

## **MINUTES OF COUNCIL MEETING**

**File Reference:** ECM8277110  
**Meeting Date:** Tuesday 21 April 2020 at 1pm  
**Venue:** Via Zoom

### **Members Present**

Mayor Neil Holdom, Councillors Tony Bedford, Sam Bennett, Gordon Brown, David Bublitz, Aneka Carlson, Murray Chong, Amanda Clinton-Gohdes, Harry Duynhoven, Richard Handley, Stacey Hitchcock, Colin Johnston, Richard Jordan, Dinnie Moeahu and Marie Pearce

### **Non Members Present**

Kaitake Community Board – Doug Hislop (Chairperson), Inglewood Community Board – Mel Cook (Chairperson) and Graeme Sykes (member), Clifton Community Board – Murray Seamark (Member), Waitara Community Board – Jonathan Marshall (Chairperson)

### **Staff in Attendance**

Craig Stevenson, Nadia Phillips, Julie Straka, Kelvin Wright, Liam Hodgetts, Greg Stephens, David Langford, Rui Leitao, Joy Buckingham, Steve McIntosh, Lisa Lowe, Cheryl McGrath, Kathryn Scown, Rowan Betts, Ian Baker, Alison Trustrum-Rainey, Richard Mowforth, Jacqueline Baker, Kelvin Wright, Mitchell Dyer; Callum Williamson

### **Media Attendance**

Christina Persico and Jim Tucker – Taranaki Daily News

## **ACKNOWLEDGEMENTS**

Mayor Holdom commended the Government's urgent response to the Covid-19 (Corona Virus) pandemic by ensuring the health and safety of our citizens, residents and visitors during this unprecedented time. His thoughts went out to the families/whānau of the New Zealanders who lost their lives to the virus, acknowledging the sadness of not being able to farewell their loved ones in their natural way. The Mayor also acknowledged the incredible efforts of all New Zealand emergency workers, truck drivers, cleaners, retail staff, supermarket staff (including those behind the scenes), healthcare workers and support care workers, to name a few. He also acknowledged the NPDC organisation for doing its part in ensuring the health and wellbeing of the community it serves.

## **COUNCIL MINUTES**

### *Council Resolution:*

Cr Brown )

Cr Handley )

That the minutes of the following meetings of the Council, and the proceedings of the said meeting, as circulated, be taken as read and confirmed as a true and correct record:

Council (3 March 2020)

Council Extraordinary (10 March 2020)

Council Emergency (25 March 2020)

Carried

## **COMMITTEE RECOMMENDATIONS**

### Council Resolution:

Cr Clinton-Gohdes )

Cr Carlson )

That the minutes of the following meetings, as circulated, be received and decisions made under delegated authority by the committees and community boards be incorporated in the minutes of this meeting of the Council.

Strategy and Operations Committee (10 March 2020)

Finance, Audit and Risk Committee (7 April 2020)

Carried

## **STRATEGY AND OPERATIONS COMMITTEE**

10 March 2020

File Reference: 8262145

### **Members present**

Councillor Stacey Hitchcock (Chairperson); Mayor Neil Holdom, Councillors Richard Handley, Tony Bedford, Sam Bennett, Gordon Brown, David Bublitz, Anneka Carlson, Murray Chong, Amanda Clinton-Gohdes, Harry Duynhoven, Colin Johnston, Dinnie Moeahu, Marie Pearce and Mr Howie Tamati.

### **Non-members Present:**

Community Board Chairpersons Jonathan Marshall (Waitara) and Doug Hislop (Kaitake) and Inglewood Community Board member (Graeme Sykes).

### **Staff in Attendance:**

Craig Stevenson, Julie Straka, Nadia Phillips, Juliet Johnston, Ian Baker, Jo Ritchie, Ben Brown, Rachelle McBeth, Kelvin Wright, Charles Woollin, Mitchell Dyer, Joy Buckingham, Alison Trustrum-Rainey, Teresa Turner, David Langford, Liam Hodgetts and Rowan Williams.

### **Conflicts of Interest**

None received.

