

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 12 NOVEMBER 2019** commencing at **9:30am**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
Cr AD Bech
Cr JA Church
Cr CA Eyre
Cr JM Gibb
Cr SL Henderson
Cr SD Lynch
Cr RC McGuire
Cr FM McNally
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson
Cr CT Woolerton

Attending:

Mr GJ Ion (Chief Executive)
Mr TG Whittaker (Chief Operating Officer)
Mr C Morgan (General Manager Community Growth)
Mrs S O’Gorman (General Manager Customer Support)
Mr J Quinn (Communications, Engagement and Marketing Manager)
Ms L Shirley (Zero Harm Manager)
Mr J Ebenoh (Planning and Policy Manager)
Ms D Tracey (Strategic Planning Team Leader)
Mr M Davey (Strategic Planner)
Mr B Stringer (Democracy Manager)

Ms E O’Dwyer (Waikato Times Reporter)

DECLARATION OF COUNCILLOR McINALLY

Councillor McNally read and signed the declaration required under clause 14, Schedule 7 of the Local Government Act 2002.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Thomson/Church)

THAT an apology be received from Cr Sedgwick.

CARRIED

WDC1911/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Patterson/McInally)

THAT the agenda for a meeting of the Waikato District Council held on Tuesday, 12 November 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 the Council resolves that the report for Item 6.6 – *Draft Waikato 2070 – Waikato District Council Growth and Economic Development Strategy* - be replaced with an updated version of the report as tabled at the meeting.

Tabled Item: Draft Waikato 2070 – Waikato District Council Growth and Economic Development Strategy (v2)

CARRIED

WDC1911/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/Bech)

THAT the minutes of the Inaugural meeting of the Waikato District Council held on 30 October 2019 be confirmed as a true and correct record of that meeting.

CARRIED

WDC1911/03

REPORTS

Zero Harm

Agenda Item 6.1

The Chief Executive and Zero Harm Manager highlighted, and responded to questions on the following matters:

- 200 safety engagement conversations recorded last month.
- Wellbeing activities and Wellbeing Collective's plan for 2020.
- "Work Safe Home Safe" event for staff in February 2020.
- KPMG report presented to Audit & Risk Committee in December 2019 on the duty of officers' under the Health and Safety at Work Act 2015.
- Materiality of events recorded in the staff report.
- Critical risk (working on or near roads) – the next risk work item that staff would be working on as part of the Zero Harm Strategic Plan.

Resolved: (Crs Smith/McInally)

THAT the report from the Chief Executive be received.

CARRIED

WDC1911/04

Governance Structure 2019 -22

Agenda Item 6.2

The Democracy Manager summarised the report and the consequential changes introduced in the revised Governance Structure. The elected members requested amendments to the version of the Governance Structure attached to the staff report¹.

Resolved: (Crs Gibb/Smith)

THAT the report from the Chief Executive be received;

AND THAT in accordance with section 41A Local Government Act 2002, the Council notes that the Mayor has established the committee structure and appointed the chairpersons to those committees as set out in the Governance Structure attached to this report (Attachment I)

AND FURTHER the Council approves the Governance Structure attached to this report (Attachment I), including:

- a. the appointment of elected members to:**

¹ A copy of the updated Governance Structure is appended to these Minutes, with track changes.

- i. specified committees, subcommittees and other decision-making bodies in accordance with clause 31, Schedule 7 Local Government Act 2002; and
- ii. positions on community boards and external organisations, including joint committees with other local authorities;
- b. the terms of reference and delegations to the specified committees, subcommittees and other decision-making bodies in accordance with clause 32, Schedule 7 Local Government Act 2002.
- c. the appointment of the following elected members to the Council's District Licensing Committee in accordance with section 189 of the Sale and Supply of Alcohol Act 2012:
 - i. Cr Noel Smith – Chairperson;
 - ii. Cr Jacqui Church – Deputy Chairperson,

subject to the amendments requested by the Council (as highlighted in the version of the Governance Structure appended to these Minutes) and noting that the proposed appointment of Maangai Maaori to the Strategy & Finance, Infrastructure and Policy & Regulatory committees is subject to the approval by the Council, which will be considered under a separate report.

AND FURTHER THAT the Council approves:

- a. the updating of Council policies that is necessary to reflect the approved Governance Structure, such updates to be undertaken by staff in consultation with the Chairperson of the Policy & Regulatory Committee; and
- b. the revocation of the Committee Structure & Membership Policy;

AND FURTHER THAT the Council notes that the attached Governance Structure is to replace those sections of the Delegations Register that relate to committees, subcommittees and other subordinate decision-making bodies, appointment of elected members, and the delegations and terms of reference of committees, subcommittees and other subordinate decision-making bodies.

CARRIED

WDC1911/05

Establishment of Maangai Maaori (Maaori Representation) on Council Committees
Agenda Item 6.3

The Communications, Engagement & Marketing Manager introduced the report and highlighted the next steps should the Council approve the appointment of Maangai Maaori to the three principal Council committees.

Resolved: (Crs Smith/Patterson)

THAT the report from the Communications, Engagement & Marketing Manager

be received;

AND THAT the Council approves the appointment of Maangai Maaori representatives to each of its principal committees:

- a. the Strategy and Finance Committee;**
- b. the Infrastructure Committee; and**
- c. the Policy and Regulatory Committee,**

each with full voting rights (Option 2 in the report);

AND FURTHER THAT the Council approves that an appointments panel be established and delegated to commence and oversee the recruitment process for the Maangai Maaori positions, such panel to comprise:

- a. His Worship the Mayor;**
- b. the Deputy Mayor;**
- c. a representative from Waikato-Tainui's appointments panel;**
- d. an independent representative appointed by the Chief Executive;**

AND FURTHER THAT Council approves the Maangai Maaori role description that is attached to the staff report for the purpose of the recruitment process;

AND FURTHER THAT the Council notes that the Appointments Panel's recommendations will be brought back to Council for approval in early 2020;

AND FURTHER THAT the Council notes that a media release will be issued by staff outlining Council's decision to appoint Maangai Maaori and drawing attention to the recruitment process.

A division was called:

For the Motion: His Worship the Mayor Sanson, Crs Bech, Church, Eyre, Gibb, Henderson, Lynch, Thomson, McNally, Patterson, Woolerton, Smith

Against the Motion: Cr McGuire

CARRIED

WDC1911/06

Schedule of Meetings 2019/20

Agenda Item 6.4

The Democracy Manager summarised the report and noted an update to the commencement time for the Infrastructure Committee meeting on Thursday, 5 December 2019 (10:00am).

Following discussion, the members agreed for Council and the principal Committee meetings to commence at 9:30am going forward.

Resolved: (Crs Church/Bech)

THAT the report from the Chief Executive be received;

AND THAT the Council adopts the 2020 meeting schedule, as attached to the staff report (Attachment I);

AND FURTHER THAT the Council notes the following committee meetings that are scheduled to take place in 2019:

Committee	Date and Time
Extraordinary Discretionary & Funding Committee	1:30pm, Monday 18 November 2019
Policy and Regulatory Committee	9:30am, Wednesday 27 November 2019
Regulatory Subcommittee	9:00am, Thursday 28 November 2019*
Strategy and Finance Committee	9:30am, Monday 2 December 2019
Audit and Risk Committee	1:00pm, Monday 2 December 2019
Infrastructure Committee	10:00am, Thursday 5 December 2019

*** subject to confirmation with objector.**

CARRIED

WDC1911/07

Elected Members' Remuneration 2019/20
Agenda Item 6.5

The Democracy Manager summarised the report and advised of the following corrections to the table on page 37 of the Agenda:

- Final row, second column: The amount of “(\$663,315)” was inserted in error and should be deleted;
- Third column: Clarification that the effective date for the base Councillor remuneration would be 22 October 2019. Remuneration for additional responsibilities would be effective from 13 November 2019.

Resolved: (Crs Bech/Gibb)

THAT the report from the Chief Executive be received;

AND THAT the Council approves the remuneration for Councillors, including positions of additional responsibility, as follows:

Position	Number of Members	Remuneration per member
Deputy Mayor	1	\$78,375
Chairperson – Infrastructure, Strategy & Finance, Policy & Regulatory Committees	3	\$68,400
Chairperson – Discretionary & Funding Committee	1	\$54,625
Chairperson – PDP Subcommittee	1	\$58,780
Councillor – base remuneration	7	\$47,500

as further detailed in the worksheet attached to the staff report.

AND FURTHER THAT the Council delegates to the Chief Executive, or his nominee, to complete the documentation to be submitted to the Remuneration Authority to give effect to this resolution;

AND FURTHER THAT the Council notes that the recommended remuneration for Councillors will take effect once approved by the Remuneration Authority and gazetted, which is expected to be towards the end of December 2019.

CARRIED

WDC1911/08

Draft Waikato 2070 - Waikato District Council Growth and Economic Development Strategy
Agenda Item 6.6

The Strategic Planner spoke to the updated report tabled at the meeting [ref WDC1911/02], and requested that the recommended consultation timeframe be extended to 17 January 2020. It was proposed that a final version of the strategy would be presented to the Council for adoption at its meeting in April 2020.

Resolved: (Crs Smith/Church)

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

AND THAT under section 83 of the Local Government Act 2002, Council adopts the Statement of Proposal (Attachment 1 of the staff report) and approves public consultation on the Waikato District Council Draft Growth and Economic Development Strategy to occur by way of special consultative procedure between 13 November 2019 and 17 January 2020.

CARRIED

WDC1911/09

Items Approved using Transition Delegations
Agenda Item 6.7

The Chief Executive summarised the report and the matters for which he exercised his extended delegations during the elections period in line with the Council's resolution of 7 October 2019.

Resolved: (Crs McNally/Thomson)

THAT the report from the Chief Executive be received.

CARRIED

WDC1911/10

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs Patterson/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. 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:
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Section 7(2)(g),(h),(i),(j)

Section 48(1)(a)

b. 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:
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Section 7(2)(g),(h),(i),(j)

Section 48(1)(a)

CARRIED

WDC1911/11

Resolution WDC191112 is contained in the public excluded section of these minutes.

Upon resumption of the Open Meeting, there being no further business, the meeting was declared closed at 11:13am

Minutes approved and confirmed December 2019.

AM Sanson
Chairperson

Appendix to Council Minutes – 12 November 2019
Governance Structure (with requested amendments recorded)

[https://alpha.waikatodc.govt.nz/T1Prod/CiAnywhere/Web/PROD/ECMCore/DocumentProperties?f=%24EMC.DOC.PROP.MNT&h=rV2vDVtm42&t=E82697D&suite=ECM&pagekey=20191121140847&title=191112%2520CCL%2520Open%2520Minutes%2520Appendix%2520-%2520Draft%2520Governance%2520Structure%25202019-2022%2520WDC%2520\(track-change\)](https://alpha.waikatodc.govt.nz/T1Prod/CiAnywhere/Web/PROD/ECMCore/DocumentProperties?f=%24EMC.DOC.PROP.MNT&h=rV2vDVtm42&t=E82697D&suite=ECM&pagekey=20191121140847&title=191112%2520CCL%2520Open%2520Minutes%2520Appendix%2520-%2520Draft%2520Governance%2520Structure%25202019-2022%2520WDC%2520(track-change))