chairman)
P Kelly (Māori Standing Committee Representative)
F Power (Chief Executive Officer)
H Montgomery (Regulatory Manager)
J Cox (Engineering Manager)
J Baty (Corporate Services Manager)
C McGimpsey (Governance Advisor & Policy Strategist)
A Morton (Chief Financial Officer)
K Tipuna (Communications Strategist)

Procedural Items

1. Civic Prayer

The karakia was given by Maori Standing Committee Chairman Mr Symes.

2. Apologies for absence

Apologies were received from Councillor Flood and Councillor Cairns for lateness.

3. Declarations of Conflict of Interest

None.

4. Chairman's Announcements

None.

5. Items of Urgent Business not on the Agenda

- Minutes of the Maori Standing Committee 12 February 2016

6. Public Participation

Mr G Preston spoke on items 8 & 9 – Minutes of the previous meeting and Monthly Update report.

Mr D Caves spoke on items 7 & 9 – Information Pack and Monthly Update report

Ms M Rodgers thanked the Council for work completed by the Engineering department on an overgrown tree.

7. Information Pack

Resolved: *That the February 2016 Information Pack is received.*

Little/Harker

8. Confirmation of Minutes of the Previous Meeting

Resolved: *That the minutes of the Ordinary Meeting of Council held on 8 December 2015 be confirmed as a correct record of the proceedings.*

Eaglesome-Karekare /Bird

Resolved: *That the minutes of the Extraordinary Meeting of Council held on 18 December 2015 be confirmed as a correct record of the proceedings.*

Johansen/Harker

9. Monthly Update Report

The Chief Executive Officer presented his report.

Councillors discussed the following:

- Including progress on KPIs in the update report
- SH38 meeting – section of the road that this will cover
- SLT vision
- Introduction of financial reporting

Resolved: *That the report be received.*

Harker/Bird

General items

10. Representatives on the Wairoa District Heritage and Museum Trust

Councillor Cairns declared an 'other specified interest' as she is the chair of the Wairoa District Heritage and Museum Trust.

Councillors discussed:

- Council's financial contribution to the Museum
- Intended change to Museum's constitution to reduce the number of Council representatives to 1
- Nature of the relationship between the Trust and the Council.

<u>Resolved:</u>	<i>That:</i> <ol style="list-style-type: none"> 1. <i>The report be received;</i> 2. <i>The Mayor meet with the Trust to discuss appointments; and,</i> 3. <i>The Mayor takes the matter to the next Maori Standing Committee meeting.</i> <p style="text-align: right;"><i>Bird/Eaglesome-Karekare</i></p>
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11. Change to meeting schedule

<u>Resolved:</u>	<i>That the meeting scheduled is amended so that the July Council meeting is 19th July 2016.</i> <p style="text-align: right;"><i>Eaglesome-Karekare/Johansen</i></p>
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12. District Plan Review Update

The Chief Operations Officer presented the report.

A point of clarity was sought regarding what steps were currently completed.

<u>Resolved:</u>	<i>That the report be received.</i> <p style="text-align: right;"><i>Eaglesome-Karekare/Harker</i></p>
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Councillor Bird left the meeting at 11.04am

13. Election Timings

The Corporate Services Manager (Electoral Officer) presented the report.

Councillor Bird re-entered the meeting at 11.06am.

Councillors discussed:

- Adding a referendum/poll question to the ballot papers
- Maori ward seats poll
- Council shutdown period

<u>Resolved:</u>	<i>That the report be received.</i> <p style="text-align: right;"><i>Johansen/Cairns</i></p>
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ADJOURNED 11.12am

RECONVENED 11.22am

14. Net Promoter Score (NPS) Framework

The Corporate Services Manager presented the report and played a YouTube clip (link included in the report under 'Further Information').

Councillors discussed:

- Including residents in the framework
- Ensuring data between residents and visitors is kept separate
- Purpose of the survey and the process to feed information back to relevant organisations and the community
- The purpose of the Communitrak survey
- Including the survey in rates notices
- Role of the ED team in the feedback process

<u>Resolved:</u>	<i>That Council adopt the Net Promoter Score Framework to assess and improve visitors' and residents' views on Te Wairoa, with a more detailed report to come to the March Council meeting on the processes and survey methods using this framework.</i>
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Harker/Cairns

15. Update on 2016/17 Annual Plan Framework

The Chief Financial Officer presented the report

Councillors discussed:

- New legislation regarding annual plan consultation
- Ability to meet timeframes

