

Agenda for a meeting of the Waikato District Council to be held via Audio Visual Conference on **MONDAY, 1 NOVEMBER 2021** commencing at **9.30am**.

Information and recommendations are included in the reports to assist the Council in the decision making process and may not constitute Council's decision or policy until considered.

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GJ Ion
CHIEF EXECUTIVE

TERMS OF REFERENCE AND DELEGATION

Chairperson:	His Worship the Mayor
Deputy Chairperson:	Deputy Mayor
Membership:	The Mayor and all Councillors
Meeting frequency:	Six weekly – or as required
Quorum:	Half of the members (including vacancies)

Purpose

1. To provide leadership to, and advocacy on behalf of, the people of the Waikato District.
2. To define and represent the total communities' interests, ensuring ongoing community and economic development, the effective stewardship of existing assets, sustainable management of the environment, and the prudent management of the communities' financial resources.

Terms of Reference

The Council's terms of reference include the following powers which cannot be delegated to committees, subcommittees, officers or any other subordinate decision-making body:

1. The power to make a rate.
2. The power to make a bylaw.
3. The power to borrow money, or purchase or dispose of assets, other than in accordance with the Long-Term Plan.
4. The power to adopt a Long-Term Plan, Annual Plan, or Annual Report.
5. The power to appoint a Chief Executive.
6. The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long-term Plan or developed for the purpose of the local governance statement, including the Council's Infrastructure Strategy.
7. The power to adopt a remuneration and employment policy.
8. The power to approve or amend the Council's Standing Orders.
9. The power to approve or amend the Code of Conduct for elected members, and consider any recommendations made in relation to a complaint lodged under the Code.
10. The power to appoint and discharge:
 - a. members (including chairpersons) of Council committees and subordinate decision-making bodies, subject to the Mayor's powers under section 41A Local Government Act 2002; and
 - b. elected member representatives on external organisations.
11. The power to establish a joint committee with another local authority or other public body, and appoint elected members as representatives on such committees or bodies.

12. The power to make the final decision on a recommendation from the Ombudsman where it is proposed that Council not accept the Ombudsman's recommendation.
13. The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991.
14. The power to amend or replace the delegations in Council's Delegations Register (except where expressly permitted in the Delegations Register).

To exercise the following powers and responsibilities of Council, which the Council chooses to retain:

1. To approve a proposed policy statement or plan under the Resource Management Act 1991.
2. To approve changes to boundaries of the District under the Resource Management Act 1991 or any other legislation.
3. In respect of District Plan decisions:
 - a. To appoint independent commissioners to a panel for hearings of a Proposed District Plan;
 - b. To approve the recommendation of hearings commissioners on a proposed plan, plan change or variation (including private plan change); and
 - c. To approve a proposed plan or a change to a district plan under Clause 17, Schedule 1 of the Resource Management Act 1991.
4. To adopt governance level strategies, plans and policies which advance Council's vision and strategic goals (e.g. Hamilton to Auckland rail), other than where expressly delegated to a committee.
5. To approve Council's recommendation to the Remuneration Authority for the remuneration of elected members.
6. To approve the Triennial Agreement.
7. To approve resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer and reviewing representation arrangements.
8. To approve any changes to the nature and delegations of any Council committees or subordinate-decision making bodies.
9. To approve the Local Governance Statement.
10. To approve any additional funding decisions required for the Watercare Services contract.
11. To receive six-monthly reports from each Community Board on its activities and projects.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 October 2021
Prepared by	Gaylene Kanawa Democracy Team Leader
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of Council meetings held since 20 September 2021.

2. RECOMMENDATION

THAT the Waikato District Council confirm the following minutes as a true and correct record:

- a) **ordinary meeting held on Monday, 20 September 2021;**
- b) **extraordinary meeting held on Tuesday, 28 September 2021; and**
- c) **extraordinary meeting held on Tuesday, 19 October 2021.**

3. ATTACHMENTS

Open Minutes – Ordinary meeting held on 20 September 2021
 Open Minutes – Extraordinary meeting held on 28 September 2021
 Open Minutes – Extraordinary meeting held on 19 October 2021

Minutes for a meeting of the Waikato District Council held by Audio Visual Conference on **MONDAY, 20 SEPTEMBER 2021** commencing at **9.31am**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
 Cr AD Bech
 Cr JA Church
 Cr CA Eyre (Arrived at 9.45am – during PEX Item 5)
 Cr JM Gibb
 Cr SL Henderson
 Cr SD Lynch
 Cr RC McGuire
 Cr FM McNally
 Cr EM Patterson
 Cr JD Sedgwick
 Cr NMD Smith
 Cr LR Thomson
 Cr CT Woolerton

Attending:

Mr GJ Ion (Chief Executive) (left at 9.55am Item 6)
 Mr TG Whittaker (Chief Operating Officer) (left at 9.55am Item 6)
 Mr R MacCulloch (General Manager Service Delivery)
 Mrs S O’Gorman (General Manager Customer Support)
 Mr V Ramduny (Acting General Manager, Community Growth)
 Mr N Johnston (Funding and Partnerships Manager)
 Mr C Bailey (Finance Manager)
 Ms C Nutt (Waters Contract Relationship Manager)
 Ms J Bishop (Contracts and Partnering Manager)
 Mr W Gauntlett (Growth and Analytics Manager)
 Ms M May (Community Connections Manager)
 Ms J Bishop (Contracts and Partnering Manager)
 Mr R Bayer (Roading Team Leader)
 Ms M Smart (Senior Property Officer)
 Mrs GJ Kanawa (Democracy Team Leader)
 Mr M Horsefield (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Gibb/Sedgwick)

THAT the apology for lateness from Cr Eyre be accepted.

CARRIED

WDC2109/26

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Crs Thomson/Patterson)****THAT the agenda for the meeting of the Waikato District Council held on Monday, 20 September 2021 be confirmed:**

- a) with all items therein being considered in open meeting with the exception of those items detailed at agenda item 8, which shall be considered with the public excluded;
- b) all reports being accepted; and
- c) in accordance with Standing Order 9.4 the order of business be changed with agenda items 7.1 – Zero Harm and Items 8 and the public excluded agenda items being considered after agenda item 4 – Confirmation of Minutes.

CARRIED**WDC2109/27****DISCLOSURES OF INTEREST**

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Agenda Item 4

Resolved: (Crs McGuire/Thomson)

- a) **THAT the minutes for the Waikato District Council meeting held on Monday, 28 June 2021 be confirmed as a true and correct record; and**

CARRIED**WDC2109/28****Resolved: (Crs Beck/Sedgwick)**

- b) **THAT the minutes for the Waikato District Council Representation Review 2021 Initial Proposal hearings and deliberations, held on Thursday, 9 September 2021; Friday, 10 September 2021; Tuesday, 14 September 2021 and Thursday, 16 September 2021 be confirmed as a true and correct record.**

CARRIED**WDC2109/29**

REPORTS**Zero Harm Update****Agenda Item 7.1**

The report was received [*WDC2109/27 refers*]. The following discussion was held:

- Increase in events reported in both Chief Operating and Community Growth teams.
- Lost time injury occurred in August.
- Decline in recording contractor health and safety related activities in last couple of months, which we are monitoring.
- Nothing substantive for personal injury events.
- Details around nature of engagement conversations having during lockdown, predominantly (94) related to personal health and wellbeing.
- Confusion around hazardous substance sentence on page 30 of the agenda – confirmed that the controls were all in place and working.

Action: Council to receive summary of work relating to asbestos risks when it is completed.

Resolved: (Crs Thomson/McInally)

THAT the Waikato District Council notes the Zero Harm Update for September 2021.

CARRIED**WDC2109/30****EXCLUSION OF THE PUBLIC****Agenda Item 8**

Resolved: (Crs Gibb/Patterson)

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 1 Confirmation of Public Excluded Minutes for the meeting held on 9 August 2021	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item 2.1 Water Governance Board recommendations for the Te Kauwhata Irrigation Association Incorporated Water Supply Agreement Update (WGB2109/01)		
Item 3.1 Waters Governance Board Membership		

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
<p>Item 1 Confirmation of Public Excluded Minutes for 9 August 2021</p>		<p>Refer to the previous Public Excluded reason in the agenda for this meeting.</p>
<p>Item 2.1 Water Governance Board recommendations for the Te Kauwhata Irrigation Association Incorporated Water Supply Agreement Update (WGB2109/01)</p>	<p>7(2)(b)(ii)</p> <p>7(2)(i)</p> <p>7(2)(j)</p>	<p>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</p> <p>To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>To prevent the disclosure or use of official information for improper gain</p>
<p>Item 3.1 Waters Governance Board Membership</p>	<p>7(2)(a)</p> <p>7(2)(d)</p>	<p>Protect the privacy of natural persons, including that of deceased natural persons.</p> <p>To enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.</p>

CARRIED

WDC2109/31

Resolutions WDC2109/32 – WDC2109/35 are contained in the public excluded section of these minutes.

Having concluded the public excluded meeting there were no resolutions to release reports or resolutions at this time.

ACTION REGISTER

Agenda Item 5

Cr Bech assumed the Chair at 9.52am and the Mayor resumed the Chair at 9.55am.

The report was received [*WDC2109/27 refers*]. No further discussion was held.

Resolved: (Crs Thomson/Lynch)

THAT the Waikato District Council notes the Action Register for September 2021 and that all actions from the previous meeting were completed.

CARRIED

WDC2109/36

COMMITTEE RECOMENDATIONS**Policy & Regulatory Committee**

Agenda Item 6.1

Adoption of the proposed Waikato District Council Stormwater Bylaw 2021 (P&R2109/06)

The report was received [*WDC2109/27 refers*]. No further discussion was held.

Resolved: (Crs Sedgwick/Gibb)

THAT the Waikato District Council adopts the Proposed Waikato District Council Stormwater Bylaw 2021, subject to the following amendments:

- a) **Te Ture Whaimana o Te Awa o Waikato - the vision and strategy of the Waikato River to be placed with the introduction in the bylaw document; and**
- b) **remove the words “within the urban areas” in the introduction.**

CARRIED

WDC2109/37

Adoption of the 2021 Proposed Amendments to the Waikato District Council Water Supply Bylaw 2014 and the Proposed Water Leak Relief Policy (P&R2109/07)

The report was received [*WDC2109/27 refers*]. Discussion was held as follows:

- Concern raised that the 10 working day timeframe was quite restrictive – staff advised that this was in the existing by-law and following further discussion it would remain at this timeframe.

Resolved: (Crs Sedgwick/Lynch)

THAT the Waikato District Council adopts the Proposed Waikato District Council Water Supply Bylaw 2014 and the Water Leak Remission Policy 2021 subject to the following amendments to Section 8.5.3 (a) of the Proposed Water Supply Bylaw 2014:

- a) any property owner who receives written notice may make a written application within 10 working days of receiving such notice for an exemption, and
- b) matters which will be taken into account when assessing an application for exemption include (but are not limited to):
 - i) Location of the property;
 - ii) The basis on which the exemption is claimed; and
 - iii) Any other matter which the Council deems relevant.

CARRIED

WDC2109/38

Cr Smith raised the issue with the Livestock Movement By-law being open for submission, whilst many farmers in our district are under lockdown restrictions as perhaps the date for submissions closing should be moved out.

Action: Staff to look at options for extending the submission timeframe for the Livestock Movement By-law.

Strategy & Finance Committee

Agenda Item 6.2

Changes to Default Growth – High Growth Projection from Waikato Projections 2018 -2068 (S&F2109/04)

The report was received [WDC2109/27 refers]. No further discussion was held.

Resolved: (Crs Gibb/Thomson)

That the Waikato District Council adopts the Changes to Default Growth – High Growth Projection from Waikato Projections 2018-2068 as Council’s default growth scenario from Tuesday, 21 September 2021.

CARRIED

WDC2109/39

General Rate Position for the Year Ended 30 June 2021 (S&F2109/05)

The report was received [WDC2109/27 refers]. No further discussion was held.

Resolved: (Crs Gibb/Bech)

THAT the Waikato District Council confirms the 2020/21 general rate surplus of \$35,502 being transferred to the general accounting reserve fund.

CARRIED

WDC2109/40

Infrastructure Committee

Agenda Item 6.3

Norrie Avenue Walkway, Raglan – Electricity Easement in Gross (INF2109/04)

The report was received [WDC2109/27 refers]. No further discussion was held.

Resolved: (Crs Patterson/Lynch)

THAT the Waikato District Council confirms that:

- a) when the route alignment (Attachment 2 to the Committee report) has been defined by survey, an electricity easement in gross in favour of WEL Networks Limited be granted over the land within the Norrie Avenue walkway at Raglan, legally described as Part Lot 19 Section 10 Town of Raglan held in RT SA 17A/332;
- b) the applicants meet all costs incurred through the process; and
- c) the Chief Executive be delegated authority to execute all relevant documentation to give effect to this resolution.

CARRIED

WDC2109/41

Te Kauwhata Wastewater Treatment Plant Electricity Easement in Gross (INF2109/05)

The report was received [WDC2109/27 refers]. No further discussion was held.

Resolved: (Crs Patterson/Sedgwick)

THAT the Waikato District Council approves:

- a) a grant of electricity easement in gross, in favour of WEL Networks Limited;
- b) that when the electricity easement in gross has been defined by survey, that it be registered against Record of Title SA 55D/100, being the record of title for the parcels of land legally described as part Lot 2 DPS 69450 and Section 96 Block XV Maramarua Survey District, and
- c) the Chief Executive be delegated authority to execute all relevant documentation to give effect to the resolution.

CARRIED

WDC2109/42

Downs Hall Reserve – Right of Way Easement (INF2109/06)

The report was received [WDC2109/27 refers]. No further discussion was held.

