

Minutes of a meeting of the Infrastructure Committee of Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY, 24 MARCH 2021** commencing at **9.32am**.

**Present:**

Cr CA Eyre (Chairperson)  
His Worship the Mayor, Mr AM Sanson [from 9.36am]  
Cr AD Bech [from 9.36am]  
Cr JA Church  
Cr JM Gibb [from 9.36am]  
Mr B Green (Maangai Maaori) [from 9.36am]  
Cr SL Henderson  
Cr SD Lynch  
Cr RC McGuire  
Cr FM McInally  
Cr JD Sedgwick  
Cr NMD Smith [from 9.34am]  
Cr LR Thomson  
Cr CT Woolerton

**Attending:**

Mr T Whittaker (Chief Operating Officer)  
Mr R MacCulloch (General Manager Service Delivery)  
Mr V Ramduny (Acting General Manager Community Growth)  
Ms A Diaz (Chief Finance Officer)  
Mr P McPherson (Community Projects Manager)  
Ms M May (Community Connections Manager)  
Ms J Bishop (Contracts and Partnering Manager)  
Mr R Bayer (Roading Team Leader)  
Mr N Wells (Strategic Property Manager)  
Ms M Smart (Senior Property Officer)  
Mr D MacDougall (Open Spaces Team Leader)  
Ms K Wellington (Project Management Office Manager)  
Mr M King (Economic, Development, Marketing Officer)  
Mrs LM Wainwright (Committee Secretary)

**APOLOGIES AND LEAVE OF ABSENCE**

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

**THAT an apology be received from Cr Patterson.**

**CARRIED**

**INF2103/01**

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

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

**THAT** the agenda for a meeting of the Infrastructure Committee held on **Wednesday, 24 March 20** be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6, as updated, which shall be considered with the public excluded;

**AND THAT** all reports be received.

**CARRIED**

**INF2103/02**

## **DISCLOSURES OF INTEREST**

Cr Sedgwick advised members of the Committee that she would declare a non financial conflict of interest in public excluded item 2.1 [*Hopuhopu Land Surplus to PWA Requirements*].

Cr Gibb advised members of the Committee, at the time the item was heard, that she would declare a non financial conflict of interest in public excluded item 2.1 [*Hopuhopu Land Surplus to PWA Requirements*].

## **CONFIRMATION OF MINUTES**

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

**THAT** the minutes of a meeting of the Infrastructure Committee held on **Wednesday, 10 February 2021** be confirmed as a true and correct record of that meeting.

**CARRIED**

**INF2103/03**

## **REPORTS**

### Sport Waikato Report – 1 October – 31 December 2020

#### Agenda Item 5.1

The report was received [*INF2103/02 refers*] and the Community Connections Manager advised as follows:

- Four Regional Connectivity Co-ordinators had been employed by Sport Waikato.
- The “Sport NZ Strategic Priorities for 2020” link did not work and would require updating.

Cr Smith entered the meeting at 9.34am during discussion on the above item.

His Worship the Mayor, Cr Bech, Cr Gibb and Mr Green entered the meeting at 9.36am during discussion on the above item.

### Minutes of the Waikato Regional Transport Committee held on 15 February 2021

#### Agenda Item 5.2

The report was received [*INF2103/02 refers*] and the Acting General Manager Community Growth noted that Council’s submission on the regional transport plan had been submitted.

### Raglan Holiday Park Papahua Special Purpose Financial Report for the 7 months ended 31 January 2021

#### Agenda Item 5.3

The report was received [*INF2103/02 refers*] and the General Manager Service Delivery spoke to the report. The following items were discussed:

- The Holiday Park accounts had been prepared by Bizworks and were presented to the committee for their information.
- The Governance Board was progressing well but there had been challenges recruiting board members. The Board would meet on Friday, 7 May 2021 to hold a strategic plan day considering the future direction of the camp.
- Realignment of camp practices with council’s practices had occurred.

Contract 14/079 Arboriculture Services – Contract Term Extension  
Agenda Item 5.4

The report was received [INF2103/02 refers] and taken as read. The Open Spaces Team Leader spoke to the report. It was noted that the extension to the existing contract for a further three (3) months was being requested. This would allow continuation of the service while the new contract was put out for tender.

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

**THAT the Infrastructure Committee approve an extension of contract time of three (3) months (1 April to 30 June 2021) for Contract 14/079 Arboriculture Services.**

**CARRIED**

**INF2103/04**

Service Delivery Project Status Report – March 2021  
Agenda Item 5.5

The report was received [INF2103/02 refers] and the General Manager Service Delivery spoke to the report. The following items were discussed:

- There was one (1) month left of the construction season. Any delayed projects would be reported back to the committee in the monthly project status report.
- Projects that had not been completed had resulted in carried forwards. These projects had been reforecast and placed in the Draft Long Term Plan 2021-31.
- The Huntly War Memorial project had been completed.
- Whatawhata Community Facility costing would be closely monitored.
- The Te Kowhai toilet project could not be identified in the toilet strategy.

**ACTION:** Staff to advise Cr Smith where the Te Kowhai toilets were in the toilet strategy.

- The committee were advised that all operational queries were to be taken off line and discussed directly with the General Manager Service Delivery.
- The Project Management Office Manager advised the committee on the CAMMS system and how it would assist with future reporting.
- Land had not been identified for the Tuakau dog pound.

- Waters Reform Update
  - Council had received 50% of the stimulus funding grant.
  - Design and investigations were underway.
  - The de-sludging contract had been awarded.
  - A new Waters Engineer had been employed.
  
- Communication would be made with the Meremere Community Committee on the NZTA proposed road safety changes to Island Block Road/State Highway 1 intersection.

Huntly West Hub – Community Lease  
Agenda Item 5.6

The report was received [INF2103/02 refers] and the Strategic Property Manager spoke to the report. The following matters were discussed:

- Friendship House had applied for a ground lease for a new building to be erected on the land at 43 Harris Street, Huntly. This building would be funded by a private individual.
  
- Issues with the site were that they formed part of the Semple Reserve and this reserve was covered by a Reserves Management Plan.
  
- The Hub provides a service to the community including housing support, a foodbank facility and kids kitchen.

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

**THAT the Infrastructure Committee approves an intention to grant (on concessional terms) a deed of ground lease for the property situated at 43 Harris Street, Huntly comprised of 825 sqm and which is legally described as Lot 3 DPS 19370 held in RT SA 29A/818 for an initial term of 20 years with one further right of renewal of 15 years, subject to the following:**

- i. That a business plan be forwarded for Council's consideration to ensure the long-term financial viability of the proposed activity on Council owned land.**
- ii. That in accordance with the relevant provisions of the Reserves Act 1977 public notification calling for objections and submissions against the proposal to grant a lease be given.**
- iii. In the event the objections or submissions against the proposal are received the matter be reported back to the Committee for its further consideration.**
- iv. In the event that no objections or submissions are received that all project funding is to be confirmed to be in place within 18 months of the public notification process; or must be in place before any construction occurs on site (whichever occurs first).**
- v. The Deed of (ground) Lease will be deemed to be at an end if all funds are not in place within 18 months of the public notification process;**

**AND THAT the matter of the retention or disposal of the balance of the Reserve be reported back to Council when a land analysis has been completed;**

**AND FURTHER THAT THE Chief Operating Officer be delegated to execute all relevant documentation.**

**CARRIED**

**INF2103/05**

## **EXCLUSION OF THE PUBLIC**

Agenda Item 6

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

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item number 1 Confirmation of Minutes	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item number 2.1 Hopuhopu Land Surplus to PWA Requirements		
Item number 2.2 Contract 46 06 08 Metrowaste – Increase to Approved Contract Sum		
Item No. 2.3 Approval to Award – 20 037 Playground and Minor Works Contract		

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

Item No.	Section	Interest
Item 1 Confirmation of Minutes		Refer to the previous Public Excluded reason in the agenda for this meeting.
Item 2.1 Hopuhopu Land Surplus to PWA Requirements	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.
Item 2.2 Contract 46 06 08 Metrowaste – Increase to Approved Contract Sum	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.
Item 2.3 Approval to Award – 20/037 Playground and Minor Works Contract	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(i)	To enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.

**CARRIED**

**INF2103/06**



The meeting adjourned at 11.08am and resumed at 11.26am.

*Resolutions INF2103/07 to INF2103/11 are contained in the public excluded section of these minutes.*

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

**REPORTS (CONTINUED)**

**Approval to Award – 20/037 Playground and Minor Works Contract**  
PEX Agenda Item 2.3

It was resolved [*Resolution No. INF2103/10*] 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 Bech/Church)*

*THAT the Infrastructure Committee approves awarding the Playground and Minor Works Contract – 20/037 to HEB Construction Ltd, as further detailed in the staff report.”*

**CARRIED”**

There being no further business the meeting was declared closed at 11.51am.

Minutes approved and confirmed this                                  day of                                  2021.

EM Patterson  
**CHAIRPERSON**