

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

Minutes of a meeting of the Council held on Wednesday 19 November 2025, which commenced at 8.31 am at Manfeild Stadium, South Street, Feilding.

PRESENT:

Mayor Michael Ford	Chairperson
Councillor Bridget Bell	
Councillor Shelley Dew-Hopkins	
Councillor Rob Duindam	
Councillor Grant Hadfield	
Councillor Sam Hill	
Councillor Raewyn Loader	
Councillor James McKelvie	
Councillor Jerry Pickford	
Councillor Andrew Quarrie	
Councillor Alison Short	

APOLOGIES: Councillor Colin Dyer

IN ATTENDANCE:	Shayne Harris	Chief Executive
	Hamish Waugh	General Manager – Infrastructure
	Frances Smorti	General Manager – People and Corporate
	Lyn Daly	General Manager – Community
	Amanda Calman	Chief Financial Officer
	Ash Garstang	Governance and Assurance Manager
	Lisa Thomas	Strategy Manager
	Axel Malecki	Policy Adviser
	Maree Pritchard	Community Operations Adviser

MDC 25-28/038

MEETING OPENING

Codie Dennison from New Life Church opened the meeting.

MDC 25-28/039

APOLOGIES

Cr Colin Dyer is on a pre-approved leave of absence.

MDC 25-28/040

CONFIRMATION OF MINUTES

There are no minutes to confirm.

MDC 25-28/041

DECLARATIONS OF INTEREST

There were no declarations of interest.

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

MDC 25-28/042

PUBLIC FORUM

There were no requests for public forum.

MDC 25-28/043

PRESENTATION – REPRESENTATIVE FUND - NEW ZEALAND PONY CLUB MOUNTED GAMES INTERNATIONAL EXCHANGE TEAM - UNITED KINGDOM EXCHANGE

Esther Hyland was present speaking to Council about their travel to the UK to compete in the Mounted Games.

- A multi-day trip involving sightseeing, activities, and team events across Whitby, York, Wales, Chester, and a theme park.
- Daily activities included beaches, abbeys, horse racing, high ropes, polo ponies, trampoline parks, and historical tours.
- The trip ended with a competition (placing third out of five teams) followed by a gala night.
- All competitors used loan ponies, which they would rate every three races.
- Esther is going to trial next week for the Nations competition – if successful, she will compete in Florida.

MDC 25-28/044

PRESENTATION – REPRESENTATIVE FUND - U16 BASKETBALL NATIONALS

Benji Beech was present speaking to Council about their travel to compete in Under 16 Basketball Nationals.

- Benji was selected for the Basketball Manawātū U16 Premier team, qualified through regionals, and competed at the Foot Locker U16 Nationals in Wellington.
- The team finished 7th out of 26 teams, a major improvement from the previous year, and Benji gained valuable experience, coaching support, and personal development.
- They are playing in an exposure tour in Australia in early 2026.
- Long-term, Benji wants to play in the U.S.A.

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

MDC 25-28/045

PRESENTATION – REPRESENTATIVE FUND - 2025 ASIA PACIFIC CANOE POLO CHAMPIONSHIPS

Keeton Smith was present speaking to Council about competing in China for the 2025 Asia Pacific Canoe Polo Championships.

- The team competed against several international teams (e.g., Singapore, Malaysia, Taiwan, China), achieving strong pool-play results and finishing in placement matches.
- The trip included training, travel through Shanghai and Ningbo, and cultural experiences.
- 8 players made up the team. They placed 5th out of 9 male teams.
- They hired boats in China, as transporting their own would be prohibitively expensive.
- Keeton hopes to join the RNZAF and continue playing once he has completed initial training.

MDC 25-28/046

NOTIFICATION OF LATE ITEMS

There were no late items of business notified for consideration.

MDC 25-28/047

RECOMMENDATIONS FROM COMMITTEES

There were no recommendations from committees.

MDC 25-28/048

RESIDENT SATISFACTION SURVEY AND BENCHMARK REPORT 2025

Report of the General Manager – People and Corporate presenting to Council the Resident Survey Final Yearly Report 2024-25 and the Residents Survey Benchmark Report 2024-25 for endorsement, ahead of publication on the MDC website.

RESOLVED

1. **That the Council receive the Resident Survey Final Yearly Report 2024-25 (Appendix 1) and the Residents Survey Benchmark Report 2024-25 (Appendix 2) prepared by Key Research.**

AND

2. **That Council approve the uploading of these documents to Council's website.**

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

Moved by: Cr Grant Hadfield

Seconded by: Cr Sam Hill

CARRIED (11-0)

MDC 25-28/049

ADOPTION OF MEETINGS SCHEDULE FOR 2026

Report of the General Manager – People and Corporate seeking Council approval adopt the proposed schedule of meetings for the 2026 calendar year.

