

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 13 MARCH 2017** 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.*

**A CITIZENSHIP CEREMONY WILL BE HELD PRIOR TO THIS MEETING.**

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

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GJ Ion

**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	20 February 2017
<b>Prepared by</b>	Rose Gray Council Support Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Confirmation of Minutes

**I. EXECUTIVE SUMMARY**

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To confirm the minutes of a meeting held on Monday 13 February 2017.

**2. RECOMMENDATION**

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**THAT the minutes of a meeting of Waikato District Council held on Monday 13 February 2017 be confirmed as a true and correct record of that meeting.**

**3. ATTACHMENTS**

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Minutes

**MINUTES** of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 13 FEBRUARY 2017** commencing at **1.15pm.**

**Present:**

His Worship the Mayor, Mr AM Sanson (Chairperson)  
 Cr AD Bech  
 Cr JA Church  
 Cr DW Fulton  
 Cr JM Gibb  
 Cr SL Henderson  
 Cr SD Lynch  
 Cr RC McGuire  
 Cr FM McInally  
 Cr BL Main  
 Cr EM Patterson  
 Cr NMD Smith  
 Cr LR Thomson

**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 R Gray (Council Support Manager)  
 Mrs B Connolly (Senior Policy Planner)  
 Mrs J Vernon (Strategic Planning & Resource Management Team Leader)  
 Mrs M McIntyre (Operations Engineer)  
 Mrs G Jones (Legal Counsel)  
 Mrs A Diaz (Finance Manager)  
 Mrs A Parquist (Customer Delivery Manager)

**APOLOGIES AND LEAVE OF ABSENCE**

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

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

**CARRIED on the voices**

**WDC1702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT the agenda for the meeting of the Waikato District Council held on Monday 13 February 2017 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;**

**AND THAT the following matter be discussed as a matter of urgency as advised by the Chairperson:**

- **Council Representative to the Appointments Panel for the Woodlands Historic Trust Board.**

**CARRIED on the voices**

**WDCI702/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

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

**THAT the minutes of a meeting of the Waikato District Council held on Monday 5 December 2016 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**WDCI702/03**

**Resolved: (Crs Main/Henderson)**

**THAT the extraordinary minutes of a meeting of the Waikato District Council held on Monday 12 December 2016 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**WDCI702/04**

## **COMMITTEE AND DEPARTMENTAL REPORTS**

### Policy & Regulatory Committee

#### Zero Harm Update

Agenda Item 5.1.1

The report was taken as read.

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

**THAT the report from the Chief Executive be received.**

**CARRIED on the voices**

**WDC1702/05/1/1**

#### Waikato Regional Triennial Agreement

Agenda Item 5.1.2

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

**THAT the report from the Chief Executive be received;**

**AND THAT his Worship the Mayor be authorised to sign the Waikato Regional Triennial Agreement.**

**CARRIED on the voices**

**WDC1702/05/1/2**

#### Council Representative to the Appointments Panel for the Woodlands Historic Trust Board Add.Item

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

**THAT the report from the Chief Executive be received;**

**AND THAT pursuant to schedule 7 clause 32 of the Local Government Act 2002 the Waikato District Council appoints the Chief Executive as the Council representative to the Woodlands Historic Trust Board Appointment Panel;**

**AND FURTHER THAT it be noted that Council does not make a direct appointment to the Trust Board following change to the Trust Deed. As a result the appointment of Peter DeLuca is therefore no longer required.**

**CARRIED on the voices**

**WDC1702/05/1/3**

Strategy & Finance Committee

Plan Change 17 Ngaruawahia and Surrounding Villages Stage 1 Proposed Rezoning – Operative Date

Agenda Item 5.2.1

Staff were congratulated for their exceptional work with PC 17.

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

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

**AND THAT pursuant to clause 20 in Schedule 1 of the Resource Management Act 1991, a public notice be advertised that declares operative the provisions in Plan Change 17 Ngaruawahia and Surrounding Villages Stage 1 Proposed Rezoning.**

**CARRIED on the voices**

**WDC1702/05/2/1**

Infrastructure Committee

Pukekawa Refuse & Recycling Extension Consultation

Agenda Item 5.3.1

The General Manager Service Delivery took the report as read and provided a brief overview.

The Operations Engineer answered questions of the members. It was agreed to provide further communication to the public on the number of crates permitted per household in each district.

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

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

**AND THAT Council approve consultation with Pukekawa community on the extension of full solid waste services in the area;**

**AND FURTHER THAT should the support from the community be 65% or over, staff update the required systems and processes and commence delivery of the service on 1 July 2017.**

**CARRIED on the voices**

**WDC1702/3/1**

Reservoir Budget Transfers  
Agenda Item 5.3.2

The report was taken as read and the General Manager Service Delivery provided a brief overview of the report. Staff were asked to ensure that the financial implications of transferring funding from one year to another is fully explained in future reports.

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

**THAT the report from the General Manager Service Delivery - Reservoir Budget Transfers - be received;**

**AND THAT Council approve to bring forward sufficient 2017/18 budget (project IWA13210.0118) into the 2016/17 financial year to combine with IWA13210.0114 to allow the Huntly reservoir construction to be completed.**

**CARRIED on the voices**

**WDC1702/05/3/2**

**COMMUNITY BOARD MINUTES**

Receipt of Onewhero-Tuakau Community Board Minutes held on Monday 5 December 2016  
Agenda Item 6.1

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

**THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 5 December 2016 be received.**

**CARRIED on the voices**

**WDC1702/06/1**

Receipt of Taupiri Community Board Minutes held on Monday 5 December 2016  
Agenda Item 6.2

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

**THAT the minutes of a meeting of the Taupiri Community Board held on Monday 5 December 2016 be received.**

**CARRIED on the voices**

**WDC1702/06/2**



Receipt of Raglan Community Board Minutes held on Tuesday 6 December 2016  
Agenda Item 6.3

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

**THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 6 December 2016 be received.**

**CARRIED on the voices**

**WDC1702/06/3**

Receipt of Ngaruawahia Community Board Minutes held on Tuesday 6 December 2016  
Agenda Item 6.4

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

**THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 6 December 2016 be received.**

**CARRIED on the voices**

**WDC1702/06/4**

Receipt of Huntly Community Board Minutes held on Tuesday 6 December 2016  
Agenda Item 6.5

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

**THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 6 December 2016 be received.**

**CARRIED on the voices**

**WDC1702/06/5**

### **COMMUNITY COMMITTEE MINUTES**

Receipt of Tamahere Community Committee Minutes held on Monday 5 December 2016  
Agenda Item 7.1

**Resolved: (Crs Bech/McGuire)**

**THAT the minutes of a meeting of the Tamahere Community Committee held on Monday 5 December 2016 be received.**

**CARRIED on the voices**

**WDC1702/07/1**

Receipt of Meremere Community Committee Minutes held on Thursday 8 December 2016  
Agenda Item 7.2

**Resolved: (His Worship the Mayor/Cr Patterson)**

**THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 8 December 2016 be received.**

**CARRIED on the voices**

**WDC1702/07/2**

Receipt of Pokeno Community Committee Minutes held on Tuesday 8 November 2016  
Agenda Item 7.3

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

**THAT the minutes of a meeting of the Pokeno Community Committee held on Tuesday 8 November 2016 be received.**

**CARRIED on the voices**

**WDC1702/07/3**

**EXCLUSION OF THE PUBLIC**

Agenda Item 8

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

**THAT the report of the Chief Executive be received;**

**AND THAT the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:**

**Confirmation of Minutes dated 5 December 2016**

**REPORTS**

**a. Cash Free Council Operations**

**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)(d)**

**Section 48(1)(d)**

**b. Chief Executive's Issues**

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

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

**Section 7(2)(f)(g)(h)(i)(j)**

**Section 48(1)(a)(d)**

**CARRIED on the voices**

**WDC1702/08**

*Resolution nos WDC1702/09 to WDC1702/11 are contained in the public excluded section of these minutes.*

Having resumed open meeting the following item was released into open meeting.

