

HAURAKI DISTRICT COUNCIL MEETING

MINUTES OF A MEETING OF THE HAURAKI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, WILLIAM STREET, PAEROA ON WEDNESDAY, 13 NOVEMBER 2019 COMMENCING AT 9.30 AM

PRESENT

D A Adams (His Worship the Mayor), Cr P A Milner (Deputy Mayor), Cr P G Anderson, Cr P D Buckthought, Cr C A Daley, Cr R Garrett, Cr B J Gentil, Cr R Harris, Cr S Howell, Cr D Smeaton, Cr A M Spicer, Cr J R Tilsley and Cr R L Wilkinson

IN ATTENDANCE

Messrs L D Cavers (Chief Executive), A de Laborde (Group Manager - Engineering Services), D Peddie (Group Manager - Corporate Services), P Thom (Group Manager - Planning & Environmental Services), S B Fabish (Group Manager - Community Services and Development), J McIver (Community Engagement Manager), Ms K McLaren (Community Engagement Officer), P Matthews (Parks and Reserves Manager), A Chwesik (Community Facilities Officer), Mrs D Bezuidenhout (Property Officer), D Lees (Property Manager), D Varcoe (Community Services Manager), Mrs J Stephenson (Hauraki District Sports Co-ordinator), Ms K Quinn (Senior Strategic Planner) and Ms C Black (Council Secretary)

KARAKIA TIMATANGA

The Mayor opened the meeting with a karakia.

APOLOGIES

RESOLVED

THAT the apology of Cr R Broad be received and sustained.

C19/394

Harris/Daley

CARRIED

LATE ITEMS

There were no late items.

DECLARATIONS OF INTERESTS

There were no declarations.

CONFIRMATION: INAUGURAL MEETING OF ELEVENTH TRIENNIUM OF THE HAURAKI DISTRICT COUNCIL MINUTES – (30-10-19) (2664516)

RESOLVED

THAT the minutes of the Inaugural meeting of the Eleventh Triennium of the Hauraki District Council held on Wednesday, 30 October 2019 are received and confirmed as a true and correct record.

C19/395

Spicer/Wilkinson

CARRIED

ADOPTION OF STANDING ORDERS 2019-2022 (2678404)
Appendix A - HDC Draft Standing Orders (2677512)

The Group Manager – Community Services and Development provided the members with an overview of the relevance of adopting a set of standing orders to reflect the legislative requirements to the conduct of Council and Committee meetings.

RESOLVED

THAT report be received.

C19/396

Adams/Spicer

CARRIED

The draft model standing orders was updated and published by LGNZ in August 2019 for adoption by Councils for the 2019-2022 triennium. Attached was a copy of the draft Standing Orders which included a number of optional clauses for the members to consider, as follows:

- Members' right to attend by audio or audio visual link (clauses 13.11 – 13.16);
- A casting vote for the Chairperson (clauses 19.3); and
- The choice of a default option for speaking and moving motions:
 - A - formal, (cl. 22.2); or
 - B - medium, (cl. 22.3); or
 - C - informal, (cl. 22.4).

RESOLVED

THAT Council adopt the Standing Orders 2019-2022 to apply to all meetings of Council and its committees with the following amendments:

- I. Provisions for meetings by audio link be at the discretion of the Mayor or Chairperson.
- II. The Mayor, Chairperson or any other person presiding at a meeting has a deliberative vote and, in the case of an equality of votes, has a casting vote.
- III. Option C (informal) be the default option for speaking and moving motions.

C19/397

Tilsley/Anderson

CARRIED

ADOPTION OF CODE OF CONDUCT (2678352)
Appendix A – HDC Draft Code of Conduct (2678352)

The Group Manager – Community Services and Development provided an overview of the draft Code of Conduct for the member's consideration and adoption.

RESOLVED

THAT report be received.

C19/398

Smeaton/Buckthought

CARRIED

The Local Government Act, 2002 specifies in Section 40(1) (e) that a local authority is required to make, amongst other statements, a statement as to how members will conduct themselves when acting as members of that authority.

The draft model Code of Conduct was updated and published by LGNZ in September 2019 for all local authorities to give consideration to, adopt and apply, over the 2019-2022 triennium. Attached was a copy of the draft Code of Conduct for the member's consideration.

RESOLVED

THAT the draft Code of Conduct 2019-2022, as amended be adopted.

C19/399

Wilkinson/Daley

CARRIED

COUNCIL COMMITTEE STRUCTURE, DELEGATIONS, WORKING PARTIES, ELECTED MEMBER AND NON-ELECTED MEMBER APPOINTMENTS, DELEGATIONS AND PORTFOLIOS - 2019-2022 (2662081)

Appendix A - Committee and Working Party Delegations (2662081)

Appendix B - Portfolio Job Descriptions (2679748)

The Group Manager - Community Services and Development presented a report on the proposed Council and Committee structure, establishment of working parties, elected member and non-elected member appointments, delegations and assignment of portfolios.

RESOLVED

THAT report be received.

C19/400

Adams/Spicer

CARRIED

RESOLVED

THAT in accordance with Schedule 7, Clause 30 of the Local Government Act 2002, the Council confirms the committee structure (as detailed in the report), and

THAT in accordance with Schedule 7, Clause 31 of the Local Government Act 2002 the Council appoint the members (as detailed in the report) to the respective committees, and that the Chairperson and Deputy Chairperson of the committees be as indicated, and

THAT Council appoints Councillor Phillip Buckthought as Council representative and John Tregidga as Council appointee to the Tauwhare Koiora Reserve Co-Governance Committee, and

THAT Council appoints Councillor Duncan Smeaton as Council representative and John Tregidga as Council appointee to the Ngāti Koi Domain Co-Governance Committee, and

THAT Council in accordance with Clauses 30 & 31 of Schedule 7 of the LGA, reappoints for the last triennium the respective Drainage Committees (until the Land Drainage Election process in April 2020), to serve as members to act in an advisory capacity to Council on matters relating to land drainage management programmes for the drainage districts of Western Plains, Eastern Plains, Paeroa Rural and Taramaire, and

THAT the Council and Committee meeting frequency and meeting times be approved (as detailed in the report), and

THAT all meetings unless otherwise notified be held in the Council Chambers, Council Offices, William Street, Paeroa, and

THAT the December Council meeting be held on Wednesday, 11 December 2019 with the alternative date of 18 December if required, and

THAT only two meetings are held in January 2020; Council on Wednesday, 29 January, and Community Growth Committee on Thursday, 30 January, and

THAT in accordance with Schedule 7, Clause 30 of the Local Government Act 2002 the Council appoints the working parties (as detailed in the report), and

THAT in accordance with Schedule 7, Clause 31 of the Local Government Act 2002 the Council appoints the portfolio holders to their assigned portfolios of responsibility, and

THAT Councillor Phillip Buckthought be given delegated authority to act for the Mayor as the Council's representative on the Waikato Civil Defence Emergency Management Group, and

THAT in the absence of Councillor Buckthought, the Mayor has delegated authority to act for the elected member as the Council's representative on the Waikato Civil Defence Emergency Management Group, and

THAT Council's representative or alternative representative be granted full delegated authority to commit to action and expenditure on behalf of the Council within approved budgets as per section 7 of the Waikato Civil Defence Emergency Management Group Constituting Agreement, and

THAT a Waste Minimisation Working Party be formed with the membership of Cr Smeaton as Chair, Cr Spicer, Cr Milner, Mayor Adams and Cr Garrett, and

THAT once all (undetermined) appointments have been confirmed, staff provide an update report to Council on these.

C19/401 Milner/Harris **CARRIED**

The meeting adjourned at 10.30am.
The meeting reconvened at 10.50am.

COUNCIL AND COMMITTEE MEETING SCHEDULE - BALANCE OF 2019 AND 2020 YEAR (2678766)

Appendix A - Meeting Schedule 2019-20 (2679753)

The Group Manager - Community Services and Development presented a report on the proposed meeting schedule for the balance of the 2019 calendar year and the 2020-year.

RESOLVED

THAT report be received.

C19/402 Garrett/Gentil **CARRIED**

RESOLVED

THAT the Council and Committee meeting schedule for the balance of the 2019 calendar year and 2020 year be approved and adopted.

C19/403 Wilkinson/Daley **CARRIED**

2021 LONG TERM PLAN (LTP) - COUNCIL WORKSHOP SCHEDULE 2019-2020

The Senior Strategic Planner presented the members with the long term planning process workshop schedule for the remainder of the 2019-year and early 2020.

RESOLVED

THAT report be received.

C19/404 Adams/Harris **CARRIED**

RESOLVED

THAT the workshop schedule for the 2021 long term planning process and annual plan process from November 2019 to April 2020 is approved as follows:

Wednesday, 4 December 2019 Council workshop

- Introduction to long term planning
- Introduction to development contributions as a funding tool
- 2020/2021 annual planning

Thursday, 12 December 2019 Council workshop

- Direction setting briefing

Tuesday, 28 January 2020 Council workshop

- Direction setting in action

Wednesday, 5 February 2020 Council workshop

- Direction setting in action

Wednesday, 19 February 2020 Council workshop

- Direction setting in action

Wednesday, 22 + Thursday 23 April 2020 Council workshop

- What implementing Council direction looks like?
- Early engagement plan

C19/405

Spicer/Tilsley

CARRIED

HDC - ELECTED MEMBER REMUNERATION DETERMINATION - 2019-20 (2678496)

The Group Manager - Community Services and Development presented a report on the setting of the elected member's base remuneration and additional remuneration for additional responsibilities commencing post-election.

