

MEETING MINUTES	
COUNCIL	TIME
TUESDAY 28 OCTOBER 2025	7.00PM

Minutes of a meeting of the Inaugural Council held on Tuesday 28 October 2025, which commenced at 7.00 pm at the Manawatu Community Hub Libraries, 62 Stafford Street, Feilding.

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

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
 Jenna Glenny Finance Business Partner

MDC 25-28/001

MEETING OPENING

Chief Executive Shayne Harris opened the meeting at 7.00 pm, followed by a waiata and karakia from Council's Te Roopū Waiata group.

MDC 25-28/002

MAKING AND ATTESTING OF DECLARATIONS OF MAYOR AND COUNCILLORS

The Mayor and Councillors completed their declarations, as attached to these minutes.



DECLARATION BY MEMBER

I, Michael Trevor David Ford, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

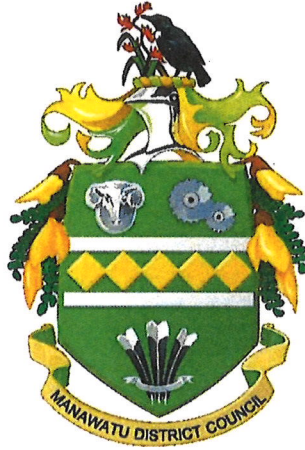
Dated at Feilding, 28 October 2025

Signature:

Michael Trevor David Ford

Signed in the presence of:

Chief Executive, Shayne Harris



TE WHAKAPUAKITANGA A TE MEMA

Ko Bridget Frances Bell ahau. Ka kī taurangi ahau kia tōmau, kia tōkeke, kia whakamahi au i aku pūkenga me taku atamai ki te whakatutuki i ngā kawenga mahi katoa, hei painga mō Te Rohe o Manawatū, i runga i te mana kua riro mai i ahau, kua tukua rānei ki ahau, hei Kaikaunihera mō Te Kaunihera ā-Rohe o Manawatū, i raro i Te Ture Kāwanatanga ā-Rohe 2002, Te Ture Pārongo, Huinga Ōkawa Kāwanatanga ā-Rohe 1987, i raro i tētahi ture kē atu rānei.

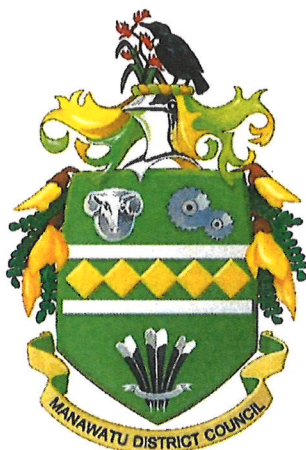
Ko te rā whakamana, ko te 28 o ngā rā o Whiringa-ā-nuku 2025.

Waitohu:

Bridget Frances Bell

I waitohua i te aroaro o:

Michael Ford, Kahika



DECLARATION BY MEMBER

I, Shelley Brenda Dew-Hopkins, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Feilding, 28 October 2025

Signature:

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke extending to the right.

Shelley Brenda Dew-Hopkins

Signed in the presence of:

A handwritten signature in blue ink, consisting of several long, sweeping horizontal strokes.

Michael Ford, Mayor

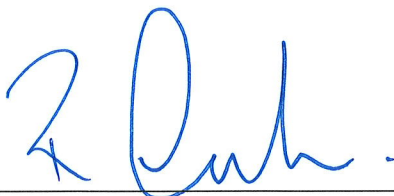


DECLARATION BY MEMBER

I, Robert Eric Duindam, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Feilding, 28 October 2025

Signature:


Robert Eric Duindam

Signed in the presence of:


Michael Ford, Mayor



DECLARATION BY MEMBER

I, Colin Lawrence Dyer, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Feilding, 28 October 2025

Signature:


Colin Lawrence Dyer

Signed in the presence of:


Michael Ford, Mayor



DECLARATION BY MEMBER

I, Grant Gordon Hadfield, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Feilding, 28 October 2025

Signature:


Grant Gordon Hadfield

Signed in the presence of:


Michael Ford, Mayor



DECLARATION BY MEMBER

I, Samuel David Hill, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Feilding, 28 October 2025

Signature:

Samuel David Hill

Signed in the presence of:

