

MINUTES OF THE INAUGURAL MEETING OF THE 12TH TERM OF WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON THURSDAY 27 OCTOBER 2022, COMMENCING AT 9AM.

PRESENT

Mayor D Gordon (Chairperson), Deputy Mayor N Atkinson, Councillors A Blackie, R Brine, B Cairns, T Fulton, J Goldsworthy, N Mealings, P Redmond, J Ward and P Williams.

IN ATTENDANCE

J Millward (Acting Chief Executive) and S Nichols (Governance Manager).
Approximately 50 family and friends of the elected members and public were present.

Four Kaumatua from te Taumata o Ngai Tuahuriri welcomed the Council and public to the meeting with waiata and blessing to which the Council waiata group responded with the WDC waiata, written and gifted to the Council by Ruahine Crofts in 2008. The Acting Chief Executive then opened the meeting formally, acknowledging the presence and blessing from Ngai Tuahuriri which made the opening of the 12th term of the Waimakariri District Council special to those present.

1. APOLOGIES

Nil.

2. MAYORAL DECLARATION

The Chief Executive invited Mayor-Elect Gordon to read and sign the Mayoral declaration, as required by the Local Government Act 2002, Schedule 7, which was witnessed and signed by the Chief Executive.

Declaration by Mayor

"I, Daniel Gordon, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Waimakariri District, the powers, authorities, and duties vested in, or imposed upon, me as [mayor or member] of the Waimakariri District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

The Acting Chief Executive vacated the chair, presented the Mayoral Chains and invited Mayor Dan Gordon to chair the balance of the meeting.

Mayor Gordon acknowledged the special day as he welcomed guests witnessing the beginning of the 12th term of Council since 1989. He felt very honoured to be the sixth mayor of the district and humbled that the community had placed trust in him to serve as Mayor of the District. Mayor Gordon promised to do his best every day, acknowledging the team effort of fellow elected members and staff who would all work together in the best interests of the community.

3. **COUNCILLORS' DECLARATIONS**

Mayor Gordon invited the Councillors to individually read and sign the Councillor declaration, as required by the Local Government Act 2002, Schedule 7, which was witnessed and signed by the Mayor.

Declaration by Councillor member

"I, (name), declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Waimakariri District, the powers, authorities, and duties vested in, or imposed upon, me as [mayor or member] of the Waimakariri District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at: [place, date]s

Signature:

Signed in the presence of:

[Mayor or Chief Executive of local authority]"

The order of Councillors reading the oath was Neville Atkinson, Al Blackie, Robbie Brine, Brent Cairns, Tim Fulton, Jason Goldsworthy, Niki Mealings, Philip Redmond, Joan Ward and Paul Williams.

Mayor Gordon extended his congratulations to the elected councillors.

4. **CONFLICTS OF INTEREST**

Nil.

5. **REPORTS**

5.1 **Local Government Act – First Meeting Following the Triennial General Election Requirements – J Millward (Acting Chief Executive)**

The presented report was taken as read, with no questions received.

Moved: Councillor Atkinson

Seconded: Councillor Mealings

THAT the Council:

- (a) **Receives** report No. 221003170261.
- (b) **Receives** legislative material that has been circulated.
- (c) **Notes** that, under the Health and Safety at Work Act 2015, Officers (Councillors and the Chief Executive) are required to undertake due diligence activities to discharge their responsibilities under the Act and to ensure the Council has effective health and safety processes, procedures and culture in place.

CARRIED

5.2 **Elected Members Code of Conduct and Standing Orders – J Millward (Acting Chief Executive)**

The presented report was taken as read, with no questions received.

Moved: Councillor Redmond Seconded: Councillor Goldsworthy

THAT the Council:

- (a) **Receives** report No. 221007174615.
- (b) **Receives** the 2022 Elected Members Code of Conduct document (Trim 190228024595).
- (c) **Receives** the 2022 Council Standing Orders (Trim 191014142957).
- (d) **Notes** that both the Code of Conduct and Standing Orders will be reviewed by the Council at its 6 December 2022 meeting.

CARRIED

5.3 **Appointment of Deputy Mayor – Mayor Dan Gordon**

Mayor Gordon commented on his recommendation that Councillor Atkinson be reappointed as Deputy Mayor, and sought the Council endorsement. Mayor Gordon spoke on how he had enjoyed working closely with Councillor Atkinson during the previous term. The support and loyalty demonstrated, along with almost daily contact on council matters had been much appreciated.

Moved: Mayor Gordon Seconded: Councillor Brine

THAT the Council:

- (a) **Receives** report No 221006173165.
- (b) **Appoints** Councillor Neville Atkinson as Deputy Mayor of the Waimakariri District Council for the 2022-25 electoral term of the Council.

CARRIED

5.4 **Ward Appointments to Rangiora-Ashley, Oxford-Ohoka, Woodend-Sefton and Kaiapoi-Tuahiwi Community Boards – J Millward (Acting Chief Executive)**

The report sought to appoint Councillors to individual Community Boards, noting the community area between Kaiapoi and Woodend split the four ward councillors to two councillors apiece with the Kaiapoi-Tuahiwi and Woodend-Sefton Community Boards.

Moved: Councillor Cairns Seconded: Councillor Mealings

THAT the Council:

- (a) **Receives** report No. 221010174641.
- (b) **Appoints** Councillors Robbie Brine, Jason Goldsworthy, Joan Ward and Paul Williams to the Rangiora-Ashley Community Board in accordance with section 19F of the Local Electoral Act 2001.
- (c) **Appoints** Councillors Tim Fulton and Niki Mealings to the Oxford-Ohoka Community Board in accordance with section 19F of the Local Electoral Act 2001.