RESOLVED

THAT report be received.

C19/406

Adams/Daley

CARRIED

RESOLVED

THAT Council recommend to the Remuneration Authority that the Hauraki District Council's Councillor positions of additional responsibility and salary be:

Deputy Mayor	\$41,074
Ward Committee Chairpersons	\$30,265
Civil Defence Committee Chairperson	\$28,103
Portfolio Leader	\$25,941
Councillor (with no additional responsibilities)	\$21,618

C19/407

Smeaton/Garrett

CARRIED

CIVIL DEFENCE UPDATE NOVEMBER 2019 (2678411)

Appendix A - Final Hauraki District Council - CDEM Capability Assessment Report - 2019 (2665652)

The Group Manager - Community Services and Development presented a report that advised Council of progress of civil defence matters since the previous report – 17 July 2019.

RESOLVED

THAT report be received.

C19/408

Buckthought/Anderson

CARRIED

COMMUNITY RECREATION REPORT NOVEMBER 2019 (2678442)

Appendix A - Sport Waikato - HDC Quarterly Activity Report 2019 (2676400)

The Parks and Reserves Manager and Community Facilities Officer presented the community recreation activity report to November 2019.

Julie Stephenson (HDC Sports Co-coordinator) and Matthew Cooper (CEO - Sport Waikato) were in attendance to present the HDC quarterly activity report and provided a PowerPoint presentation on the strategy to grow participation in sport, recreation and physical activity 'Moving Waikato 2025'.

RESOLVED

THAT report be received.

C19/409

Harris/Wilkinson

CARRIED

COMMUNITY FACILITIES REPORT - NOVEMBER 2019 (2678483)

The Property Officer, Community Facilities Officer and Parks and Reserves Manager presented the monthly Facilities activity report to November 2019.

RESOLVED

THAT report be received.

C19/410

Buckthought/Smeaton

CARRIED

COMMUNITY INITIATIVES REPORT FOR OCTOBER 2019 (2678410)

The Community Engagement Manager and Community Engagement Officer presented a report on community initiatives activity to October 2019.

RESOLVED

THAT the report be received.

C19/411

Spicer/Harris

CARRIED

Requests for Finance Assistance – Ward Community Assistance Funds (2677045)

The Community Engagement Manager presented a number of applications for funding assistance from organisations seeking financial support by way of a grant from the Wards Community Assistance Funds.

RESOLVED

THAT the correspondence from Paeroa Pipe Bands Tattoo Committee Inc., Paeroa Neighbours, Paeroa Basketball Association, Thames Valley Touch, and Paeroa Night Owls Community Patrol be received, and

C19/412 Spicer/Wilkinson **CARRIED**

RESOLVED

THAT \$1,500 is granted from the Plains Ward Community Assistance Fund to the Paeroa Pipe Bands Tattoo Committee Inc., for the 2020 event.

C19/413 Harris/Buckthought **CARRIED**

RESOLVED

THAT \$1,500 is granted from the Waihi Ward Community Assistance Fund to the Paeroa Pipe Bands Tattoo Committee Inc., for the 2020 event.

C19/414 Spicer/Howell **CARRIED**

RESOLVED

THAT \$2,500 is granted from the Paeroa Ward Community Assistance Fund to the Paeroa Pipe Bands Tattoo Committee Inc., for the 2020 event.

C19/415 Daley/Milner **CARRIED**

RESOLVED

THAT \$1,000 is granted from the Paeroa Ward Community Assistance Fund to Paeroa Neighbours for the foodbank activity, and

THAT \$200 is granted from the Paeroa Ward Community Assistance Fund to Paeroa Basketball Association towards the 2020 tournament costs, and

THAT \$200 is granted from the Paeroa Ward Community Assistance Fund to Thames Valley Touch towards the 2020 tournament costs, and

THAT \$1,000 is granted from the Paeroa Ward Community Assistance Fund to Paeroa Night Owls Community Patrol towards the annual vehicle operating costs.

C19/416 Milner/Daley **CARRIED**

KARAKIA WHAKAMUTUNGA

The Mayor closed the meeting with a karakia at 12.05pm.

CONFIRMED

D A Adams
Mayor

27 November 2019