

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 SEPTEMBER 2019** commencing at **1.00pm**.

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

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Gj Ion
CHIEF EXECUTIVE

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Minutes

I. EXECUTIVE SUMMARY

To confirm the minutes of a meeting held on Monday 12 August 2019.

2. RECOMMENDATION

THAT the Open Minutes of a meeting of Waikato District Council held on Monday 12 August 2019 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Council Open Minutes – 12 August 2019

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 12 AUGUST 2019** commencing at **1.00pm**.

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 [from 1:19pm]
 Cr JD Sedgwick
 Cr NMD Smith
 Cr LR Thomson [from 1:04pm]

Attending:

Mr TG Whittaker (Chief Operating Officer)
 Mr R MacCulloch (Acting General Manager Service Delivery)
 Ms L Shirley (Zero Harm Manager)
 Mr V Ramduny (Strategic Projects Manager)
 Ms A Diaz (Chief Financial Officer)
 Mr J Quinn (Communications, Engagement and Marketing Manager)
 Mr J Crawshaw (Reserves Planner)
 Mr E Hamilton (Contract Reserves Planner)
 Ms M Russo (Corporate Planning Team Leader)
 Ms S Quinn (Procurement Manager)
 Mr S Toka (Pouhono Iwi ki te Haapori | Iwi and Community Partnerships Manager)
 Mrs C Pidduck (Legal Counsel)
 Mrs P Collin (Solicitor)
 Mr B Stringer (Democracy Manager)
 Ms E O'Dwyer (Waikato Times Reporter)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/McGuire)

THAT an apology for lateness be received from Cr Patterson.

CARRIED on the voices

WDC1908/01

CONFIRMATION OF STATUS OF AGENDA

Resolved: (Crs Smith/Lynch)

THAT the agenda for a meeting of the Waikato District Council held on Monday 12 August 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 9 which shall be considered with the public excluded.

CARRIED on the voices

WDCI908/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

Meeting Note: Councillors Sedgwick, Henderson and Thomson declared an interest in Agenda Item 8.1 at the time that the item was considered.

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/Sedgwick)

THAT the minutes of a meeting of the Waikato District Council held on Wednesday 17 July 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDCI908/03

Councillor Thomson joined the meeting (1:04pm) at the end of the above item.

COMMITTEE AND DEPARTMENTAL REPORTS

Policy & Regulatory Committee

Zero Harm Update

Agenda Item 5.1.1

The Zero Harm Manager took the report as read and answered questions in relation to:

- The increase in recorded safety and wellness engagement conversations.

ACTION: Staff to provide commentary in future reports on whether increase in safety engagement conversations is connected to an increase in health & safety risks.

ACTION: Dashboard to provide data over 13 months to enable comparison year-on-year.

- The vision noted in the Draft Zero Harm Strategic Plan 2019/20 for health and safety practices to extend to the home and community was an aspirational statement.

Resolved: (Crs Sedgwick/McInally)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDCI908/04

Cemeteries Bylaw approval for Consultation

Agenda Item 5.1.2

The Corporate Planning Team Leader provided a brief summary of the report and responded to a question on the Cemeteries Strategy review, which would be undertaken at a future date.

ACTION: Staff to consider the acquisition of suitable land to address cemetery capacity issues at the appropriate time, including as part of a review of the Council's Cemetery Strategy.

Resolved: (Crs Smith/Lynch)

THAT the report from the General Manager Community Growth be received;

AND THAT as required under section 156 of the Local Government Act 2002, Council determine that the proposed amendment to the Cemeteries Bylaw 2016:

- a. does not concern a matter identified in the Significance and Engagement Policy as being of significance interest to the public; or
- b. is not or is not likely to be a significant impact on the public;

AND FURTHER THAT under section 82 of the Local Government Act 2002, Council approves the commencement of public consultation on the proposed amendments the Cemeteries Bylaw 2016 between 21 August and 22 September 2019.

CARRIED on the voices

WDCI908/05

Infrastructure Committee

Adoption of The Point and Kiingitanga Reserve Management Plan

Agenda Item 5.2.1

The Reserves Planner and Contract Reserves Planner took the report as read. Councillors Fulton and Smith provided a summary of the key issues addressed by the Infrastructure Hearings Panel that considered submissions on the Plan.

Resolved: (Crs Fulton/Smith)

THAT the report from the Acting General Manager Service Delivery be received;

AND THAT the minutes of the meeting of the Infrastructure Hearings Panel held on Monday 29 April and Wednesday 10 July 2019 (attachment 3 of the staff report) be received;

AND FURTHER THAT Council adopt The Point and Kiingitanga Reserve Management Plan as amended (attachment 1 to this staff report).

CARRIED on the voices

WDCI908/06

OTHER COMMITTEES AND DECISION-MAKING BODIES

Receipt of Minutes of the Waters Governance Board
Agenda Item 5.3.1

Resolved: (Crs Gibb/Bech)

THAT the minutes of a meeting of the Waters Governance Board held on Tuesday 25 June 2019 be received.

CARRIED on the voices

WDCI908/07

COMMUNITY BOARD MINUTES

Receipt of Onewhero-Tuakau Community Board Minutes
Agenda Item 6.1

Resolved: (Crs Church/Main)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Tuesday 4 June 2019 be received.

CARRIED on the voices

WDCI908/08

COMMUNITY COMMITTEE MINUTES

Receipt of Pokeno Community Committee Minutes
Agenda Item 7.1

Resolved: (Crs Church/Henderson)

THAT the minutes of a meeting of the Pokeno Community Committee held on Tuesday 9 April 2019 be received.

CARRIED on the voices

WDCI908/09

Receipt of Tamahere Community Committee Minutes
Agenda Item 7.2

Resolved: (Crs Bech/Sedgwick)

THAT the minutes of a meeting of the Tamahere Community Committee held on Monday 1 July 2019 be received.

CARRIED on the voices

WDCI908/10

Receipt of Te Kauwhata Community Committee Minutes
Agenda Item 7.3

Resolved: (Crs Sedgwick/Henderson)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 5 June 2019 be received.

CARRIED on the voices

WDCI908/11

Receipt of Meremere Community Committee Minutes
Agenda Item 7.4

Resolved: (Crs Sedgwick/Lynch)

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 13 June 2019 be received.

CARRIED on the voices

WDCI908/12

REPORTS

Retrospective Approval of Waikato District Crime Prevention Technology Trust Amended Trust Deed

Agenda Item 8.1

Councillors Sedgwick, Thomson and Henderson declared a conflict of interest, withdrew to the public gallery and did not speak to, or vote on this item.

The Legal Counsel provided an overview of the changes to the Trust Deed.

Resolved: (Crs Lynch/Church)

THAT the report from the Chief Operating Officer be received;

AND THAT the Council retrospectively approves the amended Waikato District Crime Prevention Technology Trust 2019 Deed of Trust as at 28 May 2019 (Appendix I to the staff report).

CARRIED on the voices

WDCI908/13

Councillor Patterson joined the meeting (1:19pm) at the end of Item 8.1 and did not take part in voting.

Removal of Limited Access Restriction over part of Great South Road, Ngaruawahia

Agenda Item 8.2

The Acting General Manager Service Delivery provided an overview of the report and summarised the reasons for the recommendation. In response to a question on why the limited access revocation should not apply to the entire section of road, the Solicitor advised that this was recommended to the Roading team.

Resolved: (Crs Smith/Lynch)

THAT the report from the Acting General Manager Service Delivery be received;

AND THAT pursuant to section 346A(2) of the Local Government Act 1974, the Council revokes the status of limited access road for that part of Great South Road fronting the land comprised in Record of Title SA70C/813 (South Auckland Registry);

AND FURTHER THAT pursuant to section 346(H)(2) of the Local Government Act 1974, the Council delegates the Chief Executive to sign and forward a certificate to the Registrar-General of Land, notifying the Registrar of the revocation.

CARRIED on the voices

WDCI908/14

Waikato Local Authority Shared Services Professional Services Panel Procurement Process
Agenda Item 8.3

The Chief Operating Officer provided an overview of the procurement process that led to the formation of the WLASS Professional Services Panel. The Procurement Manager, supported by the Chief Operating Officer, responded to questions on the following points:

- How and when value would be ascertained from Council's use of the Panel. There would be clearer reporting on the use of Panel members than had previously been the case.
- Council would enter into the Joining Deed with other WLASS members to benefit from WLASS' Framework Agreement with each Panel member.

Resolved: (Crs Sedgwick/Lynch)

THAT the report from the Acting General Manager Service Delivery be received;

AND THAT the Council approves the Waikato Local Authority Shared Services Joining Deed in respect of the Professional Services Panel Framework Agreement (attached to the staff report);

AND FURTHER THAT the Council delegates authority to the Chief Executive to sign the Joining Deed.

CARRIED on the voices

WDC1908/15

Future Proof Implementation Committee Agreement and Terms of Reference
Agenda Item 8.4

The Strategic Projects Manager highlighted, and responded to questions on, the following matters:

- Committee's Agreement and Terms of Reference were endorsed by Future Proof Chief Executives' Advisory Group on 15 July 2019; it was proposed this would be signed on Thursday, 15 August 2019.
- Expansion of Future Proof committee to include additional partners. Auckland Council's financial contribution to Future Proof would be ascertained after the partnership was in place.
- \$100,000 funding had been requested from central government, with a formal commitment yet to be received. The amount of central government funding would impact the quantum of the expected increase in partner councils' expenditure on Future Proof.

The Strategic Projects Manager presented the following amendment to the *Future Proof Implementation Committee – Agreement* (as attached to the staff report):

All decisions on funding made by any Future Proof partner will be independent of their role on the Hamilton to Auckland Corridor Steering Group and in compliance with the requirements of their respective legislative and decision-making obligations.

(Footnote 3 as set out on p210 of the Agenda)

Resolved: (Crs Bech/Fulton)

THAT the report from the Chief Executive be received;

AND THAT Council approves the Future Proof Implementation Committee Agreement and associated Terms of Reference (attached to the staff report), subject to the amendment to Footnote 3 in the Future Proof Implementation Committee Agreement (page 210 of the Agenda) as presented at the Council meeting;

AND FURTHER THAT Council notes that the inaugural meeting of the expanded Future Proof partnership will be receiving the Agreement and the Terms of Reference for approval and signing;

AND FURTHER THAT Council delegates the Mayor to sign the updated Future Proof Implementation Committee Agreement on behalf of Waikato District Council.

CARRIED on the voices

WDC1908/16

Delegate Report of Local Government New Zealand Conference
Agenda Item 8.5

Councillor Fulton introduced his report and noted the highlights of the recent conference. Councillors Thomson and Patterson also endorsed the presentation from Waipa District Council on its work recording the Waikato Land Wars. It was suggested that Waikato District Council should explore undertaking a similar project.

Resolved: (Crs Fulton/Patterson)

THAT the Delegate Report on the 2019 Local Government New Zealand Conference be received.

CARRIED on the voices

WDC1908/17

EXCLUSION OF THE PUBLIC

Agenda Item 9

Resolved: (Crs Gibb/Henderson)**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 Council minutes dated 17 July 2019****Receipt of Minutes:**

- **Waters Governance Board dated 25 June 2019.**

REPORTS**a. Waikato Regional Airport Limited Major Transaction**

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)(b)(ii),(i)**Section 48(1)(a)****b. Chief Executive's Issues**

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)(g),(h),(i),(j)**Section 48(1)(a)**

Mayoral Issues

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(I) for the passing of this resolution is:

Section 7(2)(g),(h),(i),(j)

Section 48(l)(a)

CARRIED on the voices

WDCI908/18

Resolutions WDC/908/19 – WDC/908/22 are contained in the public excluded section of these minutes.

There being no further business the meeting was declared closed at 2:01 pm.

Minutes approved and confirmed this day of September 2019.

AM Sanson
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Brendan Stringer
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Extraordinary Minutes

I. EXECUTIVE SUMMARY

To confirm the minutes of an extraordinary meeting held on 14 August 2019

2. RECOMMENDATION

THAT the Open Minutes of an extraordinary meeting of Waikato District Council held on Wednesday, 14 August 2019 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Council Open Extraordinary Minutes – 14 August 2019

MINUTES of an extraordinary meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 14 AUGUST 2019** commencing at **2:30pm.**

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 [*from 3:37pm*]
Cr NMD Smith

Attending:

Mr GJ Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr I Cathcart (General Manager Service Delivery)
Mr R MacCulloch (Acting General Manager Service Delivery)
Mr C Morgan (General Manager Community Growth)
Mrs S O’Gorman (General Manager Customer Support)
Ms Carole Nutt (Project Manager – Watercare Transition)
Mr Jacob Quinn (Communications, Engagement and Marketing Manager)
Mrs Christine Pidduck (Legal Counsel)
Mrs T Hancock (Senior Communications & Engagement Advisor)
Mr B Stringer (Democracy Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Patterson/Smith)

THAT an apology be received from Councillor Thomson.

THAT an apology for lateness be received from Councillor Sedgwick.

CARRIED on the voices

WDC1908/1/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Gibb/Henderson)

THAT the agenda for the extraordinary meeting of the Waikato District Council held on Wednesday, 14 August 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 1 which shall be considered with the public excluded.

CARRIED on the voices

WDC1908/1/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

EXCLUSION OF THE PUBLIC

Agenda Item 1

Resolved: (Crs McNally/Church)

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:

REPORTS

a. Watercare Contract Value Approval

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:
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Section 7(2)(i), (j)

Section 48(1)(a)

CARRIED

WDC1908/1/03

Resolution nos WDC1908/1/04 to WDC1908/1/05 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 3:54pm.

Minutes approved and confirmed this day of September 2019.

AM Sanson
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	2 July 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Policy & Regulatory Committee - 18 June 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Policy & Regulatory Committee meeting held on Tuesday 18 June 2019.

2. RECOMMENDATION

THAT the minutes of the Policy & Regulatory Committee meeting held on Tuesday 18 June 2019 be received.

3. ATTACHMENTS

P&R Committee Open Minutes – 18 June 2019

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 18 JUNE 2019** commencing at **9.00am**.

Present:

Cr BL Main (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr JA Church
Cr DW Fulton
Cr JM Gibb
Cr SL Henderson *[from 9.14am]*
Cr SD Lynch
Cr RC McGuire
Cr NMD Smith

Attending:

Ms S O’Gorman (Acting Chief Executive)
Mr C Morgan (General Manager Community Growth)
Mr R MacCulloch (Acting General Manager Service Delivery)
Ms M May (Manager Open Spaces)
Ms J Wiggins (Community Venues and Events Team Leader)
Mr W Hill (Consents Team Leader)
Ms E Makin Consents Team Leader – East)
Mr J Wright (Senior Planner)
Mr T Pipe (Regulatory Manager)
Mr S Kumar (Environmental Health Officer)
Ms S Flay (Senior Communications Advisor)
Mr G Bellamy (Safety Engineer – Roading)
Ms S Solomon (Corporate Planner)
Ms J Bell-Wymer (Corporate Planning Team Leader)
Ms M Russo (Corporate Planner)
Mr C Birkett (Monitoring Team Leader)
Mrs W Wright (Committee Secretary)

The Acting Chief Executive addressed the issue regarding the Council-wide email failure and gave an update as to the expected resolution and timing thereof.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Gibb/Church)

THAT an apology be received from Cr Sedgwick.

CARRIED on the voices

P&R1906/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (His Worship the Mayor/Cr McGuire)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 18 June 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

P&R1906/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (His Worship the Mayor/Cr Lynch)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 21 May 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

P&R1906/03

REPORTS

Delegated Resource Consent Approved for the month of May 2019
Agenda Item 5.1

The report was received [*P&R1906/02 refers*]. There were no questions asked to the Consents Team.

Approval to consult on proposed amendments to the Cemeteries Bylaw
Agenda Item 5.2

The report was received [*P&R1903/02 refers*]. The Community Venues and Events Team Leader took the report as being read and gave a summary of the report and the bylaw requirements. Discussion was held around the process and timing of the consultation process.

Resolved: (Cr Lynch/His Worship the Mayor)

THAT the Committee determine that a bylaw amendment is the most appropriate way of addressing the perceived problems; and the proposed bylaw as amended (being an amendment to clause 6.2 as set out in Attachment 3 of the staff report), subject to the outcome of the consultation process, is the most appropriate form of bylaw;

AND THAT the Committee determines that the proposed bylaw amendment does not give rise to any implications under the New Zealand Bill of Rights Act 1990 pursuant to section 155(2) of the Local Government Act 2002;

AND FURTHER THAT the Committee approve to undertake consultation between 26 June and 26 July 2019, in accordance with Sections 83 (Special Consultative Procedure), of the Local Government Act 2002.

CARRIED on the voices

P&R1906/04

Cr Henderson entered the meeting at 9.14am during discussion on the above item and was present when voting took place.

2019 Speed Limit Review
Agenda Item 5.3

The report was received [P&R1906/02 refers]. The Roading Engineer advised that there were minor amendments made to some roads since the agenda was put together. He proposed to go over these with the relevant Ward Councillors individually.

ACTION: The Roading Engineer will send the proposed changes for each Ward via electronic maps to each relevant Councillor and then discuss these to ensure mutual understanding.

Review of Waikato District Council Psychoactive Substances Policy 2014
Agenda Item 5.4

The report was received [P&R1906/02 refers]. The Corporate Planner took the report as being read and only summarised the review process and the validity of this Policy.

Resolved: (Crs Church/Lynch)

THAT the Committee recommend to Council that the Proposed Waikato District Council Psychoactive Substances Policy 2019 (appendix 1 to the staff report) be adopted and that the Policy's next review date be July 2024 or earlier if required.

CARRIED on the voices

P&R1906/05

Lapse of Franklin District Council Control of Signs Bylaw 2007
Agenda Item 5.5

The report was received [P&R1906/02 refers]. The Corporate Planner gave an overview of the history and purpose of the bylaw. The Monitoring Team Leader clarified issues surrounding the ex-Franklin bylaws and options on how to proceed with them.

Resolved: (Crs Smith/Fulton)

THAT the Committee recommends that Council approves that the Franklin Control of Signs Bylaw 2007 lapse on 1 July 2019 in accordance with section 160A of the Local Government Act 2002.

CARRIED on the voices

P&R1906/06

Agenda Item 5.6

Resolved: (Crs Smith/Gibb)

CARRIED on the voices

P&R | 906/07

Agenda Item 5.7

Resolved: (Crs Smith/Gibb)

CARRIED on the voices

P&R | 906/08

Agenda Item 5.8

There being no further business the meeting was declared closed at 10.01am.

Minutes approved and confirmed this day of 2019.