Resolved: (Patterson/Woolerton)

THAT Waikato District Council confirms that:

- a) in lieu of compensation, any agreement to easement, be made conditional upon the benefited land providing a reciprocal easement for shared public use of the carparking facilities on its landholdings;
- b) in accordance with s.48(3) Reserves Act 1977 confirms that public notification of the proposed right of way easement (when defined by survey) over the Horsham Downs Hall Reserve (being the parcel of land legally described as being part Allotment 479 Kirikiriroa Parish, no Record of Title) is required as the proposal is considered to be detrimental to the reserve or its users;
- c) if the public notification process does not result in objection/s or submission/s, that it exercises its delegated authority under s.48 Reserves Act 1977 to complete a grant of right of way easement over parts of the land legally described as part Allotment 479 Kirikiriroa Parish;
- d) the Village Church Trust:
 - i) is to meet all Council costs incurred in the process including the issue of title for part Allotment 479 Kirikiriroa Parish, and public notification and legalisation actions; and
 - ii) is to be responsible for survey definition, preparing and obtaining all consents including s348 Local Government Act 1974 approval, and LINZ registration; and
- e) the Chief Executive be delegated authority to execute all relevant documentation to give effect to the resolution.

CARRIED

WDC2109/43

Cr McGuire requested his dissenting vote against the above motion be recorded.

Proposed Stopping of Unformed Road – Mangatawhiri (INF2109/08)

The report was received [WDC2109/27 refers]. No further discussion was held.

Resolved: (Crs Patterson/Sedgwick)

THAT Waikato District Council approves:

- a) the black cross-hatched section of unformed legal road on the Aerial Diagram (included as Attachment I to the staff report) be:
 - i) declared surplus to Council’s current and future roading requirements;
 - ii) legally stopped utilising the road stopping provisions within the Public Works Act 1981;
 - iii) be transferred, when stopped, at a price established by market valuation and to be within the Council Property Policy, for amalgamation with the adjacent title (Record of Title NA54C/436); and
- b) the Chief Executive be delegated authority to execute all relevant documentation to give effect to this resolution.

CARRIED

WDC2109/44

Submissions Forum

Agenda Item 6.4

Submission on Changes to Maaori ward and constituency processes

The report was received [WDC2109/27 refers]. No further discussion was held.

Resolved: (Crs Lynch/Bech)

THAT the Waikato District Council receives the submission made on their behalf on the Changes to Maaori ward and constituency processes.

CARRIED

WDC2109/45

Audit & Risk Committee

Agenda Item 6.5

Proposed Revision of the Audit & Risk Committee Terms of Reference (A&R2109/10)

The report was received [WDC2109/27 refers]. No further discussion was held.

Resolved: (Crs Gibb/Sedgwick)

THAT the Waikato District Council adopt the revised Audit & Risk Committee Terms of Reference.

CARRIED

WDC2109/46

REPORTS**Proposed Easement: Stormwater discharge through Council reserve to the Waikato River**
Agenda Item 7.2

The report was received [WDC2109/27 refers]. The following discussion was held:

- Watercare working on catchment management plan for wider area which will help unlock development further north as well.
- The developer is responsible for ongoing maintenance and costs.
- Consenting process will cover most of the other concerns raised.
- Once easement is granted more work will be done on the wider public benefit.
- Easement is made to Council in gross for public benefit.
- Criteria 2 and 4 were considered but came out similar in all options, therefore criteria 1, 3 and 5 were the determining factors.
- There will be a permanent detriment to reserve in regard to disturbance of the soil, but mana whenua have preference to recommended option.
- Reserve quite marshy so already suffers from flooding.
- The waka feature represent visual enhancement and may attract more people to utilise the reserve but there will be an ongoing cost to maintain these features.
- Reserve planner does not support this activity on the reserve, however public notification still needs to be made and then considered further by Council.
- Mana whenua happy with design and consultation undertaken to date.
- The recommended option will enhance the site, which may well improve the area.
- Planting by Council has enhanced the reserve already and the proposed plan has paths installed which will enhance further.
- Will serve as a hybrid reserve with stormwater function.
- Option quite different for what reserve planners had in mind but it is the way of the future.

Resolved: (Crs Patterson/Gibb)

THAT the Waikato District Council confirms that:

- a) provided that the proposed easement is engineered to accommodate stormwater from the identified catchment:
 - i) in accordance with s.48(3) Reserves Act 1977 that public notification of the proposed drainage easement in gross (when defined by survey) over the Reserves situated at IB and IC Old Taupiri Road Ngaruawahia (being the parcels of land legally described as being Lot 2 and 3 DP 448755 held in RT 567970 and 567971 respectively) is required as the proposal is considered to be detrimental to the reserve or its users; and
 - ii) if the public notification process does not result in objection/s or submission/s, that it exercises its delegated authority under s.48 Reserves Act 1977 to complete a grant of drainage easement in gross parcels of land legally described as being Lot 2 and 3 DP 44875 held in RT 567970 and 567971 respectively.
- b) **Swordfish Properties Limited:**
 - i) is to note that any approval as to the easement cannot be used to bind any Agency or any Council (in its regulatory capacity) to consent;
 - ii) is to meet Council costs incurred in the process including public notification and legalisation actions; and
 - iii) is to meet costs associated with survey definition, preparing and obtaining all approvals, authorities and consents; formation of the (waka shaped) drainage swale (to a Council approved engineered design which also meets with the approval of Mana Whenua) noting Council may contribute to upsizing.
- c) The Chief Executive be delegated authority to execute all relevant documentation to give effect to the resolution.

CARRIED

WDC2109/47

Action: Staff to advise Cr Patterson of any significant changes to the proposal to go out for consultation

Stormwater Delegations to Watercare Services Ltd
Agenda Item 7.3

The report was received [WDC2109/27 refers]. Staff outlined that this report was in line with the stormwater by-law and provided the necessary delegations to Watercare staff.

Resolved: (Crs Church/Sedgwick)

THAT the Waikato District Council, under Clause 32(5) of Schedule 7 of the Local Government Act 2002 and Section 34A(2) of the Resource Management Act 1991, resolves:

- a) to delegate the functions and powers set out in the following delegations table to the noted delegated employees of Watercare Services Limited (each “the delegate”), subject to the conditions specified below:

Delegated functions and powers	Watercare delegate
<p>Carry out and undertake all the functions, powers, or duties of an Enforcement Officer under the Local Government Act 2002 to the extent they relate to:</p> <p>a) offences under the Waikato District Council Stormwater Bylaw 2021; and</p> <p>b) an offence under the Local Government Act relating to water, water races, or private drains.</p>	<ul style="list-style-type: none"> • Operations Manager Waikato • Stormwater Engineer Waikato
<p>Administer and enforce the Waikato District Council Stormwater Bylaw 2021</p>	<ul style="list-style-type: none"> • Operations Manager Waikato • Stormwater Engineer Waikato

- b) the following conditions are to apply when exercising any of the above delegations:
- i) in making a decision or carrying out a duty under delegated authority, the delegates must make themselves aware of and have regard to:
1. Council’s Long Term Plan and other relevant Council or committee
 2. approved plans, policies and strategies
 3. the political context in which they are working
 4. any statutory requirements
 5. possible conflicts of interest
 6. the materiality of the decision to be made
 7. short and/or long-term ramifications of the decision/choice to be made
 8. relative risk to Council of the decision/choice to be made.

- ii) the delegate shall abide by the principles of decision making as set out in the Local Government Act 2002;
 - iii) where a decision is politically sensitive, the delegate shall seek input from a higher organisational level, or committee, or the Council, whichever is the most appropriate;
 - iv) the delegate must act within the law, Council policy (as approved by the Council from time to time) and the Long Term Plan;
 - v) the Council notes that position titles change from time to time and hereby records that these delegations are given to the holders of positions as they are named at the date of this resolution and to holders of equivalent, albeit renamed, positions in the future;
 - vi) in making a decision or carrying out a duty under delegated authority, the delegate must comply with the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services between Council and Watercare (as amended from time to time);
 - vii) the delegate must not exercise any power under sections 172 or 182 of the Local Government Act 2002 unless authorised to do so pursuant to the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services;
 - viii) the delegate must not subdelegate any of the powers delegated to it. If any further delegation is required, it must be sought from the Council.
- c) Council notes that the Delegations Register will be updated to reflect the above delegations.

CARRIED

WDC2109/48

MINUTES of an extraordinary meeting of the Waikato District Council held via Audio Visual Conference on **TUESDAY, 28 SEPTEMBER 2021** commencing at **1.00pm**.

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 McInally
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson
Cr CT Woolerton

Attending:

Mrs M Moana-Tuwhangai (Maangai Maaori)

Mr GJ Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr C Morgan (General Manager Community Growth)
Mrs S O’Gorman (General Manager Customer Support)
Mr V Ramduny (Planning & Strategy Manager)
Mr S Toka (Iwi & Community Partnerships Manager)
Ms A Diaz (Finance Manager)
Mr A Marais (Business Analytics Team Leader)
Mrs GJ Kanawa (Democracy Team Leader)
Ms C Nutt (Waters Contract Relationship Manager)
Mr K Martin (Waters Manager)
Ms M Russo (Corporate Planning Team Leader)
Ms B Clarke (Junior Corporate Planner)
Mr M Horsfield (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

There were no apologies – all members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/Gibb)

THAT the agenda for the extraordinary meeting of the Waikato District Council held on Tuesday, 28 September 2021:

- a) be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 5 which shall be considered with the public excluded; and**
- b) that all reports be received.**

CARRIED

WDC2109/50

DISCLOSURES OF INTEREST

There were no disclosures of interest.

REPORTS

Waikato District Council 2021 Representation Review Final Proposal – approval for public notification

Agenda Item 4.1

Resolved: (Crs Bech/Sedgwick)

That in accordance with section 19N(1)(b) of the Local Electoral Act 2001 the Waikato District Council, having considered the 240 submissions received on the 2021 Representation Review Initial Proposal adopts the following as the 2021 Representation Review Final Proposal:

- a) **the Waikato District Council comprise of:**
- i) **the Mayor elected at large (by the whole district);**
 - ii) **13 councillors, comprising of two Maaori ward councillors and 11 general ward councillors elected from 10 wards; and**
 - iii) **Waikato District Council be divided into 10 wards, these being:**

Ward and number of councillors	Communities of interest	Geographic Reference
Te Raki o te Takiwaa Maaori ward One (1) Maaori ward councillor	Aka Aka, Buckland, Glen Afton, Glen Murray, Hampton Downs, Hunua Ranges (portion), Huntly, Karioitahi, Mangatawhiri, Mangatangi, Maramarua, Mercer, Meremere, Miranda, Naike, Ohinewai, Onewhero, Otuaa Pokeno, Port Waikato, Pukemiro, Rangiriri, Te Kauwhata, Tuakau Waerenga, Waiterimu-Matahuru and Whangamarino	The northern part of the Waikato district, from the east and west of Huntly up to the Auckland boundary in the North and Hauraki and Matamata-Piako districts in the East.

Ward and number of councillors	Communities of interest	Geographic Reference
<p>Te Tonga o te Takiwaa Maaori ward</p> <p>One (1) Maaori ward councillor</p>	<p>Eureka, Gordonton, Glen Massey, Hautapu, Horsham Downs, Koromatua, Makomako, Matangi, Okete, Ngaruawahia, Newstead, Puketaha, Raglan, Rotokauri, Rotongaro, Rotowaru, Ruapuke, Tamahere, Tauhei, Taupiri, Tauwhare, Te Akau, Te Kowhai, Te Mata, Te Uku, Waingaro, Whatawhata and Whitikahu</p>	<p>The southern part of the Waikato district, from the east of Taupiri on along the Mangawara Stream and west of Taupiri to the Coast, down to the southern boundaries of the district bordering Matamata-Piako and Waipa Districts and Hamilton City</p>
<p>Awaroa-Maramarua general ward</p> <p>One (1) general ward councillor</p>	<p>Aka Aka, Hunua Ranges (portion) Mangatawhiri, Mangatangi, Maramarua, Miranda, Otua and Waiuku-Karioitahi</p>	<p>The rural communities in the northeast and west of the district, bordering Auckland Council in the north and Hauraki District in the east</p>
<p>Huntly general ward</p> <p>One (1) general ward councillor</p>	<p>Huntly and Ohinewai</p>	<p>The Huntly township and surrounds</p>
<p>Newcastle-Ngaruawahia general ward</p> <p>Two (2) general ward councillors</p>	<p>Hopuhopu, Horotiu, Horsham Downs, Ngaruawahia, Rotokauri, Taupiri, Te Kowhai and Whatawhata</p>	<p>The areas along the Waipa River and the portion of the Waikato River between Taupiri and Hamilton City</p>

Ward and number of councillors	Communities of interest	Geographic Reference
Tamahere-Woodlands general ward Two (2) general ward councillors	Eureka, Gordonton, Hautapu, Koromatua, Matangi, Newstead, Puketaha, Pukemoremore, Tamahere and Tauwhare	The southeastern part of the district bordering Matamata-Piako and Waipa Districts and Hamilton City Council in the west/south/east
Tuakau-Pokeno general ward Two (2) general ward councillors	Harrisville, Kellyville, Mercer, Pokeno, Tuakau and Whangarata.	The northern part of the district, the Tuakau township and surrounds bordering Auckland Council in the north
Waerenga-Hukanui general ward One (1) general ward councillor	Hampton Downs, Meremere, Orini-Tauhei, Pukemoremore, Rangiriri, Te Hoe, Te Kauwhata, Waerenga, Waiterimu-Matahuru and Whangamarino	The eastern part of the district bordering Hauraki and Matamata-Piako Districts Council to the east
Western Districts general ward One (1) general ward councillor	Glen Afton, Glen Murray, Matira, Naike, Onewhero, Port Waikato, Pukemiro, Pukekawa-Opuatia, Rotongaro, Rotowaru, Renown, Ruawaro, Te Akau, Te Kohanga, Waikaretu, Waingaro and Waikowai	The northwestern part of the district from Whaaingaroa Harbour up to the Waikato River

Ward and number of councillors	Communities of interest	Geographic Reference
Whaaingaroa general ward One (1) general ward councillor	Makomako, Okete, Pakoka Landing, Raglan, Ruapuke, Te Mata, Te Uku, Waitetuna and Whale Bay.	The southwestern part of the district, on the Southern side of Whaaingaroa Harbour to the boundaries of Waipa District Council in the southeast and Otorohanga District Council in the south

iv) the names and population of each ward be as follows:

<i>Ward</i>	<i>Pop</i>	<i>Crs</i>	<i>Average</i>	<i>Fits Rule</i>	<i>% Variation</i>
Awaroa-Maramarua general ward	5,750	1	5,750	Yes	-6.68%
Huntly general ward	6,210	1	6,210	Yes	0.78%
Newcastle-Ngaruawahia general ward	13,450	2	6,725	Yes	9.14%
Tamahere-Woodlands general ward	13,350	2	6,675	Yes	8.33%
Te Raki o te Takiwaa Maaori ward	7,831	1	7,415	Yes	6.00%
Te Tonga o te Takiwaa Maaori ward	6,998	1	7,415	Yes	-6.00%
Tuakau-Pokeno general ward	11,750	2	5,875	Yes	-4.65%
Waerenga-Hukanui general ward	6,500	1	6,500	Yes	5.49%
Western Districts general ward	5,070	1	5,070	No	-17.72%
Whaaingaroa general ward	5,700	1	5,700	Yes	-7.49%

1. $(67,780/11 \text{ general ward councillors} = 6,161 \text{ +/- } 10\% = 5,544\text{-}6,777)$
2. $(15,140/2 \text{ Maaori ward councillors} = 7,570 \text{ +/- } 10\% = 6,813 - 8,327)$

Note: This work is based on/includes customised Stats NZ's data which is licensed by Stats NZ for re-use under the Creative Commons Attribution 4.0 International licence.

v) **32 community board members elected from six community boards;**

vi) that the community boards be as follows:

Community Board	Elected Members	Appointed Members
Huntly community board	6	1 Huntly general ward councillor and 1 Te Raki o te Takiwaa Maaori ward councillor
Ngaruawahia community board	6	1 Newcastle-Ngaruawahia general ward councillor and 1 Te Tonga o te Takiwaa Maaori ward
Rural & Port Waikato community board consisting of two subdivisions, being:	4 in total	1 Western Districts general ward councillor and 1 Te Raki o te Takiwaa Maaori ward
	2	
	2	
Raglan community board consisting of two subdivisions, being:	6 in total	1 Whaingaroa general ward councillor and 1 Te Tonga o te Takiwaa Maaori ward
	4	
	2	
Taupiri community board	4	1 Newcastle-Ngaruawahia general ward councillor and 1 Te Tonga o te Takiwaa Maaori ward
Tuakau community board	6	1 Tuakau-Pokeno general ward councillor and 1 Te Raki o te Takiwaa Maaori ward

- vii) the community board communities of interest and boundaries are to be as follows:

Community Board	Communities	Geographic Reference
Huntly community board	Huntly	The Huntly Community Board area was extended in the initial proposal to incorporate a mesh block in the north west - the proposed boundaries of which are shown on Attachment 11
Ngaruawahia community board	Ngaruawahia and Horotiu	The current Ngaruawahia Community Board area with slight boundary adjustments to incorporate new development at River Road and reinstate the Horotiu section of the board area – the proposed boundaries of which are shown on Attachment 12
Raglan community board, with rural and urban subdivisions	Raglan, Okete, Te Mata (portion) and Whale Bay	With extended boundaries to incorporate three neighbouring mesh blocks – the proposed boundaries of which (including subdivision boundaries) are shown on Attachment 13 A&B
Rural and Port Waikato community board, with north and south subdivisions	Port Waikato, Onewhero, Pukekawa, Glen Murray, Naike and Waikaretu	The rural districts south of the river to Naike and across to Waikeretu - the proposed boundaries of which (including subdivisions) are shown on Attachment 14 A&B
Taupiri community board	Taupiri	The current Taupiri Community Board - the proposed boundaries of which are shown on Attachment 15
Tuakau community board	Tuakau	The current Tuakau township – the proposed boundaries of which are shown on Attachment 16

- viii) the subdivisions for the Rural and Port Waikato community board and the Raglan community board comply with the +/-10% rule and the population and names of each subdivision be as follows:

<i>Community Board</i>	<i>Pop</i>	<i>Mbrs</i>	<i>Average</i>	<i>Fits Rule</i>	<i>% Variation</i>
Rural & Port Waikato North subdivision	2,460	2	1,230	Yes	+8.1%
Rural & Port Waikato South subdivision	2,090	2	1,045	Yes	-8.1%
Raglan Urban subdivision	3,780	4	945	Yes	-5.8%
Raglan Rural subdivision	1,580	2	790	No	-11.6%

(Rural & Port Waikato community board: 4,550/4 members = 1,137 +/- 10% = 1,023 – 1,250)

(Raglan community board: 5,360/6 members = 893 +/- 10% = 804 – 982)

- b) as the Western Districts general ward and the Raglan community board (Rural subdivision) will deviate from the +/-10 % fair representation rule set out in the LEA, this will be an automatic appeal under section 19V(5) of the LEA and the Final Proposal must be referred to the Local Government Commission for determination after the close of the appeals/objections period;
- c) under section 19N(2) of the LEA notes that the reasons for Council amending its Initial Proposal be notified as follows:
- i) split the Te Takiwaa Maaori ward into a northern and southern ward to ensure fair representation for Maaori (reason - ensuring both representatives do not come from one area as supported by submissions);
 - ii) alter the general ward boundaries and names to ensure:
 1. retention/increased representation for the rural communities of interest;
 2. ensure the reduction of splits in communities of interest that were split by mesh blocks in the Initial Proposal;
 3. retain, where possible multi-councillor wards; and
 4. adhere to the +/-10% margin for communities to ensure fair and effective representation

(reason – number of objections to splitting of communities by mesh blocks in Initial Proposal rather than focussing on communities of interest as identified in pre-consultation material);
 - iii) create a new Rural and Port Waikato community board with two subdivisions (reason - submissions supported creation of a rural community board if the status quo could not be retained and subdivisions created to ensure fair representation across the board area);

- iv) extend the Raglan community board area to include the communities of Okete and Te Mata (reason – submissions received supporting the community board request in these areas, but in doing so to ensure retention of a rural voice at all levels of governance, subdivisions being created for the urban and rural areas);
- v) reduce the number of elected members (currently six) to four on the Taupiri community board (reason – feedback received from submitters regarding over representation in small urban communities, yet minimal representation for rural communities);
- d) approves the Waikato District Council 2021 Representation Review Final Proposal for a period of appeals/objections to be publicly notified on 1 October 2021 and closing on 3 November 2021 in accordance with sections 19O and 19P of the LEA 2001; and
- e) Council refer any appeals or objections it receives to the Local Government Commission for determination as soon as practicable in accordance with section 19Q and 19V(4) of the LEA 2001.

CARRIED

WDC2109/51

EXCLUSION OF THE PUBLIC

Agenda Item 5

Resolved: (Crs Bech/Gibb)

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
PEX 1.1 Waters Capital Budget Transfers	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
PEX 1.2 Water Reform Model Report		

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
PEX 1.1 Waters Capital Budget Transfer	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)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.
PEX 1.2 Water Reform Model Report	7(2)(h)	To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.

CARRIED

WDC2109/52

Resolution nos WDC2109/53 to WDC2109/56 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

Water Reform Model Report
Agenda Item PEX 2.1

It was resolved [*Resolution No. 2109/55*] 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 Smith/Thomson)

THAT the Waikato District Council approves:

- a) the contents of the draft feedback letter to the DIA (subject to amendments) on water reform be accepted and approved for distribution to Department of Internal Affairs (DIA);*
- b) notes the Government's 30 June and 15 July 2021 Three Waters Reform announcements;*

- c) notes officer's analysis of the impacts of the Government's proposed three water service delivery model on the Waikato community and its wellbeing, including:
- i) the impacts on the delivery of water services and water related outcomes;
 - ii) capability and capacity on Waikato District Council's (WDC) sustainability (including rating impact, debt impact, and efficiency);
 - iii) based on the benefits gained by WDC entering into a water services delivery contract with Watercare; and
 - iv) WDC understand the benefits and risk mitigation that three waters reform potentially provides;
- d) notes the analysis of three waters service delivery options available to Council at this time provided in various workshops overviewing the water reform proposal and impact assessment on Waikato District Council
- e) notes that a decision to support the Government's preferred three waters service delivery option is not lawful (would be ultra vires) at present due to section 130 of the Local Government Act 2002 (LGA), which prohibits Council from divesting its ownership or interest in a water service except to another local government organisation, and what we currently know (and don't know) about the Government's preferred option;
- f) notes that Council cannot make a formal decision on a regional option for three waters service delivery without doing a Long Term Plan (LTP) amendment and ensuring it meets section 130 of the LGA;
- g) notes that the Council will be providing feedback by the way of a letter to the DIA on the proposed Water Reform Model on a non binding and no commitment basis
- h) notes that the Government intends to make further decisions about the three waters service delivery model after 30 September 2021;
- i) notes As we have not yet engaged or consulted with our community and stakeholders, it would be desirable to gain an understanding of the community's views once Council has further information from the Government on the next steps in the reform process;
- j) requests the Chief Executive to give feedback to the Government on the following areas of the Government's proposal that Council needs more information on
- i) People
 - ii) Local Focus
 - iii) Affordability and sustainability
 - iv) Safe water services
 - v) Customer focus
 - vi) IWI co management
 - vii) Governance
 - viii) Transfer of assets and ownership of Entity B
- k) notes that the Chief Executive will report back further once they have received further information and guidance from Government including DIA, LGNZ and Taituarā on what the next steps look like and how these should be managed;
- l) in noting the above, agrees it has given consideration to sections 76, 77, 78, and 79 of the Local Government Act 2002 and in its judgment considers it has complied with the decision making process that those sections require (including, but not limited to, having sufficient information and analysis that is proportionate to the decisions being made).

MINUTES for the extraordinary meeting of the Waikato District Council held via Audio Visual Conference on **TUESDAY, 19 OCTOBER 2021** commencing at **11.30am.**

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
Cr AD Bech
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 C Susan (Audit New Zealand)
Ms K Macown (Audit New Zealand)

Mr GJ Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr R MacCulloch (General Manager Service Delivery)
Mrs S O’Gorman (General Manager Customer Support)
Ms A Diaz (Chief Financial Officer)
Mr C Bailey (Finance Manager)
Ms M Russo (Corporate Planning Team Leader)
Ms B Clarke (Junior Corporate Planner)
Ms J Bishop (Contracts and Partnering Manager)
Mr R Bayer (Roading Team Leader)
Mr Colin Bailey (Finance Manager)
Ms J de Abreu (Financial Accountant)
Ms C Beavis (Senior Communications Advisor)
Mrs S Bourke (Community Safety Manager)
Mrs LM Wainwright (Democracy Advisor)
Mr M Horsfield (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE**Resolved: (Crs Gibb/Thomson)****THAT Waikato District Council accepts the:**

- a) apologies for non-attendance from Cr Church and Cr Sedgwick.

CARRIED**WDC2110/01****CONFIRMATION OF STATUS OF AGENDA ITEMS****Resolved: (Crs Bech/Eyre)****THAT the agenda and supplementary agenda for the extraordinary meeting of the Waikato District Council held on Tuesday, 19 October 2021:**

- a) be confirmed and all items therein be considered in open meeting, and
- b) that all reports be received.

CARRIED**WDC2110/02****DISCLOSURES OF INTEREST**

There were no disclosures of interest.

REPORTSAdoption of the Annual Report and Summary 2020/21 (S&F2110/04)

Agenda Item 4.1

The report was received [*Resolution No. 2110/02*] refers. The following amendment was noted:*“Note 31:**From:**Waka Kotahi is planning to revoke the Huntly section of SH1 as at 1 July 2021.**to:**Waka Kotahi is planning to revoke the Huntly section of SH1 this financial year.”***Resolved: (Crs Smith/Gibb)****That the Waikato District Council adopts the audited Annual Report and Summary 2020/21 as attached to the staff report.****CARRIED****WDC2110/03**

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 October 2021
Chief Executive Approved	Y
Reference #	CCL2021; GOV1318
Report Title	Actions Register – October

1. EXECUTIVE SUMMARY

Please find attached an update on the outstanding actions following the Council meeting in September 2021.

2. RECOMMENDATION

THAT the Action Register for October be received.

3. ATTACHMENTS

Attachments:

- Action Register

38
Waikato District Council – Action Register (Open)

Date	Action	Team Responsible	Status
September 2021	<p><u>Zero Harm</u></p> <ul style="list-style-type: none"> ▪ Council to receive summary of work relating to asbestos risks when it is completed. 	Chief Executive (Zero Harm)	<p>This relates to a summary of work for all 124 asbestos management surveys and is some time away.</p> <p>Councillors will recall the adopted strategy of undertaking the assessments as and when work is being undertaken on council buildings.</p>
September 2021	<p><u>Livestock Movement By-law</u></p> <ul style="list-style-type: none"> ▪ Staff to look at options for extending the submission timeframe for the Livestock Movement By-law. 	Service Delivery	A report went to Policy & Regulatory on 13 October recommending an extension of the timeframe to the 29 November 2021. This was supported.
September 2021	<p><u>Proposed Easement: Stormwater discharge through Council reserve to the Waikato River</u></p> <ul style="list-style-type: none"> ▪ Staff to advise Cr Patterson of any significant changes to the proposal to go out for consultation 	Service Delivery	Will Gauntlett provided Cr Patterson with a verbal update. Easement process in the administration phase preparing for public phase. Cr Patterson provided some community feedback on the design which Will can pass on to the Developer. Will advised the easement is for conveyance but the exact design of the structure can be modified through the consent/vesting process.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	18 October 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Strategy & Finance Committee Recommendations

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval of the recommendations from the Strategy & Finance Committee meeting of Monday, 18 October 2021 as set out below.

The Strategy & Finance Committee Agenda and Unconfirmed Minutes from its meeting of Monday, 18 October 2021 can be found on the Council website:

<https://www.waikatodistrict.govt.nz/your-council/council-committees-boards/council-committees/strategy-and-finance-committee>

2. RECOMMENDATIONS FROM THE STRATEGY & FINANCE COMMITTEE

Transfer of funds received from Hakarimata Restoration Trust to Waikato Environmental Protection Charitable Trust (S&F2110/06)

THAT the Waikato District Council confirms that the \$18,000.00 held by Council in trust from the Hakarimata Restoration Trust be transferred to the Waikato Environmental Protection Charitable Trust.

