At the commencement of the meeting Chief Executive Jim Palmer assumed the Chair, acknowledging the presence of all visitors in the public gallery.

PRESENT

IN ATTENDANCE
J Palmer (Chief Executive), S Nichols (Governance Manager).

KAIKARANGA
Aroha Reriti-Crofts (Council Kaumātua) called the Council into the Chambers with the support of Kim Manahi in response and supported by the Council Waiata Group.

1. APOLOGIES

Moved: Councillor Atkinson Seconded: Councillor Williams

An apology was received and sustained from Councillor A Blackie for absence, noting he would be officially sworn in at the beginning of the 5 November 2019 Council meeting.

CARRIED

2. MAYORAL DECLARATION

The Chief Executive invited Mayor Dan Gordon to read and sign the Mayoral declaration in accordance with Schedule 7 Part 1 Section 21 of the Local Government Act 2002.

On completion of the declaration, the Chief Executive placed the Mayoral chains upon Mayor Dan Gordon, whom assumed the Chair.

3. COUNCILLORS’ DECLARATIONS

The Mayor received and witnessed Councillors’ declarations in accordance with Schedule 7 Part 1 Section 14 of the Local Government Act 2002 from the following:

- Neville Atkinson
- Kirstyn Barnett
- Robbie Brine
- Wendy Doody
- Niki Mealings
- Philip Redmond
- Sandra Stewart
- Joan Ward
- Paul Williams

Mayor Gordon thanked A Reriti-Crofts and K Manahi for their special blessing and acknowledged the family and friends in the public gallery.
Mayor Gordon stated it was an honour to be the sixth mayor of Waimakariri and commented on the responsibility of working together for the betterment of the community.

The formalities closed with a waiata.

4. **CONFLICTS OF INTEREST**

There were no conflicts of interest recorded.

5. **REPORTS**

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

J Palmer spoke briefly to the report.

Moved: Councillor Doody Seconded: Councillor Redmond

**THAT** the Council:

(a) **Receives** report No. 190903122967.

(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 Palmer (Chief Executive)**

J Palmer took the report as read.

Moved: Councillor Atkinson Seconded: Councillor Brine

**THAT** the Council:

(a) **Receives** report No. 190903122974.

(b) **Receives** the 2019 Elected Members Code of Conduct document (Trim 190228024595).

(c) **Receives** the 2019 Council Standing Orders (Trim 191014142957).

(d) **Notes** the Code of Conduct is currently being reviewed and an updated document will be presented to the December 2019 Council meeting for consideration.

(e) **Notes** the Standing Orders will be reviewed in the new year with a report presented to the March 2020 Council meeting for consideration.

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

Mayor Gordon took the report as read.

Moved: Mayor Gordon          Seconded: Councillor Barnett

**THAT** the Council:

(a) **Receives** report No. 190903122993

(b) **Appoints** Councillor Neville Atkinson as Deputy Mayor.

**CARRIED**


J Palmer commented on the legislation and the requirement of two Councillors to be appointed to each community board in the Kaiapoi-Woodend Ward. The recommendations reflected the recent discussions held between the four ward councillors.

Moved: Councillor Williams          Seconded: Councillor Barnett

**THAT** the Council:

(a) **Receives** report No. 190903123099.

(b) **Appoints** Councillors Kirstyn Barnett, Robbie Brine, 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 Wendy Doody and Niki Mealings to the Oxford-Ohoka Community Board in accordance with section 19F of the Local Electoral Act 2001.

(d) **Appoints** Councillors Philip Redmond and Sandra Stewart 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-Tuahiwi 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**

Councillor Doody congratulated and welcomed the three new Councillors to the table.
5.5 **Committee Structure – Mayor Gordon**

The report was taken as read.

Moved: Councillor Brine     Seconded: Councillor Doody

**THAT** the Council:

(a) **Receives** report No. 190903122996.

