



**WHANGANUI
DISTRICT COUNCIL**
Te Kaunihera a Rohe o Whanganui

MINUTES

**Council Meeting
19 November 2019**

Order Of Business

1	Opening Prayer / Karakia.....	3
2	Apologies	3
3	Leave of Absence.....	3
4	Declarations of Interest	4
5	CORrespondence / Late Items / Additional Information	4
6	Public Engagement Forum	4
7	Confirmation of Minutes	4
7.1	Minutes of the Council Meeting held on 31 October 2019	4
8	Reports to Council	5
8.1	Whanganui Masters Games - February 2021.....	5
8.2	District Plan Change 53 (Springvale Structure Plan) and Notice of Requirement to Designate Land for Public Works - Delegation to Independent Commissioners	5
8.3	Reserve Name Change Request	6
8.4	Increased Litter Infringement Fee	6
8.5	Government Consultation Update - November 2019.....	7
8.6	Adoption of Committee Structure, Terms of Reference, and Supporting Remuneration.....	8
8.7	Process for Recruitment of Independent Committee Members	10
8.8	Meeting Schedule 2020.....	10
8.9	Appointments to boards and external bodies November 2019	11
8.10	Representative Update - November 2019	11
8.11	Mayor's Report – November 2019.....	11
9	Minutes for Receipt.....	12
	Nil	
10	Motion to Exclude the Public.....	13

**MINUTES OF MEETING OF THE WHANGANUI DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER, 101 GUYTON STREET, WHANGANUI
ON 19 NOVEMBER 2019 AT 1.05PM**

PRESENT: Mayor Hamish McDouall, Deputy Mayor Jenny Duncan, Cr Charlie Anderson, Cr Josh Chandulal-Mackay, Cr Helen Craig, Cr Kate Joblin, Cr Hadleigh Reid, Cr Alan Taylor, Cr Philippa Baker-Hogan, Cr Rob Vinsen, Cr Graeme Young, Cr Brent Crossan, Cr James Barron

APOLOGIES: Nil

IN ATTENDANCE: Kym Fell (Chief Executive), Bryan Nicholson (Chief Operating Officer), Mike Fermor (General Manager Finance, Leighton Toy (General Manager Property), Rob Goldsbury (Legal Counsel), Hamish Lampp (Planning Manager), Leayne Huirua (Policy Administrator) Sarah Pomeroy (Communications & Marketing Manager), Kate Barnes (Senior Democracy Advisor), Anna Palamountain (Governance Services Officer) and Grant Skilton (WRCB Chair).

1 OPENING PRAYER / KARAKIA

Mayor McDouall read the Council Prayer.

Mayor McDouall acknowledged the passing of former Councillor Allan Anderson (2007 – 2013) and requested the Council observe a minute's silence.

2 APOLOGIES

Nil

3 LEAVE OF ABSENCE

Nil

SPEAKING RIGHTS - WHANGANUI RURAL COMMUNITY BOARD CHAIR

Resolution 2019/101

Moved: Mayor Hamish McDouall

Seconded: Cr Alan Taylor

That Grant Skilton, Whanganui Rural Community Board Chair, be granted speaking rights at this meeting

CARRIED

4 DECLARATIONS OF INTEREST

Cr Anderson declared an interest in Item 14.1 Whanganui District Council Holdings Limited Report.
Mayor Hamish McDouall declared an interest Item 14.2 Whanganui Heritage Restoration Trust – Building Purchase.

Cr Baker-Hogan noted that she was a member of the Whanganui New Zealand Masters Games Trust but intended to participate and vote on Item 8.1 Whanganui Masters Games – February 2021.

5 CORRESPONDENCE / LATE ITEMS / ADDITIONAL INFORMATION

ADDITIONAL INFORMATION

Resolution 2019/102

Moved: Mayor Hamish McDouall

Seconded: Cr James Barron

That the additional information tabled is taken with the relevant items:

- Chief Executive Report – November 2019

CARRIED

6 PUBLIC ENGAGEMENT FORUM

No registrations for the Public Engagement Forum were received.

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 31 OCTOBER 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Resolution 2019/103

Moved: Deputy Mayor Jenny Duncan

Seconded: Cr Josh Chandulal-Mackay

That the Minutes of the Council Meeting held on 31 October 2019 are confirmed as a true and correct record.

