

Minutes of the Inaugural meeting of the eleventh triennium of Horizons Regional Council (live streamed) held at 10.00am on Tuesday 22 October 2019, in the Tararua Room Horizons Regional Council, 11-15 Victoria Avenue, Palmerston North.

PRESENT Crs RJ Keedwell (Chair from 10.55am), AL Benbow, EM Clarke, DB Cotton, SD Ferguson, EB Gordon, FJT Gordon, WM Kirton, JM Naylor, NJ Patrick, WK Te Awe Awe, and GJ Turkington.

IN ATTENDANCE

Chief Executive	Mr MJ McCartney
Group Manager	
Corporate and Governance	Mr C Grant
Committee Secretary	Mrs JA Kennedy

ALSO PRESENT At various times during the meeting:
Dr J Roygard (Group Manager Natural Resources & Partnerships), Dr N Peet (Group Manager Strategy & Regulation), Mr R Strong (Group Manager River Management), Mr G Shirley (Group Manager Regional Services & Information), Ms C Morrison (Media & Communications Manager), Horizons Regional Council staff, family and friends, members of the public, and a member of the press.

WELCOME

Cr Te Awe Awe opened the meeting with a Karakia.

The Chief Executive welcomed everyone, including family, friends and support people, to the Inaugural Council meeting.

APOLOGIES

There were no apologies.

ELECTORAL OFFICER'S DECLARATIONS

Report No 19-152

This report informed Members of the results of the local government elections of 12 October 2019. The official 'Declaration of Result of Election' was tabled at the meeting.

19-1 **Moved** **Naylor/Patrick**

It is recommended that Council:

a. *receives the information contained in Report No. 19-152.*

CARRIED

DECLARATION BY A MEMBER

Report No 19-153

This report provided information to Members in regard to their declarations as outlined in the Local Government Act 2002 (LGA), Schedule 7, Clause 14 (1), (2), (3). Mr Grant (Group Manager Corporate and Governance) explained the LGA requirement for the making and attesting of a declaration before a person could act as a member of a local authority following the election of that person. The Chief Executive then invited each elected Member to come forward to read and sign their declarations.

19-2 Moved Cotton/Naylor

It is recommended that Council:

- a. *receives the information contained in Report No. 19-153 and Annex.*

CARRIED

ELECTION OF CHAIR - PROCEDURES AND ELECTION

Report No 19-154

This report recommended the procedures as outlined in the Local Government Act 2002 (the Act) to be adopted for the election of the Chair, Manawatū-Whanganui Regional Council (trading as Horizons Regional Council) at the first meeting of the eleventh triennium of the Council on Tuesday, 22 October 2019. Mr Grant (Group Manager Corporate and Governance) introduced the item, explained the two voting systems detailed at paragraph 7, and noted that Members would have the opportunity to choose whether the voting process for the Chair would be through a closed or open process. It was suggested that the same procedure be used for the election of the Deputy Chair of Council.

The recommendation to adopt System A for the election of the Chair was put forward by Cr Naylor, seconded by Cr Ferguson.

19-3 Moved Naylor/Ferguson

It is recommended that the Council:

- b. *resolves that System A of the procedures as set out in Schedule 7, clauses 25(3) and 25(4), of the Local Government Act 2002 (at Annex A), be adopted for the election of the Chair.*

CARRIED

Mr Grant then explained the proposed resolution to suspend Standing Orders for the purpose of pursuing a closed voting system for the election of the Chair and Deputy Chair of Council. He confirmed that 75 per cent of the Members present and voting must support the motion for it to be carried. Members had the opportunity to discuss and express their views around the merits of an open voting system versus a closed voting system. Mr Grant clarified Members' questions about the legal opinion received.

SUSPENSION OF STANDING ORDERS - OPEN VOTING

Moved Patrick/Keedwell

It is recommended that the Council:

- a. *agrees that the definition for open voting in Standing Order 2. Definitions (Open voting), be suspended for the purpose of electing the Chairperson and Deputy Chairperson of Council. This resolution relies on Dr Palmer's view, and notes that Westlaw states "the voting under either system could be by secret vote in accordance with traditions if voting in elections".*

LOST

As the motion to pursue a closed voting system was lost, an open voting system would be used for the election of a Chair.

The Chief Executive (CE) called for nominations for the position of Chair.

Cr Bruce Gordon was nominated by Cr Cotton and seconded by Cr Te Awe Awe.

Cr Rachel Keedwell was nominated by Cr F Gordon and seconded by Cr Ferguson.

Crs Bruce Gordon and Rachel Keedwell each addressed the meeting, and spoke about their reasons for accepting nomination for the position of Chair of Council.

The CE then put recommendation c.

19-4 Moved Naylor/Patrick

It is recommended that the Council:

- c. *resolves that Crs Bruce Gordon and Rachel Keedwell be nominated for the position of Chair of Council;*

CARRIED

The CE called for a show of hand to determine the election for the position of Chair of Council.

