

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 13 JUNE 2016** commencing at **1.15pm**.

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

**PLEASE NOTE A CITIZENSHIP CEREMONY WILL BE HELD AT 12.30PM
PRIOR TO THE COUNCIL MEETING**

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

CHIEF EXECUTIVE

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Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	31 May 2016
Prepared by	RJ Gray Council Support Manager
Chief Executive Approved	Y
DWS Document Set #	1527157
Report Title	Confirmation of Minutes

I. EXECUTIVE SUMMARY

To confirm the minutes of a meeting of the Waikato District Council held on Monday 9 May 2016.

2. RECOMMENDATION

THAT the minutes of a meeting of Waikato District Council held on Monday 9 May 2016 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes



MINUTES of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 9 MAY 2016** commencing at **1.15pm**.

Present	<p>His Worship the Mayor Mr AM Sanson Cr JC Baddeley Cr J Church Cr DW Fulton Cr J Gibb Cr WD Hayes Cr SD Lynch Cr RC McGuire Cr L Petersen Cr NMD Smith <i>[until 3.06pm]</i> Cr MR Solomon Cr CS Tait</p>
Attending	<p>Mr GJ Ion (Chief Executive) Mr TG Whittaker (General Manager Strategy & Support) Mr R MacCulloch (Acting General Manager Customer Support) Mr M Mould (Waters Manager) Mrs RJ Gray (Council Support Manager) Mr K Lockley (Zero Harm Manager) Ms J Hardaker (Her Worship the Mayor, Hamilton City Council) Mr R Briggs (Chief Executive, Hamilton City Council) Members of staff Mr B Rosoman</p>

WDCI605/01 APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Hayes/Church)

THAT an apology be received from and leave of absence granted to Cr Costar and Cr Sedgwick.

CARRIED on the voices

WDC1605/02 CONFIRMATION OF STATUS OF AGENDA ITEMSWDC1605/02/1 **Resolved: (Crs Baddeley/Lynch)**

THAT the agenda for the meeting of the **Waikato District Council** held on **Monday 9 May 2016** be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 9 which shall be considered with the public excluded;

AND THAT Council resolves that the following item be added to the agenda and considered when appropriate:

- **Founders Theatre;**

AND FURTHER THAT the following matter be added to the agenda and discussed during the public excluded section of the meeting as a matter of urgency as explained by the Chief Executive:

- **Solid Energy.**

CARRIED on the voices

WDC1605/03 DISCLOSURES OF INTEREST

There were no disclosures of interest.

WDC1605/04 COMMITTEE AND DEPARTMENTAL REPORTS**WDC1605/04/1 Policy & Regulatory Committee**WDC1605/04/1/1 Founders Theatre Update
Add.Item

Tabled: Pamphlet provided by Hamilton City Council that will be distributed to all ratepayers in the district.

Her Worship the Mayor Hardaker and the Chief Executive, Mr Briggs, of Hamilton City Council, were in attendance to provide an overview on the closure of Founders Theatre. Information was shared and the process was explained. Options identified were: i) Refurbish the theatre at a cost of \$20M including earthquake strengthening, ii) Build a new theatre of a similar size to Founders Theatre and iii) Close and demolish the theatre. A full discussion was held on this item.

Resolved: (Crs Baddeley/Lynch)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDC1605/05 CONFIRMATION OF MINUTESWDC1605/05/1 **Resolved: (Crs Tait/Lynch)**

THAT the minutes of a meeting of the **Waikato District Council** held on **Monday 11 April 2016** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDC1605/05/2 **Resolved: (Crs Fulton/Gibb)**

THAT the extraordinary minutes of a meeting of the **Waikato District Council** held on **Tuesday 19 April 2016** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDC1605/06 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

WDC1605/07 COMMITTEE AND DEPARTMENTAL REPORTS (Continued)**WDC1605/07/1 Policy & Regulatory Committee (Continued)**WDC1605/07/1/1 Zero Harm Dashboard
Agenda Item 6.1.1

The Zero Harm Manager provided an overview on progress over the last month particularly in preparation for the Work Safety Management Practices Audit on 16 May 2016.

Resolved: (Crs Church/Gibb)

THAT the report of the Chief Executive be received.

CARRIED on the voices

WDC1605/07/2 Strategy & Finance CommitteeWDC1605/07/2/1 Elected Members' Remuneration and Related Policies
Agenda Item 6.2.1

Following discussion on this item, it was agreed to amend the Reimbursement of Mileage and Expenses Policy – Elected Members to note that community board and community committee members would only be reimbursed in

terms of mileage and travel time for meetings they attend at the request of Council.

Resolved: (Crs Gibb/Petersen)

THAT the report of the Chief Executive be received;

AND THAT Council recommends to the Remuneration Authority the existing percentage increases to reflect additional duties as follows:

- **Deputy Mayor 40%**
- **Committee Chairs (Infrastructure and Strategy & Finance) 25%**
- **Discretionary & Funding Committee Chair 20%;**

AND FURTHER THAT the Reimbursement of Mileage and Expenses Policy - Elected Members (as amended) be updated and submitted to the Remuneration Authority for approval;

AND FURTHER THAT the existing Gifts and Hospitality Policy, Conferences and Seminar Policy and Sensitive Expenditure Policy be submitted to the Remuneration Authority for approval.

CARRIED on the voices

WDC1605/07/3 Creative Communities Scheme Assessment Committee

WDC1605/07/3/1 Receipt of Committee Minutes – Meeting held on 31 March 2016
Agenda Item 6.3.1

Resolved: (Crs Lynch/Solomon)

THAT the minutes of a meeting of the Creative Communities Scheme Assessment Committee held on Thursday 31 March 2016 be received.

CARRIED on the voices

WDC1605/08 COMMUNITY COMMITTEE MINUTES

WDC1605/08/1 Te Kauwhata Community Committee – Meeting held on 6 April 2016

Resolved: (Crs Petersen/Lynch)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 6 April 2016 be received.

CARRIED on the voices

WDC1605/08/2 Meremere Community Committee – Meeting held on 10 March 2016

Resolved: (Crs Church/Hayes)

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 10 March 2016 be received.

CARRIED on the voices

WDC1605/08/3 Tamahere Community Committee – Meeting held on 4 April 2016

Resolved: (Crs Hayes/Gibb)

THAT the minutes of a meeting of the Tamahere Community Committee held on Monday 4 April 2016 be received.

CARRIED on the voices

WDC1605/09 EXCLUSION OF THE PUBLIC

Resolved: (Crs Tait/Baddeley)

THAT the report of the Chief Executive be received;

AND THAT the public be excluded from the meeting during discussion on the following items of business:

- 1 Confirmation of Public Excluded Minutes 11 April 2016**
- 2 Solid Energy**

This resolution is made in reliance on sections 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Good reason for passing this resolution to withhold exists under:

section 7(2)(ii)

Ground(s) under section 48(1) for the passing of this resolution is:

section 48(1)(a)(i)(ii)

3 Chief Executive's Issues

This resolution is made in reliance on sections 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Good reason for passing this resolution to withhold exists under:

section 7(2)(f)(i)(ii):

Ground(s) under section 48(1) for the passing of this resolution is:

section 48(1)(a)(i)(ii)

CARRIED on the voices

Resolution nos WDC1605/10 to WDC1605/14 are contained in the public excluded section of these minutes.

Having resumed open meeting and there being no further business the meeting was declared closed at 3.14pm.

Minutes approved and confirmed this 13th day of June 2016.

AM Sanson

CHAIRPERSON

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Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	18 May 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1519035
Report Title	Receipt of Policy and Regulatory Committee Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Policy and Regulatory Committee held on Tuesday 17 May 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Policy and Regulatory Committee held on Tuesday 17 May 2016 be received.

3. ATTACHMENTS

P&R Minutes 17 May 2016

MINUTES of a meeting of the Policy & Regulatory Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia held on **TUESDAY 17 MAY 2016** commencing at **9.01am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson [*from 9.04am to 9.33am and from 9.34am*]
Cr JC Baddeley
Cr R Costar
Cr WD Hayes
Cr SD Lynch
Cr LM Petersen
Cr JD Sedgwick
Cr MR Solomon [*from 9.07am*]
Cr GS Tait

Attending:

Mr GJ Ion (Chief Executive)
Mr R MacCulloch (Acting General Manager Customer Support)
Mrs LM Wainwright (Committee Secretary)
Mrs W Wright (Committee Secretary)
Mr C Clarke (Roading Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Petersen/Sedgwick)

THAT an apology be received from and leave of absence granted to **Cr Church, Cr McGuire and Cr Gibb.**

CARRIED on the voices

P&R1605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Costar/Lynch)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on **Tuesday 17 May 2016** be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 8 which shall be discussed with the public excluded.

CARRIED on the voices

P&R16/05/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

P&R1605/03

CONFIRMATION OF MINUTES

Resolved: (Crs Baddeley/Hayes)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 15 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

P&R16/05/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

P&R16/05/05

RECEIPT OF MINUTES AND DECISION

Resolved: (Crs Costar/Baddeley)

THAT the minutes of a hearing for Lance Coombes held on Wednesday 17 February 2016 be received.

CARRIED on the voices

P&R1605/06/1

REPORTS

Chief Executive's Business Plan

Agenda Item 7.1

The Chief Executive gave a verbal update on his written report and answered questions of the committee.

Resolved: (Crs Baddeley/Sedgwick)

THAT the report from the Chief Executive – *Chief Executive's Business Plan* - be received.

CARRIED on the voices

P&R1605/07/1

His Worship the Mayor entered the meeting at 9.04am during discussion on the above item and was present when voting took place.

Cr Solomon entered the meeting at 9.07am during discussion on the above item and was present when voting took place.

2016 Meeting Calendar

Agenda Item 7.2

Resolved: (Crs Hayes/Costar)**THAT the report from the Chief Executive – 2016 Meeting Calendar - be received.****CARRIED on the voices****P&R1605/07/2**Delegated Resource Consents Approved for the month of March and April 2016

Agenda Item 7.3

Resolved: (Crs Petersen/Solomon)**THAT the report from the Acting General Manager Customer Support be received.****CARRIED on the voices****P&R1605/07/3**Summary of Applications Determined by the District Licensing Committee

Agenda Item 7.4

Resolved: (Crs Sedgwick/Costar)**THAT the report from the General Manager Customer Support - Summary of Applications Determined by the District Licensing Committee – be received.****CARRIED on the voices****P&R1605/07/4**

His Worship the Mayor withdrew from the meeting at 9.33am during discussion on the above item and was not present when voting took place.

Exclusion of the Public

Agenda Item 8

Resolved: (Crs Costar/Tait)**THAT the report of the Chief Executive – Exclusion of the Public – be received;****AND THAT the public be excluded from the meeting during discussion on the following items of business:****a. Confirmation of Minutes – Tuesday 15 March 2016.****CARRIED on the voices****P&R1605/08**

His Worship the Mayor re-entered the meeting at 9.34am during discussion on the above item and was present when voting took place.

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	17 March 2016
Prepared by	LM Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1477110
Report Title	Receipt of Hearing Minutes – Lance Coombes

1. EXECUTIVE SUMMARY

To receive the minutes of the hearing for Lance Coombes held on Wednesday 17 February 2016.

2. RECOMMENDATION

THAT the minutes of a hearing for Lance Coombes held on Wednesday 17 February 2016 be received.

3. ATTACHMENTS

Minutes



MINUTES of a hearing by Independent Commissioners held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 17 FEBRUARY 2016** commencing at **9.10am**.

These minutes should be read in conjunction with notes and evidence placed on the Consent file.

Present

- Commissioner R De Luca (on behalf of Waikato District Council)
- Commissioner L Tane (on behalf of Waikato Regional Council)
- Commissioner C Shearer (on behalf of Waikato Regional Council)

Attending

- Ms S Salmon (Waikato District Council Senior Planner)
- Ms N Laurensen (Waikato District Council Consents Team Leader)
- Mr M Brown (Waikato District Council Development Engineer)
- Mrs LM Wainwright (Committee Secretary)
- Ms B Parham (Tompkins Wake)
- Mr D Mansergh (Mansergh Graham Landscape Architects)
- Mr J Styles (Styles Group Acoustics and Vibration Consultants)
- Mr A Black (Gray Matter Traffic Consultant)
- Mr J Rodriguez (Waikato Regional Council)
- Mr P Empson (Waikato Regional Council)
- Mr L Coombes (Applicant)
- Dr J Forret (Counsel for the Applicant)
- Mr R Davies (Harkness Henry assisting Counsel for the Applicant)
- Mr R Kempthorne (Heavy Metal Haulage)
- Ms A Wilkins (Senior Manager Traffic Design Group)
- Mr G McBride (Te Kowhai Community Group)
- Mr P Ibbotson (Acoustic Consultant, Marshall Day Acoustics)
- Mr J Sole (Independent Contractor)
- Mrs K Sanders (KEPT Consulting Ltd)
- Members of the public

HE1602/01 **HEARING – LANCE COOMBES**
File No. LUC0015/16

Application to establish and operate a sand quarry with the Rural Zone on a site at 828 Ngaruawahia Road, Te Kowhai.

INTRODUCTION

Commissioner De Luca introduced the members of the hearing panel, welcomed all parties and outlined the format of the hearing. He advised that a site visit would take place on Wednesday 17 February 2016.

LATE SUBMISSIONS**HE1602/02****Resolved: (Commissioners De Luca/Shearer)**

THAT the late submissions from Mr K Burke and Mr R Burke be heard.

CARRIED on the voices**HEARING OF SUBMISSIONS**

Dr Forret presented written and verbal evidence (attachment 1) and answered questions of the committee.

Mr Coombes presented written and verbal evidence (attachment 2, 2A and 2B) and answered questions of the committee.

The meeting adjourned at 10.30am and resumed at 11.25am.

Mr Kempthorne presented verbal evidence and answered questions of the committee.

Ms Wilkins presented written and verbal evidence (attachment 3) and answered questions of the committee.

The meeting adjourned at 12.13pm and resumed at 1.32pm.

Mr McBride presented written and verbal evidence (attachment 5) and answered questions of the committee.

Mr Ibbotson presented written and verbal evidence (attachment 6) and answered questions of the committee.

Mr Sole presented written and verbal evidence (attachment 7) and answered questions of the committee.

Mrs Sanders presented written and verbal evidence (attachment 8 and 8A) and answered questions of the committee.

The meeting adjourned at 3.12pm for a site visit and reconvened at 9.04am on Thursday 18 February 2016.

Present	Commissioner R De Luca (on behalf of Waikato District Council) Commissioner L Tane (on behalf of Waikato Regional Council) Commissioner C Shearer (on behalf of Waikato Regional Council)
Attending	Ms S Salmon (Waikato District Council Senior Planner) Ms N Laurensen (Waikato District Council Consents Team Leader) Mr M Brown (Waikato District Council Development Engineer) Mrs LM Wainwright (Committee Secretary) Mrs JP Davies (Committee Secretary) Ms B Parham (Tompkins Wake) Mr D Mansergh (Mansergh Graham Landscape Architects) Mr J Styles (Styles Group Acoustics and Vibration Consultants) Mr A Black (Gray Matter Traffic Consultant) Mr J Rodriguez (Waikato Regional Council) Mr P Empson (Waikato Regional Council) Mr L Coombes (Applicant) Dr J Forret (Counsel for the Applicant) Mr R Davies (Harkness Henry assisting Counsel for the Applicant) Mr R Kempthorne (Heavy Metal Haulage) Mr G McBride (Te Kowhai Community Group) Mrs K Sanders (KEPT Consulting Ltd) Mr Latif (Submitter) M W Johnston (Submitter) Mr K Burke (Submitter) Mrs J Bennett (Submitter) Mr K Gallagher (Submitter) Mr S Mills (Submitter) Mr G Hobbs (Submitter) Mr D Tate (Submitter) Mr B Palmer (Submitter) Mr P Lang (Legal Counsel for Mr M Clarke) Mr Schick on behalf of Mr M Clarke (Submitter) Mrs J Roberts on behalf of Mr M Clarke (Submitter) Mr D Mitchell (T2 Traffic & Transportation Engineers) Members of staff Members of the public

Mr Latif presented written and verbal evidence (attachment 9) and answered questions of the committee.

Mr Johnston presented written and verbal evidence (attachment 10) and answered questions of the committee.

The meeting adjourned at 10.35am and resumed at 10.52am.

Mr Burke presented written and verbal evidence (attachment 11) and answered questions of the committee.

Mrs Bennett presented written and verbal evidence (attachment 12) and answered questions of the committee.

Mr Gallagher presented written and verbal evidence (attachment 13) and answered questions of the committee.

Mr Mills presented written and verbal evidence (attachment 14) and answered questions of the committee.

Mr Hobbs presented written and verbal evidence (attachment 15) and answered questions of the committee.

Mr Tate presented verbal evidence and answered questions of the committee.

Mr Palmer presented written and verbal evidence (attachment 16) and answered questions of the committee.

The meeting adjourned at 12.32pm and resumed at 1.35pm.

Mr Lang presented written and verbal evidence (attachment 17) and answered questions of the committee.

Mr Schick presented verbal evidence and answered questions of the committee.

Mrs Roberts presented written and verbal evidence (attachment 18) and answered questions of the committee.

Mr Mitchell presented written and verbal evidence (attachment 19) and answered questions of the committee.

Mr Clarke presented written and verbal evidence (attachment 20) and answered questions of the committee.

The meeting adjourned at 3.36pm and resumed at 3.55pm.

Mr Clarke continued his presentation and answered questions of the committee.

Mr Empson presented written and verbal evidence (attachment 21) and answered questions of the committee. Mr Empson referred to the tracked Schedule of Conditions (attachment 22) and responded to questions from the panel.

WAIKATO DISTRICT COUNCIL EVIDENCE

The Senior Planner called Mr Styles to give evidence and respond to points relating to noise raised by submitters.

Schedule I Conditions of Consent were distributed (attachment 23) to all parties.

A proposed sand mining application plan was distributed by Dr Forret (attachment 24). This plan has previously been referred to during Mr Styles responses.

Mr Dave Mansergh presented evidence which was taken as read to section 5.

Mr Alistair Black addressed the Hearing in relation to traffic management issues. He referred to various paragraphs of his evidence and provided further detail as required. He responded to questions raised by the Panel.

Commissioner De Luca suggested an amended condition be prepared by Mr Black and forwarded to the applicant's team for consideration.

Mr Black resumed his evidence.

Mr M Brown, the Waikato District Council Land Development Engineer presented written evidence (attachment 25) which was distributed to all parties.

STAFF REPORT

The senior planner's report (attachment 26) was taken as read to paragraph 5. The senior planner gave verbal evidence and answered questions of the committee.

Commissioner De Luca invited Ms Parham to address any legal matters which needed to be addressed.

RIGHT OF REPLY

The applicant's representative proposed that the right of reply would be provided in writing by Friday next week (whatever that date is).

Commissioner de Luca advised once the right of reply was received the Panel would be in a position to close the hearing.

Discussion took place on the conditions which required further consideration.

The question of extension of time frames was raised. Dr Forret advised the applicant would not be granting an extension of time.

The hearing adjourned at 6.43pm awaiting receipt of the Applicant's right of reply and amended conditions from Waikato District Council planner.

DELIBERATIONS

The Commissioners undertook deliberations on all evidence presented.

The hearing was declared closed at 11.40am on Wednesday 2 March 2016.

HE1602/03

DECISION

THAT the Commissioners confirmed the application by Lance Coombes be granted subject to conditions as outlined in the decision dated 16 March 2016.

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Open Meeting

To	Waikato District Council
From	G J Ion Chief Executive
Date	2 June 2016
Prepared by	K Lockley Zero Harm Manager
Chief Executive Approved	Y
DWS Document Set #	1529722
Report Title	Zero Harm Update

I. EXECUTIVE SUMMARY

The purpose of this report and its attachments is to provide an update on current health and safety performance. Council recognise that compliance is essential but they aspire to achieve best practice in health and safety performance and to create a sustainable zero harm culture where everyone goes home safe and healthy each day.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

Safety Conversations

Members of the Executive Team continue to carry out safety conversations across the organisation. The most recent conversations were held in Raglan on 3 June 2016.

Over Speed Reporting

Monitoring continues with managers following up results. Over-speeds continue to trend down.

A Safe Use of Council Vehicle Policy has been introduced and is being monitored.

Monthly Statistics

Near miss reporting across all sectors of the organisation is down on numbers from preceding reporting periods with 38 in total. There were 11 first aid injuries (10 minor and 1 moderate), there were 32 incidents of unsafe situations or behaviours reported. Total 81.

WSMP Audit

The audit was completed successfully to secondary level with five out of eight elements of the programme passing at tertiary level.

Application will be forwarded to ACC in this calendar year to reassess evidence which will be submitted to obtain tertiary level. Three recommendations were made by the auditor for the Council to achieve tertiary level.

Kopua Camp

The Zero Harm Manager, General Manager Service Delivery and Chief Executive recently met with the Kopua Camp Board of Management and discussed the responsibilities of the Board in relation to Zero Harm and legislation. Legal advice has confirmed that Board representatives are Officers under the Health & Safety at Work Act 2015.

Volunteers

The Zero Harm Manager will prepare a template to start the engagement process with volunteers.

We are looking to learn from other local authorities experience and documentation.

Community Boards and Community Committees

An overall briefing was provided to attendees at the annual Community Board/Committee meeting held in Ngaruawahia during March. This is being followed up with a full briefing for each Community Board and Committee (the four Committees approved by Council) during June.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

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

4.2 OPTIONS

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

5. CONSIDERATION

5.1 FINANCIAL

There are no direct financial requirements identified in this report.

5.2 LEGAL

This report is prepared as part of assisting Council with compliance with the requirements of the Health & Safety at Work Act 2015.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Council has a Zero Harm Strategy which forms the basis of our health & safety systems and philosophy. An internal Zero Harm Strategic Plan is also in place.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillors, as Officers under the Health & Safety at Work Act 2015, are required to undertaken due diligence to ensure appropriate health & safety systems are in place and operating.					

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

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

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

6. CONCLUSION

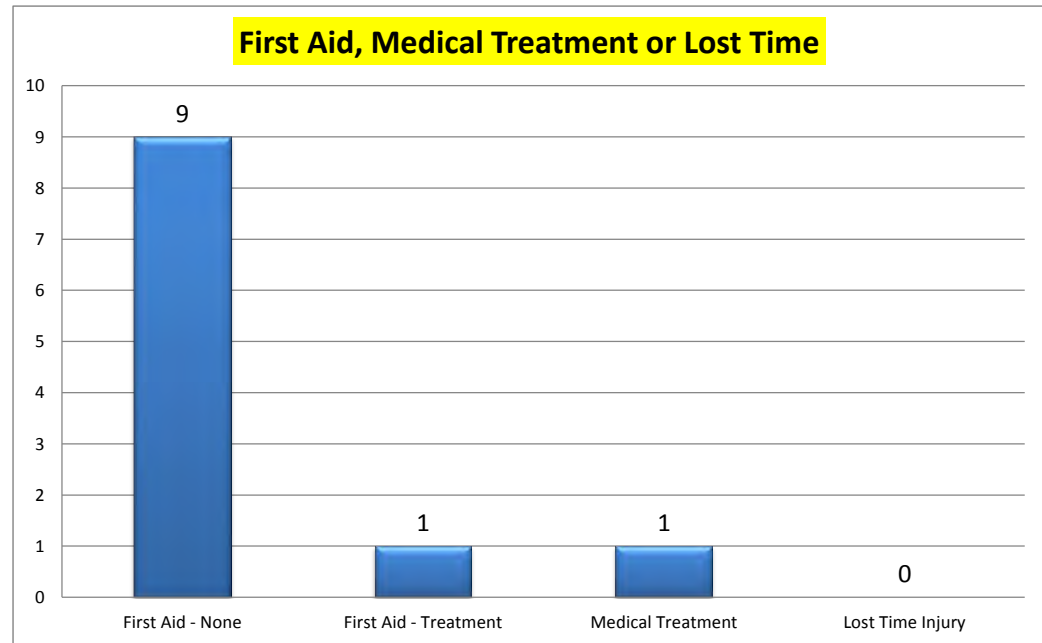
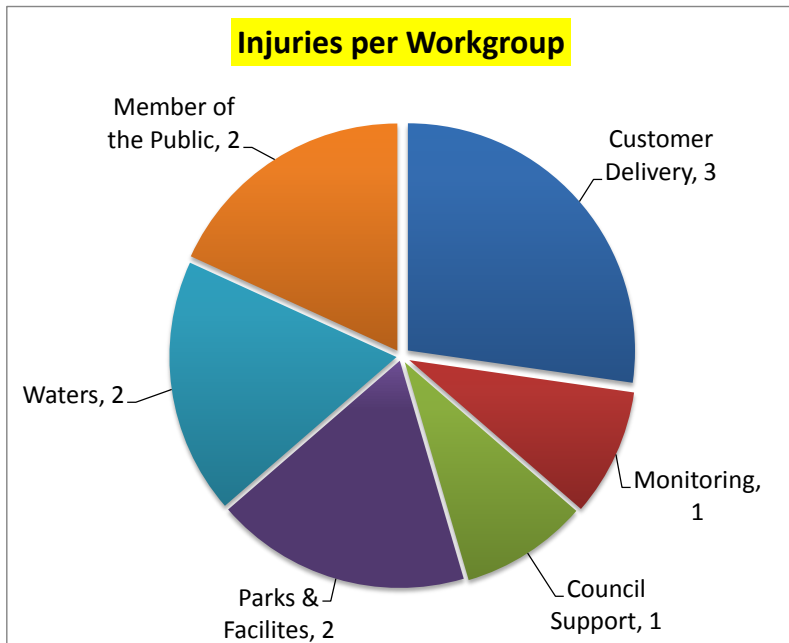
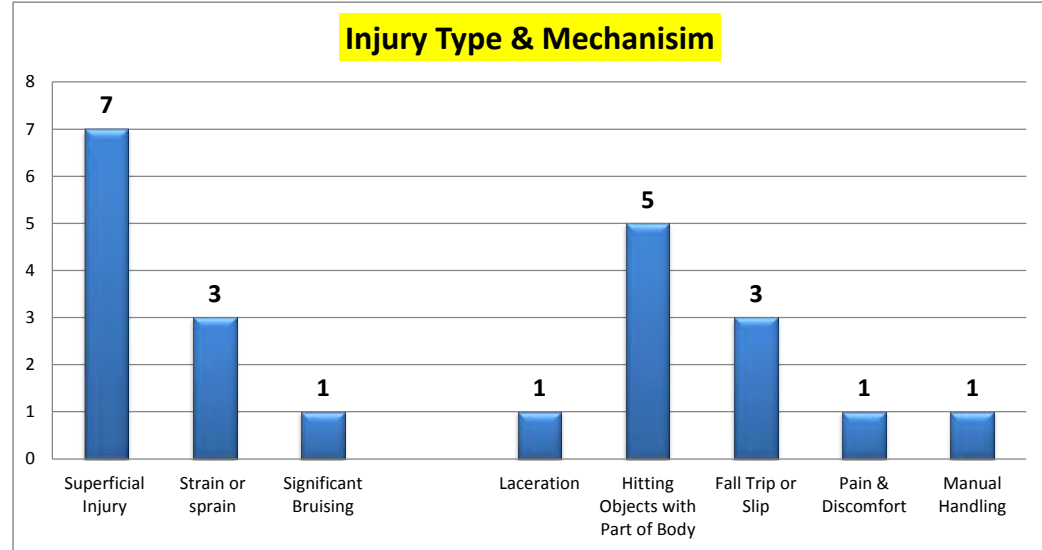
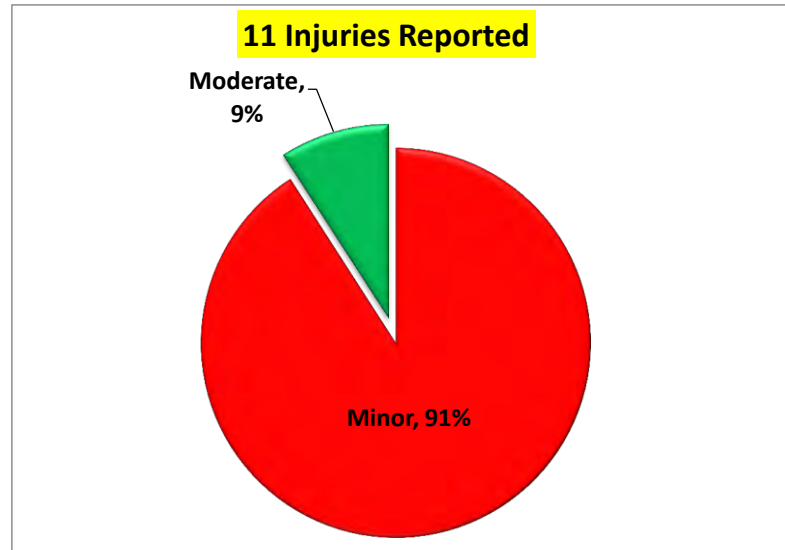
This report provides an update on progress with our Zero Harm systems and processes.

7. ATTACHMENTS

Zero Harm Dashboard – May 2016

Zero Harm Dashboard - May 2016

Total Recordable Injury Rate = 44.84



Open Meeting

To	Waikato District Council
From	G J Ion Chief Executive
Date	24 May 2016
Chief Executive Approved	Y
DWS Document Set #	1522385
Report Title	Attendance at Safety Leadership Course

1. Executive Summary

To provide feedback to Council on my attendance at the Safety Leadership Course, Auckland.

2. Recommendation

THAT the report of the Chief Executive – Attendance at Safety Leadership Course 2 March 2016 be received.

3. Background

The course featured 14 Chief Executives from a range of backgrounds including ACC, adventure tourism, fisheries, construction, electricity and airports.

4. Discussion and Analysis of Options

4.1 Discussion

The focus of the first day was about mindset, awareness, vigilance and framing.

Mindset is about assumptions and the thinking that you undertake. The course tests our assumptions and our behaviours. It reflects your own beliefs and world view.

Framing provides an external view of what you are thinking. As a Chief Executive you set the thinking around health and safety.

A case study was presented in relation to the Independent Forestry Safety review. The review looked at the accident record and looked at practical ways to improve the health and safety performance. In the forestry industry 40% of employees have an active health and safety claim with ACC at any time.

The industry has a high level of unskilled workers and training is a low priority. In the first five years of employment, the injury rate can rise as high as 60%.

One of the observations was that as a leader, what you walk past and don't notice sets the level of what is acceptable for an organisation. It was also clear that you needed to change group dynamics rather than individual performance. In safety, focus on emphasising the need to keep everyone else safe rather than focus on the individual. In the forestry industry, the workers tend to function in gangs and this methodology is reflected in keeping the gang safe rather than the individual.

When we connect with others through framing, we shape people's views and reality. There are six types of health and safety frames:

- Technical - this is about technology and equipment
- Normative - this frame is about rules and regulations
- Economic - this is about cost, bottom lines and resources
- Educational - this is about learning, improvement and knowledge
- Managerial - this is about efficiency, performance and discipline
- Humanist - this is about care and relationships

Economic and Managerial are the two most common types of framing but this drives a culture of money driven and performance driven attention. It does not capture hearts and minds which leads to sustainable change.

Personalising the message really helps in getting staff buy in. This is the humanist approach. Often, messages contain a range of framing which covers several of the components noted above.

The second day was about embedding health and safety into your organisation. The course focused on how health and safety becomes part of the organisation's culture along with other drivers (such as financial). Largely this is through leadership.

The session included a case study of what it was like for a Chief Executive to live and work through a fatality. The governance perspective was also covered through the observations of a Board Chair.

Following this part of the course, participants were paired and spent time assessing the health and safety environment in each other's organisation. This included site visits (in the case of the Chief Executive, to Port of Taranaki), discussions and a feedback session.

The third day was focused on unsettling complacency. The session involved preparatory work around a case study of an oil rig disaster which illustrated what can happen when management and governance ignore warning signals.

On the day, the case study was analysed by a panel comprising a board member (to provide a governance perspective), a leading Health & Safety General Manager (for a management perspective) and a shop floor supervisor (for an employee's perspective).

The session highlighted that Chief Executives should have a mind-set of chronic unease if they are to lead and model a culture of enquiry and learning.

A key part of the course was consideration of how messages around health and safety and zero harm are communicated to governance and to staff. This highlighted that for 95% of the course participants, the message to staff, in particular, was too impersonal and was not focused on capturing hearts and minds.

The last day of the course sought to integrate all the elements of the course and to establish the role that health and safety/zero harm has for the overall culture of the organisation. It is important that the culture does not rely on incidents or events to sustain it. It needs to be an ongoing and vital part of the way the organisation operates.

The course stressed the network that has been created between the participants. Having access to a network of peers with similar experiences and requirements is a key outcome from the course.

4.2 Options

This report is for information only. It is to keep Councillors informed of progress in Health and Safety/Zero Harm. The report is about information sharing and learning.

5 Considerations

5.1 Financial

Attendance at the course was budgeted.

5.2 Legal

Nil.

5.3 Strategy, Plans, Policy & Partnership Alignment

No matters raised at the course had specific impact for any particular group.

5.4 Assessment of Significance & Engagement

Nil.

6. Consultation

The following stakeholders have been/or will be consulted:

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

7. Conclusion

The course run over four full days during an 8 month period. Participants were expected to practice their learnings, test their assumptions and confirm the conclusions of their actions. An effective and extensive peer group was established across a diverse range of organisations. Participants were challenged by themselves and their peers as part of the learning experience. The course was inspiring, practical and provided essential learnings for any organisation wishing to improve health and safety practice in their organisations.

8. Attachments

Nil.

