
Council

OPEN MINUTES

UNCONFIRMED

Minutes of a meeting of Council held in the Council Chambers, 126-148 Oxford St, Levin on Wednesday 18 March 2026 at 10:00 am.

PRESENT

Mayor	His Worship The Mayor Bernie Wanden
Councillors	Councillor David Allan
	Councillor Mike Barker
	Councillor Nola Fox
	Councillor Morgan Gray <i>via A/V link</i>
	Councillor Clint Grimstone
	Councillor Nina Hori Te Pa
	Councillor Sam Jennings <i>via A/V link</i>
	Councillor Lani Te Raukura Ketu
	Councillor Jo Mason
	Councillor Katrina Mitchell - Kouttab
	Councillor Paul Olsen
	Councillor Alan Young

IN ATTENDANCE

Reporting Officer	Monique Davidson	Chief Executive
	Daniel Haigh	Group Manager - Community Infrastructure
	David McCorkindale	Group Manager – Community Vision and Delivery
	Blair Spencer	Group Manager – Housing & Business Development
	Nicki Brady	Group Manager - Capability and Transformation
	Lacey Winiata	Acting Group Manager - Community Experience and Services
	Alison Diaz	Chief Financial Officer
	Ashley Huria	Business Performance Manager
	Vaimoana Miller	Customer and Compliance Manager
	Grayson Rowse	Principal Advisor – Democracy
	Catherine Godfrey	Risk Advisor
Meeting Secretary	Alice Petersen	Democracy Support Officer

1 Apologies

There were no apologies.

The meeting noted Crs Gray & Jennings were attending via audio visual links.

2 Public Participation

The following members of the public attended the meeting and spoke on the items listed:

Name	Agenda Item
Viv Bold	6.2 Governance Matters: Standing Order Amendment, Governance Appointments, Triennial Agreement and Governance Statement and 7.1 Mayoral Report

3 Late Items

There was no late items.

4 Declaration of Interest

There were no Declarations of Interest.

Members were reminded of their obligation to declare any conflicts of interest in writing they might have in respect of the items on this Agenda.

5 Confirmation of Minutes

Resolution Number [CO/2026/CO/2026/27](#)

MOVED by Mayor Wanden, seconded Cr Mitchell-Kouttab:

That the minutes of the meeting of the Council held on Wednesday, 4 February 2026, be confirmed as a true and correct record.

That the minutes of the meeting of the Public Excluded Meeting of Council held on Wednesday, 4 February 2026, be confirmed as a true and correct record.

CARRIED

6 Reports for Decision

6.1 Appointments to the District Licensing Committee

Purpose | TE PŪTAKE

This report was presented to propose the appointment of Councillor Morgan Gray as Chairperson, and for Council to endorse the proposed appointment of Ross Brannigan as a Commissioner to the Horowhenua District Licensing Committee for a period of up to five years, or until such time the Council resolves otherwise.

Resolution Number CO/2026/28

MOVED by Mayor Wanden, seconded Cr Mitchell-Kouttab:

- A. That Council receive the report 26/134 Appointments to the District Licensing Committee.

CARRIED

Officers introduced the report highlighting that appointments to the District Licensing Committee enables Council to meet its statutory obligations in relation to alcohol licensing matters, noting that the existing appointments expired at the end of February 2026. Officers noted that the recommendations presented are intended to ensure continuity of licensing functions.

In response to questions, officers outlined the option for Council to make additional appointments if desired, and explained the process and indicative timeline required to progress this. Officers noted that aligning timing with current government reform and the forthcoming review of the Local Alcohol Policy would be advantageous.

Resolution Number CO/2026/29

MOVED by Cr Allan, seconded Cr Fox:

- B. That Council appoints Councillor Morgan Gray as Chairperson of the Horowhenua District Licensing Committee through to the next local body election in 2028 or until such time as Council resolves otherwise;
- C. That Council re-appoints current District Licensing Committee list members, Mike Lepper and Martyn Slade for a further five year term;
- D. That Council recommends to the Chief Executive the appointment of Ross Brannigan as a Commissioner of the Horowhenua District Licensing Committee for a period of up to five years.

CARRIED

Mayor Bernie acknowledged previous Chair Ross Brannigan for his work in the role over the years.

6.2 Governance Matters: Standing Order Amendment, Governance Appointments, Triennial Agreement and Governance Statement

Purpose | TE PŪTAKE

This report presented several governance matters for Council consideration early in the new triennium. Specifically, it provides Council with the opportunity to confirm elements of its Standing Orders, complete several outstanding governance appointments, and adopt the Governance Statement and Triennial Agreement for the 2025–2028 triennium.