<u>Original motion:</u>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. APPROVES the timetable for the presentation of the draft 2016/17 Annual Plan to Council as indicated at Appendix 1, 2. APPROVES that the Year 2 budget of the 2015/25 Long Term Plan (Yr2 LTP) be used as the starting point, or baseline, for the development of the 2016/17 Annual Plan, 3. NOTES the statutory timetable for the adoption of the Annual Plan is 30 June 2016 (S 95(3) of the LG Act) 4. NOTES that the planning intention is that there is no requirement for additional public consultation under s 95 (2A) of the LG Act, however sufficient time has been allowed for consultation in the timetable provided if Council wishes to do so.
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Eaglesome-Karekare/Harker

Amendment: That (4) be re-worded to state:
 4. **NOTES** that the planning intention is that there is no requirement for additional public consultation under s 95 (2A) of the LG Act, however sufficient time has been allowed for consultation in the timetable provided if there are significant or material changes or if Council wishes to do so.

Cairns/Johansen**CARRIED**

Resolved - Substantive motion: That Council:

1. **APPROVES** the timetable for the presentation of the draft 2016/17 Annual Plan to Council as indicated at Appendix 1,
2. **APPROVES** that the Year 2 budget of the 2015/25 Long Term Plan (Yr2 LTP) be used as the starting point, or baseline, for the development of the 2016/17 Annual Plan,
3. **NOTES** the statutory timetable for the adoption of the Annual Plan is 30 June 2016 (S 95(3) of the LG Act)
4. **NOTES** that the planning intention is that there is no requirement for additional public consultation under s 95 (2A) of the LG Act, however sufficient time has been allowed for consultation in the timetable provided if there are significant or material changes or if Council wishes to do so.

CARRIED**Receipt of Minutes from Committees/Action Sheets****16. Council Action Sheets**

Councillors reviewed the Action Sheets and sought clarity on Actions 404 and 456.

17. Maori Standing Committee

Councillors discussed the recommendations from the Maori Standing Committee on the 12 February 2016.

IWITEA ROAD

Recommended: That the overhanging pine trees, overgrown grass verge, blackberries and flaxes and overgrown vegetation in drains on Iwitea Road be tidied up.

This was referred to Council staff to include in their work programme.

WAIHI DAM

Recommended: That the Maori Standing Committee fully endorse the proposed letter being sent by the Wairoa District Council's Mayor and Councillors to Hawke's Bay Regional Chair and Councillors.

Recommended: That Council tarseal main gateway and lighting at the entranceway for Hinemihi Marae.

Councillors suggested that the Maori Standing Committee complete an inventory on roading and lighting outside of marae in the district and present a district-wide proposal back to Council.

Resolved: *That Council receive the Maori Standing Committee minutes from their meetings on the 22 January 2016 and 12 February 2016.*

Eaglesome-Karekare/Little

Public-excluded items

18. Resolution to exclude the public

Resolved: That the public be excluded from the following parts of the proceedings of this meeting, namely:

1. Confidential Minutes of Previous Council Meeting (8 December 2015)
2. Confidential Action Sheet
3. Te Tira Whakaemi o Te Wairoa Treaty Settlement Documentation

The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) 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(1) to the passing of this resolution
Confidential Minutes of Previous Council Meeting	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to:	48(1)(a) That the public conduct of the whole or 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:
	Section 7 (2) (a) protect the privacy of natural persons, including that of deceased natural persons (h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial	(i) where the local authority is named or specified in the Schedule 1 to this Act, under section 6 or section 7 (except section 7(2)(f)(i)) [of the Local Government Official Information and Meetings Act 1987]

		activities	
	Confidential Action Sheet	Section 7 (2) (a) protect the privacy of natural persons, including that of deceased natural persons (h) enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	(i) where the local authority is named or specified in the Schedule 1 to this Act, under section 6 or section 7 (except section 7(2)(f)(i)) [of the Local Government Official Information and Meetings Act 1987]
	Te Tira Whakaemi o Te Wairoa Treaty Settlement Documentation	Section 7 (2) (i) enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);	(i) where the local authority is named or specified in the Schedule 1 to this Act, under section 6 or section 7 (except section 7(2)(f)(i)) [of the Local Government Official Information and Meetings Act 1987]

Harker/Eaglesome-Karekare

PUBLIC EXCLUDED: 12.30pm

RE-ADMITTED: 1.08pm

There being no further General Business His Worship the Mayor declared the meeting closed.

CLOSED: The meeting closed at **1.09pm.**

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Chair