Open Meeting

To	Waikato District Council
From	G J Ion Chief Executive
Date	1 June 2016
Chief Executive Approved	Y
DWS Document Set #	1528675
Report Title	Memorandum of Understanding for the Delivery of the Regional Sports Facility Plan

1. EXECUTIVE SUMMARY

The purpose of this report is inform Council of a Memorandum of Understanding (MOU) between partner Councils, Sport Waikato and Sport New Zealand to work collaboratively to deliver the Regional Sports Facilities Plan and to seek authorisation for the Chief Executive to sign this MOU on Council's behalf.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the Chief Executive be authorised to sign the Memorandum of Understanding for the delivery of the Regional Sports Facilities Plan on Council's behalf.

3. BACKGROUND

In November 2014 the Mayoral Forum, representing local territorial authorities across the region, Sport New Zealand and Sport Waikato formally endorsed the Regional Facilities Plan dated 4 September 2014.

The Regional Sports Facilities plan was developed to provide a high level strategic Framework for regional sports facility planning. It is designed to provide direction on what should be done and crucially, what should not be done. The plan is designed to focus thinking at a network wide sports facilities level with emphasis on national, regional and sub-regional assets, while also capturing local level facility data.

The Partners to this agreement have collectively contributed to the development of the plan or are considered likely to contribute to the successful implementation of the plan. By signing this MOU the Partners are agreeing to work collaboratively to deliver on the strategic direction of the Regional Sports Facilities plan and to working collaboratively to ensure that the strategic direction is implemented. Partners include all Waikato Territorial Authorities, the Waikato Regional Council, Sport Waikato and Sport New Zealand

The MOU also defines Sport Waikato's role as a provider of services to the other partners toward implementation of the strategy, and the terms that these will be provided under.

This Agreement outlines the terms and conditions under which the Partners will collectively work towards the delivery of outcomes, priority projects, guiding principles and decision making frameworks as identified in the plan.

To this end the MOU also provides for the establishment of an advisory group to provide strategic advice to Sport Waikato in respect of its role as a service provider to the other partners. This will involve the CEO of Sport Waikato, a senior executive of Sport NZ, and three senior executives representing local and regional government. There is an ability to appoint other members as required.

A technical working group will also be established to provide technical advice to the Advisory Group and Sport Waikato. Membership of this group will be a mix of appropriate individuals.

4. DISCUSSION AND ANALYSIS OPTIONS

4.1 DISCUSSION

The following options have been identified that Council may choose between:

4.2 OPTIONS

Option One (preferred)

Council can approve the recommendations of this report and sign the Memorandum of Understanding for the delivery of the Regional Sports Facilities Plan.

Option Two

Council can continue with the current approach however it will forgo several benefits and efficiencies that can be obtained through collaboration with other Councils and agencies.

Option Three

Council can collaborate with neighbouring Councils only.

This option will deliver some efficiencies and other benefits however they are likely to be limited.

5. CONSIDERATION

5.1 FINANCIAL

Funds were allocated for the purpose of this agreement in Councils's LTP 2015-25. Waikato District Council's annual contribution is \$16,610 for each of the first three years of the LTP.

5.2 LEGAL

The intent of the MOU is within the requirements of the Local Government Act, and in particular s10 (1)(b) of the Local Government Act 2002 “to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses”.

Collaboration with respect to regional sporting facilities is expected to lead to cost-effective solutions.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The agreement has been facilitated through the Waikato Mayoral Forum. The objectives of the partnership agreement will assist Council to give effect to Councils strategic intent for the longer term provision of community facilities.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The matter does not trigger Council’s Significance and Engagement Policy

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The MOU has been developed after consultation with the Council Chief Executives and the Advisory Group.					

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

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

Consultation has been undertaken with the Council Chief Executives and the Advisory Group. In addition, Trust Waikato, Department of Internal Affairs and Brian Perry Charitable Trust were consulted in order to understand the views of funders.

6. CONCLUSION

This report outlines the Memorandum of Understanding between partner Councils, Sport Waikato and Sport NZ to collectively work toward delivery of the Regional Sports Facilities Plan. The arrangements for Sport Waikato to provide services to the Partners are also defined.

7. ATTACHMENTS

Memorandum of Understanding for the delivery of the Regional Sports Facilities Plan

Memorandum of Understanding For the Delivery of the Regional Sports Facilities Plan

Between

Hamilton City Council

Waipa District Council

Waikato District Council

Matamata-Piako District
Council

Hauraki District Council

Thames Coromandel District
Council

Otorohanga District Council

Waitomo District Council

South Waikato District Council

Taupo District Council

Waikato Regional Council

Sport Waikato

Sport New Zealand



1.0 Date of Agreement

- 1.1 This Agreement is made on xx October 2015 (“**Effective Date**”)

2.0 Partners

- 2.1 Hamilton City Council (“**HCC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.2 Waipa District Council (“**Waipa DC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.3 Waikato District Council (“**Waikato DC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.4 Matamata-Piako District Council (“**MPDC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.5 Hauraki District Council (“**HDC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.6 Thames Coromandel District Council (“**TCDC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.7 Otorohanga District Council (“**ODC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.8 Waitomo District Council (“**Waitomo DC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.9 South Waikato District Council (“**SWDC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.10 Taupo District Council (“**TDC**”), a territorial authority constituted under the Local Government Act 2002 and an approved organisation controlling community infrastructure planning under the Local Government Act 2002;
- 2.11 Waikato Regional Council (“**WRC**”), a local authority constituted under the Local Government Act 2002

(Collectively representatives of the “**Waikato Local Authorities operating under the Waikato Mayoral Forum**”).

- 2.12 Sport Waikato Regional Sports Trust, (“**SW**”), a registered charitable trust constituted in 1986 to cover the area from Coromandel to Turangi and Waihi to Kawhia, its role being

to get and keep the communities of the region active.

- 2.13 Sport New Zealand, (“SNZ”), constituted on 1 January 2003 under the Sport and Recreation New Zealand Act (2002) and as an approved organisation representing the government interests. Sport NZ provides leadership in research and the development and implementation of policies that recognise the importance of sport and physical recreation to New Zealand. It has partnerships with key organisations in the sport and recreation sector (primarily national-level sport and recreation organisations and regional sports trusts) to help achieve its outcomes.

3.0 Recitals

- 3.1 In November 2014 the Mayoral Forum, representing local territorial authorities across the region, Sport New Zealand and Sport Waikato formally endorsed the Regional Facilities Plan dated the 4th September 2014.
- 3.2 The Regional Sports Facilities plan was developed to provide a high level strategic Framework for regional sports facility planning. It is designed to provide direction on what should be done and crucially, what should not be done. The plan is designed to focus thinking at a network wide sports facilities level with emphasis on national, regional and sub-regional assets, while also capturing local level facility data.
- 3.3 The Partners to this agreement have collectively contributed to the development of the plan or are considered likely to contribute to the successful implementation of the plan.
- 3.4 The Partners to this plan have received and reviewed a copy of the plan and in signing this agreement commit to working collaboratively to deliver on the strategic direction of the Regional Sports Facilities plan.
- 3.5 This Agreement outlines the terms and conditions under which the Partners as listed in clause 2.0 will collectively work towards the delivery of outcomes, priority projects, guiding principles and decision making frameworks as identified in the plan and listed in Schedule One.

4.0 Definitions

- 4.1 In this Agreement, unless the context requires otherwise:

“Advisory Group” means the group appointed by the parties under clause 8.2a to guide the implementation of the Waikato Regional Sports Facilities Plan;

“Agreement” means this agreement, including all schedules;

“Best Industry Practice” means the exercise of the skill, diligence, prudence, foresight and judgement, as determined by reference to sound national and international practice which would be expected from a skilled and experienced person under the same or similar circumstances to those applicable under this Agreement;

“Business Hours” mean 8 am to 5 pm on a Business Day;

“Business Day” means any day of the year other than a Saturday, a Sunday, a New

Zealand public holiday or provincial anniversary day in Hamilton;

“Effective Date” has the meaning given to it in clause 1.1;

“Funding Partners” means the partners listed in clause 2;

“GST” means goods and services tax chargeable in accordance with the Goods and Services Tax Act 1985;

“Information” means:

the information provided by any party in relation to the delivery of the plan;

- any information which relates directly or indirectly to an individual from which the identity of the individual can be directly or indirectly ascertained and which is held by or is under the control of the partners; and
- any information, record, list, configuration and work (in whatever form and on any medium) that relates to the Services which is stored by any of the partners;

“Intellectual Property Rights” means all rights to copyright, inventions (including patents), registered and unregistered trademarks, trade names, registered and unregistered design, know-how relating to the Services and any enhancements or modifications relating to the same, trade or other proprietary rights or rights derivative of those rights (including licence rights) anywhere in the world as well as any other rights in intellectual property which are recognised or protected under law;

“Partner Intellectual Property” means, for any Party, Data in existence prior to the date of this Agreement in which it has Intellectual Property Rights and all Data relating to persons within that Party’s district arising after the date of this Agreement (including, any Data relating to customers, ratepayers or sport and community assets within that Party’s district);

“Partner Materials” means any works and materials that exist as at the date on which those materials are first used for the purposes of this Agreement, the Intellectual Property Rights of which are vested in a Funding Partner;

“Regional Sports Facilities Plan” means the November 2014 endorsed plan as set out in summary in Schedule One (Regional Sports Facilities Plan), and any amendment to that plan approved by the Advisory Group;

“Sport Waikato and Sport New Zealand Data” means Data in existence prior to the date of this Agreement in which Sport Waikato and Sport NZ has Intellectual Property Rights and all Data arising after the date of this Agreement;

“Sport Waikato and Sport New Zealand Materials” means any works and materials that exist as at the date on which those materials are first used for the purposes of this Agreement, the Intellectual Property Rights of which are vested in Sport Waikato or Sport NZ;

“Technical Working Group” or **“TWG”** means the technical working group selected under clause 8.2(c);

“Term” means the term of this Agreement as set out in clause 5; and

“Waikato Mayoral Forum (Regional Sports Facilities Plan)” means the Waikato Mayoral Forum that endorsed the Regional Sports Facility Plan, and if the Group ceases to exist, means a Group consisting of an appointee from each Partner listed in 2.0.

4.2 Interpretation

Unless the context otherwise requires:

- a. a reference to a clause is a reference to a clause of this Agreement;
- b. a reference to an appendix or schedule is a reference to an appendix or schedule to this Agreement;
- c. a gender includes each other gender;
- d. the singular includes the plural and vice versa;
- e. a reference to a "partner" is a reference to a partner to this Agreement and includes a reference to that partner's successors in title, permitted assignees and transferees (if any);
- f. a reference to "writing" includes email;
- g. whenever the words includes or including are used in this Agreement, they are deemed to be followed by the words “without limitation”;
- h. a reference to any legislation, policy or standard includes a modification of that legislation, policy or standard or, in the case of legislation, legislation enacted in substitution for that legislation and a regulation, order-in-council and other instrument from time to time issued or made under that legislation;
- i. headings to clauses in this Agreement and the table of contents are included for the purpose of ease of reference only and are not to have any effect on construction and interpretation;
- j. the appendices and recitals form an integral part of this Agreement and will have effect as if set out in full in the body of this Agreement and any reference to this Agreement includes the appendices and recitals.
- k. a reference to any time is a reference to New Zealand time;
- l. a reference to currency is a reference to New Zealand currency, unless expressly provided otherwise; and
- m. a reference to a day, other than a Business Day, is a reference to any calendar day of the year.

5.0 TERM

This Agreement will commence on the Effective Date and will continue until the earlier of:

- a. the date that the Partners collectively agree to terminate this Agreement; or
- b. 30 June 2018, (representing three years of Territorial Local Authority and Sport Waikato investment in the project)
- c. should all parties be in agreement the contract could be renewed for a further three year term.

(the “**Term**”) subject always to earlier termination pursuant to clause 14.

6.0 SERVICES

6.1 Provision of the Services

Sport Waikato shall provide the Services as outlined in 6.1.1 and any additional services as may be agreed between the Partners and Advisory group on the terms and conditions of this Agreement. Personnel will be employed or contracted to deliver these services in accordance with 9.0.

6.1.1 Sport Waikato provision of regional services:

- a. Provision of support in the development of feasibility assessments and business case reports to guide the successful execution of the decision making framework.
- b. Advocacy with funders and investors for facilities that reflect the principles of the plan.
- c. Provision of peer reviews for facility development concepts e.g. Feasibility Projects, Business Case Assessments and Design Concepts.
- d. Assistance with investment negotiations in facility development and utilisation. Leading the development of a regional funding policy.
- e. Sharing of knowledge - including resources specific to sports facilities.
- f. The provision of training opportunities and information sharing to increase knowledge in the development of facilities across the region.
- g. Increasing regional understanding and optimisation of facilities including the provision of regional sporting trend information, opportunities to benchmark facility outcome and usage data, to understand demand and enable informed decision making
- h. A review of the Regional Sports Facilities Plan in 2017 to ensure it remains relevant and in line with sporting and demographic trends

6.2 Obligations of Sport Waikato

In providing the Services, Sport Waikato agrees to:

- a. provide the Services:
 - i. in accordance with the terms of this Agreement;
 - ii. with all due care, skill, promptness and diligence by suitably competent and trained personnel; and
 - iii. in a good, professional and timely manner;
 - iv. in accordance with the instructions of the Partners;
- b. promptly comply with any requests, requirements and directions given by the Partners from time to time in relation to the provision of the Services;
- c. respond promptly, accurately and adequately to any requests for information made by the Governance Group and/or any of the Funding Partners in relation to the performance of the Services; and
- d. comply with all laws and regulations relevant to the provision of the Services.

6.3 **Obligations of the Partners and Funding Partners**

In engaging Sport Waikato to provide the Services, the Partners and Funding Partners agree collectively and individually to:

- a. work together co-operatively and in good faith;
- b. engage and implement practices and programmes that reflect the RSFP including:
 - i. the principles and priority projects of the plan
 - ii. the decision making framework – including the provision of feasibility assessments and business cases
 - iii. the development of a regional facility funding framework
 - iv. the collaborative delivery of sport and recreation across the region
- a. provide information as may be required by Sport Waikato to perform the Services;
- b. keep partners fully informed of all matters relating to the Services and to act promptly and reasonably in conducting all matters relating to Services;
- c. acknowledge each Partner's funding and participation relating to the Services whenever called for in public statements or in any written publication; and
- d. notwithstanding the right for the media to report on any public meeting and only in accordance with the terms and conditions of this Agreement, authorise the Advisory Group to make public statements or release documentation on behalf of the parties.

7.0 **FUNDING CONTRIBUTION**

7.1 **Contribution Funding**

The Partners agree to pay their contribution towards the implementation of the Regional Sports Facilities Plan as outlined in Schedule Two and for the services agreed in 6.1.

7.2 **Payment of the Contributions**

Contributions are payable annually in advance and Sport Waikato will invoice each of the Funding Partners that portion of the charges payable by each Funding Partner. Each Funding Partner will pay the invoiced amount by the 20th day of the month following the date of the invoice.

7.3 Payments

All amounts and fees stated or referred to in this Agreement will be payable in New Zealand Dollars; and are exclusive of GST.

8.0 GOVERNANCE

8.1 Establishment

The parties agree to establish the Advisory Group and the Technical Working Group with the composition, functions and powers set out in this clause 8.

8.2 Roles and Composition

a. **Advisory Group:** The Partners will establish an advisory group (the “**Advisory Group**”) that will provide strategic advice to Sport Waikato in respect of the performance of the Service and will have those functions, responsibilities and rights outlined in Schedule Three. The Advisory Group shall comprise up to:

- i. one senior executive representing Sport New Zealand; and
- ii. the chief executive of Sport Waikato; and
- iii. three senior executives representing Local and Regional Government Partners are appointments from the Waikato Local Authority Chief Executives Forum; and
- iv. any other members as agreed at the Waikato Local Authority Chief Executives Forum.

b. **Technical Working Group:** Sport Waikato as lead for the implementation of the plan will establish a technical working group (the “**Technical Working Group**”) that will provide technical advice to the Advisory Group and Sport Waikato on the performance of the Services under this Agreement and will have the functions, responsibilities and rights outlined in Schedule Four. The Technical Working Group shall comprise a mix of appropriate individuals that may include:

- v. one independent consultant appointed as a technical expert agreed by the Advisory Group; and
- vi. one technical expert appointed by Sport NZ having regard to the Services anticipated under this Agreement; and
- vii. a Regional Facilities Advisor employed by Sport Waikato for the implementation of the Regional Sports Facilities plan.

On the Effective Date of this Agreement, each of the Advisory Group and the Technical Working Group will have the members set out as above.

8.3 Meetings

Each of the Advisory Group and the Technical Working Group shall establish its own meeting schedule and meeting procedure, including quorum, voting and approval thresholds.

9.0 PERSONNEL

9.1 Appointment

Sport Waikato will appoint suitable persons to the roles with respect to the delivery of the Waikato Regional Sports Facilities Plan as agreed with the Advisory Group.

9.2 Functions and Duties

The functions and duties of the Personnel will be agreed with the Advisory Group.

9.3 Contracting of Personnel to Sport Waikato as part of the implementation of the Waikato Regional Sports Facilities Plan

Personnel may be contracted to Sport Waikato as part of the implementation of the Waikato Regional Sports Facilities Plan on either a full or part time basis on terms and conditions to be agreed. The direct costs of any personnel that are contracted to Sport Waikato will be met by Sport Waikato in delivering the outcomes of the Waikato Regional Sports Facilities Plan.

10.0 OFFICIAL INFORMATION AND RELEASE

10.1 Relevant Acts

The Partners recognise that they are subject to the Local Government Official Information and Meetings Act 1987, the Privacy Act 1993 and the Public Records Act 2005 (collectively the "Acts"); and this Agreement, the Waikato Regional Sports Facilities Plan and meetings of Advisory Group and Technical Working Group likely to be subject to the Acts.

10.2 Co-operation

The Partners agree to co-operate fully and promptly in assessing any request to one or more of them for the release of information under any of the Acts, with particular regard to the time limits for transfer of requests and responding to requests under those Acts.

11.0 ADDITION OF FUNDING PARTNERS

With the approval of the Partners, additional partners may be added as parties to this Agreement by signing a deed of accession agreeing to be bound by the terms of this Agreement. Any organisation added as a party to this Agreement will be a Partner under this Agreement.

12.0 DATA AND INTELLECTUAL PROPERTY

12.1 Acknowledgement

- a. **Partner ownership:** all Partners acknowledge and agree that each Partner or its licensor is and remains owner of, and retains all Intellectual Property Rights in, all of its respective Partner Materials and Partner Data.
- b. **Sport Waikato and Sport NZ ownership:** Each Partner acknowledges that Sport Waikato or Sport NZ or its licensor's, as the case may be, remain owner of, and retain all Intellectual Property Rights in:
 - i. Sport Waikato and Sport NZ Materials;
 - ii. any pre-existing proprietary methodologies of Sport Waikato and Sport NZ utilised in the course of providing the Services under this Agreement; and
 - iii. has and continues to have sole and exclusive ownership of, and all Intellectual Property Rights in, all Sport Waikato and Sport NZ Data.

12.2 Licence

Each Funding Partner hereby grants to Sport Waikato and Sport NZ a non-exclusive, non-transferable (other than the right to sub-license to subcontractors in accordance with this Agreement), irrevocable, royalty-free licence to access, possess, store, use and reproduce the Partner Materials and Partner Data, and all associated Intellectual Property Rights, solely for the purpose of providing the Services and as authorised by this Agreement, during the Term.

12.3 Know how

Nothing in this Agreement restricts any Partner, Sport Waikato or Sport NZ from using any general ideas, concepts, know-how or techniques which any party, individually or jointly, develops or discloses under this Agreement, except to the extent that use infringes the Intellectual Property Rights of another party or breaches an obligation of confidentiality under clause 13.

12.4 Ownership of developed IP and data

- a. Title to all Intellectual Property Rights in material developed as part of the agreement in implementing the WRSFP in the performance of the Services (the "**Developed Materials**") will be owned solely and exclusively by Sport Waikato or Sport NZ.
- b. Sport Waikato hereby grants to each of the Partners a non-exclusive, transferable (including the right to sub-license), perpetual, irrevocable, worldwide, royalty-free licence to access, possess, store, use, reproduce, modify and adapt the Developed Materials for each parties own use, and will provide the Developed Materials to such other party on request.

13.0 CONFIDENTIALITY

13.1 Protection of Confidential Information

- a. **Non-disclosure:** Subject to clause 13.1(b) and clause 13.2, each party will treat as confidential and not disclose to any third party nor use for its own benefit (other than for the purposes of this Agreement), any Confidential Information that is the Confidential Information of any other party.
- b. **General exceptions:** Clause 13.1(a) does not preclude a party disclosing Confidential Information:
- i. if that information was known, or becomes known, to the public through no act or default of the recipient;
 - ii. that the recipient is required by law to disclose, so long as the recipient provides written notice of the required disclosure promptly upon receipt of notice of the required disclosure (if it is permitted to do so by law);
 - iii. that was lawfully known to the recipient prior to the date it was received;
 - iv. that becomes available to the recipient from a source other than a party to this Agreement provided that the recipient has no reason to believe such source is itself bound by an obligation of confidence to the person that disclosed that information or is otherwise prohibited under law from disclosing that information;
 - v. that has been or is independently developed by the recipient;
 - vi. to any professional adviser for the purposes of rendering professional services to a party and in relation to this Agreement;
 - vii. to the extent that that disclosure is authorised by this Agreement; or
 - viii. if that disclosure is approved for release with the prior written consent of the party from whom the Confidential Information is first received.

13.2 Limited disclosure

- a. **Sport Waikato:** Subject to clause 13.2(c), Sport Waikato may disclose the Confidential Information of a Funding Partner to any subcontractors, personnel and professional advisers who need to know the same for the sole purpose of enabling Sport Waikato to perform its obligations and exercise its rights under this Agreement. Sport Waikato will ensure that its personnel, professional advisers and subcontractors are aware of and comply with the terms of this clause 13.
- b. **Partners:** Subject to clause 13.2(c), a Funding Partner may disclose Confidential Information of Sport Waikato to that Partner's personnel and professional advisers who need to know the same, in connection with the Services and/or this Agreement, and the Partner will ensure that its personnel and professional advisers are aware of and comply with the terms of this clause 13.

- c. **Disclosure to Subcontractors and service providers:** Other than as set out in this clause 13.2 no party will disclose another party's Confidential Information to any subcontractor or service provider (including any potential service provider), unless the relevant person has given a written confidentiality undertaking to the party that owns the Confidential Information and for the benefit of that party in terms substantially similar to those set out in this clause 13. All such undertakings from third parties will be provided to the other parties on request.

13.3 Data

Sport Waikato will ensure that all information for the time being populating any database maintained by Sport Waikato or its personnel or subcontractors relating to the Services (and any backup archives of that information) is kept in secure custody and is managed and protected and only disclosed or otherwise dealt with in accordance with good commercial practice.

14.0 TERMINATION

- 14.1 This Agreement may be terminated on at least 12 months prior written notice from any of the Partners.
- 14.2 If this Agreement is terminated then contributions by Partners for the term past the date of termination shall be refunded to the Partners in the proportions in which each Partner has agreed to meet its contribution as set out in Schedule Two.
- 14.3 Termination of this Agreement shall be without prejudice to the rights of the Partners against each other.
- 14.4 Clauses 12 (Data and Intellectual Property), 13 (Confidentiality) and 14 (Termination), together with those other clauses, the survival of which is necessary for the interpretation or enforcement of this Agreement, will continue to have effect notwithstanding termination of this Agreement.

15.0 DISPUTE RESOLUTION

15.1 Initial process

If a dispute arises or occurs (a "**Dispute**"), each party to the Dispute must use its reasonable endeavours to resolve that Dispute through good faith negotiations and informal dispute resolution techniques within 20 Business Days after the date on which the Dispute arose (the "**Initial Negotiation Period**").

15.2 Escalation

If the Dispute is not resolved by the relevant parties by the end of the Initial Negotiation Period, then the unresolved Dispute shall be referred to the respective Chief Executive Officers of the parties involved, who will use their best efforts to resolve the unresolved Dispute within 20 Business Days of the end of the Initial Negotiation Period (the "**Second Negotiation Period**").

15.3 Binding arbitration for unresolved Disputes

- a. **Matters referred to arbitration:** If a Dispute is not resolved under clause 15.2 by the end of the Second Negotiation Period, then any person who is a party to the Dispute may give written notice to the other party or parties involved in the Dispute requiring that the unresolved Dispute be referred to arbitration for determination in accordance with this clause 15.3.
- b. **Conduct of arbitration:** In the event of a submission to arbitration under clause 15.3a, a single arbitrator will conduct the arbitration pursuant to the Arbitration Act 1996 (and protocols of the Arbitrators' and Mediators' Institute of New Zealand, Inc.) (together the Arbitration Act), provided that:
- i. the arbitrator will be such person as the parties involved in the Dispute may agree upon in writing or, failing agreement being reached within 3 Business Days of the date upon which the notice is given under clause 15.3(a) the person appointed as arbitrator by the President or Vice-President of the Arbitrators' and Mediators' Institute of New Zealand, Inc. (or his or her nominee) after receiving a request in writing from any party involved in the Dispute to appoint an arbitrator;
 - ii. the place of arbitration will be Hamilton, New Zealand;
 - iii. the arbitrator will decide the Dispute in accordance with New Zealand law and conduct the arbitration in accordance with the Arbitration Act.

15.4 Urgent Relief

Nothing in this clause 16 will preclude any relevant party involved in the Dispute from taking immediate steps to seek urgent equitable relief before a New Zealand court.

16.0 NOTICES

- 16.1 Every notice to be given by a party to the other parties under or in connection with this Agreement must be in writing and sent using one of the addresses listed in this document.
- 16.2 Every notice to be given by a party under or in connection with this Agreement will be deemed to be received, as follows:
- a. personal delivery, at the time of delivery to such person's physical address;
 - b. mailing by post, 3 Business Days after the date of mailing to such person's address; and
 - c. email, at the time the email was sent to the recipient.
- 16.3 For the purposes of this Agreement, any notice sent via email or delivered after 5.00 pm on a Business Day, or at any time on a non-Business Day, will be deemed received at 9.00 am on the next Business Day.
- 16.4 If a written notice of change of address of any type is notified to parties by any of the

methods specified in clause 16.2 above, then the new address or facsimile number will be deemed to be that party's address or facsimile number for the purposes of this Agreement.

17.0 GENERAL

17.1 No third party benefit

This Agreement does not and is not intended to confer any benefit or create any obligation enforceable at the suit of any person who is not a party to this Agreement.

17.2 Amendments

- a. Amendments to this Agreement shall only be effective if agreed by all parties in writing.
- b. Amendments to the RSFP shall only be effective if/when those amendments are agreed to by all parties in writing.

17.3 No Partnership

Except as anticipated under this Agreement, nothing in this Agreement is intended to or will operate to create a partnership or joint venture of any kind between the parties, or to authorise any party to act as agent for the other, and no party will have authority to act in the name or on behalf of or otherwise to bind the other in any way (including but not limited to the making of any representation or warranty, the assumption of any obligation or liability and the exercise of any right or power).

17.4 Statutory Obligations of Funding Partners

Each Funding Partner recognises that the other(s) has statutory accountabilities and obligations, including reporting obligations, and that each must perform them without improper influence of or consideration for the other(s).

17.5 Severance

The legality, invalidity or unenforceability at any time of any provision of this Agreement shall not affect the legal, validity or enforceability of the remaining provisions in this Agreement.

17.6 Further Assurances

Each of the parties agree to execute and deliver any documents and do all things as may reasonably be required by one or other of the parties to obtain the full benefit of this Agreement to its true intent.

17.7 Reliance on Own Judgment

Each of the parties confirms that it is acting on its own judgment and not in reliance upon any representation or warranty made by one or more of the other parties or their employees or agents.

17.8 No assignment

There shall be no assignment, transfer or creation of any encumbrance over any rights

or obligations in this Agreement. Any purported assignment in breach of this clause will confer no rights on the purported assignee.

17.9 No waiver

A waiver of any right under this Agreement shall not be effective unless given in writing. A failure to exercise or delay in exercising any right under this Agreement shall not operate as a waiver of that right.

17.10 Counterparts

This Agreement may be executed in any number of counterparts and by the parties to it on separate counterparts, each of which will be an original, but all of which together will constitute one and the same instrument. This Agreement is not effective until each party has executed at least one counterpart.

17.11 Governing Law

The validity, construction and performance of this Agreement (and any claim, dispute or matter arising under or in connection with it or its enforceability) and any non-contractual obligations arising out of or in connection with it will be governed by and construed in accordance with the law of New Zealand.

Signed as an Agreement

IN WITNESS THEREOF this Agreement has been signed on the date above written

Signed for
**Hamilton City
Council**
by:

Signed for
Waipa District Council
by:

Signed for
**Waikato District
Council**
by:

Signed for
**Matamata-Piako
District Council**
by:

Richard Briggs
Chief Executive

Garry Dyet
Chief Executive

Gavin Ion
Chief Executive

Don McLeod
Chief Executive

In the presence of:

In the presence of:

In the presence of:

In the presence of:

Name:

Name:

Name:

Name:

Occupation:

Occupation:

Occupation:

Occupation:

Address:

Address:

Address:

Address:

Signed for
**Hauraki District
Council**
by:

Signed for
**Thames Coromandel
District Council**
by:

Signed for
**Otorohanga District
Council**
by:

Signed for
**Waitomo District
Council**
by:

Langley Cavers
Chief Executive

Rob Williams
Chief Executive

Dave Clibbery
Chief Executive

Chris Ryan
Chief Executive

In the presence of:

In the presence of:

In the presence of:

In the presence of:

Name:

Name:

Name:

Name:

Occupation:

Occupation:

Occupation:

Occupation:

Address:

Address:

Address:

Address:

Signed for
**South Waikato
District Council**
by:

Signed for
**Taupo
District Council**
by:

Signed for
Sport Waikato
by:

Signed for
Sport New Zealand
by:

Craig Hobbs
Chief Executive

Gareth Green
**Active Chief
Executive**

Matthew Cooper
Chief Executive

Peter Miskimmin
Chief Executive

In the presence of:

In the presence of:

In the presence of:

In the presence of:

Name:

Name:

Name:

Name:

Occupation:

Occupation:

Occupation:

Occupation:

Address:

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SCHEDULE ONE**REGIONAL SPORTS FACILITY PLAN EXCERPTS****1.0 KEY PRINCIPLES**

The key principles underpinning this plan are summarised as:

Sustainability

Our network of facilities and the individual facilities themselves need to be sustainable in order to maximise community benefits.

Partnerships

Working together with partners, both within and outside the Waikato Region, to develop and operate sports facilities will become increasingly important in order to optimise our network and maintain its sustainability.

Holistic Lifecycle Modelling

Our existing and planned sports facilities need to be appropriately maintained throughout their lifespan to ensure they deliver benefit to the community. All new facilities should have lifecycle maintenance models established prior to any development to inform operational plans and building material selection.

Adaptability / Functionality

Sports trends and our demographics are changing. What we need from a facility today is not necessarily what we will need in the future. Given that the lifespan of our typical sports facilities is at least fifty years, it is important that they be as adaptable and functional as possible.

Multi-Purpose and Use

Currently many sports facilities are underutilised for large periods of time. Facilities should be designed to enable greater collaboration by sports and multi-use of facilities where ever possible.

Optimisation of Existing Assets

Where a proven need exists and a cost benefits analysis (which includes consideration of operational costs) dictates it is warranted, then existing assets should be optimised / refurbished.

Return on Investment

The return on investment needs to be considered carefully as each investment comes with an opportunity cost. As capital funding is limited an investment in one project will likely mean others do not proceed. It is important that the sporting return on the funded project delivers as much or more than any project it displaces.

Play to our strength and Work with our Neighbours

The Waikato must play to its strengths and not seek to duplicate facilities that can be satisfactorily delivered in neighbouring areas.

Be Flexible with National and International Projects

From time to time unexpected national or international projects (or sub projects which support national or international projects) may arise. These projects should be evaluated thoroughly to determine if they are of benefit to the optimisation of the wider sports facility network.

2.0 FACILITY EVALUATION / DECISION CRITERIA

The Waikato Regional Sports Facility Plan has adapted a series of criteria to ensure a robust, transparent and fair process in determining the type of facility which is likely to be required, and/or the development priority given to different facilities. These criteria should be considered in conjunction with the proposed facility investment decision making process (see section 7.0). The criteria outlined below should be considered at all levels of this evaluation and decision making process. However, at the initial evaluation stage/s level one criteria could assume prominence, while other levels of criteria would be considered in more detail should a proposal progress.

Our evaluation criteria are as follows.

Level One Criteria:

- The degree of alignment a facility or proposed facility has with national and regional facility strategies and wider strategic documents and plans, such as those concerned with urban planning, infrastructure development, tourism/economic development and transport networks.
- The degree to which any existing or proposed facility matches the projected needs of the community within its core catchment area. In the case of facilities with wide utilisation (such as aquatics facilities) this involves consideration of all potential and existing users from general recreational users through to organised sports codes (memberships).

Level Two Criteria:

- The potential for operational and/or capital partnerships between multiple stakeholders.
- The degree to which a facility or proposed facility compliments (avoids duplication) / optimises the existing or proposed facility network, and builds on the Waikato region's strengths.
- The degree to which demand exceeds supply (once all existing facilities are being run at an optimal operational level) and the facility or proposed facility is capable of meeting the identified gap.
- The degree to which the existing or proposed facility is operationally sustainable (taking a whole of lifecycle approach which looks at operational and maintenance costs throughout the facility's life).
- The return on investment (capital and operational) that the facility, or proposed facility, can generate (measured in terms of community benefit).

Level Three Criteria:

- The ability of the facility, or proposed facility, to reflect international and national best practice in its location, design and subsequent operation.
- The ability of the facility, or proposed facility, to progress the competitive sporting objectives of the Waikato region and wider New Zealand society.

