

MEETING MINUTES		
COUNCIL		TIME
THURSDAY 25 JULY 2025		8:35 AM

Minutes of a meeting of the Council held on Thursday 24 July 2025, which commenced at 8.35 am at Hato Hone St Johns, 35 Bowen Street, Feilding.

PRESENT: Mayor Helen Worboys Chairperson
 Cr Bridget Bell
 Cr Lara Blackmore
 Cr Stuart Campbell
 Cr Michael Ford
 Cr Grant Hadfield
 Cr Colin McFadzean
 Cr Andrew Quarrie
 Cr Kerry Quigley
 Cr Alison Short
 Cr Fiona Underwood

APOLOGIES: Cr Steve Bielski

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
 Kemi Hughes Senior Adviser – Environmental Policy
 Axel Malecki Policy Adviser
 Amy West Technical Infrastructure Support Officer

MDC 22-25/1215

MEETING OPENING

Cr Stuart Campbell opened the meeting.

MDC 22-25/1216

APOLOGIES

Cr Steve Bielski was an apology for the meeting.

MDC 22-25/1217

CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Council meeting held 19 June 2025 be adopted as a true and correct record.

Moved by: Cr Michael Ford

Seconded by: Cr Alison Short

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CARRIED (11-0)

MDC 22-25/1218

DECLARATIONS OF INTEREST

There were no declarations of interest.

MDC 22-25/1219

PUBLIC FORUM

There were no requests for public forum.

MDC 22-25/1220

PRESENTATIONS

There were no presentations scheduled for this meeting.

MDC 22-25/1221

NOTIFICATION OF LATE ITEMS

There were no late items of business notified for consideration.

MDC 22-25/1222

RECOMMENDATIONS FROM COMMITTEES

There were no recommendations from committees.

MDC 22-25/1223

COMMITTEE AND GROUP MEETINGS – FOR INFORMATION

The following Council Committees, Community Committees and Youth Council meetings were notified for information.

COMMUNITY COMMITTEES	
Colyton Community Committee	<ul style="list-style-type: none"> • 19 June 2025 • 17 July 2025
Halcombe Community Committee	<ul style="list-style-type: none"> • 7 July 2025
Himatangi Beach Community Committee	<ul style="list-style-type: none"> • 26 June 2025
Hiwinui Community Committee	<ul style="list-style-type: none"> • 15 July 2025
Rongotea Community Committee	<ul style="list-style-type: none"> • 7 July 2025
Sanson Community Committee	<ul style="list-style-type: none"> • 10 July 2025

YOUTH COUNCIL	
Meeting	<ul style="list-style-type: none"> • 21 July 2025

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Liaison Councillors provided brief updates on their respective Committees.

- Colyton Community Committee (Cr Lara Blackmore) – The Committee is very active in submitting funding applications in for the next financial year.
- Halcombe Community Committee (Cr Colin McFadzean) – Cr McFadzean couldn't make the meeting but noted that the Committee are organising their financial plan. They held a midwinter dinner 19 July which was well attended.
- Himatangi Community Committee (Cr Andrew Quarrie) – Cr Quarrie couldn't make the meeting but noted that the Committee are working on the viewing platform behind the shop.
- Hiwinui Community Committee (Cr Fiona Underwood) – The Committee was organising another working bee to plant 500 plants in an overgrown bank.
- Rongotea Community Committee (Cr Fiona Underwood) – The Committee voted to change the name to the Rongotea Community Development Group.
- Sanson Community Committee (Cr Alison Short) – Cr Short couldn't make the meeting.
- Youth Council (Cr Lara Blackmore) – The 21 July meeting was postponed due to a lot of illness among members. They had the Youth Market on the weekend, with 24 stall holders. Cr Blackmore passed on thanks to the councillors who came to visit.

MDC 22-25/1224

MARAE LIAISON COUNCILLORS

Councillors provided a verbal update on their attendance at marae meetings.

- Kauwhata Marae (Cr Michael Ford) – Kelly Lawton (Chair) invited Cr Ford to a hui on papakāinga housing. Cr Bridget Bell was also present, alongside planners from Council's team.

MDC 22-25/1225

ADOPTION – SMOKEFREE AND VAPEFREE POLICY

Report of the General Manager – People and Corporate presenting the draft Smoke and Vape free Policy 2025 to Council for adoption.

RESOLVED

1. **That the Council adopts the Smokefree and Vapefree Policy 2025 as set out in Appendix 1 of this report, subject to minor amendments detailed in the minutes of this meeting:**

- **Add a definition for 'vulnerable groups'**

AND

2. **That the Council gives delegation to the Chief Executive to approve any final edits to the Smokefree and Vapefree Policy 2025, before publication.**

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Moved by: Cr Alison Short

Seconded by: Cr Michael Ford

CARRIED (11-0)

MDC 22-25/1226

APPROVAL TO PUBLICLY NOTIFY THE CONSULTATION OF THE PUBLIC PLACES BYLAW

Report of the General Manager – People and Corporate presenting the Statement of Proposal relating to the Public Places Bylaw for adoption. The adoption of these documents is necessary to enable Council to consult on the draft Public Places Bylaw in accordance with section 83 of the Local Government Act 2002.