Michael Ford, Mayor



TE WHAKAPUAKITANGA A TE MEMA

Ko Raewyn Winifred Loader ahau. Ka kī taurangi ahau kia tōmau, kia tōkeke, kia whakamahi au i aku pūkenga me taku atamai ki te whakatutuki i ngā kawenga mahi katoa, hei painga mō Te Rohe o Manawatū, i runga i te mana kua riro mai i ahau, kua tukua rānei ki ahau, hei Kaikaunihera mō Te Kaunihera ā-Rohe o Manawatū, i raro i Te Ture Kāwanatanga ā-Rohe 2002, Te Ture Pārongo, Huinga Ōkawa Kāwanatanga ā-Rohe 1987, i raro i tētahi ture kē atu rānei.

Ko te rā whakamana, ko te 28 o ngā rā o Whiringa-ā-nuku 2025.

Waitohu:

Raewyn Winifred Loader

I waitohua i te aroaro o:

Michael Ford, Kahika

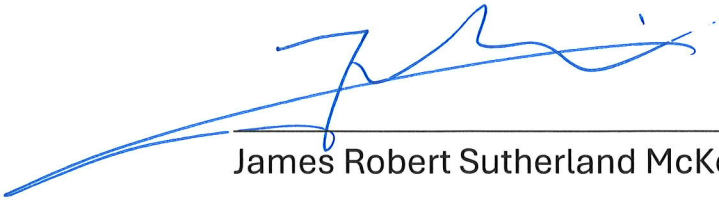


DECLARATION BY MEMBER

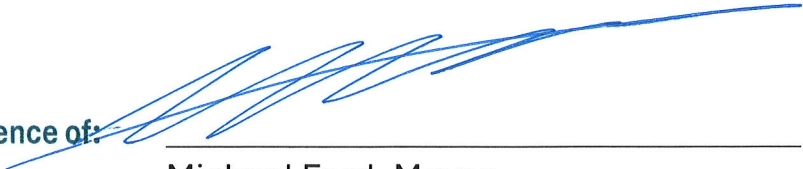
I, James Robert Sutherland McKelvie, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Feilding, 28 October 2025

Signature:


James Robert Sutherland McKelvie

Signed in the presence of:


Michael Ford, Mayor



DECLARATION BY MEMBER

I, Jeremy Daniel Mark Pickford, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Feilding, 28 October 2025

Signature:



Jeremy Daniel Mark Pickford

Signed in the presence of:



Michael Ford, Mayor

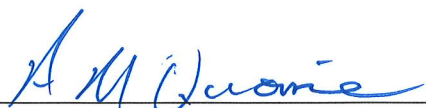


DECLARATION BY MEMBER

I, Andrew Marson Quarrie, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

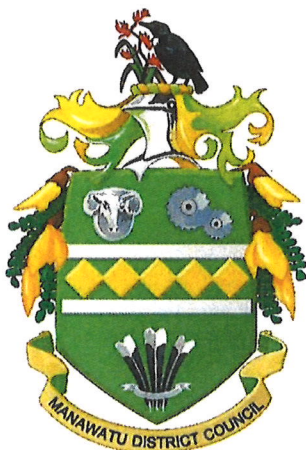
Dated at Feilding, 28 October 2025

Signature:


Andrew Marson Quarrie

Signed in the presence of:


Michael Ford, Mayor



DECLARATION BY MEMBER

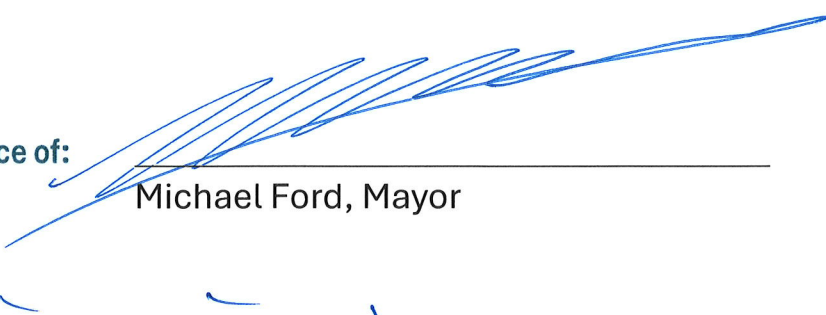
I, Alison Mary Short, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Manawatū District, the powers, authorities, and duties vested in, or imposed upon, me as a member of the Manawatū District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Feilding, 28 October 2025

Signature:


Alison Mary Short

Signed in the presence of:


Michael Ford, Mayor

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MDC 25-28/003

ADJOURNMENT

The meeting adjourned at 7.45 pm and reconvened on Wednesday, 29 October 2025 at 8.30 am.

