

Minutes for a meeting of the Waikato District Council held in the Council Chambers, 15 Gallileo Street, Ngaruawahia on **WEDNESDAY, 28 JUNE 2023** commencing at **1.00pm**.

**Present:**

Her Worship the Mayor, Mrs JA Church (Chairperson)

Cr C Beavis

Cr C Eyre

Cr J Gibb

Cr M Keir

Cr P Matatahi-Poutapu

Cr K Ngataki (left at 2.45pm)

Cr EM Patterson

Cr M Raumati

Cr V Reeve (arrived at 1.35pm)

Cr L Thomson (left at 2.45pm)

Cr P Thomson

Cr T Turner (arrived at 1.35pm)

Cr D Whyte

**Attending:**

Mr GJ Ion (Chief Executive)

Mr TG Whittaker (Chief Operating Officer)

Mrs S O’Gorman (General Manager, Customer Experience)

Ms M May (General Manager, Service Delivery)

Mrs E Edgar (Executive Manager, Communications Marketing & Engagement)

Ms A Diaz (Chief Financial Officer)

Mr A Averill (Deputy General Manager Service Delivery)

Mr C Bailey (Finance Manager)

Ms N Hubbard (Corporate Planning Team Leader)

Mr T McIntyre (Policy Advisor)

Mrs GJ Kanawa (Democracy Manager)

The Council meeting was adjourned at 1.05pm and resumed at 1.35pm.

## **APOLOGIES AND LEAVE OF ABSENCE**

Resolved: (Crs Patterson/Ngataki)

**THAT** the Waikato District Council:

- a. accepts the apology from Cr T Turner and V Reeve for lateness and Cr L Thomson and Cr Ngataki for early departure.

**CARRIED**

**WDC2306/21**

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

Agenda Item 2

Resolved: (Crs L Thomson/Gibb)

**THAT** the agenda for a meeting of the Waikato District Council held on Wednesday, 28 June 2023 be confirmed:

- a. with all items therein being considered in open meeting with the exception of those items detailed at agenda items 5, which shall be considered with the public excluded; and
- b. noting that a replacement cover report for PEX Agenda Item 2 – Confirmation of Minutes (Wednesday, 7 June 2023) was circulated under separate cover; and
- c. as per Section 46a of the Local Government Act Council receives the late report from the Performance & Strategy Committee meeting held on 20 June 2023 – Review of Waikato Regional Airport (PEX Agenda Item 3.3); and
- d. as per Section 46a of the Local Government Act Council receives the late recommendaion from the Sustainability & Wellbeing Committee meeting held on 28 June 2023 – Adaptive Management Planning (Agenda Item 6.1); and
- e. all reports be received.

**CARRIED**

**WDC2306/22**

## **DISCLOSURES OF INTEREST**

Agenda Item 3

There were no declarations of interest.

## **CONFIRMATION OF MINUTES**

Agenda Item 4

The report was received [*WDC2306/22 refers*] with no further discussion held.

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

**THAT the Waikato District Council confirms:**

- a. the minutes for a meeting held on **Wednesday, 7 June 2023** be confirmed as a true and correct record, and
- b. the minutes for a meeting held on **Thursday, 8 June 2023 (Annual Plan Hearings)** be confirmed as a true and correct record.
- c. the minutes for a meeting held on **Tuesday, 13 June 2023 (Annual Plan Deliberations)** be confirmed as a true and correct record.

**CARRIED**

**WDC2306/23**

## **EXCLUSION OF THE PUBLIC**

Agenda Item 8

**Resolved: (Cr Ngataki/Eyre)**

- a. **THAT the public be excluded from the following parts of the proceedings of this meeting:**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
<b>Item PEX 2 Confirmation of Minutes for meeting held on Wednesday, 7 June 2023</b>	<b>Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987</b>	<b>Section 48(1)(a)</b>
<b>Item PEX 3.1 CEPR Committee - Agreed 2023/24 CE KPIs</b>		

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
<b>Item PEX 3.2 – WGB Report</b> <b>1. Pukekohe Wastewater Treatment Plant Presentation</b> <b>2. Te Kauwhata Treated Water Conveyance Solutions</b>		
<b>Item PEX 3.3 – Performance &amp; Strategy Committee Recommendations regarding Waikato Regional Airport Ltd</b>		
<b>Item PEX 4 Chief Executive Issues</b>		
<b>Item PEX 5 Mayoral Issues</b>		