### **Apologies**

#### Strategy and Operations Committee Resolution:

Cr Handley )

Cr Pearce )

That the apology for absence from Councillor Richard Jordan be accepted.

Carried

## **Public Forum**

- Bryan Roach (policy for onsite stormwater disposal)
- Emily Davidson and Amy Field (SANDS Taranaki) (ECM 86262140)

## Deputations

- Tony Kemp – (Waitara Rugby League – Agility Fund application (refer Extraordinary Council meeting 10 March 2020) (ECM 8260983).

## Minutes

### Strategy and Operations Committee Resolution:

Mayor Holdom )

Cr Carlson )

That the minutes of the Strategy and Operations Committee meeting (28 January 2020) and the proceedings of the said meeting, as previously circulated, be taken as read and confirmed as a true and accurate record.

Carried

## Resolutions made under delegated authority

### **1. Draft submission proposed national policy statement for indigenous biodiversity and other resource management legislative and policy changes**

ECM8242970

The matter for consideration by the Council is review of a draft submission on the National Policy Statement for Indigenous Biodiversity. The report also summarises other key legislation and policy changes in the Resource Management environment.

#### Resolved:

Cr Handley )

Mayor Holdom )

That having considered all matters raised in the report the Council:

- a) Adopt the draft submission on the proposed National Policy Statement for Indigenous Biodiversity in Appendix 1.
- b) Note the officer's submissions on the proposed national policy statements for Urban Development, Highly Productive Land, and Freshwater Management

Carried

### **2. Health and Safety Quarterly Report**

ECM8242361

This report presents the Health and Safety Quarterly Report for the period 1 October to 31 December 2019.

#### Resolved:

Mayor Holdom )

Cr Handley )

That, having considered all matters raised in the report, the report be noted.

Carried

### **3. Recreation and Cultural Facilities Bylaw Review – Bylaw Review Determinations**

ECM837879

The matter for consideration by the Council is whether or not to approve the initiation of a review of the New Plymouth District Bylaw 2008 Part 6 Recreation and Cultural Facilities (the Bylaw), and to determine whether a bylaw is the most appropriate way of addressing the nuisance or problem relevant to the Recreation and Cultural Facilities Bylaw as per the Local Government Act 2002 (LGA).

Resolved:

Cr Mayor Holdom    )

Cr Carlson            )

That having considered all matters raised in the report the Council:

- a) Determine that a bylaw is not the most appropriate way of addressing the perceived problems that arise in relation to recreation and cultural facilities in accordance with section 155(1) of the Local Government Act 2002, and
- b) Determine not to initiate a review of the New Plymouth District Bylaw 2008 Part 6 Recreation and Cultural Facilities.
- c) Note that under the provisions of s160A LGA, the New Plymouth District Bylaw 2008 Part 6 Recreation and Cultural Facilities, will be revoked on 1 July 2020.
- d) Note that conditions of entry to Council facilities will be covered within each facilities standard operating procedures, and managed through other Council bylaws and existing legislation.

Carried

### **4. Amendments to Parking Controls – City Ward**

ECM8242350

The matter for consideration by the Committee is amendments to parking controls at various locations across the New Plymouth District.

Resolved:

Cr Pearce        )

Cr Johnston     )

That having considered all matters raised in the report and pursuant to the New Plymouth District Council Consolidated Bylaws 2008 Part 13: Traffic, the following parking controls in the New Plymouth District be imposed:

*New Plymouth*

*Item 1        Brougham Street, New Plymouth*

- Prohibit parking on the east side of Brougham Street from 86.0m to 82.6m (3.4m) measured in a southerly direction from the prolongation of the south kerb of Hempton Street.

- 

*Item 2 De Havilland Drive, New Plymouth*

- Prohibit parking on the north side of De Havilland Drive from 55.2m to 65.8m (10.6m) measured in an easterly direction from the prolongation of the east kerb of Paraite Road.

