

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 6 APRIL 2021** commencing at **9.32am**.

**Present:**

His Worship the Mayor, Mr AM Sanson (Chairperson)  
Cr AD Bech  
Cr CA Eyre  
Cr JM Gibb  
Cr SD Lynch  
Cr RC McGuire  
Cr FM McNally  
Cr EM Patterson  
Cr JD Sedgwick  
Cr NMD Smith  
Cr LR Thomson  
Cr CT Woolerton [*from 9.35am*]

**Attending:**

Cr T Mahuta (Waikato Regional Council)  
Cr P Storey (Waikato Regional Council)  
Mr C McLay (Chief Executive, Waikato Regional Council)  
Ms K Macown (Audit New Zealand)  
Mr C Susan (Audit New Zealand)

Mr TG Whittaker (Chief Operating Officer)  
Mr R MacCulloch (General Manager Service Delivery)  
Mrs S O’Gorman (General Manager Customer Support)  
Mr V Ramduny (Acting General Manager Community Growth)  
Mr J Ebenhoh (Planning & Policy Manager)  
Mr B Burnand (Project Manager Long Term Plan)  
Ms A Diaz (Chief Financial Officer)  
Mr J Quinn (Communications, Engagement and Marketing Manager)  
Mr C Bailey (Finance Manager)  
Ms A Plumpton (Development Contributions Co-ordinator)  
Ms T Hancock (Senior Communications and Engagement Officer)  
Ms L Shirley (Zero Harm Manager)  
Mrs LM Wainwright (Committee Secretary)

**APOLOGIES AND LEAVE OF ABSENCE**

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

**THAT an apology be received from Cr Church and Cr Henderson;**

**AND THAT an apology for lateness be received from Cr Woolerton.**

**CARRIED**

**WDC2104/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Thomson/Gibb)**

**THAT the agenda for a meeting of the Waikato District Council held on Tuesday, 6 April 2021 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.**

**CARRIED**

**WDC2104/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

**Resolved: (Crs Bech/Lynch)**

**THAT the minutes of a meeting of the Waikato District Council held on Monday, 22 February 2021 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**WDC2104/03**

## **COMMITTEE RECOMENDATIONS**

### **Strategy & Finance Committee**

Agenda Item 5.1

Consideration of Conservation Fund Applications (S&F2103/05)

**Resolved: (Crs Gibb/Thomson)**

**THAT Council approve, in full, the Conservation Fund applications:**

- of \$4,900.00 from M Emms (146C Woodcock Road, Tamahere);
- of \$4,700.00 from K Over (349 Pinnacle Hill Road, Mangatāwhiri); and
- of \$4,999.00 from C Jackson (1109 Whaanga Road, Raglan).

**CARRIED**

**WDC2104/04**

Submission on the Waikato Regional Transport Plan 2021-2051 (S&F2103/06)

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

**THAT Council approve the:**

- submission on the draft **Waikato Regional Land Transport Plan 2021-2051**, and
- inclusion of additional comments within the submission on the draft **Waikato Regional Land Transport Plan 2021-2051**.

**CARRIED**

**WDC2104/05**

Cr Woolerton entered the meeting at 9.35am following discussion on the above item.

## **REPORTS**

### Waikato Regional Council's LTP Presentation Agenda Item 6.1

Tabled Item: Waikato Regional Council's 2021-2031 LTP Roadshow presentation.

- Representatives from Waikato Regional Council summarised the powerpoint presentation on the 2021-2031 LTP Roadshow.
- In 2020 WRC developed a ten (10) year strategy. The focus was on water, climate, biodiversity/biosecurity, coastal and marine, sustainable infrastructure and transport connections.
- Healthy waterways were a priority for communities and Central Government. This would require an increase in regulatory activities.
- The Regional Pest Management Plan and Regional Coastal Plan would be consulted on alongside the LTP.
- Targeted rates for sustainable housing.
- Transport connections with regional centres.

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

**THAT the report from the Chief Executive be received.**

**CARRIED**

**WDC2104/06**

### Development Contributions Policy and Policy Appendices – Approval for Consultation Agenda Item 6.2

The Development Contributions Co-ordinator took the report as read. No discussion was held.

**Resolved: (Crs McNally/Woolerton)**

**THAT the report of the Acting General Manager Community Growth be received;**

**AND THAT Council, in accordance with section 82A(2) of the Local Government Act 2002, approves the Statement of Proposal, the draft 2021/22 Development Contributions Policy and appendices to the draft policy for consultation as part of the LTP consultation process.**

**CARRIED**

**WDC2104/07**

Adoption of the Long Term Plan 2021-31 Draft User Fees and Charges, Draft Supporting Information and Consultation Document

Agenda Item 6.3

The Project Manager Long Term Plan took the report as read and noted the following matters:

- Draft unfunded projects. Mercer hall had been removed from the project list. The NZ Fire Service facility at Mercer could be purchased for community use.

**ACTION:** A community facility for Mercer be placed on the unfunded list in the LTP.

- Continuation of the inorganic collection would be discussed at the community drop-in sessions to assess whether communities would/would not support the service.