RESOLVED

1. That Council adopts the Statement of Proposal (Annex A) for public consultation in accordance with sections 83 and 86 of the Local Government Act 2002, including the following attachments to this report:
 - a. Draft Public Places Bylaw (Attachment 1);
 - b. Submission Form (Attachment 2)

AND

2. That Council authorises the Chief Executive to make minor amendments to the Statement of Proposal (Annex A) prior to public consultation commencing. Any amendments will be recorded in the minutes of this meeting:
 - Section 9.2 of the Bylaw: amend to ‘authorised officer’
 - Section 24.1(b): update wording on signs not being visible

Moved by: Cr Fiona Underwood

Seconded by: Cr Lara Blackmore

CARRIED (11-0)

MDC 22-25/1227

DELEGATIONS MANUAL - RESOURCE MANAGEMENT ACT 1991 (DESIGNATIONS AND NOTICE OF REQUIREMENTS)

Report of the Chief Executive seeking Council approval to make amendments to Section 8.2 (Resource Management Act 1991) of the Delegations Manual, specifically with regards to delegation changes for designations and notice of requirements.

RESOLVED

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That the Council approves the below delegation changes to Section 8.2 (Resource Management Act 1991) of the Delegations Manual, adjusting several provisions regarding designations and notice of requirements:

- Section 168, 168A and 181 – Authority to issue a notice of requirement or alter a designation:
 - o Update the list of sections to include a reference to section 182 (Removal of designation) of the RMA 1991
 - o Update heading of delegation to: “Authority for Council as applicant (requiring authority) to: “
 - o Make “issue a notice of requirement” subparagraph ‘(a)’
 - o Add the following subparagraphs: ‘(b) confirm the requirement; (c) modify the requirement; (d) withdraw the requirement; (e) alter the designation; (f) remove the designation’
 - o Add ‘General Manager – Community’ and ‘Infrastructure Planning and Compliance Manager’ to ‘General Manager – Infrastructure’
- Section 168A – Authority to determine: (a) confirm a requirement; (b) modify a requirement; (c) impose conditions; (d) withdraw a requirement:
 - o Update heading of delegation to: “Authority for Council as regulator to notify a Council notice of requirement”
 - o Replace “General Manager – Infrastructure” with ‘Compliance and Planning Manager, Planning Contractor, Principal Policy Planner and Senior Policy Planner’
- Section 169 – Decide to notify a requirement in accordance with Sections 95-95G:
 - o Add section 171 (Recommendation by territorial authority) of the RMA 1991
 - o Update heading of delegation to: ‘Authority for Council as regulator to decide whether (a) Further information is required; (b) To notify a requirement in accordance with Sections 95-95G; (c) To hold hearings; and authority for Council as regulator to recommend the requiring authority: (a) Confirm the requirement; (b) Modify the requirement; (c) Impose conditions; (d) withdraw the requirement)
 - o Add ‘Planning Contractor’

Moved by: Cr Grant Hadfield

Seconded by: Cr Colin McFadzean

CARRIED (11-0)

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MDC 22-25/1228

SUBMISSIONS LODGED ON BEHALF OF COUNCIL FROM 4 APRIL 2025 TO 24 JUNE 2025

Report of the General Manager – People and Corporate presenting to Council for information, copies of recent submissions lodged on behalf of the Manawātū District Council.

RESOLVED

That the Council receives and notes the listed submissions, lodged on behalf of the Manawātū District Council between 4 April and 23 June 2025:

	Submission topic:	Date lodged:
1	Help Shape New Zealand's Wastewater System	22 April 2025
2	Local Electoral Reform draft position paper	28 April 2025
3	Horizons Consultation on the Long-term Plan amendment and Annual Plan	1 May 2025
4	Emergency Management Bill – Discussion document	22 May 2025
5	Sale and Supply of Alcohol (Sales on Anzac Day Morning, Good Friday, Easter Sunday, and Christmas Day) Amendment Bill	22 May 2025
6	Proposed amendments to the Waste Minimisation and Management Act and the Litter Act	15 May 2025
7	Proposed product stewardship regulations for agrichemicals, their containers and farm plastics	5 May 2025
8	Draft Building Product Specifications - MBIE	23 June 2025
9	Regulatory Standards Bill	17 June 2025
10	Building and Construction (Small Stand-Alone Dwellings) Amendment Bill	23 June 2025

Moved by: Cr Grant Hadfield

Seconded by: Cr Michael Ford

CARRIED (11-0)

MDC 22-25/1229

TARGA RALLY 2025 ROAD CLOSURE REQUEST

Report of the General Manager – Infrastructure requesting Council consider the application from Ultimate Rally Group Ltd to close various roads within the Manawātū District Council jurisdiction in order to undertake the 30th Anniversary Targa Rally 2025.