Waikato District Council
Policy & Regulatory Committee

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Policy & Regulatory Committee Recommendations - 20 August 2019

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval of the recommendation from the Policy & Regulatory Committee meeting of Tuesday, 20 August 2019, as set out below.

The Policy & Regulatory Committee Agenda and Unconfirmed Minutes from its meeting of Tuesday, 20 August 2019 can be found on the Council website:

<https://www.waikatodistrict.govt.nz/your-council/council-committees-boards/council-committees/policy-and-regulatory-committee>

2. RECOMMENDATION FROM THE POLICY & REGULATORY COMMITTEE

Gifting of the Point Playground Equipment (P&R1908/04)

That the Council approves the gifting of surplus playground equipment, as detailed in the staff report (Item 5.1 in the Policy and Regulatory Agenda), to the Whatawhata Community, or as otherwise detailed in the staff report, as permitted under section 6.5.1 of the Sensitive Expenditure Policy.

3. ATTACHMENTS

Nil

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	August 2019
Prepared by	Lynn Shirley Zero Harm Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Zero Harm Update

I. 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, elected members, contractors, volunteers and visitors.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

Capable and Believable Leadership (People)

Safety and Wellness Engagement Conversations

The Chief Executive, Executive Leadership Team (ELT) and People Leaders continue to undertake Safety Engagement Conversations.

A total of 195 Safety Engagement Conversations were recorded in BWare Safety Manager in August.

Health and Wellbeing

The Wellbeing Collective draft Wellbeing Strategic Plan for 2019-2020 has been reviewed by the Executive Leadership Team (ELT) and is attached for reference.

Both the Wellbeing Nucleus and the Wellbeing Collective have met over the last month. Key activities over the coming month include;

- Refresh of gym – new paint on the walls and flooring
- The Front Row Global Challenge via Tracksuit Inc.
- Mission Slimpossible
- Launch of Wellbeing Way and our 10 healthy habits



Disciplined Management Systems

Event Management

A structured problem solve was completed for an event that occurred at the Huntly Aquatic Centre on 30th July 2019. A pool user slipped while walking down the access ramp into the Learn to Swim pool. The fall resulted in the pool user sustaining a fractured patella (knee cap) that required surgical repair. The event was notified to WorkSafe NZ. The matter has been fully investigated and appropriate action taken.

Four First Aid (Severity 6) injury events were recorded in August. Two events involved minor grazing to hands from handling office equipment and promotional material. The other two events both occurred on worksites and involved a contractor and a staff member slipping and falling on uneven ground.

11 Minor Near Miss (Severity 7) events were also reported.

Five Property Damage and three Opportunities for Improvement were reported in August.

The Zero Harm Dashboard has been generated to illustrate safety performance for August. This is attached for reference.

Contractor Management

The Zero Harm Team has met with the Community Projects team to provide training and to co-design our contractor health and safety management documentation.

Changes recently made to our Contract Specific Health and Safety Plan Review forms are making the process of reviewing a Contractor's Health and Safety plan more efficient and effective.

Volunteer Worker Management

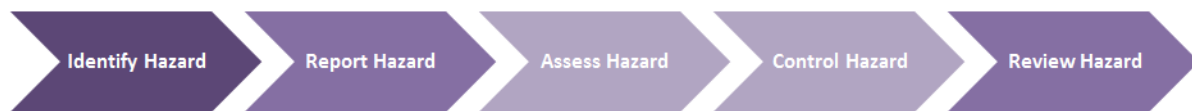
The DRAFT Volunteer Worker Management Standard has been co-designed by the Zero Harm and Events Team and presented to the Executive Leadership Team (ELT) for review. The standard details the process that will be used to effectively manage the health and safety of volunteers who undertake work for Council. The process will consist of the following five key steps illustrated below.



Work is now continuing on developing the supporting tools and information for volunteer workers.

Hazard and Risk Management

Work is well underway on documenting Council's approach to the identification, assessment and control of health and safety hazards and critical risks. The Hazard and Risk Management Standard is a key component of our health and safety management system. The Standard will provide the minimum requirements for managing hazards and risks as per the below process.



Managed Risks

On Road Driving – Light Vehicles

There were 11 over speed events recorded in August. 4 of the 11 events exceeded 110km per hour and required a formal coaching conversation to be undertaken by the relevant General Manager.

Workplace Violence

Work has been continuing on implementing the training needs analysis and training controls detailed in the Workplace Violence Bow Tie. A training needs analysis has been developed and each role within the organization has been assigned a level of risk exposure (high, medium and low). The project team has met with a training provider to identify the levels of training required for each level of risk.

Asbestos

An asbestos management survey has recently been completed on the Pokeno Community Hall prior to physical works (electrical board rewiring and internal painting) being organised by the Hall Committee. The survey identified two asbestos containing materials (ACM) that have been used in the construction of the hall. The old electrical board that was to be replaced was identified as containing ACM, and has now subsequently been removed. The removal work was done in accordance with the WorkSafe NZ Approved Code of Practice for the Management and Removal of Asbestos, 2016.

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 and safety systems are in place and operating.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This report details linkages to policies, standards and applicable strategy documents.

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"/>

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

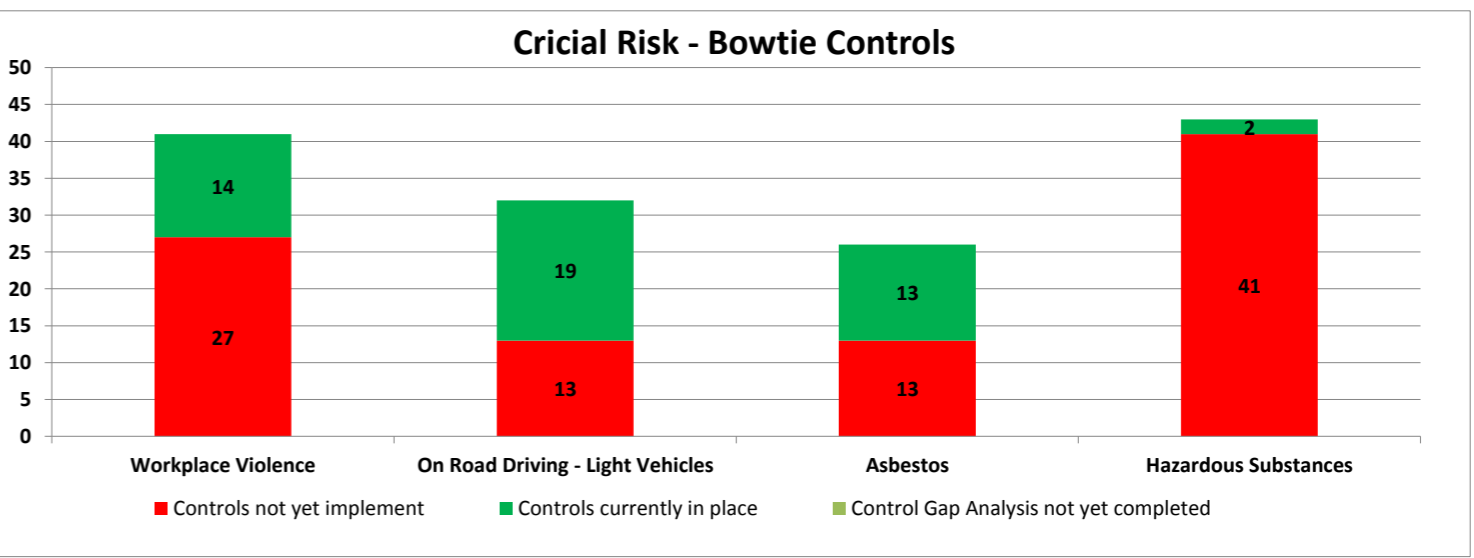
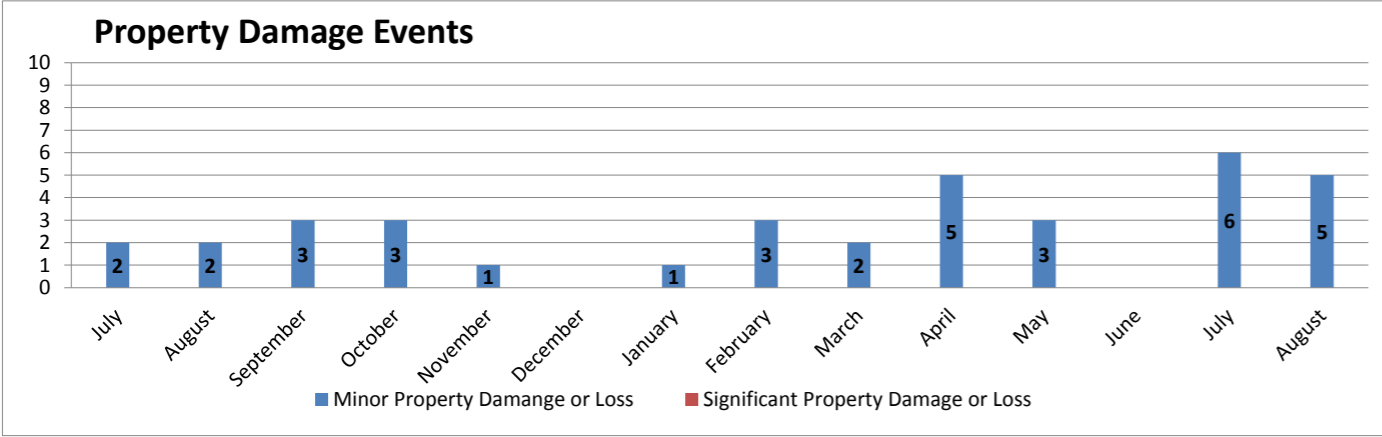
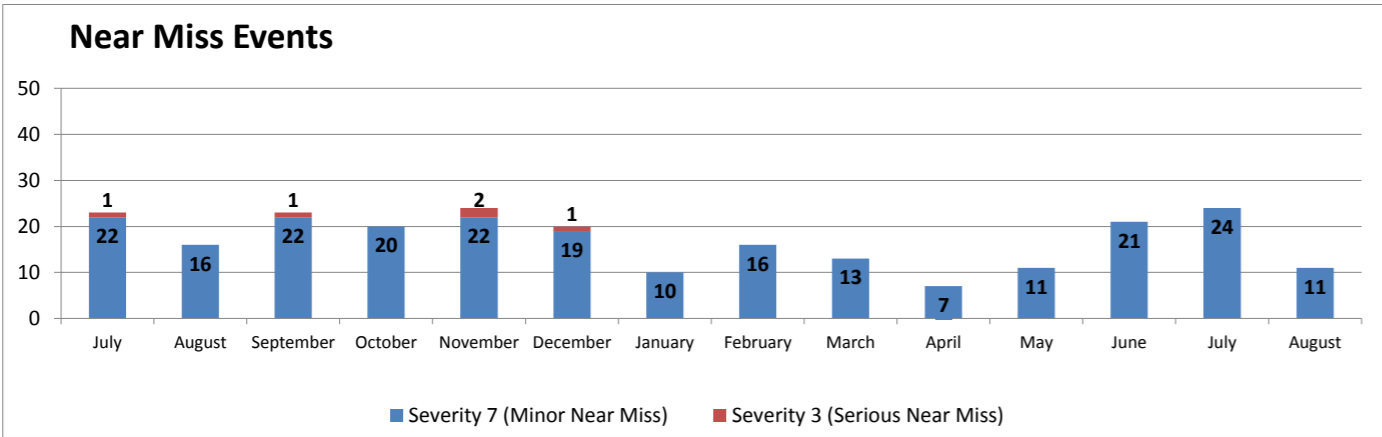
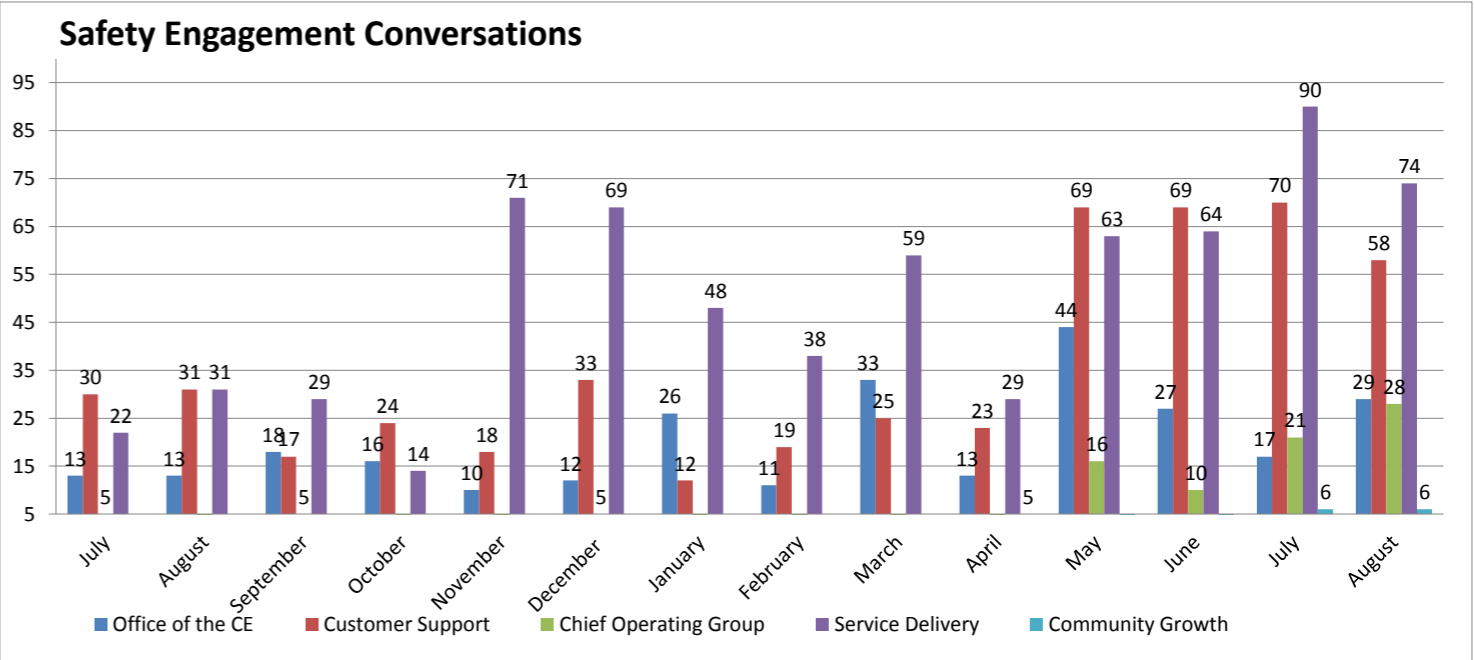
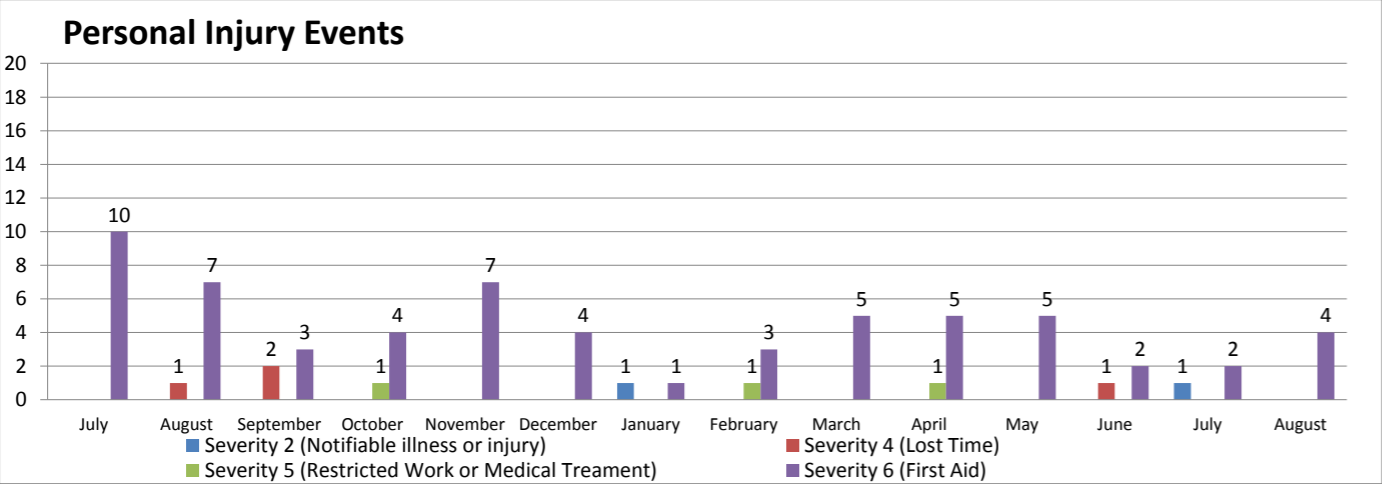
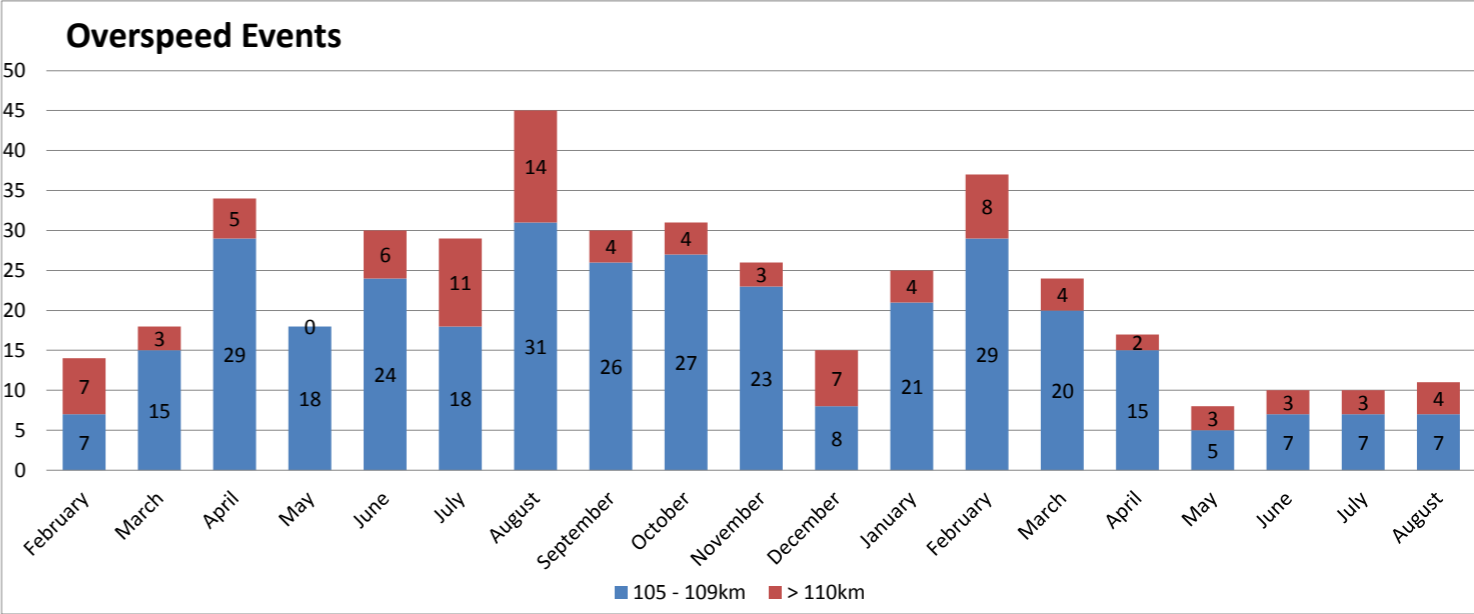
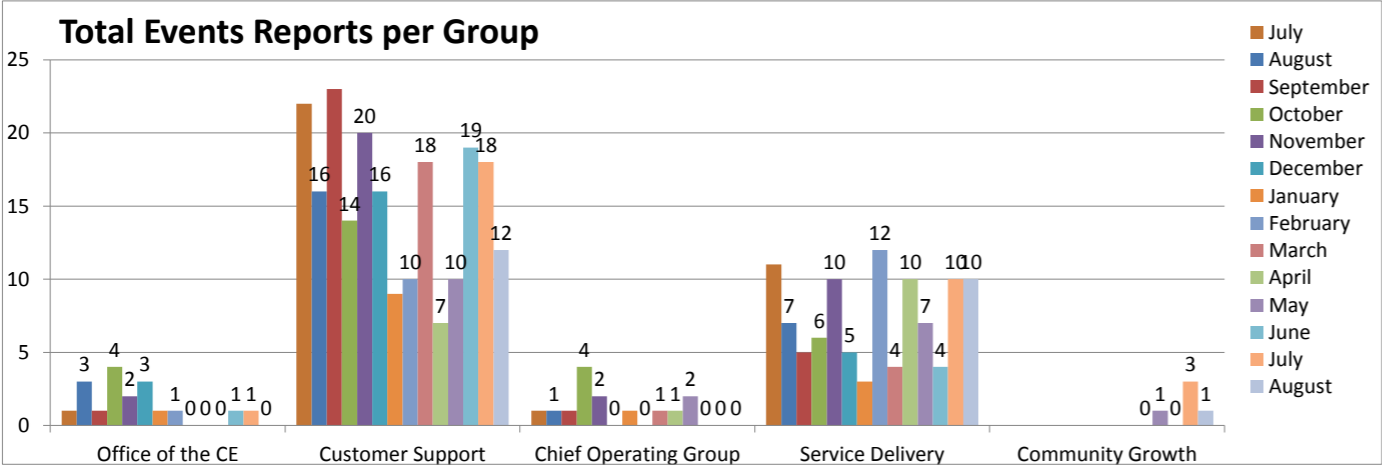
This report provides an update on progress with our Zero Harm systems and processes, and monthly health and safety performance.

