

Agenda for a meeting of the Infrastructure Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY**, 12 APRIL 2023 commencing at <u>9.30am</u>.

Information and recommendations are included in the reports to assist the committee in the decision making process and may not constitute Council's decision or policy until considered by the committee.

The meeting will be opened with a Karakia.

I. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

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7. EXCLUSION OF THE PUBLIC

The meeting will be closed with a Karakia.

GJ lon CHIEF EXECUTIVE

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Infrastructure Committee

Reports to:	The Council
Chairperson:	Cr Eugene Patterson
Deputy Chairperson:	Cr David Whyte
Membership:	The Mayor and all Councillors
Meeting frequency:	Six-weekly
Quorum:	Majority of the members (including vacancies)

Purpose

The Infrastructure Committee is responsible for:

- 1. Guiding sustainable, physical development and growth of the Council's infrastructure to meet current and future needs.
- 2. Oversight and monitoring of efficient, safe and sustainable roading and transport, and waste management.
- 3. Governance of District's parks, reserves, community facilities and cemeteries.

In addition to the common delegations on page 10, the Infrastructure Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

- 1. To provide direction on strategic priorities for core infrastructure aligned to the District's development, and oversight of strategic projects associated with those activities.
- 2. To guide the development and implementation of the 30 Year Infrastructure Plan.
- 3. To support and provide direction regarding Council's involvement in regional alliances, plans, initiatives and forums for regional infrastructure and shared services (for example, Regional Transport Committee).
- 4. To monitor and make decisions in relation to Council-owned community centres, facilities and halls.

The Committee is delegated the following powers to act:

- Approval of acquisition (including lease) of property, or disposal (including lease) of property owned by the Council, (where such acquisition or disposal falls within the Long Term Plan and exceeds the Chief Executive's delegation).
- Approval of easements, rights of way and other interests over property on behalf of Council.
- Approval of all matters under the Public Works Act 1981, unless such delegation is prohibited by legislation or is otherwise expressly reserved by Council or delegated to the Chief Executive or staff.

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- Approval of road names in the Waikato District in accordance with Council policy.
- Approval of any proposal to stop any road.
- Hearing any written objections on a proposal to stop any road, and to recommend to Council its decision in relation to such objections.
- Approval of alterations and transfers within the provisional programme of capital works as prepared for the Long Term Plan and Annual Plan, subject to the overall scope of the programme remaining unchanged and the programme remaining within overall budget.
- Approval of tender procedures adopted from time to time within the guidelines as set down by Waka Kotahi New Zealand Transport Agency for competitive pricing procedures (CPP), or other authorities where funding or subsidies are subject to their approval.
- Approval of traffic regulatory measures defined as:
 - a. Compulsory Stop Signs
 - b. Give Way Signs
 - c. No Passing Areas
 - d. No Stopping/Parking Provisions
 - e. Speed Restrictions
 - f. Turning Bays
 - g. Weight Restrictions on Bridges (Posting of Bridges).
- For all Council-owned land that is either open space under the District Plan, or reserve under the Reserves Act 1977, the power to:
 - a. Approve leases, subleases, licences, and easements (in relation to land and/or buildings).
 - b. Approve amendments to management plans.
 - c. Adopt or change names of reserves.
 - d. Make any decision under a management plan which provides that it may not be made by a Council officer (for example, agree a concession), provided that any decision that has a significant impact under the management plan is recommended to Council for approval.
 - e. Recommend to Council for approval anything that would change the ownership of such land.

For clarity, the committee is delegated all powers of the Council as administering body under the Reserves Act 1977, unless such delegation is prohibited by legislation or is otherwise expressly reserved by Council or delegated to the Chief Executive or staff.

- Enquire into and dispose of any objection to a notice issued pursuant to Section 335 (1) of the Local Government Act 1974 requiring payment of a sum of money for the construction of a vehicle crossing by the Council (section 335(3) Local Government Act 1974). Should a decision be made to reject the objection and reaffirm the requirements in the notice, to authorise that an application be made to the District Court, (section 335(4) Local Government Act 1974) Act, for an order confirming the notice.
- Consider and approve subsidies for the installation of stock underpasses in extraordinary circumstances in accordance with Council policy and bylaws.



Open – Information only

То	Infrastructure Committee	
Report title	Confirmation of Minutes	
Date:	4 April 2023	
Report Author:	Rosa Leahy – Democracy Advisor	
Authorised by:	Gaylene Kanawa – Democracy Manager	

1. Purpose of the report Te Take moo te puurongo

To confirm the minutes for a meeting of the Infrastructure (INF) Committee held on Wednesday, 1 March 2023.

2. Staff recommendations Tuutohu-aa-kaimahi

THAT the minutes for a meeting of the Infrastructure Committee held on Wednesday, 1 March 2023 be confirmed as a true and correct record.

3. Attachments Ngaa taapirihanga

Attachment 1 – INF Minutes – 1 March 2023



Minutes for a meeting of the Infrastructure Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia <u>WEDNESDAY, I MARCH 2023</u> commencing at <u>9.32am</u>.

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Present:

Cr EM Patterson (Chairperson) Cr D Whyte (Deputy Chairperson) Her Worship, the Mayor JA Church Cr C Beavis Cr CA Eyre (Deputy Mayor) Cr JM Gibb Cr M Raumati Cr V Reeve Cr P Thomson Cr T Turner

Attending:

Mr M Cooper (Sport Waikato) Mr H West (Sport Waikato) Mr D Amoore (Raglan Community Board Chairperson) Mr T Mylchreest (Waikato District Alliance)

Mr T Whittaker (Chief Operating Officer) Ms A Diaz (Chief Financial Officer Mr R MacCulloch (General Manager Service Delivery) Ms M May (Deputy General Manager Service Delivery) Mr K Abbot (Executive Manager Projects & Innovation) Mr P McPherson (Community Projects Manager) Ms | Bishop (Contracts and Partnering Manager) Mr A Averill (Community Connections Manager & Strategic Property Manager) Ms K Wellington (Enterprise Project Management Office Manager) Mr V Ramduny (Strategic projects Manager) Mr W Gauntlett (Growth and Analytics Manager) Mr G Tregidga (Roading Manager) Ms C Pidduck (Legal Counsel) Ms | Wu (Senior Property Advisor) Mr M Horsfield (Reserve Planner) Ms R Serhan (Reserve Planner) Ms K KBredesen (Executive Assistant to General Manager Service Delivery) Ms E Wilson (Contracts & Compliance Coordinator) Ms R Leahy (Democracy Advisor) Ms E Saunders (Democracy Advisor)

The Chairperson opened the meeting with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Raumati/Cr Reeve)

That the apologies from Cr Keir, Cr Ngataki and Cr L Thomson for nonattendance be accepted.