MDC 25-28/004

APOLOGIES

There were no apologies.

MDC 25-28/005

DECLARATIONS OF INTEREST

There were no declarations of interest.

MDC 25-28/006

NOTIFICATION OF LATE ITEMS

There were no late items of business notified for consideration.

MDC 25-28/007

RECOMMENDATIONS FROM COMMITTEES

There were no recommendations from committees.

MDC 25-28/008

APPOINTMENT OF DEPUTY MAYOR

Report of the General Manager – People and Corporate advising Council of the appointment of the Deputy Mayor and to provide the Council with background information on the powers under section 41A of the Local Government Act 2002 for the Mayor to appoint the Deputy Mayor.

RESOLVED

1. That the Council notes that, under section 41A of the Local Government Act 2002, the Mayor has the power to appoint the Deputy Mayor and has chosen to exercise this power.
2. That the Council notes that the Mayor has appointed Councillor Grant Hadfield as Deputy Mayor.

Moved by: Mayor Michael Ford

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Seconded by: Cr Alison Short

CARRIED (12-0)

MDC 25-28/009

ESTABLISHMENT OF COMMITTEES AND CHAIRS

Report of the General Manager – People and Corporate advising the Council that His Worship the Mayor has exercised his discretionary power in terms of Section 41A Subsection 3 of the Local Government Act 2002 to establish the committees of Council and to advise the appointment of chairpersons to those committees.

RESOLVED

That the Council notes the Committee structure established by His Worship the Mayor as follows:

Committee	Chairperson
Finance & Performance Committee	Stuart Campbell (external)
Chief Executive's Employment Committee	Councillor Grant Hadfield
Hearings Committee	Councillor Alison Short
Creative Communities Assessment Committee	Ben Caldwell (external)
District Development Committee	Councillor Colin Dyer
Water Services Unit Committee	Colin McFadzean (external)

Moved by: Mayor Michael Ford

Seconded by: Cr Andrew Quarrie

CARRIED (12-0)

MDC 25-28/010

SETTING OF DATE FOR THE FIRST MEETING OF COUNCIL, AND REMAINDER OF 2025

Report of the General Manager – People and Corporate seeking Council approval to confirm the date and time of the first meeting of Council in accordance with Clause 21(5)(d), Schedule 7 of the Local Government Act 2002, and;

To confirm the dates for the remaining Council meetings for 2025.

RESOLVED

- That the Council confirms that the first regular meeting of Council will be held on Wednesday 12 November 2025 at 8.30 am.**

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2. That the Council notes that the remaining Council meetings for the year are scheduled as follows (all at 8.30 am):

- 19 November 2025
- 03 December 2025
- 17 December 2025

3. That the Council notes that a report to adopt the meeting schedule for 2026 will be presented to the 19th of November Council meeting.

Moved by: Cr Grant Hadfield

Seconded by: Cr Colin Dyer

CARRIED (12-0)

MDC 25-28/011

EXPLANATION OF LEGISLATION AFFECTING MEMBERS

Report of the General Manager – People and Corporate providing a general explanation of the Local Government Official Information and Meetings Act 1987 and other laws affecting elected members, in accordance with Clause 21(5)(c), Schedule 7 of the Local Government Act 2002.

RESOLVED

That the Council receives the general explanation of laws affecting elected members.

Moved by: Cr Alison Short

Seconded by: Cr James McKelvie

CARRIED (12-0)

MDC 25-28/012

CONSIDERATION OF LATE ITEMS

There were no late items notified for consideration.

MDC 25-28/013

PUBLIC EXCLUDED BUSINESS

RESOLVED

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

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1. Sale of Council land at 79 South Street, Feilding

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
11.1 Sale of Council land at 79 South Street, Feilding	s7(2)(i) – commercial negotiations <i>The report discusses the potential purchase price for land</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 Michael Ford

Seconded by: Cr Grant Hadfield

CARRIED (12-0)

The meeting went into public excluded session at 9.12 am. For items MDC 25-28/014 to MDC 25-28/015 refer to public excluded proceedings. The meeting returned to open session at 9.46 am.