7. ATTACHMENTS

- Zero Harm Dashboard August 2019
- Zero Harm Wellbeing Strategic Plan 2019/2020

Zero Harm Dashboard - August 2019

As at 30 August 2019



“Work safe, home safe”

Wellness Ideas Parking Lot

The following potential wellbeing ideas were put forward by our people. The Wellbeing Collective have identified that we play more of a stakeholder role in the following initiatives that are being led or may be initiated at some point in time, by other parts of the organisation or may

- Four day working week — *Gearing for Growth*
- Investigate more standing desks and stand up meeting rooms — *Gearing for Growth*
- Investigate having more outside meeting spaces — *Gearing for Growth*
- Provide Te Reo classes — *Iwi Liaison*
- Upgrade gym equipment — *Staff Engagement Group and P&C*
- Investigate upgrading the courtyard by the café, planting fruit and vegetables for use — *Staff Engagement Group*
- Investigate having a space for mindfulness, prayer etc. — *Gearing for Growth*
- Promote and provide an environment for power naps—*Gearing for Growth*

Wellbeing Collective Members

Lynn Shirley	Denise Lamb
Kylie Anderson	Alanah Knaggs
Evonne Miller	Ellen Wilson
Teresa Hancock	Ana Maria d'Aubert
Sheryl Flay	Brian Cathro
Kay Warren	Michael Edmonds
Cass Arthur	Carole Nutt
Amy Rodger	Joanne Smith
Roger MacCulloch	Bronwyn Robinson
Melissa Tararo	Nick Johnson
Angela Parquist	Kim Wood
Jacob Quinn	Jim Ebenhoh
Sarah Quinn	Terrance Hayes
Phyllis Hefang	Robert Ball
Jo Hall	Tineka Wymer
Jodi Bell Wymer	Rebecca Clarke
Shelly Wilson	Shelley Wollett
Sarah Wilson	Wanda Wright
Tracey Oakes	Dorothy Derecourt
Janene Koppers	Chris Gatehouse
Madelina Baena-Escamilla	Adam Bradford
Jordy Wiggins	Deryl Penjueli
Nicky Hunter	Lianne Van Den Bemd

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Strategy & Finance Committee - 26 June 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Strategy & Finance Committee meeting held on Wednesday 26 June 2019.

2. RECOMMENDATION

THAT the minutes of the Strategy & Finance Committee meeting held on Wednesday 26 June 2019 be received.

3. ATTACHMENTS

S&F Committee Open Minutes – 26 June 2019

Minutes of a meeting of the Strategy & Finance Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 26 JUNE 2019** commencing at **9.00am**.

Present:

Cr JM Gibb (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr AD Bech
Cr DW Fulton
Cr SL Henderson
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 (Raglan Community Board Chair)

Mr G Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr R MacCulloch (Acting General Manager Service Delivery)
Mrs S O’Gorman (General Manager Customer Support)
Mr C Morgan (General Manager Community Growth)
Mr G Boundy (Senior Environmental Planner)
Ms A Diaz (Chief Financial Officer)
Mrs J Dolan (Economic & Community Development Manager)
Ms T Hancock (Senior Communications & Engagement Advisor)
Mrs LM Wainwright (Committee Secretary)

Ms E O’Dwyer (Waikato Times Reporter)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Thomson)

THAT an apology be received from Councillors Church and Lynch.

CARRIED on the voices

S&F1906/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Thomson/Main)

THAT the agenda for a meeting of the Strategy & Finance Committee held on Wednesday 26 June 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be considered with the public excluded;

AND THAT all reports be received;

AND FURTHER THAT the following matter be discussed at an appropriate time during the course of the meeting:

- **PEX 2.2 Blueprint Update;**

AND FURTHER THAT Mr MacLeod, Chair of the Raglan Community Board, be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

S&F1906/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Sedgwick/McGuire)

THAT the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 29 May 2019, as tabled at the meeting, be confirmed as a true and correct record of that meeting.

CARRIED on the voices

S&F1906/03

REPORTS

Community Engagement Update
Agenda Item 5.1

The report was received [*S&F1906/02 refers*].

Walking Access Act 2008 – Review Feedback
Agenda Item 5.2

The report was received [S&F1906/02 refers]. The Senior Environmental Planner summarised the report.

Resolved: (Crs Patterson/McInally)

THAT the Committee recommend that Council:

- a. approve the draft feedback on the review of the Walking Access Act 2008, as attached to the staff report; and**
- b. retrospectively approve the submission of that feedback to the Ministry for Primary Industries on 2 July 2019.**

CARRIED on the voices

S&F1906/04

Update on Draft National Policy Statement for Indigenous Biodiversity and the New Zealand Biodiversity Strategy Review
Agenda Item 5.3

The report was received [S&F1906/02 refers]. The Senior Environmental Planner summarised the report.

WLASS Governance Changes
Agenda Item 5.4

The report was received [S&F1906/02 refers]. The Chief Executive summarised the report.

Financial Review of Key Projects
Agenda Item 6.1

The report was received [S&F1906/02 refers]. The Chief Operating Officer summarised the report.

ACTION: The Financial Review of Key Projects report would not be reported to the Strategy & Finance Committee. Staff to report this item to the Infrastructure Committee from August 2019.

Financial performance summary for the period ending 31 May 2019
Agenda Item 6.2

The report was received [S&F1906/02 refers] and discussion was held. The Chief Financial Officer advised that an error was identified in the attachment to the staff report (page 103, Reserve Balances Summary date - May 2018). The Chief Financial Officer confirmed the date would be corrected to read "May 2019".

The meeting adjourned at 9.29am and resumed at 9.36am.

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs Thomson/Main)

THAT the public be excluded from the whole or part of the meeting to enable Council to deliberate and make decisions on the following items of business:

Confirmation of Minutes dated Wednesday 29 May 2019

REPORTS

a. Economic & Community Development Verbal Update

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)
Section 7(2)(h)
Section 7(2)(i)
Section 7(2)(j)

Section 48(1)(3)(a)
Section 48(1)(3)(d)

b. Blueprint Update

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)(c)(i)

Section 48(1)(3)(a)

CARRIED on the voices

S&F1906/05

Resolutions S&F1906/06 – S&F1906/07 are contained in the public excluded section of these minutes.

There being no further business the meeting was declared closed at 10.14am.

Minutes approved and confirmed this day of 2019.

JM Gibb
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Strategy & Finance Committee Recommendation

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval of the recommendation from the Strategy & Finance Committee meeting of Wednesday 28 August 2019, as set out below.

The Strategy & Finance Committee Agenda and Unconfirmed Minutes from its meeting of Wednesday 28 August 2019 can be found on the Council website:

<https://www.waikatodistrict.govt.nz/your-council/council-committees-boards/council-committees/strategy-and-finance-committee>

2. RECOMMENDATION FROM THE STRATEGY & FINANCE COMMITTEE

Consideration of Conservation Fund Applications (S&F 1908/05)

THAT Council approves the Conservation Fund application of \$4474.80 from Mike Honiss in full.

General Rate Position for the year ended 30 June 2019 (S&F 1908/06)

THAT Council approves that the 2018/19 surplus of \$2,211,080 be apportioned between the general accounting reserve fund (\$1,100,378) and the gearing for growth and greatness reserve fund (\$1,110,702);

AND THAT Council approves funding be allocated for a maximum Seed Funding of \$250,000 from the GARF total surplus for the Whatawhata Community Facilities Project.

3. ATTACHMENTS

Nil

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	2 July 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Infrastructure Committee - 25 June 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Infrastructure Committee meeting held on Tuesday 25 June 2019.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Committee meeting held on Tuesday 25 June 2019 be received.

3. ATTACHMENTS

INF Committee Open Minutes – 25 June 2019

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 25 JUNE 2019** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson
Cr A Bech
Cr JA Church
Cr JM Gibb
Cr S Henderson
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 (Raglan Community Board Chairperson)

Mr G Ion (Chief Executive)
Mr R MacCulloch (Acting General Manager Service Delivery)
Mr N Wells (Strategic Property Manager)
Ms J Bishop (Contracts & Partnering Manager)
Mr P Ellis (Solid Waste Team Leader)
Mr R Bayer (Roading Team Leader)
Ms M May (Community Connections Manager)
Mr P McPherson (Community Projects Manager)
Mr K Pavlovich (Waters Manager)
Ms M Smart (Property Officer)
Mr J Brown (Communications Advisor)
Mrs LM Wainwright (Committee Secretary)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Church)

THAT an apology be received from Cr Lynch.

CARRIED on the voices

INF1906/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Fulton/Patterson)

THAT the agenda (including the supplementary agenda) for a meeting of the Infrastructure Committee held on Tuesday 25 June 2019 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 FURTHER THAT the Committee resolves that the following item be added to the public excluded agenda as a matter of urgency as advised by the Chief Executive:

- **PEX 2.4 Huntly Land Acquisition;**

AND FURTHER THAT Mr MacLeod, Chair of the Raglan Community Board, be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

INF1906/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/Patterson)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 May 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

INF1906/03

REPORTS

Service Delivery Report for June Agenda Item 5.1

The report was received [*INF1906/02 refers*] and taken as read. Discussion was held on the following points:

- Community Projects – Facilities. Requirements for the Mercer Community Facility.

ACTION: Community Connections team would provide the feasibility report to the Mercer community in October identifying requirements for the facility.

- Community Projects – Facilities (Huntly War Memorial Hall). A re-dedication of the Huntly Community Hall was scheduled for Sunday 30 June 2019.
- General Roding. A strategy would be developed to identify and establish the end point for Council's maintenance on all "No Exit" roads across the district.

ACTION: Roding team would report to the Infrastructure Committee meeting in August 2019 on maintenance issues with "No Exit" roads in the Waikato District.

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 28 May 2019

REPORTS

a. Contract No. 14/314 Waikato District Council and Downer New Zealand Alliance Agreement (WDA) – Increase to Approved Contract Sum

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)(b)

Section 48(1)(a)(i), (ii)
Section 48(1)(d)

b. Proposed Partial Stopping of Waugh Lane, Huntly

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 7(2)(b)(ii)

Section 48(1)(a)

c. Huntly Railway Station Construction Update – June Progress Update

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)(g)
Section 7(2)(h)
Section 7(2)(i)
Section 7(2)(j)

Section 48(1)(a)

d. Huntly Land Acquisition

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)(b)(ii)
Section 7(2)(i)
Section 7(2)(j)

Section 48(1)(a)

CARRIED on the voices

INF1906/04

Resolutions INF1906/07 – INF1906/09 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 11.13am

Minutes approved and confirmed this day of 2019.

DW Fulton
CHAIRPERSON

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	27 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Infrastructure Committee Recommendations

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval of the recommendations from the Infrastructure Committee meeting of Tuesday 27 August 2019, as set out below.

The Infrastructure Committee Agenda and Unconfirmed Minutes from its meeting of Tuesday 27 August 2019 can be found on the Council website:

<https://www.waikatodistrict.govt.nz/your-council/council-committees-boards/council-committees/infrastructure-committee>

2. RECOMMENDATIONS FROM THE INFRASTRUCTURE COMMITTEE

Central District Reservoir, Ngaruawahia – WEL Easement (INF1908/05)

THAT Council approves granting an easement in accordance with its delegated authority under s48 of the Reserves Act 1977 over the land described in the Schedule;

AND THAT the Chief Operating Officer be delegated authority to execute all relevant documentation.

SCHEDULE

First, all the land legally described as Part Section 1, SO 486783; shown as Section 1 on SO 491535 being part of the land comprised in Record of Title 700570; and,

Second, all the land legally described as being Section 2 as shown on SO Plan 486783 comprised in Record of Title 700570.

NB: All of the land described in the SCHEDULE is subject to the Reserves Act 1977.

Easement over Dr John Lightbody Reserve, Tuakau (INF1908/06)

THAT Council approves granting an easement in accordance with its delegated authority under section 48 of the Reserves Act 1977 over the land described in the Schedule;

AND THAT the Chief Operating Officer be delegated authority to execute all relevant documentation.

SCHEDULE

All the land legally described as being Part Allotment 14 Parish of Tuakau being 3.2132 hectares (shown in blue on appendix 2, Item 6.4 in the Infrastructure Committee Agenda).

NB: All of the land described in the SCHEDULE is subject to the Reserves Act 1977.

Petition for Speed Humps – Tuakau (INF1908/07)

THAT the the issues raised in the “petition” (Attachment 1, Agenda Item 6.5 Infrastructure Committee Agenda) be addressed as part of the proposed 2019 Speed Limit Bylaw amendments.

Vesting of Te Otamanui Walkway, Te Kowhai (INF1908/09)

THAT Council approves that Lot 20 of SUB0083/19 (as shown on the subdivision map, attachment 2 to Agenda Item 6.7, Infrastructure Committee Agenda) be vested as Local Purpose Reserve.

Te Kopua Land Matters (INF1908/10)

THAT Council agrees, in principle, to re-vesting in Iwi:

- i. Riria Kereopa Memorial Drive (and by extension, Wainamu Road);**
- ii. the recreation reserve between Ririria Kereopa Memorial Drive and the sea; and**
- iii. potentially, Raglan Aerodrome.**

Peehi Houkura Urupaa (at Whatawhata) – Vesting of Land in Local Iwi (INF1908/11)

THAT, because Allotment 285 Pukete Parish is no longer required for cemetery purposes, the Council approves that the land be disposed of, subject to:

- i. **The consent of the Minister of Health first being obtained as required by s.21(5) of the Burial and Cremations Act 1964; and**
- ii. **The Department of Conservation then being consulted as to requirements to cancel the vesting in Council (s.27 Reserves Act 1977) and revoke the reservation (s.24 Reserves Act 1977) with the intention that the jurisdiction for the land revert to the Crown with a recommendation from Council that, because of the historical significance of Allotment 285 to Maaori, the Crown promote the vesting of that land in local Iwi;**

AND THAT the Chief Executive be delegated authority to execute all relevant documentation to give effect to these resolutions.

3. ATTACHMENTS

Nil

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Discretionary & Funding Committee – 13 May 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Discretionary & Funding Committee meeting held on Monday 13 May 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Discretionary & Funding Committee held on Monday 13 May 2019 be received.

3. ATTACHMENTS

D&F Minutes – 13 May 2019

MINUTES of a meeting of the Discretionary & Funding Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 13 MAY 2019** commencing at **9.01 am.**

Present:

Cr SD Lynch (Chairperson)
 His Worship the Mayor, Mr AM Sanson
 Cr RC McGuire
 Cr BL Main
 Cr DW Fulton
 Cr SL Henderson
 Cr LR Thomson

Attending:

Mr N Johnston (Funding and Partnership Manager)
 Mrs L van den Bemd (Community Development Adviser)
 Mrs W Wright (Committee Secretary)

 Ms J Stevens (Te Whare Toi o Ngaruawahia – Twin Rivers Community Art Centre)
 Mr J Lyon (Waikato Rowing Club Committee)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Lynch/Main)

THAT the agenda for a meeting of the Discretionary & Funding Committee held on **Monday 13 May 2019** 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 added to the agenda as a matter of urgency as advised by the Chairperson:

- **Amendment to Minutes for Ngaruawahia ANZAC Day Civic Service, Taupiri Community Board and Onewhero-Tuakau Community Board – Agenda Item 5.3**

AND THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.3. [*Amendment to Minutes for Ngaruawahia ANZAC Day Civic Service, Taupiri Community Board and Onewhero-Tuakau Community Board*] being considered after agenda item 6.2 [*Application for Funding – Waikato Rowing Club Committee*].

CARRIED on the voices

D&F1905/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Lynch/Main)

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 11 March 2019 be confirmed as a true and correct record of that meeting.

