
**Council
MINUTES**

**Minutes of an ordinary meeting of the Otago Regional Council held at The Gate,
6 Barry Avenue, Cromwell on Wednesday 26 November 2025, at 10:00 am.**

<https://www.youtube.com/live/XgEyQocHoHg?si=CUV6s27Y527Wwf0L>

PRESENT

Cr Hilary Calvert	<i>(Chair)</i>
Cr Kevin Malcolm	<i>(Deputy Chairperson)</i>
Cr Robbie Byars	
Cr Chanel Gardner	
Cr Neil Gillespie	
Cr Matt Hollyer	
Cr Gary Kelliher	
Cr Michael Laws	
Cr Andrew Noone	
Cr Alan Somerville	
Cr Gretchen Robertson	<i>(Online)</i>
Cr Kate Wilson	<i>(Online)</i>

1. WELCOME

Mayor Tamah Alley, of Central Otago District Council, welcomed the council to the region at 10:00 am via video recording.

Cr Robbie Byars said a reflection to open the meeting.

The Chair welcomed members of the public and staff to the meeting and acknowledged the recent passing of Mr Bruce Malcolm.

Staff present included Richard Saunders (Chief Executive), Anita Dawe (GM Regional Planning and Transport) online, Nick Donnelly (GM Finance) online, Tom Dyer (GM Manager Science and Resilience), Joanna Gilroy (GM Environmental Delivery) online, Tami Sargeant (GM People and Corporate) online, Amanda Vercoe (GM Strategy and Customer, Deputy CE), Kylie Darragh (Governance Support), and Deb Stuut (Manager Customer and Governance).

2. APOLOGIES

There was an apology from Cr Wilson for an early departure.

Cr Laws left the meeting at 10:05 am.

Cr Laws returned to the meeting at 10:12 am.

3. PUBLIC FORUM

3.1 Pierre Marasti spoke on behalf of Extinction Rebellion. There was an opportunity for questions from councillors, the Chair thanked Pierre for attending.

3.2 Professor Alex Macmillan and Dr Simonette Mallard attended online to speak on air quality and effects on population health, there was an opportunity for questions and the Chair thanked both for attending.

3.3 Peter Yarrell spoke as a local constituent, there was an opportunity for questions and the Chair thanked Mr Yarrell for attending.

4. CONFIRMATION OF AGENDA

The agenda was confirmed as published.

5. DECLARATIONS OF INTERESTS

Councillors were reminded of the need to stand aside from decision-making if a conflict arose between their role as an elected representative and any private or other external interest they may have.

6. PRESENTATIONS

The Air Team from Kiwi Room at Clyde School and Dr Ian Longley presented on their findings of studies of the Clyde township air quality. There was an opportunity for questions from councillors and the Chair thanked the team for attending.

At 10:51 am Cr Noone moved, Cr Somerville seconded

That Council adjourns until 11:10 am

MOTION CARRIED

7. CONFIRMATION OF MINUTES

There was an amendment to the minutes under matter 6.1 which was noted to Council.

Resolution: Cr Gillespie Moved, Cr Gardner Seconded

That the minutes of the (public portion of the) Council meeting held on 5 November 2025 be received and confirmed as a true and accurate record.

MOTION CARRIED

8. ACTIONS (STATUS OF COUNCIL RESOLUTIONS)

Open actions from resolutions of the Committee were reviewed with no further updates.

9. CHAIRPERSON'S AND CHIEF EXECUTIVE'S REPORTS

9.1. Chief Executive's Report

Richard Saunders (Chief Executive) was available for questions on the report.

Resolution: Cr Malcolm Moved, Cr Hollyer Seconded

That the report be noted.

MOTION CARRIED

9.2. Chairperson's Report

Chair Calvert was available for questions on the report.

Resolution: Cr Malcolm Moved, Cr Noone Seconded

That the report be noted.

MOTION CARRIED

10. MATTERS FOR CONSIDERATION

10.1. Consideration of Terms of Reference for Committee Structure Adopted on 5 November 2025

[YouTube 1:30:55] This paper was brought to council to consider and adopt the Terms of Reference for the ORC's Council governance structure for the 2025-2028 triennium. The paper noted a commitment from Council for ongoing engagement with mana whenua as part of decision making, and to continue discussions on a mutually agreeable way to incorporate representation into the new portfolio structure. The paper confirmed working group membership and appointments to various joint committees, and internal and external groups. The paper also confirmed the membership of the Otago Regional Transport Committee, based on the nominations by Otago Territorial Authorities. Amanda Vercoe (GM Strategy and Customer) was available to respond to questions on the report.

