
Minutes for a meeting of the Waikato District Council held by Audio Visual Conference on **MONDAY, 1 NOVEMBER 2021** commencing at **9.31am**.

Present:

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

Attending:

Mr GJ Ion (Chief Executive)
Mr TG Whittaker (Chief Operating Officer)
Mr R MacCulloch (General Manager Service Delivery)
Mrs S O’Gorman (General Manager Customer Support)
Mr V Ramduny (Strategic Projects Manager)
Ms L Shirley (Zero Harm Manager)
Mr W Gauntlett (Growth and Analytics Manager)
Ms M May (Community Connections Manager)
Mr C Ahu (Open Spaces Team Leader)
Ms J Bishop (Contracts and Partnering Manager)
Mr R Bayer (Roading Team Leader)
Mr G Bellamy (Senior Transportation Engineer)
Mrs GJ Kanawa (Democracy Team Leader)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Smith/Sedgwick)

THAT the apology from Cr Patterson for non-attendance (absent on Council business) be accepted.

CARRIED

WDC2111/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Eyre/Bech)

THAT the agenda for the meeting of the Waikato District Council held on Monday, 1 November 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 item 7.1 – Zero Harm being considered after agenda item 4 – Confirmation of Minutes.

CARRIED

WDC2111/02

DISCLOSURES OF INTEREST

His Worship the Mayor, AM Sanson and the Deputy Mayor, Cr Bech declared an interest in Item 7.3 - Submission on the draft updated Future Proof Strategy as they would be on the hearings panel.

CONFIRMATION OF MINUTES

Agenda Item 4

Resolved: (Crs Gibb/Smith)

THAT the following minutes for the Waikato District Council be confirmed as a true and correct record:

- a) the ordinary meeting held on Monday, 20 September 2021;
- b) the extraordinary meeting held on Thursday, 28 September 2021, with the following amendment; and
 - i) Correction of error on page 30 of this agenda - The motion was put by a division and was not reflected in the unconfirmed minutes. Staff to include record of division and voting in the confirmed minutes.
- c) the extraordinary meeting held on Tuesday, 19 October 2021.

CARRIED

WDC2111/03

REPORTS

Zero Harm Update

Agenda Item 7.1

The report was received [*WDC2111/02 refers*]. The following discussion was held:

- Zero Harm engagement conversations – using new form, almost completed three (3) months worth and would be undertaking deeper analysis.
- Training – had to cancel a number of courses due to Covid alert levels, unlikely that any requiring face to face contact will only occur in 2022. Where possible we are looking to run courses online, recently held an asbestos awareness training online.
- Zero personal injuries in September as most staff were working remotely.
- Workplace violence critical risk review is nearly completed, at 80% completed, with five controls remaining.
- Focus had been Covid 19, team assisting the organisation with vaccine/role risk assessments being undertaken.
- Workplace violence – bullying/intimidation and excessive pressure genres were covered by policy, which is one of the controls in the overall strategy. However, from work being undertaken, we have identified a risk factor/threat with regard to mental wellbeing – so more work happening with this.
- Also looking to undertake a piece of work similar to Hamilton City Council – campaign around respect with organisation and customers, with how we would like to be treated.
- Ngaruawahia library had extra door for safety of staff but controls required for other libraries and front counters which was being worked through by Facilities team.
- Work on dealing with public and customers – some thought needs to be given to when we return to level 2 and our facilities open where we would need to consider vaccine passports being required to gain access to libraries/pools etc.
- Staff role is not to police contract tracing, mask wearing, vaccination passports as it could be confrontational and put staff at risk. We need to look at government requirements to ensure we have protocols/security controls in place without putting our staff at risk.
- Scheduled meeting with Mayor and Deputy Mayor regarding our approach to the vaccination policy and approach we are planning to take for Level 2.
- Raglan Community Board recently received a presentation from the organisers of the Soundsplash event and where the question of vaccination passports arose. Regular conversations with government agencies and there is little guidance being provided by relevant agencies.
- Part of the problem is government making announcements without the departments having anything in place to handle these queries and guidelines.
- District Licensing Committee would continue to challenge the size of the bar requested as part of this event to ensure they are complying with Covid restrictions.

- Consider utilising “click and collect system” at libraries as during lockdown it would be a highly supported practice by the community, perhaps it was also time for some new books in the libraries.
- Information coming through is really sparse – LGNZ had reconvened their Covid response unit to help local government to work through the issues and challenges with government decisions.
- Pools – coming into summer season a real issue is how we work around vaccine requirements and manage unvaccinated customers. Council approach to date is more aligned with how we look after our workers. Assessment of roles as to those that would be best suited to vaccinated staff.

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

Resolved: (Crs Thomson/Lynch)

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

CARRIED

WDC2111/04

ACTION REGISTER

Agenda Item 5

The report was received [*WDC2111/02 refers*]. The following discussion was held.

Asbestos surveys

- 124 asbestos management surveys identified, with 27 having been completed. Might be some time before this update comes through.
- Request for some updated communication to hall committees in regard to questionnaire and assessment of works.
- Query as to where people could see which sites were being assessed, along with their priority, noting this perhaps should be on the Council website.
- Staff advised that funding had been provided in the Long-term Plan for three (3) years to complete surveys, with 96 remaining to be assessed – staff meeting that day to consider prioritisation, along with how the seismic assessments would be prioritised.

Action: Staff to provide updated communication with community halls on asbestos surveys being carried out and confirm to Councillors that correct details were held for each hall committee.

Livestock by-law

- Action completed as consultation period extended to the end of November, with no further extensions being provided.
- Federated Farmers had advised that as they could not host a public meeting due to Covid restrictions, feedback had been sought from members electronically, with anticipation that this feedback be formulated into their submission later next week.

Stormwater easement

- Stormwater easement – action completed with ongoing conversations and staff in communication with Cr Patterson on any design changes.

Resolved: (Crs Thomson/Sedgwick)

THAT the Actions Register for October 2021 be noted.

CARRIED

WDC2111/05

COMMITTEE RECOMMENDATIONS

Agenda Item 6

Strategy & Finance Committee – 18 October 2021

Agenda Item 6.1

The report was received [*WDC2111/02 refers*]. No discussion was held.

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

Resolved: (Crs Gibb/Bech)

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.

CARRIED

WDC2111/06

Infrastructure Committee – 19 October 2021

Agenda Item 6.2

The report was received [*WDC2111/02 refers*]. No discussion was held.

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

Resolved: (Crs Eyre/Thomson)

THAT Waikato District Council approves the:

- a) 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) 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) 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.

CARRIED

WDC2111/07

Whatawhata Rugby Club Building Demolition (INF2110/06)

Resolved: (Crs Eyre/Smith)

THAT Waikato District Council approves the:

- a) 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) termination of 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.

CARRIED

WDC2111/08

REPORTS

Schedule of Meetings 2022

Agenda Item 7.2

The report was received [*WDC2111/02 refers*]. The following discussion was held:

- Noted that the reserve dates of second and fourth Fridays of the month would still need to be reserved for hearings.
- Tamahere Community Committee had been moved to a Tuesday due to a public holiday on the Monday – their principle was to move it to the following Monday.
- DLC hearing dates to continue to December as they would be chaired by independent appointments during the elections.
- Noting that workshops may increase during 2022 due to the number of by-law reviews occurring.

Resolved: (Crs Sedgwick/McGuire)

THAT the Waikato District Council adopts the proposed meeting schedule for 2022, noting that some minor changes will be made as per the discussion at the meeting.

CARRIED

WDC2111/09

Submission on the draft updated Future Proof Strategy

Agenda Item 7.3

Cr Smith assumed the Chair as the Mayor and Deputy Mayor have a conflict of interest in the item as they will be sitting on Future Proof Hearings. It was noted the Mayor and Deputy Mayor did not take part in discussion nor vote on this item.

The report was received [*WDC2111/02 refers*]. The following discussion was held:

- Submission covers the Hamilton to Auckland corridor and Hamilton-Waikato Metropolitan Spatial Plan initiatives and covers the requirements coming from the government in regard to urban development and urban growth agenda.
- Important to have bi-partisan approach and policy making to ensure solutions and policies benefit the region.
- Final submission would be signed off by Cr Patterson as Mayor and Deputy Mayor had a conflict as Future Proof committee members/alternates.
- No assurance that future proof would still have some standing considering the Local Government reform.
- In terms of future proof and the way it has been set up, central government has representation on the committee which ensures the relationship is an enduring one. Policies and processes directed was pointing towards regionalisation so puts us ahead of the game by having the Future Proof partnership.

- Morrinsville included in future proof but not on map – Morrinsville is a key transport link but not included on maps as not part of the Metro Spatial Plan.
- Ngaruawahia will have a future metro centre – primarily recognising proximity of Ngaruawahia to Hamilton and is part of the Tier 1 metro area and acknowledging their role in the economic corridor.
- Ngaruawahia identified as key growth area as part of the Waikato 2070 Plan, need to be mindful of government direction for more intensification if feasible, but we need to retain unique characteristics.
- The northern area of the district is not included in the future proof work at present, but workshop being held to determine what the strategy means for the north. Future proof area only goes as far as Ohinewai.
- Query around the land identified in Rotowaru for a strategic industrial node – noted that this is a long term strategic priority for Waikato-Tainui.

Resolved: (Crs Eyre/Macguire)

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

CARRIED

WDC2111/10

Cr Smith vacated the Chair and the Mayor resumed the Chair.

Submission on Waka Kotahi NZ Transport Agency's proposals to set new speed limits on State Highway 1
Agenda Item 7.4

The report was received [WDC2111/02 refers]. The following discussion was held:

- Community had concerns regarding the 80km/h speed limits on interchanges, which did not support safe pedestrian and cycle crossings. North/south solved but east/west remains unsolved and may not be resolved in the short term, but could ensure the safety of pedestrians be included in submission.

Action: Staff to update submission to advise 80km/h not appropriate for pedestrian/cycling safety and upgrades required to ensure the safety of pedestrians/cyclists.

- Public transport bus stops on the Tamahere interchanges, which was highly unusual for current 80km speed limit in this area – staff noted these two stops were actually going to be removed.
- Concern raised that 80km/h was the standard for all on/off ramps, roundabouts and t-intersections on highways and expressway – query whether this is appropriate in some areas and should be lower, dependent on the intersection.
- On-off ramps are in the control of Waka Kotahi and the adjustment speeds are deemed as safer for acceleration/deceleration between expressway on-off ramps and major intersections on state highways.

- For information - Hampton Downs to Bombay is due for upgrade to same standard, which includes barriers but is being hindered by funding constraints. Meremere and Oram Rd require overbridges – some time out before this work occurs.

Resolved: (Crs Bech/Lynch)

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

CARRIED

WDC2111/11

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Thomson/Church)

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		

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 Receipt of Previous Minutes	Refer previous meeting	Refer to the previous Public Excluded reason in the agenda for that meeting.
PEX 2.1 Approval to Award – Tree Maintenance Services Contract 20/061	7(2)(a) 7(2)(b)(ii)	(a) that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist. (b) Protect information where the making available of the information: (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

CARRIED

WDC2111/12

Resolutions WDC2111/13 – WDC2111/15 are contained in the public excluded section of these minutes.

Having concluded the public excluded meeting the following resolutions were released into the open section of the minutes.

Approval to Award – Tree Maintenance Services Contract 20/061
PEX Agenda Item 2.1

It was resolved [Resolution No. WDC211114] 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 Lynch/McInally)

THAT the Waikato District Council approves:

- a) awarding the Tree Maintenance Services (Contract 20/061) to Asplundh Limited;*
- b) the contract sum being set at [REDACTED] (redacted to enable ongoing negotiations);*
- c) the Chief Executive being delegated authority to execute the contract document; and*
- d) the Council’s resolution being released into open meeting, with the contract sum being redacted, but the report to remain confidential and unavailable to the public.*

CARRIED”

There being no further business the meeting was declared closed at 10.31am

Minutes approved and confirmed this day 2021.

AM Sanson
CHAIRPERSON