

MINUTES	MEETING	TIME
<b>COUNCIL</b>	<b>THURSDAY 18 OCTOBER 2018</b>	<b>8.31AM</b>

Minutes of a meeting of the Council held on Thursday 18 October 2018, commencing at 8.31am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:	Mayor Helen Worboys	(Chairperson)
	Cr Steve Bielski	
	Cr Barbara Cameron	
	Cr Stuart Campbell	
	Cr Shane Casey	
	Cr Michael Ford	
	Cr Hilary Humphrey	
	Cr Phil Marsh	
	Cr Andrew Quarrie	
	Cr Alison Short	
	Cr Howard Voss	
IN ATTENDANCE:	Clint Ramoo	(Audit New Zealand)
	Chris Webby	(Audit New Zealand)
	Richard Templer	(Chief Executive)
	Shayne Harris	(General Manager – Corporate and Regulatory)
	Brent Limmer	(General Manager – Community and Strategy)
	Frances Smorti	(General Manager – People and Culture)
	Hamish Waugh	(General Manager – Infrastructure)
	Rebecca Bell	(Strategy Manager)
	Janine Hawthorn	(Community Development Adviser)
	Michael Hawker	(Project Delivery Manager)
	Paul Stein	(Communications Manager)
	Colleen Morris	(Chief Financial Officer)
	Mathew Bayliss	(Community Facilities Manager)
	Lorraine Thompson	(Executive Assistant – Chief Executive)
	Ross Wheeler	(Strategic Accountant)
	Carl Johnstone	(Parks and Property Team Leader)
	Nichole Ganley	(Governance Support Officer)
	Allie Dunn	(Governance Team Leader)

#### MDC 18/576 MEETING OPENING

Rance Stuart of the Salvation Army opened the meeting in prayer.

#### MDC 18/577 APOLOGIES

There were no apologies.

#### MDC 18/578 REQUESTS FOR LEAVE OF ABSENCE

There were no requests for leave of absence.

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 18 OCTOBER 2018	8.31AM

#### MDC 18/579 CONFIRMATION OF MINUTES

**RESOLVED**

**That the minutes of the Council meeting held 20 September 2018 and the extraordinary Council meeting held 4 October 2018 be adopted as a true and correct record.**

**Moved by: Councillor Michael Ford**

**Seconded by: Councillor Howard Voss**

**CARRIED**

#### MDC 18/580 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### MDC 18/581 PUBLIC FORUM - MATTHEW OKE

Matthew Oke, a representative grant recipient, thanked Council for its support towards costs associated with representing New Zealand at the Canoe Polo World Championships held in Welland, Canada from 31 July to 5 August 2018, presented to Council. He showed a powerpoint presentation with images from the trip and spoke about his team's involvement in games leading up to the championship, which included travelling to Germany and Amsterdam as well as Canada. Overall their team secured fifth spot in the World Championships.

#### MDC 18/582 PUBLIC FORUM - MILTON PEDLEY

Mr Pedley spoke about public relations, seeking answers to four questions regarding a confidentiality agreement, the source of the estimated population figures used in the recent representation review, any record held by Council as to the reasonableness or otherwise of himself and his wife, and the grounds used by the Council to seek legal advice to withhold information from files relating to himself and his wife.

#### MDC 18/583 PRESENTATIONS

There were no presentations scheduled for this meeting.

#### MDC 18/584 NOTIFICATION OF LATE ITEMS - ADOPTION OF ANNUAL REPORT 2018

**RESOLVED**

**That the Council consider as an item of extraordinary business the item "Adoption of Annual Report 2018".**

**The purpose of the item is to adopt the Annual Report for the year ending 30 June 2018.**

**The item cannot be delayed to a subsequent meeting due to the statutory requirement to adopt the Annual Report prior to 31 October 2018.**

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 18 OCTOBER 2018	8.31AM

**Moved by: Her Worship the Mayor**

**Seconded by: Councillor Michael Ford**

**CARRIED**

#### MDC 18/585 CHANGE TO ORDER OF BUSINESS

**RESOLVED**

**That the item “Adoption of Annual Report for the year ending 30 June 2018” be taken as the next item of business.**

**Moved by: Councillor Barbara Cameron**

**Seconded by: Councillor Alison Short**

**CARRIED**

#### MDC 18/586 CONSIDERATION OF LATE ITEM – ADOPTION OF THE ANNUAL REPORT 2018

Report of the General Manager – Corporate and Regulatory dated 16 October 2018 seeking adoption of the Annual Report for the year ending 30 June 2018. Clint Ramoo and Chris Webby, of Audit New Zealand, were in attendance. They spoke about the key significant audit risks, including the annual valuation of infrastructure assets and management override for journals. They also spoke about their recommendation to ensure that in the IT environment, there were controls around new staff coming in to the organisation and staff leaving regarding their access to the Council’s systems. Also around testing disaster recovery and business continuity systems. They spoke about performance reporting and noted that with regard to water quality, Council had included in its reporting that it would be challenging some of the results.

Clint Ramoo asked three questions:

1. Whether Council or management were aware of any significant items that required disclosing that should be included in the balance sheet;
2. Whether Council or management were aware of any legislative breaches;
3. The process through which Council receives assurance that the risk of fraud was being mitigated.

In response to questions 1 and 2, the Chief Executive responded that he was not aware of any items requiring disclosure, nor any legislative breaches.

In response to question 3, the Chief Executive and Council responded that through internal controls, external and internal audit they had assurance that the risk of fraud was being mitigated. The Chief Executive noted that the internal audit programme included reviewing any possible fraud risks for the Council to be completed by 30 June 2019. The Council also had an Audit and Risk Committee, and relevant policies for Sensitive Expenditure and Fraud.

MINUTES	MEETING	TIME
<b>COUNCIL</b>	<b>THURSDAY 18 OCTOBER 2018</b>	<b>8.31AM</b>

Clint Ramoo advised that on receipt of the signed letter of representation and set of accounts that Audit New Zealand would be issuing an unqualified and unmodified audit opinion. He noted that Audit New Zealand would be presenting their finalised report to the Audit and Risk Committee.

The Chief Executive acknowledged the work conducted by the Audit New Zealand team on the Long Term Plan audit as well as the Annual Report audit, noting the advice Council received has helped Council improve its processes.

**RESOLVED**

**That the Council adopts the Annual Report for the year ending 30 June 2018.**

**Moved by: Her Worship the Mayor**

**Seconded by: Councillor Phil Marsh**

**CARRIED**

**MDC 18/587 RECOMMENDATIONS FROM COMMITTEES - COMMUNITY FUNDING COMMITTEE RE EVENT FUNDING**

Report of the General Manager – Corporate and Regulatory dated 11 October 2018 presenting a recommendation of the Community Funding Committee meeting held 9 October 2018 regarding an Event Fund application received from the Kimbolton Arts and Sculpture Trust for financial assistance towards the costs associated with holding the 2019 Kimbolton Sculpture Festival being held on 6 April 2019.

*The meeting adjourned at 9.30am for the Shake Out drill and reconvened at 9.31am*

**RESOLVED**

**That the Council approves an Event Fund grant of \$15,000, to come from the Major Events Fund, to the Kimbolton Arts and Sculpture Trust for financial assistance towards the marketing of the 2019 Kimbolton Sculpture Festival being held on 6 April 2019.**

**Moved by: Councillor Steve Bielski**

**Seconded by: Councillor Hilary Humphrey**

**CARRIED**

**MDC 18/588 MINUTES OTHER COMMITTEES – FOR INFORMATION**

The draft minutes of the Community Funding Committee meeting held 9 October 2018 and the Ngā Manu Tāiko Manawatū District Council meeting held 9 October 2018 were circulated for information.

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 18 OCTOBER 2018	8.31AM

MDC 18/589 APPOINTMENT OF COMMISSIONER AND MEMBERS TO DISTRICT LICENSING COMMITTEE

Report of the General Manager – Corporate and Regulatory dated 1 October 2018 consider reappointment of the Manawatū District Licensing Committee’s Commissioner and members. The meeting discussed the need to appoint new members in the future to ensure continuity, and also suggested inviting the Commissioner to speak to Council about how the committee operated.

*Councillor Barbara Cameron declared an interest and did not vote.*

**RESOLVED**

**That the Council re-appoints Rod Titcombe as Commissioner to the District Licensing Committee for a period of five years to 18 October 2023.**

**That the Council re-appoints Councillor Barbara Cameron, Clive Asplin, John Baxter and Jo Heslop as members of the District Licensing Committee for a period of five years to 18 October 2023.**

**Moved by: Councillor Alison Short**

**Seconded by: Councillor Howard Voss**

**CARRIED**

MDC 18/590 PROPOSED ROAD STOPPING – POHANGINA ROAD

Report of the General Manager – Corporate and Regulatory dated 14 August 2018 purpose of this report is to seek approval to proceed with the road stopping of sections of road along Pohangina Road under the Public Works Act 1981.

**RESOLVED**

**That the Council approve the road stopping of sections of road along Pohangina Road under the Public Works Act 1981.**

**Moved by: Councillor Michael Ford**

**Seconded by: Councillor Steve Bielski**

**CARRIED**

MDC 18/591 MINUTES FROM COMMUNITY COMMITTEES AND MANAWATU YOUTH AMBASSADORS

Report of the General Manager – Community and Strategy dated 2 October 2018 presenting minutes from recent meetings of Community Committees and the Manawatū Youth Ambassadors for information.

MINUTES	MEETING	TIME
COUNCIL	THURSDAY 18 OCTOBER 2018	8.31AM

**RESOLVED**

**That the Council receives the minutes of the Community Committees and the Manawatū Youth Ambassadors meetings.**

**Moved by: Councillor Phil Marsh**

**Seconded by: Councillor Shane Casey**

**CARRIED**

**MDC 18/592 MEETING CLOSURE**

Her Worship the Mayor declared the meeting closed at 10.14am.

Approved and adopted as a true and correct record:

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**CHAIRPERSON**

\_\_\_\_\_

**DATE**