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

Item No.	Section	Interest
<b>Item PEX 2</b> <b>Minutes for meeting held on Wednesday, 7 June 2023</b>	<b>Refer previous minutes for reasons for exclusion.</b>	
<b>Item PEX 3.1</b> <b>CEPR Committee - Agreed 2023/24 CE KPIs</b>	<b>7(2)(a)</b>	<b>To protect the privacy of natural persons.</b>
<b>Item PEX 3.2 – WGB Report</b> <b>1. Pukekohe Wastewater Treatment Plant Presentation</b> <b>2. Te Kauwhata Treated Water Conveyance Solutions</b>	<b>Refer to Waters Governance Board agenda for reasons for exclusion.</b>	

Item No.	Section	Interest
Item PEX 3.3 – Performance & Strategy Committee Report - 20 June 2023 - Waikato Regional Airport Ltd	Refer to reasons included in Performance & Strategy Committee agenda for 20 June 2023.	
Item PEX 4 Chief Executive Issues	7(2)(c)(i)	To protect information that is subject to an obligation of confidence and to ensure the information avenue remains open, when it is in the public interest for it to do so.
Item PEX 5 Mayoral Issues		

**CARRIED**

**WDC2306/24**

*Resolutions WDC2306/25 - WDC2306/28 are contained in the public excluded section of these minutes.*

## **COMMITTEE REPORTS**

*Sustainability & Wellbeing Committee – 28 June 2023*  
Agenda Item 6.1

Draft Adoption of Taiao (Nature) in the Waikato Strategy – Agenda Item 6.4

The report was received [WDC2306/22 refers] and no further discussion was held.

**Resolved: (Crs L Thomson/Keir)**

**THAT the Waikato District Council:**

- a. **adopts the Taiao (Nature) in the Waikato Strategy; and**
- b. **revokes the Waikato District Council – Conservation Strategy (2004) and Esplanade Strategy (2000).**

**CARRIED**

**WDC2306/29**

It was noted at this point that a further recommendation needed to be considered by Council that required clarification from the General Manager, Community Growth and would be further discussed at the end of the meeting.

## **REPORTS**

### Adoption of Annual Plan 2023/24

#### Agenda Item 7.1

The report was received [*WDC2306/22 refers*] and the following discussion was held:

- Corporate Planner spoke to the report and minor amendments/errors in the report.
- Confirmed no rate charged for Koromatua Hall to residents and had been confirmed with Waipa District Council also.
- Concern raised with the imbalance in regard to the plan wording for the targeted rates and feedback provided to staff on wording changes with the annual plan which were tabled for discussion and supported.

**Resolved: (Crs Beavis/Reeve)**

**THAT the Waikato District Council:**

- a. approves the targeted rate for the Whatawhata Community Hall to be reduced from \$70 to \$57 per annum, and**
- b. approves the amended wording as tabled (Attachment 7.1A to these minutes), excluding the removal of the double vowel for Maatangi as this was the correct spelling.**
- c. adopts the 2023/24 Annual Plan as presented, with any minor edits or corrections as necessary being delegated to the Chief Executive for sign off.**

**CARRIED**

**WDC2306/30**

### Rates Resolution 2023-2024 Financial Year

#### Agenda Item 7.2

The report was received [*WDC2306/22 refers*] and the following discussion was held:

- It was noted that the Uniform Annual General Charge (UAGC) discussions happen within the Long-term plan process, however it was noted this would be very late in the process due to the district valuations.

**Resolved: (Her Worship the Mayor, Mrs JA Church/Cr Reeve)**

- a. THAT the Waikato District Council resolves that the rates set out in the tables below be set under the Local Government (Rating) Act 2002 (“the Act”) for the financial year commencing on 1 July 2023 and ending on 30 June 2024.**

Source	Category	Funding	Basis of Rating	AP 2023/24 \$
General Rate	All rateable land in the district	Work program as highlighted in the long term plan including Animal Control, Community and Safety, Corporate and Council Leadership, Environmental Health, Community Liaison, Libraries, Parks and Reserves, Resource Management, Rooding, Solid Waste management, Stormwater, Wastewater and Water Supply	Uniform rate in the dollar of capital value	0.0022918
Uniform annual general charge (UAGC)		People related activities including but not limited to libraries, parks and reserves, public cemeteries, public swimming pools, public toilets, community centres, community liaison, grants and donations, safer communities, animal control, civil defence and safety, building control, environmental health, resource management planning, environmental consents planning, area offices and democracy/ local government.	Fixed amount per rating unit	462.55
Targeted community facilities rates (apply to all rating units within each ward catchment area).	Huntly Community Facilities (urban catchment)	Covers the cost of maintenance and operation of community facilities.	Fixed amount per rating unit	34.00
	Ngaruawahia Community Facilities			25.00
	Raglan Community Facilities			25.00
Huntly pool rural	Based on location of rating unit in catchment area	Covers the cost of maintenance and operation of community facilities.	Fixed amount per rating unit	16.00
Tamahere Recreation Reserve	Based on location of rating unit within the Tamahere Ward	Covers the cost of loan interest and additional operational costs for the above average level of service of the Tamahere Recreation Reserve	Fixed amount per separately used or inhabited part of a rating unit	38.00

Source	Category	Funding	Basis of Rating	AP 2023/24 \$
Targeted hall or community centre rates (apply to all rating units within each hall catchment area)	Te Kohanga	Covers the cost of maintenance and operation of halls, other facilities and community centres	Uniform rate in the dollar of land value	0.000026
	Aka Aka		55.00	
	Eureka		35.00	
	Glen Murray		50.00	
	Gordonton		26.00	
	Horsham Downs		35.00	
	Huntly		8.00	
	Karioitahi		55.00	
	Mangatangi		34.50	
	Mangatawhiri		58.50	
	Maramarua		24.00	
	Matangi		30.00	
	Meremere		24.00	
	Naike		40.89	
	Ohinewai		24.00	
	Opuatia		32.00	
	Orini		26.00	
	Otaua		55.00	
	Pokeno		23.00	
	Port Waikato		125.00	
	Pukekawa		40.00	
	Puketaha		38.00	
	Ruawaro		29.00	
	Tamahere		70.00	
	Taupiri		24.00	
	Tauwhare		30.00	
	Te Akau/Waingaro		32.00	
	Te Hoe		30.00	
	Te Kowhai		50.00	
	Te Mata		24.00	
Tuakau	46.13			
Whangarata	46.00			
Whatwhata	57.00			
Waikaretu	50.00			
Whitikahu	53.00			
Tamahere gully conservation	Rating units within catchment area	Contribution to ongoing and future conservation work in the Tamahere Gully	Fixed amount per rating unit	52.00



Source	Category	Funding	Basis of Rating	AP 2023/24 \$
Tuakau refuse and recycling collection	Rating units within serviced areas	Covers the cost of refuse, recycling and food waste collection where the service is provided.	Fixed amount per wheelie bin.	221.61
Glen Murray refuse and recycling collection	Rating units within serviced areas		Fixed amount per separately used or inhabited part of a rating unit	64.79
Raglan recycling collection	Residential rating units within serviced areas.		Fixed amount per separately used or inhabited part of a rating unit	159.01
Raglan food waste collection	Residential rating units within serviced areas.		Fixed amount per separately used or inhabited part of a rating unit	76.76
Te Mata/Te Uku recycling collection points	Residential rating units within serviced areas.		Fixed amount per separately used or inhabited part of a rating unit	63.21
District wide refuse and recycling collection	Residential rating units within serviced areas. ( Eureka, Glen Afton/Pukemiro, Gordonton and surrounds, Horotiu, Horsham Downs, Huntly and surrounds, Meremere, Ngaruawahia and surrounds, Port Waikato and surrounds, Pukekawa, Rangiriri and surrounds, Rotokauri, Tamahere and surrounds, Taupiri and surrounds, Te Kauwhata and surrounds, Te Kowhai, Whatawhata)		Fixed amount per separately used or inhabited part of a rating unit	221.61