*Item 3 Devon Street East, New Plymouth*

- Prohibit parking on the south side of Devon Street East from 140.5m to 143.6m (3.1m) measured in an easterly direction from the prolongation of the east kerb of Hobson Street.
- Prohibit parking on the south side of Devon Street East from 129.6m to 132.7m (2.7m) measured in an easterly direction from the prolongation of the east kerb of Hobson Street.

*Item 4 Fillis Street, New Plymouth*

- Amend two time restricted parking spaces (P15) on the south side of Fillis Street from 74.6m to 86.4m (11.8m) measured in a westerly direction from the prolongation of the west kerb of Gover Street.

*Item 5 Govett Avenue, New Plymouth*

- Amend the time restriction of an existing bus stop on the west side of Govett Avenue to Saturdays only.

*Item 6 Hobson Street, New Plymouth*

- Prohibit parking on the west side of Hobson Street from 24.6m to 36.6m (12.0m) measured in a northerly direction from the prolongation of the north kerb of Lemon Street.
- Prohibit parking on the east side of Hobson Street from 0.0m to 27.4m (27.4m) measured in a northerly direction from the prolongation of the north kerb of Lemon Street.
- Create unrestricted parking on the east side of Hobson Street from 27.4m to 39.4m (12.0m) measured in a northerly direction from the prolongation of the north kerb of Lemon Street.

*Item 7 Hori Street, New Plymouth*

- Prohibit parking on the north side of Hori Street from 52.0m to 58.0m (6.0m) measured in an easterly direction from the prolongation of the east kerb of Carrington Street.

*Item 8 Manadon Street, New Plymouth*

- Prohibit parking on the south side of Manadon Street from 198.9m to 204.9m (6.0m) measured in an westerly direction from the prolongation of the west kerb of South Road (SH45).

*Item 9 Record Street, New Plymouth*

- Prohibit parking on the east side of Record Street from 48.3m to 62.9m (24.6m) measured in a northerly direction from the prolongation of the north kerb of Princes Street.

*Item 10 Ridge Lane, New Plymouth*

- Prohibit parking on the east side of Ridge Lane from 59.3m to 70.1m (10.8m) measured in a southerly direction from the prolongation of the south kerb of Gilbert Street.

*Item 11 St Aubyn Street, New Plymouth*

- Revoke a bus stop on the south side of St Aubyn Street from 109.8m to 125.8m (16.0m) measured in an easterly direction from the prolongation of the east kerb of Morley Street.
- Create a bus stop on the south side of St Aubyn Street from 93.8m to 109.8 (16.0m) measured in an easterly direction from the prolongation of the east kerb of Morley Street.

*Item 12 Smith Road, New Plymouth*

- Prohibit parking on the south side of Smith Road from 20.6m to 24.5m (3.9m) measured in a easterly direction from the prolongation of the east kerb of Truby King Street.

Carried

**FINANCE AUDIT AND RISK COMMITTEE**

7 April 2020

File reference: 8249423

**Members Present:**

Councillor Richard Handley (Chairperson), Ms Adrienne Young-Cooper (Deputy Chairperson), Mayor Neil Holdom, Councillors Tony Bedford, Amanda Clinton-Gohdes, Stacey Hitchcock and Richard Jordan

**Non-members Present:**

Councillors Sam Bennett, Marie Pearce, Dinnie Moeahu, David Bublitz, Gordon Brown, Harry Duynhoven, Anneka Carlson and Colin Johnston

Community Board Chairs Doug Hislop (Kaitake), Jonathan Marshall (Waitara), Mel Cook (Inglewood), and Inglewood Community Board member Graeme Sykes.

### **Media Attendance:**

Christina Persico – Taranaki Daily News

### **Staff in Attendance:**

Craig Stevenson, Julie Straka, Nadia Phillips, David Langford, Rowan Betts, Steve McIntosh, Joy Buckingham, Kelvin Wright, Jacqueline Baker.

### **Declarations**

- Committee members confirmed their independence and declared that there were no conflicts of interest.
- Management confirmed that there had been no security breaches.
- Management confirmed that there were no concerns regarding internal controls.
- Management confirmed that Council is compliant with legislation relevant to its activities.