CARRIED

8 REPORTS TO COUNCIL

8.1 WHANGANUI MASTERS GAMES - FEBRUARY 2021

Author: Leighton Toy - General Manager Property

Authoriser: Kym Fell - Chief Executive

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Cr Baker-Hogan noted that she was a member of the Whanganui New Zealand Masters Games Trust but intended to participate and vote on Item 8.1 Whanganui Masters Games – February 2021.

In response to questions, Council's General Manager Property said that the additional funds requested would be loan funded by Council and were intended for the recruitment of a full time Games Manager. He added that a suitable level of guaranteed funding from Council was needed to begin recruitment. He further added that this funding request could not wait until the annual planning process as it was critical that recruitment started by the end of December 2019 as the Games Manager was required to travel to Dunedin in February 2020.

Cr Craig suggested adding "up to a maximum of" following the figure of \$40,000 in the staff recommendation. The Mayor agreed.

Resolution 2019/104

Moved: Cr Helen Craig

Seconded: Mayor Hamish McDouall

That Council

- (a) re-confirm their commitment of support for the New Zealand Masters Games.
- (b) increases the annual grant funding for the Whanganui New Zealand Masters Games 2021 from \$40,000 up to a maximum of \$100,000.

CARRIED

8.2 DISTRICT PLAN CHANGE 53 (SPRINGVALE STRUCTURE PLAN) AND NOTICE OF REQUIREMENT TO DESIGNATE LAND FOR PUBLIC WORKS - DELEGATION TO INDEPENDENT COMMISSIONERS

Author: Hamish Lampp - Planning Manager

Authoriser: Charlotte Almond - General Manager Strategy

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

In response to questions, Council's Planning Manager said he had sought advice in relation to the recommended decision to appoint two independent commissioners to the hearing panel. He added that based on advice received he was confident that a hearing panel of two independent

commissioners was a cost effective approach proportionate to the scale and complexity of the matter.

Resolution 2019/105

Moved: Mayor Hamish McDouall

Seconded: Cr Alan Taylor

That Council delegates, in accordance with section 34A of the Resource Management Act 1991, its functions, power and duties to independent hearing commissioners Rob van Voorthuysen, acting as Panel Chair with casting vote, and Miria Pomare to conduct a hearing, consider submissions and make recommendations on Plan Change 53 and a decision on a notice of requirement for a designation (Des19/001).

CARRIED

8.3 RESERVE NAME CHANGE REQUEST

Author: Leayne Huirua - Policy Administrator

Authoriser: Charlotte Almond - General Manager Strategy
Hamish Lampp - Planning Manager

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Resolution 2019/106

Moved: Deputy Mayor Jenny Duncan

Seconded: Cr Philippa Baker-Hogan

That Council

- (a) publicly notifies the proposed name change of the Braves Ballpark to the Whanganui Ballpark, inviting public submissions for 15 working days.
- (b) proceeds to a gazette notice declaring that the reserve shall be known as the Whanganui Ballpark, providing no objections are received in response to public notification.
- (c) notes that if objections are received in response to public notification, the matter be brought back to Council to consider the objections before making a decision on the name change request.

CARRIED

8.4 INCREASED LITTER INFRINGEMENT FEE

Author: Stuart Hylton - Contractor

Authoriser: Leighton Toy - General Manager Property

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Resolution 2019/107

Moved: Cr Rob Vinsen

Seconded: Deputy Mayor Jenny Duncan

That Council resolves, pursuant to section 13 of the Litter Act 1979, to increase the litter infringement fee from \$100 to \$400.

CARRIED

8.5 GOVERNMENT CONSULTATION UPDATE - NOVEMBER 2019

Author: Justin Walters - Policy Analyst Legislative & Performance Management

Authoriser: Stephanie Macdonald-Rose - Policy & Governance Manager

Charlotte Almond - General Manager Strategy

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

In regard to the format in which the submission matrix was presented, it was suggested that the current table format be revised for ease of understanding. It was also suggested that the matrix score be reviewed to accommodate weighting each criteria.

Council's Policy Analyst appreciated the feedback suggested and advised that he would incorporate requested amendments.

Resolution 2019/108

Moved: Mayor Hamish McDouall

Seconded: Cr Kate Joblin

That Council

- (a) confirms the Council Submission Process.
- (b) delegates the authority to adopt formal Council submissions to the Mayor and Chief Executive, in consultation with the members of Council, where there is insufficient time for the submission to be brought to Council for formal adoption.
- (c) confirms the criteria for the Submission Development Matrix, subject to requested amendment.
- (d) receives information within Government Consultation Update – November 2019.
- (e) adopts the submission on Action for healthy waterways framework.

