

Minutes for a meeting of the Infrastructure Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaaruawaahia **WEDNESDAY, 13 DECEMBER 2023** commencing at **1.00pm**.

Present:

Cr EM Patterson (Chairperson)
Cr D Whyte (Deputy Chairperson)
Cr C Beavis
Cr JM Gibb
Cr C Eyre
Cr M Keir
Cr P Matatahi-Poutapu
Cr M Raumati (via audio-visual link)
Cr V Reeve
Cr L Thomson
Cr P Thomson
Cr T Turner

Attending:

Mr GJ Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Ms M May (Acting General Manager – Service Delivery)
Ms A Diaz (Chief Financial Officer)
Mr A Averill (Deputy General Manager, Service Delivery)
Ms M Brown (Strategic Property Manager)
Ms S Fraser (Waste Services Manager)
Ms K Wellington (Enterprise Project Management Office Manager)
Mr K Abbot (Executive Manager, Projects & Innovations)
Ms R Law (Reserve Planning Team Leader)
Mr A Singh (Transport Operations Team Leader)
Mr L McCarthy (Contractor, Asset Engineer)
Ms C Piddock (Legal Counsel)
Ms R Chisholm (Democracy Advisor)

The Committee opened the meeting with a Karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs L Thomson/P Thomson)

That the Infrastructure Committee accept the apologies from:

- a. Cr Ngataki (absent on Council business) and Her Worship the Mayor, Mrs JA Church for non-attendance; and
- b. Cr Whyte for lateness.

CARRIED

INF2312/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Patterson/Gibb)

THAT the agenda for a meeting of the Infrastructure Committee held on Wednesday, 13 December 2023 be confirmed:

- a. with all items therein being considered in the open meeting, with the exception of those items detailed at agenda item 7, which shall be considered with the public excluded; and
- b. all reports be received.

CARRIED

INF2312/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Patterson/Gibb)

THAT the minutes for a meeting of the Infrastructure (INF) Committee held on Wednesday, 8 November 2023 be confirmed as a true and correct record.

CARRIED

INF2312/03

ACTION REGISTER

Agenda Item 5.

The report was received [INF23/2/02 refers], and no further discussion was held.

REPORTS

Huntly West Domain – proposal to classify reserve and grant a lease on reserve land to Friendship House (Huntly) Community Charitable Trust)

Agenda Item 6.1

The report was received [INF23/2/02 refers], taken as read and the following discussion was held:

- It was advised that that the public consultation process for the public notification of the proposed lease has been completed and approval was sought from the Committee for classification of the Huntly West Domain as a Recreation Reserve as well as for approval to grant a ground lease of part of the Huntly West Domain.
- It was noted that approval of recommendations from the report, would enable the classification of the reserve and the granting of a new ground lease to Friendship House (Huntly) Community Charitable Trust for the construction and operation of the Huntly West Hub.
- Four (4) submitters to the public notification of the proposed lease who had indicated an intention to speak to their submissions were invited to attend the Infrastructure Committee meeting. Each submitter had been in support of the lease and, when invited to attend, declined on the basis that the recommendation was in line with their submission.
- A representative of Friendship House, also in favour of the lease, did attend the meeting however, due to miscommunication regarding the meeting start time, the resolution had already been approved.
- The Committee agreed to support the classification and to approve the ground lease.

Resolved: (Crs L Thomson/Beavis)

THAT the Infrastructure Committee:

- a. pursuant to s16(1) of the Reserves Act 1977, exercises its delegated authority under the Instrument of Delegation for Territorial Authorities 2013 to classify as 'Recreation Reserve' those parts of the reserve land known as the Huntly West Domain and legally described as:
 - i. Lot 8 DPS 316, NZ Gazette 1962 page 195;
 - ii. Lot 40 DPS 858, NZ Gazette 1954 page 501 (S66618);
 - iii. Lot 1 DPS 316, NZ Gazette 1962 page 195; and
 - iv. Part Lot 9 DPS 316, 1954 page 501 (S66618).
- b. being satisfied that the functions and purposes of the Reserves Act 1977 have been considered, that the statutory processes have been met, that the decision is a reasonable one and it is in the public interest to do so, pursuant to Section 54(1)(b) of that Act, exercises its delegated authority to grant ground lease to Friendship House (Huntly) Community Charitable Trust over part of the land known as Huntly West Domain, specifically an area of approximately 560 square metres, being Part Lot 9 DPS 316, as shown on Attachment I: Proposed Leased Area; and
- c. delegates to the Chief Executive the authority to:
 - i. publish a notice of classification in the New Zealand Gazette; and
 - ii. negotiate and conclude the lease agreement; and
 - iii. execute all relevant documentation to give effect to this resolution.

CARRIED

INF2312/04

Amendments to earlier resolution re ground leases to Onewhero Society of Performing Arts and Onewhero Bowling Club re term of lease
Agenda Item 6.2

The report was received [INF2309/02 refers], taken as read and no further discussion was held.

Resolved: (Crs Eyre/Reeve)

That the Infrastructure Committee:

a. rescinds Resolution INF2309/27 dated 27 September 2023, which read as follows:

Onewhero Domain – Proposal to grant ground leases on reserve land to Onewhero Society of Performing Arts (OSPA) and Onewhero Bowling Club (OBC)
Agenda Item 6.4

The report was received [INF2308/02 refers], and no further discussion was held:

Resolved: (Crs P Thomson/Cr Eyre)

THAT the Infrastructure Committee:

- a. subject to engagement with Mana Whenua, approves a ground lease of part of the Onewhero Domain to the Onewhero Society of Performing Arts in accordance with Section 54 of the Reserves Act 1977; and
- b. subject to engagement with Mana Whenua, approves a ground lease of part of the Onewhero Domain to the Onewhero Bowling Club in accordance with Section 54 of the Reserves Act 1977.
- c. notes that the land area affected by the proposed leases for OSPA and OBC is described as being Part Allotment 89 Onewhero Parish, further delineated on Attachment I – *Plan of Proposed Lease Areas of this report*.

CARRIED

INF2309/07

- b. subject to engagement with Mana Whenua, approves a ground lease of part of the Onewhero Domain to the Onewhero Society of Performing Arts (OSPA) in accordance with Section 54 of the Reserves Act 1977; and
- c. subject to engagement with Mana Whenua, approves a ground lease of part of the Onewhero Domain to the Onewhero Bowling Club (OBC) in accordance with Section 54 of the Reserves Act 1977; and
- d. notes that the land affected by the proposed leases for OSPA and OBC is described as being Part Allotment 89 Onewhero Parish, further delineated on Attachment I – *Plan – Leased Area - Onewhero Bowling Club (OBC) and Onewhero Society of Performing Arts (OPSA)*.

CARRIED

INF2312/05

Gordonton Pony Club Incorporated Lease and/or Licence
Agenda Item 6.3

The report was received [INF2312/02 refers], and the following discussion was held:

- It was noted that the Pony Club has been operating from the Gordonton Reserve for a number of years with no lease or license in place.
- It was advised that the Pony Club has plans for construction of a new arena and Council were in consultation with them regarding the design and location for this.
- It was reported that the community is supportive of the Pony Club's plans for the new arena.

Resolved: (Crs Beavis/L Thomson)

THAT the Infrastructure Committee:

- a. subject to Council staff engaging with mana whenua regarding this proposal, exercises its delegated authority under Section 61 of the Reserves Act 1977 to grant a lease and/or a licence to the Gordonton Pony Club Incorporated ("the Club") being part of Part Allot 148, No8 Komakorau PSH for a term longer than 5 years and not exceeding 20 years.**
- b. delegates to the Chief Operating Officer authority to negotiate and execute all relevant documentation to give effect to the resolution, provided he is satisfied by the outcome of the engagement with Gordonton District Committee.**