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CARRIED

INF2303/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Beavis/Cr Gibb)

THAT:

- a. the agenda for a meeting of the Infrastructure Committee held on Wednesday, I March 2023 be confirmed;
- b. in accordance with Section 46A Clause 7 of the Local Government Official Information & Meetings Act 1987 that the following item(s) be added to the agenda as a matter of urgency as advised by the Chairperson/Chief Executive - [Agenda Item 5.11 Motor Sport Events – Use of Waikato District Roading Network];
- c. all items therein be considered in open meeting with the exception of those items detailed at agenda item 6, which shall be considered with the public excluded; and
- d. all reports be received.

CARRIED

INF2303/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

ACTION REGISTER

Agenda Item 4.

It was noted there was no Actions Register for this Committee yet.

REPORTS

Sport Waikato Report I July 31 December 2022 Item 5.1

The report was received under [INF2303/02 refers], and the following discussion was held:

- Sport Waikato attended the meeting and presented an overview of their vision and goals. The organisation was focussed on building capability, regional leadership and getting people activity in community.
- Their lens focussed on the younger generation and increasing sport and recreational activity in 0-18 year-olds.
- It was noted that 64 per cent of young people and 74 per cent of adults wanted to be more physically activity. One out of five tamariki did not play sport because their family could not afford to or were too busy working.
- There had been an increase in female participation rates in sports and recreational activity, however there was still more work to do in this area.
- Public places in the district are important assets that encourage people to play and exercise.
- In the top ten (10) forms of activity, traditional sport does not feature in the top five (5) sports that people enjoyed.
- As a result of questions being asked from this Committee in the last triennium, there had been development in Rugby League in the Waikato.
- The Chairperson noted it would be good for everyone if fees were not applied to community sports.
- Sport Waikato highlighted that the competition structure needed more work to make it affordable for families. Currently, many families were travelling long distances for kids to play sport.
- A concern was raised about the local borders for Sport Waikato. It was noted that Sport Waikato were committed to focussing on the district as a whole and working with Council staff on areas in the North.
- How are you making sure you are working across the district and not just areas where there are issues? Sport Waikato takes a targeted approach and is focussed on areas of high deprivation. For example, Huntly is on the radar and is one of the prime targets for delivering outcomes.
- A concern was raised that sports clubs and facilities did not cater for women, particularly with showers and changing rooms. Sport Waikato agreed that this was a major issue for women accessing these clubs and facilities.
- What approach was Sport Waikato taking to encourage Maaori and women in sports? Sport Waikato was guided by Sport New Zealand. It was noted they were working closely with this organisation and iwi in Waikato to embrace Te Ao Maaori. Insights and evidence suggest young Māori women need more attention. It was also noted that participation rates of young females are behind males.

- What support was being given to young coaches? In terms of supporting young coaches, the strategy of Sport Waikato is to encourage and influence other organisations such as Waikato Basketball to be able to deliver rather than step in and take over.
- Who does Sport Waikato work with to deliver on Maaori participation? Sport Waikato was working with Waikato Tainui, Ngaati Maniapoto, Hauraki and Raukawa to develop a regional approach to fund and support iwi.
- Who informs Sport Waikato about disabilities? Sport Waikato work with Be. Lab, Blindsport and the Achilles programme, the Sport Waikato also had a Disability Advisor.
- Have you considered funding low-socio economic families? Sport Waikato noted that fees are at the forefront however their main focus was on the quality of experience. It was a role for the Regional Sports Trust to ensure that families could afford fees for team sports.
- A concern was raised about the North/South boundary with Counties Manukau and the ability for Sport Waikato to cover the whole region. Sport Waikato highlighted they are looking to increase the resource in the Waikato Region that there is currently a role out for market for a Regional Connectivity Manager in the organisation.
- A comment was made about including Sport Waikato in the Long-Term Plan process. Sport Waikato noted they were currently in the process of developing local plans that would help guide councils.

Waikato District Alliance Presentation – Storm Damage to Roading Network Item 5.2

The report was received under [INF2303/02 refers], and the following discussion was held:

- Alliance attended the Committee meeting and provided a visual presentation on the damage to the roading network sustained as a result of the recent weather events.
- A general discussion was held around what Alliance did to restore access back to affected roads. It was noted that the use of Whatsapp for crew planning, Google Maps to drop pins and provide real time information, supply partners and liaison between Civil Defence and Waikato District Alliance.
- It was noted that Alliance needed to improve on getting crew photos to the communications team. There was also difficulty in getting supervision to the sites.
- It was noted that the estimated costs for the initial response looked like it would exceed I million dollars. The on-going clean up would be around \$1 million dollars and major drop out repairs would exceed \$5 million dollars.
- The General Manager Service Delivery discussed that Council processes need to catch up with the needs of the business. Funding decisions will need to be made on work that was not planned for under the Long-Term Plan. It was noted that there is already

a full work programme and to complete the work that is required, Council may receive reports for retrospective approval to move funds to cover the works. There would also be impacts on the work programme and some works would be reprioritised.

- Will detours utilising Council roads because of the closure of State Highway 23 be included in the grant application with Waka Kotahi? The process for a weather event such as Cyclone Gabrielle is an emergency works application. Waka Kotahi had a separate application for damages that had occurred on Council's network due to the closure of Statehighway 23.
- Will Council receive funding for roads that were already damaged but had further degradation as a result of the Cyclone? Funding was applied for areas that were damaged because of the cyclone. This included roads that were already damaged, but their condition had since worsened and roads that might become a problem in the next 12 months. The cyclone had highlighted areas of improvement operationally for example, the cleaning of culverts.
- Does Alliance have Bailey bridges in stock and could they be used for future events? There were railway carriages available that could be used for emergency Bailey bridges.
- Had an assessment been done on the damage to the unsealed network? An assessment had been done however fixing the damage to the unsealed roads could not all be funded by Waka Kotahi.
- A general discussion was held on the financial implications from Cyclone Gabrielle.
- **ACTION:** Executive Manager Projects & Innovation to provide a 'response and resilience report' on the work programme and financial implications of Cyclone Gabrielle at the next Committee meeting.
 - Would there be a specific programme that would address the damage that had come from Cyclone Gabrielle? A work programme would be created for maintenance and would include the necessary changes that had been identified as a result of Cyclone Gabrielle.

Meeting adjourned at 10:56am resumed at 11:14am with the follow item below.

<u>Capital Project Delivery Portfolio Update</u> Item 5.3

The report was received under [INF2303/02 refers], and the following discussion was held:

- What role would Community Boards and Ward Councillors have in reviewing and prioritising projects? This would be looked at through the Long-Term Plan. Community Boards and Councillors would have the opportunity to be involved in that process.
- What support was being given to the Strategic Property Team in terms of their underspending? Strategic property is a very difficult budget to forecast. There is \$3.7million budgeted for adhoc strategic land purchases that support the wider business.

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• The Strategic Property Team was competing with an open market. Council do have the ultimate power to approve the acquisition of a property. It is up to the Strategic Property Team to position Council so those purchases can be made. Moving forward staff would need clear direction from Council as to what to buy.

ACTION: Strategic Property to hold a workshop with Councillors on Strategic Land acquisitions.

Budget Adjustment for the Huntly Aquatic Centre Boiler Project Item 5.4

The report was received [INF2303/02 refers], and taken as read. The following discussion was held:

• A request was made for the contractors undertaking the upgrade to take photos of the project so they could be shared with the community.

Resolved: (Cr Whyte /Cr Raumati)

That the Infrastructure Committee recommends to Council:

- a. that in order to enable Council to proceed with the Huntly Aquatic Centre Boiler Project in 2022/2023 and receive the EECA funding that:
- i. the 2023/2024 budget allowance of \$100,394 (IAC10010-0222) be brought forward to this financial year 2022/2023;
- ii. the 2023/2024 budget allowance of \$88,092 (IAC10095-0124) be brought forward to this financial year 2022/2023; and
- iii. the 2024/2025 budget allowance of \$18,574 (IAC10010-0325) be brought forward to this financial year 2022/2023.

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CARRIED

INF2303/03

<u>Proposed Stopping of former McDonald Road, Pokeno</u> Item 5.5

The report was received [INF2303/02 refers], and no discussion was held.

Resolved: (Crs Eyre/Reeve)

That the Infrastructure Committee recommends to Council that:

- a. part of the closed Hitchen and McDonald Road, Pokeno, as shown marked Section 1, 2 to 3 on Attachment One be legally stopped in accordance with the Public Works Act 1981;
- b. part of Section I on Attachment One (northern portion) resulting from the road stopping to be vested as stormwater catchment;
- c. part of Section I on Attachment One (southern portion) resulting from the road stopping action be sold to the adjacent landholdings at a price established by market valuation and to be within the Council Property Policy, for amalgamation with LOT 1000 DP 501835;
- d. section 2 on Attachment One resulting from the road stopping action be transferred for amalgamation with Allots 284-289 Mangatangi PSH at no cost to compensate the loss of frontage of the property;
- e. section 3 on Attachment One resulting from the road stopping action to be transferred to Kiwirail as railway land;
- f. the proceeds of sale of part of Section I on Attachment One be used to fund the road stopping process and the relevant costs of this road stopping process to be funded by Strategic Property budget IPP-12003-E-0-1212-0000; and
- g. the Chief Executive be delegated authority to execute all relevant documentation to give effect to this resolution.

CARRIED

INF2303/04

<u>Approval for Appointment of a Hearings Panel for the General Policies Reserve Management</u> <u>Plan Draft</u> Item 5.6

The report was received [INF2303/02 refers], and the following discussion was held:

• The Chair put forward Cr Gibb, Cr Turner. Cr Beavis to be on the panel. It was noted that all Councillors are welcome to attend the hearings.

Resolved: (Cr Raumati /Cr P Thomson)

That the Infrastructure Committee:

- a. appoints a hearings panel consisting of Cr Gibb, Cr Turner and Cr Beavis to hear submissions received on the draft General Policies Reserve Management Plan;
- b. notes the date of the hearing will be set by the hearings panel and staff; and
- c. notes the hearings panel will report back to the Infrastructure Committee following the hearing and deliberations.

CARRIED

INF2303/05

Raglan Wharf Leases Item 5.7

The report was received [INF2303/02 refers], and the following discussion was held:

- Were the leases considered all in one forum or individually on merit? There were individual meetings with each of the lease holders. It was noted that there were some challenges for the lease holders but all wanted to stay.
- The Chief Operating Officer suggested that an amendment be made to the recommendation to change the delegation from Chief Executive to Chief Operating Officer, which was in line with the report.

Resolved: (Cr Whyte/Cr Eyre)

THAT the Infrastructure Committee:

- a. approves the new leases granted to the four Lessees as listed below for the land firstly described on schedule I and expiring on I April 2030;
 - i) Soul Shoes Limited (site 2)
 - ii) Sharon O'Brien (site 3)
 - iii) Stuart Douglas McFarlane, Susan Ann McFarlane and Pauline Jean Sayers (site I)
 - iv) Youmans Capsules (site 5)
- b. consents to sublease the lease with Stuart Douglas McFarlane, Susan Ann McFarlane and Pauline Jean Sayers to Tony Sly Pottery Limited;
- c. delegates authority to the Chief Operating Officer to execute all relevant documentation to give effect to the resolution.

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CARRIED

INF2303/06

The report was received [INF2303/02 refers], and no discussion was held.

Resolved: (Cr Beavis/Cr Turner)

That the Infrastructure Committee:

- a. approves the following proposed road names submitted by the developer for SUB 0238/22, at 639B Tauwhare Road, Hamilton:
 - Millpark Lane

CARRIED

INF2303/07

Urgent Proposed Road Names for Subdivision 0111/21 and Sub0155/22 at 164 Bollard Road, Tuakau Item 5.9

The report was received [INF2303/02 refers], and the following discussion was held:

- The Chief Operating Officer highlighted that there were questions raised at the last Tuakau Community Board meeting whether the correct mana whenua were being engaged with by Council on this matter. It was noted that there was an opportunity for change and moving forward engagement processes on road naming needed to be fine-tuned.
- It was noted that the Tuakau Community Board supported the proposed road name on the basis that the engagement process is updated with the help of Cr Tilly Turner.
- Should developers be ensuring they engage with the right mana whenua? Yes, however, Council provides guidance to developers on who they should engage with.

Resolved: (Her Worship, the Mayor JA Church/Cr Turner)

That the Infrastructure Committee:

a. approves the following proposed road name submitted by the developer for SUB 0111/22 and SUB 0155/22, 164 Bollard Road, Tuakau:

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i. Option I: Road I (Lot 101) - Allie Drive

CARRIED

INF2303/08

<u>Urgent Proposed Road Name for Subdisivion 0077/21 at 142 Highbrook Way, Whatawhata</u> Item 5.10

The report was received [INF2303/02 refers], and the following discussion was held:

- A concern was raised that this proposed road name fell through the cracks. It had been in the system since June 2022 and there was not a lot of response from local hapu until now. This put Councillors in a precarious position to make an informed decision.
- A discussion was held around the name Archie Way and the road naming policy process. It was noted that the roading naming policy would be reviewed.
- The Chair suggested that the Community Boards and Committees need to workshop road naming lists.
- There was a discussion held on mana whenua lists. It was noted that developing these lists would not be a simple process and would require knowledge on local tikanga.

Resolved: (Cr Gibb/Cr Patterson)

That the Infrastructure Committee:

- a. approves the following proposed road name submitted by the developer for SUB 0077/21, 142 Highbrook Way, Whatawhata
 - i. Road I (A) Archie Way

CARRIED

INF2303/09

<u>Motor Sport Events – Use of Waikato District Roading Network</u> Item 5.11

The report was received [INF2303/02 refers], and the following discussion was held:

- It was noted that the rally also crosses into Auckland's boundary and that Council was looking to sign off the road closure within their boundary today.
- It was suggested that a map needed to be included in the report to clearly identify which roads would close.
- A concern was raised about community engagement and communications about road closures.
- It was pointed out that rally drivers would be driving on damaged sections of the road. It was noted that in those sections drivers would be asked to reduce their speed to 50kms. The damage in those section was on sealed road which was a lower risk to drivers.

Who takes responsibility for notifying the community of road closures? Both organisers and Council are responsible. Ultimately, the asset owner within Council need to ensure Communications Team notify the public. In this case the Roading Team would be responsible

Resolved: (Cr Eyre/Cr Reeve)

That the Infrastructure Committee:

- b. approve the application to close the roading network for the Targa Bambina Rally sport event for two days on 18 and 19 March 2023.
- c. approve the application to close the roading network for the Bothwell Loop Rally Sprint event for one day on 19 March 2023.

CARRIED

INF2303/10

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Cr Thomson/Cr Beavis)

THAT the public be excluded from the following parts 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 are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item PEX 1.1 Huntly – Land Acquisition Agreement	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

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:

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Item No.	Section	Interest
Item PEX 1.1 Huntly – Land Acquisition Agreement	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.

CARRIED

INF2303/11

There being no further business the meeting was declared closed at 12:11pm

Minutes approved and confirmed this

day of

2023.

EM Patterson CHAIRPERSON



Open – Information only

То	Infrastructure Committee	
Report Title	Actions Register – April 2023	
Date:	12 April 2023	
Report Author:	Karen Bredesen, EA to the General Manager Service Delivery	
Authorised by:	Megan May, General Manager Service Delivery	

1. PURPOSE OF THE REPORT TE TAKE MOO TE PUURONGO

To provide the Infrastructure Committee with an update on actions arising from the 1 March 2023 meeting.

2. STAFF RECOMMENDATIONS TUUTOHU-AA-KAIMAHI

That the Actions Register – April 2023 be received.

3. ATTACHMENTS

NGAA TAAPIRIHANGA

Attachment 1 – Infrastructure Committee's Action Register – April 2023

¹⁸ Infrastructure Committee's Actions Register – April 2023

Meeting Date	Item and Action	Person / Team Responsible	Status Update
1 March	 <u>Cyclone Gabrielle</u> Executive Manager Projects & Innovation to provide a 'response and resilience report' on the work programme and financial implications of Cyclone Gabrielle at the next Committee meeting. Would there be a specific programme that would address the damage that had come from Cyclone Gabrielle? A work programme would be created for maintenance and would include the necessary changes that had been identified as a result of Cyclone Gabrielle. 	Kurt Abbott, Executive Manager Projects & Innovation	A report is included in the 12 April 2023 Infrastructure Committee agenda.
1 March	Strategic Land Acquisitions Strategic Property to hold a workshop with Councillors on Strategic Land acquisitions.	Michelle Brown, Strategic Property Manager	Workshop held on Tuesday 28 March 2023.
13 March (Council Meeting)	Staff to provide an update on roading vestments from Waka Kotahi to Council at the next Infrastructure meeting	Luke McCarthy, Roading	 Vested Roads from Waka Kotahi Huntly – SH1 from approximately the old Ohinewai (SH 1) Road to the Taupiri Interchange. Approximately 15km Single Stage Business Case approved Funding Agreement signed early March 2023 Waka Kotahi must obtain consent from the Secretary of Transport to revoke the section of State Highway. Indicative timing at this stage is the middle of the 2023, possibly June/July.
			• SH1B – From Taupiri to Church Road (boundary with Waipa District Council). Approximately 36km

Meeting	Item and Action	Person / Team	Status Update
Date		Responsible	
			 Single Stage Business Case approved Funding agreement being worked on (Waka Kotahi led) Closure of Telephone Road level crossing has delayed progressing of the revocation Date of vesting – TBC SH26 (Morrinsville Road) – From Ruakura Road roundabout to boundary with Hamilton City Council (expressway overbridge). Approximately 1.2km Single Stage Business Case approved (with SH1B) Funding agreement being worked on (Waka Kotahi led) SH1B has delayed progress on SH26 – MOU being progressed by Waka Kotahi Date of vesting – TBC – could be mid/late 2023 Points to also note: Bollard Road in Tamahere (old SH1) will also be revoked and new local roads are also to be vested to Council. Timing TBC, but likely after the 2 year defects period is complete (July 2024)



Open

Infrastructure Committee Report title Capital Project Delivery Portfolio Update

Date: Report Author: Authorised by:

То

28 March 2023

Kirsty Wellington, Enterprise Project Management Office Manager Megan May, General Manager Service Delivery

1. **Purpose of the report** Te Take moo te puurongo

To inform the Infrastructure Committee of work undertaken to plan and deliver the Capital Projects at Waikato District Council (WDC) and advise of actions taken to improve delivery of this work.

This report also provides a progress update of programmes delivered to date, and the anticipated delivery of projects to be carried forward.

2. **Executive summary** Whakaraapopototanga matua

Delivery of Council's capital works portfolio continues to progress at an increasing rate. The changes to the operating model including recruitment, are having an immediate positive impact on moving projects forward. Stalled projects have been reassigned to new hires, workloads assessed, and projects redistributed to enable focus on delivery.

Planning of both the current financial years projects and the upcoming years projects is progressing well. The current years portfolio of projects will not be fully delivered this financial year although with an increase of delivery comparative to previous years. However, planning progression and increase rates of delivery gives confidence that ongoing carry forward issues will be addressed and the portfolio is back in control by financial year end 2024.

3. Staff recommendations Tuutohu-aa-kaimahi

That the Infrastructure Committee receives the Capital Project Delivery Update.

4. Background Koorero whaimaarama

The EPMO focus over the last period has been two-fold. Firstly, on project and portfolio planning, and the recruitment of permanent staff to fill critical delivery roles. Secondly the actioning of projects. The actions required varies from project to project but in essence it is to remove the barriers or hurdles so that the project can progress to completion.

The weather bombs last month diverted project resources of both internal staff and contractors to support the EOC team.

The Waikato District Alliance (WDA) have now completed the bulk of their emergency works releasing some of their key resources to focus back on the delivery of projects. It is expected that the consultant and contracting market will tighten further as resources are targeted for the ongoing disaster recovery work across the motu. The recruitment of internal staff will mitigate some of this risk.

With emergency works now in recovery phase, the seconded staff are now back with the EPMO and focused on project delivery. The pre planning of projects is ramping up with the creation of a virtual team focused on project scope, engagement, community outcomes, procurement, legal, zero harm, and contract management partnering with the EPMO and business owners, this has enabled an agile approach to project scoping, procurement planning, and contract development as part of project planning. Recent workshops have completed the 2022/2023 planning with the commencement of workshops to plan the remaining 2023/2024 portfolio.

Recruitment of project managers and projects engineers has meant projects are allocated for delivery and teams assigned. The projects are commencing at pace leveraging the project pre planning already completed at the virtual team workshops.

The recruitment of staff has been extremely successful with good numbers of high quality applicants. Since the creation of the EPMO in late November 2022 we have secured 10 new staff members. Roles include project managers, project engineers and project delivery support. This leaves only two roles vacant, one of which will be filled by a consultant for the short term before we return to the market. The team still has 4 consultants playing part time roles to support the EPMO through the peak workload that has resulted from historic carry forwards.

5. Discussion and analysis Taataritanga me ngaa tohutohu

Summary of the 2022/23 LTP Work Program

The current year LTP works programme was valued at \$50,245,488 (exc Waters Projects). Due to lack of delivery in previous years, an additional \$51,014,618 of carry forward budget also needs to be delivered. This budget is made up in the following areas:

	LTP Budget 2022/23	Plus Carry forwards - undelivered work from previous LTP	Total Budget 22/23
COMCONN (Community Connections)	\$14,438,782	\$24,060,316	\$38,499,098
CONPART (Roading)	\$30,321,916	\$19,609,924	\$49,931,841
STRATPROP (Strategic Property)	\$2,497,750	\$6,280,448	\$8,778,198
SWASTE (Solid Waste)	\$2,987,000	\$1,063,930	\$4,050,930
Total (Excl Waters)	\$50,245,488	\$51,014,618	\$101,260,067

2022/23 Work Programme Delivery Update

There are currently more than 140 projects underway and on track to deliver at least 50 by the end of this financial year. Actual spend, as of 28 February 2023 is \$17,769,009 with a further \$39,672,477 committed to contractors. Forecast spend to 30 June 2023 is \$54,315,421

	Total Budget 22/23	Actual spend (as at 28 Feb 2023)	Actual and Committed Budget (as at 28 February 2023)	Forecast spend to 30 June 2023
COMCONN (Community Connections)	\$38,499,098	\$6,078,237	\$16,907,016	\$19,000,000
CONPART (Roading)	\$49,931,841	\$11,046,525	\$21,950,040	\$30,000,000
STRATPROP (Strategic Property)	\$8,778,198	\$97,025	\$183,468	\$4,683,468
SWASTE (Solid Waste)	\$4,050,930	\$547,222	\$631,953	\$631,953
Total (Excl Waters)	\$101,260,067	\$17,769,009	\$39,672,477	\$54,315,421

Carry Forward Implications

The entirety of the current years' work programme will not be delivered before the end of financial year as shown in the above table. However detailed forecasting analysis is currently underway alongside the project scoping and planning that will further refine the forecast.

Additionally, work has already commenced to ensure that all projects carried forward as well as the 23/24 LTP planned projects are scheduled and resourced for delivery. This includes having projects in a ready state for the next construction season. Planning for the 23/24 work programme is currently 30% complete with target for planning completion by 30 May 2023. There is confidence that the majority of projects planned within in the current LTP will be completed by June 2024 which allows the commencement of the new LTP with minimal carry-forwards.

	2023/24 LTP Budget Anticipated carry forwards		2023/24 LTP Budget (incl carry- forwards)
COMCONN (Community Connections)	\$15,061,837	\$19,499,098	\$34,560,935
CONPART (Roading)	\$13,757,087	\$19,931,841	\$33,688,928
STRATPROP (Strategic Property)	\$2,562,692	\$4,094,730	\$6,657,422
SWASTE (Solid Waste)	\$295,899	\$3,418,977	\$3,714,876
Total (Excl Waters)	\$31,677,515	\$46,944,646	\$78,622,161

PROJECT HIGHLIGHTS THIS MONTH

Pokeno Tennis Courts - Completion early April



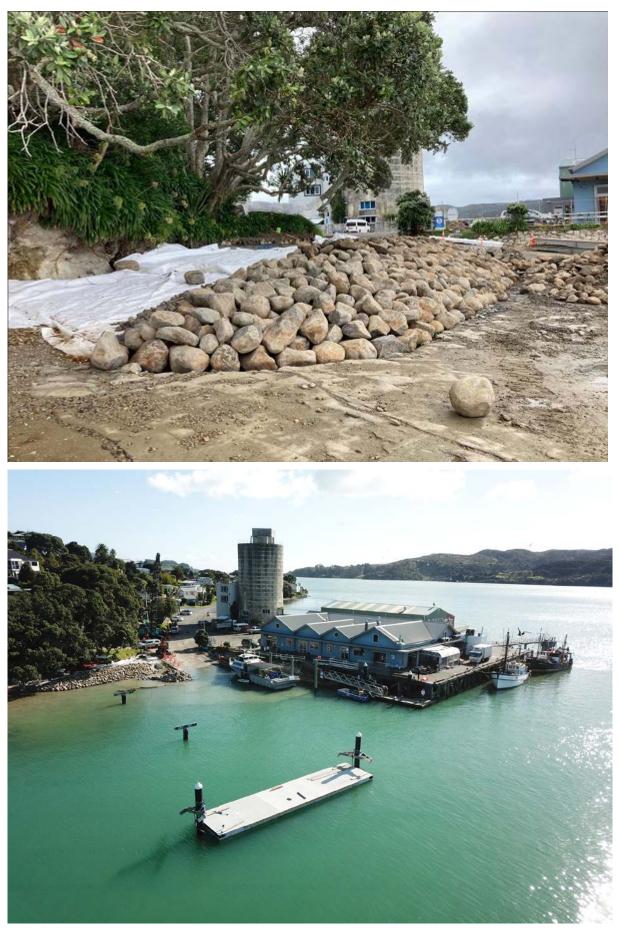


Whatawhata Community Facility – Completion late April (Opening planned 20 April)





Raglan Wharf – Phase 2 Completion Mid April (Phase 3 complete for Summer 23/24)



6. Next steps Ани whakamua

Completion of 23/24 project planning and resourcing will be the primary focus in readiness for next construction season. Continuation of moving projects at pace through to completion will also remain a key priority.

With the recruitment of a large number of new team members, the ongoing onboarding over the few months will be key to ensure as individuals they are set up for success. This will ensure the work programmes are delivered in line with our values and vision while providing them with a sense of belonging.

The next infrastructure report will include analysis of inflight and carry forward projects at a granular level.

7. ATTACHMENTS NGAA TAAPIRIHANGA

There are no attachments for this report.



Open

ToInfrastructure CommitteeReport titleProposed Road Name for Subdivision 0013/21 at
24 Jackson Street, Ngaruawahia

Date:12 April 2023Report Author:Ellen Wilson, Contracts & Compliance CoordinatorAuthorised by:Megan May, General Manager Service Delivery

1. Purpose of the report Te Take moo te puurongo

To seek approval from the Infrastructure Committee on the Proposed Road Name for Subdivision 0013/21 at 24 Jackson Street, Ngaruawahia.

2. Executive summary Whakaraapopototanga matua

This report requests that the Infrastructure Committee approve the attached proposed road name for this subdivision at 24 Jackson Street, Ngaruawahia. The name Tāpapa Lane has been proposed by the developer outside the pre-approved list, is supported by the local hapuu Nga Uri o Tamainupo ki Whaingaroa Trust and by Council's roading team.

The name has been checked by Council staff against the Road Naming Policy.

The Ngaruawahia Community Board at their meeting on 28 March 2023, approved the Proposed Road name 'Tāpapa' (NCB2303/05). The Board noted they would prefer the spelling to be with double vowels 'Taapapa' instead of Tāpapa as this is more prominent in the Waikato Tainui area.

The Board Chair discussed this spelling with the local hapuu representative, who said they don't have a preference but just wanted to ensure that the Road Name was very clear that it was the long vowel sound so if double vowel spelling stands out more, then that is what is preferred.

Council staff have confirmed that the developer is also in support of amending the spelling to the double vowel 'Taapapa' instead of using a macron.

3. Staff recommendations Tuutohu-aa-kaimahi

That the Infrastructure Committee approves the following proposed road name submitted by the developer for SUB 0013/21 at 24 Jackson Street, Ngaruawahia.

• Road 1 (B) – Taapapa Lane

4. Background Koorero whaimaarama

SUB 0013/21 is a residential development on, more or less, 8253m2 at 24 Jackson Street, Ngaruawahia. The development is consented to create 6 new lots situated on the southern side of Jackson Street in Ngaruawahia.

While a pre-approved list of names exists for the Ngaruawahia Community Board (attached), the developer is permitted to go outside of this list and propose different names. This is contemplated in the Road Naming Policy under section 1.2 as follows:

1.2 Request for Road Name not from the "Approved List" of Road Names (a) Where an "Approved List" is not available or the subdivision developer wishes to choose their own road names, the developer shall make a request to Council's Roading Asset Team.

As required by the Road Naming Policy, the Developer has consulted with local hapuu Nga Uri o Tamainupo ki Whaingaroa Trust who chose this name. Taapapa means Garden bed for kūmara plants. Due to its proximity to Pukeiāhua Pā, this area would have been covered in Kūmara gardens in the 1700s. Pukeiāhua Pā is an important site for Ngaruawahia, as it features in the story of how Ngaruawahia got its name.

Staff have reviewed the name and considered it does not duplicate, sound too similar, or is a duplicated street type (e.g. street, road, avenue, boulevard, junction, crescent, etc) which may otherwise cause travel uncertainties in the Waikato District. The names have been checked against Google mapping and NZ Post.

Hamilton City Council has confirmed that there is no similar sounding name within their District which would otherwise cause confusion. Staff note the only similar name is Tapapa Road in Tirau which is outside the LINZ addressing standards required distance.

5. Discussion and analysis Taataritanga me ngaa tohutohu

The table below provides a list of recommended historical, social, cultural and geographic themed names, background to the name choice, an indication of any potential duplication or sound similarity issues, and the exclusion of any suffix if applicable as per Road Naming Policy.

			OFFICE US	E ONLY
Name (in order of preference)	Reason	Location of duplicate or similar sounding name in adjoining	Classification Exclusion and notes	Approved or Declined
Taapapa Lane	Taapapa means Garden bed for kūmara plants. Due to its proximity to Pukeiāhua Pā, this area would have been covered in Kūmara gardens in the 1700s. Pukeiāhua Pā is an important site for Ngaruawahia, as it features in the story of how Ngaruawahia got its name.	I. Tapapa Road, Tirau – over 86km away	nil	Approved by roading team

5.1 Options

Ngaa koowhiringa

Staff have assessed that there are two reasonable and viable options for the Infrastructure Committee to consider:

- 1) Option 1 approve the requested road name
- 2) Option 2 require the developer to use names only from the approved list

Staff recommend option 1, approving the road name application as the ability to use alternative names is contemplated by the policy, and the name has been put forward with local hapuu support.

5.2 Financial considerations

Whaiwhakaaro puutea

There are no material financial considerations associated with the recommendations of this report. All costs for new road names are being met by developers.

5.3 Legal considerations

Whaiwhakaaro-aa-ture

Staff confirm that the staff recommendation complies with the Council's legal and policy requirements.

5.4 Strategy and policy considerations

Whaiwhakaaro whakamaaherehere kaupapa here

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

5.5 Maaori and cultural considerations Whaiwhakaaro Maaori me oona tikanga

Local hapuu have been included in the correspondence to the necessary community committee members advising of the road name application.

5.6 Climate response and resilience considerations Whaiwhakaaro-aa-taiao

The matters in this report have no known impact on climate change or resilience for the Council.

5.7 Risks

Tuuraru

The decisions and matters of this report are assessed as of low risk, in accordance with the Council's Risk assessment and risk appetite.

6. Significance and engagement assessment Aromatawai paahekoheko

6.1 Significance

Te Hiranga

The decisions and matters of this report are assessed as of low significance, in accordance with the Council's <u>Significance and Engagement Policy</u>.

6.2 Engagement

Te Whakatuutakitaki

Highest level of engagement	Inform	Consult ✓	Involve	Collaborate	Empower
Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).	local hapuu	i Nga Uri o Tan ngaged with ne	nainupo ki Wha	oper's engageme aingaroa Trust. (ouncils to detern	Council staff

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
			Internal
		\checkmark	Community Boards/Community Committees
		\checkmark	Waikato-Tainui/Local hapuu Nga Uri o Tamainupo ki Whaingaroa Trust.
			Affected Communities
			Affected Businesses
			Other (Please Specify)

7. Next steps Ahu whakamua

If the preferred name is approved, the Developer will utilise this. If not, an alternative option will be used.

8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

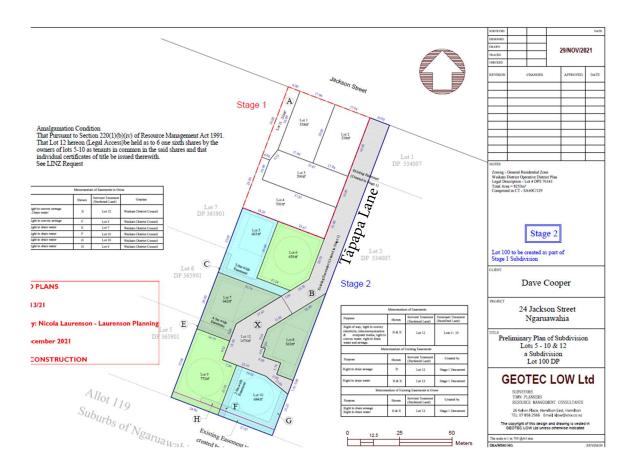
As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and the Infrastructure Committee's Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages (<i>Section 5.1</i>).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy (<i>Section 6.1</i>).	Low
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance (<i>Section 6.2</i>).	Confirmed
The report considers impact on Maaori (Section 5.5)	Confirmed
The report and recommendations are consistent with Council's plans and policies (<i>Section 5.4</i>).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities (<i>Section 5.3</i>).	Confirmed
 the report after consideration of the Council's Significance and Engagement Policy (<i>Section 6.1</i>). The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance (<i>Section 6.2</i>). The report considers impact on Maaori (<i>Section 5.5</i>) The report and recommendations are consistent with Council's plans and policies (<i>Section 5.4</i>). The report and recommendations comply with Council's 	Confirmed Confirmed Confirmed

9. Attachments Ngaa taapirihanga

Attachment 1 – Development Road Map

Attachment 2 – Ngaruawahia pre-approved road name list



ID	Name	Reason	Location of duplicate or similar sounding name in NZ	Classification exclusions and notes
<u>Note</u>	eworthy Persons			
	Morse	Morse family are long-time Ngaruawahia residents. Allan Morse was a Waikato DC Councillor for many years.	Napier, Christchurch	Seek Allan's permission
	Haggie	The Haggie whanau are long-time Ngaruawahia residents associated with the establishment of Turangawaewae Marae. The Haggie whanau were and still are active in town sports, especially rowing and rugby league.		Turangawaewae Marae asks that permission is sought from whanau.
	Tahapeehi	The Tahapeehi whanau are long-time residents of Ngaruawahia, still residents today and associated with the establishment of Turangawaewae Marae. This whanau was and still are very active in sports in the town, especially Rugby league.		Turangawaewae Marae asks that permission is sought from whanau.
	McBurney	Famous sporting family of Ngaruawahia, particularly rowing and horse racing	Mangere East, Auckland	Exclude title "place". Obtain family agreement.
<u>Astro</u>	ological themed nar	nes		
	Te Kokota	Hyades: the nearest open cluster to the Solar System in Greek mythology, the Hyades were the five daughters of Atlas and half-sisters to the Pleiades. After the death of their brother, Hyas, the weeping sisters were transformed into a cluster of stars that was afterwards associated with rain.		

ID	Name	Reason	Location of duplicate or similar sounding name in NZ	Classification exclusions and notes
<u>Nga</u>	ruawahia Native Plar	n <u>ts</u>		
	Hangehange	Grows locally. Geniostema ligustrifolium.	None.	
	Panakenake	Common name - Pratia. Grows locally. Lobelia angulata.	Way – Flat bush, Auckland	Exclude "Way"
	Parataniwha	Common name – NZ begonia. Grows locally.	None	
	Pate	Common name – Seven finger. Grows locally. Also known as Patete by Tainui.	Crescent – Favona, Auckland	Exclude "Crescent"
	Pohuehue	Common name – Large leaved muehlenbeckia. Grows locally.	Lane – Papakura, Auckland Suburb – Warkworth	Exclude "Lane"
	Puawhananga	Common name – White clematis. Grows locally.	None.	
	Wiwi	Knobby club rush. Grows locally.	None	



Open – Information only

Infrastructure Committee

Report title

То

Cyclone Gabrielle Recovery Update

Date: Report Author: Authorised by:

27 March 2023 Reece Turner, Recovery Manager Kurt Abbot, Executive Manager Projects & Innovation

1. Purpose of the report Te Take moo te puurongo

To update the Infrastructure Committee on the financial and social impacts on the Council and communities in the recovery phase of Cyclone Gabrielle.

2. Executive summary Whakaraapopototanga matua

This report entails a high-level overview of cyclone impacts to the built environment which includes private and public infrastructure. The report does not include the social and economic environments.

Repairs from Cyclones in our Roading and Open Spaces area will exceed current financial budgets which could result in a decrease level of service. Without a well thought out financial plan and funding solutions, psychosocial impacts of individuals and communities may be drawn out.

Funding solutions and specific work programme impacts will be reported on by the relevant Council department.

3. Staff recommendations Tuutohu-aa-kaimahi

That the Infrastructure Committee receives the Cyclone Gabrielle Recovery Update

4. Discussion Koorero whaimaarama

As per our requirements under the Emergency Management Act 2002, Council is required to improve and promote the sustainable management of hazards that contribute to the social, economic, cultural, and environmental well-being and safety of the public and the protection of property.

As part of our recovery from Cyclone Gabrielle, our Recovery Office is well underway at understanding the impacts of Cyclone Gabrielle on the built and natural environments. Our team is focusing on reducing any future exposure to hazards and their associated risks. It is important for us to note that the built environment impacts are contributing to the psychosocial impacts on individuals and communities particularly in the North of our district.

Due to the nature of Cyclone Gabrielle, we have seen and will continue to see detrimental impacts on private property (homes), roading, waters, parks and people/staff.

As of 28th March 2023, costs associated with remediation of damage sustained through the cyclone are estimated at the following:

Roading

Total Future Repair Costs (Estimate)	\$ <u>18,000,000.00</u>
Future repair costs 2024/2025	\$ <u>6,373,919.00</u>
Future repair costs 2023/2024	\$ 8,254,881.00
Future repair costs 2022/2023	\$ 4,255,880.00
Repair costs to date	\$ 2,200,000.00

As previously reported, Cyclone Gabrielle caused a number of slips, under slips, wash outs, fallen tree, damage to culverts and blockages of culverts.

It is important to note that the previous estimate of road network damage was initially estimated at \$5,000,000. However, after further detailed investigations alongside Waka Kotahi, the figure has been revised to better reflect the actual costs of repair. Funding solutions assumed through the long-term plan may require revisiting including future discussions with funding partner Waka Kotahi.

Work also continues to identify required resilience works and its cost to lifeline routes. This resilience work would aim to minimise disruption from future adverse weather events.

Open Spaces

Repair costs to date	\$ 326,453.00
Future repair costs	\$ <u>295,000.00</u>
Total Cost (Estimate)	\$ <u>621,453.00</u>

Due to the large volume of trees and branches that came down during both storms, additional contractors were required to manage to this work in an efficient way. As a result of this, general maintenance and levels of service were affected somewhat due to staff resources redirected to reactive storm damage work.

In addition to this, future repairs are required to reinstate access to Ruapuke and Waipa Esplanade track. These costs are estimated at \$ <u>621,453.00.</u>

Repair work has been completed at Port Waikato beach access, as below:



Water

Repair costs to date	\$ 123,452.00
Future repair costs	<u>\$ 60,000.00</u>
Total Cost (Estimate)	<u>\$ 183,452.00</u>

Remediation to existing stormwater infrastructure continues as well as investigation into the raising of levels of service to the Maunsell Road catchment.

Private property

Approximately 40 properties were impacted by the events with 20 yellow and red stickered. These properties are still undergoing Insurance and Earthquake Commission (EQC) processes. Council has commissioned a Geotech study of the entire Port Waikato hillside behind Maunsell Road. This study will help to inform gaps in information resulting from the EQC process as well as inform future planning activities.

Staffing

Due to the scale of Cyclone Gabrielle, Council was required to redeploy 17 staff to support the District's recovery efforts and help ensure the delivery of psychosocial support to our communities.

It needs to be acknowledged that some projects will need to be delayed due to staff being redirected to assist in the Response and Recovery teams. This was indicated in the Chief Financial Officer's report to Audit & Risk on 15 March 2023, "Staff are pulled from across the business to support emergency management activities. However, the amount of effort expended is unsustainable and has flow-on impacts for planned works".

Long Term Impacts

As a result of Cyclone Gabrielle, Council will see an estimated \$18,804,905.00 of damage across our infrastructure. As a result of this, it is expected that projects and maintenance, spends and levels of services are likely to be affected for the next 2-3 years due to the limited budget available for repairs. Due to the redeployment of work crews within Open Spaces and the Roading Alliance, parts of the works programmes have needed to be deferred.

At this stage it is unknown the future status of the private properties and what will entail a safe re-entry plan.

Detailed impacts on work programmes will be reported on by the relevant Council department.

5. Attachments Ngaa taapirihanga

There are no attachments for this report.



Open

То	Infrastructure Committee	
Report title	Exclusion of the Public	
Date:	4 April 2023	
Report Author:	Rosa Leahy, Democracy Advisor	
Authorised by:	Gaylene Kanawa, Democracy Manager	

1. Staff recommendations Tuutohu-aa-kaimahi

THAT the public be excluded from the following parts 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 are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
ltem PEX 2.1 Horotiu Industrial Park Development Update	Good reason to withhold exists under Section 6 or Section 7 Local Government Official	Section 48(1)(a)
ltem PEX 2.2 Te Kowhai – Acquisition of Land for Sports Fields	Information and Meetings Act 1987	

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:

Item No.	Section	Interest
ltem PEX 2.1	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a
Horotiu Industrial Park		person's commercial position.
Development Update	7(2)(c)(ii)	To protect information that is subject to an obligation of confidence and to protect the public interest.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.
ltem PEX 2.2 Te Kowhai – Acquisition of Land for Sports Fields	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.

2. Attachments Ngaa taapirihanga

There are no attachments for this report.