Cr Bruce Gordon: Crs Benbow, Cotton, B Gordon, Kirton, Te Awe Awe

Cr Rachel Keedwell: Crs Clarke, Ferguson, F Gordon, Keedwell, Naylor, Patrick, Turkington

The CE declared Cr Rachel Keedwell to be elected to the position of Chair of Council.

Cr Keedwell then made her declaration and assumed the Chair.

The CE put recommendations a. and d.

19-5 Moved Patrick/Ferguson

It is recommended that Council:

- a. *receives the information contained in Report No. 19-154 and Annexes;*
- d. *resolves that Councillor Rachel Keedwell, be nominated for the position of Chair of Council.*

CARRIED

Cr Keedwell (Chair) thanked and acknowledged Cr Bruce Gordon for his work as Chair over the past eight plus years. She said she looked forward to working constructively with the Council over the next three years.

ELECTION OF DEPUTY CHAIR

Report No 19-155

This item elected a Deputy Chair of Council. The Chair nominated Cr Jono Naylor for the position of Deputy Chair. There were no other nominations. Cr Jono Naylor was declared Deputy Chair.

19-6 Moved Keedwell/Patrick

It is recommended that Council:

- a. *receives the information contained in Report No. 19-155;*
- b. *resolves that System A of the procedures as set out in Schedule 7, clauses 25(3) and 25(4) of the Local Government Act 2002, be adopted for the election of the Deputy Chairperson;*
- c. *that Councillor Naylor be nominated for the position of Deputy Chair of Council;*
- d. *declares Councillor Naylor to be elected as Deputy Chair of Council.*

CARRIED

REGIONAL COUNCIL COMMITTEE STRUCTURE

Report No 19-156

This report proposed a structure and means of operation for Council Committees. Mr Grant (Group Manager Corporate & Governance) introduced the item. He referred to the highlighted changes to the Terms of Reference (TOR), noted the proposed schedule of meetings and workshops, and responded to Members' questions.

In discussing the TOR, the following amendments were noted:

- Throughout the document:
 - Amend Manawatu-Wanganui to Manawatū-Whanganui
 - Amend Chairperson/Chairman to Chair
- Audit, Risk & Investment Committee add:
 - Guiding and monitoring Council's interests in its Council Controlled Organisations (CCOs) and Council Controlled Trading Organisation (CCTO).
- Regional Transport Committee – To clarify voting rights for deputised members:
 - Deputised members attending a meeting in place of a nominated member will have voting rights.
- Passenger Transport Committee – to clarify regional council membership:
 - A minimum of five regional councillors (with at least one member from the Palmerston North constituency and one member from the Whanganui constituency.
- Manawatu River Users' Advisory Group, Committee membership add:
 - ...one councillor who will be the Chair of the Advisory Group...

19-7 **Moved** **Clarke/Te Awe Awe**

It is recommended that Council:

- a. *receives the information contained in Report No. 19-156;*
- b. *approves the recommended Committee structure as follows:*
 - *Strategy & Policy Committee (committee of the whole)*
 - *Audit, Risk & Investment Committee*
 - *Catchment Operations Committee*
 - *Environment Committee*
 - *Regional Transport Committee*
 - *Passenger Transport Committee*
 - *Manawatu River Users' Advisory Group*
 - *Linklater Bursary Subcommittee*
- c. *approves, with amendments, the recommended Committee Terms of Reference at Annex A;*
- d. *approves the recommended generic meeting schedule as follows:*

<i>First Tuesday of the month</i>	• <i>Regional Transport Committee 4 times per year</i>
<i>Second Tuesday</i>	• <i>Strategy & Policy Committee, can be followed by a Workshop</i>
<i>Wednesday following second Tuesday</i>	• <i>Alternate</i> • <i>Environment Committee</i> • <i>Catchment Operations Committee</i>
<i>Third Tuesday</i>	• <i>Passenger Transport Committee 3 times per year</i>
<i>Fourth (or last) Tuesday</i>	• <i>Council meeting, followed by</i> • <i>Audit Risk & Investment financial briefings or meetings</i>
<i>Fourth (or last) Wednesday</i>	• <i>Potential Workshops</i>

- e. *notes that membership nominations for the 2019-2022 triennium will be presented at the Council meeting on 5 November 2019;*
- f. *notes that Committee Chairs and Deputy Chairs will be confirmed at the Council meeting on 5 November 2019;*
- g. *notes that remuneration for Committee Membership, Chairs and Deputy Chairs will be workshopped prior to 5 November and confirmed at the Council meeting on 5 November.*

CARRIED

HORIZONS REGIONAL COUNCIL STANDING ORDERS

Report No 19-157

This report introduced for adoption, the new Local Government New Zealand (LGNZ) version of Standing Orders (SO). Mr Grant (Group Manager Corporate & Governance) guided Members through the changes to SO, referred to the handout pages which identified further amendments after the paper was published, and clarified Members' questions. Following discussion by Members around a suggestion by the Chair to amend the wording in Section 18.3-Chair has a casting vote, it was agreed to remove the provision of a casting vote by the Chair.

