

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 12 SEPTEMBER 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.

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GJ Ion

CHIEF EXECUTIVE

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Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	22 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1589156
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting of the Waikato District Council held on Monday 8 August 2016.

2. RECOMMENDATION

THAT the minutes of a meeting of Waikato District Council held on Monday 8 August 2016 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

CCL Minutes

MINUTES of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 8 AUGUST 2016** commencing at **1.17pm.**

Present:

His Worship the Mayor Mr AM Sanson
Cr JC Baddeley
Cr R Costar
Cr DW Fulton
Cr J Gibb
Cr WD Hayes
Cr RC McGuire
Cr L Petersen
Cr J Sedgwick
Cr NMD Smith
Cr MR Solomon
Cr CS Tait

Attending:

Mr GJ Ion (Chief Executive)
Ms S Duignan (General Manager Customer Support)
Mr T Harty (General Manager Service Delivery)
Mr TG Whittaker (General Manager Strategy & Support)
Mrs W Wright (Committee Secretary)
Mrs RJ Gray (Council Support Manager)
Mr K Lockley (Zero Harm Manager)
Mr V Ramduny (Planning and Strategy Manager)
Members of Staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Solomon)

THAT an apology be received from and leave of absence granted to Cr Church [representing Council at the WCDEM Hearing] and Cr Lynch.

CARRIED on the voices

WDCI608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Costar/McGuire)

THAT the agenda for the meeting of the Waikato District Council held on Monday 8 August 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 considered with the public excluded.

CARRIED on the voices

WDC1608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Baddeley/Petersen)

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

CARRIED on the voices

WDC1608/03

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

COMMITTEE AND DEPARTMENTAL REPORTS

Zero Harm Update
Agenda Item 6.1.1

The Zero Harm Manager gave a verbal presentation and answered questions from the Councillors.

Resolved: (Crs Smith/Gibb)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDC1608/04/1

Submission on the Local Government Act Amendment Bill (No.2)
Agenda Item 6.1.2

The Planning & Strategy Manager answered questions from the Councillors.

Resolved: (Crs Fulton/Sedgwick)

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

AND THAT Council approves the submission to the Local Government & Environment Select Committee.

CARRIED on the voices

WDC1608/04/2

Cr Smith requested his dissenting vote be recorded.

Receipt of Reserve Management Plans Hearing Panel Minutes 21 July 2016
Agenda Item 6.2.1

Resolved: (Crs Fulton/Gibb)

THAT the minutes of a hearing by the Reserve Management Plans Hearing Panel held on Thursday 21 July 2016 be received.

CARRIED on the voices

WDC1608/05/1

Neighbourhood Parks Reserve Management Plan
Agenda Item 6.2.2

Resolved: (Crs Fulton/Gibb)

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

AND THAT Council adopt the Neighbourhood Parks Reserve Management Plan as amended.

CARRIED on the voices

WDC1608/05/2

Huntly Memorial Hall
Agenda Item 6.2.3

Resolved: (Crs McGuire/Costar)

THAT the report from the Chief Executive be received;

AND THAT Council place the demolition of the Huntly Memorial Hall on hold and assist/create a community working group to look at options for community facilities in Huntly;

AND FURTHER THAT the process and costs for forming a community working group to explore the facility needs of the Huntly Community is developed and reported back to the Infrastructure Committee for approval prior to establishment;

AND FURTHER THAT the findings of the working group are reported to Council for consideration through the 2017/18 Annual Plan process.

CARRIED on the voices

WDC1608/05/3

Delegated Road Name Approvals for Council Information
Agenda Item 6.2.4

Resolved: (Crs Smith/McGuire)

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

CARRIED on the voices

WDC1608/05/4

COMMUNITY COMMITTEE MINUTES

Receipt of Meremere Community Committee Minutes held on Thursday 9 June 2016
Agenda Item 7.1

Resolved: (Crs Sedgwick/Petersen)

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 9 June 2016 be received.

CARRIED on the voices

WDC1608/06/1

Receipt of Tamahere Community Committee Minutes held on Monday 4 July 2016
Agenda Item 7.2

Resolved: (Crs Hayes/Gibb)

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

CARRIED on the voices

WDC1608/06/2

Receipt of Pokeno Community Committee Minutes held on Monday 14 June and Monday 12 July 2016
 Agenda Item 7.3

Resolved: (Crs Sedgwick/Petersen)

THAT the minutes of a meeting of the Pokeno Community Committee held on Monday 14 June and Monday 12 July 2016 be received.

CARRIED on the voices

WDC1608/06/3

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Baddeley/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 Monday 11 July 2016**

REPORTS

b. Interest payment for Pokeno Development

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)(b)(i)(ii)(g)

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

Section 48(1)(i)

CARRIED on the voices

WDC1608/07

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	I590540
Report Title	Receipt of Extraordinary Council Meeting Minutes

1. EXECUTIVE SUMMARY

The minutes for an extraordinary meeting of Council held on Tuesday 23 August 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a for an extraordinary meeting of Council held on Tuesday 23 August 2016 be received.

3. ATTACHMENTS

Extraordinary Council Minutes

MINUTES of an extraordinary meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 23 AUGUST 2016** commencing at **8.35am**.

Present:

His Worship the Mayor Mr AM Sanson
Cr JC Baddeley
Cr DW Fulton
Cr SD Lynch
Cr RC McGuire
Cr J Sedgwick
Cr NMD Smith
Cr CS Tait *[from 8.42am]*

Attending:

Mr GJ Ion (Chief Executive)
Ms S Duignan (General Manager Customer Support)
Mrs RJ Gray (Council Support Manager)
Mrs W Wright (Committee Secretary)
Mrs L van den Bemd (Community Development Adviser)
2 Members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Baddely/Lynch)

THAT an apology be received from and leave of absence granted to Cr Church (attending Waikato Regional Council Lower Waikato Catchment committee meeting), Cr Gibb (attending joint stakeholder meeting for the Mangawara Bridge crossing), Cr Hayes and Cr Costar.

CARRIED on the voices

WDCI608/11

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Baddeley/Sedgwick)

THAT the agenda for the meeting of the Waikato District Council held on Tuesday 23 August 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

WDCI608/12

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	18 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1585273
Report Title	Receipt of Policy & Regulatory Committee Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 16 August 2016 and to adopt the recommendations contained therein.

2. RECOMMENDATION

THAT the minutes of the Policy & Regulatory Committee meeting held on Tuesday 16 August 2016 be received;

AND THAT the following become resolutions of Council:

Draft Plaques, Memorials and Monuments Policy

THAT the Committee approves the Plaques, Memorials and Monuments Policy for adoption at the next Council Meeting on 12 September 2016.

P&R1608/04/I

Feedback and recommendations based on early engagement on the Waikato Regional Transport Committee's Speed Management Project

THAT the feedback received from this trial be incorporated into the district wide review of the Speed Limits Bylaw 2011 in early 2017.

P&R1608/04/4

Amendments to Delegations Register

THAT Council approves the amendment to the Delegations Register to allow the General Manager Service Delivery and the Roading Manager to act in respect of all matters under the Land Transport Rule: Traffic Control Device 2004.

P&R1608/04/5

Amendment to Chief Executive's Delegation

THAT the Policy & Regulatory Committee recommends to Council that it delegates to the Chief Executive the approval of delegations (including financial) for all positions;

AND THAT any such delegations are a subset of the delegations available to the Chief Executive and that financial delegations are at levels lower than those available to the Chief Executive.

P&R1608/04/6

Review of Water Supply Policies

THAT the revised water supply policy is referred to Council for approval and the existing water supply policies WDC 04/53/3/2, WDC1008/05/1/2, WDC05/33/1/3 and WDC04/53/3/2 are rescinded.

P&R1608/04/7

Designation of parks for electric charging station

THAT Council supports the establishment of electric charging stations in Raglan and elsewhere in the District;

AND FURTHER THAT staff discuss the detail with WEL noting preferred Attachment 2 in the agenda report but not excluding other options.

P&R1608/04/10

Local Government New Zealand Conference 2016

THAT the report from the Chief Executive be received;

AND THAT Council write to LGNZ expressing an expectation that remits are presented early enough to Councils with at least 14 days' notice to enable Councils to consider the matters prior to the meeting.

P&R1608/04/12

Hauraki Gulf Forum Governance Review Update

THAT our representative is authorised to present the views of this Council at the Forum Review:

- **Representation of the Forum (balance of Mana Whenua and elected representatives)**
- **Minister of Conservation appointments and NGO's to be advisers and not members of this Forum.**

P&R1608/04/13

Review of Remuneration Policies

THAT the Staff Remuneration and Employment Policy, and Chief Executive Remuneration and Employment Policy be referred to Council for approval, and the existing Staff Remuneration and Employment Policy, Chief Executive Remuneration and Employment Policy, and Management Consultant Policy be rescinded.

P&R1608/04/14

3. ATTACHMENTS

P&R Minutes

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 16 AUGUST 2016** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson
Cr JC Baddeley
Cr JA Church
Cr R Costar
Cr JM Gibb
Cr WD Hayes
Cr SD Lynch [*until 11.49am*]
Cr RC McGuire
Cr LM Petersen
Cr JD Sedgwick
Cr NMD Smith
Cr MR Solomon
Cr GS Tait

Attending:

Mr GJ Ion (Chief Executive)
Ms S Duignan (General Manager Customer Support)
Mr T Harty (General Manager Service Delivery)
Mrs W Wright (Committee Secretary)
Mr C Clarke (Roading Manager)
Ms AM D'Aubert (Consents Manager)
Mr R MacCulloch (Regulatory Manager)
Mrs A Parquist (Customer Delivery Manager)
Mr C Birkett (Monitoring Team Leader)
Mr M Balloch (Building Quality Manager)
Mr G Bailey (Open Spaces Operations Team Leader)
Mr G Boundy (Senior Environmental Planner)
Mr R Bullock (NZTA)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/Church)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 16 August 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;

AND FURTHER THAT in accordance with Standing Order 3.7.2 the order of business be changed with agenda items 7.3 [*Draft Plaques, Memorials and Monuments Policy*], 7.6 [*Draft Grass Verge Policy 2016*], 7.11 [*Delegated Resource Consents Approved for the months of June and July 2016*] and 7.14 [*Hauraki Gulf Forum Governance Review Update*] be discussed at an appropriate time during the course of the meeting.

CARRIED on the voices

P&R1608/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Hayes/Sedgwick)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 21 June 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

P&R1608/02

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

RECEIPT OF HEARING MINUTES OF DECISIONS

P&R Hearing (Proposed Cemeteries Bylaw 2016) held on Monday 20 June 2016
Agenda Item 6.1

Resolved: (Crs Gibb/Costar)

THAT the minutes of the hearing by the Policy & Regulatory Committee – Proposed Waikato District Council Cemeteries Bylaw 2016 - held on Monday 20 June 2016 be confirmed as a true and correct record of that hearing.

CARRIED on the voices

P&R1608/03/1

P&R Hearing (Proposed Beaches and Reserves Bylaw 2016) held on Wednesday 22 June 2016
Agenda Item 6.2

Resolved: (Crs Sedgwick/Hayes)

THAT the minutes of the hearing by the Policy & Regulatory Committee – Proposed Waikato District Council Proposed Beaches and Reserves Bylaw 2016 – held on Wednesday 22 June 2016 be confirmed as a true and correct record of that hearing.

CARRIED on the voices

P&R1608/03/2

P&R Hearing (Proposed Trade Waste and Wastewater Bylaw 2016) held on Wednesday 29 June 2016
Agenda Item 6.3

Resolved: (Crs Baddeley/Costar)

THAT the minutes of the hearing by the Policy & Regulatory Committee – Proposed Waikato District Council Trade Waste and Wastewater Bylaw 2016 – held on Wednesday 29 June 2016 be confirmed as a true and correct record of that hearing.

CARRIED on the voices

P&R1608/03/3

P&R Hearing (Proposed Freedom Camping Bylaw 2016) held on Wednesday 6 July 2016
Agenda Item 6.4

Resolved: (Crs Gibb/Church)

THAT the minutes of the hearing by the Policy & Regulatory Committee – Proposed Waikato District Council Freedom Camping Bylaw 2016 – held on Wednesday 6 July 2016 be confirmed as a true and correct record of that hearing.

CARRIED on the voices

P&R1608/03/4

REPORTS

Draft Plaques, Memorials and Monuments Policy
Agenda Item 7.3

The Open Spaces Operations Team Leader gave a verbal overview and answered questions by the Committee.

Resolved: (Crs Lynch/Sedgwick)

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

AND THAT the Committee approves the Plaques, Memorials and Monuments

Policy for adoption at the next Council Meeting on 12 September 2016.

CARRIED on the voices

P&R1608/04/1

Draft Grass Verge Policy 2016

Agenda Item 7.6

The Open Spaces Operations Team Leader gave a verbal overview and answered questions by the Committee.

Resolved: (Crs Church/Lynch)

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

AND THAT the Grass Verge Policy be amended and reported to the Council Meeting on 12 September 2016;

AND FURTHER THAT Staff provide an Annual Progress Report to Council with the intention of reducing the amount of grass verge maintenance to zero, within three years.

CARRIED on the voices

P&R1608/04/2

Cr Sedgwick requested her dissenting vote be recorded.

Summary of Applications Determined by the District Licensing Committee

Agenda Item 7.1

Resolved: (Crs Lynch/Smith)

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

CARRIED on the voices

P&R1608/04/3

Feedback and recommendations based on early engagement on the Waikato Regional Transport Committee's Speed Management Project

Agenda Item 7.2

The Roding Manager gave an overview of the report and answered questions from the Committee. Mr Bullock (NZTA) clarified some points and answered questions from the Committee.

Resolved: (Crs Church/Sedgwick)

THAT the report from the General Manager Service Delivery, and the Waikato Regional Transport Committee be received;

AND THAT the feedback received from this trial be incorporated into the district wide review of the Speed Limits Bylaw 2011 in early 2017.

CARRIED on the voices

P&R1608/04/4

Amendments to Delegations Register
Agenda Item 7.4

The Chief Executive gave an overview of this item and answered questions from the Committee.

Resolved: (Crs Costar/Petersen)

THAT the report from the Chief Executive be received;

AND THAT Council approves the amendment to the Delegations Register to allow the General Manager Service Delivery and the Roading Manager to act in respect of all matters under the Land Transport Rule: Traffic Control Device 2004.

CARRIED on the voices

P&R1608/04/5

Amendment to Chief Executive's Delegation
Agenda Item 7.5

The Chief Executive clarified the intent for this request.

Resolved: (Crs Smith/Tait)

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

AND THAT the Policy & Regulatory Committee recommends to Council that it delegates to the Chief Executive the approval of delegations (including financial) for all positions;

AND FURTHER THAT any such delegations are a subset of the delegations available to the Chief Executive and that financial delegations are at levels lower than those available to the Chief Executive.

CARRIED on a show of hands, 8 voting in FAVOUR and 6 voting AGAINST

P&R1608/04/6

Review of Water Supply Policies
Agenda Item 7.7

The General Manager Service Delivery gave an overview of this item and answered questions from the Committee.

Resolved: (Crs Gibb/Costar)

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

AND THAT the revised water supply policy is referred to Council for approval and the existing water supply policies **WDC 04/53/3/2, WDC1008/05/1/2, WDC05/33/1/3 and WDC04/53/3/2** are rescinded.

CARRIED on the voices

P&R1608/04/7

Year-end Report
Agenda Item 7.8

The General Manager Customer Support gave an overview of this item. The following staff answered questions from the Committee: the Consents Manager, the Building Quality Manager, the Chief Executive, the Regulatory Manager and Customer Delivery Manager.

Resolved: (Crs Lynch/Hayes)

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

CARRIED on the voices

P&R1608/04/8

Delegated Resource Consents Approved for the months of June and July 2016
Agenda Item 7.11

The Consents Manager answered questions from the Committee.

Resolved: (Crs Gibb/Smith)

THAT the report of the **General Manager Customer Support – dated 4 August 2016 be received.**

CARRIED on the voices

P&R1608/04/9

Designation of parks for electric charging station
Agenda Item 7.9

The Monitoring Team Leader gave an overview and answered questions from the Committee.

Resolved: (Crs Smith/Baddeley)

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

AND THAT Council supports the establishment of electric charging stations in Raglan and elsewhere in the District;

AND FURTHER THAT staff discuss the detail with WEL noting preferred Attachment 2 in the agenda report but not excluding other options.

CARRIED on the voices

P&R1608/04/10

2016 Meeting Calendar
Agenda Item 7.10

Resolved: (Crs Petersen/Smith)

THAT the report from the Chief Executive – be received.

CARRIED on the voices

P&R1608/04/11

Local Government New Zealand Conference 2016
Agenda Item 7.12

The Chief Executive gave an overview of the content of the Conference.

Resolved: (Crs Church/Costar)

THAT the report from the Chief Executive be received;

AND THAT Council write to LGNZ expressing an expectation that remits are presented early enough to Councils with at least 14 days' notice to enable Councils to consider the matters prior to the meeting.

CARRIED on the voices

P&R1608/04/12

Hauraki Gulf Forum Governance Review Update
Agenda Item 7.14

The Chief Executive gave an overview of this item. The Senior Environmental Planner answered questions from the Committee.

Resolved: (Crs Smith/Costar)

THAT the report from the Chief Executive be received;

AND THAT our representative is authorised to present the views of this Council at the Forum Review:

- **Representation of the Forum (balance of Mana Whenua and elected representatives)**
- **Minister of Conservation appointments and NGO's to be advisers and not members of this Forum.**

CARRIED on the voices

P&R1608/04/13

Review of Remuneration Policies

Agenda Item 7.13

The Chief Executive gave an overview of this item.

Resolved: (His Worship the Mayor/Cr Church)

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

AND THAT the Staff Remuneration and Employment Policy, and Chief Executive Remuneration and Employment Policy be referred to Council for approval, and the existing Staff Remuneration and Employment Policy, Chief Executive Remuneration and Employment Policy, and Management Consultant Policy be rescinded.

CARRIED on the voices

P&R1608/04/14

Cr Smith requested his dissenting vote be recorded.

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Gibb/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:

P&R1608/05

REPORTS**a. Chief Executive's Business Plan**

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(d)

Resolutions P&R1608/05 – P&R1608/06 are contained in the public excluded section of these minutes.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	13 July 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1556652
Report Title	Receipt of the Policy & Regulatory Committee Hearing Minutes – Freedom Camping Bylaw 2016

I. EXECUTIVE SUMMARY

To receive the minutes of a Hearing by the Policy & Regulatory Committee - Proposed Waikato District Council Freedom Camping Bylaw 2016 held on Wednesday 6 July 2016 and to adopt the recommendations contained therein.

2. RECOMMENDATION

THAT the minutes of a Hearing by the Policy & Regulatory Committee – Proposed Waikato District Council Freedom Camping Bylaw 2016 - held on Wednesday 6 July 2016 be received;

AND THAT the following becomes a resolution of Council:

Submissions on the Proposed Waikato District Council Freedom Camping Bylaw 2016 – P&R1607/05

THAT the Waikato District Council Freedom Camping Bylaw 2016 as amended be adopted by Council on 12 September 2016.

3. ATTACHMENTS

P&R Hearing Minutes 6 July 2016

Minutes of a hearing by the Policy & Regulatory Committee (to hear and consider submissions and make recommendations on the Proposed Waikato District Council Freedom Camping Bylaw 2016) held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 6 JULY 2016** commencing at **9.02am** and continuing on **TUESDAY 12 JULY 2016** at **9.01am**

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson
Cr JC Baddeley
Cr JM Gibb
Cr WD Hayes
Cr SD Lynch
Cr RC McGuire
Cr LM Petersen
Cr MR Solomon

Attending:

Mrs S Duignan (General Manager Customer Support)
Mrs W Wright (Committee Secretary)
Mr C Birkett (Monitoring Team Leader)
Ms M Russo (Corporate Planner)
Mr C Aitchison (Raglan Resident)
Mrs J Brown (Secretary of Union Church Raglan)
Mr T Duff (Raglan Backpackers and Waterfront Lodge)
Ms S Edmonds (Eureka Community Planning Committee)
Ms M Haines (Port Waikato Residents and Haines Ratepayers Association)
Mr D Hall (NZ Police)
Ms S Hall (Raglan Resident, in Tourism Industry)
Ms S Hart (Raglan Sport Fishing Club)
Mr K Holmes on behalf of Roy Breeze (NZ Fire Service)
Mr G Mackie (Chairperson, Huntly Youth Focus Trust)
Mr G Mackie (Huntly Resident and member of the NZMCA)
Mr B MacLeod (Raglan Community Board)
Mr B MacLeod (speaking as Raglan Resident and member of the NZMCA)
Mr C Thomson (Secretary, Raglan Residents and Ratepayers Association)
Ms G Wilson (Raglan Resident)
Mr K Wooderson (Raglan District Union Church)
Mr C Young (Raglan Surfing School Ltd)
Members of Staff

APOLOGIES AND LEAVE OF ABSENCE**Resolved: (Crs Gibb/Hayes)****THAT an apology be received from and leave of absence granted to Cr Church, Cr Costar, Cr Sedgwick, Cr N Smith and Cr Tait.****CARRIED on the voices****P&R1607/01****CONFIRMATION OF STATUS OF AGENDA ITEMS****Resolved: (Crs Hayes/Lynch)****THAT the agenda for a hearing of the Policy & Regulatory Committee held on Wednesday 6 July 2016 be confirmed and all items therein be considered in open meeting and receive one page from Submission 48.****CARRIED on the voices****P&R1607/02****DISCLOSURES OF INTEREST**

There were no disclosures of interest.

REPORTS**Submissions on the Proposed Waikato District Council Freedom Camping Bylaw 2016
Agenda Item 3.1**

On 19 April 2016 Council resolved to consider and approve the Proposed Waikato District Council Freedom Camping Bylaw 2016 for public notification and consultation, in accordance with section 11 of the Freedom Camping Act 2011, and section 83 of the Local Government Act 2002 (special consultative procedure).

The General Manager Customer Support gave an overview of the Bylaw and the Act.

The Monitoring Team Leader informed the Committee about the order of the Hearing.

Resolved: (Crs Fulton/Petersen)**THAT the report of the General Manager Customer Support be received;****AND THAT pursuant to sections 83 and 150 of the Local Government Act 2002, the Committee consider and, where requested, hear submissions on the notified Proposed Waikato District Council Freedom Camping Bylaw 2016.****CARRIED on the voices****P&R1607/03**

Hearing of Submissions

The following submitters presented their submission in relation to the Proposed Waikato District Council Freedom Camping Bylaw 2016:

Submitter Name	Organisation/On Behalf Of	Submitter No	Appendix 1 – staff comments	Appendix 2 – original submissions
Chris Aitchison	Raglan Resident	24	31	61
Monique Haines	Port Waikato Residents and Ratepayers Association	79	98	227
David Hall	NZ Police	39	46	99
Julia Brown	Secretary, Raglan District Union Church	46	55	120
Keith Wooderson	Raglan District Union Church	48	58	125

The hearing was adjourned at 10.34am and resumed at 10.54am.

Sheryl Hart	Raglan Sport Fishing Club	41	48	105
Susan Hall	Raglan Resident	72	90	201
Timothy Duff	Raglan Backpackers & Waterfront Lodge	71	86	196
Charlie Young	Raglan Surfing School Ltd	60	75	163
Genny Wilson	Raglan Resident	75	94	217
Bob MacLeod	Raglan Resident and member of the NZMCA	69	84	190
Bob MacLeod	Raglan Community Board	68	83	187
Sue Edmonds	Eureka Community Planning Committee	28	35	70
Chrys Thompson	Raglan Residents and Ratepayers Association	70	85	193

The hearing was adjourned at 12.04pm and resumed at 12.57pm.

Graham Mackie	Huntly Youth Focus Trust	78	97	224
Graham Mackie	Huntly Resident & Member of NZMCA	78	97	224
Kevin Holmes	Roy Breeze, New Zealand Fire Service	55	67	146

The hearing was adjourned at 1.14pm and resumed at 1.48pm.

Resolved: (Crs Hayes/Solomon)

THAT subject to any amendments, the proposed bylaw will be further considered by the Committee at its meeting on 12 July 2016.

CARRIED on the voices

P&R1607/04

The hearing was adjourned at 1.59pm and reconvened at 9.01am on Tuesday 12 July 2016.

Present:

Cr DW Fulton (Chairperson)
 His Worship the Mayor Mr AM Sanson
 Cr JC Baddeley
 Cr J Gibb
 Cr WD Hayes
 Cr SD Lynch
 Cr RC McGuire
 Cr L Petersen
 Cr MR Solomon

Attending:

Mr GJ Ion (Chief Executive)
 Mrs S Duignan (General Manager Customer Support)
 Mr R McCulloch (Regulatory Manager)
 Mr C Birkett (Monitoring Team Leader)
 Ms M Russo (Corporate Planner)
 Mrs W Wright (Committee Secretary)
 Members of Staff

DELIBERATIONS

Tabled: Proposed Freedom Camping Bylaw Deliberations (with track changes)

The Commissioners undertook deliberations on all submissions and amendments presented.

Resolved: (Crs Lynch/McGuire)

THAT subject to the amendments, the proposed bylaw will be further considered for adoption by the Council at its meeting on 12 September 2016.

CARRIED on the voices

P&R1607/05

There being no further business, the hearing was closed at 10.09am.

Minutes approved and confirmed this day of 2016.

DW Fulton

CHAIRPERSON

Minutes2016/P&R/160706 P&R M.doc

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	30 August 2016
Prepared by	Kevin Lockley Zero Harm Manager
Chief Executive Approved	Y
DWS Document Set #	1596635
Report Title	Zero Harm Update

1. 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

Council has introduced a new key performance indicator for managers for this year, managers are required to carry out two safety conversations each month.

The Chief Executive continues to carry out safety conversations across the organisation. The most recent conversations were held with the new City Care contractors on several lawn mowing sites and with Franklin Trees felling large trees adjacent to the Hakarimata walking track. The contractor was found to be managing the risks associated with the felling process and the general public accessing the walking track through the site.

Over Speed Reporting

Numbers of events for the month of August were steady but the level of speeds on occasions were high which is a disappointing risk behaviour. Managers continue to hold conversations with drivers who appear on the smart track speeding report.

Risk Management

The executive team have carried out a critical risk register review.

On Friday 12 August Council received a call from the Hamilton City Council call centre from an irrate customer threatening to carry out harm at a Waikato District Council location. The origins of the call and the intended harm location were unknown, only that it was a woman caller and a firearm was mentioned. The police were informed and, precautions were taken to lock down all Council sites and recall all outside staff and contractors to their home bases. The Council emergency response team were assembled and worked through the process all day until the police advised that a phone number had been traced and police were on their way to speak with the person.

All staff were kept informed throughout the day by the communications team and staff were advised they could start leaving the buildings and the security guards could be stood down. A debrief was held on the following Monday morning and learnings from the emergency continue to emerge. Staff were asked to comment on how they thought the processes could be improved, these comments underpin further reviews of existing procedures.

The Council software incident reporting programme is being further customised to suit Council requirements

Monthly Statistics

Total incidents for the month were (61) 30 near miss reports, 13 injuries and 18 incidents not requiring any first aid or medical intervention. The Total Recordable Injury Frequency Rate (TRIFR) year to date is 4.18. The measure is the total number of fatal injuries, lost time injuries, medical treatment injuries multiplied by 200,000 hours divided by the total hours worked for the year to date. For example, $\frac{0 \times 200,000}{\text{Total hours worked}}$.

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 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 and is currently being updated to reflect the strategies for the next 12 months.

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

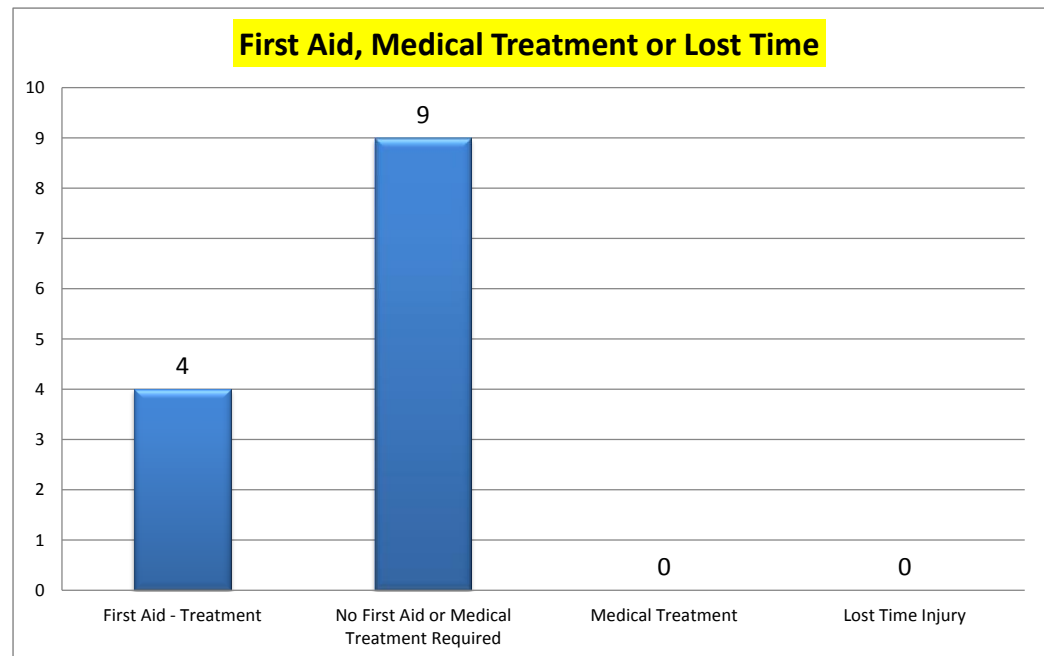
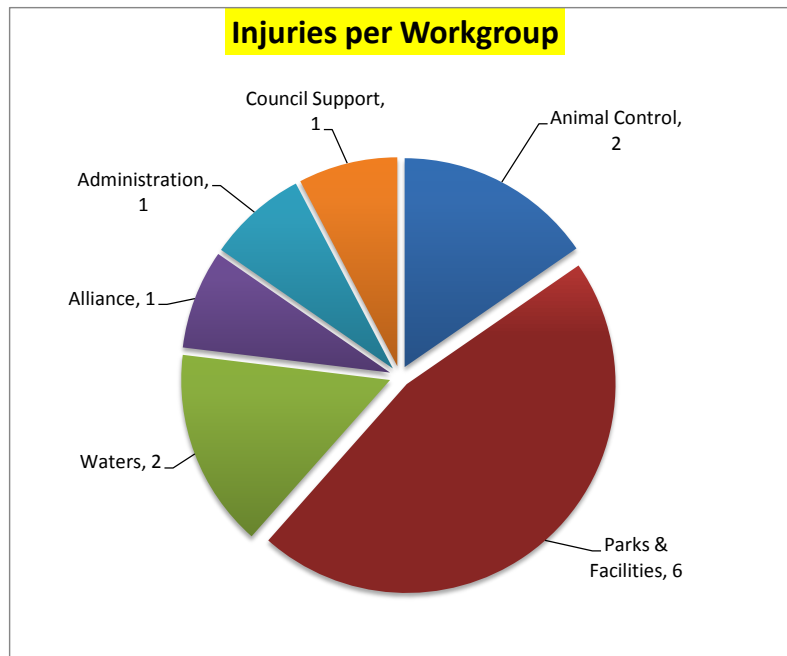
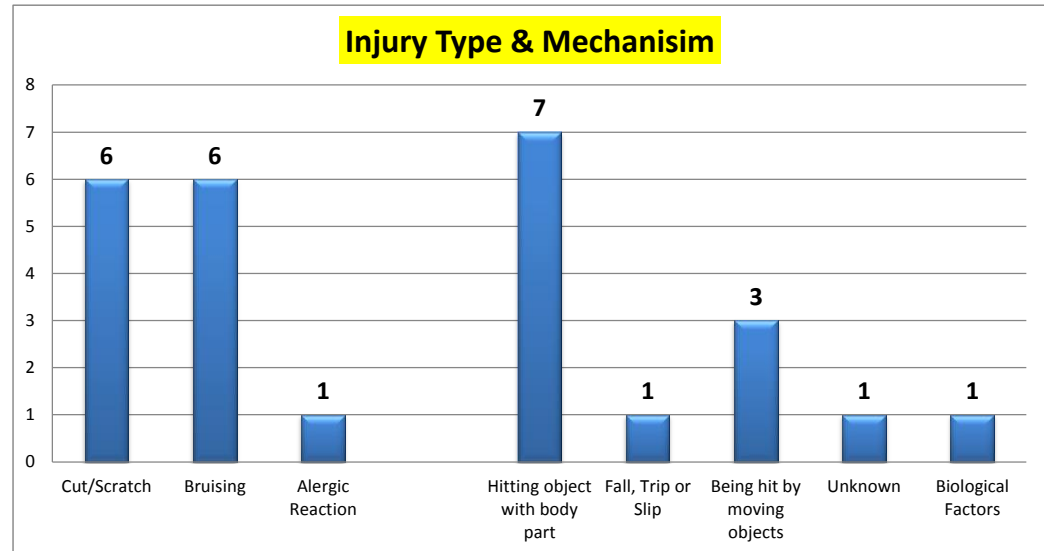
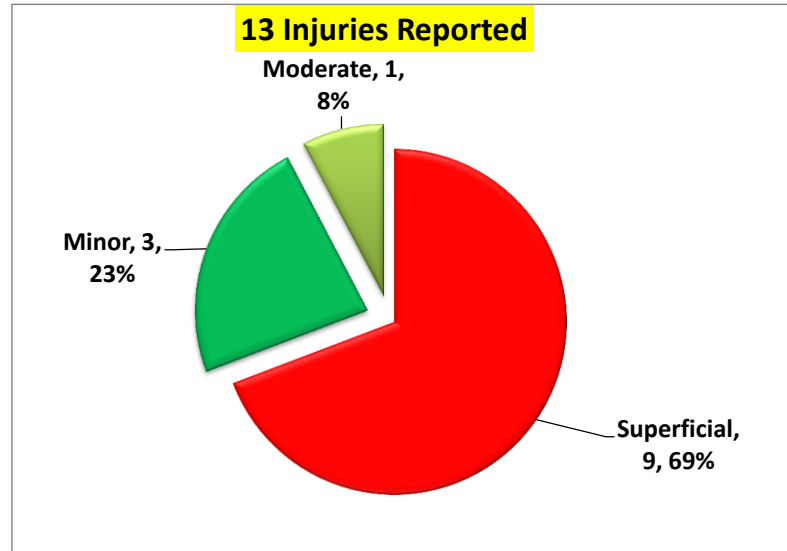
This report provides an update on progress with our Zero Harm systems and processes, and monthly statistics progress

7. ATTACHMENTS

Zero Harm Dashboard – August 2016

Zero Harm Dashboard - August 2016

Total Recordable Injury Rate = 4.18



Open Meeting

To	Waikato District Council
From	Tim Harty General Manager Service Delivery
Date	26 August 2016
Prepared by	Michelle Smart Property Officer
Chief Executive Approved	Y
DWS Document Set #	1595703
Report Title	Documents signed on behalf of the Council under delegated authority

I. EXECUTIVE SUMMARY

The Chief Executive holds a discretionary statutory delegation which provides for the signing and sealing of documents on behalf of the Council. This delegation extends to interests in land including reserves vested in Council or for which the Council is the administering body.

The delegation provides that the Chief Executive may sign on behalf of the Council documents relating to easements or similar rights, provided that in each case such documents include terms and provisions customary to such documents, and adequately protect the Council.

The delegation requires that a report on the documents signed under this authority be submitted to the next available meeting of Council.

The purpose of this report is to inform Council of the documents that have recently been signed on behalf of Council under this delegation:

Certificate of Consent pursuant to s114 (2) Public Works Act 1981 as Grantor under Easement 36859:

The New Zealand Transport Agency (“NZTA”) has entered into an agreement under the Public Works Act to acquire a portion of privately owned land at 95 Puketaha Road, in connection with the Waikato Expressway (Hamilton Section).

That portion of land is legally described as part Lot 2 DPS 82276 held in certificate of title SA 64D/978. This certificate of title is subject to a drainage right created by Transfer 36859 in favour of Waikato District Council.

Section 114(2) Public Works Act 1981 provides the consent is required from the body that holds an interest in the land; in this case Council is the grantor under Transfer 36859.

The Waters Assets and Operations Team confirmed prior to signing, that NZTA's partial acquisition of the land for a public work would not adversely impact the drainage easement.

Grant of right to drain sewage easement in gross, in favour of Water Care Services Limited.

Land use consent has been granted to Watercare Services Limited for a new trunk wastewater line between 1930 Buckland Road and the Pukekohe Wastewater Treatment Plant on Parker Lane. Council is the owner of an adjacent parcel of land which is legally described as Lot 1 DP 149792 held in Certificate of Title NA 89A/945.

The trunk main will pass through part Lot 1 DP 149792, and the right to drain wastewater has been legally protected by way of a registered easement in gross, in favour of Watercare Services Limited.

2. RECOMMENDATION

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

Open Meeting

To	Waikato District Council
From	Tim Harty General Manager Service Delivery
Date	24 August 2016
Prepared by	Gordon Bailey Open Spaces Operations Team Leader
Chief Executive Approved	Y
DWS Document Set #	1596165
Report Title	Draft Grass Verge Policy 2016

I. EXECUTIVE SUMMARY

Following discussions during the presentation of the Draft Grass Verge report to the 16 August Infrastructure Committee, amendments have been made to the Draft Grass Verge Policy.

The key issues amended include:

- A three year review period.
- The “Application” section has been inserted after the “Policy Statement”.
- Removal of irrelevant information from the “Significance” section.
- Increased clarity around the “Policy Statement” section.
- A commencement date of 1st October 2016.

Due to there being multiple numbers of maintenance contract maps it is not feasible to have a link to them. Once the policy has been adopted and to provide clarity to which areas of the district the policy applies to, urban area maps will form part of the policy. Reporting progress on reducing the number of grass verges to Council has not been included as part of the draft policy. As this sits outside the policy and will be reported quarterly as part of the operational report to the Infrastructure Committee. Mowing of verges is undertaken on average approximately once every 2 weeks.

2. RECOMMENDATION

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

AND THAT the Grass Verge Policy be adopted;

AND FURTHER THAT Council communicate the outcomes of the Waikato District Council Grass Verge Policy to the community.

AND FURTHER THAT progress on reducing the mowing of grass verges will be referred to the Infrastructure Committee on a quarterly basis.

3. ATTACHMENTS

- Grass Verge Policy 2016

Grass Verge Policy 2016

Policy Owner Gordon Bailey Chief Executive
 Policy Sponsor Andrew Corkill Service Delivery
 Approved By:
 Approval Date:
 Resolution Number
 Effective Date
 Next Review Date:

Objective

To provide consistency across the Waikato District over the responsibility of maintaining grass verges located within the district's 50km/ph residential zones.

Significance

The Significance and Engagement Policy requires the 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 its likely impact on, and likely consequences for:

- (a) The district or region;
- (b) Any persons who are likely to be particularly affected by, or interest 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.

Policy Review

This policy will be reviewed as deemed appropriate by the Chief Executive, but not less than once every three years.

Policy Statements

Council adopts the following policy for maintenance of grass verges located outside residential properties within all urban areas of the district:

1. That the maintenance of all grass verges is the sole responsibility of the adjacent property owner.
2. That the Council will continue to maintain grass verges currently identified in existing reserve maintenance contract maps.

3. Council will undertake a review annually of grass verges it maintains with a view to reducing the number of verges it maintains. Part of this process will involve an understanding of the reason for Council undertaking individual verge maintenance in the first place.
4. Unless by way of age, illness or condition of the verge that prevents maintenance property owner undertaking maintenance, notice will be given to the property owner that Council will cease maintaining the verge in accordance with this policy.
5. That the policy be implemented from 1st October 2016.
6. Urban area means – within the 50 km/ph areas only.

Application

This policy applies to all property owners who own land adjacent to road verges within any 50pkm/ph zones within the district as identified within existing reserve maintenance contract maps only.

For clarity, urban areas but not individual grass verges are shown on attached map.

Open Meeting

To	Waikato District Council
From	Sue Duignan General Manager Customer Support
Date	26 August 2016
Prepared by	Roger MacCulloch
Chief Executive Approved	Y
DWS Document Set #	1595676
Report Title	Impact of the Local Body Elections on the DLC

I. EXECUTIVE SUMMARY

On 18 December 2013, the Sale and Supply of Alcohol Act 2012 came into effect and the Waikato District licencing Committee (DLC) was established to consider and determine alcohol licencing applications in the district. At this time, Council resolved that the Chair of the DLC would be an elected member. This is currently Councillor Smith.

As a result of the local body elections currently underway, there will be a period of time between at least 8 October and 31 October 2016 when new and re-elected Councillors will not have been officially sworn in and the Council will not have given delegation to specific Councillors to Chair the various Committees of Council, including the DLC.

To ensure continuity of DLC decision making during this time, Council is being asked to acknowledge this situation and make a resolution to allow Councillor Smith, who has been re-elected on an unopposed basis to the Newcastle Ward, to continue to chair the DLC until the new Council has had an opportunity to formally consider this matter.

2. RECOMMENDATION

THAT the report of the General Manager Customer Support – *Impact of the Local Body Elections on the DLC* be received;

AND THAT Council resolves, pursuant to Schedule 7, Clause 30(7) of the Local Government Act 2002, to retain the current Chair of the District Licencing Committee, Councillor Smith until the new Council has confirmed the various committee chairs for the next term.

3. BACKGROUND

At its meeting on 9 December 2013, Council resolved to appoint Councillor Noel Smith as Chair of the Waikato District Licencing Committee (DLC). This appointment was as an elected member, not a commissioner appointment, in accordance with section 189 (2) of the Sale and Supply of Alcohol Act 2012.

Given Councillor Smith's status as an elected member, his standing as chair between 8 October and 31 October 2016 is questionable, even though he has been re-elected on an unopposed basis. This is the period of time between the end of elections and Councillors being sworn in.

To avoid any confusion or doubt about the Chair's status during this time, a resolution from Council is required to confirm that Councillor Smith can continue to carry out his duties from the end of this electoral term, until the new Council has been sworn in and has made decisions regarding the Chair of the Waikato DLC.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Councillor Smith has been Chair of the DLC for approximately 2½ years. Over this time, the Chair and Committee has provided clear guidance to the local alcohol industry on what practices are acceptable and have made sound decisions on alcohol licence applications.

Given the hiatus period between the 8th October and the Council decisions in respect of Chair for the DLC, it is considered appropriate that Council resolve that Councillor Smith has the authority of the Chair of the Waikato DLC during this period.

4.2 OPTIONS

Other options available are to either appoint the deputy Chair, Councillor (and list member) Graeme Tait, or one of the other list members (Patsi Davies, Brett McEwan, Michael Cameron and Janet Gibb) to this role as a commissioner, pursuant to section 189(2) of the Sale and Supply of Alcohol Act 2012, if they are amenable to it.

The appointment of a list member to this role could however be problematic from an operational perspective as none of these members have notable experience as Chair of the DLC.

5. CONSIDERATION

5.1 FINANCIAL

The chair and members of the DLC are remunerated on an hourly basis for the work undertaken. This is generally covered by the alcohol licencing fees received with applications. There are no other financial implications associated with this decision.

5.2 LEGAL

Staff have reviewed the provisions of Schedule 7, Clause 30(7) of the Local Government Act 2002 and are satisfied that Councillor Noel Smith is able to act as Chair of the DLC during the transition period until the new Council has formally considered the matter, as long as Council has passed a resolution to authorise it.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

There are no other strategies, policies, plans or agreements that must be taken into account when considering this matter.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The Significance and Engagement Policy is not triggered in this situation and there are no other parties who need to be involved in this decision.

6. CONCLUSION

To ensure the District Licencing Committee (DLC) can continue to make decisions during, and immediately following the election period, staff recommend that Council authorise the current Chair, Councillor Smith, to continue to chair the DLC until the new Council has considered the matter and formally appointed a chair to this Committee.

REPORT

Item Number:

Open Meeting

To	Waikato District Council
From	Sue Duignan General Manager Customer Support
Date	31 August 2016
Prepared By	Roger MacCulloch Regulatory Manager
Chief Executive Approved	Y
DWS Document Set #	1597023
Report Title	Annual Report of District Licensing Committee

1. Executive Summary

The Sale and Supply of Alcohol Act 2012 requires Council to prepare and send to the Alcohol Regulatory and Licensing Authority a report of the proceedings and operations of its licensing committees during the year. The report must be sent within three months after the end of the financial year.

The District Licensing Committee has prepared the attached report for Council to adopt.

2. Recommendation

THAT the report of the General Manager Customer Support – *Annual report of District Licensing Committee* be received;

AND THAT Council adopts the report attached as its 2016 annual report to the Alcohol Regulatory and Licensing Authority.

Report of the
**WAIKATO DISTRICT
LICENSING COMMITTEE**

For the period ended 30 June 2016

1. Introduction

Pursuant to Section 199(1) of the Sale and Supply of Alcohol Act 2012, the Waikato District Council is required to prepare and send to the Alcohol Regulatory and Licensing Authority a report of the proceedings and operations of its licensing committees during the year. The report must be sent within three months after the end of the financial year.

2. Overview of DLC workload

DLC Structure and Personnel

The Waikato District Council has appointed one District Licensing Committee pursuant to section 186 of the Act. The council has appointed an elected member, Councillor Noel Smith, as the chairperson of the committee. Councillor Graeme Tait has been appointed to be deputy chairperson.

During the year Council approved one further person to be a member of the committee. Persons now approved to be members of the committee are:

Councillor Graeme Tait
 Councillor Janet Gibb
 Mr Brett McEwan
 Ms Patsi Davies
 Dr Michael Cameron

The committee is supported through council's regulatory team with the regulatory manager, Mr Roger MacCulloch, delegated the functions, duties and powers of the secretary by the chief executive.

The council employs five licensing inspectors, Mr Alan Parkes, Mr Joe Kee, Mrs Cindy Norris, Mr Paul Lynch and Mr Baker Siddique. Mr Parkes is appointed to be council's chief licensing inspector under section 197(5). All licensing inspectors are qualified environmental health officers who also carry out the council's environmental health functions.

Staff Training

The principal avenue for training of staff is via the annual licensing inspector's conference. Two of the council's licensing inspectors attended the conference in September 2015.

DLC Meetings or Hearings

The DLC held 15 public hearings during the year. Five of the hearings related to licences, eight to manager certificates, one to special licences and one to temporary authorities.

Sixteen temporary authority applications were determined requiring a full quorum of three members, with all other applications determined by the chairperson alone.

The committee also meets periodically to develop and maintain its identity and discuss procedures and protocols.

Noticeable Trends or Issues Faced by the DLC

Manager certificate applications and renewals constitute the majority of applications determined by the committee. Special licence application numbers were slightly lower than previous years. Permanent licence numbers have remained relatively consistent with previous years. Two on-licence applications were received for previously unlicensed premises, both cafes. Two remote sales off-licence applications were received for previously unlicensed premises. The number of applications received is consistent with previous years. No trends have therefore been identified by the committee with most applications being processed without issues raised. The district does not face the density issues of many of the larger centres in New Zealand, nor the late hours of main centres with entertainment precincts.

3. DLC Initiatives

No new initiatives have been adopted by the Committee during the year. The focus has been to continue to develop administrative processes to support the operation of the Committee. Collaboration with the statutory agencies has continued with regular contact between the Inspectors, Police and Medical Officer of Health.

4. Local Alcohol Policy

The council has previously developed and consulted on a draft local alcohol policy producing a provisional local alcohol policy in April 2015. Two appeals to the policy were received and during the year discussions were held with the appellant and agreement reached on proposed changes. A consent order was obtained from the Authority referring the elements of the policy back to Council. Submitters who submitted on the elements proposed to change were further consulted in accordance with the Authority's practice note on dealing with agreed changes to a policy and the resubmission process. Council will be resubmitting the policy to the Authority in the coming year.

Council notes that local alcohol policies have been promoted as providing for local input to the licensing process. However it has become clear through the appeals heard by the authority that the consultative procedure and wishes of the local

community are of little weight, with the policy provisions adopted being considered solely in respect of the legislative framework of the Act and whether the provisions are reasonable in light of the object of the Act (based on local evidence of harm). The additional consultation required with submitters during the resolution of appeals also makes the process very circular and provides little certainty for the parties involved. It also adds significant cost to the LAP development process which the community ultimately pays for.

5. Current Legislation

As noted in previous reports the drafting of the Sale and Supply of Alcohol Act 2012 is not helpful. The legislation contains poorly worded provisions that are difficult to understand. Several of the matters noted in the previous year's report are reproduced below together, noting that these reflect only a few of the issues with the legislation.

Provisions relating to one matter are scattered in a number of different places which makes it difficult to ensure that all relevant provisions of the legislation are applied when considering the matter. Examples include:

- Provisions relating to on-licences are contained in sections 14, 15, 16, 28, 29, 37, 38, 47, 56, 110, 111 and the general licence application requirements in sections 99 - 109.
- Provisions relating to special licences are contained in sections 22, 28, 41, 42 and the general special licence requirements in sections 137 - 150.
- Similar issues are present in respect of other licence types.

It is recommended that the Act is amended to consolidate all relevant provisions of a matter in one place.

In respect of particular provisions of the Act the following issues are noted:

Caterer's On-Licences

Caterer's on-licences allow the licence holder to deliver alcohol from the premises the licence is issued for and sell it on any other premises for consumption there by people attending a reception, function or other social gathering. The function may be in a different district to that in which the premises the licence is issued for is located. It is unclear what is intended to occur should the other district have a local alcohol policy that contains more restrictive hours than those for which the licence may have been issued for. It does not seem reasonable that a licence issued by one District Licensing Committee can allow the sale of alcohol in another district later than the hours that have been restricted in that district. Council would like to see this anomaly remedied.

Quorum of District Licensing Committee

The provisions of section 191 relating to the requirement for a quorum of the committee are considered unreasonable in respect of some applications. The

quorum required for applications for a licence, manager's certificate or their renewal where there have been no objections filed or matters in opposition raised by the reporting agencies is one member, being the chairperson. Any other application requires a quorum of three members meaning that applications for temporary authority or variation of conditions of a licence require a quorum of three members to determine them. The logic behind this is not apparent. A temporary authority is largely an administrative process where premises change hands. There are no statutory criteria to meet but if issues with the applicant are identified then they can be raised with the committee and a hearing convened. Otherwise there appears to be no reason why the chairperson cannot determine the application alone. The full criteria can be considered at the time of the substantive licence application. Requiring the full committee to determine these applications adds unnecessary administrative costs to the process.

Similarly, Council cannot understand why the chairperson cannot determine an application for variation of conditions of a licence alone if no objection or opposition has been received. If the chairperson can determine the original licence and impose conditions and vary the conditions on renewal in accordance with the Act, it appears unusual to suggest that he or she cannot consider an application to change those conditions using the same criteria as the original application.

Membership of District Licensing Committee

Section 189(3) provides that Council may appoint an elected member to be deputy chairperson of the licensing committee. It is noted that the chairperson can be either an elected member or an external commissioner. This is inconsistent. It is recommended that any member of the committee on the list of approved members may fill the role of chairperson in the absence of the appointed chairperson.

