Minutes of a meeting of the Council held on Thursday 21 April 2016, commencing at 8.30am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT: Mayor Margaret Kouvelis (Chairperson)
Cr Steve Bielski
Cr Barbara Cameron
Cr Shane Casey
Cr Wayne Ellery
Cr Jo Heslop
Cr Albert James
Cr Tony Jensen
Cr Andrew Quarrie
Cr Alison Short
Cr Howard Voss

IN ATTENDANCE: Shayne Harris (Acting Chief Executive)
Brent Limmer (General Manager - Community and Strategy)
Hamish Waugh (General Manager – Infrastructure)
Michael Hawker (Project Delivery Manager)
Janine Hawthorn (Community Development Officer)
Doug Tate (Community Facilities Manager)
Sandra Crosbie (Communications Officer)
Colleen Morris (Principal Financial Adviser)
Alta Els (Business Improvement Adviser)
Tineke Naylor (Executive Officer to the Mayor)
Allie Dunn (Business Support Team Leader)

MDC 16/281 MEETING OPENING

Pastor Ian Thompson, of The Hub Church, opened the meeting in prayer.

MDC 16/282 APOLOGIES

There were no apologies.

MDC 16/283 REQUESTS FOR LEAVE OF ABSENCE

RESOLVED

That Councillor Albert James be granted leave of absence from 17 May 2016 to 21 May 2016.

Moved by: Councillor Barbara Cameron
Seconded by: Councillor Howard Voss

CARRIED
MDC 16/284 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Council meeting held 17 March 2016, and extraordinary Council meeting held 30 March 2016, be adopted as a true and correct record.

Moved by: Councillor Tony Jensen
Seconded by: Councillor Wayne Ellery

CARRIED

MDC 16/285 DECLARATIONS OF INTEREST

There were no declarations of interest.

MDC 16/286 PUBLIC FORUM - KYLE BROWN

Kyle Brown, recipient of a Representative Grant to attend the Junior Touch Rugby Nationals held in Christchurch on 11 February 2016 as a member of the Manawatu U15 boys Touch Team, spoke about his experience at the competition. Out of the nine games he played in, they won four games and lost five games. Their final standing was eighth out of the fourteen teams participating.

MDC 16/287 PUBLIC FORUM - FEILDING HIGH SCHOOL TRACK AND FIELD TEAM

Members of the Feilding High School Track and Field Team, recipients of a Representative Grant to attend the 2015 New Zealand Secondary Schools Track and Field and Road Athletic Championships held in Timaru from 4 to 6 December 2015, spoke about their experiences at the championships. They gave a powerpoint presentation that highlighted results that the members had achieved. They noted that they were training in Palmerston North and Masterton as there were no suitable training facilities for discus and hammer locally.

MDC 16/288 PUBLIC FORUM - STEP ‘N THYME

Fay Tunnicliffe and Val Talbot, recipients of a representative grant to attend the Nationals for Leisure Marching held in Invercargill in March 2016, thanked Council for the grant and spoke about their experience at the nationals. They noted that they practice twice each week, learn a new display each year and hold a display day each year in November. This year’s display day would be at the Civic Centre on 27 November 2016.

MDC 16/289 NOTIFICATION OF LATE ITEMS

There were no late items notified for consideration.

MDC 16/290 RECOMMENDATION FROM STRATEGIC PLANNING AND POLICY COMMITTEE – LOCAL ECONOMIC DEVELOPMENT SERVICES

Report of the General Manager – Community and Strategy dated 22 March 2016 presenting for consideration and adoption recommendations of the Strategic
Planning and Policy Committee meeting held on 17 March 2016 proposing options about future funding and delivery of local economic development services.

RESOLVED

1. That Council agrees to contribute $80,000 per annum of existing funding currently used to purchase Information Services to the Central Economic Development Agency for the provision of Information Services in the Manawatu District.

2. That Council agrees to contribute $23,000 per annum of existing funding currently used towards renting a building to the Central Economic Development Agency as a contribution towards accommodation costs.

3. That Council agrees to administer the current Central Business District Security service at a cost of approximately $79,000 per annum.

4. That Council agrees to transfer $100,000 per annum of existing funding used to purchase events and other local economic development services to the Community Development Fund for events and local economic development services that meet the criteria of Community Development Funding Policy.

5. That Council agrees to transfer $77,000 per annum of existing funding into the internal Economic Development Opportunity and Collaboration budget to be used on any opportunities, shared projects, local services and or further support for the Central Economic Development Agency.

