



DRAFT UNCONFIRMED MINUTES

Ordinary Council Meeting

14 April 2020

**DRAFT UNCONFIRMED MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD VIA ZOOM
ON TUESDAY 14 APRIL 2020 COMMENCING AT 9.30AM**

PRESENT: Mayor Craig Rowley (Chair), Deputy Mayor Sharyn Cain, Cr Fabia Fox, Cr Sandy McAlwee, Cr Miriam Morton, Cr Tom O'Connor, Cr David Owen, Cr Colin Pankhurst, Cr Sheila Paul

APOLOGIES: Nil

IN ATTENDANCE: Stuart Duncan (Chief Executive), Michelle Jones (Executive Support Manager), Leo Milani (Policy Analyst), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary),

No members of the public or media had contacted the Committee Secretary from the advertisement of the meeting, and requested details to join the meeting.

OPENING

The Chair explained the rules, and process of the Zoom meeting, and welcomed members.

1 COUNCIL PRAYER

Nil

2 PUBLIC FORUM

Nil

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) OR MINOR 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 18 FEBRUARY 2020

RESOLUTION 2020/5

Moved: Cr Fabia Fox
Seconded: Cr Sheila Paul

That the Minutes of the Council Meeting held on 18 February 2020 be adopted as a true and correct record.

CARRIED

7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 24 MARCH 2020

RESOLUTION 2020/6

Moved: Cr Miriam Morton
Seconded: Cr Tom O'Connor

That the Minutes of the Extraordinary Council Meeting held on 24 March 2020 be adopted as a true and correct record.

CARRIED

Note:

Council discussed the future of the recently established Emergency Committee, in light of the Local Government Act being changed to allow councils to have a quorum via audio/visual links, therefore allowing Ordinary Council Meetings to be held. It was agreed that the provision of an Emergency Committee would be retained in case it was required in the future.

8 RECEIPT OF MINUTES

Nil

REPORTS

9 MAYOR'S REPORT

Nil

10 DEPUTY MAYOR'S REPORT

Nil

11 COUNCILLORS' REPORTS

Nil

12 CHIEF EXECUTIVE'S REPORT

Nil

13 COUNCIL ACTIONS REPORT

Nil

14 HUMAN RESOURCES REPORT

14.1 HUMAN RESOURCES REPORT

RESOLUTION 2020/7

Moved: Cr Colin Pankhurst

Seconded: Cr Sheila Paul

That the Human Resources Report is accepted.

CARRIED

15 HEALTH AND SAFETY REPORT

Nil

16 AUDIT AND RISK COMMITTEE REPORT

16.1 AUDIT AND RISK COMMITTEE CHAIR'S REPORT

RESOLUTION 2020/8

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

1. That the Audit and Risk Committee Chair's Report be accepted; and
2. That the amended Audit and Risk Committee Terms of Reference be presented to Council for approval.

CARRIED

Note:

Council's Asset Group Manager updated Council on the progress over establishing ownership of the Downlands Rural Water Scheme. Audit NZ have urged Council to lead the discussion with the other parties (Timaru District Council and Mackenzie District Council) in order to achieve clarity of structure and ownership of the scheme, with appropriate documentation to support this conclusion.

17 GENERAL REPORTS**17.1 CONSULTATION DOCUMENT - WAIMATE DISTRICT COUNCIL WASTE MINIMISATION SERVICES**

Council considered the draft Consultation Document for the Waimate District Council Waste Minimisation Services contract.

RESOLUTION 2020/9

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the Consultation Document – Waimate District Council Waste Minimisation Services report is accepted.

CARRIED

RESOLUTION 2020/10

Moved: Cr Fabia Fox

Seconded: Cr David Owen

That Council adopts the Consultation Document – Waimate District Rubbish and Recycling Services, with minor modifications.

CARRIED

Note:

Staff were congratulated on the document.

Council voiced concerns of the consultation period being restricted because of the current COVID-19 level 4 lock-down period however accepted there were unavoidable time constraints due to the joint procurement arrangement.

Cr McAlwee lost connection at 10.27am, but returned to the meeting at 10.29am.

17.2 ASSET MANAGEMENT LEVELS DETERMINATION 2020-2023

Council considered the Draft Asset Management Level Determination 2020-2023.

RESOLUTION 2020/11

Moved: Cr Fabia Fox

Seconded: Cr Miriam Morton

That the Asset Management Level Determination 2020-2023 report is accepted.

CARRIED

RESOLUTION 2020/12

Moved: Cr Miriam Morton

Seconded: Cr David Owen

That Council adopts the Asset Management Level Determination 2020-2023, with minor amendments.

CARRIED

Note:

Council agreed it is important to ensure this policy is reflected clearly in the asset management plans and flows through to the actual service.

17.3 WAIMATE DISTRICT COUNCIL LOCAL GOVERNANCE STATEMENT 2020

Council reviewed the Waimate District Council Local Governance Statement 2020.

RESOLUTION 2020/13

Moved: Cr Tom O'Connor
Seconded: Cr Sheila Paul

That the Waimate District Local Governance Statement 2020 report is accepted

CARRIED

RESOLUTION 2020/14

Moved: Cr Tom O'Connor
Seconded: Cr Colin Pankhurst

That Council receives the Waimate District Council Local Governance Statement 2020, noting that ongoing improvements to this document will be undertaken.

CARRIED

Note:

Council's Corporate Services Manager noted this document is available on Council's website, as required by the Local Government Act 2002.

18 CONSIDERATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

PUBLIC EXCLUDED

19 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2020/15

Moved: Cr Fabia Fox
Seconded: Cr Miriam Morton

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
19.1 - Public Excluded minutes of the Council Meeting held on 18 February 2020	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	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

	offences, and the right to a fair trial	reason for withholding would exist under section 6 or section 7
19.2 - 2020/21 Annual Plan - Considerations Post COVID-19	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	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		

20 RE-ADMITTANCE OF THE PUBLIC REPORT

RESOLUTION 2020/16
 Moved: Cr Tom O'Connor
 Seconded: Cr Sheila Paul
 That Council moves out of Closed Council into Open Council.

CARRIED

19.2 PUBLIC EXCLUDED AGENDA ITEM: 2020/21 ANNUAL PLAN - CONSIDERATIONS POST COVID-19 TAKEN INTO OPEN MEETING

RESOLUTION 2020/17
 Moved: Mayor Craig Rowley
 Seconded: Cr Tom O'Connor
 That Council takes the below decision into open meeting, and circulates a suitable media release to communicate the decision to the public.

CARRIED

That Council reduces the overall rates increase for the draft 2020/21 Annual Plan down to 4% in recognition of the negative financial impact of COVID-19 on the Waimate District economy. The impact of the reduction in rates income will be funded from borrowings, with future repayment options considered during the 2021-31 Long Term Plan process.

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.43am.

The Minutes of this meeting are to be confirmed at the next Ordinary Council Meeting, date to be confirmed.

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CHAIRPERSON