These matters are procedural in nature but form an important part of ensuring Council's governance framework remains current, clear and aligned with legislative requirements.

Officers introduced the report noting the range of governance matters being brought to the table. Officer highlighted that Standing Orders are typically presented at the first meeting of the triennium with options for consideration; however, due to the expected release of the standardised national Standing Orders, officers initially recommended making no changes. As the standardised national Standing Orders timeline has since been extended, officers have returned to Council with the full suite of options for decision-making.

Officers answered questions from the table advised there is not current date for the release of standardised national Standing Orders and that Public Forums prior to Council meetings are not standard practice the sector and are unlikely to be included in the standardised national Standing Orders.

Resolution Number CO/2026/30

MOVED by Cr Allan, seconded Cr Mitchell-Kouttab:

Voting – Standing Order 19.3

- A. That Council adopt the option that the Mayor or Chairperson, or any other person presiding at a meeting, only has a deliberative vote, and that in the event of an equality of votes for any question, that question would be lost.

CARRIED

Resolution Number CO/2026/31

MOVED by Cr Allan, seconded Cr Fox:

Standing Order 5.6 – Voting system for Chairs, Deputy Mayors and Committee Chairs

- B. The Council adopt System B for Standing Order 5.6 – Voting system for chairs, deputy Mayors and committee chairs.

CARRIED

Resolution Number CO/2026/32

MOVED by Cr Allan, seconded Cr Young:

- C. That Council adopt Option C – General Procedures for speaking and moving motions.

CARRIED

Resolution Number CO/2026/33

MOVED by Mayor Wanden, seconded Cr Fox:

Public Forum

- D. The Council reverts to having no public forum but maintains all the other avenues for public participation.

CARRIED

Crs Grimstone, Barker and Mitchell-Kouttab voted against.

Resolution Number CO/2026/34

MOVED by Mayor Wanden, seconded Cr Mitchell-Kouttab:

Governance Appointments

- E. That Council makes the following appointments:

Organisation	Councillor(s) appointed
Horowhenua District Health Transportation Trust	Cr Alan Young
National Museum of Audio Visual Arts & Sciences Trust Board	Cr Nola Fox
Horowhenua Events Centre Trust	Cr Katrina Mitchell-Kouttab
Horowhenua Family Violence Intervention Programme Inc.	Cr Katrina Mitchell-Kouttab
Skills4Living	Cr Jo Mason
Save Our River Trust	Cr Nola Fox Alternate: Deputy Mayor David Allan
Levin Budget Service	Cr Clint Grimstone
Horowhenua Neighbourhood Support Management Committee	Cr Mike Barker
Coast Access Radio Trust Board	Cr Clint Grimstone

CARRIED

Resolution Number CO/2026/35

MOVED by Cr Fox, seconded Cr Allan:

- F. That Council appoint Cr Nina Hori Te Pa and Cr Lani Ketu to Horowhenua Creative Communities Committee (Creative New Zealand).

CARRIED

Resolution Number CO/2026/36

MOVED by Mayor Wanden, seconded Cr Allan:

- G. That Council adopts the Governance Statement 2025-28

CARRIED

Resolution Number CO/2026/37

MOVED by Mayor Wanden, seconded Cr Allan:

- H. That Council adopts the Triennial Agreement 2025-28

CARRIED

6.3 Approval of Risk Management Framework and Risk Policy

Purpose | TE PŪTAKE

This report sought Council's adoption of the refreshed Risk Management Framework and Risk Policy, which together provide the foundation for how risk is identified, managed and overseen across Horowhenua District Council.

The refreshed Framework strengthens the connection between governance, decision-making and risk management, ensuring Council has clear and consistent arrangements in place to support informed decision-making and the delivery of community outcomes.

This matter relates to Future Fit Horowhenua District Council

Ensure governance and decision-making frameworks remain robust and future-proof to support community voice

Officers introduced the report, noting that it presents for adoption the updated Risk Management Framework. Officers highlighted that the update has been endorsed by the Risk and Assurance Committee back in February and reflects the first refresh in three years.

Officers emphasised that this is not a full overhaul of the framework, but rather a targeted update to ensure continued relevance and effectiveness and that work on defining Council's risk appetite is currently underway. This work, alongside the broader framework update, is intended to further lift Council's risk maturity and ensure that risk management practices meaningfully support Council's strategic direction and decision-making.

Councillors acknowledged and thanked officers for their work, noting the clear advancement in Council's approach to risk.