**REPORTS Continued**

Cash Free Council Operations

Agenda Item PEX 2.1

It was resolved [WDC1702/10] during the public excluded section of the meeting that the following resolution be released into open meeting but the report remain confidential and unavailable to the public.

*'Resolved: (Crs Fulton/Smith)*

*THAT the report from the Chief Executive be received;*

*AND THAT Waikato District Council supports Option 2; the Huntly Library and Council Office remaining cash-free and that staff continue to promote alternative venues for cash payments;*

*AND FURTHER THAT Waikato District Council supports, with significant education, all Council libraries and offices moving towards cash-free operations by 1 July 2018 or earlier if possible;*

*AND FURTHER THAT the resolution be released into open meeting but the report remain confidential.*

*His Worship called for voting by a division as follows:*

*Cr AD Bech – in Favour*

*Cr JA Church – Against*

*Cr DW Fulton - in Favour*

*Cr JM Gibb - in Favour*

*Cr SL Henderson - Against*



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### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	1 March 2017
<b>Prepared by</b>	Rose Gray Council Support Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Confirmation of Extraordinary Minutes

## **1. EXECUTIVE SUMMARY**

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To confirm the minutes of an extraordinary meeting held on Tuesday 28 February 2017.

## **2. RECOMMENDATION**

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**THAT the minutes of an extraordinary meeting of Waikato District Council held on Tuesday 28 February 2017 be confirmed as a true and correct record of that meeting.**

## **3. ATTACHMENTS**

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Minutes

**MINUTES** of an extraordinary meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 28 FEBRUARY 2017** commencing at **3.30pm.**

**Present:**

His Worship the Mayor, Mr AM Sanson (Chairperson)  
Cr AD Bech  
Cr JA Church  
Cr DW Fulton  
Cr JM Gibb  
Cr SL Henderson  
Cr SD Lynch  
Cr FM McInally  
Cr BL Main  
Cr EM Patterson  
Cr JD Sedgwick  
Cr NMD Smith  
Cr LR Thomson

**Attending:**

Mr T Harty (General Manager Service Delivery)  
Mr TG Whittaker (General Manager Strategy & Support)  
Mrs R Gray (Council Support Manager)  
Ms J Remihana (Programme Delivery Manager)  
Ms A Diaz (Finance Manager)  
7 Members of Staff

**APOLOGIES AND LEAVE OF ABSENCE**

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

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

**CARRIED on the voices**

**WDC1702/13**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Bech/Henderson)**

**THAT the agenda for the meeting of the Waikato District Council held on Tuesday 28 February 2017 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 4 which shall be considered with the public excluded.**

**CARRIED on the voices**

**WDCI702/14**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**EXCLUSION OF THE PUBLIC**

Agenda Item 4

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

**THAT the report of the Chief Executive be received;**

**AND THAT the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:**

**REPORTS**

- a. **Tender Evaluation Report – Contract 15/320 Pokeno Township Wastewater Reticulation Phase Two.**

**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) (h), (i), (j)**

**Section 48(1)(a) (3), (d)**

**CARRIED on the voices**

**WDCI702/15**

*Resolution nos WDCI702/16 to WDCI702/17 are contained in the public excluded section of these minutes.*





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**Open Meeting**

<b>To</b>	Policy & Regulatory Committee
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	23 February 2017
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Receipt of Minutes

**1. EXECUTIVE SUMMARY**

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To receive the minutes of the Policy & Regulatory Committee meeting held on Tuesday 21 February 2017.

**2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Policy & Regulatory Committee held on Tuesday 21 February 2017 be received.**

**3. ATTACHMENTS**

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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 to be held on **TUESDAY 21 FEBRUARY 2017** commencing at **9.00am**.