### **Deputations**

The Chairman noted that a written deputation from Mr Len Houwers (ECM8274569) had been circulated.

### **Minutes**

#### Finance, Audit and Risk Committee Resolution:

Mayor Holdom )

Cr Handley )

That the minutes of the Finance, Audit and Risk Committee (25 February 2020), and the proceedings of the said meeting, as previously circulated, be taken as read and confirmed as a true and correct record.

Carried

### **Resolutions made under delegated authority**

#### **1. Three Waters Asset Discovery Project Peer Review Terms of Reference**

ECM8269750

This report informs Council of the Terms of Reference that are being used to guide a peer review of the council's asset management process used to develop the future budgets for the maintenance and replacement of its Three Waters infrastructure assets.

#### Finance, Audit and Risk Committee Resolution:

Mayor Holdom )

Cr Handley )

That, having considered all matters raised in the report, the report be noted and the Terms of Reference be approved.

Carried

Committee Adviser's Note

The Chief Executive gave an update on the original rationale for proposing the matters in Tab 3 being considered with the public excluded and the implications and relevant considerations under the Local Government Official Information and Meetings Act 1987. The Chief Executive advised that it was possible for the committee to consider the report and appendices 1 and 2 in open meeting.

Committee members agreed to consider the report and appendices 1 and 2 in open meeting.

**2. Risk Management Update April 2020 (and consideration of Appendices 1 & 2)**

ECM8265384

This report provides an update of risk management activities for monitoring and review purposes.

(Appendix 3 was considered later in the meeting when the public had been excluded)

Finance, Audit and Risk Committee Resolution:

Cr Hitchcock )

Cr Handley )

That, having considered all matters raised in the report:

- a) the report, including appendices 1 and 2, be noted
- b) the draft strategic risks (appendix 2), with the inclusion of a reference to COVID-19 be approved.

Carried

**3. Exclusion of the Public for the Remainder of the Meeting**

This report details items that are recommended should be considered with the public excluded, and the reason for excluding the public

Finance, Audit and Risk Committee Resolution:

Mayor Holdom )

Cr Hitchcock )

That having considered all matters raised in the report, the Council hereby resolves that, pursuant to the Local Government Official Information and Meetings Act 1987, the public be excluded from the following parts of the proceedings of this meeting:

- a) Risk Management Update (consideration of appendix 3 - IS systems vulnerabilities)  
The withholding of the information is required to prevent the disclosure or use of official information for improper gain or improper advantage. This particular interest being protected by section 7(2)(j) of the Act.

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987.

Carried



## **COUNCIL RESOLUTIONS**

### **Amendments to Parking Controls - Waitara**

ECM8244086

The matter for consideration by the Council is amendments to parking controls at various locations within the Waitara Community Board area.

#### Council Resolution:

Cr Johnston )

Cr Bedford )

That having considered all matters raised in the report and pursuant to the New Plymouth District Council Consolidated Bylaws 2008 Part 13: Traffic, the following parking controls in the New Plymouth District be imposed:

#### *Item 1 Stafford Street, Waitara*

- Prohibit parking on the north side of Stafford Street from 0.0m to 39.2m (39.2m) measured in an westerly direction from the prolongation of the east kerb of Dommett Street.
- Prohibit parking on the west side of Dommett Street from 0.0m to 8.5m (8.5m) measured in an northerly direction from the prolongation of the north kerb of Grey Street.

Carried

### **Skateboard Bylaw – Bylaw Review Determinations**

ECM8242242

The matter for consideration by the Council is whether or not to approve the initiation of a review of the New Plymouth District Council Bylaw 2008 Skateboards Part 8 (the Bylaw), and to determine whether a bylaw is the most appropriate way of addressing the nuisance or problem relevant to the Bylaw as per the Local Government Act 2002 (LGA)

#### Council Resolution:

Cr Duynhoven )

Cr Handley )

That having considered all matters raised in the report the Council:

- a) Determine that a bylaw is not the most appropriate way of addressing the perceived problems that arise in relation to skateboards in accordance with section 155(1) of the Local Government Act 2002, and
- b) Determine not to initiate a review of the New Plymouth District Council Bylaw 2008 Part 8 Skateboards.
- c) Note that under the provisions of s160A LGA, the New Plymouth District Bylaw 2008 Part 8 Skateboards, will be revoked on 1 July 2020.