Section 192(5) provides that an inspector must not be included on the list of approved members of the licensing committee. The situation is unclear in respect of a person who may be appointed as an inspector for another territorial authority. As the person is only an inspector for the territorial authority in which they are appointed it appears that they may be appointed to the committee of another territorial authority. This may raise potential issues of conflict in neighbouring local authorities.

Temporary Authorities

Section 127(1) provides that the holder of a licence may apply to renew a licence. The Sale of Liquor Act 1989 also provided that the holder of a temporary authority could apply for renewal of the licence to ensure the licence remains in force while they are obtaining a new licence. This process was commonly referred to as a "paper renewal" with no application fee paid and no processing of the application undertaken. Restricting the ability to apply for renewal only to the holder of the licence creates issues when the licence is due to expire during the period a temporary authority is in force and before a new licence can be issued to the new owner. The holder of the licence may not be available or willing to submit a renewal application resulting in the expiry of the licence in which case the temporary authority will have no force. It is therefore recommended that section 127(1) is

amended to also provide for the holder of a temporary authority to apply for renewal of a licence.

Application of Section 47

The provisions of section 47 relating to restrictions on sacrosanct days are unclear in respect of the holder of a caterer's on-licence endorsed under section 38. Form 9 of the Sale and Supply of Alcohol Regulations 2013 excludes condition (a) relating to no alcohol being sold on the sacrosanct days for a licence endorsed under section 38. However section 47 applies to all on-licences and does not exclude caterer's on-licences. In respect of Form 9 it is also noted that the endorsement under section 38 may apply to a full on-licensed premises where it would not be appropriate to exclude condition (a). It is recommended that the sacrosanct days should not apply to a caterer's on-licence when catering at other premises as this situation is more akin to a special licence.

The Sale of Liquor Act 1989 restriction on trading on the sacrosanct days applied only to hotels and taverns. The provisions of section 47 of the new act applying to all on-licences are more restrictive, and for example apply to a function centre. The function centre catering for weddings, celebrations and the like now require a special licence on the sacrosanct days as people are not present to dine, also noting the time limitations specified in section 47(3) for dining. An amendment is recommended to section 47 to enable function centres to operate on the sacrosanct days without the need for a special licence.

Definition of Licensed Premises

The Act does not provide for defining the area in which alcohol may be sold, supplied or consumed under the licence. The Sale of Liquor Regulations 1990 under the Sale of Liquor Act 1989 provided for a plan of the premises accurately defining the area to which the licence applies. This provided certainty as to whether or not the licensee is entitled to sell alcohol in a particular area. In its absence in the new legislation it is left open to argument. Examples of where this could be relevant include restaurant outdoor dining areas on footpaths, club rooms on sports grounds, golf clubs and the like – what is the extent of the licensed premises?

The Sale of Liquor Regulations 1990 provided for licensees to apply to sell liquor in a greater area or from any other part of the premises than was specified in the definition of premises. It is now unclear how an existing licensee may seek to alter the area in which they may sell alcohol. It has been suggested that an application for variation of conditions is sought, but it is noted that the definition of premises on licences issued under the 1989 Act is not strictly a condition.

Setting of Fees by Bylaw - Managers' Certificates

The provisions of regulation 11(2) of the Sale and Supply of Alcohol (Fees) Regulations 2013 are considered to be unworkable and should be revoked. The provision provides that if a territorial authority makes a bylaw in relation to fees as authorised by the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013 in respect of a manager's certificate, the fee must be the same as the fee charged by

every other territorial authority. The apparent intent is to ensure consistency of charges nationally for manager certificate applications. It is unclear how this regulation can ever be applied. If a territorial authority were to adopt a fee under the bylaw it could not be any different to the fee prescribed under regulation 11(1) since all other territorial authorities before adopting a bylaw must charge the prescribed fee. To maintain national consistency the fee must be prescribed nationally in the regulations. If every territorial authority is required to charge the same fee there should be no provision to set a fee in a bylaw.

6. Other Matters

Council notes the ARLA practice direction dated 28 January 2014 requiring a replacement licence with a new number to be issued every time a licence is renewed. The apparent reason is to ensure the licence with latest conditions is always clear. It is submitted that issuing a new number when reprinting the licence is unnecessary and complicates administrative processes. The practice appears to be historical due to the fact that no expiry date appeared on a licence. It is noted that the Act provides for a licence to be issued and for that licence to be renewed and for the licence conditions to be varied. The references are to one licence, not to create a new licence on each occasion. Council submits that with the provision of an expiry date on the licence it is not necessary to create a new licence number when reprinting the licence on renewal or if conditions are varied. Changes are reflected in the application decision and a licence may be updated and reprinted on each renewal or variation using the same unique licence identification number. This is consistent with all other licences issued by Council under a variety of legislation. Issuing new licence numbers for what constitutes the same licence leads to potential confusion.

7. Liaison with other agency groups

The Committee works closely with the Police and Waikato District Health Board, holding several liaison group meetings during the year.

.....
Noel Smith
Chairperson
Waikato District Licensing Committee

Statistical Information

Waikato District Council

Annual Return for the year ended 30 June 2016

On-licence, off-licence and club licence applications received:

<i>Application Type</i>	Number received in fee category: Very Low	Number received in fee category: Low	Number received in fee category: Medium	Number received in fee category: High	Number received in fee category: Very High
On-licence new	-	5	4	-	-
On-licence variation	-	-	-	-	-
On-licence renewal	-	6	10	-	-
Off-licence new	-	2	3	-	-
Off-licence variation	-	-	-	-	-
Off-licence renewal	2	2	8	1	-
Club licence new	1	1	-	-	-
Club licence variation	-	-	-	-	-
Club licence renewal	12	16	-	-	-
Total number	15	32	25	-	-
Total Fee paid to ARLA* (GST incl)	\$258.75	\$1104.00	\$1207.50	\$7.25	

Annual fees for existing licences received

Licence Type	Number received in fee category: Very Low	Number received in fee category: Low	Number received in fee category: Medium	Number received in fee category: High	Number received in fee category: Very High
On-licence	-	20	35	-1	-
Off-licence	1	6	30	3	-
Club licence	13	29	-	-	-
Total number	14	55	65	2	-
Total Fee paid to ARLA* (GST incl)	\$241.40	\$1877.38	\$3329.24	\$276.00	-

Managers' certificate applications received:

	Number received
Manager's certificate new	81
Manager's certificate renewal	108
Total number	189
Total Fee paid to ARLA (GST incl)	\$5433.75

Special licence applications received:

	Number received in category: Class 1	Number received in category: Class 2	Number received in category: Class 3
Special licence	3	35	36

Temporary authority applications received:

	Number received
Temporary authority	13

Permanent club charter payments received:

	Number received
Permanent club charter payments	-

***NOTE:** Fees paid to ARLA may not directly correspond to the number of applications received in each fee category due to refund adjustments paid to applicants as a result of changes in the fee category of premises during the year, licences surrendered, or change of ownership of premises.

**Waikato District Licensing Committee
Current List of Licensed Premises at Year Ending 30 June 2016***

Note: The licence numbers quoted are current at 30 June 2016. In accordance with the ARLA practice direction dated 28 January 2014 a replacement licence is issued with a new licence number every time a licence is renewed. The licence numbers referred to below may therefore not be current at the time this report is referred to.

Club Licences

Licence Number	Licensee	Trade Name
014/CL/02/2005	Newstead Sports & Social Club Incorporated	Newstead Sports & Social Club
014/CL/03/2009	Te Kauwhata Bowling Club Incorporated	Te Kauwhata Bowling Club
014/CL/04/2010	Huntly Thistle Association Football Club Incorporated	Huntly Thistle Association Football Club
014/CL/1/2002	Huntly West Bowling Club Incorporated	Huntly West Bowling Club
014/CL/2/2004	Huntly Golf Club Incorporated	Huntly Golf Club
014/CL/2/95	Taupiri Bowling Club Incorporated	Taupiri Bowling Club
014/CL/3/94	Taniwha Social Club Incorporated	Taniwha Social Club
014/CL/3/95	Horsham Downs Golf Club Incorporated	Horsham Downs Golf Club
014/CL/4/2004	Ngaruawahia Golf Club Incorporated	Ngaruawahia Golf Club
014/CL/4/95	Raglan Golf Club Incorporated	Raglan Golf Club
014/CL/5/94	Te Akau Waingaro Community Complex Incorporated	Te Akau Waingaro Community Complex
014/CL/5/95	Huntly & District Workingmens Club Incorporated	Huntly Workingmens Club
014/CL/7/97	Ngaruawahia Bowling Club Incorporated	Ngaruawahia Bowling Club
14/CL/01/2016	Taniwharau Rugby League Club Incorporated	Taniwharau Rugby League Club
14/CL/02/2015	Huntly College Old Boys Rugby Football Club Incorporated	Huntly College Old Boys Rugby Football Club
14/CL/02/2014	The Tuakau Rugby Football Club Incorporated	Tuakau Rugby Football Club
14/CL/02/2016	The Maramarua Squash Club Incorporated	Maramarua Squash Club

14/CL/03/2014	Mokai Awhina Sports Cultural & Recreation Club	Mokai Awhina Sports Cultural & Recreation Club
14/CL/03/2015	Ngaruawahia RSA Incorporated	Ngaruawahia RSA
14/CL/03/2016	Te Mata Social Club Incorporated	Te Mata Social Club
14/CL/04/2014	Hamilton Car Club Incorporated	Hamilton Car Club
14/CL/04/2015	Huntly Returned Services Association Incorporated	Huntly RSA Club
14/CL/04/2016	Te Kowhai Golf Club Incorporated	Te Kowhai Golf Club
14/CL/05/2014	Tuakau Cosmopolitan Club Incorporated	Tuakau Cosmopolitan Club
14/CL/05/2015	Onewhero Golf Club Incorporated	Onewhero Golf Club
14/CL/05/2016	Raglan Club Incorporated	Raglan Bowling Club
14/CL/06/2014	Te Kauwhata Rugby Sports Club Incorporated	Te Kauwhata Rugby Sports Club
14/CL/06/2015	Huntly Squash Racquets Club Incorporated	Huntly Squash Club
14/CL/06/2016	Riverside Golf Club Incorporated	Riverside Golf Club
14/CL/07/2014	Waikato Stock & Saloon Car Club Incorporated	Waikato Stock & Saloon Car Club
14/CL/07/2015	Maramarua Golf Club Incorporated	Maramarua Golf Club
14/CL/07/2016	Waikare Golf Club Incorporated	Waikare Golf Club
14/CL/08/2014	Waiterimu Golf Club Incorporated	Waiterimu Golf Club
14/CL/08/2015	Waikato Clay Target Club Incorporated	Waikato Clay Target Club
14/CL/09/2015	Glen Afton Citizens & Sports Club Incorporated	Glen Afton Citizens & Sports Club
14/CL/10/2015	Raglan Rugby Sports Club Incorporated	Raglan Rugby Sports Club
14/CL/11/2015	Hukanui Golf Club Incorporated	Hukanui Golf Club
14/CL/12/2015	Huntly Quoit Club Incorporated	Huntly Quoit Club
14/CL/13/2015	Maramarua Rugby Football Club Incorporated	Maramarua Rugby Club
14/CL/14/2015	Turangawaewae Rugby League Sports And Cultural Club Incorporated	Turangawaewae Rugby League Football Club
14/CL/15/2015	Ngaruawahia United Football Club Incorporated	Ngaruawahia United Football Club
14/CL/16/2015	Ngaruawahia Rugby League Football Club Incorporated	Ngaruawahia Rugby League Football Club
14/CL/17/2015	Onewhero Rugby Football Club Incorporated	Onewhero Rugby Club

14/CL/18/2015	Huntly Bowling Club Incorporated	Huntly Bowling Club
14/CL/19/2015	Taupiri Rugby Football Club Incorporated	Taupiri Rugby Football Club
14/CL/20/2015	Te Kauwhata Squash Club Incorporated	Te Kauwhata Squash Club
14/CL/21/2015	Raglan Club Incorporated	Raglan Club
14/CL/22/2015	Huntly Fish Game & Clay Target Club Incorporated	Huntly Fish Game & Clay Target Club

Off-Licences

Licence Number	Licensee	Trade Name
010/OFF/02/2002	RN & LR Patel Limited	Supervalu Tuakau
010/OFF/09/2001	Germar Limited	Muddy Waters Irish Pub and Restaurant
014/OFF/01/2012	S J Tiwana Limited	Meremere Superette & Takeaways
014/OFF/02/2010	Huntly & District Workingmens Club Incorporated	Huntly Workingmens Club
014/OFF/03/2007	General Distributors Limited	Countdown Huntly
014/OFF/03/2013	Palms On George Limited	Tuakau Wholesale Liquor Centre
014/OFF/04/2006	Milligan Holdings Limited	Rangiriri Hotel
014/OFF/04/2012	Te Kauwhata Foodmarket Limited	Te Kauwhata Four Square
014/OFF/05/2013	Palms On George Limited	Tuakau Hotel Off - Catering
014/OFF/1/2001	Raglan Club Incorporated	Raglan Club
14/OFF/01/2014	Quality Investments Limited	Cheep Liquor Huntly
14/OFF/01/2015	Barview Limited	Orca Restaurant & Bar
14/OFF/01/2016	Pokeno Liquor Limited	Pokeno Liquor
14/OFF/02/2015	Q2 Foods Limited	K Beez Dairy
14/OFF/02/2016	Lat 35 Wines Limited	Lat 35 Wines
14/OFF/03/2014	Waingaro Hot Springs Hotel Limited	Waingaro Hotel
14/OFF/03/2015	Venus NZ Limited	Thirsty Liquor Raglan
14/OFF/03/2016	Twigs at Avant Garden Limited	Twigs Florist
14/OFF/04/2015	Gails of Tamahere Limited	Gails of Tamahere
14/OFF/04/2016	G & J Sandhu Limited	Fred's Store
14/OFF/05/2014	The Breuwan Trust	Harbour View Hotel
14/OFF/05/2016	PGS Limited	Raglan Liquor Centre
14/OFF/06/2015	Te Kauwhata Licensing Trust	Te Kauwhata Trust Tavern
14/OFF/07/2014	R K Gamble	Taupiri Tavern

14/OFF/07/2015	Ken & Lesley Curtis Limited	Raglan Four Square
14/OFF/08/2015	Water View Hospitality Limited	Essex Arms
14/OFF/09/2014	Tuakau Cosmopolitan Club Incorporated	Tuakau Cosmopolitan Club
14/OFF/09/2015	Pavan Sharma Raglan Limited	Supervalu Raglan
14/OFF/10/2014	KK Neel Limited	Supervalu Ngaruawahia
14/OFF/10/2015	Snowfield Limited	Cheep Liquor Ngaruawahia
14/OFF/11/2014	SVVAPP Holdings Limited	Brews
14/OFF/11/2015	J R Gillespie	Waipa Tavern
14/OFF/12/2014	Delta Hotel Limited	Delta Hotel
14/OFF/12/2015	Glen Afton Citizens & Sports Club Incorporated	Glen Afton Citizens & Sports Club
14/OFF/13/2014	I. & R. M. Nabi Limited	Matangi Four Square
14/OFF/13/2015	V J & Co Limited	The Bottle-O
14/OFF/14/2014	V S Parmar	Super Liquor Huntly
14/OFF/14/2015	The Beer Cellar Limited	The Beer Cellar
14/OFF/15/2015	Kelstworural Limited	Red Fox Tavern
14/OFF/16/2015	Vind Holdings Limited	Whatawhata Tavern
14/OFF/17/2015	Jammu Holdings Limited	Thirsty Liquor Huntly
14/OFF/18/2015	Bhrahmadev Holdings Limited	Tuakau Foodmarket
14/OFF/19/2015	Ngaruawahia Supermarket Limited	New World Ngaruawahia
14/OFF/20/2015	K J Graham, P M Graham	Hitchen Road Vineyard

On-Licences

Licence Number	Licensee	Trade Name
010/ON/09/2001	Geramar Limited	Muddy Waters Irish Pub and Restaurant
014/ON/03/2006	Milligan Holdings Limited	Rangiriri Hotel
014/ON/06/2006	S O'Malley Limited	Old Court House Cafe Huntly
014/ON/06/2009	A J Metcalfe, D M Metcalfe	The Metcalfe's Conference & Adventure Centre
014/ON/06/2012	Nandani Foods Limited	Curry Delight Indian Restaurant
014/ON/08/2013	Palms On George Limited	Tuakau Hotel
014/ON/9/2003	Hillside Hotel Limited	Hillside Hotel and Nature Resort
14/ON/01/2015	Palms On George Limited	Dome Cafe
14/ON/01/2016	Sneha Bali Limited	Sartaj Indian Restaurant
14/ON/02/2016	Local Eatery & Bar Limited	Local Eatery
14/ON/03/2015	Castaways Lodge Limited	Castaways Resort
14/ON/03/2016	Bow Street Depot Limited	Bow Street Depot
14/ON/04/2015	Sleeping Lady Lodging Limited	Wahine Moe
14/ON/04/2016	Marty's Limited	McGinty's
14/ON/05/2014	Waingaro Hot Springs Hotel Limited	Waingaro Hotel
14/ON/05/2016	The Thomson Food Co Limited	The Shack
14/ON/06/2015	Barview Limited	Orca Restaurant & Bar
14/ON/06/2016	Wharf Bar and Bistro Limited	The Wharf Kitchen and Bar
14/ON/07/2015	GK & Co Holding Limited	Namaste Kitchen
14/ON/07/2016	Zealong Tea Estate Limited	Camellia Tea House
14/ON/08/2016	Hampton Downs (NZ) Limited	Hampton Downs Motorsport Park
14/ON/09/2014	G D McMahon	Punnet Cafe
14/ON/09/2015	John Rangiteremauri Edwards	Waikato Tainui College for Research & Development

14/ON/10/2014	The Breuwan Trust	Harbour View Hotel
14/ON/10/2015	Emma Browne Limited	The Firepot Café
14/ON/11/2014	R K Gamble	Taupiri Tavern
14/ON/11/2015	R K Semple	Podges Place
14/ON/12/2015	Gails of Tamahere Limited	Gails of Tamahere
14/ON/13/2014	CW Motels Limited	Raglan Sunset Motel
14/ON/13/2015	Willow Glen	Willow Glen 2015 Limited
14/ON/14/2015	Mukesh Holdings Limited	The India Restaurant and Bar
14/ON/15/2015	Woodlands Café Limited	Café Woodlands
14/ON/17/2015	Te Kauwhata Licensing Trust	Te Kauwhata Trust Tavern
14/ON/18/2014	Delta Hotel Limited	Delta Hotel
14/ON/18/2015	V Hem	Blacksands Cafe
14/ON/19/2015	Rockaway Beach Limited	The Yot Club
14/ON/20/2014	F J McDonald	Scoundrels n Sea Dogs
14/ON/20/2015	Riverhaven Cafe & Bar Limited	Riverhaven Cafe & Bar
14/ON/21/2014	Chez J Limited	Chez Bean Cafe
14/ON/21/2015	LaValla Functions Limited	LaValla
14/ON/22/2015	Waterview Hospitality Limited	Essex Arms
14/ON/23/2015	J R Gillespie	Waipa Tavern
14/ON/24/2015	Kelstworural Limited	Red Fox Tavern
14/ON/25/2015	Woodside Estate Cafe Limited	Woodside Estate Cafe
14/ON/26/2015	Vind Holdings Limited	Whatawhata Tavern
14/ON/27/2015	Pokeno Motel Limited	Pokeno Motel
14/ON/28/2015	The Laughing Peacock Limited	The Laughing Peacock
14/ON/29/2015	Rock-It Limited	Rock-It Kitchen
14/ON/30/2015	Nikau Cave Limited	Nikau Cave Limited

14/ON/31/2015

To The Table Limited

Sylvia's

14/ON/32/2015

Bidois Trading Limited

Raglan Social Club

Open Meeting

To	Waikato District Council
From	TG Whittaker General Manager Strategy & Support
Date	01 September 2016
Prepared by	Patricia Collin Legal Officer
Chief Executive Approved	Y
DWS Document Set #	1597591
Report Title	Strada Corporation Limited – Constitution

I. EXECUTIVE SUMMARY

Council is not able to wind up Strada Corporation Limited (“the Company”) until April 2019 as the Company has entered into a guarantee which does not expire until this date.

In order to minimise the costs of operation of the Company it is desirous to reduce the number of the directors from a minimum of four directors to a minimum of two directors and to allow for a Council employee or officer to be appointed as a director.

2. RECOMMENDATION

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

AND THAT Council as sole shareholder in Strada Corporation Limited resolve as a special resolution that:

1. The existing constitution of the Company be revoked; and
2. The new constitution (in the form attached) be approved and adopted as the constitution of the Company; and
3. The Chief Executive be authorised and directed to:
 - a. certify the new constitution of the Company; and
 - b. sign all documents and do all things necessary to revoke the existing constitution and adopt the new constitution including updating of the Companies Office records,

for and on behalf of the Company.

3. BACKGROUND

The best way to do minimise the costs of operation of the Company is to revoke the existing Constitution under section 32(2) of the Companies Act 1993 (“the Act”) and adopt a new Constitution under section 32(1) of the Act, with the required amendments to clause 20 of the existing Constitution to reduce the minimum number of directors from four to two and to allow for a Council employee or officer to be appointed as a director.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Clause 20 of the existing Constitution states:

“20. Number of directors

The minimum number of directors may be determined from time to time by the shareholders, and unless so determined, the minimum number shall be four. The maximum number of directors may be determined from time to time by the shareholders. The directors holding office at any time shall not include any member, employee or officer of any shareholding local authority.”

Clause 20 of the new Constitution states:

“20. Number of directors

The minimum number of directors may be determined from time to time by the shareholders, and unless so determined, the minimum number shall be two. The maximum number of directors may be determined from time to time by the shareholders. The directors holding office at any time shall not include any elected member of any shareholding local authority.”

The amendment to the last sentence of clause 20 is consistent with Council’s submission to the Local Government Amendment Bill.

If Council resolves to adopt the new Constitution, notice is required to be given to the Companies Office within 10 days pursuant to section 32(3) of the Act.

4.2 OPTIONS

Council has two options as set out below:

1. Council may retain the existing Constitution. The minimum number of Directors will remain at four and Council employees or officers will not be able to be appointed as Directors.
2. Council may revoke the existing Constitution and adopt the new Constitution with the amendments to clause 20. The minimum number of Directors will be reduced from four to two and Council employees or officers will be able to be appointed as Directors.

5. CONSIDERATION

5.1 FINANCIAL

Directors fees will be reduced.

5.2 LEGAL

Council may, as the sole shareholder of the Company, resolve to revoke the existing Constitution under section 32(2) of the Companies Act 1993 (“the Act”) and adopt a new Constitution under section 32(1) of the Act.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Nil

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

This does not trigger Council’s significant engagement policy.

6. CONCLUSION

It is recommended that Council proceed with Option 2.

7. ATTACHMENTS

(a) Existing Constitution for Strada Corporation Limited (formerly Tanlaw Corporation Limited)

(b) New Constitution for Strada Corporation Limited



10010801490

CONSTITUTION OF TANLAW CORPORATION LTD

32

1. Constitution and the Companies Act

The provisions of the Companies Act 1993 (the Act) are negated, modified, adopted and extended as provided by this constitution and to the extent that the constitution contravenes, or is inconsistent with the Act, the Act shall prevail.

CALL ON SHARES

2. Directors may make calls

The directors may from time to time make such calls as they think fit upon the shareholders in respect of any moneys unpaid on their shares which is not by the conditions of issue of such shares made payable at a fixed time or times. Each shareholder shall, subject to receiving at least 10 working days' written notice specifying the time or times and place of payment, pay to the company at the time or times and place so specified the amount called. A call may be revoked or postponed as the directors may determine.

3. Timing of calls

A call may be made payable at such times and in such amount as the directors may decide.

4. Liability of joint holders

The joint holders of a share shall be jointly and severally liable to pay all calls in respect of such share.

5. Interest

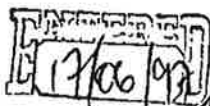
If a sum called in respect of a share is not paid before or on the time appointed for payment, the person from whom the sum is due shall pay interest on that sum from the time appointed for payment to the time of actual payment at such rate as the directors may determine after having regard to generally prevailing bank rates of interest at the relevant times, but the directors shall be at liberty to waive payment of that interest wholly or in part.

6. Instalments

Any sum which by the terms of issue of a share becomes payable on issue or at any fixed time shall for all purposes be deemed to be a call duly made and payable at the time at which by the terms of issue the same becomes payable. In case of non-payment all the relevant provisions of the constitution relating to payment of interest and expenses, forfeiture, or otherwise shall apply as if the sum had become payable by virtue of a call duly made and notified.

7. Differentiation as to amounts

The directors may, on the issue of shares, differentiate between the holders as to the amount of calls to be paid and the times of payment.



FORFEITURE OF SHARES

8. Notice of default

If any person fails to pay any call or any instalment of any call in relation to shares for which that person is liable at the time appointed for payment, the directors may at any time thereafter serve notice on such person requiring payment of the moneys unpaid together with any interest which may have accrued.

9. Final payment date

The notice shall name a further day (not earlier than the expiration of 10 working days from the date of service of the notice) on or before which the payment required by the notice is to be made, and shall state that, in the event of non-payment on or before the time appointed, the shares in respect of which the money was owing will be liable to be forfeited.

10. Forfeiture

If the requirements of any such notice are not complied with, any share in respect of which the notice has been given may be forfeited at any time before the required payment has been made, by a resolution of the directors to that effect. Such forfeiture shall include all dividends and bonuses declared in respect of the forfeited share and not actually paid before the forfeiture.

