

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaaruawaahia on **MONDAY, 25 MARCH 2024** commencing at **9.30am**.

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

The meeting will be opened with a karakia.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

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GJ Ion
CHIEF EXECUTIVE

TERMS OF REFERENCE

COUNCIL

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

Purpose

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

Terms of Reference

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

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

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

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

1. To approve a proposed policy statement or plan under the Resource Management Act 1991.
2. To approve changes to boundaries of the District under the Resource Management Act 1991 or any other legislation.
3. In respect of District Plan decisions:
 - a. To appoint independent commissioners to a panel for hearings of a Proposed District Plan;
 - b. To approve the recommendation of hearings commissioners on a proposed plan, plan change or variation (including private plan change); and
 - c. To approve a proposed plan or a change to a district plan under Clause 17, Schedule 1 of the Resource Management Act 1991.
4. To adopt governance level strategies, plans and policies which advance Council's vision and strategic goals (e.g. Hamilton to Auckland rail), other than where expressly delegated to a committee.
5. To approve -Council's recommendation to the Remuneration Authority for the remuneration of elected members.
6. To approve the Triennial Agreement.
7. To approve resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer and reviewing representation arrangements.
8. To approve any changes to the nature and delegations of any Council committees or subordinate-decision making bodies.
9. To approve the Local Governance Statement.
10. To approve funding requests not allowed for within budgets, in accordance with Significance & Engagement Policy parameters.
11. To approve any additional funding decisions required for the Watercare Services contract.
12. To approve development agreements as recommended by the Development Agreements Subcommittee where infrastructure is not allowed for within the Long-Term Plan.
13. To receive six-monthly reports from each Community Board on its activities and projects.

To	Waikato District Council
Report title	Confirmation of Minutes
Date:	14 March 2024
Report Author:	Gaylene Kanawa, Democracy Manager
Authorised by:	Gavin Ion, Chief Executive

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for meetings of the Waikato District Council held on Wednesday, 28 February 2024 and Tuesday, 19 March 2024.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Waikato District Council confirms the minutes of meetings as a true and correct record, held on:

- a. Wednesday, 28 February 2024; and**
- b. Tuesday, 19 March 2024.**

3. Attachments

Ngaa taapirihanga

Attachment 1 – CCL Minutes – 28 February 2024

Attachment 2 – CCL Minutes – 19 March 2024

Minutes for a meeting of the Waikato District Council held in the Council Chambers, 15 Gallileo Street, Ngaaruawaahia on **WEDNESDAY, 28 FEBRUARY 2024** commencing at **9.00am**.

Present:

Her Worship the Mayor, Mrs JA Church (Chairperson)
Cr C Beavis
Cr C Eyre (Deputy Mayor) (*from 9.10am*)
Cr J Gibb
Cr M Keir
Cr K Ngataki
Cr M Raumati (*via audio-visual conference, from 9.10am*)
Cr L Thomson
Cr P Thomson
Cr T Turner
Cr D Whyte

Attending:

Mr GJ Ion (Chief Executive)
Mr TG Whittaker (Chief Operating Officer)
Ms M May (General Manager, Service Delivery)
Mr W Gauntlett (General Manager, Community Growth)
Mr R MacCulloch (General Manager, Customer Support)
Ms A Diaz (Chief Financial Officer)
Mr K Abbot (Executive Manager, Projects and Innovation)
Mrs M Paki (Executive Manager, Iwi Partnerships)
Mrs C Pidduck (Legal Counsel)
Ms P Collin (Solicitor)
Mr C Bailey (Finance Manager)
Ms J Bishop (Contracts & Partnering Manager)
Ms N Hubbard (Corporate Planning Team Leader)
Ms A Wills-Johnson (Senior Communications Advisor)
Ms T Theys (Communications Coordinator)
Mr L McCarthy (Acting Roding Manager)
Mr P Edwards (Project Manager – Capital Delivery)
Mr W Durning (Mayoral Strategy Manager)
Mrs GJ Kanawa (Democracy Manager)

2 staff members – Waikato Times

The Council and staff opened the meeting with a joint karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Ngataki/Turner)

THAT the Waikato District Council accepts the apologies from:

- a. Cr Matatahi-Poutapu, Cr Patterson and Cr Reeve for non-attendance; and**
- b. Cr Eyre and Cr Raumati for lateness.**

CARRIED

WDC2402/11

CONFIRMATION OF STATUS OF AGENDA ITEMS

Agenda Item 2

Resolved: (Crs Ngataki/Beavis)

THAT the agenda and supplementary agenda (refer b below) for a meeting of the Waikato District Council held on Wednesday, 28 February 2024 be confirmed:

- a. with all items therein being considered in open meeting with the exception of those items detailed at agenda items 7, which shall be considered with the public excluded; and**
- b. in accordance with Standing Order 9.12 and Section 46a Clause 7a of the Local Government & Official Information Act 1987, the Council resolves that the following items be added to the agenda as a matter of urgency as advised by the Chief Executive:**
 - i. Addressing budget shortfalls and prioritizing roading projects for delivery, which was unavailable at the time the agenda was circulated and must be considered prior to the next scheduled Council meeting to enable commenced works to continue - to be considered as Item 5.2 in the open section of the meeting; and**
 - ii. Exclusion of the Public (updated report) – revocation of WDC2402/08 – to be considered as PEX Item 3.1 and PEX Item 4 – Chief Executive Issues (Presentation – Recovery Options); and**
- c. all reports be received.**

CARRIED

WDC2402/12

DISCLOSURES OF INTEREST

Agenda Item 3

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Agenda Item 4

The report was received [*WDC2402/12 refers*] and no further discussion held.

Resolved: (Crs L Thomson/P Thomson)

THAT the Waikato District Council confirms the minutes as a true and correct record for meeting held on Monday, 12 February 2024:

- a. noting they have been updated to include the dissenting votes for the resolutions pertaining to PEX Item 4.2 – Variation 3, which were released to the public.**

CARRIED

WDC2402/13

REPORTS

2024-2034 Long Term Plan deferral and 'enhanced' 2024/25 Annual Plan

Agenda Item 5.1

The report was received [*WDC2402/12 refers*] and the following discussion was held:

- The Corporate Planning Team Leader provided an overview of the recommended option presented in the report, i.e. to move toward an Enhanced Annual Plan (Enhanced AP) for 2024/25 and defer for a year the Long-Term Plan (2025-2034), noting this will in effect be for nine (9) years.
- Council noted more certainty would be available in a year's time and this was the best way forward. However, we need to ensure that the Enhanced AP has a robust communications and engagement plan in regard to the reasons for this decision as well as the implications for this year's rates.
- It was noted the communications should be about the impact on our communities and bringing them on the journey with us about our people and bringing them along on the journey with us.
- An explanation was requested and provided around the grouping of activities as noted in the report.
- Rates strike would be challenging as impact of revaluations would not be known until 8 May (after the consultation period), then objections will still be coming in as we strike the rates.
- Approval to move revaluations cycle so that they would not continue to impact on LTP processes in the future, noting this is a one off approval and all revaluations will take place every three years after that.

Cr Eyre entered the meeting at 9.10am during discussion on the above item.

ACTION: Workshop to be held with Councillors for Enhanced Annual Plan, noting it is already in Councillors diaries for Tuesday, 12 March 2024.

Resolved: (Crs Beavis/L Thomson)

THAT the Waikato District Council resolves to defer the 2024-2034 Long Term Plan by 12 months, and to prepare an 'enhanced' annual plan for the 2024/25 financial year.

CARRIED

WDC2402/14

Addressing budget shortfalls and prioritizing roading projects for delivery

Agenda Item 5.2

The report was received [*WDC2402/12 refers*] and the following discussion was held:

- The General Manager, Service Delivery and Acting Roothing Manager provided an overview of the projects and their progress, along with the impact of not proceeding with the recommendation.
- How many projects do we have per year? At least a dozen projects at any given time have been programmed as per the Long-Term Plan 2023-24, noting that some projects have been impacted due to delays but teams were catching up on a majority of these.
- Significant differences compared to what was budgeted, are all of these brought to Council? Yes, how we are tracking on projects is provided to the Infrastructure Committee on a six-weekly basis and escalated to Council, with solutions where possible to ensure Council mitigate the cost to ratepayers, i.e. unbudgeted expenditure.
- It was noted that we need to deliver projects more efficiently and in a timely manner, recognising that the previous two years have been impacted by the pandemic and supply/demand issues.
- Concern with the two first year projects and quantum being requested for Pookeno main street. It was noted the Public Realm Project plan was done in 2022 and utilised as a platform for the team to deliver on community aspirations, but due to the significant growth in the area progress has been slower than anticipated.
- Large proportion of the project is provided via growth funding and we would have to refund the development contributions if we did not deliver the projects and future implications on general rates.

Resolved: (Crs Whyte/Ngataki)

THAT the Waikato District Council:

- a. approves the following budget adjustments:
 - i. additional funding for the Pookeno Main Street project of \$1,773,472,
 - ii. additional funding for the Pookeno Road/Great South Road Intersection of \$1,817,577,
 - iii. additional funding for Munro Road of \$449,496,
 - iv. additional funding for River Road/Lake Road Intersection of \$447,532,
 - v. to reduce budgets for projects where surpluses have been identified, \$1,699,176.
- b. It should be noted that the net funding impact is \$2,788,901 to be funded by NZTA subsidy \$457,485, additional \$2,099,078 of future development contributions, a reduction in debt of \$16,401, and additional \$248,739 of replacement funding.

CARRIED

WDC2402/04

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Crs Whyte/Beavis)

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item PEX 2 – Minutes for confirmation	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 3.1 – Rescindment of Previous Resolution WDC2402/08		
Item PEX 4 – Chief Executive Issues		

Minutes for a meeting of the Waikato District Council held in the Council Chambers, 15 Gallileo Street, Ngaaruawaahia on **TUESDAY, 19 MARCH 2024** commencing at **9.36am**.

Present:

Her Worship the Mayor, Mrs JA Church (Chairperson)
Cr C Beavis
Cr C Eyre (Deputy Mayor)
Cr J Gibb
Cr M Keir
Cr E Patterson
Cr M Raumati
Cr V Reeve
Cr L Thomson
Cr P Thomson
Cr T Turner
Cr D Whyte

Attending:

Mr GJ Ion (Chief Executive)
Mr TG Whittaker (Chief Operating Officer)
Ms M May (General Manager, Service Delivery)
Mr W Gauntlett (General Manager, Community Growth)
Mr R MacCulloch (General Manager, Customer Support)
Ms A Diaz (Chief Financial Officer)
Mr K Abbot (Executive Manager, Projects and Innovation)
Mrs M Paki (Executive Manager, Iwi Partnerships)
Mrs C Pidduck (Legal Counsel)
Mr C Bailey (Finance Manager)
Ms N Hubbard (Corporate Planning Manager)
Ms M Rinaldi (Senior Corporate Planner)
Ms A Wills-Johnson (Senior Communications Advisor)
Ms T Theys (Communications Coordinator)
Mr W Durning (Mayoral Strategy Manager)
Mrs GJ Kanawa (Democracy Manager)

The Council and staff opened the meeting with a joint karakia.

The meeting was adjourned at 9.38am and reconvened at 10.00am.

APOLOGIES AND LEAVE OF ABSENCE**Resolved: (Crs Reeve/Whyte)****THAT the Waikato District Council accepts the apologies from:**

- a. Cr Matahi-Poutapu and Cr Ngataki for non-attendance.

CARRIED**WDC2403/01****CONFIRMATION OF STATUS OF AGENDA ITEMS**

Agenda Item 2

Resolved: (Crs Gibb/Eyre)**THAT the agenda for a meeting of the Waikato District Council held on Tuesday, 19 March 2024 be confirmed:**

- a. with all items therein being considered in open meeting with the exception of those items detailed at agenda items 7, which shall be considered with the public excluded; and
- b. all reports be received.

CARRIED**WDC2403/02****DISCLOSURES OF INTEREST**

Agenda Item 3

There were no disclosures of interest.

REPORTS*Adoption of 2024/25 Annual Plan consultation document and supporting documents*

Agenda Item 5.1

The report was received [*WDC2403/02 refers*] and the Corporate Planning Manager provided an overview of the report, along with a schedule of minor changes for the consultation document. The following discussion was held:

- It was noted that Crs Beavis, Turner and Whyte, along with Her Worship the Mayor had provided some suggested minor wording changes, which were included in the change schedule tabled for Councillors.
- Concern was raised about the desire for Council to hold 20 engagement events and requested the Council reconsider having some consultation events just prior to the Community Board/Committee meetings.

- Believe we should be presenting the material rather than having collateral for people to drop in. Not ideal for all communities and need to balance this out as not the best way to deal with these difficult times.
- Concern about equity for some communities as only one scheduled, noting that the schedule of events changed last week.
- Some clarification on events s82, subsection 2, poukai, need to focus more on in LTP process but there are some events we will be involved in with suggestion of EM Iwi Partnerships.
- Pictures for certain communities – consider this seriously for the LTP.
- Pw, onewhero, te akau, pukekawa, pokeno, Tuakau, te ka Gordon Mangatangi – get list from Tony. Cr Eyre advised not Te Kowhai/Whatawhata close by use one venue for both communities.
- Pg 21 and pg 22 – of change document – proposed gen rate inc 17 percent – headings need to be updated on pg 23/24.
- Report very good, options we are consulting on – rate rise or cut service – way for public to engage wisely with suggestions around what services we cut as a compromise.
- These conversations will occur with LTP process. Page at back gives this opportunity re balance right?
- Seems fait accompli, not true consultation. Challenge you have is if someone comes back with 89k people – no alternatives as direction provided.
- Also about scale of business and cost – will need to look at further as part of the LTP, i.e. fragility of road network and sweating this asset for some time – need to invest more, but won't necessarily fix all the potholes.
- Doing all these meetings – for what? Required legislatively to go out and have consultation – will get a lot of feedback re general rate inc – not able to change level of service – modet changes using reserve etc.
- Rural – figures all wrong – will update and circulate (pg29)
- Has been difficult this time around – AP not LTP – good indicator of what we want to work on as part of LTP. Land purchased at Te Kowhai – community might say move it out.
- Affordability – pg23 – support available to pay the rates – tagged on at the end – bottom of each page – support available directing them to which page it is on.
- Council advocating better rates relief from the govt. Nicole to check but believed it was
- In message – dial up re pausing and reset – need to have courageous level of service conversations as next year's LTP – GRAPHIC
- Glaring omission re 150m borrowing – 100m next year – debt levels going up and skyrocketing. DQ comment – ratepayers are liable for debt. Up front and transparent about it. "Debt will rise to cover the balance".

- Proforma balance sheet
- Careful not to turn it into too large a document which is so detailed that ratepayers will get lost in. You could end up being accused of hiding information in a larger document.
- FAQs for each engagement event – driven by Crs
- Pg 2 setting the scene – not seen as no frills – 8m on Pookeno library and Nga offices.
- Clarity around – statement of 20k Maaori – not helpful for Maaori in current political environment. Removing stat is okay.
- Expectation of service delivery will be an increase with 17% increase, particularly around roads.
- Costs a lot more to deliver the same thing. Everyone is facing the same problem, i.e. all providers. Roothing and waters two of the major issues.
- Will we deliver on what we say we will – if we are asking for this level of increase.
- Languaging is very important – messaging goes hand in hand – monitoring performance – los and part of project management function.
- 6.1m and 9.3m merge together. Pookeno library not just a library – will look at stats before they agree to update.
- Picture stuff – corporate council leadership – employment? Quite clear what it is being spent on roading self exp – parks and reserves – corp council leadership.
- Pg 6 Maaori engagement – diverse district – not just focussing on Maaori.
- Pg 100 – govt and investigate other opportunities. Para 3 last two lines –
- Been on journey for a long time – grateful for information provided by staff – beginning of road only just beginning.
- Stuck on roading. Only our share or including WK subsidy? Pg7 – 22.6m
- Rolling opex/capex together – truck or car better graphic – clarity of our share vs WK.
- Cr Keir will email some questions through – hard to explain the way it is worded currently.
- Highlight our business better, ie. Scale and frame up who we are.
- Pg6 – growth and compliance 2nd sentence – growth council, escalating compliance costs – not sure these should be linked?
- Manoeuvres – another word for this?
- Add Pookeno to table.
- Noted significance
- Escalation and compliance.

ACTION:

Resolved: (Crs Eyre/Gibb)

THAT the Waikato District Council:

- a. **approves extending its 2021 Development Contributions Policy, to cover 2024/25, and**
- b. **approves the changes to performance measures included in the 2021-2031 Long Term Plan, as noted in Section 5.8 of this report, and**
- c. **approves the following draft supporting documents for public consultation:**
 - i. **Draft Capital Projects list**
 - ii. **Operational budgets**
 - iii. **Draft general and targeted rates**
 - iv. **Development contributions charges**
 - v. **Fees and Charges schedule**
 - vi. **Significant forecasting assumptions, and**
- d. **adopts the Draft 'Enhanced' Annual Plan 2024/2025 (Year Four - Long Term Plan 2021/2031) consultation document for public consultation, including the amendments as noted in the tabled "changes schedule" (Attachment 4.1 to these minutes), and subject to any further minor amendments as directed by the Council, and**
- e. **notes the following documents which have been previously adopted by Council, and will be included as supporting documents during consultation:**
 - i. **2021-2031 Long Term Plan.**
 - ii. **Community Outcomes and Strategic Priorities.**

CARRIED

WDC2403/03

EXCLUSION OF THE PUBLIC

The public were not excluded from this meeting.

There being no further business the meeting was declared closed with a karakia at 11.41am.

Minutes approved and confirmed this day 2024.

JA Church

CHAIRPERSON

Unconfirmed

2024/25 Enhanced Annual Plan

Changes Schedule from the agenda pack

Document / page	Change
CD cover	Add to cover page. This is a discussion document for our community.
Agenda pg 100 CD pg 2	<p>Waikato District Council is facing affordability issues, which has led us to put our Long Term Plan on hold and produce a one-year Annual Plan instead. At this point, we don't have all the answers, and we want to work with you over the next year to understand the challenges our community is facing, and how we can deliver the services you need and want in the future.</p> <p>It's time to work together and make some tough decisions that will impact everyday living for current and future generations:</p> <p>We know that our current financial projections are not affordable for many ratepayers and members of our community, and the one-year enhanced annual plan allows us to reset and find ways to lower our level of service, find other funding sources, lobby to government and investigate other and make other savings.</p> <p>Today, we are proposing in our 'no-frills' 2024/25 Annual Plan a general rate increase of 13.75%.</p> <p>...just to "keep the lights on" for you, to keep services ticking over, complete pre-planned projects, and maintain your infrastructure to the standards that have been set for us.</p> <p>We have little room for change manoeuvres as rates contribute about two-thirds (or 63%) of the Council's overall funding with the remaining funding coming from the government, development contributions and other external funding sources. However, we have managed to find some cost savings, which we outline under our services section from page 11.</p> <p>Operating and capital costs have significantly increased in the last four years. One main reason behind the increase is the growth in escalating compliance requirements and the number of regulations imposed by the central government, which directly increase costs.</p>
Agenda pg 101 CD pg 5	Your local water infrastructure assets are worth \$729 million, which is about one-third of Waikato District Council's overall assets of \$2.3 billion that we take care of for you.
Agenda pg 103 CD pg 7	Removed the strikethrough word from the following sentence: While you're there, you can check out exactly how your property rates might look by using our online rates calculator.
Agenda pg 103 CD pg 7	Removed strikethrough words as below: Consultation on key issues opens 25 March 2024 Council makes decisions based on your feedback May -June 2024
Agenda pg 104 CD pg 8	Added 'draft' before 2024/25 Annual Plan in the title

Document / page	Change
Agenda pg 104 CD pg 8	Updated the fourth paragraph: Before completing the next nine years of our Long Term Plan, we would like to engage and involve you and the wider community in discussions to identify areas where we can potentially reduce services to bring down the rates reduce future rate increases in the following years. You can share your thoughts with us now, and we'll consider those areas over the next few weeks year .
Agenda pg 105 CD page 9	Update unsealed roads figure to 2,500 kms.
Agenda pg 105 CD page 9	Update the following statistic: 20,00 people are Maaori. Include: We have a diverse population, with 77% identifying as European, 26% as Maaori, 6% Asian, 4% Pasificika and 2% made up of other ethnicities.
Agenda pg 105 and 106 CD page 9 and 10	The following statistics were updated: Our net debt will increase by approximately \$100 million to sit at \$299 million by June 2025, this is well below our debt cap is of \$389.0 million) at 30 June 2025 We'll be spending \$79.8 million on upgrading, renewing and maintaining our roads, footpaths and cycleways, of which \$37.1 million will be funded from Waka Kotahi*. <i>*Funding has not been confirmed, and therefore this figure might change.</i> We'll spend \$22.6 million on renewing our roads and \$1.9 million on maintaining footpaths and cycleways \$15.7 million will be spent on maintaining and enhancing our parks and reserves, including \$1.6 million on playground renewals \$9.3 million will be spent on upgrading community facilities, including \$8 million on the Pookeno Library and Ngaaruawaahia Council Offices \$6.1 million will be spent on maintaining our buildings \$15.9 million to be spent on strategic property purchases, improving our dog pound facilities, building the Pookeno community hub, essential renewals on the Ngaaruawaahia Council offices, and upgrades to our public toilets. \$14.9 million on collecting and disposing of rubbish and recycling, educating our communities about waste reduction options, and maintaining our collection centre facilities.
Agenda pg 109 CD page 13	The following text was updated: We had were previously assumed aware , based on central Government direction that there would be a review of the future of local government and three waters reform. However, the new coalition Government has reversed the previous Governments position and will be providing further legislation in future with a different outlook. of the legislation changes and adjustments that central Government were proposing, including a review of the future of local government and three waters reform.

Document / page	Change
Agenda pg 109 CD pg 13	Under the ‘What’s changed?’ heading for Governance, updated the following word: Since the 2021-2031 LTP, we have an additional Community Board in for Port Waikato and the surrounding area, which requires funding.
Agenda pg 111 CD pg 15	Under Economic development, grants and donations the last sentence in the first paragraph has been updated: Instead, existing internal staff will be delegated to provide additional support in this area. Existing internal staff will continue to provide support in this area.
Agenda pg 112 CD pg 16	The second paragraph under Animal Control has been moved to sit under a new heading ‘consenting’ as this was included in the wrong section: To ensure we have the right capacity in our team, we are proposing to add additional resource to focus on consenting, and monitoring activities. By bringing this resource in-house, the use of external contractors will be reduced.
Agenda pg 112 CD pg 16	Additional words added to the first paragraph under building quality: At times, the volume of building consents is higher than we anticipated when we developed the 2021-2031 LTP.
Agenda 113 CD page 17	The budget allocation for water supply remains largely the same as what was forecast in the previous LTP. however, we have brought forward work to improve the water quality in Huntly and extend the network costing an extra \$2 million. This will be funded by debt and repaid with general rates collected over time, and user charges. We are also building the new water supply reservoir at Te Kauwhata to support growth in the area (this development has been brought forward from 2027/28). An additional \$1.25 million will be funded through development contributions. It’s worth noting that the cost of supplying water to our residents has increased due to treatment costs.
Agenda pg 117 CD pg 21	Text under ‘What is a Development Contributions Policy? Updated as follows: A development contributions policy is a set of rules and guidelines that determines the amount of money developers or property owners must contribute towards the capital costs of public infrastructure and services when they build new projects undertake development activities . These contributions help fund things capital projects like roads, parks, water and sewage systems, and other essential services infrastructure that benefit the community. Development contributions ensure that any new development that places additional demand on local infrastructure contributes to the extra additional capital cost that it imposes on the community. This is done to avoid the burden being shifted to placed on general rates or other indirect funding sources. Development contribution fees are determined through a process outlined in the Local Government Act 2002. They are typically charged as a one-off payment for residential development (new houses), non-residential development (commercial, industrial or retail), subdivisions, and changes in land use.

Document / page	Change
	<p>We recently As part of the draft Annual Plan, we have updated our capital expenditure programme for 2024/25, which resulted in changes to the development contribution Charges. You can find more information about these changes on our website at waikatodistrict.govt.nz/your-council/plans-policies-and-bylaws/plans, where you can also access a supporting document.</p>
<p>Agenda pg 118 CD pg 22</p>	<p>Waters fees and charges changes, the following text to be included: The interim charge for properties connecting to reticulated wastewater network has increased, as these reflects the increase in the targeted rate and connecting to the network for a portion of the year.</p>
<p>Agenda 120 CD page 24</p>	<p>Delete financial table as it is a duplicate of page 22.</p>
<p>Agenda 120 CD page 24</p>	<p>Replace three tables with updated financial information. Include Pookeno in rates breakdown tables.</p>
<p>Agenda pg 122 CD pg 26</p>	<p>A submission form has been included on the last two pages. Available in the designed version.</p>
<p>CD page 18 of the designed version</p>	<p>Move the water, roads, streetlights, storm water, wastewater graphics to the top so they are more prominent.</p>
<p>Agenda pg 122 CD page 28</p>	<p>Next year we will be reviewing the services we provide. Have a look at the services on page 18 and tell us if you want us to look into reducing any of them?</p> <p>Do you think we have the right balance across our work programmes?</p> <p>Do you have any comments on our work programme, development contribution charges or fees and charges for 2024/25?</p> <p>Do you have any other comments to make?</p>
<p>Agenda pg 122 CD page 28</p>	<p>Link to the events calendar on Council's website added to the document.</p>
	<p>The following text is added to every odd page. Support may be available to pay your rates. To find out if you qualify for the rates rebate scheme visit waikatodistrict.govt.nz/services-facilities/rates/rates-rebates.</p>

Fees and charges updates

Page 78 and 79 of the agenda.

The charges included in the table for wastewater interim connection charges did not have the availability charge deducted, the updates 2024/25 charges are included below:

Interim Charge Any property that connects to the reticulated wastewater network will be required to pay a charge to reflect actual period of use.	2023/2024 charge	2024/25 charge
July	629.00	718.00-1,435.00
August	572.00	653.00-1,305.00
September	515.00	587.00-1,174.00
October	457.00	522.00-1,044.00
November	400.00	457.00-913.00
December	343.00	392.00-783.00
January	286.00	326.00-652.00
February	229.00	261.00-522.00
March	172.00	196.00-391.00
April	114.00	131.00-261.00
May	57.00	65.00-130.00

Rates Tables updates

Page 120 of the Agenda

Replace with this information and include breakdown for Pookeno.

RESIDENTIAL										
	Tuakau		Huntly		Ngaaruawaahia		Raglan		Maatangi	
	2023/24	2024/25	2023/24	2024/25	2023/24	2024/25	2023/24	2024/25	2023/24	2024/25
Average Capital Value	610,000	610,000	415,000	415,000	485,000	485,000	850,000	850,000	650,000	650,000
General Rates	1,398.00	1,591.87	951.10	1,083.00	1,111.52	1,265.67	1,948.03	2,218.19	1,489.67	1,696.26
UAGC	462.55	526.71	462.55	526.71	462.55	526.71	462.55	526.71	462.55	526.71
Fixed Targeted Rates	2,782.10	3,125.25	2,777.97	3,121.12	2,760.97	3,104.12	2,775.13	3,127.63	2,742.85	3,086.00
Total Rates	4,642.65	5,243.83	4,191.62	4,730.82	4,335.04	4,896.50	5,185.71	5,872.52	4,695.07	5,308.97
Total % increase (over 2023/24)	12.95%		12.86%		12.95%		13.24%		13.08%	
Total \$ increase (over 2023/24)	601.18		539.21		561.46		686.81		613.90	

RURAL						
	Low range		Mid-range		High range	
	2023/24	2024/25	2023/24	2024/25	2023/24	2024/25
Average Capital Value	2,000,000	2,000,000	3,500,000	3,500,000	5,000,000	5,000,000
General Rates	4,583.60	5,219.26	8,021.30	9,133.71	11,459.00	13,048.15
UAGC	462.55	526.71	462.55	462.55	462.55	526.71
Fixed Targeted Rates	274.73	308.68	274.73	372.84	274.73	308.68
Total Rates	5,320.88	6,054.65	8,758.58	9,969.09	12,196.28	13,883.54
Total % increase (over 2023/24)	13.79%		13.82%		13.83%	
Total \$ increase (over 2023/24)	733.77		1,210.51		1,687.26	

	Lifestyle		Commercial		Industrial	
	2023/24	2024/25	2023/24	2024/25	2023/24	2024/25
Average Capital Value	1,500,000	1,500,000	2,750,000	2,750,000	2,400,000	2,400,000
General Rates	3,437.70	3,914.45	6,302.45	7,176.48	5,500.32	6,263.11
UAGC	462.55	526.71	462.55	526.71	462.55	526.71
Fixed Targeted Rates	1,131.89	1,243.84	2,539.36	2,855.00	3,225.48	3,638.62
Total Rates	5,032.14	5,684.99	9,304.36	10,558.19	9,188.35	10,428.44
Total % increase (over 2023/24)	12.97%		13.48%		13.50%	
Total \$ increase (over 2023/24)	652.85		1,253.83		1,240.09	

Annual Plan 2024/25

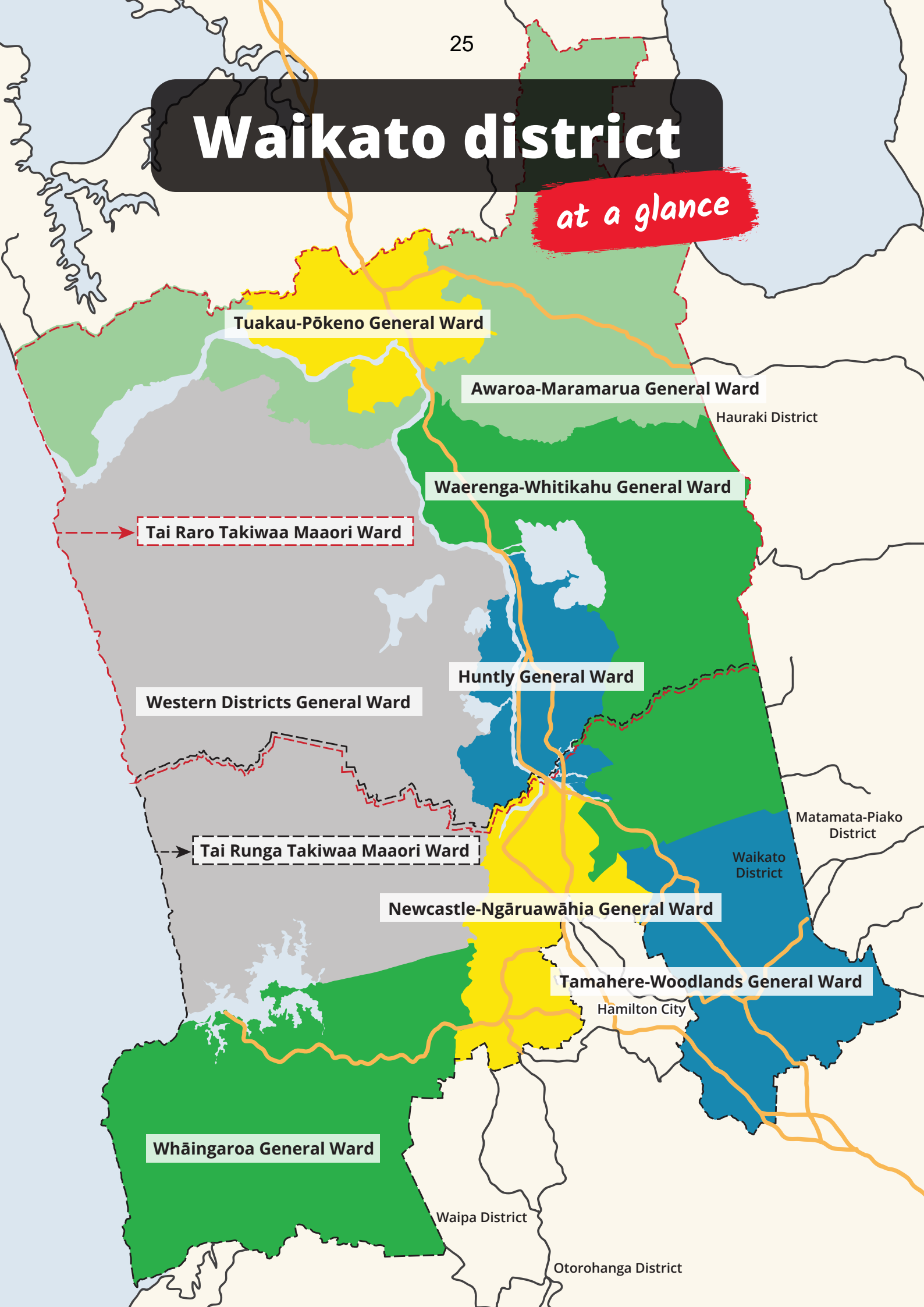
I Mahere-aa-tau

Consultation Document



Waikato district

at a glance



Tuakau-Pōkeno General Ward

Awaroa-Maramarua General Ward

Hauraki District

Waerenga-Whitikahu General Ward

Tai Raro Takiwaa Māori Ward

Huntly General Ward

Western Districts General Ward

Matamata-Piako District

Tai Runga Takiwaa Māori Ward

Waikato District

Newcastle-Ngāruawāhia General Ward

Tamahere-Woodlands General Ward

Hamilton City

Whāingaroa General Ward

Waipa District

Otorohanga District

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We are also consulting on	x
Performance measures	x
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Rating revaluation 2024	x
Support is available to help you pay your rates	x
Your Mayor and Councillors	x
Have your say	x

Setting the scene

Message from the Mayor and Chief Executive

It's time to work together and make some tough decisions that will impact everyday living for current and future generations.

Waikato District Council has a legal obligation to update its Long Term Plan every three years, but this year we have taken a one-off offer from the Government to pause this work and focus on a draft 2024/25 Enhanced Annual Plan.

We face extraordinary changes in local government and need to gather more certainty around central government funding and waters legislation still to come before we can deliver our longer-term plans to our communities. We know that our current financial projections are not affordable for many ratepayers and members of our community, and the one-year enhanced annual plan allows us to reset and find ways to lower our level of service, find other funding sources, lobby to government other and make other savings.

In the midst of a cost of living crisis, affordability issues have been top of mind for our Council as we've been planning our projects, services, and activities for the short, medium, and long term. We understand that the last thing our communities want is a rates increase from their Council, and we know the pain of higher rates will be felt by large parts of our district.

However, the fact is that if we have any chance of delivering on our vision and continuing to make the Waikato district liveable and thriving with connected communities, we need to have conversations about how we can do this while working within our means and keeping rates as affordable as possible.

Our last Long Term Plan was prepared when the consumer price index was 3.3% (June 2021), but the Council's costs have increased by around five times that percentage in the past three years, and we expect our costs to continue rising in the next three years if we don't take action now.

In the 2021-2031 Long Term Plan, we proposed setting a general rate increase of 3.5% in the 2024/25 financial year based on 2020 rating valuations and property information.



Today, we are proposing in our 'no-frills' 2024/25 Annual Plan a general rate increase of

13.75%



just to "keep the lights on" for you, to keep services ticking over, complete pre-planned projects, and maintain your infrastructure to the standards that have been set for us.

We have little room for manoeuvres as rates contribute about two-thirds (or 63%) of the Council's overall funding, with the remaining funding coming from the government, development contributions and other external funding sources. However, we have managed to find some cost savings, which we outline under our services section from page X.



The impacts of increasing compliance

Operating and capital costs have significantly increased in the last four years. One main reason behind the increase is the growth in compliance and the number of regulations imposed by the central government, which directly increase costs.

We understand that these regulations are designed to protect us, but they have led to a rise in the cost of the

infrastructure required to ensure safe drinking water, wastewater management, and other activities the Council is responsible for. Every new policy also serves to slow down the planning and delivery processes.



Transportation costs and funding allocation

In 2024/25,  **transportation will contribute around \$78.9 million to our overall budget, with 51% of funding coming from Waka Kotahi NZ Transport Agency grants.**

Your roads are vital for commuting to work, taking our kids to school, and transporting goods. They're the backbone of your livelihood, the local economy, housing, and our rural sector, but maintaining them is expensive. When multiple infrastructures are aged, coming to the end of their lifespan, and needing replacement, this has significant cost implications, which we are experiencing now.

Changes ahead for your water services and infrastructure



Your local water infrastructure assets are worth \$729 million, which is about one-third of Waikato District Council's overall assets that we take care of for you.

One main reason we've put our 2024-2034 Long Term Plan on hold is to better understand central Government's new Local Waters Done Well policy. It's important we consult thoroughly with you on how best to implement this policy locally.

The second challenge is that Watercare has given notice that it will cease its contract with the Council in 2026, and we need a new approach. Following the approval of this Annual Plan, the Council will work on a solution for delivering water services beyond 2026, but want to assure you that your waters services will continue.



In the meantime, insufficient investment in our water services would be irresponsible. We must be able to continue to serve a rapidly growing district, and we cannot risk the health and safety of our communities.

We are proposing to spend \$115.5 million in the 2024/25 financial year on drinking water, wastewater, and stormwater maintenance, upgrades, and operational costs. To reduce the rating impact this year, we're proposing to postpone some non-critical water projects until future years. \$27.4 million for drinking water, wastewater, and stormwater infrastructure development will be loan-funded.

While we have a plan for this financial year, again, we will be having conversations with the government about the affordability issues specifically relating to your water services and infrastructure, and longer-term implications for local communities.



Meeting the challenges we face head-on

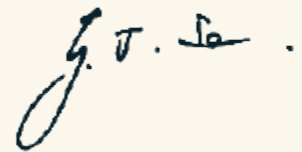
The bottom line is that our current financial position is complex, and we still have a lot of work ahead of us to address these financial issues head-on, fully understand the local impact of the government's new waters policy, and find solutions to provide the services our communities need and deserve. Putting our Long Term Plan on hold is essential; the real work is yet to come.

The Waikato district has proven resilient in challenging times. We must work together to address the critical issues that lie ahead, such as water, roads, buildings, public spaces, and social infrastructure. We must act now and respond to our communities immediate needs. Failure to do so will leave our children and grandchildren bearing costs and the consequences of our actions today. And we simply cannot do that.

Please take the time to have your say on the draft 2024/25 Annual Plan at waikatodistrict.govt.nz.



Jacqui Church
Mayor



Gavin Ion
Chief Executive

Introducing Waikato District Council's **2024/25 Draft Annual Plan**

Let's talk about the upcoming year for our district.

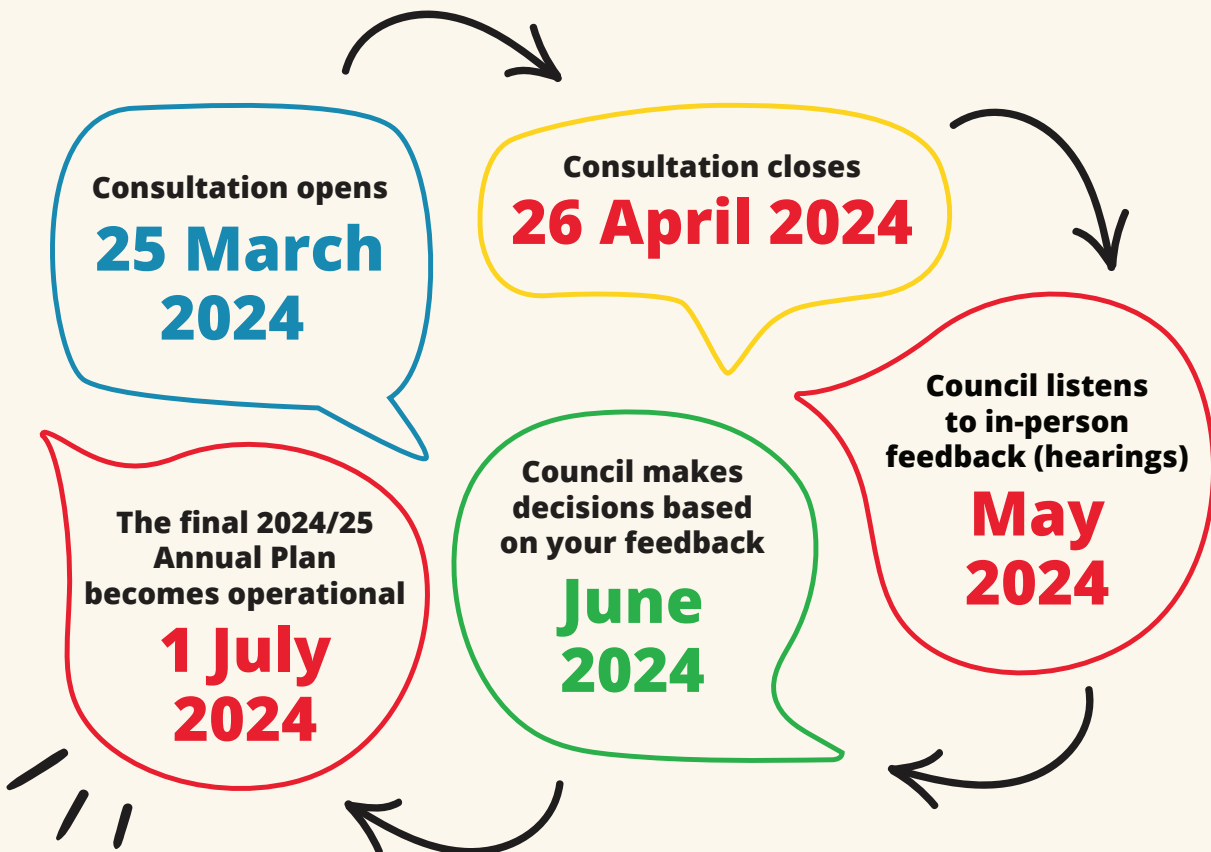
This consultation document provides an overview of our services, upcoming projects and rating impacts outlined in the draft 2024/25 Annual Plan. It also summarises the activities that have a significant cost, are of high interest to the community, or deviate from what we had outlined in year four of the 2021-2031 Long Term Plan.

We need you to have your say! Your feedback will help the Mayor and councillors who represent you and your whaanau to make final decisions on behalf of the community.

You can find all of this information and have your say at waikatodistrict.govt.nz/say-it.

While you're there, you can check out how your property rates might look by using our online rates calculator.

What's The Process?



Update On The 2024-2034 Long Term Plan



We've momentarily pushed pause on the 2024-2034 Long Term Plan.

Our Long Term Plan (LTP) is our most important planning tool that sets out what the Council plans to do over the next decade – and how it'll be paid for. It provides information on the activities, services and projects we'll be delivering and includes all of the important funding and financial management information.

By law, we must review our Long Term Plan every three years. However, this year, central Government gave Councils the one-off option to delay their 2024-2034 LTP as part of the "Local Water Done Well" legislation and instead prepare an 'Enhanced Annual Plan' for the 2024/25 financial year.

We believe the Government's water infrastructure policy and local affordability implications need to be resolved before we can finalise our LTP. We also need a better understanding of the level of Waka Kotahi subsidies that will be secured for the district's roading programme, so we can secure as much central funding as possible to reduce the impact on ratepayers.

We fully understand that the proposed rate increase is high. This is required right now to deal with the cost escalations that we are facing. Before completing the next nine years of our Long Term Plan, we would like to engage and involve you and the wider community in discussions to identify areas where we can potentially reduce services to reduce future rate increases in the following years. You can share your thoughts with us now, and we'll consider those areas over the next year.

Moving to the 2024/25 Annual Plan and deferring our LTP was the best option for the district. It will give staff, the Mayor, and councillors more time to engage with you—our communities—to ensure we deliver the services, activities, and projects you need and want to pay for.

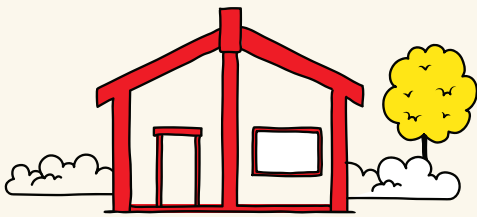
Head to [waikatodistrict.govt.nz](https://www.waikatodistrict.govt.nz) for more information and to join our fortnightly newsletter.

A Snapshot of the Waikato District



Our district is home to **88,900 people**

There are 6 Council libraries with over **85,000 books**



Council maintains over **2,400 kms** of sealed and unsealed roads

Around **20,000 people** are **Maaori**



We have **1,289ha of natural reserves** that are home to thousands of species

There are **51% male** and **49% female**, with an average age of 37 years old

We own and maintain **229ha of sport and recreation areas** for active communities

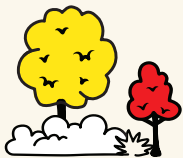
Our **district** covers more than **400,000 hectares** and has **25,514** urban, rural or residential properties

We manage over **1 million** individual rubbish and recycling collections per year throughout our district



We also have **3,519 business** properties and **3,569 farmland** properties in the district

Over **1,100 kms of pipes** either supply, drain or remove water through our residential towns



Waikato is the principal iwi in the district, with 21 of their

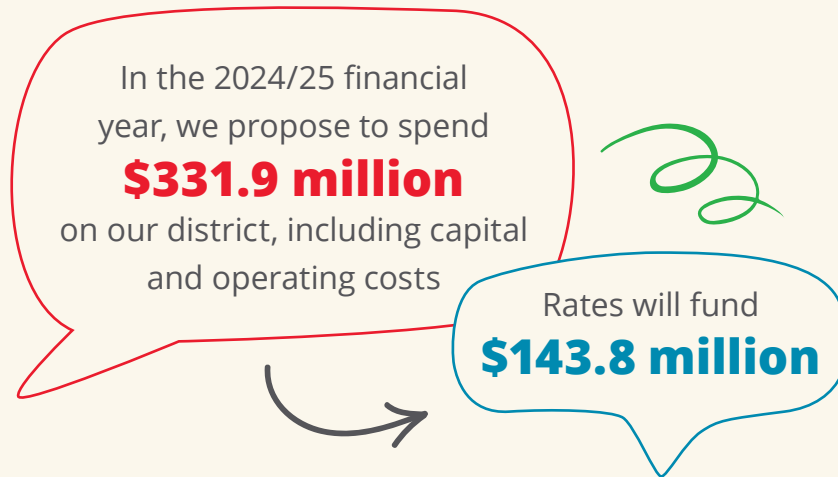
33 hapuu and 39 of their 68 marae located here

42 community centres and town halls help bring our communities together



Source: 2023/24 Waikato District Council Annual Report

Over The Next Year

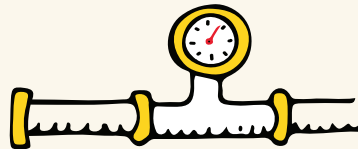


We are looking at a general rate increase of **13.75%** for the 2024/25 financial year

Our debt will sit at **\$298.7 million** (our debt cap is \$389.0 million) at 30 June 2025



We'll spend **\$22.6 million** on renewing our roads and \$1.9 million on maintaining footpaths and cycleways



\$65.5 million will be spent on wastewater treatment and disposal, **\$32.8 million** to treat and supply water, and another **\$17.2 million** on stormwater



\$6.1 million will be spent on maintaining our buildings

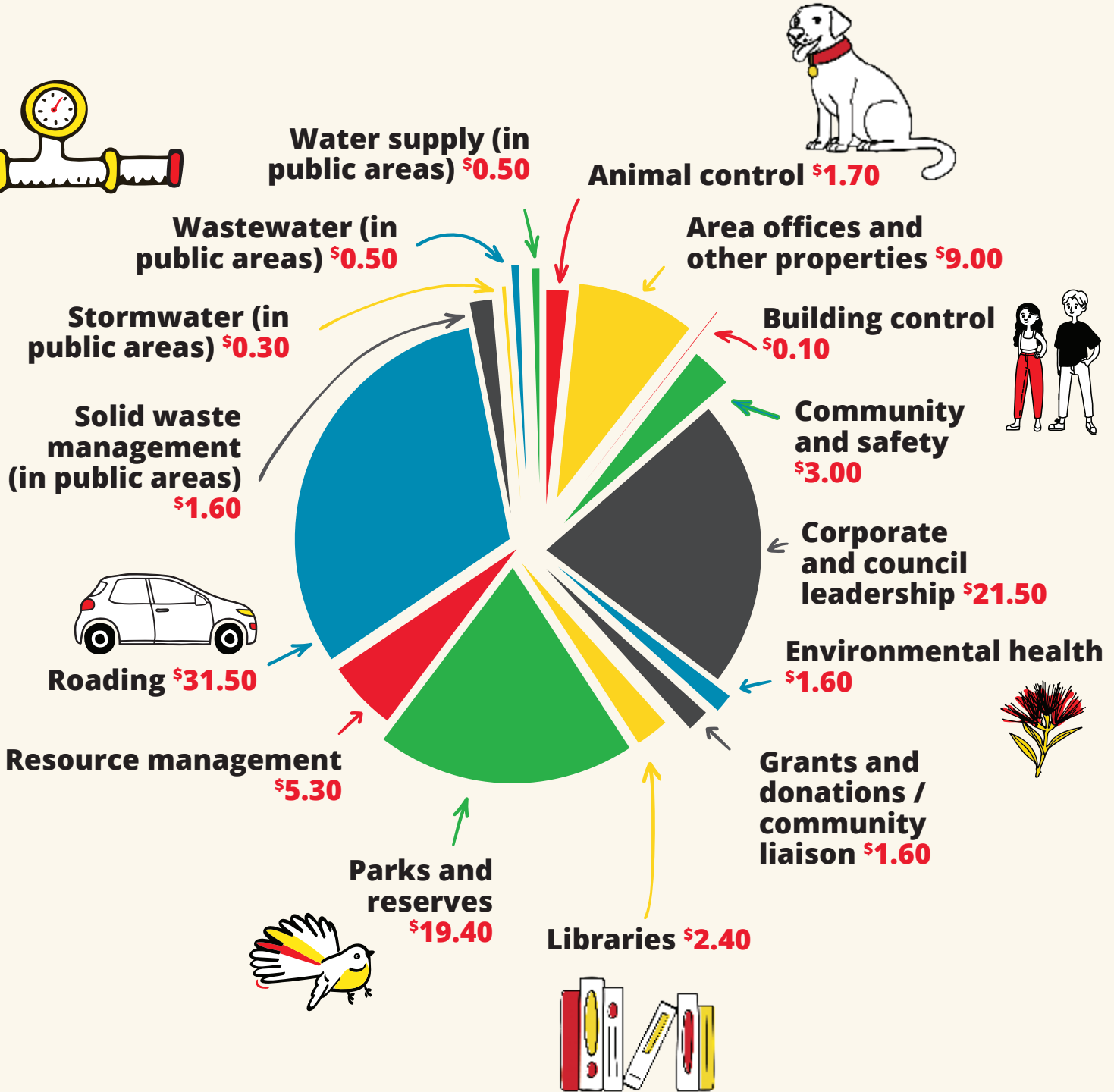
\$15.7 million will be spent on enhancing our parks and reserves, including **\$1.6 million** on playground renewals



\$9.3 million will be spent on upgrading community facilities, including **\$8 million** on the Pookeno Library and Ngaaruaawaahia Council Offices

What You Get for \$100

We deliver a broad range of services to our communities. Here's a breakdown of how we typically spend every \$100* we receive in general rates.



*Data is based on the 2023/24 Annual Report. This does not include targeted rates. A targeted rate funds a specific Council activity or group of activities rather than general Council services. For example, those who receive a refuse collection pay for it through a targeted rate. Those who don't receive it, don't pay for it.

Our Vision and Community Outcomes

Liveable, Thriving and Connected Communities

He noohanga aahuru, he iwi whai ora, he hapori tuuhono tahi

Our Vision and Community Outcomes set the goals we want to achieve in everything we do. Our vision is to work together as a district to build liveable, thriving and connected communities as our district grows.

Liveable communities are well-planned and people-friendly, providing a range of quality residential options, social infrastructure, walkways, and open spaces. They reflect what's important to people and support a shared sense of belonging to the local community and the wider district.

Thriving communities participate in Council decision-making and community-led projects, provide input into the management of their local assets, and sustain the local business sector, which provides local employment.

Connected communities have fit-for-purpose infrastructure to create liveable, thriving communities. Connectivity through roads, cycleways, walkways and digital capabilities enable rapid information sharing and engaging in activities together. By these means, people in connected communities access services and amenities that meet their social, health, education and employment needs.

Community outcomes

Ngaa putanga aa-hapori

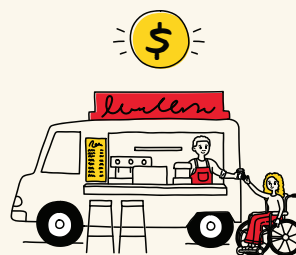
Everything we do is aimed at improving the wellbeing of the people that live, work, and explore the Waikato District. Our Community outcomes are developed under the four local government wellbeing pillars and describe what we want to achieve for the Waikato District into the future.



Cultural Ahurea

We celebrate who we are
Ka whakanui maatou i too maatou katoa

We celebrate all cultures. We treasure our diverse communities and acknowledge our cultural rights and obligations. We honour, understand and implement Te Tiriti o Waitangi and acknowledge the relationship with mana whenua of our district.



Economic Ohaoha

We support local prosperity
Ka tautoko maatou i te houkura aa-rohe

We champion sustainable growth in our local economy. We support local enterprises and encourage innovation and socio-economic prosperity for all while managing regulatory processes to protect and promote our unique district. We acknowledge our rural and Maaori economies as key contributors to our district's prosperity and sustainability.



Environmental *Taiao*

Our environmental health underpins the health of our people | *Ka taunaki too maatou oranga aa-taiao i te oranga o oo taatou iwi*

We want healthy waterways that create connections. We protect and enhance our soils, water, and native biodiversity and take care of our Taiao (natural environment) for the health and well-being of our people, our communities, and future generations.



Social *Paapori*

We have well-connected communities
He hononga whaitake katoa o oo maatou hapori

Our communities are connected, safe, accessible and resilient. We put community wellbeing at the heart of our decisions, and we embrace partnerships to get things done to improve people's lives.

Strategic priorities

Nгаа rautaki whakaarotau

Our six Strategic Priorities represent the areas we want to focus on over the next three years. They will help us prioritise our investment to ensure we are meeting the immediate needs of our communities.



Building community resilience
Te whakatupu i te manawaroa aa-hapori



Improving Council responsiveness
Te whakawhanake i te urupare a te Kaunihera



Building relationships
Te whakatupu whanaungatanga



Improving connectivity
Te whakawhanake aaheinga



Consistent delivery of core services
Te tuku tonu i ngaa ratonga maataamua



Supporting sustainable growth
Te tautoko i te whanaketanga toituu

Services, Projects and Activities for 2024/25

What's changed since our last Long Term Plan? And what do we need your feedback on?

This section provides an overview of the proposed changes to Waikato District Council's services, projects, activities and budgets for the 2024/25 financial year.

In our 2021-2031 Long Term Plan, we made assumptions about the future circumstances and environment that we would be operating in, which have since reviewed. In our previous LTP

- We assumed a high level of uncertainty about the economic conditions New Zealand would be in as a result of the COVID-19 pandemic. We are now facing high inflation costs, and a cost of living crisis that weren't previously anticipated.
- We were previously aware of the legislation changes and adjustments that central Government were proposing, including a review of the future of local government and three waters reform.
- We have adopted new growth projections, which show that the district is growing slightly faster than anticipated.
- Our borrowing costs are higher in 2024/25 than we planned.

You can find more information and have your say at waikatodistrict.govt.nz.

Governance

This group of activities includes the work of the elected Council and its committees, the community boards and committees, and Maaori liaison and partnerships.

What's changed?

Since the 2021-2031 LTP, we have an additional Community Board for Port Waikato and the surrounding area, which requires funding.

Another key change is the introduction of a strategic advisor to focus specifically on Maaori strategies and hapuu and iwi management plans in areas where resources are scarce. This new role will ensure meaningful support for our Maaori communities.

We are proposing to remove the following measure, as it does not reflect the work that our elected members do to support their communities.

Activity	Performance measure	Target 2024/25
Governance	21 - Percentage of customers satisfied with the availability of their Councillor.	80%

Sustainable communities

This group of activities focuses on improving the social and economic wellbeing of our communities and includes the work we do for you through our libraries and frontline staff, our economic and community development team, emergency management, grants and donations, and parks and leisure facilities. We achieve this by providing leisure options while also building community resilience and protecting the enduring nature of our communities. We also support economic development for our district to enrich people's lives through local employment opportunities and improved quality of life and provide grants and donations for community-led initiatives.

What's changed?

Parks and reserves

We are facing cost escalations across several core areas in the 2024/25 financial year to maintain our local parks and facilities to a level that meets the community's expectations. To reduce the impact of these cost escalations, the Council has implemented cost-saving measures where possible.

Cost escalations include electricity, insurance, cleaning and maintenance contracts, and some of our contracts to manage key services, like our local pools.

Assets across our parks and reserves are also being damaged by graffiti and vandalism more frequently, so we are spending more to ensure they are usable. The recent storms also caused damage to our community facilities, meaning we now need to do additional maintenance.

We are proposing to increase our investment in some key areas, to ensure the community continues to have leisure options and good facilities to support community connection. These include:

- Future-proofing district-wide sports field infrastructure with better surface maintenance, drainage, and lighting.
- Work to address earthquake strengthening, asbestos removal and roof replacements now required for Council-owned buildings.
- Land acquisition for areas experiencing significant growth (the Council will also strategically sell and dispose of land to fund other projects where appropriate).
- CCTV installation throughout the district (in partnership with Hamilton City Council and City Safe and funded by Better Off Funding), which requires an annual management and maintenance fund to improve security and safety.
- Ongoing work with Waikato Tainui and Mana Whenua as part of the Council's Joint Management Agreement commitments and alignment with Te Tiriti o Waitangi principles for a land history investigation and consultation regarding the Council's property portfolio.
- Additional resource to manage the Council's community halls portfolio and is the primary liaison for hall committees.

Capital cost increases

The Council undertakes regular assessments of its assets to confirm the timing of replacement or upgrades. During recent assessments, we have gained more accurate data regarding the condition of our assets and expected renewal timeframes. As a result, we have revised the proposed capital works programme for the 2024/25 year to reflect the current asset status, prioritising urgent work and postponing less critical projects.

Significant capital expenditure changes:

- Unexpected delays have pushed back the renewal of the Greenslade Road playground and the upgrade of the Buckland Road sports field and playground. These will now occur in 2024/25.
- Changes to the way district-wide toilets are developed and renewed have resulted in additional unbudgeted costs for priority works.
- The district-wide walkways renewal project was planned but has taken longer than expected. Overall project costs have increased due to inflation and higher contractor costs.
- Due to a lack of investment and limited funds, some Council-owned community halls require urgent repairs. An assistance fund is proposed to address structural issues.
- A feasibility study for the Ngaaruwaahia Library will explore the possibility of replacing the current small and outdated facility with a new community hub.

- Funding is earmarked to dispose of old, condemned, or erosion-affected buildings. Removal reduces vandalism and safety risks. Land can be used for community recreation.
- Funding for property management tools, including mapping, sales data and survey, title and interest data is needed to improve efficiency, customer experience and decision-making, and reduce costs.

We are proposing to remove the following measure, as we recently adopted the revised Climate Response and Resilience Policy, which takes a more holistic view. This measure only reports on a portion of our energy efficiency/emissions reduction work.

Activity	Performance measure	Target 2024/25
Property and Facilities	29 - Waikato District Council Carbon road map shows an improving trend in energy efficiency / emission reduction.	5% reduction per annum

Economic development, grants and donations

From the 2024/25 financial year onwards, Waikato District Council is proposing to remove the funding it provides to Te Waka (Waikato's regional economic development agency) and reduce annual funding to Hamilton Waikato Tourism from \$150,000 in the 2021-2031 LTP to \$75,000 per annum. Existing internal staff will continue to provide support in this area.

The Council will be ensuring the voices of local residents, ratepayers, community groups and stakeholders are heard by working with a rural economic advisory panel, the Community Boards and other community committees. This will be funded within the existing budgets.

Customer and Partnership Focus

We are proposing to include the following two performance measures, which were not in our 2021-2031 LTP as we understand response times are important for our customers.

Activity	Performance measure	Target 2024/25
Customer and Partnership Focus	The overall percentage of service requests responded to by Council within the agreed timeframes.	83%
	The overall percentage of service requests completed by Council within the agreed timeframes.	77%

Sustainable environment

This group of activities is all about improving environmental outcomes and public health and safety. Within these activities, we plan, regulate, monitor and consent, focusing on delivering sustainable, attractive, affordable, and safe living options. We also manage and minimise waste in the district, and manage land use, growth and support our regional partnerships.

What's changed?

Animal control

As the number of dogs in the Waikato district increases, so do the costs associated with managing pound facilities.

To plan for growth, we originally aimed to build a new pound in our last LTP to serve the district. After exploring three potential locations, we determined that none of them were feasible, so we are proposing to use the existing budget to renovate the pound in Ngaaruwaahia and build a smaller satellite pound in Tuakau instead. This ensures uninterrupted services in the northern part of the district are available when the current lease of the Pukekohe pound expires.

Additionally, we will be building a \$2 million refuse station at the same site in Tuakau, which will maximise the use of a large piece of land while providing financial and accessibility benefits. This will be funded by debt and repaid over time through rates and user charges. Construction for these projects will begin next year, and no additional budget is required.

We are proposing to update the following measure in our 2021 LTP to remove the requirement to undertake 10 engagement or education visits each month. We will still deliver 120 events over the year.

Activity	Performance measure	Target 2024/25
Animal Control	3 - Complete engagement and education visits throughout the district.	120 per annum / 10 per month

Consenting

To ensure we have the right capacity in our team, we are proposing to add additional resource to focus on consenting, and monitoring activities. By bringing this resource in-house, the use of external contractors will be reduced.

Building quality

It's important that we have the right internal resources to meet statutory deadlines to meet the demand for our building quality services. At times, the volume of building consents is higher than we anticipated when we developed the 2021-2031 LTP. Therefore, we continue to use consultants if additional resources are needed to meet demand.

Solid waste

What's changed?

Costs in this particular area have been rising significantly year-on-year. The cost of rubbish and recycling contracts has increased considerably, and we expect this to continue in the coming years due to inflation, higher fuel costs, higher costs for labour, and central government's recent increase in the Waste Disposal Levy on Class 1 landfills. These costs are funded through targeted rates.

To address this issue, we're planning to undertake additional work in the waste minimisation area, which will be funded by our share of the national Waste Minimisation Levy. We can only use this money to promote or achieve waste minimisation, for example, for educational and advertising to promote waste minimisation activities, to develop new diversion opportunities for the communities, and encourage behavioural changes to reduce illegal dumping. We'll be regularly reporting to the Ministry on waste volumes and how we're using the waste levy.

As mentioned above, we also propose to build a new Tuakau Resource Recovery Centre on the same site as the animal pound in the 2024/25 financial year (see page X for more information).

Some assets have reached the end of their useful life, and upgrades are needed at Te Kauwhata and McVie Rd transfer stations. We also need to make safety improvements at the Raglan refuse and recycling centre.

Strategic and district planning

What's changed?

In the strategy and district planning activity, we face increased costs due to new government regulations that we must comply with that were not in play when the 2021-2031 LTP was approved. It is costing us more to maintain our District Plan and ensure that it is up to date.

In this financial year, the Council also proposes to continue working with communities to plan and respond to climate change, coastal erosion from increased storm activity and sea level rise, and increased flooding from severe weather events. We will also continue to invest as planned in identifying and protecting heritage values across the district.

Organisational support

This group of activities is at the core of the Council's operations. It includes communications and engagement, information management, business improvement, finance, legal, risk management, procurement and contract management, and people management. These teams work together behind the scenes to enable our service teams to do their jobs. These support activities are key in moving the Council forward, making services more efficient and cost-effective for ratepayers, and fostering continuous improvement.

What's changed?

In the 2024/25 financial year, Council is proposing to make some changes to the way the business is supported compared to what was planned when we adopted our 2021-2031 LTP:

- We will be renegotiating a number of large contracts, including our providers of roading, parks, and pools services.
- We now have an in-house enterprise project management office to support the delivery of capital projects. There are no additional operational costs to run this team as they are already included in the capital project budget.
- Legal costs are increasing due to the more complex matters Council is dealing with, and the specialist advice required.
- We are working on financial transformation projects to ensure better financial management and access to better options for our customers.
- Changing from an LTP to Annual Plan process has required a shift in budget for LTP-related activities in 2024/25.
- Maintaining our data costs more, we have more software than we have had in the past and costs are increasing to maintain these systems and ensure they are supported. An additional \$1.45 million will be allocated to maintain these systems, which is funded through general rates.
- We are also investing \$150,000 more in our mapping tools to support our planning and communicating to the community about where work is happening. This is also funded through general rates.

We are proposing to include the following two measures, which were not in our 2021 LTP as we understand response times are important for our customers.

Roading

The roading activity provides a well-designed and fit-for-purpose transport network that gives people choices about how they move around our district. This includes urban and rural roads, footpaths, cycleways and safe crossings within the roading corridor. This activity also supports the development of the public transport network.

What's changed?

In 2024/25, we'll continue to maintain our roading assets to prevent further deterioration across the network, as well as make improvements to the network to ensure it is resilient, but that's going to cost more money. As with other areas of our business, our base costs are increasing for things like electricity, oil, labour and insurance, and we are experiencing more damage and vandalism to our assets. We also have more assets to maintain, and there have been some shifts in what central government will subsidise.

Changes include:

- Minor improvements to the sum of \$1.4 million to a number of roads, including Buckland / George Road intersection, Washer Road, Tauwhare / Woodcock road intersection. We anticipate 51% will be subsidised by Waka Kotahi. The remainder will be funded through a combination of general rates, growth (development contributions) and debt, which is repaid with a mix of rates collected over time, and user charges.
- Minor improvement works that we are no longer planning to undertake in 2024/25 include Buckland, Masters, Onewhero-Tuakau and Whangarata roads.

- Additional funding of \$150,000 will be allocated to implement the Council's speed management plan.
- District-wide streetlight improvements to the sum of \$100,000.
- The pre-planned Saalbrey Road roundabout, which costs \$750,000 and has been brought forward to this financial year for safety reasons.
- Additional network wide resilience works totalling \$2.64 million following Cyclone Gabrielle and other weather events.
- New trial traffic lights will be installed on Wainui bridge to manage high traffic volumes in peak times. This project will cost \$200,000.
- A new Harrisville Road / George Street / Dominion Road intersection project,, which will cost \$2 million.
- District wide road surface safety improvements increased by \$1.5m.
- \$900,000 district-wide culvert improvements to support the resilience of the network.

As we begin each project, we carry out thorough evaluations of the specific requirements. This often leads to an increase in the scope of work required, which can subsequently affect the overall cost of the project. Additionally, costs have risen since the initial planning stage.

Some budgets have been reduced due to specific projects being completed before 2024/25.

Public Transport

The Waikato Regional Council is consulting on a proposal to fund public transport services region-wide from July 2025 through a new Waikato Regional Council rate. This would mean the Waikato District Council would no longer have to fund public transport in our district but would still be involved in decisions on public transport through the **Waikato Regional Transport Committee** and **Future Proof Public Transport Sub-Committee**.

You can find out more about the Regional Council's proposal, including how to make a submission in the Waikato Regional Council's draft Long Term Plan consultation document at **yourvoicematters.waikatoregion.govt.nz**. Submissions on the Waikato Regional Council's draft Long Term Plan are open from 2 April – 2 May 2024.

In the coming year, Waikato Regional Council will also undertake more bus trials in our district. This will be an added cost for us as we are currently still responsible for collecting rates from our communities to fund this.

Stormwater

Through this group of activities, we are responsible for efficiently operating and maintaining all of Council's existing stormwater infrastructure. This protects our environment from storm damage and run off. We also plan for the renewal of existing infrastructure and work on new infrastructure through growth-driven projects.

What's changed?

In the next year, we will invest more in upgrading and extending our stormwater infrastructure to match our growing needs and build the network's capacity to respond to climate change and future weather events. More work on the network has been identified through catchment management and resilience planning, which we are now required to do, as well as planning for growth in our district.

The overall cost to maintain and upgrade our stormwater infrastructure is significantly higher than in 2021, when we signed off on the LTP (up \$9.2 million) with costs are escalating faster than expected.

Wastewater

Through this group of activities, we ensure wastewater is collected, treated, and disposed of to protect our environment and the public's health. We also plan to renew existing infrastructure and work on new infrastructure through growth-driven projects.

What's changed?

Like stormwater, wastewater costs have escalated at a faster rate than anticipated, and the Council is trying to manage these cost increases carefully. This is largely due to increasing standards and compliance placed on local government bodies like our Council.

Upon assessment, we have reprioritised and rescheduled some projects according to their urgency. The following projects will be funded through targeted rates and have increased altogether by \$20 million:

- Horotiu wastewater pump station upgrades were originally planned for 2024/25 but were brought forward into earlier years of the 2021-2031 LTP, reducing costs in the next financial year.
- The Pokeno wastewater pump station has been deferred to later years.
- The Huntly wastewater treatment plant upgrade was planned for 2027/28, but immediate priority works have been brought into this financial year to comply with our consent requirements and meet growth demands.
- The Raglan wastewater treatment plant upgrades have incurred additional costs for scoping and investigation.
- The Te Kauwhata wastewater treatment plant upgrade work will now occur in stages with a revised schedule, resulting in some changes to costs in the 2024/25 financial year.

Water supply

This group of activities is responsible for efficiently managing Council's water supply infrastructure across the rohe (district), including treatment plants, pump stations, reservoirs and the reticulation network.

We develop, maintain and manage the water supply network and its components such as pipes, valves, hydrants, pumps and treatment plant equipment. We treat water to meet health standards and work on growth-driven infrastructure projects.

What's changed?

The budget allocation for water supply remains largely the same as what was forecast in the previous LTP. However, we have brought forward work to improve the water quality in Huntly and extend the network costing an extra \$2 million. This will be funded by debt and repaid with general rates collected over time, and user charges.

We are also building the new water supply reservoir at Te Kauwhata to support growth in the area (this development has been brought forward from 2027/28). An additional \$1.25 million will be funded through development contributions.

It's worth noting that the cost of supplying water to our residents has increased due to treatment costs.

Our services and activities



Animal control



Building Consent



Community Grants



Customer Service



Consultation



Cycleways



Civil Defence



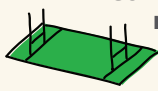
Footpaths



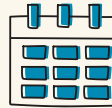
Emergency Management



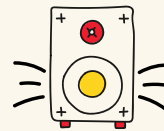
Cemeteries



Community and recreational facilities



Events



Noise



Food Safety



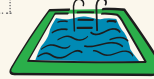
Community Centres



Housing for the Elderly

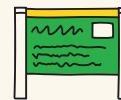


Parking



Pools

Walkways



Community Engagement



Libraries

Pools



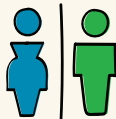
Playgrounds



Planning



Resource Consents



Public Toilets



Regulatory Services



Rubbish



Parks and Reserves



Democracy



Sport and Recreation Areas

Water



Roads



Streelights



Recycling



Solid Waste



Town Halls

Wastewater



Stormwater



We Are Also Consulting On...

Changes to our development contribution charges

What is a “Development Contributions Policy”?

A development contributions policy determines the amount of money developers or property owners must contribute towards the capital costs of public infrastructure when they undertake development activities. These contributions help fund capital projects like roads, parks, water and sewage systems, and other essential infrastructure that benefit the community.

Development contributions ensure that any new development that places additional demand on local infrastructure contributes to the additional capital cost that it imposes on the community. This is done to avoid the burden being placed on general rates or other indirect funding sources.

Development contribution fees are determined through a process outlined in the Local Government Act 2002. They are typically charged as a one-off payment for residential development (new houses), non-residential development (commercial, industrial or retail), subdivisions, and changes in land use.

What’s changed?

As part of the draft Annual Plan, we have updated our capital expenditure programme for 2024/25, which resulted in changes to the development contribution Charges. You can find more information about these changes on our website at waikatodistrict.govt.nz/your-council/plans-policies-and-bylaws/plans, where you can also access a supporting document.

Fees and Charges

What are fees and charges?

User fees and charges are one of the ways the Council can recover some of the costs of delivering an activity or service directly from its users, who benefit from the activity or service.

The Council charges fees to both residents and users of particular services. This helps to share the costs between the two groups. It’s known as the ‘user pays model’. However, sometimes, it’s hard to find a perfect balance between the two. For activities that benefit the public more, like libraries and sports fields, the costs are mostly covered by general rates.

Which fees and charges are being updated?

The Council must regularly review fees and charges to ensure we can maintain the Waikato District’s great community services and facilities, process applications, and carry out other obligations under government legislation.

Our fees and charges are reviewed annually to ensure they reflect the true cost of providing services, as outlined in our Revenue and Financing Policy. A number of factors are considered when setting fees and charges, including indirect benefits to the community and distribution of benefits.

The key changes in our fees and charges schedule are provided below.

Sustainable communities

- **Library services** — removed the charge for DVDs.
- **Campgrounds** — reviewed the way in which we charge some fees.
- **Community events** — the structure for charging for community events has been reviewed to better categorise the impact the event is having on our reserves. There has been no change to the charge per event, but we have updated the number of people criteria for each event category and added a new category for a major event with over 2,000 people attending.

Sustainable environment

- **Dog registrations and infringement charges** increase to reflect our service in all registration areas except farm owner dogs.
- **Building control** — increases due to covering the cost of service.
- **Planning charges** — pre-application charge increased and first hour free removed to reflect the service that is provided.
- **Planning charges** — most charges have increased to ensure the charge reflects the service/time provided.
- **LIMS** — the way in which we charge LIM services has been simplified, and costs have been reviewed to ensure they reflect the service that is provided.

Roading

- We have increased the cost of some charges to ensure we cover our costs to provide the service.
- We have reduced the charge for overweight permits, making them more affordable, and made the penalty for non-notification of corridor maintenance fairer.
- The cost of new roads and signage has increased to cover our time and the cost of the sign.
- **Motor rallies**—a bond of \$5,000 is required for every road closed for a motor rally. We have increased the maximum fee to \$50,000 for sealed roads and \$65,000 for unsealed roads so that it is a fairer rate when multiple roads are blocked.

Waters

The interim charge for properties connecting to reticulated wastewater network has increased, as these reflects the increase in the targeted rate and connecting to the network for a portion of the year.

The changes to our fees and charges are fully explained on our website at waikatodistrict.govt.nz.

What Does This Mean for You and Your Rates?

Your annual rates are determined by several factors, such as the type of property you own—residential, lifestyle, rural, or commercial— and its location within the district.

The Waikato District Council sets two types of rates - general rates and targeted rates. General rates are paid by all ratepayers, while targeted rates are paid only by those who receive a specific service, such as water supply.

Additionally, your rates are calculated based on your property's capital value, land use, and whether it qualifies for targeted rates, rates remission, or is non-rateable.

Use our online property rates calculator (known as the rate information database) to understand and compare your rates. You'll find this at waikatodistrict.govt.nz/services-facilities/rates/rates-information-database.

Here's a look at the average proposed general rates increase for Waikato district properties in 2024/25.

	Residential									
	Tuakau		Huntly		Ngaaruawaahia		Raglan		Maatangi	
	2023/24	2024/25	2023/24	2024/25	2023/24	2024/25	2023/24	2024/25	2023/24	2024/25
Average Capital Value	610,000	610,000	415,000	415,000	485,000	485,000	850,000	850,000	650,000	650,000
General Rates	1,398.00	1,591.87	951.10	1,083.00	1,111.52	1,265.67	1,948.03	2,218.19	1,489.67	1,696.26
UAGC	462.55	562.71	462.55	526.71	462.55	526.71	462.55	526.71	462.55	526.71
Fixed Targeted Rates	2,782.10	3,125.25	2,777.97	3,121.12	2,760.97	3,104.12	2,775.13	3,127.63	2,742.85	3,086.00
Total Rates	4,642.65	5,243.83	4,191.62	4,730.82	4,335.04	4,896.50	5,185.71	5,872.52	4,695.07	5,308.97
Total % increase (over 2023/24)	12.95%		12.86%		12.95%		13.24%		13.08%	
Total \$ increase (over 2023/24)	601.18		539.21		561.46		686.81		613.90	

Rates Breakdown: Indicator Properties

These are the indicated rates, inclusive of GST.

Residential										
	Tuakau		Huntly		Ngaaruawaahia		Raglan		Maatangi	
	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24
Average Capital Value	610,000	610,000	415,000	415,000	485,000	485,000	850,000	850,000	650,000	650,000
General Rates	1,306.38	1,398.00	888.76	951.1	1,038.68	1,111.52	1,820.36	1948.03	1,392.04	1,498.67
UAGC	432.25	462.55	432.25	462.55	432.25	462.55	432.25	462.55	432.25	462.55
Fixed Targeted Rates	2,104.18	2,282.28	2,100.05	2,278.15	2,083.05	2,261.15	2,018.44	2,173.55	2,064.93	2,266.15
Total Rates	3,842.81	4,412.83	3,421.06	3,691.80	3,553.98	3,835.22	4,271.05	4,584.13	3,889.22	4,218.37
Total % increase (over 2022/23)	7.81%		7.91%		7.91%		7.33%		8.46%	
Total \$ increase (over 2022/23)	300.02		270.73		281.25		313.08		329.15	

Rural						
	Low range		Mid-range		High range	
	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24
Average Capital Value	1,030,000	1,030,000	1,550,000	1,550,000	2,920,000	2,920,000
General Rates	2,205.85	2,360.55	3,319.48	3,552.29	6,253.47	6,692.06
UAGC	432.25	462.55	432.25	462.55	432.25	466.55
Fixed Targeted Rates	-	-	254.74	237.61	1,517.83	1,609.85
Total Rates	2,638.10	2,823.10	4,006.47	4,252.45	8,200.55	8,764.46
Total % increase (over 2022/23)	7.01%		6.14%		6.88%	
Total \$ increase (over 2022/23)	185.01		245.98		563.90	

	Lifestyle		Commercial		Industrial	
	2022/23	2023/24	2022/23	2023/24	2022/23	2023/24
Average Capital Value	1,070,000	1,070,000	2,200,000	2,200,000	2,310,000	2,310,000
General Rates	2,291.51	2,452.23	4,711.52	5,041.96	4,947.10	5,294.06
UAGC	432.25	462.55	432.25	462.55	432.25	462.55
Fixed Targeted Rates	245.62	251.61	1,842.43	2,039.54	2,497.48	2,725.66
Total Rates	2,969.38	3,166.39	6,986.20	7,544.05	7,876.83	8,482.27
Total % increase (over 2022/23)	6.63%		7.99%		7.69%	
Total \$ increase (over 2022/23)	197.00		557.85		605.44	

Note 1: Individual rate increases will vary depending on property type, value and location, and services available.

Note 2: Fixed Targeted Rates reflect the range of services available for each property example. These do not include water-by-meter charges.

Rating Revaluation 2024

Every three years, we are required by law to assess the rating value of every property in the Waikato district. We use Quotable Value Ltd (QV) to complete this process for us, looking at property type, location and land size. This information is used as a basis to distribute the generate rates across properties in the district, and set a new rating value.

The latest property revaluation is currently underway, and QV is expected to release this data by 8 May 2024. We recognise this timing isn't ideal for our ratepayers, as the 2024/25 financial year information you download from our rates calculator (or Rate Information Database) will be out of date shortly after the consultation period closes on the draft 2024/25 Annual Plan. However, one benefit of delaying our 2024-2034 LTP by 12 months is that it allows our rating data to be more accurate next year when we engage with you on the LTP.

You can find out more about the district's Rating Revaluation at waikatodistrict.govt.nz/services-facilities/rates/property-revaluation.

Support is Available to Pay Your Rates

We offer flexible payment plans to help you spread costs throughout the year. Our team are happy to help you set up a direct debit payment plan today. Visit our website at waikatodistrict.govt.nz/services-facilities/rates or phone us on 0800 492 452, and our team can help you organise this.

If you're eligible, the rates rebate scheme and postponement policies for financial hardship cases can help to ease some of the financial burden. There is an application process and eligibility criteria, which has been set by Central government.

Find out more or apply for the rates rebate at waikatodistrict.govt.nz/services-facilities/rates/rates-rebates.

Your Mayor and Councillors

The **Waikato District Council** is an elected body of 14 representatives – the Mayor and 13 Councillors. Council is accountable to the ratepayers and residents of the Waikato district for the planning, direction and management of the resources to meet the present and future needs of the community.



Jacqui Church
Mayor

jacqui.church@waidc.govt.nz



Carolyn Eyre
Deputy Mayor

*Western Districts General
Ward Councillor*

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Crystal Beavis

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General Ward Councillor*

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David Whyte

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Janet Gibb

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Mike Keir

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*Tai Raro Takiwaa Maaori
Ward Councillor*

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Lisa Thomson

*Whāingaroa General
Ward Councillor*

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Have Your Say

We are planning a number of opportunities for you to come and chat with us about the draft 2024/25 Annual Plan.

[insert calendar]

To find our more or to have your say visit our website [waikatodistrict.govt.nz](https://www.waikatodistrict.govt.nz), call into one of our customer services centres, email info@waidc.govt.nz or give us a call on **0800 492 452**.

Have Your Say on the 2024/25 Annual Plan

Submissions open on Monday 25 March and close on Friday 26 April 2024 at 5pm.

Submission Form

The easiest way to complete this submission form is online at
www.waikatodistrict.govt.nz/say-it.

You may also complete this physical form and drop a hard copy off at any of Council's offices or libraries, post it to us at Private Bag 544, Ngaaruawaahia 3742, or scan and email it to **consult@waidc.govt.nz**.

Your details

Contact name: _____

Organisation (if applicable): _____

Address: _____

Email: _____

Phone: _____

Note: if you provide your contact details, you will receive an acknowledgement of your submission.

Would you like to present your feedback to Council in person at the hearings in mid-May? Yes No


Note: if you do wish to speak at the hearings, please ensure you leave your contact details above so that we can get in touch to confirm the date and organise time for you to speak.

Privacy statement: All submissions (including names and contact details) may be provided in full to elected members. Submissions (including names but not contact details) may be made available to the public at our office and on our website. Your personal information may also be used for the administration of the consultation process, including informing you of the outcome of the consultation. All information collected will be held by Waikato District Council, with submitters having the right to access and correct personal information.

If you would like your name kept confidential, please tick here:

Your submission

Please share your thoughts with us in the space provided below. You can attach additional pages or supporting documents if needed.

 **Do you think we have the right balance across our work programmes?**

Do you have any other comments to make?

 **More information about the 2024/25 Annual Plan, including supporting documents, can be found online. Visit www.waikatodistrict.govt.nz/sayit**

Back inside



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To	Waikato District Council
Report title	Actions Register – March 2024
Date:	12 March 2024
Report Author:	Kaye Whitfield, Executive Assistant to Chief Executive
Authorised By:	Gavin Ion, Chief Executive

1. Purpose of the report **Te Take moo te puurongo**

To update the Council on actions arising from the 12 April 2024 Council meeting.

2. Staff recommendations **Tuutohu-aa-kaimahi**

That the Waikato District Council receives the Actions Register for March 2024.

3. Attachments **Nгаа тааpирihanga**

Attachment 1 – Actions Register

57
Waikato District Council - Actions Register
March 2024

Meeting Date	Item and Action	Person / Team Responsible	Status Update
12/02/2024	Organise a refresher course for tactical safety training.	Lynn Shirley	Underway – prices have been obtained from provider to deliver 3hr refresher training course to Councillors. Need to determine suitable date for this to occur.
12/02/2024	Risk assessment on LTP engagement would be undertaken by the Zero Harm Team and reported on with a list of mitigations at the next Council meeting.	Lynn Shirley	Underway – contact has been made with Corporate Planning Manager regarding consultation process. Once consultation and communication plan is developed this will be shared with Zero Harm to identify any potential health and safety risks
12/02/2024	Zero Harm Manager would investigate with peers what other Councils' are doing in relation to tracking violence and aggression nationally to enable benchmarking.	Lynn Shirley	Underway - this will be raised at the next Colab H&S Managers meeting. Councillors have also been invited to an LGNZ roundtable zoom on 18 April regarding online harassment and safety.
12/02/2024	Democracy Manager to update the changes above for the Governance Structure on the Council's website.	Gaylene Kanawa	Completed
12/02/2024	Democracy Team to update changed meeting dates in diaries and on website.	Gaylene Kanawa	Completed

To	Waikato District Council
Report title	Policy & Regulatory Committee Recommendations – 27 February 2024
Date:	Wednesday, 28 February 2024
Report Author:	Elizabeth Saunders, Senior Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

1. Executive summary

Whakaraapopototanga matua

The purpose of this report is to seek the Council's approval of the recommendations from the Policy & Regulatory meeting held on Tuesday, 27 February 2024.

The Policy & Regulatory Committee agenda and attachments from the meeting on Tuesday, 27 February 2024 can be found on the Council website via the following link:

https://www.waikatodistrict.govt.nz/docs/default-source/agenda-2024/p-r-open-agenda--2402275bb94964-1a15-437a-ad10-fe639e6c2b5a.pdf?sfvrsn=ed086cc8_1

2. Staff recommendations

Tuutohu-aa-kaimahi

Revocation of the Psychoactive Substances Policy 2019 (P&R2402/04)

THAT the Waikato District Council revokes the Psychoactive Substances Policy 2019 (Attachment 1).

Climate Response & Resilience Policy – Recommendation for Adoption (P&R2402/05)

The latest version of the Climate Response and Resilience Policy 2024 is attached for your reference.

THAT the Waikato District Council:

- a. **adopt the Climate Response and Resilience Policy 2024 subject to the minor wording amendment on Page 57; Point 4.2 g) to read “Apply a climate change lens to decision making, planning and processes”, and**
- b. **revoke the Climate Response and Resilience Policy 2021.**

3. Attachments
Ngāa taapirihanga

There are no attachments.

Climate Response and Resilience Policy

Policy Owner:	Climate Action and Sustainability Manager
Date approved:	XX
Next review date:	XX
Document number:	XX
Required by legislation:	N/A

I Introduction

- 1.1 The Climate Response & Resilience Policy enables best practice, processes and behaviours which are delivered via the climate action and sustainability works programme, the Climate Response and Resilience Strategy with emission targets, and the operational and community Climate Action Plans, in conjunction with Central Government legislation, LGNZ, and Waikato District Council's (Council) existing commitments.
- 1.2 Council is committed to addressing climate change impacts locally now and for the future, by aligning operational decisions and policy positions that address greenhouse gas emissions reductions and risk management through appropriate mitigation and adaptation strategies.
- 1.3 Council is committed to developing processes, plans and strategies which will support the organisation and the district to take actions which reduce greenhouse gas emissions.
- 1.4 Climate change incorporates a series of legal, indemnity, risk, budgetary, asset management, infrastructure, planning, moral, cultural and environmental implications and obligations, which collectively require climate change considerations to be embedded in plans, policies, decision making, frameworks and deliverables to ensure climate change issues are adequately assessed and addressed.

2 Purpose

- 2.1 The Intergovernmental Panel on Climate Change's (IPCC) Synthesis Report 2023 asserts that major climate changes are inevitable and likely irreversible, and the costs and risks to council are high. Council will need to deploy a broad range of responses, including mitigation, emission reduction, capacity and capability building, behaviour change programmes, adaptation strategies, proactive leadership, robust planning, collaboration, and resilience building. These approaches are inherently dependent on each other to address the long-term impacts, costs, and severity of climate change, in addition to aligning and delivering on Central Government's commitments and obligations to achieving carbon net zero by 2050 via international agreements.

In addition, climate change impacts in the region and district, such as sea level rise, erosion, drought, temperature increases and storms will have adverse consequences on broader social, cultural, economic, and environmental systems. Climate change will have a greater impact for our disadvantaged community members including, youth, Maaori, disabled and the elderly.

- 2.2 We are currently mandated to prepare our communities for the effects of climate change and incorporate climate change into existing frameworks, plans, projects and standard decision-making procedures (through the Resource Management Act 1991) and, in addition, giving consideration to improving community resilience through public education and local planning.

Surveys by IAG (2023) report that 81% of New Zealanders agree that climate change is an important issue to them personally and 74% agree that they have become more concerned about climate change in the past few years (up from 60% in 2018).

2.3 This policy provides guidance on Council's responsibilities regarding climate change, including how the organisation undertakes actions that minimise the effects of Climate Change through:

- a) the reduction of greenhouse gas emissions.
- b) target setting, reporting and benchmarking of greenhouse gas emissions.
- c) the development of adaptation and mitigation measures.
- d) the application of a climate lens across programmes, policies, plans and decision making.
- e) enabling climate action, mitigation and adaptation through planning, education and collaboration.
- f) the assessment and understanding of climate related risks.

3 Definitions

Carbon Sequestration	<i>The long-term storage of carbon dioxide or other forms of carbon to either mitigate or defer climate change.</i>
Climate Action Plan	<i>A plan detailing steps (including specific projects, policies or planning processes) the organisation will develop and implement to achieve the Climate Action Strategy.</i>
Climate Adaptation	<i>Making changes or adjustments to moderate and live with the impacts of climate change.</i>
Climate Change	<i>Refers to changes in the large-scale, long-term shift in the planet's weather patterns and average temperatures. It includes global warming, changes to weather patterns, sea level rise, pollution, and extreme weather events.</i>
Climate Hazard	<i>A physical process or event that can harm human health, livelihoods, or natural resources including (but not limited to); tropical cyclones, thunderstorms, tornadoes, drought, rain, hail, snow, lightning, fog, wind, temperature extremes, air pollution, and climatic change.</i>
Climate Mitigation	<i>Efforts to reduce or prevent emission of greenhouse gases e.g. using new technologies and renewable energies, making older equipment more energy efficient, or changing management practices, consumers, business or community behaviours.</i>
Climate Response and Resilience Strategy	<i>The overarching document outlining why and how best to achieve business objectives responding to climate change.</i>
Council	<i>Waikato District Council as an organisation.</i>
Emissions / Greenhouse Gas Emissions	<i>The production and discharge of substances that cause or exacerbate climate change, for example greenhouse gases like carbon dioxide, methane, and nitrous oxide.</i>

Resilience

NB: in terms of this policy

An ability by the climate, community, built and natural environments to recover from setbacks; an ability which is enhanced by actions and strategies that change processes, practices and structures to prevent, reduce, and/or mitigate climate change severity and effects; and that increase preparedness for any unavoidable impacts.

Examples of activities that show resilience include actions to reduce per capita greenhouse gas emissions, planning and preparing for reducing the impacts of climate change, action and advocacy to reduce waste and pollution and creating globally sustainable resource use, supporting business and land use activities that reduce impacts on climate change, as well as implementing processes and advocating to meet climate change mitigation requirements. New Zealand has agreed to such as the Kyoto Protocol, Paris Agreement and the United Nations Framework Convention on Climate Change (UNFCCC).

Risk

An uncertain event or condition that, if it occurs, has a positive or negative effect. Risks can occur from various sources (such as financial, reputation/image, environmental, etc.) and be relevant at either project, operational or strategic levels within the organisation. A risk is quantified in terms of likelihood (probability of occurrence) and consequence (impact).

Risk Assessment

Refers to the overall process of identifying, analysing and evaluating risks. It includes qualitative and, in some cases, quantitative assessment.

Risk Management

The culture, processes, coordinated activities and structures that are directed towards managing adverse effects. The risk management process involves communicating, consulting, establishing context, identifying, assessing and evaluating, treating, monitoring and reviewing risks.

4 Application

- 4.1 This policy applies to all elected members of Council, the Chief Executive Officer, and all employees. It is their responsibility to ensure that the policy is applied to inform decision making and planning when working within council, and also with external parties including contractors, sub-contractors, agents, stakeholders and intermediaries.
- 4.2 Effective policy implementation is achieved through Council's commitment to:
- a) Undertake necessary work to develop and maintain a robust understanding of Council's Greenhouse Gas Emissions (GHG) and those of our district.
 - b) Assess and understand potential climate-related risks that require adaptation or mitigation.
 - c) Implement initiatives to reduce Council's GHG emissions and to increase resilience through adaptation to climate related risks for Council and the district.
 - d) Implement the Climate Response and Resilience Strategy and Climate Action Plan that includes staged targets, goals, objectives, actions, and indicators for Council and community to improve performance.
 - e) Develop and deliver internal and external engagement, education and behaviour change programmes to deliver on the policy and plan to assist to reach our targets.
 - f) Build knowledge, through capacity and capability building, to better enable all individuals to lead the climate change response.

- g) Apply a climate-change lens to decision making, planning and processes.
- h) Prioritise climate change and emissions reduction initiatives and actions by implementing organisational measures and specific targets through the Long Term Plan and Annual Plan processes.
- i) Provide appropriate dedicated resources and funding for planning and delivering climate resilience (mitigation and adaptation) initiatives and actions.

5 Relevant Council Documents

Council policies and strategies that guide our responsibilities and decisions include:

- Climate Response & Resilience Strategy;
- Climate Action Plan;
- Taiao (Nature) in the Waikato Strategy;
- Leasing of Reserve Land Policy;
- Procurement Policy;
- Procurement Entitlement and Disposal of Council Vehicles Policy;
- Strategic Land Acquisition & Disposal Policy;
- District Tree Policy;
- General Policies Reserve Management Plan;
- Roadside Weed Spraying (No Spray Zones) Policy;
- Grass Verge Policy;
- Trade Waste and Wastewater Bylaw;
- Waste Management & Minimisation Plan 2018;
- Waikato District Plan – Operative and Proposed (Sustainable housing/consenting) and all stage 2 natural hazards and climate change;
- Development Contributions Policy.

6 Regional, Central Government and International Agreements

Local Regional, Central Government, and International agreements, legislation and strategies that guide our responsibilities and decisions include:

- Te Ture Whaimana o Te Awa o Waikato: Vision and Strategy for the Waikato River;
- Tai Tumu, Tai Pari, Tai Ao: Waikato-Tainui Environmental Plan;
- Waikato Regional Council Climate Action Roadmap;
- Waikato Wellbeing Project;
- Future Proof Strategy;
- Local Government Act 2002;
- Climate Change Response Act 2002;
- Climate Change Response (Zero Carbon) Amendment Act 2019;
- Emissions Reduction Plan 2022 – Te hau maahori ki anamata;
- National Adaptation Plan;
- National Climate Change Risk Assessment 2022;
- National Policy Statement on Urban Development 2020;
- Government Policy Statement on Housing and Urban Development 2021;

- Cop28;
- United Nations Sustainable Development Goals;
- The Paris Agreement.

7 Policy statements

The Local Government Position Statement on Climate Change (Appendix A) describes the approach to Climate Change in the local government area. Waikato District Council has aligned its policy statements to reflect that position statement within the context of our district.

Therefore, we will:

- 7.1 Collaborate with other agencies, organisations, and the community to achieve a consistent understanding of environmental, social, cultural and economic opportunities and consequences of climate change in our communities including but not limited to those related to:
 - a) Infrastructure (vertical and horizontal).
 - b) Waste Management.
 - c) Public Transport.
 - d) Building.
 - e) Energy.
 - f) Regulatory function.
 - g) Land use.
- 7.2 Collaborate with neighbouring Territorial Authorities, including Hamilton City Council, Waipa District Council, Waikato Regional Council, Auckland Council, Central Government, and other agencies to gather information, carry out research, develop strategies and processes, collaborate, and to clarify each agency's functions and responsibilities.
- 7.3 Ensure that low emission, climate-resilient development is adopted as a key tenet into development and land-use decisions, in addition to associated end use impacts where practicable, including our district plans, annual plans, long term plans, urban design and development, building control, energy use, transport planning and waste management.
- 7.4 Set emission reduction targets in line with Central Government and partner Council's commitments e.g. the Paris Agreement, UNSDGs, Glasgow Agreements, Waikato Regional Council.
- 7.5 Incorporate emissions reduction targets into investment decisions that we make on transport, fleet, procurement, waste management, buildings, water and energy use.
- 7.6 Plan for and provide infrastructure which recognises and reduces the risk of hazards, such as floods, storms, and sea level rise including:
 - a) Particular consideration to geographically vulnerable communities.
 - b) Renewal and relocation of coastal infrastructure (including future planning during insurance valuation).
- 7.7 Include the effects of climate change (adaptation) as part of all hazards assessments, and consider the emissions impact (mitigation), in decision making, including through sections in Council report templates.
- 7.8 Plan for the impacts of climate change on Council's three waters infrastructure and services including:
 - a) Factoring climate change projections into all freshwater investments and adapting management practices accordingly.

- b) Identifying change requirements in infrastructure investment including land use and green infrastructure, e.g. wetlands, rain gardens and swales.
 - c) Considering future requirements for increased water storage solutions.
 - d) Modifying building standards with consideration to water storage and increased efficiency of use.
- 7.9 Promote and encourage the conservation and enhancement of natural environments and their biodiversity to aid in emissions reduction (mitigation) and climate change effects (adaptation).
- 7.10 Strive for best practice in response to Climate Change - including but not limited to reducing greenhouse gas emissions and, where possible, encourage avoidance of risk rather than remedial measures.
- 7.11 Provide information, education, and deliver initiatives to support behaviour change.
- 7.12 Accept that the dissemination of information regarding climate change can be emotive and communicate with communities and stakeholders in an empowering and considerate work manner.
- 7.13 Value Te Ao Maaori and the concept of interconnectedness of our people and environment.
- 7.14 Ensure that the requirements for the Climate Response and Resilience Strategy and the Climate Action Plan, and associated guidance, remains up to date and aligns with current best practice and science projections and research.

8 Policy review

- 8.1 This policy shall be reviewed at three yearly intervals or as otherwise required by the Chief Executive or Climate Action and Sustainability Manager.
- 8.2 As this policy is an internal Council document, its review will not trigger external consultation under the Council's Significance and Engagement Policy, but internal consultation will be required.

Appendix I – Local Government Leaders’ Climate Change Declaration

In 2015, Mayors and Chairs of New Zealand declared an urgent need for responsive leadership and a holistic approach to climate change. We, the Mayors and Chairs of 2017, wholeheartedly support that call for action.

Climate change presents significant opportunities, challenges and risks to communities throughout the world and in New Zealand. Local and regional government undertakes a wide range of activities that will be impacted by climate change and provides infrastructure and services useful in reducing greenhouse gas emissions and enhancing resilience.

We have come together, as a group of Mayors and Chairs representing local government from across New Zealand to:

1. acknowledge the importance and urgent need to address climate change for the benefit of current and future generations;
2. give our support to the New Zealand Government for developing and implementing, in collaboration with councils, communities and businesses, an ambitious transition plan toward a low carbon and resilient New Zealand;
3. encourage Government to be more ambitious with climate change mitigation measures;
4. outline key commitments our councils will take in responding to the opportunities and risks posed by climate change; and
5. recommend important guiding principles for responding to climate change.

We ask that the New Zealand Government make it a priority to develop and implement an ambitious transition plan for a low carbon and resilient New Zealand. We stress the benefits of early action to moderate the costs of adaptation to our communities. We are all too aware of challenges we face shoring up infrastructure and managing insurance costs. These are serious financial considerations for councils and their communities.

To underpin this plan, we ask that a holistic economic assessment is undertaken of New Zealand's vulnerability to the impacts of climate change and of the opportunities and benefits for responding. We believe that New Zealand has much at stake and much to gain by adopting strong leadership on climate change emission reduction targets.

We know that New Zealanders are highly inventive, capable and passionate about the environment. New Zealanders are proud of our green landscapes, healthy environment and our unique kiwi identity and way of life. Central and local government, working together with communities and business, can develop and implement ambitious strategies based on sound science, to protect our national inheritance and security.

Council Commitments

For our part we commit to:

1. Develop and implement ambitious action plans that reduce greenhouse gas emissions and support resilience within our own councils and for our local communities. These plans will:

- a. promote walking, cycling, public transport and other low carbon transport options;
 - b. work to improve the resource efficiency and health of homes, businesses and infrastructure in our district; and
 - c. support the use of renewable energy and uptake of electric vehicles.
2. Work with our communities to understand, prepare for and respond to the physical impacts of climate change.
 3. Work with central government to deliver on national emission reduction targets and support resilience in our communities.

We believe these actions will result in widespread and substantial benefits for our communities such as; creating new jobs and business opportunities, creating a more competitive and future-proof economy, more efficient delivery of council services, improved public health, creating stronger more connected communities, supporting life-long learning, reducing air pollution and supporting local biodiversity. In short, it will help to make our communities great places to live, work, learn and visit for generations to come.

Guiding Principles

The following principles provide guidance for decision making on climate change. These principles are based on established legal and moral obligations placed on Government when considering the current and future social, economic and environmental well-being of the communities they represent.

1. Precaution

There is clear and compelling evidence for the need to act now on climate change and to adopt a precautionary approach because of the irreversible nature and scale of risks involved. Together with the global community, we must eliminate the possibility of planetary warming beyond two degrees from pre-industrial levels. This could potentially threaten life on Earth (Article 2 of the UNFCCC). Actions need to be based on sound scientific evidence and resourced to deliver the necessary advances. Acting now will reduce future risks and costs associated with climate change.

2. Stewardship/Kaitiakitanga

Each person and organisation has a duty of care to safeguard the life-supporting capacity of our environment on which we all depend and to care for each other. Broad-based climate policies should enable all organisations and individuals to do all they feasibly can to reduce emissions and enhance resilience. Policies should be flexible to allow for locally and culturally appropriate responses.

These Guiding Principles are established within the: Treaty of Waitangi, Resource Management Act 1991, Local Government Act 2002, Civil Defence and Emergency Management Act 2002, Oslo Principles 2014, Principles of Fundamental Justice and Human Rights.

3. Equity/Justice

It is a fundamental human right to inherit a habitable planet and live in a just society. The most vulnerable in our community are often disproportionately affected by change and natural hazards.

Approaches need to consider those most affected and without a voice, including vulnerable members in our community, our Pacific neighbours and future generations.

4. Anticipation (thinking and acting long-term)

Long-term thinking, policies and actions are needed to ensure the reasonably foreseeable needs of current and future generations are met. A clear and consistent pathway toward a low carbon and resilient future needs to provide certainty for successive governments, businesses and communities to enable transformative decisions and investments to be made over time.

5. Understanding

Sound knowledge is the basis of informed decision making and participatory democracy. Using the best available information in education, community consultation, planning and decision making is vital. Growing understanding about the potential impacts of climate change, and the need for, and ways to respond, along with understanding the costs and benefits for acting, will be crucial to gain community support for the transformational approaches needed.

6. Co-operation

The nature and scale of climate change requires a global response and human solidarity. We have a shared responsibility and can not effectively respond alone. Building strong relationships between countries and across communities, organisations and scientific disciplines will be vital to share knowledge, drive innovation, and support social and economic progress in addressing climate change.

7. Resilience

Some of the impacts of climate change are now unavoidable. Enhancing the resilience and readiness of communities and businesses is needed so they can thrive in the face of changes. Protecting the safety of people and property is supported by sound planning and a good understanding of the risks and potential responses to avoid and mitigate risk.

To	Waikato District Council
Report title	Infrastructure Committee Recommendations – 5 March 2024
Date:	Tuesday, 5 March 2024
Report Author:	Tom Rowland, Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

1. Executive summary

Whakaraapopotanga matua

The purpose of this report is to seek the Council's approval of the recommendations from the Infrastructure Committee meeting to be held on Tuesday, 5 March 2024.

The Infrastructure Committee Open agenda and attachments for the meeting to be held on Tuesday 5 March 2024 can be found on the Council website via the following link:

https://www.waikatodistrict.govt.nz/docs/default-source/agenda-2024/240305-open-inf-agenda.pdf?sfvrsn=8ae76fc8_1

2. Staff recommendations

Tuutohu-aa-kaimahi

Huntly Rail Station (INF2403/10)

THAT the Waikato District Council

- a. provide approval to complete the Huntly Rail Building project to enable the building to be available for the Waikato Coalfields Museum to use and public toilets to be available for use as well as the exterior finishings.**
 - b. notes the Insurance settlement remains to be finalised and approves the additional funding of up to \$222,000 from the Tuakau Hall Seismic Upgrade Project 103637-9220-0000-00-25514.**
-

3. Attachments Ngaa taapirihanga

There are no attachments.

To	Waikato District Council
Report title	Zero Harm Update
Date:	11 March 2024
Report Author:	Lynn Shirley, Zero Harm Manager
Authorised by:	Gavin Ion, Chief Executive

1. Purpose of the report

Te Take moo te puurongo

To provide Council with an update on the delivery of activities detailed in the Zero Harm Strategic Improvement Plan and overview current health and safety performance.

2. Executive summary

Whakaraapopototanga matua

- We have successfully planned and delivered a three weeklong Work Safe Home Safe event for 2024, that included a Zero Harm refresher induction for all staff.
- Two significant contractor incidents were reported to Council during February 2024. Both events were associated with work being undertaken by our Tier One contractors.

3. Staff recommendations

Tuutohu-aa-kaimahi

That the Waikato District Council receives the Zero Harm report for March 2024 and the Zero Harm Performance Dashboard for February 2024.

4. Background

Koorero whaimaarama

Councils' zero harm culture is supported by a health and safety management system of policies, standards, requirements, and guidelines that are designed to support the elimination or management of risk and enable good practice.

5. Discussion Matapaki

Zero Harm Strategic Improvement Plan FY23/24 Progress

A quarterly review of the activities detailed in our FY23/24 Zero Harm Strategic Improvement Plan was recently undertaken.

The only activities planned for Quarter 3 that have not been started are:

1. Review and update existing health and safety data reporting

The migration to the new version of BWare Safety Manager that will meet the requirements of our Cyber Security Improvement Programme will be completed by early March 2024. Refer to Attachment 1 for more information.



Our People

Worker Engagement, Participation and Consultation

The Safety Action Team (SAT) continues to meet monthly. The two workgroups formed to develop and deliver improvement activities associated with worker consultation and pre-start hazard identification and risk assessment continue to meet on a regular basis to progress this work. Current focus for the Zero Harm and SAT is planning for an off-site day where we will undertake a review of our Zero Harm strategic plan for FY23/24 and begin development of the FY24/25 plan.

Work Safe, Home Safe (WSHS) 2024

A key area of focus over the last three months has been planning our annual organisation wide Work Safe, Home Safe event. This year's three-week long event was focused on building knowledge and understanding of the following;

- Workplace violence
- Mental wellbeing
- Emergency response procedures
- Dynamic risk assessment
- Physical wellbeing including heart health and hormonal health.

Key outcomes from the event included to raise awareness of

- Our critical safety risks and the safety critical controls to keep us and others safe.
- Council's emergency preparedness and response to a variety of potential emergency events e.g., armed offender or aggressive person
- Council's wellbeing strategy

Several members of the Safety Action Team (SAT) were part of the project team that organised and delivered Work Safe Home Safe (WSHS) 2024.

Effective Systems

Emergency Management

We are continuing to work in conjunction with the Risk and Resilience Team to review and update the response procedures for the Ngaaruawaahia Main Office for the following types of events.

- Aggressive person
- Intruder or armed offender

We are currently awaiting pricing for hardware to support our response procedures before these can be presented to the Executive Leadership Team (ELT) and Incident Management Team (IMT) for review and approval.

Both response procedures were included in the annual Zero Harm refresher induction for all staff.



Contractor Management

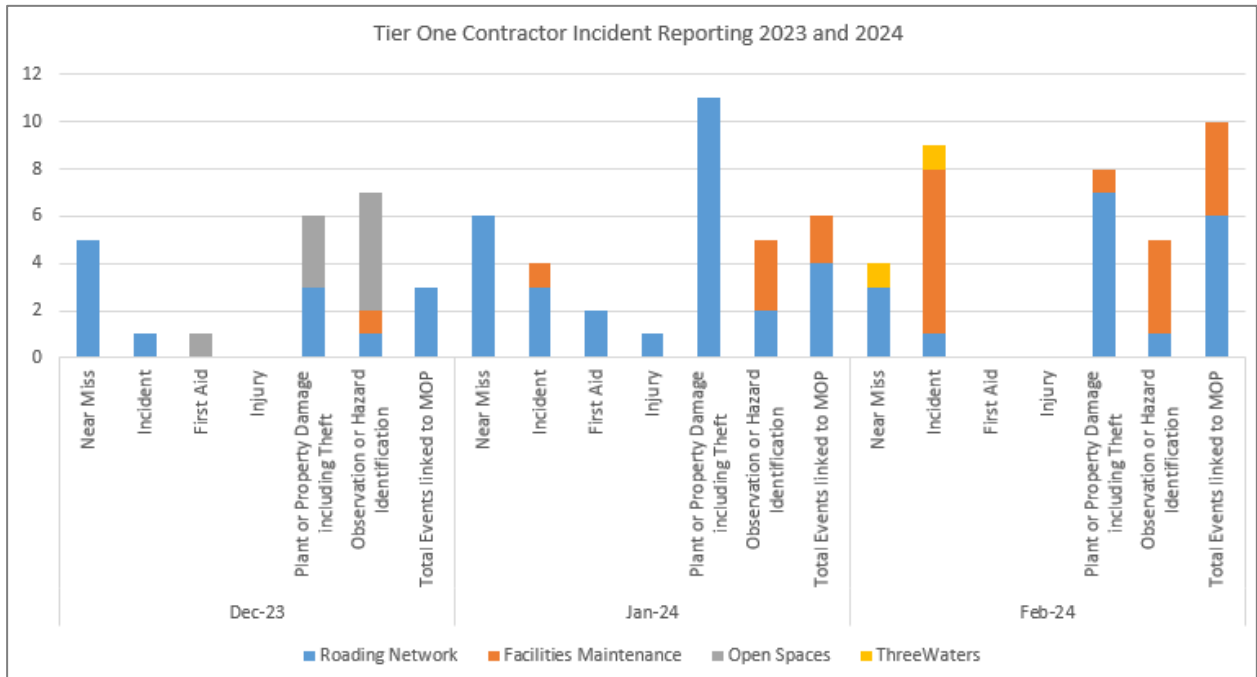
The following two significant contractor incidents were reported to Council during January 2024. Both events were associated with work being undertaken by our Tier One contractors.

- While undertaking water sampling a contractor received a chemical splash to their face, arm and thigh that required medical treatment. Incident was notified to WorkSafe NZ by the main contractor.
- While attempting to turn across Great South Road into a side road a contractor's vehicle has collided with another vehicle driven by a member of the public. The member of the public was transported to hospital for further assessment and treatment.

Both incidents have been investigated by the main contracting PCBU and a copy of the final investigation report provided to the Council Contract Manager and Zero Harm for review and feedback.

Recent focus has been on supporting Tier One Contract Managers to ensure we are monitoring our contracts in accordance with our Zero Harm Safety Management System (ZHSMS) Health and Safety in Procurement (Contractor) Management Standard.

The below dashboard illustrates the health and safety reporting for the period December 2023 to February 2024 from our Tier One contractors.



Performance Reporting and Management

Council's Zero Harm performance across several health and safety metrics for February 2024 are shown below. The results for the period July 2022 to June 2023 are included for comparison.

Measures	July 22 to June 23	February 24 (Annualised)	Commentary
Incidents reported in BWare Safety Manager (Lead)	218	121 (203)	
Total Recordable Injuries (TRIs) e.g., Lost Time Injury, Restricted Work Injury or Medical Treatment Injury (Lag)	4	3	
WorkSafe NZ Notifiable Events (Lag)	0	0	
First Aid Injuries (Lag)	18	14 (21)	Two minor first aid injuries reported in February. One occurred when gardener stepped on edge of garden bed and lost balance and the other event occurred when a gardener was stung nine times by wasps when trimming ivy on a bank.
Serious Near Miss incidents (Lead)	3	0	
Near Miss incidents (Lead)	77	28 (42)	A slight reduction in near miss reporting has been noticed over the last three months. The Zero Harm team has and will continue to message the importance of reporting.
New Hazards (Lead)	81	72 (108)	We continue to see a positive upward trend with the identification of new hazards.

Zero Harm Engagement Conversations (<i>Lead</i>) KPI is >162 conversations per month or 1944 annually	2066	1675 (2512)	
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The attached Zero Harm Dashboard (Attachment 2) illustrates safety performance for February 2024.

Critical Safety Risk Management

Workplace Violence

An independent review and risk assessment of our safety and security control measures across eleven library/office sites was completed in December. The General Manager Customer Support and the Customer Delivery Manager are now working through reviewing the reports in conjunction with staff to determine what actions should be taken to address any areas that are non-compliant with recommended current practice.

To further train and support our staff on the actions that should be taken when if they receive a threatening/abusive or unreasonable customer email or phone call, two Promapp processes have been developed and published in conjunction with the Safety Action Team (SAT). As part of WSHS 2024 all staff are required to read and complete an assessment to determine understanding of these processes.

Mental Wellbeing at Work

In conjunction with the People and Capability Teams we are continuing to develop the control plan for managing the risk of work-related mental wellbeing. Based on worker feedback, the risk of mental wellbeing was a key topic for WSHS 2024. We used the opportunity to build our peoples knowledge and understanding of mental wellbeing via the refresher induction process. This was then further supported by a keynote event that focused on "Having safe conversations around mental wellbeing".

6. Attachments

Ngaa taapirihanga

Attachment 1 – Zero Harm Strategic Improvement Plan FY23/24


Attachment 2 – Zero Harm Performance Dashboard February 2024

Vision (Mission)

Mahi Tika Kaainga ora "Work Safe Home Safe"


We are committed to pursuing a culture of Zero Harm by eliminating or managing health, safety and wellbeing risks. We believe that:

- By looking after ourselves and others we will return home safe every day
- Health and safety is everyone's non-negotiable responsibility
- Work should only start when all safety critical controls are in place



KEY: Activities carried over from the previous financial year are highlighted in "Blue" Text
 Activities identified from recent external ISO45001 audit recommendations are highlighted in "Green"

Planned
 Completed
 Underway
 Not started



Our Strategic Areas of Focus

- Our people are the solution to developing a healthy, safe and resilient workplace
- We will increase our leaders' health, safety and wellbeing capability to enable them to champion a strong health and safety culture across all areas of the organisation
- Our people and others will be supported to do their job safely every day
- We will have a continuous improvement mindset where we actively seek to learn and improve our culture, performance, systems and tools
- We will focus on what matters most and target risks which have the greatest potential to affect our people
- We will improve our understanding of our organisation's risk profile



"Work Safe, Home Safe " 2022/20223(Team Tactics)

Area of Focus	We will	Plan	Do	Check	Q1 July - Sept	Q2 Oct- Dec	Q3 Jan - Mar	Q4 Apr - June
Our People – Safety Leadership and Culture	Understand the health, safety and wellbeing needs of our People Leaders and provide them training and support to champion a strong health and safety culture	Develop and undertake Safety Leadership Survey with all People Leaders		20/12/2024 No longer required. ELT recommended to move straight to delivery of training				
Our People - Safety Leadership and Culture	Embed a Positive Safety Leadership Training programme to enable People Leaders to better manage health, safety and wellbeing in their teams		Develop and commence delivery of Safety Leadership Training Programme					
Our People - Worker Engagement and participation	Empower our people to take responsibility for their health and safety, and to identify where improvements are required		Develop and deliver Work Safe, Home Safe 2024 event to the organisation					
Our People - Worker Engagement and participation	Empower our Safety Action Team (H&S) Representatives by enhancing the role and support provided	Develop SAT Rep Working Group to determine needs and consultation requirements of reps						
Effective Systems	Improve access to quality health, safety and wellbeing guidance, focussing on areas of highest risk		Continue to develop and update our Zero Harm Waisite content					
Effective Systems	Improve access to quality health, safety and wellbeing guidance, focussing on areas of highest risk		Continue to develop and implement our ZHSMS to meet the requirements of ISO45001					
Effective Systems	Improve access to quality health, safety and wellbeing guidance, focussing on areas of highest risk		Deliver emergency response training to all identified roles detailed in ERPs					
Effective Systems	Improve access to quality health, safety and wellbeing guidance, focussing on areas of highest risk		Develop and implement approved evacuation schemes for all Halls					
Effective Systems	Embed updated tools to support our people to record and manage incidents and risks		Implement and transition our people to using the updated version of BWare Safety Manager					
Effective Systems	Embed updated tools to support our people to record and manage incidents and risks			Review all Workgroup Hazard and Risk Registers				

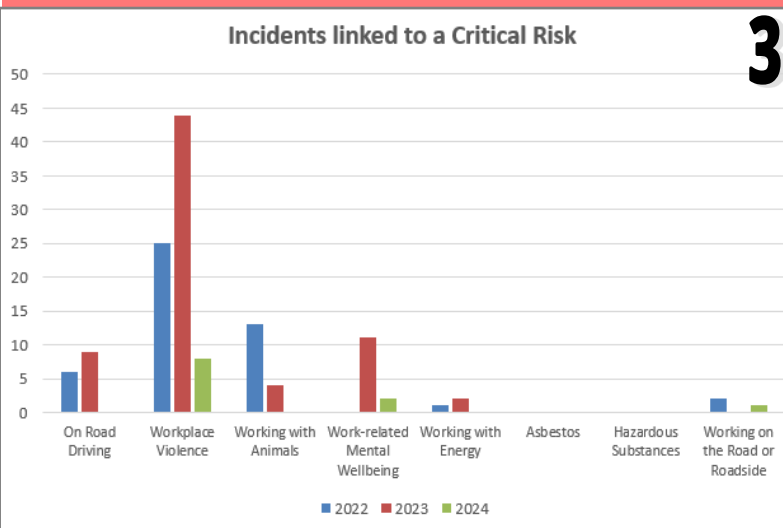
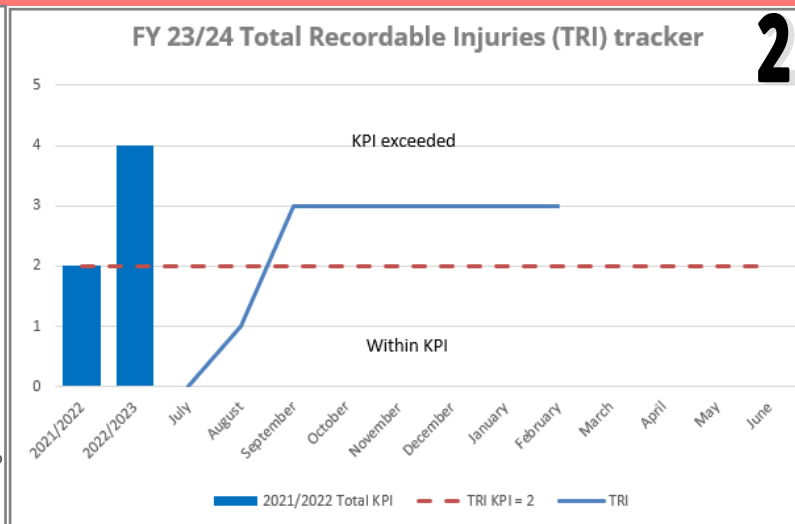
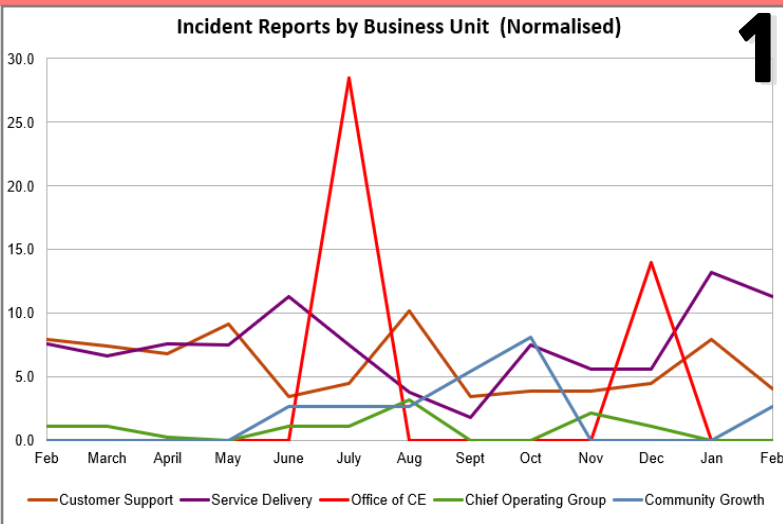
Zero Harm “Work Safe, Home Safe” Strategic Plan 2023/2024 And Key Performance Indicators (KPIs)

“Work Safe, Home Safe ” 2023/2024 (Team Tactics)									
Area of Focus	We will	Plan	Do	Check	Q1	Q2	Q3	Q4	
Effective Systems	Provide guidance and support to our contract managers and external contractors to assist them to identify and manage risks		Revise and implement Contractor H&S management standard and associated tools						
Effective Systems	Empower our people to own health, safety and wellbeing processes , resources and the going improvement of these		Review existing Standard Operating Procedures and embed the use of SOPs						
Managed Risks	Improve our management of risks related to hazardous substances, workplace violence, on road driving, asbestos and working with animals.		Implement remaining Bowtie Controls for Hazardous Substances, Workplace Violence, Asbestos, On Road Driving and Working with Animals Critical Risks						
Managed Risks	Improve our management of risks related to working on the road or roadside		Implement Critical Risk Standard and Bowtie for Working on the Road or Roadside						
Managed Risks	Equip and support our people to manage the causes and consequences of fatigue, stress and other psychosocial hazards	Develop Critical Risk Standard and Bowtie for Mental Wellbeing at Work							
Managed Risks	Improve visibility of those risks that are critical, to ensure they are effectively controlled and the health, safety and wellbeing of our people and others within our workplace is protected.	Develop Critical Risk Assurance Framework for Safety Critical Controls							
Our Plan	Improve understanding of the Te Tiriti o Waitangi and our role as a partner of the treaty		All ZH team to attend Te Tiriti o Waitangi training						
Our Plan	Improve our focus on obtaining quality health and safety data to support our risk management activities.	Review and update existing data reporting to inform decision making once transition to new Bware platform is completed							

Our Measures	Target (+/- 15%)	Unit	Deadline	Status
Events reported in BWare Safety Manager (Lead)	> 180	Events reported	30th June 2024	
Total Recordable Injuries (TRIs) e.g., Lost Time Injury, Restricted Work Injury or Medical Treatment Injury (Lag)	< 2	TRI events	30th June 2024	Three confirmed TRI events YTD
WorkSafe NZ Notifiable Events (Lag)	0	Events reported	30th June 2024	
First Aid Injury Events (Lag)	< 18	Events reported	30th June 2024	
Near Miss Events (Lead)	> 90	Events reported	30th June 2024	
New Hazards (Lead)	> 50	Hazards reported	30th June 2024	
Safety Engagement Conversations (Lead)	> 1950	Conversations recorded	30th June 2024	
ISO 45000 Internal Safety Management System Audit (Lead)	Compliant	ISO 45001 Audit Standards	30th June 2025	



Incident Management



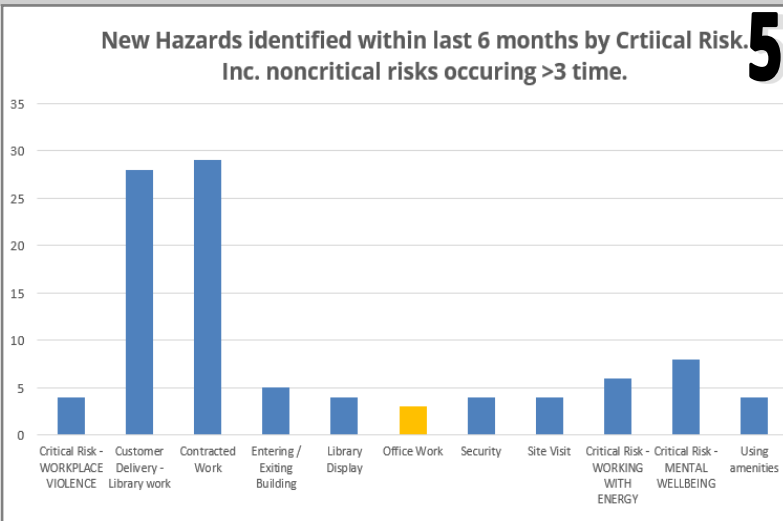
Top Nature of Injury - Year to date

- Burn/scald/irritation
- Bruising or crushing
- Laceration/cut/abrasion
- Sprain or strain

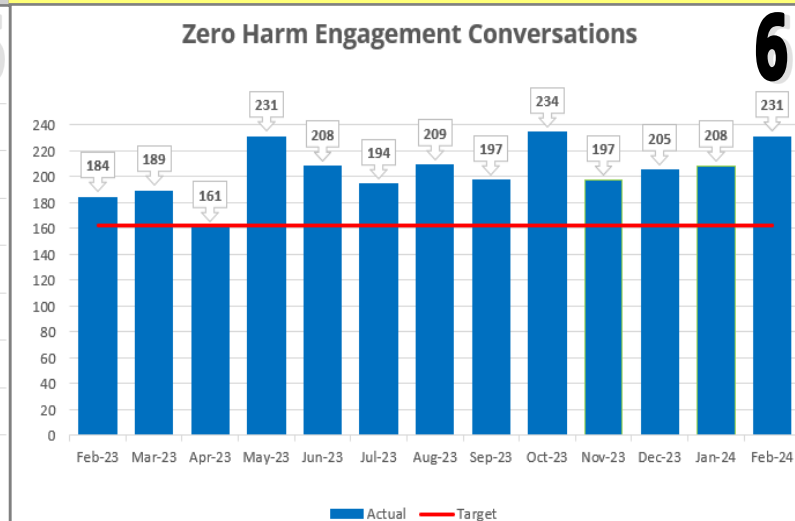
Top Mechanisms of harm - Year to date

- Chemicals or other substances
- Fall, trip or slip
- Hitting objects with part of body
- Being hit by moving objects
- Body stressing

Hazard & Risk Management



Safety Leadership & Culture



Commentary

Graph 1 shows the volume of incidents (normalized) being reported in Bware Safety Manager by each business unit each month. Both the Customer Support and Service Delivery business units continue to regularly report incidents into Bware.

Graph 2 shows the number of Total Recordable Injuries (TRIs) being recorded against our KPI target. No TRIs were recorded in February.

Graph 5 shows that most of our new hazards are being identified while Customer Delivery staff are undertaking tasks in our Library, our contractors are completing contracted work or facilities maintenance and are staff are undertaking site visits. Over the last month we have seen an increase in staff undertaking office work reporting new hazards into Bware.

To	Council
Report title	Homeowner Assistance for Cyclone Gabrielle Recovery
Date:	25 March 2024
Report Author:	Reece Turner, Recovery Manager Jim Ebenhoh, Planning and Policy Manager
Authorised by:	Kurt Abbot, Executive Manager, Projects & Innovation

1. Purpose of the report

Te Take moo te puurongo

To request Council's stance on the preferred method to offer assistance to owners of properties affected by Cyclone Gabrielle, beyond the existing Mayoral Relief Fund.

2. Executive summary

Whakaraapopototanga matua

This report provides the Council with options around offering assistance, beyond the existing Mayoral Relief Fund, to owners of property affected by Cyclone Gabrielle. Using the FOSAL (Future of Severely Affected Locations) framework adopted by central government, no properties in the District are considered to be eligible for a buyout scheme similar to those underway in Auckland, Hawkes Bay and Tairāwhiti. Therefore, Council's current options relate to the use of the \$1.1M of Flood Resilience Funds provided by central government to Council in order to reduce risks to properties affected by Cyclone Gabrielle.

According to the FOSAL criteria, 36 properties in Port Waikato (primarily along the southern side of Maunsell Road) are considered to be "Category 2P"; that is, property-specific interventions are necessary to reduce the risk to tolerable levels. Of these, four homes properties currently have a 'red placard' in terms of building safety, meaning they cannot be entered until remedial work is undertaken to reduce risk. In addition, three 'yellow placard' homes meaning no overnight stays can occur until remedial work is undertaken. Additionally, there are six sleepout / garages have 'yellow placards' which puts restriction on their use.

Engineering advice suggests that, in addition to any structural damage that may need to be repaired for the red and yellow stickered properties, all 36 Category 2P properties require protection against future landslips via retaining walls, debris barriers, bunds, etc.

While detailed cost estimates have not been completed for all individual properties, an estimate for 207 Maunsell Road provides an example cost that, if extrapolated to all 36 properties, could lead to mitigation costs of over \$5 million.

It is likely that actual costs could be less, as 207 Maunsell is a particularly challenging site in terms of access, and there are also lower-cost designs that could provide adequate protection for the other properties. Nevertheless, it is possible if not probable that mitigation costs will exceed the \$1.1M in government funds currently available.

In brief, the options for use of the \$1.1M are:

- i. Commit to contributing to the mitigations required for residents in red-stickered homes where insurance is not covering entire mitigation costs
- ii. Commit to contributing to the mitigations required for residents in red-stickered and yellow-stickered homes where insurance is not covering entire mitigation costs.
- iii. Commit to contributing fairly to the mitigations of 2P wanting to opt into the initiative.
- iv. Fully fund mitigations required for all residential properties identified as a 2P property.

It is important to note that as Central Government are the funding provider, further negotiation and a contractual agreement will need to occur prior to finalising the fund implementation.

3. Staff recommendations Tuutohu-aa-kaimahi

THAT the Waikato District Council:

- a. **confirms that Option (iv) – Fully funding mitigations for 2P classified properties be pursued regarding assistance to owners of property affected by Cyclone Gabrielle.**

4. Background Koorero whaimaarama

The weather-related events of early 2023 (the Auckland Anniversary weekend storms and Cyclone Gabrielle) had a significant impact on parts of the North Island, including Auckland, the East Coast, and the northwest part of the Waikato District – particularly Port Waikato. Several properties on Maunsell Road and Port Waikato – Tuakau Bridge Road experienced land or building damage from flooding and/or landslips, In the immediate aftermath, this damage resulted in the issuance of red or yellow placards (or ‘stickers’) under building safety legislation.

Red-stickered buildings are not allowed to be entered, while yellow-stickered buildings are not allowed to be inhabited overnight. As of 1 February 2024 two red stickers and nine yellow stickers had been removed based on remedial work being undertaken. Four homes are still red-stickered, while three homes and six garages / sleepouts are still yellow-stickered. In most of these cases, in addition to any structural repairs to the buildings themselves, work to reduce further risk of landslip / debris flow is required in order for the stickers to be removed and the buildings to be inhabited again.

Some residents have received offers from insurance companies, while others are uninsured. Council is unable to access the exact insurance arrangements in most cases. To inform their decisions on how they proceed with regard to future repairs or risk mitigation, using any insurance offers if available, some residents have inquired about the possibility of a buyout or other assistance.

The discussion around the possibility of a government buyout has stemmed from buyout offers negotiated between central government (led by Cyclone Recovery Unit) and some other North Island Councils – Auckland and several East Coast Councils in particular.

These arrangements have been for a 50/50 cost-share between local and central government, based on properties considered Category 3 under the FOSAL framework (described later) – essentially, those properties where no practicable mitigation is available to reduce risk to safety and property to tolerable levels. It is crucial to emphasise that this buyout relates exclusively to the 2023 North Island weather events and is not intended to set a precedent.

At the time of writing this report, some councils have indicated that they are not considering buy-outs and they are most likely to utilise flood resilience funding to support property mitigations, while others are still undecided.

As described further below, staff have obtained expert advice which indicates that no Port Waikato properties are eligible for a government buyout. However, to help with mitigating the future risk to affected and at-risk properties, Council has successfully applied for \$1.1M from the Department of Prime Minister and Cabinet's Flood Resilience Fund.

The funding is for the purpose of flood resilience in Port Waikato, in particular the implementation of mitigation measures, such as stabilising slopes, reinforcing foundations, and other necessary interventions to contribute to the overall resilience of our community. Together with any available insurance funds or necessary private contributions, this Government grant could assist with the cost of any protective measures for at-risk properties.

5. Discussion and analysis

Taataritanga me ngaa tohutohu

In considering the best use of the \$1.1M in flood resilience funding given to Council by central government for risk reduction for properties affected by Cyclone Gabrielle in Port Waikato, a potentially useful framework is the Future of Severely Affected Locations (FOSAL) categorisation system. FOSAL has been presented by central government (led by the Cyclone Recovery Unit) as a basis for potential property buyouts.

If a property is considered Category 3, where no practicable mitigation is available to reduce risk to safety and property to tolerable levels, government has offered a 50/50 cost-share between local and central government. To date this has been progressed with Auckland and some East Coast councils.

The table below from the Cyclone Recovery Unit explains the FOSAL categories. It refers to flooding but applies to landslips as well.

Category	1	2P	2C	2A	3
Description	Repair to previous state is all that is required to manage future severe weather event risk.	Property level interventions are needed to manage future severe weather event risk, possibly in tandem with community level interventions.	Community level interventions are needed for managing future severe weather event risk.	Significant further assessment is required to assess a property, as well as engagement with property owner.	Future severe weather event risk cannot be sufficiently mitigated. Some land uses may remain acceptable, but residential use carries an intolerable risk of injury or death.
Actions	Flood or landslide damage to repair, but no need for community or property level interventions.	Property specific measures are necessary, for example improved drainage, raising houses. Benefits accrue to property owners.	Local government could repair and enhance flood protection schemes to adequately manage the risk of future flooding events. Cost is shared by the community.	Interventions may be required or possible, but further information is needed. These may subsequently move between "2" categories or to categories 1 or 3.	In the face of enhanced climate risk to the property there is an unacceptable risk of future flooding or risk from land instability.

Figure 1 FOSAL Categories

A Category 2P classification indicates that land requires property-level interventions to mitigate potential risks from severe weather events, such as Cyclone Gabrielle. While residents can still inhabit Category 2P properties, for the risks to be reduced to tolerable levels they would need to undertake interventions, such as building retaining walls. Completing these interventions may allow for reassessment and possible reclassification to Category 1, signifying manageable risk from future major weather events. On the other end of the spectrum, a Category 3 classification indicates intolerable risk WITHOUT practicable mitigation measures.

Waikato Regional Council has not required a regionally consistent approach to FOSAL, due mostly to the fact that only our Council and Thames-Coromandel District Council had land that was severely affected by 2023's weather events. This means Council can decide its own approach to the FOSAL framework.

Council have worked to determine the number of homes within our district that may be considered unsafe for habitation. Specialist geotechnical engineers Tonkin and Taylor have given Council a comprehensive report with preliminary categorisation of land in the Port Waikato area affected by Cyclone Gabrielle, in terms of land stability and landslide risk. The report is based on data collected from surveys, site visits, historical records, and assessment against an international land instability risk model, similar to the one used by Auckland City Council.

Based on the current assessment (see Appendix 2), 36 homes have been categorised as Category 2P. **There are no Category 3 homes in Port Waikato, and therefore there are no properties eligible for buyouts.**

The categorisation is preliminary, subject to any detailed site-specific analysis undertaken by property owners. A detailed site-specific analysis has already been undertaken for one property (207 Maunsell Road), due to its initial consideration as a potential Category 3.

This advice will be shared and discussed with affected property owners, who may contest this classification if they receive contradictory geotechnical advice.

Auckland City has classified some properties as Category 3 if the costs of risk reduction are impracticable, despite a technical solution being theoretically available. Their threshold for this categorisation is if remediation costs exceed 25% of the property's value. In Auckland's case, where many properties are valued at \$2M or greater, this 25% threshold represents remediation costs of more than \$500K per property.

In addition, many of the Auckland homes were badly damaged. In Port Waikato, such a threshold is not considered appropriate, as a typical \$600K property would have a buyout triggered for mitigation costs of only \$150K. Government is unlikely to consider buyouts (likely to be in excess of \$9M) in Port Waikato based on the much lower cost of remediation, and the fact that most properties were not damaged beyond repair.

Even if this were an option, the buyout of a significant number of properties along Maunsell Road would be detrimental to the built fabric and community of the small Port Waikato settlement. There would also be significant costs associated with building demolition, and very little opportunity to put the narrow strip of land to economic uses.

It's important to distinguish FOSAL land categorisation from the red and yellow stickers used immediately after the cyclone. While stickers address immediate safety concerns from a Building Act perspective, FOSAL land categorisation assesses long-term risks to property and life.

To help with mitigating the future risk to property, Council has successfully applied for \$1.1M from the Department of Prime Minister and Cabinet's Flood Resilience Fund. The funding is for the purpose of flood resilience in Port Waikato, in particular the implementation of mitigation measures, such as stabilising slopes, reinforcing foundations, and other necessary interventions to contribute to the overall resilience of our community. Together with any available insurance funds or necessary private contributions, this Government grant could assist with the cost of any protective measures to bring Category 2P properties into Category 1 (i.e. tolerable risk).

Currently it is difficult to estimate precisely what the potential financial implications of mitigating landslip risk in Port Waikato could be. Based on the costs estimated for 207 Maunsell, mitigations required for the 36 Category 2P properties could cost up to \$5,267,000. As a comparison, the total capital value of all Category 2P properties is \$17,845,000.

The mitigation cost estimate of approximately \$5.3M exceeds the \$1.1M in government funding, though it is likely that there are more affordable options available in terms of potential lower-cost designs and greater ease of access for properties other than 207 Maunsell. Another option, besides attempting to assist all 36 Category 2P properties, is to target the funding towards stickered homes, which were directly affected by the 2023 weather events. The next section considers these options in detail.

5.1 Options

Ngaa koowhiringa

Options identified for Council to consider include:

Option 1: Commit to contributing to the mitigations required for residents in red-stickered homes.

This option involves working with owners of red-stickered homes who are under insured, utilising the Flood Resilience Fund to implement retaining walls or similar mitigations to allow residents to move back into their homes, and mitigating currently intolerable risk. The mitigation of future landslip risk, as opposed to structural repairs, is possibly not covered through insurance. Council has secured \$1.1M in funding which would contribute to this. Any additional funds left over could be diverted to options 2-4.

The main advantage of Option 1 is that it targets those 4 homes currently most affected by Cyclone Gabrielle, i.e. those that are not allowed to be entered by residents, and it is likely that the government's \$1.1M can fully fund the mitigations required. It also sets the least precedent for future or different natural hazard event assistance, of the four options.

The main disadvantage of Option 1, compared with Option 2, is that it does not address the situation of owners of yellow-stickered homes, who are not currently able to spend the night in their homes.

Option 2: Commit to contributing to the mitigations required for residents in red-stickered and yellow-stickered homes.

This option is similar to Option 1, but involves working with owners of both red-stickered and yellow-stickered homes who are under insured, utilising the Flood Resilience Fund to implement retaining walls or similar mitigations to allow residents to move back into their homes, and mitigating currently intolerable risk. Any additional funds left over could be diverted to options 3 or 4. Note: this option would not cover yellow-stickered garages or sleepouts.

The main advantage of Option 2 over Option 1 is that it would allow both those residents who currently cannot enter their homes (red-stickered properties) and those residents who cannot stay overnight in their homes (yellow-stickered properties) the ability to move back into their homes, including overnight.

The main disadvantage of Option 2 compared with Option 1 is that the \$1.1M might not fully cover the costs of mitigations required for all 7 stickered homes (including the 3 yellow-stickered homes), compared with only the 4 red-stickered homes. However, it is probable that with some insurance funding and the availability of lower-cost options than those estimated for 207 Maunsell St, the funding will be adequate.

Option 3: Commit to contributing to the mitigations required for all owners of Category 2P properties.

This option would spread the available funding wider than just stickered homes, to all Category 2P properties. It would involve developing a framework through which Flood Resilience Funding would be fairly distributed to property owners undertaking consented remediation work to their properties to prevent identified future risk, regardless of whether they are red-stickered, yellow-stickered or non / white-stickered. This would include yellow-stickered garages and sleepouts.

The main advantage to Option 3 is that it would attempt to find a fair (possibly equal) distribution of the government funds across all properties that face intolerable risk as per their Category 2P FOSAL classification, regardless of whether these properties were damaged in Cyclone Gabrielle or not. Based on the advice from Tonkin & Taylor, it could be argued that damage to red- or yellow-stickered properties in Cyclone Gabrielle does not make those properties more at risk than other Category 2P properties, and that therefore the stickered properties are no more deserving of the government assistance than any other Category 2P property.

On the other hand, the Flood Resilience Funding of \$1.1M is specifically targeted for the implementation of mitigation measures, such as stabilising slopes, reinforcing foundations, and other necessary interventions to contribute to the overall resilience of our community which could be interpreted as aimed to help owners of property that was damaged by Cyclone Gabrielle.

Another disadvantage is that the \$1.1M would be unlikely to fully fund the mitigation required for all 36 Category 2P properties, unless considerable cost-sharing occurred with property owners (with or without insurance contributions), and/or Council sought to make a contribution via targeted or general rates.

Perhaps the primary disadvantage of Option 3 is that it could create equity issues and set a significant precedent by funding mitigation of future landslip risk at Port Waikato, when landslip risks have not been assessed elsewhere in the District. Owners of properties near steep hillsides elsewhere in the District might perceive that it is unfair that their risks have not been assessed and mitigated as in Port Waikato, particularly if a weather event affects them in a similar way in the future. In addition to a perception of inequity in the short-term, the medium- and long-term precedent could be considerable and potentially costly.

The equity and precedent issues are exacerbated when considering that there are other known risks to private property, besides landslip, that Council and government are not mitigating. A prime example of this is in Port Waikato itself, in terms of coastal erosion affecting private properties along Oceanview Road at Sunset Beach.

Option 4: Fully fund mitigations required for all residential properties identified as a 2P property.

This option would top up the \$1.1M Flood Resilience Fund to support the full mitigation of risk to all 36 properties that have been identified as Category 2P. It would be expected that Council would need to contribute up to approximately \$4.3M in additional funding to put the required mitigation in place.

Option 5 would have the advantage of potentially mitigating all the risk to all 36 Category 2P properties, and could therefore bring the most peace of mind to affected property owners, Council and the wider community.

This option is not recommended, however, due to similar equity and precedent issues as with Option 3, to a higher degree, and at a much higher cost to ratepayers. The challenges of identifying a basis for ratepayer funding to address private property risk could be considerable.

5.2 Financial considerations

Whaiwhakaaro puutea

There are considerable financial implications of the various options considered in this report, particularly around Option 3, which would set a precedent for future assistance, and Option 5, which would additionally require ratepayer funding.

In brief, the cost to Council of each option is estimated to be:

- Option 1: \$0
- Option 2: \$0
- Option 3: \$0 but precedent set for future (with no guarantee of similar government funding)
- Option 4: \$0 but precedent set for future (with no guarantee of similar government funding)
- Option 5: up to \$4.3M

Any funds distributed through any of the options in this report will need the approval of Central Government and sit alongside the funds available and distributed through the Mayoral Relief Fund. The Mayoral Relief Fund has distributed \$385,298.05 to 53 of properties to support a variety of home owner needs post Cyclone Gabrielle. The Mayoral Relief Fund is [general rates? Transfer from existing reserves?

5.3 Legal considerations

Whaiwhakaaro-aa-ture

Council is not required by law to assist owners of red-stickered or yellow-stickered properties, or owners of properties with any FOSAL categorisation (including 2P, which is expressly for property-specific interventions). Council's effort in this aspect of Recovery is good practice but is not mandatory.

Staff confirm that the recommended Option 2 complies with the Council's legal and policy requirements. All other options above are also permitted by law, but options 3 and 4 would set considerable policy precedent and may also be challenged in terms of their fit with the stated purpose of the government funding.

5.4 Strategy and policy considerations **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and the recommended Option 2 are consistent with the Council's policies, plans and prior decisions.

Options 3 and 4 would set policy precedents which could be far-reaching as natural hazards and severe weather event impacts increase throughout the district.

While Council's Climate Response and Resilience Strategy includes direction to assist communities with climate adaptation, it does not point Council to directly funding property-specific risk mitigation.

The natural hazard issues facing Port Waikato and other communities in the Waikato District are being considered in an integrated, consistent way by the newly launched Waikato District Resilience Project, which focuses on long-term adaptive management planning including the possibility of managed. The campground relocation where required. Potential ratepayer funding would best be considered in that wider context as the Resilience Project progresses.

5.5 Maaori and cultural considerations **Whaiwhakaaro Maaori me oona tikanga**

The impact of Cyclone Gabrielle on local marae, hapuu and iwi was significant because of the damage to the local marae premises, the impact on local kai gathering sites on the awa and the moana, and the health and safety of the community. There may have also been damage to local waahi tapu.

The options considered in this report are not focused specifically on Maaori, though it is possible that some of the affected property owners are Maaori. options 3 and 4 would set policy precedents which could be far-reaching as natural hazards and severe weather event impacts increase throughout the district.

5.6 Climate response and resilience considerations **Whaiwhakaaro-aa-taiao**

The decisions sought by, and matters covered in, this report are consistent with the Council's [Climate Response and Resilience Policy](#) and Climate Response and Resilience Strategy. While Council's Climate Response and Resilience Strategy includes direction to assist communities with climate adaptation, it does not point Council to directly funding property-specific risk mitigation. That said, the use of government funding will assist at least some property owners with resilience in the face of climate change, in terms of increased likelihood of severe weather events leading to further landslip risk.

Relevant sections in the Climate Response and Resilience Strategy are:

CRRS outcome:

- We and our communities are building resilience and actively mitigating and adapting to climate change.

Aim – 2:

- Our climate change responses enhance our community's ability to be **resilient** and provide equitable outcomes for all.

Adaptation Objectives:

- Community: we will support our communities, in partnership with others, to prepare and adapt to the effects of climate change, aiming to strengthen our climate resilience.
- Support the development of community resilience and response plans that assist communities to respond to disruptive events.
- Support mitigation and adaptation.

5.7 Risks Tuuraru

The council's decision on this matter carries both short-term and long-term potential risks, including.

- Public Perception: perceived fairness or lack thereof of Council's approach.
 - Financial Impact on Ratepayers: The decision may have financial implications for ratepayers, particularly for Option 4 (not recommended).
 - Media Attention: The council's position may attract media attention and negative public perception depending on perceived fairness and/or individual impacts.
 - Property Values: The discussion and intervention based on the chosen option could impact property values in the affected areas, due to the release of FOSAL categorisation that would become public information (likely on LIMs). Residents and property owners may experience changes in the value of their assets because of these decisions.
 - Amenity: Any remaining uninhabitable buildings could create an unattractive appearance and perception of Port Waikato
 - Technical challenges: Affected homeowners may believe that our geotechnical assessment is inaccurate and may argue for more interventionist stance, such as buyouts.
-

6. Significance and engagement assessment Aromatawai paahekoheko

An assessment has been undertaken of the significance of the decision required in this report.

This decision has been assessed as having moderate significance, in accordance with the Council's [Significance and Engagement Policy](#). This is primarily due to the fact that the cyclone recovery issue is of high interest to the Port Waikato community, with potentially polarised views.

Those directly affected (i.e. the 36 homeowners with category 2P properties) would naturally have the biggest interest, however the rest of the Port Waikato community, other coastal communities, and indeed the wider district, would all have an interest in this decision due to it setting a precedent in terms of the type of financial assistance that may be offered following severe weather events.

There could also be high interest throughout the district due to the potential impact on general rates if Council was to choose Option 4 (not recommended) to provide a significant amount of funding towards remediation and protection costs for individual properties.

6.1 Significance Te Hiranga

The following criteria are particularly relevant in determining the level of significance for this matter:

- The degree to which the issue has a financial impact on Council or the rating levels (both targeted and general) of its communities. This is due to the potential rating impact if Council chooses Option 4 (not recommended).
- The community interest is likely to be high in Port Waikato, and moderate elsewhere in the District due to precedent issues.
- The likely consequences are potentially controversial, at least in Port Waikato, in terms of the best use of the government funding.
- There is more than one viable option.

6.2 Engagement Te Whakatuutakitaki

No specific engagement has been undertaken externally, other than with relevant government entities involved in recovery work, including the Waikato Regional Council. A general understanding of the situation of red-stickered and yellow-stickered property owners has been achieved to a degree through Mayoral Relief Fund discussions and associated Recovery work, but consultation on the most appropriate use of the \$1.1M of government funding has not occurred.

If the recommended Option 2 is chosen, it is likely that property owners will be informed that this is the intended use of the government funding, but consultation will still occur on the precise mechanisms for distributing the funding.

In addition, if any funding is available after fully funding the mitigations for red-stickered and yellow-stickered homes, more consultation will be required to identify and discuss a fair way to distribute any remaining funds.

Similarly, if Options 3 or 4 are chosen, much more consultation will need to occur to identify and discuss a fair way to distribute all funding across all Category 2P properties regardless of stickered status.

Highest level of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by briefly explaining the tools used to engage (refer to the project engagement plan if applicable).</i>	<i>Insert blurb</i>				

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

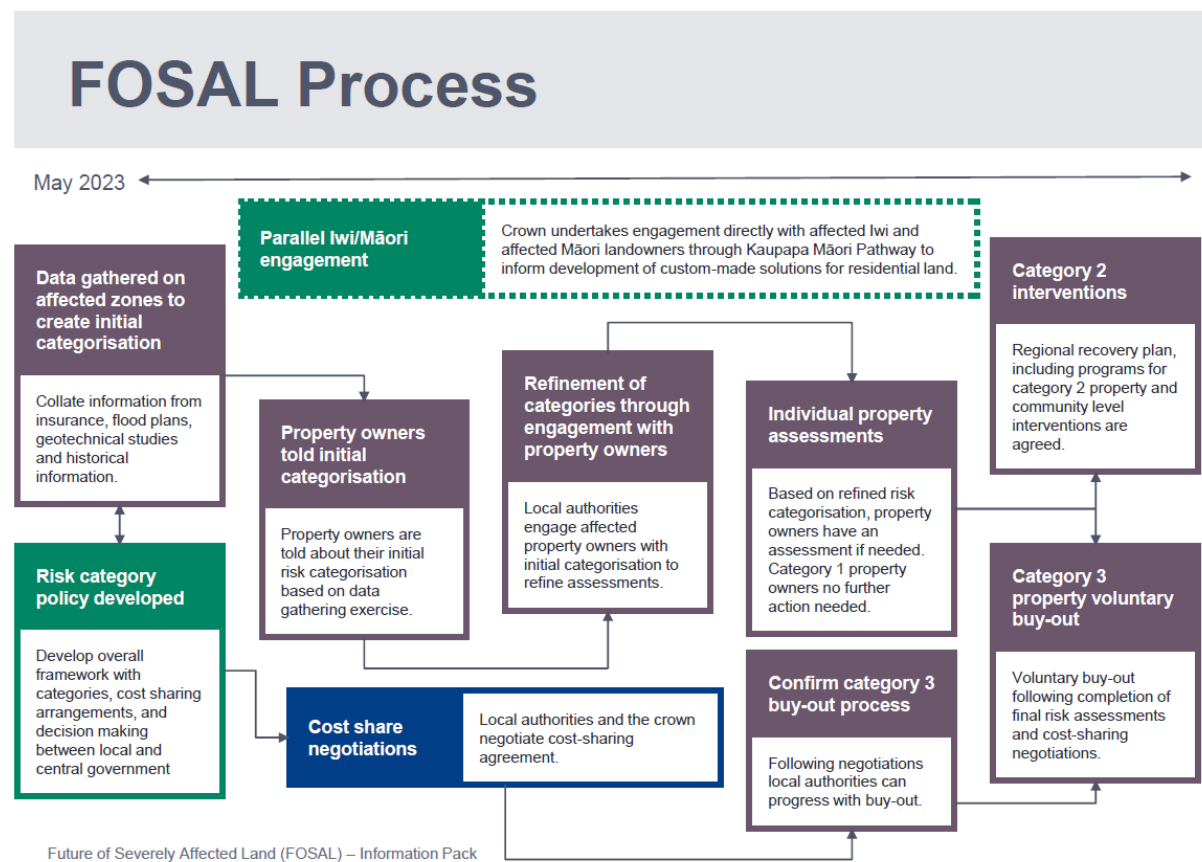
Planned	In Progress	Complete	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Internal
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Community Boards/Community Committees
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapū
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses

7. Next steps Ahu whakamua

Using the framework of the FOSAL process outlined below, Council has completed the first step in the box at the top left (“Data gathered on affected zones to create initial categorisation”).

The next steps would be Iwi / Maaori engagement, property owners being told initial categorisation, and potential refinements before any Category 2P interventions are agreed and funded.

The bottom row of the diagram, referring to cost-sharing between central and local government, is largely complete already as the \$1.1M in government funding has already been received, and there are no Category 3 properties eligible for buyout.



8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages (<i>Section 5.1</i>).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy (<i>Section 6.1</i>).	Moderate
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance (<i>Section 6.2</i>).	Confirmed
The report considers impact on Maaori (<i>Section 5.5</i>)	Confirmed
The report and recommendations are consistent with Council's plans and policies (<i>Section 5.4</i>).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities (<i>Section 5.3</i>).	Confirmed

9. Attachments Ngaa taapirihanga

1. Future of Severely Affected Land (FOSAL) Information Pack, Cyclone Recovery Unit, July 2023
2. FOSAL Categories, Tonkin and Taylor, March 2024
3. 207 Maunsell Road Lot Assessment, Tonkin and Taylor, February 2024
4. Port Waikato Landslide Assessments, Tonkin and Taylor, August 2023
5. Auckland City Council - Category 2P Property Risk Mitigation Scheme Homeowner handbook
6. [Home values and cost estimates](#)



Future of Severely Affected Land (FOSAL)

Information Pack

Cyclone Recovery Unit

10 July 2023



General roles and responsibilities

Local delivery ←

→ Central delivery

Territorial authorities

Makes categorisation of affected properties and land decisions. Engagement with communities. District plan changes. Buy-out category 3 properties.

Regional councils

Plan and implement flood protection measures where required. Support territorial authorities to implement risk categorisation.

Cyclone Recovery Unit

Support local engagement on including consultation and implementation. Coordinating recovery across government. Work directly with Iwi/Māori.

cyclonerecoveryunit@dpmc.govt.nz
Chief Executive Katrina Casey

Cyclone Recovery Taskforce

Bridging locally led recovery plans with work of government and private sector. Support local government risk categorisation.

cyclonerecoverytaskforce@dpmc.govt.nz
Executive Director, Amber Bill

Cyclone Recovery Unit

Co-ordinate and trouble-shoot across Government. Plan for implementation of decisions. Liaison between central and local authorities on policy feedback and implementation.

Lead crown negotiator

Leads negotiation between government and councils to decide on the cost-sharing arrangements.

Ministry for the Environment & The Treasury

Create parameters for local government to act, through leading advice and policy development of:

- The level of Crown support, and cost-sharing
- Approach to level and consistency of risk threshold
- Legal framework for making decisions

Cyclone Recovery Taskforce

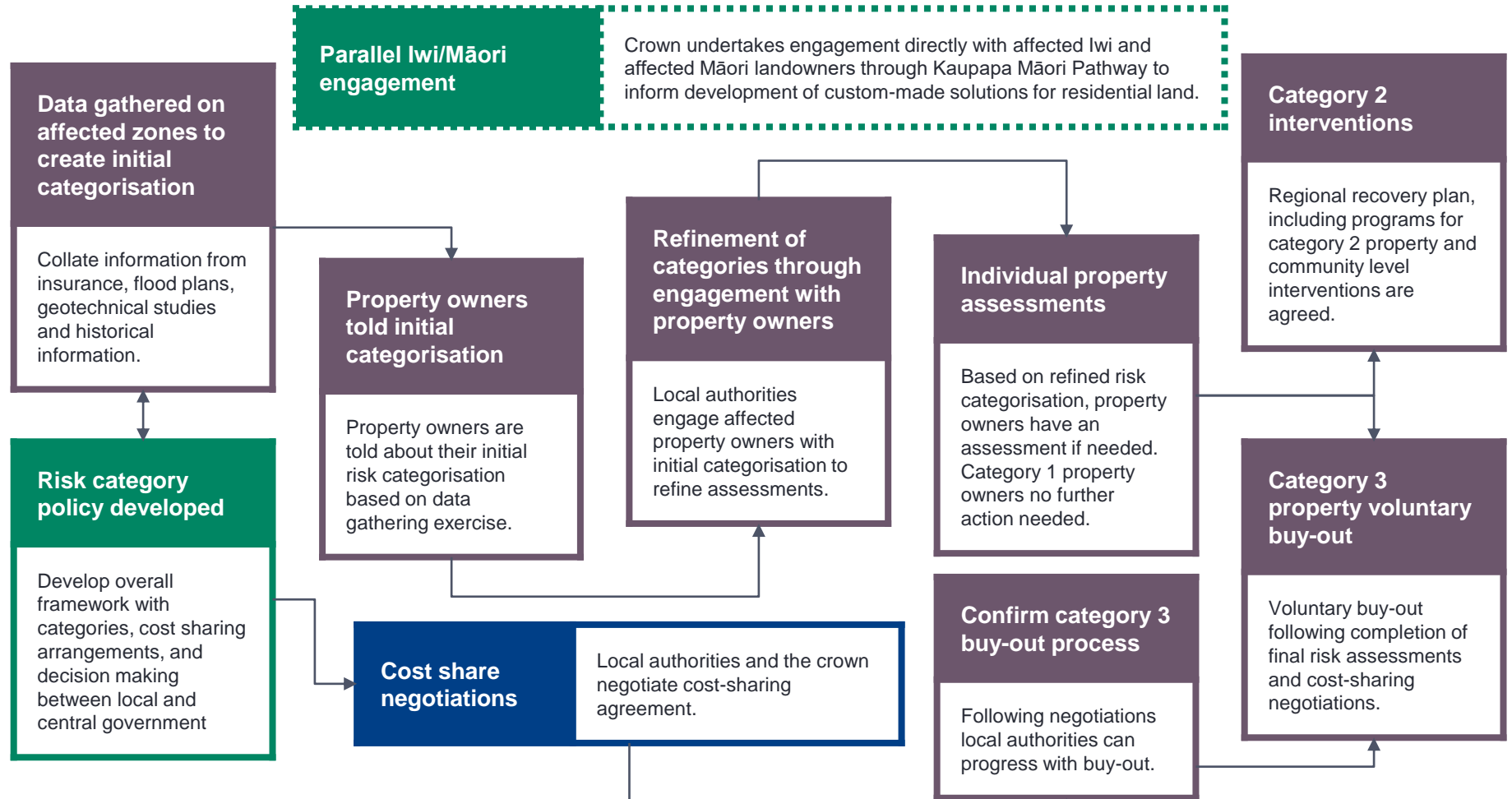
Provides an independent perspective to the Minister for Cyclone Recovery.

Risk categorisation framework

Category	1 	2P 	2C 	2A 	3 
Description	Repair to previous state is all that is required to manage future severe weather risk event.	Property level interventions are needed to manage future severe weather event risk, possibly in tandem with community level interventions	Community level interventions are needed for managing future severe weather risk events.	Significant further assessment is required to assess a property, as well as engagement with property owner.	Future severe weather event risk cannot be sufficiently mitigated. Some land uses may remain acceptable, while intolerable risk of inquiry or death for residential land use.
Actions	Flood damage to repair, but no need for community interventions.	Property specific measures are necessary, for example improved drainage, raising houses. Benefits accrue to property owners.	Local government could repair and enhance flood protection schemes to adequately manage the risk of future flooding events. Cost is shared by the community.	Interventions may be required or possible, but insufficient information to answer all questions. These may subsequently move between "2" categories or to categories 1 or 3.	In the face of enhanced climate risk to the property there is unacceptable risk of future flooding. This will involve combined local and central government assistance.

FOSAL Process

May 2023 ←



Kaupapa Māori FOSAL Pathway

Local delivery ←

→ Central delivery

Cyclone Recovery Unit

Work directly with iwi/Māori entities to lead engagement with affected Māori communities in a Treaty partnership approach. Coordinating policy across government to support Māori recovery. Feed engagement insights into policy development.

cyclonerecoveryunit@dpmc.govt.nz

DCE Engagement and Liaison Herewini Te Koha

Local Māori representatives

Support direct engagement with Māori communities. Work directly with CRU to facilitate partnership. Directly represents community in some instances.

Regional councils

Support engagement on risk assessment categorisation. Plan and implement flood protection measures.

Territorial authorities

Decides categorisation of affected properties and land. Support Council led engagement on risk assessment categorization.

Te Puni Kōkiri (TPK) and Te Arawhiti

Supports engagement with iwi/Māori. Informs cultural considerations of engagement. Provides data on the extent of Māori land, Māori collectively held assets, and Māori communities in affected regions. Facilitates national level iwi dialogue.

National Iwi Representatives

Represent involvement of Māori in recovery activity and decisions. Represent iwi across impacted regions. Raises issues directly with government regarding cyclone recovery.

Ministry for the Environment & The Treasury

Create parameters for local government to act, through leading advice and policy development of:

- The level of Crown support, and cost-sharing
- Approach to level and consistency of risk threshold
- Legal framework for making decisions
- Options to support unique position of whenua Māori

For more information contact
cyclonerecoveryunit@dmpc.govt.nz



FOSAL Categories	
Project	Port Waikato Landslide Assessment
T+T Project Number	1090905
Date	12/03/2024



Qualifying assumptions / additional comments

Period of assessment considered to be design life of a building, typically 50 to 100 years.
 Summer 2023 brought the 2nd wettest summer on record for Auckland with over 5.5 times the normal summer rainfall.
 Properties that have previously been unaffected by landslides may be affected in future events.
 Basis for downgrading the placards previously was to return properties to same level of risk as they were before the event, which differs from this assessment, where future, frequent events rainfall events occur.
 Acknowledge that future storm events may become more frequent with climate change.

Category	Assigned addresses (Based on Port Waikato Placarded Properties)
1	209 Maunsell Rd - if shallow investigation encounters rock.
	205 Maunsell Rd - has a quarried face that has removed soil. Also has a bench and recent fence installed on bench. Previous landslide did not make it to the house.
2a	Not enough information available to be able to comment on and categorise affected properties.
2p	207, 201, 199, 197, 195, 193, 191, 189, 187, 185, 183, 181, 179, 177, 175, 173, 171, 169, 167, 165, 163, 161, 159, 157, 155, 139a, 137a, 131, 129, 123, 115B, 81, 77 Maunsell Road. 17, 15, 13 Tuakau Bridge - Port Waikato Road.
2c	Localised remedial works will be sufficient to protect individual properties, so no properties anticipated to fall within this category.
3	No properties anticipated to fall within this category, subject to Council fee review.

Notes: 1. Categories as per the table provided by WDC (see adjacent extract) 2. 203 Maunsell Road is a vacant lot. Category of 2p selected based on property specific solutions being available to 'future proof' developments. Costing exercises should be undertaken to determine the economic feasibility of remediating the lots vs potential buyouts - this mainly relates to Lot 207 but could be applicable to other properties.

In general, the properties assessed have been affected by localised landslides in the form of shallow, translation / rotational failures within the over-steepened toe slopes behind the properties on reserve land. Future rainfall events are likely to cause landslides within the over-steepened toe slopes at a scale similar to those already observed. As a result, localised remedial solutions are generally considered appropriate to address the risk of future events impacting the properties.

Snippet from documents provided by WDC, email dated 5 September 2023

Title	Category Description	Category Example	Criteria	Risk threshold
3	Future severe weather event risk cannot be sufficiently mitigated. In some cases some current land uses may remain acceptable, while for others there is an unacceptable risk of injury or death.	In the face of enhanced climate risks the property may face unacceptable risk of future flooding. Other property could be subject to unstable land that poses an ongoing risk.	Impacted by NIWE, and Land damage makes rebuild technically or economically infeasible, or Risk to life safety from flood and landslide is intolerably high, and Compelling evidence that only a buyout [or grant] can reduce risk to a tolerable or acceptable level at an acceptable cost. ¹	Severe magnitude of impact from NIWE events Intolerable risk to life safety
2c	Community level interventions are effective in managing future severe weather event risk	Local government repairs and enhances flood protection schemes to adequately manage the risk of future flooding events in the face of climate change effects.	Impacted by NIWE, and Risk to life safety from flood and landslide is intolerably high, and / or	Severe magnitude of impact from NIWE events
2p	Property level interventions are needed to manage future severe weather event risk, including in tandem with community level interventions.	Property specific measures such as improved drainage and raising houses is necessary. Benefits accrue to property owners, but some may face affordability issues.	Risks to property are intolerably high Initial analysis suggests that risk can be made tolerable or acceptable through community or property level interventions and use of the land for current purposes can continue, but	Intolerable risk to life safety, and/or Intolerable risk to property,
2a	Potential to fall within 2C / 2P but significant further assessment required ²	Interventions may be required / possible but insufficient information to provide initial categorisation (these may subsequently move between "2" categories or to 1 / 3).	Further analysis is required to confirm the most cost-effective options to reduce risk to tolerable or acceptable levels on an enduring basis. ²	
1	Repair to previous state is all that is required to manage future severe weather event risk	Minor flood damage to repair but no need for significant redesign/retrofitting. Private insurance is sufficient but uninsured may face hardship	Impacted by NIWE Risk to life safety from flood or landslide is tolerable or acceptable. ³	

8 February 2024
Job No: 1090905.0000

Waikato District Council
Private Bag 544
Ngāruawāhia 3742

Attention: Kurt Abbot

Dear Kurt

Port Waikato Landslips 207 Maunsell Road Lot Assessment

1 Introduction

Tonkin & Taylor Ltd (T+T) has been engaged by Waikato District Council (WDC) to undertake an assessment of land damage that has occurred within the Port Waikato township following Cyclone Gabrielle. The cyclone occurred in February 2023 bringing heavy downpours to many areas of the North Island. Following T+T's initial assessment¹ in April and May 2023, WDC requested a detailed assessment of 207 Maunsell Road to further assess the property against the criteria set-out within the Future of Severely Affected Land (FOSAL) framework. Preliminary advice by T+T assigned the site as a FOSAL Category 3.

A site walkover was completed on 30 November 2023. This report summarises our findings from the site visit, publicly available information and provides concept options to remediate the landslide.

Concurrently, an EQC report has been produced by T+T to assess a claim for natural disaster damage².

2 Scope

As defined by WDC on the 15 November 2023³, the purpose of this work is to provide them with the following:

- 1 Site walkover: intermediate engineering geologist to assess in detail the potential risk to 207 Maunsell Road; and

¹ Tonkin and Taylor, 2023. Port Waikato Landslide Assessments. Prepared for Waikato District Council (T+T reference 1090905 v2.0)

² Tonkin and Taylor, 2023. Claim for Natural Disaster (Landslip) Damage. Scott Henderson and Christine O'Connell, 207 Maunsell Road, Port Waikato. Prepared for IAG NZ Ltd (T+T reference 1502000.1516)

³ Waikato District Council, 2023. Instruction for service, Port Waikato Landslide Assessments & Geotechnical Services (EPO # PSP000718)

- 2 Detailed damage assessment report for 207 Maunsell Road with a focus on assigning a FOSAL category. To assist in the decision, preliminary remediation options and approximate costs have been provided.

3 Site setting

A review of publicly available information was conducted including historical imagery, previous reports and published geological maps. This review informs the following subsections.

3.1 Geomorphology and site description

Port Waikato is located at mouth of the Waikato River, where the river discharges into the Tasman Sea. A 3.5 km long sand spit has developed on the southern bank which extends to the base of the Port Waikato Hills (Putataka Range), where the Port Waikato township is situated⁴. The site (207 Maunsell Road) is located along the edge of the northeast – southwest aligned range. At the northern end of the site is a multi-story dwelling which is pressed up against a steep slope, which rises approximately 25 m to the southeast.

3.2 Historical development

Aerial images have been reviewed from Retrolens, Whites Aviation Collection and Google Earth imagery. The earliest available aerial image of the site is from 1942, which shows the original landscape prior to anthropogenic modification. By 1979 the low-lying coastal land at the northern toe of the Port Waikato Hills (to the east of 205 Maunsell Road) has been developed into residential housing.

Historically, sand quarrying occurred behind the properties of 205 and 207 Maunsell Road (refer to aerial images in Appendix A). The spur, situated within 207 Maunsell Road, has been undercut over the decades (at least since the 1970s) resulting in a steep benched cliff face behind the property (refer to Figure 3.1 and Figure 3.2). Quarrying operations look to have stopped by the early 2000s, soon after the dwelling on 207 Maunsell Road was constructed.

Aerial images from 1942 to 2023, are attached in Appendix A and show the progressive urban growth of the Port Waikato Township.

3.3 Landslides

Along the west coast of the north Island, large coastal landslides were prevalent during the Holocene relative sea level highstand (8100 – 7240 years BP) when sea level was 2.7 m higher than present^{5,6}. These large-scale landslide features within the Port Waikato area are highlighted in Figure 3.3. These are thought to have been caused by a combination of coastal and alluvial erosion at the toe of the slopes.

⁴ Shaw Mead and Jai Davies-Campbell. 2021. An Overview of Coastal Processes and Drivers of Coastal Hazards: Port Waikato. Prepared for Waikato Regional Council.

⁵ Clement AJH, Whitehouse PL, Sloss CR. 2018. An examination of spatial variability in the timing and magnitude of Holocene relative sea-level changes in the New Zealand archipelago. *Quaternary Science Reviews*. 131:73–101.

⁶ David Bevan, Joanna Beresford, James Arthurs, Caleb Gasston, Martin S. Brook, Warwick Prebble & Marc-Andre Brideau (2022) Ohuka landslide, New Zealand: a low angle bedding-controlled coastal landslide at Port Waikato, North Island, New Zealand, *New Zealand Journal of Geology and Geophysics*, 65:2, 299-314, DOI: 10.1080/00288306.2020.1865414

Locally, the earlier images show a series of northwest facing shallow translational and rotational landslides along the base of the Port Waikato hills. A notable landslide (approximately 35 m wide) has occurred to the east of the site above 201 and 199 Maunsell Road and is apparent in the aerial images from 1942 (Figure 3.1 and Figure 3.2). During the recent rainfall event, ongoing slope instability and reactivation of historical landslides was observed.



Figure 3.1: 1984 Aerial Imagery (Whites Aviation Collection, Alexander Turnbull Library) – The approximate Site boundary (207 Maunsell Road) is outlined with a red dashed line

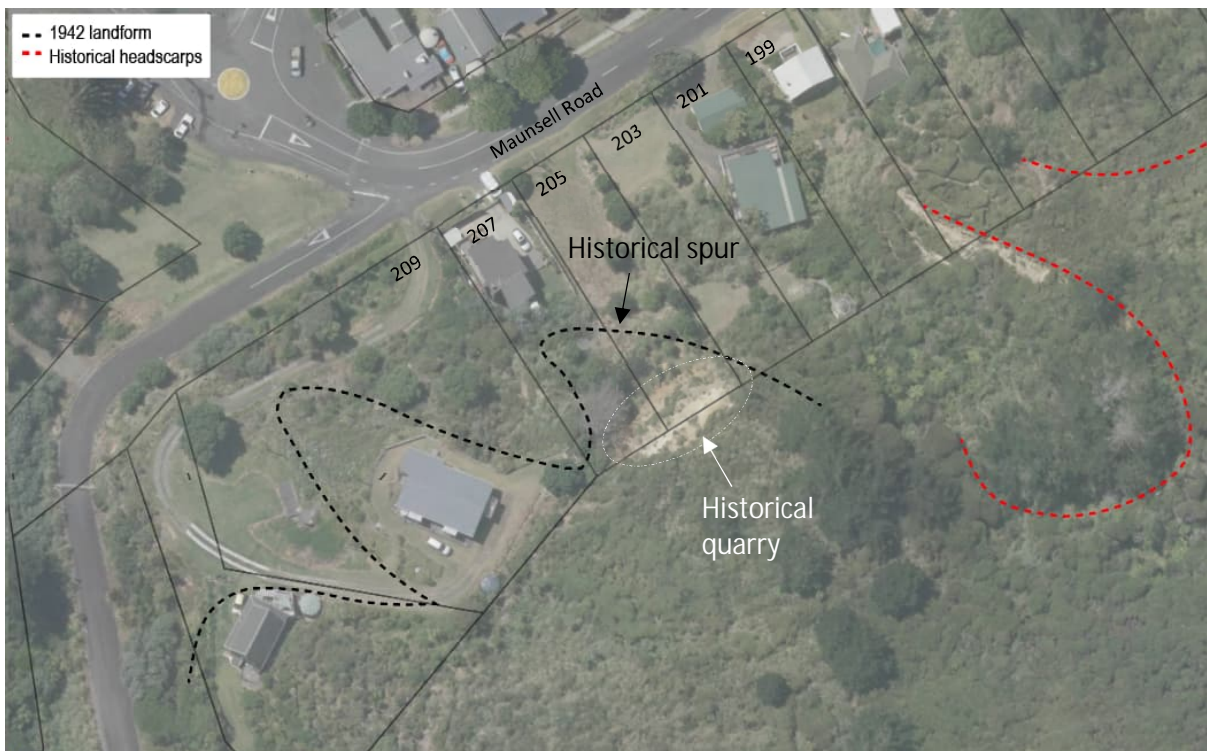


Figure 3.2: Aerial image showing the 1942 landform (prior to quarrying)



Figure 3.3: Large-deep seated Holocene coastal landslides highlighted on the 1942 historical aerial photograph, image modified by T+T to delineate landslide features – The approximate site location is outlined in red

3.4 Geological setting

Port Waikato has a complex tectonic history; the basement rocks are composed of alternating strata of sandstone and mudstone (Murihiku Terrane) which comprise highly variable, steeply dipping beds (refer to Figure 3.4). These beds have been deformed and folded about the north–northwest-trending Kaimango Syncline which underlies Port Waikato, and outcrops can be observed along Sunset Beach. The basement rocks form a 200 – 300 m high plateau south of Port Waikato⁷. The land has been downthrown to the north and east to near sea level by the Waikato Fault and is covered by a layer of Tertiary and Quaternary sediments. The Waikato River follows along the base of the Waikato Fault scarp on a southwest – northeast trend.

The Waikato Fault is just one of several faults which propagate throughout the area. The Waikato Fault is the closest to the project area, merging with the Pokeno Fault to the east. Other faults within the area include the Waikato Heads Fault, the Huriwai Fault, and the Walkawau Fault. None of these faults have been identified as active on the GNS active fault database.

⁷ Hochstein, M.P. and Nunns, A.G., 1976. Gravity measurements across the Waikato Fault, North Island, New Zealand. *New Zealand journal of geology and geophysics*, 19(3), pp.347-358.

During the Late Pliocene and Early Pleistocene, large coastal sand barriers (Awhitu Group) developed along the west coast of the Waikato and Auckland area, overlying the older Murihiku Terrane, basement rocks. The Awhitu sandstone is mapped near the project area and is described as a moderately to poorly consolidated, cross-bedded, plane-parallel and ripple-laminated sandstone, with paleosols, lignite and carbonaceous mudstone⁸.

More recent Holocene dune deposits (undifferentiated sand) are mapped to the north, including the Port Waikato sand spit.

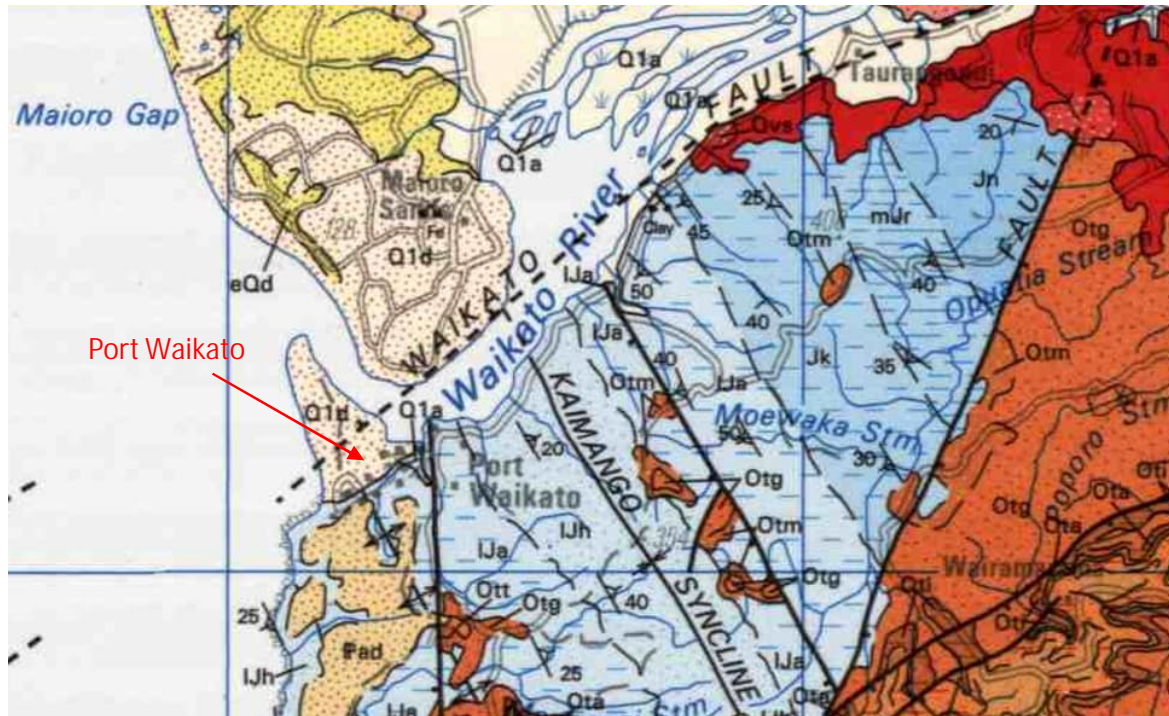


Figure 3.4: Geological Map of Port Waikato⁸. Q1a – Alluvial/colluvial deposits, Q1d – Undifferentiated dune sand, eQd – Coastal foredunes, Pad – Awhitu Group dune sand, Ovs – South Auckland Volcanics, Otg/Otm – Te Kuiti Group, mJr/ Jn/ IJh – Murihiku Terrane

3.5 Hydrological setting

As noted in our previous report, during January 2023 there was over 200% of the long-term average monthly rainfall, with most of this rain coming towards the end of the month. During February, Port Waikato also received around 140% of the long-term average rainfall for the month. The heavy rainfall is considered a key driver contributing to the landslides that occurred during the cyclone.

4 Site visit

The landslide above 207 Maunsell Road was inspected on the 30 November 2023 by a T+T engineering geologist. The landslide caused damage to the land and dwelling at the toe of the slope (refer to Section 4.1 for list of damage). A selection of photographs taken during the site visit are attached in Appendix B. The location of the landslide and associated features are shown on the site plan and cross section in Appendix C. A summary of our findings are described below:

- The slope comprises two different geological units, the lower unit is the Huriwai Group siltstone (Murihiku Terrane) which is overlain by the Awhitu Sandstone deposits. The units can be distinguished by an abrupt break in slope; the Huriwai Group Siltstone is an older unit and

⁸ Edbrooke, S.W. (compiler) 2001: Geology of the Auckland area: scale 1:250,000. Lower Hutt: Institute of Geological & Nuclear Sciences Limited. Institute of Geological & Nuclear Sciences 1:250,000 geological map 3. 74 p. + 1 folded map

slopes were measured on-site, using a compass clinometer, to be typically 40-45 degrees whereas the Awhitu Sandstone slopes were shallower, typically measuring between 25-30 degrees. The contact was not observed on site, however, is anticipated between 12 m and 16 m RL.

- The Awhitu Sandstone comprises the majority of the slope and is a moderately weathered, weakly cemented fine sand with thick horizontal bedding as well as thinly bedded to laminated cross bedding. The sand is heavily bioturbated and often contains hard, iron cemented layers (hardpan layers). The unit has been subject to preferential erosion along the discontinuous beds of cemented hardpan layers.
- The Huriwai Group siltstone was only identified at the north-eastern corner of the dwelling. It consisted of predominantly a heavily jointed, highly fractured siltstone; joints are infilled by a brown clay. No clear bedding was apparent within the outcrop on the site, however bedding was observed within the exposures along Sunset Beach approx. 150 m to the west of the site. The outcrop at the site contained discontinuous thin sandstone lenses, 50 mm in width.
- Two landslides have occurred above the property, refer to Figures in Appendix C. The landslides are shallow and translational with a north – northwest facing aspect:
 - Landslide 1 initiated on the neighbouring property above 205 Maunsell Road and has propagated along the eastern property boundary. The landslide is approximately 5 m wide and has occurred along an upper quarry face. Scouring of the underlying sandstone was noted and was likely due to rainwater funnelling down the landslide surface.
 - Landslide 2 is located just below fence line of between 207 and 209 Maunsell Road, 20 m above the dwelling. The fence appears to be bowed and tilted (15 degrees from the vertical). This landslide forks, one portion has travelled west towards the edge of 207 Maunsell Road (Landslide 2A) whereas the other portion moved north towards the attached deck (Landslide 2B). Below Landslide 2A is 850 mm high timber retaining wall which captured a large amount of the landslide debris. Landslide 2A and 2B are 6 m and 5 m wide, respectively. A 6 m wide zone of land between Landslide 2A and 2B was not affected by the instability.
- Additional superficial slips and slumping were observed at the top of the old quarry above and adjacent to 209 Maunsell Road.
- The slope was heavily vegetated prior to the landslide. The landslide debris comprises fine sand and silt, and minor vegetation (predominantly grasses and shrubs).
- Within one of the quarry benches the sand was described as 'silty', appeared darker in colour and was damp, suggesting minor seepage through weakly consolidated layers of sandstone.

The simplified geological model of the site is shown in Figure 4.1. Detailed drawings are attached to Appendix C.

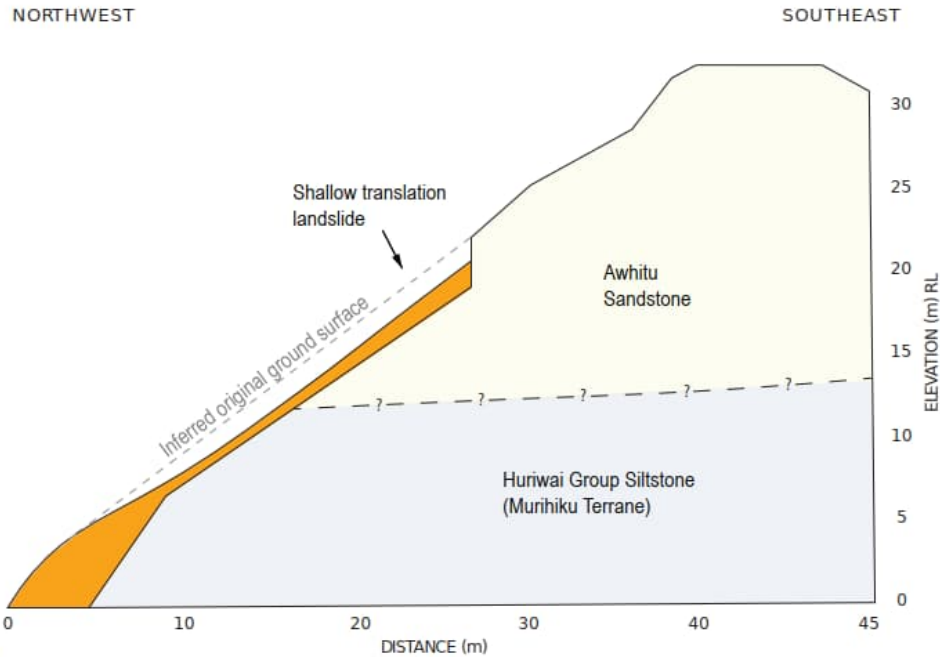


Figure 4.1: Simplified geological model

4.1 Landslide damage

4.1.1 Damage to land

As a result of the landslides that have occurred at the property, the following damage to the land has been reported / observed:

- Approximate area of displaced land: Landslide 1 – 40 m² and Landslide 2 – 150 m².
- Approximate area of land inundation with debris: Landslide 1 – 40 m² and Landslide 2 – 90m².
- Erosion along the boundary between 205 and 207 Maunsell Road and has exposed the underlying siltstone and formed a preferential path for rainwater.

4.1.2 Damage to structures

As a result of the landslides that have occurred at the property, the following damage to structures has been reported / observed:

- Rotation/collapse of 8 m length of retaining wall. The retaining wall is a 0.8 to 1.3 m high timber pole wall (refer to the site plan and cross sections within Appendix C).
- Impact damage to outdoor shower.
- Impact damage to two (2 No.) rainwater storage tanks.
- Impact damage to dwelling includes:
 - Broken ceramic cooktop,
 - Broken glass door, and
 - Dented and mud-spattered external cladding.
- Impact damage to rear deck. Deck displaced and rotated, deck piles damaged and compromised.

The majority of damage has occurred to the southwest portion of the property at the toe of Landslide 2A and 2B.

5 Discussion

5.1 Landslide mechanism

The aerial images indicate that slope instability is historic and ongoing in the area, with northwest-facing shallow translational and rotational landslides evident along the base of the Port Waikato Hills (as evident in aerial photography from 1942 to 2023). The aerial images suggest the landslides appear to be going through phases of quiescence and reactivation (refer to images attached in Appendix A). Current slope failures are not deep-seated and appear to be limited to rainfall-triggered shallow earth flows. Large rotational landslides have occurred in the past (pre 1940s); however no evidence of instability has been noted along these features in the last few decades and they are generally considered to be inactive.

The landslides above 207 Maunsell Road, are interpreted to have resulted from surface wetting and weathering of the weakly consolidated sandstones above the slope. The landslides occurred between 20 and 30 m RL within the Awhitu Sandstone deposits and topsoil. The historical quarry benches have partially acted as barriers, collecting the debris and preventing it from reaching the dwelling, however, the oversteepening of the cliff face and unloading of the toe may have promoted instability above the property. The sandstone benches are exposed to the rainfall, and erosion and scouring was noticed along the eastern edge of the property adjacent to Landslide 1.

5.2 Future risk and susceptibility

There is no evidence that further movement has occurred since early to mid-February 2023, however the steepness of the slopes suggests that they are susceptible to future instability. Reactivation of landslides in weakly consolidated soils often occurs following a major event, such as extreme rainfall or an earthquake. The future risk to property and buildings is likely to increase, particularly considering the likely increased frequency of extreme weather events as a result of changing climate⁹. We anticipate shallow translational landslips will continue to occur within and above 207 Maunsell Road leading to inundation of the property with debris. Additionally, the proximity of the dwelling to the toe of the slope makes it susceptible to impact. We consider the landslide risk at the property to be high.

6 Remediation

Several landslides have occurred to the rear of the property causing damage to the land and dwelling. Due to the ongoing risk of shallow landslides observed in this area, as stated above, further landslides above the properties are expected to occur within the next 50 to 100 years following extreme rainfall events or seismic events. As a result, mitigation measures should be implemented to protect the property from these future events. Suitable remedial options are provided below for initial cost estimates to inform a suitable FOSAL category for this property.

We note that this property has limited access for construction plant to its rear. The difficult access likely means that remedial solutions are harder to construct and more costly compared to other properties where entry may be more straightforward.

The concept remedial solution, at this stage, is specific to 207 Maunsell Road and is for costing purposes only. It is provided to allow WDC to classify the property under the FOSAL criteria.

⁹ Carey-Smith, Trevor & Dean, & Vial, & Thompson,. 2010. Changes in precipitation extremes for New Zealand. *Weather and Climate*. 30. 23. 10.2307/26169712.

We note that the options discussed below are conceptual only. They are not for construction. Areas, dimensions and costs are rough order estimates only. Site investigation, detailed design and contractor involvement would be required to verify the estimates.

6.1 Concept solution

Two conceptual solutions are provided for WDC consideration:

- Soil Nailing the slope; and
- A debris barrier at the slope toe.

6.1.1 Soil nailing

The soil nail solution is considered to be the most robust remedial solution, given the slope steepness and limited space and because it will actively support the slope by inserting reinforcing elements into the loose surface soils.

The following has been assumed for concept and indicative construction cost estimates:

- Set out and drill 100 mm diameter nail holes. Install 8 m to 12 m long soil nails at 1.5 m horizontal and vertical spacings (triangular pattern). Soil nails to comprise 28 mm Reidbars (RB28).
- Install matting and mesh. Erosion control matting to comprise TECMAT (or equivalent), a 3-dimensional structural mat of PP monofilaments and surface mesh to comprise TECCO mesh, a high-tensile steel wire mesh 3 mm in diameter (G65/3).
- Installation of TECCO diamond shaped spike plates (P33 or P66) and pre-tensioning with torque wrench or hydraulic press to the specified forces.
- Remediation to extend into 205 and 209 Maunsell Road with an approximate total area of 320 m².

Refer to Figure 6.1 and Figure 6.2 for the general arrangement of the soil nail and TECCO mesh slope stabilisation system.

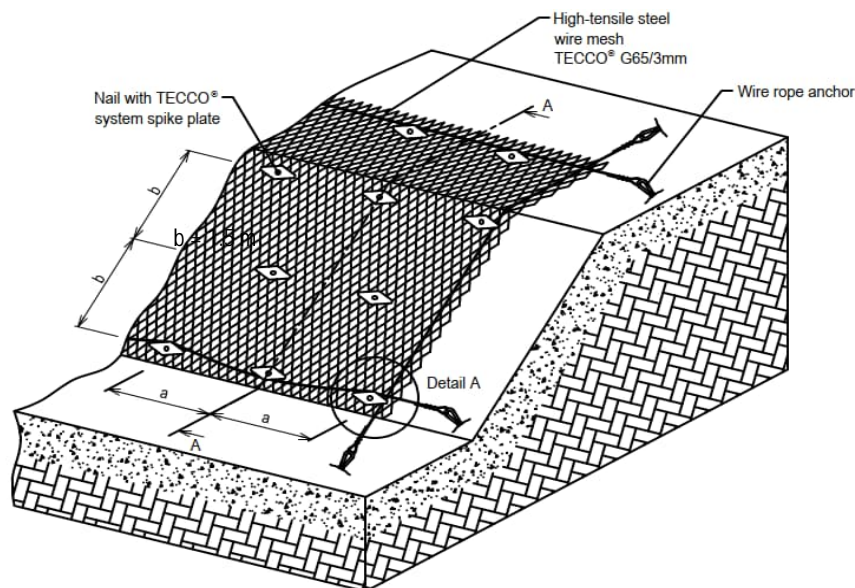


Figure 6.1: General nail arrangement (TECCO mesh system)¹⁰

¹⁰ Geobrugg 2023. Slope stabilisation system manual, Tecco system.

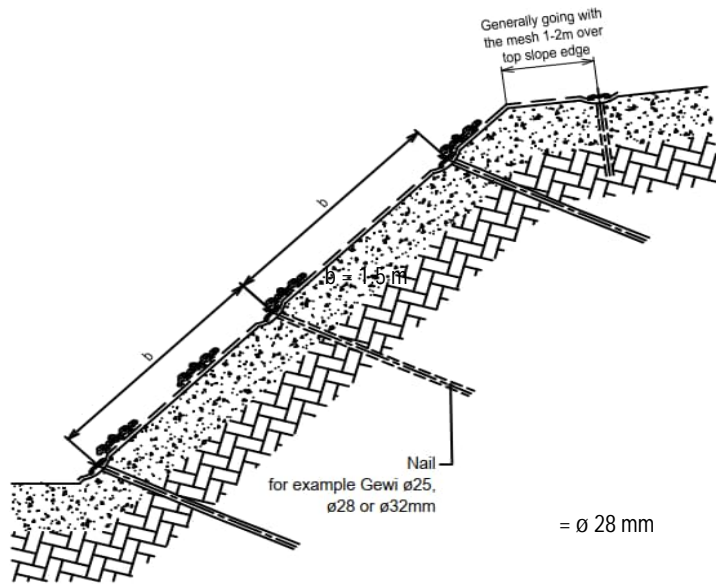


Figure 6.2: Cross section (soil nail and TECCO mesh system)¹⁰

We estimate the cost (excluding GST) to design the proposed solution will be as follows:

Table 6.1: Engineer's Cost estimate for the soil nail remediation option

Item	Price
Site investigations, including survey	\$10,000 – \$15,000
Engineering design	\$15,000
Site observations and producer statements	\$12,000
Building consent application (consultant's fee)	\$3,000
Mesh products	\$25,000 to \$30,000
Mesh installation	\$15,000 to \$20,000
Soil nail product and install	\$300,000 to \$320,000
Total	\$380,000 – \$415,000

Note: *Resource consent may be required and is excluded from the above costs.

6.1.2 Debris barrier

An alternative solution is a barrier type system. This solution would be placed at the toe of the slope behind the building and would require ongoing term maintenance to clear out the debris which may accumulate. Periodic re-tensioning the system would also be required. Figure 6.3 illustrates an example of a SL-100 Geobrugg barrier system. The system comprises flexible nets which collect debris during small surficial landslides.

The following has been assumed for concept and indicative construction costs estimates:

- 30 m of SL100 barrier along the boundary; and
- 7 to 8 m post spacing along the boundary.

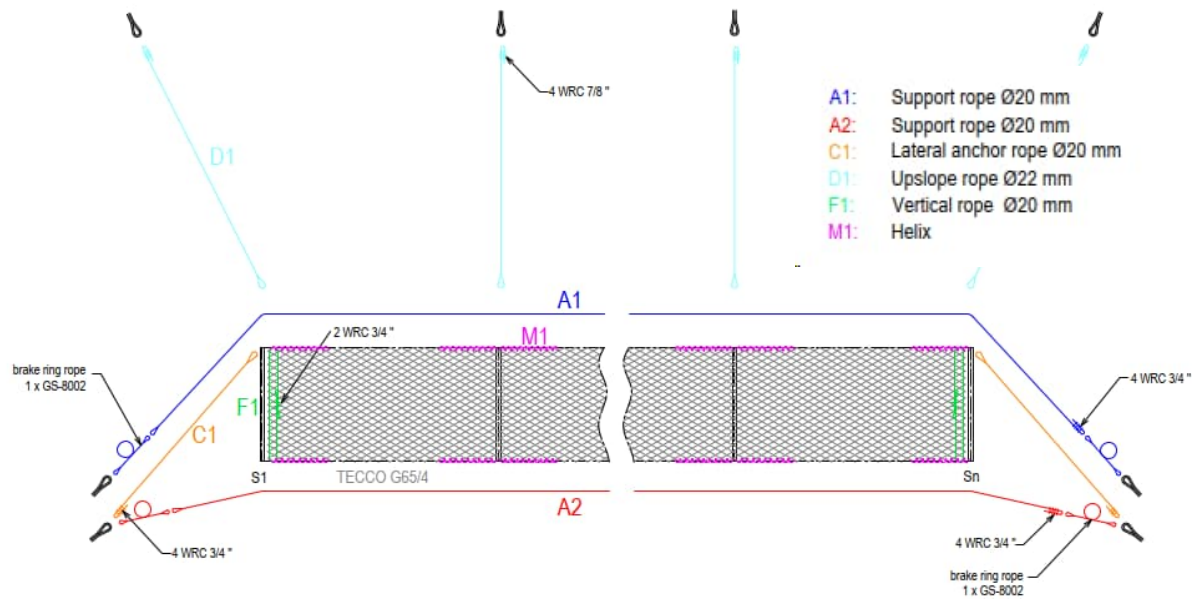


Figure 6.3: Tecco Landslide barrier system¹¹

An engineer's cost estimate (excluding GST) to design and construct the proposed solution is summarised in Table 6.2.

Table 6.2: Engineer's Cost estimate for the Debris barrier remediation option

Item	Price
Site investigations, including survey	\$10,000 - \$15,000
Engineering design	\$15,000
Site observations and producer statements	\$12,000
Building consent application (consultant's fee)	\$3,000
Barrier materials	\$40,000 to \$50,000
Barrier installation	\$130,000 - \$160,000
Total:	\$210,000 - \$255,000

Note: * Resource consent may be required and is excluded from the above costs.

This report presents concept designs only to inform cost estimates and assess the feasibility of remediation. It should also be noted that the costs outlined above are indicative estimates only based on basic site investigation and are likely to be subject to significant change depending on site investigations and the final design. WDC should allow for at least 50% contingency on these costs. Council and peer review fees are excluded from these figures.

7 FOSAL categorisation and discussion

Following heavy rainfall associated with Cyclone Gabrielle in February 2023, the subject property experienced instability resulting evacuation of slopes and inundation of land and property with debris. The instability occurred within and beyond the property boundaries.

¹¹Geobrugg 2016. Tecco SL-100 product manual

Remedial solutions are available for the site in the form of those mentioned above. Of the conceptual solutions presented the soil nail solution would actively 'pin-back' the slope and is likely the most robust option at the site, albeit, more expensive. There may be other solutions possible for the site.

The current FOSAL category assigned to the site is 3, however consideration should be given to reducing this to 2p based on the above information.

From a geotechnical point-of-view, a category 2p is possible, however, at this location, the cost of the remedial solution may be a significant portion of the value of the property, and so economic feasibility should be taken into account when finalising the FOSAL category.

8 Applicability

This report has been prepared for the exclusive use of our client Waikato District Council, with respect to the particular brief given to us and it may not be relied upon in other contexts or for any other purpose, or by any person other than our client, without our prior written agreement.

The construction rates utilised for this high level cost estimate are based on assumed design concepts, estimated quantities and a combination of recently submitted tender rates for similar projects within the regional area along with the latest available rates from QV Cost Builder database (formerly Rawlinsons). These rates are based on historic information and data and do not include allowance for any cost escalation since the date of the data other than where/as specifically stated. Consequently, a significant margin of uncertainty exists on the cost estimate and the contingency we have allowed should be considered as part of the cost rather than a potential add on.


Tonkin & Taylor Ltd

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Reviewed by:



Dan Mills
Senior Geotechnical Engineer

Authorised for Tonkin & Taylor Ltd by:



David Milner
Project Director

8-Feb-24

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Appendix A Historical Aerials



Photograph Appendix A.1: 1942 historical aerial image (Source: Retrolens)



Photograph Appendix A.2: 1979 historical aerial image (Source: Retrolens)



Photograph Appendix A.3: 2010 aerial image (Source: Google Earth)



Photograph Appendix A.4: 2015 aerial image (Source: Google Earth)



Photograph Appendix A.5: 2023 aerial image (Source: Google Earth)

Appendix B Site Photographs



Photograph Appendix B.1: Site overview



Photograph Appendix B.2: Awhitu Sandstone (right) laminations and bioturbation (left) Iron cemented hardpan layers



Photograph Appendix B.3: Tilted and bowed fence above Headscarp at 209 Maunsell Road



Photograph Appendix B.4: Landslide 2A headscarp



Photograph Appendix B.5: Landslide 2A



Photograph Appendix B.6: Landslide 2A and 2B



Photograph Appendix B.7: Landslide 2B



Photograph Appendix B.8: Landslide 2A Inundated land, captured by retaining wall



Photograph Appendix B.9: Landslide 2B Inundated land terminating against deck



Photograph Appendix B.10: Landslide 1

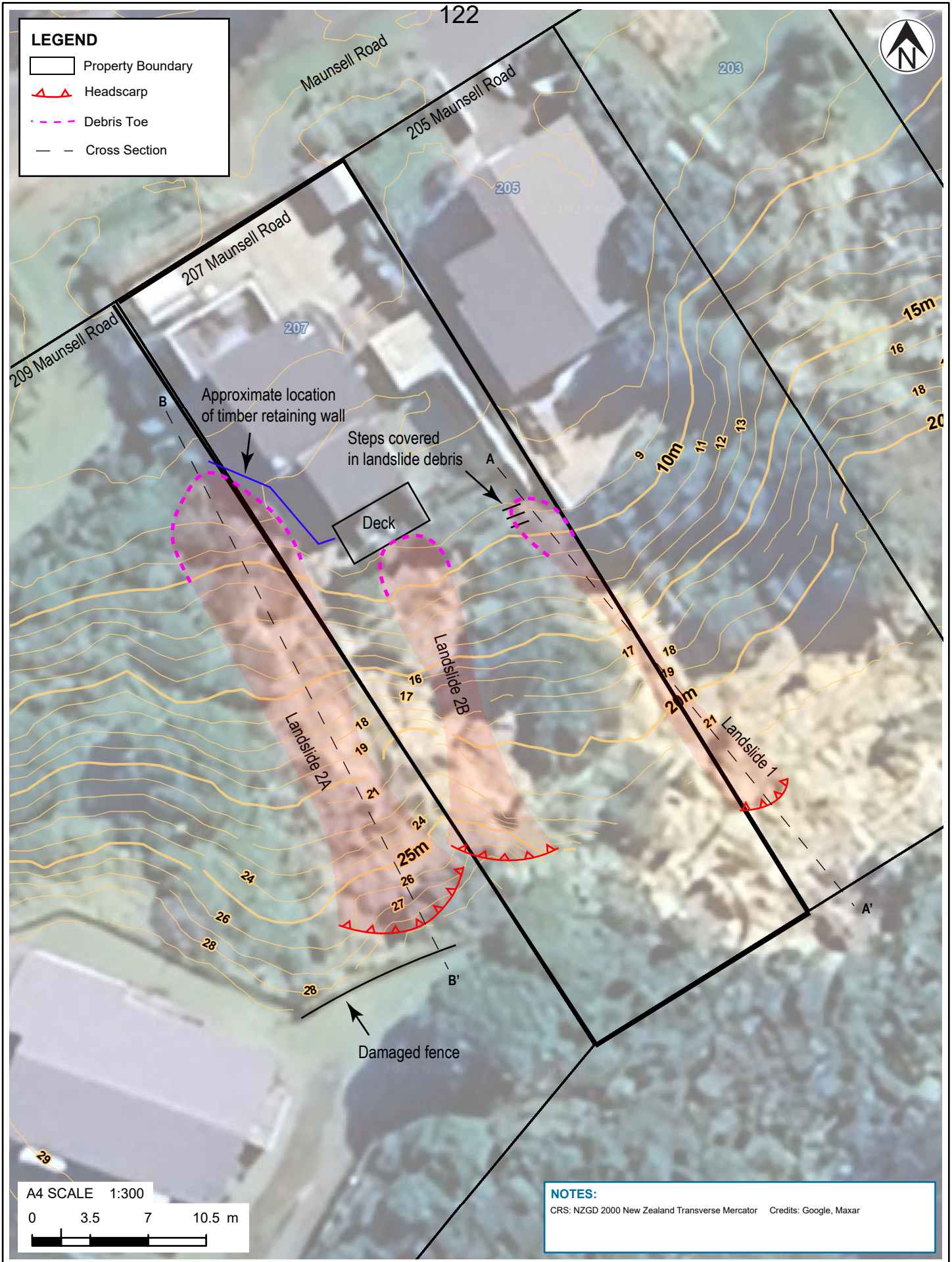


Photograph Appendix B.11: Landslide 1 Excavated land



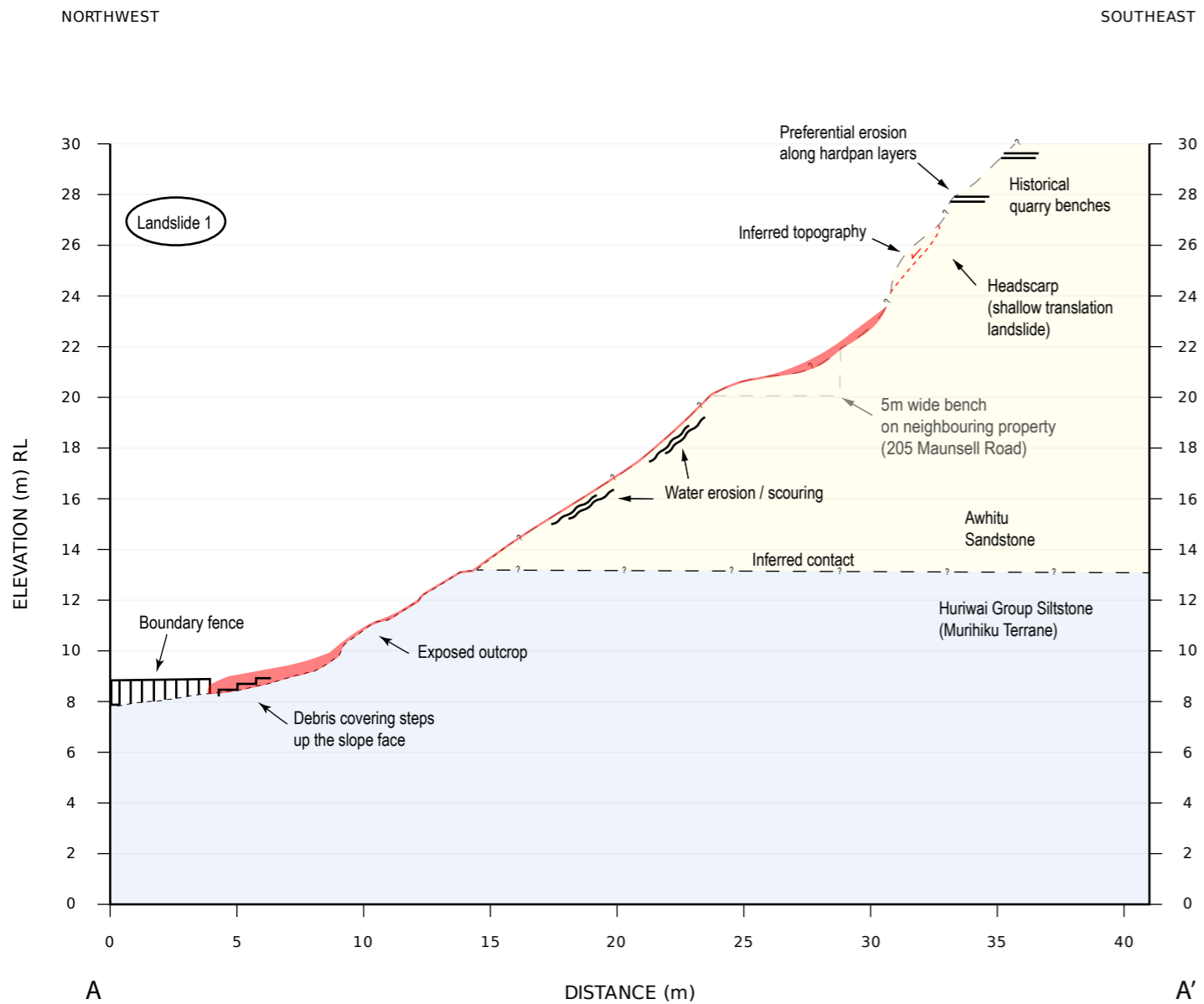
Photograph Appendix B.12: Landslide 1 (left) Murihuku Terrane siltstone (right) Inundated land covering steps

Appendix C Drawings

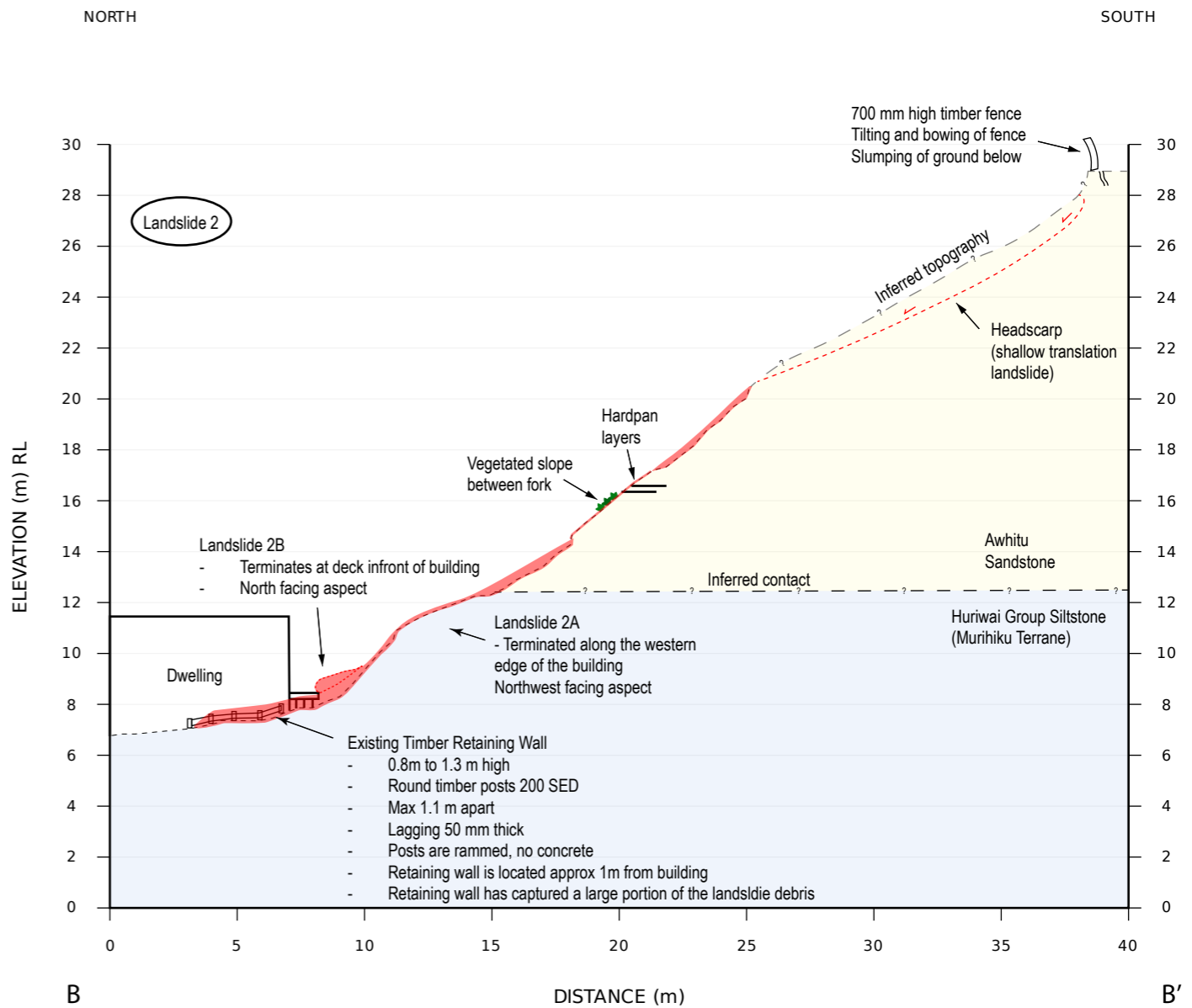


PROJECT No. 1090905		
DESIGNED	BRTA	DEC.23
DRAWN	BRTA	DEC.23
CHECKED	DAMI	JAN.24
APPROVED	DATE	

CLIENT	WAIKATO DISTRICT COUNCIL
PROJECT	207 MAUNSELL ROAD LOT ASSESSMENT
TITLE	SITE PLAN
SCALE (A4)	1:300
FIG No.	FIGURE 1.
REV	0



SECTION 1
SCALE: 1:250



SECTION 1
SCALE: 1:250

T+T Cross-Section Generator (CSG)
 Start Point (NZTM): 1751540.94 mE, 5859523.45 mN
 End Point (NZTM): 1751554.93 mE, 5859486.28 mN
 Date Generated: 2023-12-20, 18:36:55
 CSG Version: 2.0 (Second Release)
 Vertical Datum: Investigation RLs are shown in NZVD2016 datum.
 Groundline Source: LIDAR data licenced by: Waikato Regional Council. Dataset: Waikato - Huntly LIDAR (2015-2019).

Notes: Inferred surfaces are approximated from topography, aerial images and site observations



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PROJECT No. 1090905		
DESIGNED	BRTA	Dec.23
DRAWN	BRTA	Dec.23
CHECKED	DAMI	Jan.24
APPROVED		DATE

CLIENT	WAIKATO DISTRICT COUNCIL
PROJECT	207 Maunsell Road Lot Assessment
TITLE	LANDSLIDE CROSS SECTIONS
SCALE (A3)	AS SHOWN
FIG No.	2
REV	



Port Waikato Landslide Assessments

Prepared for
Waikato District Council

Prepared by
Tonkin & Taylor Ltd

Date
August 2023

Job Number
1090905 v2.0



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Document control

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Date	Version	Description	Prepared by:	Reviewed by:	Authorised by:
12/06/2023	1.0	Issue for client comment	D. Mills	D. Milner	D. Milner
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Distribution:

Waikato District Council

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1 Introduction

Tonkin & Taylor Ltd (T+T) has been engaged by Waikato District Council (WDC) to undertake an assessment of land damage that has occurred within the Port Waikato township following Cyclone Gabrielle. The cyclone occurred in mid-February 2023 bringing heavy downpours to many areas of the North Island.

Immediately following the downpour, WDC assessed several properties along Maunsell Road and Tuakau Bridge – Port Waikato Road and assigned placards relating to observed structural damage and/or assessed risk of potentially imminent damage to dwellings and outbuildings. The following coloured placards were assigned during these assessments:

RED: dwelling to be evacuated due to suffering extensive structural damage or at perceived high level of risk of further damage.

YELLOW: dwellings / sleep-outs are not safe to stay in overnight but may be temporarily accessed during the day.

WHITE: no observed damage to dwellings or immediate risk of damage.

The purpose of this work is to provide WDC with the following:

- A high-level assessment of landslide failure mechanisms.
- Provide individual property damage assessments and note changes to placarded properties; and
- Provide context to the future landslide risk to facilitate future decision making around Council owned assets.

1.1 Scope of work

The scope of work has been based on the 21 March 2023 email between J. Ebenhoh (WDC) and D. Mills (T+T) and is documented within the 'Form of Instruction for Service' dated 5 April 2023. A summary of the agreed scope is provided below for clarity:

- 1 Initial meeting at Waikato District Council (WDC).
- 2 Project setup, scope communications, and health, safety, and environment paperwork preparation.
- 3 Desktop study, including review of available published geological information, existing T+T reports, available aerial photographs, and Council held contour maps.
- 4 Drawings: generate a maximum of three figures to show the landslide locations, mapped geomorphological features, and overall hazards associated with the land movement. The overall landslide hazard figure will indicatively present the current and future slope stability risk to dwellings and infrastructure adjacent to the slopes for current building assessment and to aid future planning purposes.
- 5 Summary report: to include the following:
 - Summary of relevant details gleaned from the desktop study and site walkover.
 - Comment on failure mechanisms associated with the recent landslides.
 - Discussion on the potential for larger global movements, if any.
 - Discuss the general slope stability across the areas of interest.
 - Provide WDC with lot specific land damage information on the recently affected dwellings, as well as potential for future re-inundation to occur on currently affected properties.

- Provide comment on future risk to dwellings and roads for properties not currently affected by the recent landslides. Only within the locations provided by WDC.
- High-level comment and indicative assessment on remedial options to reduce imminent risk to dwellings.

A variation order (VO1) dated 11 May 2023 was subsequently provided to WDC due to the wider scale of land damage observed than originally appreciated. A summary of the additional work is provided below:

- 1 Undertake additional site visit to assess affected properties. This will involve one full day of walkover, accommodation for one night, and mileage.
- 2 Report on additional findings within report.

1.2 Site description

The assessment of land damage by T+T comprises the following properties within the Port Waikato township:

- 115B Maunsell Road (Port Waikato Holiday Park).
- 117 to 211 Maunsell Road.
- 13 to 17 Tuakau Bridge – Port Waikato Road.

The affected properties are located on a low-lying terrace or estuary margin at the toe of a 20 m to 30 m high, moderately to steeply graded, escarpment slope.

The subject properties within Port Waikato lie immediately east of the Tasman Sea and to the south of the Waikato River Estuary. Specific elevations and landform changes are provided in the sections that follow.

The locations of the sites with respect to the landslides and surrounding natural features are presented on Figure 1 (1090905-F1.1) and Figure 2 (1090905-F1.2) in Appendix A.

1.2.1 Maunsell Road Properties

Affected properties are located on the southern side of Maunsell Road with most dwellings constructed on relatively level ground at elevations of between 3 to 5 mRL (the low-lying terrace).

The land to the immediate south of the low-lying terrace is moderately to steeply sloping (25 to 30 degrees) and rises from 5 mRL up to around 30 mRL. The slope height decreases to the north-east to an approximate elevation of 20 mRL. Beyond the crest of slope, the land continues to rise towards the south at a shallower gradient.

Property 115B Maunsell Road (Port Waikato Holiday Park) is located further to the north-west and has steeper slope escarpments to the rear (south) of the property, with a gradient of approximately 40 degrees. Within the south-western portion of the property the contours form a concave feature, which may be indicative of historic slope instability or surface erosion. Most of the holiday park is built over the lower lying terrace.

1.2.2 Tuakau Bridge – Port Waikato Road Properties

The subject dwellings along Tuakau Bridge – Port Waikato Road (13, 15, 17) are also located on the southern side of the Road, on relatively level sections, with dwellings constructed at elevations of approximately 5 mRL to 7 mRL.

Moderately to steeply sloping (35 to 40 degrees) escarpment slopes are present on the southern side of the properties up to around 30 mRL.

The affected properties and adjacent general landform indicates a gully between two ridgelines, where concentrated water flows are likely to be diverted following rainfall events. The land rises at a more moderate angle to the south of the affected properties up to approximately 100 mRL.

2 Desktop study

T+T has reviewed available published information to provide necessary background and context to the landslides that have occurred across the subject sites. The reviewed relevant information is presented in the sections that follow.

2.1 Site setting / geomorphology

Reference has been made to the contour information presented on the 'Contour Map' found on Waikato Regional Council online map collections site, with information retrieved during May 2023¹.

The subject site properties are all located on the lower lying terrace on top of coastal deposits. The geomorphological setting for the affected properties is summarised as follows:

- The Port Waikato Spit lies to the north of Maunsell Road and to the west of Tuakau Bridge-Port Waikato Road and to the west of the Putukaka Headland. The spit has been formed through longshore drift creating an aggregation of sand deposits from the southern extent of the Waikato River estuary northwards. This feature is low-lying but undulating as sand dunes have established. Elevations range from 3 mRL to 15 mRL.
- The Waikato River estuary runs from east to west and drains into the Tasman Sea. The affected properties lie to the south of the river.
- It is anticipated that prior to the formation of the spit a fluvial channel (Waikato River) would have been located adjacent to the toe of the escarpment slopes, potentially undermining the toe, and causing the over-steepened landscape that is observed today.
- The affected properties along Maunsell Road are backed by a ridgeline that runs south-west to north-east.
- An arcuate shaped feature to the south of the affected properties is reticent of a large-scale ancient landslide that may have been active before the formation of the Port Waikato spit.
- The Tuakau Bridge – Port Waikato properties are constructed at the toe of an erosional gully, where two ridgelines of competent bedrock flank the broader incised gully floor. The toe of the slope is located adjacent to the Waikato River estuary margin, separated only by the road.

Several concave features on the contour plan indicate the possible for larger historical landslides or gully features, which are considered unlikely to be active. These areas have been identified on Figure 1 in Appendix A.

2.2 Published geology

The broad geological units relevant to the site are published on the GNS 1:250,000 series geological maps². The lower lying portions of the site are typically underlain by recent alluvial coastal sediments comprising 'mobile dunes' (Q1d), particularly around the Maunsell Road sites. Although not specified on the geological map, the lower-lying portions of the Tuakau-Port Waikato Road sites could be located on Waikato River estuary deposits or on colluvial deposits associated with previous historic land instability.

The escarpment slopes to the south of the subject properties comprise the following geological units:

- Maunsell Road Sites: Pliocene era Awhitu Group (Pad) consisting of a cemented dune sand and associated facies form the younger deposits, which are largely confined to the coastline.

¹ <https://waikatomaps.waikatoregion.govt.nz/Viewer/?map=8d6d6fda779b4e59951953ae97d0ec4a>

² Edbrooke, S.W (compiler) 2001. Geology of the Auckland area. Institute of Geological and Nuclear Sciences 1:250 000 geological map 3. 1 sheet + 74 p. Lower Hutt, New Zealand: Institute of Geological and Nuclear Sciences Limited.

The Jurassic Marine Basement Rocks of the Apotu Group (IJa), which is part of the Murihiku Supergroup underlie the Awhitu Group and comprise siltstone, sandstone, and conglomerate which are carbonaceous near top.

- Tuakau Bridge – Port Waikato Road Sites: Jurassic Basement Rocks comprising the units within the Murihiku Supergroup, namely the Huriwai Group (Ijh) comprising non-marine alternating mudstone, sandstone, and conglomerate with abundant plant fragments and rare thin coals.

Both sites sit within a geological complex system of faulted stratigraphy, which has been subject to structural deformation in the past. The site lies to the south-west of the Kaimango Syncline and several fault lines. The fault lines are presented on the geological map below but the ones closest to the site are the Waikato Fault, the Waikato Heads Fault, the Huriwai Fault, and the Walkawau Fault. These are all considered inactive as no active faults are mapped within this area based on the New Zealand Active Faults Database³.

A depiction of the key geological units and features discussed above is presented in Figure 2.1.

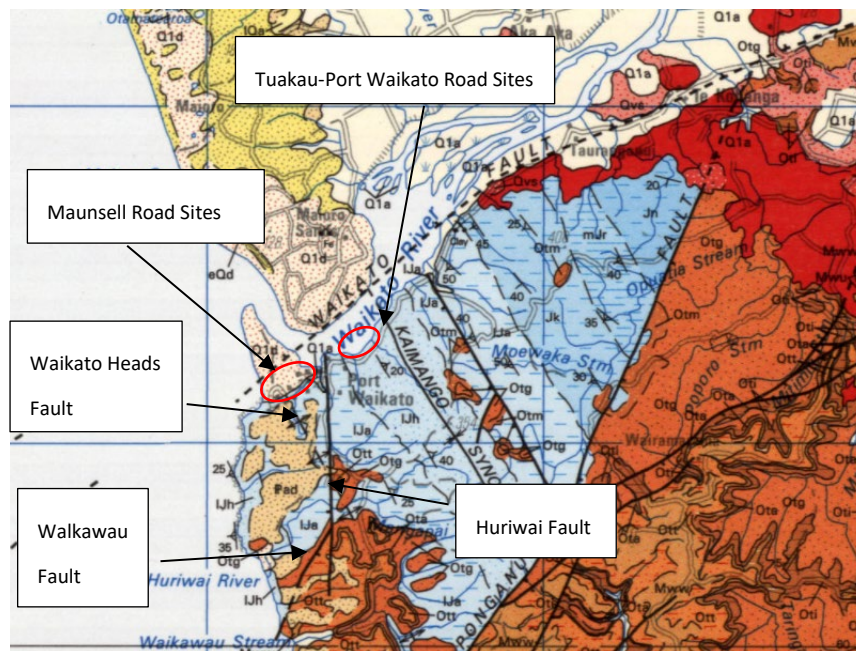
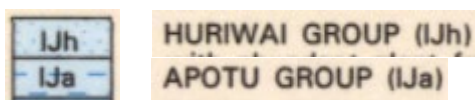


Figure 2.1: Published geological map

Legend:



2.3 Aerial photographs

A review of the Retrolens online platform⁴ presents historical aerial imagery between 1942 and 1997. These images are taken on a relatively broad scale and so only generalised information can be drawn from them.

³ GNS Science. (2016). New Zealand Active Faults Database 1:250,000 scale [Data set]. [New Zealand Active Faults Database - GNS Science | Te Pū Ao](#)

⁴ <https://retrolens.co.nz/map>

The historical imagery in 1942 and 1949 does indicate some potential historic landslides towards the western end of Maunsell Road. More recent aerial images indicate that the steeper elevated landform as part of the wider site setting has been subject to shallow landslides in the past, with no indication of larger global land movements.

2.4 Drone Survey

WDC undertook a series of photographic drone surveys shortly following the Cyclone Gabrielle event. These photos show the extent of the landslides from an aerial perspective and formed the basis for targeting our site walkovers.

Temporary access to the WDC ArcGIS platform was also provided where extracts were inserted into a PDF format for use on site.

Images provided by WDC are presented in figures 2.2 and 2.3.



Figure 2.2: Aerial photograph looking south-east towards Maunsell Road.

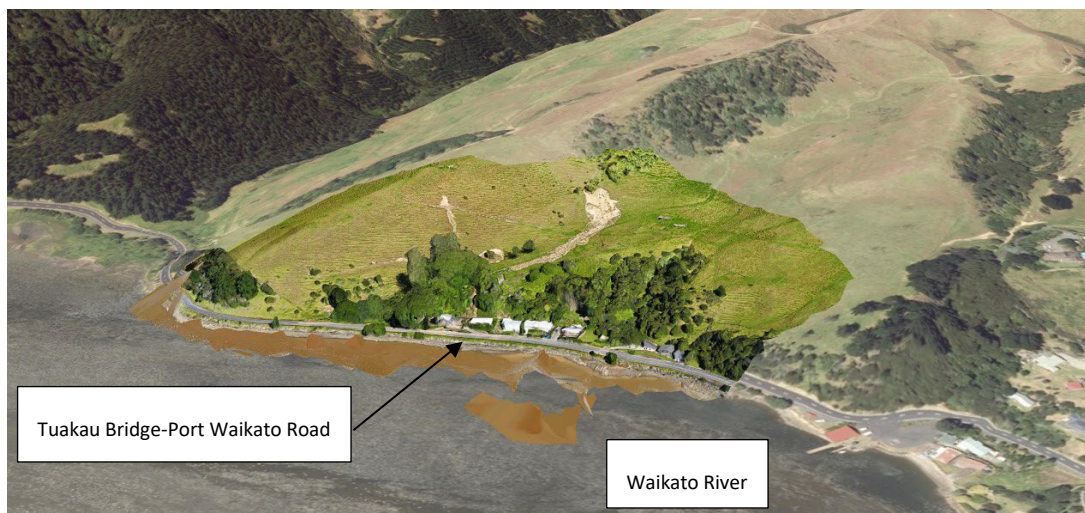


Figure 2.3: Aerial photograph looking south towards land damage on and above properties.

The above photographs indicate that there are several relatively shallow landslides along the escarpment slopes above the subject properties. In general, these landslides appear to be isolated events rather than being indicative of a larger global landslide.

2.5 Rainfall data

A review of available rainfall records closest (12km SE) to the site were assessed to provide a hydrological context for the landslides. Key figures are presented below, which have been taken from the Waikato Regional Council environmental maps⁵.

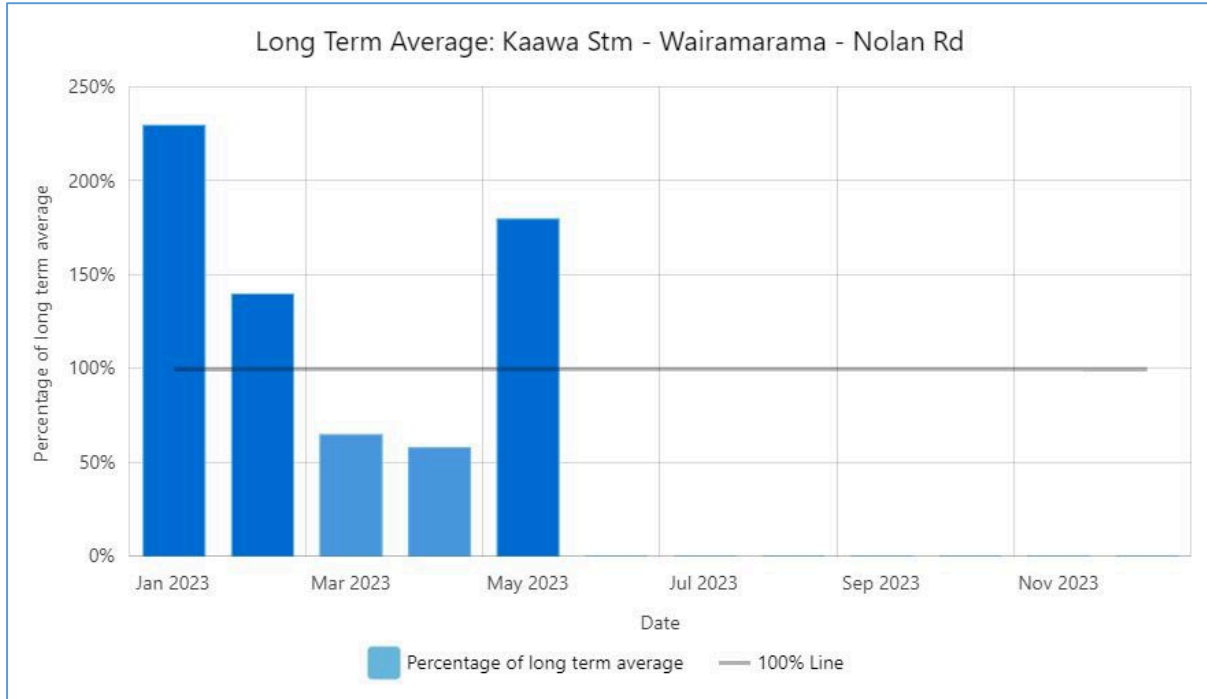


Figure 2.4: Long term average rainfall compared to rainfall during 2023

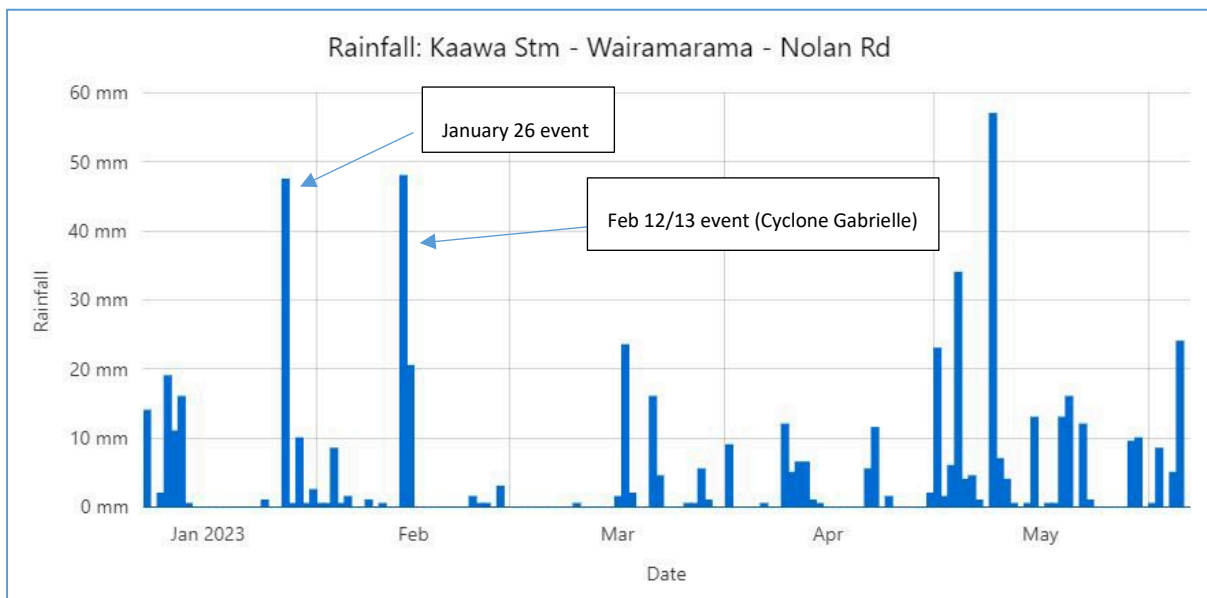


Figure 2.5: Daily rainfall totals during 2023

⁵ <https://waikatoregion.govt.nz/environment/envirohub/environmental-maps-and-data/station/24281/RF?dt=Rainfall>

As a general note, July, September, October, and November 2022, received between 120% and 210% of the long-term average rainfall. During this time there were at least six occasions where the 24-hour rainfall total was greater than 40mm.

Figure 2.4 indicates that during January 2023 there was over 200% of the long-term average rainfall, with most of this rain coming towards the end of the month. The ground would have therefore been heavily pre-soaked prior to the Cyclone.

During February Port Waikato also received around 140% of the long-term average rainfall amount, noting that February is usually a wetter month than January.

Figure 2.5 affirms the above conclusions with nearly 50 mm of rainfall occurring during the January 26 event and an additional 60 to 70 mm during Cyclone Gabrielle.

May 2023 also received large amounts rain, recording up to 200% of the long-term average at this weather station. No further land instability has been noted because of this rainfall.

The data above is shown over a 24-hour period, but hourly rainfall intensities were not readily available to assess. This data may help to explain why landslides did not occur in January or May.

The heavy rainfall depths discussed above are considered a key driver in contributing to the landslides that occurred during the Cyclone. It is also considered likely that a combination of two extreme rainfall events occurring within two weeks of each other has led to the damage.

It is noted that the above rainfall data is from the closest weather station within the Waikato at Kaawa Stream, Wairamarama (Nolan Road), approximately 12 km SE of the site and provides indicative values only. Actual rainfall within this catchment may have been greater than or less than the values assessed above given the location of the subject site to the monitoring station.

3 Site observations

Following the desktop study, T+T carried out site walkovers on 14 April and 16 May 2023, which largely focussed on assessing the scale and nature of the landslides that occurred at a property level. Where access was possible an assessment of the wider landform was also undertaken.

T+T engaged with property owners where possible to understand the circumstances around the individual landslides. All property owners that were spoken to indicated that land damage occurred following Cyclone Gabrielle and not the preceding January 26 rainfall event.

Faulted rock exposures are present along the western coastline, which typically comprise sub-horizontally to sub-vertically dipping interbedded mudstones and sandstones within the vicinity of subject area.

Land and property damage has been summarised on the table presented in Appendix B and sections 3.1 and 3.2. Commentary on the suitability of the coloured placards placed on behalf of WDC has also been made based on the site observations. Photographs from the site visit are presented in Appendix C.

3.1 Land damage

A summary of the key findings from the site visits relating to land damage is provided as follows:

- Geological units observed at the properties were consistent with the published geological information, typically comprising interbedded sandstones and mudstones with a soil veneer.
- A total number of 25 landslides were assessed during the visits, with 22 of these occurring on the moderately to steeply graded escarpments slopes to the south of the properties. Most of the damage was a result of debris inundation at or towards the toes of the slope.
- Landslides typically had head scarps between 3 m and 15 m wide, with landslide heights typically between 3 m and 5 m.
- Some larger landslides were observed with headscarps up to 32 m wide, with two of these located on the upper steeper slopes behind properties on Tuakau Bridge – Port Waikato Road.
- The landslides observed were indicative of shallow rotational failures, debris flows, and translational landslides. Failure surfaces mostly occurred at the interface between the soil veneer or extremely weathered bedrock and the more competent underlying bedrock. Schematic diagrams of the above failure mechanisms are presented in Figure 3.1.
- Many of the landslides occurred within the lower to middle portions of the slope, with an isolated number occurring near the crest of the slope. Landslide locations were likely controlled by geomorphology and hydrogeological conditions.
- Debris made it to the toe of the slope and beyond impacting buildings on several properties. In some cases, debris run out from the shallow landslides was limited towards the lower slopes and caught up within vegetation on the slope.
- Landslide 19 (115b Maunsell Road) was one of the larger failures observed, with a 22 m wide headscarp located on a 40-degree slope approximately 16 m from the crest (overall slope height of around 60 m). The height of the landslide headscarp is estimated to be approximately 20 m. Debris run out for this was in the region of 12 m to 14 m from the toe of the natural escarpment slope.
- No large tension cracks or other forms of slope movement were identified during our walkover, nor was any evidence provided by property owners. We do note that access was limited due to the heavily vegetated escarpment slopes, so a walkover to higher elevations was only undertaken around 171 to 175 Maunsell Road. Such tension cracks may be present on parts of the slope that were not accessed.

- Soil creep occurred across most of the slopes, which would be anticipated on slopes of this gradient where a veneer of soil is present. This was most demonstrated from trees bending at the base of the trunk because of adjusting to downslope movement.
- Three landslides (23, 24 and 25) were assessed above 13, 15, and 17 Tuakau Bridge - Port Waikato Road properties. These landslides were consistent with other observed failure modes and did not inundate properties below.
- Typical sections through landslides are presented in Figure 3 and Figure 4 in Appendix A, with measurements taken using a Trupulse rangefinder on site.

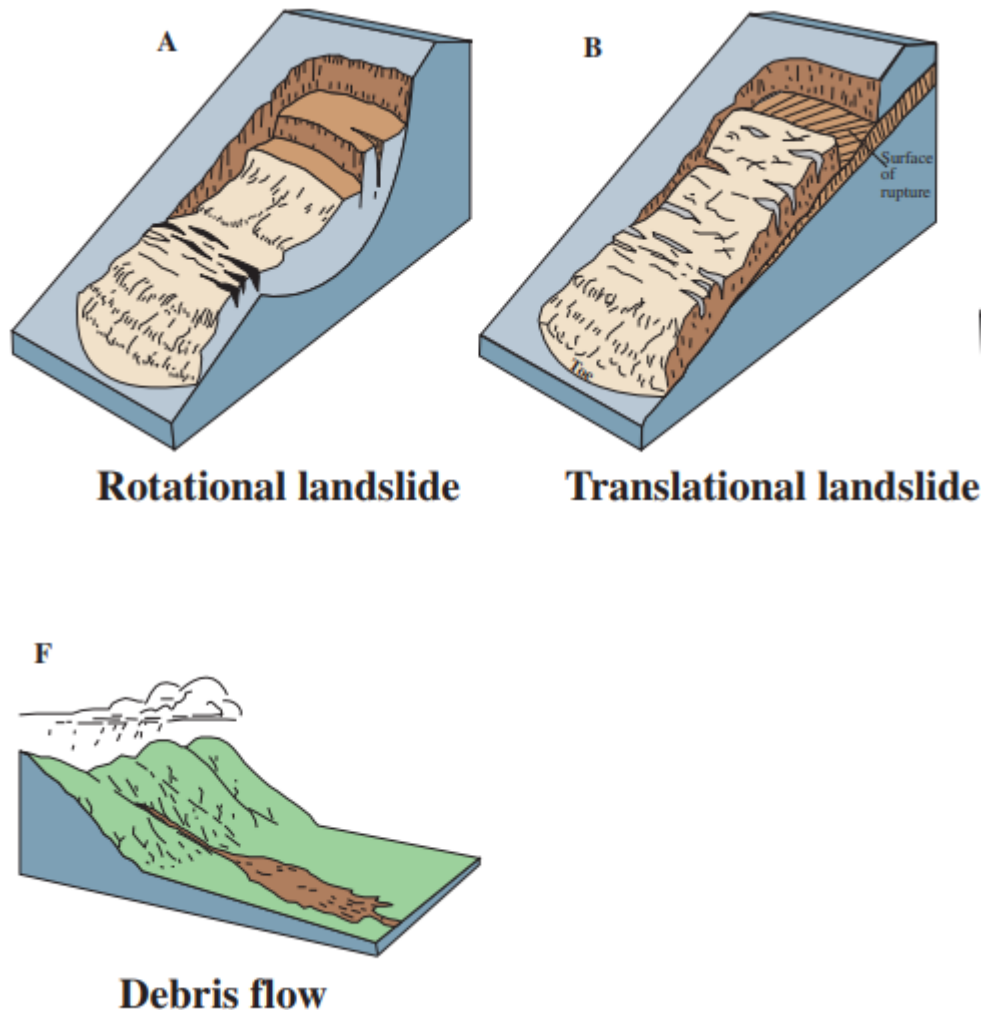


Figure 3.1: USGS Landslide failure modes⁶

3.2 Property damage

As discussed in Section 3.1, several properties sustained damage because of landslide debris impacting dwellings, sleep-outs, garages, and other infrastructure such as retaining walls and tanks. In most cases the debris caused minor impact damage, however in a number of cases the damage was major, particularly where structures were located adjacent to the toe of the slope.

⁶ U.S. Department of the Interior, U.S. Geological Survey, Landslide types and processes, Fact Sheet 2004-3072, July 2004.

A summary of the damage observed during our site walkovers for properties placarded as either red or yellow (existing placard colour in brackets) is presented as follows:

Maunsell Road Properties

- The dwelling at 209 Maunsell Road is constructed at the top of a steep escarpment slope (above Landslide 4) with the foundations approximately 3 m from the headscarp at its closest point. No physical damage was noted to the building. [Red].
- Direct impact damage from landslide debris occurred to 159, 161, and 175 Maunsell Road. In these locations significant structural damage was noted i.e., partial collapse of roof or walls and superstructures were tilted / rotated off centreline of foundations. [Red].
- The dwelling at 211 Maunsell Road was potentially damaged because of the recent landslide where a tension crack has appeared within the south-western corner of the property within the patio area. [No placard].
- 115B, 137a, 167, 177, 181, 189, 207, and 211 Maunsell Road all received structural damage to outbuildings such as sleep-outs, cabins, and garages.
- Properties at, 163, 179, 193-199, 205 Maunsell Road mainly received land damaged through debris inundation and scour.
- 115B Maunsell Road was a large commercial property with no permanent dwellings located on the site. At this location two cabins were impacted by landslide debris with some deformation of and around the foundations with some lateral displacement of the superstructure. The extent of structural damage was not assessed.
- In general, remaining properties received only minor debris inundation with land evacuation further upslope.

Tuakau Bridge-Port Waikato Road

- At 13 Tuakau Bridge-Port Waikato Road landslide debris had impacted the shed causing significant structural damage (breaking through back panel). The remainder of the dwelling, although it was supporting landslide debris in some locations at the rear of the structure, did not appear to be significantly damaged, but this may need to be checked by a structural engineer. [Red].
- 15 Tuakau Bridge-Port Waikato Road suffered damage to a concrete tank at the rear of the property but no structural damage to the building was evident. [Red].

4 Causes of failures

Many factors contribute to the stability of slopes. These include:

- a Slope height
- b Slope steepness
- c Geology
- d Soil thickness
- e Weathering
- f Rainfall
- g Groundwater

For the Port Waikato slopes a number of the items listed here are not known due to the high-level nature of this assessment but, as discussed in the preceding sections, the failures observed during this work occurred during and following the heavy rainfall associated with Cyclone Gabrielle in February 2023.

A summary of the weather-related factors contributing to the slope failures observed, to help provide context for the future risk to properties along the southern side of Maunsell Road and along Tuakau Bridge - Port Waikato Road, is provided as follows:

- 1 Extreme rainfall event in January with over 50 mm of rainfall in 24 hours.
- 2 Large rainfall event during Cyclone Gabrielle in February 2023 with over 70 mm of rainfall within 48 hours.
- 3 An unseasonably wet spring / summer where the closest rain gauge to Port Waikato received 140 % to 210 % of the long-term average rainfall during October and November 2022 respectively.
- 4 A relatively high (20 m to 60 m) and steep escarpment slope (30 to 40 degrees) slope with a veneer of soil and weak rock overlying more competent marine basement rocks (interbedded mudstone and sandstone).
- 5 Heavily jointed / fractured sandstone beds on unfavourably dipping planes were present particularly around Landslide 5 (201 Maunsell Road), allowing for movement perpendicular to the slope face.

It is considered that combinations of the above have contributed to the recent landslides occurring around these Port Waikato sites. In addition, the geomorphology, geology, steepness, and weathering profile are considered to make the escarpment slopes around Port Waikato susceptible to landslides in the future.

5 Future risk

The combination of factors outlined in Section 4 highlights that the sites recently affected at Port Waikato are at risk from future landslides should heavy rainfall or seismic events occur. Given the potential for climate change to affect weather patterns and bring more extreme events, (Ministry of Environment, January 2023⁷), the future likelihood of these landslides occurring will also increase. Not only are the frequency of larger rainfall events likely to increase but also their intensities, the latter of which is considered to be a key influencing factor on the instability observed.

It is worth noting that rainfall in May was also significant (Figure 2.4 and Figure 2.5), where total rainfall over a 24-hour period exceeded the 26 January and Cyclone Gabrielle events with nearly 60 mm of rain depth in one day. No further landslides were noted to have occurred during this month.

Despite the future landslide risk, relatively few buildings, dwellings and minor structures were severely damaged during Cyclone Gabrielle. This was partly down to chance, but other factors include vegetation on slope (catching the debris), distance of the buildings from the slope toe and geomorphology sheltering some properties from landslide debris (i.e. directing it elsewhere).

The above said, landslides similar to those observed are considered likely to occur along the same slopes in the future. With the forecast increases in storm frequency and intensity storms the likelihood (and therefore risk) of landsliding on slopes also increases. Within the area observed this will increase the landslide risk for properties at the slope toes, i.e. those on the southern sides of Maunsell Road and Tuakau Bridge – Port Waikato Road.

⁷ The science linking extreme weather and climate change, 3 February 2023, Ministry of Environment article: [The science linking extreme weather and climate change | Ministry for the Environment](#)

6 Recommendations

Assessment of the properties placarded by WDC has been undertaken, and considerations for each lot have been provided within the table presented in Appendix B. A number the placards currently assigned can likely be downgraded subject to minor site works. The exceptions to this are:

- **Red** placarded properties at 13 Tuakau Bridge-Port Waikato Road, 115B, 159, 161, and 175 Maunsell Road.
- **Yellow** placarded properties at 167 & 177 & 181 (sleep-out only), 189, 201, 207, and 211 Maunsell Road.

The properties in the two bullets above will require more extensive works before their placard classifications can be reconsidered.

Once remedial works have been undertaken all the assessed properties are at the same risk of inundation as before the event. It is acknowledged that dwellings and structures that are rebuilt will be safeguarded by either larger setbacks or other remedial solutions to meet the requirements of the current New Zealand Building Code.

Existing homeowners in all sites at the base of the steep escarpment slopes should consider approaches to reduce the instability risk to their properties including further assessments and/or constructing suitable mitigation measures. The form and extent of these should be assessed by the property owners and should be done with consideration to the effects potential mitigation measures may have on adjacent properties.

Careful consideration should be given to new buildings that are constructed on vacant lots or where current buildings are replaced. Any new buildings constructed at the toe of the steep slopes should give due consideration to the landslide hazard. This also extends to WDC infrastructure, where located on the slopes or within the debris runout zone at the slope toes.

For the Holiday Park site (115B Maunsell Road), it is recommended that location of any structures and tent sites give due consideration to the instability risk of the slope. This may include implementing a suitable offset from the slope toe.

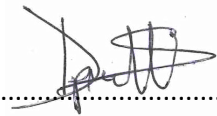
7 Applicability

This report has been prepared for the exclusive use of our client Waikato District Council, with respect to the particular brief given to us and it may not be relied upon in other contexts or for any other purpose, or by any person other than our client, without our prior written agreement.

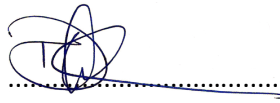
Tonkin & Taylor Ltd
Environmental and Engineering Consultants

Report prepared by:

Authorised for Tonkin & Taylor Ltd by:



Dan Mills
Senior Geotechnical Engineer



David Milner
Project Director

2-Aug-23

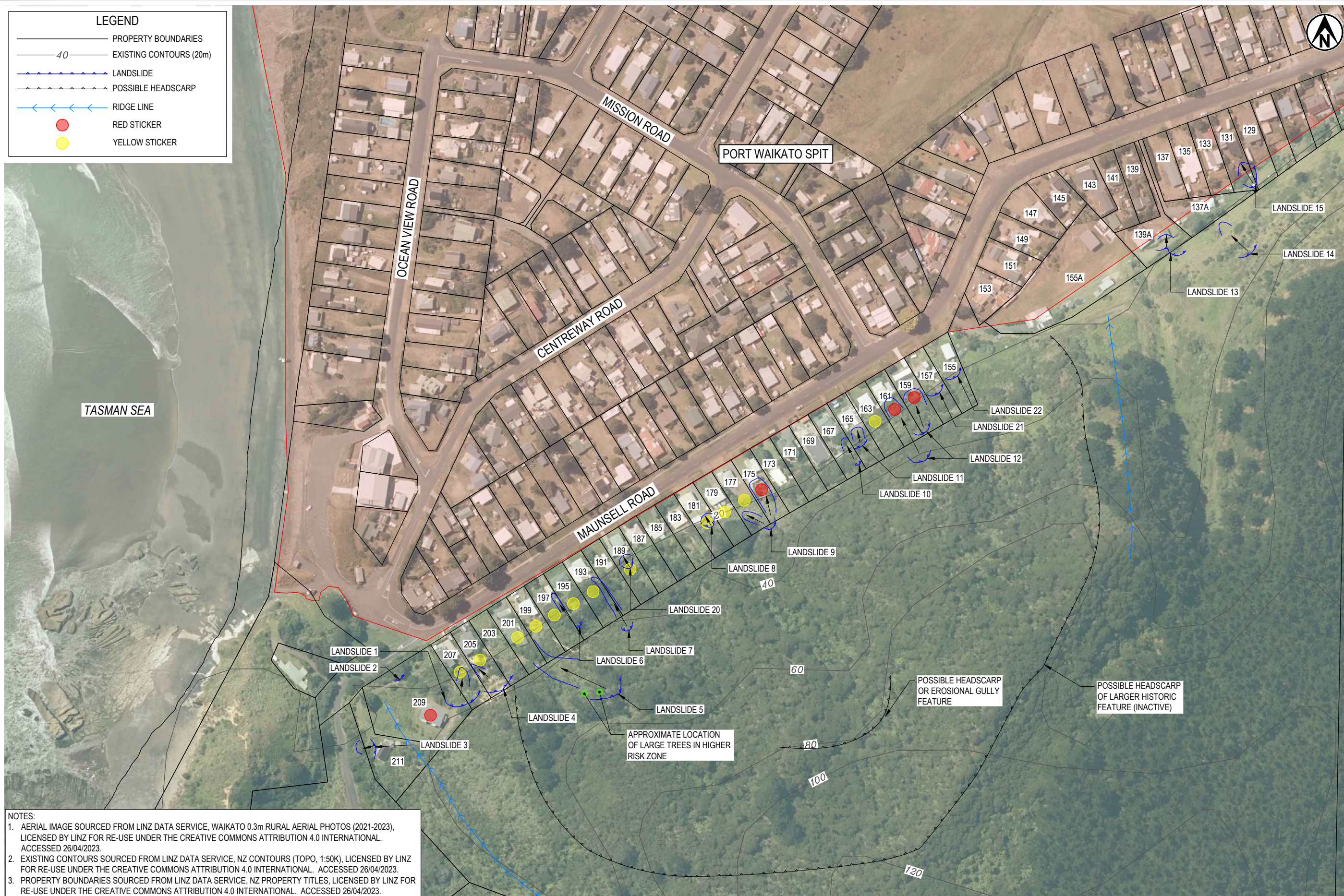
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Appendix A Figures

- **Figure 1 – Landslide Summary Plan Maunsell Road**
- **Figure 2 – Landslide Summary Plan Te Okuroa – Port Waikato Road**
- **Figure 3 and 4 – Landslide Cross-sections**

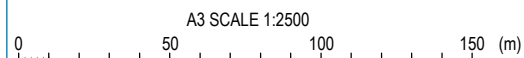
LEGEND

- PROPERTY BOUNDARIES
- EXISTING CONTOURS (20m)
- LANDSLIDE
- POSSIBLE HEADSCARP
- RIDGE LINE
- RED STICKER
- YELLOW STICKER



NOTES:

1. AERIAL IMAGE SOURCED FROM LINZ DATA SERVICE, WAIKATO 0.3m RURAL AERIAL PHOTOS (2021-2023), LICENSED BY LINZ FOR RE-USE UNDER THE CREATIVE COMMONS ATTRIBUTION 4.0 INTERNATIONAL. ACCESSED 26/04/2023.
2. EXISTING CONTOURS SOURCED FROM LINZ DATA SERVICE, NZ CONTOURS (TOPO, 1:50K), LICENSED BY LINZ FOR RE-USE UNDER THE CREATIVE COMMONS ATTRIBUTION 4.0 INTERNATIONAL. ACCESSED 26/04/2023.
3. PROPERTY BOUNDARIES SOURCED FROM LINZ DATA SERVICE, NZ PROPERTY TITLES, LICENSED BY LINZ FOR RE-USE UNDER THE CREATIVE COMMONS ATTRIBUTION 4.0 INTERNATIONAL. ACCESSED 26/04/2023.



PROJECT No. 1090905		
DESIGNED	DAMI	Jul.23
DRAWN	KMJA	Jul.23
CHECKED		
APPROVED		DATE

CLIENT **WAIKATO DISTRICT COUNCIL**
 PROJECT **MAUNSELL ROAD, PORT WAIKATO**

TITLE **GEOTECHNICAL INVESTIGATION**
LANDSLIDE MAP



LEGEND

- PROPERTY BOUNDARIES
- EXISTING CONTOURS (20m)
- LANDSLIDE ASSOCIATED WITH CYCLONE GABRIELLE
- POSSIBLE HEADSCARP
- RED STICKER
- YELLOW STICKER

WAIKATO RIVER ESTUARY

TUAKAU BRIDGE-PORT WAIKATO ROAD

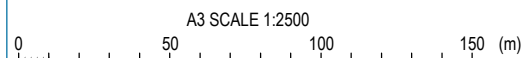


NOTES:

1. AERIAL IMAGE SOURCED FROM LINZ DATA SERVICE, WAIKATO 0.3m RURAL AERIAL PHOTOS (2021-2023), LICENSED BY LINZ FOR RE-USE UNDER THE CREATIVE COMMONS ATTRIBUTION 4.0 INTERNATIONAL. ACCESSED 26/04/2023.
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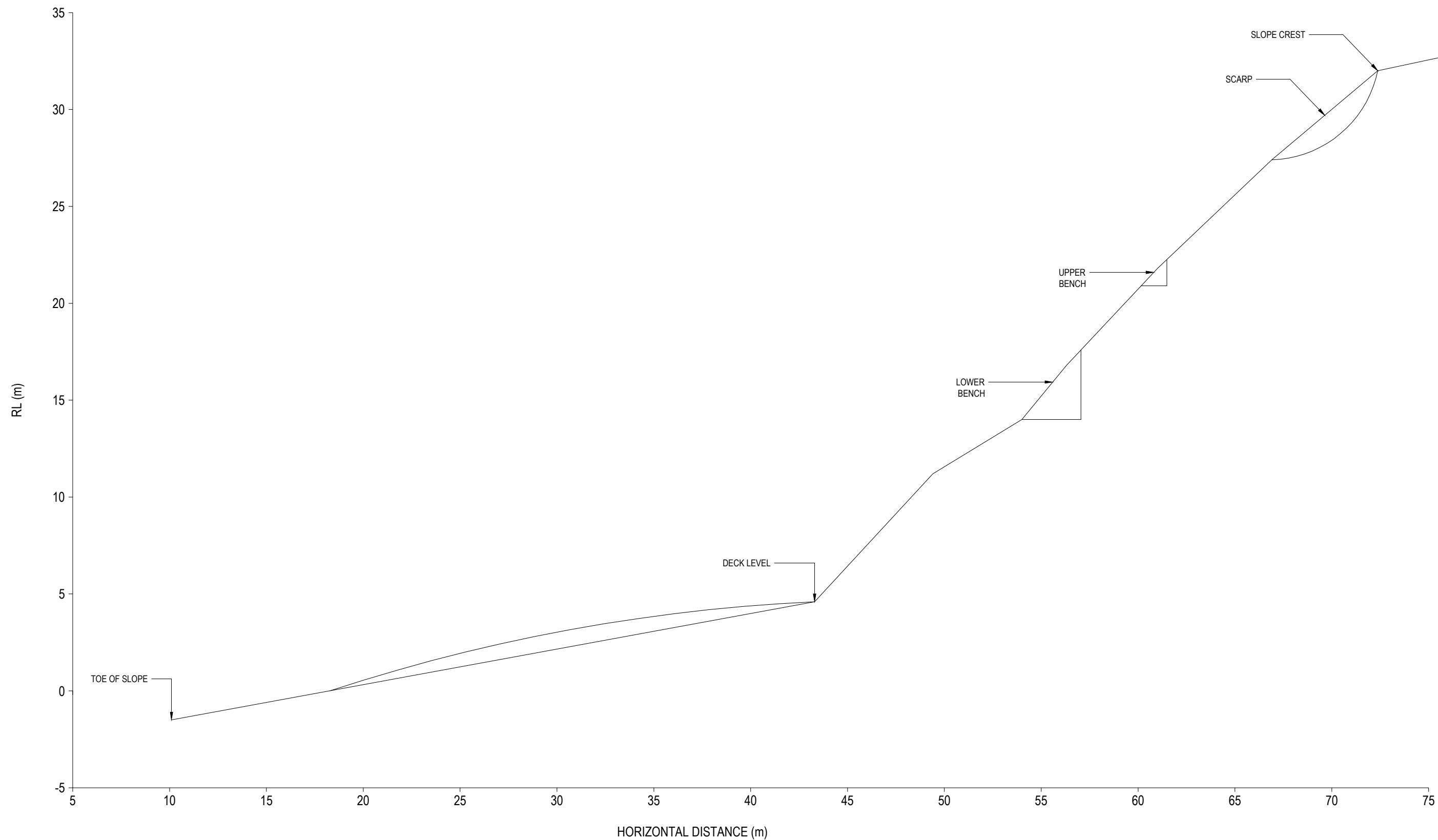
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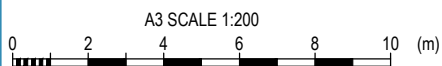
CLIENT	WAIKATO DISTRICT COUNCIL
PROJECT	MAUNSELL ROAD, PORT WAIKATO
TITLE	GEOTECHNICAL INVESTIGATION LANDSLIDE MAP
SCALE (A3)	1:2500
FIG No.	1090905-F1.2
REV	1

UNREVISION 1



SECTION 1 LANDSLIDE 4
SCALE 1:200

NOTES:
1. ALL DIMENSIONS IN METRES UNLESS NOTED OTHERWISE.



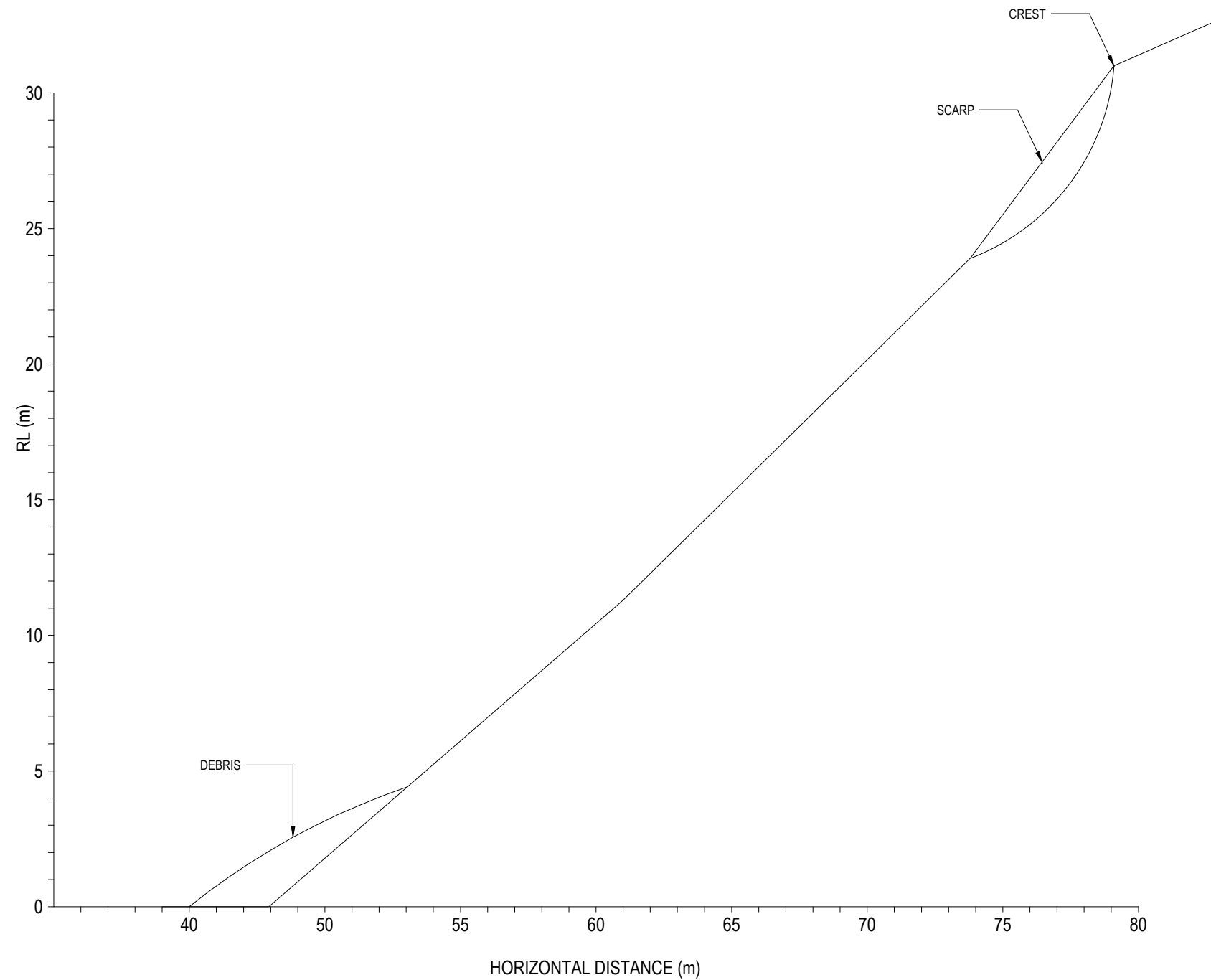
ORIGINAL IN COLOUR

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PROJECT	MAUNSELL ROAD, PORT WAIKATO
TITLE	GEOTECHNICAL INVESTIGATION LANDSLIDE PROFILES
SCALE (A3)	1:200
FIG No.	1090905-F1.3
REV	1

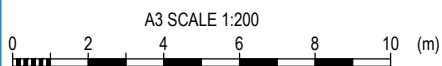


UNREVISION 1



SECTION 1 LANDSLIDE 9 - LINE A
SCALE 1:200

NOTES:
1. ALL DIMENSIONS IN METRES UNLESS NOTED OTHERWISE.



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PROJECT **MAUNSELL ROAD, PORT WAIKATO**


TITLE **GEOTECHNICAL INVESTIGATION**
LANDSLIDE PROFILES

SCALE (A3) 1:200 FIG No. 1090905-F1.4 REV 1



Appendix B Land and property damage summary

Port Waikato Sticking Assessment Summary

Project		Port Waikato Landslide Assessment							 <small>Exceptional thinking together www.tonkintaylor.co.nz</small>	
#	Road Name	T+T Visited Date	Landslide Number (refer attached plan)	Damage Summary	Council Sticker (spreadsheet)	Proposed Sticker	Recommended works to remove sticker	Debris Estimate (m3)		
211	Maunsell Road	14/04/2023	Landslide 3	7m wide headscarp occurred below dwelling. Partial evacuation within boundary, no damage to building and no IR to building anticipated.	Not stickered	Yellow	Additional assessment required due to potential recent damage affecting building and failed retaining wall.	N/A - landslide below dwelling. Specific damage assessment required.		
209	Maunsell Road	14/04/2023	Landslide 1 / Landslide 2	3m wide landslide 2 within property of 209 Maunsell Road undermining 200 mm to 300mm of existing accessway. Landslide 1 comprised multiple movements along connected headscarp, which was approximately 20 m long and 3m to 4m high.	Red	White	None - generally same risk as before. Foundations are likely supported down to rock level, however, even if they lie within soil units have not been undermined, or are considered to be at imminent risk of being undermined.	N/A - landslide below dwelling		
207	Maunsell Road	14/04/2023	Landslide 1	Debris inundation from landslide 1 towards west of property and resting against side of dwelling, external shower and timber pole wall. Damage to external shower apparent. Some debris at the toe of slope looked to have been cleared away during the second observation visit made on 16 May 2023.	Yellow	Yellow	Additional assessment required due to higher risk landslide possibility above the property.	Debris already removed. - up to 100 m3 estimated.		
205	Maunsell Road	14/04/2023	Landslide 4	12.5m wide headscarp formed on upper cut slopes of an old quarry site. Debris flow largely made it to the lower quarry bench but some debris persisted to the raised decking just above the toe of the slope (within 7m of dwelling). Predominantly sandstone rock within quarry face with some surficial soil at crest of slope.	Yellow	White	Remove debris from lowest quarry bench and any other safely accessible quarry benches.	Debris already removed. - up to 100 m3 estimated.		
203	Maunsell Road	14/04/2023 & 16/05/2023	N/A	Vacant lot - possible land damage at the rear of the property from Landslide 4. On second visit appeared that tanks had been installed on property - a small cut bench was constructed for the tanks.	White	No change	N/A	N/A		
201	Maunsell Road	14/04/2023 & 16/05/2023	Landslide 5	50m long landslip, with debris resting on veranda - tree 'kissing' roof according to owner, now partially cleared. Possibility for larger trees near crest of slope to be further undermined and fall down slope. On second visit it was evident that at least one other large tree had been undermined at is potentially at risk of causing significant damage in the future. The tree was anchored on to slope with large roots but has potential for damage. Landslide occurred within old channel with main slip towards crest of slope and possible minor landslides on over-steepened side walls of channel.	Yellow	Yellow	Arborist to assess stability of trees upslope.	est. 65 m3 of landslide debris		
199	Maunsell Road	14/04/2023	Landslide 5	Evacuation of landslide debris onto property, dwelling not considered to be at IR, as slopes at rear of property direct flows towards 201 Maunsell Road.	Yellow	White	None.	N/A		
197	Maunsell Road	14/04/2023	Landslide 6	Small landslide east of landslide 5. Partial evacuation approx. 4m wide. Bulging near tree above bench. Debris generally arrested mid-slope but some debris made it onto property below and washed out down stairs at the side of the house. Mainly washout rather than debris.	Yellow	White	Clear debris, same risk as before event	est. 15 m3 of landslide debris.		
195	Maunsell Road	16/05/2023	N/A	Walked up the rear of property to the, some over-steepened exposed faces with possible minor recent slumping and soil creep active. No obvious signs of larger scale instability.	Yellow	White	Same risk as before event	N/A		
193	Maunsell Road	14/04/2023	Landslide 7	Shallow rotational slip occurred mid slope with minor debris making it to the toe of slope adjacent to the dwelling. Debris accumulation to the east of the dwelling towards a wood shed and concrete tank.	Yellow	White	Clear debris, same risk as before event	est. 30 m3 of landslide debris.		
191	Maunsell Road	16/05/2023		No land or property damage noted.	White	White	N/A	N/A		
189	Maunsell Road	16/05/2023	Landslide 20	1.5m to 2.0m high headscarp extending across majority of property. Damage to some fencing and to a blue oil drum at the toe of the slope. Rotational slumping has occurred but only minor damage at toe of slope.	Yellow	Yellow/white	Yellow sticker to sleep-out only. Sticker to be removed once debris cleared from behind structure, structural damage assessed, and small retaining wall built at toe of slope or sleep-out moved at least 2m from toe of bank.	est. 4.5 m3 of landslide debris		
187	Maunsell Road	16/05/2023	N/A	Not visited	White	White	N/A	N/A		
185	Maunsell Road	16/05/2023	N/A	Walked to rear of property but it was heavily over-grown. No obvious signs of debris inundation, heads scarps or tension cracks.	White	White	N/A	N/A		
183	Maunsell Road	16/05/2023	N/A	Owner reported possible water ingress as run-off from neighbouring property. No other signs of damage.	White	White	N/A	N/A		
181	Maunsell Road	14/04/2023	Landslide 8	Shallow mid-slope rotational slump, approximately 10m wide with debris impacting sleep-out at the toe of slope (rear of dwelling), and debris directed around sleep-out. There was at least 6m between dwelling and toe of debris lobe. No IR to dwelling. Plastic tank sustained damage from landslide.	Yellow (sleep-out only)	Yellow (sleep-out only)	Property white. Remove debris and check sleep-out for structural damage. Arborist to confirm stability of trees.	est. 47.5 m3 of landslide debris		
179	Maunsell Road	14/04/2023	N/A	No damage to dwelling, property or services. Slips occurred either side, confirm that no further movement after weekend (20/05/23) of rainfall.	Yellow	White	N/A	N/A		
177	Maunsell Road	14/04/2023	Landslide 9b	Headscarp near crest of slope on land above property. Debris flowed in two directions, likely that one smaller landslide initiated and triggered the other. Larger headscarp approx. 11m wide. Debris arrested at toe of slope behind a container sleep-out. Possible structural damage to the sleep-out.	Yellow	Yellow (sleep-out)	Remove debris and assess structural damage to sleep-out.	est. 3.5 m3 of landslide debris		
175	Maunsell Road	14/04/2023	Landslide 9a	Headscarp near crest of slope on land above property. Debris flowed in two directions, likely that one smaller landslide initiated and triggered the other. Larger headscarp approx. 11m wide. Debris damaged dwelling which is towards rear of property causing significant damage.	Red	Red	Re-build - subject to BC rules.	N/A		
173	Maunsell Road	16/05/2023	N/A	Small landslide approx. 4m wide on the western boundary. Partial evacuation and arrested mid-slope around vegetation. Walked to near the crest of the high escarpment slope, some localised scour channels and minor slumping / creep. No obvious signs of large tension cracks.	White	White	N/A	N/A		
171	Maunsell Road	16/05/2023	N/A	Crack wall at rear of property, no obvious signs of movement upslope. Owner reported water was entering property from	White	White	N/A	N/A		
169	Maunsell Road	16/05/2023	N/A	Newer dwelling, large retaining wall constructed behind dwelling. No obvious signs of further land instability.	White	White	N/A	N/A		
167	Maunsell Road	16/05/2023	Landslide 10	Shallow mid-slope rotational slump, damage to outside toilet and damage to front awning of sleep-out. Scour channels up slope. Some debris accumulating at boundary between with 169.	White	Yellow (toilet / sleep-out at rear of property)	Assess structural damage to properties and remove debris, and re-assess	est. 76 m3 of landslide debris		
165	Maunsell Road	14/04/2023	Landslide 11	Mid-slope slump of material, only minor debris accumulation at toe of slope.	White	White	N/A	N/A		
163	Maunsell Road	16/05/2023		No damage to dwelling, property or services. No obvious land damage within property.	Yellow	White	N/A	N/A		
161	Maunsell Road	14/04/2023	Landslide 12	Damage to sleep-out at the rear of property causing the dwelling superstructure to move off its foundations.	Red	Red	Re-build - subject to BC rules.	N/A - house to be demolished.		
159	Maunsell Road	14/04/2023	Landslide 12	Rotational landslides occurred at the rear of the property, debris through rear of property also damaging sleep-out. Retaining wall failure on property, appears to be isolated rtw failure due to pore pressure build-up.	Red	Red	Re-build - subject to BC rules.	N/A - house to be demolished.		
157	Maunsell Road	16/05/2023	Landslide 21	6m wide rotational landslide occurred within soil unit undermining elevated staircase up slope. The stair case accesses a view point upslope. Debris generally arrested on midslope bench but some minor debris ended up near dwelling.	White	White	N/A	N/A		
155	Maunsell Road	16/05/2023	Landslide 22	1.7m wide, 3.2m high headscarp associated with a shallow rotational landslide occurred obliquely to slope direction above a retaining wall. Ground was wet almost boggy behind wall. The timber pole wall was approx. 1.2m high with 150mm lagging and 150mm diameter SED posts. Approximately 7.2m of wall had rotated and is considered damaged, but no damage or imminent risk to dwelling.	White	White	N/A	N/A		
139a	Maunsell Road	14/04/2023	Landslide 13	Landslide 13, shallow rotational landslide near toe of slope approximately 17m wide, consists of an upper and lower headscarp. Inundation from landslide has irreparably damaged garage on property, but no IR considered to house.			N/A	est. 25 m3 of landslide debris		
137a	Maunsell Road	14/04/2023	Landslide 14	Landslide 14, 12m wide headscarp, occurred on the reserve land behind the subject property. Debris inundation downslope but no inundation or IR inundation onto subject property.	Yellow (garage only)	Yellow (garage only)	Garage to be assessed. Debris to be removed.	N/A		
131	Maunsell Road	14/04/2023	Landslide 15	Landslide occurred on neighbouring property (129 Maunsell Road) causing inundation on subject property. Location of shed moved due to slip. No damage to dwelling, property has landslide inundation. A temporary wall was constructed adjacent to a small stream at the rear of the property using corrugated iron sheets and small diameter timber posts.	White	White	Assess damage to shed.	N/A		
129	Maunsell Road	14/04/2023	Landslide 15	Approx 20m wide shallow rotation slip occurred at the rear of the property causing evacuation of land with inundation on the neighbouring property (131 Maunsell Road). Total slope height approximately 8m, with scarp height approximately 4m. Landslide appears to be at least partially translational with moving of soil over wak rock interface.	White	White	N/A	N/A		
123	Maunsell Road	16/05/2023	Landslide 17	Two shallow landslides occurred at the rear of the property. Evidence on site suggests water damage to old timber retaining walls and damage to the floor of the Marae and main property.			N/A	N/A		
115b	Maunsell Road	16/05/2023	Landslide 18a 18b, Landslide 19	Landslide 18a and 18b occurred above cabins 7.8.9 at the Port Waikato Holiday Park. The larger landslide (18a) occurred mid-slope, is 8m across and 4.5m high with debris accumulating on the slope particularly behind existing trees. Possible translational failure. Debris accumulation at the rear of Cabin 8. Landslide 18b was approximately 5m wide and 3m high and occurred at the toe of the slope as a rotational slump. Debris accumulation behind cabin 7 and cabin 9. Signs of movement and displacement of foundations / boarding at the base of the cabins. Landslide 19 was a large translation slide that occurred approximately 16m from the crest of the 60m high slope. The headscarp for Landslide 19 is 21.5m wide and the debris lobe extended approximately 12m to 14m past the toe of slope. Large seepage areas were noted within the exposed landslide face.	Yellow	Yellow	Remove debris from behind cabins and undertake structural assessment. Replace/repair cabins as required. Would recommend small wall behind cabins at toe of slope. Further consideration to tent sites due to nature of larger failure on the property, tent sites not recommended after periods of heavy rainfall.	est. 15 m3 of landslide debris		
13	Tuakau Bridge-Port Waikato Road	16/05/2023	Landslide 16	Debris inundation from Landslide 16 on to rear of property. Debris has broken through shed at the western side of the property and accumulated behind adjacent container building. Extent of structural damage to contained building unknown.	Red	Red	Demolition and replacement of garage, clear debris from rear of properties, assess structural damage to buildings. Following assessment of structures, may be downgraded to white/yellow	est. 15 m3 of landslide debris		
15	Tuakau Bridge-Port Waikato Road	16/05/2023	Landslide 16	Shallow rotational headscarp approximately 5.7m wide and 6.3m high. Some minor seepage (damp patches) noted within the slip debris area. Debris has inundated the adjacent property and generally arrested mid-slope #15. Damage to tank at rear of property.	Red	Yellow/White	Assess structural damage to property. Damaged tank to be repaired. Depending on structural assessment maybe downgraded to white	est. 15 m3 of landslide debris		
17	Tuakau Bridge-Port Waikato Road	16/05/2023	Landslide 16		White	White	N/A	N/A		

Key
 Structure has undergone significant structural damage, i.e. no longer fit for purpose
 Dwellings not habitable at night as land considered at higher risk of further inundation and may need to be evacuated at short notice.
 No damage, damage remediated and no imminent risk of further damage.

IR = Imminent Risk. Danger of land damage occurring as a result of an associated natural disaster within a 12 month period assuming typical rainfall amounts.

Appendix C Site photographs



Photograph 1: Port Waikato Holiday Park, Large Landslide 19



Photograph 2: Landslide within 15 Tuakau Bridge-Port Waikato Road



Photograph 3: View of Landslide 1 & 4 from northern side of 205 Maunsell Road



Photograph 4: View of Landslide 5 above 201 / 199 Maunsell Road



Photograph 5: View of landslide 9 above 175 and 177 Maunsell Road



Photograph 6: View looking north from behind dwelling at 159 Maunsell Road (Landslide 12)



Photograph 7: Landslide 15 from rear of 131 Maunsell Road



Photograph 8: Damage to shed / car port at 13 Tuakau Bridge – Port Waikato Road



Photograph 9: View of Landslide 13 at the rear of 139A Maunsell Road



Photograph 10: Landslide above 123 Maunsell Road



Photograph 11: Landslide 3 below 211 Maunsell Road dwelling



Photograph 12: Dipping sandstone beds view from beach



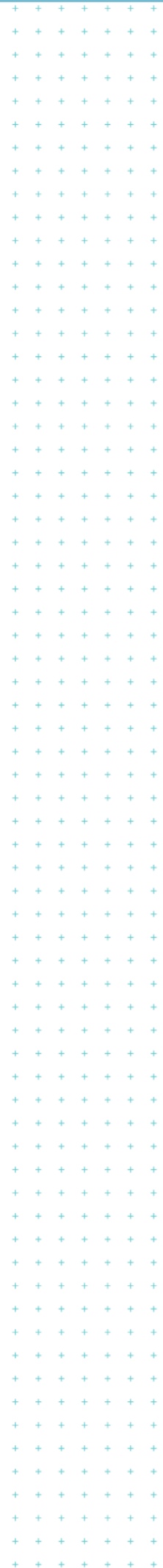
Photograph 13: Dipping mudstone / sandstone beds view from beach

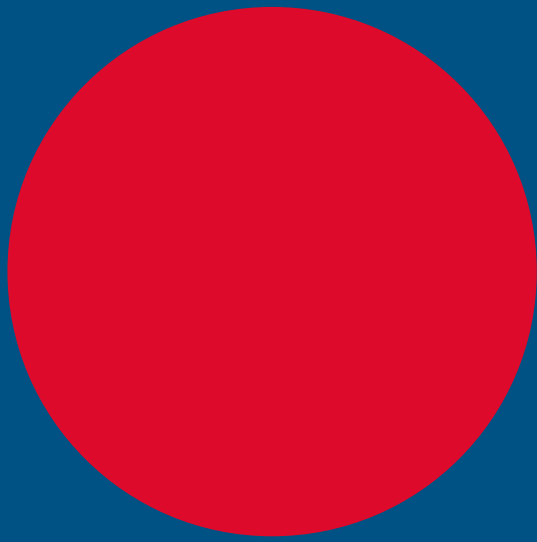


Photograph 14: Debris accumulation adjacent to 201 Maunsell Road



Photograph 15: View of damage to 175 Maunsell Road





Category 2P
Property Risk
Mitigation
Scheme

Homeowner handbook

aucklandcouncil.govt.nz/recovery



Rārangi kōrero

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About the scheme

Auckland Council has established a Property Risk Mitigation Scheme to support Category 2P homeowners that were affected by the January and February 2023 severe weather events.

The scheme will provide financial grants to support homeowners to make changes to their property so that the future intolerable risk to life from extreme weather events is reduced.

This limited, one-time scheme has been made possible through a joint funding agreement between Auckland Council and the Crown. It recognises that paying for mitigation work is out of reach financially for many storm-affected property owners where there is intolerable risk to life, and it will allow eligible homeowners to make their homes safe and be able to stay in them.

Getting a categorisation for your property



Under the council's **Categorisation Approach** a property can be assessed as Category 1, Category 2 or Category 3.

The risk mitigation scheme will only be available for properties that are confirmed as Category 2P, where there is an intolerable risk to life from future severe weather events that can be feasibly reduced through a property-level mitigation.

To get a category for your property, you need to ask for a detailed risk assessment to be completed.

This process begins by completing an online **Flooding and Landslide Registration form** to provide Auckland Council with information about your property and how it was impacted during the storms of early 2023.

We will then start a risk assessment process for your property.

A risk assessment has two parts:

1. An initial desktop assessment, based on existing information and any information you provide, which gives an indication of whether your property is likely to be low or high risk. The desktop assessment also tells us if an on-site assessment is needed.
2. An on-site assessment to look at your physical property – this will be required if we think your property could be high risk.

The on-site assessment will look at the level of risk associated with your property, and whether there are changes that can be made at your property or in the surrounding area to reduce the future risk of serious flooding or landslides to the property. If there is an intolerable risk to life but there are practical and financially feasible property-level mitigations identified, then it's likely your property will be Category 2P.

Once the risk assessment process is complete, we'll contact you to tell you your property's category and provide you with written confirmation of this, along with your next steps.

A copy of the council's Categorisation Approach can be found in **Appendix 2** at the back of this document.

You can find more information about the risk assessment and a set of Frequently Asked Questions on the OurAuckland website ourauckland.aucklandcouncil.govt.nz/recovery.

What to expect

We know you have been living with a lot of uncertainty since the storms of early 2023. Our commitment to you is to make the process as easy as possible and be clear about what is needed at each step.

For some homeowners, the mitigations required at your property may be simple, while for others they may be complex. This means the time it takes to go through the process will be different for everyone.

Pathway for Category 2P support



Roles and responsibilities within the scheme

The **homeowner** is responsible for:

- finding licensed building practitioners (designers, engineers, building services) to work with to develop a detailed design and estimate for the works needed
- submitting applications for the Design and Consenting Grant and the Construction Grant
- managing the completion of the physical works including managing tradespeople and professional experts
- paying the invoices for professional experts and tradespeople (using grant funding) to do the work, if this is the approach set out in the grant terms
- keeping records of the work and providing documentation to council as set out in the grant terms.

Auckland Council is responsible for:

- giving a property categorisation to the homeowner
- leading the initial homeowner meeting to discuss mitigations
- providing advice to homeowners on how the scheme works and what homeowners need to do
- approving grant applications and making payments (as set out in the grant terms)
- reviewing the detailed scope of works provided by the homeowner to evaluate whether it will be effective and meets the cost and time feasibility criteria
- undertaking standard local government regulatory functions (building and resource consent, consent monitoring, building inspections, issuing code of compliance certificates)
- checking works have been completed and removing the LIM notice.

How the scheme works

The scheme will provide a financial grant for Category 2P homeowners to fund agreed property mitigations, **up to the value of 25 per cent** of your home's capital value (CV), as registered in the rates database.

The scheme terms in **Appendix 1** at the back of this document explain the eligibility criteria for the scheme.

There are four phases to the scheme:

1. Categorisation

As part of the risk assessment for your property, Auckland Council will provide you with suggested options for changes that can be made on your property to reduce the risk. Once you get this from the council, you have three months to opt-in to the 2P scheme.

If you don't agree with the categorisation, you can raise a dispute, at aucklandcouncil.govt.nz/review.

2. Scoping the works

If you want to go ahead with the mitigation work, and the mitigation work is supported by Auckland Council, we'll provide you with an initial grant ("Design and Consenting Grant") so you can fully scope the works. This grant will give you the money to pay for experts (such as builders or engineers) to help you draw up plans for consenting and construction and give you a detailed estimate for how much it will cost.

On receipt of the information, council will complete a feasibility check at this stage.

If the detailed scope isn't feasible due to the cost being more than 25 per cent of the property's CV, the council may ask the homeowner if they want to pay costs above the 25 per cent. If the homeowner doesn't want to pay the extra costs, or the mitigations aren't feasible for other reasons, the property will be reassigned to Category 3.

If the project is feasible, you will progress to the consenting stage.

3. Awarding the Construction Grant

Once you have your consents, council will check the expected total cost is still the same. You will then be invited to apply for the Construction Grant to support you to undertake the construction work.

In terms of the Construction Grant, if you've received any insurance or EQC payments that relate specifically to the mitigations, this will be taken off the grant that's given to you.

You'll have one month to accept the Construction Grant and sign a grant agreement, but this time can be extended if there are specific circumstances that should be taken into account. The grant agreement will set out what work is being delivered, the total cost, and any other conditions that have been discussed with you. The agreement will also explain that the council doesn't guarantee or warrant the work you're having done, and that the council won't accept any liability relating to the work or the contractors you engage. Any ongoing costs such as maintenance or upgrades of the mitigations in the future will be your responsibility and no further funding will be available.

4. Undertaking the works

You'll be responsible for managing the tradespeople. The grant agreement will set out the approach agreed with the council for making payments for the work completed.

When the work has been completed, we'll ask you to provide all the documentation you've received from your contractors so we can do a reconciliation of the costs. We'll also update your LIM to show the risk to life at your property has been mitigated.

Financial support available to you

Auckland Council will provide two grants to each 2P homeowner, to a **maximum** value of 25 per cent of the property's CV. This means if your home is valued at \$1 million, you can get up to \$250,000 to pay for the total costs of making the changes to your property.

The initial Design and Consenting Grant will be available at the start of the process to pay for the technical experts that you need to help you work out what solution is right for your property, based on the options provided by the council in your property assessment.

The value of the Design and Consenting Grant will depend on the scale of the works, and will be agreed by the council. We will ask for receipts to show that the grant has been used as intended. The grant agreement will set out how the payments will work.

This initial grant will be taken out of the total funding that is available to you.

If you accept the Design and Consenting Grant, you can still opt-out once the scoping phase is complete.

The Construction Grant will cover the cost of completing the physical works. This will help pay for all your contractors, materials and project management services if you need some help to manage the project. The grant is a fixed sum and will not be renegotiable in the event of cost over-runs.

As this is a grant to you, not a loan, you do not have to pay the council back.

If you have received an insurance settlement from your private insurer or EQC that directly relates to the risk mitigation work proposed this will be assessed to determine if the grant payment should be reduced. This information will be requested in the grant application form.

Applying for grants

Auckland Council will use an online system called **SmartyGrants** to manage the grants. This will be available at the end of January 2024.

To get started on SmartyGrants, you'll need to create a free login and a secure password. Once you've set up your account, you'll be able to log in to your account at any time and see how your application is progressing.

Before you start the process, we recommend you read the Guide to using SmartyGrants in **Appendix 3** at the back of this document. If you don't have a computer at home, you can ask a friend or family member to help you, or you can visit a council library to use a computer.

Support to manage the building project

We know that some homeowners may not be able to cope with the responsibility of managing a construction project and tradespeople.

You can use part of the grant money to pay for a project manager that can help you and ensure the work is completed at your home. We can provide advice on this option during the initial site visit at the start of the process.

What do the grants cover?

The grants can be used to pay for:

- design and consent costs scope for the agreed works
- costs to deliver the agreed works
- any utilities work (such as disconnecting or extending underground services)
- project management costs (if required)
- an agreed amount for contingency in case of cost over-runs.

What don't the grants cover?

The grants can't be used to pay for:

- temporary accommodation if you need to move out of your home while the construction work is being done
- additional work you want to get done around your home, where it isn't specifically for the purposes of reducing risk to life
- any home furnishings or other home contents.

What if I've already done work at my property?

If you have already begun or completed mitigation works at your property to reduce the future risk to life, you may still be eligible for the grant if you have gone through the risk assessment and are assigned Category 2P. We encourage you to make an application so we can look at what works you have done/are doing in relation to the risk assessment we've completed for your property.

Feasibility of mitigations

As part of your property's risk assessment and categorisation, our engineering experts have identified possible mitigations at your home which are assessed to be **feasible**, based on the engineer's initial investigation.

Feasible means they are:

1. technically possible from an engineering perspective and will reduce the risk to life to a tolerable level
2. they can be delivered within two years
3. the **total cost** is no more than 25 per cent of the CV of your home.

Types of mitigations

The work required will be outlined in the technical assessment provided to you as part of your risk categorisation. Each property is going to have different requirements to mitigate the risk for that individual property.

The types of work that could be needed are:

- raising the house
- relocating or rebuilding the dwelling in a new position on the land
- strengthening foundations
- diverting water away from the house
- providing a safe way out of the house during flooding
- stabilising the land, e.g. with a retaining wall.

Calculating the time and cost of mitigations

Like any building project, a detailed scope of the works is required from building professionals to understand the total cost to deliver the works and how long it will take. This scope considers things like planning and design costs, labour, materials and consent costs.

To get to a detailed scope, you will need to engage the relevant experts (such as builders and designers) to provide advice on the best option for your property, and work with you on the plans. They will help you to work out the total cost of the works and how long they'll take.

It is this detailed scope which the council then uses to assess whether the mitigations are actually feasible.

- If the mitigations **are feasible**, the council will provide you with a grant to fund the works.
- If the mitigations **aren't feasible** because they will take more than two years to deliver or they won't reduce the risk to a tolerable level, your property will change to Category 3 and you will be eligible for a voluntary buy-out.
- If the mitigations **aren't feasible** because they will cost more than the maximum Auckland Council will pay, but you want to do the work so you can stay in your home, you may be able to pay the cost difference. This would mean the council will pay the maximum 25 per cent of the CV of your home, and any additional costs will be paid by you.
- If the mitigations **aren't feasible** because they will cost more than the maximum the council will pay, and you don't want to pay the difference, your property will change to Category 3 and you will be eligible for a voluntary buy-out.
- If the mitigations aren't feasible because they will cost more than the maximum the council will pay, and you don't want to pay the difference, and you don't want to consider a buy-out offer, you can choose to opt out. This means the mitigation work will not be done and the intolerable future risk at your property remains. There may be long-term implications for you if you choose to opt out and we recommend you seek independent legal advice before making this decision.

Neighbouring landowners' permission

In some circumstances the mitigations for a property will need to be undertaken on a neighbouring property – whether that property is publicly or privately owned.

Your property will be reassigned as Category 3 unless you can get the neighbouring owner's permission to undertake any mitigations on their land.

Dispute resolution

Auckland Council has a dispute resolution framework for homeowners who wish to dispute certain decisions made by Auckland Council relating to their property.

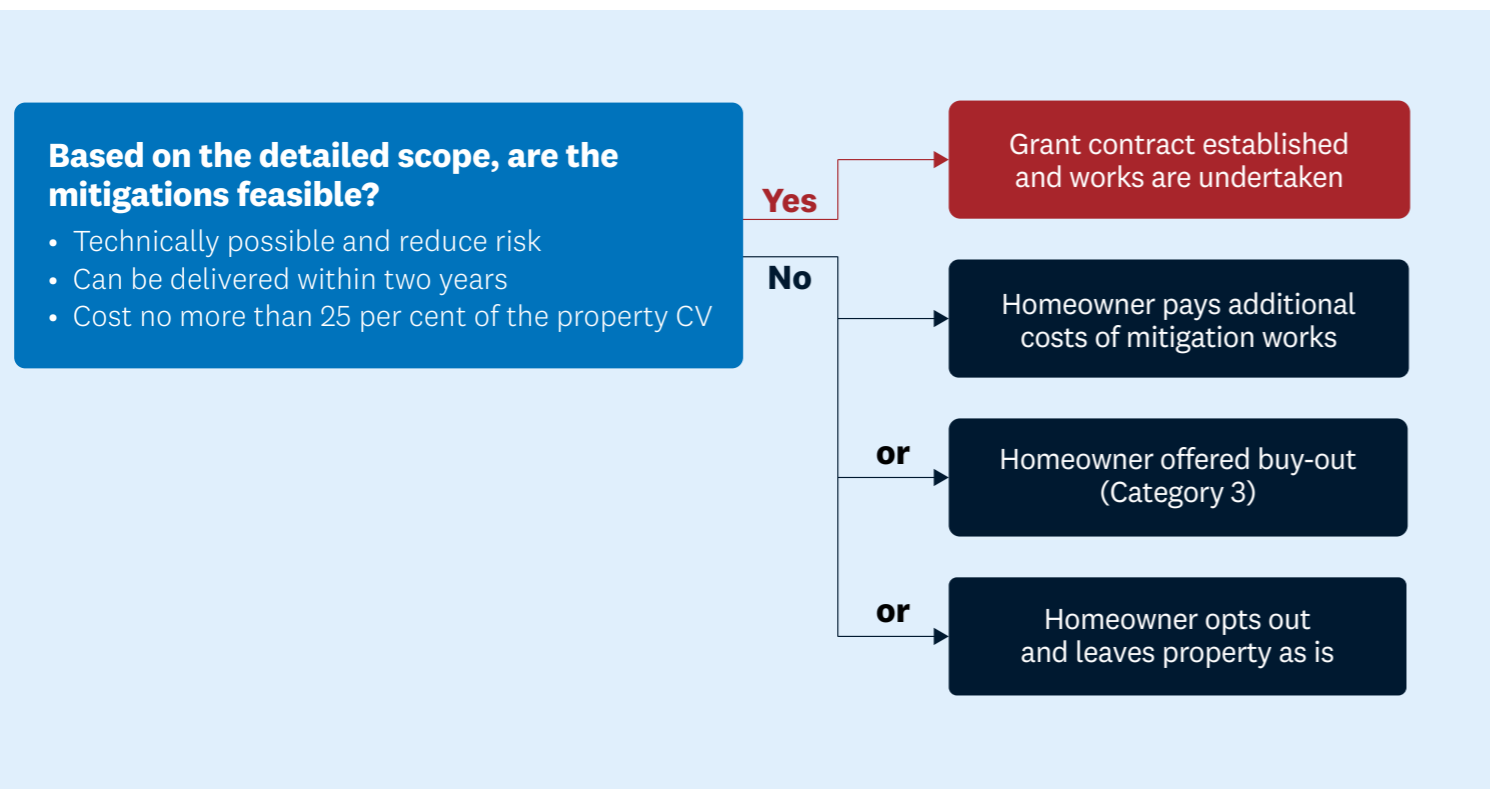
This framework provides dispute options for the following decisions:

- the categorisation of the property as Category 1, 2C, 2P or 3 (categorisation decision)
- the reference valuation contained within the council's offer to buy a property (valuation decision)
- the outcome of an application made under the 'special circumstances' category (special circumstances decision)
- the outcome of decisions relating to insurance proceeds, including EQC proceeds or the outcome of a decision relating to the individual circumstances of an uninsured homeowner (insurance decision).

Note, the dispute resolution process cannot be used to challenge the design or content of the Voluntary Buy-out Support Scheme and the Category 2P Property Risk Mitigation Scheme.

You can find further information about dispute resolution, including how to make an application for a dispute, in **Appendix 4**.

To raise a dispute go to aucklandcouncil.govt.nz/review.



Appendix 1 – Category 2P Property Risk Mitigation Scheme Terms

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Auckland Council has agreed to implement a grants scheme to support property owners to voluntarily implement feasible property-level interventions that mitigate the intolerable risk to life to a tolerable level (**Category 2P Property Risk Mitigation Scheme**). The scheme is for Auckland residential properties severely affected by the extreme weather events over Auckland Anniversary Weekend, and Cyclone Gabrielle 2023 (**severe weather events**).

These terms describe the properties eligible for a grant and the process for determining eligibility, applying for a grant, and implementing the works.

1. Introduction

The severe weather events have had a devastating and lasting impact on many communities, families and individuals across Tāmaki Makaurau / Auckland. Flooding and landslides have damaged or destroyed thousands of homes and changed people's lives.

In response to the scale of damage across Auckland and other parts of the North Island, the government announced a locally-led, centrally-supported recovery package, with co-funding to be agreed between the government and affected councils.

Part of the package addresses the removal of risk to severely affected residential properties through voluntary buy-out or feasible interventions to manage the risks. Under the agreement with Government, Auckland Council is responsible for setting the technical assessment criteria and implementation rules. Implementation of this scheme is subject to Crown approval to amend the terms of the co-funding agreement.

2. Policy objectives

Auckland Council's overarching policy objective for Category 2P properties is to support Aucklanders to remove the intolerable risk to life posed by some residential properties due to the severe weather events.

Under the council's Nominated Categorisation Approach, Category 2P properties are:

- not safe for current or future owners to occupy in the long term, and
- the risk to life can be feasibly mitigated to a tolerable level by property-level physical works.

3. Purpose of the scheme

The Category 2P Property Risk Mitigation Scheme applies where homes face an intolerable risk to life due to flooding or landslides, but there are feasible solutions available to reduce that risk to a tolerable level.

Auckland Council will provide two grants to support homeowners to, first, obtain design and consenting advice and, second, implement feasible solutions for an agreed amount. The grants will be up to a maximum value of 25 per cent of the Capital Value (CV) of the property, net of any EQC and insurance payments available for the mitigation work.

4. Scheme outcomes

The Scheme will:

- support homeowners to reduce risk to life to a tolerable level, for properties that were severely affected by the January and February 2023 severe weather events and where there is a feasible risk mitigation intervention
- support whānau and communities to stay in place where it is possible to do so safely
- offer a cost-effective response to storm risk.

5. Criteria

A property is eligible for a grant under the Category 2P Property Risk Mitigation Scheme if it is:

- a residential property with a legally established dwelling¹ on the site impacted by the January and February 2023 severe weather events and deemed intolerable risk to life through the council's risk assessment process
- has an effective mitigation solution that is estimated to cost 25 per cent or less of the Capital Value of the property
- can reasonably be expected to be mitigated within two years under normal circumstances.

Properties that have changed hands since 26 January 2023 are only eligible at Auckland Council's discretion and/or on terms that Auckland Council agrees to².

Properties which have an effective mitigation solution that is estimated to cost more than 25 per cent of the Capital Value of the property may be eligible, at the discretion of Auckland Council. This is subject to the owner satisfying the council that they are willing and able to cover the costs which exceed 25 per cent of CV.

Participation in the scheme is voluntary.

6. Eligible works/activities

Eligible works will be specific to each property. Feasible options will be determined through the technical assessment part of the council's categorisation process. A final scope of works will define the mitigation improvements that are eligible for grant funding.

Eligible works may include the following types of activities:

- raising the dwelling
- relocating or rebuilding the dwelling in a new position on the property
- strengthening foundations
- diverting water away from the dwelling, including overland flow path diversions
- providing safe egress and/or safe refuge
- works to stabilise land including construction of retaining walls and use of soil nails
- preparation and rectification work related to the mitigation works.

Undertaking private works on another property to reduce risk at the subject property, where the other property owner's agreement is obtained will be subject to the council's approval.

¹ **'Residential properties'** include second-homes, baches and residential rental properties and secondary dwellings on the same site, where they are legally established. If the property is mixed-use (for example, includes commercial or agricultural uses) then only the residential portion is eligible for a grant. Auckland Council will negotiate this. **'Residential properties' does not include any properties owned, managed or administered by the Crown or any of its entities or agencies.**

'Dwelling' means a building, or part of a building (including decks, patios and pergolas) that was, as at 26 January 2023, lawfully established, and is self-contained with the facilities necessary for day-to-day living on an indefinite basis (including somewhere to cook, sleep, live, wash, and use a toilet) and is or could be used by 1 or more persons to live in as their home.

² See guidance in **Note A**.

7. Eligible costs

Grants can be used to pay for:

- agreed costs for eligible works described in section six above
- agreed costs for the homeowner to engage people to carry out eligible activities
- design, consent and project management costs associated with eligible works as agreed in the scope of works
- costs for utility works associated with eligible activities
- agreed costs associated with a residential dwelling which is not the primary residential dwelling on the property but was liveable and could be lawfully occupied as such immediately prior to the severe weather events, including but not limited to granny flats and converted garages.

8. Exclusions/ineligible activities and costs

Grants cannot be used to pay for:

- non-residential properties
- properties that have changed hands after 26 January 2023, except at the discretion of Auckland Council (see **Note A**)
- protection of non-liveable areas of a residential property including but not limited to garages, basements, gardens, driveways, outbuildings, sheds or other ancillary structures, except where works are needed to reduce intolerable risk to the dwelling (e.g. retaining walls)
- undertaking private works on another property to reduce risk at the subject property, unless the other property-owner's agreement is obtained
- costs not related to the agreed scope of works agreement
- costs for eligible works that are covered by insurance
- costs relating to non-construction consumables, home furnishings, other home contents and other non-fixed home items
- costs associated with planning and development approvals where that approval is unrelated to the agreed mitigation works
- accommodation costs for residents while works are under way
- repayment of existing debts
- salary/wages and entitlements for persons not specifically engaged to deliver the agreed works
- costs that require recurrent or ongoing funding such as maintenance costs
- cost overruns. The council contribution is a fixed-value grant and overruns are the responsibility of the homeowner.

9. Process for application

There are four main stages to the implementation of this scheme:

	What happens	What the homeowner needs to do	Outcome at the end
Categorisation	The council notifies the property owner that the property is Category 2P.	Decide whether to opt in to the 2P grants scheme.	Categorisation is listed on the Land Information Memorandum (LIM). Property proceeds to grants scheme or opts out.
Scoping the works	The homeowner and the council agree the solutions for the property. A Design and Consenting Grant is provided. The council reviews the feasibility of the design prior to consenting.	Commission specialists to develop designs and apply for necessary consents. Source quotes for the building work.	The site has a feasible solution designed and consented, ready to proceed to construction.
Awarding the grant	If still feasible, council approves moving to apply for consents. If no longer feasible, property is recategorised as Category 3. If the owner is willing and able to cover the costs above 25% of CV, approval may be provided at council's discretion. Council checks there is no change to the quote following completion of the consenting process, and invites the homeowner to apply for the construction grant.	Provide information to the council. Sign a scope of works and grant contract.	Property owners have financial support from the council to implement risk mitigation solutions of their site, or a buy-out offer to exit the property.
Undertaking the works	The construction works are implemented.	Commission the construction works. Submit invoices to the council for regular progress payments. Provide evidence of project completion.	The risk to life is reduced to a tolerable level.

Categorisation

- (a) Initial assessment as Category 2P by Auckland Council, following the process set out in the Categorisation Approach. Property owners will be supplied with supporting information to help them understand their options.

Scoping the works

(b) Opt-in

Opt-in indication from property owner within three months of Auckland Council confirming Category 2P status to a property owner. Property owner completes and signs opt-in indicative form, confirming things such as insurance status and providing authority for disclosure of personal information for the purposes of the Scheme.

If the property owner does not complete and sign the form within three months of receiving it from the council, the council may reasonably take it that the property owner does not wish to opt-in to the Scheme.

(c) Design and consenting grant

Payment of a contribution to property owners in good faith for professional costs for property owners opting-in to the process. This is intended to assist with costs like works design, quantity surveying, consenting and other related professional/expert services. The amount of the contribution will be at the council's discretion depending on the scale of the works to be scoped, and subject to terms and conditions. Council will require reasonable evidence (e.g. receipts) to show the funds have been spent as intended. Opting-in and accepting the contribution does not mean a property owner has to agree to proceed with the Construction grant process once the scoping stage is complete.

(d) Consents

The homeowner is responsible for applying for all necessary consents, including resource consent, building consent and any engineering planning approvals from network utility operators.

(e) Scoping of works

The property owner obtains a quote for the scope of works and submits the information to the council for evaluation of feasibility.

Awarding the grant

(f) Agreement to proceed with Construction grant

Subject to meeting the feasibility requirements, the council will offer a grant for the agreed sum of the contract works, as at the date of entry into the grant agreement, up to the maximum value of 25 per cent of the CV of the property. This grant amount will be net of insurance and EQC payments that are related to the specified works. The grant will be subject to terms and conditions.

(g) Acceptance

The property owner has one month within which to accept the grant and sign the contract.

Undertaking the works

(h) Implementation

The property owner's contractors will proceed with the works in accordance with any resource and building consents. Payments will be released on a progressive basis, as milestones are achieved.

(i) Completion

Work will be certified as completed and the grant agreement concluded. The LIM notice that has been applied to the property will be lifted.

10. Terms and conditions for grant recipients

Grant recipients will be required to enter into a contract with Auckland Council prior to receiving funding. This will occur in two phases: a Design and Consenting grant, and a Construction grant that will be released progressively, as milestone payments.

11. Dispute resolution

Auckland Council has established a **dispute resolution process** for categorisation decisions. This process applies to Category 2P properties. If a dispute is raised, the timeframes for opting in to this scheme will be extended accordingly.

12. Deviations

Council reserves the right (in its discretion) to deviate from these Scheme terms if preferable for council and where that is otherwise acceptable to the homeowner.

13. Regulatory role

Nothing in the Scheme affects or limits any of Auckland Council's statutory and regulatory responsibilities. For example, **irrespective of the status of a property in the Storm Recovery programme:**

- (a) Auckland Council is still required to manage property safety placarding and notation of Land Information Memorandums (LIMs).
- (b) None of Auckland Council's powers under the Public Works Act 1981 to acquire properties and undertake public works are limited.
- (c) Standard resource consent and building consent requirements apply to all grant-funded works.

14. Limitations

The funding offered through the Design and Consenting Grant and the Construction Grant is the total amount of funding Auckland Council is making available.

Auckland Council does not guarantee or warrant the works or the completion of the works, and accepts no liability.

Note A - guidance note for 'change of hands'

Examples of 'changes of hands' after 26 January 2023 that would still be eligible:

- **Prior agreements:** Settlement of transactions (sale and purchase agreement, call/put options) that were **entered into before** the severe weather events.
Evidence:
 - Statutory declaration that the transaction was entered into before the severe weather events.
 - Certified copy of original sale and purchase agreement/option agreement dated before the severe weather events.
- **Changes of trustees:** Transfers of ownership to new/replacement trustees of the same trusts.
Evidence:
 - Certified copies of deed of retirement and appointment of trustees and relevant landonline transfer instrument.
- **Relationship property:** Transfers of relationship property.
Evidence:
 - Certified copies of settlement agreement and/or court orders, and relevant landonline transfer instrument.
- **Death of an owner:** For the avoidance of doubt, a transmission of ownership following the death of one owner is not considered a change of hands for the purposes of this Scheme.

Appendix 2 – Categorisation Approach

Categorisation Approach

Auckland Council has agreed with the Government to implement the Government’s categorisation framework (the **Framework**) for Auckland homes severely affected by the events over the Auckland Anniversary Weekend and Cyclone Gabrielle 2023 (**severe weather events**).

This document describes Auckland Council’s nominated categorisation approach (**Categorisation Approach**) for application of the Framework.

This document describes Auckland Council’s nominated categorisation approach (Categorisation Approach) for application of the Framework.

Scope

1. Auckland Council’s Categorisation Approach is part of a one-off, limited response to the exceptional circumstances of the severe weather events in 2023, and is not a permanent programme for future disaster relief.
2. The Categorisation Approach will be applied to residential properties³ that have a legally established residential dwelling on them, and were affected by the severe weather events (**Properties in Scope**).
3. Auckland Council will make a Categorisation Decision about Properties in Scope on the basis of the Categorisation Approach set out below.

Overview of Categorisation Approach

4. In applying the Categorisation Approach to Properties in Scope, the council will:
 - a. assess whether there is ‘intolerable risk to life’⁴ from flooding and/or landslides (**risk assessment**) for occupants of residential buildings on the property (not the land)
 - b. assess whether there is a feasible mitigation available to reduce the risk to life associated with the property to a tolerable level (**feasibility assessment**)
 - c. taking into account the risk assessment and feasibility assessment, assign a ‘Category’ to the property (the **Categorisation Decision**).
5. A Categorisation Decision will enable the identification of:
 - a. Category 3 properties eligible for a buy-out under the Scheme Terms
 - b. Category 2 properties, for which there is a feasible mitigation at either a community or property level
 - c. Category 1 properties, for which the risk does not meet the threshold of ‘intolerable risk to life’.

³ ‘Residential properties’ does not include any properties owned, managed or administered by the Crown or any of its entities or agencies.

⁴ For flooding, there is ‘intolerable risk to life’ where there is a high risk to life to vulnerable people in an existing 1 per cent AEP flood event. For landslides, there is ‘intolerable risk to life’ where the Annual Individual Fatality Risk is 1 in 10,000 or greater for the most vulnerable user.

6. Council’s application of the Framework through the Categorisation Approach (and the resulting Categorisation Decision) is a feature of the jointly funded, one-off, limited response to the exceptional circumstances of the severe weather events in 2023. Accordingly, a Categorisation Decision:
 - a. is understood by the council as an ‘administrative tool’ and a prerequisite to allow the council to respond to the severe weather events
 - b. is not considered by Auckland Council to be an enduring state attaching to a property. A Categorisation Decision reflects the risk assessment and feasibility assessment at a particular point in time
 - c. does not have a legislative or regulatory basis.

Government Framework

7. The Government released initial risk categories for assessing the future of flood and landslide affected residential properties on 1 May 2023. The three categories announced by the Government were:
 - a. Low Risk – repair to previous state is all that is required to manage future severe weather event risk. This means that once any flood protection near the property is repaired, the home can be rebuilt at the same site.
 - b. Managed Risk – community or property-level interventions will manage future severe weather event risk. This could include the raising of nearby stop banks, improving drainage or raising the property.
 - c. High Risk – areas in the high-risk category are not safe to live in because of the unacceptable risk of future flooding and loss of life. Homes in these areas should not be rebuilt on their current sites.
8. The descriptions of the Government’s initial categories (which inform the Framework) are as follows:

Category	Definitions	Examples
1	Repair to previous state is all that is required to manage future severe weather event risk.	Minor flood damage to repair but no need for significant redesign/retrofitting.
2C	Community level interventions are effective in managing future severe weather event risk.	Local government repairs and enhances flood protection schemes to adequately manage the risk of future flooding events in the face of climate change effects.
2P	Property level interventions are needed to manage future severe weather event risk, including in tandem with community level interventions.	Property specific measures are necessary e.g., improved drainage, raising houses is necessary. Benefits accrue to property owners but some may face affordability issues.
2A	Potential to fall within 2C/2P but significant further assessment required.	Interventions may be required / possible but insufficient information to provide initial categorisation (these may subsequently move between ‘2’ categories or to categories 1 / 3).
3	Future severe weather event risk cannot be sufficiently mitigated. In some cases some current land uses may remain acceptable, while for others there is an intolerable risk of injury or death.	In the face of enhanced climate risks the property may face unacceptable risk of future flooding. Other property could be subject to unstable land that poses an ongoing risk.

9. The Government Framework refers to floods but also applies to landslides (and so the council reads ‘flood’ as referring to ‘flood or landslide’ throughout).
10. The Government’s Framework is clear that the Voluntary Buy-out Support Scheme for Category 3 properties will be a **voluntary process** and is limited to **residential properties** only. These parameters inform the scope of Auckland Council’s Categorisation Approach.

Context for development of the Categorisation Approach

11. The nature of the damage sustained in Auckland in the severe weather events has informed the development of the Categorisation Approach:
 - a. **Flood damage sustained in severe weather events:** Auckland's topography is a primary driver of flooding characteristics. Auckland's catchments are generally small, steep and drain to the coast. The region has ~94,000 km of overland flow paths (the routes taken by stormwater when flowing over land, including over 16,000km of permanent streams. This means we have more flooding from heavy rain events (pluvial flooding), often with little warning (flash flooding). There are no major rivers in the region meaning there is less flooding from rivers breaching their banks (fluvial flooding) than other regions in NZ.
 - b. **Land instability resulting from the severe weather events:** In Auckland, land instability is often prevalent in the weak soils and rock that are common across the region. Landslides can be triggered by heavy rainfall, earthquakes and human activity such as removal of trees and vegetation, steep cuttings, poorly placed fill, leaking water pipes or a combination of these.
12. In Auckland, advice from technical experts is that individual property assessments are required to support Categorisation Decisions. For landslides, this aligns with the recommendations of the GNS Science guideline 'Landslide Planning Guidance – Reducing Landslide Risk through Land-Use Planning' (in consultation). For flooding this aligns with the standard flood assessment method for on-site assessments of public and private buildings (Auckland Council – Flood Modelling Specifications 2013).
13. The Categorisation Approach will be applied to residential properties and has been designed to assess risk at the property level rather than on an area-wide basis.

Process: Application of the Categorisation Approach

14. The Categorisation Approach will be applied as follows:
 - a. Auckland homeowners with Properties in Scope are invited to 'opt in' by providing information that the council can consider in undertaking an initial desktop assessment.
 - b. To date, Properties in Scope have been identified where a homeowner:
 - i. owns a property in an area that council is aware was highly impacted or suffered significant damage; and/or
 - ii. has received a letter from Auckland Council (sent to all placarded properties) or become aware of the categorisation process through the media; and/or
 - iii. has provided information to council to inform a desktop assessment.
 - c. Work remains ongoing to identify additional Properties in Scope.⁵
 - d. A **desktop triage** is undertaken to determine whether a property has the potential to have 'intolerable risk to life'. This desktop assessment is based on expert judgement using the information provided by the homeowner, along with other relevant information including available datasets, flood model results, hazard maps, and records from the severe weather events.
 - e. For any Property in Scope where the desktop assessment indicates the potential for 'intolerable risk to life' (and for any flooded properties that property owners have indicated they consider may be 'a Category 2 or 3'), the council (or experts engaged by the council) will undertake a **site assessment**.
 - f. The results of the site assessment inform the risk assessment and are reported alongside potential mitigation options, with costings at a concept design level, to inform an assessment of feasibility.
 - g. The results of the risk and options assessments (and the desktop assessment) provide the council with sufficient information to inform the Categorisation Decision (i.e. whether there is an 'intolerable risk to life' associated with the property, and whether the long-term risk can be feasibly mitigated to a 'tolerable' level).

⁵ For example, the Group Recovery Manager issued a statutory notice under the Civil Defence Emergency Management Act 2002 to insurance companies and Toka Tū Ake EQC, requiring them to provide property addresses for significant claims received in relation to the severe weather events. The notice stated that this information was required to assist council in identifying properties under the categorisation framework.

- h. The Categorisation Decision will be made by the Group Recovery Manager, following consideration of the recommendation from technical experts.
- i. The Categorisation Decision and the next steps in the process will be communicated to the property owner by the council's Recovery Office.

Categorisation Approach: Landslide Risk Assessment

15. For landslides, the risk assessment framework anticipates that a building will be 'Category 3' where the Annual Individual Fatality Risk is 1 in 10,000 or greater for the most vulnerable user and there is no feasible mitigation (at a property or community level) to reduce the risk to a tolerable or acceptable level.
16. The Annual Individual Fatality Risk is calculated as follows:

$$R_{(LoL)} = P_{(H)} \times P_{(S:H)} \times P_{(T:S)} \times V_{(D:T)}$$

Where

$R_{(LoL)}$ is the risk (annual probability of loss of life (death) of an individual).

$P_{(H)}$ is the annual probability of the landslide.

$P_{(S:H)}$ is the probability of spatial impact of the landslide impacting a building (location) taking into account the travel direction given the event.

$P_{(T:S)}$ is the temporal spatial probability (e.g. of the building or location being occupied by the individual) given the spatial impact and allowing for the possibility of evacuation given there is warning of the landslide occurrence.

$V_{(D:T)}$ is the vulnerability of the individual (probability of loss of life on the individual given the impact).

17. For properties where there may potentially be 'intolerable risk to life' according to a desktop triage in areas not covered by the GHD report, Auckland Council has contracted geotechnical engineers to undertake on-site geotechnical assessments. Auckland Council has created a template scope of works to guide the quantitative assessment by geotechnical experts of risk to life from landslides. If property owners prefer to organise their own geotechnical report they can do so, with advice available on the council's website (including a downloadable copy of the template for completion by the privately engaged geotechnical engineer, and guidelines on the use of AGS2007 for landslide risk assessment in Auckland).
18. A landslide risk assessment undertaken in accordance with council's template will provide the council with evidence of (amongst other things):
 - a. **Damage assessment:** An assessment of land damage sustained from the Auckland weather events (which will also include any work carried out to repair the land damage, consideration of pre-existing conditions or damage, apportionment of damage if multiple events, and assessment of any sources of off-site risk).
 - b. **Quantitative assessment of the stability of the land** which may affect safe use of the property.
 - c. **Quantitative assessment of risk of loss of life** for users of the property. An 'intolerable risk to life' (in accordance with the AGS2007 guidelines), is an Annual Individual Fatality Risk of 1 in 10,000 or greater for the most vulnerable user.
 - d. **Expert opinion on whether the long-term risk to life can be reduced to a tolerable level** (and advice on the Categorisation Approach required to achieve this, and scope of works to be completed as part of the construction programme, including a cost estimate).
 - e. **An assessment of the unmitigated and mitigated risk** of loss of life.
19. A landslide risk assessment undertaken in accordance with Auckland Council's template provides the council with sufficient information (in addition to the information already held) to inform a recommendation by the technical experts to the Group Recovery Manager.

Categorisation Approach: Flooding Risk Assessment

20. Auckland Council's risk assessment framework for flooding assesses 'intolerable risk to life' associated with residential properties, based on a Danger Rating assigned through the application of 'Flood Danger Risk Assessment'.
21. Flood Danger represents the relative threat posed by flooding to building occupants taking into account the flood hazard inside and outside the building, and evacuation routes.
22. For flooding, the risk assessment framework anticipates that a building will be 'Category 3' where there is a high risk to life to vulnerable people in an existing 1 per cent AEP flood event, and there is no feasible mitigation (at a property or community level) to reduce the risk to a tolerable or acceptable level.
23. Risk assessment for flooding will include:
 - a. **Damage assessment:** an assessment of flood damage sustained from the Auckland weather events.
 - b. **Assessment of Flood Danger** as a combination of:
 - i. **Event likelihood** (in terms of the probability of an event of a given magnitude being equalled or exceeded within a year – the Annual Exceedance Probability, or AEP),
 - ii. **Hazard** (the level of risk to life by flooding),
 - iii. **Exposure** (what is exposed to flood hazard in a given place) and
 - iv. **Vulnerability** (propensity to suffer adverse effects of flooding, based on individual characteristics and external factors).
24. Auckland Council will assess whether there is 'intolerable risk to life' by assigning a Flood Danger Rating to a property in accordance with council's Flood Danger Rating Schema. The Flood Danger Rating represents the threat to life to people inside or outside dwellings on residential property that are exposed to flood hazard.
25. In addition to Flood Danger, the risk assessment framework takes into account the likelihood of an event occurring. Event Likelihood is described by the annual exceedance probability (AEP) of the flood event, which is the probability of the event being equalled or exceeded within a year. As rainfall is the primary driver of flooding in the Auckland region, flood event likelihood can be considered synonymous with rainfall event likelihood.
26. **Expert opinion on options to reduce risk to life to a tolerable level** (and the Categorisation Approach required to achieve this, and scope of works to be completed as part of the construction programme, including a cost estimate).
27. **An assessment of the unmitigated and mitigated risk.** A flooding risk assessment undertaken in accordance with Auckland Council's template, and if necessary an options assessment provides the council with sufficient information (in addition to the information already held) to inform a recommendation by the technical experts to the Group Recovery Manager.

Categorisation Approach: Feasibility Assessment

28. The site assessments undertaken by Auckland Council (or experts engaged by the council) will consider whether there is a property or community level solution available to mitigate the risk to life associated with a property, and the approximate cost of that solution.
29. Whether a **property level mitigation** is feasible will be determined by the council taking into account
 - a. The cost of the mitigation (whether the cost of the mitigation is likely to cost less than 25 per cent of the CV of the property).
 - b. Whether the mitigation can reasonably be expected to be delivered within two years of the Categorisation Decision.
30. Whether a **community level mitigation** is feasible will be determined by the council (and is subject to business case approval and funding under the National Resilience Plan).

Categorisation Approach: Quality Assurance

31. The Government engaged Tonkin & Taylor Ltd to provide a high-level assurance review of the process followed by Auckland Council in establishing the Categorisation Approach (in accordance with the Framework).
32. In terms of the application for the Framework, for the landslide risk assessments Auckland Council has engaged a panel of five experts (the **Geotechnical Advisory Panel**) to review the approaches taken, project scopes and key deliverables. These individuals were chosen to represent the range of skills and experience needed to achieve the required outcomes. The Geotechnical Advisory Panel comprises two Engineering Geologists, a Hydrologist and two Geotechnical Engineers from five independent organisations.
33. In addition to the Geotechnical Advisory Panel, Auckland Council has a dual approach to quality assurance for the landslide risk assessments being undertaken across Auckland. Auckland Council is in the process of engaging two well respected local experts to act as mentors to the suppliers undertaking the field assessment work to help ensure they are providing consistent, well informed reports. Once delivered, each report is then subjected to a robust peer-review process. Council has engaged WSP Australia to undertake the technical peer-review, while our in-house Regulatory Services team will check proposed mitigations for potential consenting requirements.
34. For the Flood risk assessments Auckland Council is in the process of engaging a panel of four experts to review and assure the approach taken. These individuals were chosen to represent a range of skills and experience needed to achieve the required outcomes. The group contains expertise from across New Zealand, including the engineering sector, local government, and a Crown Research Institute.

Dispute resolution

35. Auckland Council has established a **dispute resolution process** for Categorisation Decisions. The dispute resolution process will relate to a Categorisation Decision made in respect of a Property in Scope, and is not an opportunity to contest the Framework or the Categorisation Approach itself.

Special circumstances

36. On the application of a homeowner, the council may in its discretion consider whether to make a Categorisation Decision that departs from the position set out in this Categorisation Approach (a **special circumstances decision**).
37. A special circumstances decision will be made in accordance with the council's Guidance on the application of Special Circumstances, and will have regard to:
 - a. the nature of the 'special circumstances' and the extent of (and any implications of) departure from the Categorisation Approach
 - b. the level of any increased cost to the council resulting from the departure from the Categorisation Approach
 - c. whether departure in an individual case is consistent with the council's overarching policy objective for its Categorisation Approach, which is to permanently remove or reduce the intolerable risk to life posed by some residential properties due to the severe weather events
 - i. whether departure in an individual case is consistent with the further objectives guiding the council's policy approach (i.e. whether departure is effective, affordable, fair and consistent with policy intent, and equitable).

Appendix 3 – Guide to using SmartyGrants



Note:

To apply for a grant you will need to set up a free SmartyGrants account by visiting aucklandcouncil.smartygrants.com.au

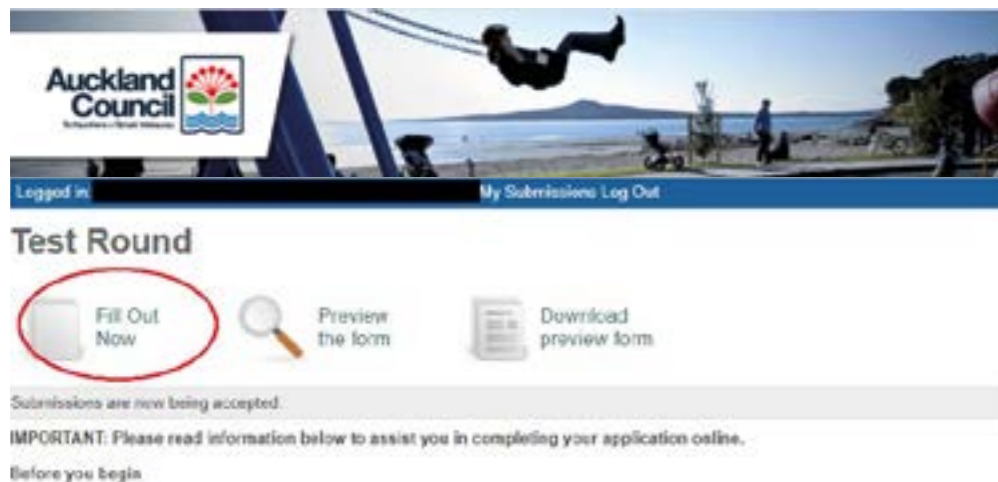


Community Grants

1. **Log in** using an existing account or click on **Register** if you have not previously registered or started to fill out a form.



2. You can begin your submission by clicking on the **Fill out now** or **Start a submission** buttons. Select the grant you wish to apply for.



3. Once you have started your submission, you will see a **New submission** confirmation page as below. You will also receive an email at your registered email address confirming that you have started a new submission.

Click on **Next Page** to continue your application.

New submission

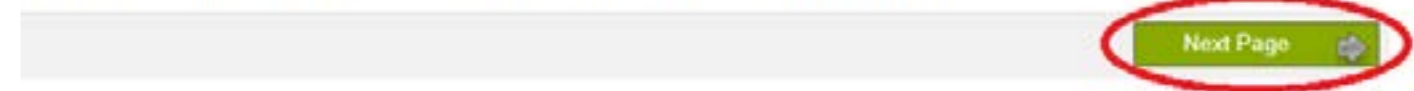
A new submission has been created for you. You can fill it all in now or come back at any time to continue working on it. Please make sure you save your submission regularly; your submission is saved whenever you click 'Save' or you move to another page. Click the Submit button when you're ready to submit.

You may be logged out automatically after 20 minutes if you don't save, which will cause you to lose any unsaved work.

Your submission number is:

Test001-TEST

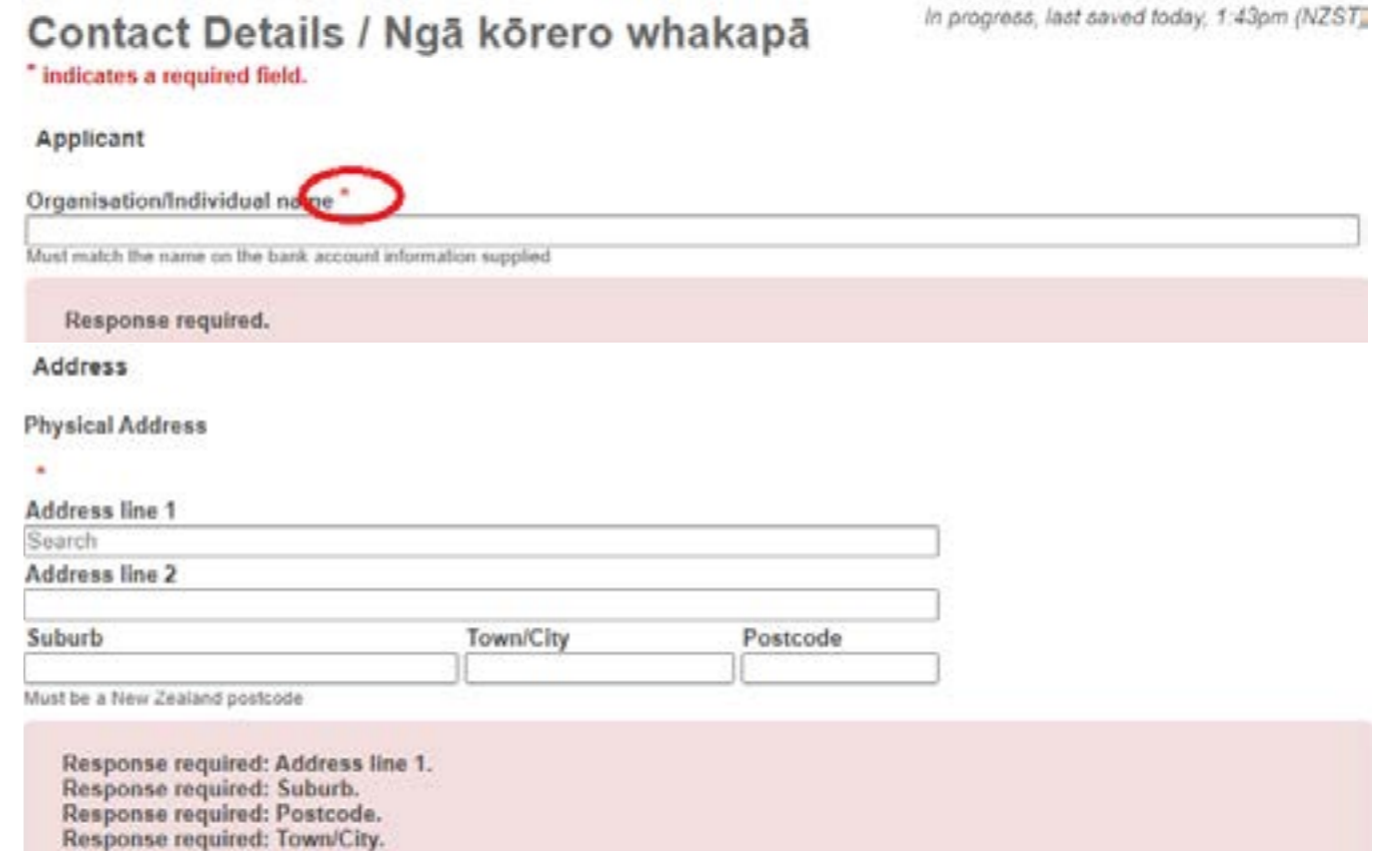
If you want to contact us about your submission you can quote this number to help us find it quickly.



4. The **Welcome** page is the first page of the application form. Before filling out the information on this page, check that you have selected the correct grant to apply for and if there are any documents you need to prepare before you start.

5. Once you have confirmed that you have selected the correct grant application, and have the information you need to finish the application, click on the **Next Page** button on the top or bottom, (both work), to start filling out the form.

Note: Questions marked with ***** (as those below) are mandatory. You will not be able to submit the form until you answer all the required questions.



Notes:

- You can return to and update or add information on a specific page by clicking on the page listed under the green **Form Navigation** field. **1** You can also use the next and previous page buttons at the top of the page
- Error messages will disappear once you have completed any missed information.
- Your submission will be saved automatically as you progress. However, you may be logged out after 20 minutes of inactivity. To make sure you don't lose your work, we recommend that you click on the **Save Progress** and **Save and Close** buttons before you proceed to the next page or before closing the form.
- Clicking on Save and Close **does not** submit your application.

6. Review and Submit. This is the final page of the application. Here you can review all the information you have supplied, although you will not be able to change or add to it from this page.

Error messages:

a. Some changes to your application are required before it can be submitted. Check the highlighted items and fix them before the application is submitted. **2**

If you see this error message, you'll see that the **Submit** **3** button will be greyed out and you will not be able to submit your application until you go back and answer any missed '*' questions.

b. Response required. **4**

If you see this message it means you have not answered a mandatory question. Click on **Go to page** **5** and enter the page number to return to there and complete the information that has been missed.

Funding summary

Confirmed or approved as at the time of filling out this application.

Total Expenditure Amount	\$0.00 This number/amount is calculated. Total of table one
Total income amount	\$0.00 This number/amount is calculated. Total of table two
Total other funding sources	\$0.00 This number/amount is calculated. Total of table three

How much are you/your organisation contributing? (Excludes income from "Table three") *

\$

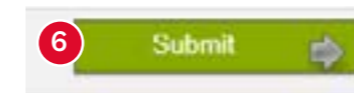
Must be a whole dollar amount (no cents). Must be a dollar amount e.g. \$1,227.01

4 Response required.
5 Go to page

7. Once you have answered all the required questions, the **Submit** button **6** will activate. You can now click on it and submit your application.

8. If you have successfully submitted your application, you will see a message confirming that your submission has been received **7**. If you don't see this message, it means your application hasn't been submitted and we haven't received it. You will need to go back and check the information you have provided and then resubmit the application.

You will also receive an email at your registered email address confirming your submission has been received.



Logged in: Amber Deeg (amber.deeg@aucklandcouncil.govt.nz) My Submissions Log Out Current Rounds

Thank you, your submission has been received. **7**
Submission Number: Test001-TEST

A copy of your submission has been sent to your email address. You can also return and log in to [this site](#) at any time to view or download your submission. If you have any questions please contact us directly.



A SmartyFile account allows you to:

- Login to SmartyFile and any sites powered by SmartyGrants
- Collaborate with other team members on SmartyGrants submissions

Further help is available at

<https://applicanthelp.smartygrants.com.au/help-guide-for-applicants/>

What happens next?

The Grants manager will now review your application, and they may send you further questions.

Please hold on to any receipts, bank statements or other ways of showing what the funding has been spent on.

Appendix 4 – A guide to disputing Recovery Office decisions



This guide is to help property owners who disagree with certain decisions about their property category, property valuation or their special circumstances.

You can only dispute some specific decisions, and you need to follow the process below to have the decision(s) reviewed.

Property owners can dispute:

- the property category assigned to the property
- the market valuation (as at 26 January 2023) we provided for the buy-out offer
- the result of an application to consider special circumstances
- the decision about an uninsured homeowner's individual circumstances.

How to raise a dispute

If you want to dispute your property category, you must send us the dispute application form **within three months** from receiving the property category. This allows you to thoroughly consider the category we have given your property, and to seek independent advice about it.

To raise a dispute, please complete the application form available online at aucklandcouncil.govt.nz/review and email it to recoveryreview@aucklandcouncil.govt.nz

There is no set time for completing a dispute because every dispute is different. We will respond to your application as soon as possible.

If you want to dispute your property's valuation, discuss this with your assigned property advisor. You need to raise a dispute with them **within one month** of receiving the market valuation.

How we manage disputes

Property category

When you raise a category dispute, the council will complete an internal technical review about the decision and provide a response as soon as possible. If you are still unhappy with the outcome, you can ask for a further external review by an independent expert. The independent expert's decision is final.

Property valuation

If you are unhappy with the market valuation (as at 26 January 2023) you can provide another valuation from a registered valuer for Auckland Council to consider.

If the council declines to change the valuation, you have one month to apply to have the valuation dispute determined by an independent valuer. You must choose a valuer from council's panel of experts, and this will depend on their availability. The independent valuer's decision is final.

Dispute Resolution Framework and application forms

You can find the full Dispute Resolution Framework and application forms at aucklandcouncil.govt.nz/review.

The framework is also included in the Category 3 Homeowner Handbook.

Do you still have questions?

You can find a full set of recovery questions and answers in the recovery section on the Our Auckland website ourauckland.aucklandcouncil.govt.nz/recovery.

You can also send questions about the disputes process to us at recoveryoffice@aucklandcouncil.govt.nz.

Appendix 5 – Information on resource consents and building consents, and when you need one

Resource consent (under the Resource Management Act)



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Building work that is considered low risk may not need consent under the Building Act. See [building.govt.nz](https://www.building.govt.nz) for more information on building work that does not require a building consent.

For building work that does need a consent, but that is minor and low risk, council can consider a building consent exemption. Information on requesting an exemption can be found at [aucklandcouncil.govt.nz/building-and-consents/consent-exemptions](https://www.aucklandcouncil.govt.nz/building-and-consents/consent-exemptions).

How to apply for a consent

You can find 10-step guides on the **building consent process** and the **resource consent process** on the Auckland Council website.

A resource consent is written approval from council to carry out a project that has an impact on the environment, or that could affect other people. A resource consent is only required where rules and standards under the Auckland Unitary Plan, Hauraki Gulf Island District Plan, or a National Environmental Standard cannot be met.

Written approval from any potentially affected neighbours will greatly assist the processing of a resource consent. A resource consent may come with conditions that help manage the effects of your project.

For example, if you remove trees or vegetation to build your house, you may have a resource consent condition that requires you to plant some native trees after building is finished.

Examples of situations where you may need to apply for a resource consent are:

- building or alterations to a house that infringes bulk and location controls (eg. yard or height in relation to boundary)
- lifting an existing house in a flood plain
- structure or works within or diverting an overland flow path
- changes to buildings in a Special Character Area or Historic Heritage area
- retaining walls, soil nails or other structures on land subject to instability, within Significant Ecological Areas or in coastal areas
- earthworks
- taking or damming of water
- discharging contaminants into water, soil or air
- changes to onsite wastewater systems for houses or sites not connected to public wastewater lines
- using or occupying coastal space.

Building consent (under the Building Act)

A building consent is written approval from council to carry out specific building work on a specific site, that must comply with current regulations. It ensures that the proposed work is safe, durable and doesn't endanger the health and safety of anyone using the building.

A building consent is granted if council is satisfied on reasonable grounds that the building code provisions would be met if the work is properly completed in accordance with the plans and specifications in the application.

Building work such as building a house, lifting an existing house, alterations and additions to existing buildings and the construction of significant retaining walls are some of the kinds of building work that will require building consent.



October 2023

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Property	Placard	Cost (\$)	Improvement value	Land value	50% buy out council		Wall costs	Retaining length estimate (m)	Metre estimate (based on 207 costings)
					contribution	25% of home			
13 Tuakau Bridge-Port Waikato Road, Port Waikato	Red	350,000.00	0.00	350,000.00	\$175,000.00	\$87,500.00	\$166,660.00	20	8,333
15 Tuakau Bridge-Port Waikato Road, Port Waikato		570,000.00	220,000.00	350,000.00	\$285,000.00	\$142,500.00	\$166,660.00	20	8,333
17 Tuakau Bridge-Port Waikato Road, Port Waikato		530,000.00	180,000.00	350,000.00	\$265,000.00	\$132,500.00	\$174,993.00	21	8,333
115b Maunsell Road, Port Waikato		2,320,000.00	1,060,000.00	1,260,000.00	\$1,160,000.00	\$580,000.00	\$0.00		8,333
123 Maunsell Road, Port Waikato		520,000.00	265,000.00	255,000.00	\$260,000.00	\$130,000.00	\$174,993.00	21	8,333
129 Maunsell Road, Port Waikato		485,000.00	230,000.00	255,000.00	\$242,500.00	\$121,250.00	\$137,494.50	16.5	8,333
131 Maunsell Road, Port Waikato		415,000.00	160,000.00	255,000.00	\$207,500.00	\$103,750.00	\$141,661.00	17	8,333
137a Maunsell Road, Port Waikato	Garage	445,000.00	190,000.00	255,000.00	\$222,500.00	\$111,250.00	\$458,315.00	55	8,333
139a Maunsell Road, Port Waikato		455,000.00	200,000.00	255,000.00	\$227,500.00	\$113,750.00	\$308,321.00	37	8,333
155 Maunsell Road, Port Waikato		320,000.00	65,000.00	255,000.00	\$160,000.00	\$80,000.00	\$124,995.00	15	8,333
157 Maunsell Road, Port Waikato		320,000.00	65,000.00	255,000.00	\$160,000.00	\$80,000.00	\$124,995.00	15	8,333
159 Maunsell Road, Port Waikato	Red	420,000.00	165,000.00	255,000.00	\$210,000.00	\$105,000.00	\$124,995.00	15	8,333
161 Maunsell Road, Port Waikato	Red	365,000.00	110,000.00	255,000.00	\$182,500.00	\$91,250.00	\$129,161.50	15.5	8,333
163 Maunsell Road, Port Waikato		405,000.00	150,000.00	255,000.00	\$202,500.00	\$101,250.00	\$129,161.50	15.5	8,333
165 Maunsell Road, Port Waikato		460,000.00	205,000.00	255,000.00	\$230,000.00	\$115,000.00	\$120,828.50	14.5	8,333
167 Maunsell Road, Port Waikato	Sleep out	460,000.00	205,000.00	255,000.00	\$230,000.00	\$115,000.00	\$124,995.00	15	8,333
171 Maunsell Road, Port Waikato		710,000.00	455,000.00	255,000.00	\$355,000.00	\$177,500.00	\$124,995.00	15	8,333
173 Maunsell Road, Port Waikato		485,000.00	230,000.00	255,000.00	\$242,500.00	\$121,250.00	\$124,995.00	15	8,333
175 Maunsell Road, Port Waikato	Red	300,000.00	45,000.00	255,000.00	\$150,000.00	\$75,000.00	\$129,161.50	15.5	8,333
177 Maunsell Road, Port Waikato	Sleep out	375,000.00	120,000.00	255,000.00	\$187,500.00	\$93,750.00	\$129,161.50	15.5	8,333
179 Maunsell Road, Port Waikato		440,000.00	185,000.00	255,000.00	\$220,000.00	\$110,000.00	\$120,828.50	14.5	8,333
181 Maunsell Road, Port Waikato	Sleep out	385,000.00	130,000.00	255,000.00	\$192,500.00	\$96,250.00	\$124,995.00	15	8,333
183 Maunsell Road, Port Waikato		375,000.00	120,000.00	255,000.00	\$187,500.00	\$93,750.00	\$129,161.50	15.5	8,333
185 Maunsell Road, Port Waikato		360,000.00	105,000.00	255,000.00	\$180,000.00	\$90,000.00	\$124,995.00	15	8,333
187 Maunsell Road, Port Waikato		390,000.00	135,000.00	255,000.00	\$195,000.00	\$97,500.00	\$124,995.00	15	8,333
189 Maunsell Road, Port Waikato	Sleep out	360,000.00	105,000.00	255,000.00	\$180,000.00	\$90,000.00	\$124,995.00	15	8,333
191 Maunsell Road, Port Waikato		255,000.00	0.00	255,000.00	\$127,500.00	\$63,750.00	\$120,828.50	14.5	8,333
193 Maunsell Road, Port Waikato		420,000.00	165,000.00	255,000.00	\$210,000.00	\$105,000.00	\$130,828.10	15.7	8,333
195 Maunsell Road, Port Waikato		375,000.00	120,000.00	255,000.00	\$187,500.00	\$93,750.00	\$129,161.50	15.5	8,333
197 Maunsell Road, Port Waikato		500,000.00	245,000.00	255,000.00	\$250,000.00	\$125,000.00	\$129,161.50	15.5	8,333
199 Maunsell Road, Port Waikato		375,000.00	120,000.00	255,000.00	\$187,500.00	\$93,750.00	\$120,828.50	14.5	8,333
201 Maunsell Road, Port Waikato	Yellow	550,000.00	265,000.00	285,000.00	\$275,000.00	\$137,500.00	\$129,161.50	15.5	8,333
203 Maunsell Road, Port Waikato		285,000.00	0.00	285,000.00	\$142,500.00	\$71,250.00	\$122,495.10	14.7	8,333
205 Maunsell Road, Port Waikato		650,000.00	365,000.00	285,000.00	\$325,000.00	\$162,500.00		CAT 1 - Can be removed	
207 Maunsell Road, Port Waikato	Yellow	600,000.00	315,000.00	285,000.00	\$300,000.00	\$150,000.00	\$260,000.00	15.6	8,333
209 Maunsell Road, Port Waikato		720,000.00	120,000.00	600,000.00	\$360,000.00	\$180,000.00		CAT 1 - Can be removed	
211 Maunsell Road, Port Waikato	Yellow	730,000.00	110,000.00	620,000.00	\$365,000.00	\$182,500.00	\$133,328.00	16	8,333
77 Maunsell Road, Port Waikato		385,000.00	100,000.00	285,000.00	\$192,500.00	\$96,250.00	\$124,995.00	15	8,333
81 Maunsell Road, Port Waikato		350,000.00	115,000.00	235,000.00	\$175,000.00	\$87,500.00	\$0.00		8,333
	Totals \$	19,215,000.00	7,140,000.00	12,075,000.00	9,607,500.00		\$5,267,299.70		
Cat 2		18,780,000			9,390,000				
						Total cost for stickered home mitigations	\$2,026,596.00	631.5	

To	Waikato District Council
Report title	Road Maintenance Contract – Decision on Boundary and Term
Date:	25 March 2024
Report Author:	Luke McCarthy, Acting Roothing Manager
Authorised by:	Megan May, General Manager Service Delivery

1. Purpose of the report

Te Take moo te puurongo

To seek approval from Council to divide the road maintenance and renewal network into two contract areas for procurement and to confirm the term of the road maintenance and renewal contracts for implementation from 1 July 2025.

2. Executive summary

Whakaraapopototanga matua

Waikato District Council's current road services contract is due to expire on 30 June 2025. With a substantial network of 2,500kms of local road and budget of approximately \$30M-\$40M per year, council has taken the opportunity to review the options for delivering services to obtain best value for money.

On 20 November 2023 council approved the use of NZS3917 to procure road maintenance services for a start date of 1 July 2025. This approval was on the basis that the road network would be divided into 2-3 contract areas.

Staff, under the guidance of an internal steering group, are now developing the procurement plan that will guide the supplier selection process for the future contracts. This paper seeks council approval of the size and term of the contracts to be procured and will guide the drafting of the procurement plan.

3. Staff recommendations Tuutohu-aa-kaimahi

THAT the Waikato District Council:

- a. **approves the division of the road network into a North contract and a South contract for the delivery of road maintenance and renewal services along with a separate streetlighting contract.**
- b. **approves the term of the two (2) road maintenance and renewal contracts as three (3) years, plus three (3) years, plus two (2) years, to a maximum term of eight (8) years, and notes that this is subject to approval from NZTA Waka Kotahi.**

4. Background Koorero whaimaarama

The Waikato District Alliance contract model for delivery of road maintenance services is due to expire on 30 June 2025. At approximately \$30-40M per year to maintain 2,500kms of local road network, this is a substantial contract for Council.

A Detailed Contract Review was completed in 2023 in accordance with the Local Government Act s17A to recommend the most efficient and effective means of delivering services when the current contract ends.

On 20 November 2023 council approved the use of NZS3917 to procure road maintenance services for a start date of 1 July 2025. This approval was on the basis that the road network would be divided into 2-3 contract areas.

5. Discussion and analysis Taataritanga me ngaa tohutohu

Staff, under the guidance of an internal steering group, are now developing the procurement plan that will guide the supplier selection process for the future contracts. The outcomes sought from this work continues to be focussed on Council's direction from the contract review, where the Critical Success Factors were identified as:

- Value for Money
 - Contract provides flexibility to meet changing community and network needs
 - Good planning and scheduling to deliver efficiency and responsiveness
 - Network Knowledge and Asset Management IP retained by Council
-

The review of options for division of the road network into appropriate portions has taken into account a detailed investigation of the road asset data set. This review sought the following outcomes:

- To create contracts with similar quantities to make it easier to benchmark performance and target consistent levels of service (LoS);
- To consider the differences in environment, road classification, community needs etc, to ensure that consistent LoS, particularly across boundaries, can be a focus within the contracts;
- Ability to deliver and align with long-term outcomes, asset management needs and optimal resourcing/cost efficiency opportunities, the aim being to minimize complexity for managing the contracts.

The identification of the optimal term for the contract has taken into account timing for the council's Long-term Plan (LTP) schedule, the value of staggering or aligning contract end dates and the optimal length to encourage a focus on LoS and performance outcomes. Specifically, this review sought the following outcomes:

- A contract end date that allows for the incumbent supplier to contribute to development of the next LTP during the second year of the operational LTP 3yr period, and enables establishment of a new supplier in the first or final year of a 3yr LTP period.
- Enabling best value for money through competition across the two contracts, and ensuring that options for supplier selection is fully open and fair for all participants.
- A term of sufficient duration and offering appropriate reward of extended contract term to incentivise performance and best for network outcomes.

5.1 Options

Ngaa koowhiringa

5.1.1 Network Division

Staff have assessed that there are 4 reasonable and viable options for the Council to consider. This assessment reflects the level of significance (see paragraph 6.1), Critical Success Factors and outcomes identified above. The options are set out in the table below.

Option	Assessment	Asset Quantities
<p>Option 1</p> <p>Four networks based on current Network Inspector areas</p>	<p>Option to procure 2-4 suppliers depending on supplier's best offers, requires four separate SoPs.</p> <p>More than two contracts requires more resourcing from WDC team to set up and manage.</p> <p>Different environments and needs for each of the four networks may drive differing levels of service.</p>	<p>Imbalance in unsealed quantities, with SW having significantly more unsealed and less sealed road length. SE having very little unsealed.</p> <p>Will lead to efficiency issues and difficult to encourage consistent LoS</p>
<p>Option 2</p> <p>East + West Networks</p>	<p>Two long, narrow networks. Long distances to travel so both would need two depots.</p> <p>Splits some urban centres, e.g. Huntly.</p>	<p>West has significantly more unsealed, difficult to benchmark and compare levels of service when contracts are quite different.</p>
<p>Option 3</p> <p>North + South with split at current Network Inspector areas</p>	<p>L-shaped networks with longer travel times to extents than a balanced network. May require two depots to achieve the response times to extents of network.</p> <p>Splits some urban centres, e.g. Huntly, and uneven distribution of urban areas.</p>	<p>Some imbalance in unsealed and sealed quantities between the networks.</p>
<p>Option 4</p> <p>North + South with split allocated evenly between communities and town centres.</p>	<p>Balanced networks with optimal travel times to extents of network. May be possible to resource from one depot to achieve the response times to extents of network.</p> <p>Optimal location of boundary between urban areas.</p> <p>Weather events are more likely to hit one network or the other, so the other supplier can provide support to back-up emergency response.</p>	<p>Even split of sealed and unsealed quantities between the two networks.</p> <p>Balance of quantities provides optimal outcome for benchmarking performance.</p>
<p>Option 5</p> <p>Networks based on Community Wards</p>	<p>Community Wards did not fit well into contract networks.</p>	<p>Multiple dissimilarities</p>

Staff recommend **option 4** because it optimises the size and efficiency of the two networks, enables benchmarking, ensures urban communities are not split and ensures attractiveness of procurement to the supplier market.

5.1.2 Contract Term

Staff have assessed that there are multiple reasonable and viable options for the Council to consider. This assessment reflects the level of significance (see paragraph 6.1), Critical Success Factors and outcomes identified above. The options are as set out below.

Option 1 3 year + 3 year + 2 year term, providing a maximum 8 year term

This option aligns very well with the LTP programme, and is not affected by the decision by council to adopt an Enhanced Annual Plan for 2023-24 as it is expected that the 9yr 2025-2034 LTP will realign council to the original timeline.

With the next LTP 3yr update period beginning July 2027, the first two 3yr terms for the road maintenance and renewal contracts will end at the beginning of the second year of the LTP 3yr programmes, with the final extension ending at the end of the 2030-2033 LTP 3-yr programme (refer figure 1 below). This ensures the suppliers will contribute to the development of the next LTP before completing their contracts.

Figure 1. – Proposed timeline for 3 + 3 + 2 year contract term



Alignment of the contracts ensures that benchmarking can be monitored consistently. The tendering of two contracts together is expected to encourage tenderer participation as it provides greater opportunity for success.

The length of the initial term and two extension options are expected to provide incentive to suppliers to deliver KPI results that meet the requirements for extension.

Option 2 Alternative lengths of initial term and extensions up to a maximum 10-year term

There were many combinations of initial term and extensions that were considered and tested against the outcomes sought. In seeking the optimal outcome, the combination of Option 1 aligned best with council’s requirements. Therefore, no other options are recommended.

Staff recommend **option 1** because it aligns best with the LTP 3yr programme timeline and provides the optimal length of term to encourage tenderer participation and incentivise performance and consistent levels of service.

5.1.3 Communications Plan

Communications regarding the changes will take place at the time of this report to the wider community via a media release through the Council channels. A communications plan will be developed to keep stakeholders informed as we progress.

5.2 Financial considerations

Whaiwhakaaro puutea

There are no material financial considerations associated with the recommendations of this report.

5.3 Legal considerations

Whaiwhakaaro-aa-ture

Staff confirm that the staff recommendations comply with the Council's legal and policy requirements.

5.4 Strategy and policy considerations

Whaiwhakaaro whakamaaherehere kaupapa here

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

The recommendation for a contract term of 8 years does not comply with the NZTA Waka Kotahi procurement rule 10.21 which allows for a maximum term of five years, however this rule also allows for an exemption approval to be sought for a contract term greater than 5 years, and that requests will be considered for up to 10 years, provided there is a good rationale for approval.

5.5 Maaori and cultural considerations

Whaiwhakaaro Maaori me oona tikanga

Whilst the procurement of services has the potential to impact Iwi and Maaori stakeholders, the decision to proceed with a decision on the division and term of the contract does not.

The procurement plan and new contract will be designed to support and align with council's requirements for sustainable procurement.

5.6 Climate response and resilience considerations

Whaiwhakaaro-aa-taiao

The new contract will be designed to support and align with council's requirements to deliver climate and resilience response.

5.7 Risks

Tuuraru

Risks associated with progressing the recommended option are:

1. The recommended contract term of 8 years requires NZTA Waka Kotahi approval of an exemption from Rule 10.21 which allows for a maximum term of five years. Waka Kotahi advise that the rule also allows for an exemption approval to be sought for a contract term greater than 5 years, and that requests will be considered for up to 10 years, provided there is a good rationale for approval. We consider that the rationale for the recommended term provides good justification for this longer length of term, and note that it is common for council road maintenance contracts to be procured for terms of greater than five years.

6. Significance and engagement assessment

Aromatawai paahekoheko

6.1 Significance

Te Hiranga

Roading is both a significant activity in terms of the investment that Council makes and a strategic asset as defined in Section 5 of the Local Government Act (LGA).

The decisions and matters of this report are assessed as of moderate/high significance, in accordance with the Council's [Significance and Engagement Policy](#).

The following criteria are particularly relevant in determining the level of significance for this matter:

- The degree to which the issue has a financial impact on Council or the rating levels (both targeted and general) of its communities. Noting that this will not be known until such time as Council tenders its contract on the open market. Decisions can be made at that time around any financial impacts resulting.

6.2 Engagement

Te Whakatuutakitaki

Highest level of engagement	Inform	Consult	Involve	Collaborate	Empower
	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<p>This is not a matter to be decided through consultation. The decision will be made public and a media statement will be released following the meeting.</p> <p>The Council team will commence focused engagement with the contracting industry to outline our requirements, the procurement process and desired outcomes.</p>				

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

Planned	In Progress	Complete	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Internal
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Community Boards/Community Committees
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapuu
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (Please Specify)

7. Next steps Ahu whakamua

The development of the new road maintenance and renewal contracts and procurement plan will continue following this decision, with the target of issuing the tender documentation to the market in September 2024.

8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Terms of Reference and Delegations.	Confirmed
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The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages (<i>Section 5.1</i>).	Confirmed
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Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy (<i>Section 6.1</i>).	Moderate
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The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance (<i>Section 6.2</i>).	Confirmed
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The report considers impact on Maaori (<i>Section 5.5</i>)	Confirmed
The report and recommendations are consistent with Council's plans and policies (<i>Section 5.4</i>).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities (<i>Section 5.3</i>).	Confirmed

9. Attachments

Ngaa taapirihanga

There are no attachments for this report.

To	Waikato District Council
Report title	Exclusion of the Public
Date:	19 March 2024
Report Author:	Gaylene Kanawa, Democracy Manager
Authorised by:	Gavin Ion, Chief Executive

1. **Staff recommendations** **Tuutohu-aa-kaimahi**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item PEX 2 – Minutes for confirmation	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 3 – Actions Register		
Item PEX 4.1 – Infrastructure Committee Recommendations – 5 March 2024		
Item PEX 5 – Chief Executive Issues		
Item PEX 6 – Mayoral Issues		

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

Item No.	Section	Interest
<p>Item PEX 2 – Minutes for confirmation</p> <p>Item PEX 3 – Actions Register</p>		Refer previous minutes for reasons for exclusion.
Item PEX 4.1 – Infrastructure Committee Recommendations – 5 March 2024		Refer Infrastructure for reasons for exclusion.
Item PEX 3 – Chief Executive Issues	<p>7(2)(a)</p> <p>7(2)(g)</p> <p>7(2)(c)(i)</p>	<p>To protect the privacy of natural persons, including that of deceased natural persons.</p> <p>To maintain legal professional privilege</p> <p>To protect information that is subject to an obligation of confidence and to ensure the information avenue remains open, when it is in the public interest for it to do so.</p>

2. Attachments

Ngaa taapirihanga

There are no attachments for this report.