19-8

Moved

Keedwell/Naylor

It is recommended that Council:

- a. *receives the information contained in Report No. 19-157 and Annex.*
- b. *notes the requirement for Local Authorities to adopt Standing Orders for the orderly conduct of its meetings;*
- c. *notes the requirement to achieve the agreement of at least 75% of members present at a meeting to adopt (and amend) the Standing Orders;*
- d. *approves the adoption of Horizons Regional Council Standing Orders, 22 October 2019 (at Annex A), with the following amendments:*
 - i. *approves the amendment to Horizons Regional Council's Standing Orders with updates to Section 2, Definitions;*
 - ii. *approves the amendment to Horizon's Regional Council's Standing Orders, Section 4.2 Meeting duration, that no meeting can sit for more than two hours continuously without a break;*
 - iii. *approves the amendment to Horizons Regional Council's Standing Orders to include additional wording of clarification to Sections 3.5 Temporary suspension of standing orders; 9.6 Chair's report, 12.7 Right to attend by audio or audio visual link, 18.6 Request to have votes recorded, 19.2 Behaviour consistent with Code of Conduct, 20.5 Members may speak only once, 24.1 Procedural motions must be taken immediately, 24.2 Procedural motions to close or adjourn a debate (d), 27.1 Minutes to be evidence of proceedings;*
 - iv. *approves the amendment to Horizons Regional Council's Standing Orders to include new Sections 8.5 Emergency meetings may be called, 8.8 Process for calling an emergency meeting, 8.9 Public notice – emergency and extraordinary meetings, 28 Keeping a record (28.1 to 28.3);*

- v. *approves the amendment to Horizons Regional Council's Standing Orders, to delete the following Sections: Public notice – extraordinary meetings, Chief Executive may make other arrangements, Minute books – Inspection,*
- vi. *approves the amendment to Horizons Regional Council's Standing Orders to include a new section, Section 22.6 Chair may recommend amendment.*
- vii. *amends Section 18.3 to read 'Chair does not have a casting vote'.*

CARRIED

EXPLANATION OF ACTS

Report No 19-158

This report provided the Council with an overview of key legislation that Members needed to be aware of and have an understanding of in their role as a Regional Councillor. This report highlighted some of the key aspects of the following legislation:

- Local Government Act 2002
- Local Government Official Information and Meetings Act 1987
- Local Authority (Members' Interests) Act 1968
- Crimes Act 1961 – Sections 99, 105 and 105A
- Secret Commissions Act 1910
- Financial Markets Conduct Act 2013
- Protected Disclosures Act 2000
- Health and Safety at Work Act 2015

Mr Grant (Group Manager Corporate & Governance) introduced the report and said Councillors were asked to acknowledge in writing on the declaration provided, that they had a general appreciation of the material covered. He then responded to Members' questions.

19-9 Moved Ferguson/Clarke

It is recommended that Council:

- a. *receives the information contained in Report No. 19-158 and Annexes.*

CARRIED

SCHEDULE OF MEETINGS

Report No 19-159

This report informed the Council of the proposed meeting schedule for the period to January 2020. Mr Grant (Group Manager Corporate & Governance) introduced the item. The Chair asked that meetings scheduled to start 9.00am be amended to start at 9.30am.

19-10 Moved Clarke/Te Awe Awe

It is recommended that Council:

- a. *notes the scheduled meetings through to January 2020 as outlined in Report No. 19-159, as amended.*

CARRIED

COUNCIL REPRESENTATIVE TO LOCAL GOVERNMENT NEW ZEALAND REGIONAL SECTOR

Report No 19-160

This report sought confirmation of the appointment of Council's representative to the Regional Sector (RS) of Local Government New Zealand (LGNZ). Mr Grant (Group Manager Corporate & Governance) introduced the item. Cr B Gordon and the Chief Executive explained the structure of the RS.

19-11 Moved B Gordon/Ferguson

It is recommended that Council:

- a. *confirms the appointment of the Chair, or Deputy Chair in the Chair's absence, as this Council's representative on the Local Government New Zealand Regional Sector.*

CARRIED

THE PAT KELLY ENVIROSCHOOLS ACTION FUND

Report No 19-161

The purpose of this item was to rename the Enviroschools Action Fund to the Pat Kelly Enviroschools Action Fund. The Chief Executive and Ms C Morrison (Media & Communications Manager) introduced the item, provided the background to the initiative, explained the recommendations associated with the item, and clarified Members' questions.

19-12 Moved Cotton/Naylor

It is recommended that Council:

- a. *receives the information contained in Report No. 19-161;*
- b. *agrees to rename the Enviroschools Action Fund to the Pat Kelly Enviroschools Action Fund;*
- c. *agrees to support the Pat Kelly Enviroschools Action Fund at \$7,000 for 2019-20 and 2020-21;*
- d. *agrees to review the grant allocation for this fund in the 2022-32 Long-term Plan.*

CARRIED

The meeting closed at 11.38am.

Confirmed

CHIEF EXECUTIVE

CHAIR