



Minutes of a meeting of the Tararua District Council held in the Council Chamber, 26 Gordon Street, Dannevirke on Wednesday 27 May 2020 commencing at 1.05pm.

1. Present

Her Worship the Mayor - Mrs T H Collis, Crs E L Peeti-Webber (Deputy Mayor), A K Franklin, S A Hull, C J Isaacson, P A Johns, K A Sutherland, R A Treder and S M Wards.

In Attendance

Mr B King	- Chief Executive (until item 15.2)
Mr R Taylor	- Governance Manager
Mr R Suppiah	- Chief Financial Officer (until item 15.2)
Mr C McKay	- Finance Manager (until item 10.3)
Mr H Featonby	- Alliance Planning Manager (until item 11)
Ms E Roberts	- Revenue Manager (until item 10.3)
Mr P Wimsett	- Manager Strategy and District Development (until item 15.2)
Mr M Thomas	- Strategy and Policy Adviser (for item 15.2)
Mrs S Walshe	- Senior Financial Accountant (until item 10.3)
Mr C Lunn	- Manager Regulatory Services (until item 10.7)
Mr P Sinclair	- Community Assets and Property Manager (until item 15.2)
Ms B Fowler	- Financial Accountant (until item 10.3)
Ms T Love	- Programmes and Projects Support (until item 10.3)
Mr M Maxwell	- Economic Development and Communications Manager (until item 15.2)

2. Council Prayer

2.1 The Mayor opened the meeting with the Council Prayer.

3. Apologies

3.1 Nil

4. Public Forum

4.1 Nil

5. Notification of Items Not on the Agenda

5.1 Nil

6. Declarations of Conflicts of Interest in Relation to this Meeting's Items of Business

6.1 Nil

7. Personal Matters

7.1 Nil

8. Confirmation of Minutes

8.1 *That the minutes of the Council meeting held on 29 April 2020 (as circulated) be confirmed as a true and accurate record of the meeting.*

Crs Hull/Johns

Carried

9. Any Matters Arising from the Minutes not otherwise dealt with in the Agenda

9.1 Nil

10. Reports

10.1 Treasury Risk Management Policy

10.1.1 *That the report from the Finance Manager dated 20 May 2020 concerning the Treasury Risk Management Policy (as circulated) be received, and*

That the key changes to update and align the policy to Council's strategic objectives to provide more flexibility in managing interest rate risk be noted, and

That Council adopt the Treasury Risk Management Policy including Liability Management and Investment Policies as attached to this report.

Crs Johns/Wards

Carried

10.2 Temporary Waiver of Fees and Charges for Regular Users of Council Community and Recreation Facilities

10.2.1 *That the report from the Finance Manager dated 20 May 2020 concerning a temporary waiver of fees and charges for regular users of Council community and recreation facilities (as circulated) be received, and*

That a deviation is approved from the fees and charges payable by allowing regular users of Council's community and recreation facilities a full fee waiver of their fees for the period of 1 June to 31 August 2020, thereby providing support towards the district's recovery from the social and economic impacts of the Covid-19 pandemic.

Crs Hull/Franklin

Carried

10.3 Third Quarter Performance for the Nine Months Period Ending 31 March 2020

- 10.3.1 The Senior Financial Accountant elaborated on Council's financial position and variances to the revenue and expenditure operational budgets that are favourable overall, noting one of the main drivers of this outcome is emergency reinstatement funding received from New Zealand Transport Agency.
- 10.3.2 Other activities contributing to the favourable variances include proceeds received from harvesting forestry roadside stands, Provincial Growth Fund external funding, increase in building consents revenue and Ministry of Health grant for the Pongaroa Water Treatment Plant.
- 10.3.3 The Finance Manager spoke on the service performance results indicating a decline in achieving the agreed measures with 68% achieved/on target compared to 78% last year.
- 10.3.4 Water issues and continuity of supply resulting from the drought were factors driving complaints, and overflow of work in the planning and building control team impacted on their responsiveness due to increased demand by way of enquiries. The Covid-19 lockdown will further impact on the achievement of service performance measures in the last quarter of the financial year.
- 10.3.5 The Chief Financial Officer outlined progress with undertaking projects included as part of the capital expenditure budgets. Council's progress with its capital programme has been significantly impacted by Covid-19, with 68% of the 2019/2020 programme completed.
- 10.3.6 The Finance Manager explained the Council's forecast debt will exceed the budgeted \$27million by the end of the financial year, and external debt is predicted to be \$35million by year end.
- 10.3.7 The severe drought and Covid-19 pandemic along with increased budgets for Pahiatua Water Treatment Plant and Pahiatua Town Centre upgrade had been drivers for this situation, but the level of debt is still lower than Council's self-imposed limits on borrowing and significantly lower than Local Government Funding Agency borrowing covenants. Debt financing costs reflect the very low interest rates that are available.

