

# NORTHLAND REGIONAL COUNCIL

Minutes of the ordinary meeting of the council  
held in the Council Chamber, 36 Water Street, Whangārei,  
on Tuesday 15 September 2015, commencing at 1 pm

## **Present:**

Chairman, Bill Shepherd  
Deputy Chairman, Graeme Ramsey  
Councillors:  
Craig Brown  
Joe Carr  
Monty Knight  
Dover Samuels  
David Sinclair

## **In Attendance:**

### **Full Meeting**

Chief Executive Officer  
Governance Support Manager

### **Part Meeting**

GM Environmental Services  
GM Governance and Strategy  
Compliance Monitoring SPM  
Economist  
Programme Manager – Policy Development  
Programme Manager – Resources  
EA to GM Customer Services/Community Resilience

The Chairman declared the meeting open at 1.01 pm.

## **Apologies (Item 1.0)**

### **Moved (Ramsey/Brown)**

That the apology from Councillor Bain for non-attendance and Councillor Dimery for a temporary leave of absence be received.

### **Carried**

*Secretarial Note: The meeting concluded prior to Councillor Dimery's arrival.*

## **Declarations of Conflicts of Interest (Item 2.0)**

It was advised that councillors should make declarations item-by-item as the meeting progressed.

## **Presentations (Item 3.0)**

There were no presentations.

## **Risk and Health and Safety Report (Item 4.0)**

**ID: A776368**

**Report from Health and Safety Specialist, Tracey Warboys.**

**Moved (Brown/Sinclair)**

That the report 'Health and Safety Report' by Tracey Warboys, Health and Safety Specialist, and dated 3 September 2015, be received.

**Carried**

## **Confirmation of Minutes – 14 July 2015 (Item 5.1)**

**ID: A774031**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Shepherd/Carr)**

That the minutes of the council meeting held on 14 July 2015 be confirmed as a true and correct record.

**Carried**

## **Confirmation of Extraordinary Minutes – 28 July 2015 (Item 5.2)**

**ID: A774095**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Shepherd/Brown)**

That the minutes of the extraordinary council meeting held on 28 July 2015 be confirmed as a true and correct record.

**Carried**

## **Receipt of Action Sheet (Item 5.3)**

**ID: A774225**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Samuels/Knight)**

That the Council Action Sheet be received.

**Carried**

## **Financial Report to 31 August 2015 (Item 6.1)**

**ID: A776121**

**Report from Management Accountant, Steve Goddard.**

**Moved (Sinclair/Brown)**

That the 'Financial Report to 31 August 2015' by Steve Goddard, Management Accountant, and dated 2 September 2015, be received.

**Carried**

## Council Bank Accounts – Cheque Signatory Delegations (Item 6.2)

ID: A774115

Report from Financial Systems Administrator, Kym Ace.

### Moved (Knight/Sinclair)

1. That the report 'Council Bank Accounts – Cheque Signatory Delegations', from Kym Ace, Financial Systems Administrator, and dated 27 August 2015, be received.
2. **Manual signing:**  
That any two of the following signatories be authorised to countersign cheques for payments drawn on the council's bank account numbers:
  - i. 12-3115-0057000-00 Current Account operated at the ASB Bank Limited, Walton Street, Whangārei Branch, and any other accounts, which the council may operate from time to time.
  - ii. Call and term deposit accounts with the ASB and other registered trading banks in New Zealand.

#### Approved signatories:

Malcolm Charles Nicolson	Chief Executive Officer
Anthony Glenn Phipps	Group Manager – Customer Services/Community Resilience
Jonathan Charles Gibbard	Group Manager – Strategy and Governance
Simon John Crabb	Finance Manager
Vincent John McColl	Financial Accountant
Stephen John Goddard	Management Accountant

3. That any two of the following signatories are authorised to operate the Bank of New Zealand bank account number 02-0492-00340027-00 at the Bank of New Zealand Limited, Bank Street, Whangārei.