CARRIED ON THE VOICES

D&F1905/02

REPORTS

Summary of Movements in Discretionary Funds to 2 May 2019
Agenda Item 5.1

The report was received [*D&F1905/01 refers*].

Summary of Current Grant Requests as at 6 May 2019
Agenda Item 5.2

The report was received [*D&F1905/01 refers*].

FUNDING APPLICATIONS – EVENTS

All reports were received *[D&F1905/01 refers]*.

The following applicants were present to answer questions from the committee:

- Te Whare Toi o Ngaruawahia – Twin Rivers Community Art Centre – Jane Stevens

Tabled Item: Powerpoint – Matariki 2017

Ms Stevens stated that the Matariki Festival had been recognised as one of the seven Signature Events for the Art Centre.

This event focuses strongly on whanau and tamariki and their creativity get celebrated by means of exhibitions or used in the festivals *(powerpoint refers)*.

- Waikato Rowing Club Committee – Josh Lyon

Mr Lyons gave a quick overview of what the event entailed. He clarified the difference between the Management Fee and the Director's Fee.

FUNDING APPLICATIONS – EVENTS DECISIONS

Te Whare Toi o Ngaruawahia – Twin Rivers Community Art Centre Inc
Agenda Item 6.1

Motion: (Crs McGuire/Main)

THAT an allocation of \$3,000.00 be made to the Te Whare Toi o Ngaruawahia – Twin Rivers Community Art Centre Inc. towards the cost of the 2019 Matariki Festival.

Amendment: (Crs Fulton/Thomson)

THAT an allocation of \$3,500.00 be made to the Te Whare Toi o Ngaruawahia – Twin Rivers Community Art Centre Inc. towards the cost of the 2019 Matariki Festival.

The amendment was PUT and CARRIED on the voices.

D&F1905/03

The amendment became the substantive motion.

The substantive motion was PUT and CARRIED on the voices

D&F1905/04

Cr McGuire and Cr Main requested their dissenting vote be recorded *[D&F1905/03 and D&F1905/04]*.

Waikato Rowing Club Committee
Agenda Item 6.2

Resolved: (His Worship the Mayor/Cr Thomson)

THAT an allocation of \$3,000.00 be made to the Waikato Rowing Club Committee towards the cost of the 2019 Waikato 100 Event; and this to be funded partially by a transfer of \$300.00 from the Rural Ward Fund.

CARRIED on the voices

D&FI905/05

Amendment to Minutes for Ngaruawahia ANZAC Day Civic Service, Taupiri Community Board and Onewhero-Tuakau Community Board
Agenda Item 5.3

Resolved: (Crs Fulton/Thomson)

THAT the following resolution be changed from:

*“Ngaruawahia ANZAC Day Civic Service
Agenda Item 7.2*

Resolved: (Crs McGuire/Fulton)

THAT an allocation of \$1,927.56 is made to the towards the cost of funding the Ngaruawahia ANZAC Day Civic Service.

CARRIED on the voices

D&FI903/06”

To read:

“THAT an allocation of \$2,216.70 be made towards the cost of funding the Ngaruawahia ANZAC Day Civic Service”;

AND FURTHER THAT the following resolution be changed from:

*“Taupiri Community Board
Agenda Item 7.4*

Resolved: (His Worship the Mayor/Cr Thomson)

THAT an allocation of \$2,900.82 is made to the Taupiri Community Board towards the cost of the Anzac Day Ceremony in April 2019.

CARRIED on the voices

D&FI903/08”

To read:

“THAT an allocation of \$2,900.82 be made towards the cost of funding the Taupiri Community Board ANZAC Day Ceremony”;

AND FURTHER THAT the following resolution be changed from:

*“Onewhero-Tuakau Community Board
Agenda Item 7.5*

Resolved: (Crs Fulton/Thomson)

THAT an allocation of \$2,080.00 is made to the Onewhero-Tuakau Community Board towards the cost of the ANZAC Day Ceremony in April 2019.

CARRIED on the voices

D&F/903/09"

To read:

“THAT an allocation of \$2,080.00 be made towards the cost of funding the Onewhero-Tuakau Community Board ANZAC Day Ceremony”.

CARRIED on the voices

D&FI 905/06

There being no further business the meeting was declared closed at 9.34am.

Minutes approved and confirmed this day of 2019.

Cr S Lynch
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Waters Governance Board – 24 July 2019

I. EXECUTIVE SUMMARY

To receive the minutes of the Waters Governance Board meeting held on Wednesday 24 July 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Waters Governance Board held on Wednesday 24 July 2019 be received.

3. ATTACHMENTS

WGB Open Minutes – 24 July 2019

MINUTES of a meeting of the Waters Governance Board of the Waikato District Council held in Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 24 JULY 2019** commencing at **9.05am**.

Present:

Mr D Wright (Chair)
Mr G Dibley
Mr GJ Ion (Chief Executive, Waikato District Council)
Ms J Colliar (Intern)

Attending:

Mr I Cathcart (General Manager Service Delivery)
Ms C Nutt (Project Manager)
Ms C Pidduck (Legal Counsel)
Mr K Pavlovich (Waters Manager)
Mrs LM Wainwright (Committee Secretary)

APPOINTMENT OF CHAIR FOR MEETING

Resolved: (Mr Ion/Mr Dibley)

THAT Mr Wright be appointed as chairperson for the duration of this meeting.

CARRIED on the voices

WGB1907/01

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Ion/Mr Dibley)

THAT an apology be received from Ms R Schaafhausen.

CARRIED on the voices

WGB1907/02

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Dibley/Mr Ion)

THAT the agenda for a meeting of the **Waters Governance Board Meeting** held on **Wednesday 24 July 2019** 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 discussed with the public excluded.

CARRIED on the voices

WGB1907/03

DISCLOSURES OF INTEREST

It is noted that Mr Dibley is a Board Member of Water New Zealand.

It is noted that Mr Wright is the Chair of Wellington Water Limited and also a director of Waimea Water Ltd.

CONFIRMATION OF MINUTES

Resolved: (Mr Dibley/Mr Ion)

THAT the minutes of a meeting of the **Waters Governance Board Meeting** held on **Tuesday 25 June 2019** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WGB1907/04

EXCLUSION OF THE PUBLIC

Agenda Item 5

Resolved: (Mr Ion/Mr Wright)

THAT the report from the Chief Executive be received;

AND THAT the public be excluded from the meeting during discussion on the following items of business:

Confirmation of Minutes dated Tuesday 25 June 2019

REPORTS**a. Watercare Contract Status Update**

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)(b)(i)
Section 7(2)(j)**

Section 48(1)(a)

CARRIED on the voices

WGBI907/05

Resolutions WGBI907/06 - WGBI907/08 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 11.34am.

Minutes approved and confirmed this day of 2019.

Rukumoana Schaafhausen
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Waikato Raupatu River Trust and Waikato District Council Co-Governance Joint Committee – 24 April 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Waikato Raupatu River Trust and Waikato District Council Co-Governance Joint Committee meeting held on Wednesday, 24 April 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Waikato Raupatu River Trust and Waikato District Council Co-Governance Joint Committee held on Wednesday, 24 April 2019 be received.

3. ATTACHMENTS

WRRT-WDC Joint Committee Minutes – 24 April 2019

Minutes of a meeting of the Waikato Raupatu River Trust and Waikato District Council Co-Governance Joint Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 24 APRIL 2019** commencing at **10.06am**.

Present:

His Worship the Mayor, Mr AM Sanson (Co-Chair)
Cr DW Fulton
Cr LR Thomson

Trustee Rukumoana Schaafhausen (Co-Chair)
Trustee Patience Te Ao

Attending:

Mr GJ Ion (Chief Executive)
Mr TG Whittaker (Chief Operations Officer)
Mr R MacCulloch (Deputy General Manager – Service Delivery)
Mr S Toka (Iwi & Community Partnership Manager)
Mr V Ramduny (Strategic Projects Manager)
Mr J Quinn (Communications Marketing & Engagement Manager)
Mr B Stringer (Democracy Manager)
Mrs LM Wainwright (Committee Secretary)

Ms D Flavell (Chief Executive Waikato Raupatu River Trust)
Ms M Tukere (General Manager Oranga)
Ms J Colliar (Board Member of Te Aratuaara and Strategic Manager for Infrastructure, Hamilton City Council)
Ms T Hohoia (Technical Assistant to Trustee Schaafhausen)

The Iwi & Community Partnership Manager opened the hui with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Fulton/His Worship the Mayor)

THAT an apology be received from Cr Gibb and Trustee Raumati-Tuu'a.

CARRIED on the voices

JMA1904/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (His Worship the Mayor/Trustee Te Ao)

THAT the agenda for a meeting of the **Waikato Raupatu River Trust and Waikato District Council Co-Governance Joint Committee** held on **Wednesday 24 April 2019** be confirmed and all items therein be considered in open meeting;

AND THAT the order of business be changed with agenda item 6.1 [*Strategic Work Programme 2018-2021*] being considered after agenda item 6.2.

CARRIED on the voices

JMA1904/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Fulton/Thomson)

THAT the minutes of a meeting of the **Waikato Raupatu River Trust and Waikato District Council Co-Governance Joint Committee** held on **Wednesday 17 October 2018** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

JMA1904/03

MATTERS ARISING

There were no matters arising from the minutes.

REPORTS

Strategic Work Programme 2018-2021
Agenda Item 6.1

The General Manager Oranga took the report as read, highlighted and responded to questions on the following matters:

- Te Whakakitenga o Waikato approved the Strategic Work Programme and this now aligned with the five year work plan for Waikato-Tainui.
- Capability building for tribal members. Pilot testing with either Hamilton City Council or Waikato Regional Council to test thinking around capability. Development was underway and would be brought back to Waikato District Council this year.

ACTION: H2A Corridor Collaboration – add to the outcome “unlocking potential along the whole corridor.”

ACTION: Waters Governance Board – add to outcome “access to safe, clean drinking water for Maraes” and “strategy to better support the vulnerable communities around water pricing/rating.”

ACTION: Waikato-Tainui to support Waikato District Council Blueprint Engagement – add to key actions “Ensure alignment of the the blueprint strategies and Waikato-Tainui’s five year work plan.”

Item 6.1 was deferred pending further discussion on the other agenda items.

Resolved: (Cr Thomson/His Worship the Mayor)

THAT the report from the General Manager Oranga be received.

CARRIED on the voices

JMAI904/04

Strategic Objective 1: Maaori Representation
Agenda Item 6.2

The Communications Marketing & Engagement Manager took the report as read and discussion was held on the following matters:

- Council sought assistance and feedback from Waikato-Tainui to enable a process to for Maaori representation to be presented to the Council by the end of this triennium.

ACTION: Strategic Objective 1: Maaori Representation – Outcome. Words “representative on council committees will ensure that Waikato-Tainui values and aspirations are” to be removed. Outcome to read “Mana whenua aspirations be included in council decision making.”

- It was important for Council to understand that mana whenua groups would have their own voice on the issue of Maaori representation, which would need to be taken into account.

Resolved: (Ms Te Ao/Cr Thomson)

THAT the report from the Communications, Engagement & Marketing Manager be received;

AND THAT the Waikato Raupatu River Trust representatives provide direction to Council staff on a recommended path to engage with Waikato-Tainui in order to seek agreement on a proposed representative model;

AND FURTHER THAT the Waikato Raupatu River Trust identify Waikato-Tainui representatives who can lead discussions, and make decisions, with Council staff to effect a proposed representation model in the 2019-22 triennium.

CARRIED on the voices

JMAI904/05

Strategic Objective 2: Growth and Infrastructure - Hamilton to Auckland Corridor Plan
Agenda Item 6.3.1

The Strategic Projects Manager took the report as read and provided a detailed summary of the report.

Ms Colliar provided a summary on the 3 Waters study on behalf of the Futureproof partners.

Resolved: (Cr Fulton/Thomson)

THAT the report from the General Manager Community Growth be received.

CARRIED on the voices

JMAI904/06

Strategic Objective 2: Growth and Infrastructure – Waters Governance Board
Agenda Item 6.3.2

The Chief Executive provided a verbal summary and noted that:

- The Waters Governance Board was currently in contract negotiations with Watercare with a target date of 31 May to agree the contract terms.
- A meeting would be held on 7 May with Watercare to discuss pricing and methodology.
- The role of the Board and delegations of the Waters Governance Board would be presented to the Council for approval.
- The Waters Governance Board would recommend that Council approve the contract value.

- The Chief Executive would report back to the next Joint Committee meeting.

Co-chair Schaafhausen noted that:

- The Waters Governance Board had worked hard to ensure Council's vision and strategy, wellbeing and responsibility in being a good kaitiaki and achieving environmental outcomes.
- The importance of protecting vulnerable in the communities in relation to the cost of accessing water.

Strategic Objective 3: Community Development and Engagement – Local Area and District-wide Blueprint update

Agenda Item 6.4.1

The Chief Operations Officer provided a verbal summary and outlined the level of Iwi engagement to date.

ACTION: The Strategic Work Programme document requires updating to ensure alignment of the the blueprint strategies and Waikato-Tainui's five year work plan.

Resolved: (Ms Te Ao/Cr Thomson)

THAT the report from the General Manager Community Growth be received.

CARRIED on the voices

JMAI904/07

Access to Water for Waikato-Tainui Marae/Maurea Marae

Agenda Item 6.4.2

The General Manager Oranga provided a verbal summary and advised that Waikato-Tainui would be looking to Council for support to solve water access issues and cost and management of infrastructure on maraes.

Resolved: (Cr Fulton/Ms Te Ao)

THAT the Co-Governance Committee:

- a. note the contents of this paper; and**
- b. note Waikato-Tainui's strategic objective for the provision of safe, health water supply to all Waikato-Tainui Marae.**

CARRIED on the voices

JMAI904/08

Logging next to Taupiri Maunga
Agenda Item 6.6

The General Manager Oranga advised that Waikato-Tainui's Environmental Team had not been notified of the logging. The Iwi & Community Partnership Manager noted that the logging in question was a permitted activity and there was no requirement for Council itself to be advised of the activity.

Resolved: (His Worship the Mayor/Cr Fulton)

THAT the report from the Chief Operations Officer be received.

CARRIED on the voices

JMA1904/09

The Joint Committee returned to discussing Item 6.1 at the conclusion of Item 6.6.

Strategic Work Programme 2018-2021
Agenda Item 6.1

ACTION: H2A Corridor Collaboration – add to the outcome “unlocking potential along the whole corridor.”

ACTION: Waters Governance Board – add to outcome “access to safe, clean drinking water for Maraes” and “strategy to better support the vulnerable communities around water pricing/rating.”

ACTION: Waikato-Tainui to support Waikato District Council Blueprint Engagement – add to key actions “Ensure alignment of the blueprint strategies and Waikato-Tainui's five year work plan.”

General Business
Agenda Item 6.7

There was a discussion on appointment of commissioners for the Proposed District Plan review.

CLOSING COMMENTS FROM CO-CHAIRS

On behalf of Waikato-Tainui, Co-Chair Schaafhausen acknowledged the passing of His Worship the Mayor's father.

Closing Karakia
Agenda Item 8

The Iwi & Community Partnership Manager closed the hui with a karakia.

There being no further business the meeting was declared closed at 11.53am.

Minutes approved and confirmed this day of 2019.

AM Sanson
HIS WORSHIP THE MAYOR

Ms R Schaafhausen
CO-CHAIR

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	12 June 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Onewhero-Tuakau Community Board – 5 August 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 5 August 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 5 August 2019 be received.

3. ATTACHMENTS

OTCB Minutes – 5 August 2019

Minutes of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY 5 AUGUST 2019** commencing at **7.00pm**.

Present:

Mr B Cameron (Chairperson)
 Cr J Church
 Cr B Main
 Ms C Conroy
 Mr S Jackson
 Mr L Petersen
 Mr V Reeve
 Mrs B Watson

Attending:

His Worship the Mayor, AM Sanson
 Cr S Henderson

Mrs S O’Gorman (General Manager Customer Support)
 Mr V Ramduny (Strategic Projects Manager)
 Mrs L Wainwright (Committee Secretary)

Sergeant T Kirker (NZ Police)
 Inspector D Glossop (Area Commander, NZ Police)
 Mrs R Costar (Onewhero Rugby Football Club)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Church/Mr Reeve)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 5 August 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

OTCBI908/01

DISCLOSURES OF INTEREST

Mr Reeve advised members of the Board that he would declare a financial conflict of interest in item 5.4 [Discretionary Fund Report to 25 July 2019]. Mr Reeve noted he would not take part in discussions on this matter and would abstain from voting.

CONFIRMATION OF MINUTES

Resolved: (Mr Jackson/Ms Conroy)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Tuesday 4 June 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI908/02

REPORTS

Public Forum
Agenda Item 5.1

The item was received [OTCBI908/02 refers] and discussions were held on the following item:

- The new public toilets in St Stephens Ave, Tuakau would be installed in October 2019.

Police Update
Agenda Item 5.2

The report was received [OTCBI908/02 refers]. In speaking to the report, the following points were highlighted by the Area Commander:

- An incident car was now on the roads between Waiuku and Tuakau. During peak times, two cars would be available.
- An independent review was underway assessing the processing of backlogged crime jobs in the Counties/Manukau area.
- Shoplifting rates in Tuakau had decreased by 42%.
- The community patrol group in Tuakau was very beneficial in helping Police deal with crime.

Presentation on the Draft Pokeno & Surrounds Spatial Plan
Agenda Item 5.3

Tabled: Draft High Growth Scenario Spatial Plan and Growth Strategy

The report was received [OTCBI908/02 refers]. In speaking to the report the following points were highlighted by the Strategic Projects Manager:

- The Hamilton to Auckland corridor was a key focus for central government.
- Proposed improved road connection from Pokeno to Tuakau.
- Significant capacity to accommodate further industrial uses in Tuakau.

Discretionary Fund Report to 25 July 2019
Agenda Item 5.4

The report was received [OTCBI908/02 refers]. No discussion was held.

Resolved: (Mr Cameron/Cr Main)

THAT the Onewhero-Tuakau Community Board approves the reimbursement of \$83.78 from the discretionary fund to Mr Reeve for workshop expenses.

CARRIED on the voices

OTCBI908/03

Mr Reeve abstained from voting on item 5.4.

Onewhero Rugby Football Club – Upgrade Club Rooms
Agenda Item 5.5

The report was received [OTCBI908/02 refers] and discussion was held. Mrs Costar gave a verbal update on fundraising carried out by the Onewhero Rugby Club towards the centenary celebration in 2020.

Resolved: (Ms Conroy/Cr Main)

THAT an allocation of \$5,000.00 is made to the Onewhero Rugby Football Club towards the cost of upgrading their club rooms in time for their Centenary celebration in 2020.

CARRIED on the voices

OTCBI908/04

Onewhero-Tuakau Community Board – Projects – Issues –Activities and Actions, August 2019

Agenda Item 5.6

The report was received [OTCBI908/02 refers] and discussion was held on the following items:

- Crematorium at the new cemetery at Whangarata.

ACTION: The General Manager Customer Support would provide staff with the contact details for the private provider.

- Change of bylaw process for freedom camping.

ACTION: The General Manager Customer Support would follow up on the process for activating a bylaw review.

- Placement of the Little Library at Pukekawa General Store & Motors.
- Security around the perimeter of the library at Tuakau.

ACTION: The General Manager Customer Support would check with the project co-ordinator on security at the library.

- Progression of the Tuakau Skatepark.

ACTION: The General Manager Customer Support would follow up with Service Delivery.

Year to Date Service Request Report

Agenda Item 5.8

The report was received [OTCBI908/02 refers]. No discussion was held.

Chairperson's Report

Agenda Item 5.9

Tabled: Chairperson's Report

The report was received [OTCBI908/02 refers]. No discussion was held.

Councillor's/Councillors' and Board Members' Reports
Agenda Item 5.10

Tabled: Board Members' Reports

The report was received [OTCBI908/02 refers]. No discussion was held.

There being no further business the meeting was declared closed at 9.10pm.

Minutes approved and confirmed this day of 2019.

BB Cameron
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Receipt of Taupiri Community Board Minutes - 10 June 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Taupiri Community Board meeting held on Monday 10 June 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Taupiri Community Board held on Monday 10 June 2019 be received.

3. ATTACHMENTS

TCB Minutes – 10 June 2019

MINUTES of a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 10 JUNE 2019** commencing at **6.00pm.**

Present:

Ms D Lovell (Chairperson)
 Cr JM Gibb
 Mr H Lovell
 Miss S Ormsby-Cocup
 Ms J Pecékajus
 Mr R Van Dam

Attending:

Mr R MacCulloch (Acting General Manager Service Delivery)
 Mrs LM Wainwright (Committee Secretary)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Lovell/ Miss Ormsby-Cocup)

THAT an apology be received from Councillor Patterson and Ms Morley.

CARRIED on the voices

TCBI906/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Lovell/Ms Pecékajus)

THAT the agenda for a meeting of the Taupiri Community Board held on Monday 10 June 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TCBI906/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Lovell/Ms Pecékajus)

THAT the minutes of a meeting of the Taupiri Community Board held on Monday 13 May 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TCBI906/03

REPORTS

Public Forum

Agenda Item 5.1

There were no members of the public in attendance.

Discretionary Fund to 28 May 2019

Agenda Item 5.2

The report was received *[TCBI906/02 refers]*.

Taupiri Works and Issues Report

Agenda Item 5.3

The report was received *[TCBI906/02 refers]* and discussion was held on the following items:

- The need to reduce the speed limit outside 61 Orini Road, Taupiri to improve safety. The Acting Manager Service Delivery noted that staff would consider this request, which was made by Mr Lambie, as part of the third stage of Councils the Speed Limited Bylaw review which is currently underway.
- Pine Trees planted on 2276 Gordonton Road, Taupiri – this item would remain on the Taupiri Works & Issues report until the road was returned to Waikato District Council ownership. At such time, the Council would then monitor trimming of the trees.
- Huntly Railway Station, platform and parking. The platform and parking would be completed by the end of 2019.

Chairperson's Report Agenda Item 5.4

The Chair gave an overview on the following items:

- Elections – a pamphlet drop into letterboxes in Taupiri would be carried out.
- Post-Meeting Note: The Council's Communitation team would discuss this matter with the Chair.
- Tabled item - Taupiri Noise Camera Feedback. Information was provided from Mr Saul, Senior Network Manager – NZTA.

Councillors' Report Agenda Item 5.5

Councillor Gibb gave an overview on the following items:

- Blueprint adopted at Council on 10 June 2019. The Blueprint document was online for public viewing:

https://wdcsitefinity.blob.core.windows.net/sitefinity-storage/docs/default-source/your-council/plans-policies-and-bylaws/plans/blueprints/waikato-district-blueprint-2019.pdf?sfvrsn=a33482c9_10
- Two Council workshops were held on 10 June 2019:
 - Library Strategy - an interactive workshop to inform, and seek creative input on, a draft library strategy.
 - Walking Access Act Review – seeking direction from elected members on the draft feedback compiled on the Walking Access Act review.
- Memorial wall at the Taupiri cemetery was donated by the Taupiri community. The Council would arrange for the wall to be cleaned before the end of June 2019.

PROJECTS

Project Update – Bridge Development Agenda Item 6.1

Councillor Gibb gave a verbal update. A draft newsletter would be printed for delivery to the the Taupiri community outlining the next phase of the bridge project

Land Development
Agenda Item 6.2

There was nothing to report.

Expressway Update
Agenda Item 6.3

Construction of the Waikato expressway was tracking eight months ahead of schedule.

Taupiri Mountain Update
Agenda Item 6.4

The Department of Conservation would be responsible for the planned walkway leading from the Waikato expressway.

Parks & Reserves
Agenda Item 6.5

There was nothing to report.

Footpaths/Frontages
Agenda Item 6.6

There was nothing to report.

There being no further business the meeting was declared closed at 6.53pm.

Minutes approved and confirmed this day of 2019.

D Lovell
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	20 June 2019
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Receipt of Raglan Community Board Minutes – 11 June 2019

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Raglan Community Board held on Tuesday 11 June 2019.

2. RECOMMENDATION

THAT the minutes of the Raglan Community Board meeting held on Tuesday 11 June 2019 be received.

3. ATTACHMENTS

RCB Minutes – 11 June 2019

MINUTES of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 11 JUNE 2019** commencing at **2.00pm**.

Present:

Mr RJ MacLeod (Chairperson)
Cr LR Thomson
Mrs R Kereopa
Mr AM Oosten
Mrs GA Parson
Mr AW Vink

Attending:

Mr R MacCulloch (Acting General Manager Service Delivery)
Mr S Howard (Senior Planner - Water)
Mrs RJ Gray (Senior Committee Secretary)

Ms N Marvin (BECA Limited)
Mr R Thorpe (Xtreme Zero Waste)
Mr T Mayo (Xtreme Zero Waste)
Mr K Barry (Raglan Sport Fishing Club)

20 members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Thomson/Mr Vink)

THAT an apology be received from Mr Haworth.

CARRIED on the voices

RCBI906/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr MacLeod/Cr Thomson)

THAT the agenda for a meeting of the Raglan Community Board held on Tuesday 11 June 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT Mr Thorpe be given speaking rights for agenda item 5.2 [*Consultation Results on the Proposed Raglan Food Waste Targeted Rate*] and Mr Barry for agenda item 5.4 [*Works and Issues Report; Manu Bay Breakwall*];

AND FURTHER THAT the following item be discussed at an appropriate time during the course of the meeting:

- **Members' Report.**

CARRIED on the voices

RCBI906/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr MacLeod/Cr Thomson)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 14 May 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

RCBI906/03

REPORTS

Raglan Wastewater Treatment Plan
Agenda Item 5.1

Tabled: Raglan Wastewater Treatment Consent Project and report prepared by BECA Limited on Raglan Optioneering.

A verbal presentation was given by Council's Senior Planner - Water, and Ms Marvin, representing BECA Limited, on the following issues:

- Engagement had been held with some groups of the community, and future meetings were planned with stakeholders.
- Looking at all viable options.
- A team from BECA had been working on gathering the information together from the Regional Council and from consultation with some of the community.
- A Pond Based system.
- Seasonal loading with increase in visitor numbers.
- Membrane technology option had been parked to date.
- Treated wastewater options.
- Land based treatment options.
- Discharge options eg potential reuse, ocean outfall.
- Impacts on the environment.

- A long-list had been developed to work on more detailed design and to work with the community on their requirements to take this project forward.
- A consultation plan outline had been developed and a request was made by the Board members to be kept fully informed of all information regarding the wastewater treatment plan at an earlier rather than later stage.

ACTION: Council staff to present a further report for the August 2019 Board meeting.

ACTION: A request was made for the kite surfers and board riders to have a representative included in the information sessions. Members of the public present also requested their involvement.

Consultation Results on the Proposed Raglan Food Waste Targeted Rate Agenda Item 5.2

The report was received [RCB1906/02 refers].

This report included a copy of the report considered at a recent Strategy & Finance Committee meeting held at Council and was provided for information. It was noted that the recommendation in the report had been amended, by resolution, at the recent Council Meeting to the following:

‘THAT Council does not implement the proposed targeted rate, and the Raglan kerbside food waste collection discontinue being funded by the Council as of 30 June 2019;

AND THAT Council engage with Xtreme Zero Waste to enable Xtreme Zero Waste to continue to providing the Raglan kerbside food waste collection service, if they so wish and at their cost, from 1 July 2019’.

Mr Thorpe was given speaking rights and spoke on the views of Xtreme Zero Waste (**XZW**) as follows:

- The process had raised some issues dividing the community around the money rather than the kaupapa.
- XZW was committed to keeping the collection going and exploring options for funding for next year.
- Examples had been taken from around the world for zero waste.
- Crowd funding platform opportunity.
- The model extended beyond Raglan and the Waikato district, being the oldest trial in regard to social behaviour change with children involved in climate change.

Resolved: (Mr Vink/Mr MacLeod)

THAT the Raglan Community Board rejects Council’s decision to disestablish the foodwaste kerbside collection.

CARRIED on the voices

RCB1906/04

Resolved: (Mr Oosten/Cr Thomson)

THAT the Board provide a letter of support to Xtreme Zero Waste and actively support the crowd funding campaign moving forward;

AND THAT the Board actively participates in the Solid Waste Review process due at the end of 2019.

CARRIED on the voices

RCBI906/05

Mr Mayo, Chairman Xtreme Zero Waste Board, was granted speaking rights, and acknowledged the Board members for their support to zero waste to date and the engagement with stakeholders on the recycling transition.

Discretionary Fund Report to 27 May 2019

Agenda Item 5.3

The report was received [RCBI906/02 refers]. Discussion was held on the two commitments, noting that these had been funded through an application for funding to the Discretionary & Funding Committee.

Resolved: (Cr Thomson/Mr Oosten)

THAT the Raglan Community Board approves reimbursement, from the Discretionary Fund, to Mr MacLeod in the sum of \$86.39 for travel expenses to the New Zealand Community Board Conference in New Plymouth.

CARRIED on the voices

RCBI906/06

Resolved: (Mr MacLeod/Cr Thomson)

THAT the commitment to youth activities of \$120.00 be returned to the pool; [RCBI805/04 refers]

AND THAT the commitment to Raglan Area School of \$1,450.00 for the cost of a photo booth and entertainment for the senior ball be returned to the pool. [RCBI806/04 refers]

CARRIED on the voices

RCBI906/07

Raglan Works & Issues Report: Status of Items June 2019
 Agenda Item 5.4

The report was received [RCB/906/02 refers] and discussion was held on the following issues from the register:

- Food Waste – discussed earlier in the meeting. [Agenda item 5.2 refers]
- Signage - discussed with NZTA
- Gilmour Street update and stormwater upgrade. The team deferred these works to the next construction period, currently checking the network was working at its optimum capacity throughout winter.
- Warihi Park Raglan – question raised on the renewal work being carried out.

ACTION: The Acting Manager Service Delivery agreed to investigate a solution to the renewal work at Warihi Park Raglan.

- Urban upgrades - Raglan Holiday Park – the design for the upgrade of the access road and construction of a concrete walkway/cycleway drawing was not attached to the report.

ACTION: The Acting General Services Manager to email the Board members the design for the access road and construction of a concrete walkway/cycleway.

- Action Plan – Manu Bay Breakwater – Mr Barry, Raglan Sport Fishing Club, was granted speaking rights for this item.

Tabled: Break Wall Monitoring.

Concern was expressed for the safety of the public with rocks and waves going over the breakwall. Top requested to go on the breakwall.

ACTION: The Acting General Services Manager agreed to look into the review of the design of the breakwall and if any changes are proposed. Include any changes in the scope of the design and send a copy of the letter addressed to Mr Barry to the Board members.

During discussion the Board made it clear that they wanted this matter resolved in order to move forward.

Receipt of Raglan Town Hall Minutes
 Agenda Item 5.5

The report was received [RCB/906/02 refers].

Chairperson's Report
Agenda Item 5.6

The Chair provided a verbal update on the following issues:

- Strong debate held on foodwaste at the Strategy & Finance Committee meeting held recently.
- The Infrastructure Committee meeting focus had changed to more detailed reports.
- Attended to general phone enquiries and meetings.
- Raglan Naturally feedback being received.

Councillor's Report
Agenda Item 5.7

Cr Thomson provided a verbal update on the following issues:

- Attended the Discretionary & Funding Committee and Policy & Regulatory Committee meetings.
- Attended the Tech Week workshop in Raglan.
- Attended the West Coast Zone Meeting.
- Liaised with Mrs Parson on moving forward regarding Raglan Naturally.
- Attended Council workshops on the future strategy for libraries in the district
- Considered feeling in an unsafe space around some issues (eg the garden discussion) and being unsupported by Board members with various consultation processes. Councillor Thomson suggested there was a need to regroup and look at processes and how support could be given in a more cohesive manner.
- Worked out of the library space and engaged with members of the community. Cr Thomson commended the support of the library staff and also Megan May and Kim Wood regarding the planting programme.

Raglan Naturally Update
Agenda Item 5.8

The report was received [*RCB1906/02 refers*].

Mrs Parson presented this report and spoke of the following issues:

- Requested support from Funding & Partnerships Manager to engage with Raglan Naturally.
- 9 July 2019 - an action planning workshop has been scheduled for Raglan Naturally projects and to create a spreadsheet.
- Blueprint final document now available online with Raglan Naturally projects linked in.

Board Members' Report
Add.Item

Mrs Parson, as Deputy Chair, spoke of the following matters:

- Meeting held with Cr Thomson and Mr MacLeod on action planning of the Raglan Naturally Plan.
- A monthly update on current issues of the Board would be provided to the Raglan Chronicle commencing next week.
- Mrs Parson to review the amended parking issues at the wharf with the Wharf Group.
- Mrs Parson had followed up with the Raglan Area School students who had presented at a recent Board meeting regarding climate change.
- Mrs Parson advised that she would meet with Kevin Ormsby to discuss clean up issues in the town.

Change of Public Forum Commencement Time
Agenda Item 5.9

The report was received [RCB1906/02 refers]. Discussion was held on the commencement time of the public forums and the community board meetings to the end of this triennium.

Resolved: (Mr MacLeod/Mrs Parson)

THAT from August 2019, the Public Forum for the Raglan Community Board meeting becomes a standing item on the Board's agenda to be considered after:

- **Apologies;**
- **Confirmation and Status of Agenda;**
- **Disclosures of Interest;**

AND THAT the Community Board meetings commence at 1.30pm from Tuesday 13 August 2019.

CARRIED on the voices

RCB1906/08

Public Forum

The following issues were discussed during the Public Forum held prior to the commencement of the meeting:

- Raglan I-Site - A member of the community expressed concern that the I-site was to close in 19 days with no-one to take over. It was advised that a tender process had closed and a group had expressed interest in progressing with this.
- Wallis Street Boardwalk - Concern expressed of the lack of progress made. Progress had stopped and concern was with the health and safety of the public and cyclists on the road. It was advised that consent had been granted for the approval of the management plan. The WDC Alliance was sourcing materials and would

- Intersection at Hills Road and SH23 - Concern expressed that there were still no

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Receipt of Ngaruawahia Community Board Minutes - 11 June 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Ngaruawahia Community Board meeting held on Tuesday 11 June 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Ngaruawahia Community Board held on Tuesday 11 June 2019 be received.

3. ATTACHMENTS

NCB Minutes – 11 June 2019

MINUTES of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 11 JUNE 2019** commencing at **6.00pm**

Present:

Mr J Whetu (Chair)
 Cr JM Gibb
 Cr E Patterson
 Ms W Diamond
 Ms R Kirkwood [from 6.05pm]

Attending:

Mr GJ Ion (Chief Executive)
 Mrs RJ Gray (Senior Committee Secretary)

I Member of the public – Mr Jack Ayers

The Chair declared the meeting open and welcomed members and the public.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Whetu/Cr Patterson)

THAT an apology be received from Ms Morgan owing to attendance at the Ngaruawahia Police Community meeting on behalf of the Ngaruawahia Community Board, and Mr Sherson and Ms Stevens.

CARRIED on the voices

NCBI906/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Whetu/Cr Gibb)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 11 June 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

NCBI906/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Whetu/Ms Diamond)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 14 May 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCB1906/03

REPORTS

Public Forum

Agenda Item 5.1

The following items were discussed at the Public Forum:

- Centennial Park funding received.
- Hakarimata Walkway – large numbers using this.

Discretionary Fund Report to 28 May 2019

Agenda Item 5.2

The report was received [NCB1906/02 refers] and discussion was held on the Te Mana o Te Rangi Reserve signage and ceremony details.

ACTION: The Chair to keep Board members informed of details for the opening ceremony of the Te Mana o Te Rangi Reserve.

Resolved: (Cr Gibb/Mr Whetu)

THAT a total value of \$500.00 be granted from the commitment of \$20,000 for an opening ceremony of the Te Mana o Te Rangi Reserve [NCB1811/04 refers].

CARRIED on the voices

NCB1906/04

Ms Kirkwood entered the meeting at 6.05pm during discussion on the above item and was present when voting took place.

Ngaruawahia Works and Issues Report
Agenda Item 5.3

The report was received [NCB1906/02 refers] and the following items were discussed from the report schedule:

- Playground equipment at the Point – the contract had been awarded and work would be commenced later in June 2019.
- Cenotaph Vandalism – Chris Allen’s role was around giving advice to streamline this project.
- Pharmacy on Jesmond Street – the problem with replacing the seats had been hardwood, but assurance was given that the seats would be replaced this Friday.
- Stray dogs – patrols would be set up and the public encouraged to report stray dogs so that Council could act quickly.
- Inorganic collection – feedback had been passed on to Council staff from the Board members.
- Centennial Park Toilets – toilets would be completed in conjunction with the Tuakau Domain, which was also under the same contract.
- Huntly to Hopuhopu Pipeline – work was ongoing.
- Ngaruawahia Library – staff liaised with Mr Metcalf around a combined development, with input required from the Board members.
- Ngaruawahia Memorial Hall – currently on hold because of some defective work. Options were being considered for the library and the hall and a decision would be made on the two facilities.
- Cemetery – the Alliance would work around the accessway and parking, and kerb and channel.
- Playgrounds – Council would review replacing the woodchip at playgrounds owing to the decomposure of it over a period of time.

ACTION: Staff to review woodchip surfacing in playgrounds owing to safety issues with the decomposure over a period of time.

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.4

The report was received [NCB1906/02 refers].

Discussion was held on the following project in the schedule:

- The Point – Submission on Reserve Management presented by the Chair.

Chairperson's Report

Agenda Item 5.5

The Chair reported on the following items:

- The Chair was corresponding with members on the application to WRA for the beautification area at the Point.
- Te Mana o Te Rangi Reserve ceremony details.

Councillors' Report

Agenda Item 5.6

Cr Gibb and Cr Patterson gave an overview of the following Council issues:

- Blueprint had been adopted – this was a living document and available online.
- Library Strategy
- The Point Toilets in conjunction with Centennial Park toilets were on track.
- Extra rubbish bins/recycle bins were not included in the contract to date.
- Cr Patterson met with Mrs Ramsay from the Camera Trust to encourage more cameras be installed for security. Mrs Ramsay was to liaise with the Police to make this happen.

Community Board Members' Report
Agenda Item 5.7

No issues were raised by the members.

There being no further business the meeting was declared closed at 6.35pm.

Minutes approved and confirmed this day of 2019.

J Whetu
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Receipt of Huntly Community Board Minutes - 18 June 2019

I. EXECUTIVE SUMMARY

To receive the minutes of the Huntly Community Board meeting held on Tuesday 18 June 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Ngaruawahia Community Board held on Tuesday 18 June 2019 be received.

3. ATTACHMENTS

HCB Minutes – 18 June 2019

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 18 JUNE 2019** commencing at **6.00pm**.

Present:

Ms K Langlands (Chairperson)
Cr S Lynch
Cr F McNally
Mr R Farrar
Mr C Rees

Attending:

His Worship the Mayor Mr AM Sanson
Ms V Jenkins (HR Manager)
Mrs LM Wainwright (Committee Secretary)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Langlands/Cr Lynch)

THAT an apology be received from **Ms Bredenbeck, Mrs Lamb and Mrs Stewart.**

CARRIED on the voices

HCBI906/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Langlands/Cr McNally)

THAT the agenda for a meeting of the Huntly Community Board held on Tuesday 18 June 2019 be confirmed;

AND THAT all reports be received;

AND FURTHER THAT the Board resolves that the following item be withdrawn from the agenda:

- Item No. 5.2 – NZ Police Update.

CARRIED on the voices

HCBI906/02

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 21 May 2019, as tabled at the meeting, be confirmed as a true and correct record of that meeting.

CARRIED on the voices

HCBI906/03

REPORTS

Public Forum

Agenda Item 5.1

The following items were discussed at the public forum:

- Curfew for youth in Huntly – There was no Maori Warden group present in the Huntly area to assist with youth on the street. A town patrol was carried out three nights per week and the volunteer group would be recruiting more members.
- Town Clock – Repairs were completed and the clock face required cleaning. This item would be placed on the Works & Issues report and a cleaning date would be reported to the August meeting of the Board.

ACTION: Council staff to check on a cleaning date for the Huntly Town clock and update the Board through the Works & Issues report at the August 2019 meeting.

- Footpath cleaning - This item would be placed on the Works & Issues report. A cleaning date for the pavers would be reported to the August meeting of the Board.

ACTION: Council staff to check on a cleaning date for the Huntly Main Street pavers and update the Board through the Works & Issues report at the August 2019 meeting.

- Drinking water – some members of the public expressed concern with the standard of the water supply in Huntly. A request was made for an update to be placed on the Huntly Facebook page.

ACTION: Council staff to update the Huntly public, via the Huntly Facebook page, on the work undertaken to remedy the standard of the water supply system.

- Concern was raised on the quality of the pruning of trees in Hakanoa Street.

ACTION: The Chairperson agreed to investigate the matter with arborist, Mr Gordon and report back to the August 2019 Board meeting.

- Riverview Road Reserve Playground – a request was made for the Council to confirm the date of the last playground upgrade. This item would be placed on the Works & Issues report and a date would be reported to the August meeting of the Board.

ACTION: Council staff to confirm the date of the last upgrade at the River Road playground and update the Board through the Works & Issues report at the August 2019 meeting.

NZ Police Update

Agenda Item 5.2

This item was withdrawn from the agenda.

Discretionary Fund Report to 06 June 2019

Agenda Item 5.3

The report was received [*HCB/906/02 refers*].

Huntly Works & Issues Report Status of Items June 2019

Agenda Item 5.4

The report was received [*HCB/906/02 refers*] and discussion was held on the following item:

- Concern was expressed in relation to graffiti on private property. The Council was not responsible for the graffiti's removal, which rested with the relevant property owner.

Chairperson's Report

Agenda Item 5.5

The report was received [*HCB/906/02 refers*]. The Chairperson presented a verbal update on the workshop notes as detailed in the Chairperson's report.

Councillor's/Councillors' and Board Members' Reports

Agenda Item 5.6

The report was received [*HCB/906/02 refers*]. No reports were received.

There being no further business the meeting was declared closed at 6.27pm.

Minutes approved and confirmed this day of 2019.

K Langlands
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Pokeno Community Committee Minutes - 9 July 2019

I. EXECUTIVE SUMMARY

To receive the minutes of the Pokeno Community Committee meeting held on Tuesday 9 July 2019

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 9 July 2019 be received.

3. ATTACHMENTS

PCC Minutes – 9 July 2019



POKENO COMMUNITY COMMITTEE

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 9th July 2019, commencing at 7.00pm.

Committee Members Present: Helen Clotworthy, Tricia Graham, Doug Rowe, Janet McRobbie, Morris Roberts, Ric Odom

WDC Staff in Attendance: Julie Dolon, Kevin Stokes

Councillors in Attendance Cr J Church, Cr S Henderson

Sports Coordinator WRC Jason Marconi

Community Members Community Members attended.

1 APOLOGIES: Apologies received from Paul Heta, Clive Morgan, Todd Miller

Moved that the apologies be accepted: Helen Clotworthy

Seconded: Ric Odom

2 CONFIRMATION OF THE STATUS OF THE AGENDA

As Todd Miller was unable to attend Jason Marconie of Sports Waikato to give us an update in Reports at 5.2

3 DISCLOSURE OF INTEREST

There was no disclosure of interest

4. CONFIRMATION OF THE MINUTES

Moved Helen Clotworthy

Seconded Ric Odom

5. REPORTS

5.1 Economic and Community Development

Julie described her roll as merging Economic and Community Development and felt this was a good match. Her passion is social enterprise. A youth worker is about to be appointed to council. Julie had been invited to our meeting because of the need that Paul Heta has seen for school leavers to be aware of employment opportunities in the area. His suggestion was that local employers should be invited to an evening in the hall to explain opportunities that exist in these local industries. Julie was looking at something bigger involving other agencies such as the Ministry of Social Development.

There well could be a mismatch between Paul's vision and Julie's so Julie is to call Paul on 10/7/2019 to clarify this

5.2 Jason Marconi Sports Coordinator WRC

Basketball

Franklin Basketball see it feasible to provide a beginner program in the hall running over 4 8week terms. They are prepared to apply for funding through the Kickstart program which would make a fees \$46/term. They will also provide administration

The community contribution would need to be

- * Providing a local helper/coach

- * getting Lions or something similar to fund raise for 2 mobile hoops (around \$300 each), this would allow more funding to go towards subsidising fees.

Tennis Club

This is now up and running. A Junior Club is to start in Term 3 and if demand a Senior Club
If this works, they will apply for funding to resurface the courts

A Facebook page is now up and running

Jason would like to the Tennis Committee associated with this one

Indoor Bowls

A tester session to be trialled in the Pokeno Hall

5.3 Works and Issues

Julie went through the Works and Issues as in the agenda. There were the following comments

Toilets

A contract is going out to tender now. The colour will be decided when a suitable contractor is employed. Helen to get an email when this happens

Traffic Around Pokeno School

Peter Clark to be invited to the August meeting to explain the projected upgrades. The School Principal has been contacted and interim fixes are to be in place till the upgrade happens

Community Projects

Richard Clark to be invited to the September meeting to give us a detailed update Julie to do this
 Considerable discussion ensued about a possible skate park. There were strong opinions that for safety and protection from vandalism this should be in a public view This has been backed up by an email from Anton Welsh regarding CPTED (Crime Prevention through Environmental Design)

Julie to find the costs and size of local parks as there is a possibility that it could fit where the old netball courts were beside the hall.

The possibility of children in the local area being involved in the design was discussed

One Way Bridge Munroe Rd

We would like to know the time indication for this deferment as with the increased use of it by trucks there is a serious problem developing

Street Names

A small meeting required to provide a new list of names. We require an update of the council list of street names

Supermarket Updates

Submissions have closed. Hearings are scheduled all should be finished by 8th October and all going well should open by December 2020

5.4 Pokeno Community Committee Schedule

August meeting – Ernst and Vashall (Future Planning} Peter Clark (roading)

September meeting -Richard Clark (Munroe Sports Park)

5.5 Councillors Reports*Cr J Church*

District plan submissions close 18th July

An Information Centre has opened at Hampton Downs

Cr S Henderson

The Public Transport will not start until 21st October

5.6 Committee Reports*Community Patrol*

AGM 28th July 1pm at the hall More men are needed

Meet and Greet

Going well usually around 25 to 30 attend

5.7 Next Meetings Agenda

This was covered in the Community Committee Schedule

5.8 General Business

There was no general business

ACTION LIST

Julie to contact Paul Heta regarding careers evening

A ‘helper’ to be found for the basketball club

Approach to be made to Lions regarding funding for basketball hoops

Julie to invite Richard Clark to the September meeting

Julie to find size costs etc of local skate parks

New street names required

There being no further business Helen thanked our visitors declared the meeting closed at 9.00pm The next meeting to be held on August 13th at 7.00pm

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Te Kauwhata Community Committee Minutes – 7 August 2019

I. EXECUTIVE SUMMARY

To receive the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 7 August 2019

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on **Wednesday 7 August 2019** be received.

3. ATTACHMENTS

TKCC Minutes – 7 August 2019

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 7 AUGUST 2019** 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
 Mr C Howells
 Mr B Weaver

Attending:

His Worship the Mayor, Mr A Sanson
 Mrs T Sanson

Mr V Ramduny (Strategic Projects Manager)
 Ms L van den Bemd (Community Development Advisor)
 Mr S Toka (Pouhono Iwi ki te Haapori | Iwi and Community Partnerships Manager)

Ian Wrigley (TK Fire Brigade)
 Karen Short
 Martin Glover
 Lynne Glover
 Debi Austin
 Bruce Austin
 Alfred Rico
 Angela van de Munclehof
 Colin Hickey
 Tatenda Tomu
 Tarisai Tomu
 Tapiwa Tomu
 Liz Tupuhi
 Glen Tupuhi (Nga Muka Development Trust)

APOLOGIES AND LEAVE OF ABSENCE

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Mrs Berney/Mr Weaver)****THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 7 August 2019 be confirmed and all items therein be considered in open meeting;****AND THAT all reports be received.****CARRIED on the voices****TKCCI908/01****DISCLOSURES OF INTEREST**

Mr Dawson advised members of the Committee that he would declare a financial conflict of interest in Agenda Item 6.1 Works and Issues Report [*Point 3 - Te Kauwhata walkway at the end of Blunt Road*].

CONFIRMATION OF MINUTES**Resolved: (Mr Weaver/Mr Hinton)****THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 5 June 2019 be confirmed as a true and correct record.****CARRIED on the voices****TKCCI908/02****REPORTS**

Te Kauwhata Works & Issues Report - August 2019
Agenda Item 6.1

Mr Dawson declared a financial Conflict of Interest in *Point 3 (Te Kauwhata walkway at the end of Blunt Road)* and did not partake in discussion or voting on this item.

The report was received [*TKCCI908/01 refers*] and discussion was held.

Councillor's Report
Agenda Item 6.2

The report was received [TKCC1908/01 refers] and Cr Sedgwick gave a verbal report and answered questions on the following matters:

- Bus services improvement.
- Playground – in 2021 there will be more equipment coming for older children.
- Police in Te Kauwhata. New constable will be living in the house in Te Kauwhata. There will be 4 police officers in total. The community has asked for a greater presence in Te Kauwhata.
- Council have resolved to have iwi representation on Council Committees. There will be an interview process and will be skills based.
- Inorganic collection – currently negotiating and reviewing the whole solid waste process.
- Employment growth is currently faster than anywhere else in the country. Population is also growing. Need to think about what services we need to offer our new population.
- Mayor Sanson briefed the Committee on the Sleepyhead project.
- Discussed the spatial plan for Pokeno as they grow and the Hamilton to Auckland Corridor.
- Pre-election report is out. Talks about what the Council is doing and where money is being spent.
- Speed bylaw.

Discretionary Fund Report to to 25 July 2019
Agenda Item 6.3

The report was received [TKCC1908/01 refers] and discussion was held.

Te Kauwhata A&P Show – Annual Event
Agenda Item 6.4

The report was received [TKCCI908/01 refers]. The Community Development Advisor and Mr Hickey gave a verbal presentation and answered questions on why the application was being presented to our Community Committee.

Resolved: (Mr Weaver/Mr Dawson)

THAT the request from the Te Kauwhata A&P Show towards the cost of their annual event is deferred to the Waikato District Council Discretionary Funding Committee for the following reasons:

- **That the A&P show is the only one in the Waikato District region,**
- **It links the agricultural sector to the new and growing communities within the Waikato District, and**
- **The A&P show draws from people much wider than the Te Kauwhata Community and therefore benefits the wider district and deserves funding to reflect this wider audience.**

CARRIED on the voices

TKCCI908/03

Te Kauwhata Community Events Committee – Christmas Parade
Agenda Item 6.5

The report was received [TKCCI908/01 refers]. Mr Hickey gave a verbal presentation.

Resolved: (Mr Weaver/Mr Cunningham)

THAT the Committee adjourn the formal meeting to enable Committee members to deliberate on Agenda Item 6.5.

CARRIED on the voices

TKCCI908/04

The meeting adjourned during discussion on the above item and resumed at the conclusion of the Committee members' deliberations.

RESUMPTION OF FORMAL MEETING

Resolved: (Ms Grace/Mr Cunningham)

THAT the formal meeting be resumed.

CARRIED on the voices

TKCCI908/05

Resolved: (Mr Weaver/Mr Dawson)

THAT an allocation of \$2,021.50 is made to the Te Kauwhata Community Events Committee towards the cost of their Christmas Parade;

AND THAT His Worship the Mayor donate \$1,000.00 from the Mayoral Discretionary Fund.

CARRIED on the voices

TKCCI908/06

RESUMPTION OF FORMAL MEETING

Resolved: (Ms Grace/Mr Cunningham)

THAT the formal meeting be resumed.

CARRIED on the voices

TKCCI908/07

Chairperson's Report

Agenda Item 6.6

The chairperson gave a verbal report on the following matters:

- Copy of the Blueprint document was received.
- Letter of support for a JP application was sent.
- Hotmix of the path at the Te Kauwhata Domain.
- Request for 25 motorhomes to park overnight on the 22nd of October. Will be discussed at the next Domain Committee meeting.
- The letter being sent to S McNab re: the Te Kauwhata identity and logo project.
- Speed bylaw review.
- Triennial elections – last meeting as a Committee is in September.

There being no further business the meeting was declared closed at 8.42pm.

Minutes approved and confirmed this day of 2019.

T Grace
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Tamahere Community Committee Minutes - 5 August 2019

1. EXECUTIVE SUMMARY

To receive the minutes of the Tamahere Community Committee meeting held on Monday 5 August 2019

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 5 August 2019 be received.

3. ATTACHMENTS

TCC Minutes – 5 August 2019



**Minutes of Committee Meeting
Held 7.30pm on Monday August 5th, 2019
Tamahere Community Centre**

Present: Leo Koppens, Graham McAdam, Bevan Coley, Connie Chittick, Alison Ewing, Joy Wright, Ro Edge, Shelly Howse, Sue Robertson, Jane Manson, Charles Fletcher, Jamea Yearsley, Jane Manson, Dallas Fisher (Chair)

WDC: Jacob Quinn, Cr Bech

Tamahere School: Ingrid ter Beek

Tamahere Lions: Sue Fookes

1. Apologies:

2. Confirmation of Minutes of Meeting held on July 1st, 2019

Moved: Leo Koppens

Seconded: Jane Manson

All in Favour

3. Matters arising:

4. Correspondence Tabled

IN – Email

Ross l'Anson NZTA – community connectivity update

Brendhan Greaney – thanks for TCC support

Blue Wallace Surveyors – further submission to proposed WDC plan

Jacob Quinn WDC – Support letter to Tamahere Lions for BBQ's.

Mercury NZ Ltd - submission to proposed WDC plan

Jacob Quinn – Road list name request

HCC – further submission to proposed WDC plan

WDC – Living with Less event notification

WDC – proposed district plan – hearing minutes

Cr Bech – forward Raglan Food Waste Collection presentation request

Sue Roberston – forward Tim van der Molen connectivity support

OUT- Email

Letter of thanks to Tamahere Lions for Reserve BBQ's.

Brendhan Greaney – support of submission to proposed WDC plan

Jacob Quinn – road list confirmation

Moved: Sue Robertson

Seconded: Jane Manson

All in favour

5. Cr Bech Report

- Arnold Koppens gifted carving of local legend progressing. Tainui (not just Ngati Haua story) so Maori King may be involved through Tumaki Anaru Thompson. Working with Ngati Hau on placement – will need to be under cover/out of weather.
- Playground theft – 2 swings and Papillion hammers stolen. Have asked 4 Square & Fosters to consider security camera; they are happy to allow install if we wish.
- 2 rubbish recycling bins arriving this month.
- Te Awa cycleway – Hooker Rd to Tamahere Drive section now out for tender.
- Fitness trail – work in progress
- Birchwood footpaths have been removed from latest NZTA plans – Cr Bech to follow up with WDC (Luke McCarthy).

6. Service Delivery Report – Jacob Quinn

- WDC elections October 12th
- Local board elections - 21st to 24th October available. To confirm date with Gavin Iron.
- WDC will request Shopping Centre sign for the Hub on airport road from NZTA.
- Tamahere Park toilets – current ‘temporary’ toilets will be in place until the park pavilion is completed. WDC has installed a new effluent system to cater for increasing use.
- Park Usage – Jacob to look at whether ground maintenance issues are being addressed to enable LaCrosse usage in Summer season.
- Carpark signage and visibility at Hub – Jacob to update Sept.