MDC 25-28/016

ADJOURNMENT

The meeting adjourned at 9.46 am and reconvened on Thursday, 30 October 2025 at 8.31 am.

MDC 25-28/017

APOLOGIES

RESOLVED

That Cr James McKelvie's apology for lateness (30 October) be accepted.

Moved: Mayor Michael Ford

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Seconded: Cr Bridget Bell

CARRIED (11-0)

MDC 25-28/018

ANNUAL REPORT 2024/25 – ADOPTION

Report of the Chief Financial Officer asking for Council to adopt the Annual Report for the year ending 30 June 2025.

Amanda Calman, Jenna Glenney, and Debbie Perera (Audit NZ) spoke to the item.

Amanda Calman and Jenna Glenney – highlights:

- The Annual Report went to Audit & Risk in September 2025 for review, prior to being released to Audit NZ.
- The main changes are in the financial section. There is a surplus of \$12.7 M in the draft report; it has now been revised to \$11.7 M. One of the reasons for that is that the payroll spans a fortnightly period, and the accrual of the last partial pay was initially calculated incorrectly. A significant portion of the surplus is due to assets received (non-cash).
- Levels of Service – these are the things the Council has committed to measuring. 88 of 102 measures were met (83% compliance), which is an increase on previous year's compliance rates.
- Water services delivery change (note 33) – this has been submitted to the DIA for approval, but officers have not received approval back yet. The note will be updated to reflect this.

Cr James McKelvie joined the meeting at 8.41 am.

Debbie Perera – highlights:

- The Annual Report is unqualified. The Statement of Service and Complaints sections (23/24) received qualified opinions and Building Consents (22/23) were qualified. These issues are now rectified.
- Audit NZ have a particular focus on internal controls to prevent management override – there are no concerns to raise in this regard.
- A couple of issues were identified in the Audit opinion.
 - There was some inconsistency in the rates that you had adopted in the Annual Plan and what was adopted in the rates resolution.
 - The Local Water Done Well programme – the Water Services Delivery Plan has not been approved, which does present some uncertainty.
 - There was a small overpayment for elected members last year due to miscalculating workdays with the leap year.

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- Audit NZ has assessed the financial statements as being balanced.
- Overall, there are no significant concerns to raise with members.

Questions, answers, and comments:

- Cr Alison Short asked how MDC was comparing to other councils. Debbie Perera advised that MDC is doing comparatively well, although she is not certain how all of the other councils are doing.
- Amanda Calman – once we have the final report, this will go to Finance & Performance who will review the “work-ons” identified.
- Cr Grant Hadfield – do we need legal advice for the overpayment? Debbie Perera advised that this is simply due to it being a breach of the Remuneration Authority’s guidelines, but it is over to the Council what is done with this.
- Cr Alison Short – when will it be available for the public to look at? Amanda Calman advised that it will be available on the Council’s website within one month. The Communications team will promote the document, and a summary document will also be published.
- Cr Colin Dyer – asked whether the performance measures form part of officer’s performance measures? Shayne Harris advised that some are and some are not – it depends on the role.
- Cr Rob Duindam – section 3.2.1, measures around water quality; two were met and four were not. Has any work been done on these since the report? Hamish Waugh advised that there are a number of measures on pages 101 and 102 of the Annual Report – there are works underway at Campbell Road which will remove the non-compliance there. The works relating to the Halcombe-Stanway water scheme are underway and will bring this into compliance. There was also a human error around the sampling schedule (page 102), which have since been resolved.

RESOLVED

1. **That the Council adopt the Annual Report for the year ending 30 June 2025.**
2. **That the Council note that Audit New Zealand will issue a formal Audit Report with findings and recommendations which will be presented to the Finance & Performance Committee.**
3. **Council permits the Chief Executive to make minor changes as necessary within the Annual Report in order to meet any further requirements from Audit New Zealand and the proofreader.**

Moved by: Cr Grant Hadfield

Seconded by: Cr Alison Short

CARRIED (12-0)

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MDC 25-28/019

MEETING CLOSURE

The meeting was declared closed at 8.59 am, on Thursday, 30 October 2025.

Meeting Video

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