**Present:**

Cr JD Sedgwick (Chairperson)  
His Worship the Mayor, Mr AM Sanson  
Cr AD Bech  
Cr JA Church  
Cr DW Fulton  
Cr JM Gibb  
Cr SL Henderson  
Cr SD Lynch  
Cr RC McGuire  
Cr FM McInally  
Cr BL Main  
Cr EM Patterson [*until 10.00am*]  
Cr NMD Smith  
Cr LR Thomson

**Attending:**

Mr GJ Ion (Chief Executive)  
Ms S Duignan (General Manager Customer Support)  
Mr T Harty (General Manager Service Delivery)  
Mr R MacLeod (Chair, Raglan Community Board)  
Mrs W Wright (Committee Secretary)  
Mr R MacCulloch (Regulatory Manager)  
Ms K Nicolson (Senior Policy Manager)  
Ms P Fourie (Manager, Regional Engagement, Regional Relations North Island, Fonterra)  
Mr M Paviour (Community Supervisor for DOC, Waikato/Regional Lead for Living Waters Waikato)  
Mr L Hazlewood (CDEM Group Manager/Controller, Waikato CDEM Group)  
3 Members of Staff

**APOLOGIES AND LEAVE OF ABSENCE**

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

**THAT an apology for early departure be received from Cr Patterson.**

**CARRIED on the voices**

**P&R1702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS****Resolved: (Crs Church/Lynch)****THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 21 February 2017 be confirmed and all items therein be considered in open meeting;****AND THAT speaking rights be given to the Chair of the Raglan Community Board.****CARRIED on the voices****P&R1702/02****DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES****Resolved: (Crs Gibb/Patterson)****THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 15 November 2016 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****P&R1702/03**

The meeting adjourned at 9.02am and resumed at 9.10am.

**REPORTS**Presentation – Fonterra Co-operative Group Limited  
Agenda Item 5.1

Mr M Paviour gave a Powerpoint presentation. Ms P Fourie answered questions from the Committee.

Tabled item: Fonterra – Living Waters Strategic Direction**Resolved: (His Worship the Mayor/Cr Main)****THAT the report from Mayor Sanson be received.****CARRIED on the voices****P&R1702/04/1**

Civil Defence Emergency Management Overview  
Agenda Item 5.2

Mr L Hazlewood (CDEM Group Manager/Controller, Waikato CDEM Group) gave a Powerpoint presentation and answered questions from the Committee.

Tabled item: Councillor Intro to CDEM Powerpoint

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

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

**CARRIED on the voices**

**P&R1702/04/2**

Cr Patterson retired from the meeting at 10.00am during the above presentation.

Delegated Resource Consents Approved for the months of November and December 2016 and January 2017  
Agenda Item 5.3

The Senior Policy Manager answered questions from the Committee.

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

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

**CARRIED on the voices**

**P&R1702/04/3**

Summary of Applications Determined by the District Licensing Committee  
Agenda Item 5.4

The Regulatory Manager and Cr Smith gave a brief overview of the applications for Licences.

**Resolved: (Crs McNally/Smith)**

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

**CARRIED on the voices**

**P&R1702/04/4**

The meeting was adjourned at 10.29am and resumed at 10.49am.

Local Governance Statement – February 2017  
Agenda Item 5.5

The Chief Executive highlighted amendments to be made to this draft.

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

**THAT the report from the Chief Executive be received;**

**AND THAT the Committee recommends that the Waikato District Council**

adopts the amended Local Governance Statement – February 2017;

**AND FURTHER THAT** the District Plan Administrator be given delegated authority to update the Local Governance Statement as and when required.

**CARRIED on the voices**

**P&R1702/04/5**

Chief Executive's Business Plan  
Agenda Item 5.6

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

**THAT** the report from the Chief Executive be received.

**CARRIED on the voices**

**P&R1702/04/6**

2017 Meeting Calendar  
Agenda Item 5.7

**Resolved: (His Worship the Mayor/Cr Thomson)**

**THAT** the report from the Chief Executive be received.

**CARRIED on the voices**

**P&R1702/04/7**

There being no further business the meeting was declared closed at 11.48am.

Minutes approved and confirmed this 21st day of March 2017.