3. ATTACHMENTS

Nil

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 October 2021
Prepared by	Lynette Wainwright Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Infrastructure Committee Recommendations

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval of the recommendations from the Infrastructure Committee meeting of Tuesday, 19 October 2021, as set out below.

The Infrastructure Committee Agenda and Unconfirmed Minutes from its meeting of Tuesday, 19 October 2021 can be found on the Council website:

<https://www.waikatodistrict.govt.nz/your-council/council-committees-boards/council-committees/infrastructure-committee>

2. RECOMMENDATIONS FROM THE INFRASTRUCTURE COMMITTEE

Erosion at Ngarunui Beach affecting Surf Life Saving Tower and Public Toilet (INF2110/04)

THAT Waikato District Council approves:

- a) the use of the Disaster Relief Fund reserve fund (IPG-16030-E0-1491-0122) for the removal and transportation of the Raglan Surf Lifesaving Club (RSLSC) Tower and Public Toilet Complex from Ngarunui Beach, including reinstatement works. The estimated value for these works is \$60,000 excluding GST;
- b) the proposed removal of the Public Toilet Building from Ngarunui Beach to Sunset Beach, Port Waikato, using the District Wide Toilets budget (ITO-10000-C0-0000-0000) for the re-siting works, which is estimated to be approximately \$40,000 excluding GST;
- c) the funds set aside in the District Wide Toilets budget (ITO-10000-C0-0000-0000) to construct a toilet at Sunset Beach, be reallocated to the development of a new toilet block at Ngarunui Beach, to replace the one being removed / relocated.

Whatawhata Rugby Club Building Demolition (INF2110/06)

THAT Waikato District Council approves:

- a) approves the use of funds from the **General Accounting Reserve Fund** (account code 1-999-9320) to demolish the **Whatawhata Rugby Club** building up to the value of \$32,000.00 excluding GST, and
- b) terminates the current ground lease with the **Whatawhata Rugby Club**, and if a new club building is erected, a new lease be entered into between **Waikato District Council** and the **Whatawhata Rugby Club**.

3. ATTACHMENTS

Nil

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 October 2021
Prepared by	Lynn Shirley Zero Harm Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Zero Harm Update

I. EXECUTIVE SUMMARY

The purpose of this report and its attachment is to provide an update on current health and safety performance. Council recognises that compliance is essential, but it aspires to achieve a sustainable zero harm culture, where everyone works safely and goes home safe every day.

Councils' zero harm culture shall be supported by a health and safety management system of policies, standards and procedures that eliminate or effectively manage risk and enable best practice.

2. RECOMMENDATION

THAT the Zero Harm update for October be received.

3. BACKGROUND

'Our People' - Safety Leadership and Engagement

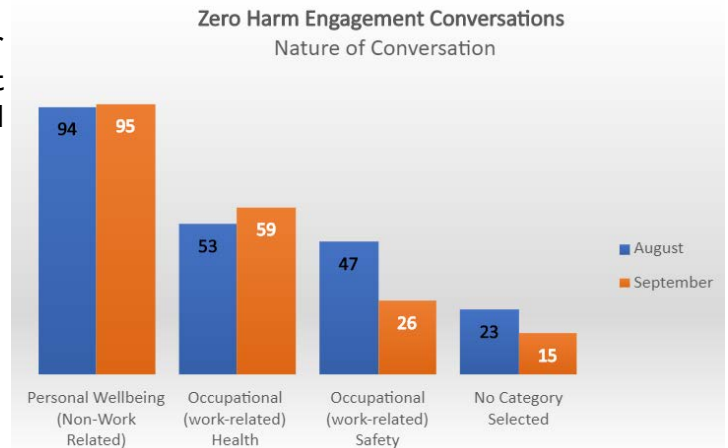
Zero Harm Engagement Conversations

The Chief Executive, Executive Leadership Team (ELT) and People Leaders continue to undertake Zero Harm Engagement Conversations.

A total of 195 Zero Harm Engagement Conversations were recorded in BWare for September using the new form. This is an 11% decrease on the number recorded in August, which is most probably attributed to the COVID-19 Alert Level 3 lockdown and the new recording process. Coaching and support with using the new form continues to be provided to people leaders by the Zero Harm team.

Initial high-level analysis of the Zero Harm Engagement Conversation for August and September show that 46% of the total conversations recorded are related to Personal Wellbeing and the most common topic of these conversations was either personal health, relationships/family or personal (non-work) related stress.

The following graph illustrates the type (or nature) of Zero Harm Engagement Conversations undertaken in August and September.



Disciplined Management Systems

Health and Safety Training and Competency

The delivery of specialised health and safety training is a significant focus for the Zero Harm team, however COVID-19 has impacted the delivery of a number of courses. Where possible the Zero Harm team are investigating different delivery options. Recently delivered or planned health and safety training is summarised in the following table;

Training delivered or planned	Number of workers required to complete training	Number of workers trained
Situational Safety and Tactical communications Training (1-day course delivered by CERT)	168	102 have completed course to date 4 more courses were booked for August/September and are now being rebooked for October/November due to Covid-19 level changes
Asbestos Awareness Training (Self-paced online course delivered by Safety N Action)	11	2 out of 11 have completed to date. Staff have 60 days to complete the training

Event Management

A total of 23 health and safety events were recorded in BWare Safety Manager during September 2021.

No personal injury events occurred during September, but there were eight Near Miss (Severity 7) events reported.

The attached Zero Harm Dashboard illustrates safety performance for September 2021.

COVID-19 Risk Management

During the month of September, the Zero Harm team has continued to support the Incident Management Team (IMT) response to the recent Covid-19 Delta variant Alert Level 4 and 3 lockdown. The Zero Harm team continues to update the Council's *Covid-19 Safe Systems of Work Plan for Council Operations at Alert Levels 4, 3 and 2* as required to reflect our current risk management practices.

The Zero Harm team is currently supporting the People and Capability team with some research and risk assessments to support the development of a Covid-19 vaccination policy for the organisation given the recent changes to the *Covid-19 Public Health Response (Vaccinations) Order 2021*.

Managed Risks

Workplace Violence and Aggression

The six-monthly risk review for the critical risk of workplace violence and aggression was recently completed. The review identified one currently implemented control as weak. Additional actions have been assigned to strengthen this control.

The risk control plan (bowtie) is currently 87% implemented. Six new controls have been implemented since the last risk review. These are as follows:

- Worker Induction
- Training
- Organisational Policy
- Communication
- Equipment checks
- Injury Management and Rehabilitation

The Workplace Violence Critical Risk Management Standard and Bowtie Control Plan have also been updated following the event at the Ngaruawahia Library in April 2021. This event identified a new threat of customer versus customer violence when a brawl between two groups of youth occurred. Improvement actions were identified from the event investigation and the Fear Free Risk Assessment for the site was also reviewed.

Additional controls implemented include the installation of a door between the front counter and the staff office. This now creates a lockdown area for staff behind the counter to retreat to. Extra CCTV cameras have been added to the north-west side of the Ngaruawahia Library building to provide visibility of the carpark.

Funding was also available at the end of FY21 for the purchase of G7C personal safety devices for all Library/service centre sites. These will replace the older EGIS units that are currently in use. The new units have been implemented at Huntly and Te Kauwhata sites and are being rolled out to other sites as Covid-19 restrictions allow.



Over the next six months the focus will be to implement or strengthen the following remaining risk controls:

- Workplace Violence Risk Assessment
- Change control procedure
- Change Control Risk Assessment
- Emergency Response Plan and Procedures
- Emergency Response Plan Testing

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

This report is to assist Councillors with their due diligence requirements as Officers. The report should start the conversation and provide opportunities for Councillors to raise questions and discuss progress.

4.2 OPTIONS

Council could choose to accept the report or not. Council could ask for additional information if needed.

5. CONSIDERATION

5.1 FINANCIAL

There are no direct financial requirements identified in this report.

5.2 LEGAL

This report is prepared as part of assisting Council to meet its duties in accordance with the Health and Safety at Work Act 2015 and associated regulations.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Council has a Zero Harm Commitment (Policy) and Zero Harm Strategy which forms the basis of our health and safety philosophy and management system.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
		✓	Internal
	✓		Community Boards/Community Committees
			Waikato-Tainui/Local iwi
			Households
			Business
			Other Please Specify

Council engages with our Community Boards and Community Committees to ensure they are clear on their obligations. Council also undertakes audits and safety engagement conversations in relation to our contractors.

6. CONCLUSION

This report provides an update on our Zero Harm Safety Management System and monthly health and safety performance.

7. ATTACHMENTS

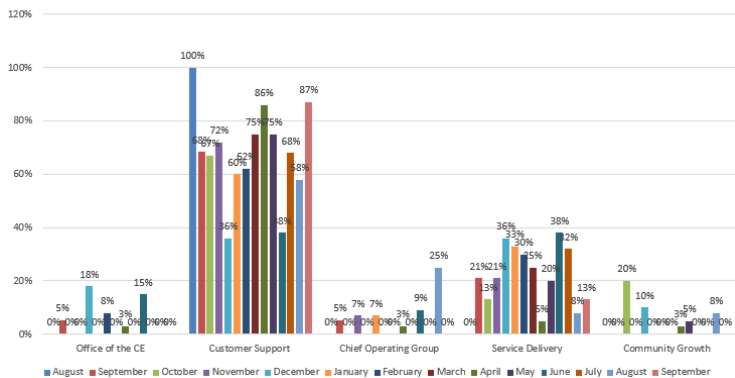
Zero Harm Performance Dashboard September 2021

Zero Harm Performance Dashboard - September 2021

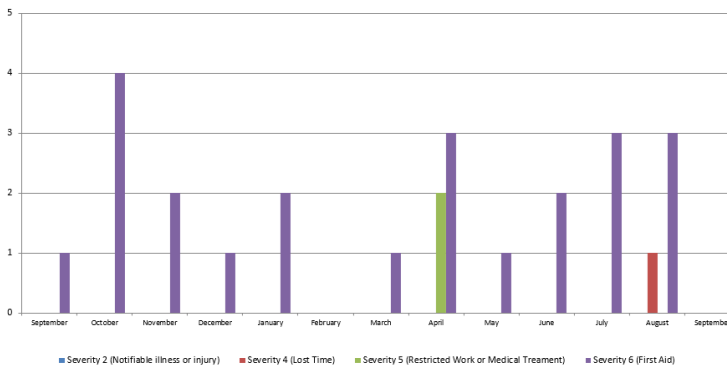


Event Management

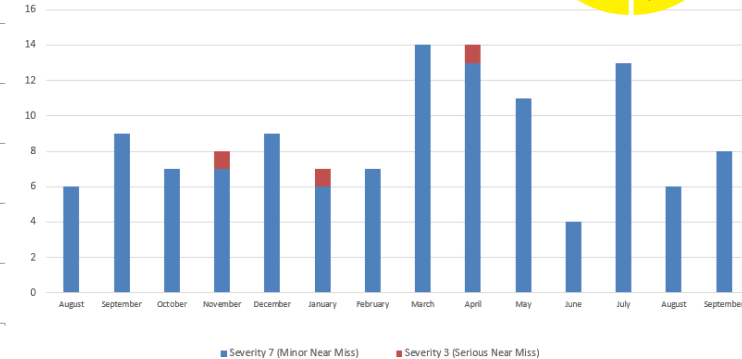
Percentage of Total Events Reported by Business Unit



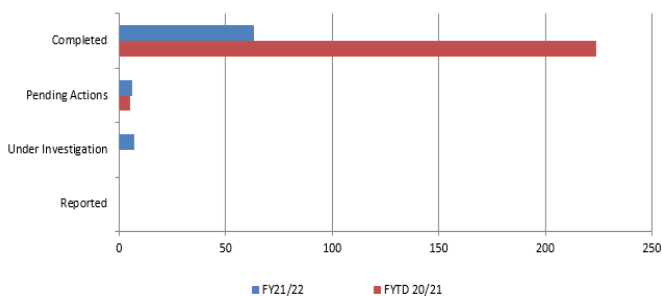
Personal Injury Events by Severity Rating



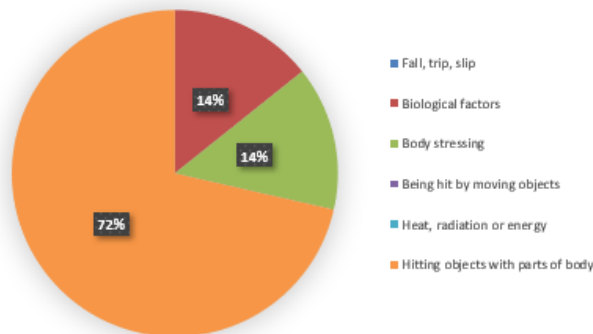
Near Miss Events



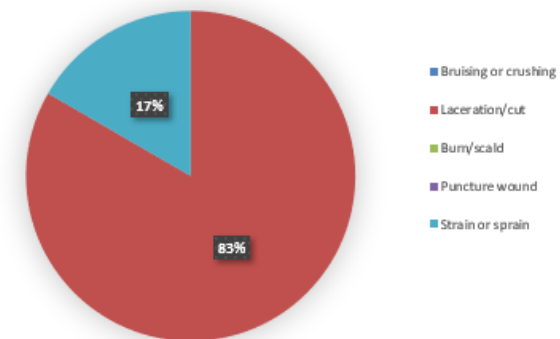
Event Management Status



Mechanism of Harm Year to Date

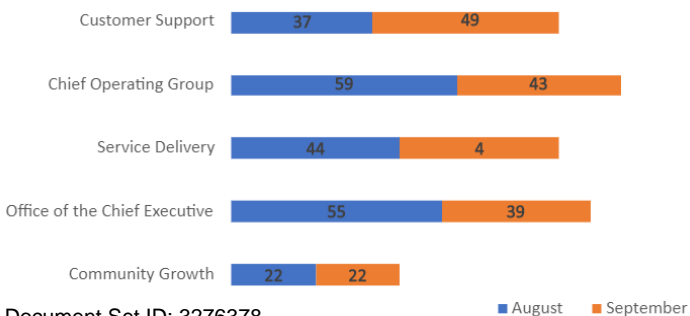


Nature of Injury Year to Date

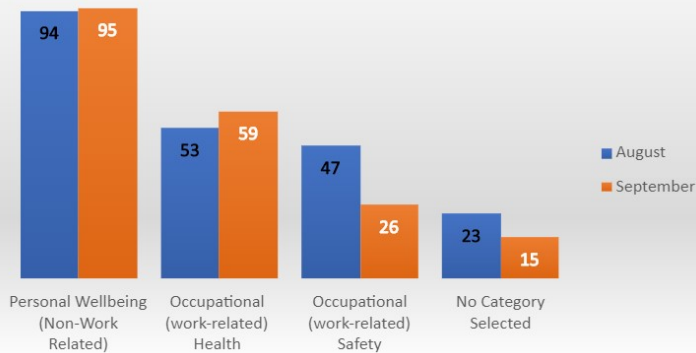


Zero Harm Engagement Conversations (Safety Leadership)

