



MINUTES

Extraordinary Council Meeting

12 May 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD ONLINE AND LIVE STREAMED ON THE COUNCIL YOUTUBE CHANNEL
ON TUESDAY, 12 MAY 2020 AT 9.30AM**

- PRESENT:** Mayor Graham Smith, Deputy Mayor James Leslie, Cr Anne Munro, Cr Stuart Barwood, Cr Murray Cox, Cr Emily Bradbury, Cr Matt Murphy
- IN ATTENDANCE:** Suzette van Aswegen (Chief Executive), Paul Numan (General Manager Corporate Services), Tim Mulcock (Transition Manager), Alexis Grey (Manager People and Culture), Chris Clarke (Manager Communications), Arlene Goss (Committee Administrator), Geoff Horler (Utilities Manager), Bernie Haar (Asset Manager)

1 OPENING AND BEREAVEMENTS

The Mayor welcomed everyone to the meeting and noted the following bereavements:

MACDONALD, Kathleen Anne: On 27 April, at Hospice South Canterbury, after a short illness, Anne died peacefully in the presence of husband Derek. She was aged 68. A private burial at Tekapo Cemetery has been held, with a memorial service to be arranged for a later date.

WILDMAN, Joan Lilian: On 3 May, died at the Croft Resthome. Dearly beloved wife of the late Derek, much loved Mum of Deb Harris, Jo and Peter Johnstone, Sally and Bill Gaddum.

RYE, Maxwell: On 4 May. Aged 84, at Iona Rest Home Oamaru. Dearly loved husband of Jacquie for 64 years. Max was on the committee for Wings over Water airshow in 2011 and had a lifelong interest in earthmoving machinery and trucks.

BINNS, Stephen Alan (Steve): On 5 May, died peacefully at home with family on Tuesday, May 5, 2020. Dearly loved husband and soulmate of Sharron, and cherished dad of Joshua, and Jayson.

A moment of silence was observed.

2 APOLOGIES

There were no apologies.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 REPORTS

4.1 MACKENZIE DISTRICT RECOVERY ACTION PLAN

Council was asked to consider adopting the Mackenzie District Recovery Action Plan, attached to the agenda. The plan outlined a programme of actions to support and strengthen the Mackenzie District community to help mitigate the social and economic impact of the COVID-19 pandemic.

The plan takes a sustainable development approach, aligning with the Local Government Act 2002 which provides for local authorities to play a broad role in promoting the social, economic, environmental, and cultural well-being of their communities.

Transition Manager Tim Mulcock asked the councillors to adopt the plan as an immediate path to move forward on recovery in the district.

The Mayor then went through the list of immediate response items on page 8 of the agenda and invited the councillors to ask questions or comment on each one. Matters raised included the following:

1. The need for a review or debrief to discover how effective council's civil defense response was and whether lessons could be learned from this.
2. The need for a recovery manager on council staff.
3. The need for high level work around visas for some local workers.
4. Council needs to work with other recovery groups that are forming in the community, and invite those people to join the recovery forum.
5. Offer people a monthly payment plan to pay their rates.
6. Assist people with their application for rates remission to make the process simpler.
7. Remove the word "extreme hardship" and just use "hardship" in the rates policy.
8. MBIE and DoC are currently working on tourism and more is expected from them.
9. Staff are working with the Chamber of Commerce and ChristchurchNZ on business and tourism support.
10. Council is working with DoC and the other councils in the Mackenzie basin on job opportunities in wilding pine and pest control. No detail on number of jobs yet.
11. The Canterbury Mayoral Forum is lobbying for more support for tourism operators and will continue to lobby government.
12. The Open for Business website was now available for businesses to use.
13. Suggestion of an offer of a free day/s at resource recovery parks. This was supported by the councillors and the chief executive was asked to look into this.

The Mayor then outlined the items in the medium term and long term recovery lists.

Cr Leslie suggested council focus priorities on local businesses that are based in the district. Mobile traders are generally from outside the district and have lower costs. Tim Mulcock agreed to remove the reference to mobile traders.

Community organisations are not mentioned by name in the report but it was agreed this would include Heartlands.

Discussion took place on the new roles of economic development manager and community development manager. Cr Cox requested to see the position descriptions for these people. Tim Mulcock said a council structure would be presented to council as a result of the decisions made on the plan at this meeting.

The Mayor thanked staff for their work collating the plan.

RESOLUTION 2020/15

Moved: Cr Anne Munro

Seconded: Cr Murray Cox

1. That the report be received.

CARRIED

RESOLUTION 2020/16

Moved: Mayor Graham Smith

Seconded: Cr Stuart Barwood

2. That the Mackenzie District Recovery Action Plan be adopted by Council.

CARRIED

4.2 NEW AND UPDATED POLICIES FOR ADOPTION

As part of implementing recommendations from Audit New Zealand, several policies have been updated and created. Some proposed changes are to allow Council to better respond to the impact of the COVID-19 virus on the Mackenzie community.

Tim Mulcock introduced his report and the Mayor listed those policies that were new, and those that were being updated. He then asked for comments or questions from the councillors. Discussion included the following:

1. The subject of the disposal of assets (Roads and Footpaths) was listed in two of the policies. Was this a double up? Tim Mulcock said the two policies addressed different aspects of the disposal of roads and footpaths.
2. The Mayor asked if council fully depreciated roads. Paul Numan said yes.
3. Cr Munro noted that the Disposal of Assets policy did not include the impact of dumping on the environment and asked for this to be included.
4. Cr Barwood asked for clarification of section 4 under Borrowing in the Liability Management Policy and this was provided by Paul Numan.
5. Cr Leslie asked for the following changes to be made to the Community Grants Policy and this was agreed:

Section 8.4: Each year the authorised council staff member will appoint **from a pool of applicants after advertising across the district and be representative of all ratepayers and residents.**

Page 91: Under dates and times for various grants, Creative Communities Scheme grant. In July add **advertise and appoint committee.**

6. Clarification was provided on what would happen if there was a deviation from the policy.

RESOLUTION 2020/17

Moved: Deputy Mayor James Leslie

Seconded: Cr Emily Bradbury

1. That the report be received.

CARRIED

RESOLUTION 2020/18

Moved: Cr Anne Munro

Seconded: Cr Matt Murphy

2. That the following new and updated policies be adopted by Council:

- Procurement Policy
- Sensitive Expenditure Policy
- Cash Handling Policy
- Asset Management Policy
- Asset Disposal Policy
- Fixed Assets Accounting Policy
- Community Grants Policy
- Privacy Policy
- Property Sales and Acquisitions Policy
- Investment Policy
- Liability Management Policy
- Risk Appetite Statement

CARRIED**5 PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2020/19**

Moved: Cr Murray Cox

Seconded: Deputy Mayor James Leslie

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
5.1 - Tender Acceptance Contract 1240, Utilities Services 2020 - 2025	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for

	unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	which good reason for withholding would exist under section 6 or section 7
CARRIED		

RESOLUTION 2020/20
 Moved: Cr Matt Murphy
 Seconded: Cr Emily Bradbury
 That Council moves out of Closed Council into Open Council.

CARRIED

The Meeting closed at 11.17am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Mackenzie District Council held on 23 June 2020.

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CHAIRPERSON