CARRIED

8.6 ADOPTION OF COMMITTEE STRUCTURE, TERMS OF REFERENCE, AND SUPPORTING REMUNERATION

Author: Kate Barnes - Senior Democracy Advisor

Authoriser: Stephanie Macdonald-Rose - Policy & Governance Manager
Charlotte Almond - General Manager Strategy

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

In response to a question, Council's Senior Democracy Advisor said that the responsibilities outlined in the Governance Manual 2019-22 under the Committee Chairperson and Advisory Group Chair section was developed to accommodate the responsibilities held by Cr Craig.

Minor feedback was provided regarding the tasks associated to the Chief Executive Review Committee. Council's Senior Democracy Advisor noted these and said she would incorporate suggested amendments.

Cr Baker-Hogan suggested that Cr Craig be appointed to the Chief Executive Review Committee. Cr Craig respectfully declined.

Concern was raised regarding the gender diversity of the Waste Minimisation Advisory Group. It was suggested and Cr Craig agreed to be appointed to the advisory group.

In response to a question, the Mayor confirmed that an external person could be appointed to the Sports and Recreation Advisory Group. Council's Senior Democracy Advisor said she would amend the terms of reference to reflect this.

The Mayor announced that he intended to review councillor appointments in 2021.

Resolution 2019/109

Moved: Mayor Hamish McDouall

Seconded: Cr Helen Craig

That Council

- (a) adopts the committee structure and terms of reference as outlined in "Whanganui District Council Governance Manual 2019-22" as amended
- (b) appoints the membership of each committee as follows
 - (i) Strategy and Finance Committee – Chairperson Cr Kate Joblin, Deputy Chair Cr Josh Chandulal-Mackay, mayor, and all other councillors
 - (ii) Infrastructure, Climate Change, and Emergency Management – Chairperson Cr Alan Taylor, Deputy Chair Cr Hadleigh Reid, mayor, and all other councillors
 - (iii) Property and Community Services – Chairperson Cr Helen Craig, Deputy Chair James Barron, mayor, and all other councillors
 - (iv) Audit and Risk – Chair Jenny Duncan, Mayor, Crs Joblin, Barron, and Chandulal-Mackay, 2 vacancies to be filled by external appointees

- (v) Policy and Bylaw – Chair Mayor McDouall, Deputy Chair Jenny Duncan, and all other councillors
- (vi) Regulatory – Chair Josh Chandulal-Mackay, Deputy Cr Charlie Anderson and all other councillors
- (vii) Chief Executive Review – Chairperson Cr Duncan, mayor, and Crs Taylor and Joblin
- (c) appoints the membership of each advisory group as follows
 - (i) Waste Minimisation – Chairperson Cr Vinsen, Crs Chandulal-Mackay, Taylor, Reid, Anderson, Crossan and Craig
 - (ii) Town Centre Regeneration – Chairperson Cr Craig, Mayor McDouall, Crs Reid, Chandulal-Mackay and Duncan
 - (iii) Sport and Recreation – Chairperson Cr Baker-Hogan, Crs Vinsen, Crossan, and Young
- (d) notes the Youth Committee has been established as of 31 October 2019
- (e) adopts the following remuneration structure for submission to the Remuneration Authority:
 - (i) Deputy Mayor - \$49,883
 - (ii) Chairperson Strategy and Finance Committee - \$46,046
 - (iii) Chairperson Infrastructure, Climate Change, and Emergency Management Committee - \$46,046
 - (iv) Chairperson Property and Community Services Committee and Advisory Group Chair - \$47,964
 - (v) Advisory Group Chair (x2) - \$42,209
 - (vi) Deputy Committee Chair (x3) - \$42,209
 - (vii) Councillor with no additional responsibilities (x3) - \$38,371
- (f) requests the Whanganui Rural Community Board recommend an appointee to each of Property and Community Services, Strategy and Finance, and Infrastructure, Climate Change, and Emergency Management committees

CARRIED

The meeting adjourned at 3.05pm

The meeting reconvened at 3.20pm

8.7 PROCESS FOR RECRUITMENT OF INDEPENDENT COMMITTEE MEMBERS

Author: Kate Barnes - Senior Democracy Advisor

Debbie Watson - Risk Manager

Authoriser: Stephanie Macdonald-Rose - Policy & Governance Manager

Charlotte Almond - General Manager Strategy

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

In reference to training and development for external appointees, it was suggested by members that Council consider providing financial support towards training and development for external appointees in some cases.

