

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 1 OCTOBER 2020	8:30AM

Minutes of a meeting of the Council held on Thursday 1 October 2020, commencing at 8:30am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:	Mayor Helen Worboys	(Chairperson)
	Cr Steve Bielski	
	Cr Stuart Campbell	
	Cr Shane Casey	
	Cr Michael Ford	
	Cr Grant Hadfield	
	Cr Hilary Humphrey	
	Cr Phil Marsh	
	Cr Andrew Quarrie	
	Cr Alison Short	
APOLOGIES:	Cr Heather Gee-Taylor	
IN ATTENDANCE:	Richard Templer	(Chief Executive)
	Shayne Harris	(General Manager – Corporate and Regulatory)
	Hamish Waugh	(General Manager - Infrastructure)
	Brent Limmer	(General Manager – Community and Strategy)
	Frances Smorti	(General Manager – People and Culture)
	Rebecca Bell	(Strategy Manager)
	Michael Hawker	(Project Delivery Manager)
	Janine Hawthorn	(Community Development Adviser) (via Zoom)
	Mathew Bayliss	(Community Facilities Manager)
	Tracy Sharples	(Parks and Property Administration Officer)
	Lorraine Thompson	(Executive Assistant - Chief Executive)
	Stacey Bell	(Economist)
	Olesia Apostolova	(Infrastructure Support Assistant)
	Deb Bell	(Infrastructure Support Officer)
	Aimee Flanders	(Infrastructure Support Team Leader)
	Wiremu Greening	(Utilities Projects Manager)
	Glenn Young	(Utilities Manager)
	Shelley Ashton	(Senior Advisor - Marketing and Community Engagement)
	Allie Dunn	(Governance Team Leader)
	Steph Skinner	(Governance Officer)

#### MDC 20/455 MEETING OPENING

Hazim Arafah, of the Manawatu Multicultural Council, opened the meeting in prayer.

#### MDC 20/456 APOLOGIES

##### RESOLVED

**That the apologies from Councillor Heather Gee-Taylor, and from Councillor Alison Short for early departure, be approved.**

**Moved by: Councillor Michael Ford**

**Seconded by: Councillor Hilary Humphrey**

**CARRIED**

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MDC 20/457 REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence.

MDC 20/458 CONFIRMATION OF MINUTES

**RESOLVED**

**That the minutes of the extraordinary Council meeting held 10 September 2020 and the Council meeting held 17 September 2020 be adopted as a true and correct record.**

**Moved by: Councillor Michael Ford**

**Seconded by: Councillor Stuart Campbell**

**CARRIED**

MDC 20/459 DECLARATIONS OF INTEREST

There were no declarations of interest.

MDC 20/460 PUBLIC FORUM

There were no requests for public forum.

MDC 20/461 PRESENTATIONS

There were no presentations scheduled for this meeting.

MDC 20/462 NOTIFICATION OF LATE ITEMS

There were no late items of business notified for consideration.

MDC 20/463 RECOMMENDATIONS FROM COMMITTEES

There were no recommendations from other committees for consideration.

MDC 20/464 MINUTES OTHER COMMITTEES – FOR INFORMATION

The draft minutes of the Joint Strategic Planning Committee meeting held 10 September 2020 were circulated for information.

MDC 20/465 HEARING OF SUBMISSIONS – DRAFT CEMETERIES MANAGEMENT STRATEGY

Report of the General Manager – Community and Strategy dated 14 September 2020 presenting a copy of the submissions received on the draft Cemeteries Management Strategy, and presenting the schedule of those people who had chosen to speak to their submission.

**RESOLVED**

**That the Council receives the report on the Hearing of Submissions to the Draft Cemeteries Management Strategy, and hears from the three submitters who have indicated they wish to be heard.**

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**Moved by:** Councillor Michael Ford

**Seconded by:** Councillor Phil Marsh

**CARRIED**

SUBMISSION 002 - WILLIAM COTTON AND SONS LTD

Shane Cotton and Andrae Peipi of William Cotton and Sons Ltd, spoke about their request for Council to provide lowering devices and mats for use at its cemeteries. They noted their experience with other Councils where this equipment was normally made available for use, and would be set up ready for when the funeral directors and families arrived for the funeral. They talked about the financial benefit to Council for making this equipment available and being able to charge for its use

*Councillor Andrew Quarrie joined the meeting at 8:44am*

SUBMISSION 006 HALCOMBE COMMUNITY DEVELOPMENT GROUP

Councillor Alison Short declared an interest as a Trustee on the Halcombe Community Development Trust.

Jeannette Henderson, of the Halcombe Community Development Group, spoke regarding use of cemetery land in Halcombe. She talked about the capacity of the cemetery site and drew the Council's attention to the benefit to both the Council and the Halcombe Community from the funds raised by grazing of sheep on the cemetery land. In closing she outlined the use of that income to benefit the community, through contributing to the costs of running the Halcombe Community Hall, and the Halcombe Community Fund.

MDC 20/466 TEN YEAR PLAN 2021-31 – PERFORMANCE MANAGEMENT FRAMEWORK

Report of the General Manager – Community and Strategy dated 14 September 2020 presenting the reviewed Performance Management Framework to Council for approval for inclusion in the draft Ten Year Plan 2021-31.

Questions were asked regarding:

- performance measure referring to exercising wise stewardship of public money;
- performance measures for the roading network;
- how materiality was evaluated;
- the proposed change to the definition of “complaint”;
- including an additional measure for recording the initiatives and additional opportunities that the Council makes for better and further engagement with the community, for example enabling those of other cultures and languages to participate in the community;
- the purpose of the performance measures for assisting with managing the activities of Council, and whether there could be a reduction in the number of performance measures.

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**RESOLVED**

**That the Council approves the reviewed Performance Management Framework in Attachment 2 for approval for inclusion in the draft Ten Year Plan 2021-31.**

**Moved by: Councillor Phil Marsh**

**Seconded by: Councillor Stuart Campbell**

**CARRIED**

***Councillors Shane Casey, Hilary Humphrey, Alison Short and Her Worship the Mayor recorded their vote against the motion.***

**MDC 20/467 SECTION 17A REVIEW FEILDING AND DISTRICTS PROMOTION INC CONTRACT AND NEW CONTRACT**

Report of the General Manager – Community and Strategy dated 14 September 2020 presenting the District Development Services Contract for Council consideration. Jason Smith and Wendy Carr of Feilding and District Promotion Inc were in attendance to answer questions, and thanked Council for the support they had received to date.

The following matters were raised during discussion:

- clarification of the funding over two financial years;
- the outcome of the Section 17A review;
- the review of community information services was yet to be completed, which was noted in the Community Development Strategy;
- the relationship between the Section 17A review of CEDA that had recently commenced in relation to the Section 17A review of Information Centre Service;
- clarification of delivery of economic development at a local level versus economic development at a regional level;
- concern about committing funding when the Ten Year Plan budgets had not been finalised;
- clarification of any impact on officer workloads from provision of 20 hours per week of support.

**RESOLVED**

- 1. That the Council notes that as part of the competitive tender process for the Priority Services Contracts, a proposal was submitted by Feilding and District Promotion Inc. covering a full range of District Development Services including Community Development, Economic Development, Information Centre and CBD Security.**
- 2. That the Council approves the direct procurement of District Development Services from Feilding and District Promotion Inc.**
- 3. That the Council receives the report “MDC s17A Information Centre Service Review FINAL 14 MAY”.**
- 4. That the Council awards the contract for District Development Services to Feilding and District Promotion Inc for Eight Hundred Thousand, Seven**

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Hundred and Fifty Three Dollars plus GST (\$800,753 plus GST) covering the period 1 October 2020 to 30 June 2022.

5. That the Chief Executive of the Manawatū District Council be delegated authority to approve minor amendments to finalise and sign the contract.
6. That the Council notes the total value of the contract is \$835,335 including rental photocopier payment and in-kind services.

Moved by: Councillor Michael Ford

Seconded by: Councillor Grant Hadfield

**CARRIED**

*Councillors Andrew Quarrie, Shane Casey and Hilary Humphrey recorded their votes against the motion*

#### MDC 20/468 MEMBERSHIP DECISION ON TE AWA COMMUNITY FOUNDATION

Report of the Chief Executive dated 7 September 2020 seeking a decision from Council on whether it wished to join the Te Awa Community Foundation.

**RESOLVED**

**That the Council agrees to join the Te Awa Community Foundation and authorises Her Worship the Mayor to sign the Joint Agreement between the Manawatū-Whanganui Region Territorial Authorities and Te Awa Community Foundation.**

Moved by: Councillor Grant Hadfield

Seconded by: Councillor Phil Marsh

**CARRIED**

#### MDC 20/469 APPLICATION OF THE COMMON SEAL

Report of the General Manager – Corporate and Regulatory dated 14 September 2020 informing Council of documents that had been sealed under the Common Seal under delegation since the last schedule was prepared.

**RESOLVED**

**That the following schedule of Sealed Documents be received:**

Date:	Document:	Party to:
25/5/2020	Warrants of Authority for Oliver Harper-Quayle	Warrant Issued to Officer
26/5/2020	Warrants of Authority for Thomas Ramsay	Warrant Issued to Officer
17/6/2020	Warrants of Authority for Annabel Hobson	Warrant Issued to Officer
2/7/2020	Bylaws updated by Council: <ul style="list-style-type: none"> <li>• Freedom Camping Bylaw 2020</li> </ul>	Bylaws updated

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<b>Date:</b>	<b>Document:</b>	<b>Party to:</b>
	<ul style="list-style-type: none"> <li>• <b>Public Places Bylaw 2020</b></li> </ul>	
<b>21/7/2020</b>	<b>Warrants of Authority for Inez Belcher</b>	<b>Warrant Issued to Officer</b>
<b>30/7/2020</b>	<b>Warrants of Authority for Steven Parkinson</b>	<b>Warrant Issued to Officer</b>
<b>30/7/2020</b>	<b>Warrants of Authority for Sarah Miller</b>	<b>Warrant Issued to Officer</b>
<b>24/8/2020</b>	<b>Warrants of Authority for May Cheuyglintase</b>	<b>Warrant Issued to Officer</b>
<b>24/8/2020</b>	<b>Warrants of Authority for Erdinc Atalay</b>	<b>Warrant Issued to Officer</b>
<b>24/8/2020</b>	<b>Warrants of Authority for Phillip Hindrup</b>	<b>Warrant Issued to Officer</b>
<b>7/9/2020</b>	<b>Warrants of Authority for Caleb Wolters</b>	<b>Warrant Issued to Officer</b>
<b>7/9/2020</b>	<b>Warrant of Authority for Mathew Abraham</b>	<b>Warrant Issued to Officer</b>

**Moved by: Councillor Alison Short**

**Seconded by: Councillor Michael Ford**

**CARRIED**

*The meeting adjourned at 10:03am and reconvened at 10:17am*

#### **MDC 20/470 CONTRACT FOR DISPOSAL OF SOLID WASTE**

Report of the General Manager – Infrastructure dated 17 September 2020 seeking award of the contract for Solid Waste disposal for the Manawatū District Council waste stream to Midwest Disposal Limited.

**RESOLVED**

**That the Council awards a three-year contract extension to Midwest Disposals Limited for the disposal of the Manawatū District Council waste stream for up to three million eight hundred and fifty seven thousand, four hundred and eighty four dollars and forty cents plus GST (\$3,857,484.40 plus GST) effective from 1 January 2020.**

**Moved by: Councillor Grant Hadfield**

**Seconded by: Councillor Steve Bielski**

**CARRIED**

#### **MDC 20/471 LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT REQUESTS TO 17 SEPTEMBER 2020**

Report of the General Manager – Corporate and Regulatory dated 17 September 2020 presenting requests for information received by Council under the Local Government Official Information and Meetings Act 1987.

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**RESOLVED**

That the report detailing the requests for information received under the Local Government Official Information and Meetings Act 1987 for the month of September 2020 be received.

Moved by: Councillor Phil Marsh

Seconded by: Councillor Michael Ford

**CARRIED**

MDC 20/472 CONSIDERATION OF LATE ITEMS

There were no late items notified for consideration.

MDC 20/473 PUBLIC EXCLUDED BUSINESS

**RESOLVED**

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

- a) Draft Minutes of Joint Strategic Planning Committee for Information
- b) Feilding Civic Centre Trust - Expiring Trustee Terms Options
- c) Recommendation from Chief Executive's Employment Committee re Appointment of Acting Chief Executive

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:

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
a) Draft minutes of Joint Strategic Planning Committee meeting for information	Section 7(2)(a) – to protect the privacy of natural persons, including that of deceased natural persons.	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.

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- b) Feilding Civic Centre As above As above  
Trust - Expiring  
Trustee Terms  
Options
- c) Recommendation As above As above  
from Chief  
Executive's  
Employment  
Committee re  
Appointment of  
Acting Chief  
Executive

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: Her Worship the Mayor

Seconded by: Councillor Michael Ford

**CARRIED**

*The meeting went into public excluded session at 10:45am. For items MDC 20/474 to MDC 20/478 refer to public excluded proceedings. The meeting returned to open session at 11:04am.*

*The meeting adjourned at 11:05am and resumed at 11:30am*

*Councillor Alison Short left the meeting at 11:31am.*

**MDC 20/465 HEARING OF SUBMISSIONS – DRAFT CEMETERIES MANAGEMENT STRATEGY - CONTINUED**

**SUBMISSION 005 - JOSEPHINE RANDALL HENAGHAN**

Josephine Henaghan spoke regarding her submission, noting that members of her family were interred at Feilding Cemetery. She spoke about how she would like to be able to make a flower garden on her family's gravesites, similar to what was allowed for at Kelvin Grove in Palmerston North. She spoke about the need to take into account the cultural needs of other people within the community, for installing permanent flower gardens on the gravesites. In closing she read WB Yeats poem "The Cloths of Heaven".

**MDC 20/479 MEETING CLOSURE**

The meeting was declared closed at 11:38am.