

MINUTES

AUDIT AND RISK COMMITTEE MEETING

Date: Wednesday, 16 November 2022

Time: 10.00 am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Chair: Mr Philip Jones

Membership: Cr Dave Wilson
HWTM Andy Watson
Cr Fi Dalgety
Cr Tracey Piki Te Ora Hiroa

In attendance: Cr Greg Maughan
Cr Simon Loudon
Cr Jarrod Calkin
Mr Peter Beggs, Chief Executive
Mr Dave Tombs, Group Manager – Corporate Services
Mrs Carol Gordon, Group Manager – Democracy and Planning
Ms Sharon Grant- Group Manager-People and Performance
Ms Kezia Spence, Governance Advisor

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1 Welcome / Prayer

The Committee noted the direct appointment by His Worship the Mayor of Mr Philip Jones as interim Chair of the Audit and Risk Committee – this was done under the provisions of 41A(3)(c)(i) of the Local Government Act 2002.

2 Apologies

HWTM may need to briefly leave the meeting.

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

Nil

5 Confirmation of Order of Business

Nil

6 Follow-up Action Items from Previous Meetings

6.1 Follow-up Action Items from Audit and Risk Meetings

Taken as read.

Resolved minute number 22/ARK/060

That the report 'Follow-up Action Items from Audit and Risk Meetings' be received.

Cr D Wilson/HWTM A Watson. Carried

7 Reports for Information

7.1 Internal Audit Programme

There is a strong degree of confidence in staff to have the abilities to complete internal reviews unless something unknown was to occur. Legal requirements within the timeframes suggested fit within the programme.

The Internal Audit Programme list is arranged in order of year with A, B, C a code for how these will be reviewed which in some ways highlight the priority of them.

The Chair recommended that the Internal Audit Programme needs to be reviewed every six months and for this to link into the strategic risk management framework. This linkage will give the ability to decide what is important and what is working effectively.

Resolved minute number 22/ARK/061

That the report 'Internal Audit Programme' be received.

Cr F Dalgety/Cr T Piki Te Ora Hiroa. Carried

7.2 Health, Safety and Wellbeing

The most common category for incident reporting is slip, trip, fall. Ms Grant clarified that it is unlikely that there is an increase in incidents but an increase in reporting, which was encouraged by the leadership team.

A concern raised was the failure to know about actions or incidents from our contractors. There is a reliance on contractors for monitoring and providing reports on this. Ms Grant stated that reporting is based on lag indicators and assessing on what is being reported. There is a project underway on our Health and Safety risk management framework and this will help identify our top leading risks and how to address these issues.

Resolved minute number 22/ARK/062

That the Health, Safety and Wellbeing Report together with attachments, be received.

Cr F Dalgety/Cr T Piki Te Ora Hiroa. Carried

7.3 Insurance Update

Concerns were raised that there had been a previous meeting with our insurance broker as to whether we should be carrying insurance of a minor nature for our fleet. Mr Tombs responded that there was an increase to levels of some policies and whether fleet is included will need to be confirmed.

Mr Beggs clarified that reviewing insurance was part of the operational costs savings. Self-insurance was considered but on advice from the insurance broker that we continue fleet insurance. The broker would not have a conflict of interest providing this advice as it a flat fee arranged through MWLASS.

There were questions raised on the flexibility of our insurance with our agreement with MWLASS and the impact of Three Waters on our insurance costs. There is limited flexibility to negotiate dates as they are through MWLASS but there are greater benefits being a part of this group. Three waters will have an impact on the costs of insurance however we are working through this as part of the transition.

The Chair recommended that there be subsequent insurance workshop on policies and the risk associated with this.

MWLASS sends a representative to London for insurers to meet and this gives them an understanding of the risks associated and make insurers more comfortable. There is internal work focusing on our asset data and value of the assets.

Mr Tombs assured the committee that we recognised the market getting more difficult and reflected this in our budget. In the future we anticipate that cyber insurance and insuring assets close to the sea with sea level rise, will be the hardest to insure against.

Resolved minute number 22/ARK/063

That the report 'Insurance Update' be received.

HWTM A Watson/Cr D Wilson. Carried

7.4 Treasury Reporting

LGFA, local government funding agency, is an independent organisation for Councils to use to secure debt. Our current debt levels are well within the parameters, this includes the forecast debt levels without three waters assets.

The committee stated that there needs to be further analysis of the impact on three waters if Council were to increase debt by investing in capital structures. The committee also wanted to see further analysis on figures as a consequence of three waters and the impact on our LTP.

There were questions from the committee regarding the certainty of our funding. Mr Tombs confirmed there is no guarantee with these figures as things change, especially with our fees and charges. As an example, Covid lockdowns stopped the processing of building consents which impacted our fees and charges revenue.

The Chair recommended that the financial implications and strategic risks need to be addressed and the report to show where Council might be in the future.

Resolved minute number 22/ARK/064

That the report 'Treasury Reporting' be received.

HWTM A Watson/Cr D Wilson. Carried

7.5 Annual Report 21/22 Progress Update

HWTM left 11.05am and returned at 11.07am during this item.

A meeting between the auditors and Mr Tombs will be held tomorrow regarding the date of sign off for the Annual Report and whether this should be postponed until after Christmas. The Chair noted that other Councils are in a similar position and are facing a delay with their audit opinion.

The delays are caused by a lack of auditors and Council staff working across a number of projects. The delay is not necessarily because of us, but a bit of both parties.

An issue without a timely annual report is this can cause delay with the management letter. The management letter sets expectations for the sector and staff won't get the opportunity to address problems prior to the next report.

Resolved minute number 22/ARK/065

That the report 'Annual Report 2021/22 Progress Update' be received.

Mr Jones/Cr D Wilson. Carried

7.6 Fraud Reporting

Taken as read.

Resolved minute number 22/ARK/066

That the report 'Fraud Reporting' be received.

HWTM A Watson/Cr T Piki Te Ora Hiroa. Carried

7.7 Strategic Risk Review

A modernised format has been proposed with the strategic risk register to be available on the website to provide greater transparency.