7. Tamahere Park Report

- TCC requests project spend from Jacob on the reserve and any funds remaining.
- Piazza Stage – Concept of bringing forward funds already in LTP with D. Fisher sponsoring interest to fast track build. Cr Bech to get request for approval onto WDC agenda once project costs are understood.
- Sponsored seating – 12 seats sponsored, 6 should be in place by summer. Newstead Vets supporting drinking fountain costs.
- Piazza Events – WDC events people to Sept meeting to discuss running events, booking playing fields.
- Lion sponsored BBQ’s – colours to be chosen. TCC formally notes the excellent work Tamahere Lions have done to deliver these.
- Trees on Wiremu Tamihana Drive – a work in progress.
- TCC to formally thank WDC for this Park.
- District Plan Submissions closed July 16th.

8. Community Connectivity

- Acknowledgement of issues from Ross l’Anson NZTA and office of Minister of Transport.
- Tim van der Molen proposes a petition to NZTA for safe pedestrian crossing of SH1 and SH26. Noted that local community is not aware of these issues.
- Reports that an underpass is being considered for SH26. Noted that TCC is not part of the working group. Request to Hannah Woods NZTA for TCC to be included.
- Plan – Sue Robertson to prepare information sheet for community on SH1/26 issues. TCC to review, public meeting Tuesday September 10th advertised via school, Forum, facebook.

9. Other Business

- **New SH1 Road Layout** - some safety issues have been addressed, others remain.
TCC to collate issues and inform WDC and City Edge Alliance.

Date of next meeting: Monday September 2nd

Meeting closed 9.25pm

Items for Next Meeting:

- WDC events/Raglan Waste/CityEdgeAlliance team to attend
- Connectivity - community meeting, TCC on working group
- SH1 temporary layout safety, Birchwood footpaths
- Gully walkway - WDC funding
- Project spend on reserve/maintenance issues/piazza costs/carpark signage and visibility issues.
- Confirm Oct. board elections date
- Trees on Wiremu Tamihana

Open Meeting

To	Waikato District Council
From	General Manager Community Growth
Date	27 August 2019
Prepared by	Kelly Nicolson, Senior Policy Planner Carolyn Wratt, Principal Planner (Acting Team Leader)
Chief Executive Approved	Y
Reference #	GOV1301 / 2339693
Report Title	Consultation for the Draft Proposed District Plan – Stage 2 Natural Hazards

I. EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval to release the draft Proposed District Plan – Stage 2 Natural Hazards for public feedback.

The District Plan Review has two parts to it – Stage 1 of the Proposed Waikato District Plan includes all topics and provisions except those related to natural hazards and climate change which are being addressed in Stage 2. Stage 2 will contain objectives, policies and rules relating to the management of natural hazards including:

- Flooding;
- Coastal;
- Huntly mine subsidence;
- Liquefaction; and
- Climate change.

Many technical assessments have underpinned the development of the draft provisions for Stage 2 and the draft provisions are now at a stage where it would be useful to socialise them with the community and obtain feedback. The feedback received on the draft will help further refine the provisions in preparation for notification under Schedule 1 of the Resource Management Act ("RMA"). It is anticipated that RMA notification can occur in early 2020.

The Draft Stage 2 document will be circulated under separate cover as a Public Excluded agenda item. If approved by the Council, it is proposed that this document is released to the open meeting.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received;

AND THAT the Council authorises the General Manager Community Growth to make further amendments to the draft Proposed District Plan – Stage 2 Natural Hazards document (circulated under separate cover as part of the Public Excluded Agenda) to:

- a. reflect any changes required by the Council; and**
- b. make minor changes to ensure the document is clear and consistent;**

AND FURTHER THAT the Council approves that the draft Proposed District Plan – Stage 2 Natural Hazards be made available for community feedback, subject to the amendments noted above;

AND FURTHER THAT the Council notes public consultation and feedback will occur between 30 September 2019 and 28 October 2019, and note that 30 September is also the first day of the hearings for Stage 1 of the Proposed District Plan.

3. BACKGROUND

The District Plan Review has two parts to it – Stage 1 of the Proposed Waikato District Plan (notified on 18 July 2018) includes all topics and provisions except those related to natural hazards and climate change, which are being addressed in Stage 2. Stage 2 will contain objectives, policies and rules relating to the management of natural hazards including:

- Flooding;
- Coastal;
- Huntly mine subsidence;
- Liquefaction; and
- Climate change.

Why do we need to address natural hazards and climate change?

The Resource Management Act 1991 (RMA) requires the management of significant risks from natural hazards as a matter of national importance (Section 6(h)). RMA section 7(i) also requires councils to have particular regard the effects of climate change when developing RMA plans.

In addition, the Waikato Regional Policy Statement (RPS) contains a number of objectives and policies which the Waikato Proposed District Plan must give effect to, including the following:

Policy 13.1 – Natural hazard risk management approach

- Subdivision, use and development are managed to reduce the risks from natural hazards to an acceptable or tolerable level
- Manage natural hazard risks through an integrated and holistic approach
- Identify land with different levels of hazard risk
- Assess natural hazard risk to communities
- incorporate a risk-based approach into the management of subdivision, use and development in relation to natural hazards

Policy 13.2 – Manage activities to reduce the risks from natural hazards

- Control subdivision to avoid the need for new protection structures
- Identify areas of high coastal hazard risk and high risk flood zones
- Ensure that use and development within high risk flood zones and areas of high coastal hazard risk is appropriate
- Control development within a floodplain or coastal hazard area
- Identify areas of residual risk and control subdivision, use and development within these
- Ensure development does not exacerbate natural hazard risks

The RPS requires the regional council to identify primary hazard zones. By definition these are areas where the existing risk to life, property to the environment is considered to be intolerable. The expectation in the RPS is that these will be identified on a case by case basis by the regional council in collaboration with district councils (including through community assessments).

The RPS requires a risk based approach to be incorporated into the management of subdivision, use and development. This should be undertaken at an appropriate scale and take into account the full range of effects and values.

Natural hazards are required to be managed so that the risks to people and property from natural hazards are either acceptable or tolerable throughout the district, minimise any increase in vulnerability due to residual risk, avoid the need or demand for new structural protection works and utilise natural defences wherever possible.

The New Zealand Coastal Policy Statement is also relevant to the management of coastal hazards. In particular, the New Zealand Coastal Policy Statement requires:

- Identification of areas potentially effected by coastal hazards over at least 100 years;
- Management of new subdivision, use and development in areas of coastal hazard risk;
- Management of redevelopment and changes of use to reduce the risk of adverse effects from coastal hazards
- Discourage hard protection structures, while promoting other alternatives such as natural defences; and
- Assess the range of options for reducing coastal hazard risk in areas of significant existing development likely to be affected by coastal hazards.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 Over-arching draft policy framework for Stage 2

The draft provisions contain over-arching objectives and policies which give effect to the RPS and apply to all natural hazards. In addition, there are specific draft objectives and policies which relate to each of the natural hazards.

As overarching objectives, Objective 1 seeks a resilient community where the risks from natural hazards to people, property, infrastructure and the environment from subdivision, use and development of land are avoided or appropriately mitigated; and Objective 3 seeks a well prepared community that is able to adapt to the projected effects of climate change.

General policies outline how these objectives are to be achieved including providing for subdivision, use and development where the natural hazard can be adequately managed, and controlling development in higher risk areas and that the projected effects of climate change are taken into account when planning for land use and development.

4.2 Flooding and Flood Defences

Background

The flood maps which underpin the draft provisions have been provided by Waikato Regional Council and there are three different spatial layers for managing flood hazards. These three overlays will be used to socialise the draft District Plan and are as follows:

High Flood Risk Area - This is the area within the modelled 1% AEP floodplain where water depth is modelled to exceed 1m and/or velocity is greater than 2m per second during a 1% AEP flood event. This area has been modelled for Horotiu to Ohinewai and has been mapped. This is the most restrictive layer as this is the area of greatest risk during a flood event. This will be shown on the draft planning maps for feedback.

Floodplain – This area has been modelled for using a 2D model for Horotiu and Ohinewai and a 1D model for all other areas along the Waikato and Waipa Rivers. These flood risk areas will be shown on the draft planning maps for feedback and will include the Flood Extent Overlay and the Huntly South Ponding Area.

Defended Area - This is also known as the “residual risk area”. It is an area that is largely behind the stopbanks and therefore protected from flooding from the river. The Waikato Regional Council has mapped what it believes represents the theoretical event of a breach or the stopbanks being overtopped by flood water. This is not to say that these areas will flood; in fact they do not flood because the stopbanks are in place. The Regional Council has recently made these maps available on its hazard portal. This is useful as it will allow the public to review the Regional Council’s maps. It is proposed that the draft stage 2 provisions for Defended Areas direct the public to the regional council’s hazard portal. Further refinement of these maps will be needed before Stage 2 can be notified under the RMA.

Overview of the Draft Provisions for flooding

The key principles underpinning the approach to the draft provisions are to discourage development where there is high risk of flooding, to allow development within the floodplain under certain conditions, protect the effectiveness of the stopbanks and assess any residual

risk on land protected by stopbanks. The draft provisions reflect the following approach for the draft flood overlays:

High Flood Risk Area

- Discourage new habitable buildings to limit the risk to people
- Enable non-habitable additional buildings
- Additions to existing residential buildings and other buildings will require resource consent to address the risk to people
- Only allow infrastructure that has a functional need to be located in these areas
- Discourage the location of emergency services so that these are still able to respond in an emergency
- Discourage hazardous facilities
- Discourage community infrastructure
- Discourage subdivision to limit additional risk to people and property

Floodplain

- Manage risk by setting minimum floor levels
- No additional restrictions on buildings apart from minimum floor levels
- Limit additions to buildings that do not have the minimum floor levels to minimise risk to people and property
- Restrict the volume, area and height / depth of earthworks other than those associated with creating a building platform
- The implications of the floodplain to be assessed for subdivision applications
- No additional restrictions on infrastructure in these areas
- Discourage the establishment of hazardous facilities

Defended Area

- 50m setback on earthworks and development from the stopbank
- Subdivision will require additional assessments including stopbank security, adverse effects to people and property from potential failure or overwhelming and any mitigation measures.

4.3 Coastal hazards

Background

In order to better understand the coastal hazards and the risk to communities, Focus Resource Management Group was commissioned by the Council to define areas potentially vulnerable to coastal erosion and coastal flooding. This study included a district-wide broad scale coastal hazard assessment and a more detailed assessment for Raglan and Port Waikato. The assessment identified areas at greatest risk of inundation and/or erosion with existing sea level (high coastal hazard risk), and additional areas that could be affected by inundation and/or erosion with projected sea level rise over the next 100 years (coastal sensitivity areas). All of the District's coastlines have been assessed apart from the east coast around Kaiaua as this is being reviewed under a project lead by the Hauraki District Council.

Risk avoidance is recommended as the preferred approach wherever practical in high coastal hazard risk and coastal sensitivity areas when:

- establishing major new infrastructure,
- undertaking major upgrades to existing infrastructure,
- considering applications for greenfield development or any other significant intensification of land use

In areas of existing development, the report recommends Council develop appropriate policies and rules to both avoid increasing and, where reasonably practicable, reduce the risk of adverse effects from coastal hazards within the identified high risk hazard areas and the coastal sensitivity areas.

In coastal sensitivity area policies and rules will allow for development that can adapt to changes in the future such as buildings that can be raised or relocated if required.

Overview of the Draft Provisions for Coastal Hazards

Four overlays have been developed which are based on either erosion or flooding risk. These overlays will be mapped in the draft stage 2 maps:

- High Risk Coastal Erosion Area – this is the area at significant risk of erosion with existing sea level and coastal processes in the short term;
- Coastal Sensitivity Area (Coastal Erosion) – this is the area that is potentially vulnerable to coastal erosion over the next 100 years assuming sea level rise of 1m;
- High Risk Coastal Flooding Area – this is the area at significant risk of flooding with existing sea level and coastal processes in the short term;
- Coastal Sensitivity Area (Coastal Flooding) – this is the area that is potentially vulnerable to coastal erosion over the next 100 years assuming sea level rise of 1m.

Both of the high risk overlays (erosion and flooding) are the most constrained, and subdivision and development are discouraged in these areas in the draft stage 2. The table below outlines the general direction of the draft rules for managing coastal hazards.

High Risk (both erosion and flooding)	Coastal Sensitivity (both erosion and flooding)
Restrictions on new dwellings	Allow new buildings that are relocatable Buildings within the flood hazard area will require a minimum floor level
Limited extensions to existing dwellings	No additional rules for extensions to existing dwellings
Provide for buildings and structures that have an operational or functional need to be in that location	No additional rules for buildings and structures that have a functional or operational need
Provide for farm and accessory buildings with no floor	No additional rules for farm and accessory buildings
Limit earthworks	Allow small scale earthworks
Provide for maintenance of lawfully established protection structures	Provide for maintenance of lawfully established protection structures

High Risk (both erosion and flooding)	Coastal Sensitivity (both erosion and flooding)
Consent will be required for new protection structures	Consent will be required for new protection structures
Discourage subdivision to create additional lots with a non-complying activity status	Subdivision will be a discretionary activity
Consents will need to be accompanied by a coastal hazard assessment including the effects of climate change	Consents will need to be accompanied by a coastal hazard assessment including the effects of climate change

4.4 Huntly Mine Subsidence

Background

In the 1980s an area above the Huntly East underground mine was subjected to extensive land subsidence as a result of pillars collapsing within the mine. As a result of the potential for ongoing subsidence, the area of risk has been identified in the district plan from the mid-1990s and rules are included to restrict earthworks, building and subdivision.

The Mine Subsidence Area has been subject to a number of Council-commissioned assessments since 2008 to determine whether subsidence is still ongoing. Ian R Brown Associates Ltd was engaged by Council to reassess the probability of subsidence following the closure of the Huntly East Mine and subsequent flooding of the mine workings. The assessment concluded that there is the potential for further subsidence as a result of pillar destabilisation from flooding. In addition to that, the assessment considered methane gas as another potential hazard. The conclusions of this report were confirmed in a peer review by Terra Firma.

Subsequently RDCL Engineering Consultants were engaged to provide council with a risk based assessment for the hazard extents, by assessing the likelihood of a particular event occurring and the consequence of that event on residential and non-residential buildings and in-ground and above ground linear infrastructure. This assessment was based on Council's risk parameters.

The likelihood of gas migrating to the ground surface was assessed based on the local ground conditions (geology) and the likelihood of this occurring is considered to be very rare. No specific mitigation measures were recommended and as such there are no such controls in the draft district plan for the potential impacts from gas migration.

Mitigation is considered necessary to reduce the risk of subsidence to acceptable levels within a specific area. A Huntly Mine Subsidence Area is to be mapped in the draft district plan maps.

Overview of the Draft Provisions for Huntly Mine Subsidence Area

The approach to subdivision, use and development in the draft rules for the Huntly Mine Subsidence Area is summarised below. These rules are generally more permissive than the operative district plan. The operative district plan is silent on infrastructure in this area.

Additions to existing residential buildings:

Minor additions are permitted up to 15m² and a maximum length of 20m for the entire building. Minor additions that do not meet this standard require consent.

Detached accessory buildings are permitted up to 55m² in area and the length of the building is no greater than 20m. Accessory buildings and garages that do not meet these standards will require resource consent.

Construction of new residential buildings will require a consent.

Subdivision applications will require consent and must be accompanied by a report that:

- Confirms that each site is suitable for the activity intended
- A detailed design of the proposed residential building and confirmation that the design and building materials can accommodate ground settlement

Infrastructure

- Specific design may be required to ensure that it can accommodate ground settlement and movement.

4.5 Liquefaction

Background

The focus on liquefaction has increased as a result of the experience of the Canterbury Earthquake Sequence 2010–2011.

The soil type is a key determinant of whether an area is prone to liquefaction. Soil types that are susceptible to liquefaction are typically those that are geologically young and deposited in low energy environments. The areas containing significant deposits of potentially liquefiable soils are often relatively flat and close to waterways, which have historically made for attractive places to settle and build.

The document titled “Planning and engineering guidance for potentially liquefaction-prone land” that was developed by the Ministry for the Environment, the Earthquake Commission and the Ministry of Business, Innovation and Employment has informed the approach to managing liquefaction in the draft stage 2.

Overview of the Draft Provisions for Liquefaction

While there is a long-term intention to map areas susceptible to liquefaction, these areas will not be mapped as part of Stage 2 of the Proposed District Plan due to timeframes for the completion of the Stage 2. In the interim, liquefaction risk is assessed as part of every application for subdivision under section 106 RMA.

The approach of the draft provisions is to require geotechnical assessment for subdivision and particular land uses that are higher risk, such as multi-unit development, to evaluate any risk of liquefaction and allow consideration of mitigation measures. There are associated assessment criteria in the draft that enable the outcomes and recommendations of the

geotechnical assessments to be assessed and conditions to be imposed on consents where appropriate.

4.6 Consideration of climate change

Background

The effects of climate change are likely to impact the Waikato District in various ways and potentially include:

- Higher temperatures;
- More frequent intense winter rainfalls, which will increase the likelihood of rivers flooding, and flash flooding when urban drainage systems become overwhelmed;
- Longer summers with higher temperatures and lower rainfall will reduce soil moisture and groundwater supplies;
- Drought intensity will likely increase over time. Drier conditions in some areas are likely to be coupled with more frequent droughts;
- River flows are likely to be lower in summer and higher in winter; and
- Rising sea levels will increase the risk of erosion, coastal flooding and saltwater intrusion, increasing the demand for coastal protection.

Climate change will not introduce any new types of coastal hazards, but it will increasingly change the nature and extent of the impact from coastal hazards compounded by sea level rise. It will exacerbate and increase the frequency of coastal erosion and inundation, and raise groundwater levels in coastal areas and inland low-lying coastal plains. This will increase the risk from coastal hazards to exposed coastal development, and result in risks not previously experienced; for example, ground liquefaction risk as sea level continues to rise.

The draft provisions include an objective which enables a well prepared community to adapt to the projected effects of climate change. Policies achieve this objective by managing effects of climate change on subdivision and development and adopting a precautionary approach when dealing with uncertainty.

The models for natural hazards have included an allowance for climate change. For example, the 2d 1% AEP flood modelling has included a projected increase in rainfall intensity as determined by national guidance, but being not less than 2.1°C by 2120. Similarly the projected increase in sea level has been determined by national guidance, but being not less than 1m by 2120, with increases in storm surge, waves and wind.

4.7 Timeframes

It is best that the Stage 2 hearings dovetails with Stage 1 hearings to enable a single integrated decision. The programme for Stage 2 has been developed in order to achieve that. The table below sets out the indicative timeframe for each task.