- (d) **Appoints** Councillors Brent Cairns and Philip Redmond to the Woodend-Sefton Community Board in accordance with section 19F of the Local Electoral Act 2001.
- (e) **Appoints** Councillors Neville Atkinson and Al Blackie to the Kaiapoi-Tuahivi Community Board in accordance with section 19F of the Local Electoral Act 2001.
- (f) **Approves** the delegations for the Community Boards (S-DM 1041), (Trim 191017145497).
- (g) **Notes** the delegations for Community Boards can be further reviewed by Council in the future.

CARRIED

5.5 Committee Structure – Mayor Dan Gordon

The presented report was taken as read, with no questions received.

Moved: Councillor Williams Seconded Councillor Fulton

THAT the Council:

- (a) **Receives** report No. 221021184076.
- (b) **Establishes** the following Committees:
 - (i) Audit and Risk (Standing Committee)
 - (ii) Community and Recreation (Standing Committee)
 - (iii) District Planning and Regulation (Standing Committee)
 - (iv) Utilities and Roading (Standing Committee)
 - (v) District Licensing Committee
- (c) **Approves** the delegations for the following Committees:
 - (i) Audit and Risk (Trim 190828120273)
 - (ii) District Planning and Regulation (Trim 190828120276)
 - (iii) Community and Recreation (Trim 190828120296)
 - (iv) Utilities and Roading (Trim 190828120303)
 - (v) District Licensing Committee (Trim 190828120307)
- (d) **Approves** a Disclosure of Interests Register continuing from the previous term and maintained for all elected members, including Community Board members and notes this will be subject of a separate report to the November 2022 Council meeting.
- (e) **Retains** the rotation of Chairperson for the Audit and Risk, Community and Recreation, District Planning and Regulation, and the Utilities and Roading Committees, noting that membership of these committees will be considered at the Council meeting of 1 November 2022.
- (f) **Notes** the Council decision of 3 September 2019 for the appointment of Commissioner and Chairperson to the District Licencing Committee (DLC) of Councillor Neville Atkinson (Chair), and Councillor Paul Williams, Councillor Philip Redmond, and former Councillor Wendy Doody, and Commissioner Jim Gerard (deputy chair) as Commissioners to the DLC. Further notes the commissioner appointments are for a period for five years or lesser time by Council resolution at any time. Therefore the District Licencing Committee will continue with membership of Commissioners until review in mid- 2024.

- (g) **Notes** the Civil Defence Emergency Management Group Joint Committee is continuous in accordance with the Civil Defence Emergency Management Act 2002 (Section 12(2)).
- (h) **Approves** the Mayor voting on behalf of the Council for the Rural/Provincial sector representative position on the National Council of Local Government New Zealand and the Chair of Zone 5 Local Government New Zealand.
- (i) **Notes** Council appointed Trustee positions remain in place for the balance of their term.

CARRIED

5.6 **Council Meeting Schedule November 2022 – December 2022 – Sarah Nichols (Governance Manager)**

The presented report was taken as read, with no questions received.

Moved: Councillor Mealings Seconded Councillor Brine

THAT the Council:

- (a) **Receives** report No. 221021184077.
- (b) **Adopts** the following meeting schedule for the period November, December 2022 and February 2023 for the Council:
 - (i) Ordinary Council Meeting Dates commencing at 1pm on Tuesday 1 November 2022, 6 December 2022 and 7 February 2023.
 - (ii) Council meeting relating to (Draft) Annual Plan budget meeting considerations to occur on Wednesday and Thursday 8 and 9 February 2023, commencing at 9am.
- (c) **Adopts** the following meeting schedule for the period between 1 November and 16 December 2022 for Standing Committees:
 - (i) Audit and Risk Committee commencing at 9am on Tuesday 22 November 2022;
 - (ii) Utilities and Roading Committee at 9am on Tuesday 29 November 2022;
 - (iii) District Planning and Regulation Committee at 1pm on Tuesday 29 November;
 - (iv) Community and Recreation Committee at 3pm on Tuesday 29 November 2022.
- (d) **Notes** the District Licencing Committee will meet between 1 November and 31 December 2022 on a 'as required' basis.
- (e) **Notes** the Community Boards will adopt their timetable at their inaugural meetings on 27 October to the end of December 2023.
- (f) **Circulates** a copy of the finalised meeting times to the Community Boards for their reference.

CARRIED

6. **QUESTIONS**
(Standing Orders Clause 3.21)

Nil.

7. **URGENT GENERAL BUSINESS**
(Standing Orders Clause 3.75.)

Nil.

The Council waiata group sung again to close the meeting before Mayor Gordon invited the Kaumatua to join him in formally cutting the cake ahead of visitors joining the Council in light refreshments.

8. **NEXT COUNCIL MEETING**

The next scheduled Council meeting is scheduled to be held on Tuesday 1 November 2022, commencing at 1pm in the Council Chambers, Rangiora Service Centre, 215 High Street, Rangiora.

There being no further business, the meeting closed at 9.35am.

CONFIRMED



Chairperson
Mayor Dan Gordon

8 November 2022
Date

Note: Subsequent to the meeting, due to changed circumstances, the next ordinary Council meeting was re-scheduled to occur on Tuesday 8 November 2022 at 8.30am in the Council Chambers, Rangiora.