Concerns were raised by the committee regarding three waters assets and that it is no longer a risk to Council once the asset is no longer held by Council. The Chair responded that Council represents the community and this includes delivery of services. This can still be put on the risk register as something to advocate for in your community. This can be applicable to all Central Government reforms.

Mr Tombs advised that another document on risk appetite will feed into this. This will help with understanding the real risk and whether we accept or mitigate risks involved.

Resolved minute number 22/ARK/067

That the report 'Strategic Risk Review' be received.

Cr D Wilson/Cr T Piki Te Ora Hiroa. Carried

7.8 Audit NZ Management Letter Update

Mr Tombs advised the final pages on the procurement policy will not be ready until the next calendar year.

There was discussion in regards to performance reporting through our shared services contract and contractor services. There is a level of reporting but for anything specific would be a conversation offline with the Mayor and Chief Executive.

Resolved minute number 22/ARK/068

That the report 'Audit NZ Management Letter Update' be received.

Mr Jones/Cr D Wilson. Carried

7.9 Summary of Management Accounts

New chair to decide what information is received. The purpose of Audit and Risk is adequate financial information is being received by Council.

Resolved minute number 22/ARK/069

That the report 'Summary of Management Accounts' be received.

HWTM A Watson/Cr D Wilson. Carried

7.10 Audit and Risk Committee Work Programme

The work programme is deliverable to an extent but there may be delays for some items, such as the bribery and corruption policy.

The Chair recommend that there should be a standing item on the privacy act as this provides the opportunity for any breaches to be reported to the committee. This provides assurance even if nothing is reported.

Resolved minute number 22/ARK/070

That the report 'Audit and Risk Committee Work Programme' be received.

Cr F Dalgety/Cr T Piki Te Ora Hiroa. Carried

7.11 Protected Disclosures Update

Taken as read.

Resolved minute number 22/ARK/071

That the report 'Protected Disclosures Update' report be received.

Cr D Wilson/Cr T Piki Te Ora Hiroa. Carried

The meeting closed at 11.38am.

The minutes of this meeting were confirmed at the Audit and Risk Committee held on .

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Chairperson

MINUTES

UNCONFIRMED: TAIHAPE COMMUNITY BOARD MEETING

Date: Wednesday, 8 February 2023

Time: 5.30pm-7pm

Venue: Kokako Street Pavilion
2 Kokako Street
Taihape

Present Mr Peter Kipling-Arthur Chair
Ms Gail Larsen
Mr Les Clarke
Cr Gill Duncan
Cr Jeff Wong
Cr Tracy Hiroa
HWTM Andy Watson

In attendance Ms Sheryl Srhoj, Community Partner
Ms Dawn Hesketh, Administration

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1 Welcome / Prayer

The Chair welcomed everyone to the meeting

2 Apologies

Resolved minute number 23/TCB/001

That the apology for the absence of Ms. Emma Abernethy be received.

Ms G Larsen/Mr P Kipling-Arthur. Carried

3 Public Forum

Nil.

4 Conflict of Interest Declarations

Mr. Les Clarke as Chairman of Taihape Community Development Trust declared a conflict of interest in regards to Item 11.2

5 Confirmation of Order of Business

No change to the order of business.

6 Confirmation of Minutes

Resolved minute number 23/TCB/002

That the minutes of Taihape Community Board Meeting held on 14 December 2022 **without amendment** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Mr L Clarke/Ms G Larsen. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Taihape Community Board Meetings

Taken as read.

Resolved minute number 23/TCB/003

That the report 'Follow-up Action Items from Taihape Community Board Meetings' be received.

Ms G Larsen/Mr L Clarke. Carried

8 Chair's Report

8.1 Chair's Report- Taihape Community Board February

Taken as read.

Resolved minute number 23/TCB/004

That the Chair's report be received.

Cr J F Wong/Mr P Kipling-Arthur. Carried

9 Reports for Decision

9.1 CBEC Zone 3 Representative

Taken as read.

Resolved minute number 23/TCB/005

That the report CBEC Zone 3 Representative be received.

Mr L Clarke/Ms G Larsen. Carried

Resolved minute number 23/TCB/006

That the Taihape Community Board support Marcus Buddo as the Zone 3 representative.

Ms G Larsen/Mr P Kipling-Arthur. Carried

10 Reports for Information

10.1 Mayor's Report

Taken as read.

Resolved minute number 23/TCB/007

That the 'Mayor's Desk - Community Volunteer Awards' be received.

Mr P Kipling-Arthur/Cr G Duncan. Carried

10.2 Parks Upgrade Partnership Application-Taihape Show Jumping

Taken as read.

Resolved minute number 23/TCB/008

That the report 'Parks Upgrade Partnership Application - Taihape Show Jumping' be received

Ms G Larsen/Mr L Clarke. Carried

Resolved minute number 23/TCB/009

That the Taihape Community Board **supports** the application from the Taihape Show Jumping Group for funding of \$3,488.00 from the Park Upgrades Partnership Fund to upgrade the pavilion and track at the Taihape Memorial Park.

Ms G Larsen/Mr L Clarke. Carried

10.3 Funding Schemes Update - February 2023

Taken as read.

Resolved minute number 23/TCB/010

That the Funding Schemes Update – January 2023 be received.

Mr L Clarke/Cr T Piki Te Ora Hiroa. Carried

10.4 Small Projects Fund Update - February 2023

Undertaking

The Chair

Is to follow up with concrete Craft regarding their account and is to follow up with the Hobby Hut regarding the planter boxes

He will also contact Byfords Construction regarding a replacement large boulder for the grass area near Quick Stop

Resolved minute number 23/TCB/011

That the report 'Small Projects Fund Update – February 2023' be received.

Mr L Clarke/Ms G Larsen. Carried

11 Discussion Items

It was suggested that the board take a walk through the new amenities block prior to the opening.

The board were all in favour of this suggestion

11.1 Item: Dates for Taihape Community Board Workshops

The board were all in favour of holding their future workshops and meetings on the 2nd Wednesday of the month.

The Chair is to advise Kezia Spence Governance Advisor of this

11.2 Update from MOU Partnering Organisations

Ms Pania Winiata spoke to her tabled report

Resolved minute number 23/TCB/012

That the verbal updates from 'MOU partnering organisations' be received.