Zero Harm Engagement Conversations
Number of Conversations per Group

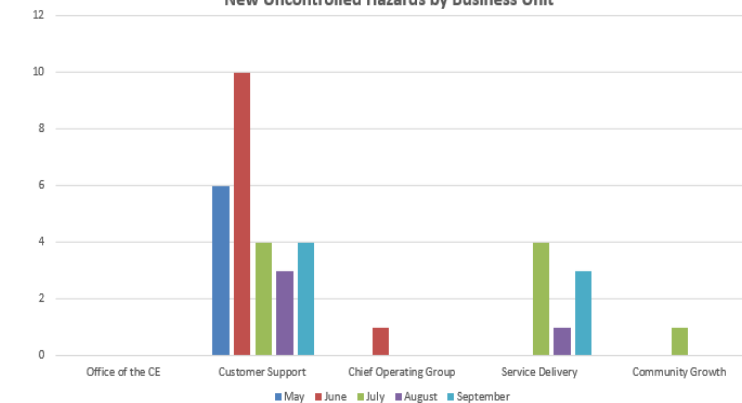


Zero Harm Engagement Conversations
Nature of Conversation



Hazard & Risk Management

New Uncontrolled Hazards by Business Unit



Zero Harm Performance Dashboard - September 2021



Contractor Safety Management

Key Take Outs

Contractor Safety Management Activity Undertaken by the Zero Harm Team and Contract Managers	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Contracted Work H&S Risk Assessment	4	3	3		7		3	2	3							4
Contract Manager H&S Advice and Support					5			3	3	3	2					1
Contractor Site Visit or Inspection	1		9	2	11	1	2		4	15	15	3	1			
Contractor Pre-Start or Tool Box Meeting			1		2					2	1	1				1
Contractor H&S Meeting			4	1	1	2	1	2		3		3		1		3
Contractor Task or JSA Review and Approval	2	1	4	5			3	3	3	1		2	1			1
Contractor Task or JSA Field Audit		1	2							1	1					1
Contracted Work Safety Plan Review and Approval	4	3	2	1		2	3	2	2	4	1	2	1			2
Contracted Work Safety Plan (SSSP) Field Audit				1					1	2	1	1				
Contracted Work End of Project H&S Review				1	1								1			

A summary of key insights from September's Zero Harm Performance

- There were no personal injuries (e.g. first aid, medical treatment, lost time injuries etc.) recorded during September
- There are 11 events in BWare Safety Manager with "Pending Actions". Once these corrective actions have been completed the event can be closed. The completion of corrective actions continues to be monitored weekly by the Executive Leadership Team (ELT)
- Contract Managers are continuing to record the contractor H&S management activities they undertake.
- The organisation is continuing to identify and manage new hazards before they have the opportunity to cause harm. On average 8 new hazards are being identified each month.

Critical Risk Management

Risk	Description	People Exposed	Risk Management Activities	Gaps/Improvements/Progress	Controls in Place	Controls to be Implemented	Level of Assurance	Incidents/Issues/Events
Workplace Violence	Workplace violence and aggression is defined as violent acts, including physical assaults and threat of assaults, directed toward persons at work or on duty. Workplace violence ranges from offensive or threatening language to homicide.	Workers (ours and contractors), members of the public	Worker inductions Training Organisational commitment and policy Safety equipment checks Injury management and rehabilitation	Six new controls have been implemented since the last risk review. Focus for the next six months will be on implementing or strengthening the remaining outstanding controls.	34	5	87%	Following an event that took place at the Ngaruawahia Library in April 2020 the Workplace Violence Critical Risk Management Standard and Bowtie Control Plan have been updated. This event identified the

This was the third risk review for the Critical Risk of Workplace Violence and Aggression.

Prior to undertaking the critical risk review, the Fear Free Risk Assessments for each site were also reviewed. The outcome of these were also used to inform the critical risk review.

Following the event at the Ngaruawahia Library in April a number of additional controls were implemented including the installation of a door between the front counter and the staff office (as illustrated in the photo below). This now creates a lockdown area for staff behind the counter to retreat to. Extra CCTV cameras have been added to the north-west side of the Ngaruawahia Library building to provide visibility of the carpark.



Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 October 2021
Prepared by	Gaylene Kanawa Democracy Team Leader
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Schedule of Meetings 2022

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval to a proposed schedule of meetings for the Council and Council committees for the 2022 calendar year.

It is good practice for Council to adopt a schedule of meetings for the following calendar year so that the business of the Council can be conducted in an orderly and transparent manner, and to allow public notification of meetings to be given in compliance with the Local Government Official Information and Meetings Act 1987. Clause 19, Schedule 7 of the Local Government Act 2002 contemplates that a local authority can adopt a schedule of meetings for any future period it considers appropriate.

Once adopted, the schedule of meetings can be amended and notified to elected members. In the event that the Council or a Committee need to meet on an urgent matter outside the proposed cycle, this can be achieved by way of an extraordinary or emergency meeting in accordance with the requirements under the Local Government Act 2002 and Local Government Official Information and Meetings Act 1987.

It is noted that for 2022 as there is an election scheduled meetings have only been scheduled to the beginning of October 2022.

The attached proposed schedule (Attachment 1) is substantially the same as the 2021 schedule, based on the following principles:

- A six-weekly meeting cycle is retained for the Council and its three principal committees (Strategy and Finance, Infrastructure and Policy and Regulatory).
- It is noted that extraordinary meetings will be scheduled as and when required for the Policy and Regulatory Committee to consider by-law review hearings and deliberations.

- The dates for the Audit & Risk Committee's and Co-Governance Joint Committee meetings with Waikato Tainui have been discussed with the independent chairperson and co-governance group and they see no obstacle to them proceeding as scheduled.
- The Waters Governance Board will determine its own meeting dates for 2022 – this is currently being worked through.
- Each Community Board and Community Committee will determine their own meetings schedule for 2022 – separate reports will be presented to each Board/Committee prior to Christmas for this purpose.
- Workshops will continue to be scheduled to follow on from Council and principal committee meetings. The process for additional workshops will continue to be through requests to His Worship the Mayor, noting that the Executive Leadership Team are working with the organisation to ensure that these are well planned to reduce the number of ad-hoc workshops that we are currently experiencing.

2. RECOMMENDATION

THAT the Waikato District Council adopts the 2022 Meeting Schedule, as attached to the staff report (Attachment I).

3. ATTACHMENTS

Attachment I – Proposed 2022 Schedule of Meetings – Council and Committees

2022 New Zealand Weekly Calendar.

WinCalendar	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Dec 2021	27	28	29	30	31 New Year's Eve	1 New Year's Day	2 Public Holiday
Jan 2022	3 Week No 1	4	5	6	7	8	9
	10 Week No 2	11	12	13	14	15	16
	17 Week No 3	18	19	20	21	22	23
	24 Tamahere CC	25 P&R	26	27	28	29	30
	31 Auckland Anniversary Day	1 WGB OTCB	2 TKCC	3 MMCC	4	5	6 Waitangi Day
Feb 2022	7 Week No 6	8 NCB Pokeno CC	9 Raglan CB	10	11	12	13
	14 Taupiri CB INF	15 Huntly CB CEPR	16 S&F	17	18	19	20
	21 Week No 8 Council	22 Dog Bylaw	23 Dog Bylaw	24	25	26	27
	28 Week No 9	1 Mardi Gras	2 TKCC	3 Audit & Risk	4	5	6
Mar 2022	7 Week No 10 Tamahere CC	8 P&R	9	10 D&F	11	12	13
	14 Taranaki Anniversary	15 OTCB WGB	16	17 MMCC	18	19	20
	21 Pokeno CC	22 NCB	23 Raglan CB	24	25	26	27
	28 Taupiri CB INF	29 Huntly CB	30 S&F	31	1	2	3 Daylight Savings Ends
Apr 2022	4 Week No 14 Council / TCC	5	6	7	8	9	10
	11 Week No 15	12	13 JMA	14	15 Good Friday	16 Easter Saturday	17
	18 Easter Monday	19 P&R	20	21 CCS	22	23	24
	25 Anzac Day	26 OTCB WGB	27	28 MMCC	29	30	1

WinCalendar	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
May 2022	2 Week No 18 TCC/PCC	3 NCB	4 RCB/TKCC	5	6	7	8 Mother's Day
	9 Week No 19 TCB/INF	10 Huntly CB	11 S&F	12	13	14	15
	16 Week No 20 Council	17	18	19	20	21	22
	23 Week No 21	24	25	26	27	28	29
	30 Week No 22	31 P&R	1 TKCC	2 Audit & Risk	3	4	5
Jun 2022	6 Queen's Birthday / Whit Monday (Pentecost Monday)	7 OTCB WGB TCC	8	9 MMCC	10	11	12
	13 Week No 24 PCC	14 NCB/CEPR	15 Raglan CB	16 D&F	17	18	19
	20 Week No 25 TCB/INF	21 Huntly CB	22 S&F	23	24	25	26
	27 Week No 26 Council	28	29	30	1	2	3
Jul 2022	4 Week No 27 TCC	5	6	7	8	9	10
	11 Week No 28	12 P&R	13	14	15	16	17
	18 Week No 29	19 OTCB WGB	20	21 MMCC	22	23	24
	25 Week No 30 PCC	26 NCB	27 Raglan CB	28	29	30	31
Aug 2022	1 Week No 31 TCC/TCB/INF	2 Huntly CB	3 S&F/TKCC	4	5	6	7
	8 Week No 32 Council	9	10	11	12	13	14
	15 Week No 33	16	17	18	19	20	21
	22 Week No 34	23 P&R	24	25	26	27	28
	29 Week No 35	30 OTCB/WGB	31	1 MMCC	2	3	4 Father's Day
Sep 2022	5 Week No 36 TCC/PCC	6 NCB	7 RCB/TKCC	8 Audit & Risk	9	10	11
	12 Week No 37 TCB/INF	13 Huntly CB	14 S&F	15 D&F	16	17	18
	19 Week No 38 Council	20	21 Int'l. Day of Peace	22 CCS	23	24	25 Daylight Savings Starts
	26 Dominion Day / South Canterbury Anniversary	27	28	29	30	1	2
Oct 2022	3 Week No 40 CEPR TCC	4 P&R	5 JMA	6	7	8	9

Open Meeting

To	Waikato District Council
From	Clive Morgan General Manager Community Growth
Date	22 October 2021
Prepared by	Vishal Ramduny Strategic Projects Manager
Chief Executive Approved	Y
Reference #	GOV1318 / 3278453
Report Title	Submission on the draft updated Future Proof Strategy

I. EXECUTIVE SUMMARY

This report seeks Council's approval on the submission on the updated Future Proof Strategy (the 'Strategy').

The updated Strategy retains the core elements of the 2009 and 2017 Strategy but also incorporates the Hamilton to Auckland (H2A) Corridor Plan and the Hamilton-Waikato Metropolitan Spatial Plan. This reflects the importance of the H2A corridor stretching through the north-Waikato and into Auckland, plus the connections east towards Morrinsville and the Bay of Plenty.

The updated Strategy also factors in key national documents and initiatives such as the National Policy Statement on Urban Development (NPS-UD) and the Government's Urban Growth Agenda. The Strategy incorporates seven transformational moves for change.

- Iwi aspirations: Enhancing the health and wellbeing of the Waikato River in accordance with Te Ture Whaimana, the Vision and Strategy and iwi place-based aspirations.
- Putting the Waikato River at the heart of planning.
- A radical transport shift to a multi-modal transport network shaped around where and how communities will grow.
- A vibrant Hamilton-Waikato metropolitan core supported by vibrant towns and villages.
- A strong and productive economic corridor at the heart of the Hamilton-Waikato metropolitan area.
- Thriving communities and neighbourhoods including quality, denser housing options that allow natural and built environments to co-exist and will increase housing affordability and choice.
- Growing and fostering water-wise communities through a radical shift in urban water planning, ensuring urban water management is sensitive to natural hydrological and ecological processes.

- The settlement pattern has been updated to reflect the latest development demand and supply information (from the Housing and Business Assessment reports) to ensure there is sufficient urban land to meet demand, plus a margin above demand to ensure there are competitive land markets.

The updated Strategy continues to support a compact urban form and includes provisions to meet the NPS-UD requirement to be responsive to out-of-sequence or unanticipated development.

A summary of the Strategy is attached. The full draft updated Strategy can be found here: <https://futureproof.org.nz/the-strategy/#read-updated-strategy>

The draft Strategy has been informed by considerable input from all the Future Proof partners and was endorsed for public consultation by the Future Proof Implementation Committee on 16 September 2021.

Mayor Allan Sanson will be Council's representative on the Future Proof Hearing Panel with Deputy Mayor Aksel Bech as his deputy. The hearings and deliberations are scheduled to take place in December 2021.

2. RECOMMENDATION

THAT the Waikato District Council approves the submission on the draft updated Future Proof Strategy.