(b) **Establishes** the following Committees:

- Audit and Risk (Standing Committee)
- District Planning and Regulation (Standing Committee)
- Utilities and Roading (Standing Committee)
- Community and Recreation (Standing Committee)
- Mahi Tahi Joint Development Committee
- Land and Water Committee
- Chief Executive Review Committee
- Hearings Committee
- District Licensing Committee

(c) **Approves** the delegations for the following Committees:

- Audit and Risk (Trim 190828120273)
- District Planning and Regulation (Trim 190828120276)
- Utilities and Roading (Trim 190828120303)
- Community and Recreation (Trim 190828120296)
- Mahi Tahi Joint Development Committee (190125007826)
- Chief Executive Review Committee (101020039095)
- Hearings Committee (Trim 131016094476)
- 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 2019 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.

(f) **Notes** the continuation of the following Joint Committees as resolved by Council on 1 October 2019 in accordance with clause 30(7) of schedule 7 of the Local Government Act 2002.

- Greater Christchurch Partnership,
- Canterbury Waste Joint Committee,
- Canterbury Regional Landfill Joint Committee,
- Greater Christchurch Public Transport Joint Committee

(g) **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, and Councillors Paul Williams and Wendy Doody, and Commissioner Jim Gerard 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.
(h) **Notes** the 3 September 2019 Council recommendations to the incoming Council of slightly modified delegations for the Audit and Risk, District Planning and Regulation, Utilities and Road, Community and Recreation, District Licencing Committees and the Land and Water Committee.

(i) **Notes** the Civil Defence Emergency Management Group Joint Committee is continuous in accordance with the Civil Defence Emergency Management Act 2002 (Section 12(2)).

(j) **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.

(k) **Notes** Council appointed Trustee positions remain in place for the balance of their term.

**CARRIED**

5.6 **Appointment of Portfolio Holders, Standing Committee Members and Chairs of Standing Committees of Council – Mayor Gordon**

Mayor Gordon took the report as read, as it reflected discussions with Councillors over the previous ten days.

Moved: Councillor Mealings  Seconded: Councillor Stewart

**THAT** the Council:

(a) **Receives** report No. 190903123025.

(b) **Notes** under section 41A of the Local Government Act, the Mayor has the power to establish committees of the Council and to appoint the Chairperson of each committee, and may make the appointment before the other members of the committee are determined, and may appoint him/herself.

(c) **Establishes** Portfolios and **adopts** the Portfolio Holder Role Description as contained in Documents 191018145632 and 191018145637.

(d) **Appoints** Mayor Gordon as Portfolio Holder of Iwi Relationships.

(e) **Appoints** Councillor Stewart as Portfolio Holder of the Canterbury Water Management Strategy and Waimakariri Water Zone Committee Representative.

(f) **Appoints** Councillor Atkinson as Portfolio Holder of International Relationships, supported by Councillors Redmond and Ward.

(g) **Appoints** Councillor Blackie as Portfolio Holder of (Kaiapoi) Regeneration.

(h) **Appoints** Councillor Mealings as Portfolio Holder of Climate Change and Sustainability.

(i) **Appoints** Councillor Stewart as Portfolio Holder of Drainage and Stockwater.
(j) **Appoints** Mayor Gordon as Portfolio Holder of Transport.

(k) **Appoints** Councillor Williams as Portfolio Holder of Roading.

(l) **Appoints** Councillor Williams as Portfolio Holder of Utilities (Water Supplies and Sewer).

(m) **Appoints** Councillor Brine as Portfolio Holder of Solid Waste.

(n) **Appoints** Councillor Brine as Portfolio Holder of Greenspace (Parks, Reserves and Sports Grounds).

(o) **Appoints** Councillor Doody as Portfolio Holder of Community Facilities (including Aquatic Centres, Multi-use Sports Stadium, Libraries/Service Centres, Town Halls, Museums and Community Housing).