Ms G Larsen/Cr G Duncan. Carried

The meeting closed at 6.40pm.

The minutes of this meeting were confirmed at the Taihape Community Board held on 19 April 2023.

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Chairperson

MINUTES

UNCONFIRMED: TURAKINA COMMUNITY COMMITTEE MEETING

Date: Thursday, 9 February 2023

Time: 7.30pm

Venue: The Anglican Church Hall, St George's
State Highway 3
Turakina

Present Mr Duran Benton
Ms Linda O'Neill
Ms Rachel Cvitanovich
Cr Brian Carter
HWTM Andy Watson

In attendance Ms Melanie Bovey, Manager Library Services

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1 Welcome / Prayer

2 Apologies

No apologies received.

3 Public Forum

Nil.

4 Conflict of Interest Declarations

Declarations Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda- nil conflict of interest

5 Confirmation of Order of Business

Confirmed.

6 Confirmation of Minutes

Resolved minute number 23/TCC/001

That the minutes of Turakina Community Committee Meeting held on 1 December 2022 **without amendment** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Mr D Benton/Ms L O'Neill. Carried

7 Chair's Report

7.1 Chair's Report - February 2023

The highland games saw fewer than usual attendees due to the weather. The chair acknowledged the support from Murray Phillips and team. The chair met with Melany Bovey and Charlie Mete from Ratana Community Committee- discussions about need for a strategic plan for Turakina, induction for committee members and communication plan in conjunction with the council to help share information including awareness of what is happening, and with input from residents. Also suggesting visiting other community committees.

Resolved minute number 23/TCC/002

That the verbal Chair's Report – February 2023 be received.

Mr D Benton/Ms R Cvitanovich. Carried

8 Reports for Information

8.1 Mayor's Report

Annual plan preparation continues, this is tricky given inflation pressures, especially pressures on the cost of roading as funding from Waka Kotahi will remain unchanged. Consultation regarding forestry harvesting differential continues. Workshops to set budgets show increases, though some councils have 12-23% rate increases and this is indicative of the rating pressures.

There are staff working on the '3 waters' framework. There will be changes in the legislation, storm water may be excluded, and co-governorship. It is no coincidence that the day the new prime minister was announced there were further announcements of the CEOs for '3 Waters'. There will be implications for rural properties that are near rural water supplies, or have the pipes running through their properties, opting out, will not be possible now. This raises questions of costs and compliance likely to fall on the individuals.

Huge numbers of local residents have been nominated for the Volunteers awards. The District Plan change still awaits a ruling.

Housing prices have dropped 12-13% Unemployment has seen small increases. Horizons lost a court case and this may be ongoing if costs are sought.

Councillor and staffing visits around the region- water plants and assets may look to invite community committee members. Koitiata lagoon has a natural path to the sea currently, but remains an ecological challenge due to earlier farm based consenting.

Ratana hope to name an interim faith leader by Easter.

HWTM has stepped down from the Bonney Glen Community Trust and another council member will attend.

Resolved minute number 23/TCC/003

That the 'Mayor's Desk - Community Volunteer Awards' be received.

Mr D Benton/Ms R Cvitanovich. Carried

8.2 Small Projects Fund Update - February 2023

The remaining allocation for the small projects fund 2022/23 is \$453.40 Melanie to check if this can be rolled over. Suggestion regarding a picnic table near the new toilet. This would require an additional rubbish bin in the vicinity if so.

Resolved minute number 23/TCC/004

That the report 'Small Projects Fund Update – February 2023' be received.

Mr D Benton/Ms L O'Neill. Carried

8.3 Funding Schemes Update - February 2023

Some schemes may change due to funding pressures

Resolved minute number 23/TCC/005

That the Funding Schemes Update – February 2023 be received.

Mr D Benton/Ms R Cvitanovich. Carried

Discussion Item

Committee will look to co-opt more members. Duty to talk to residents with appropriate skills. There can up to 7 members.

The meeting closed at 8.08pm

The minutes of this meeting were confirmed at the Turakina Community Committee held on 6 April 2023.

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Chairperson

MINUTES

UNCONFIRMED: HUNTERVILLE COMMUNITY COMMITTEE MEETING

Date: Monday, 13 February 2023

Time: 6.30pm

Venue: Hunterville Town Hall
Bruce Street
Hunterville

Present

Ms Karen Kennedy
Ms Kelsey Smith
Ms Sandra Carroll
Ms Lynette Thompson
Ms Jane Watson
Cr Richard Lambert
Cr Fi Dalgety (Alternate)

In attendance Mr Peter Beggs, Chief Executive

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1 Welcome / Prayer

Peter Beggs (CE), Steve Mathie, Mark & Andrea Grace.

2 Apologies

Apologies received. Charissa Lawlor, HWTM.

3 Public Forum

Steve Mathie – re Kiwiburn: local retailers don't really benefit from the event in fact some negative impact such as toilet use, drive offs. Noted they are disincentivised to leave the venue ie have to pay to get out.

Andrea Grace: Opportunities before & after the event, some weeks to set up. Mainly fuel & food.

Peter Beggs: Council have done a retail map that goes in Welcome pack. Opportunities around cooking for 60-80 people. Also building. More sustainable/shop local pack. But only ice allowed to be sold on site. How to make win/win.

Possibility of asking for donation with ticket purchase (like AirNZ). Maybe establish an iconic Kiwiburn Art Town ie showcase some Kiwiburn sculptures around Huntermville.

Action: Fi Dalgety to approach Andy Justice (Chair Kiwiburn) & set up sub-committee (Steve/Kelsie) to get positive outcome for the Community. Wish to engage with Kiwiburn more re art installations & positive interactions with retailers.

Use Destination Huntermville map.

Steve Mathie: Issue around w/c if heading north ie many stop & use BP facilities; possibility of making toilets available in Town Hall. Pass on the Hall Committee for consideration. Noted cost of maintenance also.

4 Conflict of Interest Declarations

Nil.

5 Confirmation of Order of Business

Late Item: Brief verbal update from Kelsey Smith re St John – currently getting requoted from builders. Proposing an IL4 Ambulance Garage with sluice rooms/storage/shower/wc. Needs to be fully fenced with security lighting.