- d) Note that the nuisance and problem matters that the Bylaw was created to address are now considered to be minor and can be sufficiently covered by existing legislation and the New Plymouth District Council Bylaw 2008 Part 5 Public Places.

Carried

### **Drinking-Water Quality Policy**

ECM8232521

The matter for consideration by the Council is the adoption of the draft Drinking-Water Quality Policy.

#### Council Resolution:

Mayor Holdom )

Cr Duynhoven )

That having considered all matters raised in the report the Council:

- a) Note the requirement to have a policy on drinking-water quality as a part of the Council's Water Safety Plan as required by the Health Act 1956.
- b) Adopt the draft Drinking-Water Quality Policy.
- c) Note that the Water Safety Plan (including the Drinking-Water Quality Policy) will be sent to the water safety assessor for assessment.

Carried

### **Road Stopping and Disposal to Adjoining Owner – Unformed Legal Roads in the Paper Township of Koru, Oakura**

ECM8239633

The matter for consideration by the Council is the proposed stopping, pursuant to the Public Works Act 1981, a number of unformed legal rural roads and subsequent disposal of the land to the adjoining owner (Green School Farm Limited).

#### Council Resolution:

Cr Bedford )

Cr Brown )

That having considered all matters raised in the report the Council:

- a) Approves the stopping of unformed White Street, Moore Street, Patten Road, Lett Street, Heath Road and an unformed section of part Walsh Street, situated at Oakura comprising approximately 4.0508 Ha (subject to survey), pursuant to the provisions of Sections 116(1) and 117(1) of the Public Works Act 1981.
- b) Authorises the Chief Executive to request the consent of the Minister of Land Information's delegate to undertake the necessary gazettal declaration to stop parcels (subject to cadastral survey) of the unformed legal roads and vest the estate in fee simple by way of amalgamation into the adjoining land owners Record of Title, pursuant to Sections 116(1) and 117(1) and 120(3) of the Public Works Act 1981.
- c) Approves the sale of the estate in fee simple (freehold) title on stopping of affected roads by way of vesting and amalgamation in the adjoining registered owners Record of Title by Declaration Notice under the Public Works Act 1981.

Carried

## **Road Stopping and Disposal to Adjoining Owners – Unformed Legal Road Reserve – Ngapapa Street, Urenui**

ECM8242840

The matter for the consideration by Council is a recommendation to stop a section of unformed legal road vested in Council ownership (part Ngapapa Street) under Section 316(1) of the Local Government Act 1974, pursuant to the provisions of the Public Works Act 1981.

### Council Resolution:

Cr Johnston )

Cr Carlson )

That having considered all matters raised in the report the Council:

- a) Approves stopping of the unformed section of part Ngapapa Street, Urenui, of approximately 166m<sup>2</sup> (subject to survey), pursuant to the Public Works Act 1981.
- b) Authorises the Chief Executive to request the consent of the Minister of Land Information's delegate to undertake the necessary gazettal declaration to stop the parcel (subject to cadastral survey) of unformed legal road and vest the estate in fee simple by way of amalgamation into adjoining land owners Record of Title, pursuant to Sections 116(1) and 117(1) and 120(3) of the Public Works Act 1981.
- c) Approves the sale of the estate in fee simple (freehold) title of the stopped road by way of vesting and amalgamation in the adjoining registered owners Record of Title by Declaration Notice under the Public Works Act 1981.

Carried

## **Application by Greymouth Petroleum Turangi Limited for a Deed of Grant to Lay Pipelines Within Legal Road Reserve – Turangi Road Upper, Motunui**

ECM8240024

The matter for consideration by the Council is an application by Greymouth Petroleum Turangi Limited to install eight pipelines (five pipelines and three associated utility lines) within Turangi Road Upper. If approved, the installation would be secured by the issue of a Deed of Grant, pursuant to the provisions of Section 338(1) of the Local Government Act 1974.

