



Hastings District Council

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OPEN MINUTES

COUNCIL - EXTRAORDINARY

Meeting Date: **Tuesday, 24 March 2020**

**Minutes of a Meeting of the Council - Extraordinary held on
24 March 2020 at 430pm**

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HASTINGS DISTRICT COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD IN COUNCIL CHAMBER, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON TUESDAY, 24 MARCH 2020 AT 4.30PM

PRESENT: Mayor Hazlehurst (Chair)
Councillors Barber, Corban, Dixon, Harvey, O'Keefe, Oli,
Redstone, Schollum, Siers and Travers.

IN ATTENDANCE: Chief Executive (Mr N Bickle)
General Counsel (Mr S Smith)
Group Manager: Asset Management (Mr C Thew)
Group Manager: Planning and Regulatory Services (Mr J
O'Shaughnessy)
Group Manager: Strategy & Development (Mr C
Cameron)
Group Manager: Corporate (Mr B Allan)
Acting Group Manager: Community Wellbeing & Services
(Ms D Elers)
Strategy Manager (Mr L Verhoeven)
Manager: Democracy and Governance Services (Mrs J
Evans)
Senior Democracy & Governance Support Officer (Mrs A
Murdoch)

1. APOLOGIES & LEAVE OF ABSENCE

Councillor Dixon/Councillor Schollum

**That apologies for absence from Councillor Nixon and Councillor
Watkins be noted.**

CARRIED

Leave of Absence had previously been granted to Councillor Lawson and
Councillor Kerr.

2. ANNUAL PLAN 2020/21 UPDATE

(Document 20/245)

Councillor Dixon/Councillor Schollum

- A) **That the Council receives the report titled Annual Plan 2020/21 Update.**
- B) **That the Council defer the release for community consultation of the
2020/21 Annual Plan, Development Contributions Policy and
Amendment to Revenue and Financing Policy as resolved at the Council
meeting dated 19 March 2020 until such time as the most appropriate**

plan for our changed context is developed and agreed.

- C) That a flyer updating the community on the Annual Plan and how to seek rates payment assistance be inserted with the 4th instalment rates notice replacing the Annual Plan Consultation Document.**
- i. The reason for the deferral being to enable Council to assess the impact of the rapidly changing environment in respect of the Covid-19 virus pandemic on Council services and the most appropriate options to navigate the community through this changed context.

CARRIED

3. GOVERNANCE ARRANGEMENTS TO COVER THE COVID 19 LEVEL 4 EMERGENCY PERIOD AND NATIONAL DEFENCE EMERGENCY DECLARATION

(Document 20/246)

Councillor Schollum/Councillor Travers

- A) That the Council receives the report titled Governance arrangements to cover the Covid 19 Level 4 Emergency Period and National Defence Emergency Declaration.**
- B) Note that any legislative change to remove the requirement that councillors meet “in person” in order to satisfy a quorum of members present may be likely to take some weeks.**
- C) That the Council agree to amend standing orders and the general scheme of delegation to reduce the quorum for the Strategy and Policy Committee and the Operations and Monitoring Committee to a minimum of two elected members (who would be required to be physically present for all meetings). This would still allow other members to attend and vote via audio or audio-visual link.**
- D) That, if emergency legislative changes are made:**
- a. to reduce the quorum for Governing Body (full Council) meetings to fewer than 50% of the membership and/or;**
- b. for remote meeting participants to count as present for the quorum of members;**
- the Hastings District Council Standing Orders be amended without further Council resolution, to give immediate effect to a change in minimum quorum requirements and/or remote participants counting towards the quorum of members present.**
- E) That all meetings in the diary be cancelled until 30 April 2020. If necessary the Chief Executive (or his delegate) may convene an extraordinary meeting in consultation with the Mayor (or her delegate).**
- F) Subject to the conditions below, the Council delegates to the Chief Executive the power to authorise and enter into any contract or other arrangement, and to authorise any level of expenditure (budget or unbudgeted). This delegation is subject to the following conditions:**

- i. This delegated power can only be exercised only in circumstances where the Council (or any properly delegated committee of the Council) is unable or unavailable to hold a meeting as a direct or indirect result of the 2020 Covid-19 outbreak;
- G) The Chief Executive may exercise this delegated power only after consultation with first available person on the following list:
- i. the Mayor;
 - ii. the Deputy Mayor;
 - iii. the Chairperson of either the Strategy and Policy Committee or the Operations and Monitoring Committee.
- H) Any decisions made and documents executed in exercising this delegated power must be reported to the next ordinary meeting of the Council or at the first available opportunity.
- I) This delegation is additional to the Chief Executive's other delegations as set out in the Hastings District Delegation to the Chief Executive as amended on 2 May 2019.

CARRIED

Mayor Hazlehurst thanked the Incident Management Team for all their hard work in getting the organisation ready for the Covid 19 Event. Thanks also went to the Information Management & Business Transformation Team in supporting staff with the ability to work from home.

The meeting closed at 5.10pm

Confirmed:

Chairman:

Date: