

MINUTES OF THE COUNCIL MEETING HELD AT 10.00AM ON WEDNESDAY 7 DECEMBER 2016 AT COUNCIL CHAMBERS, 96 WEST END, KAIKOURA.

PRESENT: Mayor W Gray (Chair), Councillors L Bond, T Blunt, C Harnett, J Howden, C Mackle, D Millton, N Pablecheque.

IN ATTENDANCE: A Oosthuizen (Chief Executive Officer), J Parfitt (Advisor to CEO), S Syme (Committee Secretary),

1. DECLARATION OF INTERESTS

Councillor Millton indicated he had an interest with regard to supply of Limestone to Council for roading through Waipapa Limestone Limited.

Councillor Mackle indicated he had an interest with regard to supply of concrete for projects Council through Harmac Concrete.

2. MINUTES TO BE CONFIRMED

Extraordinary Council 28/11/2016

Moved by Mayor Gray, seconded by Councillor Mackle and resolved that the minutes of the Council meeting held on 28 November 2016 be confirmed as a true and accurate record.

3. OPEN FORUM

Ralph Hogan – Standing Orders

R Hogan noted there were a lot of information contained in the agenda in relation to the Code of Conduct, Standing Orders, Governance Statement and the Delegations Manual. He suggested given it was hard to define which part of Standing Orders were new that Council that the process of adopting be held off until the next meeting of Council. He felt there was a lot of good information included in the Standing Orders but there were some areas of concern.

R Hogan requested Council adopt the amended he had tabled the previously February (a copy was tabled) which required all votes to be recorded.

Ollie Hughes (Kaikoura Youth Council)

O Hughes provided an update on Youth Council activities and plans the Youth Council had for the pump track. He advised the Youth Council were keen to support funding for a swimming pool. The Youth Council were keen to be involved with the planning of community facilities going forward.

4. CODE OF CONDUCT

Included in the agenda was an updated Code of Conduct. Legislation required Council have a Code of Conduct.

Moved by Councillor Millton, seconded by Councillor Howden and resolved that the Code of Conduct be adopted.

5. STANDING ORDERS

Local Government New Zealand had formed a working group to review Standing Orders. One of the aims had to provide Standing Orders which were in plain English. There were three optional areas which Council need to make a decision on which related to a casting vote, speaking to motions and joining meetings by audio and visual means.

Moved by Councillor Millton, seconded by Mayor Gray that Council agree;

- 1. Agree to remove the clause that allowed the Chairperson to have a casting vote.***
- 2. Agree to allow members to join meetings by audio or audio visual means.***
- 3. Agrees to only include option C of the options for speaking and moving motions.***
- 4. Adopt Standing Orders subject to the above changes.***

A discussion was held regarding the recording of votes. The Chief Executive advised she did not believe in the recording of votes and noting who said what would add any value. The essence and elements of the discussion were recorded along with the decision made. Recording of votes may be potentially divisive especially on contentious matters.

It was noted that from public meetings it had become apparent that the public wished for votes to be recorded and there was no harm in recording votes. Even if votes were recorded and elected members lost the vote all members should still support the decision made.

Amendment to the Motion:

Moved by Councillor Pablecheque, seconded by Councillor Mackle that Council amend Standing Orders to require members votes be recorded with the number in favour, the number against and the number of abstentions. If it was clear who was present at the time of vote any unanimous decisions may be recorded as unanimous rather than naming all.

The motion was put and carried.

Against: Mayor Gray, Councillor Millton.

Substantive Motion:

Moved by Mayor Gray, seconded by Councillor Millton that Council agree:

- 1. Agree to remove the clause that allowed the Chairperson to have a casting vote.***
- 2. Agree to allow members to join meetings by audio or audio visual means.***
- 3. Agrees to only include option C of the options for speaking and moving motions.***
- 4. That Council amend Standing Orders to require members votes be recorded with the number in favour, the number against and the number of abstentions. If it was clear who was present at the time of vote any unanimous decisions may be recorded as unanimous rather than naming all.***
- 5. Adopt Standing Orders subject to the above changes.***

The motion was put and carried. Unanimous

6. GOVERNANCE STATEMENT

Moved by Mayor Gray, seconded by Councillor Mackle that Council adopt the Governance Statement 2016-2019.

A discussion was held regarding the organisational structure and the Recovery team following the Earthquake. It was noted the resources for the structure had not yet been fleshed out. It was anticipated 800 building consents would be required which was a lot more the average building consent amount of 72 per annum. A report would be presented to Government requesting a change in the payment split from 60% Government: 40% Council to a higher amount. It was generally felt it would be good to get indicative figures of the recovery costs. It was noted Council was receiving a large amount of support from neighbouring Councils particularly Waimakariri District Council and Environment Canterbury Councils. However the provision of services from Marlborough and Hurunui District Council did come at a cost. It was noted Youth Development would need to be factored into the structure.

The motion was put and carried. Unanimous

7. DELEGATIONS MANUAL

Earthquake Recovery Committee

Moved by Mayor Gray, seconded by Councillor Bond that the Council confirms the establishment of the Earthquake Recovery Committee as a Committee of Council.

That Council determines the Chairperson and the Committee's Membership being:

- *The Chair of the Committee be Mayor Gray*
- *The membership be the Mayor and all Councillors*
- *The quorum be four members*

That the Council delegates the power to act in the areas outlined in the Delegations Manual to the Earthquake Recovery Committee.

The motion was put and carried. Unanimous

Moved by Mayor Gray, seconded by Councillor Harnett that the Council confirms the establishment of the Regulatory and Resource Management Committee as a Committee of Council.

Regulatory and Resource Management Committee

That the Council determine the Chairperson and the Committee's Membership being;

- *The Chair of the Committee be Councillor Mackle*
- *The membership be the Mayor and all Councillors*
- *The quorum be four members*

That the Council delegates the power to act in the areas outlined in the Delegations Manual to the Regulatory and Resource Management Committee.

The motion was put and carried. Unanimous

Hearings and Applications Committee

Council needed to appoint community representatives and Runanga representatives to the Hearings and Applications Committee. It was suggested that Pam Sigglekow and John Diver be appointed as community representatives on the Committee. The Runanga would have to be asked who they would like to represent them on the Committee. It was noted the current delegation could remain in force until members had done the "Making Good Decisions" Course.

Moved by Mayor Gray, seconded by Councillor Milton that Council confirm the establishment of the Hearings and Applications Committee as a Committee of Council.

That Council determines the Chairperson and the Committee's membership being;

- ***The Chair of the Committee be Councillor Mackle***
- ***The membership of the Committee be made up of Councillor Pablecheque and Councillor Milton along with two community and two Runanga representatives.***
- ***The quorum be two.***

That the Council delegates the power to act in the areas as outlined in the Delegations Manual to the Hearings and Applications Committee.

The motion was put and carried. Unanimous

Finance, Audit and Risk Committee

Moved by Councillor Mackle, seconded by Councillor Bond that the Council confirms the establishment of the Finance, Audit and Risk Committee as a Committee of Council.

That the Council determines the Chairperson and the Committee's Membership being;

- ***The Chair of the Committee be Councillor Howden***
- ***The membership being the Mayor, Councillor Howden, Councillor Pablecheque and Chris Wilson as an independent.***
- ***The quorum be two members.***

That the Council delegate the power to act in the areas outlined in the Delegations Manual to the Finance, Audit and Risk Committee.

The motion was put and carried. Unanimous

Code of Conduct Committee

That the Council confirms the establishment of the Code of Conduct Committee as a Committee of Council.

That the Council confirms the Committee membership as the Mayor (as Chairperson) and the Deputy Mayor as per the Code of Conduct.

That the Council delegates the power to act in the areas outlined in the Delegations Manual to the Code of Conduct Committee.

The motion was put and carried. Unanimous

Chief Executive Officer Performance Review Committee

That the Council confirms the reconstitution of the Chief Executive Officer Performance Review Committee as a Committee of Council.

That the Council determine the membership being;

- ***The Mayor as Chairperson***
- ***The membership is Councillor Blunt, Councillor Howden and Councillor Mackle.***

That the Council delegate the power to act in the areas outlined in the Delegations Manual to the Chief Executive Officer Performance Review Committee.

The motion was put and carried. Unanimous

District Licensing Committee

Moved by Mayor Gray, seconded by Councillor Howden that the Council confirms that establishment of the District Licensing Committee as a Committee of Council.

That the Council determine the chairperson and the Committee membership being;

- ***The Chairperson of the Committee is Councillor Pablecheque***
- ***The list membership is Councillors Pablecheque, Mackle and Bond.***
- ***The quorum be three members.***

That the Chairperson and Councillor Mackle and an additional member for the quorum of three for the Committee.

That the Council appoint Councillor Mackle as the Deputy Chairperson of the District Licensing Committee.

That the Council delegate the powers to Act as outlined in the Delegations Manual to the District Licensing Committee.

The motion was put and carried. Unanimous

Canterbury Regional Transport Committee

Moved by Mayor Gray, seconded by Councillor Howden and resolved that Mayor Gray be appointed as Council's representative on the Regional Transport Committee with Councillor Millton as alternate. Unanimous

Civil Defence Emergency Management Group

Moved by Councillor Millton, seconded by Councillor Pablecheque and resolved that Mayor Gray be appointed as Council's representative on the Civil Defence Emergency Management Committee with Councillor Howden as alternate. Unanimous

Kaikoura Water Zone Committee

Moved by Councillor Howden, seconded by Councillor Mackle that Council confirm the reconstitution of the Kaikoura Water Zone Committee as a Committee of the Kaikoura District and Canterbury Regional Council in line with the terms of reference detailed in the Delegations Manual.

That the Council determines that Councillor Harnett be the Council's representative on the Zone Committee (thus exercising the Mayor's right to be a member of all Council Committees).

The motion was put and carried. Unanimous

Regional Water Management Committee

Moved by Councillor Mackle, seconded by Councillor Millton and resolved that Mayor Gray be appointed as Council's representative on the Regional Water Management Committee. Unanimous

Canterbury Joint Waste Committee

Moved by Mayor Gray, seconded by Councillor Blunt and resolved that Councillor Bond and Councillor Harnett be appointed as Council's representative on the Canterbury Waste Joint Committee. Unanimous

Advisory Groups and Outside Bodies

The following changes were to be made;

- Councillor Harnett would replace Councillor Howden as representative on the Creative Communities New Zealand Funds Assessment Committee and the George Low Trust.
- The Community Vehicle Trust would be removed as this was not a Committee which Council had a representative on.
- Lisa Bond to be included in the Kaikoura Youth Council.

Moved by Mayor Gray, seconded by Councillor Bond that Council;

- 1. Receive the report entitled Delegations Manual.***
- 2. The Committees, their scope, limits of authority and terms of reference be approved by Council.***
- 3. All representative and associated delegated authorities other than Council Committees are approved by Council.***

The motion was put and carried. Unanimous

There being no further business the meeting closed at 11.22am.