### Council Resolution:

Cr Bennett )

Cr Hitchcock )

That having considered all matters raised in the report the Council:

- a) Approves the application by Greymouth Petroleum Turangi Limited to install the following pipelines/utilities within Road Reserve on Turangi Road Upper;
  - 2 x 100mm dia pipelines multiphase gas, water and condensate (from Turangi D Wellsite to Turangi A Production Station)
  - 2 x 100mm dia pipelines multiphase gas, water and condensate (future spare)

- 1 x 200mm dia pipelines multiphase gas, water and condensate (future spare)
- 1 x 50mm dia fibre optic communications cable conduit
- 1 x 50mm dia pipe for potable water supply to Turangi A Production Station
- 1 x 100mm dia conduit for electrical power cable

The road crossing will be a distance of approximately 22m long and 6m wide. The application is to be secured by the issue of a Deed of Grant pursuant to the provisions of Section 338(1) of the Local Government Act 1974, for a twenty year term with a renewal option for a further twenty year period.

- b) Delegates authority to the Property Manager to finalise the conditions of the Deed of Grant.

Carried

### **Proposed Cemeteries and Crematoria Bylaw 2020 and Handbook – Deliberations and Adoption**

ECM8240950

The matter for consideration by the Council is the adoption of the proposed Cemeteries and Crematoria Bylaw 2020 and accompanying Cemeteries and Crematoria Handbook following consultation with the community.

#### Council Resolution:

Cr Brown     )

Cr Bennett   )

That having considered all matters raised in the report the Council:

- a) Notes the submissions received on the proposed Cemeteries and Crematoria Bylaw and Handbook.
- b) Notes that no changes to the Cemeteries and Crematoria Bylaw and Handbook are proposed in light of the submissions received.
- c) Notes the minor updates to the Cemeteries and Crematoria Bylaw and Handbook.
- d) Determines that it has followed the required special consultative procedure as set out in the Local Government Act 2002.
- e) Determines that the Cemeteries and Crematoria Bylaw 2020 does not give rise to any implications under the New Zealand Bill of Rights Act 1990.
- f) Adopts the Cemeteries and Crematoria Bylaw 2020 and Cemeteries and Crematoria Handbook 2020.
- g) Approves the commencement date of 1 May 2020 for the Cemeteries and Crematoria Bylaw and Handbook, noting that public notice on the making of the Bylaw and Handbook will be given prior to this date.

- h) Revokes the following:
  - i) New Plymouth District Bylaw 2008 Part 3 & 3A Cemeteries and Crematoria
  - ii) P10-006 Cemetery Sales Policy
  - iii) Natural Burial Guidelines.

Carried

**Initial Council Response to COVID-19 Pandemic – Rates Relief Schemes for Immediate Adoption**

ECM8272752

The matter for consideration by the Council is adoption of three rates relief schemes for those ratepayers (in all rating differential categories) in hardship as a result of the Covid-19 pandemic in order to support cash flow movements in the New Plymouth economy.

*Council Resolution:*

Mayor Holdom            )

Cr Moeahu                )

That having considered all matters raised in the report the Council:

- a) Note that Covid-19 pandemic is producing significant economic impacts on top of the health crisis, and that this is placing notable economic pressure on some ratepayers
- b) Note that the current rates remission and postponement policies do not provide sufficient flexibility to provide adequate support to affected ratepayers during this extraordinary period
- c) Note that these revised temporary policies may require the Council to increase its borrowing limit by approximately \$8 million over the next 12 months and this will be refined and addressed in the Annual Plan report
- d) Note that the postponed and deferred rates will be paid back over time
- e) Note that management will ensure that sufficient budget and resources are available to process applications under these new policies
- f) Note that this does not apply to rates the Council collects on behalf of the Taranaki Regional Council
- g) Adopt the attached *Rates Remission and Postponement for Covid-19 Pandemic Response Temporary Policies*

Carried unanimously

Mayor Holdom closed the meeting with a karakia at 2.30pm