Source	Category	Funding	Basis of Rating	AP 2023/24 \$
Water Supply - Available	Available (not connected but within 100 metres of the public water supply - to which it is capable of effectively being connected)	District wide water activities as per the annual plan	Fixed amount per rating unit	403.58
Water Supply - Non-Metered	Non-Metered rating units in serviced areas	District wide water activities as per the annual plan	Fixed amount per separately used or inhabited part of a rating unit	403.58
			Fixed amount per separately used or inhabited part of a rating unit for water consumed (non-metered)	460.96
Water Supply - Metered	Metered rating units in serviced areas	District wide water activities as per the annual plan	Fixed amount per separately used or inhabited part of a rating unit	403.58
			Charge Per cubic metre of water consumed (as measured by meter).	2.27
Wastewater	Residential - connected	Wastewater activities	Fixed amount per separately used or inhabited part of a rating unit	1,372.24
	Residential - available (not connected but within 30 metres of a public wastewater drain - to which it is capable of effectively being connected)		Fixed amount per rating unit	686.12
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans.	1,372.24
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Additional fixed amount per pan for the third and any subsequent pans.	137.22
Wastewater	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected	Wastewater activities	Fixed amount per separately used or inhabited part of a rating unit for the first two pans.	1,372.24
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Additional fixed amount per pan for the third and any subsequent pans.	274.45
	Commercial - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans.	1,372.24
	Commercial - Connected		Additional fixed amount per pan for the third and any subsequent pans.	686.12

Source	Category	Funding	Basis of Rating	AP 2023/24 \$
Urban Stormwater	Rating units within the stormwater catchment areas for which the service is available (Horotiu, Huntly, Matangi, Meremere, Ngaruawahia, Pokeno, Port Waikato, Raglan, Taupiri, Te Kauwhata and Tuakau).	District wide stormwater activity as per the annual plan	Fixed amount per rating unit	238.72
Tamahere rural stormwater	Rating units within the Tamahere stormwater catchment area.	Tamahere rural stormwater activities	Fixed amount per rating unit	29.11
Tamahere land drainage	Rating units within the Tamahere land drainage catchment area.	Land drainage activities.	Amount per hectare of land area	6.59
Community Boards	Huntly ward	Direct costs of operating all the community boards within the district	Fixed amount per rating unit	23.12
	Ngaruawahia ward			23.12
	Tuakau wards			23.12
	Port Waikato Rural ward			23.12
	Raglan ward			23.12
	Taupiri ward			23.12
Pokeno Capital Wastewater Scheme	Connected properties in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection.	1,548.01
Wahaanga Coast Capital Wastewater Scheme	Connected properties in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection.	1,539.00

**b. THAT the Waikato District Council resolves that rates for the 2023/2024 year (excluding water by meter rates) shall be due in three equal instalments as follows:**

<b>First Instalment</b>	<b>20 September 2023</b>
<b>Second Instalment</b>	<b>22 January 2024</b>
<b>Third Instalment</b>	<b>20 May 2024</b>

- c. **THAT the Waikato District Council resolves that water by meter rates shall be invoiced separately and payable in two instalments each year. For the 2023/2024 financial year, the meter reading dates and the payment due dates of instalments for each area are:**

<b>Area</b>	<b>Reading Date 1</b>	<b>Payment Due Date 1</b>	<b>Reading Date 2</b>	<b>Payment Due Date 2</b>
Ngaruawahia	July 2023	6 September 2023	January 2024	6 March 2024
Taupiri	July 2023	6 September 2023	January 2024	6 March 2024
Horotiu	July 2023	6 September 2023	January 2024	6 March 2024
Huntly	August 2023	4 October 2023	February 2024	3 April 2024
North Waikato	September 2023	1 November 2023	March 2024	1 May 2024
Pokeno	September 2023	1 November 2023	March 2024	1 May 2024
Port Waikato	October 2023	6 December 2023	April 2024	5 June 2024
Onewhero	October 2023	6 December 2023	April 2024	5 June 2024
Tuakau	October 2023	6 December 2023	April 2024	5 June 2024
Southern Districts	November 2023	4 January 2024	May 2024	3 July 2024
Western Districts	November 2023	4 January 2024	May 2024	3 July 2024
Raglan	December 2023	7 February 2024	June 2024	7 August 2024
Te Akau	December 2023	7 February 2024	June 2024	7 August 2024

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

- i. **A penalty of 10% on so much of any rates instalment that has been assessed after 1 July 2023 and which is unpaid after the due date for payment, to be applied on the penalty dates as follows:**

**First instalment            21 September 2023**  
**Second instalment        23 January 2024**  
**Third instalment           21 May 2024**

- ii. **A penalty of 10% on so much of any water by meter instalment that has been assessed after 1 July 2023 and which is unpaid after the due date for payment. The penalty dates for the water instalments are as follows:**