11. Sale of forfeited shares

A forfeited share may be sold or otherwise disposed of on such terms and in such manner as the directors in their sole discretion think fit and, at any time before a sale or disposition, the forfeiture may be cancelled on such terms as the directors think fit. If any forfeited share shall be sold within 12 months of the date of forfeiture, the residue, if any, of the proceeds of sale after payment of all costs and expenses of such sale or any attempted sale and all moneys owing in respect of the forfeited share and any interest payable pursuant to the provisions of clause 5 of the constitution shall be paid to the person whose share has been forfeited or to such person's executors, administrators or assigns.

12. Cessation of shareholding

A person whose share has been forfeited shall cease to be a shareholder in respect of the forfeited share, but shall, nevertheless, remain liable to pay to the company all money which, at the time of forfeiture, was payable by such person to the company in respect of the share. That liability shall cease if and when the company receives payment in full of all such money in respect of the share.

13. Evidence of forfeiture

A statutory declaration in writing declaring that the declarant is a director of the company and that a share in the company has been duly forfeited on a date stated in the declaration shall be conclusive evidence of the facts stated in that declaration as against all persons claiming to be entitled to the share.

14. Validity of sale

The company may receive the consideration, if any, given for a forfeited share on any sale or disposition of the share and may execute a transfer of the share in favour of the person to whom the share is sold or disposed of. Such person shall then be registered as the holder of the share and shall not be bound to see to the application of the purchase money, if any, nor shall such persons's title to the share be affected by any irregularity or invalidity in the proceedings in reference to the forfeiture, sale or disposal of the share.

TRANSFER OF SHARES**15. Freedom to transfer is qualified**

Every change in the ownership of shares in the capital of the company shall be subject to the limitations and restrictions as provided in the constitution.

REFUSAL TO REGISTER TRANSFERS**16. Directors' right to refuse registration**

Subject to compliance with the provisions of section 84 of the Act, the directors may refuse or delay the registration of any transfer of any share to any person whether an existing shareholder or not:

- (a) If so required by law;
- (b) If registration would impose on the transferee a liability to the company and the transferee has not signed the transfer;
- (c) If a holder of any such share has failed to pay on due date any amount payable in respect of such share either in terms of the issue of such share or in accordance with the constitution (including any call made on such share);
- (d) If the transferee is an infant or a person of unsound mind;
- (e) If the transfer is in respect of more than one class of shares;
- (f) If the transfer is not accompanied by such proof as the directors reasonably require of the right of the transferor to make the transfer or the eligibility and/or legal capacity of the transferee;
- (g) If the directors acting in good faith decide in their sole discretion that registration of the transfer would not be in the best interests of the company and/or any of its shareholders.

NEW ISSUE OF SHARES**17. Disposal of unwanted new shares**

New shares offered to shareholders pursuant to section 45 of the Act and not accepted within the prescribed time or in respect of which written notice is received from the person to whom the offer is made declining such offer may be disposed of by the directors in such manner as they think most beneficial to the company provided that the directors may not offer terms

to third parties which are more favourable than the terms upon which the shares were offered to the shareholders. If they dispose of any such share at a price in excess of that at which it was offered to a shareholder, they may in their discretion pay the whole or any part of such excess to such shareholder.

ACQUISITION OF COMPANY'S OWN SHARES

18. Authority to acquire own shares

The company is hereby expressly authorised to purchase or otherwise acquire shares issued by it, and in particular, but without limitation, is authorised to make selective share purchases from shareholders pursuant to section 60(1)(b)(ii) of the Act.

PROCEEDINGS AT MEETINGS OF SHAREHOLDERS

19.1 First Schedule modified

The provisions of the First Schedule to the Act which the modifications and additions herein set out and excluding those provisions of the First Schedule which are omitted all of which are comprised in clauses 19.1 to 19.14 of the constitution shall apply to the company.

19.2 Chairperson

- (1) If the directors have elected a chairperson of the board and the chairperson of the board is present at a meeting of shareholders, he or she must chair the meeting.
- (2) If no chairperson of the board has been elected, or if at any meeting of shareholders the chairperson of the board is not present within 15 minutes of the time appointed for the commencement of the meeting, the directors present shall elect one of their number to be chairperson of the meeting. If at any meeting no director is willing to act as chairperson, or if no director is present within 15 minutes of the time appointed for holding the meeting, the shareholders present shall choose one of their number to be chairperson of the meeting.

19.3 Notice of meetings

- (1) Written notice of the time and place of a meeting of shareholders must be sent to every shareholder entitled to receive notice of the meeting and to every director and an auditor of the company not less than 10 working days before the meeting.
- (2) The notice must state -
 - (a) The nature of the business to be transacted at the meeting in sufficient detail to enable a shareholder to form a reasoned judgement in relation to it; and
 - (b) The text of any special resolution to be submitted to the meeting.
- (3) An irregularity in a notice of a meeting is waived if all the shareholders entitled to attend and vote at the meeting attend the meeting without protest as to the irregularity, or if all such shareholders agree to the waiver.
- (4) The accidental omission to give a notice of a meeting to, or the non-receipt of a notice of a meeting by, any person entitled to receive such notice shall not invalidate the proceedings at that meeting.
- (5) The chairperson may, and if so directed by the meeting shall, adjourn the meeting

from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for 22 working days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Other than as provided above, it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

19.4 Methods of holding meetings

- (1) A meeting of shareholders may be held either -
 - (a) By a number of shareholders, who constitute a quorum, being assembled together at the place, date and time appointed for the meeting; or
 - (b) By means of audio, or audio and visual, communication by which all shareholders participating and constituting a quorum, can simultaneously hear each other throughout the meeting.

19.5 Quorum

- (1) Subject to subclause (3) of this clause no business may be transacted at a meeting of shareholders if a quorum is not present.
- (2) A quorum for a meeting of shareholders is present if shareholders or their proxies are present who are between them able to exercise a majority of the votes to be cast on the business to be transacted by the meeting.
- (3) If a quorum is not present within 30 minutes after the time appointed for the meeting.
- (4) If a quorum is not present within 30 minutes after the time appointed for the meeting -
 - (a) In the case of a meeting called under section 121(b) of this Act, the meeting is dissolved;
 - (b) In the case of any other meeting, the meeting is adjourned to the same day in the following week at the same time and place, or to such other date, time and place as the directors may appoint, and, if, at the adjourned meeting, a quorum is not present within 30 minutes after the time appointed for the meeting, the shareholders or their proxies present are a quorum.

19.6 Voting

- (1) In the case of a meeting of shareholders held under clause 19.4(1)(a) of this constitution, unless a poll is demanded, voting at the meeting shall be by whichever of the following methods is determined by the chairperson of the meeting -
 - (a) Voting by voice; or
 - (b) Voting by show of hands.
- (2) In the case of a meeting of shareholders held under clause 19.4.(1)(b) of this constitution, unless a poll is demanded, voting at the meeting shall be by the shareholders signifying individually their assent or dissent by voice.
- (3) A declaration by the chairperson of the meeting that a resolution is carried by the requisite majority is conclusive evidence of that fact unless a poll is demanded in accordance with subclause (4) of this clause.
- (4) At a meeting of shareholders a poll may be demanded by -
 - (a) Not less than 5 shareholders having the right to vote at the meeting; or
 - (b) A shareholder or shareholders representing not less than 10 per cent of the total voting rights of all shareholders having the right to vote at the meeting;

- or
- (c) By a shareholder or shareholders holding shares in the company that confer a right to vote at the meeting and on which the aggregate amount paid up is not less than 10 per cent of the total amount paid up on all shares that confer that right.
- (5) A poll may be demanded either before or after the vote is taken on a resolution.
 - (6) If a poll is taken, votes must be counted according to the votes attached to the shares of each shareholder present in person or by proxy and voting.
 - (7) In the case of a equality of votes whether voting is by voice or show of hands or poll, the chairperson of the meeting shall be entitled to a second or casting vote.
 - (8) For the purposes of this clause, the instrument appointing a proxy to vote at a meeting of a company confers authority to demand or join in demanding a poll and a demand by a person as proxy for a shareholder has the same effect as a demand by the shareholder.
 - (9) Subject to any rights or restrictions for the time being attached to any class of shares, every shareholder present in person or by proxy and voting by voice or on a show of hands shall have one vote.
 - (10) The chairperson may demand a poll on a resolution either before or after a vote thereon by voice or on show of hands.
 - (11) The demand for a poll may be withdrawn.
 - (12) Except as provided in sub-clause (13) , if a poll is duly demanded it shall be taken in such manner as the chairperson directs, and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
 - (13) A poll demanded on the election of a chairperson or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken at such time and place as the chairperson of the meeting directs, and any business other than that upon which a poll has been demanded may be proceeded with pending the taking of the poll.

19.7 Proxies

- (1) A shareholder may exercise the right to vote either by being present in person or by proxy.
- (2) A proxy for a shareholder is entitled to attend and be heard at a meeting of shareholders as if the proxy were the shareholder.
- (3) A proxy must be appointed by noting 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 12 months.
- (4) No proxy is effective in relation to a meeting unless a copy of the notice of appointment is produced before the start of the meeting.
- (5) No proxy is effective unless it is produced by a specified time before the start of a meeting if the time specified is not earlier than 48 hours before the start of the meeting.
- (6) An instrument appointing a proxy shall be in the following form or a form as near to such form as the circumstances admit:

INSTRUMENT APPOINTING A PROXY

I/We

7

of **TANLAW CORPORATION Limited**
being a shareholder of
hereby appoint

(print name of proxy)

of _____ or failing
him/her _____ of _____
as my/our proxy to vote for me/us on my/our behalf at the _____ the
Annual/Special Meeting of the company to be held at _____ on _____
commencing at _____ am/pm (or all meetings of the company held within 12 months
of the date hereof) and at any adjournment of any such meeting.

Signed this _____ day of _____

(Usual signature/s)

- (7) Where it is desired to afford shareholders an opportunity of voting for or against a resolution, the instrument appointing a proxy shall be in the following form or a form as near to such form as the circumstances admit:

INSTRUMENT APPOINTING A PROXY

I/We
of
being a shareholder of **TANLAW CORPORATION LTD**

hereby appoint

(print name of proxy)

of _____ or failing
him/her _____ of _____
as my/our proxy to vote for me/us on my/our behalf at the _____ the Annual/Special
Meeting of the company to be held at _____ on _____
commencing at _____ am/pm and at any adjournment thereof.

I/We direct my/our proxy to vote in the following manner

Vote with a tick

- | | |
|-----|-------------|
| | Resolutions |
| For | Against |
| | 1. |
| | 2. |

Signed this _____ day of _____

(Usual signature/s)

- (8) A vote given in accordance with the terms of an instrument of proxy shall be valid notwithstanding the previous death or insanity of the appointor or revocation of the proxy or revocation of the authority under which the proxy was executed, or the transfer of any share in respect of which the proxy is given, if no intimation in writing of such death, insanity, revocation or transfer as aforesaid has been received by the company before the start of the meeting or adjourned meeting at which the proxy is used.
- (9) The instrument appointing a proxy and a power of attorney or other authority, if any, under which it is signed or a notarially certified copy of that power or authority shall be deposited at the registered office of the company or at such other place within New Zealand as is specified for that purpose in the notice convening the meeting not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote or, in the case of a poll, not less than 24 hours before the time appointed for the taking of the poll, and in default, the instrument of proxy shall be treated as invalid.

19.8 Minutes

- (1) The board must ensure that minutes are kept of all proceedings at meetings of shareholders.
- (2) Minutes which have been signed correct by the chairperson of the meeting are prima facie evidence of the proceedings.

19.9 Shareholder proposals

- (1) A shareholder may give written notice to the board of a matter the shareholder proposes to raise for discussion or resolution at the next meeting of shareholders at which the shareholder is entitled to vote.
- (2) If the notice is received by the board not less than 20 working days before the last day on which notice of the relevant meeting of shareholders is required to be given by the board, the board must, at the expense of the company, give notice of the shareholder proposal and the text of any proposed resolution to all shareholders entitled to receive notice of the meeting.
- (3) If the notice is received by the board not less than 5 working days and not more than 20 working days before the last day on which notice of the relevant meeting of shareholders is required to be given by the board, the board must, at the expense of the shareholder, give notice of the shareholder proposal and the text of any proposed resolution to all shareholders entitled to receive notice of the meeting.
- (4) If the notice is received by the board less than 5 working days before the last day on which notice of the relevant meeting of shareholders is required to be given by the board, the board may, if practicable, and at the expense of the shareholder, give notice of the shareholder proposal and the text of any proposed resolution to all shareholders entitled to receive notice of the meeting.
- (5) If the directors intend that shareholders may vote on the proposal by proxy or by postal vote, they must give the proposing shareholder the right to include in or with the notice given by the board a statement of not more than 1000 words prepared by the proposing shareholder in support of the proposal, together with the name and address of the proposing shareholder.
- (6) The board is not required to include in or with the notice given by the board a

statement prepared by a shareholder which the directors consider to be defamatory, frivolous, or vexatious.

- (7) Where the costs of giving notice of the shareholder proposal and the text of any proposed resolution are required to be met by the proposing shareholder, the proposing shareholder must, on giving notice to the board, deposit with the company or tender to the company a sum sufficient to meet those costs.

19.10 Corporations may act by representatives

A body corporate which is 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.

19.11 Votes of joint holder

Where two or more persons are registered as the holder of a share, the vote of the person named first in the share register and voting on a matter must be accepted to the exclusion of the votes of the other joint holders.

19.12 Loss of voting right if calls unpaid

If a sum due to the company in respect of a share has not been paid, that share may not be voted at a shareholder's meeting other than a meeting of an interest group.

19.13 Other proceedings

Except as provided in this constitution a meeting of shareholders may regulate its own procedure.

19.14 Resolutions in lieu of meeting

A shareholder's resolution in lieu of meeting authorised by section 122 of the Act may consist of several documents in like form, each signed by one or more shareholders. A facsimile of any such signed resolution shall be as valid and effectual as the original signed document with effect from completion of its transmission.

DIRECTORS

20. Number of directors

The minimum number of directors may be determined from time to time by the shareholders, and unless so determined, the minimum number shall be four. The maximum number of directors may be determined from time to time by the shareholders. The directors holding office at any time shall not include any member, employee or officer of any shareholding local authority.

21. First directors

The first director(s) of the company shall hold office from the date of registration of the company until (subject to clause 22) ceasing to hold office in accordance with clause 23 of

the constitution.

22. Tenure of office

- (1) The office of director of a company is vacated if the person holding that office -
 - (b) Resigns in accordance with subclause (2) of this clause; or
 - (b) Is removed from office in accordance with the Act or the constitution of the company; or
 - (c) Becomes disqualified from being a director pursuant to section 151 of the Act; or
 - (d) Dies; or
 - (e) Otherwise vacates office in accordance with the constitution; or
 - (f) Is absent without permission of the directors from three consecutive meetings of the directors.
- (2) A director of the company may resign office by signing a written notice of resignation and delivering it to the address for service of the company. The notice is effective when it is received at that address or at a later time specified in the notice.
- (3) Notwithstanding the vacation of office a person who held office as a director remains liable under the provisions of the Act that impose liabilities on directors in relation to acts and omissions and decisions made while that person was a director.

23. Alternate directors

Any director may from time to time (with the prior approval of the holders of the majority of the shares by way of ordinary resolution) appoint any person other than an existing director to be an alternate director. The appointee while he or she holds office as an alternate director shall be entitled to notice of meetings of the directors and attend and vote thereat as a director but he or she shall not require any qualifications and not be entitled to be remunerated by that company otherwise than out of the remuneration of the director appointing him or her. Any such appointment may be for a specified period generally during the absence of the director appointing him or her from time to time. Unless otherwise provided, an alternate director shall exercise and discharge all the duties and have all the rights and powers vested in the director in whose place he or she acts. An alternate director shall not be appointed Chairman of Directors.

24. Rotation of directors

- (1) Subject to paragraph (6) below at the first annual general meeting of the company two directors shall retire from office and at the annual general meeting in every subsequent year one-third in number of the directors (with a minimum of two) or if their number is not a multiple of three then the number nearest to one-third shall retire from office.
- (2) The directors to retire in every year shall be those who have been longest in office since their last election, but as between persons who became directors on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.
- (3) A retiring director shall be eligible for re-election.
- (4) The company at the meeting at which a director retires by rotation may fill the

vacated office by electing a person thereto, and in default the retiring director shall, if offering himself or herself for re-election, be deemed to have been re-elected, unless at that meeting it is expressly resolved not to fill the vacated office or unless a resolution for the re-election of that director is put to the meeting and lost.

- (5) No person other than a director retiring at an annual general meeting shall, unless recommended by the directors, be eligible for election to the office of director at any general meeting unless, not less than 3 nor more than 10 working days before the date appointed for the meeting, there has been left at the registered office of the company notice in writing, signed by a member duly qualified to attend and vote at the meeting for which the notice is given, of his or her intention to propose that person for election, and also notice in writing signed by that person of his or her willingness to be elected.
- (6) For the purpose of paragraph (1) above of this clause any managing director shall be disregarded.

25. Cross directorships

A director of the company may be or become a director or other officer of, or otherwise interested in, any company promoted by the company or in which the company may be interested as shareholder or otherwise, and no such director shall be accountable to the company for any remuneration or other benefits received by him or her as a director or officer of, or from his or her interests in, any such other company unless the company otherwise directs or the law requires.

26. Professional directors

Any director may act by himself or herself or his or her firm in a professional capacity for the company, and a director or firm shall be entitled to remuneration for professional services as if he or she were not a director provided that nothing contained in this clause shall authorise a director or his or her firm to act as auditor to the company.

27. Directors remuneration

The board shall exercise the power conferred by section 161 of the Act to authorise any payment of remuneration to directors in their capacity as such, subject to the amount of any such remuneration being approved by ordinary resolution of the shareholders (in consultation with the chairman of the board of the company and having regard to the level of remuneration payable to directors of companies generally, where those companies have a business and turnover similar to those of the company, as disclosed by such statistics as may be publicly available from time to time, including statistics issued by The Institute of Directors in New Zealand Incorporated).

PROCEEDINGS OF DIRECTORS

28.1 Third Schedule modified

The provisions of the Third Schedule to the Act are deleted and replaced as provided in the constitution.

28.2 Regulation of meetings, quorum and convening

The directors may meet together for the dispatch of business, adjourn and otherwise regulate their meetings as they think fit. The quorum necessary for the transaction of business by the directors may be fixed by the directors and, unless so fixed, shall be the majority of the directors. A director may, and an employee at the request of a director shall, at any time, by any means of communication, summon a meeting of the directors. It shall not be necessary to give notice of a meeting of directors to any director for the time being absent from New Zealand.

28.3 Voting

Questions arising at any meeting of directors shall be decided by a majority of votes. In cases of an equality of votes the chairperson shall have a second or casting vote, provided that where two directors form a quorum and only two directors entitled to vote are present at a meeting, the chairperson of such meeting shall not have a second or casting vote. No business shall be transacted when a quorum is not present.

28.4 Vacancies

If any director resigns, other than at an annual general meeting of the company, the remaining directors may, subject to those directors having first consulted with the holders of a majority of the shares in the company, appoint a replacement director to fill the vacancy created by that resignation. Any replacement director appointed pursuant to this clause shall be deemed to retire at the next annual general meeting of the company held after his or her appointment (unless he or she has resigned earlier). That director shall then be eligible for re-election in accordance with clause 24.4 (which shall apply as though that director had retired by rotation) and clause 24.5.

28.5 Chairperson

The directors may elect a chairperson of their meetings and determine the period for which he or she is to hold office; but if no such chairperson is elected, or if at any meeting the chairperson is not present within five minutes after the time appointed for the meeting, the directors present may choose one of their number to be chairperson of the meeting.

28.6 Resolution in writing

A resolution in writing, signed by all the directors for the time being entitled to receive notice of a meeting of the directors, shall be as valid and effectual as if it had been passed at a meeting of directors duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more directors. A facsimile of any such signed resolution shall be as valid and effectual as the original signed document with effect from completion of its transmission.

28.7 Method of meeting

A meeting of the directors may be held either -

- (a) By a number of the directors who constitute a quorum being assembled together at

- the place, date and time appointed for the meeting; or
- (b) By means of audio, or audio and visual, communication by which all directors participating and constituting a quorum can simultaneously hear other throughout the meeting.

28.8 Minutes

The directors shall ensure that minutes are kept of all proceedings at meetings of the directors.

DIRECTOR'S INDEMNITY

29. Indemnity authorised

The company is hereby expressly authorised to indemnify and/or effect insurance for any director or employee against liability for acts or omissions and/or costs incurred in connection with claims relating to the type specifically contemplated by subsections (3), (4) and (5) of section 162 of the Act to the maximum extent permitted by those subsections.

DIVIDENDS

30. Dividends on shares not fully paid up to be paid pro rata

Subject to the rights of persons, if any, entitled to shares with special rights as to dividend, all dividends on shares not fully paid up shall be authorised and paid in proportion to the amount paid to the company in satisfaction of the liability of the shareholder to the company in respect of the shares either under the constitution of the company or pursuant to the terms of issue of the shares. No amount paid or credited as paid on a share in advance of calls shall be treated for these purposes as paid on the share. All dividends shall be apportioned and paid proportionately to the amounts paid or credited as paid on the shares during any portion or portions of the period in respect of which the dividend is paid, but if any share is issued on terms providing that it shall rank for dividend as from a particular date that share shall rank for dividend accordingly.

31. Deduction of unpaid calls

The directors may deduct from any dividend payable to any shareholder any sums of money, if any, currently payable by such shareholder to the company on account of calls or otherwise in relation to the shares on which such dividends are payable.

32. Payment by cheque or warrant

Any dividend, interest, or other money payable in cash in respect of shares may be paid by cheque or warrant sent through the post directed to the registered address of the holder, or, in the case of joint holders, to the registered address of that one of the joint holders who is first named in the share register or to such person and to such address as the holder or joint holders may in writing direct. Every such cheque or warrant shall be made payable to the order of the person to whom it is sent. Any one of two or more joint holders may give effectual receipts for any dividends, bonuses, or other money payable in respect of the shares

held by them as joint holders.

33. No interest

No dividend shall bear interest against the company.

34. Unclaimed dividends

All dividends unclaimed for one year after having been authorised may be invested or otherwise made use of by the board for the benefit of the company until claimed, and all dividends unclaimed for five years after having been declared may be forfeited by the board for the benefit of the company. The board may, however, annul any such forfeiture and agree to pay a claimant who produces, to the board's satisfaction, evidence of entitlement to the amount due to such claimant, unless in the opinion of the board such payment would embarrass the company.

NOTICES

35. Service

A notice may be served by the company upon any director or shareholder either personally or by posting it by post in a prepaid envelope or package addressed to such director or shareholder at such person's last known address or by delivery to a document exchange or by facsimile telephone number of such director or shareholder.

36. Time of service by facsimile

A notice served by facsimile shall be deemed to have been served on the day following completion of transmission of that notice.

37. Time of service by post

A notice sent by post or delivered to a document exchange shall be deemed to have been served -

- (a) In the case of a person whose last known address is in New Zealand, at the expiration of 72 hours after the envelope or package containing the same was duly posted or delivered to New Zealand; and
- (b) In the case of a person whose last known address is outside New Zealand, at the expiration of seven working days after the envelope or package containing the same was duly posted by post in New Zealand.

38. Proof of service

In proving service by post or delivery to a document exchange it shall be sufficient to prove that the envelope or package containing the notice was properly addressed and posted or delivered with all attached postal or delivery charges paid. In proving service by facsimile, it shall be sufficient to prove that the document was properly addressed and sent by facsimile.

39. Service on joint holders

A notice may be given by the company to the joint holders of a share by giving the notice to the joint holder first named in the share register in respect of the share.

40. Service on representatives

A notice may be given by the company to the person or persons entitled to a share in consequence of the death or bankruptcy of a shareholder by addressing it to such person or persons by name or by title or by any appropriate description, at the address, if any, within New Zealand supplied for the purpose by the person or persons claiming to be so entitled, or (until such an address has been so supplied) by giving notice in any manner in which the same might have been given if the death or bankruptcy had not occurred.

LIQUIDATION

41. Distribution of surplus assets

Subject to the terms of issue of any shares in the company and to clause 41 of the constitution, upon the liquidation of the company the assets, if any, remaining after payment of the debts and liabilities of the company and the costs of winding up (the surplus assets) shall be distributed among the shareholders in proportion to their shareholding provided, however, that the holders of shares not fully paid up shall receive only a proportionate share of their entitlement being an amount which is in proportion to the amount paid to the company in satisfaction of the liability of the shareholder to the company in respect of the shares either under the constitution of the company or pursuant to the terms of issue of the shares.

42. Distribution in specie

Upon a liquidation of the company, the liquidator, with the sanction of an ordinary resolution of shareholders and any other sanction required by law, may divide amongst the shareholders in kind the whole or any part of the assets of the company (whether they consist of property of the same kind or not) and may for that purpose set such value as the liquidator deems fair upon any property to be divided and may determine how the division shall be carried out as between the shareholders or different classes of shareholders. The liquidator may, with the like sanction, vest the whole or any part of any such assets in trustees upon such trusts for the benefit of the shareholders as the liquidator thinks fit, but so that no shareholder shall be compelled to accept such assets which have liabilities attached to them.

REMOVAL FROM THE NEW ZEALAND REGISTER

43 Directors may apply for removal

In the event that -

- (a) The company has ceased to carry on business, has discharged in full its liabilities to all its known creditors, and has distributed its surplus assets in accordance with its constitution and the Act; or
- (b) The company has no surplus assets after paying its debts in full or in part, and no creditor has applied to the Court under section 241 of the Act for an order putting the company into liquidation;

the board of directors may in the prescribed form request the Registrar to remove the company from the New Zealand register.

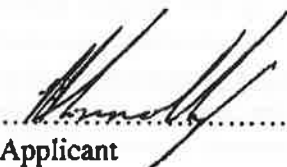
AUDITORS

44. Auditors

During any period in which the company shall be a Local Authority Trading Enterprise in terms of the Local Government Act 1974 -

- (a) Auditors shall be appointed; and
- (b) The Audit Office shall be the auditor of the company and the provisions of section 594Z(c) Local Government Act 1974 shall apply accordingly.