Resolution CM25-232: Cr Laws Moved, Cr Malcolm Seconded

That the Council, as amended:

- 1) Notes** this report.
- 2) Adopts** the attached Terms of Reference for the portfolio leads and portfolio areas.
- 3) Notes** the commitment by Council to ongoing engagement with mana whenua as part of decision making.
- 4) Adopts** the attached Terms of Reference for the Audit and Risk Committee
- 5) Approves** the attached list of Council working groups and membership of those groups.
- 6) Approves** the attached list of Council appointments.

- 7) **Approves** Cr Neil Gillespie being appointed as ORC's representative to the Otago CDEM Group Joint Committee and agrees to Cr Gillespie having delegated authority to act for the Chair in this role.
- 8) **Approves** amending the Otago Central Lakes Regional Deal Negotiation Committee Memorandum of Agreement (MoA) to remove the requirement for mandatory Mayor/Chair membership.
- 9) **Authorises** the Chair to sign the amended MoA on behalf of ORC.
- 10) **Approves** Cr Matt Hollyer and Cr Gretchen Robertson being appointed as ORC's representatives to the Otago Central Lakes Regional Deal Negotiation Committee.
- 11) **Notes** that should QLDC and CODC not approve the amendment to the MoA, a further report would be needed.
- 12) **Approves** Cr Kate Wilson and Cr Matt Hollyer being appointed to the Otago Regional Transport Committee.
- 13) **Confirms** the membership of the Otago Regional Transport Committee as:
 - a. Cr Kate Wilson, ORC - Chair
 - b. Cr Matt Hollyer, ORC – Deputy Chair
 - c. Cr Stu Duncan, Central Otago District Council
 - d. Cr John McCone, Waitaki District Council
 - e. Cr Frans Schlack (Waitaki District Council Alternate)
 - f. Cr Steve Walker, Dunedin City Council
 - g. Cr Quentin Smith, Queenstown Lakes District Council
 - h. Cr Bruce Graham, Clutha District Council
 - i. New Zealand Transport Agency/Waka Kotahi, Mr James Cargill and Mr Peter Brown as alternate.
- 14) **Approves** Kevin Malcolm being nominated as ORC's representative to the Local Government New Zealand Regional Sector Group.
- 15) **Resolves** to replace "Co-Chairs Environmental Delivery Committee" with "Portfolio Leads Environmental Delivery" in the ORC Delegations Manual, specifically in Part B- the delegations Council makes to ORC staff and elected members under the Resource Management Act.

MOTION CARRIED

10.2. Navigation Safety Bylaw

[YouTube 1:53:40] This paper sought approval to commence the process for reviewing the Otago Navigation Safety Bylaw 2020 under the Local Government Act 2002 and Maritime Transport Act 1994. Cr Andrew Noone introduced the paper as portfolio lead and Steve Rushbrook (Harbourmaster) was available to respond to questions on the report.

Resolution CM25-233: Cr Noone Moved, Cr Byars Seconded

That the Council:

- 1) **Notes** the report.
- 2) **Determines** pursuant to section 155(1) of the Local Government Act 2002 that a Bylaw is the most appropriate way of addressing navigational safety in Otago.
- 3) **Approves** the commencement of the process for reviewing the Otago Navigation Safety Bylaw 2020 under the Local Government Act 2002 (option one).

MOTION CARRIED

At 12:09 pm was moved by Cr Calvert, Cr Malcolm seconded

That Council adjourn until 12:40 pm

MOTION CARRIED

Cr Wilson left the meeting at 12:09 pm.

10.3. Process for developing the Annual Plan 2026-27 (LTP Year Three)

[YouTube 2:46:43] This report communicated the process for developing the Annual Plan 2026-2027, which is year three of the Long-Term Plan 2024-2034 (LTP). Jasmin Lamorie (Senior Corporate Planner) online, Joanne Greatbanks (Manager Organisational Performance and Planning) online and Amanda Vercoe (General Manager Strategy and Customer) were available to respond to questions. Chair Calvert provided an additional recommendation.

Resolution CM25-234: Cr Calvert Moved, Cr Malcolm Seconded

That the Council:

- 1) **Notes** the proposed Annual Plan 2026-27 process and scenarios outlined in this report and attachments.