<b>Area</b>	<b>Penalty date 1</b>	<b>Penalty date 2</b>
Ngaruawahia	7 September 2023	7 March 2024
Taupiri	7 September 2023	7 March 2024
Horotiu	7 September 2023	7 March 2024
Huntly	5 October 2023	4 April 2024
North Waikato	2 November 2023	2 May 2024
Pokeno	2 November 2023	2 May 2024
Port Waikato	7 December 2023	6 June 2024
Onewhero	7 December 2023	6 June 2024
Tuakau	7 December 2023	6 June 2024
Southern Districts	5 January 2024	4 July 2024
Western Districts	5 January 2024	4 July 2024
Raglan	8 February 2024	8 August 2024
Te Akau	8 February 2024	8 August 2024

- iii. **A penalty of 10% on so much of any rates assessed before 30 June 2023 which remain unpaid on 1 July 2023. The penalty date is 1 July 2023.**
- iv. **A further penalty of 10% on any rates to which a penalty has been added on 1 July 2023 if the rates remain unpaid. The penalty date is 1 January 2024.**
- e. **THAT the Waikato District Council sends a copy of the resolution to the Secretary of Local Government within 20 working days of these decisions.**

**CARRIED**

**WDC2306/31**

Fees and Charges 2023-2024

Agenda Item 7.3

The report was received [*WDC2306/22 refers*] and the following discussion was held:

- No changes had been made to the fees and charges schedules other than the reflection of changed bylaw names/dates.
- It was noted that the fees and charges should reflect that the Huntly Civic Centre was available for hire, however Huntly Museum currently had a long term lease and there should be a note that this space was temporarily unavailable.
- User pays charges inflation assumption in long term plan – cost recovery basis – not directly a factor as different for different areas.

**Resolved: (Crs Whyte/Keir)**

**THAT the Waikato District Council approves the amendment of the Fees and Charges 2021-2024, replacing “Public Places Bylaw 2016” with “Traffic Bylaw 2023” on pages 37 and 38 of Attachment I – Fees and Charges 2021-2024.**

**CARRIED**

**WDC2306/31**

## **COMMITTEE REPORTS**

*Sustainability & Wellbeing Committee – 28 June 2023*  
Agenda Item 6.1 (additional recommendation)

Adaptive Management Planning and Port Waikato Erosion

The report was received [*WDC2306/22 refers*] and no further discussion was held.

**Resolved: (Crs Eyre/Raumati)**

**THAT the Waikato District Council:**

- a. endorses the ongoing provision of advice to the Port Waikato community on coastal processes and short- and medium-term actions to slow coastal erosion at Sunset Beach;
- b. confirms Council’s existing position of managed retreat with respect to public assets at Sunset Beach, Port Waikato. This means that the long-term approach is to relocate public facilities rather than defend them, and that any protection works for the carpark and other community facilities would need to be short-term, cost-effective, and culturally and environmentally responsible, with the purpose of potentially slowing erosion while a longer-term relocation / retreat plan is developed;
- c. confirms that it accepts the independent expert and peer reviewed advice;
- d. Council has received to date that the installation of hard structures of any kind to prevent or slow coastal erosion at Sunset Beach is not appropriate and may exacerbate erosion effects;
- e. confirms that Council will not directly fund any further sand transfer trials or other physical works aimed at protecting public or private property at Sunset Beach in Port Waikato, in the absence of a targeted rate to fund such works;
- f. resolves not to invoke the emergency works powers of Section 330 of the Resource Management Act 1991 for coastal protection works at Sunset Beach, Port Waikato, for the protection of either private or public property, and resolves not to transfer such powers to another entity;

- g. confirms it will investigate opportunities to better enable and support managed retreat for private properties affected by erosion at Sunset Beach in Port Waikato, including through the expected Climate Adaptation Act;**
- h. approves the prioritisation and continuation of work towards a long-term adaptive management plan for the wider Port Waikato community, and for other communities such as Raglan, via a broader and more robust Waikato District Adaptive Management Planning Project, as outlined in the attached Scoping Report; and**
- i. agrees to request Waikato Regional Council's participation in forming a Joint Committee (or Joint Working Party) for the Waikato District Adaptive Management Planning Project, and to facilitate the formation of a Community Panel(s) and/or Community Reference Group(s), as recommended by the attached Scoping Report.**

**CARRIED**

**WDC2306/31**

There being no further business the meeting was declared closed at 3.36pm.

Minutes approved and confirmed this 17<sup>th</sup> day of July 2023.

JA Church  
**CHAIRPERSON**