Moved by: Councillor Tony Jensen
Seconded by: Councillor Shane Casey

CARRIED

MDC 16/291 HIWINUI COMMUNITY COMMITTEE

Report of the General Manager – Community and Strategy dated 6 April 2016 to consider a deviation from Council’s Community Committee policy to allow for the continuation of the Hiwinui Community Committee in its current form, beyond the 2016 Local Government Elections.

RESOLVED

That Council agree to deviate from its Community Committee policy to allow the Hiwinui Community Committee to continue in its current form beyond the 2016 Local Government Election, being held on 8 October 2016, for a further three-year term thereby avoiding the need to hold a public meeting to elect a new Committee.

Moved by: Councillor Barbara Cameron
Seconded by: Councillor Jo Heslop

CARRIED

MDC 16/292 MAKINO AQUATIC CENTRE REDEVELOPMENT – APPLICATION FOR FUNDING

Report of the General Manager – Community and Strategy dated 1 April 2016 seeking a resolution of Council to apply to Pub Charity for funding of $60,666 towards furniture for the Makino Aquatic Centre Redevelopment Project.

RESOLVED

That Council apply to Pub Charity for funding of $60,666 for the purchase of furniture for the Makino Aquatic Centre Redevelopment Project.

Moved by: Councillor Alison Short

Seconded by: Councillor Albert James

CARRIED

MDC 16/293 RISK APPETITE STATEMENT


RESOLVED

That the Risk Appetite Statement be adopted.

Moved by: Councillor Wayne Ellery

Seconded by: Councillor Howard Voss

CARRIED

MDC 16/294 ADOPTION OF FOOD ACT 2014 FEES AND CHARGES


RESOLVED

That Council adopt the following Food Act 2014 fees and charges with an effective date of 22 April 2016:

<table>
<thead>
<tr>
<th>Function</th>
<th>Fees (inclusive GST)</th>
<th>Timing of payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Application for registration of Food Control Plan based upon a template or model issued by MPI of</td>
<td>$233 fixed fee Based on: 1.5 hour EHO (@$138/hr) 0.25 hour admin (@$104/hr)</td>
<td>Payable on application for registration</td>
</tr>
<tr>
<td>Function</td>
<td>Fees (inclusive GST)</td>
<td>Timing of payment</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>---------------------------------------------</td>
<td>--------------------------------------------------------</td>
</tr>
<tr>
<td>a business subject to a National Programme</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Renewal of Registration Application for renewal of registration</td>
<td>$164 fixed fee</td>
<td>Payable on application for registration</td>
</tr>
<tr>
<td>Based on: 1 hour EHO (@$138/hr) 0.25 hour Admin (@$104/hr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amendment to Registration Amendment to registered food control plan based on a template or model issued by MPI or to registration of a business subject to a National Programme</td>
<td>$138/hr for every hour of processing time by EHO</td>
<td>Invoiced to applicant upon issue of registration. Payable within 20 working days of issue of invoice.</td>
</tr>
<tr>
<td>Verification Verification including site visits and compliance checks with food plans. Also covers any follow up verification site visits to check remedial actions.</td>
<td>$138/hr</td>
<td>Invoiced to applicant upon issue of registration. Payable within 20 working days of issue of invoice.</td>
</tr>
<tr>
<td>Compliance and Monitoring • Complaint driven investigation resulting in issue of improvement notice by food safety officer</td>
<td>$138/hr</td>
<td>Payable within 20 working days of issue of invoice.</td>
</tr>
<tr>
<td>• Application for review of issue of improvement notice</td>
<td>$138/hr</td>
<td></td>
</tr>
<tr>
<td>• Monitoring of food safety and suitability</td>
<td>$138/hr</td>
<td></td>
</tr>
<tr>
<td>Premises transitioning to Food Act 2014</td>
<td>Food hygiene registration payment will be transferred to the Food Act</td>
<td>Payable on application for registration</td>
</tr>
</tbody>
</table>
Function Fees (inclusive GST) Timing of payment
registration on a pro rata basis

Moved by: Councillor Tony Jensen
Seconded by: Councillor Jo Heslop
CARRIED

MDC 16/295 ELECTED MEMBERS REMUNERATION 2016-17 – SUBMISSION TO REMUNERATION AUTHORITY


It was agreed that this item of business would be adjourned until after the morning tea break.

MDC 16/296 LGNZ CONFERENCE AND AGM 2016


RESOLVED
That Her Worship the Mayor Margaret Kouvelis, Deputy Mayor Tony Jensen, Councillors Barbara Cameron, Alison Short and Howard Voss and incoming Chief Executive Richard Templer attend the 2016 Local Government New Zealand Conference in Dunedin.