CARRIED

INF2312/06

Community Waste Minimisation Fund
Agenda Item 6.4

The report was received [INF2312/02 refers], and no further discussion was held:

- It was noted that Waikato District Council does not offer a publicly promoted community waste minimisation fund whilst other Councils in neighbouring areas do.
- It was proposed that some of Council's waste levy allocation, from the Ministry for the Environment, is put towards an annual, contestable Community Waste Minimisation Fund which would enable to community to plan, lead, and deliver their own waste minimisation projects.
- It was noted that spending of the Waste Minimisation Levy is legislated under the Waste Minimisation Act 2008, and it is separate from rates money. The Waste Services Manager further noted that it was her responsibility to report back to the Ministry for the Environment on spending.
- It was clarified that Council would not be partnering with Hamilton City Council as they have a different application process to the Waikato District Council process.

- The Community Compost Hub in Te Kauwhata was used as an example of very positive marae involvement in a similar project to what would be possible through a potential waste minimisation fund, and it was queried how Council could package some education for marae and collaborate with mana whenua and iwi on a strategy to work collaboratively.

ACTION: The Waste Services Manager to discuss with Cr Raumati offline, a strategy for education to marae for waste minimisation.

- There was discussion regarding the process for managing the proposed waste minimisation fund and the Waste Services Manager advised:
 - Applications would be received and then sent to a panel to assess independently.
 - Council teams would receive the applications to check that there were no crossovers between Council teams.
 - Applications would be presented to a waste liaison group for feedback.
 - If no issues were identified, approval would be given by the Waste Services Manager.
 - Follow up at the midway point of the project would be undertaken.
 - Reporting at the end of the project.
 - Inclusion in the quarterly report.
- Discussion followed regarding potential projects and volumes, and it was noted that long term, behaviour change was hard to measure.

Resolved: (Crs L Thomson/Matatahi-Poutapu)

THAT the Infrastructure Committee recommends to Council:

- the establishment of a Community Waste Minimisation Fund as recommended in the Council's Waste Minimisation and Management Plan, and**
- that the fund commences with an amount of \$50,000 in the first year, up to \$100,000 in the second year and up to \$150,000 in the third year.**

CARRIED

INF2312/07

Capital Project Delivery Portfolio Update
Agenda Item 6.5

The report was received [INF2312/02 refers], and no further discussion was held:

- Acknowledgement was given to the Enterprise Project Management Office (EPMO) team for the great progress the team has made in delivery of Council projects.
- It was highlighted that a lot of work has been done on forecasting and delivery is anticipated at 89.45%.
- There was extensive discussion regarding communication of projects, and it was noted that engagement with the community and affected stakeholders should be as early as possible, especially when there were changes in scope. In response, it was advised that there was a Communications Strategy in progress at Council that would help with the guidance of communication.
- Crs Gibb and Patterson reported attendance at a roadside meeting in Horotiu on Tuesday evening, 12 December to discuss road closure and detours. The meeting highlighted lack of early discussion and working with affected parties at earliest possible time. It was also noted that local residents often feel that growth and industry is put ahead of community.

ACTION: The Enterprise Project Management Office Manager to have a conversation with Crs Gibb and Patterson to get understandings from the meeting attended last night.

- The Committee acknowledged that there were legacy issues from projects started prior to establishment of the EPMO.
- It was noted that significant improvement on past results had been made in relation to risk and assurance, and the graph in the report shows that the capital budget was coming under control and risk appetite levels are inside of red limits.
- It was queried how it came to be that Council was previously in the red level/status on projects and it was advised that there were many reasons how it came about, however, performance measures would give assurance going forward.

ACTION: The Enterprise Project Management Office to make an amendment to Capital Initiative report on page 73 of the agenda, to record Tuakau not Te Kauwhata in the Town column for CCTV Installation and Monitoring.

Resolved: (Crs Patterson/Reeve)

THAT the Infrastructure Committee receives the Capital Project Delivery Portfolio Update report for December 2023.

