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# Council

## OPEN MINUTES

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Minutes of a meeting of Council held in the Council Chambers, 126-148 Oxford St, Levin on Wednesday 16 November 2022 at 10.00am.

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### PRESENT

**Mayor**

**Deputy Mayor**

**Councillors**

His Worship The Mayor Bernie Wanden

Councillor David Allan

Councillor Mike Barker

Councillor Rogan Boyle

Councillor Ross Brannigan

Councillor Clint Grimstone

Councillor Nina Hori Te Pa

Councillor Sam Jennings

Councillor Paul Olsen

Councillor Jonathan Procter

Councillor Justin Tamihana

Councillor Piri-Hira Tukapua

Councillor Alan Young

From 10:08am

From 10:02am

From 10:05am

### IN ATTENDANCE

**Reporting Officer**

Monique Davidson

Daniel Haigh

Jacinta Straker

Brent Harvey

Ashley Huria

Grayson Rowse

**Meeting Secretary**

Jody Lygo

Chief Executive

Group Manager - Community Infrastructure

Group Manager - Organisation Performance

Group Manager - Community Experience and Services

Business Performance Manager

Principal Advisor – Democracy

Democracy Support Officer

This meeting was opened with a Karakia from Cr Tukapua

Councillor Jonathan Procter made and signed his Declaration of Office before Mayor Wanden.

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**1 Apologies**

There were no apologies.

**2 Public Participation**

Christina Paton attended the meeting and spoke to item 5 – Confirmation of Minutes.

**3 Late Items**

There were none.

**4 Declaration of Interest**

There were none.

**5 Confirmation of Minutes**

**Resolution Number CO/2022/110**

MOVED by Mayor Wanden, seconded Cr Brannigan:

That the minutes of the meeting of the Council held on Wednesday, 26 October 2022, be confirmed as a true and correct record

**CARRIED**

**6 Reports for Decision**

**6.1 Adoption of Standing Orders**

Council is required to adopt its standing orders at the beginning of its triennium. This report presents the draft model standing orders for their adoption, and identifies the areas where Council must elect an option. This report also identifies how and when Council may alter its standing orders.

The Chief Executive outlined the reasoning and importance of this document.

**Resolution Number CO/2022/111**

MOVED by Mayor Wanden, seconded Cr Allan:

That Report 22/581 Adoption of Standing Orders be received.

That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.

**CARRIED**

**Resolution Number CO/2022/112**

MOVED by Mayor Wanden, seconded Cr Brannigan:

That Council adopt the option that the Mayor or Chairperson, or any other person presiding at a meeting, only has a deliberative vote, and that in the event of an equality of votes for any question, that question would be lost.

**CARRIED**

**Resolution Number CO/2022/113**

MOVED by Mayor Wanden, seconded Cr Allan:

The Council adopt System B for Standing Order 5.6 – Voting system for chairs, deputy mayors and committee chairs.

**CARRIED**

The Chief Executive outlined the differences between the recommendation options A, B and C.

**Resolution Number CO/2022/114**

MOVED by Cr Brannigan, seconded Cr Jennings:

That Council adopt Option C – General Procedures for speaking and moving motions.

**CARRIED**

**Resolution Number CO/2022/115**

MOVED by Mayor Wanden, seconded Cr Jennings:

That Council implement a Public Forum starting 40 minutes prior the start of each Council meeting, and continuing for up to 30 minutes, where members of the public can raise directly with the Mayor and Councillors any matters that are of concern to them. This is in addition to Public Participation which is provided for in Standing Order 15.

**CARRIED**

**Resolution Number CO/2022/116**

MOVED by Mayor Wanden, seconded Cr Allan:

That Council adds to Standing Order 13.1 [Agenda p.45] that “Te Awahou Foxton Community Board to have speaking rights at Council meetings and be accorded the same courtesies as provided for any non-appointed member of a meeting”, and recommends to the Board that a similar clause is included in their Standing Orders to provide the same rights for the Mayor and Councillors.

**CARRIED**

Councillors debated the below motion.

**Resolution Number CO/2022/117**

MOVED by Cr Boyle, seconded Cr Barker:

That the final two paragraphs of standing orders 4.3 be removed from the draft standing orders.

**CARRIED**

**Resolution Number CO/2022/118**

MOVED by Mayor Wanden, seconded Cr Allan:

That Council adopt Horowhenua District Council Standing Orders Ngā Tikanga Whakahaere Hui 2022-2025, including the adopted options.