Moved by: Councillor Tony Jensen
Seconded by: Councillor Albert James
CARRIED

MDC 16/297 APPLICATION OF THE COMMON SEAL

Report of the General Manager – Business dated 8 April 2016 informing Council of documents that have been sealed under the Common Seal under delegation since the last schedule was prepared.

RESOLVED
That the following schedule of Sealed Documents be received.

<table>
<thead>
<tr>
<th>Date</th>
<th>Document</th>
<th>Party to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/02/2016</td>
<td>Warrants of authority for newly appointed</td>
<td>Warrants issued to officer</td>
</tr>
</tbody>
</table>
Moved by: Councillor Howard Voss
Seconded by: Councillor Alison Short
CARRIED

MDC 16/298 CONSIDERATION OF LATE ITEMS

There were no late items for consideration.

*The meeting adjourned for a tea break at 9.55am and reconvened at 10.15am*

MDC 16/295 ELECTED MEMBERS REMUNERATION 2016-17 – SUBMISSION TO REMUNERATION AUTHORITY – RECONVENED ITEM


RESOLVED

That the Council propose the following positions to receive additional payments for submission to the Remuneration Authority for approval:

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Position Description</th>
<th>Estimation of extra time involved in carrying out the additional responsibilities</th>
<th>% Additional Pay recommended above base Councillor rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deputy Mayor</td>
<td>Responsibility to assist and deputise for the Mayor in a range of civic, regional and national forums. Chairing of Council meetings in the absence of the Mayor.</td>
<td>40% more than a Councillor with no additional responsibilities</td>
<td>40%</td>
</tr>
<tr>
<td>Committee Chairperson</td>
<td>Responsibility for chairing of committee meetings and efficient running of the</td>
<td>25% more than a Councillor with no</td>
<td>25%</td>
</tr>
</tbody>
</table>
Moved by: Tony Jensen
Seconded by: Shane Casey
CARRIED

MDC 16/299 PUBLIC EXCLUDED BUSINESS

RESOLVED

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

a) Confirmation of public excluded minutes

b) Reappointment of Trustees to Feilding Civic Centre Trust

c) Manawatu Community Trust Trustee Vacancies

That 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 are as follows:

<table>
<thead>
<tr>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Grounds under Section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Confirmation of minutes re Feilding Civic Centre Trust Trustee Vacancies, Review of Three Waters Reticulation and Appointment of Chief Executive</td>
<td>Section 7(2)(a) - protect the privacy of natural persons, including that of deceased natural persons; and Section 7(2)(i) – enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</td>
<td>Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.</td>
</tr>
</tbody>
</table>
COUNCIL

THURSDAY 21 APRIL 2016

8.30AM

MINUTES

MEETING

TIME

General subject of each matter to be considered

Reason for passing this resolution in relation to each matter

Grounds under Section 48(1) for the passing of this resolution

b) Reappointment of Trustees to Feilding Civic Centre Trust

Section 7(2)(a) - protect the privacy of natural persons, including that of deceased natural persons

As above

As above

c) Manawatu Community Trust Trustee Vacancies

As above

As above

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

Moved by: Councillor Wayne Ellery

Seconded by: Councillor Albert James

CARRIED

The meeting went into public excluded session at 10.18am and resumed open session at 10.25am. For items MDC 16/300 to MDC 16/304 refer to public excluded minutes.

MDC 16/305 REAPPOINTMENT OF TRUSTEES TO FEILDING CIVIC CENTRE TRUST BOARD

Report of the General Manager – Community and Strategy dated 18 March 2016 seeking reappointment of Trustees to the Feilding Civic Centre Trust Board.

RESOLVED

That Council reappoints Stuart Osborne, Lindsay Taylor and Tony Chapman as Trustees to the Feilding Civic Centre Trust Board for a further term of 18 months.

Moved by: Councillor Alison Short

Seconded by: Councillor Albert James

CARRIED

MDC 16/306 MANAWATU COMMUNITY TRUST TRUSTEE VACANCIES

Report of the General Manager – Community and Strategy dated 7 March 2016 presenting the options available to fill vacancies on the Manawatu Community Trust board due to Trustees David Broderick and Rod Titcombe’s terms expiring on 30 June 2016.
RESOLVED

1. That the Council advertises the two Trustee vacancies as per Council’s Appointment of Directors Policy.

2. That an ad hoc committee appointed by Her Worship the Mayor consider applications and make a recommendation to Council to appoint two Trustees by 23 June 2016.

Moved by: Councillor Wayne Ellery

Seconded by: Councillor Howard Voss

CARRIED

MDC 16/307 MEETING CLOSURE

Her Worship the Mayor declared the meeting closed at 10.26am.

Approved and adopted as a true and correct record:

Chairperson

Date