6 Confirmation of Minutes

Resolved minute number 23/HCC/001

That the minutes of Huntermville Community Committee Meeting held on 12 December 2022 **as amended** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Amendment: pg 8: Item 6.1: remove 'either'

Amendment:pg 10: Item 9.2: ... Ms K Smith has received the following feedback, some people did not attend as they were uncomfortable with the event being held in a private residence.

Cr R Lambert/Ms K Smith. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Huntermville Community Committee Meetings

Note: Area adjacent to the squash court now all prepped ready for native planting in the Winter. Multiple positive comments around how good this area is now looking.

Resolved minute number 23/HCC/002

That the report 'Follow-up Action Items from Huntermville Community Committee Meetings' be received.

Ms K Kennedy/Ms L Thompson. Carried

8 Chair's Report

8.1 Chair's Report - February 2023

Nothing received.

Recommendation

That the verbal Chair's Report – February 2023 be received.

9 Mayoral Update

9.1 Mayoral Update - February 2023

Nothing received.

Recommendation

That the verbal Mayoral Update – February 2023 be received.

10 Reports for Information

10.1 Small Projects Fund Update - February 2023

Resolved minute number 23/HCC/003

That the report 'Small Projects Fund Update – February 2023' be received.

Trophy Wholesalers can produce suitable tags. Committee will spend up to \$889 for dog tags (approximate 24 names \$35/each) Call on donations for balance. K Smith to forward list of names to Sandra.

Ms K Kennedy/Ms J Watson. Carried

Resolved minute number 23/HCC/004

Memorial Rose for Richard Gower: "Spirit of Hope". Lynette to organise card & rose.

Ms L Thompson/Ms K Kennedy. Carried

10.2 Funding Schemes Update - February 2023

Taken as read.

Resolved minute number 23/HCC/005

That the Funding Schemes Update – January 2023 be received.

Ms K Kennedy/Ms S Carroll. Carried

Late Items:

Update: Lions Club to remove sign. Chris McKye to action.

Discussion around Simpson Bush Bridge – update from CE. DOC are arranging a crane to remove bridge for repairs.

Concern Shaw House not being used since COVID by Snr Citizens. Taihape have an Older & Bolder Group which may be able to assist with ideas etc. Need to see if there is a need. Noted still 20 names on Meal & Wheels/wood list. Committee agreed need to revitalise.

The meeting closed at 8.10pm.

The minutes of this meeting were confirmed at the Huntermville Community Committee held on 17 April 2023.

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Chairperson

MINUTES

UNCONFIRMED: RĀTANA COMMUNITY BOARD MEETING

Date: Tuesday, 14 February 2023

Time: 6.30pm-8pm

Venue: Ture Tangata Office
Ihipera-Koria Street
Rātana Pa

Present

Mr Charlie Mete
Mr Jamie Nepia
Mr Lequan Meihana
HWTM Andy Watson
Ms Grace Taiaroa
Cr Piki Te Ora Hiroa

In attendance

Mr Peter Beggs, Chief Executive
Ms Melanie Bovey, Manager Library Services
Ms Kezia Spence, Governance Advisor

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1 Welcome / Prayer

Mr Nepia opened the meeting at 6.34pm.

2 Apologies

Resolved minute number 23/RCB/001

Apology received from Lequan Meihana.

Mr C Mete/HWTM A Watson. Carried

3 Public Forum

4 Conflict of Interest Declarations

5 Confirmation of Order of Business

Council administers the rate rebates scheme on behalf of central government. The rules set out are not able to be changed by Council.

If any resident is facing hardship then they should approach MSD. HWTM will approach the regional commissioner for someone to come to Ratana and provide further information.

6 Confirmation of Minutes

Special Project Ladies contracted to do the work. Remove line from the minutes.

Resolved minute number 23/RCB/002

That the minutes of Rātana Community Board Meeting held on 13 December 2022 **as amended** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Mr C Mete/Mr J Nepia. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Ratana Community Board Meetings

HWTM gave an update on Tracey's absence from the last meeting. The board wish to co-opt Cr Piki Te Ora Hiora on to the committee as a representative.

Resolved minute number 23/RCB/003

That the report 'Follow-up Action Items from Ratana Community Board Meetings' be received.

Mr C Mete/Ms G Taiaroa. Carried

8 Chair's Report

8.1 Chair's Report - February 2023

There are 40 plots open for purchase by the public with the potential for more to be added on.

The Ratana celebrations were successful with no covid restrictions in place. Ms Bovey will follow up on whether a public notice for road closures was completed.

Resolved minute number 23/RCB/004

That the Chair's Report – February 2023 be received.

Ms G Taiaroa/Mr J Nepia. Carried

Resolved minute number 23/RCB/005

That Piki Te Ora be co-opted on to the Ratana Community Board.

Mr C Mete/Mr J Nepia. Carried

9 Reports for Decision

9.1 CBEC Zone 3 Representative

HWTM confirmed that Council had a preference for Marcus Buddo.

Resolved minute number 23/RCB/006

That the report CBEC Zone 3 Representative be received.

Recommendation

That the Ratana Community Board support Marcus Buddo as the Zone 3 representative.

Mr C Mete/Ms G Taiaroa. Carried

10 Reports for Information

10 Mayor's Report

HWTM provided a verbal update to the board.

Ratana celebrations were a huge event this year with farewelling and welcoming a new prime minister.

Resolved minute number 23/RCB/007

That the Mayor's verbal report be received.

Mr C Mete/Mr J Nepia. Carried

10.1 Update on Te Roopuu Ahi Kaa Komiti

Meeting was cancelled because of the current weather event and therefore no update to be received.

Recommendation

That the report 'Update on Te Roopuu Ahi Kaa Komiti' be received.

10.2 Lake Waipu Improvement and Ratana Wastewater Treatment Project - Update

The Board hasn't received any further reports but there have been interviews with people in regards to the lake.

Horizons Regional Council will be completing the planting.

Resolved minute number 23/RCB/008

That the report 'Lake Waipu Improvement and Ratana Wastewater Treatment Project – Update' be received.

Mr C Mete/HWTM A Watson. Carried

10.3 Cemetery Update - February 2023

Taken as read.