Resolution 2019/110

Moved: Cr Helen Craig

Seconded: Cr Charlie Anderson

That Council

- (a) endorses “Process for Recruitment of Independent Committee Member” as amended (attachment 1)
- (b) notes that staff will initiate recruitment for two independent members of the Audit and Risk Committee, with final recommendations for appointment to be presented to Council for approval

CARRIED

8.8 MEETING SCHEDULE 2020

Author: Louise Davies - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Mayor McDouall acknowledged the efforts of Louise Davies in the development of the annual meeting schedule for 2020.

Resolution 2019/111

Moved: Mayor Hamish McDouall

Seconded: Cr Helen Craig

That the Whanganui District Council’s Meeting Schedule 2020 is adopted.

CARRIED

8.9 APPOINTMENTS TO BOARDS AND EXTERNAL BODIES NOVEMBER 2019

Author: Ngāwai Matthews - Governance Support Officer

Authoriser: Kate Barnes - Senior Democracy Advisor
Charlotte Almond - General Manager Strategy

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

In response to a question, Mayor McDouall advised that he intended to make appointments to the Whanganui River Enhancement Trust at the Council meeting held 10 December 2019.

Resolution 2019/112

Moved: Cr Philippa Baker-Hogan

Seconded: Cr Charlie Anderson

That Council makes the appointments outlined in the document “Appointments to boards and external bodies November 2019”.

CARRIED

8.10 REPRESENTATIVE UPDATE - NOVEMBER 2019

Author: Kim Fielder - Governance Services Officer

Authoriser: Kate Barnes - Senior Democracy Advisor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Discussion

Cr Craig provided an update on the Keep New Zealand Beautiful Awards.

Resolution 2019/113

Moved: Mayor Hamish McDouall

Seconded: Cr Kate Joblin

That the Council receive the report – Representative Update - November 2019.

CARRIED

8.11 MAYOR’S REPORT – NOVEMBER 2019

Author: Eva Osborne - Executive Assistant

Authoriser: Hamish McDouall - Mayor

Significance of decision – In terms of the Significance and Engagement Policy 2018, the decision is not significant.

Resolution 2019/114

Moved: Cr Helen Craig

Seconded: Cr Josh Chandulal-Mackay

That the Mayor's Report – November 2019 is received by Council.

CARRIED

9 MINUTES FOR RECEIPT

Nil

10 MOTION TO EXCLUDE THE PUBLIC**RESOLUTION TO EXCLUDE THE PUBLIC**

Section 48, Local Government Official Information and Meetings Act 1987.

Resolution 2019/115

Moved: Mayor Hamish McDouall

Seconded: Cr Kate Joblin

That the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7. Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

CARRIED

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
12.1	Confidential Minutes of the Council Meeting held on 31 October 2019			Refer to the previous public-excluded reason in the agenda for this meeting	
14.1	Whanganui District Council Holdings Limited Report	s7(2)(h), s7(2)(i)	Commercial Activities, Negotiations	Commercially sensitive	
14.2	Whanganui Heritage Restoration Trust - Building Purchase	s7(2)(b)(ii), s7(2)(h), s7(2)(i)	Commercial Position, Commercial Activities, Negotiations	The Council are being asked to financially support the Trust in purchasing a building. This item refers to purchase price detail which are confidential.	
14.3	Whanganui and Partners Board Director Appointments	s7(2)(a)	Privacy	Contains personal details of Whanganui & Partners Director	
14.4	Regional Three Waters Review	s7(2)(a), s7(2)(h), s7(2)(i)	Privacy, Commercial Activities, Negotiations	Potential impact on employees	
14.5	Chief Executive's Report - November 2019	s7(2)(a), s7(2)(b)(ii), s7(2)(i)	Privacy, Commercial Position, Negotiations	To protect individuals and commercial private information	

Resolution 2019/116

Moved: Mayor Hamish McDouall

Seconded: Cr Kate Joblin

That Grant Skilton, Chair, Whanganui Rural Community Board, be permitted to remain at the meeting, after the public has been excluded, because of his knowledge of the rural community. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to the matters because of his position as Chair of Whanganui Rural Community Board.

That Matthew Doyle, Deputy Chair, Whanganui District Council Holdings Limited be permitted to remain at this meeting, after the public has been excluded, because of his knowledge of Item 14.1: Whanganui District Council Holdings Limited Report. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because of his position as Deputy Chair of Whanganui District Council Holdings Limited.

CARRIED

The Meeting closed at 6.06pm.

The minutes of this meeting were confirmed at the Council Meeting held on 10 December 2019.

.....

CHAIRPERSON