

Agenda for a meeting of the Policy & Regulatory Committee to be held via Audio Visual Conference on **WEDNESDAY, 13 OCTOBER 2021** commencing at **9.30am**.

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA**
3. **DISCLOSURES OF INTEREST**
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GJ Ion
CHIEF EXECUTIVE

POLICY & REGULATORY COMMITTEE

Reports to:	Council
Chairperson:	Cr Jan Sedgwick
Deputy Chairperson:	Cr Noel Smith
Membership:	The Mayor, all Councillors and Mrs Maxine Moana-Tuwahangi (Maangai Maaori)
Meeting frequency:	Six-weekly
Quorum:	Majority of the members (including vacancies)

Purpose

The Policy & Regulatory Committee is responsible for the Council's governance policies and bylaws, reviewing the District Plan and overseeing civil defence and emergency management issues.

In addition to the common delegations on page 10, the Policy & Regulatory Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To establish, implement and review the governance policy framework that will assist in achieving the Council's strategic priorities and outcomes.
2. To develop, review and approve the consultation process for Council bylaws.
3. To consider and determine changes to the schedules and parking restrictions in the Public Places Bylaw 2016, including hearing any submissions relating to those proposed changes.
4. To hear and determine matters arising under current bylaws, including applications for dispensation from compliance with the requirements of bylaws, unless such matters are otherwise delegated by Council.
5. To administer the Council's District Plan in accordance with the Resource Management Act 1991.
6. To monitor the performance of regulatory decision-making by the District Licensing Committee¹, Regulatory Subcommittee and officers under their respective delegations.
7. To monitor the Council's Civil Defence and Emergency Management framework.

¹ For clarity, the District Licensing Committee is a committee of Council under the Sale and Supply of Alcohol Act 2012.

The Committee is delegated the following powers to act:

Governance Policies

- Develop and agree governance policies for the purpose of consultation/engagement.
- Recommend to Council policy for adoption, amendment or revocation.
- Monitor and review policy, including recommending amendments to any policy as and when required.

Bylaws

- Develop and approve the statement of proposal for new or amended bylaws for consultation.
- Recommend to Council new or amended bylaws for adoption.

District Plan

- Review and approve for notification a proposed district plan, a proposed change to the District Plan, or a variation to a proposed plan or proposed plan change (excluding any plan change notified under clause 25(2)(a), Schedule I of the Resource Management Act 1991)
- Withdraw a proposed plan or plan change under clause 8D, Schedule I of the Resource Management Act 1991.
- Make the following decisions to facilitate the administration of plan changes, variations, designation and heritage order processes:
 - a. To decide whether a decision of a Requiring Authority or Heritage Protection Authority will be appealed to the Environment Court by the Council and authorise the resolution of any such appeal, provided such decisions are consistent with professional advice.
 - b. To consider and approve Council submissions on a proposed plan, plan changes, and variations.
 - c. To monitor the private plan change process.
 - d. To accept, adopt or reject private plan change applications under clause 25, Schedule I, Resource Management Act 1991.

Other Resource Management Issues

- Pursuant to Section 34(1) of the Resource Management Act 1991, to exercise all of the Council's functions, powers and duties under that Act, except the functions, powers and duties:
 - a. that cannot be delegated or that are otherwise retained by the Council under its terms of reference; or
 - b. expressly delegated to other Council committees or decision-making bodies, or officers.
- Monitor and approve submissions in relation to National Policy Statements.

Civil Defence and Emergency Management

- Monitor the performance of Waikato District's civil defence and emergency management response against Council's requirements under the Civil Defence and Emergency Management Act including:
 - a. implementation of Government requirements; and
 - b. co-ordinating with, and receiving reports from, the Waikato Region Civil Defence and Emergency Management Group Joint Committee.

Other Delegations

- Exercise all of the Council's functions, powers and duties under the Building Act 2004, the Health Act 1956, and the Food Act 2014, and the respective regulations made under these Acts, except the functions, powers and duties:
 - a. that cannot be delegated or that are otherwise retained by the Council under its terms of reference; or
 - b. expressly delegated to other Council committees or decision-making bodies, or officers.
- Approval of attendance of elected members at conferences, seminars, training or events, in accordance with Council policy.

Open Meeting

To	Policy & Regulatory Committee
From	Gavin Ion Chief Executive
Date	4 October 2021
Prepared by	Lynette Wainwright Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the meeting of the Policy & Regulatory Committee held on Wednesday, 1 September 2021.

2. RECOMMENDATION

THAT the Policy & Regulatory Committee confirm the minutes of its meeting held on Wednesday, 1 September 2021 as true and correct.

3. ATTACHMENTS

P&R Minutes – Wednesday, 1 September 2021

Minutes for the meeting of the Policy & Regulatory Committee of the Waikato District Council held via Audio Visual Conference on **WEDNESDAY, 1 SEPTEMBER 2021** commencing at **9.30am**.

Present:

Cr JD Sedgwick (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr AD Bech
Cr JA Church
Cr C Eyre
Cr JM Gibb
Cr SL Henderson
Cr SD Lynch
Cr RC McGuire
Mrs M Moana-Tuwhangai [*from 10.08am*]
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson
Cr CT Woolerton

Attending:

Mr GJ Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Ms S O’Gorman (General Manager Customer Support)
Mr R MacCulloch (General Manager Service Delivery)
Mr V Ramduny (Acting General Manager Community Growth)
Mr J Ebenhoh (Planning and Policy Manager)
Ms M Russo (Team Leader Corporate Planning)
Ms H Beaven (Corporate Planner)
Ms B Clarke (Corporate Planner)
Ms A Diaz (Chief Financial Officer)
Ms K Ridling (Senior Solicitor RMA)
Mr R Bayer (Team Leader Roading)
Mrs C Nutt (Waters Contract Relationship Manager)
Mz Z Al-Khaleefa (Three Waters Contract Engineer)
Mr J Fuller (Strategic Planner)
Mr J Brown (Senior Communications & Engagement)
Mrs G Kanawa (Team Leader Democracy)
Mrs LM Wainwright (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Thomson/Patterson)

THAT the Policy & Regulatory Committee accept the apology from Mrs Moana-Tuwhangai for lateness.

CARRIED

P&R2109/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Thomson/Eyre)

THAT:

- a) the agenda for the meeting of the Policy & Regulatory Committee held on Wednesday, 1 September 2021 be confirmed;
- b) all reports be received; and
- c) in accordance with Standing Order 9.4 the order of business be changed with agenda item 7.6 [*Chief Executive's Business Plan*] being considered after agenda item 6.

CARRIED

P&R2109/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Thomson/Bech)

THAT the minutes of the meeting for the Policy & Regulatory Committee held on Wednesday, 21 July 2021 be confirmed as a true and correct record.

CARRIED

P&R2109/03

RECEIPT OF MINUTES

Resolved: (Crs Smith/Bech)

THAT the minutes of the meeting for the Proposed District Plan Subcommittee held on Wednesday, 4 August 2021 be received.

CARRIED

P&R2109/04

ACTIONS REGISTER

Agenda Item 6

The report was received [P&R2109/02 refers] and the following point was raised:

- To assist the community, it was suggested that a list of all external facing policies be placed on Council's website with each one having a quick access link.

ACTION: Staff to work with the Communications Team to place all external facing policies onto Council's website with a quick access link to each policy.

REPORTS

Chief Executive's Business Plan

Agenda Item 7.6

The report was received [P&R2109/02 refers] and taken as read: The following matters were noted:

- Watercare Waikato operates under the umbrella of Watercare Auckland. As Auckland were still under Level 4, Watercare Waikato would only complete emergency works. As an organisation, Watercare had made the decision for the Waikato branch to remain at Level 4 on health and safety grounds.
- Construction work for the Waikato district was in the planning phase and office based at this time with the construction season commencing on Friday, 1 October 2021. Concerns were raised on supply chain issues which were outside council's control. This concern would be raised with contractors tendering for future works.
- Online meetings were continuing to be held with our strategic partners.
- Building and resource consents were still being processed through lockdown.
- 32 staff had requested to return to the Ngaruawahia office at Level 3. Assessments would be made on a case-by-case basis.

Update on Policy and Bylaw Review Programme – September 2021

Agenda Item 7.1

The report was received [*P&R2109/02 refers*] and taken as read: The following matters were noted:

- To assist with a longer consultation period for Community Boards, the Dog Control Bylaw review workshop had been moved to Wednesday, 13 October 2021 at 1.00pm.
- A Policy Advisor had been employed for a two (2) year term and would commence work with council on Monday, 6 September 2021. A review of all policies would be carried out and a report would be provided to the committee on which policies were high priority.
- Subject matter experts (SMEs) would provide technical guidance on policies and bylaws that would be reviewed.

Resolved: (Crs Lynch/Church)

THAT the Policy & Regulatory Committee provide feedback to staff on the policies available on Council’s website for the public to view.

CARRIED

P&R2109/05

Adoption of the proposed Waikato District Council Stormwater Bylaw 2021

Agenda Item 7.2

The report was received [*P&R2109/02 refers*] and taken as read: The following amendments were noted:

- 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.
- Remove the words “within the urban areas” in the introduction.

Resolved: (His Worship the Mayor/Cr McGuire)

THAT the Policy & Regulatory Committee recommends to Council the adoption of the Proposed Waikato District Council Stormwater Bylaw 2021 (as detailed in Appendix I to the staff report), with 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

P&R2109/06

Pursuant to Standing Order 18.7, Councillor Eyre requested that her abstention be recorded.

Mrs Moana-Tuwhangai entered the meeting at 10.08am during discussions on item 7.2 and was present when voting took place.

Adoption of the 2021 Proposed Amendments to the Waikato District Council Water Supply Bylaw 2014 and the Proposed Water Leak Relief Policy
Agenda Item 7.3

The report was received [*P&R2109/02 refers*] and taken as read: The following matters were noted:

- No changes to the policy had been proposed.
- Restricted Flow Supply 9.5.3(f) - farms in Huntly West had an unrestricted flow supply and protection of their rights to this supply would need to continue.

ACTION: Staff to review clause 9.5.3(f) and clarify whether an exemption for this supply could be applied for and considered on a case-by-case basis.

Resolved: (His Worship the Mayor/Cr Lynch)

THAT the Policy & Regulatory Committee recommends to Council the adoption of the Proposed Water Supply Bylaw 2014 (as detailed in Appendix 1 to the staff report) and the Water Leak Remission Policy 2021 (as detailed in Appendix 2 to the staff report) with the following amendments to Section 8.5.3 (a):

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

CARRIED

P&R2109/07

Pursuant to Standing Order 18.7, Councillor Eyre requested that her abstention be recorded.

Submission on the Natural and Built Environments Act – Exposure Draft
Agenda Item 7.4

The report was received [P&R2109/02 refers] and taken as read: The following matter was noted:

- Cr Bech would present the submission to a parliamentary subcommittee this week.
- Concern was raised on metro spatial plans and how they would be affected under the NBEA Exposure Draft.

Resolved: (Crs Gibb/Thomson)

THAT the Policy and Regulatory Committee notes that the approved submission on the NBEA - Exposure Draft (as detailed in Appendix I to the staff report), was lodged with the Ministry for the Environment on Wednesday, 4 August 2021.

CARRIED

P&R2109/08

Approval for Consultation: Proposed Waikato District Council Livestock Movement Bylaw 2021
Agenda Item 7.5

The report was received [P&R2109/02 refers] and taken as read: The following amendment was noted:

- Appendix 2 – Permits (Conditions for Livestock Crossing Permits), paragraph 6 reads:
“At least one competent adult (18 years of age or older) shall be present at all times while livestock are using the crossing.”

This paragraph to be amended to read:

“At least one competent person (16 years of age or older) shall be present at all times while livestock are using the crossing.”

Resolved: (Crs Smith/Patterson)

THAT as required under section 83 of the Local Government Act 2002, the Policy & Regulatory Committee:

- a) **adopts the Statement of Proposal (as detailed in Appendix I to the staff report);**
- b) **approves the commencement of public consultation on the proposed Waikato District Council Livestock Movement Bylaw 2021 (as detailed in Attachment 3 to the staff report) to be undertaken between Monday, 20 September 2021 to Friday, 29 October 2021;**
- c) **considers the submissions on the Bylaw be considered, and if requested by submitters, be heard by the Policy & Regulatory Committee at a hearing to be held on Tuesday, 30 November 2021;**
- d) **recommends to Council that the Bylaw is the most appropriate form of Bylaw;**
- e) **recommends that Council confirm the Bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990 and that it is satisfied that the Bylaw can be justified as a reasonable limitation on people's rights and freedoms; and**
- f) **in the event that the consultation period is affected by the Covid pandemic, alternative means of consultation and hearing of submitters, including audio visual, may be used as required to meet the timeframe for consultation with communities.**

CARRIED

P&R2109/09

His Worship the Mayor left the meeting at 10.42am during discussion on item 7.5 and was not present when voting took place.

Exclusion of the Public
Agenda Item 8

The report was received [P&R2109/02 refers].

Resolved: (Crs Woolerton/Lynch)

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)

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 PEX 1 Receipt of Minutes		Refer to the previous Public Excluded reason in the agenda for this meeting.

CARRIED

P&R2109/10

Resolutions P&R2109/11 to P&R2109/12 are contained in the public excluded section of these minutes.

There being no further business the meeting was declared closed at 10.53am.

Minutes approved and confirmed this day of 2021.

JD Sedgwick
CHAIRPERSON

Open Meeting

To	Policy & Regulatory Committee
From	Sue O’Gorman General Manager Customer Support
Date	4 October 2021
Prepared by	Lynette Wainwright Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Actions Register

1. EXECUTIVE SUMMARY

To update the Policy & Regulatory Committee on actions arising from previous meetings.

2. RECOMMENDATION

THAT the report from the **General Manager Customer Support** be received.

3. ATTACHMENTS

Actions Register

	Action	Responsible to Action	Status/Update/Response
1.	<p><u>External facing policies</u></p> <ul style="list-style-type: none"> Staff to work with the Communications Team to place all external facing policies onto Council's website with a quick access link to each policy. <p>(Agenda Item 6)</p>	<ul style="list-style-type: none"> Planning & Policy <p>Melissa Russo</p> <ul style="list-style-type: none"> Communications Team 	<p>Corporate Planning have met with Communications to determine the best way to make all external policies available on the website.</p> <p>Corporate Planning will need to do a tidy up of naming conventions etc of the documents before this can occur however, we aim to have them available before end of calendar year.</p>
2.	<p><u>Adoption of the 2021 Proposed Amendments to the Waikato District Council Water Supply Bylaw 2014 and the Proposed Water Leak Relief Policy</u></p> <ul style="list-style-type: none"> Staff to review clause 9.5.3(f) and clarify whether an exemption for this supply could be applied for and considered on a case-by-case basis. <p>(Agenda item 7.3)</p>	<ul style="list-style-type: none"> Planning & Policy <p>Jodi Bell-Wymer</p>	<p>The Water Supply Bylaw 2014 and the Water Leak Relief Policy was adopted by Council on Monday the 20th September with the following amendments to the Bylaw:</p> <p>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</p> <p>b) Matters which will be taken into account when assessing an application for exemption include (but are not limited to):</p> <ul style="list-style-type: none"> Location of the property; The basis on which the exemption is claimed; Any other matter which the Council deems relevant

Open Meeting

To	Policy and Regulatory Committee
From	Clive Morgan General Manager Community Growth
Date	22 September 2021
Prepared by	Melissa Russo Corporate Planning Team Leader Anthea Sayer Policy Advisor
Chief Executive Approved	Y
Reference #	GOV1318 / 3259828
Report Title	Update on Policy and Bylaw Review Programme – October 2021

I. EXECUTIVE SUMMARY

The purpose of this report is to update the Policy and Regulatory (P&R) Committee on progress made on the Policy and Bylaw Review Programme since the previous report in August 2021. Staff have worked on a number of bylaws and policies since then. In addition, work is currently being scoped on other policies and bylaws.

Attachment 1 of this report includes the status and review dates against each of our bylaws.

Attachment 2 of this report includes key information on each of our policies.

2. RECOMMENDATION

THAT the report from the General Manager Community Growth be received.

3. BACKGROUND

Progress made

Policies and bylaws are key decision-making and regulatory monitoring documents. They need to be kept up to date so any decision or enforcement action using the bylaw or policy that is taken by Council is appropriate and consistent.

The following bylaws and policies have had work carried out on them since the last report (details provided in attachments):

- Water Supply Bylaw 2014, Stormwater Bylaw and Water Leak Relief Policy – Both bylaws and the policy were adopted by Council at their meeting on 20 September.
- Livestock Movement Bylaw 2011 and related policies – The Policy and Regulatory Committee approved the draft bylaw for consultation at their meeting on 1 September 2021. Consultation opened on 20 September. The consultation closing date and hearing will, if approved by this Committee, be later than scheduled at the request of Federated Farmers due to COVID-19 restrictions in the northern parts of the Waikato district.
- Speed Limit Bylaw 2011 – A pre-notification report went to the Policy and Regulatory Committee in July and a workshop was held on 9 August 2021. Changes to the bylaw schedules and minor amendments will be presented at the November Policy and Regulatory meeting for approval to consult.
- Dog Control Bylaw 2015 and Dog Control Policy 2015 – A Council workshop is scheduled for 13 October to present the draft bylaw, including amendments as a result of feedback received from Council, Community Boards and Committees during the pre-engagement period.

Following the workshop, the draft bylaw is scheduled to be presented to the Policy and Regulatory Committee in November seeking approval for consultation to take place in December and January.

- Solid Waste Bylaw – A workshop was held on 6 September to discuss elements of the draft bylaw. A workshop will be held (yet to be scheduled) before the end of 2021 to present the draft bylaw including feedback received from Council, Community Boards and Committees.
- Keeping of Animals Bylaw 2015 – The amended Keeping of Animals Bylaw 2015 was adopted by Council on 17 May 2021. Following adoption, a legal opinion on the adopted bylaw from a member of the public was received. Council's legal team are reviewing this legal opinion. Staff are investigating the scope and process for a review relating to the contested clauses.
- Gambling Venues Policy 2018 – The review of this policy has commenced with a Council workshop planned for late 2021 (date to be confirmed). It is anticipated that consultation on the draft policy will take place in early 2022.
- Easter Trading Policy – The review of this policy has commenced with a Council workshop planned for late 2021 (date to be confirmed). It is anticipated that consultation on the draft policy will take place in early 2022.

A policy advisor commenced work with Council in early September and is currently reviewing the policy programme.

Further details on the bylaw and policy review programme are provided in both attachments to this report.

The review timings noted in attachment 1 (bylaws) are based on the current work programme. The prioritisation of the policy reviews is still under development, however staff aim to present this to the Policy and Regulatory Committee at the November meeting.

If the Committee would like to see the review of a policy or bylaw fast-tracked, then direction for staff is requested so that other reviews can be re-prioritised or delayed. This is to ensure resourcing in the Corporate Planning team, as well as from subject matter experts is allocated to meet any re-prioritisation.

Policies

Council has a number of policies that relate to a broad range of acts. These policies cover a variety of activities and while some are on legislated review cycles, policies not required by legislation are intended to be reviewed every 3-5 years or as required. Policies that are required by legislation are generally given higher priority than those that are not.

Bylaws

Under s.156 of the Local Government Act 2002 (LGA), bylaws must be reviewed 5 years after they are made and every 10 years thereafter. The LGA gives a grace period of 2 years (i.e. years 6 and 7 of the bylaw on its first review or years 11 and 12 on the second review cycle), within which the bylaw must be reviewed or it will automatically expire two years after the date on which it should have been reviewed by. It is considered best practice to review a bylaw before the start of the grace period.

Review Process

The process of review often starts with discussion in a Council workshop environment to identify any improvements / corrections / issues related to the policy or bylaw. Once these have been discussed and considered by Council staff will work through these and produce a report seeking consultation approval from the Policy and Regulatory Committee. Consultation then occurs as appropriate under s.82 or s.83 (which includes a hearing) of the LGA. The results of the consultation are presented to the Committee who can request further changes or corrections to the policy or bylaw in response to submissions. The Committee may recommend that Council formally adopt the policy or bylaw. The adopted policy or bylaw is publicly notified, and the review is complete. The whole process can take anywhere from 6 to 18 months depending on the complexities of the document and related issues.

A review may be triggered by a legislated review period or change in legislation, a political driver or an issue having been identified that requires an amendment.

4. ATTACHMENTS

1. Register of Bylaws October 2021
2. Register of External Policies October 2021

NOTE: Attachment 2 – Policies in red indicate they are overdue for review, policies in green are current and policies in beige have been tagged to be revoked. Charters are noted in purple.

Register of Bylaws

Updated: 21 September 2021

Bylaw	Status	Priority	Full Review Date	Bylaw Revoked (full review + 2 years)	P&R to approve draft for Consultation	Consultation	P&R Committee to recommend adoption	Progress Made at October 2021	Comments	Related Legislation
Livestock Movement Bylaw	New	1	July 2017	July 2019	July 2021	October 2021	March 2022	The Policy and Regulatory Committee approved the draft Bylaw for consultation at their meeting on 1 September 2021. Consultation opened on 20 September. The consultation closing date and hearing will, if agreed by the Committee, be later than scheduled at the request of Federated Farmers due to Covid-19 restrictions in the northern parts of the Waikato district.	The Livestock Movement Policy and the Stock Underpass Policy is also reviewed concurrently with the bylaw.	Land Transport Act 1998
Speed Limit Bylaw 2011	Expired	2	June 2016	N/A	November 2021	December 2021	April 2022	A pre-notification report went to the Policy and Regulatory Committee in July and a workshop was held on 9 August 2021. Changes to the bylaw schedules and minor amendments to the bylaw will be presented at the November Policy and Regulatory meeting for approval to consult.	Section 6 of the Land Transport (Speed Limits Validation and Other Matters) Act 2015 validates the Speed Limits Bylaw i.e., this bylaw can expire but cannot lapse	Land Transport Act 2015
Dog Control Bylaw 2015	2 year grace period	3	May 2020	May 2022	November 2021	December 2021	March 2022	A Council workshop is scheduled for 13 October to present the draft Bylaw including amendments as a result of feedback received from Council, Community Boards and Committees during the pre-engagement period. Following the workshop, the draft Bylaw is scheduled to be presented to the Policy and Regulatory Committee in November seeking approval for consultation to take place in December and January.	Dog Control Policy must be reviewed at the same time (s.10AA Dog Control Act).	Dog Control Act 1996
Waste Management and Minimisation Bylaw (new)	New	4	-	-	February 2022	February 2022	May 2022	A workshop was held on 6 September to discuss elements of the draft Bylaw. A workshop will be held (yet to be scheduled) before the end of 2021 to present the draft Bylaw including feedback received from Council, Community Boards and Committees.		Waste Minimisation Act 2008
Public Places Bylaw 2016	2 year grace period	5	April 2021	April 2023	TBC	TBC	TBC	Work has not yet started on this bylaw review. Council resolved to begin this review in 2022 to allow other bylaw reviews to progress.		Land Transport Act 1998
Cemeteries Bylaw 2016	2 year grace period	6	August 2021	August 2023	TBC	TBC	TBC	Work has not yet started on this bylaw review.		Burial and Cremation Act 1964
Reserves and Beaches Bylaw 2016	2 year grace period	7	September 2021	September 2023	TBC	TBC	TBC	Work has not yet started on this bylaw review.		Reserves Act 1977

Register of Bylaws

Updated: 21 September 2021

Bylaw	Status	Priority	Full Review Date	Bylaw Revoked (full review + 2 years)	P&R to approve draft for Consultation	Consultation	P&R Committee to recommend adoption	Progress Made at October 2021	Comments	Related Legislation
Trade Waste and Wastewater Bylaw 2016	2 year grace period	8	September 2021	September 2023	TBC	TBC	TBC	Work has not yet started on this bylaw review.		Health Act 1956
Freedom Camping Bylaw 2016	Current	9	October 2021	October 2023	TBC	TBC	TBC	Work has not yet started on this bylaw review. Awaiting direction following MBIE's consultation regarding 'Supporting Sustainable Freedom Camping Aotearoa New Zealand.'		Freedom Camping Act 2011
Alcohol Control Bylaw 2020	Current	10	December 2025	December 2027	N/A	N/A	N/A	As a recently reviewed bylaw, no review is required until 2025.	S.11 of the Local Government Alcohol Reform Amendment Act 2012 gave all existing bylaws made prior to the commencement of the act an expiration date of December 2018	Sale and Supply of Alcohol Act 2012 and the Local Government (Alcohol Reform) Amendment Act 2012
Keeping of Animals Bylaw 2015	Current	To be prioritised	May 2031	May 2033	TBC	TBC	TBC	The amended Keeping of Animals Bylaw 2015 was adopted by Council on 17 May 2021. Following adoption, a legal opinion on the adopted bylaw from a member of the public was received. Council's legal team are reviewing this legal opinion. Staff are investigating the scope and process for a review relating to the contested clauses.		Health Act 1956
Stormwater Bylaw 2021	Current	N/A	September 2026	September 2028	N/A	N/A	N/A	The Stormwater Bylaw was adopted by Council at their meeting on 20 September.	Completed	Health Act 1956
Water Supply Bylaw 2014	Current	N/A	September 2031	September 2033	N/A	N/A	N/A	The Water Supply Bylaw was adopted by Council at their meeting on 20 September.	Completed	Health Act 1956

Register of External Policies

Updated: 23 September 2021

	Overdue for review	Council (WDC/FDC)	Group	Policy Owner	Date approved	Next review date	External/Internal Policy i.e. affects communities/ or not	On website	Required under Statute? If so, which act?	Comments	Status	Update since last Committee meeting?
	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
Activity Management Policy	WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jun 2017	Jun 2020	External		N/A		UNDER REVIEW	YES – currently under review with first draft due in late October.	
Discretionary Grants Policy	WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Jun 2018	Jun 2021	External	Yes	N/A	Staff reviewing policy to align with recent changes to Council's funding procedures.	UNDER REVIEW		
Dog Control Policy	WDC	Customer Support	Sue O'Gorman (Customer Support General Manager)	Apr 2015	With Dog Control Bylaw	External	Yes	Dog Control Act 1996	Currently being reviewed alongside Dog Control Bylaw	UNDER REVIEW		
Gambling Venues Policy	WDC	Customer Support	Sue O'Gorman (Customer Support General Manager)	Oct 2018	Oct 2021	External	Yes	Gambling Act 2003 and Racing Act 2003	This policy is required to be reviewed by October 2021; however, the policy cannot cease to have effect if it is overdue for review.	UNDER REVIEW	YES – review has commenced. Council workshop will take place in late 2021.	
Stock Underpass Policy	WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Dec 2006	Dec 2009	External		N/A	Being reviewed alongside the Livestock Movement Bylaw	UNDER REVIEW	YES – consultation on bylaw currently underway	
Livestock Movement Policy	WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2011	Jan 2014	External		N/A	Being reviewed alongside the Livestock Movement Bylaw	UNDER REVIEW	YES – consultation on bylaw currently underway	

Register of External Policies

Updated: 23 September 2021

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
Temporary Road Closures and Events on Roads		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Not stated	Not stated	External		N/A	Draft version under development.	UNDER REVIEW	
Treasury Risk Management Policy (including Liability and Investment Policies)		WDC	Operations	Alison Diaz (Chief Finance Officer)	Dec 2018	Dec 2021	External	Yes	N/A		UNDER REVIEW	YES - review of this policy has commenced
Vehicle Entrance Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2009	Jan 2012	External		N/A	Currently being reviewed. Will be combined with the Vehicles Crossing Policy (FDC).	UNDER REVIEW	YES - review of this policy has commenced
Notable Tree Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)			External	No	N/A		UNDER REVIEW	YES – review has commenced
Road Naming Policy 2016		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Mar 2016	Oct 2018	External	Yes	N/A		UNDER REVIEW	YES – currently under review with first draft due in November.
Easter Trading Policy		WDC	Customer Support	Sue O'Gorman (Customer Support General Manager)	Apr 2017	Apr 2022	External	Yes	Shop Trading Hours Act 1990		UNDER REVIEW	YES – council workshop planning is underway
Sensitive Expenditure		WDC	Operations	Alison Diaz (Chief Finance)	Nov 2018	Nov 2021	External	Yes	N/A		UNDER REVIEW	YES – reviewed policy will be presented the

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
				Officer)								December 2021 Audit and Risk Committee.
Climate Response and Resilience Policy		WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Aug 2020	October 2021	External	Yes	N/A	Review of this policy has been deferred to allow for collaborative work on climate change that is scheduled later this year with peer councils	CURRENT	YES – new Senior Advisor – Climate Action will shortly be commencing this review in consultation with the Staff Engagement Group. Will be brought back to P&R Committee.
Dangerous and Insanitary Buildings Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Sep 2018	Sep 2023	External	Yes	Building Act 2004		CURRENT	
Development Contributions Policy 2021		WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Jun 2021	Jun 2024	External	Yes	Local Government Act 2002		CURRENT	
Development Contributions, Remissions for Subsidiary or Second Dwelling for dependents only		WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Jan 2007	N/A	External	Yes			CURRENT	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
Development or Financial Contributions		WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Jan 2009	N/A	External	Yes	Local Government Act 2002		CURRENT	
Fraud Prevention Policy		WDC	Operations	Alison Diaz (Chief Finance Officer)	Jul 2021	Jul 2024	External	Yes	N/A		CURRENT	YES – reviewed in July 2021
Library Policy		WDC	Customer Support	Sue O’Gorman (Customer Support General Manager)	Oct 2019	Oct 2024	External	Yes	N/A	Replaces Library Services Policy and Library Lending Policy. New single policy.	CURRENT	
Local Alcohol Policy 2017		WDC	Customer Support	Sue O’Gorman (Customer Support General Manager)	Dec 2016	Dec 2022	External	Yes	Sale and Supply of Alcohol Act 2012		CURRENT	
Petitions Guidelines		WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Mar 2021	Mar 2024	External	Yes	N/A		CURRENT	
Psychoactive Substances Policy		WDC	Customer Support	Sue O’Gorman (Customer Support General Manager)	Jul 2019	Jul 2024	External	Yes	Psychoactive Substances Act 2013		CURRENT	
Rates Remission and Postponement policy		WDC	Operations	Alison Diaz (Chief Finance Officer)	Jun 2021	2024	External	Part of LTP	N/A		CURRENT	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
Remission or postponement of Rates on Maori Freehold Land		WDC	Operations	Alison Diaz (Chief Finance Officer)	Jun 2021	2024	External	Part of LTP	Local Government Act 2002		CURRENT	
Significance and Engagement Policy		WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Dec 2020	Dec 2023	External	Yes	Local Government Act 2002		CURRENT	
Strategic Land Acquisition and Disposal Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Oct 2019	Oct 2024	External	Yes			CURRENT	
Water Leak Remission Policy		WDC	Service Delivery	Ian Cathcart (Special Infrastructure Projects Manager)	Sept 2021	Sept 2024	External	Yes			CURRENT	YES – adopted at September council meeting
Risk Management Policy		WDC	Operations	Katja Jenkins (Risk Advisor)	Aug 2021	Aug 2026	External	Yes	N/A	Went to the June Audit and Risk Meeting. Went to July P&R Committee meeting. Adopted by council in August 2021.	CURRENT	YES – moved to current from overdue for review.
Application of Interest to Council Reserves Policy		WDC	Operations	Alison Diaz (Chief Finance Officer)	Jan 2010	Jan 2013	External		N/A		REVIEW	
Appointing Directors and Trustees to Council Controlled Organisations Policy		WDC	Operations	Chief Executive Group	Feb 2014	Feb 2017	External	Yes	N/A		REVIEW	
Bus Shelter - Public and Private		WDC	Service Delivery	Roger MacCulloch (General	Jan 2007	Jan 2010	External		N/A		REVIEW	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
				Manager Service Delivery)								
Cellular Network Site Policy		FDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2008	Jan 2011	External		N/A	The property team recommend maintaining the policy until it can be incorporated into lease agreements or other appropriate operational templates. Once this is complete, it can be revoked.	REVIEW	
Community Water Fluoridation Policy		WDC	Watercare	Ian Cathcart (Special Infrastructure Projects Manager)	Jan 2012	Jan 2015	External		N/A		REVIEW	
Control of Business Advertising Signs/Displays in public places		FDC	Customer Support	Sue O'Gorman (Customer Support General Manager)	Jan 1998	Jan 2002	External		N/A		REVIEW	
District minor improvement programme policy		WDC	Operations	Unknown	Jan 2011	Jan 2014	Internal		N/A		REVIEW	
District Tree Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Apr 2015	Apr 2018	External	Yes	N/A		REVIEW	
Easements Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Dec 2014	Dec 2017	External	Yes	N/A		REVIEW	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
Fencing - Council Reserves Land		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2007	Jan 2010	External		N/A		REVIEW	
Firearms Policy		WDC	Customer Support	Sue O'Gorman (Customer Support General Manager)	Jun 2014	Jun 2017	Internal		N/A		REVIEW	
Funding for road closures for community events		WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Jan 2009	Jan 2011	External		N/A		REVIEW	
Grass Verge Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Sep 2016	Oct 2019	External	Yes	N/A		REVIEW	
Halls and community centres policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2002	Jan 2005	External		N/A	The contents of this policy are now covered under the Terms of Reference for halls. Delete when General Halls Policy is adopted	REVIEW	
Heritage Policy		WDC	Community Growth	Clive Morgan (General Manager Community Growth)	Apr 2014	Apr 2017	External	Yes	N/A	Review has been delayed for Heritage Strategy to progress to provide direction.	REVIEW	
Leases to Individuals and Commercial Organisations Policy		WDC	Service Delivery	Roger MacCulloch (General	Jan 2010	Jan 2013	External		N/A	Will be merged into Occupancy Policy. Revoke	REVIEW	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
				Manager Service Delivery)						once General Occupancy Policy is reviewed.		
Leasing of Reserve Land		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2010	Jan 2013	External		N/A		REVIEW	
Licences – grazing policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 1990	Jan 1993	External		N/A	To be included in Occupancy Policy. Revoke once included in General Occupancy Policy.	REVIEW	
Lump Sum Payment Policy (Rates)		WDC	Operations	Alison Diaz (Chief Finance Officer)	Jan 2004	Jan 2007	Internal		N/A		REVIEW	
Non-Standard Road Name Signs and Entrance Structures		FDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Not stated	Not stated	External		N/A		REVIEW	
Plaques, Memorials and Monuments Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Sep 2016	Sep 2019	External	Yes	N/A		REVIEW	
Property Management		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2010	Jan 2013	External		N/A		REVIEW	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
Rating for services			Operations	Alison Diaz (Chief Finance Officer)	Jan 2005	Jan 2008	External		N/A		REVIEW	
Rating Rural Community Centre Areas		FDC	Operations	Alison Diaz (Chief Finance Officer)	Jan 2009	Jan 2012	External		N/A		REVIEW	
Refuse Collection and Disposal		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2014	Jan 2017	External		N/A		REVIEW	
Relocatable Home Parks & Camping Grounds Policy		FDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2009	Jan 2012	External		N/A		REVIEW	
Reserve Contributions & Conservation Covenants		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 1998	Jan 2001	External		N/A		REVIEW	
Reserves – Committees of Management Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2005	Jan 2008	External		N/A		REVIEW	
Road Closure for Motor Sport Events Policy		WDC	Service Delivery	Roger MacCulloch (General Manager)	Mar 2012	Mar 2015	External	Yes	N/A	Was due to be reviewed in Jan 2021. Review still pending.	REVIEW	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
				Service Delivery)								
Roadside Fencing Policy		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Mar 2016	Feb 2019	External	Yes	N/A		REVIEW	
Roadside weedspraying – no spray zones		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2009	Jan 2012	External		N/A		REVIEW	
Rural Halls – Administration Services for		FDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 1997	Jan 2000	External		N/A	The contents of this policy are now covered under the Terms of Reference for halls. Delete when General Halls Policy is adopted	REVIEW	
Rural Halls (Operation and Election of Hall Committees)			Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2005	Jan 2008	External		N/A	The contents of this policy are now covered under the Terms of Reference for halls. Delete when General Halls Policy is adopted.	REVIEW	
Sponsorship of, and advertising on, council properties and assets		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2002	Jan 2005	External		N/A		REVIEW	
Stock Underpasses – Financial Assistance		FDC	Service Delivery	Roger MacCulloch (General Manager	Jan 2002	Jan 2005	External		N/A		REVIEW	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
			Service Delivery)									
Street Lighting and other security/amenity lighting	FDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 1997	Jan 2000	External		N/A			REVIEW	
Te Kaupapa Here o Ngaa Tohu Reorua - Bilingual Signage Policy	WDC	Operations	Chief Executive Group	May 2017	May 2020	Internal	Yes	N/A			REVIEW	
Te Reo Maaori Policy	WDC	Operations	Chief Executive Group	Apr 2016	Apr 2019	Internal		N/A			REVIEW	
Town Halls – Administration	FDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2004	Jan 2007	External		N/A	The contents of this policy are now covered under the Terms of Reference for halls. Can be revoked when General Halls Policy is adopted.		REVIEW	
Community Board Charter	WDC	Operations	Tony Whittaker (Chief Operating Officer)	Oct 2013	Oct 2016	External	Yes	N/A			READY TO REVOKE	YES – will be revoked at the next P&R Committee meeting
Debts Write-Off Policy	WDC	Operations	Alison Diaz (Chief Finance Officer)	Jan 2000	Jan 2003	Internal		N/A	Out of date – just gives power to CE & CSGM to write off debt less than \$2,500. Needs to be contained within the Delegations Policy and manual.		READY TO REVOKE	YES – will be revoked at the next P&R Committee meeting

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
Footpath prioritisation		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2009	Jan 2011	External		N/A	Can be revoked. Footpaths are now being jointly managed by roading and public space/reserves based on an internal prioritisation/assessment and funding availability	READY TO REVOKE	YES – will be revoked at the next P&R Committee meeting
Lead Developer Fund (Water/ Wastewater)		WDC	Watercare	Ian Cathcart (Special Infrastructure Projects Manager)	Jan 2005	Jan 2008	External		N/A	A report will be brought to the November Policy and Regulatory Committee alongside the new water supply bylaws recommending revocation of this policy.	READY TO REVOKE	
Rural road lighting prioritisation		WDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 2009	Jan 2012	External		N/A	Can be revoked – rural road lighting funding is based on an availability-based assessment.	READY TO REVOKE	YES – will be revoked at the next P&R Committee meeting
Trade Waste Agreements		FDC	Watercare	Ian Cathcart (Special Infrastructure Projects Manager)	Jan 2007	Jan 2010	External		N/A	Policy has been reviewed by Watercare consultant recommending revocation. A report will be brought to the November Policy and Regulatory Committee alongside the new water supply bylaws recommending revocation of this policy.	READY TO REVOKE	
Trade Waste Bylaw Charging Policy		FDC	Watercare	Ian Cathcart (Special Infrastructure Projects Manager)	Jan 2010	Jan 2013	External		N/A	Policy has been reviewed by Watercare consultant recommending revocation. A report will be brought to the November Policy and	READY TO REVOKE	

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	Policy is current											
	Ready to revoke											
	Revoke											
	Under review											
										Regulatory Committee alongside the new water supply bylaws recommending revocation of this policy.		
Water rates - discontinuing supply		FDC	Watercare	Ian Cathcart (Special Infrastructure Projects Manager)	Jan 2009	Jan 2011	External		N/A	Policy has been reviewed by Watercare consultant recommending revocation. A report will be brought to the October Policy and Regulatory Committee alongside the new water supply bylaws recommending revocation of this policy.	READY TO REVOKE	
Meremere Community Committee Charter		WDC	Operations	Tony Whittaker (Chief Operating Officer)	Oct 2013	Oct 2016	External	Yes	N/A	This was updated after the 2016 elections and will shortly be reviewed for this triennium. Therefore, no need for separate policy to be in place in addition to the Charter itself. Once charters have been updated, the policy can be revoked.	REVOKE	
Te Kauwhata Community Committee Charter		WDC	Operations	Tony Whittaker (Chief Operating Officer)	Oct 2013	Oct 2016	External	Yes	N/A	This was updated after the 2016 elections and will shortly be reviewed for this triennium. Therefore, no need for separate policy to be in place in addition to the Charter itself. Once charters have been updated, the policy can be revoked.	REVOKE	
Vehicle Crossings		FDC	Service Delivery	Roger MacCulloch (General Manager Service Delivery)	Jan 1997	Jan 2000	External		N/A	Will be combined with WDC's Vehicle Entrance Policy.	REVOKE	YES – review of WDC's Vehicle Entrance Policy is underway which will lead to the policy

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Policy is current											
Ready to revoke											
Revoke											
Under review											
											being revoked

Open Meeting

To	Policy & Regulatory Committee
From	Roger MacCulloch General Manager Service Delivery
Date	29 September 2021
Prepared by	Hannah Beaven, Corporate Planner
Chief Executive Approved	Y
Reference #	P&R2021; ECM # 3260740
Report Title	Extension of Consultation Dates for Livestock Movement Bylaw 2021

I. EXECUTIVE SUMMARY

This report seeks approval to amend the consultation timeframes for the proposed Waikato District Council Livestock Movement Bylaw 2022 (Bylaw) and adopt the amended Statement of Proposal.

The proposed Bylaw is currently out for consultation. This has been scheduled for 20 September to 29 October 2021 (six weeks). Staff are seeking to extend the consultation closing date and hearing due to the Covid-19 restrictions, the need to amend the consultation document following feedback from Huntly Community Board and to meet legislative requirements.

The proposed consultation timeframe is Monday 20 September to Monday 29 November 2021 (ten weeks). This extended submission period will allow potential submitters in lockdown locations additional time to develop their submissions. The Statement of Proposal has also been amended to include a section on relevant determinations.

2. RECOMMENDATION

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

AND THAT, as required under section 83 of the **Local Government Act 2002**, the **Policy & Regulatory Committee**:

- a) approves the amendment of public consultation on the proposed **Waikato District Council Livestock Movement Bylaw 2021** to be undertaken between **Monday, 20 September 2021** to **Monday, 29 November 2021**,
- b) agrees that the submissions on the **Bylaw** will be considered, and if requested by submitters be heard, by the **Policy & Regulatory Committee** in **February 2022**,
- c) adopt the amended **Statement of Proposal (Attachment 1)**, proposed **Livestock Movement Bylaw 2022 (Attachment 2)** and amended **Submission Form (Attachment 2)**, and
- d) in the event that the consultation period is affected by the **Covid pandemic**, alternative means of consultation and hearing of submitters, including **audio visual**, may be used as required to meet the timeframe for consultation with communities.

3. BACKGROUND

The **Waikato District Council Policy and Regulatory Committee** (the **Committee**) approved the proposed **Livestock Movement Bylaw 2022** for consultation on **1 September 2021**. The consultation period is underway, as it was scheduled from **20 September** to **29 October 2021**, with a hearing planned for **30 November 2021**.

The proposed **Bylaw** regulates the controlled movement of livestock on or across **Council's** roads. Within rural areas of the **Waikato District**, livestock are moved using roads as part of the everyday operations of some farms. This activity has the potential to cause nuisance and adversely affect the safety of road users, and efficiency and structure (surface of roads) of the road network.

At the request of **Council**, staff are seeking agreement from the **Committee** to extend the consultation period. This is due to the impact of **Covid-19** lockdowns in the northern **Waikato District**, such as upper **Hauraki**, and potential duration of lockdowns. This has been requested by **Federated Farmers** (via **Council**) as key stakeholders. In addition, as a result of feedback from **Huntly Community Board** and legislative requirements, staff have updated supporting information and the **Statement of Proposal**, and are requesting approval to release the revised **SOP**.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Staff are seeking to extend the proposed **Bylaw** consultation period, in accordance with **Table 1**:

Table 1: Current and proposed consultation periods

Options	Consultation period	Hearings and deliberation	Policy and Regulatory Committee	Council adoption of Bylaw
1. Current consultation period	20 September to 29 October 2021 (6 weeks)	30 November 2021	February 2022	March 2022
2. Proposed consultation period	20 September to 29 November 2021 (10 weeks)	Early February 2022 (TBC)	March 2022	April 2022

This is because of the Covid-19 Level 4 and 3 lockdowns in the Northern parts of the Waikato District, particularly the upper Hauraki Area and Auckland areas. The lockdowns may mean it is more difficult for submitters with additional demands over this period.

As this is a new Bylaw, Council is not working to any statutory timeframes within which to complete the review. A slight delay in progressing the Bylaw will not result in adverse legal impacts or significant impacts on work programme.

4.1 CONSULTATION REQUIREMENTS

The current Statement of Proposal (Attachment 1) and Submission Form (Attachment 2) have been amended with the proposed dates. Following feedback from members of the public the proposed Bylaw was difficult to understand, additional FAQ material has been uploaded onto Council's website explaining how to navigate the Bylaw. Staff are currently investigating amending the table of road classifications and online map to make these easier to understand.

The Statement of Proposal has also been amended to include a section on relevant determinations and to clarify how to access supporting information. This is required by the Local Government Act 2002 and was inadvertently excluded from the original Statement of Proposal. No changes have been made to the proposed Bylaw.

If approved, staff will contact relevant stakeholders to advise of the extended submission period, and a public notice will be issued. The amended Statement of Proposal and Submission Form will be uploaded onto Council's consultation website. Social media posts will advise the public of the extended submission period.

4.2 ANALYSIS

It is recommended that Council extend the consultation period for the proposed Bylaw to align with the proposed timeframes outlined in Table I and adopt the amended Statement of Proposal.

The advantages of this recommendation are:

- Provides submitters with additional time to develop their submission, over a possible extended lockdown period.
- Reflects Council's good will when engaging with stakeholders and the public.
- Aligns with key stakeholder requests, such as Federated Farmers.
- Aligns with legislative requirements.

The disadvantages of this recommendation are:

- May set a precedent that is expected for other consultation processes. Other bylaws are unlikely to be able to be consulted on for a similar duration due to statutory timeframe pressures.
- Extends the review process and expected adoption date by one to two months.

4.3 OPTIONS

The options that have been identified are:

Option 1: **Do nothing**

This option is **not** recommended.

This option would result in consultation concluding on 29 October 2021, as originally scheduled. This is not recommended as some submitters located within lockdown locations may require extra time to complete their submissions.

Option 2: **Amend Public consultation timeframes**

This option **is** recommended.

This option is recommended as it allows submitters within Covid-19 lockdown areas additional time to develop their submissions.

5. CONSIDERATION

5.1 FINANCIAL

There are no financial implications of this recommendation.

5.2 LEGAL

Council has previously resolved to follow the Special Consultative Procedure in accordance with Section 83 of the LGA for the proposed Bylaw review. This extension of this consultation process adheres to legal requirements for the review.

5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stakeholders will be contacted via email to advise that the consultation has extended. Stakeholders that will be contacted include iwi, Federated Farmers, Community Boards and Community Groups, Waikato Regional Council and New Zealand Transport Agency. A public notice will also be issued. Communications to the public from social media will also occur via updating the current Facebook post and issuing a reminder post prior to the submission period closing.					

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

Planned	In Progress	Complete	
		y	Internal
y			Community Boards/Community Committees
y			Waikato-Tainui/Local iwi/Mana whenua
y			Households
		y	Current and past Livestock Movement Permit holders
y			Federated Farmers
y			New Zealand Transport Agency / Waikato Regional Council

6. CONCLUSION

This report seeks approval to amend public consultation timeframes on the proposed Waikato District Livestock Movement Bylaw 2021. This is in accordance with Section 83 (Special Consultative Procedure) of the LGA.

7. ATTACHMENTS

- Attachment 1 – Amended Statement of Proposal
- Attachment 2 – Draft Livestock Movement Bylaw
- Attachment 3 – Amended Submission Form



STATEMENT OF PROPOSAL

PROPOSED LIVESTOCK
MOVEMENT BYLAW

HAVE
YOUR
SAY

waikatodistrict.govt.nz

0800 492 452

Waikato

DISTRICT COUNCIL
Te Kaunihera aa Takiwaa o Waikato

This Statement of Proposal is made
for the purposes of Sections 83, 86 and 156
of the Local Government Act 2002.

IT INCLUDES:

- Background to the proposal
- Reasons for the proposal
- Summary of the proposed changes
- 'have your say' details

BACKGROUND

Waikato District Council does not currently have a Livestock Movement Bylaw. We are proposing to create one that helps ensure our community is vibrant, healthy and safe and we want your feedback.

Within rural areas of the Waikato District, livestock are moved using roads as part of the everyday operations of some farms. This activity has the potential to affect the safety of road users and the surface of the road network. Stock movement can cause environmental harm through excessive excrement, and damage to roading and infrastructure.

The purpose of the proposed Livestock Movement Bylaw is to:

- a) Ensure the safety of road users, persons moving livestock and the livestock
- b) Protect the structure and surface of the road

Council has the power to make bylaws to respond to nuisances or problems in ways that are appropriate and practical, and work for the local community.

Council previously had a Livestock Movement Bylaw 2011 which has now expired and is therefore no longer enforceable.

Consultation on the proposed Bylaw is from 20 September to 29 November 2021.

REASONS FOR A BYLAW



When livestock are moved on public roads as part of farming activity, this can pose a risk to other road users. Livestock can be moved in an unsafe manner if they are moved without adequate warnings or controls in place, are moved too often, or on roads which have high volumes of traffic.

Livestock can also cause environmental harm through excessive excrement, and cause damage to roading and infrastructure.

A bylaw will allow for stock to move more safely down and across roads. It puts in place conditions to ensure that livestock are moved safely and allows Council to issue permits for the movement of livestock.



SUMMARY OF PROPOSED LIVESTOCK MOVEMENT BYLAW

What is the proposed Livestock Movement Bylaw?

The proposed Livestock Movement Bylaw includes rules for how the movement of livestock should be regulated. It also allows Council to issue permits.

Under the Bylaw, all stock movement is required to meet certain safety conditions.

The movement of livestock is permitted in all cases, if it is for an animal escape or similar emergency.

The Bylaw also specifies how costs will be shared for stock underpasses in Appendix 4. This refers to the New Zealand Transport Agency subsidy rules.

Where can you move livestock in the Waikato District?

The bylaw also says on what type of roads the movement of livestock is permitted, restricted (and a Council permit is required) or prohibited.

All roads are categorised according to the one network road classification. This classifies roads based on how busy they are (see table below).

To find out what type of classification your road is, refer to a [map](#) of the Waikato District on pg. 4 in this Statement of Proposal, and a [table](#) of road classifications, located online. Both documents can be found on www.waikatodistrict.govt.nz/livestockbylaw.

Table I is part of the draft bylaw. It explains when stock movement is allowed, considering both the type of road and average number of days stock are crossing or moving per week.

Table I: Assessing permit requirements

Road hierarchy	Average number of days stock crossing/moving per week							
	<1	1	2	3	4	5	6	7
Main Streets	Red	Red	Red	Red	Red	Red	Red	Red
Local Roads	Red	Red	Red	Red	Red	Red	Red	Red
Urban collectors	Yellow	Yellow	Red	Red	Red	Red	Red	Red
High volume sealed rural collectors	Yellow	Yellow	Red	Red	Red	Red	Red	Red
Low volume sealed rural collectors	Yellow	Yellow	Yellow	Yellow	Red	Red	Red	Red
Sealed rural roads >70km/h	Green	Green	Green	Green	Green	Yellow	Yellow	Red
Unsealed rural roads	Green	Green	Green	Green	Green	Green	Green	Yellow

	Permitted (no permit required)
	Restricted (permit required)
	Prohibited (stock movement is not permitted)

How is the proposed bylaw enforced?

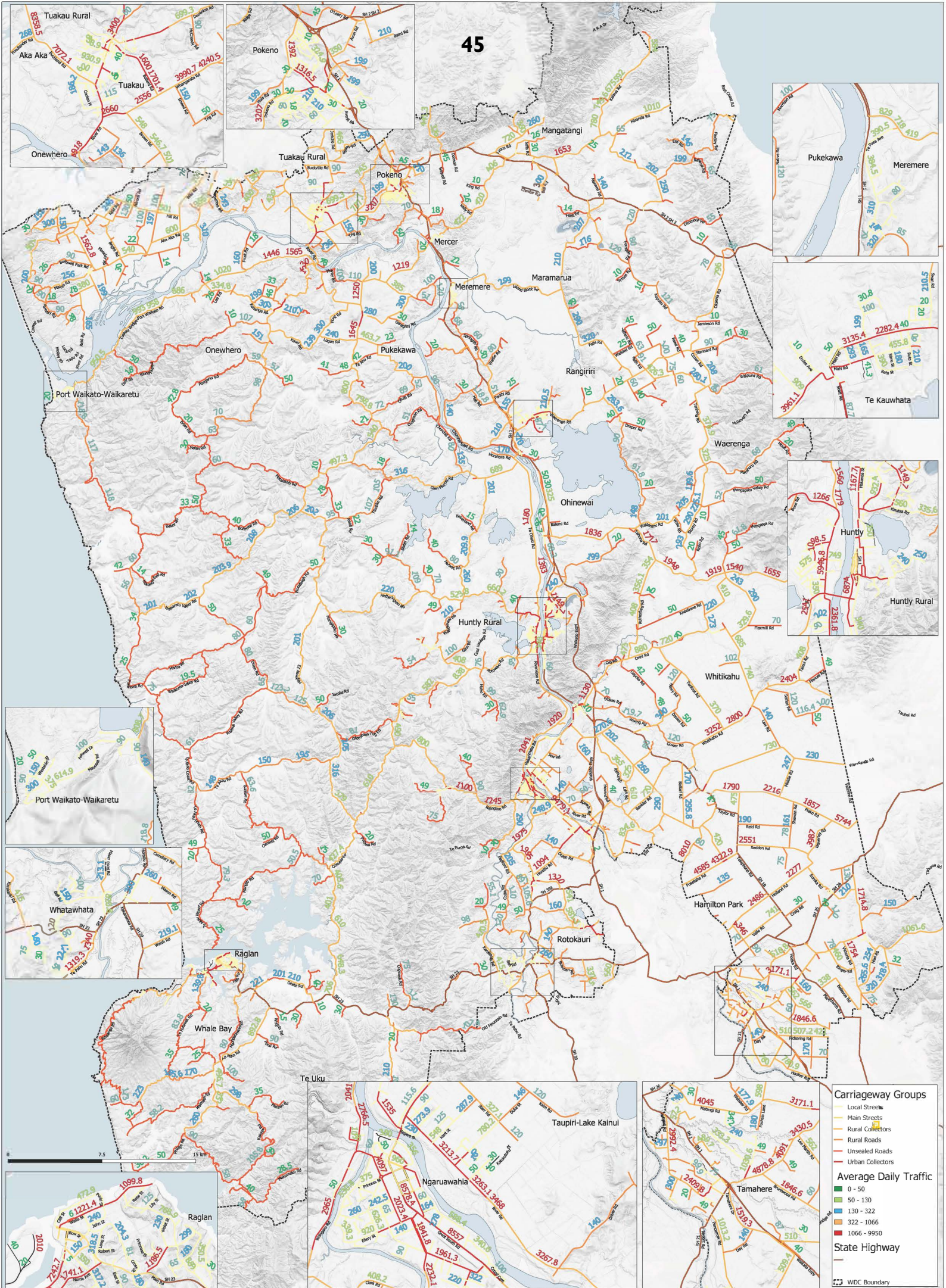
Council can undertake inspections to assess the bylaw or permit condition are being complied with. Council can require a person to apply for a permit if they are on a permitted road but are not meeting the required safety conditions, or can decline, revoke or suspend permit applications.

The full proposed bylaw can be viewed here: www.waikatodistrict.govt.nz/livestockbylaw

Relevant determinations

This Statement of Proposal has been prepared in accordance with the requirements set out in section 83 of the Local Government Act 2002 (LGA). Council has determined, as required by section 155 of the LGA, that:

- The Bylaw is the most appropriate way of addressing the perceived problem
- This is the most appropriate form of the Bylaw
- This Bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990.



SUBMISSIONS CAN BE:

ONLINE:

[.waikatodistrict.govt.nz](https://www.waikatodistrict.govt.nz)
via online by a



POSTED:

Waikato District Council
Private Bag 544
Ngaruawahia 3742

DELIVERED:

Waikato District Council
Attn: Corporate Planner
15 Galileo Street, Ngaruawahia 3742

Huntly Office
142 Main Street, Huntly 3700

Raglan Office
7 Bow Street, Raglan 3225

Tuakau Office
2 Dominion Rd, Tuakau 2121

Te Kauwhata Office
1 Main Road, Te Kauwhata 3710



EMAILED:

consult@waidc.govt.nz
Subject heading should read:
"Livestock Movement Bylaw –
Submission"

WHAT HAPPENS NEXT?

Council will acknowledge each submission received in writing, either by letter or email.

Following the closing of submissions on 29 November 2021 all submissions will be reviewed. Verbal submissions will be heard and all submissions formally considered at a Council meeting in February 2022 (or as soon thereafter as possible).

This meeting is open to both submitters and the public to attend.

IMPORTANT DATES TO REMEMBER:

SUBMISSIONS OPEN – 20 September 2021

SUBMISSIONS CLOSE – 29 November 2021

HEARING OF SUBMISSIONS – February 2022

If you have any further queries or would like further copies of the proposed Bylaw, please contact Hannah Beaven via email at Hannah.Beaven@waidc.govt.nz



waikatodistrict.govt.nz



[facebook.com/waikatodistrictcouncil](https://www.facebook.com/waikatodistrictcouncil)



0800 492 452

Waikato District Council

Proposed Livestock Movement Bylaw 2022.

Waikato District Council, in exercise of its powers under the Local Government Act 2002 and its respective amendments, the Land Transport Act 1998 and its respective amendments, and all other relevant powers, hereby makes the following bylaw:

Introduction

1.0 SHORT TITLE AND COMMENCEMENT

- 1.1 This bylaw shall be known as the “Waikato District Council Livestock Movement Bylaw 2022”
- 1.2 This bylaw shall come into force on (Day) (Month) (Year)

2.0 PURPOSE OF BYLAW

- 2.1 Within rural areas of the Waikato District Council, livestock are moved using roads as part of the everyday operations of some farms. This activity has the potential to adversely affect the safety of road users and the efficiency and structure (surface of roads) of the road network. The purpose of this Bylaw is to:
- (a) Ensure the safety of road users, persons moving livestock and the livestock; and
 - (b) Protect the structure and surface of roads.

3.0 APPLICATION

- 3.1 This Bylaw applies to all roads under the control and/or management of the Council.

4.0 INTERPRETATION

In this Bylaw, unless inconsistent with the context:

Authorised Officer	means any employee of the Council appointed to carry out general or specific duties arising from any of the provisions of this bylaw, unless stated otherwise in this bylaw.
Council	means the Waikato District Council.
Crossing Manager	means the person managing the livestock crossing or moving.
Drove	means to move a herd of animals from one place to another.
Drover	means any person in the process of moving livestock from one point to another along a road.
Farm	means an area of land which is used for the purpose of agriculture including grazing of livestock.
Livestock	means all animals that are likely to be kept for commercial purposes and taken onto the road for the purpose of moving from one part of the farm to the other or to another destination. 'Stock' shall have the same meaning as 'Livestock'.

Livestock Crossing Permit	is a time specific permit allowing for the movement of livestock across a public road between gates which are generally opposite each other, or are of a maximum distance of 100 meters from each other.
Local street	Roads less than 70km/h residential streets in urban areas/ townships/ villages
Main street	Roads less than 70km/h – such as CBD and main roads through townships and villages
Mob	means a group (more than one) of livestock being moved from one place to another.
Pilot vehicle	means and includes any motor cycle, 4 wheel farm bike, car, utility vehicle, tractor, or trucks operating and moving with hazard lights in operation in front of or behind the mob.
Races	means confined areas for moving livestock from one location to another location.
Road	has the same meaning as contained in section 2 of the Land Transport Act 1998 and includes - a) a street; b) a motorway; c) a beach; d) a place to which the public have access, whether as of right or not; e) all bridges, culverts, ferries, and fords forming part of a road or street or motorway, or a place referred to in paragraph d); and f) all sites at which vehicles may be weighed for the purposes of the Land Transport Act 1998 or any other enactment. And excludes: a) culverts that are stock underpasses; and b) unformed Legal Roads on farmland.
Road user	means any motorist, cyclist, pedestrian or drover.
High Volume Sealed Rural Collectors	Road in rural areas more than 70km/h that have more than 1000 vehicles per day
Low Volume Sealed Rural Collectors	Sealed roads in rural area more than 70km/h that have less than 1000 vehicles per day
Traffic Management Plan	means a sketch plan or map or other approved document outlining the safety procedures/methods that the crossing manager appointed by the permit holder will use to ensure the safety of all road users whilst moving stock along or across the road.
Urban area	means any area where the posted speed limit is 70 kph or less, and includes main roads and local streets
Urban collectors	Road more than 70km/h in urban areas with more than 200 vehicles per day

5.0 COMPLETE RESTRICTION ON MOVEMENT OF LIVESTOCK

5.1 Except in accordance with Clauses 7, 8, 9 and 10 and Appendix 3, no person shall move any livestock along or across any public road:

- (a) Within an urban area; or
- (b) On any National, Regional, and Arterial road; or

- (c) On any other road, public reserve or public place that Council may restrict from time to time; or
- (d) Where the livestock may be lawfully and reasonably moved across private land owned or managed by the owner of the stock instead of across or along a road.

6.0 MOVEMENT OF LIVESTOCK ON ROADS PERMITTED IN CERTAIN CIRCUMSTANCES

6.1 Unless prohibited under Clause 5 of this Bylaw, the movement of livestock along or across an unsealed and rural roads road is permitted. This is subject to the following conditions:

- (a) Livestock shall not be moved during the hours of darkness (the hours of darkness being those hours between half an hour after sunset and half an hour before sunrise the next day)
- (b) There shall be, at all times, adequate warning of the presence of livestock, both in front and behind, which must be clearly visible at a distance of no less than 170 metres. Adequate warning shall comprise not less than 2 of the following warning mechanisms:
 - Amber flashing light and/or hazard lights on vehicles; or
 - Staff wearing 'Dayglo' safety vests; or
 - Staff using orange or red flags to warn traffic of stock on the road; or
 - TW6 'Stock Crossing' signs (attached to a vehicle or closed when stock are not on the road); or
 - Two road cones, not less than 900mm high, at least 30m apart on each side of the crossing point (removed when stock are not on the road).
- (c) The livestock shall be moved in such a manner so as to ensure that their time on the road is minimised.
- (d) Persons moving livestock shall take all reasonable and practical steps to make way for or allow vehicles to pass through the stock;
- (e) Persons moving livestock shall remove excessive stock excrement from the road;
- (f) Persons moving livestock shall take all reasonable steps to avoid damage to the road, to any public amenities and to private property, and shall notify the owners of the public amenity or private property (which ever shall apply) of the damage and repair any damage so caused;
- (g) The movement of livestock along a road shall at all times be under the control of at least two competent persons, one maintaining a position in front of, and another maintaining a position behind the livestock.
- (h) Livestock are moved along or across the same section of:
 - i. An unsealed road no more than 6 days per week on average per year; or
 - ii. A rural road no more than 4 days per week on average per year

6.2 The movement of livestock is permitted if it is for the purpose of returning livestock to a farm in the event of an animal escape or similar emergency.

7.0 LIVESTOCK CROSSING AND LIVESTOCK MOVING PERMITS

7.1 Two permits are available for moving livestock across or along roads:

- (a) Livestock Crossing Permit; and
- (b) Livestock Moving Permit

7.2 Livestock Crossing Permits and Livestock Moving Permits are required in accordance with Appendix 3.

- 7.3 In the event of safety concerns or non-compliance with Clause 6.1, 6.2 and 6.3, Council may, at the discretion of an Authorised Officer, require a person to apply for a permit for Livestock Crossing and Livestock Movement on Rural Roads and Unsealed Roads.
- 7.4 In emergency situations where livestock will have to be moved across or along a public road for a longer period of time, such as the collapse or flooding of an underpass, a temporary Livestock Crossing or Livestock Moving Permit may be issued for a restricted period of time. In this case, the crossing manager shall notify the Council within 24 hours with a description of the emergency situation and an estimation of the duration the temporary permit will be required.
- 7.5 Where any permit has been issued, the permit holder shall comply with all permit conditions at all times.
- 7.6 All permits issued by Council will be subject to specific minimum conditions. These conditions are contained in Appendix 2 of this Bylaw and will be listed on the reverse of the permit application forms. Council's Authorised Officer may impose any other conditions which are considered necessary for safety or performance requirements.
- 7.7 Where an existing permit has been issued and the property relevant to the permit has been transferred or leased to a different person (without modification to farm size or farming practices), the new owner may apply to the Council to have the permit assigned to them. Any such application must be in writing and must have the consent of the current permit holder. Any applications will be assessed against the requirements of this Bylaw.

8.0 LIVESTOCK CROSSING PERMIT

Applications

- 8.1 Any application for a Livestock Moving Permit must be received by Council at least 10 working days before the first intended movement of stock; and
- 8.2 New Livestock Crossing Permit applications will be evaluated against the criteria in Council's Livestock Crossing and Livestock Movement Permits (Appendix 2), the processes outlined in Council's Policy "Stock Movement and Crossing Policy" (Appendix 3), Sight Distance Requirements (Appendix 1), and Livestock Movement Policy (Appendix 4).
- 8.3 Subject to Clauses 8.2, a new permit will not be issued if the proposed crossing location does not meet the following criteria:
- (a) Road hierarchy;
 - (b) Frequency of use;
 - (c) Sight distance; or
 - (d) Any other criteria as specified in the Livestock Movement Policy
- 8.4 Council may issue a permit where the proposed crossing location does not meet the specified criteria if any of the following circumstances apply:
- (a) The proposed crossing is located on a no exit road, taking into consideration the views of the owners or occupiers of affected or neighbouring properties located on the part of the road above the crossing point and the blind end of the road: or
 - (b) The proposed crossing is located in the Aka Aka drainage district, where installation of an underpass is impractical or prohibitively expensive: or
 - (c) The proposed crossing is located on a Main Street or Local Street that has been identified as a restricted activity in Appendix 3, provided that the frequency of use, sight distance and other criteria are met.

Approvals

- 8.5 A Livestock Crossing Permit will be revoked if:
- (a) The Permit Holder has breached their permit conditions; or
 - (b) The Permit Holder has acted contrary to this Bylaw; or
- 8.6 If the livestock crossing permit is categorised as prohibited in accordance with Clause 5.1 and Appendix 3 of this Bylaw, Council may, at its discretion, issue a temporary permit in exceptional circumstances.

Any temporary permit will only be issued for a maximum period of 12 months and will not be renewed. After the expiry of that 12-month period, an underpass must be installed.

Renewals

- 8.7 Any renewal applications:
- (a) Must be received by Council at least 20 working days prior to the expiry date of the permit;
 - (b) Must include updated livestock crossing details; and
 - (c) Any applications will be assessed against the requirements of this bylaw, current traffic safety, and previous permit compliance

9.0 LIVESTOCK MOVING PERMIT

Applications

- 9.1 Any application for a Livestock Moving Permit must be:
- (a) Received by Council at least 10 working days before the first intended movement of stock; and
 - (b) Accompanied by a traffic management plan.
- 9.2 A traffic management plan which is to accompany any application for a Livestock Moving Permit must:
- (a) Detail all intended routes or journeys;
 - (b) Outline how the applicant proposes to meet the conditions in the Livestock Movement Policy (Appendix 4) on the application form;
 - (c) Be in accordance with the current New Zealand Transport Agency Code of Practice for Temporary Traffic Management.
- 9.3 New Livestock Moving Permit applications will be evaluated against the criteria in Council's Livestock Movement Permits (Appendix 2), "Stock Moving and Crossing Policy" (Appendix 3), Sight Distance Requirements (Appendix 1) and the Livestock Movement Policy (Appendix 4).

Approvals and Renewals

- 9.4 Livestock Moving Permits will be issued for a period of between 1 to 5 years, depending on specific stock movement, traffic safety criteria and non-compliance with this Bylaw.
- 9.5 Any renewal application:
- (a) Must be received by Council at least 10 working days prior to the expiry date of the permit; and
 - (b) Must include any relevant updated livestock crossing details; and
 - (c) Will be evaluated in accordance with this Bylaw, previous permit compliance and current traffic safety.

10.0 DECLINING A PERMIT APPLICATION

- 10.1 If an application to issue or renew any permit is declined, the applicant shall be notified in writing with reasoning for decision.
- 10.2 A person who has received written notice that a permit application has been declined may, within 10 working days of receipt of the notice, lodge an objection in writing to the General Manager Service Delivery of the Council stating the grounds of their objection.
- 10.3 The objection shall be referred to a Sub-Committee consisting of the Chair of Council's Infrastructure Committee or their deputy; the Chair of Council's Policy and Regulatory Committee or their deputy, and the Mayor who shall consider the objection and make a decision on the matter.
- 10.4 The decision of the Sub-Committee appointed in Clause 10.3 shall be final.
- 10.5 The applicant shall be notified of the decision in writing no later than 10 working days after the Sub-Committee has determined the objection. The notification shall include reasons for the decision.

Extension Period

- 10.6 If Council decides to renew a permit, an extension period of 6 months from the date of the written notification of the Council's decision, will be granted to enable the permit holder to make alternative arrangements, after which time the permit shall be cancelled.
- 10.7 If a permit holder is unable to make alternative arrangements during the Extension Period outlined in Clause 10.6, they must notify Council, in writing and at least 10 working days prior to the expiration of the Extension Period, of the reasons why alternative arrangements could not be made.
- 10.8 Council may, at its discretion grant a further temporary Extension Period of 6 months

11.0 REVOKING OR SUSPENDING A PERMIT

- 11.1 Any Livestock Crossing Permit or Livestock Moving Permit may be revoked, suspended or reviewed if the General Manager Service Delivery or their equivalent is satisfied that:
- (a) The permit holder has failed to comply with any of the conditions of their permit; or
 - (b) The frequency of livestock crossing the road has increased beyond that authorised by the Livestock Crossing Permit, or
 - (c) The status or road hierarchy of the road over which the crossing or movement occurs has changed significantly from that prevailing when the permit was issued such that safety will be severely compromised if the crossing or movement continues, or
 - (d) Or other such relevant matters considered appropriate.

12.0 SAFETY ON ROADS

- 12.1 If, at any time when an authorised officer considers it necessary to close or restrict traffic flows on a road because of road works, flooding or an emergency, or other event, the authorised officer shall have discretionary power either to halt mobs in one place with a view to restricting their movement or to re-direct mobs along such other road or roads which under the circumstances are considered most appropriate.

13.0 DAMAGE TO ROADS AND ENVIRONMENT

- 13.1 Irrespective of whether permits have been issued, any person moving livestock along or across the road shall:

- (a) Take all reasonable precautions to ensure that livestock do not cause damage to the road, any public amenities or private property;
- (b) Be responsible for the costs of repairing any damage caused; and
- (c) Ensure excessive stock excrement or mud is removed from the road along which the livestock are being moved.

13.2 Council shall have the right to recover costs from any person moving livestock along or across a road where:

- (a) The movement of the livestock has caused damage to the road resulting in unscheduled maintenance or repair of the road reserve or road surface being required; or
- (b) Excessive stock excrement or mud is required to be removed from the road along which the livestock are being moved.

14.0 INSPECTION OF STOCK CROSSINGS AND ROADS

14.1 Council may choose to inspect stock crossings, roads and/or the environment for the purpose of:

- (a) Identifying if the Bylaw has been breached; or
- (b) Identifying if Livestock Crossing or Livestock Moving Permit Conditions are being met; or
- (c) Validating data contained in any Livestock Crossing or Livestock Moving permit applications.

14.2 The frequency of inspections will be at Council's discretion.

14.3 Based on inspections, Council may:

- (a) require a person to apply for a permit for Livestock Crossing and Livestock Movement on Rural Roads and Unsealed Roads or
- (b) Decline, revoke or suspend permit applications

15.0 PERMITS AND FEES

15.1 Council may charge a fee for the processing of any applications for permits and any such fee will be payable by the applicant.

15.2 Should ongoing non-compliance relating to livestock movements require repeated visits by Council staff, Council may change an inspection fee payable by the holder of the permit (if applicable) or person responsible for the livestock movements.

15.3 The amount of the fees will be set by the Council from time to time pursuant to section 150 of the Local Government Act 2002 and can be found in Council's Fees and Charges.

16.0 OFFENCES AND PENALTIES

16.1 Every person commits a breach of this bylaw who:

- (a) Commits, or causes, or permits to be committed, any act contrary to this Bylaw, or
- (b) Omits, or knowingly permits to remain undone, any act required by this Bylaw, or
- (c) Obstructs or hinders any officer of the Council in the performance of any power, or duty conferred upon him or her by this Bylaw
- (d) Provides incorrect frequency of use or any other incorrect details in any application.

This Bylaw was made pursuant to a resolution passed by the Waikato District Council on (Day) (Month) (Year)

The Common Seal of the Waikato District Council
Was hereto affixed in the presence of:

Mayor

Chief Executive

Activity	Key Date	Council Resolution
Bylaw made		
Bylaw reviewed		
Next review date		

DRAFT

Appendix I

Sight Distance Requirements

Council will assess any livestock movement or livestock crossing permit applications against the requirements in Table I. 85th percentile means the speed at which 85% of the passing vehicles are either at or below.

Table I: Sight Distance Requirements

85th percentile operating speed, measured at the site (or if above not known, posted speed plus 10km/h)*	Minimum sight distance requirements (m)
50	89
60	113
70	140
80	170
90	203
100	240
110	282

DRAFT

Appendix 2 - Permits

Conditions for Livestock Crossing Permits

1. Entranceways, including additional adjacent shoulders, at points where stock cross the berm should be surfaced in an appropriate material such as brown rock or sand and be constructed to accommodate the regular movement of stock, to a standard that prevents damage to the road and avoids mud being tracked onto the crossing.
2. Any new entranceways shall be constructed to the minimum dimensions shown on standard drawing TSG-E3 and surfaced with brown rock or sand so that the mud is not tracked across the road. Plan TSG-E3 details Council's requirements for Rural/Residential entranceways and is available from any office of Council.
3. Temporary warning signs are required to be used when stock are crossing and all signage must be approved by Council. Council will arrange for the signs to be installed on behalf of the permit holder. A subsidy is available for approved signage. Correct use and maintenance of the signs is the responsibility of the permit holder.
4. An amber flashing light of at least 500 lumens is required at the crossing point and shall be operated continuously whilst livestock are crossing the road. Installation and operation of the light is the permit holders' responsibility. Road cones no less than 900mm high may also be used to warn traffic in areas of limited visibility.
5. The requirements of the Health and Safety at Work Act 2015 and its amendments shall be complied with at all times.
6. At least one competent person (16 years of age or older) shall be present at all times while livestock are using the crossing.
7. Persons moving livestock across the road must take all reasonable and practical steps to allow vehicles to pass through the stock without undue delay.
8. The crossing manager shall take all due care to protect the road reserve and the road surface from any damage at the point where the stock cross the road. If necessary, Council may require the use of stock mats or other measures.
9. Excessive stock excrement must be removed from the road immediately following every crossing.
10. Council may recover from the permit holder any costs incurred to repair any damage caused or to remove excessive effluent from the road, as a direct result of the crossing manager failing to meet the requirements of Condition 8 and 9 above.
11. Other special conditions may be applicable to this permit and, where relevant, will be stated below.
12. This permit is valid for up to 5 years from the date of issue unless indicated otherwise.
13. The permit holder shall advise the Council of any change of ownership or grant of lease of the land to which this permit relates.
14. The permit holder shall advise the Council of any significant change in farming practice that may impact on the ongoing relevance of this permit

Special Conditions

15. A stock mat is required to be used? Yes / No
16. Other requirements.....

Conditions for Livestock Moving Permits

1. Only the routes specified in this application and the associated traffic management plan are covered by this permit. No other route shall be used without prior approval by the authorised officer.
2. The stock manager and/or drover in charge shall be responsible for providing adequate warning for traffic. Traffic control shall be in accordance with the traffic management plan submitted with the application.
3. There shall be, at all times, adequate warning of the presence of livestock, both in front and behind, which must be clearly visible at a distance of no less than metres, (the distance to be determined in accordance with the speed environment).

Adequate warning shall comprise not less than 2 of the following warning mechanisms:

- Amber flashing lights of at least 500 lumens and/or hazard lights on vehicles; or
 - Staff wearing 'Dayglo' safety vests; or
 - Staff using orange or red flags to warn traffic of stock on the road; or
 - TW6 'Stock Crossing' signs (attached to a vehicle or closed when stock are not on the road)
4. The stock manager and/or drover shall ensure that due care is taken to protect the road reserve and the road surface from any damage whilst the stock are being driven along the road.
 5. Livestock shall not be moved during the hours of darkness. (The hours of darkness means those hours between half an hour after sunset and half an hour before sunrise the next day).
 6. Excessive stock excrement must be removed from the road immediately after stock has been moved.
 7. Council may recover from the permit holder, any costs incurred to repair any damage caused to, or to remove excessive effluent from, the road, as a direct result of the stock movements carried out under this permit.
 8. Other special conditions may be applicable to this permit and, where relevant, will be stated below.
 9. This permit is valid for years from the date of issue. (between 1-5).
 10. The permit holder shall advise the Council of any significant change in farming practice that may impact on their ongoing relevance of this permit.
 11. Distance stock are driven along a public road must not exceed 400m

Special Conditions

Appendix 3

STOCK MOVING AND CROSSINGS POLICY

Process for Evaluating New Permit Applications or Renewing Existing Permits

Introduction

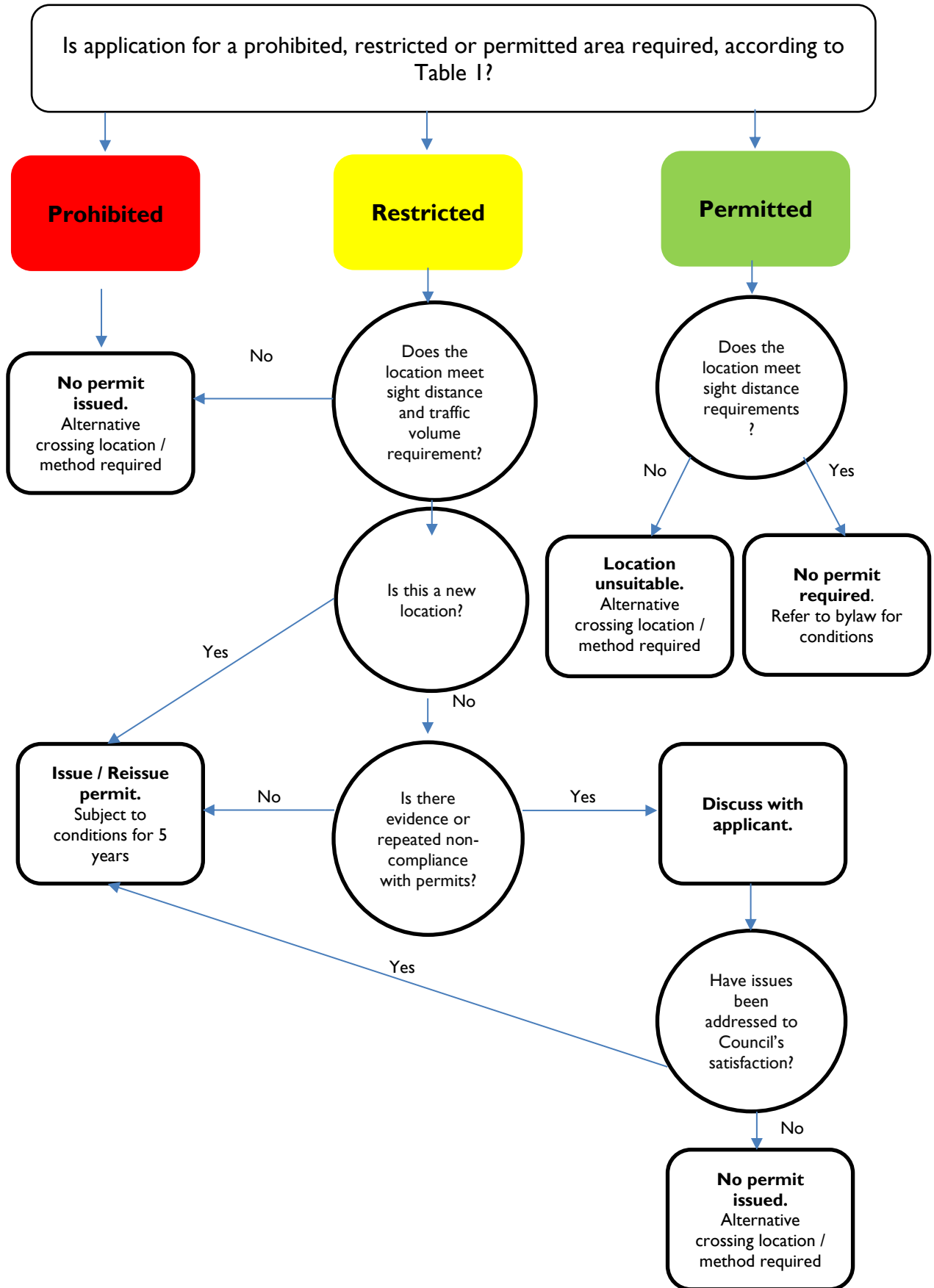
This policy is to be used to identify if a permit is required for stock moving along or across any road.

Table 1: Assessing permit applications requirements.

Road hierarchy	Description	Average number of days stock crossing / moving per week								
		<1	1	2	3	4	5	6	7	
Main Streets	Roads less than 70km/h – such as CBD and main roads through townships and villages	Red	Red	Red	Red	Red	Red	Red	Red	Red
Local Streets	Roads less than 70km/h residential streets in urban areas/ townships/ villages	Red	Red	Red	Red	Red	Red	Red	Red	Red
Urban Collectors	Roads above 70km/h - main roads outskirts of urban areas/ townships/ villages) with more than 200 vehicles per day	Yellow	Yellow	Red	Red	Red	Red	Red	Red	Red
High Volume Sealed Rural Collectors	Roads in rural areas above 70km/h that have more than 1000 vehicles per day	Yellow	Yellow	Red	Red	Red	Red	Red	Red	Red
Low Volume Sealed Rural Collectors	Roads more than 70km/h in rural areas that have less than 1000 vehicles per day	Yellow	Yellow	Yellow	Yellow	Red	Red	Red	Red	Red
Sealed Rural Roads >70km/h	Roads less than 70km/h and less than 200 vehicles per day)	Green	Green	Green	Green	Green	Yellow	Yellow	Red	Red
Unsealed Roads		Green	Green	Green	Green	Green	Green	Green	Yellow	Yellow

	Permitted (i.e. no permit required)
	Restricted (permit required)
	Prohibited (stock movement is not permitted)

Figure 2: Assess permit requirements.



Appendix 4

WAIKATO DISTRICT COUNCIL LIVESTOCK MOVEMENT POLICY

Policy Definition

This policy relates to the Livestock Movement Bylaw 2021. Refer to that document for definitions and interpretation.

1.0 Policy Objectives

- 1.1 To protect the safety of:
 - (a) road users;
 - (b) Persons moving the livestock;
 - (c) The livestock.
- 1.2 To protect structures and the surface of roads
- 1.3 To minimise inconvenience, nuisance and potential danger to all roads users; and
- 1.4 To respect the need for efficient farming operations without compromising safety on the road.
- 1.5 To eliminate the number of unsafe stock crossings in the district.

2.0 How we intend to achieve these objectives

- 2.1 Council intends to ensure that all stock crossings are safe and in appropriate locations. Where the locations and their sight distance are considered to be unacceptable they are to be replaced with underpasses. Requests for stock crossings will be evaluated against the operating procedures in Appendix 3 of the Livestock Movement Bylaw 2021. Consideration will be given to the following criteria:
 - (i) Road Hierarchy
 - (ii) Sight distance
 - (iii) Regularity of crossing
 - (iv) Compliance with permit conditions
- 2.2 Where a proposed Livestock Crossing location does not meet the required criteria then an alternative complying location must be used or an underpass constructed.
- 2.3 Livestock crossings that meet the criteria, and other livestock movements on district roads, will be required to meet strict safety standards by way of a written permit and will be monitored regularly for compliance with the permit conditions.

3.0 Subsidies

- 3.1 The Council will use the New Zealand Transport Agency subsidy rules as set out in the Planning, Programming & Funding Manual, for cost sharing for stock underpasses. At its discretion, and subject to the funding provisions of the Long Term Plan, the Council may contribute to the costs of construction of an underpass as shown in the following graph:

Cost sharing for stock underpasses or overpasses

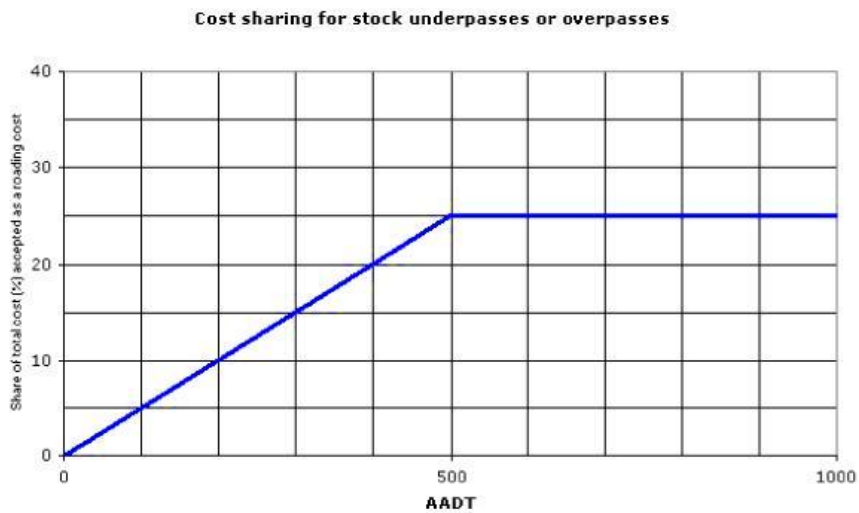


Figure 1

Formula for cost sharing for stock underpasses or overpasses

CS = $0.05 * \text{AADT}$ (on roads having less than 500 AADT) in percent

Where:

CS = 25 percent (on roads having greater than or equal to 500 AADT)

CS = Approved Organisations' or Transport Agency's (state highways) contribution, including the Transport Agency's funding assistance, to the total construction cost of an access structure on an existing road (in percent)

AADT = average traffic volume per day

- 3.2 Subsidy relates to a standard sized underpass (4m x 2m), approaches and pumping facilities if required.
- 3.3 The cost of supply and installation of approved temporary warning signs and stock mats may be eligible for subsidy.

Proposed Livestock Movement Bylaw 2022

Submission form *Please provide your feedback by 29 November 2021*

Name/Organisation (if applicable).....

Address **Postcode**.....

Email **Phone**.....

A hearing will be held in February 2022 (or as close thereafter as possible). Do

you want to speak about your submission at the hearing? **Yes** **No**

Preferred method of contact **Email** **Post**

Do you support the proposed Livestock Movement Bylaw? **Yes** **No** **In Part**

Please tell us why:

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What changes would you like to see to the proposed Livestock Movement Bylaw 2021?

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Any additional comments?

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Prefer to do it online?
You can complete the submission form online at www.waikatodistrict.govt.nz/livestockbylaw

Need more information
For more information, visit our website www.waikatodistrict.govt.nz/livestockbylaw

Privacy statement

The contents of your submission (not including your address and contact details) will be made public through Council agendas and as a result will be published on our website. If you would like your name also kept confidential, please let us know on your submission form.

Open Meeting

To	Waikato District Council
From	Sue O’Gorman General Manager Customer Support
Date	4 October 2021
Prepared by	Tracey Oakes Animal Control Team Leader
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	2020/2021 Annual Dog Control Report

I. EXECUTIVE SUMMARY

Section 10A of the Dog Control Act 1996 requires each Territorial Authority to report annually on the administration of Council’s Dog Control Policy, adopted under section 10 of the Act, and any other dog control practices being carried out by the Council. The Territorial Authority must give public notice and make the report publicly available.

A Dog Control Report is compiled annually by this Council and contains the information required under section 10A along with additional information for the public.

The purpose of this report is to obtain the support of the Policy and Regulatory Committee to request Council’s approval for the 2020/2021 Dog Control Report (as **attached**) so that Council can give public notice and the report can be placed on the Council website for the community, in accordance with our legislative obligations.

2. RECOMMENDATION

THAT the report from the **General Manager Customer Support** be received;

AND THAT the **Policy & Regulatory Committee** recommends that Council approves the **2020/21 Annual Dog Control Report (as attached to the staff report)** for release to the community.

3. BACKGROUND

Section 10A of the Dog Control Act 1996 states;

10A Territorial authority must report on dog control policy and practices

- (1) A territorial authority must, in respect of each financial year, report on the administration of—
 - (a) its dog control policy adopted under [section 10](#); and
 - (b) its dog control practices.
- (2) The report must include, in respect of each financial year, information relating to—
 - (a) the number of registered dogs in the territorial authority district;
 - (b) the number of probationary owners and disqualified owners in the territorial authority district;
 - (c) the number of dogs in the territorial authority district classified as dangerous under [section 31](#) and the relevant provision under which the classification is made;
 - (d) the number of dogs in the territorial authority district classified as menacing under [section 33A](#) or [section 33C](#) and the relevant provision under which the classification is made;
 - (e) the number of infringement notices issued by the territorial authority;
 - (f) the number of dog related complaints received by the territorial authority in the previous year and the nature of those complaints;
 - (g) the number of prosecutions taken by the territorial authority under this Act.
- (3) The territorial authority must—
 - (a) give public notice, as defined in [section 5\(1\)](#) of the Local Government Act 2002, of the report; and
 - (b) make the report publicly available, as described in [section 5\(3\)](#) of that Act.

4. DISCUSSION AND ANALYSIS OF DATA

4.1 DISCUSSION

The Section 10A report is **attached** as Schedule One to this report for the 2020/2021 period. The 2021/2022 year will be reported on in the next financial year.

The key information is summarised below, for comparative purposes *Table 1: Key Data 2019/20 and 2020/21* is included to show any emerging trends.

Table 1: Key Data – 2018/19 and 2019/2020

Requests for Service	2019/2020	2020/2021
Dog Nuisance	259	330
Stray/Trespass	1220	1244
Property Visit (owner classifications/unregistered etc)	368	363
Dog Welfare	75	86
Trap Required	20	21
Dog to collect (Surrendered)	66	77
Dog Attack	358	328
Other (includes Livestock Trespassing, Animal Charges for impounded dogs, missing dog reports, assisting police etc)	957	1028
Subsidised Dog Desexing Project	51	52
Total number of Requests for Service	3374	3529

Classifications	2019/2020	2020/2021
Total Number of Probationary Owners	2	2
Total Number of Disqualified Owners	12	10
Total Number of dogs classified as Dangerous	22	27
Dangerous by Owner Conviction Under S31(1)(a)	0	0
Dangerous by Sworn Evidence S31(1)(b)	22	27
Dangerous by Owner Admittance in Writing S31(1)(c)	0	0
Total Number of Dogs Classified as Menacing	187	173
Menacing under S33A(1)(b)(i) by Behaviour	84	80
Menacing under S33A(1)(b)(ii) by Breed Characteristics	3	4
Menacing under S33C(1) by Schedule 4 Breed	100	89

Registration	2019/2020	2020/2021
Total number of known dogs	14,736	15,344
Total number of registered dogs	13,735	14,107
Percentage of registered dogs	93.21%	91.94%

Infringements Issued	2019/2020	2020/2021
Number of infringements issued	407	397

Prosecutions	2019/2020	2020/2021
Number of prosecutions initiated	2	4
Number of prosecutions completed	2	2

Impounded Dogs	2019/2020	2020/2021
Total number of impounded dogs	672	763
Impounded dogs returned to owner	307	390
Impounded dogs euthanased	155	184
Impounded dogs rehomed	208	184
Held pending prosecution	2	5

In comparing the two years of data, the emerging trends are as follows:

- There has again been an increase in welfare jobs attended by Animal Control. Animal Control continues to work with the SPCA when appropriate and is working to strengthen that relationship for the benefit of both dogs and owners. In some cases, due to staffing and financial restraints, the SPCA has been unable to attend complaints and the public have called us for more immediate action.
- The drop in aggressive cases is expected after last year's significant increase following the first lockdown. Further lockdowns have not seen the spike that the first original lockdown did. The team has however seen several serious attacks which is reflected in the number of prosecutions started.
- After 6 years of a consistent decrease in impounded dog numbers, this year we see an increase of 91 dogs on last year. It is to be expected that the ongoing decreasing trend was not sustainable. The decrease in rehoming and the increase of euthanasia indicates the behaviour of the dogs impounded this year. It is encouraging to see the increase in dogs being collected by their owner. A dog that is collected is a dog that stays at the property and stops the 'cycle' of taking a dog and the household replacing it with another dog (usually much worse!).
- The Animal Control team followed up on the unregistered dog list, but the compliance rate ended up slightly lower than the previous year (although more dogs were registered overall). This was exacerbated by several issues including short staffing. The team has started following up on registration for the 21/22 year.
- The PUP (Preventing Unwanted Puppies) program is still going strong. This year the team ran out of money 4 months before the end of the registration year and had a wait list for the new year. Wintec continue to support us with desexing when they can, and we were able to get a number of dogs desexed through this avenue. This has a direct impact on our community. The team continues to see properties that previously had a new dog every 6-12 months and now keep their one desexed dog at home and in good conditions.

We note that the Act requires us to report on our Dog Control Policy. The current Dog Control Policy is dated 2015 and is currently under review, together with the Dog Control Bylaw. Council has already engaged with two workshops with a third scheduled for October.

5. CONSIDERATION

By releasing the report and making it available for public viewing, the activities of Animal Control will be transparent and accessible to our communities.

Public notice will be given to advise of the release of the report and the document will be made available on the Council website once approved for release.

5.1 FINANCIAL

There are no financial implications of releasing this document.

5.2 LEGAL

Section 10A of the Dog Control Act 1996 requires that the report is prepared, advertised by public notice and made available to the public.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

By releasing the report and making it available for public viewing, activities of Animal Control will be transparent and accessible to our communities.

6. CONCLUSION

Section 10A of the Dog Control Act 1996 requires that each Territorial Authority reports on the administration of its dog control policy and its dog control practices. The attached 2020/2021 Dog Control Report provides this information and is an informative document that can be used to recognise the achievements of the Animal Control Team, and to highlight areas for improvement.

7. ATTACHMENTS

- A Section 10A Report for 2020/2021
- B Waikato District Council Dog Control Policy 2015

ANIMAL CONTROL

1 July 2020
- 30 June 2021



Photo by Wort & Flea Pet Photography



ABOUT THIS REPORT

Section 10A of the Dog Control Act 1996 requires each local council to report on its dog control policy and practices each financial year. This report is for the Waikato District Council Animal Control team, from 1 July 2020 to 30 June 2021.

DOGS IN OUR DISTRICT

The Waikato district covers more than 400,000 hectares – both rural and urban. In the past 5 years the known numbers of dogs in our district has been steadily increasing every year. This reflects the continued growth in our communities.

There were 15,344 known dogs in the Waikato district, owned by 13,825 owners, as of 30 June 2021. This is an increase of 608 dogs from the previous year.

Approximately 12.4% of the registered dogs in our district are registered on a Farm Owner Policy.

OUR TEAM

As of 30 June 2021, we had 12 staff to deliver animal control services in the district:

- 1 Team Leader
- 8 Animal Control Officers
- 2 Pound Keepers
- 1 Education & Engagement Officer.

The team is supported by administrators in the Community Safety Support team (2 staff members dedicated to the Animal Control team).



Waikato District Council staff at the Dirty Dog Challenge in June 2021

OUR POLICIES & RULES

The Waikato District Council Animal Control team operates under the following policies and rules:

- Waikato District Council Dog Control Policy 2015
- Waikato District Council Dog Control Bylaw 2015
- Dog Control Act 1996
- Impounding Act 1955.

Note: The Waikato District Council Dog Control Policy and Dog Control Bylaw are currently being reviewed and we will be consulting on these in the next 6 months. The revised documents are due for publication in 2022.

OUR SERVICES

Our Animal Control team provide a 24 hour/7-day service. Staff have a work roster to cover after-hour emergencies.

OUR APPROACH

We follow the '3E' approach: engagement and education before enforcement.

This means our staff take the approach of engaging with our customers in the first instance, taking every opportunity to educate them about responsible dog ownership. Then, if necessary, we take the appropriate enforcement action.

We have seen a number of benefits from using this approach:

- better relationships with dog owners in our communities
- an improved culture of dog ownership in the district
- less aggression towards staff
- registration compliance remains high
- we are able to build relationships in communities that previously would not have engaged with Animal Control.

RESPONDING TO COMMUNITY NEEDS

Between 1 July 2020 and 30 June 2021 our team responded to 3,529 requests from members of the public. This is an increase of 155 requests from the previous year.

These complaints included dog attacks, threatening dogs, barking nuisances, surrenders, welfare and roaming complaints. As well as responding to complaints and requests, our team also carried out proactive patrols during their daily routine activities.

COVID-19 & OUR SERVICES

The Covid-19 lockdowns in 2020/2021 were challenging for Waikato District Council because the northern part of our district falls within the Auckland boundary and therefore we had areas with different alert levels. As a result, we had to provide different levels of service across our district.

While in Alert Level 3 and 4, the Animal Control team can only provide an essential service. This means the team can only respond if there is a public safety risk such as dog attacks, stock on roads and urgent dog welfare requests.

Education visits in schools and our Dogs in Libraries programme can only proceed in Level 1 due to the inability to ensure social distancing. During this time our Education & Engagement Officer focused on adoptions, engaging with our communities through our social media channels and supporting the Animal Control Officers.

OUR FUNDING: DOG REGISTRATION & OTHER FEES

DOG REGISTRATION FEES

Waikato District Council has a scaled fee structure for registration. This rewards dog owners who have no history of offences, have continuously registered their dog/s and who meet the property requirements specified within our policies. We also offer a reduced registration fee for dog owners who have registered their dogs before 20 July.

Of the 15,344 known dogs in our district, there are 14,107 registered – a percentage of 91.94%. The Animal Control team engages with dog owners who have not registered their dogs in an appropriate time frame to ensure compliance is achieved. It is a continued focus for the team to increase this overall compliance percentage.

Facebook competition

In September 2020 we encouraged people to share a photo of their dog wearing its current registration tag on the Waikato Pound Pups Facebook page.

Everyone who shared a photo went in the draw to win one of five prize packs, provided by some of our suppliers. We had 49 entries.



One of our education dogs with the prize packs

OTHER FEES

Our fees for impounding, seizure, sustenance and microchipping are based on a user-pays system. This means that dog owners who offend will pay the most towards our animal control services in the district.

DESEXING - PUP PROGRAMME

Of every dog registration, \$1 goes towards our desexing programme known as PUP – Prevent Unwanted Puppies. This initiative was approved by Waikato District Council in 2017.

Owners who hold a community services card can access discounted desexing for their dog at a rate of \$80.

In the 2020/2021 financial year, 52 dogs were desexed for families that otherwise could not afford it. This has many benefits for our community, including fewer unwanted dogs. Desexed dogs are also less likely to roam.

PROHIBITED, LEAD ONLY & OFF-LEAD DOG EXERCISE AREAS

The Waikato District Council Dog Control Bylaw 2015 provides details of the areas where dogs are prohibited, where they are allowed for exercise and where they may be exercised off-lead.

PROHIBITED DOG AREAS

Dogs are prohibited from the following areas:

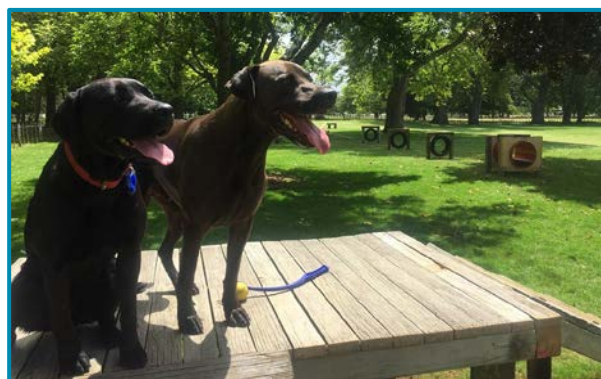
- CBD Huntly
- CBD Ngaruawahia
- recreation domain area in Raglan
- within 10 metres of permanently installed children's play equipment
- areas which are developed or marked out as sports fields.

OFF-LEAD EXERCISE AREAS

We have 25 dog exercise areas in the Waikato district – 7 fenced parks and 18 unfenced areas where dogs can be run off-lead, but they must be under control. Here is a list of our off-lead exercise areas:

- Karioitahi Beach
- Sunset Beach, Port Waikato
- Tuakau:
 - Les Batkin Reserve
 - Alexandra Redoubt Reserve
 - Kowhai Reserve
 - Centennial Park
- Pokeno Domain (fenced)
- Huntly:
 - on the shore of Lake Hakanoa (fenced)
 - dog park on the corner of Fairfield Avenue and Graham Place (fenced)
 - grassed area at Riverview Reserve
- Te Kauwhata Recreation Reserve (fenced)
- Ngaruawahia:
 - on the corner of Great South Road and Ellery Street (fenced)
 - Regent Street Reserve
 - Lower Waikato Esplanade Reserve to Belt Street
 - Waipa Esplanade Reserve

- Horotiu:
 - AFFCO park on Horotiu Road and State Highway 1 (fenced)
 - Riverside Reserve on Horotiu Bridge Road
 - Bob Byrne Park, Taupiri
 - Te Awa Reserve, Tamahere (Note: this area has issues with erosion)
- Whatawhata Recreation Reserve
- Te Kowhai Recreation Reserve
- Raglan:
 - Aro Reserve, John Street (fenced)
 - from the boat ramp in the Opotoru inlet to the Aerodrome bridge
 - from Wainui Reserve carpark to just south of the Ngarunui Beach walkway
 - the beach area from the wharf, the Cliffs, Cox's Bay, Lorenzen Bay, The Doughboys and Moonlight Bay.



Horotiu Dog Park

ON-LEAD/SUPERVISED DOG AREAS

In all other areas, dogs are required to be on lead and under control at all times.

DOG POUND FACILITIES

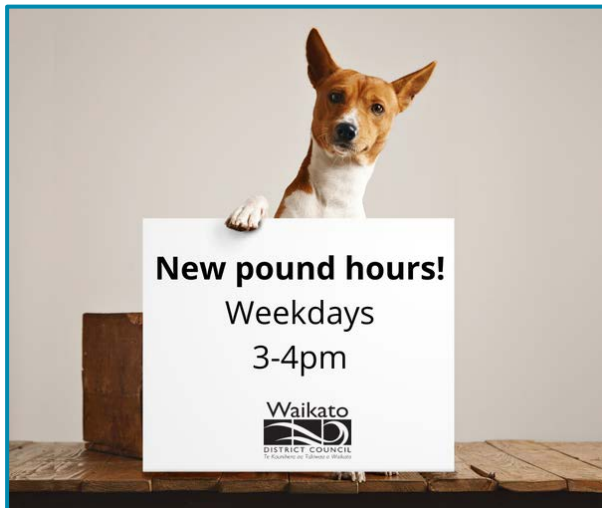
We have two facilities where we impound dogs – one in Ngaruawahia and one in Pukekohe for the northern part of our district.

The Pukekohe facility is leased from Auckland Council and can hold 40 dogs. The pound facility at Ngaruawahia can hold 25 dogs.

All staff have the necessary skills to handle dogs of all natures and maintain a high standard of cleanliness and welfare within the facilities.

CHANGE TO POUND HOURS

The Animal Control team changed their pound hours this year to accommodate people needing to pick up children from school. This has made it easier for people collecting dogs from the pound or viewing adoption dogs.



NUMBER OF IMPOUNDED DOGS

While the number of impounded dogs has been steadily decreasing over the previous 5 years, this year there has been an increase.

Our team impounded 763 dogs this year, an increase of 91 from the previous year (which was 672). The number of dogs returned to owners increased by 83 dogs.

Of the 763 dogs impounded:

- 390 were returned to owner
- 184 were adopted
- 184 were euthanised
- 5 are being held subject to the outcome of prosecution.

FOCUSING ON SAVING LIVES

In the past financial year our team has continued to focus on rehoming as many impounded dogs as possible (they must be a suitable breed and temperament). We work closely with local rescue organisations including Fundraising for Impounded Dogs, Humane Society, Paws 4 Life, DC Rescue, Fostered Paws, Vada's Angels Animal Rescue, Tokoroa Animal Rescue and Auckland Puppy Rescue.

With the help of social media and strong relationships with rescue groups, we were able to rehome 184 dogs that were not claimed by owners. This is particularly important work for our Animal Control Officers and Engagement & Education Officer.

These dogs are thoroughly temperament tested, vaccinated, treated for fleas and worms, micro-chipped, registered and desexed prior to going to their new homes. The new owners are vetted, their properties are checked and every effort is made to ensure the appropriate dog is matched with the right owner.

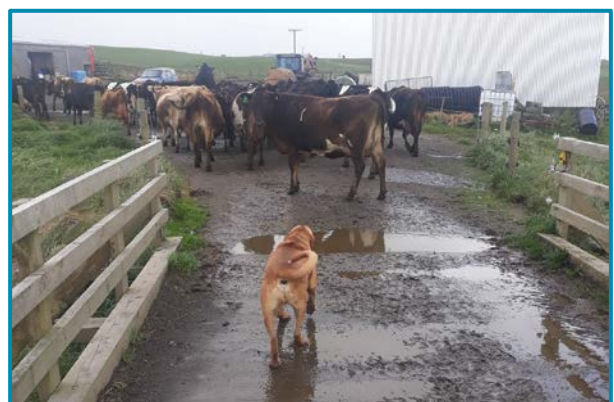
We charge a \$300 fee for adoption dogs. Our adoption dogs are rehomed throughout New Zealand and we work closely with other territorial authorities to ensure comprehensive checks are done.

SOME OF THE DOGS WE REHOMED IN 2020/2021

MORTY

Morty is a German Shepherd/Mastiff cross. He loves his new life on the farm and has learnt lots of farm skills from his fur-sister, a 12-year-old German Shepherd called Ruby.

Morty also loves the river and beach, and is now helping to train Daisy, a young kelpie/Mastiff cross. Morty's Mum and Dad say he's the best boy.



Morty, working on the farm



Morty, loving life

SIA

In October 2020 our Animal Control team received a call about a dog hiding underneath a house. When we went to retrieve it, we discovered it was a puppy who had been shot multiple times with an air gun. The puppy was immediately taken to the vets for emergency treatment and then transferred to the Hamilton SPCA for further treatment and care. The puppy has since made a full recovery.



SALLY

In June 2021 Sally was surrendered to Animal Control due to behavioural issues. She was in great health but was fearful and unsure of the world, due to her sheltered upbringing.

Thanks to Fundraising for Impounded Dogs and Eureka Dog Services, Sally got the training she needed. She learned how to communicate with dogs and engage with people and this sweet girl has now found her forever home.



HOLLY

Holly was adopted in August 2019 and is loving life as a heading dog. Here's what Holly's owners, Anthony and Briar, have to say:

“She keeps an eye on the livestock next to our South Auckland lifestyle block and likes herding the larger dogs at the dog park. Vera, a 9-month-old Beardie X Staffy followed in May 2020 and Holly was stoked to have a younger sister to boss around. It took her a few days to come to terms with not being the only dog in the family, but they are now inseparable.

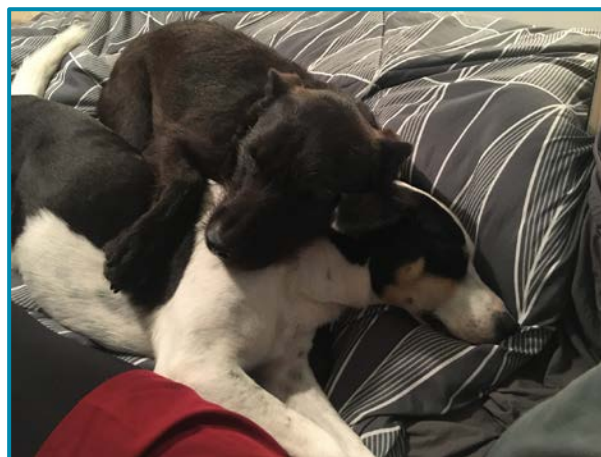
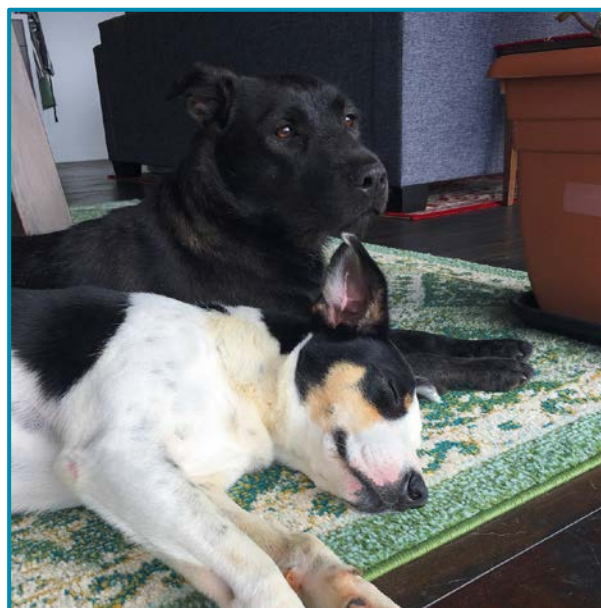
The Waikato Pound team were fantastic, organising the initial visits, site inspection and vet appointments. Everything is straight forward, and you can tell that the top priority is the wellbeing of the animals in their care.

Holly and Vera have settled in nicely. Both love long walks, chasing birds, greeting the postie at the gate and sleeping in front of the fire. They are currently in training, learning how to be more focused on their humans when walking instead of cars and other dogs. We attended the Dirty Dog challenge in June which Vera enjoyed especially, because being muddy is her favourite activity – although they weren't quite so happy with the bath that followed. We've found the whole process extremely rewarding. Having dogs is a very social activity and a lot of our friends have also adopted dogs, with many playdates lined up as soon as we come out of lockdown.

Thanks to the team at Waikato Pound for connecting us with our girls. We still follow the Waikato Pound Pups Facebook page closely and it's always very tempting to adopt a third! ”



Anthony and Holly



Holly and Vera

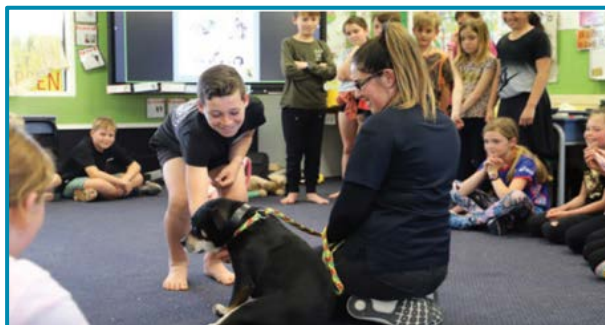
OUR PROGRAMMES

DOG SMART PROGRAMME

We offer free 'Dog Smart' presentations to local schools. The Dog Smart programme teaches children the basic responsibilities of dog ownership, and how to keep themselves safe around dogs.

Our Education & Engagement Officer presented to a number of education facilities around our district in 2020/2021, including early childcare centers, primary and high schools.

We plan to offer this programme in te reo in the future.



Zoey, our Education & Engagement Officer, at Waerenga Primary School with Salty, one of our education dogs

DOGS IN LIBRARIES

Our 'Dogs in Libraries' reading programme continues to be very popular. People can practice their reading skills by reading aloud to one of our education dogs, at any of the libraries in the Waikato district.

This type of programme has been shown to increase a person's relaxation while reading because it is a lot less intimidating than reading to other people and you can proceed at your own pace.

Research shows that sitting down and reading to a friendly dog has been found to help a person's fear of being judged and over time their reading ability and self-confidence improves.

The dogs we use are owned by some of our Animal Control Officers and they are all previously Pound dogs.

They have been extensively tested to make sure they have the right temperament, to ensure Council provides a safe environment. Our Education & Engagement Officer is always present to help facilitate the session.

While it is very popular with children, the programme is also available to adults or new immigrants that want to practice their reading.

In the past financial year we held 40 Dogs in Libraries sessions at our 6 libraries. By the end of 2021 we plan to also offer it at the new Tamahere Council & Community Space.



Education dog Salty enjoys listening to a book at one of our Dogs in Libraries sessions

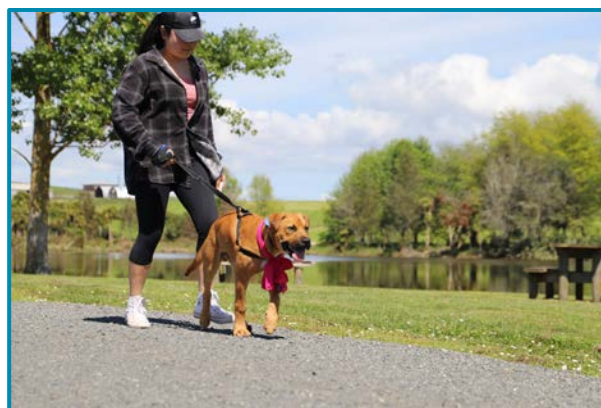
OUR EVENTS

We regularly hold a range of community events so that dog owners can enjoy a fun and safe day out with their dog.

FUNDRAISING EVENT AT POKENO AND LAKE KAINUI

All decked out in pink, approximately 80 people and their dogs joined the Animal Control team to raise money for the Breast Cancer Foundation in October 2020.

At the event in Pokeno, the rain stayed away and it was a great day for all, including the adoption dogs from our Pound. In Horsham Downs the following day, walkers dressed in pink enjoyed a stroll around the picturesque Lake Kainui.

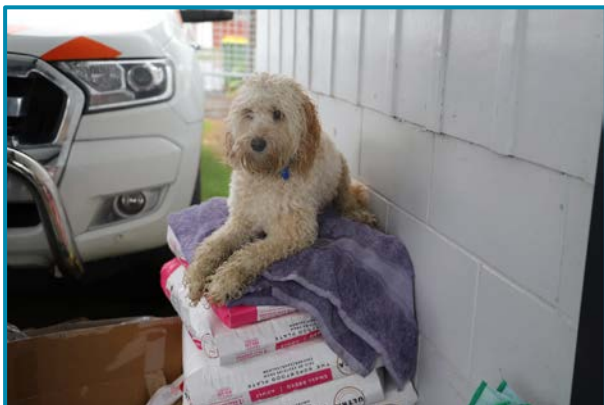


These events raised more than \$400 for the Breast Cancer Foundation. We are planning to hold this event again in October 2021.

POUND PUP POOL PARTIES

Our team held two Pool Parties at the end of the swimming season, before the pools closed for winter.

The first event was held at Tuakau Centennial Pool on Sunday 24 March 2021. Dogs of all breeds came along for a dip, and they didn't seem to mind the rain.



This soggy doggy enjoyed drying off with a towel

On Sunday 31 March, approximately 70 dogs went for a swim at the Ngaruawahia Pool, including a number of dogs previously adopted from our pound.

Our team love to meet the dogs in our district, and it was great to see some of our adoption dogs again.



Hendrix (formerly known as Luther), enjoying getting his paws wet

DIRTY DOG CHALLENGE

We were thrilled to hold the Dirty Dog Challenge this year, after having to cancel the event in 2020 due to Covid-19 lockdowns. The event is organised by Waikato District Council and Hamilton City Council and its popularity continues to increase.

We had more than 380 dogs attend the event this year, with people travelling from all over the central North Island to play with their dogs in the mud. We created more obstacles and changed the track to give our repeat customers a different challenge.



*2021 Dirty Dog Challenge
(Cover photo taken by Wort & Flea Pet Photography)*

FUTURE PLANS

We plan to hold more dog park events in the next financial year. We are also planning to take our education dogs for regular visits to local rest homes.

ENGAGING WITH OUR COMMUNITIES ONLINE

WAIKATO POUND PUPS INSTAGRAM PAGE

We have 1525 people following our Instagram Page. This page helps us to find loving homes for our available adoption dogs and to promote our community events. Our followers are from all around New Zealand – we even have a few followers who have moved to Australia with their adopted dogs. We hope to have 2000 followers by the end of 2021.

WAIKATO POUND PUPS FACEBOOK GROUP

We currently have more than 21,000 people following our Waikato Pound Pups Facebook page. This number has increased by more than 2000 in the past year and continues to grow. Our followers are from all around New Zealand.

This page helps us to find loving homes for our Pound dogs, and to promote our community events. During the Covid-19 restrictions we used this forum to engage with our community.



We work closely with animal welfare groups so that dogs like Zeek can get the help they need



It's not just dogs we re-home. Cool dude Gary has found a great home

DOG ATTACKS

After an increase in dog attacks during the first Covid-19 lockdown in 2019/2020, the number of dog attacks has since decreased.

However, there has been an increase in serious attacks during this financial year. These included attacks on humans and on stock. As a result, the Animal Control team seized 6 dogs.

Animal Control has a range of measures that can be taken for this offending. These range from an infringement notice for lower levels of offending, to enforcement action and prosecution for more serious incidents. This can result in a criminal conviction for the dog owner, destruction of the dog and disqualification as a dog owner for 5 years.

In the 2020/2021 year, two dog owners were made probationary, 4 prosecutions were initiated, and 2 prosecutions were completed.

WANDERING STOCK

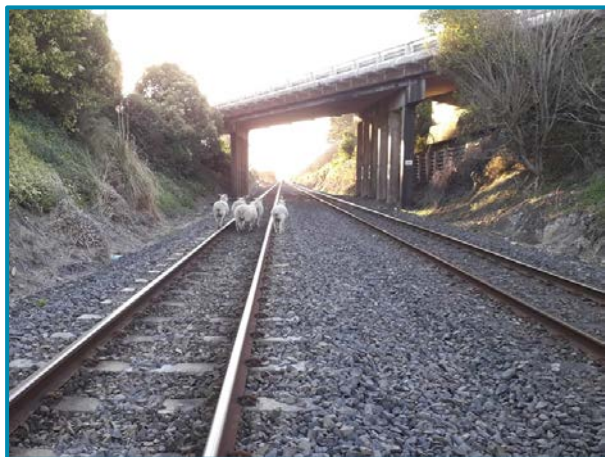
As well as dealing with dogs, our Animal Control team also respond to incidents of wandering stock.

Livestock on roads is a risk to public safety and it's our priority to keep our communities safe.

Our staff attended more than 300 stock related jobs in 2020/2021. These included horses, cows, sheep, goats and pigs.

Here are some of the incidents our team responded to:

- A cattle beast on a busy road at 7.30am, in the fog. It was impounded.
- A sheep on the side of a busy road had to be lifted over the fence, back into its paddock.
- Two yearling colts were found wandering and our team ran them back into cattle yards.
- A group of cattle were found in the Waipa River with no way out. The rescue mission involved our Animal Control team, the local fire brigade and a local digger driver.
- A family of piglets was rounded up after creating havoc in gardens and reserves in a residential area.
- A group of sheep were running on the train tracks between Pokeno and Tuakau. Our team herded them into a paddock with the help of a local farmer and Police.



Sheep on the run

IN SUMMARY

This financial year has been another eventful, but successful year for the Animal Control team.

The Animal Control team has continued to attend urgent jobs in the required timeframes, and we feel we are adding value to the safety of our community.

We continue to build positive relationships in the community and, with the PUP scheme, we are successfully changing patterns of historically poor dog ownership and improving dog welfare, one dog at a time.



Happy dog, happy owner

2020/2021: THE NUMBERS IN DETAIL

REQUESTS FOR SERVICE	
Dog Nuisance	330
Stray/Trespass	1,244
Property Visit (owner classifications/unregistered etc.)	363
Dog Welfare	86
Trap Required	21
Dogs to collect (surrendered)	77
Dog Attack	328
Other (includes Animal charges for impounded dogs, missing dog reports etc.)	1028
Subsidised Dog Desexing Project - PUP	52
TOTAL NUMBER OF COMPLAINTS	3,529

REGISTRATION	
Total number of known dogs	15,344
Total number of registered dogs	14,107
Percentage of registered dogs	91.94

PROSECUTIONS	
Number of prosecutions initiated	4
Number of prosecutions completed	2

IMPOUNDED DOGS	
Total number of impounded dogs	763
Impounded dogs returned to owner	390
Impounded dogs euthanased	184
Impounded dogs rehomed	284
Held pending prosecution	5
CLASSIFICATIONS	
Total Number of Probationary Owners	2
Total Number of Disqualified Owners	10
Total Number or dogs classified as Dangerous	27
Dangerous by Owner Conviction Under S31(1)(a)	0
Dangerous by Sworn Evidence S31(1)(b)	27
Dangerous by Owner Admittance in Writing S31(1) (c)	0
Total Number of Dogs Classified as Menacing	173
Menacing under S33A(1)(b)(i) by Behaviour	80
Menacing under S33A(1)(b)(ii) by Breed Characteristics	4
Menacing under S33C(1) by Schedule 4 Breed	89

INFRINGEMENTS ISSUED		
SECTION	NUMBER	OFFENCE
18	Wilful obstruction of dog control officer or ranger	4
19(2)	Failure or refusal to supply information or wilfully providing false particulars	0
19A(2)	Failure to supply information or wilfully providing false particulars	0
20(5)	Failure to comply with any bylaw authorised by the section	74
23A(2)	Failure to undertake dog owner education programme or dog obedience course (or both)	0
24	Failure to comply with obligations of probationary owner	0
28(5)	Failure to comply with the effects of disqualification	0
32(2)	Failure to comply with the effects of classification of dog as dangerous dog	2
32(4)	Fraudulent sale or transfer of dangerous dog	1
33EC(1)	Failure to comply with effects of classification of dog as menacing dog	14
33F(3)	Failure to advise person of muzzle and leashing requirement	0
36A(6)	Failure to implant microchip transponder in dog	0
41	False statement in relation to dog registration	0
41A	Falsely notifying death of dog	1
42	Failure to register dog	211
46(4)	Fraudulent procurement or attempt to procure replacement dog registration label or disc	0
48(3)	Failure to advise change of ownership	0
49(4)	Failure to advise change of address	0
51(1)	Removal, swapping, or counterfeiting of registration label or disc	0
52A	Failure to keep dog controlled or confined	56
53(1)	Failure to keep dog under control	27

54(2)	Failure to provide proper care and attention, to supply proper and sufficient food, and to provide adequate exercise	6
54A	Failure to carry a leash in public	0
55(7)	Failure to comply with barking dog abatement notice	1
62(4)	Allowing dog known to be dangerous to be at large unmuzzled or unleashed	0
62(5)	Failure to advise of muzzle and leashing requirements	0
72(2)	Releasing dog from custody	0
Total Number of Infringements		397

Dog Control Policy

Policy Owner	General Manager – Customer Support
Policy Sponsor	
Approved By:	Policy & Regulatory Committee
Approval Date:	13 April 2015
Resolution Number	WDC1504/06/1/9/6
Effective Date	1 May 2015
Next Review Date:	

Introduction

This document contains Waikato District Council's policy on dogs pursuant to the Dog Control Act 1996 ("the Act"). The Waikato District Council Dog Control Bylaw gives effect to this policy.

Objective(s)

- (a) to minimise danger, distress, and nuisance to the community
- (b) to avoid the inherent danger in allowing dogs to have uncontrolled access to public places that are frequented by children, whether or not the children are accompanied by adults
- (c) to enable, to the extent that is practicable, the public (including families) to use streets and public amenities without fear of attack or intimidation by dogs
- (d) to promote the exercise and recreational needs of dogs and their owners

Significance

This policy affects all dog owners within the Waikato District, or people bringing dogs into the district, as well as members of the public.

Relevant Documents/Legislation

- Dog Control Act 1996
- Waikato District Council Dog Control Bylaw 2015

Policy Review

This policy will be reviewed as deemed appropriate by the Chief Executive, and must be reviewed in conjunction with Council's Dog Control Bylaw, within its statutory timeframe.

Policy Statements

Responsible dog ownership

Council will encourage responsible dog ownership within the Waikato District through public education and enforcement of Council's Bylaw, and other relevant legislation.

Responsible ownership requires owners to have an understanding of how to appropriately care for their dogs and how to control their dogs in public places as to not cause a nuisance or risk to the safety of other animals, or members of the public.

Council requires dog owners to control dogs on a leash when in public places, except within designated exercise areas, and to remove faeces from public places. Council provides dog exercise areas within the district to promote opportunities for dog owners to exercise and socialise their dogs in an appropriate environment.

Provision of dog control services / Regulation and enforcement

Council will provide a comprehensive and robust dog control service to protect members of the public from nuisance, minimize the danger of dogs in public places, and to ensure that dogs within the district are appropriately cared for by their owners.

Council's Dog Control Bylaw will provide public spaces for exercising dogs, but also set restrictions prohibiting dogs from certain public places, or requiring dogs to be leashed and controlled to promote the safety of members of the public, these areas are specified in Appendix one. Council will provide signage, where practicable, to ensure dog owners are made aware of their obligations under Council's Dog Control Bylaw.

Council will also regulate the number of dogs that can be kept on properties in more densely populated areas to minimise nuisance issues and enhance public safety.

A permit to exceed these provisions may be applied for, and will be considered on a case by case basis.

Council requires all dogs classified as menacing, by behaviour or breed, under section 33A of the Dog Control Act to be neutered.

Funding

Council will set fees and charges for dog registration and other dog control services in order to fund dog management services primarily on a user pays basis.

Through the schedule of fees and charges, Council will annually set:

- a reasonable annual registration fee, with discounts being available to incentivise responsible dog ownership and the prompt payment of registration fees.
- a fee for the release of an impounded dog in order to recover costs associated with the provision of pound facilities.

Council will use income from fines to contribute to the costs associated with providing its dog control service and provide for otherwise irrecoverable costs through general rate funding.

Appendix one: Control of Dogs in public places

Unless provided for in the Animal Control Act 1996 or Waikato District Council Dog Control Bylaw, a dog that enters or remains in a public place must be secured on a leash and kept under continuous control. Exceptions apply where otherwise specified in this Appendix.

Prohibited Areas (District Wide)

No person shall permit any dog to enter or remain in a prohibited area whether it is under control or not, except a working dog while it is working, a dog confined in or on a vehicle, a dog being taken to or from veterinary premises.

Guidance note: exceptions to these restrictions are listed in section 5.6 of the Bylaw.

Locality	Description of area and times	Map #
Huntly	Any street or public place within the central business area of Huntly, including Main Street and rear accesses, at all times including public holidays.	19
Ngaruawahia	Any street within the central business area of Ngaruawahia township including Jesmond Street, from the pedestrian crossing between the Waipa Hotel and Pharo's Postshop, Stationary and Lotto to the area between the Plunket Rooms and the Anglican Church, at all times including public holidays. Business side of SH1 Ngaruawahia between Martin and Market Streets	20
Raglan	Within the Raglan Kopua Camping Grounds, the domain, the playground and picnic area of the foreshore of Oporu inlet from the footbridge to the boat ramp, at all times including public holidays	9
Port Waikato	Within 250 metres north or south of any lifesaving patrolled areas on Port Waikato Beach and Sunset Beach from 10am to 6pm on weekends, public holidays and school holidays from the beginning of Labour Weekend to the end of March the following year.	22
Hakarimata Scenic Reserve	Area from Brownlee Avenue to the dam site on the walkway.	23
Waireinga Scenic Reserve	Carpark area leading up to Department of Conservation walkway.	24

On-lead areas

Dogs are allowed in the following areas if **under control** and on a leash, but should not be left unattended and/or tethered.

Locality	Description of area and times	Map #
Te Kauwhata	In or on any part of any street or public place within the central business area of Te Kauwhata township more particularly defined as Main Road from the Te Kauwhata Trust Tavern and business premises opposite to Saleyard and Te Kauwhata Road intersection, at all times including public holidays.	12
Raglan	In or on any part of any street or public place within the central business area of Raglan township more particularly defined as: <ul style="list-style-type: none"> • Bow Street from the Cliff Street intersection to 43 Bow Street, • Wainui Road from Bow Street to the Bankart Street intersection, • Wallis Street from Bow Street to the end of the business premises, • Volcom Lane between Wainui Road and Bow Street. at all times including public holidays	8
Tuakau	Any street within the central business area of Tuakau township more particularly defined as George Street, between Madil street and the corner of Dominion Road and Ryders Road at all times including public holidays. This includes Central Park and extends to the Dominion Road shopping area.	21

Dog Exercise Areas

A dog may be exercised in the areas below free of restraint if kept under continuous control by its owner. Where there is a presence of stock, all dogs must remain leashed.

Note: Council may from time to time by resolution under the Dog Control Bylaw designate additional dog exercise areas.

Locality	Description of area	Map #
Huntly	A fenced area on the shore of Lake Hakanoa situated at the end of Onslow Street in the Huntly Domain	1
	The grassed area along the Waikato River on Riverview Road known as the Riverview Reserve.	2
	Fenced dog park on the corner of Fairfield Avenue and Graham Place	3
Taupiri	Bob Byrne Park on Great South Road.	4
Ngaruawahia	Regent Street Reserve. The grassed area from Great South Road to the end of area bordering Turangawaewae Marae.	5
	From the Great South Road bridge pilings on Lower Waikato Esplanade along the grassed area known as the Waikato Esplanade Reserve to Belt Street.	5
	The fenced area on the corner of Great South Road and Ellery Street (old dump site).	6
	Waipa Esplanade Reserve from the Pony Club along the grassed area to the area below Princess Street.	7
Raglan	The fenced area on the corner of Wallis Street and John Street known as Aro Aro Reserve.	8
	The grassed area and foreshore from the boat ramp in the Oporuru inlet to the Aerodrome Bridge.	9
	From the Wainui Reserve carpark at the western end of Te Riria Kereopa Memorial Drive to 300 metres south of the northern walkway at Ngarunui Beach below the Wainui Reserve.	10
	Beach areas from the wharf, the Cliffs, Cox's Bay, Lorenzen Bay, The Doughboys and Moonlight Bay.	11
Te Kauwhata	Fenced areas on the Te Kauwhata Recreation Reserve.	12
Horotiu	Fenced AFFCO Park on Horotiu Road and State Highway 1.	13
	Riverside Reserve on Horotiu Bridge Road.	14
Whatawhata	Whatawhata Recreation Reserve, except when the reserve is being used for sporting activities.	15
Te Kowhai	Te Kowhai Recreation Reserve, except when the reserve is being used for sporting activities.	16
Karioitahi Beach	The beach area known as Karioitahi beach	N/A
Port Waikato	Sunset beach, beyond 250 metres north or south of any lifesaving patrolled areas. This extends along the shoreline to Maretai Bay, but does not include the reserve area. Note: The area within the lifesaving patrolled areas is prohibited from 10am to 6pm on weekends, public holidays and school holidays from the beginning of Labour Weekend to the end of March from the following year. This is specified in the Prohibited areas schedule.	N/A

Tuakau	Les Batkin Reserve, in the marked areas specified from Tuakau Bridge to (but excluding) the toilet block and from the carpark entrance to the northern boundary	17
Tuakau	Alexandra Redoubt Reserve in the marked areas specified	18

Open Meeting

To	Policy & Regulatory Committee
From	Gavin Ion Chief Executive
Date	27 September 2021
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Chief Executive's Business Plan

1. EXECUTIVE SUMMARY

The Chief Executive's Business Plan is a summary of progress on the Chief Executive's Performance Agreement. This report covers 2021/2022 items.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

The Chief Executive's Business Plan is a summary of progress on a number of issues targeted by Councillors.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Plan is a summary of progress on specific issues. It enables staff and Councillors to focus on the big issues and ensures that attention is given to those things of strategic importance.

The Plan is in line with the Chief Executive's Performance Agreement which was updated in June 2021 in preparation for the new financial year.

4.2 OPTIONS

The list of projects has been agreed by Council.

The Plan is consistent with the Chief Executive's Performance Agreement approved through workshops and the meeting of the Chief Executive Performance Review Committee in June 2021.

5. CONSIDERATION

5.1 FINANCIAL

Financial implications of items specified in the schedule attached to this report will be dealt with in other reporting processes.

5.2 LEGAL

As part of undertaking the work detailed in this plan, Council needs to ensure that the approach taken is consistent with the Purpose of Local Government.

In other words, to meet the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and businesses.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This report contains the strategic issues that Council is focused on. The Chief Executive's Business Plan has been updated to align to the Chief Executive's Performance Agreement. The underpinning criteria is the council vision of "liveable, thriving and connected communities"

Iwi and Tangata Whenua have been, or will be consulted on at least some of the key projects or initiatives referred to in the report. Iwi are involved as a strategic partner of Council through our Joint Management Agreements and projects such as Raglan Wastewater Consent renewal process.

Iwi have been engaging in the waters management project and with Council and central government through Future Proof.

The list has been updated in line with the Chief Executive's Performance Agreement which was updated in June 2021.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The report does not trigger any concerns about significance of the projects being discussed.

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The report provides a summary of what progress is being made on the various issues. It is for information only.				

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

The assessment depends on the issues involved.

6. CONCLUSION

The schedule summarises progress on the key issues agreed with Council.

7. ATTACHMENTS

Chief Executive's KPI worksheet.

Chief Executive's KPIs – 2021/2022

Overarching Council Vision: “Liveable, Thriving and Connected Communities”

Staff & Wellbeing Vision: “Work Safe, Home Safe”

Key project/priority	Key deliverables/KPIs		Progress	Final Achievement Met/Not Met
1. Delivery and achievement of LTP year 1 (covers normal business activities, financial and non-financial performance measures and the delivery of the annual work programme)	1.1	The 2021/2022 LTP Year 1 is delivered within the agreed budget, and in accordance with variations approved by Council. Provide regular updates to the Strategy & Finance Committee on progress.	<p>The LTP was formally approved on 28 June. Pre-planning and design of parts of the capital works programme has already been undertaken.</p> <p>At the end of August, \$6.16 million of capital work has been delivered.</p>	
	1.2	<p>Capital Works</p> <p>a) Increasing the delivery of capital works with greater priority and focus being given to social/community related projects (e.g. agreed blueprint projects, parks, reserves, playground, public toilets).</p> <p>b) Explore how social procurement principles could be incorporated into the delivery of projects in future years, and report back on this by 31 December.</p>	<p>a) Pre-planning of parts of the capital works programme has already been undertaken.</p> <p>At the end of August, \$6.16 million of capital work has been delivered.</p> <p>b) Some work has commenced on social procurement with a view to principles being incorporated into future years.</p>	
	1.3	Provide evidence (tangible examples) of alignment between the implementation of Council's work plan and the Council vision of Liveable, Thriving and Connected Communities.	<p>The LTP incorporates key elements of the vision such as blueprint projects.</p> <p>Codesign projects such as the Innovative Streets projects in Raglan and Te Kauwhata are now complete and at the stage of seeking public feedback over the next six months.</p>	

	1.4	Ensure the financial sustainability of Council, including staying within banking covenants and treasury policies.		There are currently no financial sustainability issues.	
2. To deliver the 2022-2023 Draft Annual Plan	2.1	The 2022-2023 Draft Annual Plan is complete by 30 June 2022.		Work on this has not commenced yet.	
3. Facilitate a Council position on the Future of Local Government.	3.1	<p>a) A strategy paper on the Future of Local Government is prepared by 31 August and Council is fully briefed on the implications.</p> <p>b) In line with the strategy position paper, provide an update on organisational preparedness and any associated repurposing requirements, along with what changes would be required to future proof the Council by 31 October</p>		<p>a) A workshop was held with councillors prior to 31 August and the results are now being compiled (delayed by impacts of lockdown and other work) – a paper is being prepared (informed by this workshop and other current available thinking) for Council (by early November) to form a view on the future and implications. This will shape actions such as submissions and council readiness in response to agreed strategy.</p> <p>b) Some initial thinking has begun on what skills and experience would be beneficial to help with the changing role of local government. This has also been delayed by the lockdown and will be completed subsequent to the discussion with council in November.</p>	
4. Strategic Management & Delivery (key projects and priorities includes regional and national matters)	4.1	Hamilton to Auckland Corridor - At each performance review, demonstrate the role that the Chief Executive has played in advancing the opportunities for the Waikato District in relation to the Hamilton to Auckland Corridor e.g. objective feedback, tangible progress.		The draft Future Proof Strategy was adopted for public consultation by the Future Proof Implementation Committee (FPIC) on 16 September 2021. Feedback provided by staff was incorporated in the report including acknowledgment of the district plan review process and the need to ensure that decisions on growth areas are reflected in the Future Proof Strategy once they are deemed operative. The decisions will have implications for growth and growth management within the Hamilton to Auckland Corridor. The Future Proof strategy translates the Hamilton to	

			<p>Auckland Corridor Plan (H2A) and the Hamilton-Waikato Metro Spatial Plan (HWMSP) into the broader Future Proof sub-region and addresses some of the requirements of the National Policy Statement on Urban Development (NPS UD) and reflects the results of the recent Housing and Business Development Capacity Assessment.</p> <p>The Priority Development Areas for the Future Proof partnership to focus its efforts on have also been included. These are:</p> <ul style="list-style-type: none"> ▪ Huntly/Raahui Pookeka & environs (including Ohinewai) ▪ Taupiri - Hopuhopu – Ngaruawaahia - Horotiu ▪ Ruakura (HCC) and Ruakura East (WDC) <p>The Chief Executive is also the sponsor of the Future Proof Transport Workstream which is leading the work on the Hamilton-Waikato Metropolitan Spatial Plan Transport Programme Business Case. This PBC will recommend a prioritised programme of transport activities for more detailed investigation, and which best achieve the goals and objectives of the HWMSP.</p> <p>The Chief Executive is also on the Project Control Group of the Hamilton-Waikato Metropolitan Wastewater Programme Business Cases (one for the north and one for the south). The business cases are important components of supporting the land use footprint identified in the H2A Corridor Plan and the HWMSP and a key component of the</p>	
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			<p>integration of strategic landuse and infrastructure planning. The Southern HWMSP Wastewater Programme Business Case is expected to go to the Governance Group before the end of 2021 for approval. The Northern HWMSP Wastewater Programme Business Case is expected to be finalised by June 2022.</p>	
	4.2	<p>Play an active role in Local Government Reform of 3 Waters seeking opportunities to build on the investment Council has already made.</p>	<p>The Waters Governance Board remain connected to this work.</p> <p>We are a participant in the Entity B cluster at a staff level and have been working with a group of Mayors around the case for change in the specified area.</p> <p>Several workshops and a discussion regarding feedback to the Entity B steering group has already been undertaken. The Extraordinary Council meeting on 28 September will review the Waters Governance Board recommendations and feedback to be provided to the Department of Internal Affairs. This is not a decision point.</p> <p>The Waters Governance Board and the Mayor had a zoom meeting with Minister Mahuta to discuss aspects of the reform process.</p>	
	4.3	<p>By 30 June:</p> <p>a) Advance Phase 2 of the Solid Waste Review to enable the Ultimate Service State and associated strategy and action plan.</p> <p>b) To provide alternative</p>	<p>a) The work on the Solid Waste Review is progressing. This includes work on a Waste Bylaw and a workshop on a Huntly Resource Recovery Centre.</p>	

		arrangements/facilities for inorganic waste management in the community.		b) The LTP budget provides for progress on this project.	
5. Partnerships and Relationships (includes relationships with central government, Waka Kotahi, Iwi and the Waikato District Alliance)	5.1	a) Provide evidence of initiatives, collaboration and engagement with Iwi, including the key outcomes achieved. b) Demonstrate progress on delivering the Waikato-Tainui JMA workplan.		a) Staff are working with Department of Conservation, mana whenua and Waikato-Tainui regarding the return of Te Paina to Iwi. b) The staff of the two organisations are working together to update progress. The work plan for the JMA is being reviewed as several of the projects have been completed.	
	5.2	Waka Kotahi – Provide regular updates on how the relationship with Waka Kotahi is developing, with particular emphasis on the benefits to Waikato District.		The Chief Executive has brokered discussions between staff, Waikato Regional Council and Waka Kotahi to work on resolving the Sleepyhead appeal.	
	5.3	Waikato District Alliance – Undertake an efficiency and quality review of the Alliance arrangement with recommendations for improvements by 31 December.		Some initial planning on how to undertake this review has begun.	
	5.4	Central Government – Provide evidence at each performance review of the impact the Chief Executive has made in building relationships with central government that are related to Council's future strategies and delivery aspirations.		Engagement with Kainga Ora and Ministry of Housing and Urban Development is happening more regularly. This is aimed at assisting progress with planned growth. The Chief Executive was also involved in the Waikato Housing Initiative discussion with Minister Megan Woods about a housing programme for the Waikato region.	

6. Staff and Culture (including leadership, engagement and retention)	6.1	Outline what initiatives have been undertaken to strengthen the internal culture and leadership of the organisation, and provide supporting information on the impact of these initiatives.		<p>A new Pay, Performance and Recognition strategy has been developed in conjunction with staff.</p> <p>The Takitaki leadership programme to develop 25 of our leaders has recommenced (delayed by the impacts of Covid-19).</p> <p>Staff and People Leaders have undertaken training and coaching.</p> <p>A group of 30 Change Agents have been appointed to support our on-going change journey to deliver the Council vision.</p>	
	6.2	Demonstrate progress in relation to how diversity and inclusion is being embraced by the organisation. This includes how the opportunity is developing, is being kept alive by behaviours and practices and broadening the perspective of staff.		<p>The celebration of Matariki within the organisation and through our libraries are examples.</p> <p>Work is also planned to promote Maori language week.</p> <p>Te Reo and Te Tiriti o Waitangi classes are starting soon.</p>	
7. Zero Harm (Work Safe, Home Safe)	7.1	Lead initiatives that clearly demonstrate progress towards safety leadership in the way the organisation operates.		A recent review of our solid waste contract documentation has pushed a safety leadership rather than compliance lens.	
	7.2	Complete the Strategic Plan work for 2021/2022 by 30 June 2022.		The Plan has been set and work is underway to deliver the various initiatives.	
8. Climate Action	8.1	<p>Give effect to the goals identified in the Climate Action Plan this financial year and provide updates on progress.</p> <p>a) Report to the Strategy and Finance Committee about actions to be undertaken under the Climate Action Plan by 30 September.</p> <p>b) Provide regular updates on</p>		<p>a) Work has commenced on the planned actions for this year building on the initiatives identified in the Climate Action Plan.</p> <p>b) A report on progress is being prepared for</p>	

		progress with the scheduled actions.		the Strategy & Finance Committee..	
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Footnote:

1. The Chief Executive has agreed to deliver KPIs, subject to any changes due to Council's change of direction on any of the KPIs, in which case such changes would be taken into account. Delivery will also be subject to factors within the control of the Chief Executive e.g. a delay in receiving materials for capital works due to Covid-19 would be outside the control of the Chief Executive.