RESOLVED

That the Council adopts the Schedule of 2026 Meetings, as set out in Attachment 1 of this report, without amendment.

Moved by: Mayor Michael Ford

Seconded by: Cr Bridget Bell

CARRIED (11-0)

MDC 25-28/050

LEAVES OF ABSENCE - DELEGATION TO MAYOR

Report of the General Manager – People and Corporate seeking approval to delegate to the Mayor the power to grant leaves of absence for elected members, in accordance with clause 13.3 of the Council's Standing Orders.

RESOLVED

That the Council:

- 1. Delegates to the Mayor the authority to grant leaves of absence to elected members under clause 13.3 of the Manawātū District Council Standing Orders.**
- 2. Notes that the Mayor will advise all members when a leave of absence has been granted and that the meeting minutes will record the absence as a pre-approved apology.**

Moved by: Cr Grant Hadfield

Seconded by: Cr Alison Short

CARRIED (11-0)

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

MDC 25-28/051

CEDA ANNUAL REPORT 2024 – 2025

Report of the General Manager – Community seeking Council to receive the Central Economic Development Agency (CEDA) annual report 01 July 2024 – 30 June 2025.

Jerry Shearman (Chief Executive), Bobbie O’Fee (Chair), Jacqui Middleton, Janet Reynolds, Greg Bignall and Tainui Woodmass spoke to the item.

RESOLVED

That Council receive the Central Economic Development Agency (CEDA) annual report 01 July 2024 – 30 June 2025.

Moved by: Cr Bridget Bell

Seconded by: Cr Sam Hill

CARRIED (11-0)

The meeting was adjourned at 10.22 am and reconvened at 10.53 am.

MDC 25-28/052

PUBLIC EXCLUDED BUSINESS

RESOLVED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

1. Manfeild Park Annual Report 2024 - 2025

That the general subject 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(1) 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	Grounds under Section 48(1) for the passing of this resolution
12.1 Manfeild Park Annual Report 2024-2025	s7(2)(b)(ii) <i>Protecting commercially sensitive information for business continuity</i>	s48(1)(a)

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

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

Also, that, Hamish Waugh (Chair), Paul Cox (Chief Executive), Amanda Linsley, Kevin Hansen, Stella Coleman, and Steffan Speller be permitted to remain at this meeting, after the public has been excluded, because of their in-depth knowledge of Manfeild Park. This knowledge and expertise will be of assistance in relation to the Annual Report being discussed.

Moved by: Mayor Michael Ford

Seconded by: Cr Grant Hadfield

CARRIED (11-0)

The meeting went into public excluded session at 10.53 am. For items MDC 25-28/053 to MDC 25-28/054 refer to public excluded proceedings. The meeting returned to open session at 11.50 am.

MDC 25-28/055

ADOPTION OF ELECTED MEMBERS' ALLOWANCES AND EXPENSES REIMBURSEMENT POLICY 2025-28

Report of the General Manager – People and Corporate seeking Council approval to adopt elected members' allowances and expense reimbursement policy for the period 17 October 2025 to 30 June 2028.

RESOLVED

1. That the Council adopts the following Elected Members' Allowances and Expense Reimbursement Policy for the period 17 October 2025 to 30 June 2028.
2. That the Chief Executive be delegated authority to update the Elected Members' Expenses and Reimbursement Policy within the triennium to reflect any changes to allowance rates or provisions set by the Remuneration Authority.

ELECTED MEMBERS' ALLOWANCES AND EXPENSE REIMBURSEMENT POLICY 16 OCTOBER 2025 TO 30 JUNE 2028			
Position	Expense / Allowance	Description	Include? Y/N
All elected members	Taxis / public transport	Council expects the use of taxis to be moderate, conservative and cost-effective relative to other transport options. Wherever practicable shuttle or bus services are to be used in lieu of taxis. Receipts are required.	Y