Certified as the constitution of the company


.....
Applicant

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CONSTITUTION OF STRADA CORPORATION LIMITED

1. Constitution and the Companies Act

The provisions of the Companies Act 1993 ("Act") are negated, modified, adopted and extended as provided by this constitution and to the extent that the constitution contravenes, or is inconsistent with the Act, the Act shall prevail.

CALL ON SHARES

2. Directors may make calls

The directors may from time to time make such calls as they think fit upon the shareholders in respect of any moneys unpaid on their shares which is not by the conditions of issue of such shares made payable at a fixed time or times. Each shareholder shall, subject to receiving at least 10 working days' written notice specifying the time or times and place of payment, pay to the company at the time or times and place so specified the amount called. A call may be revoked or postponed as the directors may determine.

3. Timing of Calls

A call may be made payable at such times and in such amount as the directors may decide.

4. Liability of joint holders

The joint holders of a share shall be jointly and severally liable to pay all calls in respect of such share.

5. Interest

If a sum called in respect of a share is not paid before or on the time appointed for payment, the person from whom the sum is due shall pay interest on that sum from the time appointed for payment to the time of actual payment at such rate as the directors may determine after having regard to generally prevailing bank rates of interest at the relevant times, but the directors shall be at liberty to waive payment of that interest wholly or in part.

6. Instalments

Any sum which by the terms of issue of a share becomes payable on issue or at any fixed time shall for all purposes be deemed to be a call duly made and payable at the time at which by the terms of issue the same becomes payable. In case of non-payment all the relevant provisions of the constitution relating to payment of interest and expenses, forfeiture, or otherwise shall apply as if the sum had become payable by virtue of a call duly made and notified.

7. Differentiation as to amounts

The directors may, on the issue of shares, differentiate between the holders as to the amount of calls to be paid and the times of payment.

FORFEITURE OF SHARES

8. Notice of default

If any person fails to pay any call or any instalment of any call in relation to shares for which that person is liable at the time appointed for payment, the directors may at any time thereafter serve

notice on such person requiring payment of the moneys unpaid together with any interest which may have accrued.

9. Final Payment date

The notice shall name a further day (not earlier than the expiration of 10 working days from the date of service of the notice) on or before which the payment required by the notice is to be made, and shall state that, in the event of non-payment on or before the time appointed, the shares in respect of which the money was owing will be liable to be forfeited.

10. Forfeiture

If the requirements of any such notice are not complied with, any share in respect of which the notice has been given may be forfeited at any time before the required payment has been made, by a resolution of the directors to that effect. Such forfeiture shall include all dividends and bonuses declared in respect of the forfeited share and not actually paid before the forfeiture.

11. Sale of forfeited shares

A forfeited share may be sold or otherwise disposed of on such terms and in such manner as the directors in their sole discretion think fit and, at any time before a sale or disposition, the forfeiture may be cancelled on such terms as the directors think fit. If any forfeited share shall be sold within 12 months of the date of forfeiture, the residue, if any, of the proceeds of sale after payment of all costs and expenses of such sale or any attempted sale and all moneys owing in respect of the forfeited share and any interest payable pursuant to the provisions of clause 5 of the constitution shall be paid to the person whose share has been forfeited or to such person's executors, administrators or assigns.

12. Cessation of shareholding

A person whose share has been forfeited shall cease to be a shareholder in respect of the forfeited share, but shall, nevertheless, remain liable to pay to the company all money which, at the time of forfeiture, was payable by such person to the company in respect of the share. That liability shall cease if and when the company receives payment in full of all such money in respect of the share.

13. Evidence of forfeiture

A statutory declaration in writing declaring that the declarant is a director of the company and that a share in the company has been duly forfeited on a date stated in the declaration shall be conclusive evidence of the facts stated in that declaration as against all persons claiming to be entitled to the share.

14. Validity of sale

The company may receive the consideration, if any, given for a forfeited share on any sale or disposition of the share and may execute a transfer of the share in favour of the person to whom the share is sold or disposed of. Such person shall then be registered as the holder of the share and shall not be bound to see to the application of the purchase money, if any, nor shall such person's title to the share be affected by any irregularity or invalidity in the proceedings in reference to the forfeiture, sale or disposal of the share.

TRANSFER OF SHARES

15. Freedom to transfer is qualified

Every change in the ownership of shares in the capital of the company shall be subject to the limitations and restrictions as provided in the constitution.

REFUSAL TO REGISTER TRANSFERS

16. Director's right to refuse registration

Subject to compliance with the provisions of section 84 of the Act, the directors may refuse or delay the registration of any transfer of any share to any person whether an existing shareholder or not:

- (a) If so required by law;
- (b) If registration would impose on the transferee a liability to the company and the transferee has not signed the transfer;
- (c) If a holder of any such share has failed to pay on due date any amount payable in respect of such share either in terms of the issue of such share or in accordance with the constitution (including any call made on such share);
- (d) If the transferee is an infant or a person of unsound mind;
- (e) If the transfer is in respect of more than one class of shares;
- (f) If the transfer is not accompanied by such proof as the directors reasonably require of the right of the transferor to make the transfer or the eligibility and/or legal capacity of the transferee;
- (g) If the directors acting in good faith decide in their sole discretion that registration of the transfer would not be in the best interests of the company and/or any of its shareholders.

NEW ISSUE OF SHARES

17. Disposal of unwanted new shares

New shares offered to shareholders pursuant to section 45 of the Act and not accepted within the prescribed time or in respect of which written notice is received from the person to whom the offer is made declining such offer may be disposed of by the directors in such manner as they think most beneficial to the company provided that the directors may not offer terms to third parties which are more favourable than the terms upon which the shares were offered to the shareholders. If they dispose of any such share at a price in excess of that at which it was offered to a shareholder, they may in their discretion pay the whole or any part of such excess to such shareholder.

ACQUISITION OF COMPANY'S OWN SHARES

18. Authority to acquire own shares

The company is hereby expressly authorised to purchase or otherwise acquire shares issued by it, and in particular, but without limitation, is authorised to make selective share purchases from shareholders pursuant to section 60(1)(b)(ii) of the Act.

PROCEEDINGS AT MEETINGS OF SHAREHOLDERS

19.1 First Schedule modified

The provisions of the First Schedule to the Act which the modifications and additions herein set out and excluding those provisions of the First Schedule which are omitted all of which are comprised in clauses 19.1 to 19.14 of the constitution shall apply to the company.

19.2 Chairperson

- (1) If the directors have elected a chairperson of the board and the chairperson of the board is present at a meeting of shareholders, he or she must chair the meeting.
- (2) If no chairperson of the board has been elected, or if at any meeting of shareholders the chairperson of the board is not present within 15 minutes of the time appointed for the commencement of the meeting, the directors present shall elect one of their number to be chairperson of the meeting. If at any meeting no director is willing to act as chairperson, or if no director is present within 15 minutes of the time appointed for holding the meeting, the shareholders present shall choose one of their number to be chairperson of the meeting.

19.3 Notice of meetings

- (1) Written notice of the time and place of a meeting of shareholders must be sent to every shareholder entitled to receive notice of the meeting and to every director and an auditor of the company not less than 10 working days before the meeting.
- (2) The notice must state –
 - (a) The nature of the business to be transacted at the meeting in sufficient detail to enable a shareholder to form a reasoned judgement in relation to it; and
 - (b) The text of any special resolution to be submitted to the meeting.
- (3) An irregularity in a notice of a meeting is waived if all the shareholders entitled to attend and vote at the meeting attend the meeting without protest as to the irregularity, or if all such shareholders agree to the waiver.
- (4) The accidental omission to give a notice of a meeting to, or the non-receipt of a notice of a meeting by, any person entitled to receive such notice shall not invalidate the proceedings at that meeting.
- (5) The chairperson may, and if so directed by the meeting shall, adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for 22 working days or more, notice of the adjourned meeting shall be given as in the case of an original meeting. Other than as provided above, it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

19.4 Methods of holding meetings

- (1) A meeting of shareholders may be held either –
 - (a) By a number of shareholders, who constitute a quorum, being assembled together at the place, date and time appointed for the meeting; or

- (b) By means of audio, or audio and visual, communication by which all shareholders participating and constituting a quorum, can simultaneously hear each other throughout the meeting.

19.5 Quorum

- (1) Subject to subclause (3) of this clause no business may be transacted at a meeting of shareholders if a quorum is not present.
- (2) A quorum for a meeting of shareholders is present if shareholders or their proxies are present who are between them able to exercise a majority of the votes to be cast on the business to be transacted by the meeting.
- (3) If a quorum is not present within 30 minutes after the time appointed for the meeting.
- (4) If a quorum is not present within 30 minutes after the time appointed for the meeting –
 - (a) In the case of a meeting called under section 121(b) of this Act, the meeting is dissolved;
 - (b) In the case of any other meeting, the meeting is adjourned to the same day in the following week at the same time and place, or to such other date, time and place as the directors may appoint, and, if, at the adjourned meeting, a quorum is not present within 30 minutes after the time appointed for the meeting, the shareholders or their proxies present are a quorum.

19.6 Voting

- (1) In the case of a meeting of shareholders held under clause 19.4(1)(a) of this constitution, unless a poll is demanded, voting at the meeting shall be by whichever of the following methods is determined by the chairperson of the meeting –
 - (a) Voting by voice; or
 - (b) Voting by show of hands.
- (2) In the case of a meeting of shareholders held under clause 19.4.(1)(b) of this constitution, unless a poll is demanded, voting at the meeting shall be by the shareholders signifying individually their assent or dissent by voice.
- (3) A declaration by the chairperson of the meeting that a resolution is carried by the requisite majority is conclusive evidence of that fact unless a poll is demanded in accordance with subclause (4) of this clause.
- (4) At a meeting of shareholders a poll may be demanded by –
 - (a) Not less than 5 shareholders having the right to vote at the meeting; or
 - (b) A shareholder or shareholders representing not less than 10 per cent of the total voting rights of all shareholders having the right to vote at the meeting; or
 - (c) By a shareholder or shareholders holding shares in the company that confer a right to vote at the meeting and on which the aggregate amount paid up is not less than 10 per cent of the total amount paid up on all shares that confer that right.
- (5) A poll may be demanded either before or after the vote is taken on a resolution.

- (6) If a poll is taken, votes must be counted according to the votes attached to the shares of each shareholder present in person or by proxy and voting.
- (7) In the case of a equality of votes whether voting is by voice or show of hands or poll, the chairperson of the meeting shall be entitled to a second or casting vote.
- (8) For the purposes of this clause, the instrument appointing a proxy to vote at a meeting of a company confers authority to demand or join in demanding a poll and a demand by a person as proxy for a shareholder has the same effect as a demand by the shareholder.
- (9) Subject to any rights or restrictions for the time being attached to any class of shares, every shareholder present in person or by proxy and voting by voice or on a show of hands shall have one vote.
- (10) The chairperson may demand a poll on a resolution either before or after a vote thereon by voice or on show of hands.
- (11) The demand for a poll may be withdrawn.
- (12) Except as provided in sub-clause (13), if a poll is duly demanded it shall be taken in such manner as the chairperson directs, and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
- (13) A poll demanded on the election of a chairperson or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken at such time and place as the chairperson of the meeting directs, and any business other than that upon which a poll has been demanded may be proceeded with pending the taking of the poll.

19.7 Proxies

- (1) A shareholder may exercise the right to vote either by being present in person or by proxy.
- (2) A proxy for a shareholder is entitled to attend and be heard at a meeting of shareholders as if the proxy were the shareholder.
- (3) A proxy must be appointed by noting 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 12 months.
- (4) No proxy is effective in relation to a meeting unless a copy of the notice of appointment is produced before the start of the meeting.
- (5) No proxy is effective unless it is produced by a specified time before the start of a meeting if the time specified is not earlier than 48 hours before the start of the meeting.
- (6) An instrument appointing a proxy shall be in the following form or a form as near to such form as the circumstances admit:

INSTRUMENT APPOINTING A PROXY

I/We

of **STRADA CORPORATION LIMITED**

being a shareholder of
hereby appoint

(print name of proxy)

of _____ or failing him/her _____ of _____
as my/our proxy to vote for me/us on my/our behalf at the
Annual/Special Meeting of the company to be held at _____ on _____
commencing at _____ am/pm (or all meetings of the company held within 12 months of the
date hereof) and at any adjournment of any such meeting.

Signed this _____ day of _____

(Usual signature/s)

- (7) Where it is desired to afford shareholders an opportunity of voting for or against a resolution, the instrument appointing a proxy shall be in the following form or a form as near to such form as the circumstances admit:

INSTRUMENT APPOINTING A PROXY

I/We

of

being a shareholder of **STRADA CORPORATION LIMITED**

hereby appoint

(print name of proxy)

of _____ or failing him/her _____
of _____
as my/our proxy to vote for me/us on my/our behalf at the Annual/Special Meeting of the company
to be held at _____ on _____ commencing at _____ am/pm and at any
adjournment thereof.

I/We direct my/our proxy to vote in the following manner

Vote with a tick

Resolutions

For Against

1.

2.

Signed this day of

(Usual signature/s)

- (8) A vote given in accordance with the terms of an instrument of proxy shall be valid notwithstanding the previous death or insanity of the appointor or revocation of the proxy or revocation of the authority under which the proxy was executed, or the transfer of any share in respect of which the proxy is given, if no intimation in writing of such death, insanity, revocation or transfer as aforesaid has been received by the company before the start of the meeting or adjourned meeting at which the proxy is used.
- (9) The instrument appointing a proxy and a power of attorney or other authority, if any, under which it is signed or a notorially certified copy of that power or authority shall be deposited at the registered office of the company or at such other place within New Zealand as is specified for that purpose in the notice convening the meeting not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote or, in the case of a poll, not less than 24 hours before the time appointed for the taking of the poll, and in default, the instrument of proxy shall be treated as invalid.

19.8 Minutes

- (1) The board must ensure that minutes are kept of all proceedings at meetings of shareholders.
- (2) Minutes which have been signed correct by the chairperson of the meeting are prima facie evidence of the proceedings.

19.9 Shareholder proposals

- (1) A shareholder may give written notice to the board of a matter the shareholder proposes to raise for discussion or resolution at the next meeting of shareholders at which the shareholder is entitled to vote.
- (2) If the notice is received by the board not less than 20 working days before the last day on which notice of the relevant meeting of shareholders is required to be given by the board, the board must, at the expense of the company, give notice of the shareholder proposal and the text of any proposed resolution to all shareholders entitled to receive notice of the meeting.
- (3) If the notice is received by the board not less than 5 working days and not more than 20 working days before the last day on which notice of the relevant meeting of shareholders is required to be given by the board, the board must, at the expense of the shareholder, give notice of the shareholder proposal and the text of any proposed resolution to all shareholders entitled to receive notice of the meeting.

- (4) If the notice is received by the board less than 5 working days before the last day on which notice of the relevant meeting of shareholders is required to be given by the board, the board may, if practicable, and at the expense of the shareholder, give notice of the shareholder proposal and the text of any proposed resolution to all shareholders entitled to receive notice of the meeting.
- (5) If the directors intend that shareholders may vote on the proposal by proxy or by postal vote, they must give the proposing shareholder the right to include in or with the notice given by the board a statement of not more than 1000 words prepared by the proposing shareholder in support of the proposal, together with the name and address of the proposing shareholder.
- (6) The board is not required to include in or with the notice given by the board a statement prepared by a shareholder which the directors consider to be defamatory, frivolous, or vexatious.
- (7) Where the costs of giving notice of the shareholder proposal and the text of any proposed resolution are required to be met by the proposing shareholder, the proposing shareholder must, on giving notice to the board, deposit with the company or tender to the company a sum sufficient to meet those costs.

19.10 Corporations may act by representatives

A body corporate which is 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.

19.11 Votes of joint holder

Where two or more persons are registered as the holder of a share, the vote of the person named first in the share register and voting on a matter must be accepted to the exclusion of the votes of the other joint holders.

19.12 Loss of voting right if calls unpaid

If a sum due to the company in respect of a share has not been paid, that share may not be voted at a shareholder's meeting other than a meeting of an interest group.

19.13 Other proceedings

Except as provided in this constitution a meeting of shareholders may regulate its own procedure.

19.4 Resolutions in lieu of meeting

A shareholder's resolution in lieu of meeting authorised by section 122 of the Act may consist of several documents in like form, each signed by one or more shareholders. A facsimile of any such signed resolution shall be as valid and effectual as the original signed document with effect from completion of its transmission.

DIRECTORS

20. Number of directors

The minimum number of directors may be determined from time to time by the shareholders, and unless so determined, the minimum number shall be two. The maximum number of directors may

be determined from time to time by the shareholders. The directors holding office at any time shall not include any elected member of any shareholding local authority.

21. First directors

The first director(s) of the company shall hold office from the date of registration of the company until (subject to clause 22) ceasing to hold office in accordance with clause 23 of the constitution.

22. Tenure of office

- (1) The office of director of a company is vacated if the person holding that office –
 - (a) Resigns in accordance with subclause (2) of this clause; or
 - (b) Is removed from office in accordance with the Act or the constitution of the company; or
 - (c) Becomes disqualified from being a director pursuant to section 151 of the Act; or
 - (d) Dies; or
 - (e) Otherwise vacates office in accordance with the constitution; or
 - (f) Is absent without permission of the directors from three consecutive meetings of the directors.
- (2) A director of the company may resign office by signing a written notice of resignation and delivering it to the address for service of the company. The notice is effective when it is received at that address or at a later time specified in the notice.
- (3) Notwithstanding the vacation of office a person who held office as a director remains liable under the provisions of the Act that impose liabilities on directors in relation to acts and omissions and decisions made while that person was a director.

23. Alternate directors

Any director may from time to time (with the prior approval of the holders of the majority of the shares by way of ordinary resolution) appoint any person other than an existing director to be an alternate director. The appointee while he or she holds office as an alternate director shall be entitled to notice of meetings of the directors and attend and vote thereat as a director but he or she shall not require any qualifications and not be entitled to be remunerated by that company otherwise than out of the remuneration of the director appointing him or her. Any such appointment may be for a specified period generally during the absence of the director appointing him or her from time to time. Unless otherwise provided, an alternate director shall exercise and discharge all the duties and have all the rights and powers vested in the director in whose place he or she acts. An alternate director shall not be appointed Chairman of Directors.

24. Rotation of directors

- (1) Subject to paragraph (6) below at the first annual general meeting of the company two directors shall retire from office and at the annual general meeting in every subsequent year one-third in number of the directors (with a minimum of two) or if their number is not a multiple of three then the number nearest to one-third shall retire from office.

- (2) The directors to retire in every year shall be those who have been longest in office since their last election, but as between persons who became directors on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.
- (3) A retiring director shall be eligible for re-election.
- (4) The company at the meeting at which a director retires by rotation may fill the vacated office by electing a person thereto, and in default the retiring director shall, if offering himself or herself for re-election, be deemed to have been re-elected, unless at that meeting it is expressly resolved not to fill the vacated office or unless a resolution for the re-election of that director is put to the meeting and lost.
- (5) No person other than a director retiring at an annual general meeting shall, unless recommended by the directors, be eligible for election to the office of director at any general meeting unless, not less than 3 nor more than 10 working days before the date appointed for the meeting, there has been left at the registered office of the company notice in writing, signed by a member duly qualified to attend and vote at the meeting for which the notice is given, of his or her intention to propose that person for election, and also notice in writing signed by that person of his or her willingness to be elected.
- (6) For the purpose of paragraph (1) above of this clause any managing director shall be disregarded.

25. Cross directorships

A director of the company may be or become a director or other officer of, or otherwise interested in, any company promoted by the company or in which the company may be interested as shareholder or otherwise, and no such director shall be accountable to the company for any remuneration or other benefits received by him or her as a director or officer of, or from his or her interests in, any such other company unless the company otherwise directs or the law requires.

26. Professional directors

Any director may act by himself or herself or his or her firm in a professional capacity for the company, and a director or firm shall be entitled to remuneration for professional services as if he or she were not a director provided that nothing contained in this clause shall authorise a director or his or her firm to act as auditor to the company.

27. Directors remuneration

The board shall exercise the power conferred by section 161 of the Act to authorise any payment of remuneration to directors in their capacity as such, subject to the amount of any such remuneration being approved by ordinary resolution of the shareholders (in consultation with the chairman of the board of the company and having regard to the level of remuneration payable to directors of companies generally, where those companies have a business and turnover similar to those of the company, as disclosed by such statistics as may be publicly available from time to time, including statistics issued by The Institute of Directors in New Zealand Incorporated).

PROCEEDINGS OF DIRECTORS

28.1 Third Schedule modified

The provisions of the Third Schedule to the Act are deleted and replaced as provided in the constitution.

28.2 Regulation of meetings, quorum and convening

The directors may meet together for the dispatch of business, adjourn and otherwise regulate their meetings as they think fit. The quorum necessary for the transaction of business by the directors may be fixed by the directors and, unless so fixed, shall be the majority of the directors. A director may, and an employee at the request of a director shall, at any time, by any means of communication, summon a meeting of the directors. It shall not be necessary to give notice of a meeting of directors to any director for the time being absent from New Zealand.

28.3 Voting

Questions arising at any meeting of directors shall be decided by a majority of votes. In cases of an equality of votes the chairperson shall have a second or casting vote, provided that where two directors form a quorum and only two directors entitled to vote are present at a meeting, the chairperson of such meeting shall not have a second or casting vote. No business shall be transacted when a quorum is not present.

28.4 Vacancies

If any director resigns, other than at an annual general meeting of the company, the remaining directors may, subject to those directors having first consulted with the holders of a majority of the shares in the company, appoint a replacement director to fill the vacancy created by that resignation. Any replacement director appointed pursuant to this clause shall be deemed to retire at the next annual general meeting of the company held after his or her appointment (unless he or she has resigned earlier). That director shall then be eligible for re-election in accordance with clause 24.4 (which shall apply as though that director had retired by rotation) and clause 24.5.

28.5 Chairperson

The directors may elect a chairperson of their meetings and determine the period for which he or she is to hold office; but if no such chairperson is elected, or if at any meeting the chairperson is not present within five minutes after the time appointed for the meeting, the directors present may choose one of their number to be chairperson of the meeting.

28.6 Resolution in writing

A resolution in writing, signed by all the directors for the time being entitled to receive notice of a meeting of the directors, shall be as valid and effectual as if it had been passed at a meeting of directors duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more directors. A facsimile of any such signed resolution shall be as valid and effectual as the original signed document with effect from completion of its transmission.

28.7 Method of meeting

A meeting of the directors may be held either –

- (a) By a number of the directors who constitute a quorum being assembled together at the place, date and time appointed for the meeting; or
- (b) By means of audio, or audio and visual, communication by which all directors participating and constituting a quorum can simultaneously hear other throughout the meeting.

28.8 Minutes

The directors shall ensure that minutes are kept of all proceedings at meetings of the directors.

DIRECTOR'S INDEMNITY

29. Indemnity authorised

The company is hereby expressly authorised to indemnify and/or effect insurance for any director or employee against liability for acts or omissions and/or costs incurred in connection with claims relating to the type specifically contemplated by subsections (3), (4) and (5) of section 162 of the Act to the maximum extent permitted by those subsections.

DIVIDENDS

30. Dividends of shares not fully paid up to be paid pro rata

Subject to the rights of persons, if any, entitled to shares with special rights as to dividend, all dividends on shares not fully paid up shall be authorised and paid in proportion to the amount paid to the company in satisfaction of the liability of the shareholder to the company in respect of the shares either under the constitution of the company or pursuant to the terms of issue of the shares. No amount paid or credited as paid on a share in advance of calls shall be treated for these purposes as paid on the share. All dividends shall be apportioned and paid proportionately to the amounts paid or credited as paid on the shares during any portion or portions of the period in respect of which the dividend is paid, but if any share is issued on terms providing that it shall rank for dividend as from a particular date that share shall rank for dividend accordingly.

31. Deduction of unpaid calls

The directors may deduct from any dividend payable to any shareholder any sums of money, if any, currently payable by such shareholder to the company on account of calls or otherwise in relation to the shares on which such dividends are payable.

32. Payment by cheque or warrant

Any dividend, interest, or other money payable in cash in respect of shares may be paid by cheque or warrant sent through the post directed to the registered address of the holder, or, in the case of joint holders, to the registered address of that one of the joint holders who is first named in the share register or to such person and to such address as the holder or joint holders may in writing direct. Every such cheque or warrant shall be made payable to the order of the person to whom it is sent. Any one of two or more joint holders may give effectual receipts for any dividends, bonuses, or other money payable in respect of the shares held by them as joint holders.

33. No interest

No dividend shall bear interest against the company.

34. Unclaimed dividends

All dividends unclaimed for one year after having been authorised may be invested or otherwise made use of by the board for the benefit of the company until claimed, and all dividends unclaimed for five years after having been declared may be forfeited by the board for the benefit of the company. The board may, however, annul any such forfeiture and agree to pay a claimant who produces, to the board's satisfaction, evidence of entitlement to the amount due to such claimant, unless in the opinion of the board such payment would embarrass the company.

NOTICES

35. Service

A notice may be served by the company upon any director or shareholder either personally or by posting it by post in a prepaid envelope or package addressed to such director or shareholder at such person's last known address or by delivery to a document exchange or by facsimile telephone number of such director or shareholder.

36. Time of service by facsimile

A notice served by facsimile shall be deemed to have been served on the day following completion of transmission of that notice.

37. Time of service by post

A notice sent by post or delivered to a document exchange shall be deemed to have been served

- (a) In the case of a person whose last known address is in New Zealand, at the expiration of 72 hours after the envelope or package containing the same was duly posted or delivered to New Zealand; and
- (b) In the case of a person whose last known address is outside New Zealand, at the expiration of seven working days after the envelope or package containing the same was duly posted by post in New Zealand.

38. Proof of service

In proving service by post or delivery to a document exchange it shall be sufficient to prove that the envelope or package containing the notice was properly addressed and posted or delivered with all attached postal or delivery charges paid. In proving service by facsimile, it shall be sufficient to prove that the document was properly addressed and sent by facsimile.

39. Service on joint holders

A notice may be given by the company to the joint holders of a share by giving the notice to the joint holder first named in the share register in respect of the share.

40. Service of representatives

A notice may be given by the company to the person or persons entitled to a share in consequence of the death or bankruptcy of a shareholder by addressing it to such person or persons by name or by title or by any appropriate description, at the address, if any, within New Zealand supplied for the purpose by the person or persons claiming to be so entitled, or (until such an address has been so supplied) by giving notice in any manner in which the same might have been given if the death or bankruptcy had not occurred.

LIQUIDATION

41. Distribution of surplus assets

Subject to the terms of issue of any shares in the company and to clause 41 of the constitution, upon the liquidation of the company the assets, if any, remaining after payment of the debts and liabilities of the company and the costs of winding up (the surplus assets) shall be distributed among the shareholders in proportion to their shareholding provided, however, that the holders of

shares not fully paid up shall receive only a proportionate share of their entitlement being an amount which is in proportion to the amount paid to the company in satisfaction of the liability of the shareholder to the company in respect of the shares either under the constitution of the company or pursuant to the terms of issue of the shares.

42. Distribution in specie

Upon a liquidation of the company, the liquidator, with the sanction of an ordinary resolution of shareholders and any other sanction required by law, may divide amongst the shareholders in kind the whole or any part of the assets of the company (whether they consist of property of the same kind or not) and may for that purpose set such value as the liquidator deems fair upon any property to be divided and may determine how the division shall be carried out as between the shareholders or different classes of shareholders. The liquidator may, with the like sanction, vest the whole or any part of any such assets in trustees upon such trusts for the benefit of the shareholders as the liquidator thinks fit, but so that no shareholder shall be compelled to accept such assets which have liabilities attached to them.

REMOVAL FROM THE NEW ZEALAND REGISTER

43. Directors may apply for removal

In the event that –

- (a) The company has ceased to carry on business, has discharged in full its liabilities to all its known creditors, and has distributed its surplus assets in accordance with its constitution and the Act; or
- (b) The company has no surplus assets after paying its debts in full or in part, and no creditor has applied to the Court under section 241 of the Act for an order putting the company into liquidation;

the board of directors may in the prescribed form request the Registrar to remove the company from the New Zealand register.

44. Auditors

During any period in which the company shall be a Local Authority Trading Enterprise in terms of the Local Government Act 1974 –

- (a) Auditors shall be appointed; and
- (b) The Audit Office shall be the auditor of the company and the provisions of section 594Z(c) Local Government Act 1974 shall apply accordingly.

Certified as the constitution of the company

Applicant

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Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 August 2016
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1590530
Report Title	Receipt of Strategy & Finance Committee Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Strategy & Finance Committee held on Tuesday 23 August 2016 and to adopt the recommendations contained therein.

2. RECOMMENDATION

THAT the minutes of the Strategy & Finance Committee meeting held on Tuesday 23 August 2016 be received;

AND THAT the following become resolutions of Council:

Plan Change 8 Technical Amendments Operative Date

THAT pursuant to clause 20 in Schedule I of the Resource Management Act 1991, staff arrange a public notice that declares operative the provisions in Plan Change 8 Technical Amendments Operative Date.

S&FI608/04/8

General rate position for the year ended 30 June 2016

THAT four new budget items (totalling \$1,139,500) in 2016/17 be funded by the 2015/16 surplus;

AND THAT the remainder of \$6,809 be transferred to the general accounting reserve fund.

S&FI608/04/12

Development Contributions Agreement NZ Drinks Limited Wastewater

THAT the draft Development Contributions Agreement NZ Drinks Limited Wastewater agreement be approved.

S&F1608/13

3. ATTACHMENTS

S&F Minutes 23 August 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 23 AUGUST 2016** commencing at **9.01am**.

Present:

Cr JC Baddeley (Chairperson)
His Worship the Mayor Mr AM Sanson
Cr DW Fulton [until 10.38am and from 11.00am]
Cr JM Gibb [from 9.22am]
Cr WD Hayes
Cr SD Lynch
Cr RC McGuire
Cr LM Petersen
Cr JD Sedgwick [until 10.38am and from 11.00am]
Cr NMD Smith
Cr MR Solomon
Cr GS Tait

Attending:

Mr G Ion (Chief Executive)
Ms S Duignan (General Manager Customer Support)
Mr T Harty (General Manager Service Delivery)
Mr TG Whittaker (General Manager Strategy & Support)
Mrs LM Wainwright (Committee Secretary)
Ms S Solomon (Team Administrator Strategy & Support)
Mr V Ramduny (Planning & Strategy Manager)
Ms A Diaz (Finance Manager)
Ms S Kelly (District Plan Administrator)
Mr C Morgan (Economic Development Manager)
Ms M Russo (Corporate Planner)
Mr S Thompson (Financial Operations Team Leader)
Ms A Brodie (Development Contributions Co-ordinator)
Ms K Bredenbeck (Huntly i-Site)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Petersen/Hayes)

THAT an apology be received from and leave of absence granted to Cr Costar and Cr Church representing Council at the Waikato Regional Council Lower Waikato Catchment committee meeting;

AND THAT an apology for lateness be received from Cr Gibb.

CARRIED on the voices

S&F1608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Tait/Sedgwick)

THAT the agenda for a meeting of the Strategy & Finance Committee held on Tuesday 23 August 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;

AND THAT in accordance with Standing Order 3.7.2 the order of business be changed with agenda item 6.11 [*Economic Development Strategy Work Programme*] being considered after agenda item 6.13.

CARRIED on the voices

S&F1608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Hayes/Sedgwick)

THAT the minutes of a meeting of the Strategy & Finance Committee held on Tuesday 28 June 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

S&F1608/03

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS**Waikato Enterprise Agency Annual Report for the Waikato District and Raglan i-SITES 2016**
Agenda Item 6.1

The Manager Huntly i-Site gave a powerpoint presentation and answered questions of the committee.

Resolved: (Cr Lynch/His Worship the Mayor)

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

CARRIED on the voices

S&F1608/04/1

Treasury Report to 30 June 2016
Agenda Item 6.2

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

Resolved: (Crs Hayes/Sedgwick)

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

CARRIED on the voices

S&F1608/04/2

Summary of Movements in Discretionary Funds to 31 July 2016
Agenda Item 6.3

Resolved: (Crs Smith/Lynch)

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

CARRIED on the voices

S&F1608/04/3

Financial Review of Key Projects
Agenda Item 6.4

The Chief Executive gave a verbal update and answered questions of the committee.

The General Manager Customer Support and General Manager Strategy & Support answered questions of the committee.

The committee sought information in relation to Health & Safety re: the redesign of the front counter at Ngaruawahia.

Resolved: (His Worship the Mayor/Cr McGuire)

THAT the report from the Chief Executive – *Financial Review of Key Projects* – be received.

CARRIED on the voices

S&F1608/04/4

Cr Gibb entered the meeting at 9.22am during discussion on the above item and was present when voting took place.

Minutes of the Future Proof Implementation Committee meeting held on 13 July 2016

Agenda Item 6.5

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

The Chief Executive and General Manager Strategy & Support answered questions of the committee.

Resolved: (Crs Gibb/Fulton)

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

CARRIED on the voices

S&F1608/04/5

Waikato Mayoral Forum Minutes 18 April 2016

Agenda Item 6.6

The Chief Executive gave a verbal update and answered questions of the committee.

Resolved: (Crs Sedgwick/McGuire)

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

CARRIED on the voices

S&F1608/04/6

Minutes of the Waikato Plan Joint Committee meeting held on 20 June 2016

Agenda Item 6.7

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

Resolved: (His Worship the Mayor/Cr McGuire)

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

CARRIED on the voices

S&F1608/04/7

Plan Change 8 Technical Amendments Operative Date
Agenda Item 6.8

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

Resolved: (Crs Petersen/Solomon)

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

AND THAT pursuant to clause 20 in Schedule I of the Resource Management Act 1991, staff shall arrange a public notice that declares operative the provisions in Plan Change 8 Technical Amendments Operative Date.

CARRIED on the voices

S&F1608/04/8

2015-2016 Non-Financial Performance Report
Agenda Item 6.9

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

Resolved: (Crs Sedgwick/Gibb)

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

CARRIED on the voices

S&F1608/04/9

Waikato Local Authority Shared Services Statement of Intent 2016/17
Agenda Item 6.10

The General Manager Strategy & Support gave a verbal update.

Resolved: (Crs Smith/Tait)

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

CARRIED on the voices

S&F1608/04/10

Waikato District Community Wellbeing Trust Statement of Intent for the year ending 30 June 2017

Agenda Item 6.12

The General Manager Strategy & Support gave a verbal update.

Resolved: (Crs Smith/Lynch)

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

CARRIED on the voices

S&F1608/04/11

General rate position for the year ended 30 June 2016

Agenda Item 6.13

The Finance Manager gave a verbal update and answered questions of the committee.

Resolved: (Crs Fulton/Solomon)

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

AND THAT the committee recommends to Council that four new budget items (totalling \$1,139,500) in 2016/17 be funded by the 2015/16 surplus;

AND FURTHER THAT the committee recommends to Council that the remainder of \$6,809 be transferred to the general accounting reserve fund.

CARRIED on the voices

S&F1608/04/12

Economic Development Strategy Work Programme

Agenda Item 6.11

The Economic Development Manager gave a verbal update and answered questions of the committee.

Resolved: (Crs Hayes/McGuire)

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

CARRIED on the voices

S&F1608/04/13

Crs Fulton and Sedgwick withdrew from the meeting at 10.38am following discussion on the above item and were present when voting took place.

The meeting adjourned at 10.38am and resumed at 10.58am.

Savings Report
Agenda Item 6.14

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

Resolved: (Crs Tait/McGuire)

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

CARRIED on the voices

S&F1608/04/14

Crs Fulton and Sedgwick re-entered the meeting at 11.00am during discussion on the above item and were present when voting took place.

Community Engagement Update
Agenda Item 6.15

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

The Corporate Planner answered questions of the committee.

Resolved: (Crs Sedgwick/Gibb)

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

CARRIED on the voices

S&F1608/04/15

Exclusion of the Public
Agenda Item 6

Resolved: (Crs Fulton/McGuire)

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 28 June 2016**

REPORTS

b. Strada Corporation Statement of Intent 2016/17

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)(i)(ii)

Section 48(1)(h)(i)

c. Waikato Muslim Association – Debt settlement proposal

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)(a)(i)

d. Development Contributions Agreement NZ Drinks Limited Wastewater

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)(i)

Section 48(1)(d)

e. Debts Written Off Under Chief Executive Delegation

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)(a)(i)

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

Section 7(2)(a)

Section 48(1)(a)(i)

CARRIED on the voices

S&F1608/05

REPORTS (CONTINUED)

Development Contributions Agreement NZ Drinks Limited Wastewater
Agenda Item PEX 3.3

It was resolved [S&F1608/09] during the public excluded section of the meeting that the following resolution be released into open meeting but the report remain confidential and unavailable to the public:

“Resolved: (Crs Lynch/Hayes)

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

AND THAT the Committee recommend to Council that the draft agreement be approved;

AND FURTHER THAT the recommendation be released into open meeting but the report remain confidential and unavailable to the public.

CARRIED on the voices”

S&F1608/13

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	11 August 2016
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1580623
Report Title	Receipt of Infrastructure Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Infrastructure Committee held on Tuesday 9 August 2016 and to adopt the recommendations contained therein.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Committee meeting held on Tuesday 9 August 2016 be received;

AND THAT the following become resolutions of Council:

Huntly Memorial Hall – Community Working Group

THAT the process and timeframes for forming a community working group to explore the facility needs of the Huntly Community are approved;

AND THAT the Group report back to Council in time for outcomes of any study to be considered as part of the 2018-2028 Long Term Plan;

AND FURTHER THAT staff undertake sufficient works to ensure the deterioration of the Hall is minimised whilst the study is undertaken utilising existing budgets;

AND FURTHER THAT the budgets available in the 2016/17 year (funded via the Huntly Halls Targeted Rate Reserve (8290)) be repurposed to cover these interim maintenance costs and to support the formation of a working group.

INF1608/06/2

Wastewater Overflow Update Report

THAT Council approve \$295,000 to undertake additional works as noted in item 6.3 of the Infrastructure Committee agenda;

AND THAT it is noted that Council has already committed funding of \$189,000 this financial year for the investigation of stormwater infiltration into the Raglan wastewater system.

INF1608/06/3

THAT the works of \$295,000 be funded as follows:

- **the capital works of \$180,000 be funded by loan with the principal repaid through replacement fund and the interest on the loan be repaid through the District Wide Wastewater Targeted rate account,**
- **the operational component for City Care (\$50,000) be funded out of existing budgets, and**

INF1608/06/4

THAT the balance of \$65,000 for the independent report and the public education programme be funded equally from the general rate (\$32,500) and the District Wide Wastewater Targeted rate account (\$32,500).

INF1608/06/5

Walking, Cycling and Bridle Trails Strategy

THAT the Walking, Cycling and Bridle Trails Strategy is adopted;

AND THAT priority projects within the Strategy are put forward for consideration in the 2018-28 Long Term Plan process.

CARRIED on the voices

INF1608/11/2

Tamahere Reserve Classification

THAT pursuant to s16(2A) Reserves Act 1977 that Lot 1 DP 493406 comprising 3241 square metres comprised in CT 719557 be classified as Local Purpose (sewerage treatment) Reserve;

AND THAT pursuant to s14 Reserves Act 1977 that Section 3 SO 496298 comprising 1477 square metres be declared to be Local Purpose (sewerage treatment) Reserve;

AND FURTHER THAT pursuant to s14 Reserves Act 1977 that Lot 2 DP 493406 comprising 2.9076 hectares comprised in CT 719558 and Section 4 SO 496298 comprising 937 square metres be declared to be Recreation Reserve.

INF1608/11/4

2016/17 District Wide Minor Improvement Programme

AND THAT the 2016/17 works programme be approved.

INF1608/11/5

Approval of Proposed Te Kauwhata Community Committee Road Name List

THAT Council resolves that the June 2016 “Approved Road Name List” for Te Kauwhata is restricted to the following thirty-one names: Albur, Ballantyne, Bonnie Brae, Cabernet, Chardonnay, Chasseur, Clinton, Harvest, Labrusca, Noverma, Penona, Pinotage, Romeo, Rylstone, Syrah, Vinifera, Vivant, Korari, Ngaro, Roseway, Bittern, Crake, Fernbird, Carley, Cecil George, Gilbert Powley, H. Masson, Ken Nobbs, Reginald Hartland, Maggie and Raranga.

INF1608/11/6

New Road Name Proposal at Henry Road, Hukanui

THAT Council approves naming the new road located within the Future Developments Ltd subdivision Komak Road.

INF1608/11/7

New Road Name Proposal at 2281 River Road, Horotiu

THAT Council support the Ngaruawahia Community Board recommendation (NCB1606/06/5) to adopt the name Piriti Lane for new roading at 2281 River Road, Horotiu.

INF1608/11/8

Approval of Proposed Pokeno Community Committee Road Name List

THAT Council resolves that the July 2016 “Approved Pokeno Road Names” includes the following seventeen names:

Coptic, Crickett, Edward Pope, Gadd, Harry Richards, Herbert Oldham, James Elliot, Lorrie, McLachlan, Moyle, Old Lexie, Peter Bourne, Skiffington, Thomason, Tokomauri, Walter Rogers and William McRobbie.

INF1608/11/9

3. ATTACHMENTS

INF Minutes

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 9 AUGUST 2016** commencing at **9.01am**.

Present:

Cr WD Hayes (Chairperson)

His Worship the Mayor Mr AM Sanson [*until 11.55am and from 12.17pm until 12.45pm and from 12.46pm until 12.52pm*]

Cr JC Baddeley

Cr J Church

Cr R Costar

Cr DW Fulton

Cr J Gibb [*from 9.39am*]

Cr S Lynch [*until 9.43am*]

Cr RC McGuire [*until 11.05am*]

Cr L Petersen

Cr J Sedgwick [*until 12.46pm*]

Cr NMD Smith

Cr CS Tait

Attending:

Mr GJ Ion (Chief Executive)

Ms S Duignan (General Manager Customer Delivery)

Mr T Harty (General Manager Service Delivery)

Mr TG Whittaker (General Manager Strategy & Support)

Mrs LM Wainwright (Committee Secretary)

Mr B MacLeod (Deputy Chair Raglan Community Board)

Mr A Corkill (Parks & Facilities Manager)

Mr G Bailey (Open Spaces Operation Team Leader)

Ms J Remihana (Programme Delivery Manager)

Mr M Mould (Waters Manager)

Mr C Clarke (Roading Manager)

Mr M James (Technical Manager Waikato District Alliance)

Ms F Devonshire (District Co-ordinator Sport Waikato)

Mr M Maguire (General Manager Sport Waikato)

Mr P De Luca (Trustee Woodlands Historic Trust Board)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Lynch)

THAT an apology be received from and leave of absence granted to Cr Solomon;

AND THAT an apology for lateness be received from Cr Gibb.

CARRIED on the voices

INF1608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Baddeley)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 9 August 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

INF1608/02

Resolved: (Crs Petersen/Costar)

THAT the Deputy Chair of the Raglan Community Board be given speaking rights on item 6.3 [*Wastewater Overflow Update Report*] in the open section of the meeting.

CARRIED on the voices

INF1608/03

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Sedgwick/Tait)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 14 June 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

INF1608/04

Resolved: (Crs Fulton/Smith)

THAT the minutes of a hearing by the Reserve Management Plans Hearing Panel held on Thursday 21 July 2016 be received.

CARRIED on the voices

INF1608/05

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Sport Waikato Activity Report – 1 April – 30 June 2016
Agenda Item 6.1

The District Co-ordinator and General Manager from Sport Waikato gave verbal updates and answered questions of the committee.

Resolved: (Crs Lynch/Baddeley)

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

CARRIED on the voices

INF1608/06/1

Huntly Memorial Hall – Community Working Group
Agenda Item 6.2

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

Resolved: (His Worship the Mayor/Cr Lynch)

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

AND THAT the process and timeframes for forming a community working group to explore the facility needs of the Huntly Community are approved;

AND FURTHER THAT the Group report back to Council in time for outcomes of any study to be considered as part of the 2018-2028 Long Term Plan;

AND FURTHER THAT staff undertake sufficient works to ensure the deterioration of the Hall is minimised whilst the study is undertaken utilising existing budgets;

AND FURTHER THAT the budgets available in the 2016/17 year (funded via the Huntly Halls Targeted Rate Reserve (8290)) be repurposed to cover these interim maintenance costs and to support the formation of a working group.

CARRIED on the voices

INF1608/06/2

Cr Gibb entered the meeting at 9.39am during discussion on the above item and was present when voting took place.

Cr Lynch retired from the meeting at 9.43am following discussion on the above item and was present when voting took place.

Wastewater Overflow Update Report
Agenda Item 6.3

The Chief Executive and General Manager Service Delivery gave verbal updates and answered questions of the committee.

Mr MacLeod gave a verbal update and answered questions of the committee.

The meeting adjourned at 10.34am and resumed at 10.51am.

Resolved: (Crs Gibb/Baddeley)

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

AND THAT Council approve \$295,000 to undertake additional works as detailed in this report;

AND FURTHER THAT it is noted that Council has already committed funding of \$189,000 this financial year for the investigation of stormwater infiltration into the Raglan wastewater system.

CARRIED on the voices

INF1608/06/3

Resolved: (Crs Tait/McGuire)

THAT the works of \$295,000 be funded as follows:

- the capital works of \$180,000 be funded by loan with the principal repaid through replacement fund and the interest on the loan be repaid through the **District Wide Wastewater Targeted rate account**,
- the operational component for City Care (\$50,000) be funded out of existing budgets, and

CARRIED on the voices

INF1608/06/4

Resolved: (Crs Tait/McGuire)

THAT the balance of \$65,000 for the independent report and the public education programme be funded equally from the general rate (\$32,500) and the **District Wide Wastewater Targeted rate account (\$32,500).**

Cr Costar requested her dissenting vote be recorded.

CARRIED on the voices

INF1608/06/5

Cr McGuire retired from the meeting at 11.05am following discussion on the above item and was present when voting took place.

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs Costar/Tait)**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 Tuesday 14 June 2016****REPORTS****b. Woodlands Trust**

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

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

Section 48(1)(d)

c. Land Purchase for Annebrook Road Link to Matangi Road

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

Section 7(2)(a)(i)

Section 48(1)(d)

d. Ngaruawahia Closed Landfill

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

Section 7(2)(a)(ba)(d)(e)(f)(i)(ii)

Section 48(1)(d)

AND THAT Mr De Luca remains in the meeting after the public has been excluded to facilitate the discussion on item PEX 3.1 [Woodlands Trust] in the public excluded section of the meeting.

CARRIED on the voices

INF1608/07

Resolutions INF1609/08 – INF1608/10 are contained in the public excluded section of these minutes.

Having resumed open meeting the following items were released into open meeting:

REPORTS (CONTINUED)

Ngaruawahia Landfill
Agenda Item PEX 3.3

It was resolved [INF1608/09/3] during the public excluded section of the meeting that the following resolution be released into open meeting but the report remain confidential and unavailable to the public:

'Resolved: (Crs Smith/Tait)

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

AND THAT Council support the preferred option as outlined within this report;

AND FURTHER THAT staff report back to Council on the outcome discussions with affected parties as soon as practicable;

AND FURTHER THAT the recommendation be released into open meeting but the report remain confidential and unavailable to the public.

CARRIED on the voices"

INF1608/11/1

His Worship the Mayor withdrew from the meeting at 11.55am during discussion on the above item and was not present when voting took place.

Walking, Cycling and Bridle Trails Strategy
Agenda Item 6.4

Resolved: (Crs Petersen/Sedgwick)

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

AND THAT the Walking, Cycling and Bridle Trails Strategy is adopted;

AND FURTHER THAT priority projects within the Strategy are put forward for consideration in the 2018-28 Long Term Plan process.

CARRIED on the voices

INF1608/11/2

Service Delivery Report for July 2016
Agenda Item 6.5

The General Manager Service Delivery gave a verbal update and answered questions of the committee.

The Programme Delivery Manager, Waters Manager, Roading Manager and Technical Manager Waikato District Alliance answered questions of the committee.

Resolved: (Crs Sedgwick/Tait)

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

CARRIED on the voices

INF1608/11/3

His Worship the Mayor re-entered the meeting at 12.17pm during discussion on item 6.5.

His Worship the Mayor withdrew from the meeting at 12.44pm during discussion on item 6.5 and was not present when voting took place.

Cr Sedgwick retired from the meeting at 12.46pm following discussion on the above item and was present when voting took place.

The meeting adjourned at 12.46pm and reconvened at 12.50pm.

His Worship the Mayor re-entered the meeting at at 12.50pm prior to discussion on the following item.

Tamahere Reserve Classification

Agenda Item 6.6

Resolved: (Crs Smith/Tait)**THAT** the report from the **General Manager Service Delivery** be received;**AND THAT** pursuant to s16(2A) Reserves Act 1977 that Lot 1 DP 493406 comprising 3241 square metres comprised in CT 719557 be classified as Local Purpose (sewerage treatment) Reserve;**AND FURTHER THAT** pursuant to s14 Reserves Act 1977 that Section 3 SO 496298 comprising 1477 square metres be declared to be Local Purpose (sewerage treatment) Reserve;**AND FURTHER THAT** pursuant to s14 Reserves Act 1977 that Lot 2 DP 493406 comprising 2.9076 hectares comprised in CT 719558 and Section 4 SO 496298 comprising 937 square metres be declared to be Recreation Reserve.**CARRIED on the voices****INF1608/11/4**2016/17 District Wide Minor Improvement Programme

Agenda Item 6.7

Resolved: (Crs Tait/Smith)**THAT** the report from the **General Manager Service Delivery** be received;**AND THAT** the 2016/17 works programme be approved.**CARRIED on the voices****INF1608/11/5**Approval of Proposed Te Kauwhata Community Committee Road Name List

Agenda Item 6.8

Resolved: (Crs Petersen/Church)**THAT** the report from the **General Manager Service Delivery** be received;**AND THAT** the Committee resolves that the June 2016 "Approved Road Name List" for Te Kauwhata is restricted to the following thirty-one names: Albur, Ballantyne, Bonnie Brae, Cabernet, Chardonnay, Chasseur, Clinton, Harvest, Labrusca, Noverma, Penona, Pinotage, Romeo, Rylstone, Syrah, Vinifera, Vivant, Korari, Ngaro, Roseway, Bittern, Crake, Fernbird, Carley, Cecil George, Gilbert Powley, H. Masson, Ken Nobbs, Reginald Hartland, Maggie and Raranga.**CARRIED on the voices****INF1608/11/6**

New Road Name Proposal at Henry Road, Hukanui
Agenda Item 6.9

Resolved: (Crs Fulton/Tait)

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

AND THAT the **Infrastructure Committee** approves naming the new road located within the **Future Developments Ltd** subdivision **Komak Road**.

CARRIED on the voices

INF1608/11/7

New Road Name Proposal at 2281 River Road, Horotiu
Agenda Item 6.10

Resolved: (Crs Gibb/Tait)

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

AND THAT the **Infrastructure Committee** support the **Ngaruawahia Community Board** recommendation (**NCB1606/06/5**) to adopt the name **Piriti Lane** for new roading at **2281 River Road, Horotiu**.