MOTION CARRIED

Resolution CM25-235: Cr Calvert Moved, Cr Laws Seconded

That the Council:

- 2) **Directs** the Chief Executive to prepare a draft Annual Plan 2026-27 work programme and budget that has zero increase (0%) in total rates for Otago's ratepayers

BY DIVISION

FOR	Cr Byars, Cr Calvert, Cr Gardner, Cr Gillespie, Cr Hollyer, Cr Kelliher, Cr Laws, Cr Malcolm, Cr Noone, Cr Robertson,
AGAINST	Cr Somerville
ABSENT	Cr Wilson

MOTION CARRIED

10.4. Regional Infrastructure Fund Tranche 2

This paper sought Council approval to enter into two Regional Infrastructure Fund (RIF) funding agreements with the Ministry of Business, Innovation and Employment (Ministry) for part-funding of six flood resilience projects. Brett Paterson (Manager Engineering) online, and Tom Dyer (GM Science and Resilience) were available to respond to questions on the report.

Resolution CM25-236: Cr Kelliher Moved, Cr Robertson Seconded

That the Council:

- 1) **Notes** this report.
- 2) **Notes** that four of the six projects have been funded as part of the 2024-2034 Long-Term Plan and the two of projects will draw on Scheme Reserves for co-funding.
- 3) **Notes** that the ORC contribution to the Nation-wide monitoring and telemetry project has been included in the 2024-2034 Long-Term Plan. The agreement for this project will be between MBIE and Environment Canterbury on behalf of the Regional Councils.
- 4) **Notes** that the ORC contribution to the Nation-wide Asset Management Process Improvement Project is yet to be determined and is not funded in the 2024-2034 Long-Term Plan.
- 5) **Delegates** the Chief Executive in consultation with the Chairperson to execute contracts with suppliers for goods and services relating to these 8 Infrastructure Projects above the CE's current financial delegations, in accordance with the RIF Funding Agreement requirements not exceeding the Total Project Cost.
- 6) **Approves** entering into the Grant Funding Agreement with the Ministry for up

to \$2,460,000 (excluding GST) for the four named projects.

- 7) **Approves** ORC providing Co-Funding of up to \$1,640,000 (excluding GST) to fund ORC's portion of the total grant funded project costs.
- 8) **Approves** entering into the Loan Funding Agreement with the Ministry for up to \$2,220,000 (excluding GST) for the two named projects.
- 9) **Approves** ORC providing Co-Funding of up to \$1,480,000 (excluding GST) to fund ORC's portion of the total loan funded project costs.
- 10) **Approves** ORC providing Co-Funding of up to \$420,000 (excluding GST) to fund ORC's portion of the Nation-wide project on Monitoring and Telemetry.
- 11) **Approves** the Chief Executive to sign the RIF Grant and Loan Funding Agreements for and on behalf of ORC.

MOTION CARRIED

Cr Malcolm left the meeting at 2:19 pm.

Cr Malcolm returned to the meeting at 2:20 pm.

11. NOTICES OF MOTION

[YouTube 3:44:50] Cr Laws and Cr Calvert were available to respond to questions on the notice of motion. The recommendations were taken separately as division.

Resolution CM25-237: Cr Laws Moved, Cr Calvert Seconded

- 1) **That** a Working Party be convened for the purpose of reviewing the 'Strategic Directions 2024-2034' document, to ensure alignment with the strategic focus of the newly elected governance team.

BY DIVISION

FOR	Cr Byars, Cr Calvert, Cr Gardner, Cr Kelliher, Cr Laws, Cr Malcolm, Cr Noone
AGAINST	Cr Gillespie, Cr Hollyer, Cr Robertson, Cr Somerville
ABSENT	Cr Wilson

MOTION CARRIED

Resolution CM25-238: Cr Laws Moved, Cr Calvert Seconded

- 2) **That** the Working Party comprise of Crs Michael Laws (chair), Kevin Malcolm, Hilary Calvert and Kate Wilson.

BY DIVISION

FOR	Cr Byars, Cr Calvert, Cr Gardner, Cr Kelliher, Cr Laws, Cr Malcolm, Cr Noone
AGAINST	Cr Gillespie, Cr Hollyer, Cr Robertson, Cr Somerville
ABSENT	Cr Wilson

MOTION CARRIED

Resolution CM25-239: Cr Calvert Moved, Cr Laws Seconded

- 3) *That the Working Party's report be scheduled for discussion and action, if required, at the first meeting of the full Council in 2026.***

BY DIVISION

FOR	Cr Byars, Cr Calvert, Cr Gardner, Cr Hollyer, Cr Kelliher, Cr Laws, Cr Malcolm, Cr Noone
AGAINST	Cr Gillespie, Cr Robertson, Cr Somerville
ABSENT	Cr Wilson

MOTION CARRIED

12. CLOSURE

There was no further business and Chair Calvert declared the meeting closed at 2:27 pm



Chairperson

____ 9 December 2025 ____
Date