Resolved minute number 23/RCB/009

That the report 'Cemetery Update – February 2023' be received.

Mr C Mete/Mr J Nepia. Carried

10.4 Funding Schemes Update - February 2023

It was confirmed that there is no budget for Ratana Community Board as a discretionary funds.

Resolved minute number 23/RCB/010

That the Funding Schemes Update – January 2023 be received.

HWTM A Watson/Mr C Mete. Carried

Change the date of the Ratana Community Board Meeting 4th April 2023.

The meeting closed at 8.06pm.

The minutes of this meeting were confirmed at the Ratana Community Board held on 11 April 2023.

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Chairperson

MINUTES

UNCONFIRMED: FINANCE/PERFORMANCE COMMITTEE MEETING

Date: Wednesday, 22 February 2023

Time: 9.30am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

- Cr Fi Dalgety (Chair)
- Cr Jeff Wong
- Cr Brian Carter
- Cr Dave Wilson
- Cr Simon Loudon
- Cr Greg Maughan
- Cr Tracey Piki Te Ora Hiroa
- HWTM Andy Watson

In attendance

- Mr Peter Beggs, Chief Executive
- Mr Arno Benadie, Chief Operating Officer
- Mrs Carol Gordon, Group Manager Democracy and Planning
- Mr Dave Tombs, Group Manager Corporate Services
- Ms Gaylene Prince, Group Manager of Community Services
- Ms Hilary Walker, Management and Systems Accountant
- Ms Kezia Spence, Governance Advisor

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1 Welcome / Prayer

2 Apologies

Resolved minute number 23/FPE/001

Apologies be received from Cr Calkin.

Cr G Maughan/Cr S Loudon. Carried

3 Public Forum

No public forum.

4 Conflict of Interest Declarations

No declarations were made.

5 Confirmation of Order of Business

Resolved minute number 23/FPE/002

That the late item “Financial Support – Cyclone Gabrielle” be dealt with as part of the agenda for the Finance / Performance meeting on 22 February 2023. The item cannot be delayed until a subsequent meeting as payment to areas affected by the cyclone may be required prior to the next Finance/Performance meeting. The reason the item is not on the agenda is that discussions on financial contributions to those areas affected by the recent cyclone were held by the Regions Mayors after the agenda had been sent out.

HWTM A Watson/Cr B Carter. Carried

6 Confirmation of Minutes

Item 9.6 Proposed Changes to the 2022/23 Rooding Budget, that a full stop be added in between ‘There is a new rooding contract to be negotiated next year, there is a need to work with the contractor to make sure they have staff resource for backlog.’ This is to separate out these two conversations.

Resolved minute number 23/FPE/003

That the minutes of Finance/Performance Committee Meeting held on 15 December 2022 **as amended** be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

HWTM A Watson/Cr B Carter. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Finance/Performance Meetings

Taken as read.

Resolved minute number 23/FPE/004

That the report 'Follow-up Action Items from Finance/Performance Meetings' be received.

Cr G Maughan/Cr J F Wong. Carried

8 Chair's Report

8.1 Chair's Report - February 2023

Cr Fi Dalgety welcomed everyone to a new year for the committee and read highlights from her report.

Resolved minute number 23/FPE/005

That the Chair's Report – February 2023 be received.

Cr F Dalgety/Cr D Wilson. Carried

9.0 Financial Support Cyclone Gabrielle

It was noted the \$20,000 would come out of Council's operating expenses for the 2022/23 financial year.

Mr Beggs noted that Rangitikei Council has supported Council's affected by the Cyclone with staff from this Council. These roles were Council's emergency management officer deployed to the Hawkes Bay, with Council's GIS specialist. In addition Mrs Grant was deployed to be a controller for the Central Hawkes Bay District Council.

HWTM noted the Rangitikei community has been showing support by individually donating to funds or directly supporting the affected areas. It is also intended to set up a RDC Mayoral Relief fund for donations.

Resolved minute number 23/FPE/006

That the report Financial Support – Cyclone Gabrielle, be received.

HWTM A Watson/Cr D Wilson. Carried

Resolved minute number 23/FPE/007

That the Finance / Performance Committee recommend to Council that \$ 20,000 to be paid into the Mayoral Relief Fund, to be used to support areas affected by the recent Cyclone.

HWTM A Watson/Cr D Wilson. Carried

9 Reports for Information

9.1 Financial Snapshot - January 2023

It was noted there were accounts for the Marton Memorial Hall that have not been finalised. The project management team will provide a close out report for this project.

Mr Tombs responded to questions from the committee regarding the rates remission policy for new build properties. The purpose of the policy was to incentivise housing stock in the district and there has been a strong uptake in the southern part of the district. The policy was amended on 1 July this financial year and reflects this by removing the incentives for the southern area of the district but not the northern.

Mr Beggs commented on the three water assets. Council is currently going through a process with DIA and a meeting is scheduled with DIA on 01 March regarding this.

Resolved minute number 23/FPE/008

That the report 'Financial Snapshot – January 2023' be received.

HWTM A Watson/Cr J F Wong. Carried

9.2 Treasury and Debt - January 2023

Mr Tombs clarified that net debt will go up and down with as our bank balance fluctuates due to the large receipts and/or payments.

Resolved minute number 23/FPE/009

That the report 'Treasury and Debt – January 2023' be received, noting the justification in S2.2 for Council having a Current Account Bank Balance higher than that recommended in Council's Treasury Management Policy.

Cr B Carter/Cr G Maughan. Carried

9.3 Future Treasury Position

Mr Tombs took the Committee through this report and stated the summary of our debt figure will be important for the meeting on 01 March.

The Committee raised concerns that the DIA and Council may have different perspectives on debt levels. Mr Tombs responded that the DIA need to establish absolute debt payments as part of a definite position as to what they will pay.

Resolved minute number 23/FPE/010

That the report Future Treasury Position be received.

Cr B Carter/Cr D Wilson. Carried

9.4 Annual Report 21/22 Progress Update

Mr Tombs advised the draft Annual Report 21/22 should be able to be adopted in March.

Resolved minute number 23/FPE/011

That the report 'Annual Report 2021/22 Progress Update' be received.

