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# Council

## OPEN MINUTES

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Minutes of an extraordinary meeting of Council held in the Council Chambers, 126-148 Oxford St, Levin, on Monday 23 March 2020 at 4.00 pm.

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### PRESENT

<b>Mayor</b>	Mr B P Wanden
<b>Deputy Mayor</b>	Mrs J F G Mason
<b>Councillors</b>	Mr T N Isaacs
	Mr S J R Jennings
	Mrs V M Kaye-Simmons
	Mrs C B Mitchell
	Ms P Tukapua

### IN ATTENDANCE

<b>Reporting Officer</b>	Mr D M Clapperton	(Chief Executive)
	Mrs N Brady	(Deputy Chief Executive)
	Mr D Haigh	(Growth Response Manager)
	Ms S Hori Te Pa	(Meeting Secretary)

### 1 Apologies

Apologies were recorded for Councillors Allan, Bishop, Brannigan and Ketu.

MOVED by Cr Jennings, seconded Cr Mason:

*THAT the apologies from Councillors Allan, Bishop, Brannigan and Ketu be accepted.*

**CARRIED**

### 2 Declaration of Interest

There were no declarations of interest.

### 3 Announcements

There were no announcements.

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## 4 Executive

### 4.1 Emergency Provisions for COVID-19

#### Purpose

For Council to consider extraordinary measures for emergency decision making and governance processes and approve special delegations in light of the current COVID-19 situation.

MOVED by Mayor Wanden, seconded Cr Jennings:

*THAT Report 20/112 Emergency Provisions for COVID-19 be received.*

**CARRIED**

MOVED by Mayor Wanden, seconded Cr Kaye-Simmons:

*THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

*THAT the Horowhenua District Council approves the following provisions:*

- (i) the establishment of an Emergency Committee with a membership of three (3), consisting of His Worship the Mayor Bernie Wanden as the Chair, Deputy Mayor Jo Mason as the Committee Deputy Chair, and Deputy Chair of the FAR Committee, Councillor Christine Mitchell.*
- (ii) the adoption of the Emergency Committee's Terms of Reference.*
- (iii) for the purposes of the COVID-19 emergency, the delegation to the Mayor, in conjunction with the Deputy Mayor, the authority to activate the Emergency Committee and by resolution of the Emergency Committee, suspend all other core committees of Council.*
- (iv) for the purposes of the COVID-19 emergency, approves the Chief Executive's financial delegation being set at \$2million, to allow for any unanticipated urgent expenditure, with any such unanticipated expenditure to be reported back to the Emergency Committee.*
- (v) the delegation of the authority and powers of the Chief Executive to:*
  - (a) Deputy Chief Executive, Nicki Brady, as Acting Chief Executive in the event that the Chief Executive is unable to fulfil his duties due to COVID-19; and*
  - (b) agrees where the delegated Acting Chief Executive is unable to fulfil such duties due to COVID-19, the Chief Executive's delegated authority and powers will deescalate to the next designated Group Manager:*

<i>Brent Maguire</i>	<i>Group Manager – Infrastructure Development</i>
<i>David McCorkindale</i>	<i>Group Manager – Customer &amp; Strategy</i>
<i>Kevin Peel</i>	<i>Group Manager – Infrastructure Operations</i>
<i>Lisa Slade</i>	<i>Group Manager – People &amp; Culture.</i>
- (vi) the delegation to the Chief Executive (and the Deputy Chief Executive) all of the Council's powers, duties, and responsibilities that the Council can lawfully delegate to officers. These powers, duties, and responsibilities include the ability to enter into any contract or to authorise any level of expenditure. They do not include the powers, duties, and responsibilities that the Council has already delegated to the Chief Executive (and Deputy Chief Executive) under delegations in force at this time, or any authority to make any Council decisions under the Civil Defence Emergency Management Act 2002 (which shall be dealt with in accordance with that Act).*

*This delegation is subject to the following conditions:*

- *the delegated powers, duties and responsibilities may be exercised only in circumstances where the Council, its committees, or its community boards, are unable or unavailable to hold meetings that comply with the requirements of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987;*
- *the Chief Executive and Deputy Chief Executive must exercise the delegated powers, duties, and responsibilities in consultation with the Mayor (or, if the Mayor is unavailable, the Deputy Mayor, or, if the Deputy Mayor is unavailable, the Chairperson of the relevant committee or community board, or if the Chairperson of the relevant committee or community board is unavailable, any Deputy Chairperson of the committee or community board;*
- *the Deputy Chief Executive may exercise the delegated powers, duties, and responsibilities only in the event that the Chief Executive is unavailable; and*
- *any decisions made and documents executed in exercising the delegated powers, duties, and responsibilities must be reported to the next ordinary meeting of the Council.*

*This delegation may be revoked at any time by the Council. In the event there is any inconsistency between this delegation and any other delegations made by the Council, this delegation takes precedence.*

**CARRIED**

4.37 pm

There being no further business, the Chairperson declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF COUNCIL HELD ON

**DATE:**.....

**CHAIRPERSON:**.....