
MINUTES of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 1 NOVEMBER 2016** 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 [*from 1.04pm*]
Cr RC McGuire
Cr FM McNally
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson

Attending:

Mayoress T Sanson
Mr GJ Ion (Chief Executive)
Ms S Duignan (General Manager Customer Support)
Mr T Harty (General Manager Service Delivery)
Mr TG Whittaker (General Manager Strategy & Support)
Mrs R Gray (Council Support Manager)
Mrs L Wainwright (Committee Secretary)
Mrs W Wright (Committee Secretary)
Mr K Lockley (Zero Harm Manager)
Ms A Diaz (Finance Manager)
Mr V Ramduny (Finance & Project Manager)
Staff

APOLOGIES AND LEAVE OF ABSENCE

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/McInally)

THAT the agenda for a meeting of the Waikato District Council held on Tuesday 1 November 2016 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 12 which shall be considered with the public excluded.

CARRIED on the voices

WDC1611/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

COMMITTEE STRUCTURE AND MEMBERSHIP

Agenda Item 4

Resolved: (Crs Sedgwick/Gibb)

THAT the report from His Worship the Mayor be received.

CARRIED on the voices

WDC1611/02/1

Resolved: (Crs Church/Fulton)

THAT pursuant to schedule 7 clause 30 and section 41A (3)(b) of the Local Government Act 2002 the following Committee structure have been established by exercising Mayoral powers:

- Policy & Regulatory Committee
- Regulatory Subcommittee (Subcommittee of the Policy & Regulatory Committee)
- Strategy & Finance Committee
- Audit & Risk Committee (Subcommittee of the Strategy & Finance Committee)
- Infrastructure Committee
- Discretionary & Funding Committee
- Chief Executive's Performance Review Subcommittee
- Economic Development Advisory Group
- Submission Subcommittee;

AND THAT pursuant to schedule 7 clause 30 and Section 41A(3)(b) of the Local Government Act 2002 and Section 186 of the Sale and Supply of Alcohol Act 2012, Waikato District Council appoints the following committee:

- District Licensing Committee;

AND FURTHER THAT pursuant to schedule 7 clause 30 of the Local Government Act 2002, Council is part of the following Joint Committee:

- **Waikato-Tainui and Waikato District Council Joint Committee**
- **Waikato Plan Joint Committee Nga Wai o Maniapoto**
- **Future Proof;**

AND FURTHER THAT the Waikato District Council agrees that the review of the Chief Executive's performance be undertaken three times per year in February, June (to set performance goals for the following year) and September (final review for the year and consideration of remuneration);

AND FURTHER THAT pursuant to schedule 7 clause 31 and section 41A(3)(c) of the Local Government Act 2002 the following appointments to Chairpersons have been made by exercising Mayoral powers:

- **Policy & Regulatory Committee - Cr Sedgwick**
- **Regulatory Sub-Committee – Cr Fulton**
- **Strategy & Finance Committee – Cr Gibb**
- **Audit & Risk Committee – Margaret Devlin**
- **Infrastructure Committee – Cr Fulton**
- **Discretionary & Funding Committee – Cr Lynch**
- **Waikato Tainui and Waikato District Council Joint Committee Co-Chair – Mayor Sanson**
- **Chief Executive's Performance Review Subcommittee – Mayor Sanson**
- **Submission Subcommittee – Councillor Gibb**
- **Economic Development Advisory Group – Mayor Sanson;**

AND FURTHER THAT pursuant to schedule 7 clause 31 and section 41A(3)(c) of the Local Government Act 2002 and Section 189 (2) of the Sale and Supply of Alcohol Act 2012, the following appointment as Chairperson be made by exercising Mayoral powers:

- **District Licensing Committee – Cr Smith;**

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002 the Waikato District Council appoints the following members to the committees:

Policy & Regulatory Committee

Cr Main - Deputy Chairperson
Mayor Sanson
All Councillors

Regulatory Sub-Committee

Cr Gibb - Deputy Chairperson
Cr Main
Cr Sedgwick

Strategy & Finance Committee

Cr Bech - Deputy Chairperson

Mayor Sanson

All Councillors

Audit & Risk Committee

Cr Gibb - Deputy Chairperson

Cr Bech

Cr Main

Cr Sedgwick

Mayor Sanson – ex-officio

Infrastructure Committee

Cr Patterson - Deputy Chairperson

Mayor Sanson

All Councillors

Discretionary & Funding Committee

Cr McGuire – Deputy Chairperson

Cr Fulton

Cr Henderson

Cr Main

Cr Thomson

Mayor Sanson – ex-officio

Waikato-Tainui and Waikato District Council Joint Committee

Waikato-Tainui representative – Co-Chair (to be confirmed by Waikato-Tainui)

Three other Waikato-Tainui representatives (to be confirmed by Waikato-Tainui)

Cr Fulton

Cr Gibb

Cr Thomson

Alternate: Cr Church

NB: One of the Waikato-Tainui Committee members must be the Chairperson of Te Aratūara and one of the Waikato District Council members must be the Mayor.

Chief Executive's Performance Review Sub-Committee

Cr Fulton – Deputy Chairperson

Cr Bech

Cr Gibb

Cr Sedgwick

Economic Development Advisory Group

Deputy Mayor

Strategy & Finance Chairperson

Strategy & Finance Deputy Chairperson

Policy & Regulatory Chairperson

Submission Subcommittee

**His Worship the Mayor
Infrastructure Chairperson
Policy & Regulatory Chairperson
Discretionary & Funding Chairperson;**

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002 and Section 189 (3) of the Sale and Supply of Alcohol Act 2012, Waikato District Council appoints Cr Gibb as the Deputy Chairperson to the District Licensing Committee;

AND FURTHER THAT the Deputy Mayor, Councillor Fulton, will become ex-officio to all Committees (except the District Licensing Committee) if Mayor Sanson is unable to attend;

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002 Waikato District Council appoints the following members to joint committees:

- **Nga Wai o Maniopoto – Mayor Sanson**
- **Waikato Plan – Mayor Sanson**
- **Alternate – Deputy Mayor;**

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002 Waikato District Council appoints the following members to the Waikato District Community Wellbeing Trust:

Until the completion of the first meeting of the Trust in the 2016-2019 Council term:

**His Worship the Mayor
Deputy Mayor
Discretionary & Funding Chairperson
Judy Muru
Eileen Bateup.**

From the completion of the first meeting of the Trust in the 2016-2019 Council term:

**Chairperson – Awaroa Ki Tuakau Ward Councillor (Cr Church)
Deputy Chairperson – Eureka Ward Councillor
Trustees: His Worship the Mayor
Judy Muru
Eileen Bateup.**

CARRIED on the voices

WDC1611/02/2

Cr Lynch entered the meeting at 1.04pm during discussion on the above item and was present when voting took place.

DELEGATIONS

Agenda Item 5

Tabled: Changes to Delegations Register

The Chief Executive outlined the changes to the delegations register following the circulation of the document. Further changes were identified during discussion on this item.

Resolved: (Crs Patterson/Bech)

THAT the report from the Chief Executive be received;

AND THAT in line with the Council's previous direction and schedule 7 clause 30(5) of the Local Government Act, the Transitional Subcommittee be disbanded at the conclusion of this meeting;

AND FURTHER THAT pursuant to schedule 7 clause 32 of the Local Government Act 2002 the Waikato District Council makes the delegations as detailed in the amended delegations register.

CARRIED on the voices

WDC1611/03

APPOINTMENTS TO COMMUNITY BOARDS AND OTHER COMMITTEES

Agenda Item 6

Resolved: (Crs McNally/Thomson)

THAT the report from the Chief Executive be received;

THAT pursuant to section 50 (b) of the Local Government Act 2002 and section 19(b) of the Local Electoral Act the Waikato District Council makes the following appointments to the Community Boards:

Raglan Community Board

Raglan Ward Councillor

Onewhero-Tuakau Community Board

**Onewhero Te Akau Ward
Councillor
Awaroa Ki Tuakau Councillor
Ward Councillor (Cr Church)**

Huntly Community Board

Huntly Ward Councillors (2)

Ngaruawahia Community Board

**Ngaruawahia Ward Councillors
(2)**

Taupiri Community Board

**Ngaruawahia Ward Councillors
(2)**

The Local Government Commission determination requires the above appointments to be made;

AND THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002, and in line with previous appointments, the Waikato District Council makes the following appointments to outside organisations:

Waikato Regional Council: Regional Transport Committee:

Infrastructure Committee Chairperson
His Worship the Mayor (in the absence of the Infrastructure Chairperson)
Infrastructure Committee Deputy Chairperson (in the absence of the Infrastructure Committee Chairperson or His Worship the Mayor)

Waikato Regional Council: Regional Road Safety Committee:

Infrastructure Committee Chairperson
Infrastructure Committee Deputy Chairperson (in the absence of the Infrastructure Committee Chairperson);

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002, and in line with previous appointments, the Waikato District Council makes the following appointment to Community Committees:

Te Kauwhata Community Committee	Whangamarino Ward Councillor
Meremere Community Committee	Whangamarino Ward Councillor
North East Waikato Community Committee	Whangamarino Ward Councillor
Rangiriri Community Committee	Whangamarino Ward Councillor
Te Kauwhata Community Committee	Whangamarino Ward Councillor
Meremere Community Committee	Whangamarino Ward Councillor
North East Waikato Community Committee	Whangamarino Ward Councillor
Rangiriri Community Committee	Whangamarino Ward Councillor
Te Kowhai Community Committee	Newcastle Ward Councillor
Eureka Community Committee	Eureka Ward Councillor

Tauwhare Community Committee	Eureka Ward Councillor
Matangi Community Committee	Eureka Ward Councillor
Tamahere Community Committee	Tamahere Ward Councillor
Pokeno Community Committee	Awaroa Ki Tuakau Ward Councillors (2)
Pukemiro/Glen Afton Community Committee	Huntly Ward Councillors (2)
Glen Massey Community Committee	Ngaruawahia Ward Councillors (2)
Gordonton Community Committee	Hukanui-Waerenga Ward Councillor
Horsham Downs Community Committee	Hukanui-Waerenga Ward Councillor

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002, and in line with previous appointments, the Waikato District Council makes the following appointments to recreation reserve committees and a Hall Committee:

Te Kauwhata Domain Management Committee	Whangamarino Ward Councillor
Whatawhata Domain Management Committee	Newcastle Ward Councillor
Ohinewai Area Committee	Huntly Ward Councillor (Cr Lynch)
Lake Rotokauri Management Committee	Newcastle Ward Councillor
Lake Kainui Recreation Reserve Committee	Hukanui-Waerenga Ward Councillor
Puketirini Management Committee	Huntly Ward Councillor (Cr McNally) Infrastructure Committee Chairperson
Raglan Coastal Reserves Advisory Committee	Raglan Ward Councillor Raglan Community Board Chairperson
Te Akau/Waingaro Community Complex Committee	Onewhero-Te Akau Ward Councillor

Te Kowhai Hall Committee	Newcastle Ward Councillor
Tuakau Recreation Reserve Committee	Awaroa Ki Tuakau Ward Councillor (Cr Henderson)
Mercer Recreation Reserve Committee	Awaroa Ki Tuakau Ward Councillors (2)
Waikato District Lakes and Freshwater	Whangamarino Ward Councillor
Wetlands Memorandum of Agreement Governance Group	Hukanui-Waerenga Ward Councillor;

AND FURTHER THAT pursuant to schedule 7 clause 32 of the Local Government Act 2002, to exercise speaking and voting rights, the Waikato District Council appoints the following members in respect of Companies and Council Controlled Organisations (and related organisations) in which the Waikato District Council has a shareholding, namely:

Waikato Regional Airport Ltd	His Worship the Mayor Deputy Mayor (Alternate)
Civic Assurance	His Worship the Mayor Deputy Mayor (Alternate)
Strada Corporation Limited	His Worship the Mayor Deputy Mayor (Alternate)
Hamilton & Waikato Tourism	Strategy & Finance Committee Chairperson;

AND FURTHER THAT pursuant to schedule 7 clause 32 of the Local Government Act 2002, the Waikato District Council delegates the following responsibilities, duties and power to deal with matters affecting the WEL Energy Trust:

- **His Worship the Mayor**
- **Deputy Mayor (Alternate);**

AND FURTHER THAT pursuant to schedule 7 clause 32 of the Local Government Act 2002, the Waikato District Council appoints the following representatives to attend Local Government New Zealand (including Zone 2 meetings and Rural/Provincial Sector meetings):

- **His Worship the Mayor**
- **Deputy Mayor**

AND FURTHER THAT pursuant to section 18 of the Hauraki Gulf Marine Park Act 2000 the Waikato District Council makes the following appointments to be the Hauraki Gulf Forum Committee:

- Eureka Ward Councillor;

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002, and the Waikato District Council makes the following appointments to the Raglan Kopua Holiday Park Board of Management:

- Raglan Ward Councillor;

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002, and in line with previous appointments, the Waikato District Council makes the following appointments to Creative Communities New Zealand:

- Discretionary & Funding Deputy Chairperson
- Awaroa Ki Tuakau Ward Councillor (Cr Henderson);

AND FURTHER THAT pursuant to schedule 7 clause 31 of the Local Government Act 2002 and in line with previous appointments the Waikato District Council makes the following appointments to the River Liaison Sub-Committees with Waikato Regional Council:

Lower Waikato River and Catchment Liaison Subcommittee Whangamarino Ward Councillor

Middle Waikato River and Catchment Liaison Subcommittee Eureka Ward Councillor

Waipa River and Catchment Liaison Subcommittee Newcastle Ward Councillor

West Coast Liaison Zone Subcommittee Raglan Ward Councillor

AND FURTHER THAT pursuant to clause 32 of schedule 7 of the Local Government Act 2002 the Waikato District Council delegates the power to represent Council on the Nga Wai o Maniapoto Joint Committee:

- His Worship the Mayor
- Deputy Mayor (in the absence of His Worship);

AND FURTHER THAT pursuant to clause 32 of schedule 7 of the Local Government Act 2002, the Waikato District Council delegates the role to be the Council representatives to the Future Proof Implementation Committee:

- His Worship the Mayor

- Deputy Mayor;

AND FURTHER THAT pursuant to schedule 7 clause 32 of the Local Government Act 2002 the Waikato District Council delegates the power to represent Council on the Waikato Plan Joint Committee:

- His Worship the Mayor
- Deputy Mayor (Alternate);

AND FURTHER THAT pursuant to schedule 7 clause 31 and clause 32 of the Local Government Act 2002 and section 13 of the Civil Defence Emergency Management Act 2002 the Waikato District Council makes the following appointment to the Waikato Region Civil Defence and Emergency Management Group Joint Committee:

- Newcastle Ward Councillor;

AND FURTHER THAT in the absence of the Newcastle Ward Councillor, the Deputy Mayor has delegated authority to act as the Council's representative on the Waikato Region Civil Defence and Emergency Management Group Joint Committee;

AND FURTHER THAT pursuant to clause 32 of schedule 7 of the Local Government Act 2002 Council's representative or alternative representative be granted full delegated authority to commit to action and expenditure on behalf of the Council within approved budgets as per section 7 of the Waikato Region Civil Defence and Emergency Management Group Constituting Agreement;

AND FURTHER THAT pursuant to schedule 7 clause 32 of the Local Government Act 2002 the Waikato District Council makes these delegations to be the Council representatives to the following:

Waikato Coalfields Museum Trust	Huntly Ward Councillor (Cr McInally)
Taitua Arboretum Advisory Group	Newcastle Ward Councillor
Woodlands Historic Trust Board	Mr Peter De Luca
Department of Corrections Community Liaison Group for the Spring Hill Corrections Facility	Whangamarino Ward Councillor
Hamilton Airport Community Liaison Group	Tamahere Ward Councillor

Waters CCO Governance Group

His Worship the Mayor
Strategy & Finance Chairperson
Strategy & Finance Deputy
Chairperson.

CARRIED on the voices

WDCI611/04

COMMUNITY BOARD/COMMITTEE CHARTER

Agenda Item 7

Resolved: (Crs Smith/Sedgwick)

THAT the report from the Chief Executive be received;

AND THAT the Waikato District Council confirms the Community Board and Community Committee Charters as attached to the report;

AND FURTHER THAT Council works with the community boards and community committees to review the respective Charters.

CARRIED on the voices

WDCI611/05

CODE OF CONDUCT

Agenda Item 8

Resolved: (Crs Fulton/Lynch)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDCI611/06

STANDING ORDERS FOR MEETINGS OF LOCAL AUTHORITIES AND COMMUNITY BOARDS

Agenda Item 9

Resolved: (Crs Patterson/Sedgwick)

THAT the report from the Chief Executive be received;

AND THAT Waikato District Council cease conducting its meetings under the NZ Model Standing Orders NZS 9202:2003 incorporating Amendment No. 1;

AND FURTHER THAT Waikato District Council adopt the new Waikato District Council Standing Orders and conduct its meetings using those Standing Orders.

CARRIED on the voices

WDCI611/07

CONFIRMATION OF MINUTES

Agenda Item 10

Resolved: (Crs Sedgwick/Lynch)

THAT the minutes of an Inaugural Meeting held on Thursday 27 October 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDC1611/08

REPORTS

Zero Harm Update

Agenda Item 11.1

The Zero Harm Manager highlighted the following key points:

- statistics on injuries remain low
- employee engagement in carrying out safety conversations are being held.

A request was made to provide a dashboard identifying trends. The Zero Harm Manager advised that a quarterly report would be generated for the past three months and provided to Council.

The Zero Harm Manager advised there had been a shift in health and safety with a genuine culture moving forward now across the organisation. The Chief Executive stated that we need to be continually vigilant about the health and safety systems and this can be done by reminding and questioning staff about work practices.

Resolved: (Crs Gibb/Church)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDC1611/09/1

Additional Carry Forward 2015/2016 Request – Waikato River Alive Project Fund

Agenda Item 11.2

Resolved: (Crs Smith/Lynch)

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

AND THAT Council approves the transfer of the balance of \$23,870.50 from the General Rate account back to the Waikato River Alive Project.

CARRIED on the voices

WDC1611/09/2

New Road Name Proposals for Kowhai Downs Subdivision
Agenda Item 11.3

Resolved: (Crs Smith/Sedgwick)

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

AND THAT Council approves the name Te Ara Aukati Terrace for Road 2 within the Kowhai Downs subdivision, McIntosh Drive, Pokeno.

CARRIED on the voices

WDC1611/09/3

New Road Name Proposals at Taplin Road, Matangi
Agenda Item 11.4

Resolved: (Crs Patterson/Smith)

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

AND THAT Council approves the names Meadowpark Way for Road 1, Margot Lane for Road 2 (south-east), and Clover Close for Road 2 (north-west).

CARRIED on the voices

WDC1611/09/4

New Road Name Proposal at Awatea Road, Whatawhata
Agenda Item 11.5

Resolved: (Crs Smith/Patterson)

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

AND THAT Council approves the name Harihari Lane for Road 4.

CARRIED on the voices

WDC1611/09/5

Attendance at the Newly Elected Members' Workshop
Agenda Item 11.6

Resolved: (Crs Church/Gibb)

THAT the report from the Chief Executive be received;

AND THAT the following Councillors be approved to attend the Elected Members' workshop:

**Cr Bech
Cr Henderson
Cr McNally
Cr Main
Cr Paterson
Cr Thomson**

CARRIED on the voices

WDC1611/09/6

EXCLUSION OF THE PUBLIC

Agenda Item 12

Resolved: (Crs McGuire/Main)

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 Extraordinary Minutes dated Monday 3 October 2016.

REPORTS

a. Transitional Subcommittee

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)(b)(i)(ii)

Section 48(1)(3)(d)

CARRIED on the voices

WDC1611/09/7

Resolutions WDC1611/10 – WDC1611/13 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 2.11pm.

Minutes approved and confirmed this

day of

2016.

AM Sanson

CHAIRPERSON

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