3. ATTACHMENTS

1. Waikato District Council Submission on the draft updated Future Proof Strategy
2. Future Proof Strategy Consultation Draft Summary 2021

Date: 22 October 2021

Bill Wasley
Independent Chair
Future Proof Growth and Development Strategy
bill@billwasley.co.nz

Dear Bill,

RE: Waikato District Council Submission on the Draft Future Proof Growth and Development Strategy

The Waikato District Council ('WDC') welcomes the opportunity to make a submission on the draft Future Proof Growth and Development Strategy ('Strategy').

WDC supports the draft Strategy and wishes to acknowledge the efforts and contribution of staff and elected members from across the partnership in producing the draft Strategy for public consultation.

For WDC, it is pleasing to see the Hamilton to Auckland Corridor Plan and the Hamilton-Waikato Metropolitan Spatial Plan (MSP) being translated into the wider sub-regional strategy as this will ensure that all the partners can work in an integrated and collaborative manner to implement the Strategy from a national, regional, and local level.

On the matter of Strategy implementation, it is pleasing to note that the Strategy acknowledges the implications of the work being undertaken by both the Future Proof Three Waters Policy Group and the Transport Working Group which will have an important bearing for the integration of the land use and settlement pattern envisaged in the Strategy and the provision of three waters and transport infrastructure over the next 100 years.

It is within this context that Waikato District Council would like to highlight the need for bi-partisan central government policies to delivering and activating regionally and nationally significant infrastructure to support the outcomes sought in the Strategy. This will help mitigate the impact of future changes in government on agreed land-use and infrastructure strategies, plans and projects.

Both the Hamilton to Auckland Corridor Plan and the Hamilton-Waikato Metropolitan Spatial Plan have been developed with long-term outcomes in mind so it is critical that programmes and projects developed to support these outcomes are not tripped up by changes in government. If this happens it will result in wastage of effort, money, and community input. Whilst WDC understands that this is not a matter for the Future Proof Strategy itself to address. However, Council is raising this matter for the wider partnership (and central government in particular) to consider.

The Waikato Expressway was a key lynchpin for the establishment of Future Proof and there continues to be significant investments in roading still needed as part of our collective efforts to development safe, efficient, and affordable public transport systems connecting our communities. It is critical that political parties recognise the importance of bi-partisan policy making in support of Strategies such as Future Proof and its implementation.

Waikato District Council is also cognisant of the importance of having a good public transport system to support our growing communities in the north of our district and better integrating these areas into the Auckland public transport network and with each other. Council will endeavour to continue working with Waikato Regional Council, Waka Kotahi | NZTA, Auckland Transport and the Ministry of Transport (as appropriate) to ensure that this part of the Future Proof sub-region (particularly towns like Tuakau, Pokeno and Te Kauwhata) is better served by frequent and rapid public transport in the future.

Finally, as you will be aware, WDC is expected to be releasing decisions on the Proposed Waikato District Plan in January 2022 which will require that the Strategy be appropriately updated. We are pleased that this has been recognised by the Future Proof partnership.

Thanks once again for the opportunity for WDC to make a submission and we wish you well with the upcoming hearings for which Mayor Allan Sanson will be Waikato District Council's representative and Deputy Mayor Aksel Bech his alternate.

Yours faithfully,

Eugene Patterson

**ELECTED REPRESENTATIVE AND CHAIRPERSON OF THE
INFRASTRUCTURE COMMITTEE**

FUTURE PROOF STRATEGY

CONSULTATION DRAFT

SUMMARY

September
2021



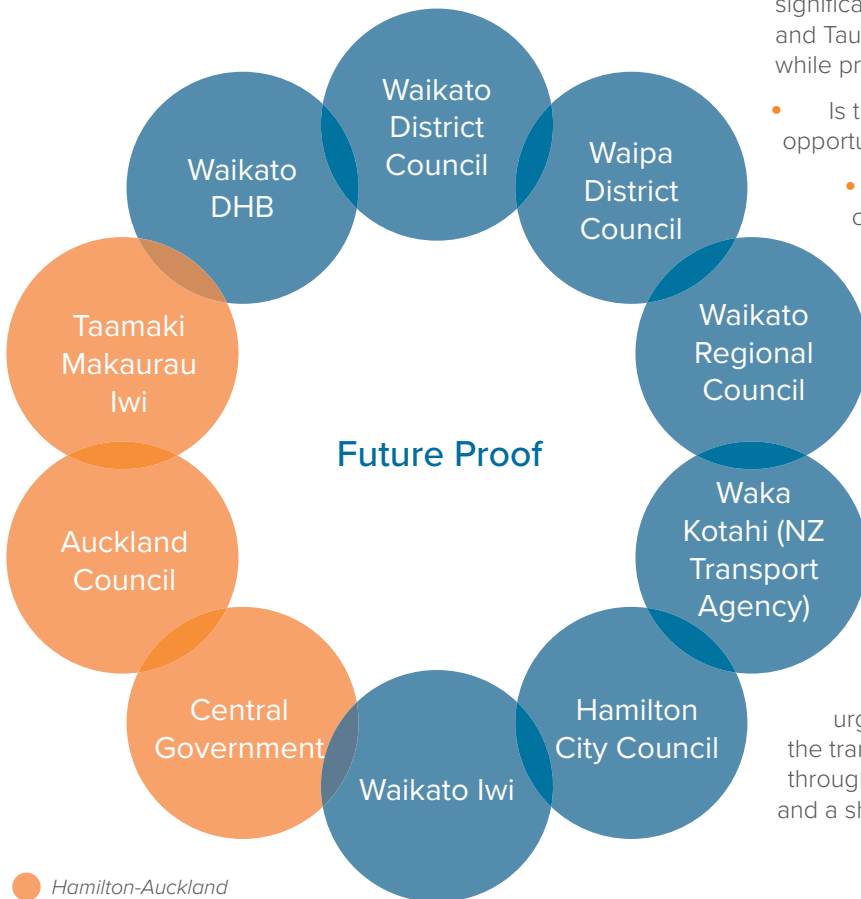
Future Proof
Te Tau Titoki



Future Proof partners are now seeking feedback on the updated Strategy. To read the Strategy and make a submission, please go to futureproof.org.nz
 Submissions close at 5pm on 12 November 2021.

WHAT IS FUTURE PROOF?

The Future Proof Strategy is a 30 year growth management and implementation plan specific to the Hamilton, Waipā and Waikato sub-region within the context of the broader Hamilton-Auckland Corridor and Hamilton-Waikato Metropolitan areas, which include important adjacent areas such as Pukekohe, Drury and Morrinsville. The strategy provides a framework to manage growth in a collaborative way for the benefit of the Future Proof sub-region both from a community and a physical perspective. This sub-regional approach is needed to manage growth in a staged and coordinated manner and to address complex planning issues, especially cross-boundary matters.



● Hamilton-Auckland Corridor Plan matters
 ● All Future Proof matters

This update of the *Future Proof Strategy* has been undertaken in order to incorporate the Hamilton to Auckland Corridor Plan and the Hamilton-Waikato Metropolitan Spatial Plan. It also factors in key national documents and initiatives such as the National Policy Statement on Urban Development (NPS-UD) and the Government’s Urban Growth Agenda.

The *Future Proof Strategy* satisfies in part the requirement of the NPS-UD for a Future Development Strategy (FDS) that shows there will be sufficient, feasible development capacity to support projected growth needs over the short, medium and long term. A further update of the Future Proof Strategy will be undertaken prior to 2024 to incorporate all requirements for an FDS.

VISION AND PRINCIPLES

The Future Proof Strategy has a vision for a sub-region that:

- Has a diverse and vibrant city centre strongly connected to distinctive, thriving towns and rural communities.
- Is part of the prosperous, dynamic and nationally significant corridor between Hamilton, Auckland and Tauranga that accommodates growth while protecting what is most important.
- Is the place of choice for those looking for opportunities to live, work, play, invest and visit.
 - Provides a variety of housing options that are affordable.
 - Is the place where natural environments, landscapes and heritage are protected and a healthy Waikato River is at the heart of the region’s identity.
 - Has productive partnerships with the community.
 - Has affordable, integrated and sustainable infrastructure with a strong focus on a rapid and frequent multi-modal transport network, and enabling three waters services and community facilities
 - Has sustainable resource use.
 - Responds to climate change with urgency, building resilience and supporting the transition to a lower carbon economy including through achieving a more compact urban form and a shift to active modes and public transport.

The taangata whenua vision for the Future Proof Strategy is:

- Kia tuku atu ngaa karu atua o te waka hei aarahi, hei arataki, hei tiaki.
- To enable guidance, leadership and nurturing. Knowing our future by planning today.

The vision is supported by guiding principles which apply to the strategy and its implementation. These principles are key to effective implementation and will be used in assessing and measuring proposals against the strategy and any subsequent changes that are made to it. The principles recognise the four wellbeings - environment, social, cultural, economic - across six interest areas:

Effective partnerships, leadership & implementation
Vibrant city centre connected to thriving towns, villages and rural communities
Protection of the natural environment
Affordable and sustainable resource use
Genuine and equal partnership with taangata whenua/mana whenua
Sustainable resource use and climate resilience

Key Questions:

Does the Vision describe the sort of communities we want for ourselves and future generations?

Do the Guiding Principles reflect what is important to you as we plan for the future of the sub-region?

OUR CHALLENGES AND OPPORTUNITIES

The Future Proof sub-region faces a number of significant challenges which we need to be aware of so that we can respond appropriately. We have opportunities to ensure that as the sub-region grows it remains a great place to live, work and play, providing housing and economic opportunity that meets the needs of our community, in a way that protects and enhances the environment.

Challenge/Opportunity



Ongoing environmental deterioration

Managing population growth



Poor housing affordability and choice

High transport costs and lack of transport choice



Lack of integrated infrastructure and landuse planning

Water allocation and three waters



Economic Performance

Cross boundary influences



Responding to change

OUR GROWTH MANAGEMENT APPROACH

A growing sub-region

The Future Proof sub-region continues to experience high growth rates which have placed pressure on all three territorial areas. Hamilton City, Waikato and Waipā districts are facing a number of similar challenges, but they all have different growth stories due to their size, geographies and their communities.

The settlement pattern for the Future Proof sub-region needs to increasingly take a compact and concentrated approach. This means that future development will be focused in (through infill and intensification) and around (greenfields) the key growth areas shown on the Future Proof settlement pattern map [Map 1]. This approach aligns closely with the requirements of the NPS-UD which seek that development is focused in urban areas to contribute towards well-functioning urban environments.

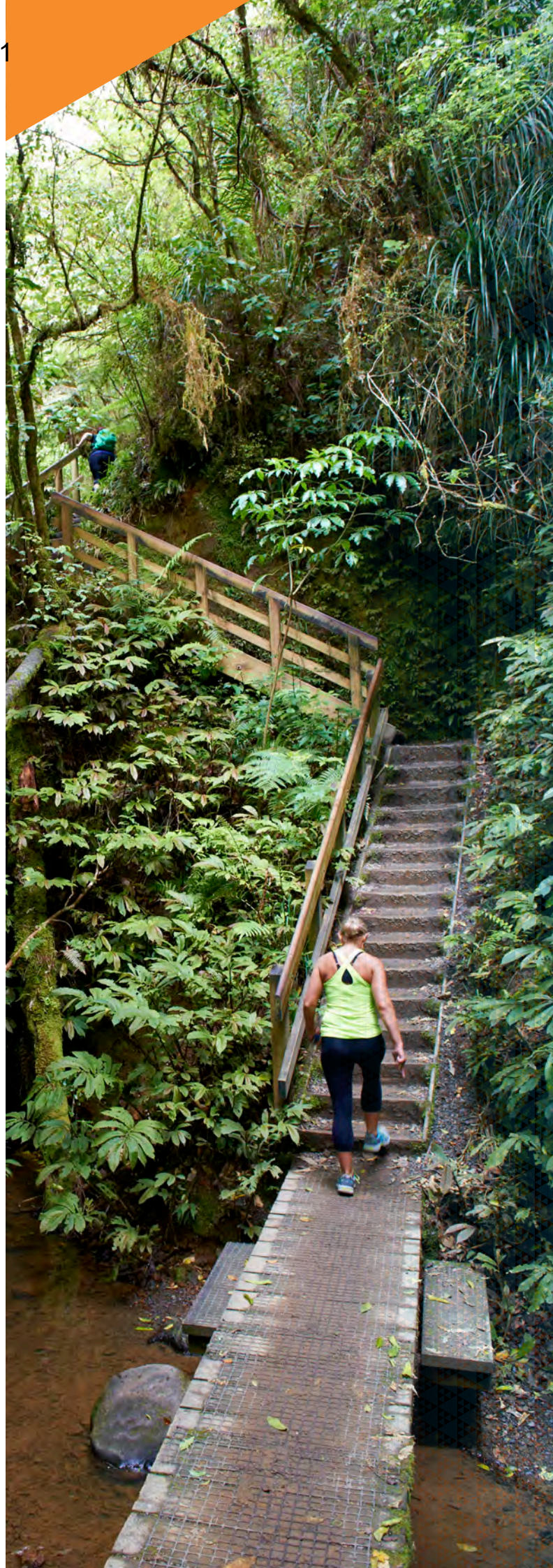
The key growth areas for the *Future Proof Strategy* are:

The ongoing growth and development of Hamilton city, the townships of Pokeno, Tuakau, Te Kauwhata, Huntly, Taupiri, Ngaaruawaahia, Horotiu, Raglan, Te Awamutu, Kihikihi, Pirongia, and Cambridge/Hautapu, and the villages of Meremere, Te Kowhai, Rukuhia, Oohaupoo, Ngaahinapouuri and Karapiro.

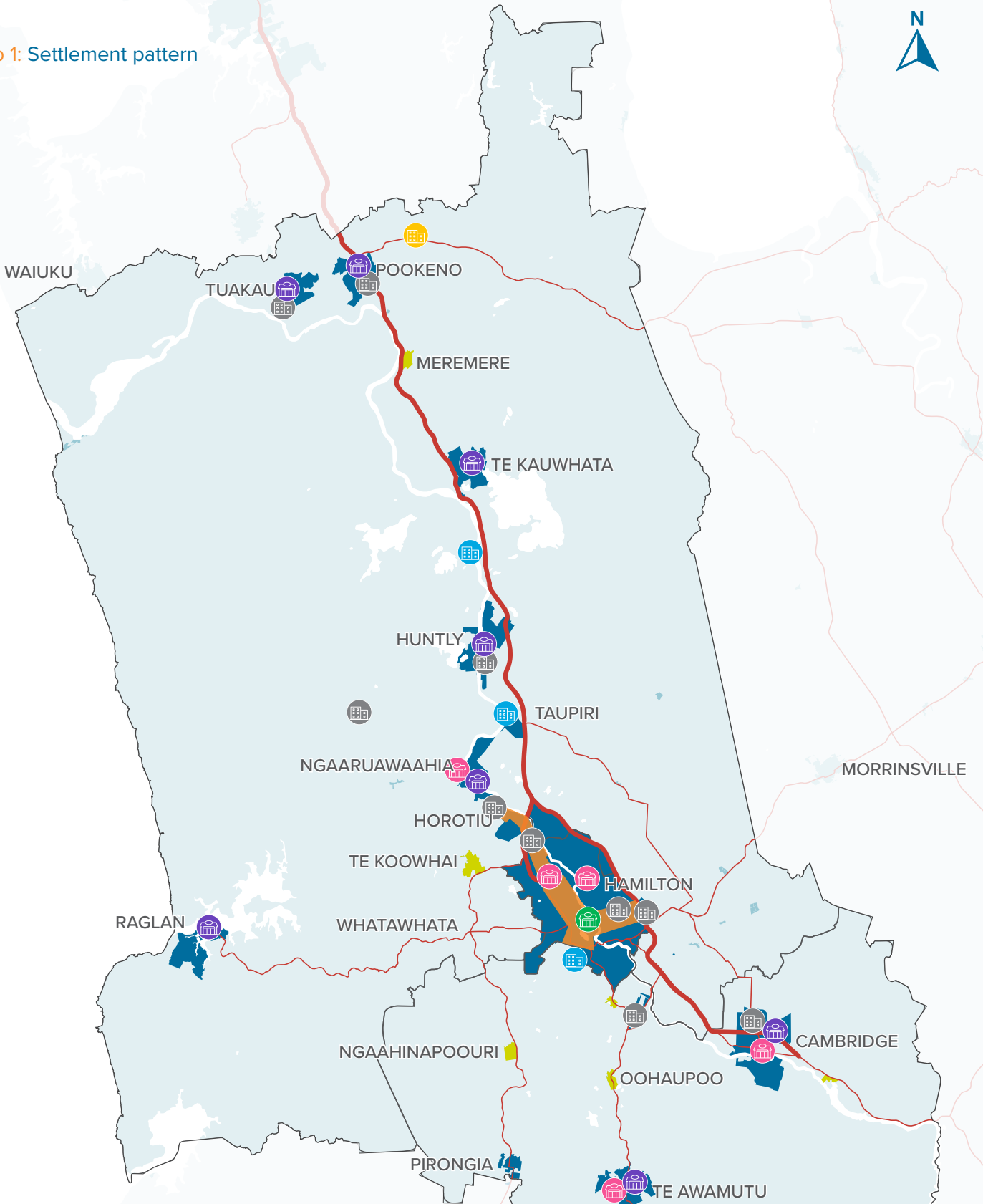
The Possible Future Urban Enablement Areas for Further Investigation Map [Map 2] identifies areas which have previously been identified in partner strategies or in the Metropolitan Spatial Plan as being possible future urban enablement areas but where further work and evaluation by the Future Proof partnership is required.

The benefits of a compact and concentrated approach to growth and development include greater productivity and economic growth, better use of existing infrastructure, improved transport outcomes, enhanced environmental outcomes, greater social and cultural vitality, more opportunities for place-making and community connectedness, regeneration of existing urban areas, and preservation of the rural environment. Collectively, these factors contribute towards creating, growing and improving well-functioning urban environments.

Through a more compact urban form, we are also aiming to work towards a sub-region of 30-minute communities, where people can meet most of their needs within a 30-minute walk, cycle or public transport trip.



Map 1: Settlement pattern



	Existing Town Centre		Strategic Industrial Nodes		Waikato Expressway
	City Centre		Metropolitan Economic Corridor		Southern Links
	Future Metro Centre		Village enablement areas		Council boundaries
	Future Strategic Industrial Node for Investigation		Urban enablement areas		State Highways
	Potential Future Industrial Area for investigation				

Transformational Moves

The Future Proof partnership has identified seven transformational moves for change. These transformational moves will provide major place shaping elements in implementing the Future Proof settlement pattern and moving towards a more sustainable form of urban growth development.

- Iwi aspirations - Enhancing the environmental health and wellbeing of the Waikato River in accordance with Te Ture Whaimana o Te Awa o Waikato – Vision and Strategy for the Waikato River, while supporting iwi and mana whenua in embracing social and economic opportunities within the sub-region. For Waikato Tainui this is a specific emphasis on Hopuhopu and Ruakura, and Meremere in the longer term after Ruakura, for other mana whenua groups within the sub-region will include land use aspirations to build papakainga housing or horticulture/agri-culture farming transformations to name a few. Other iwi and mana whenua groups have high populations of their people living within the sub-region and may also wish to pursue social, economic and other opportunities within the sub-region.
- Waikato River - Give effect to *Te Ture Whaimana o Te Awa o Waikato - the Vision and Strategy* – including by celebrating the Waikato River as the defining ecological feature connecting the metro area to the heart of a blue-green network supporting environmental and recreational use and creating a sense of place.
- A radical transport shift - A multi-modal transport network, connecting the metro area and facilitating a radical shift to using public transport through the establishment of a rapid and frequent public transport network shaped around where and how our communities will grow.
- A vibrant metro core and lively metropolitan centres - Growing Hamilton central city as our civic, administrative, cultural and commercial metro core, alongside lively metropolitan centres, well connected by public transport and safe walking and cycling networks, where people can afford to live, work and play.
- A strong and productive economic corridor - Establishing an economic corridor that links the highly productive employment areas between Ruakura, Hamilton central city and north to Horotiu and Ngaaruawaahia.
- Thriving communities and neighbourhoods - Enabling quality denser housing options that allow our natural and built environments to coexist in harmony increasing housing affordability and housing choice to meet the needs of growing and changing communities.
- Water wise and water sensitive communities – Grow and foster water-wise communities through a radical shift that places sustainability,

resilience and environmental protection at the heart of our urban water planning and ensuring that urban water management is sensitive to natural hydrological and ecological processes.

Growth management sections

Section	Summary
Taangata whenua	Sets out how the Future Proof Partnership will support and enable taangata whenua social, cultural, environmental, and economic aspirations to be achieved through an enduring partnership approach. This includes recognition and support for taangata whenua spatial priorities.
Waahi toituu and waahi toiora	Sets out the importance of identification of waahi toituu and waahi toiora areas in the sub-region to ensure that development is directed away from waahi toituu areas, and that areas of natural significance, reserves, cultural and heritage sites, are safeguarded and their values enhanced.
Responding to climate change	Provides an overview of climate change effects in the region, and sets out the pivotal role of the Future Proof Strategy to influence responses to climate change. This includes through the Strategy's 'compact and concentrated' approach to development, and by advocating for, and assisting in the development of, tools, toolkits, methodologies and/or evidence bases.

Section	Summary
Waikato and Waipā rivers and the blue-green network	Introduces the concept of a blue-green network for the sub-region, and establishes the role of the Future Proof Strategy to restore and protect the health and wellbeing of the Waikato and Waipā Rivers, and connect, protect, enhance and integrate the natural environment in new urban development.
Transport	Sets out the importance of transport in the sub-region, and how the Future Proof Strategy supports planning for an integrated rapid public transport network linking major employment and residential hubs, as well as ensuring that neighbourhoods are designed to integrate public transport use, walking and cycling.
Current and future growth areas	Introduces key urban development concepts, including Urban Enablement Areas and Village Enablement Areas, and how these concepts support compact urban development and well-functioning urban areas. This section also sets out the approach to out-of-sequence and unanticipated developments to ensure that these developments are subject to a robust assessment that considers social, environmental and economic factors.
Growing a prosperous economy	Outlines the Future Proof approach to implement the hierarchy of centres, concentrate jobs and employment in the metropolitan economic corridor and stage development of industry in strategic industrial nodes.

Section	Summary
Rural areas	Sets out the Future Proof Strategy approach of protecting highly productive land through the provision of limited rural lifestyle development around existing towns and villages (Urban Enablement Areas and Village Enablement Areas), and encouraging a more compact urban footprint.
People, places and communities	Outlines the importance of placemaking and integrated planning for social infrastructure. This section also sets out how the Strategy seeks to address housing affordability, including through working with central government to implement housing affordability and housing choice initiatives.
Three waters and other infrastructure	Provides an overview of the Sub-Regional Three Waters Programme & water reforms. This section also sets out the role of the Future Proof Strategy in collaborating to give effect to Te Ture Whaimana o Te Awa o Waikato – Vision and Strategy for the Waikato River, and ensuring water sensitive planning and design principles at all scales.

Key Questions:

Do you support the transformational moves and will they help us to realise the vision of our communities?

Does our proposed approach to responding to growth address the right issues and will it help to make wise long-term decisions?

Have we provided enough of the right growth opportunities to achieve the vision of our communities?

MEETING DEMAND AND BEING RESPONSIVE

Housing and business assessment

The Future Proof partners are required to produce a Housing and Business Development Capacity Assessment (HBA) under the NPS-UD every three years. The purpose of an HBA is to provide an evidence-base which documents demand and supply for housing and business land across the sub-region. The partners have completed an HBA and this information has helped to inform our growth management approach contained in the strategy.

The Future Proof sub-region is expected to experience significant growth over the next 30 years. Demand for dwellings is projected to increase by around 56 per cent from 2020 out to 2050. This equates to a demand for an additional 61,285 dwellings across the sub-region (or 72,100 dwellings if a margin on demand is applied).

Significant capacity exists to accommodate growth across the Future Proof sub-region. The district plans and future infrastructure supply provisions enable considerable capacity across the sub-region through a combination of urban intensification and greenfield expansion.

Overall, the Future Proof sub-region is not likely to have any projected shortfalls in housing and business capacity over the next 30 years. This is contingent on the timely provision of infrastructure. If there are delays in the provision of infrastructure this will impact on our ability to provide sufficient development capacity.

Key Questions:

Do you have any comments on the targeted areas for growth and our capacity to provide for this growth?

Growth targets

To support the compact and concentrated approach the below targets have been set to be achieved over the planning period for the strategy:

- For Hamilton city, at least 50 per cent of growth will be through regeneration of existing parts of the city. This will focus in and around key nodes.
- For the Waikato district, approximately 90 per cent of growth will be in the identified urban areas of Tuakau, Pookeno, Te Kauwhata, Ohinewai, Huntly, Ngaaruawaahia, Raglan and various villages.
- For Waipā district, approximately 90 per cent of growth will be within the identified urban areas of Cambridge, Te Awamutu and Kihikihi.
- For the Waikato and Waipā districts, as a stretch target approximately 20 per cent of growth within urban environments will be within existing parts of the townships, preferably in areas close to centres and current and future public transport stops.

OUR IMPLEMENTATION PROGRAMME

The implementation approach of the *Future Proof Strategy* is made up of the following parts:

- Growth Management directives as set out in each section in Part B of the *Future Proof Strategy*.
- Implementation programme of key short, medium and long term actions set out in Part D of the *Future Proof Strategy*.
- Priority Development Areas, which are immediate or priority actions in specified priority development locations.

In addition, the *Future Proof Strategy* has been, and will continue to be, implemented through a wide implementation toolkit. This includes Resource Management Act (RMA) mechanisms such as the Regional Policy Statement and District Plans; Long-Term Plans under the Local Government Act (LGA) and National and Regional Land Transport Plans under the Land Transport Management Act (LTMA). Future Proof also works alongside other strategy initiatives such as the *Waikato Plan* and *Waikato Means Business*. There are also a number of national documents and strategies that have influenced the *Future Proof Strategy* and will assist with its implementation.

Priority development areas

Priority development areas (PDAs) have been identified as the first phase of implementation initiatives. These areas comprise individual or clusters of growth areas across the metro areas where immediate or priority initiatives have been identified. Over time, the PDAs will emerge as focus areas for the Future Proof partnership.

Areas identified as PDAs have been selected on the basis that they provide a focus on connecting key areas of the sub-region while supporting the core elements of transport, centres, the proposed economic corridor, and planned intensification.

The priority development areas are:

- Huntly
- Northern metro corridor: Ngaaruawaahia/Hopuhopu/Taupiri, and Rotokauri/Te Rapa
- Central metro corridor: Hamilton central city area, and Ruakura
- Southern metro corridor: Cambridge West/Hautapu, and airport

Key performance indicators

In order to measure our progress, Future Proof will undertake monitoring of key performance indicators. These will be measured alongside the key indicators required by the NPS-UD.

Key performance indicators	
Environmental indicators	<ul style="list-style-type: none"> • Through our compact urban form and public transport initiatives we expect transport emissions to reduce per capita in the sub-region. • We are aiming to ensure that the health and wellbeing of the Waikato River and its catchment within the sub-region are improving year on year.
Housing indicators	<ul style="list-style-type: none"> • We expect housing affordability (as measured by the ratio of average income to average dwelling purchase price/rent) in the sub-region to improve over time. • We expect an increasing range of housing sizes and types to be delivered within the sub-region.

Accessibility indicators	<ul style="list-style-type: none"> • Through a more compact urban form, we are aiming to work towards a sub-region of 30-minute communities, where people can meet most of their needs within a 30-minute walk, cycle or public transport trip. • The aim is to increase the proportion of the sub-region’s population living within 30 minutes of work, education and other services, using a range of transport modes. • We expect that the proportion of trips being made by public transport and active modes (walking and cycling) significantly increases.
Economic indicators	<ul style="list-style-type: none"> • We expect a more prosperous and more productive economy – supporting improved well-being for all.
Climate change indicators	<ul style="list-style-type: none"> • The strategy is designed to support a lower carbon economy and contribute to broader government climate change goals. As tools are developed the impact of the strategy will be modelled and the strategy will be reviewed as necessary. • Through our compact urban form and public transport initiatives we expect transport emissions to reduce per capita in the sub-region.

Key Questions:

Will our implementation plan help us achieve the Future Proof Strategy vision?

What, if anything, is missing?

Review

It is important that there is a regular review of the information, particularly in forecasting of growth, funding of infrastructure and assumptions/principles to ensure the strategy is kept up to date and is relevant. This is particularly important, as long-term growth management is susceptible to changing circumstances and growth projections are an inexact science. It is important that this strategy is adaptable when things change significantly. This includes excessive growth rates, a slowing of the growth rate, technological advances, cataclysmic world events and other global changes.

A strategy review is scheduled for 2023 in order to meet the NPS-UD requirement for a *Future Development Strategy* by 2024 (FDS). While this strategy fulfills many of the requirements of an FDS, it will be informed by business case work currently underway in relation to the provision of transportation and three-waters infrastructure and services. This may result in changes to the Future Proof settlement pattern and growth management approach which will be addressed in the 2023 review of the strategy.

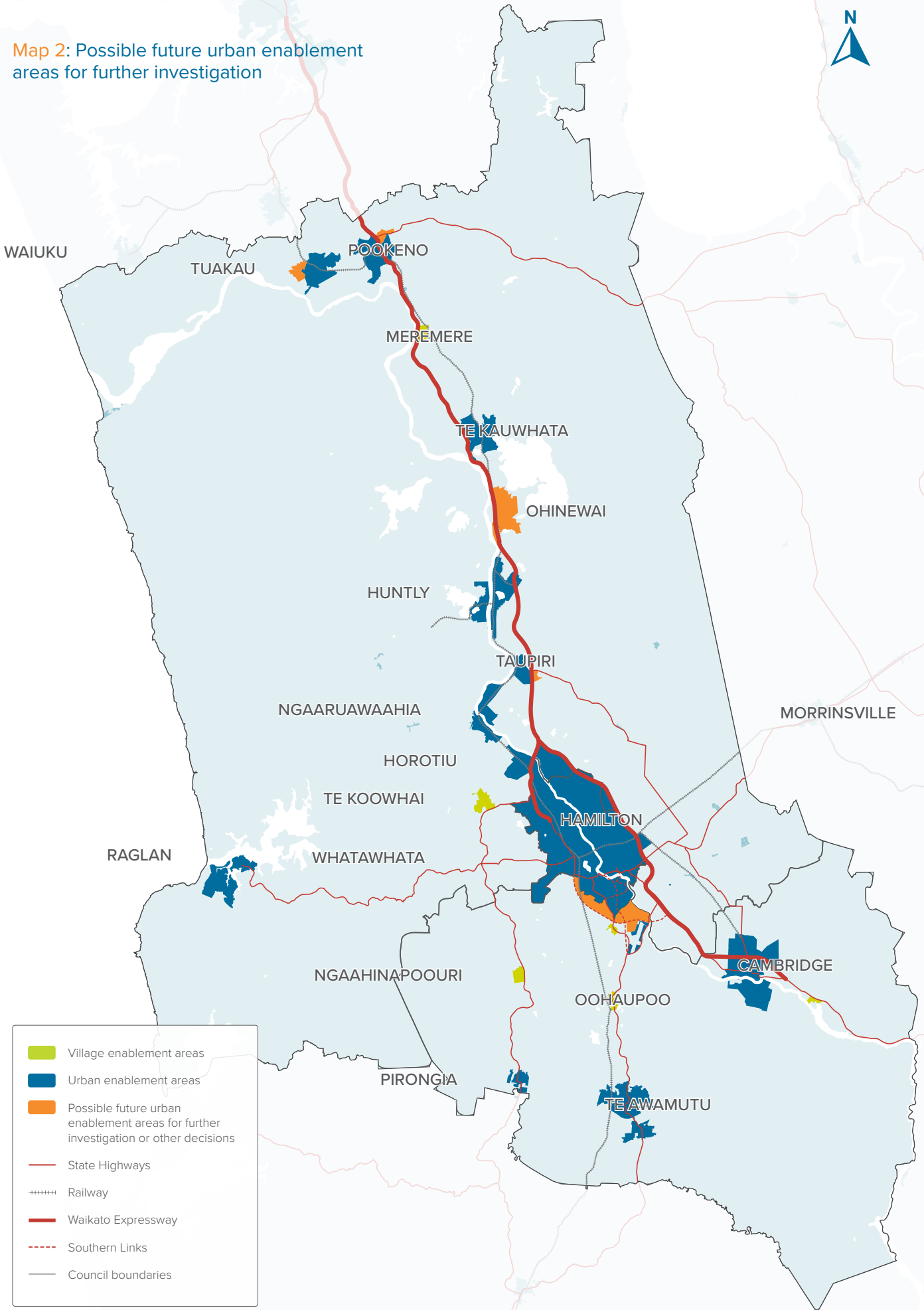
POTENTIAL ADDITIONAL GROWTH AREAS

As already noted, the *Future Proof Strategy* identifies Possible Future Urban Enablement Areas for Further Investigation Map [Map 2]. These are areas which have previously been identified in partner strategies or in the Metropolitan Spatial Plan as being possible future urban enablement areas but where further work and evaluation by the Future Proof partnership is required.

The partnership's plan for supporting urban growth over the next 30 years is strongly influenced by the Guiding Principles and Vision for the sub-region and is based on a detailed evidence base showing that we have sufficient capacity for at least 30 years' supply of housing, commercial and business land. We also know that the settlement pattern can provide for an additional margin over and above the expected demand.

Our challenge is not that we haven't identified enough land, our challenge is the ability to service that land with infrastructure in an affordable way and to ensure public transport and active modes of transport can be provided for. This will help us to grow in a more sustainable way which provides for well-functioning urban environments with a range of housing types, sizes and affordability, and for communities to thrive.

Map 2: Possible future urban enablement areas for further investigation



Responsive planning

There will always be unforeseen circumstances, many beyond our control, that can influence the demand for land supply. The *National Policy Statement on Urban Development* (NPS-UD) requires a responsive approach to planning.

The Future Proof partners have developed a process to ensure there is a built-in responsiveness mechanism in the strategy and that requests for changes to the Future Proof settlement pattern are treated fairly, consistently, and transparently, in a way that meets the requirements of the NPS-UD.

When considering any changes to land use or the timing and staging of land development from that set out in the strategy, or indeed to the strategy itself, a set of criteria, based on the Future Proof principles, has been developed to assess the merits of particular proposals.

A robust evidential basis for such changes will be needed in any given circumstance and will include the need to consider any implications that might exist for the wider sub-region.

Untested areas of landowner/ developer interest

The Future Proof partnership is aware of a growing level of interest from land owners across the sub-region wanting to actively engage and participate in the Future Proof Strategy review. Whilst it is likely that there is further interest than we are currently aware of, the following list sets out a sample of those which Future Proof have been made aware of. It is not a comprehensive list but illustrates the level and range of interest that has been expressed.

- A proposal to change the timing of a residential growth cell near Cambridge where timing is sought to be brought forward from post-2035 to now;
- A proposal to change the timing of an industrial growth cell in the Hautapu area where timing is sought to be brought forward from post-2035 to now;
- A proposal to add additional industrial land in the Hautapu area;
- A proposal to change to the timing of the R2 residential growth cell on Hamilton's eastern edge;
- A proposal to add a new residential growth cell further east than the R2 cell;
- A proposal to add a new residential and industrial growth cell west of the Southern Links designation;
- A proposal to add a new residential growth cell north of Rotokauri/east of Te Kowhai;
- A proposal to add a new residential growth cell to the west of Western Heights on the western edge of Hamilton;
- A proposal to add a new residential and

commercial growth cell near Ngaaruawaahia; .

- A proposal for an additional large-lot residential growth cell near Rukuhia;
- A proposal to change the timing of a deferred large-lot residential area in the Oohaupoo vicinity from post 2035 to now;
- A proposal for a new growth multiple use growth cell west of the Hamilton airport/west of State Highway 3.

Proposed process for assessing areas beyond the Future Proof settlement pattern

Submissions are currently being sought on the Future Proof Strategy as a whole.

Where landowners/developers are seeking to have their proposals incorporated into the Future Proof settlement pattern, including for proposals listed above, this must be done via a submission.

All submissions must be accompanied by robust evidence which will allow proper consideration of the proposals.

These proposals need to be submitted formally through the Future Proof submissions process and be heard alongside any other proposals.

The assessment process is as follows:

1. Submissions received within submission period.
2. Submissions seeking recognition in the Future Proof Strategy of additional Urban or Village Enablement Areas shall be accompanied by sufficient information to allow a full and proper assessment against the Out-of-sequence and Unanticipated Developments criteria set out in section B7 of the Future Proof Strategy, and copied below.
3. Hearings will be held and will provide an opportunity for submitters to be heard.
4. Staff will analyse the proposals against the out-of-sequence and unanticipated development criteria (set out below) and provide a recommendation to the FPIC hearings panel.
5. Future Proof Implementation Committee will deliberate and make a final decision as to whether to include such requests in the updated *Future Proof Strategy*.

Out-of-sequence & Unanticipated Developments Criteria

Future Proof has developed a set of criteria to assess out-of-sequence and unanticipated developments. In the context of the Future Proof Strategy review, all of the criteria below (Criteria A and Criteria B) will be considered when determining whether or not to add additional areas of land to the Future Proof settlement pattern.

Criteria A

- A. That the development contributes to a well-functioning urban environment. Proposals are considered to contribute to a well-functioning urban environment, if they:
- have or enable a variety of homes that: meet the needs, in terms of type, price, and location, of different households; and/or enable Māori to express their cultural traditions and norms; and/or have or enable a variety of sites that are suitable for different business sectors in terms of location and site size; and
 - support, and limit as much as possible adverse impacts on, the competitive operation of land and development markets
- B. That the development is consistent with the Future Proof Strategy guiding principles, and growth management directives (as set out in Sections B2, B3, B6, B7, B8, B9 and B11 of the Strategy).
- C. That the development has good accessibility for all people between housing, jobs, community services, natural spaces, and open spaces, including by way of public or active transport.
- D. In cases where development is being brought forward, whether it can be demonstrated that there is commitment to and capacity available for delivering the development within the advanced timeframe.
- E. In cases where the development is proposing to replace a planned land use with an unanticipated land use, whether it can be demonstrated that the proposal will not result in a short, medium or long-term shortfall in residential, commercial or industrial land, with robust data and evidence underpinning this analysis.
- F. That the development protects and provides for human health.
- G. That the development would contribute to the affordable housing stock within the sub-region, with robust data and evidence underpinning this analysis.
- H. That the development does not compromise the efficiency, affordability or benefits of existing and/or proposed infrastructure in the sub-region.
- I. That the development can be serviced without undermining committed infrastructure investments made by local authorities or central government (including Waka Kotahi). Development must be shown to be adequately serviced without undermining committed infrastructure investments made by local authorities or central government to support other growth areas.
- J. That the development demonstrates efficient use of local authority and central government financial resources, including prudent local authority debt management. This includes demonstration of the extent to which cost neutrality for public finances can be achieved.
- K. The compatibility of any proposed land use with adjacent land uses including planned land uses.
- L. That the development would contribute to mode-shift that supports the medium- and long-term transport vision for the sub-region being the creation of a rapid and frequent multi-modal transport network and active mode network.
- M. That the development would support reductions in greenhouse gas emissions and would be resilient to the likely current and future effects of climate change, with robust evidence underpinning this assessment
- N. That the development avoids areas identified as waahi toitu.

Criteria B

- A. That the development demonstrates that it would not affect the feasibility, affordability and deliverability of planned growth within Urban Enablement Areas and/or Village Enablement Areas over the short (0-3 years), medium (0-10 years) and long-term (0-30 years). In the interest of clarity proposals in areas currently identified for development in 30+years and which are proposed to be brought forward into an earlier timeframe must demonstrate that they do not affect the feasibility, affordability and deliverability of planned growth in the earlier time periods.
- B. That the development demonstrates that value capture can be implemented and that cost neutrality for public finance can be achieved.
- C. That the proposed development would not adversely affect the function and vitality of existing rural settlements and/or urban areas;
- D. That the development would address an identified housing type/tenure/price point need.

It is considered that the process outlined above balances the need for flexibility and responsiveness with the intent of Future Proof partners to uphold the Future Proof principles and settlement pattern.



Open Meeting

To	Waikato District Council
From	Roger MacCulloch General Manager Service Delivery
Date	22 October 2021
Prepared by	Gareth Bellamy Senior Transportation Engineer
Chief Executive Approved	Y
Reference #	ECM328005
Report Title	Submission on Waka Kotahi NZ Transport Agency's proposals to set new speed limits on State Highway 1

1. EXECUTIVE SUMMARY

This report seeks Council's approval on the submission in support of Waka Kotahi proposal to increase the speed limit on SH1 from 100km/h to 110km/h between Hampton Downs and Tamahere.

Completed sections of the Waikato Expressway (WEX) are built to very high safety standards. Because these roads have features that make it safer for travelling at higher speeds, the speed limit may be set to a higher limit than other state highways.

In 2017 the speed limit on the Cambridge section was increased to 110km/h. The Huntly, Longswamp and Rangiriri sections have been designed and built to be safely operated at 110km/h. The Hamilton section, which is due to open in 2022, will also be able to be safely operated at 110km/h.

Waka Kotahi is now upgrading sections from Hampton Downs to south of Cambridge to meet the necessary design and safety standards for a 110km/h speed limit.

2. RECOMMENDATION

THAT the Waikato District Council approves the submission in support of Waka Kotahi NZ Transport Agency's proposals to set permanent new speed limits on State Highway 1 Waikato Expressway, between Hampton Downs and Tamahere.

3. ATTACHMENTS

1. Waikato District Council Submission on Waka Kotahi NZ Transport Agency's proposed speed limits on State Highway 1

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 October 2021
Prepared by	Gaylene Kanawa Democracy Team Leader
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Exclusion of the Public

I. RECOMMENDATION

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
PEX 1 Receipt 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)
PEX 2.1 Approval to Award – Tree Maintenance Services Contract 20/061		