**CARRIED**

## 6.2 Adoption of Code of Conduct

The purpose of this report is for Council to consider the adoption of the updated and refreshed Horowhenua District Council Code of Conduct following the inclusion of industry and sector best practice recommendations.

### **Resolution Number CO/2022/119**

MOVED by Mayor Wanden, seconded Cr Young:

That Report 22/582 Adoption of Code of Conduct be received.

That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.

**CARRIED**

It was confirmed by the Chief Executive that media training will be provided to Councillors.

### **Resolution Number CO/2022/120**

MOVED by Cr Brannigan, seconded Cr Olsen:

That Council adopts the Code of Conduct 2022-2025.

**.CARRIED**

### **Resolution Number CO/2022/121**

MOVED by Mayor Wanden, seconded Cr Tukapua:

That Council recommend the Code of Conduct 2022-2025 to Te Awahou Foxton Community for adoption.

**.CARRIED**

## 6.3 Adoption of Committee Structure, Terms of Reference and Appointments to Committees and External Organisations

For Council to receive the committees established by His Worship the Mayor (HWTM) for the 2022-2025 triennium, and to confirm appointments to those committees, and to adopt the committees' Terms of Reference and Delegations.

### **Resolution Number CO/2022/122**

MOVED by Mayor Wanden, seconded Cr Boyle:

That Report 22/578 Adoption of Committee Structure, Terms of Reference and Appointments to Committees and External Organisations be received.

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

**CARRIED**

### **Resolution Number CO/2022/123**

MOVED by Mayor Wanden, seconded Cr Allan:

That Council notes His Worship the Mayor's intention to establish the following committee structure under powers pursuant to Section 41A of the Local Government Act 2002 Amendment Act 2012:

- Risk and Assurance Committee;

- Community Wellbeing Committee;
- Hearings and Regulatory Committee;
- Chief Executive Employment and Performance Committee;
- Community Funding and Recognition Committee.

**CARRIED**

**Resolution Number CO/2022/124**

MOVED by Cr Jennings, seconded Cr Allan:

The Council notes that the District Licensing Committee is established under section 186 of the Sale and Supply of Alcohol Act 2012.

That Council appoints Councillor Brannigan as Chair and Cr Tamihana as Deputy Chair of the District Licensing Committee under sections 189(2) and 189(3), respectively, of the Sale and Supply of Alcohol Act 2012

**CARRIED**

**Resolution Number CO/2022/125**

MOVED by Cr Brannigan, seconded Cr Olsen:

That Council notes the Committee structure as outlined in Appendix A of this report, pursuant to His Worship the Mayor's powers.

That Council adopts the appointments of Chair, Deputy Chair and members of all committees as outlined in Appendix B of this report.

**CARRIED**

**Resolution Number CO/2022/126**

MOVED by Cr Brannigan, seconded Cr Tamihana:

That Council appoints Kere Kere Ward Deputy Mayor Allan to the Te Awahou Foxton Community Board.

**CARRIED**

**Resolution Number CO/2022/127**

MOVED by Cr Allan, seconded Cr Tamihana:

That Council notes that any elected member is welcome to attend the Te Awahou Foxton Community Board, and with the permission of its Chair may have speaking rights during the meeting.

**CARRIED**

**Resolution Number CO/2022/128**

MOVED by Mayor Wanden, seconded Cr Allan:

That Council adopts the Terms of Reference and Delegations for these committees as outlined in Appendix C of this report, noting the change to Community Funding and Recognition Committee Terms of Reference. That b) on page 135 be amended to read "To determine under delegation the allocation of funding to specified applicants and report these allocations back to Council".

**CARRIED**

**Resolution Number CO/2022/129**

MOVED by Mayor Wanden, seconded Cr Olsen:

That Council adopts the Appointments to Statutory Bodies, Community Groups and Associations as outlined in Appendix D of this report, noting the change in the name from Horowhenua Crime Prevention Trust to Horowhenua Community Camera

Trust, and that the appointment to the Foxton Futures Governance Group be Cr Tamihana, and this is included in the appointments.