CARRIED on the voices

INF1608/11/8

Approval of Proposed Pokeno Community Committee Road Name List
Agenda Item 6.11

Resolved: (Crs Church/Petersen)

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

AND THAT the **Committee** resolves that the **July 2016 “Approved Pokeno Road Names”** includes the following seventeen names:

Coptic, Crickett, Edward Pope, Gadd, Harry Richards, Herbert Oldham, James Elliot, Lorrie, McLachlan, Moyle, Old Lexie, Peter Bourne, Skiffington, Thomason, Tokomauri, Walter Rogers and William McRobbie.

CARRIED on the voices

INF1608/11/9

Raglan Kopua Holiday Park, Chairperson’s Annual Report | July 2015 - 30 June 2016
Agenda Item 6.12

Resolved: (Crs Baddeley/Costar)

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

CARRIED on the voices

INF1608/11/10

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	9 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1577878
Report Title	Receipt of Discretionary & Funding Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Discretionary & Funding Committee held on Monday 8 August 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 8 August 2016 be received.

3. ATTACHMENTS

D&F Minutes

MINUTES of a meeting of the Discretionary & Funding Committee held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 8 AUGUST 2016** commencing at **9.00am**.

Present:

Cr SD Lynch (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr R Costar [from 9.06am]
Cr WD Hayes
Cr RC McGuire
Cr MR Solomon

Attending:

Mr T Whittaker (General Manager Strategy and Support)
Mrs L van den Bemd (Community Development Advisor)
Mrs W Wright (Committee Secretary)
Ms J Anderson (Raglan Community Arts Council)
Mr L Nathan (Waikato Rocks Trust)
Ms A Cooper (Te Whakaruruhau 2013 Inc)
Ms S Thompson (Whitikahu Hall Committee)
Ms D Bhana (Golden Beads Charitable Trust - Waikato Montessori Education Centre)
Mr AJ Rowe (Onewhero School Reunion Committee)
Mr I Barton (Queens Redoubt Trust)
Ms A Bannerman (Port Waikato Community Hall Committee)
Ms K Hendry (Mangatawhiri & Districts Preschool & Playgroup)
Ms M O'Connell (Waitetuna School)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Solomon/ His Worship the Mayor)

THAT an apology be received from and leave of absence granted to Cr Church [representing Council at the WCDEM Hearing];

AND THAT an apology for lateness be received from Cr Costar.

CARRIED on the voices

D&F1608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Hayes/McGuire)

THAT the agenda for a meeting of the Discretionary & Funding Committee held on Monday 8 August 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 8.1 [*Application for Funding – Raglan Community Arts Council*] be considered after agenda item 7.2.

CARRIED on the voices

D&F1608/02/I

Cr Costar entered the meeting at 9.06am following discussion on the above item and was not present when voting took place.

DISCLOSURES OF INTEREST

Cr Costar advised members of the Board that she would declare a conflict of interest in item 8.4 [*Application for Funding – Onewhero School Reunion Committee*].

CONFIRMATION OF MINUTES

Resolved: (His Worship the Mayor/Cr McGuire)

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 9 May 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

D&F1608/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Summary of Movements in Discretionary Funds to 30 June 2016
Agenda Item 6.1

Resolved: (Cr Hayes/His Worship the Mayor)

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

CARRIED on the voices

D&F1608/05/I

Project Accountability Forms
Agenda Item 6.2

Resolved: (Cr McGuire/His Worship the Mayor)

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

AND THAT the Committee notes that the following amounts have been spent:

- \$ 2,000.00 by Raglan Community Arts Council for the Raglan Arts Trail Weekend;**
- \$3,000.00 by Waingaro Pony Club for new dressage and show jumping equipment;**
- \$7,500.00 by Turangawaewae Marae Committee for the Regatta event;**
- \$1,500.00 Ngaruawahia RSA Memorial Club for ANZAC flags.**

CARRIED on the voices

D&FI 608/05/2

APPLICATIONS FOR FUNDING – RURAL WARD

The following applicants gave a presentation and answered questions of the committee:

- Sandra Thompson - Whitikahu Hall Committee
- Diane Bhana - Golden Beads Charitable Trust
- Ian Barton - Queens Redoubt Trust
- Katherine Hendry - Mangatawhiri & Districts Preschool & Playgroup
- Margery O'Connell - Waitetuna School

FUNDING APPLICATIONS – EVENTS

The following applicants gave a presentation and answered questions of the committee:

- Jacqueline Anderson - Raglan Community Arts Council
- Audra Cooper - Te Whakaruruhau 2013 Inc
- Logan Nathan - Waikato Rocks Trust
- Alan J Rowe - Onewhero School Reunion Committee
- Annie Bannerman - Port Waikato Community Hall Committee

The meeting adjourned at 10.09am and resumed at 10.14am.

APPLICATIONS FOR FUNDING – RURAL WARD DECISIONS

Application for Funding – Whitiakahu Hall Committee
Agenda Item 7.1

Resolved: (His Worship The Mayor/Cr McGuire)

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

AND THAT an allocation of \$3,000.00 is made to the Whitiakahu Hall Committee towards the cost of resurfacing and installing new nets and posts to upgrade the club's tennis courts.

CARRIED on the voices

D&F1608/06/1

Application for Funding – Golden Beads Charitable Trust - Waikato Montessori Education Centre
Agenda Item 7.2

Resolved: (Crs McGuire/Solomon)

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

AND THAT an allocation of \$1,000.00 is made to the Golden Beads Charitable Trust - Waikato Montessori Education Centre towards the cost of purchasing a covered awning for the junior year 6 – 12 classroom.

CARRIED on the voices

D&F1608/06/2

FUNDING APPLICATIONS – EVENTS DECISIONS

Application for Funding – Raglan Community Arts Council
Agenda Item 8.1

Resolved: (His Worship the Mayor/Cr Hayes)

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

AND THAT an allocation of \$2,555.00 is made to the Raglan Community Arts Council towards the cost of Raglan Arts Weekend 2017.

CARRIED on the voices

D&F1608/07/1

APPLICATIONS FOR FUNDING – RURAL WARD DECISIONS - CONTINUED

Application for Funding – Queens Redoubt Trust
Agenda Item 7.3

Resolved: (Crs Costar/McGuire)

THAT the request from the Queens Redoubt Trust towards the cost of installing a disabled toilet amenity inside the Queens Redoubt Visitors Centre is deferred for the following reasons:

- more information is required regarding connection fee for wastewater.

CARRIED on the voices

D&F1608/06/3

Application for Funding – Mangatawhiri & Districts Preschool & Playgroup
Agenda Item 7.4

Resolved: (His Worship the Mayor/Cr Costar)

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

AND THAT an allocation of \$3,000.00 is made to the Mangatawhiri & Districts Preschool & Playgroup towards the cost of purchasing a new shade protection cover for the children's sandpit.

CARRIED on the voices

D&F1608/06/4

Application for Funding – Waitetuna School
Agenda Item 7.5

Resolved: (Crs Hayes/Solomon)

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

AND THAT an allocation of \$4,000.00 is made to the Waitetuna School towards the cost of upgrading the school administration block.

CARRIED on the voices

D&F1608/06/5

FUNDING APPLICATIONS – EVENTS DECISIONS - CONTINUED

Application for Funding – Te Whakaruruhau 2013 Inc.
Agenda Item 8.2

Resolved: (Crs Costar/Solomon)

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

AND THAT an allocation of \$2,465.00 is made to the Te Whakaruruhau 2013 Inc. towards the cost of a series of awareness events aimed at promoting the services offered by Waikato Woman's Refuge.

CARRIED on the voices

D&F1608/07/2

Application for Funding – Waikato Rocks Trust
Agenda Item 8.3

Resolved: (His Worship the Mayor/Cr Solomon)

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

AND THAT an allocation of \$2,000.00 is made to the Waikato Rocks Trust towards the cost of hosting a free summer music and dance festival in Raglan on 3 June 2016.

CARRIED on the voices

D&F1608/07/3

Application for Funding – Onewhero School Reunion Committee
Agenda Item 8.4

Cr Costar declared a conflict of interest, withdrew to the public gallery and did not speak to, or vote on this item.

Resolved: (Cr Hayes/His Worship the Mayor)

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

AND THAT an allocation of \$4,500.00 is made the Onewhero School Reunion Committee towards the cost of hosting a 125 year school reunion.

CARRIED on the voices

D&F1608/07/4

Application for Funding – Port Waikato Community Hall Committee
Agenda Item 8.5

Resolved: (Cr Costar/His Worship the Mayor)

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

AND THAT an allocation of \$1,270.00 is made to the Port Waikato Community Hall Committee towards the cost of hosting a community music and dance event.

CARRIED on the voices

D&F1608/07/5

There being no further business the meeting was declared closed at 10.47am.

Minutes approved and confirmed this day of 2016.

SD Lynch

CHAIRPERSON

Minutes2016/D&F/160808 D&F Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	31 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1596763
Report Title	Receipt of Creative Community Scheme Assessment Committee Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Creative Communities Scheme Assessment Committee held on Friday 26 August 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Creative Communities Scheme Assessment Committee held on Friday 26 August 2016 be received.

3. ATTACHMENTS

CCS Minutes

MINUTES of a meeting of the Creative Communities Scheme Assessment Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **FRIDAY 26 AUGUST 2016** commencing at **10.32am**.

Present:

Mr R Gemmell (Chairperson)
Cr SD Lynch
Cr MR Solomon
Ms W Barker
Mr W McGrath [*from 10.37am*]
Ms J Collins

Attending:

Mrs L van den Bemd (Community Development Adviser)
Mrs W Wright (Committee Secretary)
Ms J Anderson (Raglan Community Arts Council) & (Raglan Community Arts)
Ms M Groom (Taukau Youth Centre)
Ms J Laurimer (Onewhero Society of Performing Arts) & (Onewhero Society of Performing Arts)
Mr G Mackie (Huntly Youth Focus Trust)
Ms A Cuthbertson (Raglan Artists)
Ms S McNair (Nostalgia Film)
Mr L Nathan (Waikato Rocks Trust)
Ms M Tuao (Whiti Te Ra Hou Trust)
Ms M Allen (Cutting Edge Textiles)
I Member of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Lynch/Ms Barker)

THAT an apology be received from and leave of absence granted to **Mrs R Waterhouse, Ms D Abraham, Ms R Hare (Raglan Theatre Academy Community Production), Mrs J Stevens (Twin Rivers Arts (Ngaruawahia) Council Inc.);**

AND THAT an apology for lateness be received from **Mr McGrath.**

CARRIED on the voices

CCS1609/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Gemmell/Cr Lynch)

THAT the agenda for a meeting of the Creative Communities Scheme held on Friday 26 August 2016 be confirmed and all items therein be considered in open meeting.

AND THAT the following item(s) be discussed at an appropriate time during the course of the meeting;

- **Amendment to Delegations Register**

AND FURTHER THAT in accordance with Standing Order 3.7.2 the order of business be changed with agenda item 6.10 [*Application for Funding – Tuakau Youth Centre – Mural Project*] being considered after item 6.3 [*Application for Funding – Raglan Community Arts – Raglan Arts Weekend*] and that other items be considered as appropriate during the course of the meeting.

CARRIED on the voices

CCSI609/02/1

DISCLOSURES OF INTEREST

Mrs Prinz advised members of the committee that she would declare a Conflict of Interest in Agenda Items 6.2, 6.3 [*Community Arts Council - Raglan Old School Art - Kids Clay workshops; and Raglan Community Arts – Raglan Arts Weekend*].

Mr Gemmell declared a conflict of interest in Agenda Item 6.8 [*Raglan Artists – Website Development*].

The Community Development Adviser advised members of the committee that she would declare a Conflict of Interest in Agenda Item 6.11 [*Twin Rivers Arts Council Inc*].

Cr Solomon advised members of the committee that she would declare a Conflict of Interest in Agenda Items 6.11 [*Twin Rivers Arts Council Inc*].

CCSI609/03

CONFIRMATION OF MINUTES

Resolved: (Crs Lynch/Solomon)

THAT the minutes of a meeting of the Creative Communities Scheme Assessment Committee held on Thursday 31 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

CCSI609/04

Mr McGrath entered the meeting at 10.37am following discussion and voting of the above item.

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

APPLICATIONS FOR FUNDING

Ms Collins gave a verbal presentation of Items 6.2 and 6.3 and answered questions of the committee. During deliberations, Ms Collins withdrew from the meeting and took no part in discussions or voting on items 6.2 and 6.3.

Mr Gemmell withdrew from the meeting and took no part in discussions or voting on item 6.8. Mr Gemmell vacated the chair and Cr Lynch assumed the Chair for this item.

During deliberations, the Community Development Adviser withdrew from the meeting and took no part in discussions or voting on item 6.11.

Applicants and representatives were in attendance and provided background information in support of their applications.

Resolved: (Ms Barker/Cr Lynch)

THAT the Creative Communities Scheme Assessment Committee gave consideration to all applications and allocated funding as follows:

6.1 Raglan Theatre Academy Community Production – Ruth Hare	\$2,500.00
6.2 Raglan Community Arts Council – Raglan Old School Arts – Kids Clay	\$3,500.00
6.3 Raglan Community Arts – Raglan Arts Weekend	\$2,000.00
6.10 Taukau Youth Centre – Mural Project	\$2,000.00
6.4 Onewhero Society of Performing Arts – Aladdin	\$1,186.00
6.5 Onewhero Society of Performing Arts – For Stage Make-up Workshop	\$500.00
6.6 Huntly Youth Focus Trust – Huntly Music Classes	\$1,000.00
6.7 Port Waikato Residents & Ratepayers Association – Summer Music Event	\$1,500.00
6.8 Raglan Artists: Website Development	\$2,000.00
6.9 Susanne McNair – Nostalgia Film	\$3,300.00
6.11 Twin Rivers Arts (Ngaruawahia) Council Inc. – Community Classes	\$3,500.00
6.12 Waikato Rocks Trust – Summer Music Event	\$1,500.00
6.13 Whiti Te Ra Hou Trust – Maryanne Tuao – Art based workshops for young people	\$2,000.00
6.14 Cutting Edge Textiles – Design Journey	\$2,000.00
Total	\$28,486.00

CCSI609/05

Tabled: Video presentation for item 6.6 [Huntly Music Classes]

Tabled: Powerpoint presentation for Item 6.9 [Nostalgia Film]

REPORTS

Project Accountability Forms

Agenda Item 7.1

Resolved: (Cr Lynch/Ms Barker)

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

AND THAT the Committee notes the following amounts have been spent:

- \$3,256.93 by Raglan Community Arts Council – Raglan Arts Weekend; and
- \$483.00 by Cutting Edge Textiles – Creative Journal making workshop.

CARRIED on the voices

CCSI609/06/1

Creative Communities Scheme Assessments

Agenda Item 7.2

Resolved: (Cr Solomon/Ms Collins)

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

CARRIED on the voices

CCSI609/06/2

The meeting adjourned at 12.13pm and resumed at 12.40pm.

Amendment to Delegations Register

Add Item

The Community Development Adviser highlighted the key aspects of this report.

Resolved: (Cr Lynch/Mr Gemmell)

THAT the report from the Chief Executive be received.

CARRIED on the voices

CCSI609/06/4

Creative New Zealand Regional Arts Pilot
Agenda Item 7.3

Resolved: (Cr Lynch/Ms Barker)

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

AND THAT the Committee agrees that priority for Creative Communities Scheme funding for the period 2016 to 2017 are given to the following:

- Projects that demonstrate capacity building for the development of arts in the district (to be identified through the application process).

CARRIED on the voices

CCSI609/06/3

There being no further business the meeting was declared closed at 2.08pm.

Minutes approved and confirmed this day of 2016.

Mr R Gemmell
CHAIRPERSON

Minutes2016/CCS/160826_CCS_M.doc

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	5 September 2016
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
DWS Document Set #	1599053
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 Monday 5 September 2016.

2. RECOMMENDATION

THAT the minutes of a meeting of the Chief Executive's Performance Review Subcommittee held on Monday 5 September 2016 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 **MONDAY 5 SEPTEMBER 2016** commencing at **9.05am**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
Cr JC Baddeley
Cr DW Fulton
Cr SD Lynch

Attending:

Mr GJ Ion (Chief Executive)
Mrs RJ Gray (Council Support Manager)
Mr G Tims (HR Consultant)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Lynch/Fulton)

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

CARRIED on the voices

CE1609/01

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 Monday 5 September 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

CE1609/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Crs Lynch/Baddeley)****THAT the minutes of a meeting of the Chief Executive's Performance Review Subcommittee held on Wednesday 8 June 2016 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****CE1609/03****EXCLUSION OF THE PUBLIC**

Agenda Item 5

Resolved: (Cr Baddeley/His Worship the Mayor)**THAT the report of the Chief Executive be received;****AND THAT Mr Greg Tims, Human Resources Consultant, remains in the meeting after the public has been excluded to facilitate the discussion of the Chief Executive's performance agreement;****AND FURTHER THAT the public be excluded from the meeting during discussion on the following items of business:**

- a. **Confirmation of Minutes dated 8 June 2016**
- b. **Chief Executive's Performance Review 2015/2016**

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)****CARRIED on the voices****CE1609/04***Resolution nos CE1609/5 to CE1609/7 are contained in the public excluded section of these minutes.*

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 August 2016
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1571474
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 1 August 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 1 August 2016 be received.

3. ATTACHMENTS

OTCB Minutes 1 August 2016

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Town Hall, George Street, Tuakau on **MONDAY 1 AUGUST 2016** commencing at **4.36pm**.

Present:

Mr N Miller (Chairperson)
Cr R Costar
Cr L Petersen
Mrs A Anderson
Mr B Cameron
Mr R Gee *[from 6.12pm]*
Mrs F Gower
Mrs B Watson

Attending:

His Worship the Mayor Mr AM Sanson
Mayoress T Sanson
Mr GJ Ion (Chief Executive)
Mrs LM Wainwright (Committee Secretary)
Ms S Kelly (Community Development Co-ordinator)
Mr N Hawira (Tuakau Placemaking Group)
Ms L Beunton (Tuakau Playcentre)
Ms D Meads (Tuakau Playcentre)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Petersen/Ms Gower)

THAT an apology for lateness be received from Mr Gee.

CARRIED on the voices

OTCBI608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cameron/Cr Costar)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 1 August 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

OTCBI608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Costar/Mrs Watson)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Tuesday 7 June 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI608/03

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Placemaking in Tuakau
Agenda Item 6.1

Mr Hawira gave a verbal presentation and answered questions of the board.

The Community Development Co-ordinator gave a verbal presentation and answered questions of the board.

Resolved: (Mr Miller/Cr Costar)

THAT the report from the Chief Executive be received.

CARRIED on the voices

OTCBI608/05/1

Discretionary Fund Report to 30 June 2016
Agenda Item 6.2

Resolved: (Cr Petersen/MsGower)

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

CARRIED on the voices

OTCBI608/05/2

Application for Funding – Tuakau Kindergarten
Agenda Item 6.3

Ms Beunton and Ms Meads gave verbal presentations and answered questions of the board.

Resolved: (Ms Gower/Cr Costar)

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

AND THAT an allocation of \$2,928.60 is made to the Tuakau Kindergarten towards the cost of hosting the Tuakau community duck racing event.

CARRIED on the voices

OTCBI608/05/3

Hall Committee Formation
Agenda Item 6.4

Resolved: (Cr Petersen/Mrs Anderson)

THAT the report from the Chief Executive be received;

AND THAT the Onewhero-Tuakau Community Board recommend to the new incoming Board that two members be delegated to liaise with Council on both the running and maintenance of the Tuakau Memorial Town Hall and the Tuakau Domain Hall.

CARRIED on the voices

OTCBI608/05/4

Works & Issues Report
Agenda Item 6.5

Resolved: (Cr Costar/Mr Miller)

THAT the report of the Chief Executive – *Works & Issues Report* - be received.

CARRIED on the voices

OTCBI608/05/5

Pre-meeting Forum
Agenda Item 6.6

- Placemaking in Tuakau
- Community facility for at risk men
- ANZAC – flag exchange with Doncaster RSL, Melbourne, Australia and Tuakau RSA

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	16 August 2016
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1583478
Report Title	Receipt of Taupiri Community Board Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Taupiri Community Board held on Monday 8 August 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Taupiri Community Board held on Monday 8 August 2016 be received.

3. ATTACHMENTS

TCB Minutes 8 August 2016

MINUTES of a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 8 AUGUST 2016** commencing at **6.30pm**.

Present:

Mr K Clewlow (Chairperson)
Cr J Gibb
Mrs E Gouk
Mr WF Hansen
Mr H Lovell
Mrs J Ross
Cr MR Solomon

Attending:

Ms SD Duignan (General Manager Customer Support)
Mrs RJ Gray (Council Support Manager)
Mr N Haworth
1 member of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Hansen/Mrs Ross)

THAT an apology be received from and leave of absence granted to Mrs Kohu.

CARRIED on the voices

TCBI608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs Gouk/Cr Gibb)

THAT the agenda for a meeting of the Taupiri Community Board held on Tuesday 8 August 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

TCBI608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Mrs Ross/Mr Lovell)****THAT the minutes of a meeting of the Taupiri Community Board held on Monday 13 June 2016 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****TCBI608/03****MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the minutes.

REPORTSDiscretionary Fund Report to 30 June 2016

Agenda Item 6.1

Mrs Ross advised that she would look into obtaining an estimate for the cost of updating the notice board in Taupiri prior to the next meeting.

Resolved: (Mr Lovell/Cr Gibb)**THAT the report from the General Manager Strategy & Support be received.****CARRIED on the voices****TCBI608/04/1**Application for Funding – Eastern Waikato Netball Centre

Agenda Item 6.2

The President of the Eastern Waikato Netball Centre, Mr Haworth, spoke in support of the application for funding.

Resolved: (Cr Gibb/Mr Lovell)**THAT the report from the General Manager Strategy & Support be received;****AND THAT an allocation of \$1,952,70 be made to the Eastern Waikato Netball Centre towards the cost of upgrading and replacing the Centre's microphone sound system.****CARRIED on a show of hands 5 in FAVOUR and 2 AGAINST****TCBI608/04/2**

Mrs Gouk and Mr Hansen requested their dissenting votes be recorded.

Completion of Taupiri Community Board Approved Road Name List
Agenda Item 6.3

Discussion was held on the proposal of road names suitable for the 2016 Taupiri road name list. George Road was proposed owing to several generations of this family having lived in Taupiri, however, it was disallowed owing to the same road name included in Ngaruawahia. It was then agreed that the George family's original Maaori name of Ngaungau be added to the list. The proposed name of 'lan' was removed.

Resolved: (Cr Gibb/Mr Lovell)

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

AND THAT the Board agrees to supply background information to support the following Taupiri road name proposals: Jerome, O'Hearn, Ellisdon, Byrne, Parata and Aubrey;

AND THAT the Board provides the following new road name proposals to replace unsuitable names: Davis, Hansen, McKeown, Jackways and Ngaungau.

CARRIED on the voices

TCBI608/04/3

Taupiri Works and Issues Report
Agenda Item 6.4

Resolved: (Mr Lovell/Mrs Ross)

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

CARRIED on the voices

TCBI608/04/4

Chairperson's Report
Agenda Item 6.5

The Chair provided an overview on:

- work commenced on the fencing surrounding the cemetery
- the community meeting minutes held in July 2016 had been circulated
- Maungawara Bridge is progressing and the opening is approximately April 2017.

Councillors' Report
Agenda Item 6.5

Cr Gibb and Cr Solomon provided an update on current district and Council issues.

There being no further business the meeting was declared closed at 7.35pm.

Minutes approved and confirmed this day of 2016.

K Clewlow
CHAIRPERSON
Minutes2016/TCB/160808TCB Minutes

Open Meeting

To	Waikato District Council
From	Gavid Ion Chief Executive
Date	23 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1590520
Report Title	Receipt of Raglan Community Board Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Raglan Community Board held on Tuesday 9 August 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 9 August 2016 be received.

3. ATTACHMENTS

RCB Minutes

MINUTES for a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 9 AUGUST 2016** commencing at **2.00pm**.

Present:

Mr R MacLeod (Chairperson)
Cr JC Baddeley
Mr BT Dixon
Mr PJ Haworth
Ms K Murphy
Ms L Thomson

Attending:

Mr AM Sanson (His Worship the Mayor)
Cr W Hayes
Mr GJ Ion (Chief Executive)
Mr TG Whittaker (General Manager Strategy & Support)
Mr TH Harty (General Manager Service Delivery)
Mrs RJ Gray (Council Support Manager)
Mr C Dawson (Safe Alliance)
Mr Hastie (Safe Roads Alliance)
Mr Black (Safe Roads Alliance)
18 members of the public
1 staff member

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr MacLeod/Cr Baddeley)

THAT an apology be received from and leave of absence granted to **Mr Vink**.

CARRIED on the voices

RCB1608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Haworth/Ms Clarkson)

THAT the agenda for a meeting of the Raglan Community Board held on **Tuesday 9 August 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 7.9 [*Wastewater Overflow Update*] being considered following agenda item 7.2.

CARRIED on the voices

RCBI608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr MacLeod/Ms Thomson)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 14 June 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

RCBI608/03

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

SPEAKER

Tabled SH23 to Raglan Safety Improvements Information Sheet

Mr Hastie, Mr Black and Mr Dawson, representing Safe Roads Alliance were in attendance to address the Board regarding issues with SH23. Open days will be held in late August 2016. An information sheet was tabled regarding Hamilton to Raglan Safety Improvements SH23.

REPORTS

Discretionary Fund Report to 30 June 2016
Agenda Item 7.1

Resolved: (Ms Thomson/Ms Murphy)

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

AND THAT the community board allocate an amount up to \$1,000 from the discretionary fund to support the Raglan Naturally celebration.