Cr G Maughan/Cr B Carter. Carried

9.5 LGFA - General Information

Previous committees have requested this information which is provided every six months.

Resolved minute number 23/FPE/012

That the report 'LGFA - General Information' be received.

Cr B Carter/Cr G Maughan. Carried

9.6 QV Report

This is a report that was previously requested by the committee.

Resolved minute number 23/FPE/013

That the QV Report be received.

Cr D Wilson/Cr J F Wong. Carried

9.7 Public Feedback to Council - February 2023

Mrs Gordon responded to questions relating to a drop in positive feedback for Te Matapihi stating that this is a trend that happens every school holidays.

Resolved minute number 23/FPE/014

That the Public Feedback to Council Report – February 2023 be received.

Cr S Loudon/Cr D Wilson. Carried

The meeting closed at 10.51am.

The minutes of this meeting were confirmed at the Finance/Performance Committee held on 30 March 2023.

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Chairperson

MINUTES

UNCONFIRMED: EREWHON RURAL WATER SUPPLY MANAGEMENT SUB-COMMITTEE MEETING

Date: Tuesday, 7 March 2023

Time: 4.00pm

Venue: Kokako Street Pavilion
2 Kokako Street
Taihape

Present

Mr Jock Stratton
Mr Peter Batley
Mr Geoff Duncan
Mr Barry Thomas
Mr Paul McLaren
Mr Benjamin Mallalieu
HWTM Andy Watson (departed 4:52pm)
Cr Greg Maughan
Cr Jeff Wong (arrived 4:11pm)

In attendance

Mr Andrew van Bussel, Operations Manager
Mr Dave Tombs, GM – Corporate Services (via Zoom) (departed 4:44pm)
Mr Dene Smith, Taihape Plumbing (departed 5:30pm)

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1 Welcome / Prayer

Mr Stratton welcomed everyone to the meeting.

2 Apologies

Resolved minute number 23/ERWS/01

That the apologies from Mr Plimmer, Mr Batley and Mr Arno Benadie, Chief Operating Officer be received.

Mr McLaren/Mr Duncan. Carried.

3 Public Forum

There was no public forum.

4 Conflict of Interest Declarations

Mr McLaren questioned the motion moved at the last meeting with regards to the scheme being mixed use and whether the advice they were given was the best. His Worship the Mayor said the advice given was the best that they knew of at that time and said Rangitikei District Council is opposed to Three Waters they want change but don't like the process that has followed. He said there are two reasons that the scheme is mixed use one being that houses are connected and the other is that if it is council owned technically it is classified as mixed use and that there are changes coming and His Worship the Mayor thinks that stormwater the rural water schemes may be dropped. He also said that there is no legal easement on the schemes.

5 Confirmation of Order of Business

Letter from Taihape plumbing.

6 Confirmation of Minutes

Resolved minute number 23/ERWS/001

That the minutes of Erewhon Rural Water Supply Management Sub-Committee Meeting held on 29 November 2022 without amendment be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this Committee be added to the official minutes document as a formal record.

Mr P McLaren/Mr B Mallalieu. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from previous Erewhon Rural Water Supply Meetings

There were no follow up actions.

8 Chair's Report

8.1 Chair's Report - March 2023

Mr Stratton tabled and read his report.

Resolved minute number 23/ERWS/003

That the Chair's Report – March 2023 be received.

Mr J Stratton/Mr B Mallalieu. Carried

9 Reports for Information

9.1 Financial Summary - January 2023

Mr Tombs spoke to his report and said the committee would be debt free at the end of June providing there is nothing spent on Capital Expenditure. Mr van Bussel said there is work to be done but it would be up to the committee.

Mr Tombs said now is the time to start thinking about the rate increase and suggested an increase of at least 10%. Mr Stratton asked when did they need to set the rate. Mr Tombs said the decision would need to be made by April and offered to meet with the members and discuss. Mr McLaren said they would need to see the Asset Management Plan first then set the rate. Mr Mallalieu said there was no resistance at the meeting last year when the rate was doubled and Mr Stratton said it was discussed that there would be further increases. Mr Stratton said they would wait to see the review. Mr van Bussel said Mr Pepper had advised that the review would be done by 6th April. Mr McLaren said it would be good to set the rate for the next 5 – 10 years but Mr Tombs said they could only be set year by year. His Worship the Mayor explained that if 3 waters did go ahead the committee would need to get approval from the DIA if their capital works is 10% above what it was in the long term plan of 2021.

Resolved minute number 23/ERWS/004

That the report 'Financial Summary – January 2023' be received.

Mr P McLaren/Mr B Mallalieu. Carried

9.2 Operations Report-March 2023

Mr van Bussel spoke to his report and said that the flow meter had been calibrated and would be all good for the next 5 years.

Mr McLaren spoke about the meeting with Mr Pepper and said that it will only be a preliminary report. Mr Peppers initial idea is to make pipes bigger and pressure reduction valves using plastic pipes that have a 80 year life time span and also send some pipe off to be tested for asbestos to see if the reading is high or low. Mr McLaren said the horizon consent expires 2027, Mr van Bussel said he could contact Robert Rose as this is his expertise. Mr Mallalieu asked if any reports had been done on filters? Mr van Bussel said they had used them before but have discarded them.

Mr Smith spoke about the Rob Collier line and explained where it would be renewed. Mr van Bussel recommended the line be replaced and thought the previous quote was about \$27000.00. Mr Smith would present a new quote with adjustment of inflation and include the sluice boxes and Mr Stratton would circulate the quote via email. Mr McLaren said he would like Mr Pepper to give his opinion on the silt and if running a bigger pipe is the solution.

Mr van Bussel said the Gilbert line had 4 – 5 repairs in the last 5 months and the pipe needed to be bigger. There would be about 1000 meters needed to be replaced. Mr van Bussel said this would need to go out for tender.

Resolved minute number 23/ERWS/005

That the Operations Report – 1 March 2023 Erewhon Rural Water Supply Committee be received.
Mr B Mallalieu/Mr G Duncan. Carried

9.3 Three Waters Submission

Cr Maughan said their submission asked for the mixed use to be out of the scope and it was submitted at the end of February and His Worship the Mayor would speak to the select committee.