Given the Plan is a high level strategic document it is acknowledged that all proposed facility approaches identified in the Plan (see section 9.0 and Appendix 1 of the plan) will need to be tested in more detail. This will involve the presentation of verified facts and evidence-based decision making (as outlined in the proposed evaluation process in section 7.0 of the plan).

3.0 FACILITY INVESTMENT DECISION MAKING PROCESS

A proposed facility investment decision making process framework has been developed to assist collaboration. The process is envisaged to involve charitable funders, local authorities, regional sports organisations and Sport Waikato acting in a collaborative manner to ensure facilities reflect the needs of their communities, while also fitting within a regional network of facilities.

All proposed facilities, whether new build or redevelopments, should go through this process. However, the scale of the proposed project and its likely ongoing operational costs will dictate how detailed the analysis in each stage of the process will need to be. For some smaller projects the process can likely be truncated. Sport Waikato, as the process facilitator, will be able to provide guidance on this.

The process has six key work stages which are punctuated by phases for stakeholder review. At each of these review stages stakeholders may choose to suggest ways the facility concept could be optimised, suggest proceeding to the next work stage (if the facility concept is considered feasible), or decide to decline / withdraw their support. The decline or withdrawal of support by certain stakeholders may not necessarily terminate a project. However, it may require the project to be reconceptualised.

The process is designed to reduce time and cost for both project proponents and potential stakeholders by only requiring the minimum amount of work to be undertaken at each stage in order to inform the next stakeholder review stage.

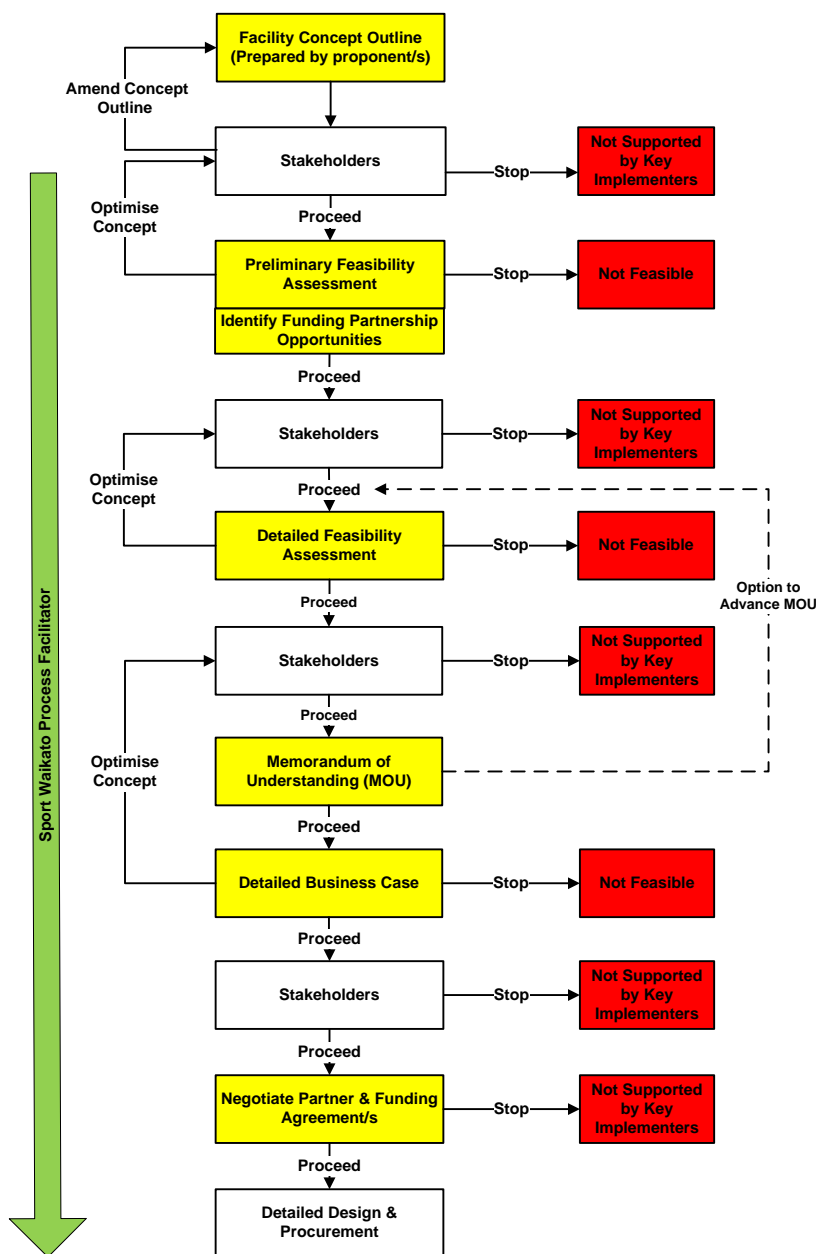
The key work stages are:

1. **Facility Concept Outline:** A short outline (under 4 pages) which summarises the proposed project and key facts. This should include a brief facility description; an indicative cost (based on a GFA rate), a proposed location, a potential governance and management structure, an outline of the perceived need for the facility, and its degree of alignment with strategic documents. No architectural plans are required at this stage.
2. **Preliminary Feasibility Assessment:** A high level assessment which tests the viability of the facility concept. This work should confirm any immediate challenges and opportunities; and on balance whether progressing further is warranted. Part of the assessment will involve identifying funding partnership opportunities (for example between local authorities). No architectural plans are required at this stage beyond simple bulk and location analysis.
3. **Detailed Feasibility Assessment:** A detailed assessment which examines holistically all areas of the potential facility development. This will require professional input from a range of consultants and involve such things as sports planning, demographics, business planning, preliminary concept design (including addressing accessibility issues), governance, and management.
4. **Memorandum of Understanding:** A MoU will set out what different partners expectations are, provided they have decided to progress examining the project further (and particularly if they are contributing seed funding to assist with undertaking further analysis). If stakeholders are contributing funding towards a detailed feasibility assessment this MoU stage can be brought forward.
5. **Detailed Business Case:** This analysis examines the financial implications of the proposed development in greater detail and builds on earlier work undertaken in the detailed feasibility assessment. Particular emphasis will be placed on operational and capital issues.

- 6. **Negotiate Partner and Funding Agreements:** Should the project be supported following the earlier analysis stages partnership and funding agreements will need to be negotiated between the parties. Only once these have been successfully agreed should detailed design and procurement commence.

Note: Sport Waikato will be able to guide proponents through the decision making framework and direct them towards useful resources (such as business case templates). Responsibility for the development of Feasibilities and Business Cases will rest with Local Authorities.

Proponents and stakeholders alike should consider at each stage how a project aligns with the principles, criteria and recommendations of the Waikato Facility Plan. The principles and criteria should be used to structure stakeholder decision making.



Note: Stakeholders may include the likes of Local Authorities, Sport Waikato, Charitable Funders, SNZ, RSO, NSO, Schools, and MOE.

4.0 FACILITY OPTIMISATION PRIORITIES

It must be noted that the Waikato Regional Sports Facilities Plan is a guiding document and priority projects will require more detailed investigation and council approval for funding. The agreement does not commit any Council to funding any of the priority projects but represents a commitment to work together in good faith to achieve the high level strategic framework and principles of the plan.

The Regional Sports Facility Plan has identified facility gaps and a number of areas where partnership approaches can be explored. Examples include partnerships between two or more local authorities and other partners, such as schools.

High priority projects over the next ten years are outlined in Table 1.

Table 1: Waikato High Priority Larger Capex Projects

Indicative Timeframe (Funding Dependant)	Proposed Optimisation Approach – Facility Project
1-3 years	<ul style="list-style-type: none"> • 2 x 4-5 indoor court facilities (Hamilton City Council in partnership) – potential for one being 4-10 years out. • Aquatic and court facility partnerships (Hamilton City Council). • Indoor 25m community pool in Cambridge (Waipa District Council) – timing depends on the asset life of existing Cambridge Municipal Pool.
4-10 years	<ul style="list-style-type: none"> • 2 x 2/3 basketball court (one full size netball court) model facility (potential Thames-Coromandel, Hauraki and/or Matamata Piako District Councils partnership). • Indoor 25m community pool (Hamilton City Council). • Indoor 25m community pool (potential Thames-Coromandel, Hauraki and /or Matamata Piako District Councils partnership). • Hockey turf/s (Hamilton City Council in partnership). • Upgrade existing sports fields (Hamilton City Council). • Develop additional four fields in the east and northeast of Hamilton (Hamilton City Council in partnership). • Regional squash hub facility (Hamilton City Council) – potential optimisation of existing facility. • Gymsport sub regional facility hubs – optimisation (Hamilton City Council and Matamata-Piako and Thames-Coromandel District Councils).

SCHEDULE TWO
FUNDING CONTRIBUTION

	%	100K
Hamilton	15.6%	22.34
Hauraki	3.1%	4.47
Matamata-Piako	6.3%	9.02
Otorohanga	2.4%	3.38
South Waikato	3.0%	4.37
Taupo	8.0%	11.46
Thames-Coromandel	9.6%	13.74*
Waikato DC	11.6%	16.61
Waipa	8.3%	11.85
Waitomo	1.9%	2.75
Total	100.0%	100
Adjusted Total*		95.83

Notes:

Sport New Zealand's \$100K per annum matching investment for the period 2013 – 2016 had included regional council contribution. Regional Council has resolved not to contribute further meaning investment by all remaining local authorities increase proportionally.

* The Thames Coromandel District Council had previously resolved to make its contribution value \$9,570 + GST and is unable to amend or change its resolution. As a result the total contribution from Territorial Local Authorities is now set at \$95,830 + GST.

Sport New Zealand's matching investment expires as at June 2016 with reduced funding as part of the Community Sport Investment for the four year period July 1 2017 to June 30 2021.

SCHEDULE 3

Waikato Regional Sports Facilities Strategic Advisory Group TERMS OF REFERENCE

Role and objectives

The Waikato Regional Sports Facilities Plan Advisory Group (“the Group”) is responsible for governing the implementation of the Waikato Sport Facilities plan and promoting a coordinated approach to the management and development of regional and sub-regional sports facilities across the greater Waikato region.

The primary purpose of the Waikato Sports Facilities Plan (“the Plan”) is to inform the decision-making processes of stakeholders¹ involved in the development of sports facilities in the Waikato region².

It is expected that the Group will advise Sport Waikato in the implementation of the plan, effectively leading the delivery of the plan on behalf of the respective stakeholder organisations on all matters relating to the development of facilities for sport, recreation and physical activities.

The objectives of the Group are to promote the principles of the Plan which include:

- *Sustainability*: Ensure a sustainable network of facilities exist across the region
- *Partnerships*: To optimise partnership opportunities, both within and outside the Waikato region, to develop and operate facilities
- *Holistic Lifecycle*: To foster holistic lifecycle maintenance modelling in new facility development
- *Adaptability / Functionality*: To support the development of facilities that provide opportunities for adaptation and multi-functional
- *Multi-purpose and use*: Prioritise facilities that offer the opportunity for multiple uses
- *Optimisation of Existing Assets*: When proven needs exist and cost benefit analysis dictates it is warranted, existing assets are optimised / refurbished
- *Return on Investment*: Proposed facility developments are prioritised based on the community return on an asset versus the return comparison of any projects that are displaced
- *Duplication*: Ensuring that facilities are not unnecessarily duplicated
- *Flexibility in the Development of National or International Projects*: A thorough investigation of national and international projects to determine the benefit these facilities provide for the optimisation of the wider sports facility network

The Group has a scope that allows for leadership and guidance in the implementation of the Regional Sports Facilities Plan.

¹ Sport Waikato, Sport New Zealand, Regional and Local Territorial Authorities, Funding Organisations, MOE and members of the Tertiary, Secondary and Primary School Sector, Members of the Health Sector and other interested parties

² Waikato region = the boundary of the Waikato Regional Council.

Accountability

The Group members will be accountable individually to their individual member organisations i.e. Local Authorities, Sport Waikato or Sport New Zealand.

The Group will maintain an open relationship with the sport and recreation community through on-going communication and feedback related to the outcomes achieved from the Regional Sports Facilities Plan and feedback from the sector.

Membership and length of term

The term will begin on the effective date of this agreement and end on 30 June 2018 following the completion of initial funding to support the implementation of the plan. At this time or beforehand if agreed by the members, the Terms of Reference will be reviewed and amended to reflect the desired role/s of the group at this time.

The Group members will be put forward to the group in a manner deemed appropriate to the stakeholder group they represent. All members should represent the view of their stakeholder group with regard to implementation of the plan in the Waikato region.

The Group will have the ability to invite additional members onto The Group if particular skills, knowledge or experience is required.

It is expected that the Group will continue to meet regularly for up to three years as it works through the implementation of the Plan. Where possible, continuity of membership is encouraged.

It is recommended that the Group should be reviewed annually to ensure that it is still relevant to the implementation of the Plan. The Group will internally elect an appropriate Chairperson to chair all meetings.

Specific Agency Roles

Sport Waikato	Sport Waikato leads work in an implementation capacity on the development of facilities in relation to the Regional Sports Facilities Plan. Sport Waikato coordinates between Territorial Authorities, Funders and Sports Organisations, Education, Health and other sectors for sub regional and regional facility developments and is Sport New Zealand's regional partner in the Waikato Region.
Regional and Local Territorial Authorities	Councils are the coordinator in respect of sport and recreation infrastructure and feeding the advice from the Regional Sports Facilities Plan into city / district / region planning processes.
Sport NZ	Sport NZ supports the development and work of the Regional Sports Facilities Plan and Sport Waikato, and coordinate Government support to the area. Specifically in terms of: planning; investment/funding; advocacy; and research inter-regional and international connections.

Work programme

The Group will agree an ongoing work programme that guides the delivery of the prioritised projects from the plan.

It is expected that the work programme will recognise the definitions provided in the Regional Sports Facilities plan and the Group will meet to discuss progress in key projects and any possible collaborative opportunities that may arise.

The Group is expected to oversee the implementation of the agreed plan.

Meetings

The Group will meet at least six monthly as a collective. There may be times where it is appropriate for the Chairman to request specific parties to meet more regularly for specific purposes.

Meetings will normally convene for part of a business day. Meetings where possible should be held face-to-face, there is scope to also hold meetings by telephone or video conferencing.

Delegations

The membership of the Group expects to have to refer some decisions back to the key stakeholders they represent in order to carry out the work plan according to the decision making policies of the stakeholder group.

Expenditure decisions are required to be made by the appropriate part of each of the member agencies.

Decisions

Decisions by the Group will be by majority with a quorum represented by three members of the Group in attendance at meetings.

Reporting

The Group will ensure Sport Waikato in the implementation of the plan reports appropriately to key stakeholders on the activities it is responsible for with at a minimum Bi-annual reports made available to stakeholders.

Operational Management

Operational Management that includes professional and administrative support will be provided by Sport Waikato. Services will include:

- Management of information flow, communication and administrative functions;
- Sourcing of appropriate research, policy analysis and advice.

Conflicts of Interest

All members must agree to abide by a standard conflict of interest protocol and sign a declaration form provided by the secretariat.

Confidentiality

All members agree to ensure information that is confidential and/or commercially sensitive to any of the Group member agencies is not disclosed to third parties.

External communications

Release of information externally about the work of the Group will only be done with the appropriate agreement from stakeholders.

Queries from, or contacts with the media regarding the work of the Group must be referred to the Chairperson in the first instance.

Internal communications

It is expected that all members of the group will respond to each other's requests in a timely manner and no one member of the group should hold up progress of the collective.

Any disputes, differences of opinion or disagreements must be aired at group meetings. The ethos of "privately challenge – publically support" should prevail.

Budgeted Delegation

In its advisory capacity the Group will guide the implantation of the Regional Sports Facilities Plan leaving Sport Waikato to manage the project budget in the delivery of outcomes prioritised by the Group.

SCHEDULE 4

**Waikato Regional Sports Facilities Technical Working Group
FUNCTIONS, RESPONSIBILITIES AND RIGHTS****Functions and Responsibilities**

1. The provision of technical advice and support for priority projects in the delivery of the Regional Sports Facilities Plan.
2. The provision of technical advice and support for other sport and recreation facility projects across the Waikato region.

Rights

1. The contracting of third party consultants to provide support for confirmed priority projects guided by the Advisory Group.
2. The Technical Working Group shall not:
 - a) Make decisions on behalf of individual stakeholders or partners in the Regional Sports Facilities Plan.
 - b) Breach confidentiality on any matters in the delivery of the Regional Sports Facilities Plan.

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	26 May 2016
Prepared by	LM Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1523585
Report Title	Receipt of Strategy & Finance Committee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Strategy & Finance Committee held on Tuesday 24 May 2016 and to adopt the recommendations contained therein.

2. RECOMMENDATION

THAT the minutes of the Strategy & Finance Committee meeting held on Tuesday 24 May 2016 be received;

AND THAT the following become resolutions of Council:

THAT the Annual Plan 2016/17 be adopted in accordance with Section 95 of the Local Government Act 2002.

S&F1605/10/6

THAT an independent commissioner and two Councillors be appointed as the hearings panel for Plan Change 14: Raglan Rezone;

AND THAT the hearings panel is delegated the authority to make the decision on Plan Change 14.

S&F1605/10/10

THAT Appendix I of the Development Contributions Policy be updated to capture producer price index movements since the fees were approved in October 2015.

S&F1605/10/12

THAT section 6.1.3 Control limits of the Treasury Risk Management Policy be changed to incorporate PwC amendments as attached to the report

S&F1605/10/14

THAT the following list be adopted by Council and forwarded to the Waikato District Community Wellbeing Trust for funding consideration:

- **Ngaruawahia Community House – Replacement of the original house roof,**
- **Menzshed – Community workshop build,**
- **Ngaruawahia Community Board – Enhancement of the Hakarimata walkway – installation of a carved Pou,**
- **Turangawaewae Rugby League Club – To upgrade the kitchen facility,**
- **Ngaruawahia Community Board – Installation of an adult fitness station in Ngaruawahia,**
- **Whitikahu Hall Committee – To upgrade the Whitikahu tennis courts,**
- **Pukemokemoke Bush Trust – Upgrade of the Pukemokemoke Bush Reserve walking track,**
- **Taupiri Rugby Football Club – Upgrade the communal toilet facilities,**
- **Puketaha School – To extend the number of carparks the school uses,**
- **Te Kauwhata Rugby Club – To upgrade the facilities changing rooms,**
- **Glen Murray Community Association – To upgrade the hall kitchen, toilets, floors and windows,**
- **Tamahere Gully Care Group – To relocate and build a new building premises for the organisation, and**
- **Raglan Community Arts Council – To build a new clay works shed.**

[Note: The application from Golden Beads Charitable Trust (T/A Waikato Montessori) was declined].

S&F1605/10/17

3. ATTACHMENTS

S&F Minutes 24 May 2016

MINUTES of a meeting of the Strategy & Finance Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia held on **TUESDAY 24 MAY 2016** commencing at **9.00am**.

Present:

Cr JC Baddeley (Chairperson)
His Worship the Mayor Mr AM Sanson *[from 9.03am until 11.46am and from 12.02pm]*
Cr J Church *[until 10.31am]*
Cr R Costar
Cr DW Fulton *[until 11.46am and from 12.02pm]*
Cr JM Gibb
Cr WD Hayes
Cr SD Lynch *[until 11.46am and from 12.02pm]*
Cr RC McGuire
Cr LM Petersen
Cr JD Sedgwick
Cr NMD Smith
Cr MR Solomon *[from 9.01am]*
Cr GS Tait

Attending:

Mr GJ Ion (Chief Executive)
Mr R MacCulloch (Acting General Manager Customer Support)
Mr T Harty (General Manager Service Delivery)
Mr TG Whittaker (General Manager Strategy & Support)
Mrs LM Wainwright (Committee Secretary)
Mrs W Wright (Committee Secretary)
Mr M Morgan (Chief Executive Officer Waikato Regional Airport)
Ms M Clark (Waikato Regional Airport)
Ms S Kelly (Community Development Co-ordinator)
Mr V Ramduny (Planning & Strategy Manager)
Ms S Kelly (District Plan Administrator)
Mrs J Vernon (Strategic Planning & Resource Management Team Leader)
Mr G Boundy (Senior Environmental Planner)
Mr C Birkett (Monitoring Team Leader)
Ms A d'Aubert (Consents Manager)
Mrs G Jones (Legal Counsel)
Ms D Dalbeth (Business Analyst)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

S&F1605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Sedgwick)

THAT the agenda for a meeting of the **Strategy & Finance Committee** held on **Tuesday 24 May 2016** be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 8 which shall be discussed with the public excluded.

AND THAT in accordance with Standing Order 3.7.2 the order of business be considered as follows:

- agenda item 8 [*Exclusion of the Public*],
- agenda item PEX 4.3 [*Waikato Regional Airport Limited (WRAL)*],
- agenda item PEX 5 [*Resumption of Open Meeting*], and
- agenda item 7.12 [*Update on Youth Engagement*].

CARRIED on the voices

S&F1605/02

Cr Solomon entered the meeting at 9.01am during discussion on the above item and was present when voting took place.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

S&F1605/03

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/Hayes)

THAT the minutes of a meeting of the **Strategy & Finance Committee** held on **Tuesday 22 March 2016** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

S&F1605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

S&F1605/05

RECEIPT OF COMMITTEE MINUTES

Resolved: (Crs Hayes/Sedgwick)

THAT the minutes of a meeting of a **Audit & Risk Committee** held on **Wednesday 23 March 2016** be received.

CARRIED on the voices

S&F1605/06/1

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Costar/Church)**THAT** the report of the Chief Executive – *Exclusion of the Public* – be received;**AND THAT** the public be excluded from the meeting during discussion on the following item of business:**Waikato Regional Airport Limited (WRAL)**

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(b)(ii)

Section 48(1)(d)

CARRIED on the voices**S&F1605/07**

Resolutions S&F1605/10 – S&F1605/09 are contained in the public excluded section of these minutes.

It was noted that His Worship the Mayor entered the meeting at 9.03am during the public excluded section of the meeting.

REPORTS**Update on Youth Engagement**

Agenda Item 7.12

The Community Development Co-ordinator provided a verbal update and answered questions of the committee.

Resolved: (Crs Gibb/Sedgwick)**THAT** the report of the General Manager Strategy & Support be received.**CARRIED on the voices****S&F1605/10/1**

Financial Review of Key Projects

Agenda Item 7.1

Resolved: (Crs Church/Costar)**THAT the report from the Chief Executive – *Financial Review of Key Projects* – be received.****CARRIED on the voices****S&F1605/10/2**Financial Performance Summary for the period ending 30 April 2016

Agenda Item 7.2

The General Manager Strategy & Support provided a verbal update and answered questions of the committee.

Resolved: (Crs Hayes/Costar)**THAT the report from the General Manager Strategy & Support be received.****CARRIED on the voices****S&F1605/10/3**Operational Budget Update

Agenda Item 7.3

The General Manager Strategy & Support provided a verbal update.

Resolved: (Crs Gibb/Church)**THAT the report from the General Manager Strategy & Support be received.****CARRIED on the voices****S&F1605/10/4**Summary of Movements in Discretionary Funds as at 12 May 2016

Agenda Item 7.4

The General Manager Strategy & Support provided a verbal update and answered questions of the committee.

Resolved: (Crs Lynch/Sedgwick)**THAT the report from the General Manager Strategy & Support be received.****CARRIED on the voices****S&F1605/10/5**

Adoption of the Annual Plan 2016/17

Agenda Item 7.5

The General Manager Strategy & Support provided a verbal update and answered questions of the committee.

Resolved: (Cr Church/His Worship the Mayor)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Committee recommends to Council that the Annual Plan 2016/17 be adopted in accordance with Section 95 of the Local Government Act 2002.

CARRIED on the voices

S&F1605/10/6

Mayoral Forum Minutes dated 22 February 2016

Agenda Item 7.6

Resolved: (His Worship the Mayor/Cr Smith)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

S&F1605/10/7

Waikato Plan - Minutes of the Joint Committee Meeting held on 18 April 2016

Agenda Item 7.7

The Planning & Strategy Manager provided a verbal update and answered questions of the committee.

Resolved: (Crs Gibb/Fulton)

THAT the report of the General Manager Strategy & Support be received.

CARRIED on the voices

S&F1605/10/8

Plan Change Status Report

Agenda Item 7.8

The District Plan Administrator provided a verbal update and answered questions of the committee.

The Strategic Planning & Resource Management Team Leader answered questions of the committee.

Resolved: (Crs Gibb/Church)

THAT the report of the General Manager Strategy & Support be received.

CARRIED on the voices

S&F1605/10/9

The meeting adjourned at 10.31am and resumed at 10.50am.

Cr Church retired from the meeting at 10.31am.

Plan Change 14: Raglan Rezone
Agenda Item 7.9

The District Plan Administrator provided a verbal update and answered questions of the committee.

Resolved: (Crs Smith/Tait)

THAT the report of the General Manager Strategy & Support be received;

AND THAT the Committee recommend to Council that an independent commissioner and two Councillors be appointed as the hearings panel;

AND FURTHER THAT the hearings panel is delegated the authority to make the decision on Plan Change 14.

CARRIED on the voices

S&F1605/10/10

2015-2016 Third Quarter Non-Financial Report
Agenda Item 7.10

The Business Analyst provided a verbal update and answered questions of the committee.

Resolved: (Crs Lynch/Solomon)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

S&F1605/10/11

Development Contribution Levies for 2016/17
Agenda Item 7.11

The General Manager Strategy & Support provided a verbal update and answered questions of the committee.

Resolved: (Crs Petersen/Sedgwick)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Strategy & Finance Committee recommends to Council that Appendix I of the Development Contributions Policy be updated to capture producer price index movements since the fees were approved in October 2015.

CARRIED on the voices

S&F1605/10/12

Section 17A Review Update

Agenda Item 7.13

The Planning & Strategy Manager provided a verbal update and answered questions of the committee.

Resolved: (Crs Sedgwick/Tait)

THAT the report of the General Manager Strategy & Support be received.

CARRIED on the voices

S&F1605/10/13

Treasury Risk Management Policy Review

Agenda Item 7.14

The General Manager Strategy & Support provided a verbal update and answered questions of the committee.

Resolved: (Crs Gibb/Sedgwick)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Committee recommends to Council that section 6.1.3 Control limits of the Treasury Risk Management Policy be changed to incorporate PwC amendments as attached to the report.

CARRIED on the voices

S&F1605/10/14

Applications for Grants under the Conservation Strategy

Agenda Item 7.15

The Acting General Manager Customer Support provided a verbal update and answered questions of the committee.

The Senior Environmental Planner answered questions of the committee.

Resolved: (Crs Fulton/Lynch)

THAT the report from the Group Manager Customer Support be received;

AND THAT a grant of \$4,000.00 be made to Robert Hos for the restoration project at 457 Marychurch Road, Tauwhare;

AND FURTHER THAT a grant of \$4,290.00 be made to Shayne and Kathy Gold for the enhancement project at 821 Waitetuna Valley Road, Raglan.

CARRIED on the voices

S&F1605/10/15

Debt Write Offs for Resource Consents

Agenda Item 7.16

The General Manager Strategy & Support provided a verbal update and answered questions of the committee.

The Acting General Manager Customer Support answered questions of the committee.

Resolved: (Crs Sedgwick/Hayes)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

S&F1605/10/16

Unfunded Council Projects List for Funding Consideration by the Waikato District Community Wellbeing Trust

Agenda Item 7.17

The General Manager Strategy & Support provided a verbal update and answered questions of the committee.

His Worship the Mayor, Cr Fulton and Cr Lynch declared a conflict of interest and withdrew from the meeting at 11.46am.

Members considered each project individually and it was noted that:

Cr Gibb declared a conflict of interest in Taupiri Rugby Football Club and took no part in discussions or voting on this application, and

Cr Solomon declared a conflict of interest in Ngaruawahia Community House and Turangawaewae Rugby League Club and took no part in discussions or voting on this application.

Resolved: (Crs Costar/Sedgwick)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Strategy & Finance Committee recommends the following list to Council for adoption prior to it being forwarded to the Waikato District Community Wellbeing Trust for funding consideration:

- **Ngaruawahia Community House – Replacement of the original house roof,**
- **Menzshed – Community workshop build,**
- **Ngaruawahia Community Board – Enhancement of the Hakarimata walkway – installation of a carved Pou,**
- **Turangawaewae Rugby League Club – To upgrade the kitchen facility,**
- **Ngaruawahia Community Board – Installation of an adult fitness station in Ngaruawahia,**
- **Whitikahu Hall Committee – To upgrade the Whitikahu tennis courts,**
- **Pukemokemoke Bush Trust – Upgrade of the Pukemokemoke Bush Reserve walking track,**
- **Taupiri Rugby Football Club – Upgrade the communal toilet facilities,**
- **Puketaha School – To extend the number of carparks the school uses,**

- Te Kauwhata Rugby Club – To upgrade the facilities changing rooms,
- Glen Murray Community Association – To upgrade the hall kitchen, toilets, floors and windows,
- Tamahere Gully Care Group – To relocate and build a new building premises for the organisation, and
- Raglan Community Arts Council – To build a new clay works shed.

[Note: The application from Golden Beads Charitable Trust (T/A Waikato Montessori) was declined].

CARRIED on the voices

S&F1605/10/17

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Costar/Gibb)

THAT the report of the Chief Executive – *Exclusion of the Public* – be received;

AND THAT the public be excluded from the meeting during discussion on the following items of business:

- a. Confirmation of Minutes dated Tuesday 22 March 2016
- b. Receipt of Minutes:
Audit & Risk Committee dated Wednesday 23 March 2016

REPORTS

Debt Write Off

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Section 7(2)(a)

Ground(s) under section 48(1) for the passing of this resolution is:

Section 48(1)(a)(i), (ii) & (b)(i)

Blue Sky Discussion

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(f)(i), (h), (i) & (j)

Section 48(1)(a) & (d)

CARRIED on the voices

S&F1605/11

Resolutions S&F1605/12 – S&F1605/16 are contained in the public excluded section of these minutes.

Having resumed open meeting and there being no further business the meeting was declared closed at 12.38pm.

Minutes approved and confirmed this

day of

2016.

JC Baddeley

CHAIRPERSON

Minutes2016/S&F/160524 S&F M.doc

Open Meeting

To	Waikato District Council
From	TG Whittaker General Manager Strategy & Support
Date	25 May 2016
Chief Executive Approved	Y
DWS Document Set #	I522606
Report Title	Civic Assurance Annual General Meeting

1. EXECUTIVE SUMMARY

The Annual General Meeting (“AGM”) of the New Zealand Local Government Insurance Corporation Limited (“Civic Assurance”) will be held on 17 June 2016.

Council, as a shareholder member, is entitled to attend and vote or alternatively may appoint a proxy. The key items of business are adopting the Annual Report and Financial Statements, approving the appointment of Directors and their remuneration and the appointment and remuneration of the Auditor.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT Council supports the reappointment of **Mark Butcher** and **Tony Marryatt** as **Directors of Civic Assurance**;

AND FURTHER THAT the Council support the **15% increase in Directors remuneration** to reflect the market rates based on external remuneration advice.

3. BACKGROUND

The Constitution of the Company provides for at least two directors retiring by rotation each year. To comply with the constitutional requirement, with no other nominations it is proposed to appoint Mark Butcher and Tony Marryatt for a further term.

The other substantive item is that of the remuneration of Directors. It is proposed to increase Directors fees by 15% in accordance with advice received by Martin Jenkins & Associates Ltd. This advice is based on market remuneration.

4. CONCLUSION

It is recommended that Council support the nomination of Mark Butcher and Tony Marryatt including the increase in Directors fees to market based remuneration.

5. ATTACHMENTS

Civic Assurance Notice of Meeting and Proxy Form



Civic Assurance

PROTECTING COMMUNITY ASSETS

Waikato District Council

18 MAY 2016

RECEIVED



NOTICE OF MEETING

Notice is hereby given that the Annual General Meeting of the New Zealand Local Government Insurance Corporation Limited (trading as Civic Assurance) will be held in the Company's Boardroom, Level 3, Civic Assurance House, 116 Lambton Quay, Wellington on Friday 17th June 2015 commencing at 11:30 am for the purpose of transacting the following business:

ORDINARY BUSINESS

1. **Apologies**
To receive apologies.
2. **Minutes of 2015 Annual General Meeting**
To approve Minutes of the AGM held 19th June 2015.
3. **Annual Report and Financial Statements**
To receive and consider the Annual Report which includes financial statements for the year ended 31 December 2015 and the report of the auditor thereon.
4. **Directorate**
To approve the appointment of two Directors in accordance with the Constitution.

Messrs Mark Butcher and Tony Marryatt retire from office by rotation in accordance with the Constitution of the Company. Both Directors have offered themselves for re-election.

As there are two vacancies and two people standing there is no requirement for an election. Therefore Messrs Mark A Butcher and Tony J Marryatt will be duly elected as Directors from the close of the AGM.

5. **Directors Remuneration**
To determine the remuneration of Directors.
The Directors recommend to members for approval a total amount of \$177,893 pa effective from 1 July 2016. (See the explanatory note on the reverse of the proxy form).
6. **Appointment and Remuneration of Auditor**
To record the appointment of the Auditor-General as auditor (pursuant to Section 196 of the Companies Act 1993 and Section 15 of the Public Audit Act 2001) to hold office until the conclusion of the next Annual General Meeting and to authorise the Directors to determine the remuneration for the auditor for the year.
Note: The Auditor-General has appointed Mr Dave Shadwell, of Deloitte, to undertake the audit.
7. **To transact any other business** that may be properly brought before the meeting.