#### Approved signatories:

Malcolm Charles Nicolson	Chief Executive Officer
Anthony Glenn Phipps	Group Manager – Customer Services/Community Resilience
Jonathan Charles Gibbard	Group Manager – Strategy and Governance
Simon John Crabb	Finance Manager
Vincent John McColl	Financial Accountant
Stephen John Goddard	Management Accountant

4. That vouchers or documents authorising manual or electronic transactions be authorised by any two of the above approved signatories.
5. That electronic transactions may be prepared and uploaded by the Finance Systems Administrator and/or Accounts Officer (being the upload of creditor and payroll payment files) but these must be authorised by any two of the above approved signatories.
6. That these delegations, when approved, be notified to the ASB Bank Limited, the Bank of New Zealand Limited, and other registered trading banks for implementation.

**Carried**

## **Northland Inc. Limited – Statement of Intent 2015–2018 (Item 7.1)**

**ID: A775482**

**Report from Economist, Darryl Jones.**

### **Moved (Brown/Shepherd)**

1. That the report 'Northland Inc. Limited – Statement of Intent 2015–2018' by Darryl Jones, Economist, and dated 8 September 2015, be received.
2. That council agree to Northland Inc. Limited's Statement of Intent 2015–2018 (as detailed in Attachment 2 pertaining to Item 7.1 of the 15 September 2015 council agenda).

**Carried**

## **Northland Inc. Limited Approval to Pay 2015/16 Quarter Two Funding (Item 7.2)**

**ID: A774744**

**Report from Finance Manager, Simon Crabb.**

### **Moved (Sinclair/Brown)**

1. That the report 'Northland Inc. Limited Approval to Pay 2015/16 Quarter Two Funding' by Simon Crabb, Finance Manager, and dated 28 August 2015, be received.
2. That Northland Inc. Limited be paid \$292,703.75 plus GST in October 2015, from the Northland Regional Council Investment and Growth Reserve as quarter two funding of the 2015/16 financial year, upon receipt of an invoice from Northland Inc. Limited.

**Carried**

## **Independent Member of Finance Committee (Item 7.3)**

**ID: A776677**

**Report from Human Resources Manager, Judy Macdonald.**

### **Moved (Knight/Carr)**

1. That the report, 'Independent Member of Finance Committee', by Judy Macdonald, Human Resources Manager, dated 4 September 2015, be received.
2. That Geoff Copstick be reappointed as the independent member of the Finance Committee as per the council's standard agreement for consultants for the period 1 July 2015 until 31 December 2016 on a maximum salary of \$20,000 per annum.

**Carried**

## **Adoption of Plan Change 4 (Aquaculture) to the Regional Coastal Plan for Northland (Item 7.4)**

**ID: A774243**

**Report from Policy Analyst, Michael Payne, and Resource Management Manager, Michael Day.**

**It was further moved (Carr/Brown)**

1. That the report 'Adoption of Plan Change 4 (Aquaculture) to the Regional Coastal Plan for Northland' by Michael Payne, Policy Analyst, and Michael Day, Resource Management Manager, dated 28 August 2015, be received.

**Carried**

**It was further moved (Brown/Shepherd)**

2. That pursuant to Clause 18 of Schedule 1 to the Resource Management Act 1991, council adopts Plan Change 4 to the Regional Coastal Plan for Northland and seeks the approval of the Minister of Conservation.

**Carried**

## **Delegated Authority (Item 7.5)**

**ID: A775062**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Samuels/Brown)**

1. That the report 'Delegated Authority' by Chris Taylor, Governance Support Manager, and dated 2 September 2015, be received.
2. That council approves the delegations to the Chief Executive Officer (as detailed in Attachment One pertaining to Item 7.5 of the 15 September 2015 council agenda). The Delegations Register be amended accordingly.

**Carried**

## **Chairman's Report to Council (Item 8.1)**

**ID: A773697**

**Report from Chairman, Bill Shepherd.**

**Moved (Shepherd/Ramsey)**

That the Chairman's report dated 4 September 2015 be received.