Cr JD Sedgwick  
**CHAIRPERSON**  
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### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	1 March 2017
<b>Prepared by</b>	Kevin Lockley Zero Harm Manager
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	1689987
<b>Report Title</b>	Zero Harm Update

## **1. EXECUTIVE SUMMARY**

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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**

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**THAT the report from the Chief Executive be received.**

## **3. BACKGROUND**

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### Safety Conversations

The Chief Executive and Managers continue to carry out safety conversations across the organisation.

Managers have concentrated their safety conversations with staff on health and wellbeing, to support Council's Wellness Programme.

### Over Speed Reporting

The number of events for the reporting period increased slightly and the ratio of formal conversations to coaching conversations with staff also increased. Although the results are disappointing, there are still encouraging signs through conversations that the risk of excessive speeding is a subject of constant monitoring and managers continue to hold staff to account for overspeeding.

### Reporting of Incidents

The roll out of the Council's Incident reporting, recording and investigation software package has been implemented and training has been completed.

### Risk Management

The Drug Detection Agency has undertaken staff training and indepth training for managers and team leaders regarding the Drug & Alchol policy goes live on 1 April 2017.

### Hall Committees

A briefing has been provided to Hall Committees about health and safety. There was good engagement at the briefing. A further briefing for northern Hall Committees is planned for mid March.

### Monthly Statistics

Total injury incidents for January was (11), all requiring first aid. There was one lost time injury. The Total Recordable Injury Frequency Rate (TRIFR) for the period is 0.30.

There has been a slight increase in near miss reporting, an improvement on previous reporting periods. Total reporting of injuries, incidents and near misses increased across the organisation. A focused approach to hazard identification through near miss reporting and injury statistics will be a feature of 2017.

A quarterly Zero Harm dash board has been generated and is attached.

## **4. DISCUSSION AND ANALYSIS OF OPTIONS**

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### **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**

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### **5.1 FINANCIAL**

There are no direct financial requirements identified in this report.

## 5.2 LEGAL

This report is prepared as part of assisting Council with compliance with the 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 Action Plan is also in place and has been reviewed by the Executive Team. This reflects 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 undertake 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. A briefing was held in February for Community Boards and Committees. A further briefing was provided to Hall Committees.