That Council notes the following minor amendments to the Terms of reference at 2.2 Community Funding and Recognition Committee Terms of Reference [Agenda p.135]. There is change to the titles of some grants, and these should read at 2.2.1.a):

- Community Development Grant
- Community and Social Services Grant
- Special Projects Grant
- Rural Halls Grant
- Vibrant Communities Grant.

**CARRIED**

It was clarified by the Chief Executive that as opportunities come up, recommendations will be brought to Council to determine the appointees.

#### **6.4 Recruitment of Independent Members to Council Committees**

To obtain Council's agreement to undertake recruitment of suitable candidates for appointment as independent members of Council Committees.

##### **Resolution Number CO/2022/130**

MOVED by Mayor Wanden, seconded Cr Allan:

That Report 22/590 Recruitment of Independent Members to Council Committees be received.

That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.

**CARRIED**

The Chief Executive provided some further detail to the reason for independent members being appointed to specific Committees, noting that this is the first time that Council has publicly gone out to get expressions of interest.

##### **Resolution Number CO/2022/131**

MOVED by Mayor Wanden, seconded Cr Jennings:

That Council asks the Chief Executive, in consultation with the Mayor, Deputy Mayor and the Chair of the Risk and Assurance Committee, to facilitate a recruitment process to identify suitable candidates for appointment as independent members to its committees.

That Council asks the Chief Executive to bring a report no later than of shortlisted of candidates for appointment to Council for consideration no later than 1 February 2023.

**CARRIED**

## 6.5 Adoption of Meeting Schedule

### 1. Purpose

To seek Council's approval of the proposed meeting schedule of Council and its committees for the period from 17 November 2022 to 31 December 2023

#### **Resolution Number CO/2022/132**

MOVED by Mayor Wanden, seconded Cr Allan:

That Report 22/585 Adoption of Meeting Schedule be received.

That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.

**CARRIED**

#### **Resolution Number CO/2022/133**

MOVED by Cr Allan, seconded Cr Tukapua:

That Council notes the following meeting dates for the remainder of 2022:

- Council - 1.00pm Wednesday 23 November 2022
- Council - 1.00pm Wednesday 14 December 2022

That Council adopts the schedule of meetings for the committees of Council for the period January to December 2023 based on a 12-week cycle as set out in Appendix A, noting a change in date for ARC and CEC from 24 May 2023 to 31 May 2023.

That Council notes that additional ordinary, extraordinary and multi-day meetings may be scheduled from time to time in consultation with the Mayor and Chief Executive.

That Council notes that meeting times for other committees and subcommittees will be formally notified when they are required in accordance with the Local Government Official Information and Meetings Act 1987 and Local Government Act 2002.

**CARRIED**



## 6.6 Confirmation of Elected Member Remuneration

To seek approval from Council to submit to the Remuneration Authority, the proposed remuneration rates, as per the 2022/23 Determination.

### Resolution Number CO/2022/134

MOVED by Cr Allan, seconded Cr Boyle:

That Report 22/586 Confirmation of Elected Member Remuneration be received.

That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.

**CARRIED**

### Resolution Number CO/2022/135

MOVED by Mayor Wanden, seconded Cr Allan:

The Council notes the Remuneration Authority has allocated a governance remuneration pool of \$514,833 and that this pool must be allocated as remuneration to elected members in its entirety.

That Council approves the following remuneration be submitted to the Remuneration Authority for a final determination:

Position	Amount
Deputy Mayor	\$65,806
Chairperson – Risk and Assurance Committee	\$50,322
Chairperson – Community Funding & Recognition Committee	\$46,451
Chairperson – Capital Projects Delivery Group	\$42,580
Councillor x8 positions at \$38,709 each	\$309,674
TOTAL (rounded up)	\$514,833

**CARRIED**

## 7 Reports for Noting

### 7.1 Council Forward Work Programme

To provide Council with a preview of items to be brought to future Council meetings.

### Resolution Number CO/2022/136

MOVED by Mayor Wanden, seconded Cr Jennings:

2.1 That Report 22/587 Council Forward Work Programme be received.

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

**CARRIED**

The Chief Executive summarised the intent of this report, and noted it will be a standing item going forward.

Cr Tukapua closed the meeting with a Karakia.

11:30 am.

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 23 November 2022

**DATE:** 23 November 2022

**CHAIRPERSON:**

A handwritten signature in black ink, appearing to read 'B. H. Anderson', is written over a faint, larger signature that also appears to read 'B. H. Anderson'.