(i) Confining the Community Facilities portfolio to large facilities being Aquatic Facilities, Libraries/Service Centres, the Multi-use Sports Centre, Town Halls, and any significant proposals for new and extended community facilities, noting the balance of facilities and their maintenance/management would fall under the Greenspace portfolio.

(p) **Appoints** Councillors Doody (lead) and Atkinson (support) as Portfolio Holders of Community Development and Wellbeing.

(q) **Appoints** Councillors Barnett (lead) and Mealings (support) as Portfolio Holders of the District Planning Development.

(r) **Appoints** Councillor Redmond as Portfolio Holder of Regulation and Civil Defence.

(s) **Appoints** Councillor Ward as Portfolio Holder of Business, Promotion and Town Centres.

(t) **Appoints** Councillor Ward as Portfolio Holder of Audit, Risk, Long Term Plan and the Excellence Programme.

(u) **Appoints** Councillor Barnett as Portfolio Holder of Communications and Customer Service.

(v) **Appoints** (5) Councillors Atkinson, Barnett, Stewart, Ward and Williams to the Audit and Risk Committee.

(w) **Appoints** (5) Councillors Blackie, Brine, Doody, Mealings and Redmond to the Community and Recreation Committee.

(x) **Appoints** (5) Councillors Atkinson, Barnett, Mealings, Redmond and Ward to the District Planning and Regulation Committee.

(y) **Appoints** (5) Councillors Blackie, Brine, Doody, Stewart and Williams to the Utilities and Roading Committee.

(z) **Appoints** Councillor Stewart as First Chair of the Audit and Risk Committee to 30 April 2021.
(aa) **Appoints** Councillor Ward as Second Chair of the Audit and Risk Committee from 1 May 2021 to the end of the electoral term.

(bb) **Appoints** Councillor Blackie as First Chair of the Community and Recreation Committee to 31 October 2020.

(cc) **Appoints** Councillor Redmond as Second Chair of the Community and Recreation Committee from 1 November 2020 to 31 October 2021.

(dd) **Appoints** Councillor Mealings as Third Chair of the Community and Recreation Committee from 1 November 2021 to the end of the triennium term.

(ee) **Appoints** Councillor Barnett as First Chair of the District Planning and Regulation Committee to 30 April 2021.

(ff) **Appoints** Councillor Atkinson as Second Chair of the District Planning and Regulation Committee from 1 May 2021 to the end of the triennium term.

(gg) **Appoints** Councillor Doody as First Chair of the Utilities and Roading Committee to 31 October 2020.

(hh) **Appoints** Councillor Williams as Second Chair of the Utilities and Roading Committee from 1 November 2020 to 31 October 2021.

(ii) **Appoints** Councillor Brine as Third Chair of the Utilities and Roading Committee from 1 November 2021 to the end of the triennium term.

(jj) **Appoints** Mayor Gordon, Councillors Atkinson and Blackie to the Mahi Tahi Joint Development Committee.

(kk) **Appoints** Councillors Atkinson, Barnett, Blackie, Mealings, Stewart and Williams to the Land and Water Committee, with Councillor Stewart as Chair.

(ll) **Appoints** Councillor Redmond to the District Licencing Committee.

(mm) **Notes** Mayor Gordon is an ex-officio member of all Council Committees, pursuant to the Local Government 2002 Act.

(nn) **Notes** that appointments and portfolios could be reviewed in November 2020 by the Council.

**CARRIED**

Councillor Atkinson commented on the robust discussions and fair appointments that sat well with all Councillors.

5.7 **Appointments to Committees including Joint Regional Committees – Mayor Gordon**

The report was taken as read.

Moved: Councillor Williams    Seconded: Councillor Stewart

**THAT** the Council:
(a) **Receives** report No. 190903123220.

(b) **Notes** Mayor Gordon is ex-officio on all Committee and sub-committees of the Council pursuant to the Local Government 2002 Act.