CARRIED

INF2312/08

Reserve Reclassification of Crawford's Quarry Reserve for Public Notifications
Agenda Item 6.6

The report was received [*INF2312/02 refers*], and the following discussion was held:

- It was advised that Crawford's Quarry (30 Tauwhare Road; colloquially known as Tamahere Reserve) has never been used as a Local Purpose (Quarry) Reserve for which it is currently classified and there is no intention for it to be used for this purpose. Therefore, reclassification to Local Purpose (ecological) Reserve was proposed.
- It was noted that engagement with the Tamahere Community Committee, Department of Conservation (DoC), Tamahere Manganone Restoration Trust and Ngaati Hauaa has been done.
- It was noted that Council staff have assessed that there were three (3) reserve type options for the Committee to consider, as outlined in the report, with a recommendation to approve the first option of progressing the reserve classification to Local Purpose (ecological) reserve and to appoint a hearing panel and this complies with the Council's legal and policy requirements,
- It was noted that the DoC are in support of the reclassification to Local Purpose (ecological) reserve.
- In following discussion Councillors' P Thomson, Turner and Whyte expressed interest in being on the proposed Hearings Panel and the Committee discussed and agreed to these Councillors being the Hearings Panel.

Resolved: (Crs Beavis/Reeve)

THAT the Infrastructure Committee:

- a. approves the public notification of the proposal to reclassify the Local Purpose Reserve (site for quarries), being Lot Allotment 236 Parish of Tamahere, to a Local Purpose (ecological) Reserve, and**
- b. appoints a hearings panel of three (3) Councillors, for the reserve reclassification process should there be a requirement to hear any submitters in order to inform a recommendation to the Infrastructure Committee, and**
- c. receives the Reserve Reclassification of Crawford's Quarry report.**

CARRIED

INF2312/09

Community Connections Strategic Review

Agenda Item 6.7

The report was received [*INF2312/02 refers*], and no further discussion was held:

- It was reported that a review of strategic documents had been done by the Reserve Planning Team and a forward works programme was created for the wider Community Connections group including Open Spaces, Facilities, Community Venues and events teams.
- It was noted that the restructured forward works programme has the following reviews underway:
 - Connectivity (trails) Strategy Review -
 - Community Facility Strategy
 - Neighbourhood Park and Sports Park
 - Event Strategy
- Reviews coming up include:
 - Open Spaces Strategy Review – 2024
 - Lakes Reserve Management Plan – 2025
- It was noted that the forward works programme also complements the Corporate Planning – policies and bylaws forward works programme.

Resolved: (Crs Beavis/L Thomson)

THAT the Infrastructure Committee receives the Community Connections Strategic Review report and PowerPoint presentation.

CARRIED

INF2312/10

Recovery Works Update – Storm Damage Repairs

Agenda Item 6.8

The report was received [*INF2312/02 refers*], and the following discussion was held:

- It was noted that as residents see works being done around the district, they do not correlate the work with storm damage and/or maintenance. It was queried how to communicate the type of work to the community.

ACTION: The Asset Engineer to have a discussion with Crs Eyre and Cr Matatahi-Poutapu regarding how to communicate to communities about work being done..

Resolved: (Crs Eyre /PThomson)

THAT the Infrastructure Committee recommends that Council:

- a. delegates authority to the Chief Executive to award emergency works packages up to the value of \$5.262M, and
- b. notes that an additional report will be presented to the Infrastructure Committee in 2024 to provide details of contracts awarded.

CARRIED

INF2312/11

EXCLUSION OF THE PUBLIC

Resolved: (Crs L Thomson/Gibb)

THAT the public be excluded from the following parts of the proceedings of this meeting.

- a. 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:

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
Item PEX 1 Confirmation of Minutes	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 2.1 Property Acquisition - Ngaaruawaahia		
Item PEX 2.2 Renewal of Leases		
Item PEX 2.3 Land Acquisition for Road - Tuakau		

- 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
----------	---------	----------