PROXIES/APPOINTED REPRESENTATIVES

A Shareholder Member entitled to attend and vote but unable to do so may appoint a proxy for this meeting. Alternatively, Shareholder Members may appoint a representative to exercise its right at the meeting, pursuant to Clause 14.3 of the Constitution of the Company. A completed proxy form/notice in writing of appointment of a representative signed by the Shareholder Member must be lodged at the registered office of the Company by 11.30am one business day before the start of the meeting ie 16th June 2016.

By Order of the Board
RJ Gyles
General Manager - Finance
13 May 2016

New Zealand Local Government Insurance Corporation Ltd

Civic Assurance,
116 Lambton Quay,
PO Box 5521, Wellington 6140,
<http://www.civicasurance.co.nz>
Tel: (04) 978 1250 Fax: (04) 978 1260

**New Zealand Local Government Insurance Corporation Limited
Proxy Form**

The _____
(Council Name)

of _____ being a Member of the New Zealand Local Government Insurance Corporation Limited hereby appoints

_____ of _____ or, failing him/her

_____ of _____ as its proxy to vote for it and on its

behalf at the Annual General Meeting of the Company to be held on 17th June 2016 and at any adjournment thereof (Refer to the notes on the reverse of this page).

Unless otherwise directed as below, the proxy will vote or abstain from voting as he or she thinks fit.

Should the Shareholder Member wish to instruct its Proxy or representative how to vote the following should be completed:

Agenda Item

In Favour (✓)	Against (✓)
------------------	----------------

1. **Receive apologies.**

2. **Approve the Minutes of the AGM held 19 June 2015**

3. **To receive the Annual Report**

To receive the Annual Report which includes the financial statements for the year ended 31 December 2015 and the report of the auditor thereon.

--	--

4. **Directorate**

To approve the appointment of Messrs MA Butcher and AJ Marrayatt.

--	--

5. **To set Directors Fees**

To determine the remuneration of Directors at \$177,893 pa effective from 1 July 2016. (See explanatory note overleaf).

--	--

6. **Appointment and Remuneration of Auditor**

To record the appointment of the Auditor-General as auditor (pursuant to Section 196 of the Companies Act 1993 and Section 15 of the Public Audit Act 2001) to hold office until the conclusion of the next Annual General Meeting and to authorise the Directors to determine the remuneration for the auditor for the year.

--	--

EXECUTED this _____ day of _____ 2016.

Signature of Shareholder(s)

Position(s) Held

Please return to: General Manager Finance, Civic Assurance, PO Box 5521, Wellington 6140, or Fax (04) 978 1260 or email to CivicAdminEmail@civicasurance.co.nz to be received prior to 11.30am 16 June 2016.

EXPLANATORY NOTE FOR ITEM 5 – DIRECTORS' REMUNERATION

Following a year where there was no increase to the Board's fees (and none was sought), the Directors engaged Martin Jenkins & Associates Ltd to advise on an appropriate level of remuneration for the Directors of the Company. This report recommends that the fees that currently apply to the Directors, the Chairman and the Chair of the Risk and Audit Committee are increased by 15%, which would take Directors' fees in total to \$177,893. The report goes on to say that:

"The fees that currently apply to the Directors of Civic Assurance are below the median and below the lower quartile for all organisations, as outlined in the 2015 Institute of Directors' Survey. This suggests that an increase is appropriate to move the Directors' fees closer to the lower quartile. A 15% increase in the Civic Assurance Directors' fees would be suitable as it is consistent with the increase in the median directors' fees across all organisations between 2013 and 2015."

The Board's recommendation to shareholders is to adopt the recommendation from the Martin Jenkins & Associates Ltd report as proposed. The report is attached. However, Appendix 2 which contains intellectual property that belongs to the Institute of Directors has been deleted.

ATTENDANCE AT MEETINGS OF THE COMPANY

The Constitution provides for members to be represented at meetings of the Company only by proxies or appointed representatives.

Clause 14.3 (as amended in May 2004) provides

"A shareholder may exercise the right to vote by being present by a representative or by proxy.

The representative or proxy for a shareholder is entitled to attend and be heard and vote at a meeting of shareholders as if the representative or proxy were a shareholder.

A proxy must be appointed in writing signed by the shareholder and the notice must state whether the appointment is for a particular meeting or a specified term not exceeding twelve months.

No proxy is effective in relation to a meeting unless a copy of the notice of appointment is produced to the registered office of the company not later than twenty-four hours before the start of the meeting. [Note: as the AGM is being held on a Monday the notice is required one business day before the meeting.]

A shareholder may appoint a representative to attend a meeting of shareholders on its behalf in the same manner as that in which it could appoint a proxy".

Accordingly, proxies/notification of appointed representatives must be in my hands by 12 noon 16 June 2016.

It would be appreciated if shareholders, when considering who to appoint as their representative/proxy holder, would contact Roger Gyles thereby facilitating a quorum for the AGM.

Roger Gyles
 General Manager – Finance
 Phone: (04) 978 1255
 Email: roger.gyles@civicassurance.co.nz
 Fax: (04) 978 1260

5 May 2016

Mr Tim Sole
Chief Executive
Civic Assurance
PO Box 5521
Wellington 6145

tim.sole@civicassurance.co.nz

Dear Tim

Advice on Directors' fees for Civic Assurance May 2016

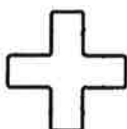
This letter summarises our recommendation and analysis relating to whether there should be any change to the Civic Assurance Directors' Fees.

Our recommendation

We recommend that the fees that currently apply to the Directors, the Chairman and the Chair of the Audit and Risk Committee are increased by 15%. Details are outlined in the table below:

Table 1: Proposed Changes to Civic Assurance Directors' fees

Role	Current	Proposed	% Change	Notes
Director	\$20,625	\$23,719	15%	<p>The change is proposed to move Directors' fees towards the lower quartile for all organisations, taking into account the slightly lower rates that typically apply to Council public companies.</p> <p>From the 2015 Institute of Directors' Survey:</p> <p><i>'Non-Executive Director</i></p> <ul style="list-style-type: none"> - <i>Median for all organisations is \$41,610, lower quartile is \$25,000</i> - <i>Median for Council public companies is 35,500, lower quartile is \$23,656'</i> <p>A 15% change is consistent with the change that has occurred to the median directors' fee for all organisations between the 2013 and 2015 Institute of Directors' survey.</p>
Chairman	\$41,250	\$47,438	15%	The change is proposed to align fees with the central government policy and our 2014 advice that provides for Chairman's fees to be twice the Director fee.
Audit Committee Chair	\$30,938	\$35,579	15%	The change is proposed to provide for the Chair of the Audit and Risk Committee to receive 1.5 times the proposed Director's fee and is consistent with our 2014 advice.
Total Pool	\$154,688	\$177,893	15%	Both the current and proposed figures assume a Board of 6 that includes 1 Chairman and 1 Audit Committee Chair.



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info@martinjenkins.co.nz martinjenkins.co.nz

Background

Civic Assurance is the trading name of the New Zealand Local Government Insurance Corporation Ltd. The company was incorporated in 1960 and is a registered New Zealand limited company under the Companies Act. Under section 6(4)(f) of the Local Government Act 2002, the Company and its subsidiaries are listed as not being council-controlled organisations. It is owned by local government councils and TrustPower and supplies local government with a range of services including insurance and administration services for New Zealand Local Authority Protection Programme Disaster Fund (LAPP), Riskpool and Local Government Superannuation Trustee Limited (LGST).

Civic Assurance operates with a provisional insurance license from the Reserve Bank of New Zealand (RBNZ) under the Insurance (Prudential Supervision) Act 2010 and it is expected that a full insurance license will be issued to Civic before the end of 2016. Civic will not be able to issue new insurance policies until a full license is obtained.

As at 1 May 2015, Civic Assurance has a financial strength rating of B+ (Good) from A.M. Best. Civic Assurance's net assets are currently valued at \$18 million, increased from the \$13 million outlined in the 2014 Annual Report. The Company provides its insurance products and other financial services principally for New Zealand local government. Civic Assurance currently operates with 10 staff.

The Company's constitution allows for up to six directors of which at least two are to be appointed from outside the local authority sector. There can be up to 10 meetings per year.

The Civic Assurance Board is currently comprised of six Directors including one Chair¹. There is no Deputy Chair. All the Board members are also members of the Audit and Risk Committee. A consultant is currently the Chair of the Audit and Risk Committee though it is anticipated that one of the six Directors (not the Board Chairman) will be appointed as that Chair effective from 1 July 2016.

The Directors are considering whether or not they should recommend to shareholders a change in Directors' fees effective from 1 July 2016. They have sought our advice in time for consideration at their next Directors' meeting on 13 May.

We are aware that remuneration for Civic Assurance Directors has been considered twice since 2010.

- In 2013 a recommendation to increase the fees by up to 50% in total was narrowly rejected by shareholders at the 2013 AGM. This recommendation was informed by a March 2013 review by McLaren Associates that was based on a market survey and took into account past practice for the fees to be set at the lower quartile.
- In May 2014, a recommendation to increase Directors' fees by 20% was accepted by the shareholders. This recommendation was based on our May 2014 advice that looked at a selection of comparable organisations and the 2013 Institute of Directors' Survey.

¹ We note that some of the Board members are also directors of the Riskpool and LGST subsidiaries. Our advice does not cover whether there should be changes to the Director's fees of these subsidiary organisations.



Our methodology

Our methodology for considering whether there should be any further change to Directors' fees, is similar to that used in our 2014 analysis. In particular:

- We have looked at a selection of comparable organisations and publicly available information on Directors' fees. These are outlined in Appendix 1.
- We have obtained the latest publication of the 2015 Institute of Directors' Survey which includes information about 1,976 Directorships, covering 674 Members and 1,326 Organisations. A summary of the relevant information is outlined in Appendix 2.

Analysis

Comparing Civic Assurance fees to those identified in the 2015 Institute of Directors' Survey and a selection of central and local government boards, we note the following.

In relation to the existing \$20,625 Director fee:

- It is well below the median of \$41,610 for all organisations and below the lower quartile of \$25,000;
- It is below the median for Council public bodies of \$35,500 and below the lower quartile of \$22,334;
- It is well below the median of \$47,835 for financial and insurance services and below the lower quartile of \$30,000;
- It is below the director fees that currently apply to comparable organisations that include seven central government organisations, and a selection of council controlled entities (outlined in Appendix 1);
- The figures in the 2015 Institute of Directors' Survey reflect a 15% increase in the median director fee for all organisations from that outlined in the 2013 survey.

In relation to the existing \$41,250 Chairman fee:

- It is below the median of \$52,500 for all organisations but above the lower quartile of \$32,000;
- It is below the median for Council public bodies of \$55,125, but above the lower quartile of \$33,000;
- It is below the median of \$53,500 for financial and insurance services and above the lower quartile of \$38,000;
- It is below the fee that currently applies to the comparable companies that include seven central government organisations, and a selection of council controlled entities (outlined in Appendix 1);
- The central government convention to pay chairs twice the rate of directors, has not altered.

In relation to the existing \$30,938 fee to the Director who is the Chair of the Audit and Risk Committee, we note the following:

- The 2015 Institute of Directors' Survey does not include details of the fees for the chairs of other audit and risk committees. However it does contain information on deputy chairs. The existing fee



for the Audit and Risk Committee Chair is below the median of \$45,000 but above the lower quartile of \$26,641;

- The central and local government approaches for fees for chairs of audit and risk committees are varied. As outlined in our 2014 advice, they are generally open to allow for the particular circumstances to be addressed. However some organisations have policies to pay deputies, or other committee chairs between 1.15 and 1.25 the rate of the directors;
- In 2014, it was agreed that the Chair of the Audit and Risk Committee should be paid at a rate of 1.5 times that of a Director. While the duties and obligations that apply to Civic Assurance are likely to alter in the next year as it moves from having a provisional insurance licence to a full insurance licence, we have not been made aware of any change to the business risks and financial management that would warrant a different multiple to be applied to the fees of the Chair and the Audit and Risk Committee.

Conclusion

- The fees that currently apply to the Directors of Civic Assurance are below the median and below the lower quartile for all organisations, as outlined in the 2015 Institute of Directors' Survey. This suggests that an increase is appropriate to move the Directors' fees closer to the lower quartile.
- A 15% increase in the Civic Assurance Directors' fees would be suitable as it is consistent with the increase in the median directors' fees across all organisations between 2013 and 2015.
- The fees for chairs of central government organisations are typically twice that of a director. Therefore an increase in the Civic Assurance Chair's fees are also appropriate, to ensure the Civic Assurance approach remains generally aligned with that of other council and central government organisations.
- It was previously agreed that the fees for the Chair of the Audit and Risk Committee should be paid at 1.5 times that of a director. As the business risks are expected to remain the same, there is no reason to suggest that that multiplier should alter. Therefore an increase in the fees for the Chair of the Audit and Risk Committee is also warranted to reflect the proposed increase in Directors' fees.
- The proposed changes to fees are outlined in table at the start of this advice.

We hope that this advice is helpful as you consider whether to recommend to Shareholders whether the Civic Assurance Directors' fees should be altered. If you require any further advice or clarification please do not hesitate to contact me.

Yours sincerely



Nick Davis
Director



APPENDIX 1

Directors fees from a selection of comparable organisations

Organisation	Director 2015	Chair 2015	Deputy or Committee Chair 2015
Central Government			
Accident Compensation Corporation	49,000	98,000	61,250
Earthquake Commission	36,000	72,000	45,000
Government Superannuation Fund Authority	23,200	46,400	29,000
Guardians of New Zealand Superannuation	27,000	54,000	34,000
New Zealand Post Ltd	48,000	96,000	63,500
Public Trust	28,000	56,000	35,000
Quotable Value Ltd	23,000	27,000	24,000
Central Local Government			
New Zealand Local Government Funding Agency Ltd	44,200	78,000	
Christchurch International Airport Ltd	44,000	83,510	
Dunedin International Airport Ltd	20,000	30,000	
Local Government			
Auckland Council Investments Ltd (ACIL)	35,525	71,050	44,406
Auckland Council Property Ltd (ACPL)	23,500 - 71,050	71,050	
Auckland Tourism, Events & Economic Development Ltd (ATEED)	41,000	81,000	51,000
Auckland Transport (AT)	53,300	106,600	66,625
Auckland Waterfront Development Agency (Waterfront Auckland)	41,000	83,000	



Organisation	Director 2015	Chair 2015	Deputy or Committee Chair 2015
Watercare Services Ltd	53,000	106,000	67,000
Christchurch City Holdings Ltd	37,275	67,075	
City Care Ltd	22,311 - 43,464	76,497	
Enable Services Ltd	23,000	27,000	24,000
Lytelton Port Company Ltd	46,500	84,025	
Orlon New Zealand Ltd	52,000	74,000	
Red Bus Ltd	36,000	48,000	



Open Meeting

To	Waikato District Council
From	TG Whittaker General Manager Strategy & Support
Date	03 June 2016
Prepared by	S Thompson Finance Operations Team Leader
Chief Executive Approved	Y
DWS Document Set #	1530833
Report Title	Rates Resolution 2016

I. EXECUTIVE SUMMARY

Council is required to set the rates needed for the 2016/17 financial year as reflected in the Annual Plan 2016/17. Council is required also to set the due dates for payment of rates and authorise the addition of penalties to unpaid rates.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT the **Waikato District Council** hereby resolves that the rates set out in the table below be set under the **Local Government (Rating) Act 2002** (“the Act”) for the financial year commencing on 1 July 2016 and ending on 30 June 2017;

Rates for the financial year Commencing 1 July 2016 to 30 June 2017 (All figures are inclusive of GST)

Source	Category	Funding	Basis of Rating	AP 2016/17 \$
General Rate	All rateable land in the district	Work program as highlighted in the annual plan including Animal Control, Community and Safety, Corporate and Council Leadership, Environmental Health, Community Liaison, Libraries, Parks and Reserves, Resource Management, Roading, Solid Waste management, Stormwater, Wastewater and Water Supply.	Uniform rate in the dollar of capital value	0.0023825
Uniform annual general charge (UAGC)		People related activities including but not limited to libraries, parks and reserves, public cemeteries, public swimming pools, public toilets, community centres, community liaison, grants and donations, safer communities, animal control, civil defence and safety, building control, environmental health, resource management planning, environmental consents planning, area offices and democracy/ local government.	Fixed amount per rating unit	442.33
Targeted catchment facilities rates (apply to all rating units within each ward catchment area).	Huntly Community Facilities (urban catchment)	Covers the cost of maintenance and operation of community facilities.	Fixed amount per rating unit	42.00
	Ngaruawahia Community Facilities			25.00
	Raglan Community Facilities			25.00
Huntly pool rural	Based on location of rating unit in catchment area	Covers the cost of maintenance and operation of community facilities.	Fixed amount per rating unit	16.00
Targeted hall or community centre rates (apply to all rating units within each hall catchment area).	Te Kohanga	Covers the cost of maintenance and operation of halls, other facilities and community centres.	Uniform rate in the dollar of land value	0.000026
	Aka Aka		Fixed amount per separately used or inhabited part of a rating unit	23.00
	Eureka		35.00	
	Glen Murray		50.00	
	Gordonton		26.00	
	Horsham Downs		35.00	
	Karioitahi		28.74	
	Mangatangi		30.00	
	Mangatawhiri		58.50	
	Maramarua		24.00	
	Matangi		24.00	
	Meremere		24.00	
Naike	40.89			

Rates for the financial year Commencing 1 July 2016 to 30 June 2017 (All figures are inclusive of GST)

Source	Category	Funding	Basis of Rating	AP 2016/17
				\$
	Ohinewai			24.00
	Opuatia			32.00
	Orini			26.00
	Otaua			50.00
	Pokeno			23.00
	Port Waikato			25.00
	Pukekawa			40.00
	Puketaha			38.00
	Ruawaro			29.00
	Tamahere			70.00
	Taupiri			24.00
	Tauwhare			30.00
	Te Akau/Waingaro			32.00
	Te Hoe			30.00
	Te Kowhai			50.00
	Te Mata			24.00
	Tuakau			46.13
	Whangarata			46.00
	Waikaretu			50.00
	Whitikahu			53.00
Waste management –solid waste and recycling collection Tuakau	Rating units within serviced areas.	Covers the cost of refuse and recycling collection where the service is provided.	Fixed amount per wheelie bin.	127.83
Waste management - recycling collection Raglan	Residential rating units within serviced areas.		Fixed amount per separately used or inhabited part of a rating unit	108.30
Waste management - recycling collection Te Mata/Te Uku	Residential rating units within serviced areas.		Fixed amount per separately used or inhabited part of a rating unit	39.22
Waste management -solid waste collection Central Waikato (includes recycling)	Residential rating units within serviced areas.		Fixed amount per separately used or inhabited part of a rating unit	127.83
Waste management - solid waste collection Northern Waikato (includes recycling)	Residential rating units within serviced areas.		Fixed amount per separately used or inhabited part of a rating unit	127.83
Water Supply - Non metered	Connected properties in the urban centres of Huntly, Ngaruawahia and Raglan.	District wide water activities as per the long term plan.	Fixed amount per separately used or inhabited part of a rating unit	549.42
	Serviceable properties in the urban centres of Huntly, Ngaruawahia, Pokeno and Raglan.		Fixed amount per rating unit	207.60

Rates for the financial year Commencing 1 July 2016 to 30 June 2017 (All figures are inclusive of GST)

Source	Category	Funding	Basis of Rating	AP 2016/17
				\$
Water Supply - Metered	Metered rating units in serviced areas	District wide water activities as per the long term plan.	Fixed amount per metered connection to which the service is provided.	207.60
			Charge Per cubic metre of water consumed (as measured by meter).	1.76
Wastewater Zone A	Residential - connected	Wastewater activities within the relevant zone.	Fixed amount per separately used or inhabited part of a rating unit situated in Zone A	683.45
	Residential - available (not connected but within 30 metres of a public wastewater drain - to which it is capable of effectively being connected)		Fixed amount per rating unit in Zone A	341.73
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone A	683.45
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone A	68.35
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone A	683.45
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone A	136.69
	Non residential/commercial - Commercial - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone A	683.45
	Non residential/commercial - Commercial - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone A	341.73
Wastewater Zone B	Residential - connected	Wastewater activities within the relevant zone.	Fixed amount per separately used or inhabited part of a rating unit situated in Zone B	740.57
	Residential - available (not connected but		Fixed amount per rating unit in Zone B	370.29

Rates for the financial year Commencing 1 July 2016 to 30 June 2017 (All figures are inclusive of GST)

Source	Category	Funding	Basis of Rating	AP 2016/17 \$
	within 30 metres of a public wastewater drain - to which it is capable of effectively being connected)			
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone B	740.57
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone B	74.06
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone B	740.57
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone B	148.11
	Non residential/commercial - Commercial - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone B	740.57
	Non residential/commercial - Commercial - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone B	370.29
Wastewater Zone C	Residential – connected	Wastewater activities within the relevant zone.	Fixed amount per separately used or inhabited part of a rating unit situated in Zone C	817.82
	Residential - available (not connected but within 30 metres of a public wastewater drain - to which it is capable of effectively being connected)		Fixed amount per rating unit in Zone C	408.91
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone C	817.82
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully		Additional fixed amount per pan for the third and any subsequent pans situated in Zone C	81.78

Rates for the financial year Commencing 1 July 2016 to 30 June 2017 (All figures are inclusive of GST)

Source	Category	Funding	Basis of Rating	AP 2016/17 \$
	non-rateable or organisations that are non-profitable as determined by the Council) – connected			
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone C	817.82
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone C	163.56
	Non residential/commercial - Commercial - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone C	817.82
	Non residential/commercial - Commercial - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone C	408.91
Wastewater - Zone D	Residential - connected	Wastewater activities within the relevant zone.	Fixed amount per separately used or inhabited part of a rating unit situated in Zone D	667.05
	Residential - available (not connected but within 30 metres of a public wastewater drain - to which it is capable of effectively being connected)		Fixed amount per rating unit in Zone D	333.53
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone D	667.05
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone D	66.71
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone D	667.05
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) -		Additional fixed amount per pan for the third and any subsequent pans situated in Zone D	133.41

Rates for the financial year Commencing 1 July 2016 to 30 June 2017 (All figures are inclusive of GST)

Source	Category	Funding	Basis of Rating	AP 2016/17 \$
	Connected			
	Non residential/commercial - Commercial - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone D	667.05
	Non residential/commercial - Commercial - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone D	333.53
Wastewater - Zone E	Residential - connected	Wastewater activities within the relevant zone.	Fixed amount per separately used or inhabited part of a rating unit situated in Zone E	733.91
	Residential - available (not connected but within 30 metres of a public wastewater drain - to which it is capable of effectively being connected)		Fixed amount per rating unit in Zone E	366.96
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone E	733.91
	Non residential/commercial - Non rateable (Organisations classified by the Act as fully non-rateable or organisations that are non-profitable as determined by the Council) - connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone E	73.39
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone E	733.91
	Non residential/commercial - Assistance for the elderly (Organisations supportive of the elderly as determined by the Council) - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone E	146.78
	Non residential/commercial - Commercial - Connected		Fixed amount per separately used or inhabited part of a rating unit for the first two pans situated in Zone E	733.91
	Non residential/commercial - Commercial - Connected		Additional fixed amount per pan for the third and any subsequent pans situated in Zone E	366.96

Rates for the financial year Commencing 1 July 2016 to 30 June 2017 (All figures are inclusive of GST)

Source	Category	Funding	Basis of Rating	AP 2016/17
				\$
Urban Stormwater	Rating units within the stormwater catchment areas (Horotiu, Huntly, Matangi, Meremere, Ngaruawahia, Pokeno, Port Waikato, Raglan, Taupiri, Te Kauwhata and Tuakau).	District wide stormwater activities as per the long term plan.	Fixed amount per rating unit	164.00
Travers Road land drainage	Travers Road land drainage - Class A	Land drainage activities.	Amount per hectare of land area	181.04
	Travers Road land drainage - Class B			120.70
	Travers Road land drainage - Class C			90.52
Tamahere structure plan stormwater	Rating units within the Tamahere structure plan catchment area	Existing stormwater infrastructure.	Fixed amount per rating unit	189.00
Tamahere rural stormwater	Rating units within the Tamahere stormwater catchment area.	Tamahere rural stormwater activities.	Fixed amount per rating unit	29.11
Tamahere land drainage	Rating units within the Tamahere land drainage catchment area.	Land drainage activities.	Amount per hectare of land area	6.59
Community Boards	Huntly ward	Direct costs of operating all the community boards within the district.	Fixed amount per rating unit	18.20
	Ngaruawahia ward			18.20
	Onewhero-Tuakau ward			18.20
	Raglan ward			18.20
	Taupiri ward			18.20
Te Ohaki capital water scheme	Connected properties in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection	406.04
			Balance of Loan - Fixed amount per connection	2,817.50
Taupiri capital wastewater scheme	Connected properties in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection	258.75
			Balance of Loan - Fixed amount per connection	258.75
Rangiriri capital wastewater scheme	Connected properties in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection	307.53
			Balance of Loan - Fixed amount per connection	575.00
Te Ohaki capital wastewater scheme	Connected properties in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection	389.28
			Balance of Loan - Fixed amount per connection	1,610.00
Te Ohaki capital wastewater scheme	Connected Marae in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection	6,177.94
			Balance of Loan - Fixed amount per connection	0.00

Rates for the financial year Commencing 1 July 2016 to 30 June 2017 (All figures are inclusive of GST)

Source	Category	Funding	Basis of Rating	AP 2016/17
				\$
Tauwhare Pa capital wastewater scheme	Connected properties in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection	560.61
			Balance of Loan - Fixed amount per connection	2,318.58
Whaanga Coast capital wastewater scheme	Connected properties in scheme area	Covers the capital cost and interest charges of the work.	Loan Instalments - Fixed amount per connection	2,074.97
			Balance of Loan - Fixed amount per connection	12,312.00

AND FURTHER THAT the Waikato District Council resolves that rates for the 2016/17 year (excluding water by meter rates) shall be due in three equal instalments as follows:

First Instalment	23 September 2016
Second Instalment	23 January 2017
Third Instalment	23 May 2017

AND FURTHER THAT the Waikato District Council resolves that water by meter rates shall be invoiced separately and payable in two instalments each year. For the 2016/17 financial year, the due dates of instalments are:

Raglan, Huntly, Hopuhopu, Horotiu, Ngaruawahia, Taupiri, Te Akau, Mid-Waikato, Pokeno, Onewhero and Port Waikato:

First instalment	4 November 2016
Second instalment	5 May 2017

Southern Districts, Gordonton, Tauwhare Pa, Western Districts and Tuakau:

First instalment	2 December 2016
Second instalment	2 June 2017

AND FURTHER THAT the Waikato District Council authorises the following penalty regime on unpaid rates (including water by meter rates):

- i) A penalty of 10% on so much of any rates instalment that has been assessed after 1 July 2016 and which is unpaid after the due date for payment, to be applied on the penalty dates as follows:**

First instalment	26 September 2016
Second instalment	24 January 2017
Third instalment	25 May 2017

- ii) A penalty of 10% on so much of any water by meter instalment that has been assessed after 1 July 2016 and which is unpaid after the due date for payment. The penalty dates for the water instalments are as follows:**

Raglan, Huntly, Hopuhopu, Horotiu, Ngaruawahia, Taupiri, Te Akau, Mid-Waikato, Pokeno, Onewhero and Port Waikato:

First instalment	7 November 2016
Second instalment	8 May 2017

Southern Districts, Gordonton, Tauwhare Pa, Western Districts and Tuakau:

First instalment	5 December 2016
Second instalment	5 June 2017

iii) A penalty of 10% on so much of any rates assessed before 30 June 2016 which remain unpaid on 1 July 2016. The penalty date is 1 July 2016.

iv) A further penalty of 10% on any rates to which a penalty has been added on 1 July 2016 if the rates remain unpaid. The penalty date is 1 January 2017.

AND FURTHER THAT the Waikato District Council sends a copy of the resolution to the secretary of Local Government within 20 working days of these decisions.

3. CONSIDERATION

3.1 FINANCIAL

Adoption of the Rates Resolution provides the ability to assess and collect rates, and authorisation of the addition of penalties allows penalties to be added to amounts of rates that remain unpaid.

3.2 LEGAL

Section 23 of the Local Government (Rating) Act 2002 requires a rates resolution to be adopted.

Section 24 requires that Council set the due dates for payment by resolution.

Sections 57 and 58 authorise the addition of penalties and the type of penalties that may be added to rates that are not paid by the due date.

3.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The financial implications of the rates setting are significant in terms of Council's Significance Policy.

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

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

Comment: All rates are consulted on as part of the Long term plan consultation process

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	12 May 2016
Prepared by	LM Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1515237
Report Title	Receipt of Infrastructure Committee Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Infrastructure Committee held on Tuesday 10 May 2016 and to adopt the recommendations contained therein.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Committee meeting held on Tuesday 10 May 2016 be received;

AND THAT the following become resolutions of Council:

THAT the Draft Strategic Priority Framework for Natural Value Reserves (as amended) is approved for adoption.

INF1605/06/3

THAT Council adopt the Waikato District Rural Fire Authority Rural Fire Plan dated April 2016;

AND THAT a copy of the Waikato District Rural Fire Authority Rural Fire Plan dated April 2016 be provided to the National Rural Fire Authority no later than 31 August 2016;

AND FURTHER THAT the Waikato District Rural Fire Authority Rural Fire Plan Sections on Readiness and Response be reviewed within two years;

AND FURTHER THAT the Waikato District Rural Fire Authority Rural Fire Plan Sections on Reduction and Recovery be reviewed within five years;

AND FURTHER THAT Phillip Trimmer and Jessica Lourie be appointed as Rural Fire Officers under Section 13 of the Forest and Rural Fires Act 1977.

INF1605/06/4

THAT Council resolves to name the cul-de-sac in accordance with the Taupiri Community Board's first preferred name choice – Button Lane.

INF1605/06/6

THAT Council resolves to name the road in accordance with the developer's second preferred name choice, Christopher Lane.

INF1605/06/7

THAT Council approve a project budget increase of \$35,280 for Manu Bay Seawall (IBR-10034-C0-0000-0115) and \$8,664 for Puriri Park Seawall (IBRI- 0030-C0-0000-0116) to be funded through the Parks & Reserves Replacement Fund (8500);

AND THAT the Approved Contract Sum for Contract 14/473 be increased from \$597,414 to \$641,357 to cover this increase.

INF1605/06/8

THAT the land North of the bridge between Regent Street and the Waikato River be declared 'Lady Raiha Reserve' (Note this does not require a Reserves Act 1977 process to be followed as the site is legal road);

AND THAT in accordance with Section 16 (10) of the Reserves Act 1977 the reserve at Great South Road legal description, Section 1 SO 305281, 5.1986ha be declared 'Te Mana o Te Rangī Reserve';

AND FURTHER THAT Council approve the change to the membership for the Rotokauri Lake Management Committee.

INF1605/06/10

3. ATTACHMENTS

INF Minutes 10 May 2016

MINUTES of a meeting of the Infrastructure Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia held on **TUESDAY 10 MAY 2016** commencing at **9.03am**.

Present:

Cr WD Hayes (Chairperson)
His Worship the Mayor Mr AM Sanson [until 10.05am and from 10.19am until 11.45am and from 11.50am]
Cr JC Baddeley
Cr J Church
Cr R Costar
Cr DW Fulton [from 9.09am]
Cr J Gibb
Cr S Lynch
Cr RC McGuire [from 9.05am until 10.32am and from 10.54am]
Cr L Petersen
Cr NMD Smith
Cr MR Solomon [from 9.07am]
Cr CS Tait

Attending:

Mr GJ Ion (Chief Executive)
Mr T Harty (General Manager Service Delivery)
Mrs LM Wainwright (Committee Secretary)
Mrs W Wright (Committee Secretary)
Mr A Corkill (Parks & Facilities Manager)
Mr M Mould (Waters Manager)
Mr C Clarke (Roading Manager)
Mr G Bailey (Open Spaces Operation Team Leader)
Mr D Carrasco (Interim Alliance Manager)
Mr R MacLeod (Raglan Community Board member)
Mrs M Jolly (Road Safety Co-ordinator)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Church/Costar)

THAT an apology be received from and leave of absence granted to **Cr Sedgwick**.

CARRIED on the voices

INF1605/01

Cr McGuire entered the meeting at [9.05am] during discussion on the above item and was present when voting took place.

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Crs Lynch/Gibb)**

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 10 May 2016 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be discussed with the public excluded.

CARRIED on the voices**INF1605/02**

Cr Solomon entered the meeting at [9.07am] during discussion on the above item and was present when voting took place.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

INF1605/03

Cr Fulton entered the meeting at [9.09am] during discussion on the above item.

CONFIRMATION OF MINUTES**Resolved: (Crs Costar/Lynch)**

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 8 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices**INF1605/04****MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

INF1605/05**REPORTS**

Sport Waikato Activity Report | January to 31 March 2016
Agenda Item 6.1

Resolved: (Crs Smith/Petersen)

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

CARRIED on the voices**INF1605/06/1**

Road Safety Education Co-ordinator's report for the months of February-April 2016

Agenda Item 6.2

The Road Safety Co-ordinator gave a verbal and powerpoint presentation and answered questions of the Committee.

Resolved: (Crs Lynch/Costar)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

INF1605/06/2

Draft Strategic Priority Framework for Natural Value Reserves

Agenda Item 6.3

The Parks & Facilities Manager gave a verbal presentation and answered questions of the Committee.

Resolved: (Crs Baddeley/Gibb)

THAT the report of the General Manager Service Delivery be received;

AND THAT the Draft Strategic Priority Framework for Natural Value Reserves is referred to Council (as amended) for adoption.

CARRIED on the voices

INF1605/06/3

Rural Fire Plan 2016

Agenda Item 6.4

The Open Spaces Operation Team Leader gave a verbal presentation and answered questions of the Committee.

Resolved: (His Worship the Mayor/Cr Fulton)

THAT the report of the General Manager Service Delivery – *Rural Fire Plan 2016* - be received;

AND THAT Council adopt the Waikato District Rural Fire Authority Rural Fire Plan dated April 2016;

AND FURTHER THAT a copy of the Waikato District Rural Fire Authority Rural Fire Plan dated April 2016 be provided to the National Rural Fire Authority no later than 31 August 2016;

AND FURTHER THAT the Waikato District Rural Fire Authority Rural Fire Plan Sections on Readiness and Response be reviewed within two years;

AND FURTHER THAT the Waikato District Rural Fire Authority Rural Fire Plan Sections on Reduction and Recovery be reviewed within five years;

AND FURTHER THAT Phillip Trimmer and Jessica Lourie be appointed as Rural Fire Officers under Section 13 of the Forest and Rural Fires Act 1977.

CARRIED on the voices

INF1605/06/4

Draft Terms of Reference – Community Halls

Agenda Item 6.5

The Open Spaces Operation Team Leader gave a verbal presentation and answered questions of the Committee.

Resolved: (Crs Church/Gibb)

THAT the report of the General Manager Service Delivery be received.

CARRIED on the voices

INF1605/06/5

His Worship the Mayor withdrew from the meeting [10.05am] during discussion on the above item and re-entered the meeting [10.19am] and was present when voting took place.

New Street Name Proposal at Gordonton Road Service Lane, Taupiri

Agenda Item 6.6

The Roding Manager gave a verbal presentation and answered questions of the committee.

Resolved: (Crs Solomon/Gibb)

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

AND THAT the Committee resolves to name the cul-de-sac in accordance with the Taupiri Community Board's first preferred name choice – Button Lane.

CARRIED on the voices

INF1605/06/6

New Road Name Proposal at Kakaramea Road, Whatawhata

Agenda Item 6.7

The Roding Manager gave a verbal presentation and answered questions of the committee.

Resolved: (Crs Fulton/Petersen)

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

AND THAT the Committee resolves to name the road in accordance with the developer's second preferred name choice, Christopher Lane.

CARRIED on the voices

INF1605/06/7

Increase in Budget for Manu Bay and Puriri Park Seawall Repair Projects
Agenda Item 6.8

Resolved: (His Worship the Mayor/Cr Baddeley)

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

AND THAT Council approve a project budget increase of \$35,280 for Manu Bay Seawall (IBR-10034-C0-0000-0115) and \$8,664 for Puriri Park Seawall (IBRI- 0030-C0-0000-0116) to be funded through the Parks & Reserves Replacement Fund (8500);

AND FURTHER THAT the Approved Contract Sum for Contract 14/473 be increased from \$597,414 to \$641,357 to cover this increase.

CARRIED on the voices

INF1605/06/8

Award of Contracts
Agenda Item 6.9

Resolved: (Crs Gibb/Lynch)

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

CARRIED on the voices

INF1605/06/9

The meeting adjourned at 10.32am and resumed at 10.51am.

Cr McGuire withdrew from the meeting [10.32am].

Service Delivery Report for April 2016
Agenda Item 6.10

The Parks & Facilities Manager gave a verbal presentation and answered questions of the committee.

The Interim Alliance Manager gave a verbal presentation and answered questions of the committee.

Resolved: (Crs Gibb/Lynch)

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

AND THAT the land North of the bridge between Regent Street and the Waikato River be declared 'Lady Raiha Reserve' (Note this does not require a Reserves Act 1977 process to be followed as the site is legal road);

AND FURTHER THAT in accordance with Section 16 (10) of the Reserves Act 1977 the reserve at Great South Road legal description, Section 1 SO 305281, 5.1986ha be declared 'Te Mana o Te Rangi Reserve';

AND FURTHER THAT the Infrastructure Committee approve the change to the membership as per the Waikato District Council Delegations Register for the Rotokauri Lake Management Committee.

CARRIED on the voices

INF1605/06/10

Cr McGuire re-entered the meeting [10.54am] during discussion on the above item and was present when voting took place.

His Worship the Mayor withdrew from the meeting [11.45am] during discussion on the above item and re-entered the meeting [11.50am] and was present when voting took place.

2016-17 District Wide Minor Improvement Programme
Agenda Item 6.11

Resolved: (Cr Fulton/His Worship the Mayor)

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

AND THAT a workshop to confirm the 2016-17 works programme be approved.

CARRIED on the voices

INF1605/06/11

EXCLUSION OF THE PUBLIC

Resolved: (His Worship the Mayor/Cr Gibb)

THAT the report of the Chief Executive – *Exclusion of the Public* – be received;

AND THAT the public be excluded from the meeting during discussion on the following items of business:

a. Confirmation of Minutes – Tuesday 8 March 2016

Reports

b. Sunset Beach

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(a) & 7(2)(b)(i) & (ii)

Section 48(1)(d)

Open Meeting

To	Waikato District Council
From	TN Harty General Manager Service Delivery
Date	27 May 2016
Prepared By	A Corkill Parks & Facilities Manager
Chief Executive Approved	Y
DWS Document Set #	1517268
Report Title	Strategic Priority Framework for Natural Value Reserves

I. EXECUTIVE SUMMARY

Waikato District Council (the Council) has a number of Natural Value areas currently within its district boundaries. The Council does not have a strategic document designed to provide direction in this space currently.

Staff have worked with a consultant and key internal stakeholders to develop a draft Strategic Priority Framework for Natural Value Reserves (the Framework) to guide Council and the community in the prioritisation and strategic management of the district's natural areas (Attachment 1).

The Framework was workshopped with Council in March 2016 to seek elected members feedback and a subsequent report was presented to Infrastructure Committee on 10th May (Resolution INF1605/06/3). At this meeting it was requested that the Framework be circulated to Councillors for comment prior to sign off at the June Council meeting.

The purpose of this report is to provide Council with the final version of the Framework and request that it be adopted.

2. RECOMMENDATION

THAT the report of the General Manager Service Delivery be received;

AND THAT the Strategic Priority Framework for Natural Value Reserves is adopted.

3. BACKGROUND

The Waikato District is blessed with a large number of ecologically diverse areas, from peat lakes to remnant native forest. There are a number of parcels of public land which contain these important areas and Council has managed enhancements in these areas largely through the Long Term Plan (LTP).

Within the wider Waikato region, funding for biodiversity/ecological enhancement projects is also available through a range of external environmental organisations.

Key environmental funding organisations, such as the Waikato River Authority (WRA) are now expecting a higher level of planning and structure from applicants in this space, and community interest groups are also expecting more detail and guidance within their specific areas of focus.

The Framework is designed to assist with a strategic approach and direction for the management of natural value areas within the Waikato District. It will allow Council to utilise existing budgets to their full potential and leverage more funding from external organisations.

The Framework will help build on the success of the funding required from WRA for Lake Rotokauri.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Framework was workshopped with Council on 21st March and a report was presented to the Infrastructure Committee on 10th May. At this meeting staff asked for feedback from elected members in preparation for adoption of the Framework at the June Council meeting.

Due to the previous interaction with key stakeholders and elected members on the Framework, staff are now seeking adoption of the final Framework.

No Councillor feedback on the draft Framework was received.

4.2 OPTIONS

There are two options available.

Option 1: Adopt the Framework

Adoption of the Framework will allow Council to take a more strategic approach to managing this activity. This will allow Council to better plan, prioritise, budget for and manage works in natural value areas. It is also key in providing a platform to access further external funding.

This option is recommended.

Option 2: Council can decline to adopt the Framework

By not adopting the Framework, Council will continue to deliver ecological initiatives on an ad hoc basis. A more strategic approach to ecological initiatives within the wider district will still be required in time, but in the interim Council will be at a disadvantage with fund holders in respect of applications for any new initiatives it would like to promote or be involved with.

This option is not recommended.

5. CONSIDERATION

5.1 Financial

Council has the opportunity to leverage significant further external funding from parties such as the Waikato River Authority for works in natural value areas and the Framework will act to guide future funding applications with no requirement to increase existing Council budgets.

5.2 Legal

There are no foreseeable legal requirements as a result of this report.

5.3 Strategy, Plans, Policy, Partnership Alignment

The Framework has been developed alongside current strategic and/or legislative Council documents such as the Council General Policies Reserve Management Plan, Operative District Plan, local Reserve Management Plans and the Long Term Plan.

The Framework also takes into account external documents such as Waikato Regional Council's Regional Policy Statement and Regional Plan.

5.4 Significance and Engagement Policy

The Significance and Engagement Policy provides at Schedule I a list of Waikato District Council's strategic assets.

The policy requires Council to take into account the degree of importance and determine the appropriate level of engagement as assessed by the local authority, of the issue, proposal decision or matter, in terms of the likely impact on and consequence for:

- a) The district or region.
- b) Any person who is likely to be particularly affected by, or interested in, the issue, proposal, decision or matter.
- c) The capacity of the local authority to perform its role and the financial and other costs of doing so.

Reserves listed and managed under the Reserves Act 1977 are noted as a strategic asset under the policy. Many of the reserves which provide an opportunity for work to be undertaken under the Framework within the district are subject to the Reserves Act.

6. CONSULTATION

No external consultation has occurred due to the nature of the Framework being an internal management strategy.

The Framework seeks to reinforce what works Council are already undertaking in this area but placing priorities around our natural value reserves for the future.

7. CONCLUSION

The Framework will help identify and capture Council's objectives and identify and prioritise key initiatives for natural value reserves. It will also allow Council to be clear on the goals and priorities when planning in its natural value reserves space for the future.

The Framework will also provide further opportunity with external funding organisations and shows that Council is thinking and acting strategically around its natural value reserves.

8. ATTACHMENTS

- Strategic Priority Framework for Natural Value Spaces



Natural Value Reserves - Strategic Priority Framework

May 2016



Version: FINAL DRAFT

Acknowledgements

This framework has been facilitated and developed by Angus McKenzie of Place Group Limited with the assistance and key input from the following Waikato District Council staff;

Andrew Corkill, Parks and Facilities Manager

Gordon Bailey, Open Spaces Operation Team Leader

Elton Parata, Asset Management Team Leader - Parks and Facilities

Ben Wolf, Ecological Planner

Robert Marshall, Reserves Planner

Jenni Vernon, Strategic Planning and Resource management Team Leader

Giles Boundy, Senior Environmental Planner

Waikato Regional Council has assisted the development of the framework through the provision of biodiversity priority mapping and analysis.

GLOSSARY

Biodiversity (biological diversity): This describes the variety of all biological life – plants, animals, fungi and micro-organisms – the genes they contain and the ecosystems on land or in water where they live. It is the diversity of life on Earth and includes diversity within species, between species, and of ecosystems.

Native biodiversity: Native biodiversity refers to species that occur naturally in a specific geographic area. A native species is one that has evolved in that geographic area, as opposed to having been transported there by humans.

Ecological: relating to or concerned with the relation of living organisms to one another and to their environment

Habitat: The place or type of area in which a living thing naturally occurs.

Ecosystem: An interacting system of living and non-living parts, including sunlight, air, water, minerals and nutrients. Ecosystems can be small and short-lived, for example, water-filled tree holes or logs rotting on a forest floor; or they can be large and long-lived, such as forests and lakes.

Indigenous (native) vegetation: A plant community containing naturally occurring native species. It includes vegetation that has regenerated with human help following disturbance, but does not include plantations or vegetation established for commercial and/or aesthetic purposes.

Partners: Means potential funders and implementers of biodiversity enhancement and conservation works including, but not limited to, the Department of Conservation, Waikato River Care Incorporated, Waikato Regional Council, Waikato River Authority, QEII trust and Iwi.

Natural value reserves: Waikato District Council administered reserves defined as having either natural parks and/or having ecological linkages under the New Zealand Recreation Association classification system as follows.

Natural parks are described as;

The primary purpose of Natural Parks is to provide opportunities for people to experience nature. The definition of nature and natural is widely defined to include: native bush areas, wetlands, coastal and lake margins, forestry, farm parks, esplanade and restoration areas or other natural landscapes are considered Natural Parks.

Recreation and ecological linkages are described as;

Recreation and Ecological Linkages covers a wide range of purposes, from developed areas with mown grass and trees through to undeveloped green areas. They provide an important role in meeting sustainability objectives through protection and enhancement of biodiversity, ecological linkages

through the urban environment, urban form and landscape values and opportunities for walking and cycle linkages.

Environmental stewardship: refers to responsible use and protection of the natural environment through conservation and sustainable practices.

Waikato District Council's objectives for its natural value reserves within the district.

The Council will;

1. Actively restore and enhance natural value reserves for the benefit of the community and the environment.
2. Ensure, where practicable, natural value reserves are accessible to the community and well connected to wider open space and trail networks.
3. Encourage and actively support increased community stewardship of natural value reserves.
4. Continue to foster enduring relationships with key partners to support the ongoing enhancement of natural value reserves and agreed regional priorities.

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Part 1 - Purpose and Scope

1.0 Purpose

The purpose of this framework is to provide strategic direction for the management and enhancement of Waikato District Council (WDC) administered reserves that contain important natural biodiversity and ecological values over the next 20 years.

The framework sets out;

- The key policy and operational drivers for the development of the framework, including the Regional Policy Statement (RPS) and Vision and Strategy for the Waikato River.
- The challenges and opportunities related to the management and enhancement of natural value reserves within the district.
- An assessment of the biodiversity value of WDCs natural value reserves and the key areas of priority intersect with regional partners including the Waikato Regional Council and Waikato River Authority.
- Overarching objectives in regard to the enhancement and management of priority natural value reserves within the district.
- WDC priorities for the enhancement of natural value reserves based on the identified objectives and associated criteria.
- A high level programme of actions over the next two LTP cycles to deliver on the priorities identified.

The framework will inform planning for the next Long Term Plan (LTP) cycle, relevant inputs into the Waikato District Plan Review and is also intended as a guide for potential funding partners and community groups around WDCs priority natural value reserves and key focus areas.

1.1 Framework Development and Scope

This framework was developed through a series of facilitated workshops with WDC staff involved in the management and delivery of reserves maintenance and enhancement services. A summary of the key outputs from these workshops is included in Appendix A.

The framework focuses on the key priorities for the enhancement and management of WDC owned land/reserves that are regarded as either “natural areas” or as “containing ecological linkages” (as defined by New Zealand Recreation Association guidelines 2011 and WDC Parks Strategy 2014). For the purpose of the framework, these categories have been combined and are referred to as “natural value reserves” throughout.

This framework is a strategic/tactical level document that sets objectives and areas of priority focus to support the native biodiversity enhancement and community enjoyment of natural value reserves within the district. It is anticipated that detailed projects and management actions required to support the priorities identified will be developed over the next 3 years.

The framework is not a statutory document, though it will assist WDC in meeting its responsibilities under the Resource Management Act 1991 (RMA) to protect native biodiversity within the district (under Section 30). The framework also supports the implementation of other non-statutory national guidance on biodiversity management, most notably, the New Zealand Biodiversity Strategy. Additionally, the document is well aligned with a range of biodiversity enhancement outcomes sought through the Waikato Regional Policy Statement (RPS), Vision and Strategy, Waikato Regional Plan and the Waikato District Plan.

1.2 Alignment with WDC strategic direction

1.2.1 Alignment with WDC vision and goals

The framework is aligned with and supports WDC's overall vision and goals as set out in its Long Term Plan 2015-2025 (LTP) through focussing on increasing community engagement with natural/conservation areas, the development of community partnerships and the sustainable management of natural resources. For example, providing accessible services, facilities and activities that create a supported, healthy, safe and engaged community includes opportunities for 'wilderness experiences' that can be obtained from providing access to bush reserves.

The LTP vision and goals are summarised in Figure 1 below.



Figure 1: WDC Long Term Plan Vision and Goals

In addition, the development of this framework has been informed by the specific levels of service (LOS) identified for the management of Council reserves in the LTP as listed Figure 2. The implementation of the priority actions identified in this framework will assist WDC in meeting its LOS targets around increasing customer satisfaction with reserves and increasing the percentage of reserves that are subject to native biodiversity restoration efforts.

Community Outcomes	Level Of Service	Performance Measure	Performance for 2013/14	Performance Target			
				2015/16	2016/17	2017/18	2018-25
People To ensure that our open spaces are safe and well maintained and offer opportunities for a wide range of recreational, cultural and community activities.	Parks are appropriate for the needs of the community, safe and well maintained.	Percentage of Customers who are satisfied with Parks And Reserves, including sports fields and playgrounds overall	New measure	80%	85%	85%	85%
	Local cemeteries take into account the cultural needs of the community.	Percentage of Interments completed within the requested timeframe	New measure	95%	95%	95%	95%
	A diverse range of play opportunities are provided to the community	Percentage progress of the Playground Strategy implementation plan	New measure	90%	90%	90%	90%
	Public toilets are accessible, clean and fit for purpose.	Percentage of customers who are satisfied in the annual satisfaction survey	New measure	75%	75%	75%	75%

Community Outcomes	Level Of Service	Performance Measure	Performance for 2013/14	Performance Target			
				2015/16	2016/17	2017/18	2018-25
Energy Restoration, protection and enhancement of natural areas in the district to increase natural habitat and biodiversity.	Council owned natural areas are maintained and planted where appropriate.	Percentage of natural areas (categorised in parks strategy) which have had restoration efforts undertaken	New measure	4%	4%	4%	4%

Figure 2: WDC LTP Level of Service performance measures and targets

1.2.2 Alignment with WDC strategic policy framework

The framework will be a component part of WDCs overall Parks Strategy as set out in Figure 3. Overtime the document will inform the development and review of local reserve management plans, the proposed district plan review, non-statutory community plans and catchment management plans.

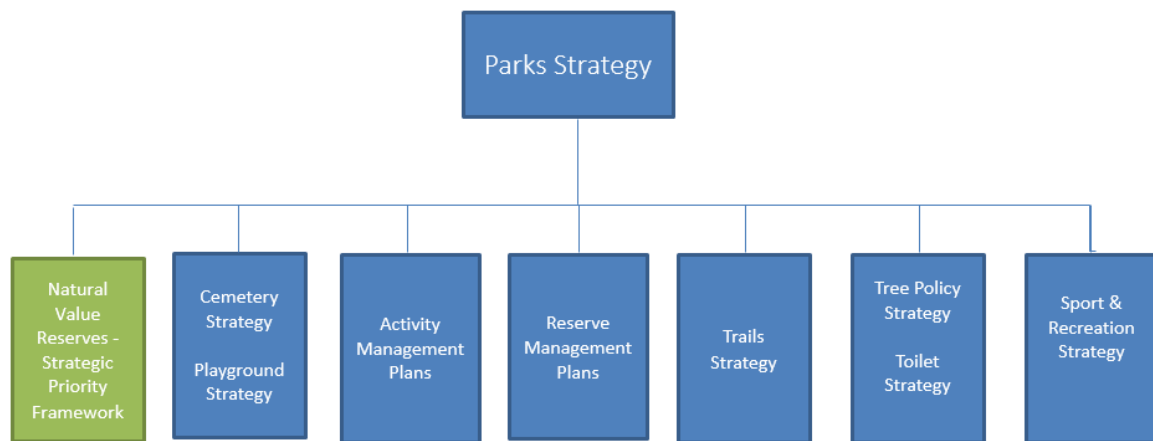


Figure 3: Ecological Framework – policy alignment

2.0 Framework Review

The science and knowledge related to the management and enhancement of natural values, biodiversity and ecosystems is continually evolving. External stakeholder priorities and funding for ecological enhancement will also likely change over time as new science/trends emerge, community and political expectations change.

Significant biodiversity policy changes and revisions are also expected to occur of the life of this framework. For example the Waikato River and Waipa River Restoration Strategy that is currently being developed in partnership between DairyNZ, the Waikato River Authority and the Waikato Regional Council, and will provide a framework for all organisations involved in Waikato and Waipa River catchment restoration activities. Its purpose is to guide tangible restoration work through specific, achievable, and prioritised activities that have been developed in consultation with catchment stakeholders.

For these reasons this framework has been developed to be readily reviewed and adapted as required. It is recommended that a review of this document is undertaken after the first 3 years to ensure it remains relevant and that the documented priorities are still supported.

Part 2 - Framework Drivers

3.0 Policy Drivers

3.1 National Policy

In 1992, the central government pledged to maintain and preserve New Zealand's natural heritage through signing up to the United Nations Convention on Biodiversity at the Rio Earth Conference.

The 1997 New Zealand State of the Environment Report, then identified the loss of New Zealand's indigenous biological diversity as the country's greatest environmental problem. This, combined with the government's commitment at Rio led to the development and publication of the New Zealand Biodiversity Strategy ('NZBS') in March 2000.

The NZBS established national goals to 'turn the tide' on the decline of New Zealand's biodiversity, with a comprehensive set of actions to be undertaken by a range of government agencies, both central and local, and NGOs. The NZBS established that 'biodiversity is everyone's business' and the key players identified for each of the actions include government departments, local authorities, iwi and communities.

An amendment to the Resource Management Act (2003) increased local government's functions in relation to biodiversity. This amendment clarified that the role of local authorities (Section 31) is to 'to achieve integrated management of the effects of the use, development, or protection of land and associated natural and physical resources' and also to control the effects of land use change with specific regard to the 'maintenance of indigenous biological diversity.'

The Government has now provided non-statutory guidance in the form of national priorities on biodiversity. This recognises and empowers local authorities to take the approach to biodiversity best suited to local conditions.

The NZBS established objectives and actions for achieving protection of biodiversity on land. The five objectives aim to protect indigenous habitats and ecosystems, promote sympathetic management of biodiversity within a productive landscape, manage pests that threaten indigenous biodiversity, restore degraded areas and enhance threatened species. The NZBS identifies Local Government as a key player for implementing actions related to achieving protection of biodiversity on land.

The statement of national priorities to guide future work in protecting native biodiversity on private land has recently been released. These priorities have been established to assist local councils develop a programme of biodiversity protection that will also achieve biodiversity protection at a national level.

The four national priorities (in no priority order and all of equal importance) seek to protect:

1. Indigenous vegetation associated with land environments (defined by Land Environments of New Zealand (LENZ) at level IV) that have 20% or less remaining in indigenous cover;
2. Indigenous vegetation associated with sand dunes and wetlands; ecosystem types that have become uncommon due to human activity;
3. Indigenous vegetation associated with 'originally rare' terrestrial ecosystem types not already covered by priorities 1 or 2; and

4. Habitats of acutely and chronically threatened indigenous species.

As far as practicable, the development of the objectives and the identification of the priorities in this framework take full account of the above national priorities.

3.2 Regional Policy

The Waikato Regional Policy Statement November 2012 (RPS) includes over 100 references to actions that will enhance biodiversity and support the health of the full range of ecosystems within the Waikato Region. It identifies *“declining quality and quantity of natural and physical resources impacts their life-supporting capacity, reduces intrinsic values and ecosystem services and in general reduces our ability to provide for our wellbeing”* as the number one issue for the region over the next 30 years.

Proactive methods to enhance biodiversity values, restore ecosystems and protect natural areas will be fundamental to achieving a wide range of objectives and policies within the RPS. This framework supports the RPS in this respect by providing for a district level programme of natural area enhancements on WDC owned land.

3.3 Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010 and the Waikato River Authority

The Waikato Raupatu Claims (Waikato River) Settlement Act 2010 (the Act) gives effect to the 2009 deed of settlement in respect of the Raupatu Claims of Waikato-Tainui over the Waikato River. The overarching purpose of the settlement is to restore and protect the health and wellbeing of the river for future generations.

The Settlement Act was foreshadowed by a Vision and Strategy for the Waikato River (Vision and Strategy) developed and published in 2008 under the direction of the Guardians Establishment Committee. The Vision and Strategy applies to 11,000 square kilometres of Waikato River catchment and is supported by central government contributing \$220 million over a 30-year period. The Vision and Strategy is part of the RPS and therefore district councils must give effect to it.

The Waikato River Authority (WRA) was established in 2010 as the custodian of the Vision and Strategy for the Waikato River. The Authority is also the body responsible for overseeing the implementation of the clean-up of the river.

The purpose of the WRA, in its role as trustee for the Waikato River Clean-up Trust is to set the primary direction through the Vision and Strategy to achieve the restoration and protection of the health and wellbeing of the Waikato River for future generations, to promote an integrated, holistic, and co-ordinated approach to the implementation of the Vision and Strategy and to manage the Waikato River fund rehabilitation initiatives for the Waikato River.

The WRA administer a funding programme for environmental, social and cultural initiatives that align with the Vision and Strategy and will support the restoration of the health of the Waikato River. In 2015,

WDC received a \$448,120 grant to fund Lake Rotokauri restoration initiatives within this funding programme.

The continuing ecological enhancement of WDC administered reserves will support the WRA restoration attempt and as far as practicable the future programme and priorities set out within this framework have taken of WRA priorities.

3.4 Vision and Strategy for the Waikato River

The Vision and Strategy for the Waikato River is;

Our Vision is for a future where a healthy Waikato River sustains abundant life and prosperous communities who, in turn, are all responsible for restoring and protecting the health and wellbeing of the Waikato River, and all it embraces, for generations to come.

In order to realise the Vision, the following Objectives will be pursued:

- a. The restoration and protection of the health and wellbeing of the Waikato River.
- b. The restoration and protection of the relationship of Waikato-Tainui with the Waikato River, including their economic, social, cultural, and spiritual relationships.
- c. The restoration and protection of the relationship of Waikato River iwi according to their tikanga and kawa, with the Waikato River, including their economic, social, cultural and spiritual relationships.
- d. The restoration and protection of the relationship of the Waikato region's communities with the Waikato River including their economic, social, cultural and spiritual relationships.
- e. The integrated, holistic and coordinated approach to management of the natural, physical, cultural and historic resources of the Waikato River.
- f. The adoption of a precautionary approach towards decisions that may result in significant adverse effects on the Waikato River, and in particular those effects that threaten serious or irreversible damage to the Waikato River.
- g. The recognition and avoidance of adverse cumulative effects, and potential cumulative effects, of activities undertaken both on the Waikato River and within its catchments on the health and wellbeing of the Waikato River.
- h. The recognition that the Waikato River is degraded and should not be required to absorb further degradation as a result of human activities.
- i. The protection and enhancement of significant sites, fisheries, flora and fauna.
- j. The recognition that the strategic importance of the Waikato River to New Zealand's social, cultural, environmental and economic wellbeing is subject to the restoration and protection of the health and wellbeing of the Waikato River.
- k. The restoration of water quality within the Waikato River so that it is safe for people to swim in and take food from over its entire length.

l. The promotion of improved access to the Waikato River to better enable sporting, recreational, and cultural opportunities.

m. The application to the above of both maatauranga Maaori and latest available scientific methods.

This framework has been developed to support the objectives of the Vision and Strategy.

3.5 Joint Management Agreements

As a result of the Waikato-Tainui Raupatu Claims (Waikato River) Act 2010, a Joint Management Agreement (JMA) between Waikato-Tainui and Waikato District Council was signed in March 2010. The JMA affirms commitment between Waikato-Tainui and Waikato District Council to co-manage the Waikato River, to restore and protect the health and wellbeing of the river and also to provide an enhanced relationship between the parties on areas of common interest.

The Nga Wai o Maniapoto (Waipa River) Act 2012 came into effect on 5 April 2012. The purpose of the Act is to *"...restore and maintain the quality and integrity of the waters that flow into and form part of the Waipa River for present and future generations..."*. Under this Act there is a requirement for Waikato District Council to enter into a Joint Management agreement with Ngaati Maniapoto.

Waikato District Council, Waipa District Council, Waitomo District Council, Otorohanga District Council and the Waikato Regional Council signed the Waipa River Joint Management Agreement with the Maniapoto Maaori Trust Board on 3 April 2013.

The priorities set out within this framework have been developed to support the aspirations of existing JMAs with Maniapoto, Waikato Tainui, Regional Council and District Council partners.

3.6 Waikato District Council Policy

District Plan

WDC is required to give effect to the RPS and relevant Treaty Settlements through its District Plan. The Operative District Plan March 2013 (including Waikato District and Franklin District Sections) includes a number of objectives, policies and rules for landowners related to biodiversity protection and enhancement within the district. This framework supports the implementation of a range of District Plan objectives through its focus on enhancements on WDC owned and administered land.

Parks Strategy 2014

WDC manages its reserves in accordance with its overarching Parks Strategy. The strategy contains high level reserve area allocations and strategies to address the provision of reserves within key growth areas. This framework aligns with and will support the implementation of the Parks Strategy.

Conservation Strategy 2004

In 2004, WDC adopted a conservation strategy where the Council acknowledged it will play its part in achieving the above outcomes by being committed to "being in it for the long haul" and through;

1. Leading by example by undertaking its service delivery works and managing its land in a way that maintains and enhances biodiversity. The main emphasis will be upon restoring lowland

habitats such as gullies, wetlands, lakes, and the coast where they are in Council ownership using eco-sourced plants.

2. Recognising that long-term success depends on establishing a positive relationship with landowners and the wider community, and hence;
 - Promoting a conservation ethic through consultation, education, recognition and reward.
 - Recognising the rights and needs of people.
 - Providing information and incentives to encourage and assist.
 - Assisting landowner and community groups to protect and restore areas.
- Working in partnership with landowners, iwi, the community, other agencies and interest groups on a series of well-defined and achievable priority projects that together achieve the big picture.

This framework builds on and will support the implementation of the WDC Conservation Strategy with a focus on WDC owned and administered land.

Draft Trails Strategy

WDC is currently developing a trails strategy to support walking and cycling uptake within the district. This strategy has been reviewed and is consistent with direction and priorities for increased community access as set out in this framework.

4.0 Operational Drivers

4.1 WDC reserves and management

The Waikato district contains some 525 public reserves comprising just over 2,000ha in land area. These reserves are spread over a large geographic area that stretches from Port Waikato in the north to Hamilton City in the south.

Some 30% of these reserves are currently under active management by WDC and/or are maintained via direct contracted services. WDC reserves are managed in accordance with Parks Strategy, New Zealand Recreation Standards (NZRA), WDCs Reserves Management General Policies and specific reserve management plans.

Reserve management plans, including actions associated with the enhancement of ecosystems and habitats, are in place for;

- Huntly Domain and Lake Hakanoa Reserves
- Lake Kainui Recreation and Esplanade Reserves
- Puketirini Reserve
- Wainui Reserve
- All sports parks

Reserve management plans are also currently being prepared for all neighbourhood parks within the district.

WDC works alongside a range of key organisations and community groups to implement actions on its managed reserves including;

- Waikato Regional Council (WRC)
- Department of Conservation (DOC)
- Waikato River Care Incorporated
- Waikato River Authority
- Iwi partners
- Marae and hapu
- Community groups
- Special interest/environmental groups and individuals
- Private landowners

Reserve maintenance and ecological enhancement/restoration initiatives contained with reserve management plans are largely funded through the Long Term Plan (LTP). The LTP is targeting a gradual increase of the maintenance of the district parks and reserves to a higher level.

Related to this, WDC is has recently awarded its open spaces operations contract for the next 10 years. The main drivers for this contract review has been to achieve the WDCs agreed levels of service in its open spaces, including the enhancement of biodiversity and ecological linkage areas.

LTP funding is supported by the availability of further funding for ecological enhancements through organisations such as DOC, WRC, the WRA, River Care Incorporated and a range of environmental funders. WDC for example has received funding from the WRA for ecological enhancement activities at Lake Rotokauri to supplement its existing programme of works.

4.2 WDC reserves - natural value areas

Analysis undertaken by WDC staff has shown that some 70% (approximately 1450 hectares) of the existing WDC reserves network is defined as either “natural parks” or as containing “recreation and ecological linkages” under current NZRA standards. NZRA standard descriptions generally define such areas as containing a range of ecosystems, linkages, landscape and biodiversity values and habitats.

Figure 4 shows the proportion of WDC reserves by NZRA category.

Proportion of Waikato District Parks by Category

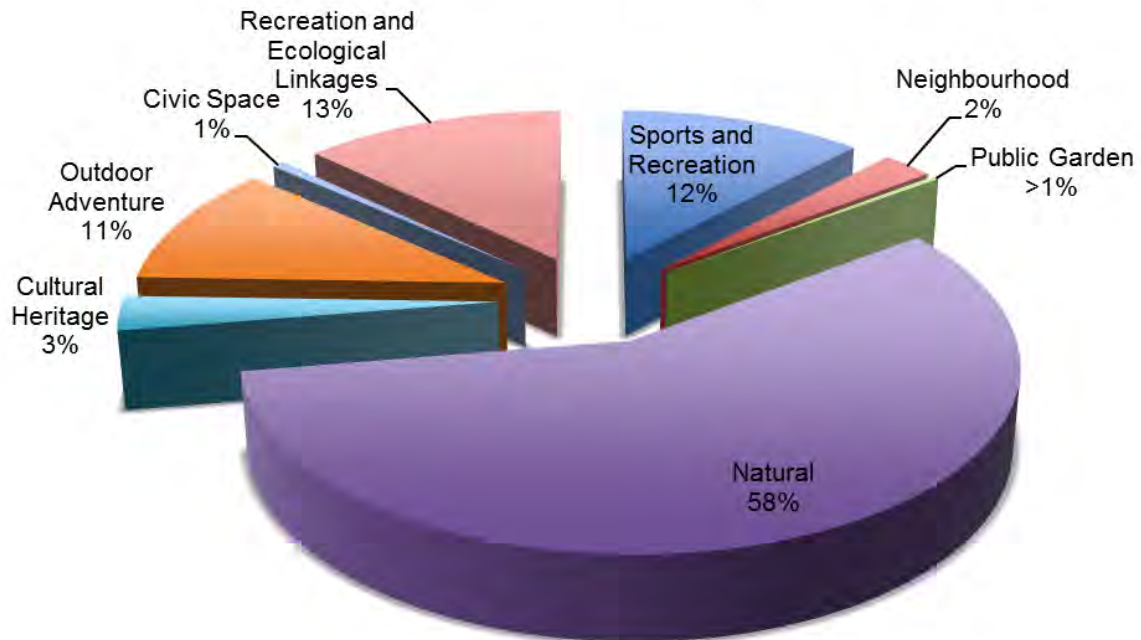


Figure 4: WDC reserves by NZRA category

4.3 Natural value reserves management

Of those reserves that are managed by WDC some 1250ha is currently under some form of active management. The key natural value reserves, being those of significant area and within high public visibility, within the district under active management are listed in Table 1.

Predominant habitat type	Reserve
Lakes	<ul style="list-style-type: none"> • Lake Kainui • Lake Rotokauri • Lake Puketirini • Lake Waahi • Lake Hakanoa
Coastal	<ul style="list-style-type: none"> • Wainui Reserve - Ngarunui Beach • Manu Bay • Whale Bay

	<ul style="list-style-type: none"> • Sunset Beach
Bush	<p>Waingaro, St Albans Taniwha</p>

Table 1: Key reserves under active management

WDC staff estimate that there are some 177 natural value reserves within the district that, for a range of reasons, are not presently under active management. Together such reserves comprise a land area of approximately 200ha.

Some, but not all, of these reserves have been mapped and captured within WDC geographic information systems (GIS). At a high level, work is also progressing through the District Plan review on the definition of Significant Natural Areas (SNA) within the district and their management through District Plan instruments. However there has been limited detailed assessment of the ecological significance of the managed reserves to date.

Part 3 - Enhancing Natural Value Reserves

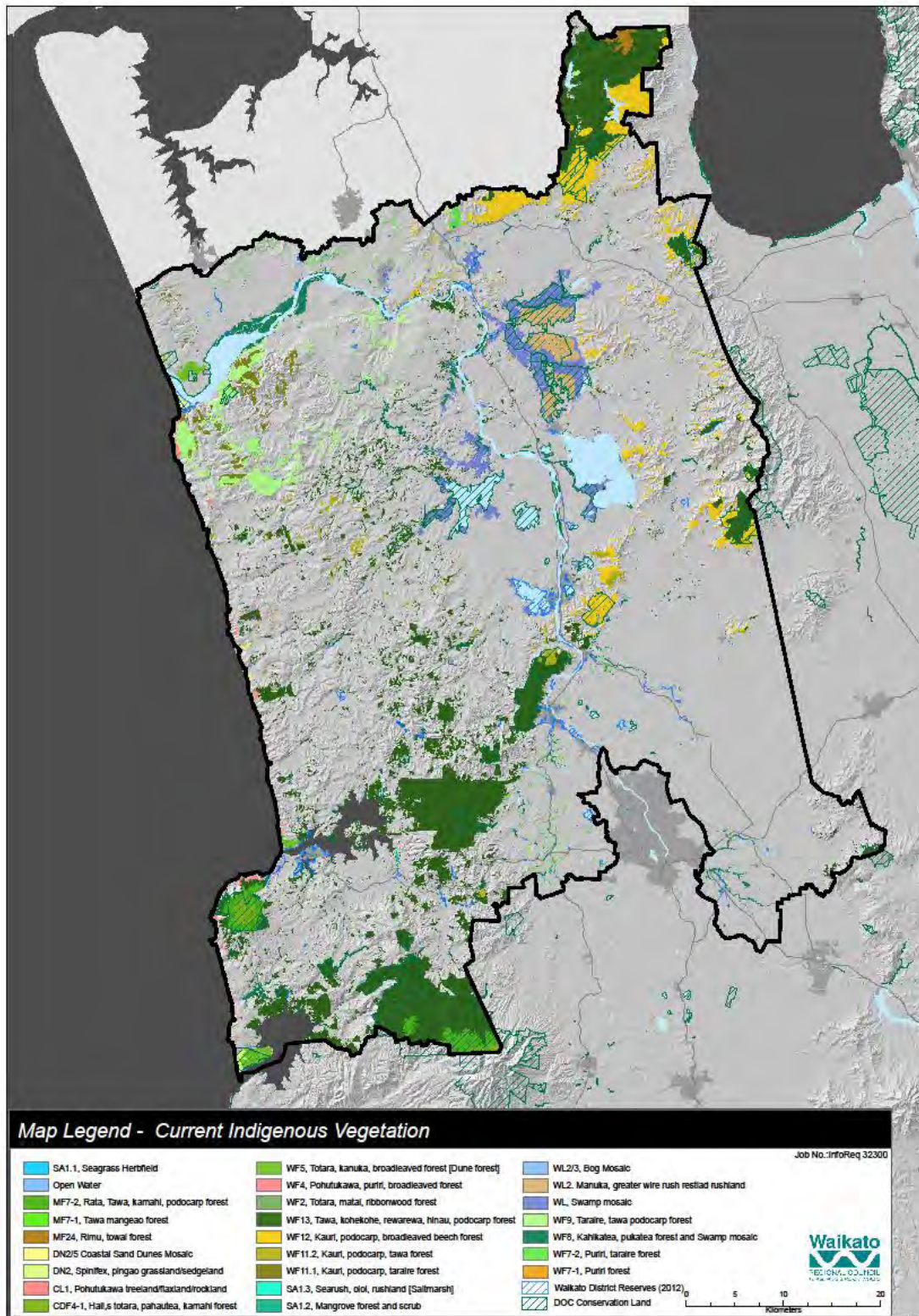


Figure 6: Waikato District Reserves and current indigenous vegetation

6.0 Regional priorities for biodiversity enhancement

As traversed in Part 2 of this framework, many regional initiatives are currently underway to prioritise the enhancement of biodiversity values to improve water quality and ecosystem functions through the Waikato Region. The two key areas of work significant relevance to this framework include;

- WRC's regional priorities for biodiversity enhancement and associated catchment management actions.
- WRA's priorities for biodiversity and ecosystem enhancement associated with restoring the health and wellbeing of the Waikato River.

A high level analysis of these priorities against the locations of WDC reserves has been undertaken for the purposes of informing the actions within this framework. This analysis is based on key datasets that have been used by both the WRC and WRA to inform future priorities and potential areas of investment.

Whilst the greatest care has been taken to ensure these data sets reflect "best current state knowledge", it is important to note that prioritisation work is yet to be completed by either organisation and therefore the final priorities may be subject to change. For these reasons this framework has been developed with the intention that it be reviewed overtime to ensure alignment is maintained.

6.1 Regional priority cross over with WDC reserves

Figures 7 and 8 below provide a summary WRC and WRA terrestrial, river and lake priorities in relation to the location of WDC reserves and the DOC conservation estate. Red indicates areas of highest priority and green indicated areas of the lowest regional priority.

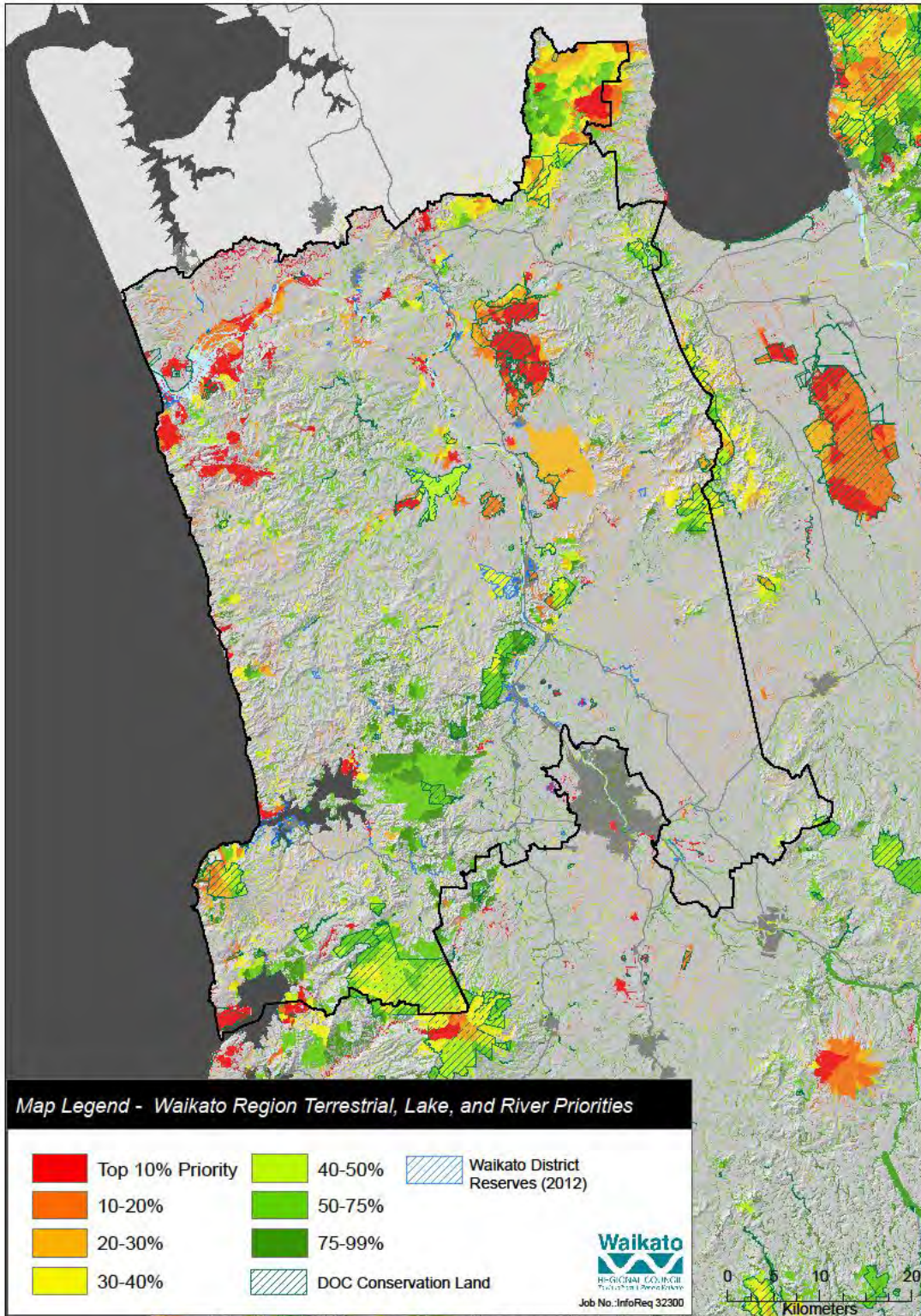
Key areas of high priority cross over with WDC reserves occur around Lake Rotokauri, along the Waikato River, over bush fragments to the east of Ngaruawahia and within riparian margins generally. A further detailed breakdown of the presence of terrestrial and freshwater enhancement priorities by WDC reserve is provided in Appendix 2.

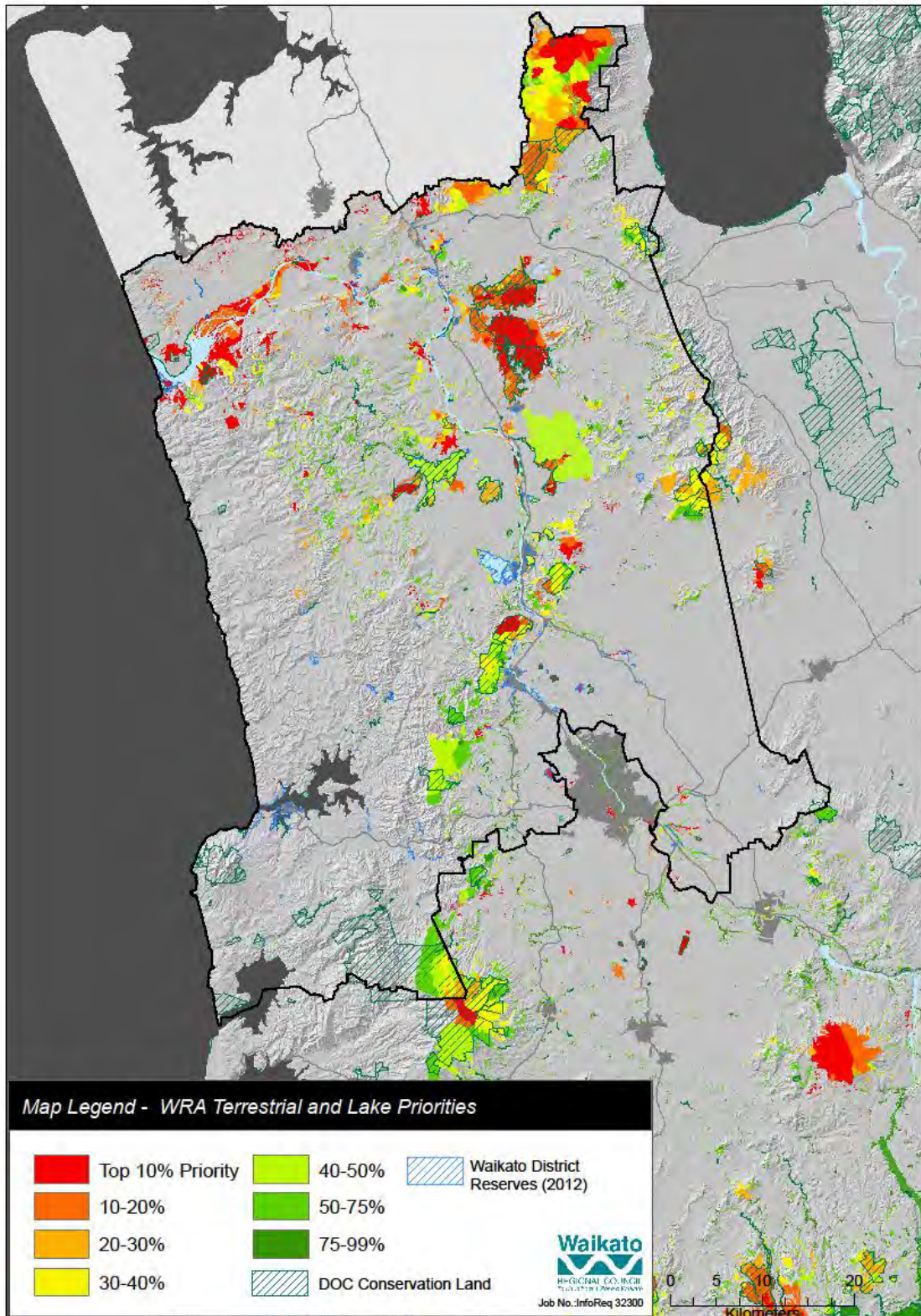
A summary of this crossover of priorities in terms of geographic scale is provided in Table 2. This shows that some 170hectares of reserves within WDC falls within the top 10% of biodiversity restoration priorities for the region, with some 800hectares of reserves falling within the top 40% of priorities.

Priority	Total Area (ha) - Waikato District Reserves (2012)
Top 10%	168
10-20%	23
20-30%	44
30-40%	597
40-50%	83
50-75%	139
75-99%	30

Table 2: Waikato District Reserves

This is an indication the sheer scale of opportunities and challenges for enhancing biodiversity within the reserves.





7.0 Opportunities and Challenges for Natural Value Reserves

WDC staff have identified a range of opportunities and challenges in reference to the enhancement and restoration of biodiversity values on natural value reserves within the district. These are summarised in table 3 as follows and have taken account of the policy and operational drivers set out in Part 2 of this framework, the strategic importance of reserves and the prioritisation work key partners.

Area	Opportunities	Challenges
Asset state	<p>District contains a range of reserves with rare and potentially significant habitat types for example, saltwater marshes, coastal dune areas, peat lakes, wetlands, lowland forests and fresh water bodies.</p> <p>WDC has a significant reserves land available for enhancement.</p>	<p>There are a range of threatened habitats and ecosystems within the district's reserves that are not being managed.</p> <p>The potential scale of enhancement and restoration required on reserves eg some 220hectare are within the top 30% of regional priorities.</p> <p>There may be significant habitats/ecosystems on unmanaged reserves and limited amount of assessments have been completed.</p>
Resourcing and Funding	<p>Funding availability - for WDC as landowner and for private landowners to improve.</p> <p>Opportunities include;</p> <ul style="list-style-type: none"> • Current LTP funding • External funding for example WRA funding • Waikato River Care projects 	<p>There is limited LTP funding to manage the potential scale of actions required to complete enhancements on WDC land.</p> <p>The funding landscape is complex and involves multiple agencies, the challenge is knowing what is available and making appropriate applications.</p> <p>If projects are not delivered within specified timeframe there is potential loss of funding.</p> <p>Reputation risk due to non-delivery.</p>
Knowledge and expertise	<p>Improving standard of mapping and data within WDC.</p> <p>Maps show potential to be well integrated with regional data sets.</p> <p>Dedicated parks team has knowledgeable and experienced staff.</p> <p>Policy team has experience and strengths in management of significant natural areas and well developed links into wider regional policy framework.</p>	<p>Lack of asset knowledge in reference to unassessed or unmanaged reserves.</p> <p>Need for greater integration between data sets and layering of priorities.</p> <p>Need for more user friendly datasets.</p>
Partner and	Active representation on a number of key groups	Wide range of environmental organisations can mean

Area	Opportunities	Challenges
stakeholder relationships	<p>and forums (e.g. Lakes and Wetlands Group, biodiversity forum, RiverCare).</p> <p>Relationships and linkages with external organisations/groups</p>	<p>decision making processes and operations are overly time consuming and complex.</p> <p>WDC resources are not always available for enhancing partner relationships.</p> <p>Maintaining consistent relationship management and stakeholder engagement.</p> <p>Lack of landowner buy in.</p>
Policy	<p>Significant Natural Areas (SNA) - many have been identified within the district</p> <p>Legislative mandate – RMA</p> <p>The development of a Waipa River and Waikato River restoration strategy which will prioritise land areas for enhancement within the district.</p> <p>Waikato Regional Council’s work in identifying Significant Natural Areas (SNAs) on a Regional basis. SNAs have been included in the Regional Policy Statement (RPS) and all district plans must give effect to the RPS.</p>	<p>The integration of SNAs, and methods for managing these, into the Waikato District Plan.</p> <p>Ensuring reserve management plans adequately reflect natural value enhancement aspirations.</p> <p>Ensuring WDC policy is aligned to deliver natural value area enhancements.</p>
Management tools and practices	<p>Focus is habitat management and restoration.</p> <p>Staged and well planned restoration with eco-sourcing.</p> <p>Maintenance of restored areas to date has been successful – has created track record.</p> <p>Support available to community groups to further support enhancements eg through conservation fund.</p>	<p>Lack of prioritisation of management actions.</p> <p>Ensuring contractors are skilled in management of natural areas.</p> <p>Need for greater co-ordination and strategic engagement</p> <p>Improve use of all available planning/management/incentive tools.</p> <p>Need to diversify species planting.</p> <p>Restrictions on tools such as pesticides and herbicides.</p> <p>Loss of institutional knowledge through staff turnover.</p>
Governance	<p>Utilising existing reserves committees and networks to lift the game for managing natural value areas.</p> <p>Proven track record for ecological enhancement project delivery.</p>	<p>Lack of political knowledge - need for further education</p> <p>Potentially inefficient governance structures</p> <p>Decision making takes too long.</p> <p>Need for more focus on strategic direction.</p> <p>Focus on costs rather than outcomes, added value of priorities.</p>

Area	Opportunities	Challenges
Community engagement	High level of community ownership within some reserves.	Co-ordination of messaging for greater promotion of opportunities Challenging customers and anti-Council sentiment. Need to further community guardianship. Improving attitudes to natural value restoration.

Table 3: Assessment of challenges and opportunities

8.0 Framework Objectives and Assessment Criteria

Based on analysis of the key opportunities and challenges identified above, staff have developed objectives and related assessment criteria guide priorities for the enhancement, restoration and management of WDC natural value reserves over the next 10 years.

All of the developed objectives reflect the need to actively enhance biodiversity within the District in conjunction with key regional partners, landowners and the community. Related assessment criteria have been developed to prioritise areas for enhancement of the short, medium and long term and these are set out in Section 8.0

Waikato District Council's objectives for its natural value areas within the district are as follows.

The Council will;

1. **Actively restore and enhance priority natural value reserves for the benefit of the community and the environment.**
3. **Ensure, where practicable, natural value reserves are accessible to the community and well connected to wider open space and trail networks.**
4. **Encourage and actively support increased community stewardship of natural value reserves.**
5. **Continue to foster enduring relationships with key partners to support the ongoing enhancement of natural value reserves and agreed regional priorities.**

9.0 Values assessment and priority focus areas

Using the framework objectives and the assessment criteria developed, key natural value reserves have grouped and assessed for priority focus as set summarised in Table 3.

It should be noted that further detailed assessment of reserves will continue through the programme actions set out within this framework.

Criteria 5 = Meets criteria 1 = Does not meet criteria y									
Area	Objective 1		Objective 2		Objective 3		Objective 4		TOTAL
	Contains regionally rare habitat/ecosystem type/s	Habitat for threatened/rare species	Strong ecological linkages to other natural value areas.	High level of access	Effective Governance and/or management structure	Community awareness and support	Priority for Partners and stakeholders	High level of partner support	OUT OF 40
Lake Rotokauri	5	4	3	5	5	5	5	5	37
Lake Kainui	3	2	4	5	5	5	2	2	28
Lake Puketirini	3	3	2	3	3	4	2	2	22
Esplanade Reserves along Waikato and Waipa River	3	3	2	3	3	4	3	4	25

Kopua to Whale Bay	4	4	4	4	3	5	1	1	25
Ruapuke	3	3	2	3	2	2	3	2	20
Te Akau South	3	4	2	2	2	2	3	3	21
Aotea Harbour	5	3	4	3	2	4	3	2	26
Port Waikato	5	2	4	4	2	2	5	3	27
Aroaro	2	2	2	3	2	2	2	2	17
Waingaro Bush	4	2	2	3	2	3	2	2	20
Hararimata walkway entrance	2	1	5	5	3	5	1	1	23
Tamahere gullies	4	4	3	2	1	3	4	1	22

Table 4. Assessment of values by reserve area

10.0 Programme of Priority Actions

A programme of actions has been identified to assist the enhancement priority reserves identified above. These actions are proposed for completion within the next 2 LTP cycles, with the first 2 year priorities focussed on informing resourcing for 2018 LTP. The priorities take account of current level of resourcing planned within the current LTP and with no expected increase in funds.

The priority actions differ for those natural value reserves under active management and those that are not to recognise the differing states of knowledge in reference to each. The ongoing and successful implementation of priority actions on key natural value reserves will in some cases rely on external funding.

Priority area	Reserve focus area	Key support tools and functions	Actions to 2018	Actions to 2021
Provide access to natural value areas to promote benefits of conservation.	Reserves under active management	<p>IT support and integration.</p> <p>Communications support.</p> <p>Project team</p> <p>External partners</p> <p>Policy team.</p>	<p>Engage with Te Awa Trust, Department of Conservation and Te Araroa Trust on improving integration with existing regionally and nationally significant walkways and cycleways.</p> <p>Ensure that reserve management is aligned and integrated with WDC draft trails strategy 2016.</p>	Fund and implement identified access improvements.
Develop improved understanding of “asset state” of natural value reserves, and prioritise and undertake appropriate management actions.	Reserves not under active management	<p>Policy team.</p> <p>IT support and integration.</p> <p>DOC and WRC support.</p>	<p>Undertake high level assessment of current natural value areas, ensuring integration with wider regional prioritisation work.</p> <p>Ground truth assessment work.</p> <p>Integrate with network cycling and walking strategies.</p> <p>Prioritise management of natural value reserves based outcomes of assessment - use framework criteria.</p> <p>Identify management and enhancement projects for LTP funding.</p>	Implementation of projects on priority reserves.

Assess and document all current funding avenues for the enhancement of natural value areas.	All reserves	Community development co-ordinator Finance team.	Develop list of all available funding sources for natural value reserves. Document criteria and desktop against	Prioritise applications for funding.
Ensure existing governance of natural value areas is fit for purpose to increase community guardianship and promote positive relationships with key partners.	Reserves under active management	Political support.	Review current governance of natural value reserves and assess any need for change. Include consideration of reserves not under active management	Implement changes if required.
Maintain and continue successful enhancement projects on existing key natural value reserves.	Reserves under active management	Funding support.	Continue to implement externally funded and LTP projects. Ensure reporting outcomes are met. Explore enhancement priorities for LTP funding.	Implement enhancements.

Develop understanding with reserves contractor/s around maintenance practices within enhancement areas.	Reserves under active management	Legal services.	Develop memorandum of understanding. Develop appropriate contract clauses.	Monitor contract performance and review as necessary.
Effective engagement with partners and stakeholders to achieve framework objectives	All reserves.	Communications. Corporate planning.	Document regional forums. Document regional governance arrangements. Develop stakeholder engagement strategy.	Engage and influence at regional forums.
Promote importance of natural value reserves	All reserves.	Communications Corporate planning.	Develop communications and marketing strategy.	Implement strategy.

Table 4: Programme of actions for the enhancement and management of natural value reserves to 2021

11.0 Key next steps

The recommended steps for the implementation of this framework over the next 12month period include;

1. Developing a reserve network map that aligns ecological priorities with community access priorities, including consideration of walking and cycling.
2. Documenting the governance landscape for environmental management within the district and preparing an effective engagement strategy in line with the framework objectives.
3. Documenting the funding landscape for natural area reserves, the opportunities for funding and determining a strategy for increasing funding for enhancements.
4. Assessing LTP funding and resourcing needs in line with identified priorities in framework.

12.0 References

TO BE COMPLETED

Open Meeting

To	Waikato District Council
From	TN Harty General Manager Service Delivery
Date	27 May 2016
Prepared by	A J Peake Asset Engineer, Roothing
Chief Executive Approved	Y
DWS Document Set #	1518795
Report Title	New ROW Name Proposal at 6 Waingaro Road, Ngaruawahia

I. EXECUTIVE SUMMARY

This report seeks the Council's support associated with a developer's request to name an existing Right-of-Way (ROW) located off Waingaro Road, Ngaruawahia.

The developer has proposed the name Vi Taha Lane for the ROW.

This report recommends that the Council agree to name the road after a prominent Ngaruawahia identity – Vivian Taha.

2. RECOMMENDATION

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

AND THAT the Council resolves to name the road in accordance with the developer's name choice – Vi Taha Lane.

3. BACKGROUND

The developer has previously subdivided their property into five sections at 6C to 6G Waingaro Road, Ngaruawahia. A sealed ROW has been constructed to service the development. The developer has commenced constructing housing. The developer wishes to name the ROW and has submitted various name proposals, all of which were rejected as not suitable due to name similarity and name duplication issues with existing Hamilton City street names. The developer has also rejected an alternative name proposal from staff and the Ngaruawahia Community Board. The current name proposal – Vi Taha - is now supported by all involved.

Vivian Taha is a well-known local identity with extensive community service.

This report is submitted in accordance with section 2.3 of the Road Naming Policy.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The developer has chosen a private ROW name that is supported by the local community and the Ngaruawahia Community Board. The name meets the guidelines outlined in Council's Road Naming Policy.

It is preferred that private roads be named whilst under developer ownership. Once allotments are sold and ROW's become shared, the naming process becomes more difficult to conclude.

4.2 OPTIONS

There are two options available to the Committee:

Option 1 The Council may agree not to support the developer's ROW name request for Vi Taha Lane and instead refer the request back to the developer for another name suggestion.

Option 2 The Council may agree to retain authority under the new policy to approve private road names and require staff and Ward Councillors to prepare request reports for every name proposal.

5. CONSIDERATION

5.1 FINANCIAL

All costs are being met by the developer.

5.2 LEGAL

Nil.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Community Board consultation around private road naming has been undertaken in accordance with Council policy and standard operating procedures.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
This matter is not considered to be significant in terms of Council's significance policy.					

Planned	In Progress	Complete	
		Yes	Internal
		Yes	Community Boards/Community Committees
		Yes	Waikato-Tainui/Local iwi
No			Households
No			Business
No			Adjoining TLA's.

6. CONCLUSION

The Council should conclude that the developer's name proposal for their ROW - Vi Taha Lane - can be confirmed.

The Council should also conclude that the interests of efficiency and productivity warrant a staff delegation to determine private road name requests otherwise administered under the Road Naming Policy 2016.

7. ATTACHMENTS

- Intramaps generated locality map.



Waikato District Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that WDC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information



SCALE 1:1208

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Projection: New Zealand Transverse Mercator Datum: New Zealand Geodetic Datum 2000

Print Date: 1/12/2015

A4

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	9 May 2016
Prepared by	LM Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1513106
Report Title	Receipt of Discretionary & Funding Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Discretionary & Funding Committee held on Monday 9 May 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 9 May 2016 be received.

3. ATTACHMENTS

D&F Minutes 9 May 2016

MINUTES of a meeting of the Discretionary & Funding Committee held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 9 MAY 2016** commencing at **9.01 am.**

Present:

Cr SD Lynch (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr JA Church
Cr WD Hayes
Cr RC McGuire
Cr MR Solomon

Attending:

Cr DW Fulton
Cr NMD Smith
Mr TW Whittaker (General Manager Strategy & Support)
Ms L Van den Bemd (Community Development Co-ordinator)
Mrs LM Wainwright (Committee Secretary)
Mrs W Wright (Committee Secretary)
Ms C Grant (Tamahere Playcentre)
Ms K Duggan (Tamahere Playcentre)
Mr W Silvester (David Johnstone Pukemokemoke Bush Trust)
Mr B Owen (Anglican Parish of Bombay Pokeno)
Ms M Huirama-Tamati (Mai Uenuku ki te Whenua Marae)
Ms I-J Huirama (Mai Uenuku ki te Whenua Marae – support person)
Mr L Rapana (Matangi Hillcrest Sports Club Inc)
Ms S Sattrup (Ruawaro Combined School)
Mrs K Miles (Wakatoo Boxing Club Inc)
Mr G Booth (Puketaha Primary School)
Mrs J Calambuhay (Couple for Christ (New Zealand) Global Mission Inc)
Ms K Tali (Te Whare Whakau Trust)
Ms N Harris (Te Whare Whakau Trust)
Mr D Clark (Te Whare Whakau Trust)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Church/Hayes)

THAT an apology be received from and leave of absence granted to Cr Costar.

CARRIED on the voices

D&FI605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs McGuire/Church)

THAT the agenda for a meeting of the Discretionary & Funding Committee held on Monday 9 May 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

D&F1605/02

DISCLOSURES OF INTEREST

There were no conflicts of interest declared.

D&F1605/03

CONFIRMATION OF MINUTES

Resolved: (Crs Hayes/McGuire)

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 14 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

D&F1605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

D&F1605/05

REPORTS

Summary of Movements in Discretionary Funds to 26 April 2016
Agenda Item 6.1

Resolved: (Crs McGuire/Church)

THAT the report from the General Manager Strategy & Support – *Summary of Movements in Discretionary Funds to 26 April 2016* – be received.

CARRIED on the voices

D&F1605/06/1

Summary of Current Grant Requests as at 28 April 2016
Agenda Item 6.2

Resolved: (Cr McGuire/Solomon)

THAT the report from the General Manager Strategy & Support – *Summary of Current Grant Requests as at 28 April 2016* – as amended be received.

CARRIED on the voices

D&F1605/06/2

APPLICATIONS FOR FUNDING – RURAL WARD

Application for Funding – Tamahere Playcentre
Agenda Item 7.1

Ms Grant and Ms Duggan gave a verbal presentation and answered questions of the committee.

Application for Funding – David Johnstone Pukemokemoke Bush Trust
Agenda Item 7.2

Mr Silvester gave a verbal and powerpoint presentation and answered questions of the committee.

Application for Funding – The Anglican Parish of Bombay Pokeno
Agenda Item 7.3

Mr Owen gave a verbal presentation and answered questions of the committee.

Application for Funding – Mai Uenuku ki te Whenua Marae
Agenda Item 7.4

Ms Huirama-Tamati gave a verbal presentation and answered questions of the committee.

Application for Funding – Matangi Hillcrest Sports Club
Agenda Item 7.5

Mr Rapana gave a verbal presentation and answered questions of the committee.

Application for Funding – Ruawaro Combined School
Agenda Item 7.6

Ms Sattrup gave a verbal presentation and answered questions of the committee.

FUNDING APPLICATIONS – EVENTS

Application for Funding – Wakatoo Boxing Club Inc
Agenda Item 8.1

Mrs K Miles gave a verbal presentation and answered questions of the committee.

Application for Funding – Puketaha Primary School
Agenda Item 8.2

Mr G Booth gave a verbal presentation and answered questions of the committee.

Application for Funding – Couple for Christ (New Zealand) Global Mission Incorporated
Agenda Item 8.3

Mrs Calambuhay gave a verbal and powerpoint presentation and answered questions of the committee.

Application for Funding – Te Whare Whakau Trust
Agenda Item 8.4

Ms Tali, Ms Harris and Mr Clark gave a verbal presentation and answered questions of the committee.

The meeting adjourned at 11.03am and resumed at 11.12am.

APPLICATIONS FOR FUNDING – RURAL WARD (CONTINUED)

Application for Funding – Tamahere Playcentre
Agenda Item 7.1

Resolved: (Crs Lynch/McGuire)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Tamahere Playcentre* – be received;

AND THAT an allocation of \$1,922.84 is made towards the cost of Phase 2 of their project to extend the Tamahere Playcentre building.

CARRIED on the voices

D&F1605/07/1

Application for Funding – David Johnstone Pukemokemoke Bush Trust
Agenda Item 7.2

Resolved: (Crs Lynch/McGuire)

THAT the report from the **General Manager Strategy & Support – Application for Funding – David Johnstone Pukemokemoke Bush Trust** – be received;

AND THAT an allocation of \$3,200.00 is made towards the cost of building a 360m long raised boardwalk.

CARRIED on the voices

D&F1605/07/2

Application for Funding – The Anglican Parish of Bombay Pokeno
Agenda Item 7.3

Resolved: (Crs Lynch/McGuire)

THAT the report from the **General Manager Strategy & Support – Application for Funding – the Anglican Parish of Bombay Pokeno** – be received;

AND THAT an allocation of \$2,650.00 is made towards the cost of restoring the joint grave of Harriet Johnston and Francis William Pyne and the unveiling of the restored monument.

CARRIED on the voices

D&F1605/07/4

Application for Funding – Mai Uenuku ki te Whenua Marae
Agenda Item 7.4

Resolved: (Crs Lynch/McGuire)

THAT the report from the **General Manager Strategy & Support – Application for Funding – Mai Uenuku ki te Whenua Marae** – be received;

AND THAT an allocation of \$1,000.00 is made towards the cost of developing a Tamainupo Resource Booklet.

CARRIED on the voices

D&F1605/07/5

Application for Funding – Matangi Hillcrest Sports Club
Agenda Item 7.5

Resolved: (Crs Lynch/McGuire)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Matangi Hillcrest Sports Club* – be received;

AND THAT an allocation of \$4,462.00 is made towards the cost of upgrading the sports facilities plumbing.

CARRIED on the voices

D&F1605/07/6

Application for Funding – Ruawaro Combined School
Agenda Item 7.6

Resolved: (Crs Lynch/McGuire)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Ruawaro Combined School* – be received;

AND THAT an allocation of \$1,270.50 is made to the Ruawaro Combined School towards the cost of purchasing a roller system required to operate the protection cover over the school's pool.

CARRIED on the voices

D&F1605/07/7

FUNDING APPLICATIONS – EVENTS (CONTINUED)

Application for Funding – Wakatoo Boxing Club Inc
Agenda Item 8.1

Resolved: (Cr Hayes/His Worship the Mayor)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Wakatoo Boxing Club Inc* – be received;

AND THAT an allocation of \$1,973.00 is made towards the cost of hosting a boxing tournament.

CARRIED on the voices

D&F1605/08/1

Application for Funding – Puketaha Primary School
Agenda Item 8.2

Resolved: (Cr McGuire/His Worship the Mayor)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Puketaha Primary School* – be received;

AND THAT an allocation of \$4,863.00 is made towards the cost of hiring a marquee for the Puketaha School Centenary dinner and dance.

CARRIED on the voices

D&F1605/08/2

Application for Funding – Couple for Christ (New Zealand) Global Mission Incorporated
Agenda Item 8.3

Resolved: (His Worship the Mayor/Cr Solomon)

THAT the report from the General Manager Strategy & Support – *Application for Funding - Couple for Christ (New Zealand) Global Mission Incorporated* – be received;

AND THAT an allocation of \$5,500.00 is made towards the cost of transporting participants during their bi-annual Youth for Christ National Conference.

CARRIED on the voices

D&F1605/08/3

Application for Funding – Te Whare Whakau Trust
Agenda Item 8.4

Resolved: (Crs Church/Solomon)

THAT the report from the General Manager Strategy & Support – *Application for Funding – the Te Whare Whakau Trust* – be received;

AND THAT an allocation of \$3,975.00 is made towards the cost of the fun run and walk event.

CARRIED on the voices

D&F1605/08/4

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	8 June 2016
Prepared by	RJ Gray Council Support Manager
Chief Executive Approved	Y
DWS Document Set #	1532196
Report Title	Receipt of Chief Executive's Performance Review Subcommittee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Chief Executive's Performance Review Subcommittee held on Wednesday 8 June 2016.

2. RECOMMENDATION

THAT the minutes of the Chief Executive's Performance Review Subcommittee meeting be received.

3. ATTACHMENTS

Minutes

MINUTES of the Chief Executive's Performance Review Subcommittee meeting of the Waikato District Council held in the Board Room, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 8 JUNE 2016** commencing at **9.02am**.

Present:

His Worship the Mayor, Mr AM Sanson
Cr JC Baddeley
Cr DW Fulton
Cr WD Hayes
Cr SD Lynch

Attending:

Mr GJ Ion (Chief Executive)
Mrs R Gray (Council Support Manager)
Mrs W Wright (Committee Secretary)
Mr G Tims (HR Consultant)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Baddeley/Fulton)

THAT the agenda for the meeting of the Chief Executive's Performance Review Subcommittee meeting held on Wednesday 8 June 2016 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 5 which shall be considered with the public excluded.

CARRIED on the voices

CE1606/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Hayes/Lynch)

THAT the minutes of a meeting of the Chief Executive's Performance Review Subcommittee held on Wednesday 17 February 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

CE1606/02

EXCLUSION OF THE PUBLIC

Agenda Item 5

Resolved: (Crs Baddeley/Fulton)

THAT the report of the Chief Executive be received;

AND THAT the public be excluded from the meeting during discussion on the following items of business:

- a. **Confirmation of Minutes dated 17 February 2016**
- b. **Chief Executive's Performance Review 2016/2017**

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
Section 7(2) (a), (f), (i)	Section 48(1) (d)

- c. **Local Government Act – Clause 35 Review**

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
Section 7(2) (a), (f), (i)	Section 48(1) (d)

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	6 May 2016
Prepared by	LM Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1511825
Report Title	Receipt of Onewhero-Tuakau Community Board Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 2 May 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 2 May 2016 be received.

3. ATTACHMENTS

OTCB Minutes 2 May 2016

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY 2 MAY 2016** commencing at **4.33pm**.

Present:

Mr N Miller (Chairperson)
Cr L Petersen
Mrs A Anderson
Mr B Cameron
Mr R Gee
Mrs B Watson

Attending:

Mr GJ Ion (Chief Executive)
Mrs LM Wainwright (Committee Secretary)
Ms M McIntyre (Operations Engineer)
Ms C Petereit (Solid Waste Consultant)
Mr B Titchmarsh (Tuakau Community Patrol)
52 Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Cameron/Mr Gee)

THAT an apology be received from and leave of absence granted to Cr Costar and Mrs Gower.

CARRIED on the voices

OTCBI605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Petersen/Mr Gee)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 2 May 2016 be confirmed and all items therein be considered in open meeting;

AND THAT in accordance with Standing Order 3.7.2 the order of business be changed with agenda item 6.3 [*Refuse and Recycling Changes*] being considered after agenda item 5 and item 6.6 [*Annual Plan 2016/17*] being considered after agenda item 6.2.

CARRIED on the voices

OTCBI605/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

OTCBI605/03

CONFIRMATION OF MINUTES

Resolved: (Mr Miller/Mr Gee)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 7 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

OTCBI605/05

REPORTS

Refuse and Recycling Changes
Agenda Item 6.3

Resolved: (Cr Petersen/Mrs Anderson)

THAT the report of the General Manager Service Delivery – Refuse & Recycling Changes – be received.

CARRIED on the voices

OTCBI605/06/1

The meeting adjourned at 5.25pm and resumed at 5.42pm.

Discretionary Fund Report to 18 April 2016
Agenda Item 6.1

Resolved: (Mr Gee/Cr Petersen)

THAT the report from the Acting Chief Executive – Discretionary Fund Report to 18 April 2016 – be received;

AND THAT the Board approve payment of \$68.00 to Anita's Flowerbiz for flowers for Cr Costar.

CARRIED on the voices

OTCBI605/06/2

Application for Funding – Tuakau Community Patrol
Agenda Item 6.2

Resolved: (Mr Gee/Cr Petersen)

THAT the report from the Acting Chief Executive – Application for Funding – Tuakau Community Patrol – be received;

AND THAT an allocation of \$5,000.00 is made to the Tuakau Community Patrol towards the cost of upgrading the community patrol vehicle;

AND FURTHER THAT if a car is donated to the Tuakau Community Patrol, the allocation of \$5,000.00 be returned to the Onewhero-Tuakau Community Board.

CARRIED on the voices

OTCBI605/06/3

Mrs Watson requested her abstention be recorded.

Annual Plan 2016/17
Agenda Item 6.6

Resolved: (Mrs Watson/Cr Petersen)

THAT report from the General Manager Strategy & Support - Annual Plan 2016/17 - be received.

CARRIED on the voices

OTCBI605/06/4

Draft Plaques, Memorials and Monuments Policy
Agenda Item 6.4

Resolved: (Mr Gee/Cr Petersen)

THAT the report of the General Manager Service Delivery be received;

AND THAT the Onewhero-Tuakau Community Board provide feedback to staff on the content of the proposed policy;

AND FURTHER THAT feedback be provided to the Open Spaces Team Leader by 31 May 2016.

CARRIED on the voices

OTCBI605/06/5

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	18 May 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1532325
Report Title	Receipt of Taupiri Community Board Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Taupiri Community Board held on Monday 9 May 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Taupiri Community Board held on Monday 9 May 2016 be received.

3. ATTACHMENTS

TCB Minutes 9 May 2016



MINUTES of a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 9 MAY 2016** commencing at **6.30pm**.

Present Mr K Clewlow (Chairperson)
 Cr J Gibb
 Mrs E Gouk
 Mr WF Hansen
 Mrs K Kohu
 Mr H Lovell
 Mrs J Ross
 Cr MR Solomon (from 6.35pm)

Attending Mr R MacCullough (Acting General Manager Customer Support)
 Mrs RJ Gray (Council Support Manager)
 Ms C Petereit (Consultant)
 Ms M McIntyre (Operations Team Leader (Waters))
 Ms J Gribble
 Ms C Yelling

TCB1605/01 APOLOGIES AND LEAVE OF ABSENCE

There were no apologies.

TCB1605/02 CONFIRMATION OF STATUS OF AGENDA ITEMS

TCB1605/02/1 **Resolved: (Mrs Ross/Mrs Kohu)**

THAT the agenda for the meeting of the Taupiri Community Board held on Monday 9 May 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

TCB1605/03 DISCLOSURES OF INTEREST

There were no declarations of interest noted.

TCBI605/04 CONFIRMATION OF MINUTES

Resolved: (Mrs Kohu/Cr Gibb)

THAT the minutes of a meeting of the Taupiri Community Board held on Monday 9 May 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TCBI605/05 MATTERS ARISING FROM THE MINUTES

TCBI605/05/1 Taupiri Works & Issues Report [TCBI603.06/3]

Murals – The Chair advised he had received a reply from Chorus advising that no mural will be provided.

TCBI605/05/2 Taupiri Cemetery Fencing [TCBI603/06/4]

The Acting General Manager agreed to liaise with the Cemetery/Halls Officer to arrange a site meeting with the Chair and Mr Hansen to investigate erecting a fence to enclose the entire cemetery.

Cr Solomon entered the meeting [6.35pm] during discussion on the above item.

TCBI605/06 REPORTS

TCBI605/06/1 Refuse and Recycling Changes
Agenda Item 6.1

The Consultant and Operations Team Leader (Waters) provided a power point presentation on Refuse and Recycling Changes providing a wider context of the changes.

Key issues discussed were:

- Background to waste minimisation service changes
- The Waste Minimisation Act 2008
- video of the life cycle of plastic bottles
- zero waste education in schools
- pre paid stickers for waste from 1 July 2016

Resolved: (Cr Gibb/Mr Hansen)

THAT the report of the General Manager Service Delivery be received.

CARRIED on the voices

TCBI605/06/2 Draft Plaques, Memorials and Monuments Policy
Agenda Item 6.2

Discussion was held on this policy.

Resolved: (Cr Gibb/Mr Hansen)

THAT the report of the General Manager Service Delivery be received;

AND THAT feedback to staff on the content of the proposed policy is as follows:

The Board requests that Council staff seek their views on applications received before a decision is made on approving / declining the request.

The Board requests that provision '6' of the 'Applications' section of the draft policy be amended to allow other parties to manufacture plaques and memorials (rather than Council having the sole ability to decide who manufactures them). For this to work, the standards and specifications for plaques and memorials need to be very clear after sign off by council that the plaque/memorial design meets the criteria as it may be manufactured by the applicant's preferred provider.

CARRIED on the voices

TCBI605/06/3 Discretionary Fund Report to 26 April 2016
Agenda Item 6.3

Resolved: (Mrs Gouk/Mrs Ross)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

TCBI605/06/4 Annual Plan 2016/2017
Agenda Item 6.4

Resolved: (Mr Lovell/Mrs Ross)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

CHAIRPERSON

Minutes2016/TCB/160509_TCB_M.doc

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	18 May 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1518714
Report Title	Receipt of Raglan Community Board Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Raglan Community Board held on Monday 10 May 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Raglan Community Board held on Monday 10 May 2016 be received.

3. ATTACHMENTS

RCB Minutes 10 May 2016

MINUTES for a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 10 MAY 2016** commencing at **2.00pm**.

Present:

Mr A Vink (Chairperson)
Cr JC Baddeley [from 3.50pm until 5.31pm]
Mr BT Dixon [until 4.03pm]
Mr PJ Haworth
Mr R MacLeod
Ms K Murphy
Ms L Thomson

Attending:

Mr TG Whittaker (General Manager Strategy & Support)
Mrs R Gray (Council Support Manager)
Ms J Penn (Whaingaroa Environment Centre)
Mr P Day (Raglan & District Museum Society Inc)
Mr T Harty (General Manager Service Delivery)
Mr M Mould (Team Leader Waters)
Ms K Puriri (Raglan Chamber of Commerce)
Ms B Haitana
Members of the Public (12)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr MacLeod/Mr Vink)

THAT an apology for lateness be received from Cr Baddeley.

CARRIED on the voices

RCBI605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Vink/Ms Thomson)

THAT the agenda for a meeting of the Raglan Community Board held on **9 May 2016** be confirmed and all items therein be considered in open meeting;

AND THAT in accordance with Standing Order 3.7.2 the order of business be changed with agenda items being considered when appropriate;

AND FURTHER THAT the Board resolves that the following item be added to the agenda and considered when appropriate:

- Community Sign in Bow Street Update
- Freedom Camping Bylaw;

AND FURTHER THAT the Board resolves that the following item be added to the agenda as a matter of urgency as advised by the Chairperson:

- Application for Funding: Raglan Chamber of Commerce;

AND FURTHER THAT the Board resolves that the following items be withdrawn from the agenda:

- 8.1 Board and Stakeholder Relationships
- 8.2 CBD Plan
- 8.3 Civil Defence
- 8.4 Cultural Liaison
- 8.5 Placemaking
- 8.6 Communications.

CARRIED on the voices

RCBI605/02

DISCLOSURES OF INTEREST

Ms Thomson advised members of the Board that she would declare a conflict of interest in the additional item for consideration [*Application for Funding: Raglan Chamber of Commerce*].

RCBI605/03

CONFIRMATION OF MINUTES

Resolved: (Mr MacLeod/Ms Thomson)

THAT the minutes of a meeting of the Raglan Community Board held on 8 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

RCBI605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

RCBI605/05

SPEAKER

Ms Penn, representing Whaingaroa Environment Centre was in attendance to address the Board on Plastic Free Raglan. A power point was provided in support of her presentation. Ms Penn requested support from the community board for this project.

RCBI605/06**REPORTS**

Application for Funding – Whaingaroa Environment Centre
Agenda Item 7.4

Ms Penn spoke to this application for a funding request. She advised that the natural bamboo bags would not be provided now, and the cost had increased to \$2.75 per bag owing to a new supplier providing the bags from Bangladesh.

Resolved: (Ms Thomson/Mr MacLeod)

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$5,548.75 (not including GST) be made towards the cost of Plastic Bag Free Raglan-Whaingaroa Project 2 Launch;

AND THAT a community board member be elected to the steering committee, subject to approval by the steering committee;

AND FURTHER THAT the Raglan Community Board logo be included on the bag;

AND FURTHER THAT the Waikato District Council logo will be included on the bag subject to approval from the steering committee.

CARRIED on the voices

RCBI605/07/1

Discretionary Fund Report
Agenda Item 7.1

The recent workshop held with the community identified a number of projects worthy of community board support. It was agreed that a list of these projects will be prepared and endorsed by the board for future consideration. A report will be prepared for the next meeting to facilitate this discussion.

Resolved: (Mr Vink/Ms Thomson)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

RCBI605/07/2

Application for Funding – Raglan & District Museum Society Inc
Agenda Item 7.3

Mr Day was in attendance to support the application for funding.

Resolved: (Mr Vink/Mr Haworth)

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$3,087.83 be made towards the cost of the “Back to School” exhibition;

AND FURTHER THAT the Raglan Community Board logo be included in the promotional material at the exhibition.

CARRIED on the voices

RCB1605/07/3

Community Sign in Bow Street Update
Add.Item

Ms Haitana was invited to provide an update on the community sign in Bow Street. It was noted that the cost for this project was now approximately \$30,000. The community board members applauded Ms Haitana for her commitment to the project.

RCB1605/07/4

Application for Funding – Raglan Chamber of Commerce
Add.Item

The Chair agreed to consider this late application.

Ms Thomson declared a conflict of interest and did not speak or vote on this item.

Ms Puriri provided an overview on the annual event of Matariki in support of the application for funding.

Tabled: Funding Application

Resolved: (Mr MacLeod/Mr Dixon)

THAT the application for funding from the Raglan Chamber of Commerce be received;

AND THAT an allocation of \$1,000.00 be made towards the cost of the Whaingaroa-Raglan’s Matariki Celebration.

CARRIED on the voices

RCB1605/07/5

Raglan Wastewater System

Agenda Item 7.12

The report was taken as read.

The General Manager Service Delivery provided further background information to the wastewater overflow in Raglan on 25 March 2016, and gave an overview of the investigation that had taken place to date. He also spoke of the network condition, capacity and signage. It was identified that the current contacts list needed to be updated by the members for Council records. The board also wished to see the Response Plan. The Chair recommended that an urgent board meeting be held immediately an event is known so that members can be key players in an emergency. The Chair invited members of the public for their comments. This feedback will be considered as part of the review of the Response Plan. In summary, the Chair confirmed that the capacity of the system and the overall condition of the system is fine. A report on the investigation is to be provided when available.

Resolved: (Mr Vink/Ms Thomson)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

RCB1605/07/6

Cr Baddeley entered the meeting [3.50pm] during discussion on the above item and was present when voting took place.

Mr Dixon retired from the meeting [4.03pm] during discussion on the above item and was not present when voting took place.

Water Resource

Agenda Item 7.11

The General Manager Service Delivery spoke of the recent and contentious issue that stems from a national growing awareness of water resources. He advised that a national debate on the value of water is currently being undertaken. The concern from the community board members was the recent discussion by the Ashburton District Council appeared to be inconsistent with Council messaging around the precious water resource, conservation etc. Iwi leaders are in discussion with central government on ownership of water. Discussion was also held on water meter charges with 'dummy' invoices being sent out in the next few months to accustom householders to the new process that commences from 1 July 2016.

Resolved: (Ms Thomson/Mr MacLeod)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

RCB1605/07/7

Application for Funding – Raglan Creative
Agenda Item 7.2

Tabled: Overview of application received in the absence of Maryann Tuao

Resolved: (Mr Vink/Ms Murphy)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the request from Raglan Creative towards the cost of holding a series of youth focused art based workshops be declined owing to the application not meeting the criteria.

CARRIED on the voices

RCBI605/07/8

Raglan Works & Issues Report: Status of Items May 2016
Agenda Item 7.5

Tabled: Report to Infrastructure Committee – Service Delivery Report for April 2016

The General Manager Strategy & Support circulated a report that was included in the Infrastructure agenda for May 2016 that the members found very informative. It was agreed to circulate this report to members following each Infrastructure Committee meeting.

Discussion was held on the Link newsletter providing information on what is happening district wide. It was agreed to add the members of the board to the email group.

Norfolk Pines – two in particular; one at the I-site, and one at the bottom of Bow Street. The General Manager Strategy & Support agreed to investigate the removal of these trees.

Community Sign in Bow Street. It was agreed that it was a great community resource and that Cr Baddeley would discuss this with Ms Haitana to move it forward.

Resolved: (Mr Vink/Ms Thomson)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

RCBI605/07/9

Draft Plaques, Memorials and Monuments Policy
Agenda Item 7.6

Resolved: (Mr Vink/Mr MacLeod)

THAT the report of the General Manager Service Delivery be received;

AND THAT the Raglan Community Board submit that the involvement of community boards in the application be part of the process for the proposed policy.

CARRIED on the voices

RCB1605/07/10

Raglan Coastal Reserves Advisory Meeting Minutes, 15 February and 14 March 2016
Agenda Item 7.7

Resolved: (Mr Vink/Ms Murphy)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

RCB1605/07/11

Freedom Camping
Add.Item

Further discussion was held on the draft Freedom Camping Bylaw. Mr MacLeod agreed to email the members a draft submission prior to it being submitted to Council.

RCB1605/07/12

Councillor's Report
Agenda Item 7.13

Cr Baddeley provided an overview on current council issues including:

- a meeting on vital signs in Ngaruawahia
- a roading meeting at Te Mata
- amalgamation of the rural fire service
- developing a workable terms of reference on community halls

RCB1605/07/13

Cr Baddeley retired from the meeting at 5.31pm following discussion on the above report.

Pre-Meeting Forum
Agenda Item 7.8

The following issues were discussed:

- Update required from Council on consultation on the bus contract and the business case
- Public feeding kingfish at the wharf – to pursue through the appropriate channels if a protected area is required.
- Would like more signage on the road out to Whale Bay warning motorists of cyclists.
- Norfolk pines in town – would like a programme established to future proof the area where the trees are dying by the I-site as these trees have now become a safety

hazard. To ask Council to include an assessment of the trees in the next works & issues report.

RCBI605/07/14

Chairperson's Report
Agenda Item 7.9

It was agreed to invite the community again to the next workshop at the end of May 2016, date to be confirmed.

Resolved: (Mr Vink/Ms Clarkson)

THAT the report from the Chairperson be received.

CARRIED on the voices

RCBI605/08/15

Annual Plan 2016/17
Agenda Item 7.10

Tabled: A Raglan rates scenario based on one capital value example, Actual Rooding Projects and Non Rooding Projects planned

The General Manager Strategy & Support advised this is the second year of the Long Term Plan and provided an overview on the tabled item. It was noted that information on individual rates was available from the Council's website.

Resolved: (Ms Clarkson/Mr Vink)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

RCBI605/07/16

MEMBERS' REPORTS

Board and Stakeholder Relationships
Agenda Item 8.1

This item was withdrawn from the agenda.

CBD Plan
Agenda Item 8.2

This item was withdrawn from the agenda.

Civil Defence
Agenda Item 8.3

This item was withdrawn from the agenda.

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	12 May 2016
Prepared by	LM Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1517007
Report Title	Receipt of Ngaruawahia Community Board Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Ngaruawahia Community Board held on Tuesday 10 May 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 10 May 2016 be received.

3. ATTACHMENTS

NCB Minutes 10 May 2016

MINUTES of a meeting of the Ngaruawahia Community Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **10 MAY 2016** commencing at **6.04pm**.

Present:

Mrs PJ Forsyth (Chairperson)
Cr JM Gibb
Cr MR Solomon
Mr JH Ayers
Mrs W Diamond
Mr BJ Sherson
Mr J Whetu

Attending:

Mr R MacCulloch (Acting General Manager Customer Delivery)
Mrs LM Wainwright (Committee Secretary)
Mrs W Wright (Committee Secretary)
Ms M McIntyre (Operations Engineer)
Ms C Petereit (Solid Waste Consultant)
Mr C Verstappen (Turangawaewae Rugby League Sport & Cultural Club)
Mrs S Verstappen (Turangawaewae Rugby League Sport & Cultural Club)
Ms S Ulmer (Te Awa Cycleway)
Members of staff
Members of the public

APOLOGIES AND LEAVE OF ABSENCE

All members were present

NCBI605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Diamond/Mr Ayers)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on **10 May 2016** be confirmed and all items therein be considered in open meeting;

AND THAT in accordance with Standing Order 3.7.2 the order of business be considered as follows:

- agenda item 6.5 [*Refuse and Recycling Changes*],
- agenda item 6.1 [*Te Awa Cycleway Update*],
- agenda item 6.3 [*Turangawaewae Rugby League Sport & Cultural Club*],
- agenda item 6.2 [*Discretionary Fund Report to 26 April 2016*],

- agenda item 6.4 [*Unspent Grant – Ngaruawahia Community House*],
- agenda item 6.6 [*Draft Plaques, Memorials and Monuments Policy*], and
- agenda item 6.7 [*Community Board Vacancy*].

CARRIED on the voices

NCBI605/02

DISCLOSURES OF INTEREST

Cr Solomon advised members of the Board that she would declare a conflict of interest in item 6.3 [*Turangawaewae Rugby League Sport & Cultural Club*].

NCBI605/03

CONFIRMATION OF MINUTES

Resolved: (Mr Ayers/Ms Diamond)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 8 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCBI605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

NCBI605/05

REPORTS

Refuse and Recycling Changes
Agenda Item 6.5

The Operations Engineer and Solid Waste Consultant gave a verbal and powerpoint presentations and answered questions of the Board and public.

Resolved: (Cr Gibb/Mr Whetu)

THAT the report of the General Manager Service Delivery – Refuse & Recycling Changes – be received.

CARRIED on the voices

NCBI605/06/1

Te Awa Cycleway Update
Agenda Item 6.1

Ms Ulmer gave a verbal and powerpoint presentation and answered questions of the Board.

Resolved: (Mr Gibb/Mr Sherson)

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

CARRIED on the voices

NCBI605/06/2

Application for Funding – Turangawaewae Rugby League Sport & Cultural Club
Agenda Item 6.3

Cr Solomon declared a conflict of interest and did not take part in voting on this item.

Mr & Mrs Verstappen gave a verbal presentation and answered questions of the Board.

Resolved: (Cr Gibb/Mr Whetu)

THAT the report from the General Manager Strategy & Support – *Application for Funding - Turangawaewae Rugby League Sport & Cultural Club* – be received;

AND THAT an allocation of \$5,625.00 is made towards the cost of replacing the clubroom electrical switchboard.

CARRIED on the voices

NCBI605/06/3

Discretionary Fund Report to 26 April 2016
Agenda Item 6.2

Resolved: (Mr Ayers/Mr Sherson)

THAT the report from the General Manager Strategy & Support – *Discretionary Fund Report to 26 April 2016* – be received.

CARRIED on the voices

NCBI605/06/4

Unspent Grant – Ngaruawahia Community House
Agenda Item 6.4

Resolved: (Cr Gibb/Mr Whetu)

THAT the report from the General Manager Strategy & Support – Unspent Grant – Ngaruawahia Community House – be received;

AND THAT an allocation of \$3,000.00 (Resolution NCB 1505/06/2) be returned to Ngaruawahia Community Board Discretionary Fund.

CARRIED on the voices

NCB1605/06/5

Draft Plaques, Memorials and Monuments Policy
Agenda Item 6.6

Resolved: (Ms Diamond/Cr Gibb)

THAT the report of the General Manager Service Delivery be received;

AND THAT the Ngaruawahia Community Board provide feedback to staff on the content of the proposed policy;

AND FURTHER THAT feedback be provided to the Open Spaces Team Leader by 31 May 2016;

AND FURTHER THAT any proposals be referred, along with a list of preferred providers, to the Community Board for consultation before final approval is granted.

CARRIED on the voices

NCB1605/06/6

Community Board Vacancy
Agenda Item 6.7

Resolved: (Mr Ayers/Mr Sherson)

THAT the report of the General Manager Strategy & Support – Community Board Vacancy - be received;

AND THAT the Ngaruawahia Community Board leaves the position vacant until the next election in October 2016.

CARRIED on the voices

NCB1605/06/7

Annual Plan 2016/17
Agenda Item 6.8

Resolved: (Mr Sherson/Mr Whetu)

THAT the report from the General Manager Strategy & Support - Annual Plan 2016/17 - be received.

CARRIED on the voices

NCB1605/06/8

Ngaruawahia Works and Issues Report
Agenda Item 6.9

Resolved: (Crs Gibb/Solomon)

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

CARRIED on the voices

NCB1605/06/9

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 6.10

Resolved: (Mr Sherson/Mr Ayers)

THAT the report of the General Manager Customer Support be received.

CARRIED on the voices

NCB1605/06/10

Community Board Chair Report
Agenda Item 6.11

The Chair gave a verbal report on the following items:

- parking in Martin & Galileo Streets,
- proposed bylaws – cemeteries, reserves and beaches, freedom camping and walking, cycling and bridal trails
- District Plan notification
- Board's priorities.

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	18 May 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1521051
Report Title	Receipt of Huntly Community Board Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Huntly Community Board held on Tuesday 17 May 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 17 May 2016 be received.

3. ATTACHMENTS

HCB Minutes 17 May 2016

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 17 MAY 2016** commencing at **6.00pm**.

Present:

Mrs S Stewart (Chairperson)
Cr SD Lynch
Cr GS Tait
Ms K Bredenbeck
Mr R Farrar
Mrs D Lamb

Attending:

His Worship the Mayor, Mr Allan Sanson
Mr TG Whittaker (General Manager Strategy & Support)
Mrs RJ Gray (Council Support Manager)
Mrs Connolly (Senior Policy Planner)
Ms Petereit (Consultant)
Ms M McIntyre (Operations Team Leader (Waters))
Ms k Singer
Mr T Foy
Members of the public
Members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Lamb/Cr Tait)

THAT an apology be received from and leave of absence granted to **Mrs Boyde**.

CARRIED on the voices

HCBI605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Mounsey/Cr Lynch)

THAT the agenda for a meeting of the Huntly Community Board held on Tuesday 17 May 2016 be confirmed and all items therein be considered in open meeting;

AND THAT in accordance with Standing Order 3.7.2 the order of business be changed and reports considered when appropriate.

CARRIED on the voices

HCBI605/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

HCBI605/03

CONFIRMATION OF MINUTES

Resolved: (Mrs Lamb/Ms Bredenbeck)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 15 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

HCBI605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

HCBI605/05

REPORTS

Discretionary Fund Report to 30 April 2016
Agenda Item 6.1

Discussion was held on the outstanding commitments for the Trout Fishing Club and the Huntly Events Committee. It was agreed to follow up on these commitments and if invoices have not been provided to Council within a month, they will be returned to the discretionary fund.

Resolved: (Mrs Stewart/Ms Bredenbeck)

THAT the report from the General Manager Strategy & Support – Discretionary Fund Report to 30 April 2016 – be received;

AND THAT payment be made to the Huntly Flower Shop of \$60 for flowers for a board member and their family.

CARRIED on the voices

HCBI605/06/1

Application for Funding – Perry Outdoor Education Trust
Agenda Item 6.2

Ms Singer provided some background information since the Trust was formed in 2003. Ms Singer and Mr Foy (Huntly College) spoke of the outdoor education programmes and the relationship with Huntly College for the last ten years.

Resolved: (Cr Tait/Mr Mounsey)

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$2,000.00 be made towards the cost of Huntly College Year 9 & 10 outdoor education programme as a one-off contribution.

CARRIED on the voices

HCBI605/06/2

Placemaking in the District
Agenda Item 6.4

The Senior Policy Planner agreed to forward an electronic copy of the placemaking project plan to members for discussion at a workshop scheduled for later in the week at the Library at 5.15pm.

Resolved: (Mr Farrar/Mrs Lamb)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the board completes the required documentation by Thursday 26 May 2016 to enable the Board to meet their time frame of 3 months for stage one.

CARRIED on the voices

HCBI605/06/3

Huntly Community Board Focus
Agenda Item 6.5

This item was considered in conjunction with the report discussed previously, Placemaking in the District.

Resolved: (Ms Bredenbeck/Mrs Lamb)

THAT the report from the General Manager Strategy & Support – Huntly Community Board Focus – be received

CARRIED on the voices

HCBI605/06/4

Refuse and Recycling Changes
Agenda Item 6.3

A power point presentation on Refuse and Recycling Changes that will take effect on 1 July 2016 was provided. The Operations Team Leader (Waters) answered questions from members of the public. It was noted that the changes were about changing behaviour such that less refuse was committed to landfills.

Resolved: (Mrs Lamb/Cr Tait)

THAT the report of the General Manager Service Delivery be received.

CARRIED on the voices

HCBI605/06/5

Annual Plan 2016/17

Agenda Item 6.6

Tabled: Huntly Residential Property Charges

The General Manager Strategy & Support advised that there are no significant changes to the LTP and hence there is no need to consult on the annual plan for 2016/2017. Water charges begin on 1 July 2017 with mock invoices being generated in the next year so residents can transition to water charging with an understanding of water use. A summary of rates charges for 2016/2017 was also explained.

Resolved: (Mr Mounsey/Cr Lynch)

THAT the report from the General Manager Strategy & Support be received.

CARRIED on the voices

HCBI605/06/6

Draft Plaques, Memorials and Monuments Policy

Agenda Item 6.7

The Strategy & Support Manager agreed to look into the missing plaque from the Japanese garden. This contained a list of trees and the names of the contributors.

Resolved: (Ms Bredenbeck/Mrs Lamb)

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

AND THAT the Huntly Community Board provide feedback to staff on the content of the proposed policy;

AND FURTHER THAT feedback be provided to the Open Spaces Team Leader by 31 May 2016.

CARRIED on the voices

HCBI605/06/7

Huntly Works & Issues Report: Status of Items May 2016

Agenda Item 6.8

Additional items discussed:

- Civic Centre
- Update on Memorial Hall
- Public Places Bylaw

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	17 May 2016
Prepared by	LM Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1517813
Report Title	Receipt of Te Kauwhata Community Committee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Te Kauwhata Community Committee held on Wednesday 4 May 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 4 May 2016 be received.

3. ATTACHMENTS

TKCC Minutes 4 May 2016

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 4 MAY 2016** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Mr D Boyde
Mrs J Clegg
Mr K Dawson
Mr D Hardwick
Mr B Weaver
Mr L Wilson
Mrs H Dillon (Secretary)

Attending:

His Worship the Mayor Mr AM Sanson
Mr TN Harty (General Manager Service Delivery)
Ms M McIntyre (Operations Team Leader Water)
Ms C Petereit (Recycling & Refuse Service Changes Programme Manager)
Mr P Murphy (NZTA Project Manager)
Mr A Raymond (Fletcher Construction Project Manager)
Mr P Nimmo (Fletcher Construction Stakeholder Manager & Traffic Manager)
Mr P Rogers

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Weaver/Mr Dawson)

THAT an apology be received from and leave of absence granted to **Cr Sedgwick and Mr Cunningham**

CARRIED on the voices

TKCCI605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Grace/Mr Weaver)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on **Wednesday 4 May 2016** be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

TKCCI605/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

TKCCI605/03

CONFIRMATION OF MINUTES

Resolved: (Mr Wilson/Mr Hardwick)

THAT the minutes of a meeting of Te Kauwhata Community Committee held on **Wednesday 6 April 2016** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TKCCI605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

TKCCI605/05

REPORTS

Update on Waikato Expressway
Agenda Item 6.1

Mr Peter Murphy (NZTA), together with Mr Andre Raymond and Mr Paul Nimmo (Fletcher Contruction), gave an update on progress on the expressway, and advised of traffic shift planned for 20 June – 14 July, (dates weather dependent), and speed restrictions to be imposed.

Resolved: (Mr Hardwick/Mr Wilson)

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

CARRIED on the voices

TKCCI605/06/1

Refuse and Recycling Changes
Agenda Item 6.2

Charmaine Petereit and Marie McIntyre gave presentation on changes to refuse and recycling collections coming in on 1st July. 'Earth Overshot Day' on 8th August and Council's Waste Minimisation Service Changes outlined.

Resolved: (Mrs Clegg/Mr Dawson)

THAT the report of the **General Manager Service Delivery – Refuse & Recycling Changes** – be received.

CARRIED on the voices

TKCCI605/06/2

Draft Plaques, Memorials and Monuments Policy
Agenda Item 6.3

The Committee endorsed this policy.

Resolved: (Mr Wilson/Mr Dawson)

THAT the report of the General Manager Service Delivery be received;

AND THAT the Te Kauwhata Community Committee provide feedback to staff on the content of the proposed policy;

AND FURTHER THAT feedback be provided to the Open Spaces Team Leader by 31 May 2016.

CARRIED on the voices

TKCCI605/06/3

Te Kauwhata Issues and Works Report – May 2016
Agenda Item 6.4

The following items were discussed in conjunction with this report:

- Implications concerning Te Kauwhata Primary School's proposed garden project on reserve. Tim Harty to facilitate conversation between WDC and the BOT.
- Planting and utilisation of the remaining concrete curve as a design feature beside new toilet block to be finalised. Keith Dawson to liaise with Gordon Bailey

Resolved: (Mr Weaver/Mr Dawson)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

TKCCI605/06/4

Councillor's Report
Agenda Item 6.5

There was no report in the Councillor's absence.

Discretionary Fund Report to 18 April 2016
Agenda Item 6.6

Resolved: (Mr Boyde/Mr Wilson)

THAT the report from the Acting Chief Executive – Discretionary Fund Report to 18 April 2016 – be received.

CARRIED on the voices

TKCCI605/06/5

Annual Plan 2016/17
Agenda Item 6.7

Resolved: (Mr Wilson/Mr Hardwick)

THAT the report from the General Manager Strategy & Support - Annual Plan 2016/17 - be received.

CARRIED on the voices

TKCCI605/06/6

Chairperson's Report
Agenda Item 6.8

The Chair reported on the following correspondence that had been received:

- Community Events: Letter of thanks for the Committee's contribution towards the 'New Look' 2015 Te Kauwhata Christmas Parade.
- WDC: Letter from Robert Marshall, Reserves Planner, regarding the Draft Walking, Cycling and Bridle Trails Strategy.
- WDC: Letter from Gordon Bailey, Open Spaces Operation Team Leader, regarding the Proposed Cemeteries Bylaw.
- WDC: Letter from Robert Marshall, regarding Proposed Reserves and Beaches Bylaw.
- WDC: Letter from Craig Birkett, Monitoring Team Leader, regarding Proposed Freedom Camping Bylaw.

Input by Te Kauwhata Community Committee is required on all of the above items received from Waikato District Council.

PROJECTS UPDATE

Wetlands Walkway
Agenda Item 7.1

TKCCI605/07/1

No report in Mr Cunningham's absence.

Ken Knobbs Memorial Garden
Agenda Item 7.2

TKCCI605/07/2

Keith Dawson has completed pergola and planting is to go ahead. Keith to liaise with Gordon Bailey and Gilbert Powley.

Jamieson Memorial Seat
Agenda Item 7.3

TKCCI605/07/3

Plaque to be fitted on memorial seat by Jackson Engineering. Awaiting invoice on completion.

Security Cameras
Agenda Item 7.4

TKCC1605/07/4

Barry Weaver reported that second camera is to be installed.

There being no further business the meeting was declared closed at 9.10pm.

Minutes approved and confirmed this day of 2016.

T Grace
CHAIRPERSON
Minutes2016/TKCC/160504 TKCC Minutes

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	25 May 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1522665
Report Title	Receipt of Meremere Community Committee Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Meremere Community Committee held on Thursday 12 May 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 12 May 2016 be received.

3. ATTACHMENTS

MMCC Minutes 12 May 2016

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 12 MAY 2016** commencing at **7.00pm**.

Present:

Mr J Katu (Chairperson)
Mr D Creed
Mrs A Dobby
Mrs P Carr
Mr J Harman
Mrs V Milton (Committee Secretary)

Attending:

His Worship the Mayor AM Sanson
Mr M Mould (Waters Manager)
Ms C Peteriet (Solid Waste Consultant)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Dudley Creed/Patricia Carr)

THAT an apology be received from and leave of absence granted to Cr Sedgwick, Shirley Wikaire and Rangimaria Epiha

CARRIED on the voices

MMCCI605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Dudley Creed/Jim Katu)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 12 May 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

MMCCI605/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

MMCCI605/03

CONFIRMATION OF MINUTES

Resolved: (Dudley Creed/Patricia Carr)

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 10 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

MMCCI605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

MMCCI605/05

REPORTS

Refuse and Recycling Changes
Agenda Item 6.1

Resolved: (Angela Dobby/Dudley Creed)

THAT the report of the General Manager Service Delivery – Refuse & Recycling Changes – be received.

CARRIED on the voices

MMCCI605/06/1

Draft Plaques, Memorials and Monuments Policy
Agenda Item 6.2

Resolved: (Jim Katu/Vivienne Milton)

THAT the report of the General Manager Service Delivery be received;

AND THAT the Meremere Community Committee provide feedback to staff on the content of the proposed policy;

AND FURTHER THAT feedback be provided to the Open Spaces Team Leader by 31 May 2016.

CARRIED on the voices

MMCCI605/06/2

Works & Issues Report
Agenda Item 6.3

Resolved: (Patricia Carr/Angela Dobby)

THAT the report of the Chief Executive – *Works and Issues Report* – be received.

CARRIED on the voices

MMCCI605/06/

Discretionary Fund Report to 26 April 2016
Agenda Item 6.5

Resolved: (Dudley Creed/Angela Dobby)

THAT the report from the General Manager Strategy & Support – *Discretionary Fund Report to 26 April 2016* – be received.

CARRIED on the voices

MMCCI605/06/4

Annual Plan 2016/17
Agenda Item 6.5

Resolved: (James Harman/Dudley Creed)

THAT the report from the General Manager Strategy & Support - *Annual Plan 2016/17* - be received.

CARRIED on the voices

MMCCI605/06/5

GENERAL BUSINESS

Jim Katu co-opted James Harman onto the Meremere Community Committee.

Resolved: (Jim Katu/Angela Dobby)

Carried on voices.

A Motion was made to reimburse Patricia Carr the sum of \$44.99 for the purchase of ink for her printer.

Resolved: (Angela Dobby/James Harman)

Carried on voices

The Council was asked to please remove the Resthome sign from the intersection of Island Block Rd/Te Paea Avenue and replace it with the Meremere Community Centre sign.

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	12 May 2016
Prepared by	RJ Gray Council Support Manager
Chief Executive Approved	Y
DWS Document Set #	1516161
Report Title	Receipt of Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Tamahere Community Committee meeting held on Monday 4 April 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 4 April 2016 be received.

3. ATTACHMENTS

TCC minutes 4 April 2016.



**Minutes of Committee Meeting
Held 7.30pm on 4th April 2016
Tamahere Community Centre**

Present:

TCC: Joy Wright, Maggie Wilcock, Shelley Howse, Bevin Coley, Dallas Fisher, Aksel Jepsen, Ro Edge, Leo Koppens, Connie Short, Sue Robertson, Charles Fletcher, Jane Mason

WDC: Wally Hayes, Tim Harty

1. **Apologies:** James Yearsley
2. **Confirmation of Minutes** of Meeting held on 7 March 2016

Moved: Ro Edge
Seconded: Charles Fletcher
All in favour

3. **Matters arising:** N/A

4. Correspondence Tabled

IN

WDC, communication memos; truck driver education, Port Waikato security, Anzac commemorations, Pokeno Community Committee, Raglan sewage leak

WDC, Jan Davies, re correction to March minutes

WDC, Deborah Lee, revised April/May 2016 workshop dates

WDC, Melissa Russo, proposed grass verge policy

WDC, agendas; policy & regulatory, strategy & finance

WDC, Tim Harty, re progress on SNAs & Hooker Road

WDC, Jackie Remihana, re skate park meeting & hall booking

NZTA, Dana McDonald, Expressway gully soil testing & restoration strategy

NZTA, March 2016 Expressway newsletter

Leo Koppens, re council resource consent process for the Nursery

Tamahere School BOT, copy letter of support for the nursery

Tamahere Forum six monthly update and invoice

OUT

WDC, Karen Bredesen, Tim Harty & Support Team 1 Feb Minutes & 7 March Agenda

WDC, Jenni Vernon, copy of draft SNA letter

WDC, Giles Boundy, re SNA letter & request for chase up of Kessel's

WDC, Tim Harty, request for Alasdair Gray to attend March meeting

HEB, Kellie Ellis, thank you letter for Expressway Cambridge section project

Tamahere Nursery, Jan Simmons, copy 1 Feb minutes & 7 March agenda

Tamahere Community Centre, Harvey Nelson, 1 Feb minutes & note of vandalism issues

Action: Tamahere Forum Invoice approved for payment

Moved: Dallas Fisher
Seconded: Maggie Wilcock
All in favour

Correspondence Accepted

Moved: Ro Edge
Seconded: Dallas Fisher
All in favour

5. Tamahere Recreational Reserve & Nursery Update Reserve

- Work is progressing well.
- Works Programme is as follows:
 - flattening, draining, grass, this year.
 - Skate Park, Junior Playground, Asphalt Basketball Court, Fitness Trail, Sports Fields, and Car Park, next year.

Village Hub Development

- Development agreement still to be signed off.

Skate Park

- A meeting is scheduled to discuss the proposed Skate Park with potential developer, council, and interested parties, on 13th of April at 6pm at the TCC.

Nursery:

- The nursery currently being dismantled and plants are being moved to temporary locations.
- Council to contact Leo Koppens regarding extension of time for the move and the storage of nursery materials.
- Questions asked about any further removal of trees, as it is the committees understanding that all trees still remaining will be retained.

Actions:

- Questions for Jackie Remihana: Can the committee have clarification of what, if any, trees are still to be removed? And at what stage, and for what for duration, will the markets be able to use the section of the reserve they have been using, for parking?
- Maggie Wilcock to email Harvey Nelson to ensure the Hall Committee is aware of the lack of availability of the reserve for overflow car parking so they can notify their tenants.

6. WDC, Tim Harty Report

Expressway

- The Hamilton Expressway Alliance (NZTA & Associated Contractors) would like to come along to discuss possible changes to the Hamilton Expressway design in the vicinity of the Tamahere area.

Hooker Road

- WDC have received the preferred Hooker Road intersection option that NZTA wish to construct, which deals with the safety issues that have been raised, however the associated report was withheld from the committee.

- While there is no funding from WDC, they have provided feedback to NZTA about their concerns especially in relation to trucks and turning cars obstructing Cambridge Road turning into Hooker Road.
- The committee isn't prepared to provide consultation on this plan until the full report has been provided, when we will then provide it. But the committee wishes to clarify whether there will still be the opportunity to provide it.
- Tomorrow night there is a Cambridge Community Board meeting where NZTA will be presenting both the plan and report, and Dallas Fisher and Charles Fletcher will attend to highlight our concerns, and provide our solution.

Actions:

- Tim Harty to ask NZTA whether the Tamahere roundabout/overbridge is included in the conversation they wish to hold with the committee.
- Tim Harty to request the Hooker Road Intersection report to be shared with the committee, so we can be formally consulted with.
- Dallas to contact Jay Bishop at the Cambridge Community Board and ask if we can attend meeting, and have speaking rights.

7. Cr Wally Hayes Report

- Report covered by agenda items

8. WDC Grass Verge Policy

- Submissions due by the 8th of April
- The objective of the policy is to provide Council with consistency in terms of the provision of mowing within 50km zones, and is intended for urban areas only.

Action: Our submission to state that this committee supports the policy as written, but would like the definitions to be clearer. We would also like council to consider implementing a community pride focus so people feel motivated to take pride in their communities.

9. Significant Natural Areas [SNAs]

- Letter has gone out to locals, and council has advised that a public meeting will be held, date to be finalized.
- There are still ten outstanding questions from Kessells that our committee have no response from, and the committee are extremely unhappy that council and their contractors have not responded.
- Disappointing that residents who responded to the initial letter six months ago, have still not been contacted. WDC seem to have been overwhelmed by this process.

Action: Maggie Wilcock to send copy of letter sent to Jenni Vernon to Tim Harty so he can follow up.

10. Tamahere Reserve Report

No Report Tabled.

11. Any Other Business

Footpath

- Once again the committee raised the issue that horse poo and overgrown plants are still making portions of local footpaths unusable. It would be nice to see people in

the community taking pride in our area and ensuring the verges and footpaths in front of their properties are maintained for all the community to enjoy.

Action: Request to go to The Tamahere Forum for a repeat item on this issue.

Funding Applications

- Once we have finalized the options for the Recreation Reserve, the committee will set up a project to apply for funding so we can complete all our objectives.
- It was suggested in future someone on the committee is nominated who is responsible to be responsible for funding applications for community projects.

Date of next meeting 2 May 2016

Meeting closed at 9.05pm

:

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	13 May 2016
Prepared by	RJ Gray Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1516212
Report Title	Receipt of Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Tamahere Community Committee meeting held on Monday 2 May 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on 2 May 2016 be received.

3. ATTACHMENTS

TCC minutes 2 May 2016.



**Minutes of Committee Meeting
Held 6.30pm on 2nd May 2016
Tamahere Community Centre**

Present:

TCC: Joy Wright, Maggie Wilcock, Shelley Howse, Bevin Coley, Dallas Fisher, Aksel Jepsen, Ro Edge, Leo Koppens, Connie Short, Sue Robertson, Charles Fletcher, Jane Mason, James Yearsley

WDC: Wally Hayes, Tim Harty, Clive Morgan, Crystal Beavis, Melissa Russo, Jackie Remihana

Fosters Construction: Michael Crawford, Leonard Gardner, Tony McLauchlan

Opus: Catherine Hamilton, Jordan Reynolds, Ben Taylor

Residents: Robyn Denton, Duncan MaCrae

1. Apologies:

2. Confirmation of Minutes of Meeting held on 4 April 2016

Moved: Ro Edge
Seconded: Jane Manson
All in favour

3. Matters arising: N/A

4. Correspondence Tabled

IN

WDC, Deborah Lee, April workshop details

WDC, Gordon Bailey, Grass Verge acknowledgement [17 May for council debate] & Proposed Cemeteries Bylaw

WDC, Tim Harty, copy of Opus Hooker Road Report/Hub development presentation/ Kessel's SNA response

WDC, Jackie Remihana, re works closure of entire recreational reserve area

WDC, Rose Gray, council agendas

WDC, acknowledgement of Grass Verges Policy submission

WDC, Robert Marshall, Trails Strategy & map of proposed Tamahere trails & Proposed Reserves & Beaches Bylaw

WDC, Crystal Beavis, media release for council Creative Community Scheme funding

WDC, Melissa Russo, re Annual Plan presentation 2 May

WDC, Jenni Vernon, SNA public drop-in date, 26 May 3-7pm

WDC, Tony Whittaker, request to resend Forum account

WDC, Karen Bredesen, copy of Kessel's SNA response

WDC, notice of Neighbourhood Parks Reserve Management Plan

WDC, Craig Birkett, notice of Proposed Freedom Camping Bylaw

Philippa Stevenson, Tamahere Forum 6monthly account

Charles Fletcher, details of Waipa/NZTA roading meeting
 Momentum Waikato Community Foundation, Lianne Van Den Bend, invite to workshops
 Godfrey Bridger, re UFB public meeting

OUT

WDC, Karen Bredesen, Tim Harty & Support Team 4 April Minutes & 2 May Agenda
 WDC, Grass Verges Policy submission
 WDC, Tim Harty, copy of TCC outstanding Kessel's SNA queries & request for trails map for 2 May meeting
 WDC, Melissa Russo, confirming Annual Plan presentation 2 May
 WDC, Erin Rangi-Watt, re Devine Road stopping
 WDC, Andrew Corkill, re access to council website
 WDC, Tony Whittaker, Tamahere Forum account & statistics & non-payment query
 WDC, Robert Marshall, re Trails Strategy & map of proposed Tamahere trails
 Tamahere Community Centre, Harvey Nelson, re closure of parking area
 Momentum Waikato Community Foundation, Lianne Van Den Bend, re any attendance restrictions for community engagement workshops

Moved: Sue Robertson

Seconded: Ro Edge

All in favour

5. UFB Update

- Tamahere/Matangi UFB survey has been sent out to 1,400 residents, but more forms will be available at a public meeting this Thursday night, where further background will be provided to residents, along with a Q&A session.
- The survey closes on the 20th May 16 with the hope that the information gathered is compelling enough for a commercial provider to put in the infrastructure.
- The survey is an indication only to gauge the interest in this project from the community, and residents will not be committing to anything by filling out the survey.
- The council's role is to simply facilitate the conversation.

6. WDC Annual Plan Presentation

- This year there is not a full blown consultation process, however WDC will still be engaging and gathering feedback.

7. WDC Draft Trails Strategy (walkways, cycleways, & bridle ways) [due 30 May]

- There is confusion from the committee on which are trails, walkways, cycleways & bridleways on the supplied map.
- The committee would like to see how they all link together, as currently council has two different processes, with the walkways/cycleways map that members of the committee were involved with developing, and this district wide trails strategy.

Action: Committee to put in submission which will include the map that the sub-committee developed.

8. WDC Cemeteries Bylaw [due 20 May]

- The bylaw document only relates to the rules of operating cemeteries, rather than future planning.

Action: Committee to put in submission

9. WDC Reserves & Beaches Bylaw [due 20 May]

- Once the Tamahere Recreational Reserve is fully developed, dogs will not be able to be run off the leash.
- The general bylaw is subject to the specifics of a Reserve Management Plan, so in order to allow dogs to be allowed off the leash on the Reserve, we may need to implement a dog exercise area with specific times that allow for this activity.

Action: Committee to put in submission

10. WDC, Freedom Camping Bylaw

- The Freedom Camping Act allows people to freedom camp anywhere where it isn't specifically prohibited or restricted.
- The Freedom Camping Bylaw is an attempt to encourage people towards specific places where facilities are available for camping, without being detrimental to the environment.

Action: Committee to put in submission

11. WDC, Neighbourhood Park Management Plan

- Te Awa Lane is the only Neighbourhood Park in our area.

Action: Committee to put in submission

12. WDC, Tim Harty Report [to include SNA's]

Village Hub Development Agreement

- Signed today by Fosters Construction and CEO of council.

SNA Report from Kessels

- A report was provided by Kessels with answers to our concerns about the process.
- There is an Open Day on the 26th of May, Tamahere Community Centre from 3-7pm for the community to drop in and ask any questions they may have regarding the SNA's designated on their properties.
- The committee asked that the large maps are brought to the Open Day so people can see the SNA areas identified as a whole.
- The committee asked if SNA's will be removed as quickly as they have been put on, should they not be warranted.

Action: Maggie & Leo will go through Kessels reply to see if it fully answers the committees questions.

13. Cnr Wally Hayes Report

Wally Pollock Reserve & Potuwaha Pa

- The opening of the Wally Pollock Reserve will be on the 11th of June – time to be advised.

Hooker Road

- A number of committee members attended last months Waipa Community Board's meeting, and from there went to a special meeting with NZTA& Waipa Council in regards to the Hooker Road intersection.

- Our committees points and concerns were raised, but NZTA stated they are going to proceed with the intersection changes.

14. Tamahere Nursery update

- The Nursery group has received an offer from a landowner in the Waipa District indicating they may be able to help them.
- If all goes to plan, the Nursery will no longer need to be on the Recreation Reserve.

15. Tamahere Recreation Reserve update

Opus

- **Amendments To Boffa Miskell Design Rationale:**
 - Reconfiguration of the carpark may prove beneficial to the reserve without losing car park space.
 - The retention pond has had to be moved which has meant the childrens play area has been moved fatherest from it, but this then creates a nice synergy between the users of the village centre, and where the small childrens area is.
 - To date the most successful activity places are inclusive, so rather than separating young from old, Opus suggest that they all blend together so kids all play alongside each other.
 - There is also the opportunity to include a nature play area, that could also be used by the school.
- **Hierarchy of Paths**
 - Paths closer to the village hub are wider allowing people to sit alongside to watch children on playgrounds, or on the sports fields.
 - The spine path allows people to move along the side of the fields.
 - The trail around the edges is where the fitness apparatus are to be located (in approx. 7 locations) will probably be a loose surface (dependant on cost), and will be of a minimum width while still remaining functional.
 - The committee suggested pulling the trail back into the boundary of the park on Airport Road end so keep it entirely separate from the road.
- **Character/Theme of Space:**
 - Options of urban, rustic, heritage, or fantasy themes were presented.
 - The committee prefers the bespoke option that draws in the rural elements with bunds, and modern durable priority steel play equipment, so its low maintenance.
 - We need to think about whether we segregate the skate site completely, or extend it out so kids can enjoy some street skate experiences getting to the skate site.
- **Sports Field Layouts:**
 - The map is currently indicative, however Opus will make sure the fields align with all sports field requirements.
 - The committee has invited Opus to look at the St Pauls Sports Pavilion to gain an understanding of they type of pavilion that would work in the Recreational Reserve.
 - Opus need to take the hall and school into account.
 - Future shading needs to be allowed for, however are very expensive and subject to vandalism. Trees or timber or steel slating are an option, but again expensive.
- **Car Parking**

- Car parking and traffic movements will be taken into account with next plan presented.
- **Stormwater Area**
 - Will be fenced as water will be roughly 300mm deep. While fencing isn't mandatory, it is best practice.
- **Planting of Trees**
 - Members of the committee expressed their desire that tree planting on the boundary of Regals takes place as soon as possible, however it was decided that a planting strategy for the entire reserve needs to be developed first.
- Opus will present again in the next 3 months.

Action:

Develop smaller groups from the committee that can work with Opus on progressing design and themes, etc.

Motion

The committee wishes to progress the conceptual design as tabled by Opus.

Moved: Dallas Fisher

Seconded: Susan Robertson

Fosters Construction

- Village Hub:
 - Fosters Construction presented concept plans, however these will now need to be adjusted to take into account the parking layout changes proposed by Opus.
 - Pitch roofs on the buildings are not negotiable, so as to keep as much as possible to the original heritage theme.
 - An informal balance needs to be retained with the design of the different buildings within the hub.

Other

- The committee asked who is responsible for developing the central piazza? Council will sit down with Fosters to work this through.
- We need to ensure that there is a cohesive design link through this piazza area between the commercial area, play areas, and sports fields.
- Once council has decided who will be responsible for the design of the piazza, the committee would like to organise a workshop to discuss the design.
- Future bus stops need to be allowed for within the parking area.
- A decent sized area for cyclists to park bikes needs to be allowed for in the design.
- Expressions of Interest will be asked for shortly, and if anyone interested in finding out about being a potential tenant, Tony McLauchlan at Fosters can be contacted:
 - Tony McLauchlan, Foster Construction Group,
Email: tonym@fosters.co.nz
Mobile: 021 278 5208
- By August/September Fosters would like to have finalized the tenants.
- Press Releases will be used to gather expressions of interest, including information posted on The Tamahere Forum.

Working Groups**Skate/Playgrounds/ Half Court**

- Shelley Howse, Aksel Jepsen, Connie Short, Ro Edge

Fitness Trail/Playing Fields/Pavilion

- Leo Koppens, Maggie Wilcock, Bevin Coley, Aksel Jepsen, Ro Edge

Action: Maggie Wilcock to send contact details for each sub group to Jacki Remihana at WDC

Council Update on Project

- Stage 1: Earthworks due to finish at the end of this month, weather dependent.
- Stage 2: Decisions made today will inform what happens with this stage.

16. Tamahere Reserve Report

- No report

17. Any Other Business

Council Website

- It's incredibly difficult to find the correct area on the council website for public consultation. Rather than going through the website to locate the correct place for this, currently the only way to provide feedback is to google the information to get the link on the website. This needs to be sorted.

Date of next meeting 13th June 2016 [due to public holiday]

Meeting closed at 9.35pm

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	31 May 2016
Prepared by	W Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1526603
Report Title	Receipt of Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Pokeno Community Committee meeting held on Tuesday 10 May 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 10 May 2016 be received.

3. ATTACHMENTS

PCC minutes 10 May 2016.



MINUTES of a meeting of the Pokeno Community Committee held in the Pokeno Hall, Pokeno on **TUESDAY 10 MAY 2016** commencing at **7.30pm**.

Present:

Cr Jacqui Church
Cr Lionel Petersen
Helen Clotworthy (Chairperson)
Trisha Graham (Secretary)
Charles Hackett
Paul Heta
Kris Hines
Janet McRobbie
Ric Odom
Wayne Rodgers
Doug Rowe
Lance Straker

Attending:

His Worship the Mayor, Mr Allan Sanson
Mr Tony Whittaker (General Manager Strategy & Support)
Colin Botica (Pokeno Land Consortium)
Members of the Community

As this was the first meeting of the new committee, the meeting was chaired by the General Manager Strategy & Support, Tony Whittaker, until the Chairperson was appointed.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Helen Clotworthy/Tricia Graham)

THAT an apology be received from and leave of absence granted to Todd Miller.

CARRIED

APPOINTMENT OF CHAIRPERSON

Resolved: (Charles Hackett/Doug Rowe)

THAT the report from the General Manager Strategy & Support be received;

AND THAT Helen Clotworthy be appointed Chairperson of the Pokeno Community Committee.

CARRIED

The General Manager Strategy & Support vacated the Chair and Helen Clotworthy presided for the remainder of the meeting.

APPOINTMENT OF DEPUTY CHAIRPERSON

Resolved: (Doug Rowe/Ric Odom)

THAT the report from the General Manager Strategy & Support be received;

AND THAT Kris Hines be appointed Deputy Chairperson of the Pokeno Community Committee.

CARRIED

APPOINTMENT OF SECRETARY

Resolved: (Janet McRobbie/Wayne Rodgers)

THAT the report from the General Manager Strategy & Support be received;

AND THAT Tricia Graham be appointed Secretary of the Pokeno Community Committee.

CARRIED

CONFIRMATION OF MINUTES

Resolved: (Helen Clotworthy/Kris Hines)

THAT the minutes of a meeting of the Pokeno Community Committee held on 12 April 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

DRAFT POKENO COMMUNITY COMMITTEE CHARTER

Agenda Item 4

The report was taken as read.

Resolved: (Kris Hines/Lance Straker)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Committee adopts the Pokeno Community Committee Charter noting the quorum for a meeting being seven members plus the relevant appointed member(s) from the Waikato District Council.

CARRIED

ROLES AND RESPONSIBILITIES OF THE MEMBERS OF THE POKENO COMMUNITY COMMITTEE

Agenda Item 5

The report was taken as read.

Resolved: (Wayne Rodgers/Ric Odom)

THAT the report from the General Manager Strategy & Support be received.

CARRIED

CODE OF CONDUCT

Agenda Item 6

The report was taken as read. It was acknowledged that the committee wasn't legally required to adopt the Code of Conduct, but wanted to as it was considered to be good practice.

Resolved: (Doug Rowe/Kris Hines)

THAT the report from the General Manager Strategy & Support be received;

AND THAT the Committee adopts the Waikato District Council Code of Conduct.

CARRIED

REPORTS**Agenda Item 7.1**Pokeno Land Consortium

Colin Botica, Project Manager of PLC, was introduced. He outlined some of the history of the development and brought members up to date with what was happening at the present time.

Industrial Development

Dines Fulton Hogan has 27 hectares of useable industrial land of which 15 hectares have been sold – 11 to Yashilli (this excludes the Fletchers and Hynds land). There has been considerable interest since Christmas. A majority of those interested seem to be from food related industries in keeping with PLCs vision that this should be a Business Park.

Helenslee Block

Stages 1 to 10 have all been sold and 11 is now being released.

Colin fielded questions on children's playgrounds and parks including a dog park.

The General Manager Strategy & Support said there needs to be more thinking in Council about the sports park including the need to look at storm water issues. The community will be consulted with in developing any plan.

Hitchen Block

This is well underway. Stage 2A is now on the market and there has been a very positive response to this. He anticipated that there would be about another 2 years of earthworks.

A more general discussion followed on the development.

Transport. There was general agreement on the need for Public Transport. In particular there was a feeling that the rail link from Auckland should be extended beyond Pukekone to Pokeno. His Worship the Mayor, commenting on this, was supportive but thought it would be at least 5 years away.

Naming of Streets and Reserves

Looking at the names on the map that Colin provided Paul Heta was concerned that naming should represent the rich history of the local Iwi which does not appear to be happening at the moment. Considerable discussion ensued and Colin said that none of the reserves were as yet named and there was, he thought, considerable scope in this direction. Colin is to email a plan of all the reserves to the secretary for further discussion. The committee will also prepare a list of road names.

Updates from PLC to the Committee

The General Manager Strategy & Support wanted to know how often the committee would like an update of progress. It was agreed on that this should happen every three months.

Annual Plan 2016/2017**Agenda Item 7.2**

The General Manager Strategy & Support explained the new approach to Annual Plans, as a result of changes to legislation. Given nothing had changed significantly from the long term plan, Council is now not required to consult on an Annual Plan. It is essentially the second

year of the Long Term Plan. He pointed out the main points in Year Two of the Long Term Plan for Pokeno, including the rates changes, which are as per those discussed with the community in last year's 'rates' meetings.

Pokeno Community Committee Webpage

Agenda Item 7.3

In order for the committee to apply for funding for the webpage it is important that a proposal is put to Council by Friday 3 June 2016 in order to apply for funding.

Resolved: (Ric Odom/Paul Heta)

THAT the report of the General Manager Strategy & Support be received;

AND THAT Lance Straker, Helen Clotworthy a staff member from the Strategy & Support team put together a proposal for the web site and submit to Council by Tuesday 3 June 2016 for funding.

CARRIED

Service Request System

Agenda Item 7.4

The report was taken as read.

The General Manager Strategy & Support outlined the new revamped system and stressed the importance of using it rather than raising issues at the meetings.

Date and Time of Meetings

Agenda Item 7.5

The report was taken as read

It was agreed that the Pokeno Community Committee would hold its meetings on the second Tuesday of the month commencing at 7.30pm.

Further it was agreed that in accordance with current practice no meetings would be held in the month of January.

Work Plan

Agenda Item 7.6

The report was taken as read.

An open meeting is to be held on Monday 22 May at 7.30pm to discuss the implications of the new Rubbish and Recycling Service.

Council will give a presentation on the Hitchens Road roading plan at the June Meeting.

Open Meeting

To	Waikato District Council
From	GJ Ion Chief Executive
Date	9 June 2016
Prepared by	LM Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1533013
Report Title	Exclusion of the Public

1 Executive Summary

To ensure that the public are excluded from the meeting during discussion on public excluded items.

2 Recommendation

THAT the report of the Chief Executive – *Exclusion of the Public* – be received;

AND THAT the public be excluded from the meeting during discussion on the following items of business:

- a. **Confirmation of Minutes dated Monday 9 May 2016**
- b. **Receipt of Minutes:**
 - Policy & Regulatory Committee dated Monday 17 May 2016**
 - Strategy & Finance Committee dated Tuesday 24 May 2016**
 - Infrastructure Committee dated Tuesday 10 May 2016**
 - Chief Executive's Performance Review Committee dated Wednesday 8 June 2016**

Reports

c. Land Acquisition under the Public Works Act 1981 – Amani Lane Horotiu

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
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Section 7(2)(b)

Section 48(1)(d)

d. Hopuhopu to Huntly Water Main - Compulsory acquisition of easements under s23 Public Works Act 1981

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
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Section 7(2)(a)(b)(i)

Section 48(1)(d)

e. Tender Evaluation Report – Contract 15/216, Hopuhopu to Huntly Pipeline

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(i)

Section 48(1)(d)

f. Tender Evaluation Report – Contract No 15-211 - Aquatic Facilities Management

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(i)

Section 48(1)(d)

g. Compensation in Exchange for Esplanade Reserve to Vest in Council Ownership

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(a)

Section 48(1)(d)

h. Tender Evaluation Report – Contract No 15/278 – Waikato District Reservoirs

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(i)

Section 48(1)(d)

i. Electrical Energy Supply Contract 2016 to 2019

This resolution is made in reliance on section 48(1)(a) and 48(2)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by sections 6 or 7 of that Act which would be prejudiced by the holding of the whole or the relevant part(s) of the proceedings of the meeting in public are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(i)

Section 48(1)(d)