Resolution Number CO/2026/38

MOVED by Cr Jennings, seconded Cr Mitchell-Kouttab:

- A. That Council adopts the refreshed Risk Management Framework and Risk Policy as the foundation for managing and overseeing organisational risk across Horowhenua District Council.

CARRIED

6.4 Central District Waters: Amendment to Shareholder Agreement Terms of Reference

Purpose | TE PŪTAKE

1. This report presented changes recommended by the Joint Shareholders Committee – Central District Water for adoption by Horowhenua District Council.

This matter relates to Future Fit Horowhenua District Council

Adapt to legislative and structural changes that redefine Council's role, scope, and size across Local Water reforms

CE introduced the report, noting that the proposed changes represent updates from the first meeting of the Committee. It was highlighted that these recommendations had been considered by the Shareholder Committee and were adopted unanimously.

Resolution Number CO/2026/39

MOVED by Cr Grimstone, seconded Cr Allan:

- A. That Report 26/117 Central District Waters: Amendment to Shareholder Agreement Terms of Reference be received and noted.

CARRIED

Resolution Number CO/2026/40

MOVED by Cr Hori Te Pa, seconded Cr Ketu:

- B. That Council approve amendments to the Central Districts Water Shareholder Agreement Terms of Reference for the Committee:
- “a. Clause 2 – add (t) Engaging with the Company on behalf of the Shareholders' Committee in relation to how the Company shall engage with mana whenua to give effect to Te Tiriti o Waitangi and its principles and establish and implements its Te Ao Māori framework
 - b. Clause 6 – adjust 6(a) Quorum to remain at 5 members, but now require a member from each of the shareholder councils and Ngā Tapuwae o Hau”

CARRIED

The Mayor acknowledged yesterday's announcement regarding the Board appointments, noting that it is an exciting development and that the board is comprised of highly capable members.

7 Elected Members Reports

7.1 Mayoral Report

Purpose | TE PŪTAKE

1. The purpose of this report is to inform Council and the community about events and functions and Council-related meetings that I attended from 24 January – 28 February 2026, and to provide an update on items of interest such as submissions made on behalf of Council.

Resolution Number CO/2026/41

MOVED by Cr Young, seconded Cr Allan:

- A. That Council receive and note Report 25/539 Mayoral Report.

CARRIED

Councillors acknowledged the submissions submitted on Government reforms and noted that a Zoom meeting had been held with Ministers. Councillors emphasised the strong desire for the voice of the local community to be meaningfully reflected and considered in the development of the final outcomes.

8 Reports for Noting

8.1 Organisation Performance Report - March 2026

Purpose | TE PŪTAKE

1. This report presents the full Organisation Performance Report for March 2026.

Resolution Number CO/2026/42

MOVED by Mayor Wanden, seconded Cr Hori Te Pa:

- A. That Council receive and note Report Organisation Performance Report - March 2026.

CARRIED

Officers responded to questions and provided a broad update across key operational and financial areas.

Officers noted progress in the capital programme, with delivery expected to increase through autumn; around half of the remaining programme is tracking confidently, while some elements remain uncertain pending upcoming decisions, particularly relating to the Levin Town Centre.

The organisation continues to hold a generally sound financial position, though anticipated savings of around \$1 million are now expected to land closer to \$400,000 due to weather related impacts and inflation. Global economic pressures are expected to have minimal effect this financial year but will continue to be monitored going forward.

Officers advised that an update on the landfill is forthcoming and outlined Council's preparedness in relation to the abatement notice for The Pot, supported by the completion of the emerging contaminant strategy, ongoing testing, Annual Plan work, and scheduled engagement with Horizons.

Officers also reported constructive engagement with NZTA regarding O2NL and revocation, aimed at securing the best outcome for the community, with a Councillor briefing planned. Antenna usage continues to rise, and will be pushed by an upcoming comms campaign.

Councillors acknowledged improvements within the Building Team with processing timeframes

8.2 Council Resolution and Actions Monitoring Report March 2026

Purpose | TE PŪTAKE

This report presented to Council the updated monitoring report covering resolutions and requested actions from previous meetings of Council.

This matter relates to Delivering everyday

While navigating a period of significant change, we will continue to deliver our services to our community effectively, efficiently, and reliably, maintaining strong business-as-usual performance as we implement our Council priorities.

Resolution Number CO/2026/43

MOVED by Cr Allan, seconded Cr Fox:

- A. That Council receive and note Report 26/113 Council Resolution and Actions Monitoring Report March 2026.