Resolved minute number 23/ERWS/006

That Three Waters Submission update be received.

Mr B Mallalieu/Mr G Duncan. Carried

Letter from Taihape Plumbing

Mr Stratton had circulated a letter via email from Taihape Plumbing asking for a wage increase of 6% for Mr Smith and 4% for his employee.

Resolved minute number 23/ERWS/007

That the Erewhon Rural Water Scheme Sub Committee accepts the proposed wage increase requested from Taihape Plumbing.

Mr B Mallalieu/Mr G Duncan. Carried

The meeting closed at 5.40pm.

The minutes of this meeting were confirmed at the Erewhon Rural Water Supply Management Sub-Committee held on 6 June 2023.

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Chairperson

MINUTES

UNCONFIRMED: BULLS COMMUNITY COMMITTEE MEETING

Date: Tuesday, 14 March 2023

Time: 6.00pm

Venue: Te Matapihi Hall
Bulls Community Centre
4 Criterion Street
Bulls

Present

Mr Nigel Bowen
Mr Gregory Smith
Ms Andrea Leighton
Mr Patrick McKenna
Mr Etienne Lambrecht
Cr Brian Carter
Cr Jarrod Calkin
HWTM Andy Watson

In attendance

Ms Sheryl Srohj, Property Manager
Ms Kezia Spence, Governance Advisor

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1 Welcome

Meeting opened at 6.03pm

HWTM welcomed everyone to the meeting.

2 Apologies

Resolved minute number 23/BCC/001

Apologies received by Bruce Dear and Peter Howard.

HWTM directly appoints Bruce Dear and Peter Howard to the Bulls Community Committee.

Cr B Carter/Mr P McKenna. Carried

3 Public Forum

4 Conflict of Interest Declarations

5 Confirmation of Order of Business

6 Follow-up Action Items from Previous Meetings

6.1 Follow-up Action Items from Bulls Community Committee Meetings

Taken as read.

7 Reports for Decision

7.1 Election of Chair - Bulls Community Committee

Resolved minute number 23/BCC/002

That the Bulls Community Committee, for the purpose of electing or appointing persons under Clause 25, adopt System B.

Mr E Lambrecht/Mr G Smith. Carried

Resolved minute number 23/BCC/003

That Gregory Smith be appointed Chair of the Bulls Community Committee.

Mr G Smith/Mr E Lambrecht. Carried

7.2 Election of Deputy Chair - Bulls Community Committee**Resolved minute number 23/BCC/004**

That Andrea Leighton be appointed Deputy Chair of the Bulls Community Committee.

Mr P McKenna/Ms A Leighton. Carried

7.3 Guidance and Draft Terms of Reference - Bulls Community Committee

Mr Smith reminded the committee that it represents Council and the community.

Meeting frequency will be every two months on the second Wednesday at 6.00pm in Te Matapihi Hall.

Resolved minute number 23/BCC/005

That the report, Guidance and Draft Terms of Reference – Bulls Community Committee, be received.

Mr E Lambrecht/Mr N Bowen. Carried

Resolved minute number 23/BCC/006

That the committee invite Ohakea to provide a representative for the committee.

Cr B Carter/Mr N Bowen. Carried

7.4 Community Consultation - Pae Tawhiti Rangitikei Beyond, draft Community Spatial Plan

Further consultation will be had with the committee with Katrina Gray present.

Resolved minute number 23/BCC/007

That the report 'Community Consultation - Pae Tawhiti Rangitikei Beyond, draft Community Spatial Plan' be received.

Mr E Lambrecht/Mr N Bowen. Carried

7.5 Mayor's Report - February 2023

The committee questioned the role of the Four Regions Trust in the district and the role the representatives on the trust have. HWTM responded that they distribute funds in the district to community groups and activities.

The draft annual plan will be released this week which HWTM encourages committees members to submit on.

Resolved minute number 23/BCC/008

That the Mayor's Report – February 2023 be received.

Ms A Leighton/Mr E Lambrecht. Carried

8 Reports for Information

8.1 Community Development Manager Report - November 2022

Taken as read.

Resolved minute number 23/BCC/009

That the Community Development Manager Report – November 2022 be received.

Mr G Smith/Cr B Carter. Carried

8.2 Small Projects Fund Update - March 2023

The committee requested further information on previous expenditure.

Resolved minute number 23/BCC/010

That the report 'Small Projects Fund Update – March 2023' be received.

Mr N Bowen/Mr E Lambrecht. Carried

8.3 Funding Schemes Update - March 2023

It was noted that the creative communities nominations are now open and looking for assessors to join the committee.

Resolved minute number 23/BCC/011

That the Funding Schemes Update –March 2023 be received.

Ms A Leighton/Mr E Lambrecht. Carried

The meeting closed at 7.50pm.

The minutes of this meeting were confirmed at the Bulls Community Committee held on .

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Chairperson

MINUTES

UNCONFIRMED: YOUTH COUNCIL MEETING

Date: Monday, 20 March 2023

Time: 5.30pm

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

YC Maia Cross
YC Denise Pio
YC Kjetil Twomey
YC Charlotte Tuuta-Kyle
YC Emma Collings
YC Anahera Bennett
YC Brylee Coley
YC Paloma Janse
Cr Gill Duncan
Cr Jeff Wong (Alternate)
HWTM Andy Watson

In attendance

Kelly Widdowson
Katrina Gray

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1 Welcome / Prayer

His Worship the Mayor welcomed new and returning members to Youth Council and Elected Members.

Maia read Karakia in Te Reo Māori.

Andy initiated round table introductions.

2 Apologies

Resolved minute number 23/RYC/001

Fuatai-Rose Satano and Kayla Hyland gave apologies.

Cr G Duncan/YC P Janse. Carried

3 Public Forum

There is no public Forum.

4 Conflict of Interest Declarations

His Worship the Mayor explained the definition and process of conflict of interest.

There are no declared conflict of interest.

5 Confirmation of Order of Business

6 Reports for Decision

6.1 Declaration by Members

Each Councillor was individually sworn in, and signed their own declaration.

Resolved minute number 23/RYC/002

That the report 'Declaration by Members' be received.

HWTM A Watson/Cr G Duncan. Carried

6.2 Election of Chair

Charlotte and Paloma are nominated.

Mr Chair calls for a vote.

Resolved minute number 23/RYC/003

That the report for 'Election of Chair' be received.

That Paloma Janse be appointed as Chair of the Rangitikei Youth Council for the duration of 2023.

HWTM A Watson/YC D Pio. Carried

6.3 Election of Deputy Chair

Madam Chair opens the floor for nominations.

Emma, Charlotte, Denise, Brylee are nominated.

Madam Chair calls for a vote.

Resolved minute number 23/RYC/004

That the report 'Election for Deputy Chairperson' be received.

YC P Janse/YC D Pio. Carried

Resolved minute number 23/RYC/005

That Denise Pio be appointed as Deputy Chair for the Rangitikei Youth Council for the duration of 2023.

YC P Janse/YC B Coley. Carried

6.4 Appointments of other positions in Youth Council

Madam Chair opens the floor for nominations for Administrator.

Charlotte, Kjetil and Brylee are nominated.

Madam Chair Calls for a vote. Votes are tallied & drawn 3 ways.

Madam Chair calls for another vote, with preferred nomination in numerical order.

Madam Chair opens the floor for nominations for Social Media Liasion.

Maia, Anahera & Charlotte are nominated.

Madam chair makes a motion to include more than one appointment to Social Media Liasion, advises standing orders be put aside and opens the floor for discussion on the idea with the committee. Committee agrees on selecting more than one Liasion to lead the committee in Social Media presence.

HWTM suggests nominations be made for a duo that the committee see would work well together.

Madam Chair re-opens the floor to nominations for a pair. Maia and Anahera are nominated and appointed.

Resolved minute number 23/RYC/006

That the report 'Appointments of other positions for Youth Council' be received.

Cr G Duncan/YC B Coley. Carried

Resolved minute number 23/RYC/007

That Brylee Coley be appointed as Administrator for the Rangitīkei Youth Council for 2023.

YC M Cross/YC K Twomey. Carried

Resolved minute number 23/RYC/008

That Maia-Jade Cross & Anahera Bennett be appointed as Social Media Liasion for the Rangitīkei Youth Council for 2023.

YC B Coley/YC K Twomey. Carried

6.5 Submission to Central Government Opportunities

Miss Widdowson spoke to her report.

Mr Watson initiated a conversation around the voting age inconsistency and what that means.

What does 'declaration of inconsistency' mean?

The minimum voting age of 18 years is inconsistent with the Bill of Rights Act 1990, to be free from discrimination on the basis of age. A discussion takes place with the committee around what you are legally able to do at 16.

Cr Wong spoke from a legal perspective.

Resolved minute number 23/RYC/009

That the report 'Submission to Central Government Opportunities' be received.

YC D Pio/YC B Coley. Carried

Recommendation 2

That Rangitikei Youth Council review all information and make a collective submission to one or both submission opportunities from a Youth perspective. NOT RELEVANT as submissions are closed.

6.6 Mayor's Report - February 2023

Mr Watson takes his report as read and calls for any questions.

Mr Watson explains the process of rates as total cost of running Council, and who will pay it.

Mr Watson explains the submissions process, asking the public their opinions on the rates increase of 9.01% and how to make submissions. Ultimately elected members make the final decision.

Resolved minute number 23/RYC/010

That the Mayor's Report – February 2023 be received.

YC A Bennett/YC D Pio. Carried

7 Reports for Information

7.1 Community Consultation - Pae Tawhiti Rangitikei Beyond, draft Community Spatial Plan

Miss Gray speaks to her report.

Miss Gray encourages Youth Council as make submissions on the Spatial Plan out for consultation, and gives a copy of the draft plan to each councillor.

Miss Gray calls for any questions to her report.

Resolved minute number 23/RYC/011

That report 'Community Consultation - Pae Tawhiti Rangitikei Beyond, draft Community Spatial Plan' be received.

YC A Bennett/YC D Pio. Carried

Breaking for Dinner at 7.23pm

Commence at 8.04pm

7.2 Standing Orders

Miss Widdowson takes her report as read.

In addition, explains the importance of familiarity with Standing Orders in formal meeting etiquette.

There were no questions.

Resolved minute number 23/RYC/012

That the report 'Standing Orders' is received.

YC P Janse/YC B Coley. Carried

7.3 Meeting Dates for 2023

Miss Widdowson took her report as read.

Resolved minute number 23/RYC/013

That the report 'Meeting Dates for 2023' is received.

YC P Janse/YC K Twomey. Carried

7.4 Youth Council Code of Conduct

Miss Widdowson spoke to her report.

Miss Widdowson explains the importance of understanding the Code of Conduct for Youth Council as this is what is expected of you over the year.

There were no questions.

Resolved minute number 23/RYC/014

That the report 'Code of Conduct' is received.

YC P Janse/YC B Coley. Carried

7.5 Upcoming Events

Miss Widdowson spoke to her report and gathered a tally of councillors available to take part to represent Youth Council.

A conflict of interest is declared on judging the scarecrow competition by HWTM, Madam Chair and Charlotte as they have vested interest in their own scarecrows entered in the competition.

Brylee, Fuatai and Denise will judge the scarecrow competition.

Youth Council will be represented at Spotlight by Maia-Jade, Fuatai, Anahera, Denise, Paloma, Emma and Charlotte. Kjetil will potentially find work cover to attend.

Youth Council will be represented at Harvest Festival, manning the dunk tank by Anahera, Maia-Jade, Kjetil, Brylee, Charlotte and Denise after lunch.

Miss Widdowson to send schedule to Councillors.

Resolved minute number 23/RYC/015

That the report 'Upcoming Events' be received.

YC P Janse/YC M Cross. Carried

Resolved minute number 23/RYC/016

That a tally is taken of definite attendees to Scarecrow Judging, Spotlight and Harvest Festival so roles can be established.

YC D Pio/YC M Cross. Carried

The meeting closed at 8.23pm.

The minutes of this meeting were confirmed at the Youth Council Meeting held on 17 April 2023.

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Chairperson