RESOLVED

That pursuant to Section 342 (b) and the Tenth Schedule of the Local Government Act 1974, for the purpose of allowing Ultimate Rally Group Ltd to conduct the 30th Anniversary Targa Rally 2025, the following roads be closed to ordinary vehicular traffic for the times as indicated for each stage on Saturday 18 October 2025, subject to the receipt of the Public Liability and Insurance Policy which will be current at the time of

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the event, and a traffic management plan, prepared by an authorised Site Traffic Management Supervisor and in accordance with the New Zealand Transport Agency Code of Practice of Temporary Traffic Management.

Roads proposed to be closed to ordinary vehicular traffic:

Stage SS24 and SS25: Pohangina - Takapari (Two Stages)

Date of Closure: Saturday 18 October 2025

Time of Closure: 08.00am to 01.00pm

Pohangina Valley East Road, from its intersection with Awahou South Road, to its intersection with Oroua Valley Road.

** Note: To assist with the stage security, the closure is also to include 100 metres of each adjoining road, from where it intersects with the road being applied for.*

Adjoining Roads: No. 3 Line (no exit), No.2 Line (no exit) No. 1 Line (no exit) Opawe Road (no exit) Churchill Road (no exit) Arbons Road (no exit), Takapari Road (no exit), Piripiri Road (no exit), Makoura Road, Norsewood Road (no exit) Umutoi North Road (including Pettigrew Road, no exit), Tunipo Road (no exit) and Cawood Road (no exit).

Stage SS26: Oroua Valley - Ruahine (Single Stage)

Date of Closure: Saturday 18 October 2025

Time of Closure: 09.30am to 02.00pm

Main South Road - from 350 metres from its intersection with Table Flat Road/Nixs Road, to its intersection with Te Parapara Road.

Te Parapara Road - from its intersection with Main South Road to its intersection with Rangiwhia Road/Ruahine Road

Ruahine Road – from its intersection with Te Parapara Road/ Rangiwhia Road, to its intersection with Kawhatau Valley Road.

** Note: To assist with the stage security, the closure is also to include 100 metres of each adjoining road, from where it intersects with the road being applied for.*

Adjoining Roads: Conspicuous Road (no exit), East Mangahua (no exit) West Mangahua Road (no exit) Renfrew Road (no exit), Karewarewa Road, Kelpie Road/Lagoon Road (no exit), Halls Road (no exit).

Moved by: Cr Lara Blackmore

Seconded by: Cr Michael Ford

CARRIED (11-0)

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MDC 22-25/1230

MEMORANDUM OF ARRANGEMENT WITH COVA-LIMA (SUAI), TIMOR-LESTE

Report of the General Manager – People and Corporate seeking Council approval for the signing of a Memorandum of Arrangement (MoA) between the Manawatū District Council and the Ministry of State Administration, Timor-Leste (on behalf of the Municipal Authority of Cova-Lima (Suai)), formalising a collaborative relationship focused on shared interests such as agriculture, education, and workforce development, and to delegate authority to the Mayor to sign the agreement at a planned ceremony on 30 July 2025.

RESOLVED

That the Council:

1. **Approve the draft Memorandum of Arrangement, between the Manawatū District Council and Ministry of State Administration (on behalf of the Municipal Authority of Cova-Lima (Suai)), Timor-Leste.**

Note: The draft Memorandum of Arrangement will be amended to reflect that the Ministry of State Administration is the correct party to the arrangement.

AND

2. **Delegate authority to the Mayor to sign to the agreement at a signing ceremony, scheduled for 30 July 2025.**

Moved by: Cr Andrew Quarrie

Seconded by: Cr Kerry Quigley

CARRIED (11-0)

MDC 22-25/1231

CONSIDERATION OF LATE ITEMS

There were no late items notified for consideration.

MDC 22-25/1232

PUBLIC EXCLUDED BUSINESS

RESOLVED

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

1. **Feilding Civic Centre Trustee Recruitment direction**
2. **NZMCA Campground Lease at Mt Lees Reserve**
3. **Award of Contract – Enterprise Resource Planning (ERP) System**

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

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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
13.1 Feilding Civic Centre Trustee Recruitment Direction	7(2)(a) – privacy <i>The report may discuss the private details of individuals who may or may not be appointed to the Trust</i>	s48(1)(a)
13.2 NZMCA Campground Lease at Mt Lees Reserve	7(2)(i) – commercial negotiations <i>The report discusses possible annual rents and other commercially sensitive information</i>	s48(1)(a)
13.3 Award of Contract – Enterprise Resource Planning (ERP) System	7(2)(i) – commercial negotiations <i>The report addresses confidential contract costs and other key contractual matters</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 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.

Moved by: Mayor Helen Worboys

Seconded by: Cr Michael Ford

CARRIED (11-0)

The meeting went into public excluded session at 9.45 am. For items MDC 22-25/1233 to MDC 22-25/1236 refer to public excluded proceedings. The meeting returned to open session at 10.46 am.

MDC 22-25/1237

MEETING CLOSURE

The meeting was declared closed at 10.46 am.

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Meeting Video

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