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

All elected members	Expenses relating to travel and attendance at conferences / seminars / training programmes	Elected members may incur travel and accommodation costs while conducting Council business elsewhere in New Zealand. As a general principle, travel costs for accompanying spouses, partners or other family members are a personal expense and will not be reimbursed by Council. These will be pre-paid by the Council, where possible.	Y
All elected members	Exceptional circumstances for Council related meetings	Council may arrange overnight accommodation when travel or business requirements do not allow for the return on the same day, e.g. if it is unreasonable for an elected member to travel to their home after a late meeting. These will be pre-paid by the Council, where possible.	Y
All elected members	Childcare allowance	Reimbursement of childcare costs incurred by a member while undertaking Council business, in accordance with the provisions set by the Remuneration Authority. Note: the total allowance paid is not to exceed \$7,500 per member. This will be paid to eligible members on receipt of a completed and signed expense claim form.	Y
All elected members	Home security system allowance	Reimbursement may be provided for expenses incurred in the installation and monitoring of a home security system at a member's primary residence within the District. The total reimbursement must not exceed: <ul style="list-style-type: none"> \$4,500 for the purchase and installation of the system; and \$1,000 per year for monitoring, callouts, and repairs. Application should be made to the Chief Executive.	Y
Councillors	Travel time allowance	Travel time allowance as per the rate set by the Remuneration Authority for each hour of eligible travel time, after the first hour of eligible travel time travelled in a day. Note: the total amount of travel time payable within a 24-hour period is 8 hours. Travel time will be paid to eligible members on receipt of a completed and signed expense	Y

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

		claim form.	
Councillors	Vehicle mileage	<p>Mileage for eligible travel will be paid up to the maximum rate per kilometre as set out in the current Remuneration Authority determination, up to 14,000 kms per annum.</p> <p>Any mileage beyond 14,000 kms per annum will be paid at the rate set out in the current Remuneration Authority determination.</p> <p>Mileage will be paid to eligible members on receipt of a completed and signed expense claim form.</p>	Y
Councillors	Information and Communication Technology (ICT) allowances	<p>Councillors may claim an allowance in accordance with the following limits:</p> <ul style="list-style-type: none"> • Personal printer: \$50 • Internet connection: \$800 • Mobile phone: \$200 • Mobile telephone service (e.g., monthly fees): \$500 • ICT consumables: \$200 <p>Note: the total paid per Councillor for ICT allowances is not to exceed \$1,750 per annum.</p> <p>The ICT allowances will be paid to eligible members on receipt of a completed and signed expense claim form.</p>	Y
Councillors	Hearing fees	Councillors acting as a member of a Hearing Panel for an eligible hearing (e.g. Resource Consent Hearing or District Plan Change hearing) to be paid the applicable hourly fee in accordance with the provisions set by the Remuneration Authority.	Y
Mayor	Vehicle	<p>The Mayor will be provided with a vehicle on a full private use basis, with the prescribed remuneration deduction.</p> <p>Fuel expenses may be paid for using the Mayoral purchase card.</p>	Y

Moved by: Cr Grant Hadfield

Seconded by: Cr Sam Hill

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

CARRIED (10-0)

The meeting was adjourned at 12.03 pm and reconvened at 12.54 pm.

MDC 25-28/056

DECISIONS ON THE PUBLIC PLACES BYLAW

Report of the General Manager – People and Corporate presenting to Council the proposed Public Places Bylaw (Annex A) for final decisions.

RESOLVED

1. That, in accordance with section 145 of the Local Government Act (LGA 2002), the Council determines that the Public Places Bylaw (Annex A) is necessary for one or more of the following purposes:
 - i. To protect the public from nuisance;
 - ii. To protect, promote, and maintain public health and safety;
 - iii. To minimise the potential for offensive behaviour in public places.
2. That in accordance with the requirements of sections 155(1)-(3) of the Local Government Act 2002, the Council determines that the proposed Public Places Bylaw 2025:
 - a. Is the most appropriate way of addressing the perceived problems the bylaw seeks to manage; and
 - b. Is the most appropriate form of bylaw; and
 - c. Does not give rise to any implications under the New Zealand Bill of Rights Act 1990.
3. That the Council adopt the proposed Public Places Bylaw 2025, made under sections 145, 146, and 147 of the Local Government Act 2002, in accordance with the requirements of sections 155 to 158 of that Act.
4. That the Council gives delegation to the Chief Executive to make any minor final edits to the Public Places Bylaw prior to publication.

Moved by: Cr Sam Hill

Seconded by: Cr Rob Duindam

CARRIED (11-0)

MDC 25-28/057

CONSIDERATION OF LATE ITEMS

There were no late items notified for consideration.

MEETING MINUTES	
COUNCIL	TIME
WEDNESDAY 19 NOVEMBER 2025	8:31 AM

MDC 25-28/058

MEETING CLOSURE

The meeting was declared closed at 1.01 pm.

Meeting Video

<https://www.mdc.govt.nz/about-council/meetings-agendas-and-minutes/videos-of-council-and-committee-meetings/manawatu-district-council-meeting-videos>