Timeframe	Task
Mid September – Mid October 2019	Consultation and community feedback on the draft provisions
Mid October 2019 – early December 2019	Analyse community feedback
Early December 2019 – January 2020	Finalise provisions and Section 32 report
February 2020	Council meeting to seek approval to notify Stage 2
Early March 2020	Notify Stage 2 provisions and maps
April 2020	Submission period closes
April – July 2020	Summarise submissions
July 2020	Notify the summary submissions and seek further submissions
August 2020	Further submission period closes
August – December 2020	Draft Section 42A reports
December 2020	Release of first Section 42A report
January 2021	Stage 2 hearing starts
March 2021	Stage 2 hearing completed
March – June 2021	Deliberations completed and decision written
July 2021	Combined decisions on Stages 1 and 2

4.8 Consultation

The Council have been collating feedback from a range of stakeholders to inform the District Plan Review process since 2015. Development of the Natural Hazards and Climate Change provisions have been informed by the following stakeholder groups:

1. Residents and business owners currently affected by natural hazards;
2. Iwi/Maori
3. Internal staff; and
4. Waikato Regional Council

Public Open days, workshops and hui have been held in Port Waikato and Raglan to help shape the coastal hazard draft.

Limited consultation has been had with Waikato-Tainui's Environmental Manager.

Meetings have been held with Mercury Energy staff to discuss the flood modelling due to their unique position in regard to river flooding. There have been no public workshops or hui specifically in regard to flooding due to significant delays in obtaining flood information and the need to progress stage 2 to integrate with stage 1.

There has been no public consultation on the Huntly mine Subsidence area. The draft map and provisions have only recently been finalised. Although there are some changes to the

draft map extents, the draft provisions are more permissive than what are in the operative district plan.

This next consultation process (which is the subject of this report) will be the first opportunity the community have had to see draft provisions and understand what this may mean for their property and district. This feedback process will enable further refinement of maps and provisions prior to the formal Schedule 1 notification process anticipated to be in March 2020.

5. CONSIDERATION

5.1 FINANCIAL

Costs implications are confined to staff time to attend public open days and collate feedback.

5.2 LEGAL

The release of the draft for consultation is not a statutory process and therefore the draft has not been subject to a specific legal review. Legal advice has been obtained during the policy process on an as-required basis. Stage 2 will be subject to an independent legal review prior to notification.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The draft stage 2 has been prepared to give effect to all necessary legislation and regulation that sits above the district plan in the RMA hierarchy.

The wider district plan review project is implementing certain aspects of relevant Joint Management Agreements including by the appointment of commissioners with an understanding of tikanga Maori as recommended by iwi.

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 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>	<ul style="list-style-type: none"> Release draft district plan stage 2 documents through the Council website Hold a series of public open days, hui and stakeholder workshops to allow the community to discuss the draft provisions and hazard mapping Receive, collocate and consider feedback 				

The following 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

6. CONCLUSION

Objectives, policies and rules have been drafted for Stage 2 of the Proposed District Plan (Natural Hazards). Approval is sought from Council to consult with the community on the draft provisions and obtain feedback. This will enable refinement of the provisions prior to the formal notification under Schedule 1 of the Resource Management Act 1991.

7. ATTACHMENTS

Note: Draft Proposed Waikato District Plan – Stage 2 Natural Hazards will be circulated under separate cover as part of the Public Excluded Agenda.

Open Meeting

To	Waikato District Council
From	Roger MacCulloch Acting General Manager Service Delivery
Date	30 August 2019
Prepared by	Megan May Community Connections Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Provision of Facilities Maintenance Services Procurement Update

I. EXECUTIVE SUMMARY

Waikato District Council's ("WDC's") current facilities maintenance contract with Cushman and Wakefield (Contract 11/064) commenced in 2012 and is operated predominantly as a reactive maintenance contract ("the current contract"). In addition to the current contract which provides for building, electrical, plumbing, drain laying and gas fitting maintenance, a number of smaller contractors have been engaged to provide services, which include but are not limited to, fire security, heating, ventilation and air conditioning ("HVAC"), lift services and automatic door maintenance.

To provide efficiencies in the way our asset maintenance is managed, staff have been working towards a procurement process which will combine all of the maintenance services into one contract. This contract will enable us to provide a more cost effective and consistent service that includes planned preventative maintenance as well as reactive maintenance. The initial procurement process is now complete and the contract and Request for Proposal ("RFP") was advertised on 13 August 2019 ("Contract 19/035").

The purpose of this report is to provide further information on Contract 19/035 and seek the Council's approval to:

- a. how Contract 19/035 will be awarded; and
- b. a variation of the current contract to enable a smooth transition from the current contractor to the successful tenderer of Contract 19/035.

2. RECOMMENDATION

THAT the report from the Acting General Manager Service Deliver be received;

AND THAT the Council delegates to the Chief Operating Officer all required authority and powers to award Contract 19/035 to the successful tenderer (as selected in accordance with the Council's Procurement Policy), including completing any documentation required to give effect to this resolution;

AND FURTHER THAT the Council approves an increase of \$300,436.22 to the Approved Contract Sum for Contract 11/064 to reflect the additional services required under this contract until Contract 19/035 commences.

3. BACKGROUND AND DISCUSSION

Current Contract

The current facilities maintenance contract was awarded to Cushman and Wakefield (previously UGL(NZ)) in 2012 and provided for building, electrical, plumbing, drain laying and gas fitting maintenance services across Council's property portfolio.

With the expiry of this contract nearing, Council staff identified that as an organisation, we needed to mature in facilities management. One component of this is to gain better knowledge of our assets and initiate planned preventative maintenance. By introducing this, we will be in a position to provide a more consistent level of service to our customers and identify efficiencies throughout the district.

Historically, staff have recorded repairs and maintenance work in various ways and unfortunately, as staff have resigned and been replaced, a large amount of this knowledge has not been secured. This has resulted in limited data on the condition of our assets, what repair work has been undertaken and what preventative work is required to ensure each asset is optimised to ensure lifecycle requirements are met.

Staff identified that to improve the maturity of our organisation within facilities maintenance, the contract that engaged a repairs and maintenance contractor needed to change. Responding to issues and concerns once they occurred sometimes resulted in gaps in service which impacted our business and customers.

All-of-Government Contract

On 06 April 2018 it was announced by the Government Property Group ("GPG") that an All-of-Government ("AOG") contract for Facilities Management Services had been developed. As a result of a competitive sourcing process, completed by Ministry of Business, Innovation and Employment ("MBIE"), six providers were appointed as a panel. This provided government agencies an opportunity to engage in a secondary procurement process with the panel, using the agreed contract, to provide for facilities maintenance. Following discussions with the MBIE, it was identified that the proposed contract could be suitable for the needs of WDC.

At this time, the contract had not been utilised by any other agency and therefore WDC engaged MBIE to assist with the procurement process under the AOG facilities contract.

In December 2018 we were advised by MBIE that due to the initial procurement process undertaken, it was not recommended we utilise the AOG contract for our purposes. This was due to limitations surrounding the scope of work included in the contract versus the large, complex nature of the requirements we proposed to include in the amended contract. There was risk that we could be criticised for amending the contract in such a large way that it no longer met the scope of what was originally proposed and therefore potentially removing interested suppliers in the tender process.

Following this decision, WDC staff contacted Auckland Council to discuss facilities maintenance within their territory. They advised that they had recently completed a procurement process for similar services and were agreeable to sharing their documents and learnings with WDC. This information and contract has been the basis for what is being utilised in the RFP currently in the market for WDC.

Collection of data

New staff employed within the team and the wider organisation, who were tasked with the procurement of this contract, commenced the project underestimating the lack of asset data available. This lack of data has required a large amount of work to collate information to form a schedule of assets, categories of work, expectations and pricing schedule to accompany the proposed contract.

Through this process it became more apparent that maturity in this area is required and therefore a need for a collaborative, innovative partnership with the successful supplier has been heavily emphasised within the RFP.

Request for Proposal and Supporting Documents

Following a thorough analysis of Council owned facilities assets, current contracts and the organisations aspirations for this area, an RFP and supporting documents have been prepared and was advertised on 13 August 2019. This document emphasises a need for a successful partnership between WDC and the successful supplier to ensure that facilities maintenance will mature through a collaborative approach.

It is anticipated that the RFP, and the supporting documents, which will form the basis of the contract and relationship, will drive innovation, efficiencies and improved levels of service for our customers. Some aspects of this are included below:

Planned Preventative Maintenance

As there is limited planned preventative maintenance (“PPM”) currently occurring, and incomplete historical data available for the incoming supplier, it was determined that a small number of sites would be included as requiring PPM from the commencement of the contract. These sites are as follows:

- Huntly Aquatic Centre
- Huntly Pensioner Houses (Hakanoa Street)

- Raglan Library
- Ngaruawahia Council Office

The reason for limiting these sites was to reduce the due diligence required by suppliers when presenting a proposal whilst providing WDC with enough information to assess their methodology on preparing schedules of PPM. It is anticipated that throughout the term of the contract, the schedule of assets which are included in PPM will increase and therefore reduce the number of reactive response required.

Reactive Maintenance

The successful supplier is required to provide a single point of contact operating a 24 hour, 7 days a week, 365 days per year operation to receive, log and action any work orders as requested by WDC. This must be managed in a highly efficient and cost effective manner that delivers high quality service provision and includes both failures and vandalism.

To prioritise the needs of our communities, ensure continued services and reduce the risk of harm of people, property and/or reputation, robust response and completion targets have been set which identifies work as critical, urgent or routine. Targets times and examples are below:

Maintenance Categories	Maximum response time	Work expected to be completed within	Example
Critical Used for emergency failures or repairs which constitute a danger, health and safety hazard or seriously restricts the occupation of the Site, affects occupational efficiency or endangers security where urgent and immediate action is required. (It is anticipated this category would be used infrequently if at all.)	2 hours	4 hours	Structural Instability People trapped in a lift External glass breakage H&S (threat to life/ safety).
Urgent Used where non-critical work is required, where leaving the fix for 24 hours will not adversely affect the health and safety, security, continued building occupation or where the issues relates to a larger repair that is already required	24 hours	48 hours	Lift failure Minor plumbing issues Central HVAC Plant breakdown Automatic/Roller door issues
Routine Reactive Maintenance Service — repairs and maintenance where the repair or maintenance can be undertaken within an agreed timeframe or at the next PPM visit.	3 working days	10 working days	Hot/Cold HVAC calls Lamp replacement Locksmith Keys and Locks Furniture repairs Appliance repairs

The successful supplier will be expected to act as the “eyes and ears” of Council when undertaking work and will be encouraged to undertake minor repair tasks when on site to provide efficiencies through economies of scale.

Performance and Reporting Framework

The contract, which has been based on that used by Auckland Council is currently in draft format and this reflects a desire to incorporate learnings from suppliers through the RFP and evaluation process. Despite this, early indication has been made that there are intentions to include abatement clauses which will enable staff to hold contractors accountable.

This abatement regime will apply to some, but not all KPI's and where abatements are applied at the discretion of WDC. For example, this may be in respect of non-achievement of KPI's relating to response times, timely reporting, complaints and/or re-work notices. Persistent non-performance (for example 6 or more breaches per annum) may also give WDC a right of termination.

In addition to abatement clauses, increased reporting requirements are included in the RFP which will allow for more transparency, trend analysis and enable a more educated forecast of works required.

Timeframes

As noted above, the contract and RFP were advertised via Government Electronic Tender Service (“GETs”) on 13 August 2019. To enable suppliers to provide an educated proposal, site visits at the identified PPM sites will occur during early September. The deadline for proposals is 5.00pm on 24 September 2019. At the time of report writing we had received confirmation from ten separate suppliers. Based on the number and calibre of respondents, we are anticipating that we will receive a high calibre of proposal from at least eight suppliers.

Following proposals closing, the evaluation panel will convene to review the proposals, shortlist the suppliers and meet with each party to identify a preferred supplier. Once identified, the preferred supplier will be required to attend a number of workshops to negotiate KPI's, work order management, charter agreements and a final contract. These steps will be undertaken in accordance with the Council's Procurement Policy, including the usual probity requirements.

It is anticipated that we will be in a position to award the contract by late October 2019.

As the procurement process for Contract 19/035 is likely to be completed before, or around the same time as, the inauguration of the new Council after the October elections, staff are seeking the Council's approval for the Chief Operating Officer to be delegated authority to complete the awarding of Contract 19/035 to the preferred tenderer. This will provide the flexibility required to ensure a smooth transition from the current contractor to the new contractor.

If approved, staff will present a full report to the new Council following commencement of Contract 19/035 with details of the negotiations, contract and the preferred supplier.

The proposed contract includes an initial term of four years with two options to extend for a further of three years totalling ten years. The existing repairs and maintenance expenditure regime has an annual expenditure of circa \$970,000 per annum. It is anticipated that the inclusion of PPM will result in an initial increase to the cost of services but should reduce over time. Until proposals are received, the costs of service are unknown but based on current and forecasted budgets, it is anticipated that the Approved Contract Sum ("ACS") of the new contract will be approximately \$15,000,000.00.

Current Approved Contract Sum

Following previous requests to Council, the current ACS for Contract 11/064 is \$2,722,643.09. This sum has been utilised for operational repairs and maintenance as well as capital work but it is not anticipated this will cover the costs of services until the successful supplier is awarded the contract. To ensure that there are no gaps in service prior to this, staff recommend that this contract sum is increased.

Over the previous 12 months, the contract claim has averaged \$50591.39 per month. It is anticipated that we will continue to spend this amount per month on repairs and maintenance through the existing contract. Staff have calculated that there is a further \$63,771.08 of work that Cushman and Wakefield has completed and invoiced, but has not yet paid and therefore this has been incorporated into the calculations below.

If, for unforeseen circumstances, the contract is unable to commence on the proposed date of 09 December 2019, a contingency of \$50,000.00 per month has been included in the proposed contract sum. It is not anticipated this will need to be utilised.

Previously Approved Contract Sum	\$2,722,643.09
Contract spend to date (30 August 2019)	<u>-\$2,609,308.23</u>
Amount remaining under contract	\$113,334.86
Estimated operational spend (months August 2019 - December 2019 @ \$50,000 per month)	\$250,000.00
Contingency (two months @ \$50,000)	<u>\$100,000.00</u>
Forecast amount through to December 2019	\$350,000.00
<i>Additional amount required</i>	
– Work completed but not paid	\$63,771.08
– Forecast	\$350,000.00
– Less Remaining ACS	<u>-\$113,334.86</u>
Additional Amount Required	\$300,436.22
Proposed Increased Approved Contract Sum	\$3,023,079.31

4. ANALYSIS OF OPTIONS

4.1 OPTIONS

Option 1: Delegate the awarding of Contract 19/035 to the Chief Operating Officer and increase the ACS to \$3,023,079.31 to allow for current level of service to continue to be met.

This option is recommended.

Option 2: Do not delegate the responsibility of awarding Contract 19/035 to the Chief Operating Officer and approve the increase to the ACS to \$3,023,079.31. This could result in a delay in the awarding of the contract and potentially the commencement date of the contract.

This option is not recommended.

Option 3: Do not delegate the responsibility of awarding Contract 19/035 to the Chief Operating Officer and do not approve the increase to the ACS to \$3,023,079.31. This could result in a delay in the awarding of the contract and potentially the commencement date of the contract. 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. The contract spend utilises existing Long Term Plan budgets.

5.2 LEGAL

The current contract expires on 31 October 2019 and an extension will be negotiated. There has been no issue with performance or pricing and no increase in levels of service.

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

Staff have undertaken a significant amount of work to collect data, analyse assets and prepare tender documents which have been presented to the market to attract reputable companies. This work will result in an innovative, collaborative form of contract which will provide an improved level of service to our district.

To allow for an effective procurement process to continue uninterrupted, staff are requesting that awarding of this contract, once negotiations are complete, be delegated to the Chief Operating Officer. By doing so, the procurement process will not be delayed and may result in an earlier commencement of the new contract. To support this decision, the contract sum of the current contract needs to be increased to provide for the continuation of building, electrical, plumbing, drain laying and gas fitting maintenance services across Council properties.

Open Meeting

To	Waikato District Council
From	Sue O’Gorman General Manager Customer Support
Date	29 August 2019
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference #	GOV1301/2339124
Report Title	Regulatory Subcommittee – Appointment of Cr Smith

I. EXECUTIVE SUMMARY

The purpose of this report is to seek Council’s approval to the appointment of Councillor Smith to the Regulatory Subcommittee in accordance with clause 30, Schedule 7 of the Local Government Act 2002.

The Regulatory Subcommittee (**‘the Subcommittee’**) undertakes hearings of resource consents pursuant to the Resource Management Act and hears appeals under the Dog Control Act. The Subcommittee’s current members comprise Cr Fulton (Chairperson), Crs Gibb, Main and Sedgwick.

Standard practice is for three Subcommittee members to hear and determine appeals under the Dog Control Act. The General Manager Customer Support, in conjunction with the Subcommittee Chairperson, is delegated authority to make appointments for any hearing from the panel of Subcommittee members.

The Subcommittee is due to hear an appeal under the Dog Control Act on 7 October 2019. For the specific hearing, Cr Gibb responded to, and assisted, the applicant’s associates with their enquiries to staff prior to the appeal being lodged and has therefore declared a conflict of interest in this matter. Due to the technical nature of the specific hearing, Cr Fulton, as the Subcommittee’s Chair, has recommended that Cr Smith’s experience in quasi-judicial hearings will be particularly useful.

As with the current Subcommittee members, if appointed to the Subcommittee, Cr Smith’s tenure will continue until the end of the triennium.

2. RECOMMENDATION

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

AND THAT Councillor Noel Smith be appointed as a member of the **Regulatory Subcommittee** with immediate effect.

3. ATTACHMENTS

Nil

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 July 2019
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Exclusion of the Public

I. EXECUTIVE SUMMARY

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

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:

Confirmation of Council minutes dated 12 August 2019 and Extraordinary minutes dated 14 August 2019

Receipt of Minutes:

- **Strategy & Finance Committee – 26 June 2019**
- **Infrastructure Committee – 25 June 2019**
- **Waters Governance Board – 24 July 2019**

Committee Recommendations:

- **Strategy & Finance – 28 August 2019**
- **Infrastructure – 27 August 2019**

REPORTS

a. Penalties Remissions: 55 Mahi Road, Te Kauwhata

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)(a)

b. Request for departure from Development Contributions Policy

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)(b)(ii)

Section 48(1)(a)

c. Proposed District Plan – Stage 2 (Natural Hazards)

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)(b)(ii), (j)

Section 48(1)(a)

d. Chief Executive's Issues

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)(g),(h),(i),(j)

Section 48(1)(a)

e. Mayoral Issues

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)(g),(h),(i),(j)

Section 48(1)(a)

3. ATTACHMENTS

Nil