- 10.3.8 The Revenue Manager spoke on how Council manages debtors and rates arrears, with staff assisting ratepayers requesting repayment plans due to Covid-19 impacting on them and the ability to pay their rates.
- 10.3.9 The Senior Financial Accountant noted Council is in breach of the rates (increases) affordability benchmark for the 2019/2020 financial year. This outcome resulted from the planned increase (which was less than the limit) not factoring in growth in the rating database, with it being higher than anticipated.
- 10.3.10 The matter of Tararua Aquatic Community Trust being required to be included in Council's Annual Report on consolidation remains an outstanding issue management is clarifying with Audit New Zealand.
- 10.3.11 Thanks are conveyed to the Council team that worked extremely hard throughout three crisis' almost simultaneously, being the water shortage in the district's towns, a declared drought and Covid-19.
- 10.3.12 ***That the report from the Senior Financial Accountant dated 21 May 2020 concerning third quarter performance for the nine months period ending 31 March 2020 (as circulated) be received and noted.***

Crs Wards/Sutherland

Carried

- 10.4 **Rollover Provision for Contract C01-11 for the Operation of the Dannevirke Transfer Station by Smart Environmental**

- 10.4.1 ***That the report from the Group Manager Plant and Property dated 19 May 2020 concerning the rollover provision for Contract C01-11 for the operation of the Dannevirke Transfer Station by Smart Environmental (as circulated) be received, and***

That under the Council's Procurement Strategy and Guidelines approval is given to agree a variation to clause 1.3 contract term whereby the sentence reads "The Council may, at its discretion, extend this contract for one additional term of one year and one month."

Crs Johns/Isaacson

Carried

- 10.5 **Proposed Dog Registration Fees and Charges for the 2020/2021 Financial Year**

- 10.5.1 ***That the report from the Manager Regulatory Services dated 20 May 2020 concerning proposed dog registration fees and charges for the 2020/2021 financial year (as circulated) be received, and***

That pursuant to Section 37 of the Dog Control Act 1996, the following dog control fees (including GST) be set for the year 1 July 2020 to 30 June 2021:

Animal Control Advice

Application and compliance advice *No charge*

Dog Registration

Urban Domestic Dog

Fee if paid on or before 1 August *\$95.00*

Late fee if paid after 1 August *\$142.50*

Preferred Owner Dog

Fee if paid on or before 1 August *\$50.00*

*Late fee if paid after 1 August** *\$75.00*

** Preferred owner status may be revoked if paid after 1 August. If revoked, the applicable dog registration fee will apply.*

Rural Domestic Dog

Fee if paid on or before 1 August *\$40.00*

Late fee if paid after 1 August *\$60.00*

*Working Dog**

Fee if paid on or before 1 August *\$40.00*

Late fee if paid after 1 August *\$60.00*

**Providing a false statement when registering a dog is an offence subject to a \$3000 fine on conviction.*

Dangerous Dog - as classified under the Dog Control Act 1996

Fee if paid on or before 1 August *Base fee plus 50%*

Late fee if paid after 1 August *Base fee plus 50%*

Disability assist dog with organisation certificate *No charge*

Any new dog that is less than three months old after 1 August in any calendar year will be charged a pro rata of the dog registration for that year.

Other Fees

Dog lead *\$10.00*

Dog collar - large/extra-large *\$10.00*

Dog collar - small/medium *\$8.00*

Barking dog collar hire *No charge*

Replacement registration tag or disc *\$2.00*

Application for preferred owner status *No charge*

Application for licence to keep three or more dogs (1ha or less) *No charge*

Application for a licence to register a boarding kennel (bylaw) *No charge*

Application for licence to register a breeding kennel (bylaw) *No charge*

Crs Isaacson/Hull *Carried*

10.6 **Road Closures Requested Under the Tenth Schedule of the Local Government Act 1974**

10.6.1 *That the report from the Alliance Planning Manager dated 20 May 2020 concerning a road closures application under the Tenth Schedule of the Local Government Act 1974 (as circulated) be received, and*

That Council waive the usual twenty-six weeks advance notice requirement for submitting a road closures application, noting the proposed road closures relate to a motorsport event previously approved but was postponed due to Covid-19 restrictions, and

That pursuant to Section 342 (1) (b) and the Tenth Schedule of the Local Government Act 1974, Council closes the following roads for the purpose of allowing Club Targa Incorporated to hold the Targa Hawke's Bay 2020 motorsport event.