CARRIED on the voices

RCBI608/04/1

Youth Engagement Advisor Introduction
Agenda Item 7.2

Ms Kelly, Youth Engagement Advisor, was in attendance to provide an overview of her role and discuss a youth representative on the Board.

The Chair agreed to allow questions from the members of the public.

It was agreed that there was strong support for a youth representative and Ms Thomson agreed to be a contact for the Youth Engagement Advisor via the Board of Trustees for Raglan Area School during the pre-election period.

Resolved: (Mr MacLeod/Ms Murphy)

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

CARRIED on the voices

RCB1608/04/2

Wastewater Overflow Update Report
Agenda Item 7.9

Tabled: Letter: Raglan Chamber of Commerce x 2
Letter: Barbara Kuriger MP Taranaki-King Country

Cr Hayes reported on discussion and outcomes from the Infrastructure Committee meeting held at Council today.

The Chief Executive provided clarification on how the proposed works would be funded. He was aware of the impact on the community socially, culturally, environmentally and economically. A study is to be completed looking at longer term actions which will improve the system and prioritise the goal to strive for zero spills.

The General Manager Service Delivery agreed that the level of discharges was not acceptable. He also covered issues contained in the report that was considered at the Infrastructure Committee meeting today. A solution based report will be provided to the board with a reporting framework post-election. A further report will be provided monthly on reducing overflow statistics on the number of times alarms were set off.

Members were asked to raise questions of the staff followed by members of the public.

Cr Baddeley raised concerns regarding wastewater overflows in Raglan, considered these were systemic with a previous lack of investment into infrastructure, and wanted urgency around this issue.

His Worship apologised for what had happened and supported the sentiments of Cr Baddeley, advising this is largely part of a legacy issue and agreed with the under investment in infrastructure. He wanted the community to be aware of stormwater infiltration with downpipes going into the wastewater system and inappropriate items being put into the system.

Resolved: (Mr MacLeod/Ms Thomson)

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

AND THAT a regular accountability report be provided to the community board.

CARRIED on the voices

RCBI608/04/3

Raglan Community Board Projects
Agenda Item 7.3

A workshop will be held to consider commitments for the discretionary fund. These will be included in the discretionary fund report.

Resolved: (Mr MacLeod/Mr Haworth)

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

CARRIED on the voices

RCBI608/04/4

Raglan Community Response Plan Public Meeting
Agenda Item 7.4

A meeting is to be held on 8 September 2016 at 6.00pm in the Supper Room, Town Hall, for those interested in assisting in the development of a community response plan.

Resolved: (Cr Baddeley/Mr MacLeod)

THAT the report from the Raglan Community Response Plan Public Meeting be received.

CARRIED on the voices

RCBI608/04/5

Raglan Kopua Holiday Park, Chairperson's Annual Report 1 July 2015 - 30 June 2016
Agenda Item 7.5

Resolved: (Cr Baddeley/Mr Dixon)

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

CARRIED on the voices

RCBI608/04/6

Raglan Coastal Reserves Advisory Meeting Minutes 13 June 2016 and 11 July 2016
Agenda Item 7.6

Resolved: (Cr Baddeley/Mr MacLeod)

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

CARRIED on the voices

RCBI608/04/7

Raglan Works & Issues Report: Status of Items August 2016
Agenda Item 7.7

Resolved: (Mr MacLeod/Ms Thomson)

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

CARRIED on the voices

RCBI608/04/8

Designation of Parks for Electric Charging Station
Agenda Item 7.8

Resolved: (Mr MacLeod/Mr Dixon)

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

AND THAT the Board recommends to Council that parking map 3 of the Waikato District Council Public Places Bylaw 2016 be amended to allow for one car park to be restricted and that the location be the first car park on the left hand side through the roundabout at Bow Street.

CARRIED on the voices

RCBI608/04/9

Pre-meeting Forum
Agenda Item 7.10

The following items were discussed during the pre-meeting forum held prior to the commencement of the meeting:

- Zero Spills in Raglan – create a framework to make better decisions, concern over a staff dismissal
- CRM completed regarding urban drainage, blocked manhole covers
- Manu Bay Boat Ramp, overcrowded buses, and Trails Strategy
- Walking track at Whale Bay dangerous, CRM to be completed
- Bus contract consideration to include Sundays
- Rubbish bins expelling rubbish into the sea
- Wainui Reserve upgrade due September
- Concern regarding privatisation of some services.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1590556
Report Title	Receipt of Ngaruawahia Community Board Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Ngaruawahia Community Board held on Tuesday 9 August 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 9 August 2016 be received.

3. ATTACHMENTS

NCB Minutes

MINUTES of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 9 AUGUST 2016** commencing at **6.02pm**

Present:

Mrs PJ Forsyth (Chairperson)
Cr JM Gibb
Cr MR Solomon
Mr JH Ayers
Mrs W Diamond
Mr BJ Sherson
Mr J Whetu

Attending:

Mrs S Duignan (Customer Delivery Manager)
Mrs W Wright (Committee Secretary)
Miss A van den Bemd (Interim Ngaruawahia Youth Action Group Co-ordinator)
Master W Eriepa (Youth Representative, Ngaruawahia High School)
I Member of the public

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Whetu/Mrs Diamond)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 14 June 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 [*Youth Action Group's Quarterly Report*] being considered the first item and that other items be considered as appropriate during the course of the meeting;

AND FURTHER THAT all youth members present be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

NCBI608/01

DISCLOSURES OF INTEREST

Mrs Diamond advised members of the Board that she would declare a conflict of interest in item 6.2 [*Application for Funding – Ngaruawahia RSA Memorial Club Inc*].

CONFIRMATION OF MINUTES

Resolved: (Mr Whetu/Cr Gibb)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 9 August 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCBI608/02

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Youth Action Group's Quarterly Report
Agenda Item 6.3

The Interim Ngaruawahia Youth Action Group Co-ordinator provided an overview of the Youth Action Group tasks and answered questions of the Board.

Resolved: (Mrs Diamond/Mr Whetu)

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

AND THAT if there are any new issues identified in the Youth Action Group's Quarterly Report the Board agrees on, these be added to the Board's Action Register so progress on implementation can be monitored.

CARRIED on the voices

NCBI608/03/1

Discretionary Fund Report to 30 June 2016
Agenda Item 6.1

Resolved: (Mr Sherson/Mr Ayers)

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

AND THAT the Board agrees to the sum of \$200 be allocated from the Discretionary Fund for refreshments following the next Board meeting, for the end of the triennium.

CARRIED on the voices

NCBI608/03/2

Application for Funding – Ngaruawahia RSA Memorial Club Inc.
Agenda Item 6.2

Mrs Diamond declared a conflict of interest, and did not vote on this item. Mrs Diamond gave background in reference to the below application.

Resolved: (Mr Whetu/Cr Solomon)

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

AND THAT an allocation of \$1,462.39 is made to the Ngaruawahia RSA Memorial Club Inc. towards the cost of upgrading the damaged window frames on the RSA building.

CARRIED on the voices

NCBI608/03/3

Ngaruawahia Works and Issues Report
Agenda Item 6.4

Resolved: (Mrs Diamond/Cr Gibb)

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

CARRIED on the voices

NCBI608/03/4

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 6.5

Resolved: (Cr Solomon/Mrs Diamond)

THAT the report of the General Manager Customer Support be received.

CARRIED on the voices

NCBI608/03/5

Chairperson's Report
Agenda Item 6.6

The Chair gave a verbal report on current issues around Ngaruawahia.

Councillors' Report
Agenda Item 6.7

Crs Gibb and Solomon gave verbal overview on current Council issues.

Community Board Members' Report
Agenda Item 6.8

Members commented on the Elections part of the WDC website.

There being no further business the meeting was declared closed at 7.41 pm.

Minutes approved and confirmed this day of 2016.

PJ Forsyth

CHAIRPERSON

Minutes2016/NCB/160809 NCB Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1590579
Report Title	Receipt of Huntly Community Board Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Huntly Community Board held on Tuesday 16 August 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 16 August 2016 be received.

3. ATTACHMENTS

HCB Minutes

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 16 AUGUST 2016** commencing at **6.00pm**.

Present:

Mrs S Stewart (Chairperson)
Cr SD Lynch
Ms K Bredenbeck
Mr R Farrar
Mrs D Lamb
Mr B Mounsey [from 6.07pm]
Cr GS Tait

Attending:

Cr J Sedgwick
Mrs RJ Gray (Council Support Manager)
Mr L Cotter (Youth Representative)
Mr J Devonshire and players (North Waikato (Huntly) Basketball Development Programme)
Ms J Christianson (Angel Casts Charitable Trust)
Ms V Kemp (Menzshed Project)
Mr A Price (Menzshed Project)
5 members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Lynch/Ms Bredenbeck)

THAT an apology be received from and leave of absence granted to Mrs Boyde.

CARRIED on the voices

HCBI608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs Lamb/Cr Lynch)

THAT the agenda for a meeting of the Huntly Community Board held on 16 August 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

Resolved: (Mrs Stewart/Mrs Lamb)

THAT Mr Cotter be given speaking rights during this meeting.

CARRIED on the voices

HCBI608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mrs Lamb/Ms Bredenbeck)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 21 June 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

HCBI608/03

MATTERS ARISING FROM THE MINUTES

Huntly Works & Issues Report [HCB0606/03/4 refers]

- Placemaking in the District

It was noted that the seat around the tree at Garden Place is due to be completed and the layouts circulated were for the proposed existing toilet at the Plaza.

Mr Mounsey entered the meeting at 6.07pm prior to the commencement of the following item.

REPORTS

Discretionary Fund Report
Agenda Item 6.1

Resolved: (Crs Tait/Lynch)

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

CARRIED on the voices

HCBI606/04/1

Resolved: (Ms Bredenbeck/Mr Mounsey)

THAT an amount up to \$250 be allocated from the discretionary fund for an end of triennium function.

CARRIED on the voices

HCBI606/04/1/1

Funding for Application – Project Lightfoot Trust
Agenda Item 6.2

Resolved: (Cr Lynch/Mr Farrar)

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

AND THAT the request from the Project Litefoot Trust for funding towards the cost of installing the energy efficient and water saving programme in four additional sporting clubs in Huntly be declined owing to no representatives available to speak to the application and that it be considered in the next funding round by the new board.

CARRIED on the voices

HCBI608/04/2

North Waikato (Huntly) Basketball Development Programme Group
Agenda Item 6.3

Mr Devonshire was in attendance, including basketball players to speak in support of the funding application.

Resolved: (Cr Lynch/Ms Bredenbeck)

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

AND THAT an allocation of \$1,000.00 be made to the North Waikato (Huntly) Basketball Development Programme Group towards the cost of teaching, training and refereeing skills for a group of young woman in Huntly.

CARRIED on the voices

HCBI608/04/3

Angel Casts Charitable Trust
Agenda Item 6.4

An updated report and application was presented that replaced the report and application contained in the agenda. Ms Christiansen was in attendance to speak in support of the funding application.

Resolved: (Mrs Stewart/Ms Bredenbeck)

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

AND THAT an allocation of \$3,615.88 be made to the Angel Casts Charitable Trust towards the cost of offering bereaved families free detailed stone casts of babies and children who have died early in life.

CARRIED on the voices

HCBI608/04/4

Application for Funding – Menzshed Huntly
Agenda Item 6.5

Ms Kemp and Mr Price were in attendance to present their project to the Board.

Resolved: (Cr Lynch/Ms Bredenbeck)

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

AND THAT the Board supports in principal an application to fund the Little Free Library project being made to the Discretionary Grants Funding round in October 2016.

CARRIED on the voices

HCBI608/04/5

Youth Engagement Update
Agenda Item 6.6

Mr Cotter, Youth Representative, provided an overview of the report. There were no issues deemed appropriate to be added to the works and issues report at this time.

Resolved: (Cr Lynch/Mr Mounsey)

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

CARRIED on the voices

HCBI608/04/6

Huntly Works & Issues Report
Agenda Item 6.7

Additional items discussed:

- Disabled Parking - signs erected in a different spot but the road marking has not been completed.
- Donation of mining equipment from the Lions Club - Mr Farrar is to provide further information identifying sites, photos, dimension, type of equipment etc to the next meeting. To incorporate this under Placemaking.
- Placemaking – date to be confirmed to discuss the seating at Garden Place.

Resolved: (Mr Mounsey/Mrs Lamb)

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

CARRIED on the voices

HCBI608/04/7

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Doc Set#	I590547
Report Title	Receipt of Minutes – Te Kauwhata Community Committee

1. EXECUTIVE SUMMARY

To receive the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 3 August 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 3 August 2016 be received.

3. ATTACHMENTS

TKCC minutes

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 3 AUGUST 2016** commencing at **7.00pm**.

Present:

Mr D Boyde (Chairperson)
Cr JD Sedgwick
Mr J Cunningham
Mr K Dawson
Mr D Hardwick
Mr B Weaver

Attending:

Mr AM Sanson (His Worship the Mayor)
Mr TN Harty (General Manager Service Delivery)
Mrs W Wright (Committee Secretary)
Mr A Kahn (NZTA)
I Member of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Sedgwick/Mr Cunningham)

THAT an apology be received from and leave of absence granted to Ms Grace, Mrs H Dillon, Mr L Wilson and Ms J Clegg.

CARRIED on the voices

TKCCI608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Sedgwick/Mr Cunningham)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 3 August 2016 be confirmed and all items therein be considered in open meeting;

AND THAT the following item be discussed at an appropriate time during the course of the meeting:

- **Waikato Expressway Update**

AND FURTHER THAT the Committee resolves that item 6.5 [*Chairperson's Report*] be withdrawn from the agenda.

CARRIED on the voices

TKCCI608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Weaver/Mr Dawson)

THAT the minutes of a meeting of Te Kauwhata Community Committee held on **Wednesday 1 June 2016** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TKCCI608/03

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Te Kauwhata Issues and Works Report – July 2016
Agenda Item 6.1

Additional items discussed:

- Disabled car park needed outside the Post Office
- Travers Road right turn marking into Greenacres missing, Vineyard Road is to have a centre line painted and substandard repairs on road maintenance at Travers and Wayside Rds.
- Tap on sports grounds; health and safety hazard. A hard stand base – eg concrete would be useful.

Resolved: (Mr Hardwick/Mr Cunningham)

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

CARRIED on the voices

TKCCI608/04/1

Waikato Expressway Update

Add Item

Mr Kahn (NZTA) gave a verbal update on the longswamp start dates. The contract has now been let to Downers.

Councillor's Report

Agenda Item 6.2

Cr Sedgwick gave a verbal report and answered questions of the Committee.

- Pre-election report (details will be discussed at next meeting)
- WRC proposed name change (details will be discussed at next meeting)
- The Lions propose a clock tower project for the village
- The rose garden and planting underway (weather permitting); signs required
- Sport turf specialist to look at the rugby park
- Dog park down Mahi road; a seat for owners or dog agility equipment are to be considered and suitable examples found
- Placemaking presentation taking place next month at this meeting. Starting time to be 6.30pm for next meeting.

Discretionary Fund Report to 30 June 2016

Agenda Item 6.3

Mr Dawson declared a conflict of interest, withdrew from the table and did not speak to, or vote on this item.

The following issue was raised:

It was noted that a Resolution was required for the payment for tree trimming to Earthcare Systems Limited.

Resolved: (Mr Hardwick/Mr Weaver)

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

AND THAT an amount of \$57.50 (including GST) be paid to Earthcare Systems Limited for tree trimming.

CARRIED on the voices

TKCCI608/04/2

Youth Engagement Update
Agenda Item 6.4

Resolved: (Mr Cunningham/Mr Dawson)

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

AND THAT if there are any new issues identified in the Youth Action Group's Quarterly Report that the Committee agrees on, be added to the Committee's Works and Issues report so that progress on implementation can be monitored.

CARRIED on the voices

TKCCI608/04/3

Chairperson's Report
Agenda Item 6.5

This item was withdrawn from the agenda.

PROJECTS UPDATE

Wetlands Walkway
Agenda Item 7.1

Mr Cunningham reported that this project is progressing well albeit being winter and wet. There is a defined pathway now that Tainui land has been purchased by WDC and they have approval from Kiwi Rail that the pathway can go through that area. Some more funds are sought from other sources. It was proposed that a presentation be arranged to show progress to the appropriate WDC group in February/March 2017.

Ken Knobbs Memorial Garden
Agenda Item 7.2

Mr Dawson reported that he is to follow up regarding the planting that is to take place. Some trellis or wires might be needed for the roses.

Jamieson Memorial Seat
Agenda Item 7.3

This seat is completed and awaiting its plaque to be put on.

Security Cameras
Agenda Item 7.4

The project is complete. The cameras are all working very well. The tilt/swivel camera is working well and sweeps Main Rd and around to Waeranga Rd. The pictures captured are being transmitted to the Police Station and it gets recorded on their data bases. Only police have access to the camera images.

There being no further business the meeting was declared closed at 8.34pm.

Minutes approved and confirmed this day of 2016.

T Grace
CHAIRPERSON
Minutes2016/TKCC/160803 TKCC Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	30 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	1595570
Report Title	Receipt of Meremere Community Committee Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Meremere Community Committee held on Thursday 11 August 2016 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 11 August 2016 be received.

3. ATTACHMENTS

MMCC Minutes

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 11 AUGUST 2016** commencing at **7.00pm**.

Present:

Mr J Katu (Chairperson)
Mr D Creed
Mrs A Dobby
Mrs R Epiha
Mr B Brown
Mr J Harman

Attending:

Mr GJ Ion (Chief Executive)
Cr Jan Sedgwick

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Creed/Mr Harman)

THAT an apology be received from and leave of absence granted to Ms Carr and Ms Milton.

CARRIED on the voices

MMCCI608/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Katu/Mr Harman)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 11 August 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

MMCCI608/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Brown/Mr Creed)

THAT the minutes of a meeting of Meremere Community Committee held on Thursday 9 June 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

MMCCI608/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS

Works and Issues Report
Agenda Item 6.1

Resolved: (Cr Sedgwick/Mr Harman)

THAT the report of the Chief Executive – Works and Issues Report – be received.

CARRIED on the voices

MMCCI608/05/1

Discretionary Fund Report to 30 June 2016
Agenda Item 6.2

Resolved: (Mr Creed/Mr Harman)

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

CARRIED on the voices

MMCCI608/05/2

Councillor's Report
Agenda Item 6.3

Cr Sedgwick gave a verbal report and answered questions of the Committee.

GENERAL BUSINESS:

Could the rocks under the camera in the playground please be removed.

There was a fire on the walkway up to the pa site on Heather Green Ave. (started by children).

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 August 2016
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Document #	1587012
Report Title	Receipt of Minutes – Tamahere Community Committee

1. EXECUTIVE SUMMARY

To receive the minutes of the Tamahere Community Committee meeting held on Monday 1 August 2016.

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 1 August 2016 be received.

3. ATTACHMENTS

TCC minutes



**Minutes of Committee Meeting
Held 7.30pm on 1st August 2016
Tamahere Community Centre**

Present:

TCC: Joy Wright, Maggie Wilcock, Shelley Howse, Bevin Coley, Dallas Fisher, Ro Edge, Sue Robertson, Charles Fletcher, Aksel Jepsen, James Yearsley

WDC: Wally Hayes, Tim Harty

1. **Apologies:** Jane Manson, Connie Short
2. **Confirmation of Minutes** of Meeting held on 4th July 2016

Moved: Ro Edge
Seconded: Charles Fletcher
All in favour

3. **Matters arising:**

SNA Update

- Jenni Vernon & Giles Boundy will be coming to our September meeting.

4. **Correspondence Tabled**

IN

WDC, Rose Gray, current council agenda
 WDC, Melissa Russo, re Freedom Camping Hearing
 WDC, Deborah Lee, council workshop details
 WDC, Teresa Hancock, re, Open Spaces contract now with City Care
 WDC, Shelley Monrad, re Neighbourhood Parks Reserve Management Plan
 WDC, I-Jay Huirama, link to staff reports for hearings
 WDC, media release for local elections & council's UFB survey
 WDC, Patricia Cronin, re 'Nappy Workshops'
 WDC, Shelley Monrad, re proposed Tamahere Dog Exercise area
 WDC, Melissa Russo & I-Jay Huirama, re final Cemeteries Bylaw
 WDC, Jacki Remihana, requesting Rec. Reserve sub-committee meeting
 WDC, Tim Harty, re NZTA Expressway presentation delayed
 WDC, Jacki Remihana, Rec. Reserve storm water details
 Fosters, Rec. Reserve Piazza concept design
 Tamahere School, re flooding of playing fields

OUT

WDC, Karen Bredesen, Tim Harty & Support Team 4 July Minutes & 1 Aug Agenda
 WDC, Melissa Russo, re, TCC non-attendance at Freedom Camping Hearing
 WDC, Shelley Monrad, re, TCC non-attendance Neighbourhood Parks Reserve Management Plan & access to staff reports

WDC, Giles Boundy, invite to TCC September meeting for SNA update
 WDC, Shelley Monrad, confirming August presentation on dog exercise area
 WDC, Jacki Remihana, apology for missing meeting 26 July
 WDC, Jacki Remihana, from S Howse re skate park
 Tamahere Community Centre, 4 July Minutes & 1 Aug Agenda and request to fix heater

Moved: Sue Robertson

Seconded: Ro Edge

All in favour

5. NZTA Expressway City/Alliance update

- Letters have gone out to residents who neighbour the Southern Interchange with meetings organized with them at the Tamahere Eventide on August 3rd & 4th.
- Letters will go out to the wider residents of Tamahere on August 4th, inviting them to a meeting on August 10th between 3-7pm at the Tamahere Community Centre.
- These meetings will be an opportunity for the City/Edge Alliance to communicate the improvements to the design – this will include improved safety, improved noise mitigation and improved visual and landscaping options.

6. Tamahere Recreational Reserve Update

Reserve

- Weather has caused delays to earthworks. There are no further cost implications from this delay and council is aware of current pooling.

Sub-Committee Feedback

- Would like to see a project management sheet developed that outlines all details under discussion, with updates made available to all sub-committee and committee members.
- In regards to some of the design elements, the sub-committee has recommended fundraising for items such as park furniture and exercise equipment, however council stressed that whatever is installed must be easily maintainable by their staff.
- Concern was raised by the committee that toilets on the Recreational Reserve will be required before 2021 when they are currently budgeted for. If the evidence shows a need for a public toilet before 2021 then this may have to be brought forward through the Annual Plan Process. Currently they are planned to be incorporated into the Sports Pavilion, however they can be built well before the Pavilion itself.
- Local skaters being consulted on the skate park design would like to see a similar level of detail to the Recreation Reserve design to help them better visualize what is being proposed. One of the group has met with Rich Landscapes to provide initial feedback, they would like a meeting with Rich Landscapes as a group to discuss the design.
- The school raised the issue of proposed planting blocking their sight lines through to the Recreational Reserve, however they will soon have to fence their boundary, so the committee feels some planting is preferable as the fence is unlikely to be an attractive one.

Action: Aksel Jepsen to email the committee a soft copy of the Recreational Reserve plan

Action: James Yearsley to develop draft project management spreadsheet and send it to Jacki Remihana to keep updated

Motion to move into committee for future Village Hub development.

Moved: Dallas Fisher
Seconded: Maggie Wilcock
All in favour

Motion to move out of committee

Moved: Dallas Fisher
Seconded: Ro Edge
All in favour

Drainage

- Concerns have been raised by both committee members and the school regarding the current drainage on the reserve area and it appears that the works have caused ponding on the schools boundary. However council says the final levels have not been achieved due to the weather, so asked for everyone to wait until the works are completed.
- It would be good to understand if there is any mitigation that can be put in place to ensure the playing fields can be utilized as much as possible before they are completed. Leo Koppens has written a drainage report, which was tabled, and has requested that council's drainage expert look at it.
- The issue of the swale drain along the schools boundary was also raised, with it being important that it doesn't become a hazard for the children, or a mud slide.

Action: Council will come back to us with their comments on the drainage report supplied by Leo Koppens at our next meeting.

Bus Stop

- What's happened to the bus stop as this seems to have dropped off the plans?

Action: Council to come back with where this is to be incorporated into the plans.

Commercial Hub & Central Piazza

From the brief provided by the committee, the architects designing the piazza area have provided some image sheets. Feedback supplied from the committee was as follows:

- We all like the look/feel of the image sheets provided, but would prefer not to see pebbles/gravel used as they create mess and maintenance, and are not pleasant to walk on in bare feet.
- And we would still like to see some different levels to create interest as provided on the initial brief.

7. WDC Tamahere Dog Exercise Area

- Council have been upgrading signage on all reserves, which include requiring dogs to be on a leash. This has created issues in an area where historically dogs were exercised off leash; so council are currently consulting with the community on the interest in creating a dogs off leash area in the Te Awa Reserve.
- A motion was put that we, as a committee submit in support of this.

Moved Dallas Fisher
 Seconded Sue Robertson
 All in Favour

8. WDC, Tim Harty Report

- City Care started the district wide open spaces maintenance contract today.
- There has been a few teething issues with the rubbish collection with the main one being people placing loose newspapers into the green recycling bin and using garden size waste bags; 60 litres is the maximum size. Papers need to be bagged or tied up with string, and garden waste bags cannot be used.

9. Cnr Wally Hayes Report

No Report Tabled

10. Tamahere Reserve Report & Nursery Update

No Report Tabled

11. Any Other Business

None

Date of next meeting 7.30pm 5th September 2016

Meeting closed at 9.06pm

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	6 September 2016
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
DWS Document Set #	1600292
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:

Confirmation of Minutes dated Monday 8 August 2016

Reports

a. Waingaro Hot Springs Sub-Lease

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)(b)(i)(ii)

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

Section 48(3)(d)

b. Solid Energy

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(3)(d)

c. Hopuhopu to Huntly Water Main

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)(b)(ii)

Section 48(3)(d)