**ACTION:** Staff were acknowledged for the work put in to the LTP process and for the quality of the document produced.

**Resolved: (Crs Smith/Bech)**

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

**AND THAT** Council:

- a) **Adopts the Draft User Fees and Charges Schedule (Attachment 4) and the Statement of Proposal for Draft User Fees and Charges (Attachment 3) for the purposes of public consultation through the Long Term Plan consultation process.**
- b) **Adopts the Supporting Documentation (Attachment 2) relied on as the basis for drafting the Long Term Plan 2021-31 Consultation Document, including:**
  - i. **Significant Forecasting Assumptions**
  - ii. **Draft Infrastructure Strategy**
  - iii. **Draft Financial Strategy**
  - iv. **Revenue and Financing Policy**
  - v. **Draft Financial Statements**
  - vi. **Draft Capital Projects List**
  - vii. **Draft Unfunded Projects List**
  - viii. **Draft Performance Measures.**
- c) **Receives the Audit New Zealand audit opinion on the Draft Long Term Plan 2021-31 Consultation Document.**
- d) **Adopts the Long Term Plan 2021-31 Consultation Document that has incorporated final feedback from Audit New Zealand.**

- e) Approves commencement of formal consultation on the Draft Long Term Plan 2021-31 from 7 April 2021 to 7 May 2021.
- f) Authorises the Chief Executive to make minor amendments to the documentation should they be required to ensure accuracy and correct minor drafting errors.

**CARRIED**

**WDC2104/08**

Replacement of Petitions Policy with Petitions Guidelines  
Agenda Item 6.5

The Planning & Policy Manager summarised the report and noted the following amendment under the Petitions Guideline:

Point one would now read:

***“Guidelines for preparing a petition***

*Petitions should include a short statement (no more than 150 words), regarding the issues to be addressed.”*

**Resolved: (Crs Woolerton/Gibb)**

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

**AND THAT Council revoke the Waikato District Council ‘Petitions Policy’ and replace it with the Waikato District Council ‘Petitions Guidelines’ with immediate effect.**

**CARRIED**

**WDC2104/09**

Zero Harm Update

Agenda Item 6.4

The Zero Harm Manager took the report as read and noted the following matters:

- Statistics had been provided on the “Work Safe, Home Safe” event.
- Understanding how the new contents of the Health & Safety Act requirements affect the PCBU (Person Conducting a Business or Undertaking).
- Eroad (Council’s automated fleet management system) had been in place for one (1) year and would be reviewed.

**Resolved: (Crs Gibb/Bech)**

**THAT the report from the Chief Executive be received.**

**CARRIED**

**WDC2104/10**

## **EXCLUSION OF THE PUBLIC**

Agenda Item 7

**Resolved: (Crs Thomson/Woolerton)**

**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:

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 number 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 number 2.1 Huntly SHI Single Stage Business Case		
Item 2.2 Contract 20/006 Resolution Amendment		



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
Item 1 Confirmation of Minutes		Refer to the previous Public Excluded reason in the agenda for this meeting.
Item 2.1 Huntly SHI Single Stage Business Case	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(i)	To enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.
Item 2.1 Huntly SHI Single Stage Business Case	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(i)	To enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.
Item 2.2 Contract 20/006 Resolution Amendment	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(i)	To enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.

**AND THAT Ms Simone (Principal Transport Planner, NZTA) be permitted to remain at this meeting, after the public has been excluded, because of her knowledge of the Huntly SHI Single Stage Business Case. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter to inform and advise the elected members.**

**CARRIED**

**WDC2104/11**

*Resolutions WDC2204/12 to WDC2104/15 are contained in the public excluded section of these minutes.*

Having concluded the public excluded meeting the following items were released into open meeting:

**REPORTS (CONTINUED)**

Huntly SHI Single Stage Business Case  
PEX Agenda Item 2.1

It was resolved [*Resolution No. WDC2104/13*] during the public excluded section of the meeting that the following resolution be released into open meeting but the report remain confidential and unavailable to the public:

*“Resolved: (Crs Patterson/McInally)*

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

*AND THAT Council endorse the SHI Huntly Revocation Single Stage Business Case;*

*AND FURTHER THAT the Council recommend to Waka Kotahi NZ Transport Agency Board that the SHI Huntly Revocation Single Stage Business Case be accepted and that the recommended programme be approved.*

**CARRIED”**

Contract 20/006 Resolution Amendment  
PEX Agenda Item 2.2

It was resolved [Resolution No. WDC2104/14] during the public excluded section of the meeting that the following resolution be released into open meeting but the report remain confidential and unavailable to the public:

*“Resolved: (Crs Patterson/Gibb)*

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

*AND THAT the Council approves the cost and scope increase to accommodate the bridge works into the Te Awa Cycleway – Mangaonua Gully Section Contract 20/006 awarded to Base Civil from the original value of \$2,397,208.18 to \$3,037,164.18.*

*CARRIED”*

There being no further business the meeting was declared closed at 10.57am.

Minutes approved and confirmed this    day    2021.

AM Sanson  
**CHAIRPERSON**