(c) **Appoints** Mayor Gordon (Chair), Councillors Atkinson, Brine, and Williams to the **CE Review Committee**.

(d) **Appoints** Councillors Atkinson, Barnett Blackie, Brine, Doody, Mealings, Redmond, Stewart, Ward and Williams for Hearings, other than RMA Hearings; to the **Hearings Committee**.

(e) **Appoints** Councillors Atkinson (Chair), Brine, Redmond and Doody to the **Code of Conduct Committee**.

(f) **Appoints** Mayor Gordon as the Council’s representative on the **Canterbury Civil Defence Emergency Management Group (CDEM Group)**.

(g) **Appoints** Mayor Gordon, and Councillors Atkinson and Mealings to the **Greater Christchurch Partnership (GCP)**.

(h) **Appoints** Mayor Gordon as Council’s representative at the **Rural/Provincial** sector meetings of Local Government New Zealand.

(i) **Appoints** Mayor Gordon as Council’s representative at **Zone 5** & **Zone 6** meetings of Local Government New Zealand.

(j) **Appoints** Mayor Gordon to the **Greater Christchurch Public Transport Joint Committee**.

(k) **Appoints** Mayor Gordon to the **Regional Land Transport Committee**.

(l) **Appoints** Councillor Robbie Brine to the **Canterbury Waste Joint Committee**.

(m) **Appointments** Councillor Robbie Brine to the **Canterbury Regional Landfill Joint Committee**.

(n) **Notes** appointments to the Canterbury Museum Trust Board and the Canterbury Water Management Strategy: Regional Committee will be considered at the 5 November 2019 Council meeting.

(o) **Notes** appointments to standing committees is subject to a separate report. (Trim 190903123025).

(p) **Notes** all appointments ceased at the end of the 2019-22 Local Body Triennial term, being 8 October 2022, unless appointed to a Council Controlled Organisation (CCO) or specifically altered by the Council.

**CARRIED**
5.8 **Council Meeting Schedule November 2019 – December 2020 – S Nichols (Governance Manager)**

S Nichols took the report as read, as it reflected informal discussions with the Council over the previous ten days.

Moved: Councillor Doody  Seconded: Councillor Redmond

**THAT** the Council:

(a) **Receives** report No 190903123186.

(b) **Adopts** the attached meeting schedule for the period to 31 December 2020. (as outlined in Trim 191015143511).

Ordinary Council Meeting Dates commencing at 1.00pm on Tuesdays:

Council meetings relating to (Draft) Annual Plan including submissions and hearings:
28, 29 and 30 January, 18 February 2020, 6, 7 and 8 May and 26, 27 and 28 May 2020, and 16 June 2020.

(c) **Adopts** the following meeting schedule for the period to 31 December 2020 for Standing Committees:

Audit & Risk Committee commencing at 9.30am on Tuesdays:

District Planning & Regulation Committee at 1pm on Tuesdays:

Community & Recreation Committee at 4.00pm on Tuesdays:

Utilities & Roading Committee at 4.00pm on Tuesdays:

(d) **Adopts** following meeting schedule for the period to 31 December 2020 for the Mahi Tahi Joint Development Committee at 9.30am on Tuesdays:

(e) **Notes** the Community Boards will adopt their timetable at their inaugural meetings in late October, as proposed in Trim document 191015143511.

(f) **Circulates** a copy of the finalised meeting times to the Community Boards for their reference.

CARRIED

6. **QUESTIONS**

There were no questions under Standing Orders.

7. **URGENT GENERAL BUSINESS**

There was no urgent general business under Standing Orders.

8. **NEXT COUNCIL MEETING**

The next scheduled Council meeting will be held on Tuesday 5 November 2019, commencing at 1pm in the Council Chambers, Rangiora Service Centre, 215 High Street, Rangiora.

There being no further business, the meeting closed at 1.42pm.

CONFIRMED

_____________________________
Mayor Dan Gordon

_____________________________
Date