CARRIED

8.3 Long Term Plan 2024-44 Actions Monitoring Report

Purpose | TE PŪTAKE

This report presented to Council the ongoing monitoring report, which reflects the progress of those actions and recommendations from the Long Term Plan 2024 - 44.

Resolution Number CO/2026/44

MOVED by Mayor Wanden, seconded Cr Olsen:

- A. That Council receive and note Report 26/116 Long Term Plan 2024-44 Actions Monitoring Report.

CARRIED

9 Proceedings of Committees

9.1 Proceedings of the Risk and Assurance Committee 11 February 2026

Purpose | TE PŪTAKE

This report presented to Council the minutes of the Risk and Assurance Committee meeting held on 11 February 2026.

Resolution Number CO/2026/45

MOVED by Mason, seconded Cr Olsen:

- A. That Report 26/93 Proceedings of the Risk and Assurance Committee 11 February 2026 and the minutes be received and noted.

CARRIED

9.2 Proceedings of the Te Awahou Foxton Community Board Meeting - 23 February 2026

Purpose | TE PŪTAKE

This report presented to Council the minutes of the Te Awahou Foxton Community Board meeting held on 23 February 2026.

Resolution Number CO/2026/46

MOVED by Cr Allan, seconded Cr Fox:

- A. That Report 26/110 Proceedings of the Te Awahou Foxton Community Board Meeting - 23 February 2026 and the minutes be received and noted.

CARRIED

Councillor appointee to the Community Board Deputy Mayor David Allan spoke to the proceedings regarding the positive meeting and highlighted the Board commitment to advancing Foxton. Cr Allan spoke to adoption of Board priorities and the alignment with Council's.

Mayor Wanden endorsed Councillor Allan's word and acknowledged the work of the Board in the early stages of the triennium.

9.4 Proceedings of the Community Wellbeing Committee - 25 February 2026

Purpose | TE PŪTAKE

This report presented to Council the minutes of the Community Wellbeing Committee meeting held on 25 February 2026.

Resolution Number CO/2026/47

MOVED by Mason, seconded Cr Mitchell-Kouttab:

- A. That Report 26/115 Proceedings of the Community Wellbeing Committee - 25 February 2026 and the minutes be received and noted.

CARRIED

Community Wellbeing Committee Chair Councillor Jo Mason spoke to the proceedings highlighting the Committee members, the work of the Mayor and previous triennium, the positivity of having Community Network members speak and noting the direction of travel for the committee. Cr Mason thanked officers for their work and commitment to the Committee.

9.3 Proceedings of the Chief Executive Employment and Performance Committee - 18 February 2026

Purpose | TE PŪTAKE

This report presented to Council the minutes of the Chief Executive Employment and Performance Committee meeting held on 18 February 2026.

Resolution Number CO/2026/48

MOVED by Mayor Wanden, seconded Cr Allan:

- A. That Report 26/111 Proceedings of the Chief Executive Employment and Performance Committee - 18 February 2026 and the minutes be received and noted.

CARRIED

10 Procedural motion to exclude the public

Resolution Number CO/2026/49

MOVED by Mayor Wanden, seconded Cr Allan:

That the public be excluded from the following part(s) of the proceedings of this meeting.

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 follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 Proceedings of the Risk and Assurance Committee 11 February 2026

Reason:	The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
Interests:	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Grounds:	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
Plain English Reason:	The minutes of this meeting are withheld from the public because the matters discussed were commercially sensitive. If the discussion had been held in public, it could have weakened Council's commercial position in ongoing development negotiations.

C2 Proceedings of Procurement Review Group meeting 10 March 2026

Reason:	The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
Interests:	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
Grounds:	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
Plain English Reason:	The minutes of this Procurement Review Group meeting are withheld as they contain details of procurement that is release would disadvantage Council's position..

C3 Council Resolution and Actions Monitoring Report March 2026

Reason:	The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
Interests:	s7(2)(c)(ii) - The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to damage the public interest. s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.
Grounds:	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
Plain English Reason:	These actions relate to potential or actual sales of property, and contract negotiations. The public release of these actions at this time may affect sales prices or disclose negotiation points.

**C4 Proceedings of the Chief Executive Employment and Performance Committee
- 18 February 2026**

Reason:	The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
Interests:	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.
Grounds:	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
Plain English Reason:	This report contains minutes of the Chief Executive Performance and Employment Committee which records the assessment of the the Chief Executive's performance. Public Interest does not outweigh the Cheif Executive's right to privacy around employment matters.

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

CARRIED

11.29 am The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

11.53 am

There being no further business, the Chairperson declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF COUNCIL HELD ON

DATE:

CHAIRPERSON: