

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 9 JULY 2018** commencing at **1.15pm**.

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

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**2. CONFIRMATION OF STATUS OF AGENDA**

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### **GJ Ion CHIEF EXECUTIVE**

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**Open Meeting**

|                                 |                                      |
|---------------------------------|--------------------------------------|
| <b>To</b>                       | Waikato District Council             |
| <b>From</b>                     | Gavin Ion<br>Chief Executive         |
| <b>Date</b>                     | 13 June 2018                         |
| <b>Prepared by</b>              | Rose Gray<br>Council Support Manager |
| <b>Chief Executive Approved</b> | Y                                    |
| <b>Reference #</b>              | GOV1301                              |
| <b>Report Title</b>             | Confirmation of Minutes              |

**1. EXECUTIVE SUMMARY**

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To confirm the minutes of a meeting held on Monday 11 June 2018.

**2. RECOMMENDATION**

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**THAT the minutes of a meeting of Waikato District Council held on Monday 11 June 2018 be confirmed as a true and correct record of that meeting.**

**3. ATTACHMENTS**

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Minutes

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 11 JUNE 2018** commencing at **1.15pm.**

**Present:**

His Worship the Mayor, Mr AM Sanson (Chairperson)  
 Cr AD Bech  
 Cr DW Fulton  
 Cr SL Henderson  
 Cr SD Lynch  
 Cr RC McGuire  
 Cr FM McNally  
 Cr BL Main  
 Cr EM Patterson  
 Cr JD Sedgwick  
 Cr NMD Smith  
 Cr LR Thomson

**Attending:**

Mr GJ Ion (Chief Executive)  
 Mrs S O’Gorman (General Manager Customer Support)  
 Mr I Cathcart (General Manager Service Delivery)  
 Mr TG Whittaker (General Manager Strategy & Support)  
 Mrs R Gray (Council Support Manager)  
 Ms L Shirley (Zero Harm Manager)  
 Mr C Morgan (Economic Development Manager)  
 Mr D Ofoske (Electoral Officer)  
 Mr B MacLeod (Raglan Community Board Chair)  
 8 Members of Staff

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Crs McNally/Thomson)**

**THAT an apology be received from Cr Church and Cr Gibb.**

**CARRIED on the voices**

**WDC1806/01**

## **CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Sedgwick/Patterson)**

**THAT** the agenda for a meeting of the Waikato District Council held on Monday 11 June 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 8 which shall be considered with the public excluded;

**AND THAT** the Committee resolves that the following item be added to the agenda as a matter of urgency as advised by the Chairperson:

- **Appointment of Chief Executive as a Director to Strada Corporation Limited (Public Excluded).**

**CARRIED on the voices**

**WDC1806/02**

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

**Resolved: (Crs Main/Sedgwick)**

**THAT** the minutes of a meeting of the Waikato District Council held on Monday 14 May 2018 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**WDC1806/03**

## **CONFIRMATION OF EXTRAORDINARY MINUTES**

**Resolved: (Crs Fulton/Sedgwick)**

**THAT** the minutes of an extraordinary meeting of Waikato District Council to hear and consider submissions to the Long Term Plan Hearing held on Wednesday 16 May and continued on Thursday 17 May and Friday 18 May 2018 be confirmed as a true and correct record of that meeting subject to the editing of resolution no **WDC1805/16** [*Long Term Plan Consultation Document 2018-2028 and Fees and Charges 2018-2021 – Hearing and Deliberations*]

**from:**

***THAT the report from the Chief Executive be received;***

**AND THAT pursuant to sections 83 and 93 of the Local Government Act 2002, Council consider and, where requested, hear submissions to the Long Term Plan 2018-2028 Consultation Document and Fees and Charges 2018-2021;**

**AND FURTHER THAT subject to any amendments, the fees and Charges 2018-2021 will be recommended for final consideration and adoption by Council at its extraordinary meeting on 22 May 2018;**

**AND FURTHER THAT the final Long Term Plan 2018-2028 is updated in line with the amendments detailed in Appendix 5;**

**AND FURTHER THAT subject to any amendments, the Long Term Plan 2018-2028 will be recommended for final consideration and adoption by Council at its extraordinary meeting on 27 June 2018.**

to read:

**THAT the report from the Chief Executive be received;**

**AND THAT pursuant to sections 83 and 93 of the Local Government Act 2002, Council consider and, where requested, hear submissions to the Long Term Plan 2018-2028 Consultation Document and Fees and Charges 2018-2021;**

**AND FURTHER THAT subject to any amendments, the fees and Charges 2018-2021 will be recommended for final consideration and adoption by Council at its extraordinary meeting on 22 May 2018;**

**AND FURTHER THAT the final Long Term Plan 2018-2028 is updated in line with the amendments detailed in Appendix 5;**

**AND FURTHER THAT subject to any amendments, the Long Term Plan 2018-2028 will be recommended for final consideration and adoption by Council at its extraordinary meeting on 27 June 2018;**

**AND FURTHER THAT Council approve establishing a professional Council-appointed Waters Governance Board to provide three waters management as outlined as the preferred option (option 4) in council's 2018-28 LTP consultation document.**

**AND FURTHER THAT Council approve setting the Uniform Annual General Charge at \$351.96 as outlined as the preferred option (option 2) in Council's 2018-2028 Long Term Plan consultation document.**

**CARRIED on the voices**

**WDC1806/04**

## **CONFIRMATION OF EXTRAORDINARY MINUTES**

**Resolved: (Crs Main/Henderson)**

**THAT** the minutes of an extraordinary meeting of Waikato District Council held on Tuesday 22 May 2018 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**WDCI806/05**

## **COMMITTEE AND DEPARTMENTAL REPORTS**

### **Policy & Regulatory Committee**

Approval of Waikato District Council's Representation Review 2018 Initial Proposal  
Agenda Item 5.1.1

The Electoral Officer took the report as read and highlighted minor changes for clarification enabling the update of the recommendation.

**Resolved: (Crs McNally/Bech)**

**THAT** the report from the **General Manager Strategy & Support** be received;

**AND THAT** Council agree, in accordance with sections 19H and 19J of the Local Electoral Act 2001, to adopt as its initial proposal for the review of representation arrangements:

- I. **Waikato District Council to comprise 13 councillors elected under the ward system, plus the mayor elected at large;**
- II. **Waikato District Council be divided into 10 wards, these being:**
  - a. **Awaroa ki Tuakau Ward (2 councillors) being the existing ward comprising the area delineated on LGC-013-2013-W-2 deposited with the Local Government Commission with the exclusion of the north-eastern area east of Paparimu Road and the south-eastern area around Mercer, the proposed boundaries of which are shown on Attachment 1;**
  - b. **Eureka Ward (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-10 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 2;**
  - c. **Hukanui-Waerenga Ward (1 councillor), being the existing ward comprising the area delineated on LGC-013-2013-W-6 deposited with the Local Government Commission with the inclusion of an area to the north-east of Kopuka Road to State Highway 2, and an area along Jefferis Road the proposed boundaries of which are shown on Attachment 3;**

- d. **Huntly Ward (2 councillors)** being the existing ward comprising the area delineated on **LGC-013-2013-W-5** deposited with the Local Government Commission, with the inclusion of Rangiriri, the boundaries of which are shown on Attachment 4;
- e. **Newcastle Ward (1 councillor)** being the existing ward comprising the area delineated on **LGC-013-2013-W-9** deposited with the Local Government Commission, the boundaries of which are shown on Attachment 5;
- f. **Ngaruawahia Ward (2 councillors)** being the existing ward comprising the area delineated on **LGC-013-2013-W-7** deposited with the Local Government Commission, the boundaries of which are shown on Attachment 6;
- g. **Onewhero-Te Akau Ward (1 councillor)** being the existing ward comprising the area delineated on **LGC-013-2013-W-4** deposited with the Local Government Commission, the boundaries of which are shown on Attachment 7;
- h. **Raglan Ward (1 councillor)** being the existing ward comprising the area delineated on **LGC-013-2013-W-8** deposited with the Local Government Commission, the boundaries of which are shown on Attachment 8;
- i. **Tamahere Ward (1 councillor)** being the existing ward comprising the area delineated on **LGC-013-2013-W-11** deposited with the Local Government Commission, the boundaries of which are shown on Attachment 9;
- j. **Whangamarino Ward (1 councillor)** being the existing ward comprising the area delineated on **LGC-013-2013-W-3** deposited with the Local Government Commission with the inclusion of an area east of Paparimu Road and the south-eastern area around Mercer (from the current Awaroa ki Tuakau Ward), and the exclusion of an area to the north east of Kopuka Road to State Highway 2, plus an area along Jefferis Road and Rangiriri, the proposed boundaries of which are shown on Attachment 10;

**III. five community boards electing 30 members, these being:**

- a. **Huntly Community Board (6 members elected from the community at large, plus two councillors representing the Huntly Ward as appointed by Council)** being the existing community board area comprising the area delineated on **LGC-013-2013-Com-2** deposited with the Local Government Commission, the boundaries of which are shown on Attachment 11;
- b. **Ngaruawahia Community Board (6 members elected from the community at large, plus two councillors representing the Ngaruawahia Ward as appointed by Council)** being the existing community board area comprising the area delineated on **LGC-013-2013-Com-4** deposited with the Local Government Commission, the boundaries of which are shown on Attachment 12;



- c. **Raglan Community Board (6 members elected from the community at large, plus one councillor representing the Raglan Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-5 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 13;**
  - d. **Taupiri Community Board (6 members elected from the community at large plus two councillors representing the Ngaruawahia Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-3 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 14;**
  - e. **Tuakau Community Board (6 members elected from the community at large, plus two councillors representing the Awaroa ki Tuakau Ward as appointed by Council) being the area comprising the land around the township of Tuakau, north of the Waikato River to the Territorial Authority Boundary. The Easter boundary is along Ridge Road. The Western boundary is along Wright Road, Parker Lane and Friedlander Road, the proposed boundaries of which are shown on Attachment 15;**
- IV. The reason the total number of councillors is proposed to remain at 13 (plus the mayor) is to provide effective representation to Waikato District residents and ratepayers (ensuring accessibility to a large and diverse area made up of populated towns and villages and sparsely populated rural areas);**
- V. The reasons for the minor ward boundary alterations in the north of the district are to better reflect fairer representation and to ensure the wider Mercer community is located in one ward;**

**AND FURTHER THAT Council approve the Waikato District Council's Representation Review 2018 Initial Proposal for consultation starting 20 June 2018 and closing 1 August 2018.**

**CARRIED on the voices**

**WDC1806/06**

Receipt of Policy & Regulatory Committee Minutes  
Agenda Item 5.1.2

**Resolved: (Crs Sedgwick/Patterson)**

**THAT the minutes of the Policy & Regulatory Committee meeting held on Tuesday 15 May 2018 be received.**

**CARRIED on the voices**

**WDC1806/07**

P&R1805/05 - Proposed Dangerous, Affected and Insanitary Buildings Policy 2018**Resolved: (Crs Sedgwick/Main)****THAT Council approve the proposed Dangerous, Affected and Insanitary Buildings Policy and Statement of Proposal for consultation between 18 June 2018 and 18 July 2018 with a hearing date scheduled for 1 August 2018.****CARRIED on the voices****WDC1806/08**Zero Harm

Agenda Item 5.1.3

The Zero Harm Manager took the report as read and highlighted key issues. She answered questions in general on health and safety matters raised.

- Leadership Training for Small and Medium organisations is being undertaken as a pilot programme for the Business Leaders Health & Safety Forum. This is based on 2-day Workshops
- On road driving is one of our critical risks. A bowtie has been developed and attention will now focus on ensuring the controls are in place.
- Management of Asbestos – A discussion ensued about how asbestos could be managed with Hall Committees. Staff have been advocating for any work being undertaken on halls to be referred back to staff to assist with asbestos inspection before the work is undertaken. Councillors were unhappy with this approach as they believe that Hall Committees are competent and will use common sense around any asbestos. The Chief Executive identified that most of our halls, due to their age, are likely to contain asbestos. He also pointed out that any work undertaken with regards asbestos requires specialised skills. Awareness training is planned for the end of the month.
- A question on overspeed trends was raised and an analysis is being undertaken.

**Resolved: (Crs Smith/Patterson)****THAT the report of the Chief Executive be received.****CARRIED on the voices****WDC1806/09**Receipt of Hearing Minutes

Agenda Item 5.1.4

**Resolved: (Crs Smith/Sedgwick)****THAT the minutes of a hearing for Te Kauwhata Land Limited held on Wednesday 21 February 2018 be received.****CARRIED on the voices****WDC1806/10**

'Te Kopua Camp Reserve' – Proposed Change of Name to 'Papahua Recreation Reserve'  
Agenda Item 5.1.5

**Resolved: (Crs McInally/Bech)**

**THAT the report from the Chief Executive be received;**

**AND THAT the name of the reserve known as 'Te Kopua Camp Reserve', legally described as Part Papahua No 2 Block and Section 2 Block 1 Karioi Survey District, and gazette as 'Raglan Recreation Reserve' be changed;**

**AND FURTHER THAT the process of changing the name of 'Raglan Recreation Reserve' to 'Papahua Recreation Reserve' be commenced.**

**CARRIED on the voices**

**WDC1806/11**

**Strategy & Finance Committee**

Receipt of Strategy & Finance Committee Minutes  
Agenda Item 5.2.1

**Resolved: (Crs Bech/Sedgwick)**

**THAT the minutes of Strategy & Finance Committee meeting held on 23 May 2018 be received.**

**CARRIED on the voices**

**WDC1806/12**

S&FI805/04 – Risk Assessment of Council Organisations' Draft Statements of Intent

**Resolved: (Crs Bech/McInally)**

**THAT any Audit & Risk Committee feedback be incorporated in Council's response to the draft Statements of Intent for Council Controlled Organisations.**

**CARRIED on the voices**

**WDC1806/13**

S&FI805/05 – Treasury Risk Management Policy – Compliance Report as at 31 March 2018

**Resolved: (Crs Bech/Patterson)**

**THAT Council accept the breach of the counterparty credit risk limit as the non-compliance is not material.**

**CARRIED on the voices**

**WDC1806/14**

Risk Appetite Statement  
Agenda Item 5.2.2

**Resolved: (Crs Bech/Henderson)**

**THAT the report from the General Manager Strategy & Support be received;**

**AND THAT Council adopts the Risk Appetite Statement.**

**CARRIED on the voices**

**WDCI806/15**

Independent Audit & Risk Committee Chair  
Agenda Item 5.2.3

**Resolved: (Crs Fulton/Lynch)**

**THAT the report from the General Manager Strategy & Support be received;**

**AND THAT Council confirm an extension to Margaret Devlin's contract as Audit & Risk Committee Chairperson for a period of three years.**

**CARRIED on the voices**

**WDCI806/16**

**Infrastructure Committee**

Receipt of Infrastructure Committee Minutes  
Agenda Item 5.3.1

**Resolved: (Crs Fulton/Patterson)**

**THAT the minutes of Infrastructure Committee meeting held on Tuesday 22 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/17**

INF1805/07 – Finalisation of a Cost-Share Agreement for Enhanced Wastewater and Stormwater Infrastructure

**Resolved: (Crs Fulton/Patterson)**

**THAT Council accept the methodology used in the preparation of the cost-share agreement, allowing payment of invoices received;**

**AND THAT the cost-share agreement be finalised accordingly and executed by the parties;**

**AND FURTHER THAT** the \$436,873.63 (GST exclusive) Council share of Jetco costs be funded from the reserves and project budget as detailed in Table 2 of the agenda report.

**CARRIED on the voices**

**WDCI806/18**

INF1805/10 – Lease or Sale of Part Les Batkin Reserve Tuakau

**Resolved: (Crs Fulton/Henderson)**

**THAT** the request to lease on commercial terms, part of the Les Batkin Reserve at Tuakau (being part Lot 1 DP 49604, held in CT NA2075/4) be declined.

**CARRIED on the voices**

**WDCI806/19**

**Discretionary & Funding Committee**

Receipt of Discretionary & Funding Committee Minutes  
Agenda Item 5.4.1

**Resolved: (Crs Lynch/Thomson)**

**THAT** the minutes of the meeting of the Discretionary & Funding Committee held on Monday 14 May 2018 be received.

**CARRIED on the voices**

**WDCI806/20**

**COMMUNITY BOARD MINUTES**

Receipt of Onewhero-Tuakau Community Board Minutes  
Agenda Item 6.1

**Resolved: (Crs Lynch/Henderson)**

**THAT** the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 7 May 2018 be received.

**CARRIED on the voices**

**WDCI806/21**

Receipt of Taupiri Community Board Minutes  
Agenda Item 6.2

**Resolved: (Crs Patterson/Thomson)**

**THAT the minutes of a meeting of the Taupiri Community Board held on Monday 14 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/22**

Receipt of Raglan Community Board Minutes  
Agenda Item 6.3

**Resolved: (Crs Thomson/Lynch)**

**THAT the minutes of the Raglan Community Board meeting held on Tuesday 8 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/23**

Receipt of Ngaruawahia Community Board Minutes  
Agenda Item 6.4

**Resolved: (Cr Patterson/His Worship the Mayor)**

**THAT the minutes of the meeting of the Ngaruawahia Community Board held on Tuesday 8 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/24**

Receipt of Huntly Community Board Minutes  
Agenda Item 6.5

**Resolved: (Crs McInally/Lynch)**

**THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 15 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/25**

## **COMMUNITY COMMITTEE MINUTES**

Receipt of Te Kauwhata Community Committee Minutes  
Agenda Item 7.1

**Resolved: (Crs Sedgwick/Lynch)**

**THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 2 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/26**

Receipt of Meremere Community Committee Minutes  
Agenda Item 7.2

**Resolved: (Crs Sedgwick/Lynch)**

**THAT the minutes of the meeting of the Meremere Community Committee held on Thursday 10 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/27**

Receipt of Tamahere Community Committee Minutes  
Agenda Item 7.3

**Resolved: (Crs Bech/Patterson)**

**THAT the minutes of a meeting of the Tamahere Community Committee held on Monday 7 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/28**

Receipt of Pokeno Community Committee Minutes  
Agenda Item 7.4

**Resolved: (Crs**

**THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 8 May 2018 be received.**

**CARRIED on the voices**

**WDCI806/29**

**EXCLUSION OF THE PUBLIC**

Agenda Item 8

**Resolved: (Crs Thomson/Smith)****THAT the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:****Confirmation of Minutes dated Monday 14 May 2018****Confirmation of Extraordinary Minutes dated Tuesday 22 May 2018****Receipt of Minutes:**

- **Strategy & Finance Committee dated Wednesday 23 May 2018**
- **Infrastructure Committee dated Tuesday 22 May 2018**

**REPORTS****a. Chief Executive's Issues**

**This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:**

**Reason for passing this resolution to withhold exists under:**      **Ground(s) under section 48(1) for the passing of this resolution is:**

**Section 7(2)(f)(g)(h)(i)(j)****Section 48(1)(a)(d)****b. Appointment of Chief Executive as a Director to Strada Corporation Limited**

**This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:**

**Reason for passing this resolution to withhold exists under:**      **Ground(s) under section 48(1) for the passing of this resolution is:**

**Section 7(2)(a)****Section 48(1)(3)(d)****CARRIED on the voices****WDC1806/30**

*Resolutions WDC1806/31 – WDC1806/39 are contained in the public excluded section of these minutes.*



Having concluded the public excluded meeting the following item was released into open meeting:

**REPORTS (Continued)**

Appointment of Chief Executive as a Director of Strada  
Add.Item

It was resolved [*Res No WDC1806/38*] during the public excluded section of the meeting that the following resolution be released into open meeting, but the report remain confidential and unavailable to the public.

*'Resolved: (Crs Smith/Bech)*

*THAT the report from the Chief Executive be received;*

*AND THAT Gavin John Ion be appointed as a Director of Strada Corporation;*

*AND FURTHER THAT Tony Grant Whittaker be appointed as a Director of Strada to take effect when Peter De Luca resigns;*

*AND FURTHER THAT the resolution be released into open meeting but the report remain confidential and unavailable to the public.*

*CARRIED'*

There being no further business the meeting was declared closed at 4.07pm.

Minutes approved and confirmed this    day of    2018.

AM Sanson  
**CHAIRPERSON**

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### **Open Meeting**

|                                 |                                       |
|---------------------------------|---------------------------------------|
| <b>To</b>                       | Waikato District Council              |
| <b>From</b>                     | Gavin Ion<br>Chief Executive          |
| <b>Date</b>                     | 28 June 2018                          |
| <b>Prepared by</b>              | Rose Gray<br>Council Support Manager  |
| <b>Chief Executive Approved</b> | Y                                     |
| <b>Reference #</b>              | GOV1301                               |
| <b>Report Title</b>             | Confirmation of Extraordinary Minutes |

### **1. EXECUTIVE SUMMARY**

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To confirm the minutes of an extraordinary meeting held on Wednesday 27 June 2018.

### **2. RECOMMENDATION**

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**THAT** the minutes of an extraordinary meeting of **Waikato District Council** held on **Wednesday 27 June 2018** be confirmed as a true and correct record of that meeting.

### **3. ATTACHMENTS**

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Minutes

**MINUTES** of an extraordinary meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 27 JUNE 2018** commencing at **1.04pm.**

**Present:**

His Worship the Mayor, Mr AM Sanson (Chairperson)  
 Cr AD Bech  
 Cr JA Church  
 Cr DW Fulton  
 Cr JM Gibb  
 Cr SL Henderson  
 Cr SD Lynch  
 Cr RC McGuire  
 Cr FM McNally  
 Cr BL Main  
 Cr EM Patterson  
 Cr JD Sedgwick  
 Cr NMD Smith

**Attending:**

Mr T Whittaker (General Manager Strategy & Support)  
 Mrs RJ Gray (Council Support Manager)  
 Mr S Thompson (Financial Operations Team Leader)  
 26 Members of Staff

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Crs Patterson/Gibb)**

**THAT** an apology be received from Cr Thomson.

**CARRIED on the voices**

**WDC1806/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Sedgwick/Lynch)**

**THAT** the agenda for the extraordinary meeting of the Waikato District Council held on Wednesday 27 June 2018 be confirmed and 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.

**CARRIED on the voices**

**WDC1806/02**

## **DISCLOSURES OF INTEREST**

Cr Fulton, Cr Gibb and Cr Sedgwick advised members that they would declare a non-financial conflict of interest in item 4.2 [*Approval of the Proposed Waikato District Plan (Phase One) for Notification*].

Cr Smith advised members that he would declare a non-financial conflict of interest in item 4.2 [*Development Contributions Policy and Associated Appendices 2018/19 for Review and Adoption*].

## **COMMITTEE AND DEPARTMENTAL REPORTS**

### **Policy & Regulatory Committee**

Receipt of Policy & Regulatory Committee Minutes  
Agenda Item 4.1

**Resolved: (Crs Sedgwick/Fulton)**

**THAT the minutes of a Hearing the Policy & Regulatory Committee meeting to hear and consider submissions on the 2018-2024 Waikato District Council Waste Management Plan held on Wednesday 13 June 2018 be received.**

**CARRIED on the voices**

**WDCI806/03**

P&R1806/04 - 2018-2024 Waikato District Council Waste Management Plan

**Resolved: (Crs Sedgwick/Fulton)**

**THAT the 2018-2024 Waikato District Council Waste Management Plan be recommended for final consideration and adoption by Council at its extraordinary meeting on 27 June 2018.**

**CARRIED on the voices**

**WDCI806/04**

### **Strategy & Finance Committee**

Receipt of Strategy & Finance Committee Minutes  
Agenda Item 4.2

**Resolved: (Crs Gibb/Patterson)**

**THAT the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 27 June 2018 be received.**

**CARRIED on the voices**

**WDCI806/05**

S&FI806/05 - Adoption of the Long Term Plan 2018-28

The General Manager Strategy & Support advised that audit clearance had been received and an unmodified opinion will be provided by Audit NZ.

**Resolved: (Crs Gibb/Lynch)**

**THAT subject to audit clearance, Council adopts the Long Term Plan 2018-2028 in accordance with Section 93 of the Local Government Act 2002;**

**AND THAT Council approves the debt projections contained within the Long Term Plan (including the Housing Infrastructure Fund interest free loan).**

**CARRIED on the voices**

**WDCI806/06**

Cr Church requested her dissenting vote be recorded.

S&FI806/06 - Approval of the Proposed Waikato District Plan (Phase One) for Notification

Cr Fulton, Cr Gibb and Cr Sedgwick declared a conflict of interest and withdrew to the public gallery. They did not take part in discussion or vote on this item.

Cr Smith stood to thank the policy planning staff involved for the tremendous contribution they had made to the proposed district plan. Thanks were also expressed from His Worship the Mayor recognising the commitment and pressure of the staff to meet the deadline for this major project. It was noted that this was a broad-based outcome and acknowledged the efforts of other staff also such as the Consents and GIS teams. Councillors were also acknowledged for the collaborative effort with the staff and the vision for liveable, thriving and connected communities to deliver the Plans of Council. Councillors also recognised the commitment of the staff having amalgamated the Waikato District Plan with the Franklin District Plan. This is the completion of the transition. His Worship the Mayor signed off the Proposed District Plan.

**Resolved: (Cr Smith/His Worship the Mayor)**

**THAT Council approves the Proposed Waikato District Plan (Phase One) – including the associated Planning Maps for notification on 18 July 2018 pursuant to Sections 73 and 79 of the Resource Management Act 1991 (“RMA”) and Clause 5 of Part I of the Schedule I of the RMA;**

**AND THAT any amendments to correct any minor errors, including numbering, grammar, cross referencing, hyperlinking and mapping, may be undertaken prior to notification on 18 July 2018, subject to:**

- a. **The changes being minor corrections that do not change the effect and/or meaning of any provisions; and**
- b. **A record of all changes and the reason for the change is kept and is to be made available on request;**

**AND FURTHER THAT** the Section 32 Evaluation reports also be made available to the public at the same time that the Proposed Waikato District Plan (Phase One) is notified;

**AND FURTHER THAT** Council confirms that, in accordance with Clause 4A of Part I of Schedule I of the RMA, a full copy of the draft proposed district plan has been provided to the following identified iwi authorities (as the representatives of their respective hapuu) within the district for consideration of the draft provisions and to provide advice on the draft provisions:

- Waikato-Tainui
- Ngati Tamaoho
- Ngati Maniapoto
- Tainui Awhiro and
- Hauraki Collective;

**AND FURTHER THAT** Council has had particular regard to the advice received on the draft proposed district plan from those iwi authorities before notifying the draft plan;

**AND FURTHER THAT** the submission period be open for 60 workings days from the date of notification;

**AND FURTHER THAT** the formal Council seal be applied to the Proposed Waikato District Plan (Phase One) and be signed by His Worship The Mayor and the Chief Executive once the resolution of the Strategy & Finance Committee is approved by Council and prior to notification;

**AND FURTHER THAT** Council notes that Phase Two of the Proposed Waikato District Plan – climate change and natural hazards provisions – will be notified in early 2019.

**CARRIED unanimously**

**WDCI806/07**

[Noting the abstentions of Cr Gibb, Cr Fulton and Cr Sedgwick].

S&FI806/07 - Private Plan Change 20 Lakeside Development – Operative Date

**Resolved: (Crs Gibb/McInally)**

**THAT** pursuant to clause 20 in Schedule I of the Resource Management Act 1991, public notice is given that declares the provisions in Plan Change 20 Lakeside Developments to the Waikato District Plan (Waikato Section) operative with effect from 13 July 2018.

**CARRIED on the voices**

**WDCI806/08**

S&F1806/08 - Master Planning – Proposed Approach

**Resolved: (Crs Gibb/Bech)**

**THAT Council adopts the ‘Proposal for Waikato District Blueprint Waikato District Council’ by Urbanismplus Ltd with Prosperous Places Ltd, Brisbane;**

**AND THAT Council approves the Chief Executive to reallocate the Long Term Plan 2018-2028 budget for Master Planning as appropriate to fund this proposal.**

**CARRIED on the voices**

**WDC1806/09**

S&F1806/09 - Development Contributions Policy and Associated Appendices 2018/2019 for Review and Adoption

Cr Smith declared a conflict of interest and took no part in discussion or voting on this item.

**Resolved: (Crs Gibb/Fulton)**

**THAT Council adopts the amended draft Development Contributions Policy 2018/19 and the related appendices.**

**CARRIED on the voices**

**WDC1806/10**

**REPORTS**Rates Resolution 2018

Agenda Item 5.1

**Resolved: (Crs Fulton/Smith)**

**THAT the report from the General Manager Strategy & Support be received;**

**AND THAT the Waikato District Council hereby resolves that the rates set out in the table below be set under the Local Government (Rating) Act 2002 (“the Act”) for the financial year commencing on 1 July 2018 and ending on 30 June 2019;**

# Rates for the financial year commencing 1 July 2018 to 30 June 2019

All figures are inclusive of GST

| Source   | Category  | Funding   | Basis of Rating   | LTP<br>2018/19<br>\$ |
|--|---|---|---|----------------------|
| General Rate   |   | Work program as highlighted in the long term plan including Animal Control, Community and Safety, Corporate and Council Leadership, Environmental Health, Community Liason, Libraries, Parks and Reserves, Resource Management, Rooding, Solid Waste management, Stormwater, Wasterwater and Water Supply.  | Uniform rate in the dollar of capital value   | 0.0020544            |
| Uniform annual general charge (UAGC)   | All rateable land in the district                         | People related activities including but not limited to libraries, parks and reserves, public cemeteries, public swimming pools, public toilets, community centres, community liaison, grants and donations, safer communities, animal control, civil defence and safety, building control, environmental health, resource management planning environmental consents planning area offices and democracy/ local government. | Fixed amount per rating unit  | 351.96               |
| Targeted community facilities rates (apply to all rating units within each ward catchment area). | Huntly Community Facilities (urban catchment)             | Covers the cost of maintenance and operation of community facilities.   | Fixed amount per rating unit  | 42.00                |
|  | Ngaruawahia Community Facilities                          |   |   | 25.00                |
|  | Raglan Community Facilities                               |   |   | 25.00                |
| Huntly pool rural  | Based on location of rating unit in catchment area        | Covers the cost of maintenance and operation of community facilities.   | Fixed amount per rating unit  | 16.00                |
| Tamahere Recreation Reserve  | Based on location of rating unit within the Tamahere Ward | Covers the cost of loan interest and additional operational costs for the above average level of service of the Tamahere Recreation Reserve   | Fixed amount per separately used or inhabited part of a rating unit used for residential purposes | 38.00                |



# Rates for the financial year commencing 1 July 2018 to 30 June 2019

All figures are inclusive of GST

| Source   | Category         | Funding  | Basis of Rating                          | LTP<br>2018/19<br>\$ |
|--|------------------|--|--|----------------------|
| Targeted hall or community centre rates (apply to all rating units within each hall catchment area). | Te Kohanga       | Covers the cost of maintenance and operation of halls, other facilities and community centres. | Uniform rate in the dollar of land value | 0.000026             |
|  | Aka Aka          |  | 35.00                                    |                      |
|  | Eureka           |  | 35.00                                    |                      |
|  | Glen Murray      |  | 50.00                                    |                      |
|  | Gordonton        |  | 26.00                                    |                      |
|  | Horsham Downs    |  | 35.00                                    |                      |
|  | Karioitahi       |  | 28.74                                    |                      |
|  | Mangatangi       |  | 30.00                                    |                      |
|  | Mangatawhiri     |  | 58.50                                    |                      |
|  | Maramarua        |  | 24.00                                    |                      |
|  | Matangi          |  | 24.00                                    |                      |
|  | Meremere         |  | 24.00                                    |                      |
|  | Naike            |  | 40.89                                    |                      |
|  | Ohinewai         |  | 24.00                                    |                      |
|  | Opuatia          |  | 32.00                                    |                      |
|  | Orini            |  | 26.00                                    |                      |
|  | Otaua            |  | 50.00                                    |                      |
|  | Pokeno           |  | 23.00                                    |                      |
|  | Port Waikato     |  | 25.00                                    |                      |
|  | Pukekawa         |  | 40.00                                    |                      |
|  | Puketaha         |  | 38.00                                    |                      |
|  | Ruawaro          |  | 29.00                                    |                      |
|  | Tamahere         |  | 70.00                                    |                      |
|  | Taupiri          |  | 24.00                                    |                      |
|  | Tauwhare         |  | 30.00                                    |                      |
|  | Te Akau/Waingaro |  | 32.00                                    |                      |
|  | Te Hoe           |  | 30.00                                    |                      |
|  | Te Kowhai        |  | 50.00                                    |                      |
| Te Mata  | 24.00            |  |  |                      |
| Tuakau   | 46.13            |  |  |                      |
| Whangarata   | 46.00            |  |  |                      |
| Waikaretu  | 50.00            |  |  |                      |
| Whitikahu  | 53.00            |  |  |                      |

# Rates for the financial year commencing 1 July 2018 to 30 June 2019

All figures are inclusive of GST

| Source  | Category  | Funding   | Basis of Rating   | LTP<br>2018/19<br>\$ |
|---|---|---|---|----------------------|
| Tuakau refuse and recycling collection        | Rating units within serviced areas  | Covers the cost of refuse and recycling collection where the service is provided. | Fixed amount per wheeie bin.  | 160.00               |
| Glen Murray recycling collection              | Residential rating units within serviced areas.   |   | Fixed amount per separately used or inhabited part of a rating unit | 57.27                |
| Raglan recycling collection                   | Residential rating units within serviced areas.   |   | Fixed amount per separately used or inhabited part of a rating unit | 116.67               |
| Te Mata/Te Uku recycling collection points    | Residential rating units within serviced areas.   |   | Fixed amount per separately used or inhabited part of a rating unit | 42.25                |
| District wide refuse and recycling collection | Residential rating units within serviced areas. ( Eureka, Glen Afton/Pukemiro, Gordonton and surrounds, Horotiu, Horsham Downs, Huntly and surrounds, Meremere, Ngaruawahia and surrounds, Pukekawa, Rangiriri and surrounds, Rotokauri, Tamahere and surrounds, Taupiri and surrounds, Te Kauwhata and surrounds, Te Kowhai, Whatawhata) |   | Fixed amount per separately used or inhabited part of a rating unit | 160.00               |
| Water Supply - Non metered                    | Serviceable properties in the urban centres of Huntly, Ngaruawahia, Pokeno and Raglan.  |   | Fixed amount per rating unit  | 223.45               |
| Water Supply - Metered                        | Metered rating units in serviced areas  | District wide water activities as per the long term plan.                         | Fixed amount per separately used or inhabited part of a rating unit | 223.45               |
|   |   |   | Charge Per cubic metre of water consumed (as measured by meter).    | 1.89                 |

# Rates for the financial year commencing 1 July 2018 to 30 June 2019

All figures are inclusive of GST

| Source     | Category  | Funding               | Basis of Rating   | LTP<br>2018/19<br>\$ |
|------------|---|-----------------------|---|----------------------|
| Wastewater | Residential - connected   | Wastewater activities | Fixed amount per separately used or inhabited part of a rating unit                         | 1,021.29             |
|            | Residential - available (not connected but within 30 metres of a public wastewater drain - to which it is capable of effectively being connected)                                       |                       | Fixed amount per rating unit  | 510.64               |
|            | Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected |                       | Fixed amount per separately used or inhabited part of a rating unit for the first two pans. | 1,021.29             |
|            | Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected |                       | Additional fixed amount per pan for the third and any subsequent pans.                      | 102.13               |
|            | Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected  |                       | Fixed amount per separately used or inhabited part of a rating unit for the first two pans. | 1,021.29             |
|            | Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected  |                       | Additional fixed amount per pan for the third and any subsequent pans.                      | 204.25               |
|            | Non residential/commercial - Commercial - Connected   |                       | Fixed amount per separately used or inhabited part of a rating unit for the first two pans. | 1,021.29             |
|            | Non residential/commercial - Commercial - Connected   |                       | Additional fixed amount per pan for the third and any subsequent pans.                      | 510.64               |

# Rates for the financial year commencing 1 July 2018 to 30 June 2019

All figures are inclusive of GST

| Source                                  | Category  | Funding  | Basis of Rating                                 | LTP<br>2018/19<br>\$ |
|---|---|--|---|----------------------|
| Urban Stormwater                        | Rating units within the stormwater catchment areas for which the service is available (Horotiu, Huntly, Matangi, Meremere, Ngaruawahia, Pokeno, Port Waikato, Raglan, Taupiri, Te Kauwhata and Tuakau). | District wide stormwater activities as per the long term plan.         | Fixed amount per rating unit                    | 167.28               |
| Tamahere rural stormwater               | Rating units within the Tamahere stormwater catchment area.   | Tamahere rural stormwater activities                                   | Fixed amount per rating unit                    | 29.11                |
| Tamahere land drainage                  | Rating units within the Tamahere land drainage catchment area.  | Land drainage activities.  | Amount per hectare of land area                 | 6.59                 |
| Community Boards                        | Huntly ward   | Direct costs of operating all the community boards within the district | Fixed amount per rating unit                    | 20.02                |
|   | Ngaruawahia ward  |  |   | 20.02                |
|   | Onewhero-Tuakau ward  |  |   | 20.02                |
|   | Raglan ward   |  |   | 20.02                |
|   | Taupiri ward  |  |   | 20.02                |
| Te Ohaki Capital Water Scheme           | Connected properties in scheme area   | Covers the capital cost and interest charges of the work.              | Loan Instalments - Fixed amount per connection. | 379.87               |
| Pokeno Capital Wastewater Scheme        | Connected properties in scheme area   | Covers the capital cost and interest charges of the work.              | Loan Instalments - Fixed amount per connection. | 1,813.87             |
| Te Ohaki Capital Wastewater Scheme      | Connected properties in scheme area   | Covers the capital cost and interest charges of the work.              | Loan Instalments - Fixed amount per connection. | 359.31               |
| Te Ohaki Capital Wastewater Scheme      | Connected Marae in scheme area  | Covers the capital cost and interest charges of the work.              | Loan Instalments - Fixed amount per connection. | 5,702.25             |
| Tauwhare Pa Capital Wastewater Scheme   | Connected properties in scheme area   | Covers the capital cost and interest charges of the work.              | Loan Instalments - Fixed amount per connection. | 517.45               |
| Whaanga Coast Capital Wastewater Scheme | Connected properties in scheme area   | Covers the capital cost and interest charges of the work.              | Loan Instalments - Fixed amount per connection. | 1,931.31             |

**AND FURTHER THAT the Waikato District Council resolves that rates for the 2018/19 year (excluding water by meter rates) shall be due in three equal instalments as follows:**

**First Instalment            24 September 2018**

**Second Instalment        23 January 2019**

**Third Instalment           23 May 2019**

**AND FURTHER THAT the Waikato District Council resolves that water by meter rates shall be invoiced separately and payable in two instalments each year. For the 2018/19 financial year, the meter reading dates and the payment due dates of instalments for each area are:**

| <b>Area</b>        | <b>Reading Date 1</b> | <b>Payment Due Date 1</b> | <b>Reading Date 2</b> | <b>Payment Due Date 2</b> |
|--------------------|-----------------------|---------------------------|-----------------------|---------------------------|
| Ngaruawahia        | July 2018             | 07 September 2018         | January 2019          | 08 March 2019             |
| Taupiri            | July 2018             | 07 September 2018         | January 2019          | 08 March 2019             |
| Horotiu            | July 2018             | 07 September 2018         | January 2019          | 08 March 2019             |
| Huntly             | August 2018           | 05 October 2018           | February 2019         | 05 April 2019             |
| North Waikato      | September 2018        | 09 November 2018          | March 2019            | 10 May 2019               |
| Port Waikato       | September 2018        | 09 November 2018          | March 2019            | 10 May 2019               |
| Onewhero           | September 2018        | 09 November 2018          | March 2019            | 10 May 2019               |
| Tuakau             | September 2018        | 09 November 2018          | March 2019            | 10 May 2019               |
| Pokeno             | September 2018        | 09 November 2018          | March 2019            | 10 May 2019               |
| Southern Districts | October 2018          | 07 December 2018          | April 2019            | 07 June 2019              |
| Western Districts  | October 2018          | 07 December 2018          | April 2019            | 07 June 2019              |
| Raglan             | November 2018         | 04 January 2019           | May 2019              | 05 July 2019              |
| Te Akau            | November 2018         | 04 January 2019           | May 2019              | 05 July 2019              |

**AND FURTHER THAT the Waikato District Council authorises the following penalty regime on unpaid rates (including water by meter rates):**

- i) A penalty of 10% on so much of any rates instalment that has been assessed after 1 July 2018 and which is unpaid after the due date for payment, to be applied on the penalty dates as follows:**

**First instalment            25 September 2018**

**Second instalment        24 January 2019**

**Third instalment           24 May 2019**

- ii) **A penalty of 10% on so much of any water by meter instalment that has been assessed after 1 July 2018 and which is unpaid after the due date for payment. The penalty dates for the water instalments are as follows:**

| <b>Area</b>        | <b>Penalty date 1</b> | <b>Penalty date 2</b> |
|--------------------|-----------------------|-----------------------|
| Ngaruawahia        | 10 September 2018     | 11 March 2019         |
| Taupiri            | 10 September 2018     | 11 March 2019         |
| Horotiu            | 10 September 2018     | 11 March 2019         |
| Huntly             | 08 October 2018       | 08 April 2019         |
| North Waikato      | 12 November 2018      | 13 May 2019           |
| Port Waikato       | 12 November 2018      | 13 May 2019           |
| Onewhero           | 12 November 2018      | 13 May 2019           |
| Tuakau             | 12 November 2018      | 13 May 2019           |
| Pokeno             | 12 November 2018      | 13 May 2019           |
| Southern Districts | 10 December 2018      | 10 June 2019          |
| Western Districts  | 10 December 2018      | 10 June 2019          |
| Raglan             | 07 January 2019       | 08 July 2019          |
| Te Akau            | 07 January 2019       | 08 July 2019          |

- iii) **A penalty of 10% on so much of any rates or metered water rates assessed before 30 June 2018 which remain unpaid on 1 July 2018. The penalty date is 1 July 2018.**
- iv) **A further penalty of 10% on any rates or metered water rates to which a penalty has been added on 1 July 2018 if the rates remain unpaid. The penalty date is 1 January 2019;**

**AND FURTHER THAT Waikato District Council sends a copy of the resolution to the secretary of Local Government within 20 working days of these decisions.**

**CARRIED on the voices**

**WDC1806/11**

Cr Church requested her dissenting vote be recorded.

**EXCLUSION OF THE PUBLIC**

Agenda Item 5

**Resolved: (Crs Patterson/Gibb)****THAT** the report of the Chief Executive be received;**AND THAT** the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:**Receipt of Minutes:**

- **Strategy & Finance Committee dated 27 June 2018.**

**REPORTS****a. Library Service Level Agreement Hamilton City Council**

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

**Reason for passing this resolution to withhold exists under:**                      **Ground(s) under section 48(1) for the passing of this resolution is:**

**Section 7(2) (f) (i)(ii) (i)****Section 48(1)(3)****CARRIED on the voices****WDC1806/12**

*Resolution nos WDC1806/13 to WDC1806/18 are contained in the public excluded section of these minutes.*

Having resumed open meeting and there being no further business the meeting was declared closed at 1.26pm.

Minutes approved and confirmed this                      day of                      2018.

AM Sanson  
**CHAIRPERSON**

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**Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council                         |
| <b>From</b>                     | Gavin Ion<br>Chief Executive                     |
| <b>Date</b>                     | 19 June 2018                                     |
| <b>Prepared by</b>              | Lynette Wainwright<br>Committee Secretary        |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference/Doc Set #</b>      | GOV1318  |
| <b>Report Title</b>             | Receipt of Policy & Regulatory Committee Minutes |

**1. EXECUTIVE SUMMARY**

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To receive the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 19 June 2018 and to adopt the recommendations therein.

**2. RECOMMENDATION**

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**THAT the minutes of the Policy & Regulatory Committee meeting held on Tuesday 19 June 2018 be received.**

**3. ATTACHMENTS**

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P&R minutes 19 June 2018



Minutes of a meeting of the Policy & Regulatory Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 19 JUNE 2018** commencing at **9.00am**.

**Present:**

Cr JD Sedgwick (Chairperson)  
His Worship the Mayor, Mr AM Sanson  
Cr AD Bech  
Cr JA Church  
Cr DW Fulton  
Cr JM Gibb  
Cr SL Henderson  
Cr SD Lynch  
Cr RC McGuire  
Cr BL Main  
Cr EM Patterson  
Cr NMD Smith  
Cr LR Thomson

**Attending:**

Ms S O’Gorman (General Manager Customer Support)  
Mrs L Wainwright (Committee Secretary)  
Ms AM d’Aubert (Consents Manager)  
Ms E Makin (Consents Team Leader – East)  
Mr J Wright (Senior Planner)  
Mr T Pipe (Environmental Team Leader)  
Members of staff

**APOLOGIES AND LEAVE OF ABSENCE**

There were no apologies.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Church/Bech)**

**THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 19 June 2018 be confirmed and all items therein be considered in open meeting;**

**AND THAT all reports be received;**

**AND FURTHER THAT Council resolves that the following item be added to the agenda as a matter of urgency as advised by the Chief Executive.**

- **Fraud Prevention Policy Review Date Extension;**

**AND FURTHER THAT in accordance with Standing Order 9.4 the order of business be changed with agenda add. item [*Fraud Prevention Policy Review Date Extension*] being considered as the first item.**

**CARRIED on the voices**

**P&R1806/05**

### **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

### **CONFIRMATION OF MINUTES**

**Resolved: (Crs Gibb/Henderson)**

**THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 15 May 2018 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**P&R1806/06**

### **RECEIPT OF HEARING MINUTES AND DECISIONS**

**Resolved: (Crs Patterson/Lynch)**

**THAT the minutes and decision of a hearing for Anthony Fels Trust held on Thursday 10 May 2018 be received.**

**CARRIED on the voices**

**P&R1806/07**

### **REPORTS**

Fraud Prevention Policy Review Date Extension  
Add. Item

The report was received [*P&R1806/02 refers*] and discussion was held.

**Resolved: (Crs Gibb/Patterson)**

**THAT the Policy & Regulatory Committee extend the date of review for the Fraud Prevention Policy to November to enable further discussion with both the Audit & Risk and Policy & Regulatory Committees.**

**CARRIED on the voices**

**P&R1806/08**

Delegated Resource Consents Approved for the month of May  
Agenda Item 6.1

The report was received [*P&R1806/02 refers*] and discussion was held.

The Consents Manager, Consents Team Leader – East and Senior Planner answered questions of the committee.

Review of the Gambling Venues Policy 2015  
Agenda Item 6.2

The report was received [*P&R1806/02 refers*] and discussion was held.

The Environmental Team Leader gave a verbal update and answered questions of the committee.

**Resolved: (Crs Smith/Main)**

**THAT the Policy & Regulatory Committee determine their preferred option;**

**AND THAT the Policy & Regulatory Committee support a strategic engagement document for the preferred option four (4) being tabled at the next meeting of Council for agreement prior to public consultation.**

**CARRIED on the voices**

**P&R1806/09**

Chief Executive's Business Plan  
Agenda Item 6.3

The report was received [*P&R1806/02 refers*] and discussion was held.

2018 Meeting Calendar  
Agenda Item 6.4

The report was received [*P&R1806/02 refers*] and discussion was held.

There being no further business the meeting was declared closed at 9.35am.

Minutes approved and confirmed this                                day of                                2018.

Cr JD Sedgwick  
**CHAIRPERSON**

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**Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council                        |
| <b>From</b>                     | Gavin Ion<br>Chief Executive                    |
| <b>Date</b>                     | 28 May 2018                                     |
| <b>Prepared by</b>              | Lynette Wainwright<br>Committee Secretary       |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference #</b>              | GOV1318   |
| <b>Report Title</b>             | Receipt of Hearing Minutes – Anthony Fels Trust |

**I. EXECUTIVE SUMMARY**

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To receive the minutes of a hearing for Anthony Fels Trust held on Thursday 10 May 2018.

**2. RECOMMENDATION**

---

**THAT the minutes of a hearing for Anthony Fels Trust held on Thursday 10 May 2018 be received.**

**3. ATTACHMENTS**

---

Hearing minutes 10 May 2018

**MINUTES** of a hearing by an Independent Commissioner acting on behalf of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY 10 MAY 2018** commencing at **9.30am**.

*These minutes should be read in conjunction with notes and evidence placed on the Consent file.*

**Present:**

Commissioner D Hill

**Attending:**

Mrs LM Wainwright (Committee Secretary)  
Mrs W Wright (Committee Secretary)  
Mr J Wright (Acting Consents Team Leader)  
Mr M Brown (Land Development Engineer)  
Ms B Parham (Legal Counsel for Waikato District Council)  
Ms S Brown (BCD Group Ltd)  
Mr P Skilton (PRS Planning Services Ltd for the Applicant)  
Mr A Fels (Applicant)

**HEARING – ANTHONY FELS TRUST**

File No. SUB0104/18

Application by Anthony Fels Trust to undertake a two lot subdivision of Lot 15 DP 32533 in Computer Freehold Register SA856/246 located at 55 Wainui Road, Raglan. Lot 1 is proposed at 517m<sup>2</sup> (413m<sup>2</sup> net site area) and Lot 2 at 404m<sup>2</sup> with a total site area of approximately 921m<sup>2</sup>.

**INTRODUCTION**

Commissioner Hill welcomed all parties and gave a brief outline of the hearing process.

**HEARING OF THE APPLICATION**

The reports were taken as read and the applicant's representative did not wish to add any further information.

The Commissioner asked questions of all parties and general discussion was held.

**RIGHT OF REPLY**

The applicant's representative gave his right of reply.

The hearing adjourned at 10.26am and the decision reserved.

The hearing was declared closed at 1.49pm on Tuesday 15 May 2018.

**DELIBERATIONS**

The Commissioner undertook deliberations on all evidence presented.

**DECISION**

**THAT the Independent Commissioner confirmed the application of Anthony Fels Trust be declined as outlined in the decision dated 23 May 2018.**

**HE1805/01**

## Open Meeting

|                                 |                                   |
|---------------------------------|-----------------------------------|
| <b>To</b>                       | Waikato District Council          |
| <b>From</b>                     | Gavin Ion<br>Chief Executive      |
| <b>Date</b>                     | 25 June 2018                      |
| <b>Prepared by</b>              | Lynn Shirley<br>Zero Harm Manager |
| <b>Chief Executive Approved</b> | Y                                 |
| <b>Reference #</b>              | GOV1301                           |
| <b>Report Title</b>             | Zero Harm Update                  |

## 1. EXECUTIVE SUMMARY

The purpose of this report and its attachments is to provide an update on current health and safety performance. Council recognises that compliance is essential but they aspire to achieve best practice in health and safety management, and to create a sustainable zero harm culture, where everyone works safely and goes home safe every day.

Councils' sustainable zero harm culture shall be supported by a health and safety management system of policies, standards and procedures that effectively manage risk and enable best practice by all workers, contractors, volunteers and visitors.

## 2. RECOMMENDATION

**THAT** the report from the Chief Executive be received.

## 3. BACKGROUND

Good progress has been made over the last two quarters, with a number of activities on the "Work Safe, Home Safe" Strategic Plan for 2017-2018 either completed or nearing completion.

A review of the plan will be undertaken to identify strategic improvement activities for 2018-2019 to deliver our Zero Harm vision.



## Capable and Believable Leadership (People)

### Safety and Wellness Engagement Conversations

The Chief Executive continues to undertake due-diligence duties by conducting site visits and carrying out safety and wellness engagement conversations with both staff and contractors. The following site visits were completed during June;

- Woodlands Estate
- Lake Hakanoa Huntly Motor Caravan Park

A number of improvement opportunities were identified during these visits and where applicable actions have been assigned in BWare Safety Manager.

The Zero Harm team has attended a number of team meetings and provided coaching and support to People Leaders on undertaking and recording Safety Engagement Conversations. The Zero Harm Safety Skill on undertaking Safety Engagement Conversations has been well received by People Leaders.

To also support a continued focus on the proactive management of safety, a Zero Harm Moment on Hazard Identification, initial management and reporting has been developed and released this month.

### Safety Action Team

Work has commenced on supporting the development and increased involvement of the Safety Action Team (SAT) in our Zero Harm journey. A Safety Action Team Representative Position Description has been developed and reviewed by the SAT. A draft SAT Charter and SAT Training Needs Analysis has also been developed and will be presented for review and feedback at the next SAT meeting.

**ZERO HARM MOMENT**

**HAZARD & RISK MANAGEMENT**  
How to identify, initially manage and report a hazard

**Background:**  
Hazard identification is the first step to understanding and managing the hazards that exist in our workplaces. Once identified, hazards are documented in a hazard register to enable ongoing management.

However, as we know, we are working in ever changing environments, where hazards can be continually introduced. There is no better person to identify these hazards than those working directly in the environment. In order to live our "Zero Harm" vision, we all need to continually identify and report hazards.

**How can we identify hazards?**  
Hazards can be identified in a number of different ways...

- From a personal injury or near miss event
- From an audit or inspection
- From a change or introduction of new plant, equipment or processes
- General observation

The most effective way of identifying hazards is by a systematic approach which could include...

- Clinging on the workplace into safety rated areas
- Having at least two people involved
- Observe people working with equipment or plant
- Observe tasks being undertaken

**How do we immediately reduce the risk of harm?**  
Once identified, we may need to put some immediate "interim" controls in place to manage the hazard until the longer-term solution is developed. If we don't put "interim" controls in place, we are exposing others to the risk of harm.

Examples of "interim" controls include:

- Putting up barriers, tape or cones
- Putting up signage
- Providing information to workers
- Providing personal protective equipment (PPE)

**ZERO HARM**  
Work Safe. Home Safe

**Safety Action Team Representative**  
Position Description

**Position Title:** Safety Action Team (SAT) Representative

**Location:** Waikato District Council

**Author:** Lynn Skelley / Kyla Anderson

**Approver:** Gavin Ion

**Position Purpose:**  
Safety Action Team (SAT) representatives play a key role in influencing positive behaviour and the communication of Health and Safety processes at Waikato District Council ("the Council"). The SAT role supports the Council's move towards a Zero Harm environment by supporting the delivery of strategic improvements and fostering positive health and safety practices within the workplace.

SAT representatives assist their fellow workers to take ownership of health and safety issues in their work area, or in their roles directly to their jobs. They are proactive in identifying and reporting any health and safety issues raised along with recommendations to resolve the issue.

**Position Accountabilities:**

- Represent the views of fellow workers in relation to health and safety matters
- Make recommendations on health and safety matters
- Support the identification of issues and risks to worker health and safety
- Monitor the measures taken by Council that are relevant to health and safety
- Provide feedback to Council about how it is meeting its health and safety duties

**Position Responsibilities (recommended):**

**Leadership**

- Champion worker assessment of Health, Safety and Wellbeing issues in the workplace and where required coach fellow workers for improvement
- Provide People Leaders with feedback on Safety Engagement Conversations
- Work with and support the Council Executive Leadership Team, Zero Harm Team, Contractors and all other staff to progress a positive health and safety culture throughout Council, with the primary aim of all persons going home safe and healthy each day

**Planning and Review**

- Support the implementation of the Council's Zero Harm Safety Management System
- Support the implementation of health, safety and wellbeing strategic improvements

**Training and Competency**

- Where required support the delivery of worker health and safety induction and training
- Attend scheduled training and provide feedback where required

**Hazard and Risk Management (Including Management of Critical Risks)**

- Participate in risk assessments and hazard reviews
- Support the identification and management of hazards
- Where required support the implementation of controls for critical risks

**Worker Participation**

- Support health and safety welfare boards
- Work with other SAT members to resolve issues and share learnings
- Attend People SAT meetings
- Provide fellow workers with feedback on SAT activities

WDC DocRef: Version: 1.04 June 2018 Page 1 of 2

## Disciplined Management Systems

### Event Management

Three Severity 6 work-related personal injury events (First Aid injuries) have been reported in June.

One Severity 3 (Serious Near Miss) was reported in June. The event involved a member of the public becoming verbally aggressive and intimidating towards two Animal Control Officers, when they visited a property to impound two unregistered dogs. 20 Severity 7 (Minor Near Miss) events and one Property Damage event were also reported in June.



A quarterly Zero Harm Dashboard has been generated to illustrate June's safety performance, and is attached for reference.

### Contractor Management

Work has continued this month on reviewing Contractor Project/Contract Specific Health and Safety Plans.

A review of the health and safety information detailed in Council tender documentation has commenced with Procurement.

A high level of interest has been shown by the contractors that we have approached to participate in a free pilot health and safety leadership programme for owners and CEOs of small to medium sized businesses. The two day pilot programme is being facilitated by the Business Leaders Health & Safety Forum.

## **Managed Risks**

### On Road Driving – Light Vehicles

There were 24 over speed events recorded in June. Four of these events exceeded 110km per hour and required formal coaching conversations to be undertaken. 14 of the 24 over speed events were recorded on one day by one driver.

A review of the Safe Use of Council Vehicle Policy has been completed and a revised draft policy has been presented to the Executive Leadership Team (ELT) for review and feedback. A gap analysis has been undertaken to identify how many controls are currently in place to manage the risk of on road driving. Actions for outstanding controls have been determined and assigned in BWare Safety Manager. Status of control implementation will be updated every month as part of the Zero Harm Dashboard.

### Asbestos

An Asbestos Management Survey report has been received for the following location;

- Ngaruawahia War Memorial Hall

A price is being obtained for the completion of asbestos management surveys for 11 community halls.

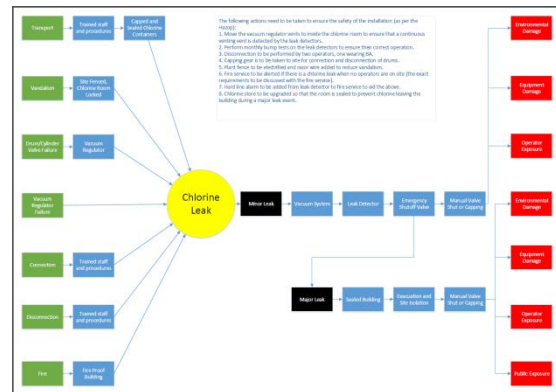
Actions identified from the three completed asbestos management surveys have been assigned in BWare Safety Manager.

Four Asbestos Awareness Seminars have been delivered to workers who are required to undertake asbestos related work or manage contractors who undertake work on our facilities.

A review of the Water Operations Standard Operating Procedure (SOP) for the Removal of Asbestos Cement Pipe has been completed by the Zero Harm Team to ensure it meets the requirements of the Approved Code of Practice for the Management and Removal of Asbestos, 2016. The procedure is now with the Water Operations Team for review and publishing.

## Hazardous Substances

Work has been progressing on reviewing the Emergency Response Procedure for responding to a chlorine gas leak. A Hazard and Operability Study (HAZOP) was undertaken for the Ngaruawahia Water Treatment Plant and a Risk Management Bowtie was developed. The Bowtie analysis will now be used to update the existing emergency response procedures.



## 4. DISCUSSION AND ANALYSIS OF OPTIONS

### 4.1 DISCUSSION

This report is to assist Councillors with their due diligence requirements as Officers. The report should start the conversation and provide opportunities for Councillors to raise questions and discuss progress.

### 4.2 OPTIONS

Council could choose to accept the report or not. Council could ask for additional information if needed.

## 5. CONSIDERATION

### 5.1 FINANCIAL

There are no direct financial requirements identified in this report.

### 5.2 LEGAL

This report is prepared as part of assisting Council with compliance with the Health & Safety at Work Act 2015 and associated Regulations.

Councillors, as Officers under the Health & Safety at Work Act 2015 are required to undertake due diligence to ensure appropriate health & safety systems are in place and operating.

### 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The Zero Harm strategy has been adopted by Council and is being implemented.

#### 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

|                                     |   |  |   |  |  |
|-------------------------------------|---|--|---|--|--|
| <b>Highest levels of engagement</b> | <b>Inform</b><br><input type="checkbox"/> | <b>Consult</b><br><input type="checkbox"/> | <b>Involve</b><br><input checked="" type="checkbox"/> | <b>Collaborate</b><br><input type="checkbox"/> | <b>Empower</b><br><input type="checkbox"/> |
|-------------------------------------|---|--|---|--|--|

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

| Planned | In Progress | Complete |                                       |
|---------|-------------|----------|---------------------------------------|
|         | ✓           |          | Internal                              |
|         | ✓           |          | Community Boards/Community Committees |
|         |             |          | Waikato-Tainui/Local iwi              |
|         |             |          | Households                            |
|         |             |          | Business                              |
|         | ✓           |          | Other Please Specify                  |

Council engages with our Community Boards and Community Committees to ensure they are clear on their obligations. Council also undertakes audits and safety engagement conversations in relation to our contractors.

## 6. CONCLUSION

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This report provides an update on progress with our Zero Harm systems and processes, and monthly health and safety performance.

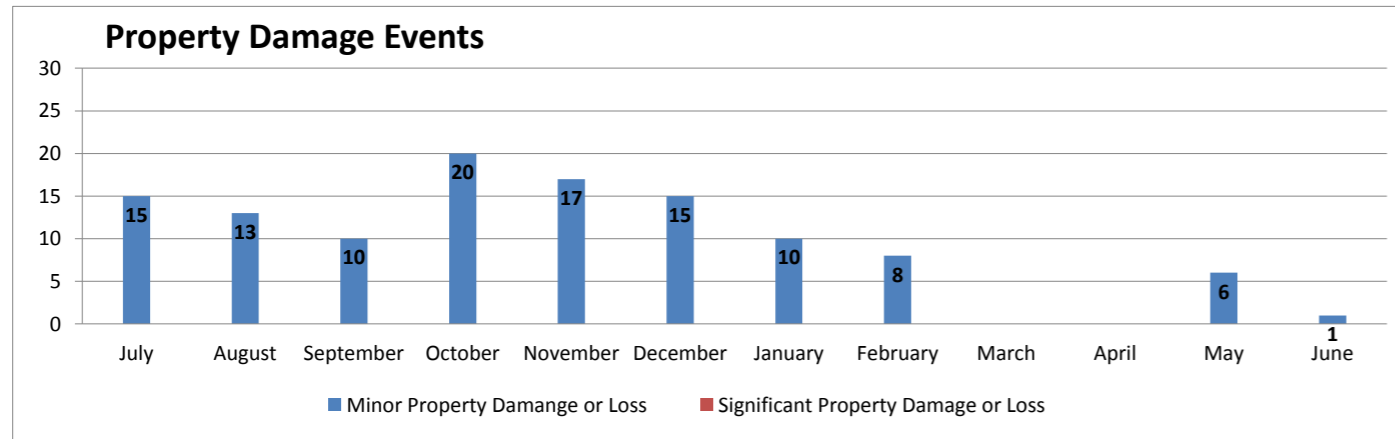
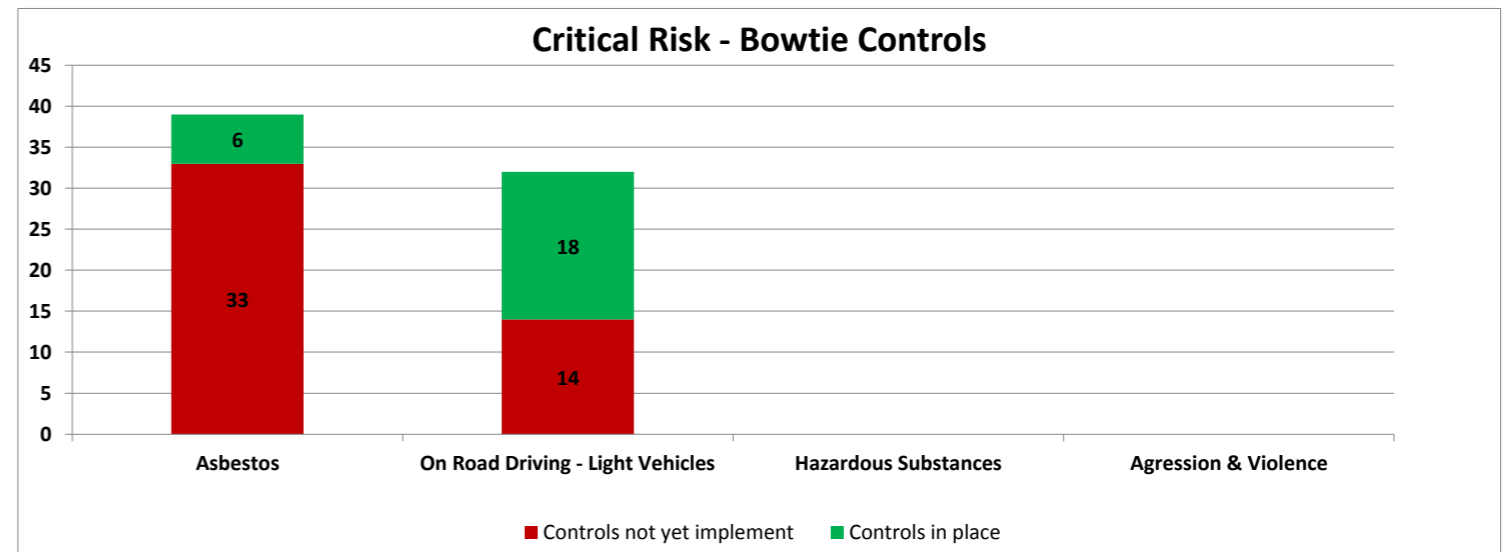
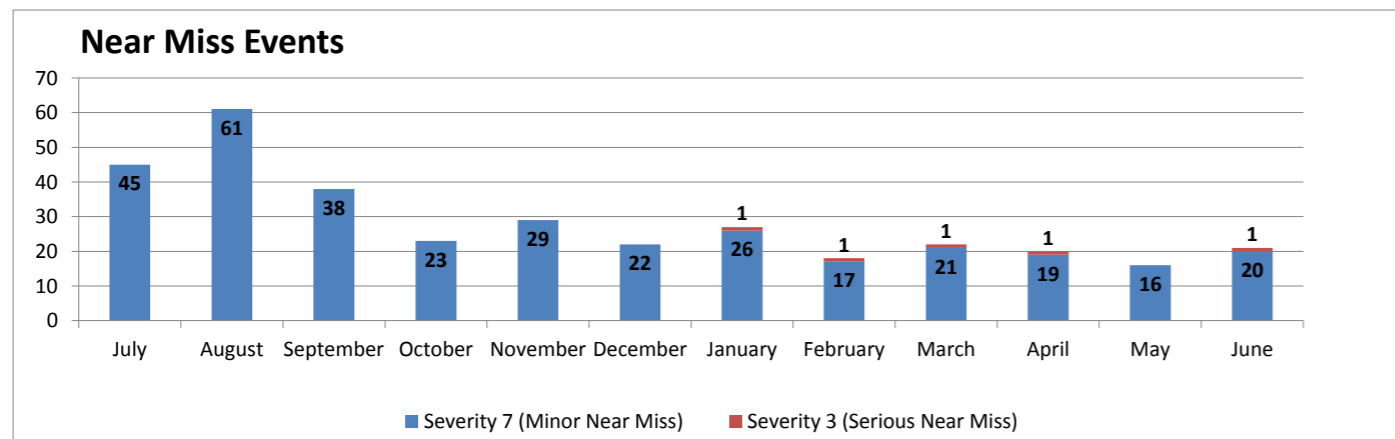
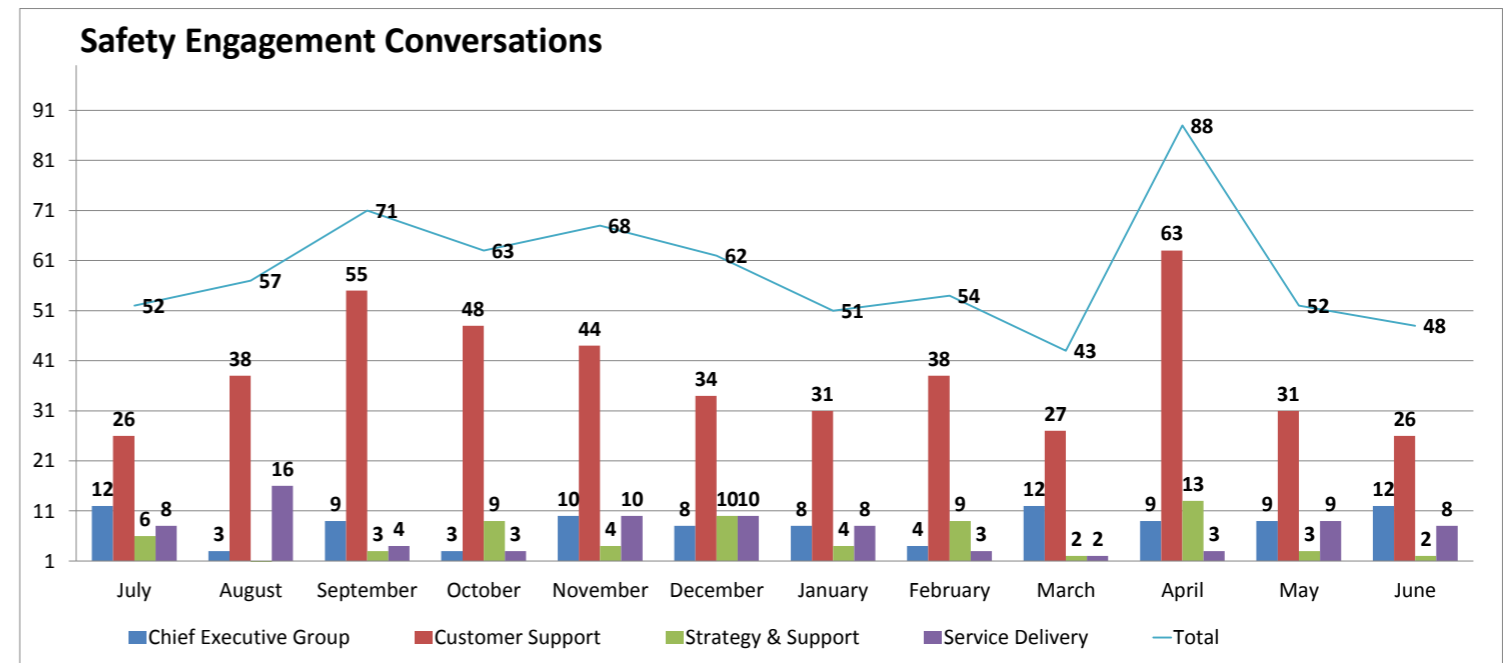
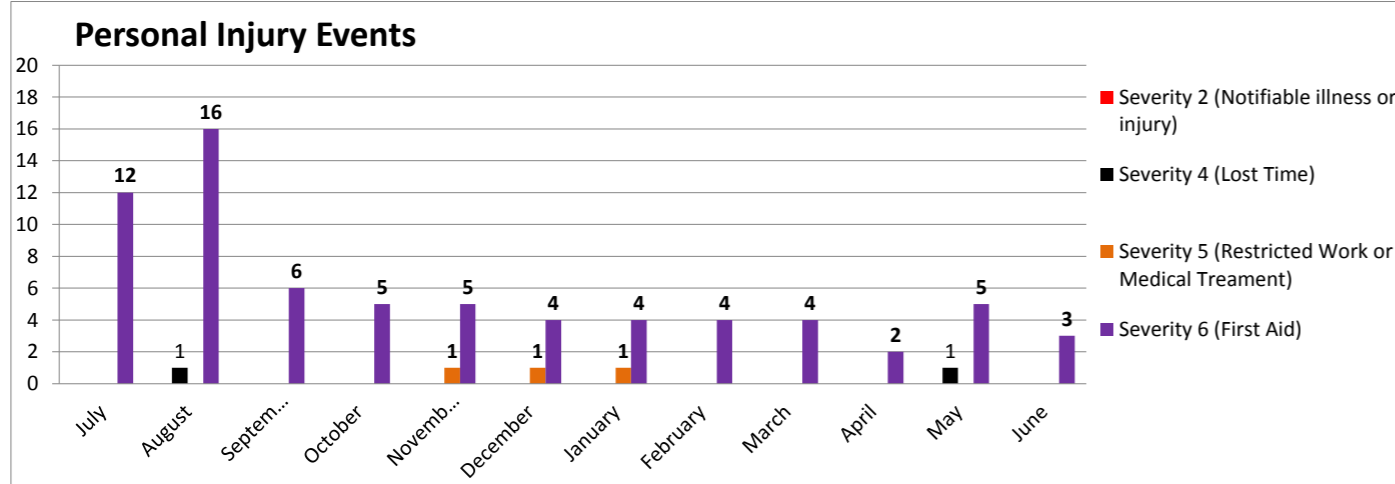
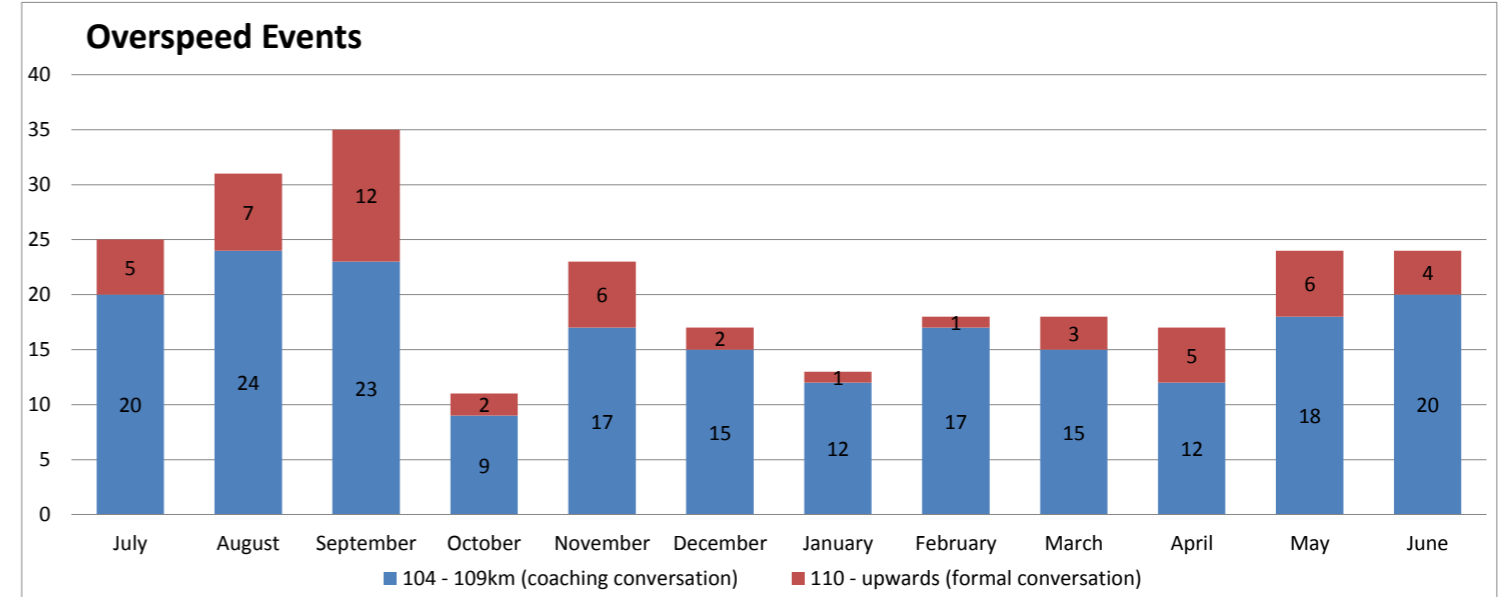
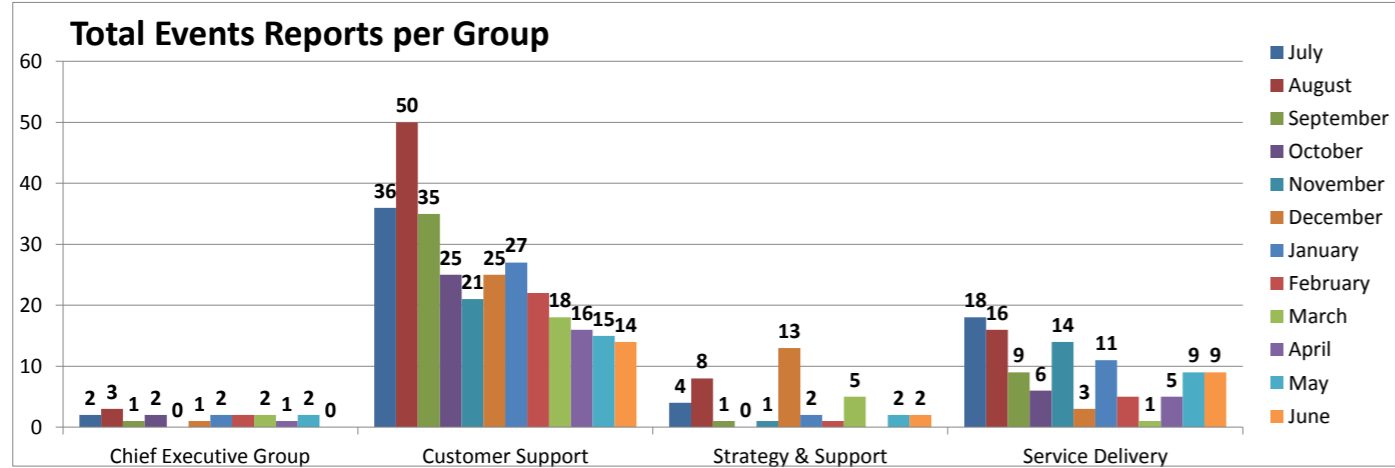
## 7. ATTACHMENTS

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Zero Harm Dashboard – Quarter Four (April – June 2018)

# Zero Harm Dashboard - Quarter Four (April - June 2018)

Dashboard as at 25/06/2018



“Work safe, home safe”

### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council   |
| <b>From</b>                     | Sue O’Gorman<br>General Manager Customer Support                     |
| <b>Date</b>                     | 27 June 2018   |
| <b>Prepared by</b>              | Stacey Solomon<br>Junior Corporate Planner                           |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference/Doc Set #</b>      | GOV1318  |
| <b>Report Title</b>             | Approval of Proposed Gambling Venues Policy 2018<br>for Consultation |

## **I. EXECUTIVE SUMMARY**

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The Gambling Act 2003 and Racing Act 2003 both require local authorities to review and adopt a class 4 gambling venues (Gambling Act) and a TAB Board venues (Racing Act) policy that specifies if and where class 4 gambling venues or standalone TAB venues may be established in the district.

Due to the similarities of these Acts, Waikato District Council (the Council) has combined the legislative requirements into one policy which is known as the Gambling Venues Policy and incorporates both the Class 4 Gambling Venues Policy required by the Gambling Act and the Board Venue Policy required by the Racing Act. This policy is reviewed every three years; both Acts require council to use the Special Consultative Procedure (section 83 of the Local Government Act 2002) to amend or replace the policy.

The proposed policy amendments look to further strengthen Councils ‘sinking lid’ mandate by increasing controls around mergers and relocations of class 4 venues.

Staff are seeking approval from Council to consult with the community on the proposed Gambling Venues Policy 2018 following the Special Consultative Procedure. Consultation will be between 11 July 2018 and 13 August 2018.

## **2. RECOMMENDATION**

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**THAT** the report from the General Manager Customer Support be received;

**AND THAT** Council approve the draft **Gambling Venues Policy and Statement of Proposal for consultation starting 11 July 2018 and concluding 13 August 2018.**

### **3. BACKGROUND**

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The Gambling Act 2003 and Racing Act 2003 both require local authorities to review and adopt a class 4 gambling venues (Gambling Act) and a TAB Board venues policy (Racing Act) that specifies if and where class 4 gambling venues or standalone TAB venues may be established in the district. By regulating if and where class 4 venues can be established in the district, the Gambling Venues policy is intended to minimise potential harm caused by this type of gambling in line with the strict licensing criteria outlined in the Gambling Act 2003.

Class 4 gambling is gambling that involves a gaming machine, these machines are otherwise known as 'pokies'. 'Pokies' are run by societies or clubs and a proportion of the net proceeds collected from these machines are required to be distributed into communities or to a clubs approved purposes. Council's have jurisdiction over numbers and locations of standalone TAB venues, not TAB outlets or agencies. TAB venues are legislated for under the Racing Act 2003.

Council has combined the legislative requirements of these Acts into one policy which is known as the Gambling Venues Policy and incorporates both the Class 4 Gambling Venues Policy required by the Gambling Act and the Board Venue Policy required by the Racing Act. Council last reviewed this policy in 2015 and is now required to do so again in 2018.

The Gambling Act enables Council to control the growth of class 4 gambling while balancing the potential harm caused by gambling with responsible gambling, and to facilitate community involvement in decisions about the provision of gambling. The Racing Act is intended to provide effective governance arrangements for the racing industry, to facilitate betting on galloping, harness and greyhound races and other sporting events and to promote the long term viability of New Zealand racing.

As gambling is a legal activity in New Zealand it cannot be banned and Council cannot have a policy that conflicts with the law, Council can only determine if the location of a class 4 venue is appropriate to the characteristics of the community that it represents. This means that Councils role is to determine if new venues may be established, where they may be located, if existing venues may be merged or relocated, the conditions that may be applied to these activities, how many machines a venue may have once established or relocated, and what the primary role of the venue must be.

Council is supportive of a policy that continues the current 'sinking lid' regime. Having a 'sinking lid' means that Council supports the gradual reduction of class 4 venues and machines in the district over time. Council also considers that the existing policy (not allowing further class 4 venues to be established in the district and capping the number of machines operated at any one venue at any time at 9 machines) provides for an appropriate balance between permitting responsible gambling and minimising potential harm to the community as a result of gambling.

There are at this time (June 2018) 19 class 4 venues within the Waikato district, operating 243 class 4 machines. Currently no standalone TABs are operating within the district though the policy does allow for their establishment.

## 4. DISCUSSION AND ANALYSIS OF OPTIONS

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### 4.1 DISCUSSION

On 23 May 2018 a workshop was held with councillors that set out the requirements of Council in reviewing its Gambling Venues Policy. Councillors were presented with information that outlined the current numbers and locations of class 4 venues in the district, revenues from these venues, as well as an overview of national trends in class 4 gaming.

At this workshop, Council were presented with options for possible policy amendments.

Option 1 – not to develop a policy (status quo).

Option 2 – adopt a more restrictive Gambling Venues Policy.

Council provided the direction to staff at this workshop to follow up on specific concerns and obtain clarification around specific matters, including:

- The possibility of prohibiting mergers between two class 4 venues.  
*(the Legal Team advised this is not possible. Other than specifying the maximum number of machines that may be operated at the class 4 venue, and any matter that may apply to a replacement venue for the merged clubs, Council has no authority to prohibit mergers.)*
- The ability of Council to revoke a class 4 licence of one of the venues if two or more venues are looking to merge (and therefore limit the number of machines to 9 rather than 18).  
*(the Legal Team advised the Council does not have authority to revoke a class 4 licence. Only the Secretary can do that on the grounds set out in Section 74 of the Act. Council can only refuse to allow an increase in numbers at any venue).*
- The ability to cap a class 4 venue at the number of machines they currently operate rather than the number that they are licenced to operate, ie: if venues currently operate 5 machines but are licenced for 9, then capping them at 5 machines.  
*(the Legal Team advised that once a territorial authority consent is issued the number of machines the venue may operate is limited to the number in the consent. The machines at the venue may be reduced and then increased back up to the territorial authority consent number without the need to obtain a fresh consent, provided that venue has not been unlicenced for six months or more. Council has the authority under section 101(3)(b) only to specify restriction on the maximum number of gaming machines that may be operated at a class 4 venue. This does not give authority to apply a sinking lid. It is only at the time that an application is made for consent under section 98 that any condition on the number of gaming machines can be imposed).*
- The possibility of prohibiting class 4 venues from being located next to one another or in very close proximity to one another.  
*(the Legal Team advised that yes, the Council does have the authority to specify in its Gambling Venues Policy. This would include both the areas in which they can be located and any prohibited spatial associations).*

Council also gave the direction to staff to present several possible options at the June 2018 meeting of the Policy and Regulatory Committee.

Council advised staff of their preference for a continuation of the sinking lid mandate at this workshop.

The Policy and Regulatory Committee, at the meeting on 19 June 2018, directed that the option outlined below be progressed with a consultation plan to the next Council meeting for approval. Until such time as the current policy, adopted in 2015, is replaced it will remain as status Quo.

## **4.2 OPTION**

Option I has been prepared for public consultation. Further detail on the option is detailed below as per the statement of proposal.

Option I – amend the policy.

Council amends its policy and the following are applied in the district:

- restrict the number of machines that may operate and a class 4 venue to 9 or the current entitlement if less.
- applications to operate more than 9 machines will not be permitted.
- when relocating, restrict the number of machines that may operate at a class 4 venue to the number that was licences for at the original venue.
- relocating class 4 venues may not be within 100m of another class 4 venue.
- permit relocation only if the current venue is physically incapable of being used, the building is deemed dangerous, insanitary, or becomes unusable through - for example - fire.
- Council will also have careful regard to a range of criteria when considering applications for relocation or merger:
  - characteristics of the district.
  - locations of kindergartens, early childhood centres, schools, places of worship, community facilities.
  - The number of machines being permitted after merger being 5/6<sup>th</sup> of the sum specified in all of the merged club class 4 venue licenses at the time of application (to a maximum of 18).
  - The primary activity of the venue.

All other provisions of the policy would continue to apply.

## **5. CONSIDERATION**

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### **5.1 FINANCIAL**

This financial impact of consulting on this policy is within budget allocations.

### **5.2 LEGAL**

There is a legal requirement under the Gambling Act 2003 and the Racing Act 2003 to consult with the community using the Special Consultative Procedure every 3 years.



### 5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement  | Inform  | Consult                             | Involve                  | Collaborate              | Empower                  |
|---|---|-------------------------------------|--------------------------|--------------------------|--------------------------|
|   | <input type="checkbox"/>  | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>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).</i> | <p>Amending the Gambling Venues Policy triggers the Significance and Engagement Policy through the community interest threshold.</p> <p>This fits into the consultation level of the engagement spectrum, as is normal for a Special Consultative Procedure.</p> <p>Letters will be sent to those who are currently licenced class 4 venues as well as groups who will have a particular interest in the review like Problem Gambling Foundation of New Zealand, Lion Foundation New Zealand, Southern Trust, Grassroots Trust Ltd etc. Other stakeholders including Community Boards and Committees, chambers groups and resident and ratepayers groups will also be contacted directly.</p> |                                     |                          |                          |                          |

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

| Planned | In Progress | Complete |   |
|---------|-------------|----------|---|
|         | Y           |          | Internal  |
|         | Y           |          | Community Boards/Community Committees           |
|         | Y           |          | Waikato-Tainui/Local iwi                        |
|         | Y           |          | Households                                      |
|         | Y           |          | Business  |
|         | Y           |          | Current class 4 licence holders in the district |

## 6. CONCLUSION

Legislation requires that Council consult with the community every 3 years on its Gambling Venues Policy. Council's role, and the purpose of the policy, is to determine if new class 4 venues may be established (Council has already chosen not to allow this), where venues may be located, if existing venues may be merged or relocated, the conditions that may be applied to these activities, how many machines a venue may have once established or relocated, and what the primary role of the venue must be. Staff are seeking approval from Council to undertake community engagement on the proposed policy.

## **7. ATTACHMENTS**

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Gambling Venues Policy 2018 Statement of Proposal (including proposed Gambling Venues Policy 2018 and Submission Form)



ECM Project # PR - 1188

ECM #

Submission #

Customer #

# Proposed Gambling Venues Policy - submission form

Are the rules right for me?

Please provide your feedback by 5pm 13 August 2018

Name/organisation .....

Postal address..... Postcode.....

Email..... Phone.....

Preferred method of contact Phone  Email  Post

A hearing will be held during the week beginning 27 August 2018. Do you want to speak about your submission at this hearing? Yes  No

*\*If you would like to speak at our hearing on the Gambling Venues Policy, please ensure that you have completed the contact details section of this submission form so that we can get in touch with you to arrange a time for you to be heard.*

**Do you support Council's Proposed Gambling Venues Policy?**

- YES:** I support the proposed policy
- NO:** I do not support the proposed policy.

**Please tell us why:**

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**Written feedback**  
**Postal Address**  
 Waikato District Council, Private Bag 544,  
 Ngaruawahia 3742 • Telephone 0800 492 452

**Online feedback**  
 ■ [www.waikatodistrict.govt.nz/sayit](http://www.waikatodistrict.govt.nz/sayit)  
 ■ [consult@waidc.govt.nz](mailto:consult@waidc.govt.nz)

Submissions are public information. Your feedback will be used for purposes such as reports to Councillors, which are made available to the public, media and on our website. If you would like your personal information concealed, please tell us in your submission.

**Additional comments:**

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**Thank you for making a submission.**

**You'll receive an email or letter to confirm we've received your submission.**

**If you've indicated you would like to present your submission in person, we'll be in touch to arrange a time.**

## **STATEMENT OF PROPOSAL TO AMEND THE WAIKATO DISTRICT COUNCIL GAMBLING VENUES POLICY**

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This Statement of Proposal is prepared pursuant to sections 83, 86, 155 and 156 of the Local Government Act 2002 (LGA). This is a proposal to adopt amendments to the Gambling Venues Policy.

### **Background**

The Gambling Act 2003 and Racing Act 2003 both require local authorities to review and adopt a class 4 gambling venues (Gambling Act) and a TAB Board venues policy (Racing Act) that specifies if and where class 4 gambling venues or standalone TAB venues may be established in the district. By regulating if and where class 4 venues can be established in the district, the Gambling Venues policy is intended to minimise potential harm caused by this type of gambling in line with the strict licensing criteria outlined in the Gambling Act 2003.

Class 4 gambling is gambling that involves a gaming machine, these machines are otherwise known as 'pokies'. 'Pokies' are run by societies or clubs and a proportion of the net proceeds collected from these machines are required to be distributed into communities or to a clubs approved purposes. Council's have jurisdiction over numbers and locations of standalone TAB venues, not TAB outlets or agencies. TAB venues are legislated for under the Racing Act 2003.

Due to the similarities of these Acts, Waikato District Council (the Council) has combined the legislative requirements into one policy which is known as the Gambling Venues Policy and incorporates both the Class 4 Gambling Venues Policy required by the Gambling Act and the Board Venue Policy required by the Racing Act. This policy is reviewed every three years; both Acts require council to use the Special Consultative Procedure (section 83 of the Local Government Act 2002) to amend or replace the policy.

As gambling is a legal activity in New Zealand it cannot be banned and Council cannot have a policy that conflicts with the law, Council can only determine if the location of a class 4 venue is appropriate to the characteristics of the community. This means that Council's role is to determine if new venues may be established, where they may be located, if existing venues may be merged or relocated, the conditions that may be applied to these activities, how many machines a venue may have once established or relocated, and what the primary role of the venue must be.

However, Council is supportive of a policy that continues the current 'sinking lid' regime. Having a 'sinking lid' means that Council supports the gradual reduction of class 4 venues and machines in the district over time. Council also considers that the existing policy (not allowing further class 4 venues to be established in the district and capping the number of machines operated at any one venue at any time at 9 machines) provides for an appropriate balance between permitting responsible gambling and minimising potential harm to the community as a result of gambling.

There are at this time (June 2018) 19 class 4 venues operating within the Waikato district, operating 243 class 4 machines. Currently no standalone TABs are operating within the district though the policy does allow for their establishment.

### **Reasons for the proposal**

The proposed Waikato District Council Gambling Venues Policy enables Council to:

- effectively control the growth of gambling in the Waikato District
- minimise potential harm caused by gambling, including problem gambling in the district
- reflect the views of local communities in respect of the provision of gambling in the district
- allow people who wish to participate in class 4 gambling in the district to do so
- to align the policy with those of other local authorities.

## The Proposal

The current policy allows for relocations of class 4 venues if the reasons for the relocation are for the purposes of improving the primary activity of the venue, that the relocation site be of the same or better social deprivation index than the existing site, and that the number of machines does not increase with relocation. Council is proposing to strengthen the controls already set out in the policy by adding provisions to the policy that would restrict where class 4 venues can be located in relation to other class 4 venues and various community facilities (such as kindergartens, schools, places of worship).

### Summary of proposed amendments

The proposed amendments to the policy would put in place more restrictive conditions for relocation and merger of class 4 venues. The proposed amendments would also prohibit the establishment of standalone TAB venues in the Waikato District.

Council is proposing to amend the current policy, retaining the sinking lid regime and adding further restrictions on relocation and merger conditions.

- restrict the number of machines that may operate at a class 4 venue to 9 or the current entitlement if less.
- applications to operate more than 9 machines will not be permitted.
- when relocating, restrict the number of machines that may operate at a class 4 venue to the number that was licenced for at the original venue.
- relocating class 4 venues may not be within 100m of another class 4 venue.
- permit relocation only if the current venue is physically incapable of being used, the building is deemed dangerous, insanitary, or becomes unusable through - for example - fire.
- Council will also have careful regard to a range of criteria when considering applications for relocation or merger:
  - characteristics of the district.
  - locations of kindergartens, early childhood centres, schools, places of worship, community facilities.
  - The number of machines being permitted after merger being 5/6<sup>th</sup> of the sum specified in all of the merged club class 4 venue licenses at the time of application (to a maximum of 18).
  - The primary activity of the venue.

All other provisions of the policy would continue to apply.

## Legislation

### The Gambling Act 2003

Under the Gambling Act, the Class 4 Venues Policy:

- Must specify whether or not class 4 venues may be established in the territorial authority district and, if so, where they may be located; and
- May specify where restriction on the maximum number of gaming machines that may be operated at a class 4 venue; and
- May include a relocation policy.

The Gambling Act requires Council to have regard to the social impact of gambling in the district when adopting a Class 4 Gambling Venues policy. Council may also have regard to any relevant matters including:

- The characteristics of the district
- The location of kindergartens, early childhood centres, schools, places of worship and other community facilities
- The number of gaming machines that should be permitted to operate at any venue or class of venue
- The cumulative effects of additional opportunities for gambling in the district
- How close venues should be permitted to be to one another

- What the primary activity at any venue should be.

### The Racing Act 2003

Under the Racing Act, the Board Venue Policy:

- Must specify whether or not Board venues may be established in the territorial authority district

When adopting a Board Venue Policy Council may have regard to any relevant matters, including:

- The characteristics of the district
- The location of kindergartens, early childhood centres, schools, places of worship and other community facilities
- The cumulative effects of additional opportunities for gambling in the district

### **Relevant Determinations by Council**

Prior to making a policy, Council is required to assess whether a policy is the most appropriate way of addressing the perceived problem. In this case, a policy is considered to be the most appropriate mechanism for the provision of class 4 gambling venues in the Waikato District. A policy allows staff to effectively deal with the problem policy would lessen Council's ability to control and set standards around the management of the district's class 4 gambling venues and board venues.

Council is also required to consider whether the proposed policy gives rise to any implications under the New Zealand Bill of Rights Act 1990. In this case it is not considered that there are any such implications, the policy simply provides the regulatory means by which council is able to effectively regulate class 4 gambling venues and board venues and control the growth of gambling in the district.

### **Consultation and submissions**

Anyone can make a submission about the proposed amendments to the Waikato District Council Gambling Venues Policy and we encourage you to let us know your views.

### **What is a submission?**

Submissions are a record of your views/preferences on a particular issue. By making a submission you can ensure that your voice is heard by councillors to assist them in their decision making. Submissions may be sent or given to the Council from any organisation or any member of the public during a time period specified by Council. In most cases submission forms are available at Council offices and libraries and on the 'Say It' page of Council's website.

### **When can I make a submission?**

The submission period for the proposed amendments to the Waikato District Council Gambling Venues Policy opens on 11 July 2018 and closes at 5pm on 13 August 2018.

### **How can I make a submission?**

Any person may make a submission on the content of this proposed policy amendment. Written submissions should follow the format shown in the submission form following this page. This form is intended as a guide only, but is suitable for brief submissions. Please attach additional pages as necessary.

In addition, if you wish to present your comments in person, Council will hear verbal submissions on 27 August 2018 (or as early thereafter as possible). Submitters wishing to be heard in support of their submission must clearly state this in their submission. All submitters wishing to be heard will be contacted to arrange an appropriate time on the date specified.

Please note that written submissions are to be received by Waikato District Council by 5pm on 13 August 2018.

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**Important Dates to Remember:**  
Submissions open – 9am 11 July 2018  
Submissions close – 5pm 13 August 2018  
Hearing of submissions – 27 August 2018

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Submissions can be:

**Online:** [www.waikatodistrict.govt.nz/sayit](http://www.waikatodistrict.govt.nz/sayit)

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**Posted to:** Waikato District Council  
Private Bag 544  
Ngaruawahia 3742

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**Delivered to:** Waikato District Council  
Attn: Corporate Planner  
15 Galileo Street  
Ngaruawahia 3742

Huntly Office  
142 Main Street, Huntly 3700

Raglan Office  
7 Bow Street, Raglan 3225

Tuakau Office  
2 Dominion Rd, Tuakau 2121

Te Kauwhata Office  
1 Main Road, Te Kauwhata 3710

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**Emailed to:** [consult@waidc.govt.nz](mailto:consult@waidc.govt.nz)  
Subject heading should read: “Gambling Venues Policy – Submission”

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### **What happens next?**

Council will acknowledge each submission received in writing, either by letter or email.

Following the closing of submissions on 13 August 2018, all submissions will be reviewed by Elected Members. Verbal submissions will be heard and all submissions formally considered at a Council meeting on during the week beginning 27 August 2018 (or as soon thereafter as possible). This meeting is open to both submitters and the public to attend.

**Privacy Act Information** - *The Local Government Act 2002 requires submissions to be made available to the public.*

Your contact details are collected:

- So the Council can write and inform you of the decision(s) on your submission(s).
- To arrange a hearing date and time for you to speak (if you choose to).



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***Your name and address will be publicly available. If you would like your address and phone details (including email address) kept confidential you need to inform us when you send in your submission. You have the right to correct any errors in personal details contained in your submission. If you do not supply your name and address the Council will formally receive your submission, but will not be able to inform you of the outcome.***

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If you have any further queries or would like further copies of the proposed policy, please contact **Stacey Solomon** 0800 492 452.



**For internal use only**

ECM Project #.. PR - 1188

ECM # .....

Submission # .....

Customer # .....

# Proposed Gambling Venues Policy - submission form

Are the rules right for me?

Please provide your feedback by 5pm 13 August 2018

Name/organisation .....

Postal address..... Postcode.....

Email..... Phone.....

Preferred method of contact Phone  Email  Post

A hearing will be held on 27 August 2018. Do you want to speak about your submission at this hearing? Yes  No

*\*If you would like to speak at our hearing on the Gambling Venues Policy, please ensure that you have completed the contact details section of this submission form so that we can get in touch with you to arrange a time for you to be heard.*

## Do you support Council's Proposed Gambling Venues Policy?

- YES:** I support the proposed policy.
- NO:** I do not support the proposed policy.

## Please tell us why:

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### Written feedback

**Postal Address**  
Waikato District Council, Private Bag 544,  
Ngaruawahia 3742 • Telephone 0800 492 452

### Online feedback

- [www.waikatodistrict.govt.nz/sayit](http://www.waikatodistrict.govt.nz/sayit)
- [consult@waide.govt.nz](mailto:consult@waide.govt.nz)

Submissions are public information. Your feedback will be used for purposes such as reports to Councillors, which are made available to the public, media and on our website. If you would like your personal information concealed, please tell us in your submission.

**Additional comments:**

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**Thank you for making a submission.**

**You'll receive an email or letter to confirm we've received your submission.**

**If you've indicated you would like to present your submission in person, we'll be in touch to arrange a time.**

**Written feedback**

**Postal Address**  
Waikato District Council, Private Bag 544,  
Ngaruawahia 3742 • Telephone 0800 492 452

**Online feedback**

- [www.waikatodistrict.govt.nz/sayit](http://www.waikatodistrict.govt.nz/sayit)
- [consult@waidc.govt.nz](mailto:consult@waidc.govt.nz)

Submissions are public information. Your feedback will be used for purposes such as reports to Councillors, which are made available to the public, media and on our website. If you would like your personal information concealed, please tell us in your submission.



| **Proposed Gambling Venues Policy 2018**

# Gambling Venues Policy 2015

Policy Owner: Regulatory Manager  
 Policy Sponsor: General Manager Customer Support  
 Approved By: Waikato District Council  
 Approved Date: [TBC 2018](#)  
 Resolution Number:

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## **I. Introduction and Overview**

- 1.1. The Gambling Act 2003 and Racing Act 2003 require local authorities to adopt a class 4 gambling venues policy and Board venue policy respectively.
- 1.2. Due to the similarities between the requirements for the two policies they have been consolidated into one Gambling Venues Policy.

## **2. Class 4 Venue Policy**

### **2.1. Introduction and overview**

- 2.1.1. The purpose of the Gambling Act 2003 is to:
  - (i) control the growth of gambling; and
  - (ii) prevent and minimise the harm caused by gambling, including problem gambling; and
  - (iii) authorise some gambling and prohibit the rest; and
  - (iv) facilitate responsible gambling; and
  - (v) ensure the integrity and fairness of games; and
  - (vi) limit opportunities for crime or dishonesty associated with gambling; and
  - (vii) ensure that money from gambling benefits the community; and
  - (viii) facilitate community involvement in decisions about the provision of gambling.
- 2.1.2. The Act places some responsibilities on territorial authorities in respect of class 4 gambling, and in particular to adopt a class 4 venue policy.
- 2.1.3. Class 4 gambling is gambling involving gaming machines and meeting certain other criteria.
- 2.1.4. Section 101 of the Act details what the policy may include. The policy -
  - (i) must specify whether or not class 4 venues may be established in the territorial authority district and, if so, where they may be located; and
  - (ii) may specify any restrictions on the maximum number of gaming machines that may be operated at a class 4 venue; and
  - (iii) may include a relocation policy
- 2.1.5. In determining the policy Council may have regard to any relevant matters, including
  - (i) the characteristics of the district and parts of the district;
  - (ii) the location of kindergartens, early childhood centres, schools, places of worship, and other community facilities;
  - (iii) the number of gaming machines that should be permitted to operate at any venue or class of venue;
  - (iv) the cumulative effects of additional opportunities for gambling in the district;
  - (v) how close any venue should be permitted to be to any other venue;
  - (vi) what the primary activity at any venue should be.

2.1.6. Any society wishing to establish a new venue or increase the number of electronic gaming machines at a venue must apply to the Council for territorial authority consent. The Council must consider the application in accordance with its class 4 venue policy and then either:

- (i) grant a consent with or without a condition specifying the maximum number of gaming machines that may be operated at the venue; or
- (ii) not grant a consent.

2.1.7. Any consent granted is permanent and cannot impose any conditions of operation of the venue. Venues are licensed and monitored by the Department of Internal Affairs.

## 2.2. Definitions for class 4 venue policy

**Class 4 gambling** means gambling that is not gambling of another class and that satisfies the following criteria:

- (a) the net proceeds from the gambling are applied to or distributed for authorised purposes:
  - (i) no commission is paid to, or received by, a person for conducting the gambling;
  - (ii) the gambling satisfies relevant game rules; and
- (b) gambling that utilises or involves a gaming machine; or
- (c) gambling categorised by the Secretary as class 4 gambling.

**Class 4 gambling venue** means a place used to conduct class 4 gambling

**The Act** means the Gambling Act 2003

## 2.3. Objectives of class 4 venue policy

2.3.1. The objectives of the class 4 venues policy are to:

- (i) Control the growth of gambling in the Waikato district;
- (ii) Minimize the harm caused by gambling, including problem gambling in the Waikato district;
- (iii) Reflect the views of local communities in respect of the provision of gambling in the Waikato district;
- (iv) Allow people who wish to participate in class 4 gambling in the Waikato district to do so.

## 2.4. Establishment of class 4 gambling venues in Waikato district

[2.4.1.](#) No further class 4 venues may be established in the Waikato district.

## 2.5. Maximum number of gaming machines operated at a class 4 venue

- 2.5.1. Subject to sections 2.5.3, 2.5.4 and 2.6 the maximum number of gaming machines that may be operated at a venue is nine in accordance with the Act.
- 2.5.2. Existing venues operating fewer than nine gaming machines are restricted to the number for which they were licensed at the time this policy comes into force.
- 2.5.3. The maximum number of gaming machines that may be operated at a venue that relocates in accordance with the relocation policy provided for in section 2.8 is the number for which they were licensed at the original venue as provided in section 97A(2) of the Act.
- 2.5.4. Where two or more clubs propose to merge and relocate to a new previously unlicensed venue the maximum number of gaming machines that may be operated at the new venue is that determined under section 2.6.

## 2.6. Applications under section 95 of the Act by clubs merging

- 2.6.1. Subject to sections 2.4.2 and 2.4.3, applications seeking Ministerial discretion pursuant to section 95 of the Act to increase the number of gaming machines at a club venue to greater than nine as a result of clubs merging may be approved at Council's discretion.

- 2.6.2. In considering any application for consent to increase the number of gaming machines to greater than nine at a merging club venue, Council shall have regard to the criteria detailed in section 95(1) of the Act.

~~2.6.2.2.6.3. The maximum number of gaming machines that may be approved is the lesser of:~~

~~(i) 18 machines; or~~

~~(ii) The sum of the number of gaming machines specified in all of the merged clubs class 4 venue licences at the time of the application.~~

- 2.6.3 The maximum number of gaming machines that may be approved is 5/6 of the sum of the number of gaming machines specified in all of the merged club class 4 venues licences at the time of application, to a maximum of 18 machines.

## 2.7. Applications under section 96 of the Act by clubs to operate up to 18 gaming machines

- 2.7.1. Applications seeking Ministerial discretion pursuant to Section 96 of the Act to permit more than nine electronic gaming machines at a club venue will not be approved.

## 2.8. Relocation Policy

- 2.8.1. Subject to sections 2.4.2 and 2.4.3 Council will grant consent in respect of a venue where the venue is intended to replace an existing venue within the district to which a class 4 venue licence applies only in the following circumstances:

- (i) The proposed new venue has been newly constructed or refurbished for the purposes of the primary activity of the venue;



- (ii) Any club or two or more clubs merging that propose moving to newly constructed or refurbished premises must be relocated within the same community of interest as the original club or clubs;
- (iii) For any other venue the proposed new venue must be located in an area with a deprivation index at least the same or lower than the existing venue.
- (iv) The existing venue is physically incapable of being used for the purpose of the venue of the building is deemed dangerous or insanitary.
- (v) No relocating class 4 venue will be permitted within 100m of kindergartens, early childhood centres, schools, places of worship, or other community facilities.
- ~~(iii)~~(vi) No relocating class 4 venue will be permitted to relocate within 100m of another class 4 venue.

## 2.9. Application Forms

2.9.1. Applications for consent must be made on Council's approved form and must provide:

- (i) Name and address of the society
- (ii) Contact details
- (iii) Street address of the venue
- (iv) Details and evidence of the operation of the venue and in the case of a club, details of the membership and activities
- (v) A scale site plan detailing both gambling and other activities proposed for the venue, including details of each floor of the venue, where gaming machines are to be located and the size of the area the gaming machines will occupy
- (vi) The number of gaming machines proposed.

## 2.10. Application Fees

2.10.1. Application fees are set by Council resolution and include consideration of:

- (i) Processing class 4 gambling consent applications including any consultation and hearings involved
- (ii) Reviewing Council's class 4 venue policy.

## 2.11. Policy Review

2.11.1. Pursuant to section 102 of the Act Council must review its class 4 venue policy within three years of its adoption and within three years after each review.

### 3. Board Venue Policy

#### 3.1. Introduction and overview

3.1.1. The purpose of the Racing Act 2003 is:

- (i) to provide effective governance arrangements for the racing industry; and
- (ii) to facilitate betting on galloping, harness, and greyhound races, and other sporting events; and
- (iii) to promote the long-term viability of New Zealand racing.

3.1.2. The Act places responsibilities on territorial authorities to adopt a policy on Board venues where race and sports betting may be conducted.

3.1.3. Section 65D of the Act details what the policy may include. The policy must specify whether or not new Board venues may be established in the territorial authority district and, if so, where they may be located.

3.1.4. In determining the policy Council may have regard to any relevant matter, including:

- (i) the characteristics of the district and parts of the district;
- (ii) the location of kindergartens, early childhood centres, schools, places of worship, and other community facilities;
- (iii) the cumulative effects of additional opportunities for gambling in the district.

3.1.5. If the Board wishes to establish a Board venue it must apply to the Council for a territorial authority consent. The Council must consider the application in accordance with its Board venue policy and then either grant or refuse a consent.

3.1.6. Any consent granted is permanent and cannot impose any conditions of operation of the venue. Venues are licensed and monitored by the Department of Internal Affairs.

#### 3.2. Definitions for Board venue policy

|                    |  |
|--------------------|--|
| <b>Board</b>       | means the New Zealand Racing Board established under section 7 of the Act  |
| <b>Board venue</b> | means premises that are owned or leased by the Board and where the main business carried on at the premises is providing racing betting or sports betting services under the Act |
| <b>the Act</b>     | means the Racing Act 2003  |

### **3.3. Objectives of Board venue policy**

3.3.1. The objectives of the Board venue policy are to:

- (i) Control the growth of gambling in the Waikato district;
- (ii) Minimize the harm caused by gambling, including problem gambling in the Waikato district;
- (iii) Reflect the views of local communities in respect of the provision of gambling in the Waikato district.

### **3.4. Establishment of Board venues in Waikato district**

3.4.1. Council may in its discretion permit a new TAB Board venue to be established in the Waikato district.

3.4.2. In considering an application for a TAB Board venue, Council shall have regard to any undertaking given by the New Zealand Racing Board to remove TAB terminals (including self-service terminals) from hotels, clubs and/or pubs in the township in which the new TAB Board venue is proposed.

### **3.5. Location of Board venues**

3.5.1 TAB Board venues shall be restricted to areas zoned under the Waikato District Plan to allow commercial activities as permitted activities.

### **3.6. Application Forms**

3.6.1. Applications for consent must be made on Council's approved form and must provide:

- (i) Name and address of the Board
- (ii) Contact details
- (iii) Street address of the venue
- (iv) A scale site plan showing the location of the venue

### **3.7. Application Fees**

3.7.1. Application fees are set by Council resolution and include consideration of:

- (i) Processing Board venue consent applications including any consultation and hearings involved
- (ii) Reviewing Council's Board venue policy.

### **3.8. Policy Review**

3.8.1. Pursuant to section 65E of the Act Council must review its Board venue policy within three years of its adoption and within three years after each review.

### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council   |
| <b>From</b>                     | Tony Whittaker<br>General Manager Strategy & Support                           |
| <b>Written by</b>               | Vishal Ramduny<br>Planning & Strategy Manager                                  |
| <b>Date</b>                     | 25 June 2018   |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference #</b>              | GOV1301 / 1988895  |
| <b>Report Title</b>             | Local Government New Zealand Conference and Annual General Meeting Remits 2018 |

## **I. EXECUTIVE SUMMARY**

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Local Government New Zealand (“LGNZ”) will be holding its annual conference and Excellence Awards from 15-17 July 2018 in Christchurch. LGNZ’s Annual General Meeting (“AGM”), which precedes the conference, will be held on Sunday, 15 July 2018. The AGM will be considering a total of 12 remits which Council is entitled to vote on.

## **2. RECOMMENDATION**

---

**THAT** the report from the **General Manager Strategy & Support** be received;

**AND THAT** the Council vote as follows in respect of the remits:

|                 |                  |
|-----------------|------------------|
| <b>Remit 1</b>  | <b>In favour</b> |
| <b>Remit 2</b>  | <b>In favour</b> |
| <b>Remit 3</b>  | <b>In favour</b> |
| <b>Remit 4</b>  | <b>In favour</b> |
| <b>Remit 5</b>  | <b>In favour</b> |
| <b>Remit 6</b>  | <b>In favour</b> |
| <b>Remit 7</b>  | <b>In favour</b> |
| <b>Remit 8</b>  | <b>In favour</b> |
| <b>Remit 9</b>  | <b>In favour</b> |
| <b>Remit 10</b> | <b>In favour</b> |
| <b>Remit 11</b> | <b>In favour</b> |
| <b>Remit 12</b> | <b>In favour</b> |

### 3. BACKGROUND

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LGNZ is expecting 550-600 delegates – including mayors, chairs, councillors, chief executives and senior management from councils around New Zealand. A high attendance from senior central government officials, business leaders and other local government sector stakeholder is also expected.

The theme of the 2018 conference is "*We are firmly focused on the future: Future-proofing for a prosperous and vibrant New Zealand*". The local government sector is focused on leadership and addressing the challenges facing New Zealand and its communities including climate change, sustainability, localism, and the health and wellbeing of our communities.

### 4. DISCUSSION AND ANALYSIS OF OPTIONS

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#### 4.1 DISCUSSION

There are 12 remits for consideration at the AGM. To inform this discussion, all the remits are detailed in the attachment to this report including information related to:

- Which council/s proposed the remit and councils in support of it;
- Nature of the issue and background to it being raised;
- Relevant legislation, policy or practice;
- Outcome of any prior discussion at a Zone or Sector meeting;
- Evidence of support from Zone/Sector meeting or five councils; and
- Suggested course of action envisaged.

For the purposes of this report each remit is stated below. Council is entitled to vote on each of these.

#### **Remit 1: Drug testing in the community**

That LGNZ works with central government to develop a nationally consistent regime of waste water testing, to enable a solid basis for testing drug use in our communities.

#### **Remit 2: Heavy Commercial Vehicle (HCV) – Rural roads policy**

That LGNZ pursue investigation of a Road Pricing Policy Statement for Land Transport to incentivise route selection for HCV's that encourages the most economically efficient use of the transport network over both Local Roads and the State Highway network.

#### **Remit 3: Heritage buildings**

That LGNZ lobbies for greater support for, and protection of, heritage buildings via the following mechanisms:

- Revision of the Building (Earthquake-Prone Buildings) Amendment Act to change the '25% building work' clause instead to trigger earthquake strengthening once a threshold of "25% of the Capital Value or \$200,000, whichever is the greater" is reached to make this a more equitable provision for regional centres.

- An increase in the heritage fund.
- Provision of tax relief for heritage building upgrades.

#### **Remit 4: Climate change – advocate to banks**

That LGNZ, consistent with the Local Government Position Statement on Climate Change 2017 and the Local Government Leaders' Climate Change Declaration 2017, advocate to all major banks that they transition away from investments in fossil fuel industries, and consider opportunities for long-term investments in low- or zero-carbon energy systems.

#### **Remit 5: Climate Change Adaptation Fund**

Following on from the findings and recommendations of the Climate Change Adaptation Technical Working Group, that LGNZ calls on central government to establish a Climate Change Adaptation Fund to improve local level and community participation in responding to climate change.

#### **Remit 6: Local Alcohol Policies**

That LGNZ seeks the Government's agreement to:

- Amend the Sale and Supply of Alcohol Act 2012 so that Local Alcohol Policies can more accurately reflect local community views and preferences.
- Review policy levers it can apply to reduce alcohol-related harm that will complement Local Alcohol Policy ("LAP") provisions established by Territorial Local Authorities ("TLAs") and include consideration of mechanisms for addressing the density and location of off-licensed premises.

#### **Remit 7: Biofuels**

That LGNZ encourages the Government to investigate options to support the use of biodiesel such as financial incentives; tax offsets; subsidies to bio-diesel manufacturers; and/or subsidies to renewable fuel manufacturers; and/or subsidies at the pump, in order to support the valuable New Zealand industries developing alternative and low carbon fuels.

#### **Remit 8: Single use plastics**

- That LGNZ asks central government to urgently develop and implement a plan to eliminate the use of single-use plastic bags and plastic straws.
- That LGNZ encourage member councils take steps to phase out the use of single-use plastic bags and straws at council facilities and events.

#### **Remit 9: A mandatory register of cooling towers**

1. That LGNZ acknowledges the potentially fatal risks posed by legionella bacteria in industrial water cooling towers used for air conditioning and manufacturing;
2. That LGNZ asks central government to resume its work related to reducing the risks posed by legionella bacteria in industrial water cooling towers. This could include:
  - Amending the Building Act 2004 and/or the Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005 to collect information for a mandatory register of cooling towers and a mandatory testing and reporting regime.

- Providing enforcement powers to councils to address the risks associated with cooling towers such as requiring regular testing, reporting and compliance with specified standards under Building Warrant of Fitness certification.
- Requiring medical professionals to report cases of legionellosis (Legionnaires Disease) to local District Health Boards' Medical Officers of Health (as is required with Campylobacter outbreaks).

### **Remit 10: Copper in brake pads**

That LGNZ calls for central government to introduce legislation to limit or eliminate the copper content of vehicle brake pads to reduce contaminants in our urban waterways.

### **Remit 11: Reducing the waste stream**

That LGNZ asks central government to address the China National Sword issue (action 1) and implement the local government waste manifesto (actions 2-6), to reduce New Zealand's waste by:

1. Adopting a New Zealand-wide strategic approach to the collection, and processing of recyclable materials within New Zealand;
2. Reviewing the New Zealand Waste Strategy and align, where practicable, with the "Local Government Waste Management Manifesto" to set a clear programme for action;
3. Expanding the Waste Disposal Levy and progressively raise the levy rate in order to reduce total waste to landfills;
4. Officially adopting the National Waste Data Framework and oversee its implementation to enable better planning and monitoring;
5. Establishing a container deposit scheme in consultation with local government in order to lift recycling rates; and
6. Declaring tyres, e-waste, agricultural chemicals and plastics, as priority products under the Waste Minimisation Act 2008, to address problem waste streams.

### **Remit 12: Tyres stewardship**

That LGNZ requests that the Government urgently implements a comprehensive and mandatory product stewardship programme for tyres.

## **4.2 OPTIONS**

Council could choose to vote in favour of or against the remits. Council must vote one way or the other (no abstentions).

## **5. CONSIDERATION**

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### **5.1 FINANCIAL**

There are no identified financial implications from any of the remits.

## 5.2 LEGAL

**Remit 2 (Heavy Commercial Vehicle (HCV) – Rural roads policy)** relates to two pieces of legislation:

- Land Transport Management Act 2003 – which governs the issuing of the Government Policy Statement (“GPS”) and which contains the requirement that NZTA report annually on the use of the land transport fund.
- Local Government Act 2002 – which specifies the LTP process and the inclusion of key roading funding and planning information as a mandatory activity.

**Remit 3 (Heritage buildings)** relates to the following two pieces of legislation:

- Building (Earthquake-Prone Buildings) Amendment Act.
- Income Tax Act 2007.

**Remit 4 (Climate change – advocate to banks)** would help support Government’s proposed Zero Carbon Bill with the objective of NZ becoming a net zero-emissions economy by 2050. It will also establish an independent Climate Commission to set five-yearly carbon budgets and a Green Investment Fund to direct investment towards low-emission industries.

**Remit 5 (Local Alcohol Policies)** relates to the Sale and Supply of Alcohol Act 2012 and the Sale and Supply of Alcohol (Renewal of Licences) Amendment Bill (No 2).

**Remit 8 (Single Use Plastics)** Government is currently seeking advice on banning plastic bags.

**Remit 9 (Mandatory register of cooling towers)** relates to the Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005.

**Remit 11 (Reducing the waste stream)** relates to the Local Government Act 2002 which stipulates collecting solid waste as a core requirement for councils. However, how waste is collected; whether recyclables are separated; and how waste is processed is up to councils to decide.

## 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Dependent on the nature of any remits, this could have policy implications.



#### 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

There are no significance implications from any of the remits.

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

| Planned | In Progress | Complete |                                       |
|---------|-------------|----------|---------------------------------------|
|         | ✓           |          | Internal                              |
|         |             |          | Community Boards/Community Committees |
|         |             |          | Waikato-Tainui/Local iwi              |
|         |             |          | Households                            |
|         |             |          | Business                              |

Dependent on the nature of any remits, this could affect Tangata Whenua.

## 6. CONCLUSION

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Council is being asked to consider how to vote on 12 remits to be considered at the Local Government New Zealand Annual General Meeting.

## 7. ATTACHMENTS

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Local Government New Zealand 2018 Annual General Meeting Remits

Who's  
putting local  
issues on  
the national  
agenda?

**We are.  
LGNZ.**

# 2018 Annual General Meeting

## Remits

## 1

## Drug testing in the community

**Remit:** That LGNZ works with central government to develop a nationally consistent regime of waste water testing, to enable a solid basis for testing drug use in our communities.

**Proposed by:** Tasman District Council

**Supported by:** Waitomo District Council  
 Ruapehu District Council  
 Bay of Plenty Regional Council  
 Nelson City Council  
 Upper Hutt City Council  
 Far North District Council

## Background information and research

### 1. Nature of the issue

- a. The technology exists now to test wastewater for the use of drugs which gives a very straight forward comprehensive picture on the drug use in respective communities. This has been trialled currently with three communities in New Zealand and in each community a different drug has shown as the major issue. Where councils or communities would like to apply these tests, a consistent methodology will enable decision makers within those communities to determine the best course of action.
- b. This will allow for the best utilisation of resources within the community to test for drugs. The aim is to provide all relevant services with the ability to identify the use of illegal and harmful substances and identify the practices to reduce harm.

### 2. Background to its being raised

- a. We are all familiar that from time to time, issues with the use of illegal drugs cause particular problems within our communities. Currently one drug that is causing significant concern is methamphetamine. However, we shouldn't assume that this is the only problem drug or in the future the problem drug may be different.
- b. Testing wastewater is a straightforward and effective way to demonstrate the scale and nature of problems with illegal drugs within our communities.

- c. The impacts of drivers being affected by methamphetamine have been raised within our community recently. However, there is wide spread evidence of this drug causing significant harm to families and communities. The simple straightforward test of this nature would be highly beneficial for use in communities when wanting to identify the scale and nature of this problem.

**3. New or confirming existing policy**

This is a new policy.

**4. How the issue relates to objectives in the current Work Programme**

This does not relate to the current work programme.

**5. What work or action on the issue has been done on it, and the outcome**

Three communities have trialled the technology and the primary drugs they detected are Christchurch (MDMA), Rosedale, North Shore (cocaine) and Whangarei (methamphetamine).

**6. Any existing relevant legislation, policy or practice**

Not that I am aware of.

**7. Outcome of any prior discussion at a Zone or Sector meeting**

This has not been discussed at Zone or Sector meetings.

**8. Evidence of support from Zone/Sector meeting or five councils**

This has the support of the six mayors listed above.

**9. Suggested course of action envisaged**

Developing nationally consistent regime for testing wastewater for illegal or harmful drugs.

## 2

## HCV – Rural roads policy

**Remit:** That LGNZ pursue investigation of a Road Pricing Policy Statement for Land Transport to incentivise route selection for HCV's that encourages the most economically efficient use of the transport network over both Local Roads and the State Highway network.

**Proposed by:** Ruapehu District Council

**Supported by:** Zone Three

### Background information and research

#### 1. Nature of the issue

The following issues have been identified:

- a) The current Road User Fees and Charges regime incentivises the shortest transport distance from Gate to Port or processing plant of primary produce without assessment of the most economic, efficient and sustainable transport route.
- b) This does not enable efficiency in the use of the transport network nor take into account resilience and safety.

#### 2. Background to its being raised

The cost of maintaining and renewing local road infrastructure has a significant impact on a territorial authority's budget decisions within its LTP. The consumption of low strength pavements on low volume rural road networks is not well considered by HCV fleet managers when route planning and pricing for harvesting aggregates, forests or other high intensity produce from the primary sector.

The Road Controlling Authorities Forum made up of NZTA and representatives from TA's and associated NGO's have funded Research and produced Guidelines to assist Funding Policy Decision makers in Local Government. It is considered that more can be done at a National Funding Policy level to promote efficient and effective use of limited resources for Land Transport.

**3. New or confirming existing policy**

New - Policy goal – That price incentives are in place to ensure the most economic use of the transport network.

**4. How the issue relates to objectives in the current Work Programme**

This issues relates to LGNZ's strategic priority one<sup>1</sup> regarding infrastructure and specifically around the policy priorities, actions and projects for transport. These include:

- Government Policy Statement for Land Transport 2018 and National Land Transport Programme presented to councils in an integrated manner for LTPs which addresses sector needs including freight, regional growth and tourism.
- Ongoing advocacy for new funding models for transport.
- Integrate policy positions from Mobilising the Regions including: integrated transport planning and decision making models into the above.

**5. What work or action on the issue has been done on it, and the outcome**

A large proportion of pavement consumption on local roads occurs on low volume roads, caused almost entirely from commodity cartage. The Special Interest Group – Low Volume Roads (SIG-LVR) of the Road Controlling Authorities Forum (NZ) (RCA Forum) has sought to provide a process for:

- Calculating pavement consumption on low volume roads caused by industrial land-use.
- Allocating the cost to industrial ratepayers, in an equitable way, using rules prescribed by local government legislation.

This work is now in circulation is being considered as one of the tools to equitably fund transport demands on Local Roads.

References

[http://rcaforum.org.nz/sites/public\\_files/images/160429-Notes%20of%20290416%20forum.pdf](http://rcaforum.org.nz/sites/public_files/images/160429-Notes%20of%20290416%20forum.pdf)

[https://rcaforum.org.nz/sites/public\\_files/images/Guidelines\\_equitable\\_funding\\_pavement\\_maintenance\\_LVR-July\\_2017.pdf](https://rcaforum.org.nz/sites/public_files/images/Guidelines_equitable_funding_pavement_maintenance_LVR-July_2017.pdf)

**6. Any existing relevant legislation, policy or practice**Land Transport Management Act 2003

- This governs the issuing of the GPS, the requirement that NZTA report annually on the use of funds from the land transport fund (including the contribution to the GPS outcomes and objectives) and the compliance of RLTP with the GPS.

Local Government Act 2002

- This specifies the LTP process and the inclusion of key roading funding and planning information as a mandatory activity.

**7. Suggested course of action envisaged**

That LGNZ pursue investigation of a Road Pricing Policy Statement for Land Transport to incentivise route selection for HCV's that encourages the most economically efficient, safe and resilient use of the transport network over both Local Roads and the State Highway networks.

**8. Discussion and conclusion**

For example; The full cost of government afforestation incentives are not taken into full account when calculating Return on Investment. In the case of forest harvest today, the incentives for investment were made in the 1990's in the national interest (primary exports and carbon agendas) and in many cases the costs today largely fall on property with higher capital values.

A potential exists to introduce road pricing to incentivise the best use of transport resources and provide for economic growth and productivity in the rural provincial sector.

In order to allow for more informed and effective decisions, the transport sector needs to be incentivised to use the best possible transport routes that are proven the safest most efficient and sustainable use of the network.

It is therefore recommended that LGNZ pursue an investigation into Road Pricing that can inform NZTA and the Ministry of Transport when considering any review of funding tools for New Zealand's transport infrastructure.

## 3

## Heritage buildings

- Remit:** That LGNZ lobbies for greater support for, and protection of, heritage buildings via the following mechanisms:
- Revision of the Building (Earthquake-Prone Buildings) Amendment Act to change the ‘25% building work’ clause instead to trigger earthquake strengthening once a threshold of “25% of the Capital Value or \$200,000, whichever is the greater” is reached to make this a more equitable provision for regional centres.
  - An increase in the heritage fund.
  - Provision of tax relief for heritage building upgrades
- Proposed by:** Whanganui District Council
- Supported by:** Zone Three

## 1. Background information and research

### 1. Nature of the issue

The following issues have been identified:

- a. The current Building (Earthquake-Prone Buildings) Amendment Act (the Act) contains a clause where any work that reaches 25% of the current Capital Value (CV) of the building subsequently triggers the need to earthquake strengthen the entire building. This has a significant impact on smaller centres with low CVs (e.g. where values can be below \$100,000). This poses an imminent and real threat to heritage buildings and the future character of New Zealand’s town centres.
- b. Earthquake strengthening deadlines are approaching and regional centres in particular may struggle to undertake this work. This is because there is not the same economic return for these improvements. More funding is required to ensure that this can be delivered on time.
- c. There is no tax relief available for earthquake strengthening costs. This is a deterrent for delivering on this important safety and preservation work.

### 2. Background to its being raised

New Zealand’s heritage buildings are a critical reminder of our past. Regardless of size or splendour even unassuming pubs and shops in the smallest of towns are slowly earning respect



and recognition for their reflection of our heritage and their important historical insight. This is true irrespective of whether this is a nostalgic nod to memories of youth or a more significant need for heritage preservation. If we lose these then we lose the valuable visual reminders which mark our unique identity as a country – and once these are gone, they are gone. This recognition has been the impetus for successful rejuvenation efforts throughout the country, for example, along the Otago Rail Trail where redundant buildings have been given a new lease of life – which has translated into economic benefit for new business ventures, while adding significantly to the tourism experience. These opportunities should be encouraged and incentivised by government and strongly supported by LGNZ.

#### Amendment to the Act

- Whanganui’s Earthquake-Prone Buildings Community Taskforce (the Taskforce) submitted on the Proposals for Earthquake-Prone Buildings Regulations in 2016.
- Part of this submission focused on the trigger point for earthquake strengthening of an entire building. This had been set at 25% of the current CV – meaning that in instances where a building has had an ‘earthquake strength assessment’ carried out then once the 25% threshold is reached through building work of any kind then complete earthquake strengthening is required.
- As a result, despite the legislation not requiring earthquake strengthening for many years, once this point is reached then the building owner or tenant is effectively penalised for what might amount to just a minor upgrade.
- The Taskforce challenged this clause and instead recommended that it be reworded so that work that reaches 25% of the CV, or a value of \$200,000 (whichever was the greater) become the trigger point instead.
- This is because most buildings outside of the major cities have low CVs. This is largely due to the age of the buildings and the nature of small town demand for retail and upper-storey living (with many of these CVs being below \$100,000).
- As a result, even small scale building work such as \$25,000 for a new bathroom or internal wall construction could enact this clause.
- Although the Taskforce’s submission received support from other communities it did not result in the requested changes to the legislation being made.
- The Taskforce has suggested that if the clause remains in its current form then it could cause a large number of heritage buildings (particularly in regional centres) to become dilapidated, and ultimately lost. This runs counter to the intent of the legislation and an urgent review of the determination is requested.

#### Increase in the heritage fund

- Heritage EQUIP provides grants for both retrofitting and major works<sup>2</sup>.
  1. Retrofit grants are designed to support smaller scale seismic strengthening projects. These are to address specific aspects of the building or to provide retrofit solutions for common hazards. They provide up to 50% of costs – up to a maximum of \$25,000.

2. Major works grants are for comprehensive seismic strengthening solutions including large-scale or staged projects. These provide up to 50% of costs, with no upper limit to the grant application.
  - In 2016 the government announced a new \$12M fund to support earthquake strengthening work on privately owned heritage buildings where seismic upgrades were required.
  - Although this was initially limited to only Category 1 and 2 listed buildings, this has since been broadened to other buildings on local council heritage registers.
  - While the initial \$12M pool was a welcome funding mechanism for building owners, it is claimed that additional support will be required as earthquake strengthening deadlines approach.

#### Tax relief

- It is considered that commercial building owners should be allowed tax relief for earthquake strengthening costs.
- IRD currently provides no tax relief for expenditure.
- It is claimed that this discourages investment – especially for older buildings.
- The government could assist with the affordability of strengthening costs by allowing building owners to expense their construction costs by one of two ways:
  1. Allowing the cost of strengthening to be treated as an expense in the year in which the costs occur, with the deduction ring-fenced to rental income activity. This would allow owners to claim the tax benefit of the expenditure and would provide a real incentive to owners to carry out the strengthening.
  2. In lieu of the above option not being adopted then building owners should be allowed to capitalise the strengthening costs separately – with those costs depreciated or amortised over a period of, for example, 10 years. Although the first option is preferred and offers more benefit to owners, the second option would still allow the recovery of some tax relief over a defined period.

### **3. New or confirming existing policy**

These changes would build on and support existing policy. Tax relief advantages would require new provisions.

### **4. How the issue relates to objectives in the current Work Programme**

The current LGNZ work programme identifies the implementation of earthquake prone buildings regulations as a strategic policy priority under *Housing and Building*.

### **5. What work or action on the issue has been done on it, and the outcome**

The Taskforce has advocated strongly for the needs of regional New Zealand in relation to heritage and earthquake strengthening. Supplementary research alongside its submission suggests that the following outcomes are possible without intervention:

- Buildings will not be renovated until the very last moment. As a result, deterioration in the integrity of the building is likely to be significant and could lead to the building becoming unsalvageable.
- Buildings will slowly deteriorate – becoming even less attractive to rent. This will have an impact on regional town centres.
- Buildings are likely to be abandoned once the earthquake strengthening deadline is reached – particularly in the case of overseas landlords where the cost of either clearing the site or strengthening will far exceed the value left in the property.
- The 25-year strengthening timeframe allowed in the legislation for Zone B areas (such as Whanganui) is now seriously reduced in efficacy because of the ‘25%’ clause.

#### **6. Any existing relevant legislation, policy or practice**

- Building (Earthquake-Prone Buildings) Amendment Act
- Income Tax Act 2007

#### **7. Outcome of any prior discussion at a Zone or Sector meeting**

This remit was presented to the Zone Three meeting on 20 April 2018. It was moved by Cr Helen Craig (Whanganui) and seconded by Mayor Don Cameron (Ruapehu). It was supported by all member councils:

- Central Hawke's Bay District Council
- Hastings District Council
- Hawke's Bay Regional Council
- Horizons Regional Council
- Horowhenua District Council
- Manawatu District Council
- Napier City Council
- New Plymouth District Council
- Palmerston North City Council
- Rangitikei District Council
- Ruapehu District Council
- South Taranaki District Council
- Stratford District Council
- Taranaki Regional Council
- Tararua District Council
- Wairoa District Council

In addition, Rangitikei District Council has acknowledged its specific endorsement of this remit.

## 8. Suggested course of action envisaged

It is recommended that:

- a) The Act be amended to allow for work up to 25% of the CV, or \$200,000, whichever is the greater.
- b) The Heritage Fund be increased to adequately meet demand.
- c) That IRD reviews its provisions in relation to tax relief for earthquake strengthening of heritage buildings with a view to introducing this assistance.

## 9. Discussion and conclusion

***“Heritage buildings keep our history alive, telling the story of our past and giving perspective for today. Heritage buildings provide both private and public value throughout New Zealand.”***

(credit Heritage Equip website: [heritageequip.govt.nz](http://heritageequip.govt.nz))

These recommendations are based on the value of heritage and the importance of ensuring that the rules are applied in a fair and equitable way, regardless of whether you live in a major city or a smaller regional centre. The current Act does not offer this even-handedness – meaning that those in smaller centres with low CVs can be charged with responsibility for full earthquake strengthening as a result of only small scale building works. A minor reframing of the Act to set a cost threshold of up to \$200,000 would ensure that a more equitable approach could be applied nationwide, without unduly penalising regional New Zealand where the economics of building conversion are not the same. By not addressing this discrepancy heritage buildings may miss out on investment and upgrades – eventually becoming rundown and potentially lost.

The value of heritage preservation is further championed through a request to increase the Heritage Fund. This boost would provide greater opportunity for more building owners to receive a subsidy so that requisite strengthening work can be undertaken. It would also mean that government could better manage the influx of applications that are likely to be submitted as deadlines approach. It is considered that this assistance will be particularly important for regional New Zealand where there is not the same economic return for this kind of work. Although building owners are generally passionate about restoration, with costs being so high and returns so low it is possible that many buildings will be left abandoned and ultimately demolished due to a lack of financial viability. Related to this is the concern that councils will then be burdened with the cost of demolition and rates arrears. Furthermore, removal of heritage buildings will irreparably impact on town streetscapes – resulting in less attractive replacement structures (or building gaps) and generating a loss of character, community and cultural identity.

Investment can similarly be encouraged through the provision of tax relief to support heritage building owners. Although this would have minimal financial impact on the government it would

have a significant effect on the retention and strengthening of earthquake-prone heritage buildings. It is recommended that this review occur as soon as possible to mitigate the size of this issue as a growing number of older buildings increasingly require investment.

## 4

## Climate change – advocate to banks

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|                      |  |
|----------------------|--|
| <b>Remit:</b>        | That LGNZ, consistent with the Local Government Position Statement on Climate Change 2017 and the Local Government Leaders' Climate Change Declaration 2017, advocate to all major banks that they transition away from investments in fossil fuel industries, and consider opportunities for long-term investments in low- or zero-carbon energy systems. |
| <b>Proposed by:</b>  | Greater Wellington Regional Council  |
| <b>Supported by:</b> | Greater Wellington Regional Council<br>Porirua City Council<br>Carterton District Council<br>Masterton District Council<br>Kapiti Coast District Council<br>Palmerston North City Council  |

**Background information and research****1. Nature of the issue**

Climate change has been described as “a slow motion disaster that will change our lives, the economy, and our planet for ever”. The previous Parliamentary Commissioner for the Environment Dr Jan Wright said that climate change is “by far New Zealand’s worst environmental problem”. The effects of climate change are already being felt globally and in New Zealand through: increased frequency of extreme weather events including storms, cyclones, tornadoes and droughts; wildfires; and rising sea levels.

Climate Change will have major impacts on areas of responsibility of local government. Over the next few decades, tens of thousands of New Zealanders will be displaced from their homes by threatened inundation by rising sea levels. Local government has the responsibility to manage, at regional, city and district levels, land use planning including requirements for coastal protection or managed retreat to ensure future residential and business development and infrastructure is located away from areas that will be inundated. Local government therefore has a very high interest in measures being taken to reduce emissions of greenhouse gases, in accordance with NZ’s commitments under the Paris Agreement of 12 December 2015, and subsequent commitments by the Government.

## 2. Background to its being raised

Greater Wellington Regional Council has recently updated its Treasury Risk Management Policy and has included a section:

**“5.3 Investments in fossil fuels** The Council has a policy to divest from any direct investment in fossil fuel extraction industries and investigate existing non direct investment, with a view to preventing future investment where practical”.

The Council’s Treasurer has taken the opportunity to advise banks of this policy as part of Council’s on-going commitment to reducing carbon emissions and promoting this to the wider community. It has also advised the banks that as part of its on-going due diligence into this matter, it will continue to monitor the banks it transacts with to ascertain what they are doing to assist with reducing and discouraging the on-going use and investment in fossil fuel industries.

## 3. New or confirming existing policy

Local Government recognises, as stated in the Local Government Position Statement on Climate Change, 2017, and the Local Government Leaders’ Climate Change Declaration, 2017, that we must act on climate change now to avoid future risk. Local authorities have accepted that they are at the frontline of climate change adaptation and have a role to play in mitigation, and that their responsibilities will grow in addressing climate change as both anticipated and unforeseen problems are revealed. Local government has a strong interest in the impacts of climate change and what can be done to mitigate those impacts.

Support for this remit will reinforce the Local Government Leaders’ Climate Change Declaration 2017, which included: “A clear and consistent pathway toward a low carbon and resilient future needs to provide certainty for successive governments, businesses and communities to enable transformative decisions and investments to be made over time”.

## 4. How the issue relates to objectives in the current Work Programme

LGNZ has climate change as a project in its Work Programme.

This remit relates to the following objectives of the project:

- a. Climate Change Action: “Actions to reduce emissions”
- b. A Collaborative Approach: “A collaborative and joint response to climate change, including a clear pathway to a low carbon economy”
- c. Key work streams: “Mitigating the impacts of climate change”
- d. Supporting work: “The sector will contribute to the Productivity Commission’s inquiry into NZ’s transition to a low-emissions economy”.

**5. What work or action on the issue has been done on it, and the outcome**

On 19 October 2016, the NZ\$30 billion NZ Super Fund announced changes to become more resilient to climate change investment risk under a new strategy announced by the Guardians of New Zealand Superannuation.

CEO Adrian Orr said climate change was a material investment issue with risks for long-horizon investors. “In coming years the global energy system will transition away from fossil fuels. Some assets we invest in today may become uneconomic, made obsolete or face a dwindling market.”

“Climate change, and the coming transition to a low-carbon energy system, also present investment opportunities for long-term investors that we intend to capture”. Mr Orr said the strategy represented a significant and fundamental shift for the NZ Super Fund.

The New Zealand Super Fund has set an example for banks and other investment fund managers. The effect of this remit will be to reinforce to major banks the strategic importance and benefits of a shift of investments away from fossil fuel industries and towards long-term investments in low- or zero-carbon energy systems.

The banks that Council deals with have a range of appetites in terms of dealing with climate change issues, with them all formally acknowledging the issues of climate change.

The four Australian banks that Council deals with all have exposures in the billions of dollars to the coal mining sector. They all have some statement on environmental/climate/sustainability on their websites and in their financial statements. They all support the position on climate change and the need to reduce greenhouse gases.

Westpac is a leader having been recognised as the world’s most sustainable bank in 2016 for the ninth time and has a focus on energy efficient lending, and is the only bank to publish its exposures to both the fossil fuel and clean tech/environmental service sectors.

Kiwibank has little or no exposure to direct lending to fossil fuel industries as its focus is primarily on residential lending. They provide sustainable energy loans and their guiding principles espouse an ethical approach to their products and services.

The LGFA, while having not having a formal policy on climate change, is presently considering one as part of its work programme. They have no investments in fossil fuel industries.

**6. Any existing relevant legislation, policy or practice**

The current Government announced shortly after it took office in November 2017 that it will introduce a Zero Carbon Bill with the objective of NZ becoming a net zero-emissions economy by 2050. It will also establish an independent Climate Commission to set five-yearly carbon budgets and a Green Investment Fund to direct investment towards low-emission industries.

This remit could make an important contribution to assisting the Government to meet the objective of a net zero-emissions economy by 2050, by encouraging banks to divest from



investments in fossil fuel industries and instead direct investment to low- or zero-carbon energy systems.

**7. Outcome of any prior discussion at a Zone/Sector meeting**

The proposal for this Remit was discussed at the first Greater Wellington Region Climate Change Working Group meeting on Friday 16 March 2018, which included representatives of all 9 councils within the Greater Wellington Region. There was strong support for the remit from the councils. The next Zone 4 Meeting is not until after the deadline for submission of remits for the 2018 AGM of LGNZ, so it was agreed that Greater Wellington Regional Council will send the proposed remit to all councils within Zone 4 seeking their support. (Note: this paragraph will be updated once replies have been received from all councils and before the date for submission of 21 May 2018)

**8. Evidence of support from Zone/Sector meeting or five councils**

Can be found in folder in I drive.

**9. Suggested course of action envisaged**

The following action is envisaged, if this remit is passed:

- e. The President of LGNZ will write to the NZ Local Government Funding Agency, and all major banks in NZ which manage investment funds on behalf of local authorities, to advocate that they transition away from investments in fossil fuel industries and consider opportunities for long term investments in low- or zero-carbon energy systems.

## 5

## Climate Change Adaptation Fund

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|----------------------|--|
| <b>Remit:</b>        | Following on from the findings and recommendations of the Climate Change Adaptation Technical Working Group, that LGNZ calls on central government to establish a Climate Change Adaptation Fund to improve local level and community participation in responding to climate change. |
| <b>Proposed by:</b>  | Christchurch City Council  |
| <b>Supported by:</b> | Metro Sector<br>Hutt City Council<br>Selwyn District Council   |

**Background information and research****1. Nature of the issue**

The impacts of climate change will be experienced New Zealand-wide with increased frequency and intensity of extreme events such as flooding, droughts, and increased coastal inundation. Over the past year this has been felt particularly keenly by local government in coastal areas. Adaptation to climate change is a necessary and ongoing process for decisions relating to infrastructure, urban development, biodiversity and land and water management.

The cost and affordability of adaptation for communities, businesses and councils is a significant issue. Some of the rationale for establishing an Adaptation Fund are as follows:

1. Responding to climate change is a significant and nation-wide issue

Climate change will touch all communities and impact on all councils throughout New Zealand. It will impact on many council roles, services and infrastructure. For some communities and councils these impacts will be significant.

2. Disproportional impacts and costs

The impacts and costs of adapting to climate change will not be felt evenly across the county. Often the most vulnerable communities are hardest hit. Many councils will have limited ability to adequately anticipate and respond to changes brought on by climate change, further raising inequalities. For some councils the costs will be beyond their means.

3. Cost is a barrier to proactive responses

For many communities and councils the cost of proactively responding to climate change is a significant barrier. While it is often more cost-effective to adopt proactive solutions, the up-front costs mean that only reactive, higher cost responses are taken. New Zealand will miss opportunities to save costs and be more exposed to higher cost recovery pathways.

In their Stocktake Report (2017), the Climate Change Adaptation Technical Working Group identified the cost and/or funding of adaptation is a key barrier for councils, and communities, in being able to implement adaptation measures in their areas.

4. Cost can be a barrier to fulfilling legal responsibilities

Councils have specific roles and legal responsibilities under the Resource Management Act 1991 and the Local Government Act 2002 to consider the impacts of climate change and the needs of future generations that may not adequately be fulfilled, or fulfilled in a timely manner, because of cost. Up-front costs can be barrier to long-term decision making and costs on future generations are heavily discounted, meaning future costs are poorly recognised and rarely managed. The impact is that we have an “adaptation deficit” where future generations will disproportionately carry the cost of the impacts of climate change.

5. Complementary to other approaches

A Climate Change Adaptation Fund is complementary to other actions and proposals of Local Government New Zealand and the Government, described below in the New or Confirming Existing Policy section. The Fund would help unlock opportunities to collaborate and share learnings across communities and could leverage other private and public investments in adaptation research and the practical implementation of solutions.

Funding can provide an incentive for communities to adapt and ensure that costs of adaptation are equitable. It will also enable more effective conversations to be had with communities around adaptation as funding is a significant barrier in willingness to adapt.

**2. New or confirming existing policy**

A useful precedent for this is the International Adaptation Fund, which helps developing nations better understand and proactively respond to climate risks. This fund provides a way for relatively well-resourced countries and organisations to support those most at risk. In a similar way a New Zealand Climate Change Adaptation Fund could also leverage support from private and public organisations to help our most vulnerable communities.

A useful example is the Civil Defence and Emergency Management Resilience Fund, which was established by the Government in 2011. This well-subscribed fund supports worthwhile education, capacity building and monitoring projects across the spectrum of natural hazards, but mostly, earthquake, flood, tsunami related projects. However, climate change adaptation is currently poorly resourced through this fund as the fund itself has a limited scope and very limited resources, especially considering that New Zealand’s economy is one of the most

vulnerable economies in the world to natural hazards. Consequently, current funds are insufficient and limited in focus to support critical and large scale adaptation projects needed to adequately prepare New Zealand for climate change. A contestable New Zealand Climate Change Adaptation Fund would be an important way to address these barriers and vulnerabilities.

### **3. How the issue relates to objectives in the current Work Programme**

This remit supports and confirms LGNZ's specific policy priority on seeking clarification from central government on funding for climate change adaptation.

More generally, climate change is a key area of work for LGNZ. For example, LGNZ's Policy Statement (2017) and its Climate Change Plan on a Page stated 'All local authorities (city, regional, district and unitary councils) are at the front line of climate change adaptation'. In addition, LGNZ has catalogued the pervasive impacts of climate change for local government roles and responsibilities, with a key focus on adaptation.

Supporting the development of a Climate Change Adaptation Fund will encourage dialogue on funding options, which LGNZ seeks through its Environmental policy priority. This would help to support the critical need for proactive collaboration between central and local government, and between city, district and regional councils.

The remit also supports the LGNZ Climate Change Project which promotes a collaborative approach to address the risks, challenges and opportunities of climate change. This includes local government requiring central government to establish adaptation funding for councils to access.

### **4. What work or action on the issue has been done on it, and the outcome**

As noted above, the Government's Climate Change Adaptation Technical Working Group has recently completed its Stocktake Report, focusing on how New Zealand can build resilience to rising sea levels, a warmer climate, extreme weather and other impacts of climate change. We understand a second report is underway, which will consider how New Zealand can effectively adapt to the impacts of climate change, in which recommendations will be made to central government. The report was expected to be completed in March 2018 but at the time of writing, had not yet been released publicly.

A research paper has also recently been completed on The Case for new Climate Change Adaptation Funding Instruments, which outlines some guiding principles and design issues in establishing an adaptation fund. The paper has key linkages with the work carried out by the Technical Working Group, and identified further areas for investigation in subsequent research.

In July 2017, the former Parliamentary Commissioner for the Environment, Dr Jan Wright, released the report Stepping stones to Paris and beyond: Climate change, progress and predictability. Amongst its many recommendations, the report calls for the government to focus on adapting to climate change, noting its inevitability. It states that 'New Zealanders have an expectation that central government will provide financial assistance for those affected by

natural disasters’ and notes ‘it is not too soon to consider the economic and fiscal risks of sea level rise, and to include the forward liability into planning and investment decisions.’ Dr Wright’s report was well-received, however at the time the Government opted not to action its recommendations.

At a regional level, councils are considering adaptation funding as part of their own individual climate change policies. For example:

- f. Hawke’s Bay Regional Council has completed initial work on developing a contributory fund for adaptation actions in the Clifton to Tangoio Coastal Hazard Strategy 2120.
- g. Christchurch City Council is in the early stages of engaging with the Southshore and South New Brighton communities around responding to the effects of climate change. Funding of adaptation actions will be a critical component of the project.

Although work is happening at a regional level, central government leadership and action is required.

**5. Any existing relevant legislation, policy or practice**

As noted above, local councils are primarily acting alone with respect to climate change adaptation funding, with some guidance from LGNZ’s policy work in this space. Central government action may stem from the Technical Advisory Group’s second report, which is expected to be publicly released soon.

**6. Outcome of any prior discussion at a Zone/Sector meeting**

Supported

Moved/Seconded: A.Turner/R. Wallace

**7. Evidence of support from Zone/Sector meeting or five councils**

Can be found in folder in I drive.

## 6

## Local Alcohol Policies

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|                      |  |
|----------------------|--|
| <b>Remit:</b>        | That LGNZ seeks the Government’s agreement to: <ul style="list-style-type: none"> <li>• amend the Sale and Supply of Alcohol Act 2012 so that Local Alcohol Policies can more accurately reflect local community views and preferences.</li> <li>• review policy levers it can apply to reduce alcohol-related harm that will complement LAP provisions established by TLAs and include consideration of mechanisms for addressing the density and location of off-licensed premises.</li> </ul> |
| <b>Proposed by:</b>  | Christchurch City Council and Napier City Council  |
| <b>Supported by:</b> | Metro Sector<br>Hutt City Council  |

**Background information and research****1. Nature of the issue**

Strong community concern about the effects of the increasing number of alcohol sale outlets in many communities resulted in changes to the Sale and Supply of Alcohol Act in 2012 which devolved responsibility for alcohol policy-making from a central body to local government. The 2012 legislation enables each territorial authority to develop a Local Alcohol Policy (LAP) in order to control where and when alcohol can be sold. As designed, LAPs can:

- restrict the granting of new licences in a community (or across the district);
- restrict the location of new premises with respect to proximity to other premises or sensitive sites;
- set maximum trading hours of alcohol sales from outlets e.g. pubs, night clubs, restaurants, sports clubs, supermarkets and bottle stores;
- identify conditions able to be placed on licences to minimise alcohol-related harm.

However, a LAP is only one of 11 criteria that a District Licensing Committee must have regard to in its decision-making and currently the provisions do not apply to existing licenses (apart from provisions reducing the maximum trading hours). Whilst a District Licensing Committee could impose conditions on a new licence to reflect the provisions of LAP, the LAP provisions do not automatically apply.

The biggest difficulty is the wide ground on which a LAP can be appealed and the costs councils face in defending appeals and subsequent legal avenues available to appellants. The promises of increased community input through the adoption of a LAP is largely to be realised.

The “reasonableness” test able to be applied to LAP provisions via an appeal, largely renders local preferences ultra vires. Community preferences need to be based on robust foundation evidence, which can be difficult to obtain. There is also no ability to include a “sinking lid” provision as there is with regard to Class 4 Gaming policies.

While the ability to establish a local alcohol licensing framework has been devolved to councils, it has not been accompanied by the required authority and resources. As a result, the majority of LAPs so far developed have been appealed by alcohol industry groups and, in most cases, have resulted in adopted LAPs which closely align with national legislation.

As Alcohol Healthwatch states, ‘the devolution of policy-making to local governments with limited financial and personnel resources to fight appeals appears to have been, in the most part, an impossible ask’. The lack of provisions within many of the adopted LAPs (and the requirement for District Licensing Committees to only have regard to an LAP in decision-making) creates a significant burden on communities to be involved in individual licensing decisions.

No council would advocate for a LAP process that is not fair, appropriate and robust, but the current ability for appellants to endlessly challenge a community’s preferences regarding the sale of alcohol is untenable.

## **2. Background to its being raised**

From 2012 to 2017, the Christchurch City Council followed the current provisions of the Sale and Supply of Alcohol Act 2012 to introduce a LAP in Christchurch. Once a provisional LAP was adopted and notified, 19 appeals were filed. There were also eight interested parties. At considerable expense, the Council entered into a mediation process with all 19 appellants and eventually resolved 17 of the 19 appeals. Following conclusion of the mediation process, one appellant filed judicial review proceedings against the Council in relation to the failure to take into account an implied planning consideration. Ultimately the judicial review proceedings were successful. Following those proceedings, with the effluxion of time and no end date in sight, the Council decided to abandon its LAP process.

Overall, the Council’s costs were in the order of \$1.1 million. The majority of costs were incurred during the mediation process, judicial review proceedings and during the preparation for the appeals.

Suggested actions are as follows:

1. Review the Sale and Supply of Alcohol Act to ensure community views are able to be reflected in a LAP
  - repeal or review section 81 of the Sale and Supply of Alcohol Act 2012; and/ or
  - add a new subclause to section 4 of the Sale and Supply of Alcohol Act 2012 (the Object of the Act) “the views and preferences of communities regarding local alcohol licensing matters are appropriately responded to”.
2. Request the Government explore policy levers to address alcohol-related harm that are available to it but that aren’t able to be included in a LAP. These include:
  - review of the minimum age for purchasing alcohol
  - consideration of minimum pricing
  - consideration of changes to the taxing of alcohol

- consideration of providing funding to local authorities to offset the cost of LAP development

### **3. How the issue relates to objectives in the current Work Programme**

This issue relates to LGNZ's Social Issues portfolio, which is:

*Working alongside central government and iwi to address social issues in our communities including an ageing population, disparity between social groups, housing (supply and quality) and community safety.*

It can be said that good alcohol policy plays a strong role in preserving and improving community safety.

The issues with establishing LAPs have been identified by other councils, which we understand are also planning on submitting draft remits to the LGNZ Annual General Meeting on this issue.

### **4. Any existing relevant legislation, policy or practice**

The Sale and Supply of Alcohol Act 2012 provides for councils to develop a LAP if they wish. The Act details the matters able to be addressed through a LAP, which are limited to maximum opening hours and location of licensed premises as well as providing for the requirement of one-way-door provisions for on-license premises and special conditions to apply.

The Sale and Supply of Alcohol (Renewal of Licences) Amendment Bill (No 2) is currently before the House. This Bill addresses an anomaly in the current Act that effectively provides existing use rights for licences in place before a LAP is adopted and makes the introduction of amended trading hours through a LAP problematic. The Alcohol Regulatory and Licensing Authority (ARLA) has overturned the introduction of amended trading hours via LAPs on the basis they can't be applied to all licenses on an equal basis - due to existing licenses not being covered until renewal is required.

The Bill will address the practical issue of introducing new maximum trading hours but does not address the lack of weight able to be given to community preferences in an LAP or the seemingly low bar for reasonableness being applied by ARLA when considering appeals.

### **5. What work or action on the issue has been done on it, and the outcome**

As noted above, the Sale and Supply of Alcohol (Renewal of Licences) Amendment Bill (No. 2) is currently before the House. However, from the Christchurch City Council's point of view, the Bill doesn't adequately address the lack of weight that can be given to community preferences in an LAP or the definition of 'reasonableness' of appeals.

### **6. Outcome of any prior discussion at a Zone/Sector meeting**

Supported – suggested wording amended to ensure any changes to the Act deal with the proliferation of off-licenses as the LAP is not working. This amendment has been made.

Moved/Seconded: A.Turner/R.Wallace



## 7

## Biofuels

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|                      |   |
|----------------------|---|
| <b>Remit:</b>        | That LGNZ encourages the Government to investigate options to support the use of biodiesel such as financial incentives; tax offsets; subsidies to bio-diesel manufacturers; and/or subsidies to renewable fuel manufacturers; and/or subsidies at the pump, in order to support the valuable New Zealand industries developing alternative and low carbon fuels. |
| <b>Proposed by:</b>  | Christchurch City Council   |
| <b>Supported by:</b> | Metro Sector<br>Hutt City Council<br>Selwyn District Council  |

## Background information and research

### 1. Nature of the issue

With the decrease of global oil prices, and All-of-Government contracts negotiated on behalf of councils for the supply of diesel, the price councils now pay for diesel is substantially lower than the price of alternative fuels, such as biodiesel. While the lower cost of diesel is beneficial to councils and other consumers in the short- to medium-term, it is at the expense of the development of alternative fuels and associated technologies, and is acting against councils' activities in other areas to reduce emissions.

### 2. Background to its being raised

In November 2017, Christchurch City Council's Infrastructure, Transport and Environment Committee received a deputation from a biofuel supplier in New Zealand, which raised concerns about the impact of lower diesel prices on the alternative fuels industry. Following the deputation, the Committee requested that the Council write to the Minister for Greater Christchurch Regeneration, Hon Dr Megan Woods, to raise the issue. The letter invited the Government to consider potential solutions to support the use of bio-diesel and alternative fuels through mechanisms such as tax offsets, financial incentives for using bio-diesel, a subsidy to bio-diesel manufacturers, and or subsidies at the pump.

At the time of writing, the Christchurch City Council had not received a response from the Minister. Further interest from LGNZ in this area may stimulate further discussion or action in this area.

**3. How the issue relates to objectives in the current Work Programme**

This issue is very connected with LGNZ's Climate Change Project, as increasing the amount of alternative fuels used will meaningfully contribute to the reduction of emissions. The proposed remit is also aligned with the 2017 Local Government Leaders' Climate Change Declaration, where signatories committed to 'encourage Government to be more ambitious with climate change mitigation measures.'

**4. What work or action on the issue has been done on it, and the outcome**

The most recent work carried out by central government organisations relating to biofuels relates to information provision. The Energy Efficiency and Conservation Authority has a repository of information on its websites relating to biofuel and bioenergy, providing information for drivers, businesses, researchers and biofuel producers on its website. In addition, the Ministry of Business, Innovation and Employment publishes standards for biofuel quality requirements on its website.

**5. Any existing relevant legislation, policy or practice**

There is no existing relevant legislation, policy or practice on this matter, likely driven by the perceived lack of need and therefore the diminished commercial viability of biofuels at this stage.

Previously, the Biodiesel Grants Scheme ran from 1 July 2009 to 30 June 2012. The Scheme aimed to kick start the biodiesel production industry in New Zealand. With the decreased cost of diesel, the commercial viability of biofuels was diminished, and the fund was discontinued.

**6. Outcome of any prior discussion at a Zone/Sector meeting**

Remit supported as package that dealt with Climate Change

Moved/Seconded: A.Turner/G.Brownless

## 8

## Walking the talk – single use plastics

**Remit:**

- That LGNZ asks central government to urgently develop and implement a plan to eliminate the use of single-use plastic bags and plastic straws.
- That LGNZ encourage member councils take steps to phase out the use of single-use plastic bags and straws at council facilities and events.

**Proposed by:** Christchurch City Council

**Supported by:** Metro Sector

**Background information and research****1. Nature of the issue**

The environmental impact of single-use plastics has been well-traversed. Many studies and media reports have documented the risk to birds and sea-life and the proliferation of plastic-derived toxins and micro-particles in the seas, lakes and rivers from plastic bags that have been improperly disposed of.

It is estimated that New Zealanders use 1.6 billion single-use plastic bags each year, with each bag used for an average of 12 minutes before being disposed of. Plastic straws are similarly ephemeral, with an estimated 541 million straws thrown away by New Zealanders each year.

The extent of the issues posed by single-use plastic bags and plastic straws is such that a multi-pronged approach is required from central government, local councils, and citizens and should focus on limiting the use of single-use plastics and promoting responsible recycling.

**2. How the issue relates to objectives in the current Work Programme**

This issue relates to LGNZ's third policy priority, Environment:

*Leading, in collaboration with others, the challenge of enhancing environmental qualities, protecting freshwater resources and biodiversity and addressing the impacts of climate change and other threats.*

As noted above, single-use plastics present real risks to New Zealand's water quality, biodiversity, and water-based fauna in particular. Reducing the use of single-use plastics, even

in a non-regulatory sense, will go a long way to reduce the volume of plastic waste that ends up in our waterways.

### **3. What work or action on the issue has been done on it, and the outcome**

It is noted that a number of Mayors and Councillors from across the country were signatories to the aforementioned petition delivered to Parliament in February 2018.

Prior to this, in July 2017, LGNZ wrote to the previous Associate Minister for the Environment, Hon Scott Simpson, calling for the Government to introduce a levy on single use plastic bags. The letter was based on a remit to the 2015 LGNZ Annual General Meeting, which was supported by 89 percent of councils. This was intended to deter people from using single-use plastic bags, and was intended to, in time, reduce the number of bags that needed to be produced.

At the time, the then Associate Minister maintained his stance against a legislative approach, and instead undertook to establish a working group to explore options for reducing plastic bag consumption.

It is apparent that the plan to establish the working group was overtaken by the subsequent Foodstuffs and Progressive Enterprises announcements that they would be phasing out single-use plastic bags by the end of 2018.

At a local level, the Christchurch City Council received a staff report in 2016, further to a 1,500+ signature strong local petition that called on the Council to ban single-use plastic bags. The staff recommendations, later resolved by Council, encouraged the Council to champion non-regulatory initiatives, such as:

- a. Taking a leadership role by reducing where the Council itself uses plastic bags, such as in libraries and at Council-run events
- b. Expanding community education about alternatives
- c. Advocating to central government for a national response

Staff advice was that non-regulatory initiatives were preferable to a regulatory approach due to the limitations of the bylaw-making powers available to the Council and the practical difficulties of enforcing any bylaw banning single-use plastic bags. It was also determined that if regulatory reform was to occur, broader, nationwide action would be more appropriate as the issue is a matter of concern for the whole country.

### **4. Any existing relevant legislation, policy or practice**

#### Single-use plastic bags

The Associate Minister for the Environment, Eugenie Sage, has recently requested advice from officials on banning plastic bags, after a 65,000 signature-strong petition was delivered to Parliament in February 2018. The timeframe for when the Minister will consider this advice is

not yet known, nor are the options or next steps. It is suggested that LGNZ continues to push for central government action in this space, to maintain the momentum that has gathered to date.

New Zealand's two largest supermarket chains, Foodstuffs and Progressive Enterprises, are leading non-regulatory efforts to reduce the use of single-use plastic bags, announcing last year that they plan to phase out all single-use plastic bags in their respective New World and Countdown supermarkets by the end of 2018. Other large retailers, such as Bunnings, have adopted similar approaches by choosing to phase out plastic bags based on community interest.

In conjunction with the Packaging Forum, supermarkets are also continuing to promote a soft plastics recycling scheme, initiated in 2015 with support from the Government's Waste Minimisation Fund.

Following a Council decision in 2016, the Christchurch City Council has opted to take a non-regulatory approach to reducing the use of single-use plastic bags in Christchurch by:

- a. reducing the number of plastic bags it uses itself at Council-run events and at libraries;
- b. expanding its community education about waste minimisation;
- c. working proactively with retailers; and
- d. including more environmental considerations in its procurement policy.

#### Plastic straws

It's estimated that over 800 straws are given out weekly by some bars and restaurants, and Sustainable Coastlines has stated previously that straws, or parts of straws, are one of the top five items found during beach clean ups.

Non-regulatory approaches are underway to reduce the use of plastic straws. Examples include:

- a. Wellington City Council, which has been working with local communities and Sustainable Coastlines to raise awareness of the impact of plastic straws, with the aim of reducing usage overall.
- b. Mackenzie District Council, which has been driving a change of habit by encouraging local hospitality operators to provide straws only on-request.
- c. Industry-led initiatives, such as that led by Hospitality NZ, which is encouraging bars and restaurants to stop offering straws automatically with every drink; and switch to biodegradable paper or reusable straws where possible.

#### **5. Outcome of any prior discussion at a Zone/Sector meeting**

Remit supported as package that dealt with Climate Change

Moved/Seconded: A.Turner/G.Brownless

## 9

## A mandatory register of cooling towers

**Remit:**

1. That LGNZ acknowledges the potentially fatal risks posed by legionella bacteria in industrial water cooling towers used for air conditioning and manufacturing;
2. That LGNZ asks central government to resume its work related to reducing the risks posed by legionella bacteria in industrial water cooling towers. This could include:
  - Amending the Building Act 2004 and/or the Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005 to collect information for a mandatory register of cooling towers and a mandatory testing and reporting regime.
  - Providing enforcement powers to councils to address the risks associated with cooling towers such as requiring regular testing, reporting and compliance with specified standards under Building Warrant of Fitness certification.
  - Requiring medical professionals to report cases of legionellosis (Legionnaires Disease) to local District Health Boards' Medical Officers of Health (as is required with Campylobacter outbreaks)..

**Proposed by:** Christchurch City Council

**Supported by:** Metro Sector  
Hutt City Council  
Selwyn District Council

**Background information and research****1. Nature of the issue**

Every few years Legionnaires' disease dominates headlines for a period as another "outbreak" occurs. In order to assist preventing such outbreaks we propose a mandatory nation-wide register of cooling towers to be updated annually, and overseen by the Ministry of Health via District Health Boards.

Regulatory action is required to help combat instances of legionellosis from water-based sources. Mandatory testing and reporting regimes will help building owners and authorities to ascertain the health of specific water cooling towers and will enable early intervention if

unacceptable levels of legionella bacteria are found to be present. A mandatory register of water cooling towers' locations will help healthcare professionals to isolate sources of legionellosis outbreaks, and will aid them to reach potentially affected individuals and communities in a timely manner.

## **2. Background to its being raised**

Legionella bacteria from the wet surfaces of water cooling towers, evaporative condensers (cooling plant) and scrubbers can cause a pneumonia called Legionnaires' disease, which is often severe and can be fatal. Although this is a nationwide issue, this issue is of particular concern to Christchurch City Council after in 2005, an outbreak of 19 cases of Legionnaires' disease (legionellosis) led to the deaths of three Christchurch citizens. The subsequent coronial investigation into their deaths in 2007 recommended better regulation of industrial, water-based cooling towers, with monthly testing and a mandatory register of cooling towers' locations to help pin-point sources of legionella bacteria more readily. The Ministry of Business, Innovation and Employment undertook to act on these recommendations at the time. However work to establish a testing regime and register seems to have been paused recently.

Outbreaks of legionellosis in New Zealand are sporadic but the disease's impact is often severe. Approximately 240 people contract legionellosis each year. This figure includes people who contract legionellosis from soil or potting mix, as well as those who contract the disease from water-based sources. One-third of patients with legionellosis become unwell enough to warrant admission to intensive care units<sup>1</sup>. The medical and social cost of the disease is consequently high.

Citizens are becoming increasingly aware of the risks posed by handling soil or potting mix after a number of well-publicised cases of legionellosis. However, the spread of the disease from water-based sources is more difficult to avoid or mitigate against, due to the comparatively 'invisible' nature. The spread of legionella from water-based sources is more insidious than cases caused by exposure to potting mix. This is because the source of the bacteria is not as readily identifiable by health professionals during a routine examination and patients can sometimes be misdiagnosed with other respiratory infections.

## **3. What work or action on the issue has been done on it, and the outcome**

As noted above, the Coroner made a number of recommendations to the Ministry of Health, District Health Boards and to the Government as part of their 2007 investigation into the deaths of three Christchurch residents from legionellosis:

*To the Ministry of Health and District Health Boards:*

- (i) *That the Legionellosis case definition for New Zealand be reviewed in light of the testing methods now available.*

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<sup>1</sup> <https://www.nzdoctor.co.nz/in-print/2014/november-2014/5-november-2014/legionnaires%E2%80%99-disease-likely-not-just-a-canterbury-phenomenon.aspx>

- (ii) *That appropriate samples where clinically indicated be collected for Legionella culture and PCR testing from suspected Legionellosis cases. Bronchial washing, bronchoalveolar washing lavage, pleural fluid, sputum, or lung tissue specimens are regarded as appropriate samples for Legionella culture and PCR testing. All these clinical samples where available should be forwarded to the Legionella Reference Laboratory for purposes of national surveillance of the disease.*
- (iii) *That if they have not already done so, District Health Boards consider including the urinary antigen test in the range of tests for Legionellosis.*

*To the Government through it appropriate Departments and Ministries: - that it gives consideration to legislation and/or regulatory amendments to achieve the following outcomes:*

- (i) *That the owners and/or operators of all cooling towers be required to register the towers with their Territorial Authorities.*
- (ii) *That Territorial Authorities create and maintain a single database of all cooling towers for heating and ventilating systems for both commercial and industrial processes.*
- (iii) *That all cooling towers, whether commercial or industrial, be brought within the Compliance Schedule/Building Warrant of Fitness regime administered by Territorial Authorities.*
- (iv) *That cooling towers be classified as a separate class of specified system for the Compliance Schedule/Building Warrant of Fitness regime.*
- (v) *That it be mandatory for all new and existing cooling towers to comply with AS/NZS 3666 or other comparable standard and that NZS 4303 no longer be optional for any towers, with pre 2004 towers that do not now comply being required to up-grade within a specified period.*
- (vi) *That testing for Legionella be undertaken at least monthly to AS/NZS 3896 and AS 4276.3.1 by an IANZ biologically accredited laboratory.*
- (vii) *That it be mandatory for the laboratories to notify Legionella test results greater than, or equal to, 100 cfu/ml within 48 hours to the local Medical Officer of Health, and the required control strategy from Table 3.1 of AS/NZS 3666.3 be implemented by the owner or operator.*
- (viii) *That Territorial Authorities and Medical Officers of Health be given powers to audit testing and test results and to ensure that appropriate corrective action is taken following results that do not meet the standard.<sup>2</sup>*

From our understanding, these recommendations have not been substantively addressed by central government in the 10 years since the Coroner's findings were released. In 2015, the Ministry of Business, Innovation and Employment stated that cooling towers were covered by Health and Safety guidelines and that it was up to councils to create their own registers<sup>3</sup>.

<sup>2</sup> FINDING OF CORONER T L SAVAGE IN THE MATTER of Inquests into the Death of ROSS ANDREW HERN, PETER RUSSELL JONES, VALMAI MARJORIE FINLAYSON (April 2008)

<sup>3</sup> <https://www.radionz.co.nz/news/national/290386/still-no-action-on-coroner's-legionnaires-call>



In 2015 Auckland Council introduced its own bylaw that requires all industrial cooling towers to be registered, tested and regularly maintained. One of the purposes of the [Property Maintenance and Nuisance Bylaw](#) is to:

*c) protect, promote and maintain public health and safety by requiring all industrial cooling tower water systems in Auckland to be registered with the council and regularly tested and where appropriate maintained to mitigate against the risk of exposure to Legionella bacteria often linked to outbreaks of Legionnaire's disease.*

Given the bylaw was introduced relatively recently, its efficacy is not yet widely known. It must be noted that for some councils, the cost and resource required to introduce a bylaw to address the risks of industrial cooling towers may be prohibitive. In addition, councils will need to ensure that any bylaws are consistent with and do not supercede the requirements of the relevant legislation (e.g. the Building Act 2004 or the Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005).

#### **4. Any existing relevant legislation, policy or practice**

The Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005 refer to mechanical ventilation and air conditioning systems in the definition of 'specified systems'. Under the Regulations, if a building has a 'specified system', the relevant Building Consent Authority will issue a Compliance Schedule that sets out the inspection, testing and maintenance requirements for the system. Building owners must maintain the systems in accordance with the Compliance Schedule, issuing a Building Warrant of Fitness to the Territorial Authority each year confirming that this has been done. The Regulations go some way in addressing the risks of ventilation and air conditioning systems harbouring bacteria, such as legionella, however industrial cooling towers are not included as a specified system and are therefore not subject to a compliance schedule. Industrial cooling towers are instead governed by Health and Safety at Work legislation, which is less prescriptive in its approach and does not require Compliance Schedules to be adhered to in the same way.

#### **5. Outcome of any prior discussion at a Zone or Sector meeting**

Remit supported as package that dealt with Climate Change

Moved/Seconded: A.Turner/G.Brownless

## 10

## Copper in brake pads

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| <b>Remit:</b>        | That LGNZ calls for central government to introduce legislation to limit or eliminate the copper content of vehicle brake pads to reduce contaminants in our urban waterways. |
| <b>Proposed by:</b>  | Environment Canterbury  |
| <b>Supported by:</b> | Regional Sector   |

## 1. Background information and research

### 1. Nature of the issue

Many urban centres have some level of waterway degradation as a result of urbanisation. Stormwater runoff is the major source of copper and other metals.

A necessary part of any water quality measurement strategy is to reduce or eliminate contaminants at the source. Some sources can be managed at a regional or local level with bylaws and district plans, however, the control mechanisms available to a local authority are not sufficient to tackle copper. The remit seeks central government action.

### 2. Background to its being raised

Research and modelling from various parts of New Zealand indicates that brake pads are the dominant source of copper in urban waterways. Many brake linings contain copper or bronze chips or powder to improve braking properties and provide mechanical strength. The debris worn from brake linings may be retained within the brake pad housing or released onto the road. Brake pad dust is frequently washed from wheels into the storm water network when a vehicle is cleaned.

Research shows that end-of-pipe stormwater treatment practices such as treatment basins, swales and filters are insufficient to achieve the outcomes sought. Therefore, councils across New Zealand see a need for national-scale mechanisms to take the most effective action to remove copper from stormwater.

### 3. New or confirming existing policy

In 2010, both Washington and California passed legislation-requiring brake pads sold or installed to have reduced levels of copper and other heavy metals. There is no such legislation in New Zealand.

#### **4. How the issue relates to objectives in the current Work Programme**

The issue fits under LGNZ's priority 3 – Environment: leading, in collaboration with others, the challenge of enhancing environmental qualities, protecting freshwater resources and biodiversity and addressing the impacts of climate change and other threats.

The issue fits within water 2050 Work stream 2: Water Quality.

#### **5. What work or action on the issue has been done on it, and the outcome**

The Christchurch City Council, Environment Canterbury and the Canterbury Water Management Strategy's Christchurch Melton Zone Committee are closely collaborating to improve water quality outcomes. These groups have worked together to investigate the issue and possible solutions. More detailed analysis is available should it be required.

Wet weather data that is available – from limited monitoring that has occurred during wet weather and from research by NIWA, Canterbury University and other centres – indicated that copper concentrations in storm water runoff are two to ten times in Canterbury land and water regional plan water quality standard. Research elsewhere suggests that is will be the case for most large urban centres.

Modelling software developed at the University of Canterbury was used in a study of urban catchment in Christchurch. It defined large carparks and highly trafficked roads as primary contributors of total suspended solids, and highly trafficked roads and industrial carparks as primary contributors of copper. Modelling also showed:

- Removal of copper contributors onto roads and carparks via implementation of copper-free brake pads is predicted to have significant reduction (78%) on catchment copper loads.

Copper free and low-copper brake pads are available for sale in New Zealand but there is no one source of information in New Zealand and there are varying prices and quality for all brake pads. Unlike in the US and Europe there is no requirement for labelling. As an importer of brake pads, New Zealand could easily achieve a 'quick win' for water quality by restricting imports to low copper or copper free brake pads with no significant implications for New Zealand industries. The United States Environment Protection Agency (in 2015) committed to reduce copper in brake pads to less than 0.5 percent by 2025.

**6. Evidence of support from Zone/Sector meeting or five councils**

Environment Canterbury proposed the remit at the 4 May Regional Sector meeting and sought support from members. The remit is:

LGNZ calls for central government to introduce legislation to limit or eliminate the copper content of vehicle brake pads.

The remit was supported unanimously by the members present.

**7. Suggested course of action envisaged**

That LGNZ work with central government to raise the issue and advocate for legislation change.

## 11

## Reducing the waste stream

|                      |  |
|----------------------|--|
| <b>Remit:</b>        | That LGNZ asks central government to address the China National Sword issue (action 1) and implement the local government waste manifesto (actions 2 - 6), to reduce New Zealand's waste by: <ol style="list-style-type: none"> <li>1. adopting a New Zealand-wide strategic approach to the collection, and processing of recyclable materials within New Zealand;</li> <li>2. reviewing the New Zealand Waste Strategy and align, where practicable, with the "Local Government Waste Management Manifesto" to set a clear programme for action;</li> <li>3. expanding the Waste Disposal Levy and progressively raise the levy rate in order to reduce total waste to landfills;</li> <li>4. officially adopting the National Waste Data Framework and oversee its implementation to enable better planning and monitoring;</li> <li>5. establishing a container deposit scheme in consultation with local government in order to lift recycling rates; and</li> <li>6. declaring tyres, e-waste, agricultural chemicals and plastics, as priority products under the Waste Minimisation Act 2008, to address problem waste streams.</li> </ol> |
| <b>Proposed by:</b>  | Wellington City Council and Christchurch City Council  |
| <b>Supported by:</b> | Zone Four  |

**Background information and research****1. Nature of the issue**

On 1 January 2018, a Chinese ban on foreign waste came into effect, meaning that all plastic, slag, unsorted waste paper and textile products that were once sent to China for processing needed to be sent somewhere else. The change in policy, made by the Chinese government for environmental reasons, has had a significant impact on global recycling processing companies, which have had to find alternative processing facilities (generally shifting operations to South East Asia). The issue being the low prices paid for the product

In the New Zealand context, it is estimated that seven of the 41 million kilograms of plastic waste exported from New Zealand to other countries in 2017 was sent to China (with the

balance being sent Hong Kong (13.5m kilogram), Indonesia, Thailand, Malaysia and Vietnam (19 million kilograms))[1].

At the time, the Ministry for the Environment provided a statement noting that options included finding alternative markets for these materials overseas, or improving on-shore processing. While committed to the idea of increasing processing of recyclable materials in New Zealand, the Associate Minister for the Environment, Hon Eugenie Sage, has so far declined the suggestion of using Ministry for the Environment funds to build a recycling processing facility in New Zealand, suggesting instead that funding other companies that are already doing this work would be preferable. However, processing recyclables is a low margin business built on the economies of scale, which cannot readily be achieved in New Zealand.

With a council-by-council approach to solid waste collection, processing and disposal, it is unlikely that the necessary economies of scale needed to profit from recyclables processing in New Zealand can be achieved. Central government direction is required to develop a New Zealand-wide approach to recyclables processing.

## **2. How the issue relates to objectives in the current Work Programme**

Waste minimisation, including through recycling and reduction in waste to landfill, is a key aspect of addressing the risks of climate change, which is a key area of work for LGNZ.

LGNZ Climate Change Project promotes a collaborative approach between local and central government to address the risks, challenges and opportunities of climate change. As noted above, local government is unlikely to achieve the required economies of scale to improve the volume of recyclables processed in New Zealand, given the council-by-council model of contracting services relating to recyclables. Therefore, a national approach is warranted.

## **3. What work or action on the issue has been done on it, and the outcome**

Some smaller scale recyclables processing plants are already operating in New Zealand, such as Flight Plastics in Lower Hutt, which processes PET plastic from plastic bottles, recycling it into punnets for fruit and other similar products. The \$12 million plant was opened in August 2017 with the aid of a \$4 million grant from the Government's Waste Minimisation Fund, which made it a more feasible proposal. Smaller operators have contested the economic realities of establishing similar infrastructure for other types of plastics.

WasteMINZ, New Zealand's largest representative body of the waste, resource recovery, and contaminated land sectors is working with councils and the Ministry for the Environment to understand the impact of the Chinese policy change; the availability of other markets for recyclables processing; and the potential for increasing recyclables processing in New Zealand. Christchurch City Council's Solid Waste Manager has been invited to a summit on the issue, held in May, which may inform the next steps and an approach to central government.

**4. Any existing relevant legislation, policy or practice**

Collecting solid waste is a core requirement for councils, set out in the Local Government Act 2002. However, how waste is collected; whether recyclables are separated; and how waste is processed is up to councils to decide.

**5. Outcome of any prior discussion at a Zone/Sector meeting**

Remit supported as package that dealt with Climate Change

The following documents may be requested from LGNZ for further background:

- Local Government Waste Manifesto (WasteMINZ)
- Rebooting Recycling – What Can Aotearoa Do? (WasteMINZ)

## 12

## Tyres stewardship

---

|                      |   |
|----------------------|---|
| <b>Remit:</b>        | That LGNZ requests that the Government urgently implements a comprehensive and mandatory product stewardship programme for tyres. |
| <b>Proposed by:</b>  | Palmerston North City Council   |
| <b>Supported by:</b> | Metro Sector  |

**Background information and research****Proposal**

The proposal put forward is “that LGNZ requests that the Government urgently implements a comprehensive and mandatory product stewardship programme for tyres”.

**Background**

Under the Waste Minimisation Act 2008, the Minister for the Environment can declare a product to be a priority product. When this happens, a product stewardship scheme becomes mandatory and the priority product must be managed through accredited product stewardship schemes. No products have been designated as priority products by any Minister for the Environment, and thus far only voluntary product stewardship schemes exist in New Zealand.

There are three criteria which must be met for the Minister to declare a priority product:

- the product will or may cause significant environmental harm when it becomes waste, or
- there are significant benefits from reduction, reuse, recycling, recovery, or treatment of the product, and
- the product can be effectively managed under a product stewardship scheme.

In 2012 an industry-led Tyrewise initiative was developed to provide a framework for the development of a stewardship programme. In 2018 the Tyrewise model was broadly endorsed by the Local Government Waste Management Manifesto, developed by the Territorial Authority Forum, a local government group representing 64 city and district councils.

In 2014 the Ministry for the Environment consulted on *Priority waste streams for product stewardship intervention: A discussion document*. In the Foreword to this document, the then Minister for the Environment, Hon Amy Adams noted that:

[s]ince passing the WMA five years ago, the Government has encouraged voluntary product stewardship efforts as a first priority. Over this time, 11 voluntary product stewardship schemes have been accredited by the Minister for the Environment. Nearly 34,000 tonnes of waste per year is being diverted from landfill for recycling or safe destruction under these schemes. This is an excellent start,



but in quantity is equivalent to only 1.4 per cent of the total waste stream going to disposal facilities which pay the waste disposal levy. There is an opportunity to foster greater progress in waste minimisation and resource reuse through improved producer responsibility. In my view, the time has come to consider appropriate mandatory approaches for selected priority waste streams.”

The priority products proposed in the discussion document were:

1. electrical and electronic equipment
2. tyres
3. agricultural chemicals and farm plastics
4. refrigerants and other synthetic greenhouse gases.

Pages 19-22 of the Government’s 2014 discussion document, addressing the proposed tyre scheme, are attached to this report. Around 70% of submitters on the discussion document were in favour of tyres being a priority for the Government to consider regulatory interventions.

In 2015, the Waste Minimisation Fund was targeted at applications that would help solve the end-of-life tyre problem in New Zealand. Nine projects received \$18.7 million from the Waste Minimisation Fund, for a variety of projects aiming to collect, shred, and recycle tyres.

No further action was taken by the 2014-2017 National-led Government towards the declaration of tyres as a priority product under the Waste Minimisation Act.

The establishment of a tyre stewardship fund is included in the Coalition agreement between Labour and New Zealand First. In January 2018 Hon Eugenie Sage, the Associate Minister for the Environment, confirmed the new government’s intention to consider product stewardship schemes as part of a review of the implementation of the Waste Minimisation Act.

### **Discussion**

The Ministry for the Environment has shown that there is both the demonstrated need for measures to address the tyre problem, and also widespread industry support for a mandatory product stewardship scheme. The Tyrewise initiative makes a strong case for the viability of a mandatory scheme, and this approach is endorsed by local government experts.

Under the Waste Minimisation Act 2008, the Government is able to declare tyres as a priority product. This declaration would require the development of a mandatory product stewardship scheme. A mandatory stewardship scheme would provide a comprehensive approach to tyre waste, and be a significant development for New Zealand.

While the mechanism for a mandatory product stewardship scheme currently exists under the Waste Minimisation Act 2008, the Council notes that a review of the implementation of this Act has been signalled by the Government. The current remit proposal, therefore, simply requests that the Government urgently develops a comprehensive and mandatory product stewardship programme for tyres.

This remit proposal meets the LGNZ requirement of relevance to local government as a whole. It also meets the second LGNZ requirement as it addresses a major policy issue.

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**Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council                    |
| <b>From</b>                     | Gavin Ion<br>Chief Executive                |
| <b>Date</b>                     | 27 June 2018                                |
| <b>Prepared by</b>              | Lynette Wainwright<br>Committee Secretary   |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference/Doc Set #</b>      | GOV1318                                     |
| <b>Report Title</b>             | Receipt of Infrastructure Committee Minutes |

## **I. EXECUTIVE SUMMARY**

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To receive the minutes of a meeting of the Infrastructure Committee held on Tuesday 26 June 2018 and to adopt the recommendations therein.

## **2. RECOMMENDATION**

---

**THAT the minutes of the Infrastructure Committee meeting held on Tuesday 26 June 2018 be received;**

**AND THAT the following become resolutions of Council:**

Adoption of the Regional Infrastructure Technical Specifications - INFI806/05

**THAT Council adopts the Regional Infrastructure Technical Specifications.**

District Wide Minor Improvement Programme Update – INFI806/06

**THAT Council confirm and approve the District Wide Minor Improvements Programme priorities.**

Huntly Memorial Hall - Update and Agreement of Huntly Community Board Position and Resolution – INF1806/07

**THAT Council supports:**

- **the Huntly Community Board endorsement of the consultation outcome, being - 74% of the community support the refurbishment of the Huntly Memorial Hall, and**
- **the approach to the project as outlined in the Huntly Community Board report Reference GOV0505/1974310.**

Newell Road Consultation Results – INF1806/08

**THAT Council proceed with the closure of Newell Road for the Newell Road/Cambridge Road (SH1) intersection.**

### **3. ATTACHMENTS**

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INF minutes 26 June 2018

**MINUTES** for a meeting of the Infrastructure Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 26 JUNE 2018** commencing at **9.01am**.

**Present:**

Cr DW Fulton (Chairperson)  
Cr A Bech  
Cr JA Church  
Cr JM Gibb  
Cr S Henderson  
Cr SD Lynch  
Cr RC McGuire  
Cr FM McNally  
Cr BL Main  
Cr EM Patterson  
Cr JD Sedgwick  
Cr NMD Smith  
Cr LR Thomson

**Attending:**

Mr B MacLeod (Chair, Raglan Community Board)  
Mr I Cathcart (General Manager Service Delivery)  
Mrs LM Wainwright (Committee Secretary)  
Mr K Pavlovich (Acting Waters Manager)  
Mr P McPherson (Acting Programme Delivery Manager)  
Ms A d'Aubert (Consents Manager)  
Ms S Frederick (Project Co-ordinator)  
Ms D Rawlings (Project Team Leader)  
Mr L McCarthy (Asset Engineer Service Delivery)  
Mr G Dela Rue (Acting Roding Manager)  
Mr R Rimmington (Councillor, Waikato Regional Council)  
Mr A Wilson (Manager Public Transport, Waikato Regional Council)  
Mr V Kuo (Senior Policy Advisor, Waikato Regional Council)  
Mr R Bax (Project Manager, Waikato LASS)  
Ms M Jolly (Road Safety Co-ordinator)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Crs Sedgwick/Fulton)**

**THAT an apology be received from His Worship the Mayor Mr AM Sanson.**

**CARRIED on the voices**

**INF1806/01**

## **CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Patterson/Sedgwick)**

**THAT** the agenda for a meeting of the Infrastructure Committee held on Tuesday 26 June 2018 be confirmed and 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 THAT** all reports be received;

**AND THAT** in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.6 [*Adoption of the Regional Infrastructure Technical Specifications*] being considered after agenda item 5.1;

**AND FURTHER THAT** the Chair of the Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

**CARRIED on the voices**

**INF1806/02**

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

**Resolved: (Crs Lynch/McInally)**

**THAT** the minutes of a meeting of the Infrastructure Committee held on Tuesday 22 May 2018 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**INF1806/03**

## **REPORTS**

Draft Regional Public Transport Development Plan - Presentation by Waikato Regional Council  
Agenda Item 5.1

The report was received [*INF1806/02 refers*] and discussion was held.

Representatives from Waikato Regional Council spoke to a powerpoint presentation and answered questions of the committee.

Adoption of the Regional Infrastructure Technical Specifications  
Agenda Item 5.6

The Project Manager, Waikato LASS spoke to a powerpoint presentation and answered questions of the committee.

The report was received [*INF1806/02 refers*] and discussion was held.

**Resolved: (Crs Sedgwick/Lynch)**

**THAT the Infrastructure Committee recommends to Council that the Regional Infrastructure Technical Specifications be adopted.**

**CARRIED on the voices**

**INF1806/05**

Road Safety Education  
Agenda Item 5.2

The report was received [*INF1806/02 refers*] and discussion was held.

The Road Safety Co-ordinator gave a verbal update and powerpoint presentation and answered questions of the committee.

District Wide Minor Improvement Programme Update  
Agenda Item 5.3

The report was received [*INF1806/02 refers*] and discussion was held.

**Resolved: (Crs Smith/Sedgwick)**

**THAT the District Wide Minor Improvements Programme priorities are confirmed and approved.**

**CARRIED on the voices**

**INF1806/06**

The meeting adjourned at 10.38am and resumed at 10.59am.

Huntly Memorial Hall - Update and Agreement of Huntly Community Board Position and Resolution

Agenda Item 5.4

The report was received [*INF1806/02 refers*] and discussion was held.

**Resolved: (Crs McGuire/Church)**

**THAT the Infrastructure Committee recommends that Council supports:**

- **the Huntly Community Board endorsement of the consultation outcome, being - 74% of the community support the refurbishment of the Huntly Memorial Hall, and**
- **the approach to the project as outlined in the Huntly Community Board report Reference GOV0505/1974310.**

**CARRIED on the voices**

**INF1806/07**

Service Delivery Report for June 2018

Agenda Item 5.5

The report was received [*INF1806/02 refers*] and discussion was held.

Newell Road Consultation Results

Agenda Item 5.7

The report was received [*INF1806/02 refers*] and discussion was held.

**Resolved: (Crs Bech/Smith)**

**THAT the Infrastructure Committee recommend to Council to proceed with the closure of Newell Road for the Newell Road/Cambridge Road (SH1) intersection.**

**CARRIED on the voices**

**INF1806/08**

Cr McGuire requested his dissenting vote be recorded.

**EXCLUSION OF THE PUBLIC**

Agenda Item 6

**Resolved: (Crs Patterson/Gibb)**

**THAT** the report of the Chief Executive be received;

**AND THAT** the public be excluded from the meeting to enable the Committee to deliberate and make decisions on the following items of business:

**Confirmation of Minutes dated Tuesday 22 May 2018**

**CARRIED on the voices**

**INF1806/09**

*Resolutions INF1806/10 – INF1806/11 are contained in the public excluded section of these minutes.*

There being no further business the meeting was declared closed at 11.37am.

Minutes approved and confirmed this                      day of                      2018.

DW Fulton  
**CHAIRPERSON**



### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council                         |
| <b>From</b>                     | Ian Cathcart<br>General Manager Service Delivery |
| <b>Date</b>                     | 21 June 2018                                     |
| <b>Prepared by</b>              | Paul Harrison<br>Corridor Engineer               |
| <b>Chief Executive Approved</b> | Y  |
| <b>DWS Document Set #</b>       | CCL2018  |
| <b>Report Title</b>             | Proposed Road Name List – Huntly Community Board |

## **I. EXECUTIVE SUMMARY**

---

This report seeks the Council's approval of the proposed road name list prepared by the Huntly Community Board in support of further subdivision road names.

The list has been checked by staff against the Road Naming Policy and names are recommended for inclusion. Some prefix sub names may need to be changed.

This report recommends that Council consider and approve the list of names supplied by the Huntly Community Board for road naming purposes in the Huntly Community.

## **2. RECOMMENDATION**

---

**THAT** the report from the **General Manager Service Delivery** be received;

**AND THAT** Council approves the following road names supplied by the Huntly Community Board:

**Jack Malcolm, Doug Morris, Roberts, Gill, Tinney, Mary Clark, Bruce Ryburn, Robert, Ces Adams, Guy King, Fred Jones, Rae Ruffin, Digger Dillon, Healey, Cox, Coal Miners, Mallard, Kereru, Pukeko, Piwakawaka, Harakeke, Kotare,**

## **3. BACKGROUND**

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A list of suggested Road Names suitable for posting within the Huntly area has been prepared by the Huntly Community Board.

The Huntly theme is based on Coal Miners family names, who have worked in the Huntly Coal mines.

Natural Theme – Bird names that occur in the Huntly area.

Staff have reviewed the list and have excluded name duplications and names with sound similarity issues or duplicated prefix's.

In the case of Huntly, no duplications of existing South Auckland or Waikato District or Waipa names remain on the recommended name list.

The names were checked for duplication in Intramaps, Google mapping and the WDC RAMM list.

When potential names are selected from the list for allocation, a further check will be made for new duplications.

This report is submitted in accordance with section 2.1 of the Road Naming policy.

## 4. DISCUSSION AND ANALYSIS OF OPTIONS

### 4.1 DISCUSSION

The following table provides a list of recommended pioneer historical themed names, background to the name choice, an indication of any potential duplication or sound similarity issues, and nominates recommended prefix road titles as per road naming policy.

| ID     | Name and Suffix | Reason –   | Location of duplicate or similar sounding name in NZ | OFFICE USE ONLY               |                      |
|--------|-----------------|--|--|-------------------------------|----------------------|
|        |                 |  |  | Classification and notes      | Approved or Declined |
| Road 1 | Jack Malcolm    | Theme Historical coal miners' names who worked in the Huntly coal mine's | None   | None                          |                      |
| Road 2 | Doug Morris     |  | None   | None                          |                      |
| Road 3 | Roberts         |  | Exclude Road and Way                                 | None                          |                      |
| Road 4 | Gill            |  | None   | None                          |                      |
| Road 5 | Tinney          |  | None   | None                          |                      |
| Road 6 | Mary Clarke     |  | None   | None                          |                      |
| Road 7 | Bruce Ryburn    |  | None   | None<br>Do not use separately |                      |
| Road 8 | Robert          |  | ACC XI<br>HCC XI                                     | Exclude Street and Way        |                      |

| ID       | Name and Suffix      | Reason –              | Location of duplicate or similar sounding name in NZ | OFFICE USE ONLY                                    |                      |
|----------|----------------------|-----------------------|--|--|----------------------|
|          |                      |                       |  | Classification and notes                           | Approved or Declined |
| Road 9   | Ces Adams            |                       | None   | None   |                      |
| Road 10  | Guy King             |                       | None   | None<br>Do not use separately                      |                      |
| Road 11  | Fred Jones           |                       | None   | None   |                      |
| Road 12  | Rae Ruffin           |                       | None   | None   |                      |
| Road 13: | Digger Dillon        |                       | None   | None   |                      |
| Road 14  | Healey               |                       | None   | None   |                      |
| Road 15  | Cox                  |                       | ACC XI<br>Waipa XI                                   | Exclude Street and Road                            |                      |
| Road 16  | Coal Miners          |                       | None   | None   |                      |
| Road 17  | Mallard              | Theme Natural - Birds |  | None   |                      |
| Road 18  | Kereru               |                       | HCC XI   | Exclude Street                                     |                      |
| Road 19  | Pukeko               |                       | HCC XI<br>Waipa XI                                   | Exlude Road, Street, Way, Grove, Place             |                      |
| Road 20  | Piwakawaka (Fantail) |                       | HCC XI   | Exclude Court                                      |                      |
| Road 21  | Kotare (Kingfisher)  |                       | ACC XI<br>WDC XI<br>Waipa XI                         | Exclude Road, Place, Street, Way, Grove and Avenue |                      |
| Road 22  | Harakeke (Flax)      | Theme Natural Plants  | None   | None   |                      |

## 5. CONSIDERATION

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### 5.1 FINANCIAL

All costs are being met by developers.

### 5.2 LEGAL

Nil

### 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Community Board consultation around private road naming has been undertaken in accordance with Council policy and standard operating procedures.

#### 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

|  |   |  |   |  |  |
|--|---|--|---|--|--|
| <b>Highest levels of engagement</b>  | <b>Inform</b><br><input type="checkbox"/> | <b>Consult</b><br><input type="checkbox"/> | <b>Involve</b><br><input checked="" type="checkbox"/> | <b>Collaborate</b><br><input type="checkbox"/> | <b>Empower</b><br><input type="checkbox"/> |
| This matter is not considered to be significant in terms of Council's significance policy. |   |  |   |  |  |

| Planned | In Progress | Complete |                                       |
|---------|-------------|----------|---------------------------------------|
|         |             | Yes      | Internal                              |
|         |             | Yes      | Community Boards/Community Committees |
| No      |             |          | Waikato-Tainui/Local iwi              |
| No      |             |          | Households                            |
| No      |             |          | Business                              |
| Yes     |             |          | Adjoining TLA's.                      |

#### 6. CONCLUSION

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Council is requested to consider and approve the Huntly Community Board's Road Name List which complies with the Road Naming Policy.

#### 7. ATTACHMENTS

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Resolution HCBI802/06

## OPEN MEETING

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To Chief Executive  
General Manager Customer Support  
**Acting General Manager Service Delivery**  
General Manager Strategy & Support  
File

From L Wainwright – Committee Secretary

Date 21 February 2018

### REPORTS

Road Names List  
Agenda Item 5.8

The report was received [*HCB/802/02 refers*] and discussion was held.

**Resolved: (Ms Langlands/Mrs Lamb)**

**THAT** the following road names be submitted for the Huntly area:

- Jack Malcolm
- Doug Morris
- Roberts (Bob, Billy, Bert, George, Josh, Hugh)
- Gill (William, Brian, Roger)
- Tinney (Brian, Jack)
- Mary Clarke
- Dr Bruce Ryburn
- Robert (Bob) Tukiri
- Ces Adams
- Guy King
- Fred Jones
- Rae Ruffin
- Digger Dillon
- Coal Miners
- Mallard (Duck) Lakes
- Kereru (Wood Pigeon)
- Pukeko
- Piwakawaka (Fantail)
- Harakeke (Flax)
- Kotare (Kingfisher)
- Healey
- Cox

**CARRIED** on the voices

**HCB/802/06**

### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council                         |
| <b>From</b>                     | Ian Cathcart<br>General Manager Service Delivery |
| <b>Date</b>                     | 21 June 2018                                     |
| <b>Prepared by</b>              | Paul Harrison<br>Corridor Engineer               |
| <b>Chief Executive Approved</b> | Y  |
| <b>DWS Document Set #</b>       | CCL (09/07/2018)                                 |
| <b>Report Title</b>             | Pokeno Developer Dine Group - Proposed Name List |

## **I. EXECUTIVE SUMMARY**

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This report seeks Council's approval of the proposed road name list prepared by Pokeno Developer Dine Group in support of further subdivision road names.

The list has been checked by staff against the Road Naming Policy and all names are recommended for inclusion. Some prefix sub names may need to be changed.

This report recommends that Council consider and approve the list of names supplied by the Dine Group for road naming purposes in the Pokeno Community

## **2. RECOMMENDATION**

---

**THAT** the report from the **General Manager Service Delivery** be received;

**AND THAT** Council approves the following road names provided by Pokeno Developer, Dines Group:

**Frankfield Road, Bathgate Court, Noble Lane, McLean Street**

## **3. BACKGROUND**

---

A list of suggested Road Names suitable for posting within the Pokeno area has been prepared by the Dine's Group, Pokeno Developer.

The Pokeno Community Committee and staff have now reviewed the list and excluded name duplications and names with sound similarity issues and those not suitable by the Pokeno Community Committee have been excluded from this list.

In the case of Pokeno, no duplications of existing South Auckland or Waikato District names remain on the recommended name list.

The names were checked for duplication in Google mapping and the WDC RAMM list.

When potential names are selected from the list for allocation, a further check will be made for new duplications.

For Pokeno, historical themes have provided a source for some of the names chosen.

This report is submitted in accordance with section 2.1 of the Road Naming policy.

## 4. DISCUSSION AND ANALYSIS OF OPTIONS

### 4.1 DISCUSSION

The following table provides a list of recommended pioneer historical themed names, background to the name choice, an indication of any potential duplication or sound similarity issues, and nominates recommended prefix road titles as per road naming policy.

| ID     | Name and Suffix               | Reason   | Location of duplicate or similar sounding name in NZ | OFFICE USE ONLY  |                      |
|--------|-------------------------------|--|--|--|----------------------|
|        |                               |  |  | Classification and notes                               | Approved or Declined |
| Road 1 | Frankfield Road               | Historic farm name see supporting information.   | None   | None   |                      |
| Road 2 | Bathgate Court                | Original settler see supporting information.   | 1xACC, Wellsford<br>1x Wellington                    | None   |                      |
| Road 3 | Noble Lane                    | Locals serving community see supporting information. Assists people with brain damage. | 2xACC East Tamaki, Waiuku<br>BOP, Taupo              | Exclude Road   |                      |
| Road 4 | McLean Street<br>(Map Road 2) | Existing historic map name of 1863 to be allocated.                                    | 1xACC, Mt. Albert<br>1 x Tauranga                    | Include Street others far enough away or change prefix |                      |

## 5. CONSIDERATION

### 5.1 FINANCIAL

All costs are met by the developer.

## 1.2 LEGAL

Nil

## 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Consultation with the Pokeno Community Committee around private road naming has been undertaken in accordance with Council's policy and standard operating procedures.

## 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement   | Inform                   | Consult                  | Involve                             | Collaborate              | Empower                  |
|--|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
|  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| This matter is not considered to be significant in terms of Council's significance policy. |                          |                          |                                     |                          |                          |

| Planned | In Progress | Complete |                                       |
|---------|-------------|----------|---------------------------------------|
|         |             | Yes      | Internal                              |
|         |             | Yes      | Community Boards/Community Committees |
| No      |             |          | Waikato-Tainui/Local iwi              |
| No      |             |          | Households                            |
| No      |             |          | Business                              |
| Yes     |             |          | Adjoining TLA's.                      |

## 6. CONCLUSION

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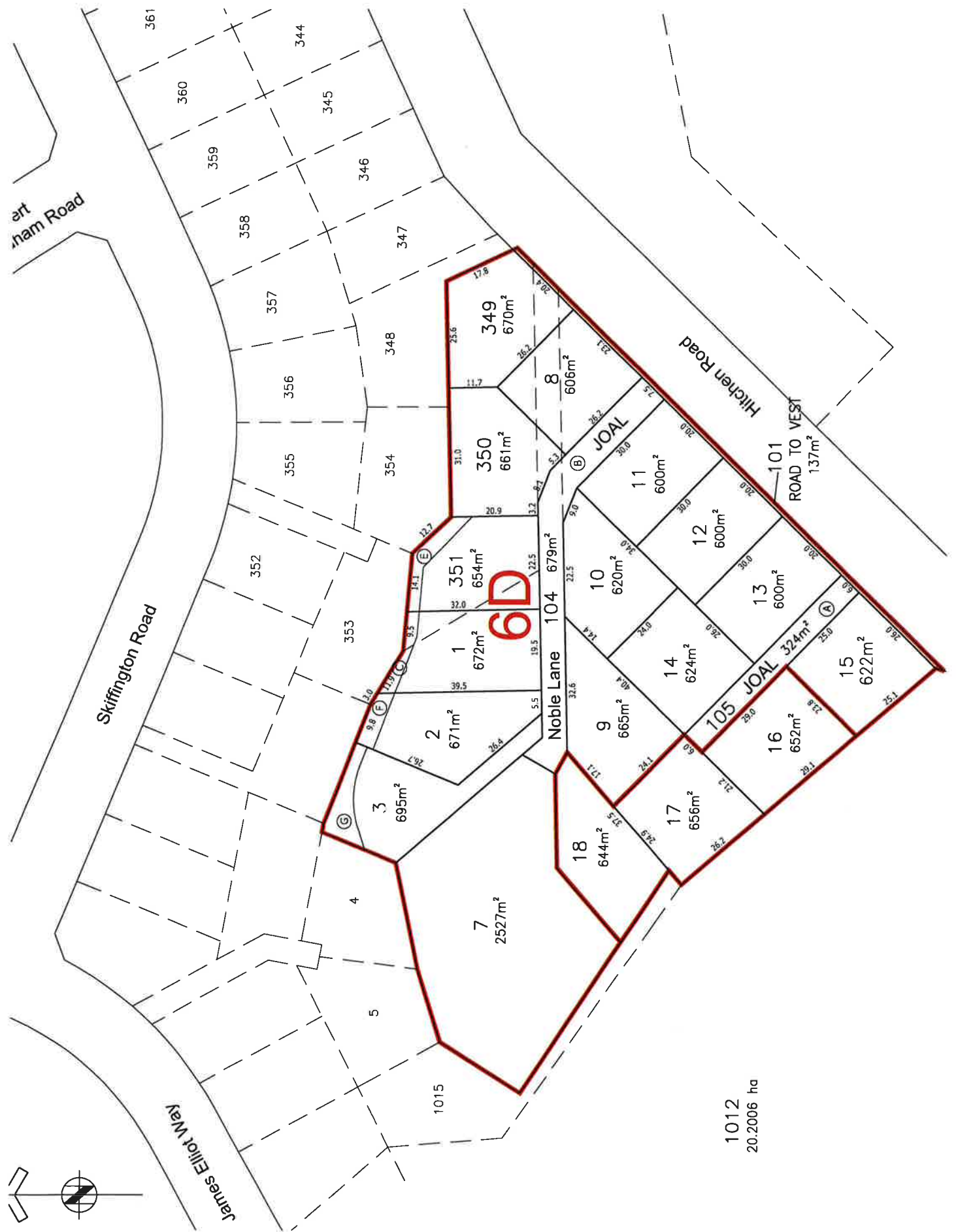
Council is requested to consider and approve the Dine's Group Road Name List which complies with the Road Naming Policy.

## 7. ATTACHMENTS

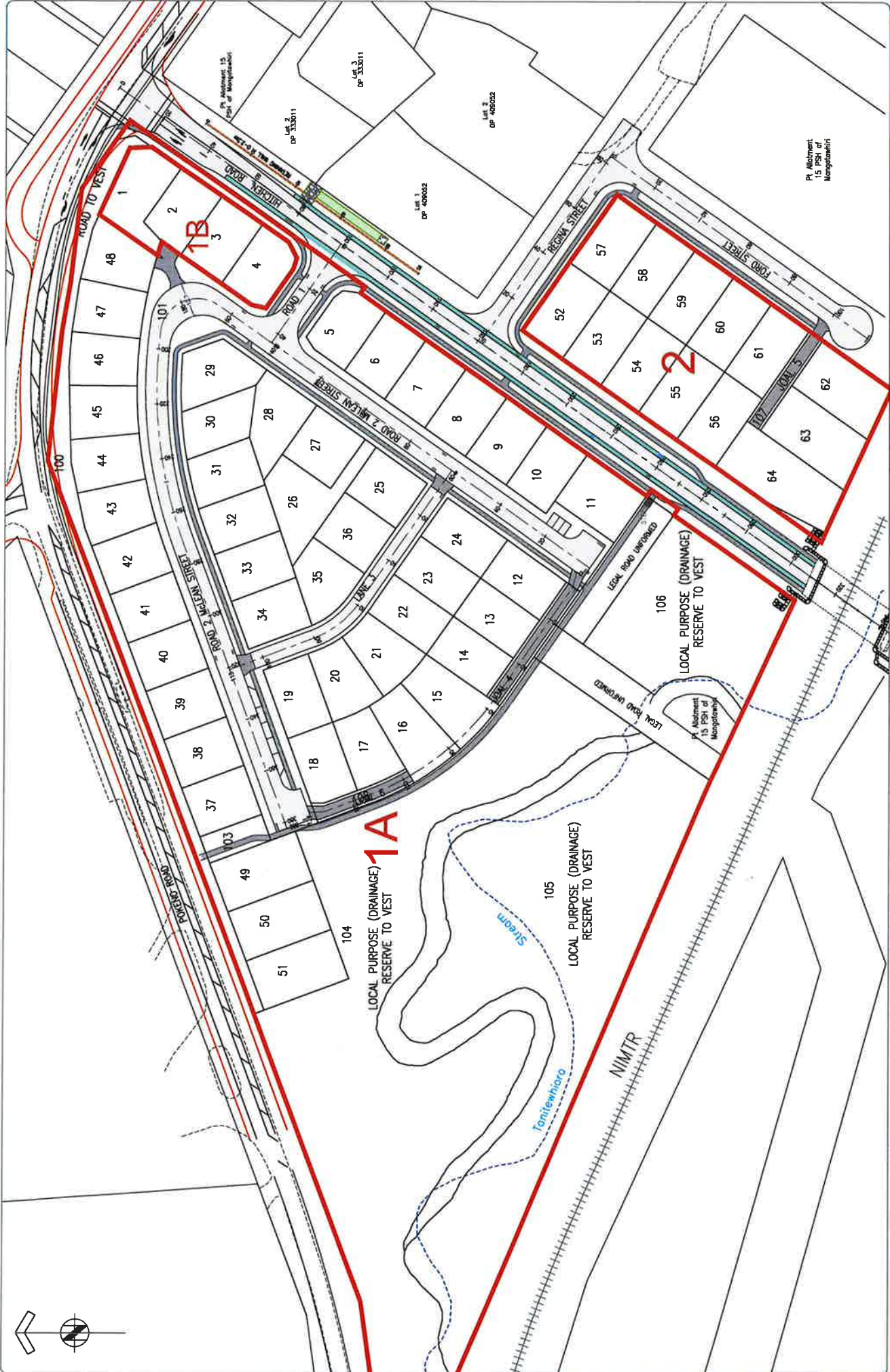
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1. Historic Map 1863
2. Hitchen Road
3. McLean Street (Road 2 on map)
4. Noble Lane





1012  
20.2006 ha



PROJECT NO: 137848-01-300  
 SCALE (A3): 1:625 / 1:1250  
 SHEET NO: 03-16

RESOURCE CONSENT  
 ROADWAY PLAN

CLIENT: DFH JOINT VENTURE  
 BARTLETT BLOCK  
 POKENO

**CIVILPLAN**  
 CONSULTANTS  
 Level 3 First Building, 15 Galloway Street, Auckland City. Phone: 8322444

|    |       |
|----|-------|
| AP | 03-16 |
| MP | 03-16 |
| MS | 03-16 |

|             |                    |      |       |
|-------------|--------------------|------|-------|
| DATE        | 05/17              | BY   | DP    |
| DESCRIPTION | ISSUE FOR COMMENT  | DATE | 05/16 |
| DATE        | 03/16              | BY   | DP    |
| DESCRIPTION | ISSUED FOR COMMENT | DATE | 03/16 |



TOWNSHIP OF

# POKENO

## MANGATAWHIRI CREEK, WAIKATO RIVER.

### AT AUCTION

*At Cochranes Market* <sup>QUEEN ST.</sup> *Wednesday June 17<sup>th</sup> 1863*

MEASUREMENTS IN FEET.

At 12 O'Clock.



**TERMS.**  
 hasers over £20  
 Third Cash  
 once by Promissory note  
 & 6 months, bearing  
 usual interest

LOTMENTS ARE 99-33 F. UNLESS OTHERWISE MARKED.

41

### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council                         |
| <b>From</b>                     | Ian Cathcart<br>General Manager Service Delivery |
| <b>Date</b>                     | 21 June 2018                                     |
| <b>Prepared by</b>              | Paul Harrison<br>Corridor Engineer               |
| <b>Chief Executive Approved</b> | Y  |
| <b>DWS Document Set #</b>       | CCL (09/07/2018)                                 |
| <b>Report Title</b>             | Pokeno Community Committee's Road Name List      |

## **I. EXECUTIVE SUMMARY**

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This report seeks Council's approval of the proposed road name list prepared by the Pokeno Community Committee in support of further subdivision road names.

The list has been checked by staff against the Road Naming Policy. Some prefix sub names may need to be changed.

This report recommends that Council consider and approve the proposed name options for road naming purposes in the Pokeno Community.

## **2. RECOMMENDATION**

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**THAT** the report from the **General Manager Service Delivery** be received;

**AND THAT** Council approves the following road names provided by the Pokeno Community Committee:

**Peacock, Hale, Leathem, Clark, Moyle, Paul, Harris, Calder, Theobald, Bathurst, Viv Green, Aitkenhead.**

## **3. BACKGROUND**

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A list of suggested Road Names suitable for posting within the Pokeno area has been prepared by the Pokeno Community Committee.

Staff have now reviewed the list and excluded name duplications and names with sound similarity issues or duplicated prefix.

In the case of Pokeno, no duplications of existing South Auckland or Waikato District or Waipa names remain on the recommended name list.

The names were checked for duplication in Intramaps, Google mapping and the WDC RAMM list.

When potential names are selected from the list for allocation, a further check will be made for new duplications.

For Pokeno, historical themes have provided a source for some of the names chosen.

This report is submitted in accordance with section 2.1 of the Road Naming policy.

## 4. DISCUSSION AND ANALYSIS OF OPTIONS

### 1.1 DISCUSSION

The following table provides a list of recommended pioneer historical themed names, background to the name choice, an indication of any potential duplication or sound similarity issues, and nominates recommended prefix road titles as per road naming policy.

| ID     | Name and Suffix | Reason   | Location of duplicate or similar sounding name in NZ | OFFICE USE ONLY                          |                      |
|--------|-----------------|--|--|--|----------------------|
|        |                 |  |  | Classification and notes                 | Approved Or Declined |
| Road 1 | Peacock         | Lyndia Peacock, lived on Hitchen Road, nearby to Hynds property, a community stalward who included music teaching.   | ACC XI<br>HCC XI<br>WDC XI                           | Exclude Street, Road, Lane               |                      |
| Road 2 | Hale            | Ivan and Dot Hale owned the original Hales Bakery on the Great South Road. Their community generosity for local brides, providing their wedding cakes and for family funerals, their freshly baked foods most generously supplied. | None   | Exclude Place                            |                      |
| Road 3 | Leathem         | Original settlers from the ship Helenslee, farmed in Pokeno for 140 years, family connections very strong in the area.   | None   | None                                     |                      |
| Road 4 | Clark           | The original settlers McRobbie, Clark was the eldest of three sons, his name continues today.  | Waipa XI<br>WDC XI                                   | Exclude Road, Court, Lane, Street, Place |                      |

| ID             | Name and Suffix | Reason  | Location of duplicate or similar sounding name in NZ | OFFICE USE ONLY                          |                      |
|----------------|-----------------|---|--|--|----------------------|
|                |                 |   |  | Classification and notes                 | Approved Or Declined |
| <b>Road 5</b>  | Moyle           | Farming family on Hitchen Road, where the Norfolk Pines stand today, family still connected to Pokeno.  | None   | None                                     |                      |
| <b>Road 6</b>  | Paul            | Paul's family dairy farm is where Yashilli is sited today, family still connected to Pokeno.  | ACC XI   | Exclude Road, Street, Court, Lane, Place |                      |
| <b>Road 7</b>  | Harris          | A local butcher retailing in Pokeno and Mercer, family still connected to Pokeno.   | ACC XI<br>WDC XI                                     | Exclude Road, Street                     |                      |
| <b>Road 8</b>  | Calder          | A local grocer retailing in Mercer, living in Pokeno, family still connected to Pokeno.   | ACC XI   | Exclude Place                            |                      |
| <b>Road 9</b>  | Theobald        | Rennie, heavily involved in local activities - Tennis coaching, Women's Division and School.  | None   | None                                     |                      |
| <b>Road 10</b> | Bathurst        | Mr Bathurst raised Ponies and any community member could ride them. He also had the claim to fame to own the first TV in Pokeno and anyone could come and watch it.                   | None   | None                                     |                      |
| <b>Road 11</b> | Viv Green       | A poultry farmer on the Great South Road. He campaigned to save the native bush planting now sited in the middle of the Expressway heading north where the North and South lanes are. | None   | None                                     |                      |
| <b>Road 12</b> | Aitkenhead      | Colin, he established a large timber mill - where Max Birtt is today. Colin employed a large local workforce and was also very generous in the Pokeno Community.                      | None   | None                                     |                      |

## 5. CONSIDERATION

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### 1.2 FINANCIAL

All costs are met by the developers.

### 1.3 LEGAL

Nil

#### I.4 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Community Board consultation around private road naming has been undertaken in accordance with Council policy and standard operating procedures.

#### I.5 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement   | Inform                   | Consult                  | Involve                             | Collaborate              | Empower                  |
|--|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
|  | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| This matter is not considered to be significant in terms of Council's significance policy. |                          |                          |                                     |                          |                          |

| Planned | In Progress | Complete |                                       |
|---------|-------------|----------|---------------------------------------|
|         |             | Yes      | Internal                              |
|         |             | Yes      | Community Boards/Community Committees |
| No      |             |          | Waikato-Tainui/Local iwi              |
| No      |             |          | Households                            |
| No      |             |          | Business                              |
| Yes     |             |          | Adjoining TLA's.                      |

## 6. CONCLUSION

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Council is requested to confirm the Poken Community Committee's Road Name List which complies with the Road Naming Policy.

## 7. ATTACHMENTS

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Pokeno Community Committees Road Name List



| Name         | Reason   |
|--------------|--|
| Peacock      | Lyndia Peacock, lived on Hitchen Rd, nearby to Hynds property, a community stalward who included music teaching  |
| Hale         | Ivan and Dot Hale owned the original Hales Bakery on the Great 5th Rd, Their community generosity for local brides, providing their wedding cakes and for family funerals, their freshly baked foods most generously supplied  |
| Leathem      | Original settlers from the ship Helenslee, farmed in Pokeno for 140 yrs, family connections very strong in the area  |
| Clark        | The original settlers McRobbie, Clark was the eldest of three sons, his name continues today   |
| Moyle        | Farming family on Hitchen Rd, where the Norfolk pines stand today, family still connected to Pokeno  |
| Paul         | Paul's family dairy farm is where Yashilli is sited today, family still connected to Pokeno  |
| Harris       | A local butcher retailing in Pokeno and Mercer, family still connected to Pokeno   |
| Calder       | A local grocer retailing in Mercer, living in Pokeno, family still connected to Pokeno   |
| Theobald     | Rennie, heavily involved in local activities - Tennis coaching, Womens Division and School   |
| Bathurst     | Mr Bathurst raised Ponies and any community members could ride them, he also had the claim to fame to own the 1st TV in Pokeno and anyone could come and watch it  |
| Frankfield   | Pirit family members still reside in Pokeno (Duplication)  |
| Viv Green    | A poultry farmer on the Great 5th Rd. He campaigned to save the native bush planting now sited in the middle of the Expressway heading north where the Nth and 5th lanes separate...he was successful in saving the Bush   |
| Aitkenhead   | Colin, he established a large timber mill - where Max Birt is today, Colin employed a large local workforce and was also very generous in Pokeno Community   |
| Please Note: | The above names represent an era of Pokeno residents, who farmed diligently in early days. The Pokeno Community was their life blood for social activities, The Pokeno Hall had dances every weekend, Brides had their "Kitchen Tea" at the Hall, the whole Community invited, those arriving and leaving the District had their welcome and farewell dance at Pokeno Hall, which also doubled as the local Cinema for another Social Event. |
| Bathgate     | Already approved   |
| Coptic       | Already approved   |
| Tokomauri    | Already approved   |
| Edward Pope  | Already approved   |

### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council   |
| <b>From</b>                     | Ian Cathcart<br>General Manager Service Delivery                       |
| <b>Date</b>                     | 29 June 2018   |
| <b>Prepared by</b>              | Donna Rawlings<br>Management Accountant                                |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference #</b>              | CCL2018  |
| <b>Report Title</b>             | Contract 11/064 - UGL (NZ) Limited - Increase in Approved Contract Sum |

## **1. EXECUTIVE SUMMARY**

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Under Contract 11/064 Cushman Wakefield provides building, electrical, plumbing, drain laying and gas fitting maintenance services across Council's property portfolio.

The contract was previously extended to 30 June 2018 to allow a new Facilities Maintenance contract to be created and tendered. As outlined in the attached report (Reference CCL2017 (11/12/2017)) an increase in Approved Contract Sum (ACS) was requested and granted by Council (resolution WDC1712/33) to allow for this.

The procurement process is ongoing and due to the complexity of the process and proposed contract the timeframe has been pushed out. To allow for this a further extension to the contract will be granted and an increase in ACS is sought to cover this extension. No additional budget is required.

## **2. RECOMMENDATION**

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**THAT the report from the General Manager Service Delivery be received;**

**AND THAT the increase of \$428,495.89 in Approved Contract Sum for Contract 11/064 be approved.**

## **3. BACKGROUND AND DISCUSSION**

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The attached report (Reference CCL2017 (11/12/2017)) provides the background to the contract and previous extensions.

The procurement planning allows for the work under this contract to be ready for advertisement to market by 23 August 2018. Staff are working through the new All of Government contract for Facilities Maintenance, and will be running a secondary procurement with the suppliers identified under this contract.

In order to ensure the new contract arrangement is correctly specified for Waikato District Council needs, importance has been placed on doing sufficient procurement and contract planning. This is particularly from a position where the current contract provisions have been poorly defined, significant improvement is required moving forward. It is expected that the new contract will be able to be awarded (through Infrastructure Committee) by 30 November 2018. The Cushman Wakefield contract 11/064 will therefore have to be extended to ensure we have continuation of services.

The current ACS will allow for payment to be made for work completed to 30 June 2018 (the previous expiry date). The contract will be extended through to 30 November 2018 and a further increase in contract sum is required to allow the works programme to continue.

An average of \$48,000 per month has been spent through the contract over the last 10 months. Staff have estimated that there is a further \$82,000 of work that Cushman Wakefield has completed but not yet invoiced, dating back to February this year. Cushman Wakefield has indicated that the delay in invoicing is driven by subcontractors not invoicing in a timely manner.

The following projects have also been identified as works that will/can be delivered through the contract:

|                                   |                  |
|-----------------------------------|------------------|
| Ngaruawahia office painting       | \$50,000         |
| Pensioner housing paint and fence | \$6,000          |
| Ngaruawahia office ceiling tiles  | \$2,000          |
| Ngaruawahia town clock            | \$10,000         |
| Re-roof residential house         | \$23,000         |
| Alliance – roller doors           | \$6,000          |
| General R&M                       | \$6,000          |
| Seismic assessment work           | \$20,000         |
| <b>Total project works</b>        | <b>\$123,000</b> |

The increase required is therefore:

|   |                       |
|---|-----------------------|
| Revised Approved Contract Sum   | \$2,002,714.66        |
| Contract spend to date (31 May 2018)                                      | <u>\$1,938,210.55</u> |
| Amount remaining under contract   | \$64,504.11           |
| Estimated operational spend (6 months June 18 – Nov 18 at \$48,000/month) | (\$288,000.00)        |
| Further work – not yet billed   | (\$82,000.00)         |
| Estimated project spend   | <u>(\$123,000.00)</u> |
| Additional amount required  | \$428,495.89          |
| Proposed Approved Contract Sum  | \$2,431,210.55        |

Note that the final contract spend may not reach the proposed ACS of \$2,431,210.55, this will depend on the level of maintenance works required over the six months, the project works scheduled within this time as well as the progress of the seismic assessment works.

## **4. ANALYSIS OF OPTIONS**

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### **4.1 OPTIONS**

There are two options for Council to consider:

**Option 1:** Increase the ACS to \$2,431,210.55 to allow for current level of service to continue to be met.

This option is recommended.

**Option 2:** Do not increase the ACS. No further work will be able to be completed under the contract and all works would need to be completed through purchase order until the works were able to be re-tendered. This would be administration intensive and disruptive to business operations. This option does not comply with Council's procurement best practice processes.

This option is not recommended.

## **5. CONSIDERATION**

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### **5.1 FINANCIAL**

No additional funding is required from operational budgets. The contract spend utilises existing Long Term Plan budgets.

The revised contract expiry of 30 November 2018 will allow the Facilities Maintenance contract to be formed and works to be built into a new contract.

### **5.2 LEGAL**

With the extension the contract expires on 30 November 2018. There has been no issue with performance or pricing and no increase in levels of service.

The works will be put out to tender in the second half of the 2018 calendar year.

### **5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT**

N/a.

#### **5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS**

This is an internal operational matter and will not trigger Council's Significance and Engagement Policy.

### **6. CONCLUSION**

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To allow the uninterrupted continuation of building, electrical, plumbing, drain laying and gas fitting maintenance services across Council properties it is recommended the increase in ACS be approved by Council.

### **7. ATTACHMENTS**

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- Report to December Council (Reference # CCL2017 (11/12/2017)) *Contract 11/064 – UGL (NZ) Limited – Increase in Approved Contract Sum*

## Open Meeting

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council   |
| <b>From</b>                     | Tim Harty<br>General Manager Service Delivery                          |
| <b>Date</b>                     | 4 December 2017  |
| <b>Prepared by</b>              | Jacki Remihana<br>Programme Delivery Manager                           |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference #</b>              | CCL2017 (11/12/2017)   |
| <b>Report Title</b>             | Contract 11/064 - UGL (NZ) Limited - Increase in Approved Contract Sum |

### I. EXECUTIVE SUMMARY

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Under Contract 11/064 UGL (NZ) Limited was contracted on 1 December 2012 to provide building, electrical, plumbing, drainlaying and gas fitting maintenance services across Council's property portfolio.

During 2015 UGL (NZ) Limited merged with Cushman & Wakefield to create Cushman Wakefield New Zealand Limited ("Cushman & Wakefield") under which the contract now operates.

The contract expired on 30 November 2017 and has been extended to 30 June 2018 to allow a new Facilities Maintenance contract to be created and tendered. An increase in Approved Contract Sum (ACS) is therefore requested. No additional budget is required.

### 2. RECOMMENDATION

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**THAT** the report from the General Manager Service Delivery received;

**AND THAT** the increase of \$259,218.66 in Approved Contract Sum for Contract 11/064 be approved.

### 3. BACKGROUND AND DISCUSSION

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The initial contract period for contract 11/064 was 36 months with one further right to renewal option of 24 months. The contract was renewed on 30 November 2015 and expired on 30 November 2017.

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The scope of works under contract 11/064 includes building, electrical, plumbing, drainlaying and gas fitting maintenance services across Council's property portfolio.

As part of Council's ongoing continued improvement focus, staff are looking to create an overarching Facilities Maintenance contract. The new contract will look to incorporate all aspects of facility maintenance into the one contract. This will improve work efficiencies allowing contract management to move from reactive to a more proactive approach. This will be achieved through a more integrated approach to the contract allowing improved communication and better understanding of the overall maintenance requirements and costs of Council's property portfolio.

Staff have extended the existing Cushman & Wakefield contract out to 30 June 2018 to allow continuation of these services while the new contract is formed and tendered. Smaller contracts that can be incorporated into the new Facilities Maintenance contract will also be ended at this time and combined with the main contract.

The contract was originally awarded for the sum of \$110,000 per annum with the ACS set at \$612,885 for a five year term, including an annual inflation adjustment of 5% (all numbers in this report are exclusive of GST unless stated otherwise). At the time of contract award the ACS was based on available operational budgets only, work completed under the contract has included operational project and capital project work in line with the scope of the contract.

In May a report went through the Infrastructure Committee (INF1705/10) requesting an increase in ACS to allow the contract to continue through to its expiry on 30 November 2017 (see attached). This initial increase was required due to the volume of works undertaken through the contract being substantially more than anticipated when the contract was created.

The current 11/064 contract is stand alone with no reference to any New Zealand standard contracts. It was initially awarded and administered with no contract payment certificates. Staff have since introduced a contract payment certificate to track spend against ACS and developed a process to improve how the contract is administered. The improved process provides much better oversight over the invoicing of work and overall cost of the contract.

Through the May Infrastructure Committee report the revised contract sum was set at \$1,743,496 though this anticipated the contract would end on its expiry at 30 November 2017. As the contract will now be extended through to 30 June 2018 a further increase in contract sum is required to allow the works programme to continue. Due to the full agenda of the November Infrastructure Committee this report did not make it through Council prior to the extension of the contract. The current ACS will allow for approximately 3 months of work to be complete before the ACS is surpassed (being November 2017 – January 2018).



An average of \$33,000 per month has been spent through the contract since the payment claims have begun. The following projects have also been identified as works that can be delivered through the contract:

|   |                    |
|---|--------------------|
| The re-roofing of the bridge club                                   | \$16,727.00        |
| The Wainui Farm House - Installation of new mains power switchboard | \$4,390.00         |
| Farm stock-yard floodlighting                                       | \$2,200.00         |
| Hall Road, Onewhero Re-roof   | \$25,000.00        |
| Te Kauwhata Library external lighting                               | \$21,000.00        |
| <b>Total project works</b>  | <b>\$69,317.00</b> |

There is existing budget to cover the above mentioned works.

Alongside an amount to cover Council's day-to-day maintenance and project works programme it is proposed to include a provisional amount for any works associated with seismic assessments on Council owned buildings. This is not structural engineering work, simply building type work that may be required to support the structural engineers engaged to do the assessments (for example, drilling to confirm structural steel is present). There is existing budget for this work.

|  |                       |
|--|-----------------------|
| Revised Approved Contract Sum  | \$1,743,496.00        |
| Contract spend to date (31 Oct 17)   | <u>\$1,649,397.66</u> |
| Amount remaining under contract  | \$94,098.34           |
| Estimated operational spend (8 months November 17 – June 18 at \$33,000/month) | (\$264,000.00)        |
| Estimated project spend  | (\$69,317.00)         |
| Allowance for seismic assessments  | <u>(\$20,000.00)</u>  |
| Additional amount required   | \$259,218.66          |
| Proposed Approved Contract Sum   | \$2,002,714.66        |

Note that the final contract spend may not reach the proposed ACS of \$2,002,714.66, this will depend on the level of maintenance works required over the 8 months, the project works scheduled within this time as well as the progress of the seismic assessment works.

## 4. ANALYSIS OF OPTIONS

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### 4.1 OPTIONS

There are two options for Council to consider:

**Option I:** Increase the ACS to \$2,002,714.66 to allow for current level of service to continue to be met.

This option is recommended.

**Option 2:** Do not increase the ACS. No further work will be able to be completed under the contract and all works would need to be completed through purchase order until the works were able to be re-tendered. This would be administration intensive and disruptive to business operations. This option does not comply with Council's procurement best practice processes.

This option is not recommended.

## **5. CONSIDERATION**

---

### **5.1 FINANCIAL**

No additional funding is required from operational budgets as all works are budgeted for. The contract spend utilises existing Long Term Plan budgets.

The revised contract expiry 30 June 2018 will allow the Facilities Maintenance contract to be formed and works to be built into a new contract. Budgets required are being planned through the 2018-2028 Long Term Plan.

### **5.2 LEGAL**

The contract was renewed on 30 November 2015 and expires on 30 November 2017. There has been no issue with performance or pricing and no increase in levels of service.

The works will be put out to tender early in 2018.

### **5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT**

N/a.

### **5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS**

This is an internal operational matter and will not trigger Council's Significance and Engagement Policy. The extended contract expires on 30 June 2018 and will be let out for tender prior to this date.

## **6. CONCLUSION**

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To allow the uninterrupted continuation of building, electrical, plumbing, drainlaying and gas fitting maintenance services across Council properties it is recommended the increase in ACS be approved by Council.

## **7. ATTACHMENTS**

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- Report to May Infrastructure (INF1705/10) Contract 11/064 – UGL (NZ) Limited – Increase in Approved Contract Sum

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**Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Infrastructure Committee   |
| <b>From</b>                     | Tim Harty<br>General Manager Service Delivery                          |
| <b>Date</b>                     | 12 May 2017  |
| <b>Prepared by</b>              | Donna Rawlings<br>Management Accountant                                |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference #</b>              | Inf2017 (23/05/2017)   |
| <b>Report Title</b>             | Contract 11/064 - UGL (NZ) Limited - Increase in Approved Contract Sum |

## **1. EXECUTIVE SUMMARY**

---

Under Contract 11/064 UGL (NZ) Limited was contracted on 1 December 2012 to provide building, electrical, plumbing, drain laying and gas fitting maintenance services across Council's property portfolio.

During 2015 UGL (NZ) Limited merged with Cushman & Wakefield to create Cushman Wakefield New Zealand Limited ("Cushman & Wakefield") under which the contract now operates.

Due to the volume of works being substantially more than anticipated when the contract was created the Approved Contract Sum (ACS) is insufficient to continue works under the contract. The ACS was set based on available operational budgets only, work completed under the contract has included operational project and capital project work. An increase in ACS is therefore requested. No additional budget is required.

## **2. RECOMMENDATION**

---

**THAT the report from the General Manager Service Delivery be received;**

**AND THAT the increase of \$1,130,611 in Approved Contract Sum for Contract 11/064 be approved.**

## **3. BACKGROUND AND DISCUSSION**

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The initial contract period was 36 months with one further right to renewal option of 24 months. The contract is due to expire on 30 November 2017.

The contract was awarded for the sum of \$110,000 per annum with the ACS set at \$612,885 for a five year term, including an annual inflation adjustment of 5% (note all numbers in this report are exclusive of GST unless stated otherwise).

The ACS was set with reference historic operational spend on building, electrical, plumbing, drain laying and gas fitting maintenance services. This equated to 63.0% of the available operational (business as usual) budget for the services over the term of the contract.

The contract is for operational maintenance services and did not contemplate capital works to be completed through the contract. The ACS was therefore set with reference only to available operational (business as usual) budgets, these being Council's repairs & maintenance budgets across all Council property.

It was anticipated that the monthly payments would be determined by the actual work completed, in line with the agreed pricing schedule for planned and reactive works. A payment certificate was not created at the onset due to the perceived complexity of the contract works.

All works under the contract are actioned through a Notice to Contractor (NTC) as there is no schedule of maintenance works to be undertake on a regular basis. Instead the works are separated into planned or reactive maintenance works.

As no payment certificate was created works have been billed through separate invoices for each NTC issued. This has resulted in an ad hoc approach to contract spend management as there was no monthly tracking of contract spend versus contract value. Staff changes have exacerbated the issue resulting in an overspend under the contract.

It is important to note that staff were actively monitoring overall (both operational and capital) spend versus available budget as part of the normal monthly reporting process. There was no budget overspend and no additional budget is required, this is simply a request for an increase in ACS.

The variances per year were as follows:

|              | Approved Contract Sum | Actual Spend To Date | Less works done under PO | Actual Spend under contract only | Difference to ACS |             |
|--------------|-----------------------|----------------------|--------------------------|----------------------------------|-------------------|-------------|
| 2012/13      | 91,667                | 66,530               | 18,711                   | 47,819                           | 43,848            | Within ACS  |
| 2013/14      | 115,500               | 210,531              | 66,988                   | 143,543                          | -28,043           | Exceeds ACS |
| 2014/15      | 121,275               | 518,444              | 194,775                  | 323,669                          | -202,394          | Exceeds ACS |
| 2015/16      | 127,339               | 693,911              | 310,984                  | 382,927                          | -255,588          | Exceeds ACS |
| 2016/17      | 133,706               | 449,187              | 103,651                  | 345,537                          | -211,831          | Exceeds ACS |
| 2017/18      | 23,398                |                      |                          |                                  | 23,398            |             |
| <b>TOTAL</b> | <b>612,885</b>        | <b>1,938,603</b>     | <b>695,108</b>           | <b>1,243,496</b>                 | <b>-630,611</b>   |             |

\* rates appear to remain the same as the original contract rates until end of 2014

That is:

|                            |             |             |
|----------------------------|-------------|-------------|
| Contract spend to Feb 2017 | \$1,243,496 |             |
| Original ACS               | (\$612,885) |             |
| Overspend to Feb 2017      |             | \$630,611   |
| Estimated remaining spend  |             | \$500,000   |
| Requested increase in ACS  |             | \$1,130,611 |

An increase in ACS of \$1,130,611 to \$1,743,496 is therefore requested.

The “Actual Spend under contract only” to date totals \$1,243,496. This includes capital project and operational project works not originally contemplated under the ACS. Of the works completed under the contract to date, works under \$2,000 (exclusive) total \$830,000 these are the works considered to be the operational “business as usual” contemplated under the contract.

Note that the “Actual Spend to Date” includes operational project and capital project works completed under purchase orders, short form agreements or separate contracts. Of the \$695,108 work completed under purchase orders, 19 items to date have been capital or operational project type works costing over \$10,000 totalling \$456,103.

The procurement review work highlighted that Council should be looking to include all works through available contracts. For example, not only including scheduled works and day works but also providing for capital project work where KPIs are being met. This approach has been adopted under the Open Spaces Maintenance Contract and has been inadvertently occurring through this contract.

Staff are taking the learnings gained from the procurement and contract review work and are developing better practice around contract management and contract formation. The first step for the Cushman & Wakefield contract has been to put a contract payment certificate in place to track the total contract spend against the ACS.

## **4. ANALYSIS OF OPTIONS**

---

### **4.1 OPTIONS**

**Option 1:** Increase the ACS to \$1,743,496 to allow for current level of service to continue to be met.

This option is recommended.

**Option 2:** Do not increase the ACS. No further work will be able to be completed under the contract and all works would need to be completed through purchase order until the works were able to be re-tendered. This would be a massive administrative exercise and disruptive to business operations.

This option is not recommended.

## **5. CONSIDERATION**

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### **5.1 FINANCIAL**

No additional funding is required from operational budgets. The contract spend utilises existing Long Term Plan budgets.

The contract expiry at 30 November 2017 will allow the additional capital and operational project works to be built into a new contract and the budgets required to be planned through the 2018-2028 Long Term Plan.

### **5.2 LEGAL**

The contract expires on 30 November 2017. There has been no issue with performance or pricing and no increase in levels of service. The works will be put out to tender toward the end of the 2017 calendar year.

**5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT**

N/A.

**5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS**

This is an internal operational matter and will not trigger Council’s Significance and Engagement Policy. The contract expires on 30 November 2017 and will be let out for tender prior to this date.

**6. CONCLUSION**

---

To allow the uninterrupted continuation of building, electrical, plumbing, drain laying and gas fitting maintenance services across Council properties it is recommended the increase in ACS be approved by Council.

**7. ATTACHMENTS**

---

N/A

COPY

### **Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council  |
| <b>From</b>                     | Ian Cathcart<br>General Manager Service Delivery                                    |
| <b>Date</b>                     | 29 June 2018  |
| <b>Prepared by</b>              | Gudrun Jones<br>Legal Counsel   |
| <b>Chief Executive Approved</b> | Y   |
| <b>DWS Document Set #</b>       | CCL2018   |
| <b>Report Title</b>             | Removal of Limited Access Restriction over part of<br>Great South Road, Ngaruawahia |

## **I. EXECUTIVE SUMMARY**

Perjuli Developments Limited are carrying out a staged subdivision development next to the Ngaruawahia golf course on Great South Road. This is a section of recently revoked State Highway that includes Limited Access Restrictions status to control subdivision activity. Now that the form and function of the road has changed there is no need to maintain this access restriction. A Limited Access Restriction (LAR) notation is registered against the relevant Computer Freehold Register (title) in respect of part of the relevant road frontage. A section 224(c) certificate under the RMA is imminent for stages 2.1, 2.4, 2.5 and 3A of the development, and in order to effect the subdivision, the Limited Access Restriction has to be removed from the title. In accordance with this report, a Council resolution is therefore sought to remove the restriction.

## **2. RECOMMENDATION**

**THAT the report from the General Manager Service Delivery be received;**

**AND THAT pursuant to section 346A(2) of the Local Government Act 1974, the status of limited access road of that part of Great South Road fronting the land comprised in Computer Freehold Register 538988 (South Auckland Registry), be revoked;**

**AND FURTHER THAT pursuant to section 346(H)(2) of the Local Government Act 1974 the Chief Executive sign and forward a certificate to the Registrar-General of Land, notifying the Registrar of the revocation.**

## **3. BACKGROUND**

Perjuli Developments Limited (“the Developer”) is subdividing land close to the Ngaruawahia golf course. Part of the land fronting Great South Road on one of the underlying titles for the subdivision still has the status of limited access road. A gazette

notice to that effect was registered on the relevant Computer Freehold Register in 1964. A limited access restriction on state highways was a tool to manage access from properties onto state highways, thereby controlling subdivision activities. On 11 April 2016, Council resolved to remove the limited access restriction from the relevant titles for previous stages of the subdivision by the Developer and the limited access restriction was removed accordingly. Under the prior stages of the subdivision the Developer was responsible to provide for an appropriate intersection connection onto Great South Road. It was noted in the report to Council for the prior stages that there was an intention to revoke limited access restrictions on other sections of the road as the need arises.

## **4. DISCUSSION AND ANALYSIS OF OPTIONS**

---

### **4.1 DISCUSSION**

The process of revoking the status of limited access road requires a Council resolution and a subsequent notification to the Registrar-General of Land with a request to remove the relevant gazette notice from the respective titles.

### **4.2 OPTION**

There are two options for Council to consider as follows:

**Option 1:** Retain the limited access restriction on this section of Great South Road

This option is not recommended as the limited access restriction has become redundant as a result of the changing form and function of this section of Great South Road and must be removed to enable the subdivision activities on the affected land to be completed. If the limited access restriction is not removed from the title it will be carried over to the title for the balance lot and the Registrar-General of Land could refuse the issuing of new titles.

**Option 2:** Support the resolution and allow removal of the limited access restriction on this section of Great South Road

This option is recommended. The effects of traffic generated by the subdivision has been mitigated by an effective intersection treatment onto Great South Road under prior stages of the subdivision. Permitting access onto Great South Road aligns with the resulting local road hierarchy subsequent to revocating state highway status. Access would be controlled by the District Plan requirements once limited access restrictions are removed.

## **5. CONSIDERATION**

---

### **5.1 FINANCIAL**

Any legal or administrative costs associated with the removal of the limited access restriction will be borne by the Developer.



## 5.2 LEGAL

The Council is authorised to take the necessary actions to revoke the status of limited access road under sections 346(A)(2) and 346(H)(2) of the Local Government Act 1974.

## 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

There are no Strategy, Plans, Policy or Partnership Alignment implications.

## 5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

| Highest levels of engagement  | Inform<br><input checked="" type="checkbox"/>  | Consult<br><input type="checkbox"/> | Involve<br><input type="checkbox"/> | Collaborate<br><input type="checkbox"/> | Empower<br><input type="checkbox"/> |
|---|--|-------------------------------------|-------------------------------------|---|-------------------------------------|
| <i>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).</i> | The removal of the limited access restriction will be communicated on an as required basis as part of resource consent applications for subdivisions along revoked sections of state highway |                                     |                                     |   |                                     |

| Planned | In Progress | Complete |                                       |
|---------|-------------|----------|---------------------------------------|
|         |             | X        | Internal                              |
|         |             |          | Community Boards/Community Committees |
|         |             |          | Waikato-Tainui/Local iwi              |
|         |             |          | Households                            |
|         |             |          | Business                              |
|         |             | X        | NZTA                                  |

## 6. CONCLUSION

Perjuli Developments Limited are developing a subdivision close to the Ngaruawahia golf course. Given the associated consent conditions with regard to roading under the stages of the subdivision, the status of limited access road which affects the subdivision land has become redundant and needs to be removed from the relevant Computer Freehold Register. It is therefore recommended that a Council resolution be passed to that effect.

## 7. ATTACHMENTS

- Subdivision Plan (LT 524378)
- Computer Freehold Register 538988 (South Auckland Registry)



**COMPUTER FREEHOLD REGISTER  
UNDER LAND TRANSFER ACT 1952**  
Limited as to Parcels



**Search Copy**

  
R.W. Muir  
Registrar-General  
of Land

**Identifier** **538988**  
**Land Registration District** **South Auckland**  
**Date Issued** 27 October 2010

**Prior References**  
SA512/3

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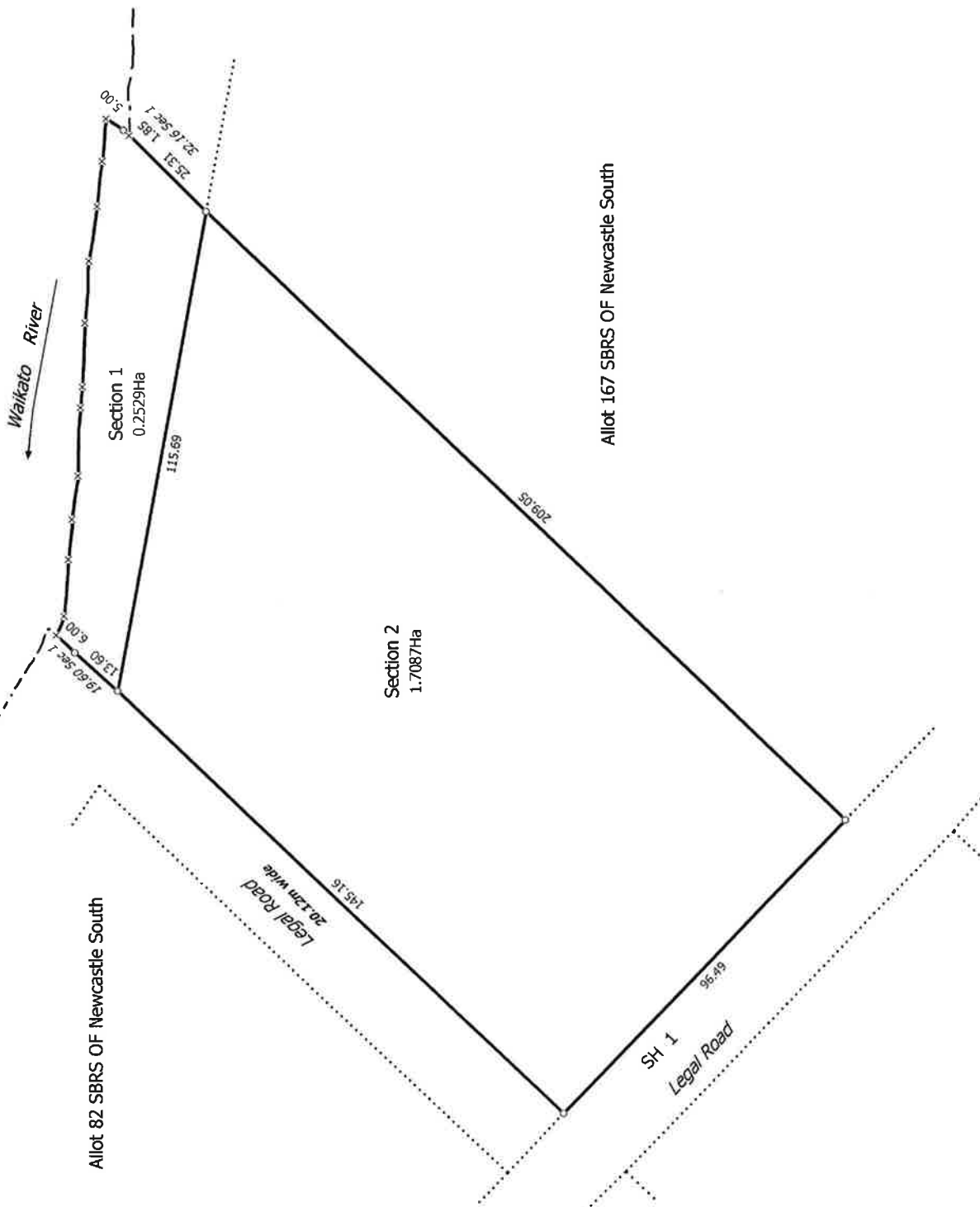
**Estate** Fee Simple  
**Area** 1.7087 hectares more or less  
**Legal Description** Section 2 Survey Office Plan 431799

**Proprietors**  
Perjuli Developments Limited

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**Interests**

S107594 Notice imposing Building Line Restriction - 11.7.1956  
S340960 Gazette Notice declaring No.1 State Highway (Awanui - Bluff) fronting the within land to be a limited access road - 2.8.1966 at 2.59 pm



T 1/1

Sections 1 and 2

Surveyor: Edward Doig Letford  
Firm: Align Surveyors

Title Plan  
SO 431799  
Approved on: 29/07/2010



# Title Plan - LT 524378

**Survey Number** LT 524378  
**Surveyor Reference** 12090 S2B  
**Surveyor** Murray Patrick Wallace  
**Survey Firm** Blue Wallace Surveyors  
**Surveyor Declaration**

## Survey Details

**Dataset Description** Lots 1-4, 9,10, 48-50, 55 - 57, 62-65, 101-105, 127, 135, 136, 148, 160-163, 301, 401, 500, 502 & 508 being a subdivision of Lot 402 DP 520774 & Section 2 SO 431799  
**Status** Initiated  
**Land District** South Auckland  
**Submitted Date**  
**Survey Class** Class A  
**Survey Approval Date**  
**Deposit Date**

## Territorial Authorities

Waikato District

## Comprised In

CT 538988  
 CT 822233

## Created Parcels

| Parcels                       | Parcel Intent    | Area      | CT Reference |
|-------------------------------|------------------|-----------|--------------|
| Lot 1 Deposited Plan 524378   | Fee Simple Title | 0.0620 Ha | 840534       |
| Lot 2 Deposited Plan 524378   | Fee Simple Title | 0.0621 Ha | 840535       |
| Lot 3 Deposited Plan 524378   | Fee Simple Title | 0.0584 Ha | 840536       |
| Lot 4 Deposited Plan 524378   | Fee Simple Title | 0.0585 Ha | 840537       |
| Lot 9 Deposited Plan 524378   | Fee Simple Title | 0.0597 Ha | 840538       |
| Lot 10 Deposited Plan 524378  | Fee Simple Title | 0.0567 Ha | 840539       |
| Lot 48 Deposited Plan 524378  | Fee Simple Title | 0.0591 Ha | 840540       |
| Lot 49 Deposited Plan 524378  | Fee Simple Title | 0.0625 Ha | 840541       |
| Lot 50 Deposited Plan 524378  | Fee Simple Title | 0.0625 Ha | 840542       |
| Lot 55 Deposited Plan 524378  | Fee Simple Title | 0.0490 Ha | 840543       |
| Lot 56 Deposited Plan 524378  | Fee Simple Title | 0.0498 Ha | 840544       |
| Lot 57 Deposited Plan 524378  | Fee Simple Title | 0.0493 Ha | 840545       |
| Lot 62 Deposited Plan 524378  | Fee Simple Title | 0.0505 Ha | 840546       |
| Lot 63 Deposited Plan 524378  | Fee Simple Title | 0.0516 Ha | 840547       |
| Lot 64 Deposited Plan 524378  | Fee Simple Title | 0.0478 Ha | 840548       |
| Lot 65 Deposited Plan 524378  | Fee Simple Title | 0.0505 Ha | 840549       |
| Lot 101 Deposited Plan 524378 | Fee Simple Title | 0.0569 Ha | 840550       |
| Lot 102 Deposited Plan 524378 | Fee Simple Title | 0.0569 Ha | 840551       |
| Lot 103 Deposited Plan 524378 | Fee Simple Title | 0.0600 Ha | 840552       |
| Lot 104 Deposited Plan 524378 | Fee Simple Title | 0.0582 Ha | 840553       |
| Lot 105 Deposited Plan 524378 | Fee Simple Title | 0.0541 Ha | 840554       |
| Lot 127 Deposited Plan 524378 | Fee Simple Title | 0.0608 Ha | 840555       |



## Title Plan - LT 524378

### Created Parcels

| Parcels                       | Parcel Intent    | Area             | CT Reference |
|-------------------------------|------------------|------------------|--------------|
| Lot 135 Deposited Plan 524378 | Fee Simple Title | 0.0633 Ha        | 840556       |
| Lot 136 Deposited Plan 524378 | Fee Simple Title | 0.0603 Ha        | 840557       |
| Lot 148 Deposited Plan 524378 | Fee Simple Title | 0.0603 Ha        | 840558       |
| Lot 160 Deposited Plan 524378 | Fee Simple Title | 0.0627 Ha        | 840559       |
| Lot 161 Deposited Plan 524378 | Fee Simple Title | 0.0609 Ha        | 840560       |
| Lot 162 Deposited Plan 524378 | Fee Simple Title | 0.0504 Ha        | 840561       |
| Lot 163 Deposited Plan 524378 | Fee Simple Title | 0.0525 Ha        | 840562       |
| Lot 301 Deposited Plan 524378 | Fee Simple Title | 0.0262 Ha        | 841649       |
| Lot 401 Deposited Plan 524378 | Fee Simple Title | 3.9326 Ha        | 840563       |
| Lot 500 Deposited Plan 524378 | Fee Simple Title | 0.5906 Ha        |              |
| Lot 508 Deposited Plan 524378 | Fee Simple Title | 0.0409 Ha        |              |
| Area E Deposited Plan 524378  | Easement         |                  |              |
| Area F Deposited Plan 524378  | Easement         |                  |              |
| Area G Deposited Plan 524378  | Easement         |                  |              |
| Area H Deposited Plan 524378  | Easement         |                  |              |
| Area I Deposited Plan 524378  | Easement         |                  |              |
| Area J Deposited Plan 524378  | Easement         |                  |              |
| Area K Deposited Plan 524378  | Easement         |                  |              |
| Lot 502 Deposited Plan 524378 | Fee Simple Title | 0.0324 Ha        |              |
| <b>Total Area</b>             |                  | <b>6.2700 Ha</b> |              |

Schedule / Memorandum

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Land Registration District

**SOUTH AUCKLAND**

Plan Number

**DP 524378**

Territorial Authority (the Council)

**WAIKATO DISTRICT COUNCIL****Amalgamation Conditions**

(Pursuant to s220 Resource Management Act 1991)

That Lots 401 hereon, Lot 600 DP 520774 and Lot 76 DP 520774 be held in one Computer Freehold Register – Refer LINZ request #: 1463186

## Schedule / Memorandum

Land Registration District

SOUTH AUCKLAND

Plan Number

DP 524378

Territorial Authority (the Council)

WAIKATO DISTRICT COUNCIL

## Memorandum of Easement in Gross

| Purpose                    | Shown | Servient Tenement | Grantee                  |
|----------------------------|-------|-------------------|--------------------------|
| Right to Convey Wastewater | E     | Lot 401 DP 524378 | Waikato District Council |

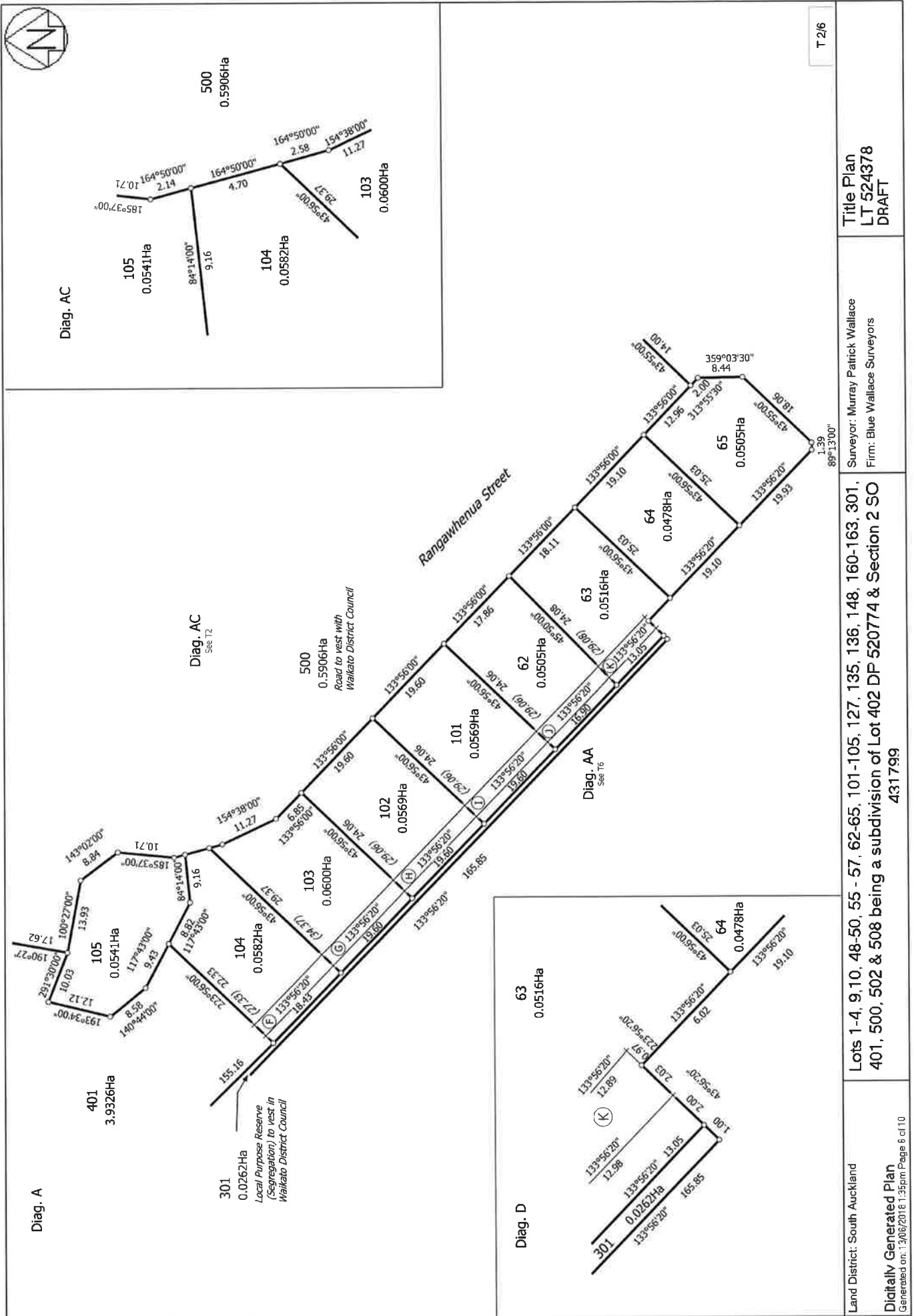
## Schedule of Proposed Easements

| Purpose  | Shown | Servient Tenement | Grantee                |
|--|-------|-------------------|------------------------|
| Right to Convey Telecommunication and Computer Media | F     | Lot 104 DP 524378 | Chorus New Zealand Ltd |
|  | G     | Lot 103 DP 524378 |                        |
|  | H     | Lot 102 DP 524378 |                        |
|  | I     | Lot 101 DP 524378 |                        |
|  | J     | Lot 62 DP 524378  |                        |
|  | K     | Lot 63 DP 524378  |                        |



T 1/6





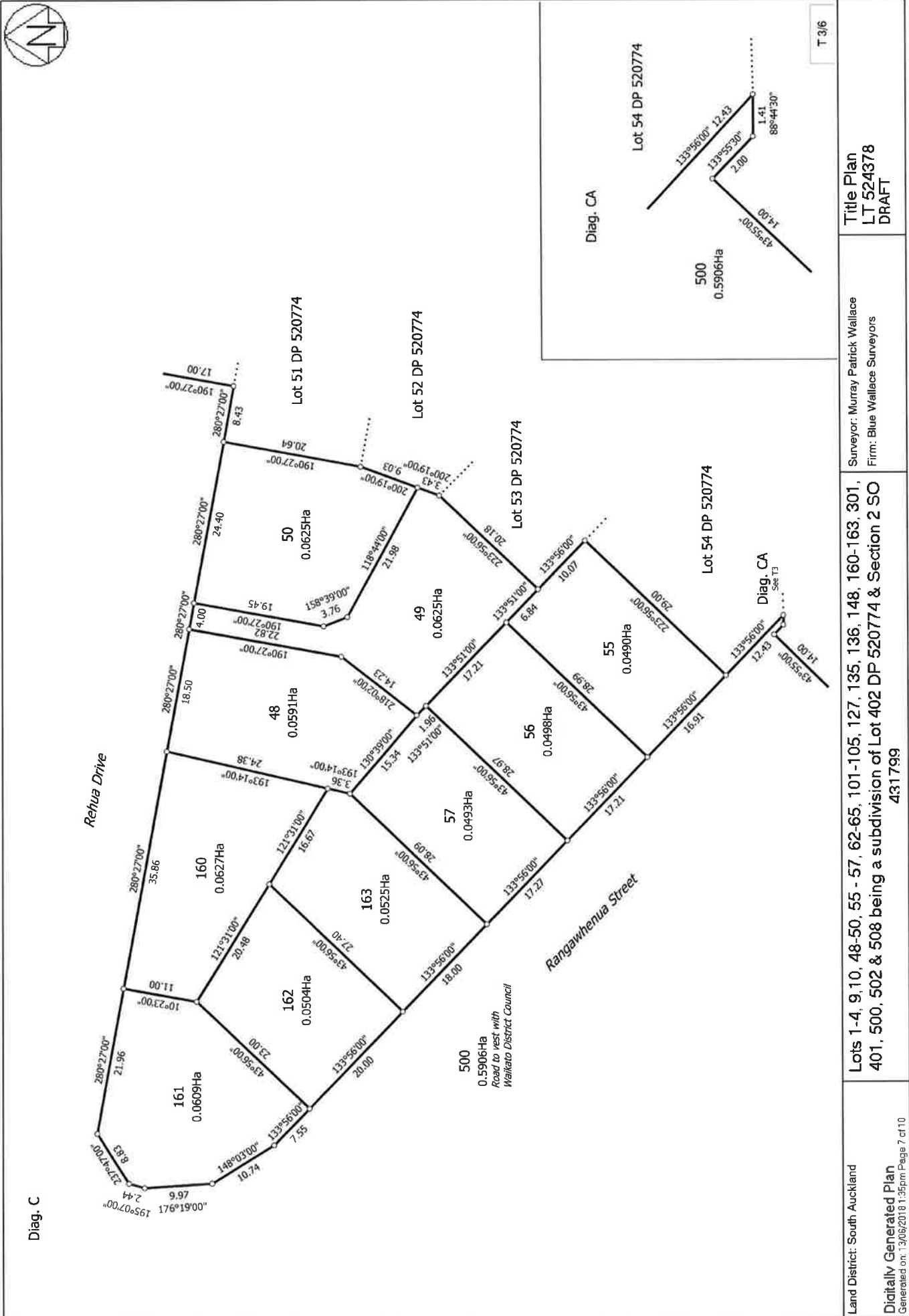
T 2/6

Title Plan  
LT 524378  
DRAFT

Surveyor: Murray Patrick Wallace  
Firm: Blue Wallace Surveyors

Lots 1-4, 9, 10, 48-50, 55 - 57, 62-65, 101-105, 127, 135, 136, 148, 160-163, 301, 401, 500, 502 & 508 being a subdivision of Lot 402 DP 520774 & Section 2 SO 431799

Land District: South Auckland  
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T 3/6

**Title Plan**  
LT 524378  
DRAFT

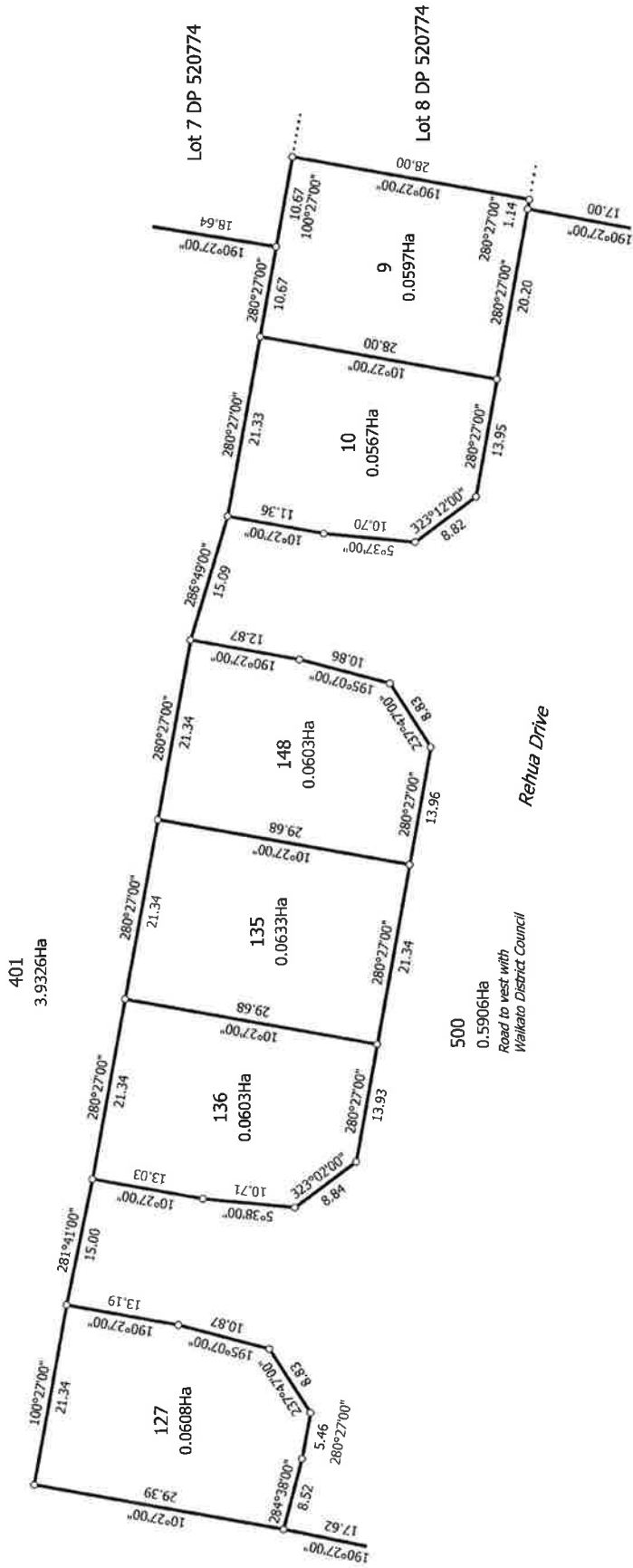
Surveyor: Murray Patrick Wallace  
Firm: Blue Wallace Surveyors

Lots 1-4, 9, 10, 48-50, 55-57, 62-65, 101-105, 127, 135, 136, 148, 160-163, 301, 401, 500, 502 & 508 being a subdivision of Lot 402 DP 520774 & Section 2 SO 431799

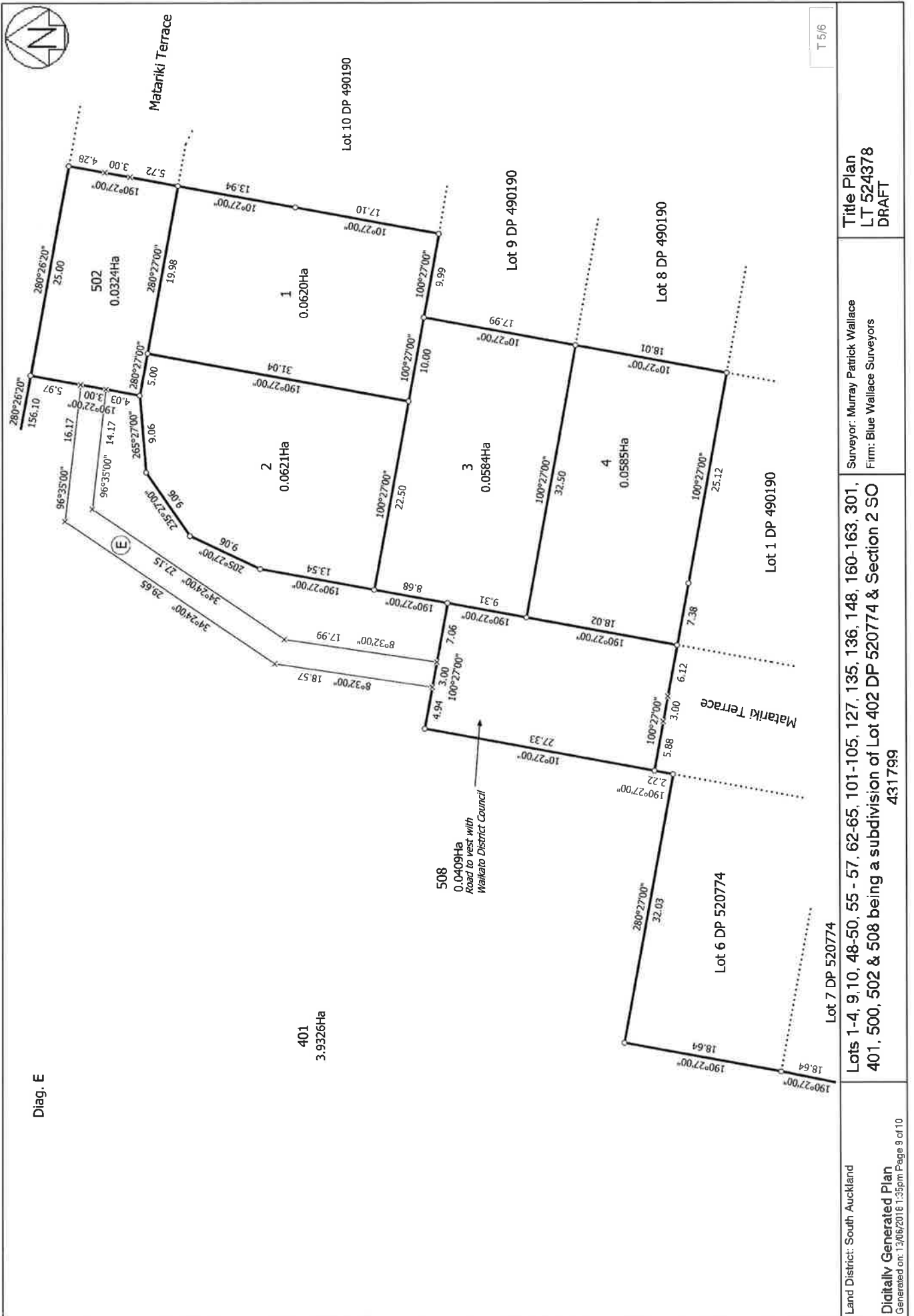
Land District: South Auckland  
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Diag. B

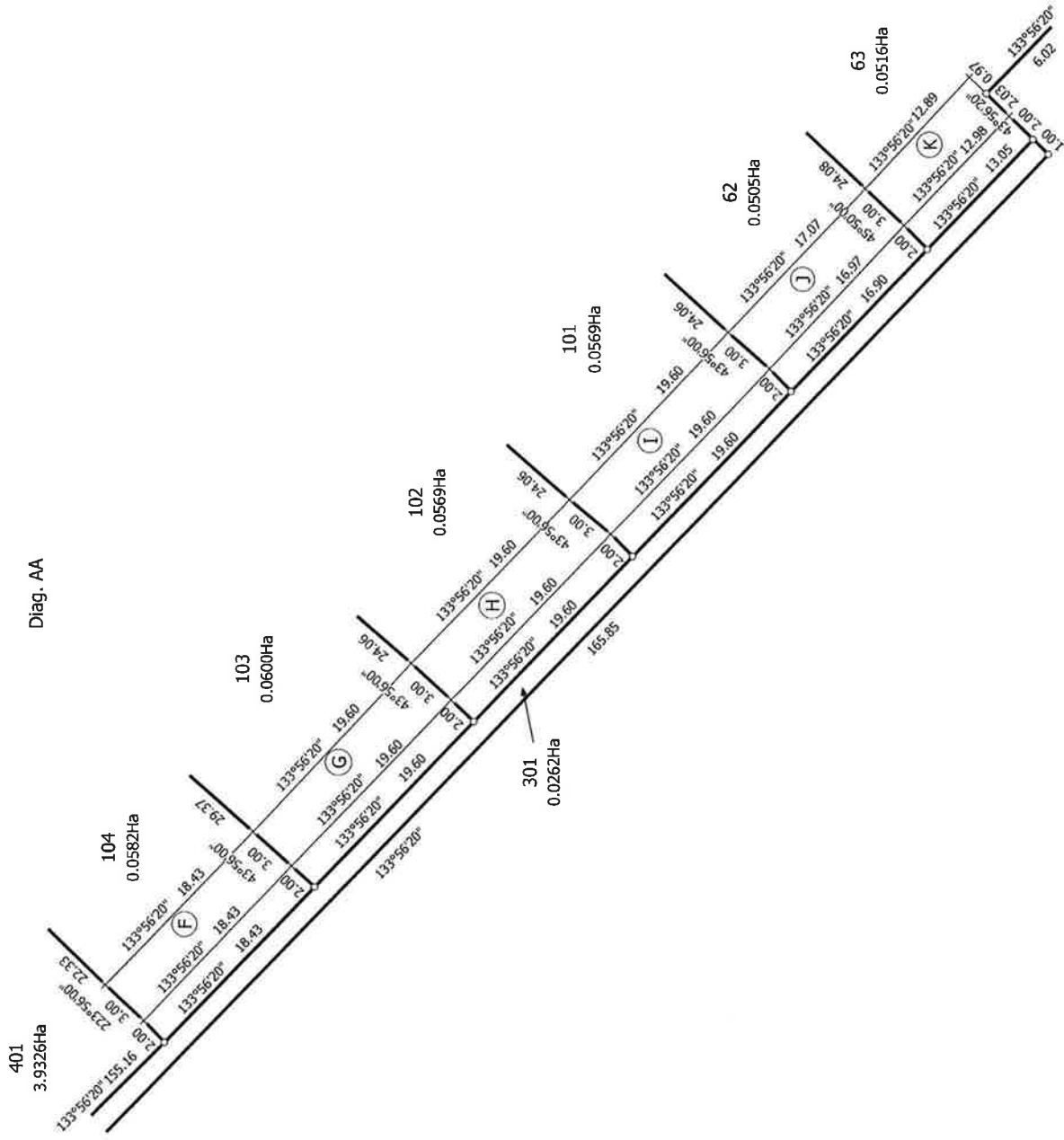


T 4/6





Diag. AA



T 6/6

Title Plan  
LT 524378  
DRAFT

Surveyor: Murray Patrick Wallace  
Firm: Blue Wallace Surveyors

Lots 1-4, 9, 10, 48-50, 55 - 57, 62-65, 101-105, 127, 135, 136, 148, 160-163, 301, 401, 500, 502 & 508 being a subdivision of Lot 402 DP 520774 & Section 2 SO 431799

Land District: South Auckland  
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### **Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council  |
| <b>From</b>                     | Gavin Ion<br>Chief Executive  |
| <b>Date</b>                     | 21 June 2018  |
| <b>Prepared by</b>              | Rose Gray<br>Council Support Manager                                      |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference #</b>              | GOV1301   |
| <b>Report Title</b>             | Receipt of Minutes – Chief Executive’s Performance<br>Review Subcommittee |

### **1. EXECUTIVE SUMMARY**

---

To receive the minutes of a meeting of the Chief Executive’s Performance Review Subcommittee held on Wednesday 20 June 2018.

### **2. RECOMMENDATION**

---

**THAT the minutes of a meeting of the Chief Executive’s Performance Review Subcommittee held on Wednesday 20 June 2018 be received as a true and correct record of that meeting.**

### **3. ATTACHMENTS**

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Minutes

---

**MINUTES** of the Chief Executive's Performance Review Subcommittee meeting of the Waikato District Council held in the Board Room, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 20 June 2018** commencing at **9.05am**.

**Present:**

His Worship the Mayor, Mr AM Sanson  
Cr DW Fulton  
Cr A Bech  
Cr JM Gibb  
Cr JD Sedgwick

**Attending:**

Mr GJ Ion (Chief Executive)  
Mrs R Gray (Council Support Manager)  
Mr G Tims (HR Consultant)

**APOLOGIES AND LEAVE OF ABSENCE**

All members were present.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Sedgwick/Gibb)**

**THAT** the agenda for the meeting of the Chief Executive's Performance Review Subcommittee meeting held on **Wednesday 20 June 2018** be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 5 which shall be considered with the public excluded.

**CARRIED on the voices**

**CE1806/01**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES****Resolved: (Crs Sedgwick/Bech)****THAT the minutes of a meeting of the Chief Executive's Performance Review Subcommittee held on Wednesday 21 February 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****CE1806/02****EXCLUSION OF THE PUBLIC**

Agenda Item 5

**Resolved: (Crs Fulton/Bech)****THAT the public be excluded from the meeting during discussion on the following items of business:**

- a. **Confirmation of Minutes dated 21 February 2018**
- b. **Chief Executive's Performance Review 2017/2018**

**This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:****Reason for passing this resolution to withhold exists under:****Ground(s) under section 48(1) for the passing of this resolution is:****Section 7(2)(a)(f)(i)****Section 48(1)(d)****AND FURTHER THAT Mr Tims be permitted to remain in the meeting after the public has been excluded to facilitate discussion on the Chief Executive's Performance Agreement.****CARRIED on the voices****CE1806/03***Resolution nos CE1806/04 to CE1806/06 are contained in the public excluded section of these minutes.*



Having resumed open meeting and there being no further business the meeting was declared closed at 11.00am.

Minutes approved and confirmed this                      day of                      2018.

AM Sanson  
**CHAIRPERSON**

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### **Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council                              |
| <b>From</b>                     | Gavin Ion<br>Chief Executive                          |
| <b>Date</b>                     | 7 June 2018   |
| <b>Prepared by</b>              | Lynette Wainwright<br>Committee Secretary             |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference/Doc Set #</b>      | GOV1318   |
| <b>Report Title</b>             | Receipt of Onewhero-Tuakau Community Board<br>Minutes |

### **1. EXECUTIVE SUMMARY**

---

To receive the minutes of the Onewhero-Tuakau Community Board meeting held on Tuesday 5 June 2018.

### **2. RECOMMENDATION**

---

**THAT** the minutes of the meeting of the Onewhero-Tuakau Community Board held on Tuesday 5 June 2018 be received.

### **3. ATTACHMENTS**

---

OTCB minutes 5 June 2018

**MINUTES** of a meeting of the Onewhero-Tuakau Community Board held in the Rugby Clubrooms, 11 Hall Road, Onewhero on **TUESDAY 5 JUNE 2018** commencing at **7.01pm**.

**Present:**

Mr B Cameron (Chairperson)  
Ms C Conroy  
Mr S Jackson  
Mr L Petersen  
Mr V Reeve [from 7.03pm]  
Mrs B Watson

**Attending:**

Mr I Cathcart (General Manager Service Delivery)  
Mrs LM Wainwright (Committee Secretary)  
Mr J Marconi (Sport Waikato)  
Mr E Lancaster (Youth Representative)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr Cameron/Mr Petersen)**

**THAT** an apology be received from Cr Main and Cr Church.

**CARRIED on the voices**

**OTCBI806/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Petersen/Mrs Watson)**

**THAT** the agenda for a meeting of the Onewhero-Tuakau Community Board held on Tuesday 5 June 2018 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND FURTHER THAT** in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.4 [*Onewhero-Tuakau Works & Issues Report – June 2018*] being considered after agenda item 5.1;

**AND FURTHER THAT** the Board resolves that the following item be withdrawn from the agenda:

- **Item No. 5.5 – Long Term Plan Update**

**AND FURTHER THAT** the youth representative be given full speaking rights for the duration of the meeting.

**CARRIED on the voices**

**OTCBI806/02**

### **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

### **CONFIRMATION OF MINUTES**

**Resolved: (Mr Jackson/Mrs Watson)**

**THAT** the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 7 May 2018 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**OTCBI806/03**

Mr Reeve entered the meeting at 7.03pm during discussion on the above item and was present when voting took place.

### **REPORTS**

#### Public Forum

Agenda Item 5.1

The following item was discussed at the public forum:

- Harker Reserve – possible funding application.

#### Onewhero-Tuakau Works & Issues Report – June 2018

Agenda Item 5.4

The report was received [*OTCBI806/02 refers*] and discussion was held.

#### Sport Waikato Update

Agenda Item 5.2

The report was received [*OTCBI806/02 refers*] and discussion was held.

#### Discretionary Fund Report to 23 May 2018

Agenda Item 5.3

The report was received [*OTCBI806/02 refers*] and discussion was held.

Long Term Plan Update  
Agenda Item 5.5

This item was withdrawn from the agenda.

Chairperson's Report  
Agenda Item 5.6

The chairperson gave a verbal report on the following item:

- CBD, George Street, Tuakau.

Councillors' and Community Board Members' Report  
Agenda Item 5.7

Verbal reports were received on the following items:

- Tuakau Railway Crossing closure 17<sup>th</sup> – 19<sup>th</sup> June,
- Armistice Day 100 year anniversary on 11<sup>th</sup> November,
- CCTV update,
- Questions re: Council's Funding Policy,
- Skatepark, Tuakau,
- Installation of "Welcome to Tuakau" sign,
- Projector in Tuakau Memorial Town Hall. Bad leaks in the roof. Mr Cameron to put in a CRM,
- Rural Roads/Unsealed Network - Drive through Waimai Valley, SH 22, Wairamarama, Onewhero and Matakītaki Roads with Gary DelaRue (Alliance General Manager - the top guy), including meeting with local residents en route. Gary is a good guy and understands the real issues, rather than assessing our roading needs from the comfort of the Ngaruawahia office,
- Seen at its worst with ongoing sustained flooding over roads, and the reality that the proposed deferring of significant maintenance from last year's weather events is NOT practical and quite simply will NOT work,
- We are now back into the wet and already seeing the effects, possibly compounded by a deferred repair programme specifically on school bus routes, main arterial routes,
- Agreed the benefit of doing regular drive rounds,
- Working with John Brown how to respond to affected communities,
- Pukekawa School - Petition circulated and raised with Gareth Bellamy in respect of reduction of speeds and resolution,
- Port Waikato Feral Goats/Pigs - With Animal Control. Appears to be grey area with regard to responsibilities as in Regional, District or Owners. Progressing over next fortnight, and
- Port Waikato Community Hub - Community meeting for 24 June with respect to updates, question and answers and targeted rates. Mayor Sanson has advised Malcolm Beattie directly of currently status.

There being no further business the meeting was declared closed at 8.18pm.

Minutes approved and confirmed this                      day of                      2018.

BB Cameron  
**CHAIRPERSON**

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### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Waikato District Council                           |
| <b>From</b>                     | Gavin Ion<br>Chief Executive                       |
| <b>Date</b>                     | 14 June 2018                                       |
| <b>Prepared by</b>              | Wanda Wright<br>Committee Secretary                |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference #</b>              | GOV0506  |
| <b>Report Title</b>             | Receipt of Taupiri Community Board Meeting Minutes |

### **1. EXECUTIVE SUMMARY**

---

To receive the minutes of the Taupiri Community Board meeting held on Monday 11 June 2018.

### **2. RECOMMENDATION**

---

**THAT the minutes of the meeting of the Taupiri Community Board meeting held on Monday 11 June 2018 be received.**

### **3. ATTACHMENTS**

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TCB Minutes

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**MINUTES** of a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 11 JUNE 2018** commencing at **6.05pm**

**Present:**

Ms D Lovell (Chairperson)  
Cr EM Patterson  
Miss S Ormsby-Cocup  
Ms J Pecékajus  
Mr R Van Dam

**Attending:**

Mr R MacCulloch (Deputy General Manager Service Delivery)  
Mrs W Wright (Committee Secretary)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Ms Lovell/Mr Van Dam)**

**THAT** an apology be received from Cr Gibb, Mr Lovell and Ms Morley.

**CARRIED on the voices**

**TCBI806/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ms Lovell/Cr Patterson)**

**THAT** the agenda for a meeting of the Taupiri Community Board held on Monday 11 June 2018 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received.

**CARRIED on the voices**

**TCBI806/02**



## **DISCLOSURES OF INTEREST**

Ms Lovell advised the Board that she will declare a Conflict of Interest in the Confirmation of Minutes editing of Resolution No. TCB1805/05 [*Discretionary Fund to 30 April 2018*].

## **CONFIRMATION OF MINUTES**

**Resolved: (Miss Orsmy-Cocup/Mr Van Dam)**

**THAT** the minutes of a meeting of the Taupiri Community Board held on **Monday 14 May 2018** be confirmed as a true and correct record of that meeting subject to the editing of Resolution No. TCB1805/05 [*Discretionary Fund to 30 April 2018*] from:

**AND THAT** Ms Lovell be reimbursed for the shortfall after paying ANZAC Day miscellaneous expenses personally of \$248.26;

to read:

**AND THAT** Ms Lovell be reimbursed for the shortfall after paying ANZAC Day miscellaneous expenses personally of \$59.99.

**CARRIED on the voices**

**TCB1806/03**

## **REPORTS**

### Public Forum

Agenda Item 5.1

No members of the public were in attendance.

### Discretionary Fund Report to 30 May 2018

Agenda Item 5.2

The report was received [*TCB1806/02 refers*] and discussion was held.

### Taupiri Works and Issues Report, June 2018

Agenda Item 5.3

The report was received [*TCB1806/02 refers*] and discussion was held.

### LTP Update

Agenda Item 5.4

The Deputy General Manager Service Delivery updated the Board on current progress.

Chairperson's Report  
Agenda Item 5.5

The Chair gave a verbal report and answered questions of the Board.

Councillor's Report  
Agenda Item 5.6

Cr Patterson gave a verbal overview on current Council issues.

**PROJECTS**

Project Update – Bridge Development  
Agenda Item 6.1

Cr Patterson advised members of current issues.

Land Development  
Agenda Item 6.2

Cr Patterson gave a verbal update.

Expressway Update  
Agenda Item 6.3

No updates were given.

Taupiri Mountain Update  
Agenda Item 6.4

Ms Cocup-Ormsby gave a verbal update and answered questions from the Board.

Parks & Reserves  
Agenda Item 6.5

Mr Van Dam advised that he had nothing new to report.

Footpaths/Frontages  
Agenda Item 6.6

Ms Pecekajus gave a verbal update and answered questions from the Board.

There being no further business the meeting was declared closed at 6.50pm.

Minutes approved and confirmed this                      day of                      2018.

D Lovell  
**CHAIRPERSON**

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### **Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council                  |
| <b>From</b>                     | Gavin Ion<br>Chief Executive              |
| <b>Date</b>                     | 18 June 2018                              |
| <b>Prepared by</b>              | Rose Gray<br>Council Support Manager      |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference</b>                | GOV1301                                   |
| <b>Report Title</b>             | Receipt of Raglan Community Board Minutes |

### **1. EXECUTIVE SUMMARY**

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To receive the minutes of a meeting of the Raglan Community Board held on Tuesday 12 June 2018.

### **2. RECOMMENDATION**

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**THAT the minutes of the Raglan Community Board meeting held on Tuesday 12 June 2018 be received.**

### **3. ATTACHMENTS**

---

Minutes

**MINUTES** of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 12 JUNE 2018** commencing at **2.03pm**.

**Present:**

Mr R MacLeod (Chairperson)  
Cr LR Thomson  
Mr PJ Haworth  
Mrs R Kereopa  
Mrs GA Parson

**Attending:**

Mr C Morgan (Economic Development Manager)  
Mrs R Gray (Council Support Manager)  
Miss G Mindoro (Youth Representative)  
Miss C Irvin (Youth Representative)  
Mr S Seddon (Youth Representative)  
Mr A Carnell (Waikato Regional Council)  
Mr R Rink (Contracts Team Leader)  
Mr C Birkett (Monitoring Officer)  
20 Members of the Public

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Cr Thomson/Mr MacLeod)**

**THAT** an apology be received from **Mr Oosten and Mr Vink**.

**CARRIED on the voices**

**RCB1806/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mrs Parson/Mrs Kereopa)**

**THAT** the agenda for a meeting of the Raglan Community Board held on Tuesday 12 June 2018 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND FURTHER THAT** the youth representatives be given speaking rights for the duration of the meeting.

**CARRIED on the voices**

**RCBI806/02**

### **DISCLOSURES OF INTEREST**

Cr Thomson advised members of the Board that she would declare a non financial conflict of interest in item 5.3 [*Application for Funding – Raglan Area School*].

Mr MacLeod advised members of the Board that he would declare a non-financial conflict of interest in item 5.4 [*Joyce Petchell Park Proposed Carpark Design*].

### **CONFIRMATION OF MINUTES**

**Resolved: (Mr MacLeod/Mrs Parson)**

**THAT** the minutes of a meeting of the Raglan Community Board held on Tuesday 8 May 2018 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**RCBI806/03**

### **REPORTS**

Waikato Regional Council Presentation – Raglan Bus Route  
Agenda Item 5.1

The report was received [*RCBI806/02 refers*].

Mr Carnell, Waikato Regional Council, spoke to a power point slide presentation and answered questions of the members.

Mrs McEwen and Mr Lawson were granted speaking rights for this item and Mr Carnell answered their questions.

Mr Carnell agreed to look into the feedback suggested.

Discretionary Fund Report  
Agenda Item 5.2

The report was received [*RCBI8006/02 refers*] and discussion was held.

Application for Funding – Raglan Area School  
Agenda Item 5.3

The report was received [RCB18006/02 refers].

Cr Thomson declared a conflict of interest and did speak to this item.

Miss Mindoro and Miss Irvin, provided an overview in support of the application and answered questions from the members.

**Resolved: (Mr MacLeod/Mrs Parson)**

**THAT an allocation of \$1,450.00 from the 2018/2019 discretionary fund budget be made to the Raglan Area School towards the cost of the photo booth and entertainment for the senior school ball.**

**CARRIED on the voices**

**RCB1806/04**

Joyce Petchell Park Proposed Carpark Design  
Agenda Item 5.4

The report was received [RCB1806/02 refers].

The Chair declared a conflict of interest and did not speak to this item.

Tabled: Copy of letter from the Raglan and Area Museum Society dated 8 August 2017  
Copy of letter from the Raglan and Districts Museum Society Inc to the Chief Executive Waikato District Council dated 12 June 2018

The Contracts Team Leader provided some background information and answered questions of the members.

Dr Day was granted speaking rights for this item. Members of the public asked questions of the Contracts Team Leader.

The Contracts Team Leader accepted the feedback and agreed to revise the drawings.

**Resolved: (Mr MacLeod/Mrs Parson)**

**THAT the Board agree to the plans being revised from the feedback provided;  
AND THAT the Board review the updated plans at the August 2018 meeting.**

**CARRIED on the voices**

**RCB1806/05**

Review of Parking in Raglan  
Agenda Item 5.5

The report was received [RCB1806/02 refers]. The Monitoring Officer spoke to this report and answered questions from the board members and members of the public.

It was agreed that the Board would hold a workshop in July 2018 and include the stakeholders in the discussion on parking in Raglan.

**Resolved: (Mrs Kereopa/Mr Haworth)**

**THAT the Raglan Community Board facilitate a workshop on parking changes proposed for the Raglan community.**

**CARRIED on the voices**

**RCB1806/06**

Youth Engagement Update June 2018  
Agenda Item 5.6

The report was received [RCB1806/02 refers] and discussion was held.

It was requested that the report from Smart Waikato be included in the August agenda for information of the members.

Housing Symposium 2018  
Agenda Item 5.7

The report was received [RCB1806/02 refers] and discussion was held.

**Resolved: (Mrs Parson/Mr MacLeod)**

**THAT the Raglan Community Board nominate Cr Lisa Thomson as their representative to attend the Housing Symposium in Wellington on Thursday 28 June 2018 with payment of \$120 for the air fares being funded from the discretionary fund.**

**CARRIED on the voices**

**RCB1806/07**

Long Term Plan Update  
Agenda Item 5.8

The Economic Development Manager provided an update to the members as follows:

- In excess of 800 submissions for LTP and Fees and Charges received with approximately 50 submitters.
- Approximately 500 submissions received on the two key consultation items of:



- i) Management of Council's waters business - 86% of submitters support change from what is done now. (63% of submitters supported the Council recommendation of a contract arrangement with Watercare).
- ii) Reduction in the level of Uniform Annual General Charge (UAGC) - 78% of submitters supported a reduction in the UAGC (59% supported the Council recommendation to reduce by \$100 over the current level of UAGC). Some submitters even wanted it lower – the implications over a lower UAGC is it adversely affects higher value properties and helps lower value properties when it comes to the general rate (the UAGC is a fixed portion of the General Rate – the other portion is the amount charged via the Capital Value of properties).
  - Quite a few submitters wanting Council to do better with the current rate charges.
  - A lot of support for master planning for communities – to help deliver on Council's vision of LTCC.
  - Fees and Charges – most submissions on not supporting the increase in pensioner housing rents required to make those facilities self-funding – also a number of submissions supporting the Huntly Aquatics fees not increasing.
  - The LTP will be adopted on 27 June at the Extraordinary Council meeting.
  - Letters to all submitters detailing the decisions and responding to their submissions will be sent in July.

Appointment of Community Representative to Raglan Kopua Holiday Park Board  
Agenda Item 5.9

The report was received [RCB1806/02 refers] and discussion was held.

Safety Railings on Wainui Bridge  
Agenda Item 5.10

The report was received [RCB1806/02 refers]. The Road Safety Engineer was unable to attend and therefore this item is to be considered at the August meeting.

Raglan Naturally Update  
Agenda Item 5.11

The report was received [RCB1806/02 refers] and discussion was held. Ms Parson, Raglan Naturally Coordinator, spoke to this report and answered questions from the members.

**Resolved: (Mr MacLeod/Cr Thomson)**

**THAT the Memorandum of Understanding, as attached to the report, be adopted.**

**CARRIED on the voices**

**RCB1806/07**



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### **Open Meeting**

|                                 |  |
|---------------------------------|--|
| <b>To</b>                       | Ngaruawahia Community Board                      |
| <b>From</b>                     | Gavin Ion<br>Chief Executive                     |
| <b>Date</b>                     | 14 June 2018                                     |
| <b>Prepared by</b>              | Wanda Wright<br>Committee Secretary              |
| <b>Chief Executive Approved</b> | Y  |
| <b>Reference #</b>              | GOV0508  |
| <b>Report Title</b>             | Receipt of Minutes – Ngaruawahia Community Board |

### **1. EXECUTIVE SUMMARY**

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To receive the minutes of the Ngaruawahia Community Board meeting held on Tuesday 12 June 2018 noting the lack of a quorum at that meeting.

### **2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Ngaruawahia Community Board held on Tuesday 12 June 2018 be received noting the lack of a quorum at that Meeting.**

### **3. ATTACHMENTS**

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Minutes

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**MINUTES** of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 12 JUNE 2018** commencing at **6.15pm.**

**Present:**

Mr J Whetu (Chair)  
Cr E Patterson  
Ms W Diamond

**Attending:**

Mr GJ Ion (Chief Executive)  
Mrs W Wright (Committee Secretary)  
Representatives of River Riders  
Representative of Open Up Ngaruawahia  
2 Members of the public

With reference to standing orders 10.5 this meeting lapsed owing to lack of a quorum. Apologies had been received from Cr Gibb, Ms Kirkwood, Ms Morgan and Mr Sherson and it was noted that Cory Newport was unable to attend this meeting.

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### **Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council                  |
| <b>From</b>                     | Gavin Ion<br>Chief Executive              |
| <b>Date</b>                     | 20 June 2018                              |
| <b>Prepared by</b>              | Lynette Wainwright<br>Committee Secretary |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference/Doc Set #</b>      | GOV1318                                   |
| <b>Report Title</b>             | Receipt of Huntly Community Board Minutes |

### **1. EXECUTIVE SUMMARY**

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To receive the minutes of the Huntly Community Board meeting held on Tuesday 19 June 2018.

### **2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 19 June 2018 be received.**

### **3. ATTACHMENTS**

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HCB minutes 19 June 2018

**MINUTES** of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 19 JUNE 2018** commencing at **6.00pm**.

**Present:**

Ms K Langlands (Chairperson)  
Cr S Lynch  
Cr F McNally [*until 6.43pm*]  
Mr R Farrar  
Mrs S Stewart

**Attending:**

Mr T Whittaker (General Manager Strategy & Support)  
Mrs V Jenkins (HR Manager)  
Mrs LM Wainwright (Committee Secretary)  
Mr J Scott (Youth Representative)  
Ms P Comins (Youth Representative)  
Members of the public

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Ms Langlands/Mrs Stewart)**

**THAT** an apology be received from Ms Bredenbeck and Mrs Lamb;

**AND THAT** an apology for early departure be received from Cr McNally.

**CARRIED on the voices**

**HCBI806/01**

It was noted that His Worship the Mayor Mr AM Sanson was unable to attend this meeting.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ms Langlands/Cr Lynch)**

**THAT** the agenda for a meeting of the Huntly Community Board held on Tuesday 19 June 2018 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND FURTHER THAT** the Board resolves that the following item be withdrawn from the agenda:

- **Item No. 5.1 NZ Police Update**

**AND FURTHER THAT** the youth representatives be given full speaking rights for the duration of the meeting.

**CARRIED on the voices**

**HCBI806/02**

### **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

### **CONFIRMATION OF MINUTES**

**Resolved: (Ms Langlands/Cr Lynch)**

**THAT** the minutes of a meeting of the Huntly Community Board held on Tuesday 15 May 2018 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**HCBI806/03**

Mr Farrar requested his dissenting vote be recorded.

### **REPORTS**

NZ Police Update  
Agenda Item 5.1

This item was withdrawn from the agenda.

Youth Engagement Update June 2018  
Agenda Item 5.2

The report was received [*HCBI806/02 refers*] and the following points were discussed:

- The contract for the Youth Engagement Advisor position has finished. Mr Clive Morgan will now be taking this position.

Discretionary Fund Report to 07 June 2018  
Agenda Item 5.3

The report was received [*HCBI806/02 refers*] and the following points were discussed:

- Stencilling of pavers in Huntly

**Resolved: (Crs McNally/Lynch)**

**THAT the Business Breakfast funds of \$126.93 (Resolution No. HCB1802/04) be returned to the pool.**

**CARRIED on the voices**

**HCBI806/04**

Huntly Memorial Hall Consultation Update and Next Steps  
Agenda Item 5.4

The report was received [*HCB1806/02 refers*] and the following points were discussed:

- Huntly Memorial Hall – black mould to be cleaned mid July, asbestos survey planned for end of June, vegetation to be removed mid July,
- The hall was closed following an earthquake report from OPUS, and
- Cr McNally and Mrs Stewart to be representatives on the Community Project Group.

**Resolved: (Cr Lynch/Mr Farrar)**

**THAT the Huntly Community Board endorses the outcome of the consultation, being - 74% of the community support the refurbishment of the Huntly Memorial Hall;**

**AND THAT the Huntly Community Board supports the approach to the project as follows: (outlined in 4.1 below)**

***Completion of minor works to the Hall – immediate***

- **treatment for mould. This will allow staff and contractors to safely enter the Hall to plan works. Care will still need to be taken when refurbishment work begins.**
- **tree work. To clear foliage interfering with the roof to prevent further water ingress. Note a number of trees may need to be cleared for scaffold access when works begin.**
- **fix roof leak/s and clean out gutters.**

***Planning and consultant work – July - September***

- **review of Seismic Assessment Report completed by Opus. To agree approach and timeframes with Council from a risk perspective, this will need to consider cost and practicalities.**
- **review of the asbestos report carried out in 2015 to ensure it is suitable for any demolition and refurbishment work required.**
- **engagement of a construction project manager/quantity surveyor to group the work required into work packages and prioritise based on safety, getting the Hall open and “future projects”. To provide material, labour and cost estimates for each package, this includes an indication of**



the specialist sign off required, for example, Licensed Building Practitioner number or Electrical Certificate of Compliance.

***Community project group engagement – July – September***

- to meet with Des Maskell and Tony Perkins (and other community group members to be confirmed by Councillors and the Board) to discuss results, approach and planning. To work with the Board to confirm the “community project group” that will be driving this work and responsible for the outcomes.
- to work alongside the construction project manager and the community project group to confirm how the group will contribute (whether this be in sourcing free/discounted materials, providing free/discounted labour and/or specialist skills, providing project management/construction management knowledge, providing an overall building professional to be responsible for the work).
- to work through the Zero Harm, Procurement and Legal requirements to allow the work to be completed.
- to work with the community project group to confirm how they may be structured and how the work will be delivered to Council. This will depend on the level of contribution that the community project group can provide and will progress as the project plan is developed. This is discussed further below.

***Community engagement and consultation – July - November***

- once the Board has confirmed they are comfortable with the approach some communications will be released to the community confirming the result of the consultation and advising of the high level approach. This will include an update of the planned immediate work so that the community is aware that contractors may be on site.
- where an additional targeted rate amount is needed to fund the refurbishment work formal consultation will be required. If this is needed a report will go through Council outlining the work required, priorities and funding required so that the consultation and proposed increase in targeted rate is approved by Council.

**At the end of this tranche of work we should have:**

- an agreed project plan (prioritising work based on cost and resourcing) with the view to get the Hall to a standard where it can be safely re-opened and used.
- an agreed structure through which we will work with the community group.
- an overall cost and funding plan, including the amount of additional targeted rate required (if any).
- an outcome from community consultation around the additional targeted rate (if required).

**CARRIED on the voices**

**HCBI806/05**

Huntly Community Plan Update  
Agenda Item 5.5

The report was received [*HCB1806/02 refers*] and the following points were discussed:

- Sport Waikato to be invited to the August Community Board meeting,
- Email any sport/community groups in the area to the chair,
- Waikato Enterprise Agency website – remind people that they can make submissions on the community plan, and
- Cleaning of the pavers in the town.

Agreement for the Removal and Control of Graffiti in Huntly  
Agenda Item 5.6

The report was received [*HCB1806/02 refers*] and the following point was discussed:

- Support for Mr Thurston in the removal of graffiti.

**Resolved: (Crs Lynch/McInally)**

**THAT the Huntly Community Board supports an additional \$800.00 being allocated from the Discretionary Fund for provision of the current graffiti service.**

**CARRIED on the voices**

**HCBI806/06**

Huntly Works & Issues Report: Status of Items June 2018  
Agenda Item 5.7

The report was received [*HCB1806/02 refers*] and the following points were discussed:

- Broken pavers in the Main Street – ideas for replacement,
- Pavers removed from around power boxes. Metal has been placed instead – will the pavers be returned?
- Essex Arms – street art on the wall,
- The letters delivered to retailers was not very successful. St John has a small budget and will use this to beautify the front of their shop,
- ANZAC flags – the chair is waiting on a price,
- Open Waikato – Explore Huntly video – positive feedback received, and
- Huntly East subsidence – homeowners in the subsidence area do not know about this. There is no buyback coverage for these homeowners. A request for Council to provide information to the Board.

Cr McInally retired from the meeting at 6.43pm during discussion on the above item.

Long Term Plan Update  
Agenda Item 5.8

No discussion was held on this item.

Public Forum  
Agenda Item 5.9

The following points were discussed:

- Huntly Memorial Hall update and next steps,
- Roadworks on Hakarimata Road,
- Pothole on Fisher Road – Chair to complete a CRM, and
- Dead trees – NZ Rail corridor.

Chairperson’s Report  
Agenda Item 5.10

The report was received [*HCB1806/02 refers*].

Councillors’ and Community Board Members’ Reports  
Agenda Item 5.11

Verbal reports were received on the following items:

- Kimihia House,
- District Plan workshops, and
- Representation Review and population statistics. Boundaries may have to be altered to meet legislation requirements. Consultation will be carried out.

There being no further business the meeting was declared closed at 6.51 pm.

Minutes approved and confirmed this    day of    2018.

K Langlands  
**CHAIRPERSON**

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### **Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council                                      |
| <b>From</b>                     | Gavin Ion<br>Chief Executive                                  |
| <b>Date</b>                     | 19 June 2018  |
| <b>Prepared by</b>              | Wanda Wright<br>Committee Secretary                           |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference #</b>              | GOV1301   |
| <b>Report Title</b>             | Receipt of Te Kauwhata Community Committee<br>Meeting Minutes |

### **1. EXECUTIVE SUMMARY**

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To receive the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 6 June 2018.

### **2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 6 June 2018 be received.

### **3. ATTACHMENTS**

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TKCC Minutes

**MINUTES** of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 6 JUNE 2018** commencing at **7.00pm**.

**Present:**

Ms T Grace (Chairperson)  
Cr JD Sedgwick  
Mrs C Berney (Secretary)  
Mr J Cunningham  
Mr K Dawson  
Mr D Hardwick  
Mr T Hinton [*from 7.03pm*]  
Mr C Howells  
Mr B Weaver

**Attending:**

Mr V Ramduny (Manager Strategy & Planning)  
Mr Gavin Donald (GMD Consulting)  
Ms Angela Thomas  
Mr Mike Peters

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr Cunningham/Mr Dawson)**

**THAT** an apology be received from Marlene Raumati;

**AND THAT** an apology for lateness be received from Tim Hinton.

**CARRIED on the voices**

**TKCCI806/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Howells/Mrs Berney)**

**THAT** the agenda for a meeting of the Te Kauwhata Community Committee held on **Wednesday 6 June 2018** be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND THAT** the following items be discussed at an appropriate time during the course of the meeting:

- **Mike Peters was given speaking rights briefly to talk about the flooding on Travers Road as it related to the Smith block.**
- **Gavin Donald from GMD Consulting.**

**CARRIED on the voices**

**TKCCI806/02**

**DISCLOSURES OF INTEREST**

Keith Dawson disclosed an interest in the Walkway and the Basketball court/planter box projects.

**CONFIRMATION OF MINUTES**

**Resolved: (Mr Weaver/Cr Sedgwick)**

**THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 2 May 2018 be confirmed as a true and correct record.**

**CARRIED on the voices**

**TKCCI806/03**

**REPORTS**

Te Kauwhata Works & Issues Report: June 2018  
Agenda Item 5.1

The report was received [TKCCI806/02 refers] and discussion was held.

Councillor's Report  
Agenda Item 5.2

Cr Sedgwick gave a verbal report and answered questions of the Committee.

- Council has finalised proposal for Representation Review on the Council and its implications for Whangamarino ward.
- A report was given on the flooding on Travers Road to update the committee.
- Shops selling legal products are allowed to function if opening within the bounds of the bylaws.
- RFS to be entered for removal of excess cones around town.
- No update on the Wayside Road development appeal.
- New iSite has opening in Hampton Downs.
- Main St is being resealed to help with noise.
- Transport issues were reported on.
- The District Plan is being released on the 18<sup>th</sup> of July and feedback/submissions will be sought. 60 days from release of District Plan.
- Streetlights around town have been upgraded.

- The roundabout at the top of town meets all safety requirements.

### Discretionary Fund Report to 23 May 2018

#### Agenda Item 5.3

The report was received [TKCC1806/02 refers] and discussion was held.

### GMD Consultants Report

#### Agenda Item 5.4

Gavin Donald gave verbal feedback from the information he had received to date from our community. He will email out the report.

### Chairperson's Report

#### Agenda Item 5.5

The Chair gave a verbal report and answered questions of the committee.

- Request from the College regarding The Duke of Edinburgh Award for Community Projects.
- Toni spoke to her email regarding behaviour around being committee members vs. being a private citizen.
- Whilst Toni spoke to our submission on the Waste Management Proposal, Jan removed herself from the discussion.

## **PROJECTS UPDATE**

### Dog Park

#### Agenda Item 6.1

Tim updated the committee on the progress with the Dog Park/Domain Project. He will send out info via email.

### Wetlands Walkway

#### Agenda Item 6.2

Covered in Te Kauwhata Works and Issues Reports

### Youth Members

#### Agenda Item 6.3

Tim and Toni caught up with the new Youth Reps and talked about future projects.

There being no further business the meeting was declared closed at 9.17pm.

Minutes approved and confirmed this                      day of                      2018.

T Grace  
**CHAIRPERSON**



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**Open Meeting**

|                                 |   |
|---------------------------------|---|
| <b>To</b>                       | Waikato District Council                        |
| <b>From</b>                     | Gavin Ion<br>Chief Executive                    |
| <b>Date</b>                     | 27 June 2018                                    |
| <b>Prepared by</b>              | Rose Gray<br>Council Support Manager            |
| <b>Chief Executive Approved</b> | Y   |
| <b>Reference #</b>              | GOV1301   |
| <b>Report Title</b>             | Receipt of Tamahere Community Committee Minutes |

**1. EXECUTIVE SUMMARY**

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To receive the minutes of the Tamahere Community Committee meeting held on Monday 11 June 2018.

**2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 11 June 2018 be received.**

**3. ATTACHMENTS**

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Minutes



**Minutes of Committee Meeting  
Held 7.30pm on Monday June 11th, 2018  
Tamahere Community Centre**

**Present:**

**TCC:** Sue Robertson, Bevan Coley, Connie Short, Alison Ewing, Dallas Fisher, Shelley Howse, Charles Fletcher, Leo Koppens, James Yearsley, Jane Manson, Graham McAdam

**WDC:** Aksel Bech, Jacob Quinn

**Tamahere School:** Ingrid ter Beek

**Apologies:** Ro Edge, Susan and Robert McHugh

**Confirmation of Minutes** of Meeting held on May 7<sup>th</sup>, 2018

**Moved:** Sue Robertson

**Seconded:** Bevan Coley

**All in Favour**

**1. Matters arising:**

- The drainage pond in Tamahere Park now has temporary security fencing in place.
- The Tamahere Park bollards and “hitching rails” have been successfully installed by the Lacrosse group (not Dad’s Army) with WDC paying for materials; they keep vehicles out, work as seats for spectators and for “boot camp” step-ups
- Gaming machine rules won’t allow their installation in the Tamahere Hub pub.
- An email with suggested local road names has gone astray. WDC list doesn’t include names TCC have suggested.

*Action; Jacob to follow up.*

**2. Correspondence Tabled****IN – Email**

Karen Bredesen; Road naming information including master list of road names, policies and naming applications.

John Brown WDC; Newell/ Cambridge Rd intersection submission invite.

Sue Robertson TCC; Copy of WDC presentation review consultation.

Sue Robertson TCC; Newell Rd/Cambridge Rd intersection online survey comment.

Aksel Bech WDC; Confirmation name change Tamahere Recreational Reserve to Tamahere Park

Multiple TCC members; NZTA surprise option of R out as well as R in at Newell Rd/Cambridge Rd.

Aksel Bech WDC; Notice of public meeting re Newell Rd/Cambridge Rd options

Mark Roberts resident; request for Newell Rd option information

WDC ; WMMP submission acknowledgement

TCC members; Congratulations Dallas Fisher

Grant Hubbard City Edge; Waikato Expressway Survey

**OUT- Email**

Alison E; Thanks to Alasdair Gray for pro bono LTP submission re cycle link.

**Moved:** Sue Robertson      **Seconded:** Bevan Coley      **All in favour**

**1. Grattan Investments**

An update from WDC and Grattan legal team on the housing development on the old Icepak site (allowing for lots of less than 5000qsm) has been delayed pending a consent order.

**2. Service Delivery Report – Jacob Quinn**

- Traffic Island & Devine Road vegetation pruning/mowing completed.
- Bollards for the Rec Reserve have been installed.
- Club use of Fields – ongoing discussion with Sport Waikato/local authorities on principles and process. Noted that all going well with weekend usage.
- Field has drainage issues in 3 spots, this is to be addressed using a coring system.
- The swale between the reserve and the school pool is filling with water and a safety hazard. The contractor is being contacted to remedy.

**3. Cr Aksel Bech Report**

- Newell Road footpath is currently being completed.
- 'Your Speed' sign is in place on Newell Road.
- Leo and Sue to assist WDC with waste management plan for Tamahere in consultation with Fosters.
- Plan for Te Awa Cycleway passing through Tamahere is confirmed.
- Local water reservoir has come up for discussion. Cr Bech has asked for the initial engineering plan, whether it has been updated and whether it is actually needed. A large driver of the local Developer Contributions. If not required, DC's may be able to be reviewed?
- Regional Theatre preferred option on the riverbank in Hamilton was not supported by WDC as proposed but has now been passed by WRC as proposed.

**4. Tamahere Recreational Reserve and Community Issues Report**

- Playground Creations in consultation with the TCC playground subcommittee have prepared an excellent proposal that is within budget. Look to funders to cover the cost of individual playground items with current approved funding to be used on other park items.
- No tenders were submitted for the skate park. Potential tenderers will be approached again.
- There are currently no funds for the fitness trail equipment, astroturf, hall changing area/pavilion or rubbish bins and outdoor seating.

**Approved;**

- Proceed with playground now with skate park to follow.
- That TCC approaches groups to cover funding individual items for the playground.

**Moved:** Aksel Bech      **Seconded:** Bevan Coley      **All in favour**

- Pathways with fitness stations through the park have been designed and include a section of the Te Awa Cycleway.  
*Action; Jacob to confirm the fitness trail design and contracting of path construction and planting.*

#### **5. Hall Defibrillator**

Awaiting further information from Brain Whittaker - Hall Committee

#### **6. Road Speed Subcommittee Report**

Central Government has new views on a national policy around speed limits. Subcommittee on pause until policies confirmed.

#### **7. Other Business**

- Best Artisan Market June 23. Run quarterly by Lions in Tamahere Hall. Any impact on the Tamahere Market will trigger a review by the Lions group.
- Tamahere Lions BBQ  
*Action; BBQ position in hub design to be confirmed by Jacob for July meeting.*
- Matters raised in submission to Newell Rd Closure. Upgrade of Birchwood Lane/Rd – there is the potential for Birchwood Rd to become a rat run. Further discussion required.
- Congratulations to Dallas Fisher on receiving his Officer of the New Zealand Order of Merit for services to business, philanthropy and sport.

**Date of next meeting:** Monday July 2nd

**Meeting closed** at 8.50pm

#### **Items for Next Meeting:**

- Hall Defibrillator
- Jacob Quinn WDC -Tamahere Lions BBQ position to be confirmed, fitness trail design, apth and planting plan. Find list of TCC local names submitted to WDC for new road naming.
- Birchwood Rd a potential rat run.

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### **Open Meeting**

|                                 |                                      |
|---------------------------------|--------------------------------------|
| <b>To</b>                       | Waikato District Council             |
| <b>From</b>                     | Gavin Ion<br>Chief Executive         |
| <b>Date</b>                     | 28 June 2018                         |
| <b>Prepared by</b>              | Rose Gray<br>Council Support Manager |
| <b>Chief Executive Approved</b> | Y                                    |
| <b>Reference #</b>              | GOV0516                              |
| <b>Report Title</b>             | Receipt of Minutes                   |

### **1. EXECUTIVE SUMMARY**

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To receive the minutes of the Pokeno Community Committee meeting held on Tuesday 12 June 2018.

### **2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 12 June 2018 be received.**

### **3. ATTACHMENTS**

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Minutes



## **POKENO COMMUNITY COMMITTEE**

**MINUTES** of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 12<sup>th</sup> June 2018, commencing at 7.00pm.

**Committee Members Present:** Helen Clotworthy, Tricia Graham, Lance Straker  
Ric Odom, Todd Miller, Janet McRobbie, Charles Hackett,  
Kris Hines, Wayne Rodgers,

**WDC Staff in Attendance:** Jason Marconi, Ian Cathcart

**Councillors in Attendance** Cr J Church Cr S Henderson

**Community Members** Community Members attended.

**1 APOLOGIES:** Apologies received from Sue o’Gorman, Doug Rowe, Blair Johnstone

**Moved that the apologies be accepted:** Helen Clotworthy

**Seconded:** Lance Straker

### **2 CONFIRMATION OF THE STATUS OF THE AGENDA**

This was confirmed

**Moved** Helen Clotworthy

**Seconded** Kris Hines

### **3 DISCLOSURE OF INTEREST**

There was no disclosure of interest

### **4. CONFIRMATION OF THE MINUTES**

**Moved** Helen Clotworthy

**Seconded** Todd Miller

### **5 CIVIL DEFENCE UPDATE**

Todd Miller has been working on this for some year and is producing a comprehensive document to help our resilience as a community.

In the recent month or so he has met with the local doctor, St Johns, Yashili (who have an onsite emergency team), and the principal of the local school. These people have all been supportive and have made generous offers of their expertise and facilities.

It was noted that ambulance support can be patchy and Todd told us that there was a 1<sup>st</sup> Response Hub in Pukekohe which is probably a better bet. There is however problems getting trained volunteers for 1<sup>st</sup> Response as there are many physical and political barriers.

Todd's document should be ready for distribution in the next month or so.

## **6. SPORTS WAIKATO**

Jason reported on a number of initiatives

### *Pokeno Tramping Club*

There has been a good response to this and the first tramp is organised. It is to be a family friendly group open to all ages.

### *Tennis Club*

This was originally formed in 1930 and Jason circulated the founding document. At the moment it is not an incorporated body.

Jason met with Brian Wallace to see what needs to be done and there was an extensive list of jobs. He drew up a work plan and how far this goes will depend on Community interest. The first thing would be to have a working bee to tackle some of the outstanding jobs. It is envisaged that free tennis lessons would be giving in the spring starting at the school.

Jason sees the Tennis Club being a multi-sport facility. Chris Hines offered to become involved and Brian Wallace agreed to remain as a mentor.

### *Pole Performance Club*

There was some initial interest in forming this

## **7. APPROVAL OF PROPOSED NAMES**

Of the list provided only Frankfield Road, Noble Lane and McLean St have been approved by the committee. A new list of road names has been prepared which reflects the history of the early farming on the Hitchen side of the railway line.

## **8. POKENO WORKS AND ISSUES**

### *Footpaths*

Following last month's discussion Ian has produced a comprehensive document

Helenslee Road North. There is at present insufficient road reserve for a footpath. We await adjacent development to make more space available

Helenslee Rd / Munroe Rd Intersection. With plans for development on the western side so in the meantime a narrow limestone path will be constructed in June

Helenslee Rd / Pokeno Intersection. The path requested by the school from the new Kea crossing to their entrance will be a limestone one and constructed in the next few weeks

There is also a demand for a footpath on the other side

### *Bins*

We were given assurance movement of the compactor bin from outside the dairy on the Northern part of the town to outside the toilets is programmed. Because of the large number of foreign tourists using it these should have international symbols on all sides not just the front.

### *Ford Street*

The concern is the loss of the large berm that the houses on Pokeno Rd adjacent to Ford St. This has historically been used as a play area for the children in these houses. With the opening of the overbridge projected for December this will be lost, the solution would be the closing of Ford St at the Pokeno Rd end so this could become a replacement play area

*Funding*

At present this committee has no council funding at all. With the start of the new financial year on July 1<sup>st</sup> this must be remedied

**RESOLUTION**

**The Pokeno Community Committee requests the following**

**1 We wish to apply for \$950/yr. for administration**

**Moved Wayne Rodgers**

**Seconded Chris Hines**

**Carried**

**2 We wish to apply for \$950/yr. for placemaking and general beautification**

**Moved Ric Odom**

**Seconded Charles Hackett**

**Carried**

**9. POKENO FOOTPATHS**

See works and issues

**10 LTP UPDATE**

This goes for formal council approval on 27<sup>th</sup> June

**11 COUNCILLORS REPORTS**

The new map showing proposed wards is available. Submissions open on 20<sup>th</sup> June

**12 COMMITTEE REPORTS**

There were none

**13 NEXT MEETING'S AGENDA**

Updates on the LTP

Updates on Funding

Ian to report back on matters discussed

An update from Sports Waikato

There being no further business Helen thanked our guests and declared the meeting close at 9.15pm the next meeting to be held on July 10th at 7pm



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### **Open Meeting**

|                                 |                                      |
|---------------------------------|--------------------------------------|
| <b>To</b>                       | Waikato District Council             |
| <b>From</b>                     | Gavin Ion<br>Chief Executive         |
| <b>Date</b>                     | 28 June 2018                         |
| <b>Prepared by</b>              | Rose Gray<br>Council Support Manager |
| <b>Chief Executive Approved</b> | Y                                    |
| <b>Reference</b>                | GOV1301                              |
| <b>Report Title</b>             | Exclusion of the Public              |

## **I. EXECUTIVE SUMMARY**

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To exclude the public from the whole or part of the proceedings of the meeting to enable Council to deliberate and make decisions in private on public excluded items.

## **2. RECOMMENDATION**

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**THAT** the report from the Chief Executive be received;

**AND THAT** the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:

**Confirmation of minutes dated 14 May 2018.**

**Receipt of Minutes:**

- **Chief Executive's Performance Review Subcommittee 20 June 2018**
- **Infrastructure Committee held 26 June 2018**

### **REPORTS**

(a) Appointment of Members to the Water Governance Board

***The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:***

**Reason for passing this resolution to withhold exists under:**      **Ground(s) under section 48(1) for the passing of this resolution is:**

**Section 7(2)(a)**

**Section 48(1)(3)(d)**

**AND FURTHER THAT the HR Consultant, Mr Tims be permitted to remain in the meeting, after the public has been excluded, because of his knowledge of item 1.1 [Receipt of Minutes of the Chief Executive's Performance Review Subcommittee].**

### **3. ATTACHMENTS**

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Nil