Road name: Wimbledon Road

Date of closure: Sunday 5 July 2020

Period of closure: 9.45am to 2.15pm

Road name: Route 52

Date of closure: Sunday 5 July 2020

Period of closure: 9.45am to 2.15pm

Road name: Matamau Ormondville Road

Date of closure: Sunday 5 July 2020

Period of closure: 12.30pm to 5.00pm

Road name: Station Road

Date of closure: Sunday 5 July 2020

Period of closure: 12.30pm to 5.00pm

Road name: Ormondville Te Uri Road

Date of closure: Sunday 5 July 2020

Period of closure: 12.30pm to 5.00pm

Road name: Tourere Road

Date of closure: Sunday 5 July 2020

Period of closure: 12.30pm to 5.00pm

Road name: Ngahape Road

Date of closure: Sunday 5 July 2020

Period of closure: 12.30pm to 5.00pm

Conditions Applied to the Granting of these Road Closures

1. That Tararua Alliance in conjunction with the organiser will assess shortly prior to this event the condition of the roads involved to determine their suitability for this purpose.

2. That if Tararua Alliance identify any road or roads as being in an unsuitable condition arising from this assessment then they have the discretion to request the organiser to withdraw such road from the route of this event.

3. That shortly after the event has been held Tararua Alliance shall carry out a drive over of the roads that were closed for this event to assess their condition.

Advisory Note

That should the Council incur any additional maintenance costs as a consequence of the event then those expenses shall be recovered from the event organiser.

Crs Johns/Sutherland

Carried

10.7 Staff Report

10.7.1 Provincial Growth Fund/Crown Infrastructure Funding for Shovel Ready Projects

10.7.1.1 The work done by the Council team to submit projects to Crown Infrastructure Partners/Provincial Growth Fund as part of shovel ready projects to stimulate the local economy is acknowledged.

10.7.1.2 At this time Council has been successful with \$500,000 granted from the Provincial Growth Fund for displaced forestry crews to work on roadside tree removal as part of the enabling works for Route 52.

10.7.1.3 Two of the Route 52 projects submitted have been combined to meet Crown Infrastructure requests for projects over \$20 million, with announcements nationally expected in June and early July.

10.7.2 Water Impounded Supplies

10.7.2.1 Council are now receiving four weekly forecasts from Horizons Regional Council who are concerned there is a likelihood the water tables will not replenish over winter, and the district may have low river flows earlier than normal.

10.7.2.2 This means staged restrictions will be required to match impounded supply levels so Council can supplement intakes with stored water for what could be another three months period this summer.

10.7.2.3 It is requested the information regarding the four weekly forecasts be placed on Council's website for the reference of the community.

10.7.3 Tararua Alliance

10.7.3.1 Thanks are conveyed to Tararua Alliance for keeping essential services going throughout Level 4 lockdown, and the challenge their team faced in undertaking sexton duties with staff wearing full body suits and acting as pall bearers on behalf of families.

10.7.4 **Pahiatua Main Street Upgrade**

10.7.4.1 Work on Pahiatua Main Street upgrade stopped during Level 4 lockdown, but has since started again to progress this project prior to the winter months.

10.7.5 **District Water**

10.7.5.1 Thanks are conveyed to the Council team, residents and businesses throughout the district for their efforts and support to get through the very hot and dry summer that caused water supplies to be under considerable pressure for a prolonged period.

10.7.6 **Pensioner Housing**

10.7.6.1 The Plant and Property Administration Assistant is thanked for the great work and support she provided through keeping in contact with Council's pensioner housing tenants to ensure they were safe and happy during the lockdown period.

10.7.7 **Cellular Network in Tararua**

10.7.7.1 It is disappointing to note 5G cellphone tower sites have been attacked in New Zealand as a result of conspiracy theories.