**Carried**

## **Chief Executive's Report to Council (Item 8.2)**

**ID: A772781**

**Report from Chief Executive Officer, Malcolm Nicolson.**

**Moved (Brown/Ramsey)**

That the Chief Executive Officer's report dated 4 September 2015 be received.

**Carried**

## **Receipt of Committee Minutes (Item 9.0)**

**ID: A774291**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Brown/Sinclair)**

That the unconfirmed minutes of the:

- Organisational Performance Committee – 30 June 2015;
- Te Tai Tokerau Māori Advisory Committee – 9 July 2015;
- Regional Transport Committee – 12 August 2015;
- Finance Committee – 18 August 2015; and
- Environmental Management Committee – 31 August 2015

be received.

**Carried**

## **Business with the Public Excluded (Item 10.0)**

**ID: A775543**

**Report from Governance Support Manager, Chris Taylor.**

**Moved (Ramsey/Brown)**

1. That the public be excluded from the proceedings of this meeting to consider confidential matters.
2. That the general subject of the matters to be considered whilst the public is excluded, the reasons for passing this resolution in relation to this matter, and the specific grounds under the Local Government Official Information and Meetings Act 1987 for the passing of this resolution, are as follows:

<b>Item No.</b>	<b>Item Issue</b>	<b>Reason\Grounds</b>
10.1	Receipt of Confidential Minutes of the Organisational Performance Committee – 30 June 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.2	Confidential Minutes of the Council Meeting – 14 July 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.3	Receipt of Confidential Minutes of the Economic Development Working Party – 2 July 2015	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to allow the council to carry on, without

		prejudice or disadvantage, commercial and industrial activities 7(2)(i).
10.4	Receipt of Confidential Minutes of the Finance Committee – 18 August 2015	The reasons for excluding the public are as stated in the minutes of the open section of that meeting.
10.5	Human Resources Report	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to protect the privacy of natural persons, including that of deceased natural persons 7(2)(a).
10.6	Emergency Services Fund – Registration of Interest	To maintain effective conduct of public affairs through: <ul style="list-style-type: none"> <li>(i) The free and frank expression of opinions by or between or to members or officers or employees of any local authority, or any persons to whom section 2(5) of the Act applies, in the course of their duty; and</li> <li>(ii) The protection of such members, officers, employees, and persons from improper pressure or harassment 7(2)(f).</li> </ul>
10.7	Whangārei (CityLink) Bus Service – 12 Month Extension of Contract	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, commercial activities 7(2)(h).
10.8	Potential Acquisition of the Lessee Interest of 47-49 Herekino Street	The public conduct of the proceedings would be likely to result in disclosure of information, the withholding of which is necessary to allow the council to carry on, without prejudice or disadvantage, commercial and industrial activities 7(2)(i).

**Carried**

*Secretarial Note: As determined during the public excluded section of the meeting, resolutions 3 and 4 pertaining to Confidential Item 10.4 to be reaffirmed in the open minutes (as follows):*

## **Emergency Services Fund – Registration of Interest Evaluation (Item 10.4)**

**ID: A777194**

**Report from Infrastructure Manager, Graham Nielsen.**

**Moved (Sinclair/Samuels)**

3. That council accepts the Registrations of Interest from the following organisations, and that they be invited to proceed to the second stage of the funding application process – Request for Proposal:
  - a. Northland Search & Rescue Group;
  - b. St John Northern Region;
  - c. Surf Life Saving Northern Region;
  - d. Coastguard Northern Region;
  - e. Northland Emergency Services Trust; and
  - f. Far North Search & Rescue.
  
4. That council declines the Registrations of Interest from the following organisations, and that they not be invited to proceed to the second stage of the funding application process:
  - g. Tinopai Volunteer Emergency Services Inc.;
  - h. Maxinz Limited; and
  - i. Far North Radio and Sea Rescue Inc.

**Carried**

### **CONCLUSION**

The meeting concluded at 2.20 pm.