10.7.7.2 While there are no 5G sites in the district cellphone towers are essential communication systems for the safety of all people both travelling through and living in this area.

10.7.8 **Library**

10.7.8.1 The library team is commended on their initiative to contact elderly members during lockdown to check on their welfare and offer to deliver a limited number of items.

10.7.8.2 The new District Librarian, Brenda Graves will be introduced to Council at a future workshop briefing session.

10.7.9 ***That the report from the Chief Executive dated 21 May 2020 concerning an update on key projects and items of interest to the Council (as circulated) be received.***

Crs Treder/Hull

Carried

11. Local Government New Zealand Annual General Meeting

11.1 ***That the Council, being a member of Local Government New Zealand, appoint the Mayor - Mrs T H Collis as the presiding delegate to vote on its behalf at the Annual General Meeting of Local Government New Zealand held on the twenty - first day of August 2020 and at any adjournment thereof, and***

That the Deputy Mayor - Cr E L Peeti-Webber be appointed as the alternative delegate to vote on the Council's behalf in the absence of the Mayor.

Crs Franklin/Wards

Carried

12. Portfolio Reports

12.1 Mayor's Report

12.1.1 A copy of the Mayor's report dated 27 May 2020 is tabled, and the information set out in that document is circulated for reference as an attachment to the agenda of the meeting relating to these minutes.

12.1.2 Matters included in the Mayor's report are as follows:

- Introduction and thank you
- Covid-19
- Regional Economic Recovery Taskforce
- Love local Tararua campaign
- Te Apiti Manawatu Gorge Governance Group
- Provincial Growth Fund investment to expand and develop Pukaha Mount Bruce National Wildlife Centre
- Norway Day
- Letters of support and congratulations
- Events attended by the Mayor
- Councillors portfolio reports

12.2 Finance Committee

12.2.1 Horizons Regional Council Tararua elected representative Allan Benbow has advised the Provincial Development Unit is requesting that Council submit an application for investigating the feasibility of having a bulk water storage facility built at the same time as the new Manawatu/Tararua Highway is constructed.

12.2.2 This would have the aim of encouraging urban development in the Woodville area along with job and business growth.

13. Mayoral Matters

13.1 Nil

14. Items Not on the Agenda

14.1 Nil

14.2 The meeting adjourned at 2.45pm, and resumed at 3.45pm.

15. Public Excluded Items of Business

15.1 *That the public be excluded from the following parts of the proceedings of this meeting, namely:*

- *Proposal to build six pensioner units in Dannevirke*
- *Chief Executive's employment term*

The general subject 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 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

<i>General subject matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under Section 48(1) for the passing of this resolution</i>
<i>Proposal to build six pensioner units in Dannevirke</i>	<i>To protect commercial activities</i>	<i>Section (1)(a)(i)</i>
<i>Chief Executive's employment term</i>	<i>To protect the privacy of natural persons</i>	<i>Section (1)(a)(i)</i>

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 or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

s7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.

s7(2)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.

Crs Franklin/Johns

Carried

15.4 *That open meeting be resumed.*

Crs Hull/Sutherland

Carried

15.5 *That the following decision taken with the public excluded be confirmed in open meeting.*

Item 15.3 - Chief Executive's Employment Term

That the minutes of the extraordinary Council meeting held on 20 May 2020 be received and confirmed, and

That the Council establishes a Chief Executive recruitment committee to advertise for the role of Chief Executive, as per the Local Government Act 2002, Schedule 7, and facilitate the recruitment process. The Chief Executive recruitment committee will oversee the initial stages of the recruitment process and will bring a shortlist to full Council for consideration, and

That the membership of the Chief Executive recruitment committee comprise Her Worship the Mayor - Mrs T H Collis (Chairperson), Crs E L Peeti-Webber (Deputy Mayor), A K Franklin, S A Hull, C J Isaacson, P A Johns, K A Sutherland, R A Treder and S M Wards, and

That Her Worship the Mayor is authorised to engage LGNZ Equip through acceptance of their proposal dated May 2020 to advertise for the role of Chief Executive and facilitate the recruitment process, and

That the Governance Manager is authorised to approve for payment the invoices received in relation to the cost of this service being provided to the Council.

Crs Hull/Sutherland

Carried

There being no further business the Mayor thanked those present for their attendance and contributions, and declared the meeting closed at 4.48pm.

Mayor