## 6. CONCLUSION

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

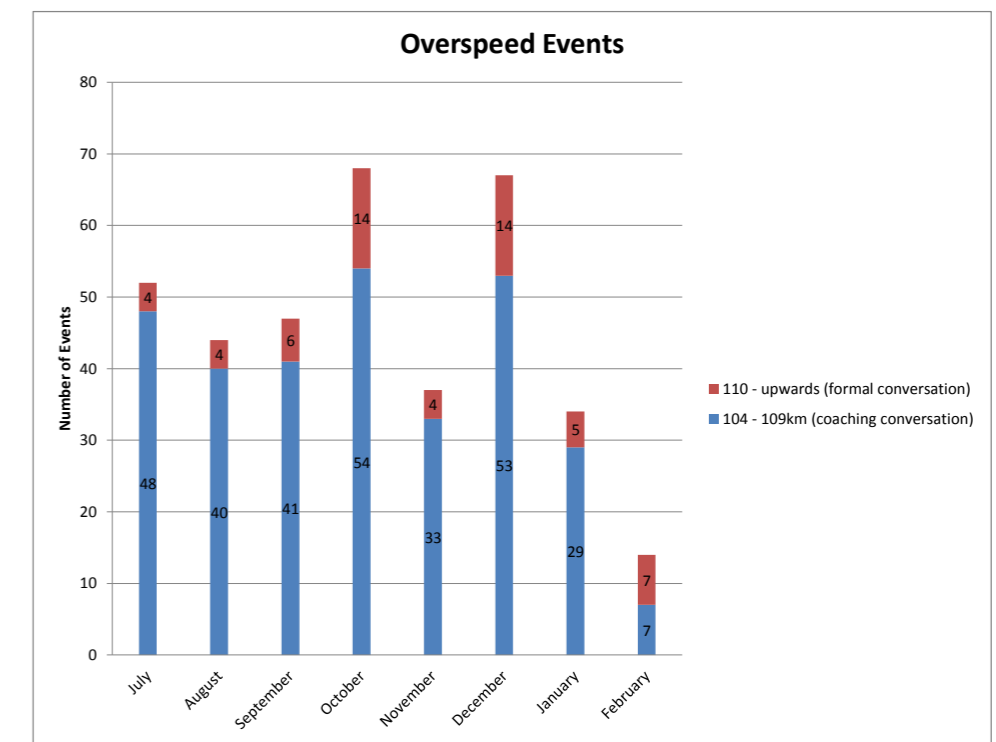
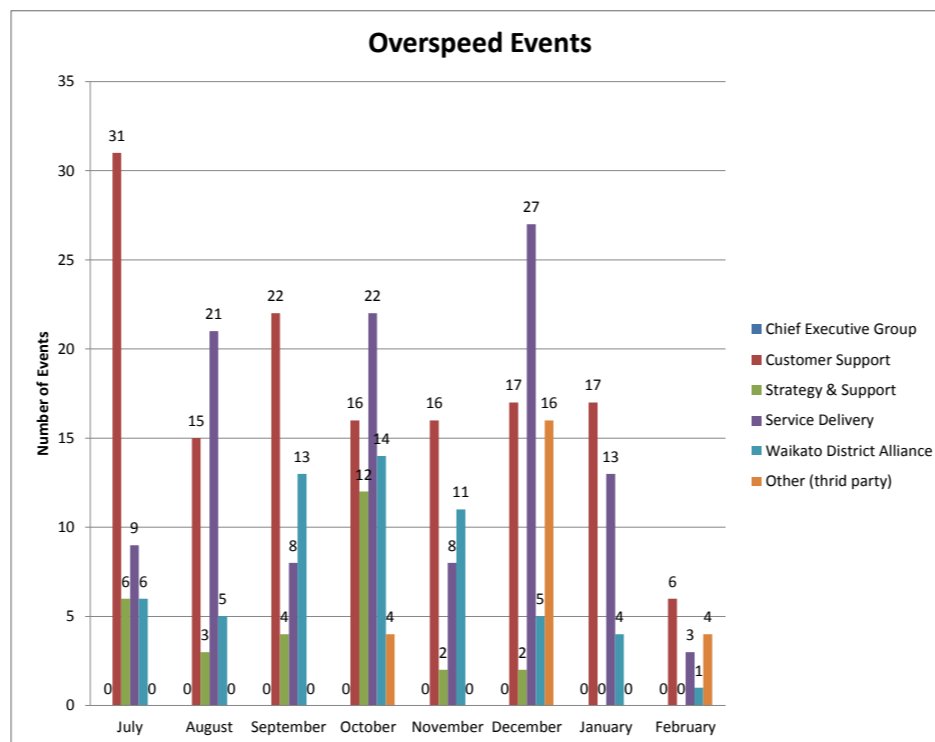
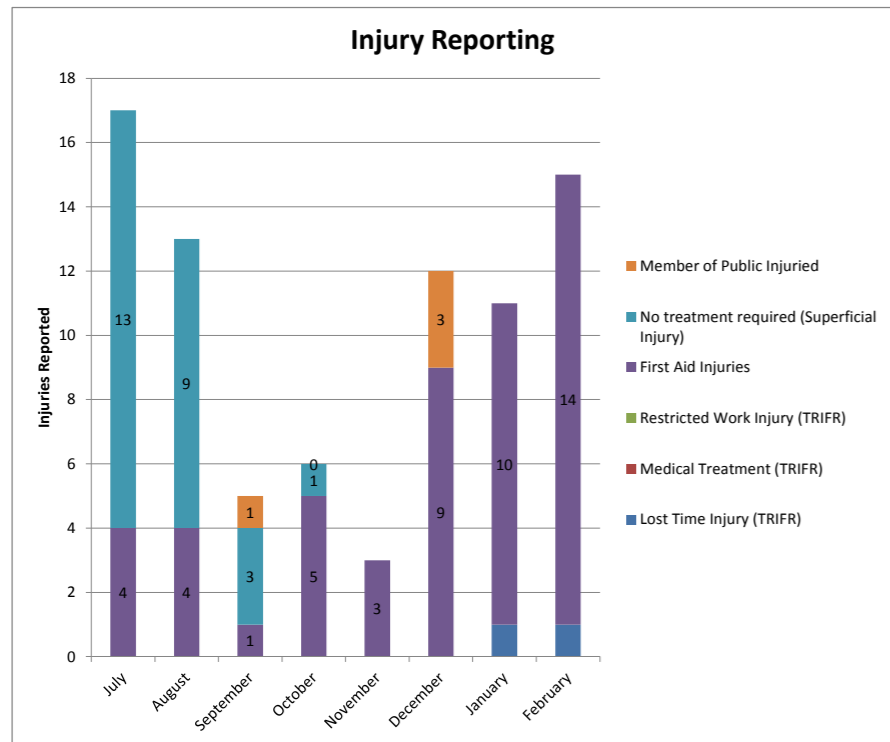
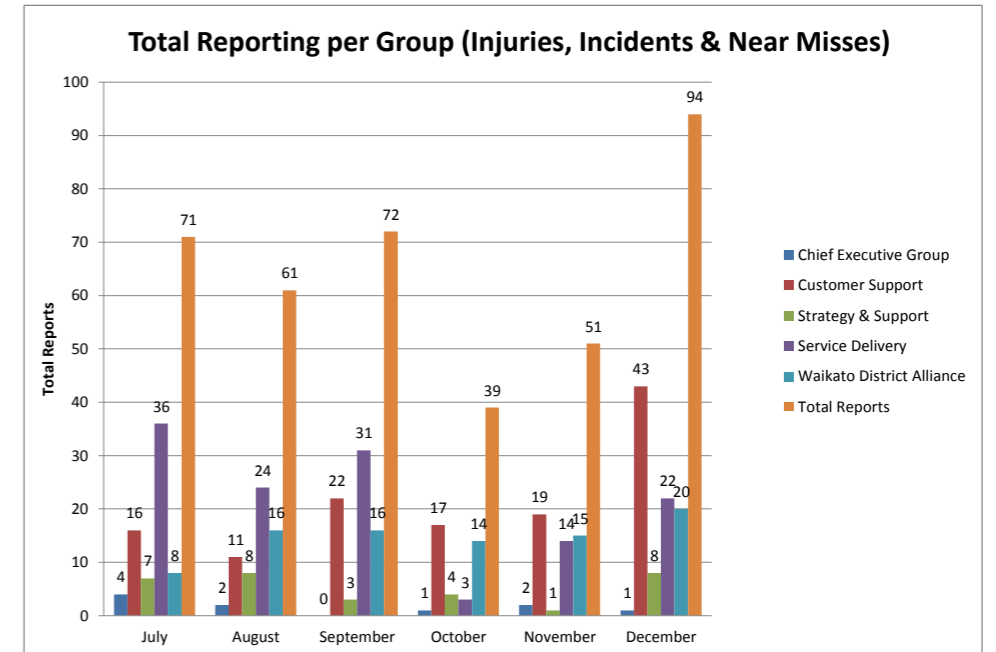
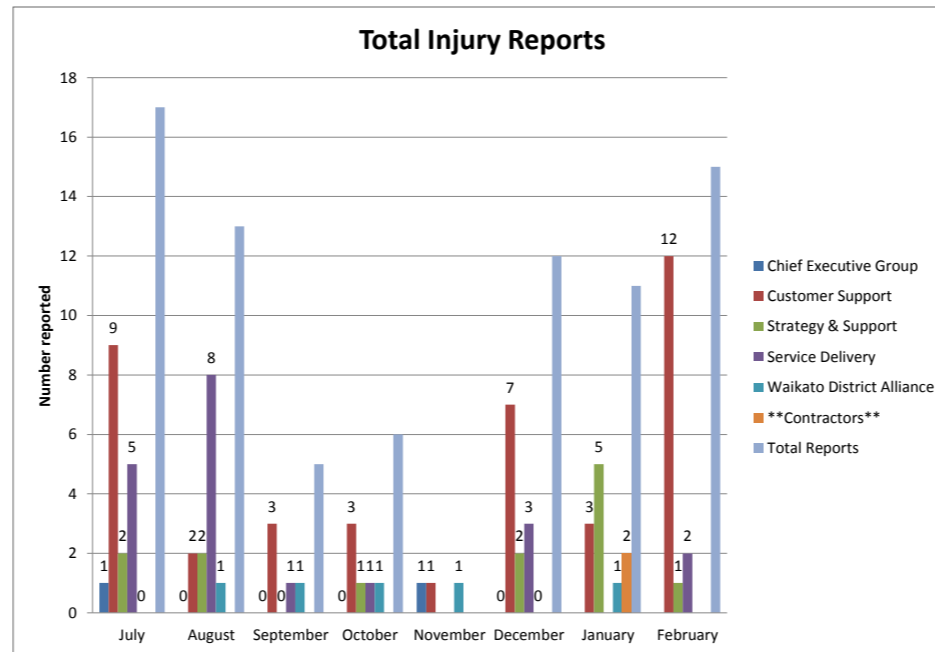
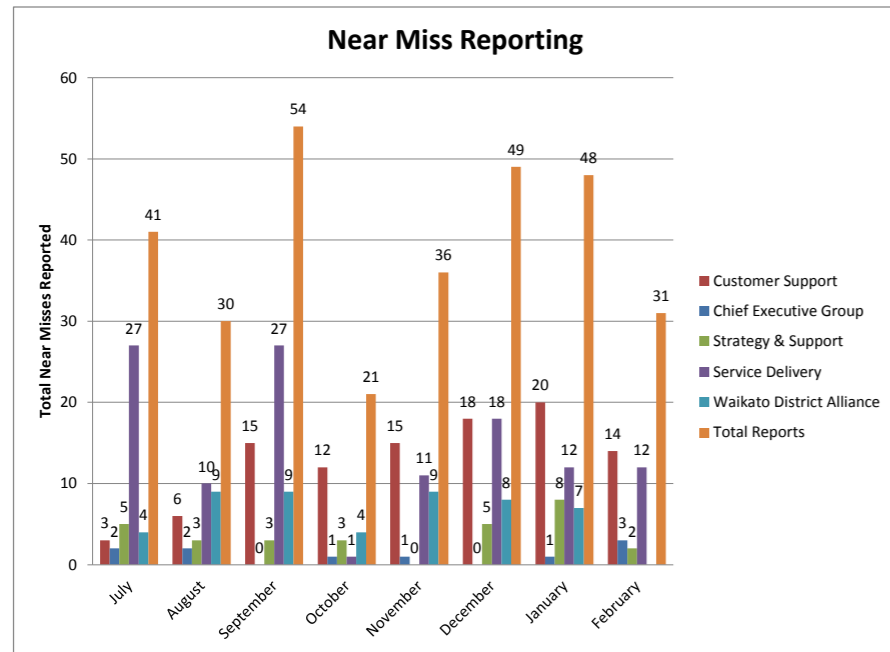
## 7. ATTACHMENTS

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- Zero Harm Quarterly Dashboard – YTD for 8 months to 28 February 2017



# Zero Harm Dashboard - Quarter Three (January - March 2017)



“Work safe, home safe”

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### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	28 February 2017
<b>Prepared by</b>	Sandra Kelly District Plan Administrator
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	1687801
<b>Report Title</b>	Local Governance Statement – February 2017

## **I. EXECUTIVE SUMMARY**

---

The Local Government Act 2002 requires all local authorities to prepare a local governance statement and adopt the statement within six months after each triennial election. This report contains the amended February 2017 Local Governance Statement for the information of councillors. The report also seeks Council's approval to adopt the amended Statement to comply with legislation.

## **2. RECOMMENDATION**

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**THAT** the report from the **Chief Executive** be received;  
**AND THAT** the **Local Governance Statement** is adopted by Council.

## **3. BACKGROUND**

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At the Policy & Regulatory meeting held on 21 February 2017 it was agreed to update the Local Governance Statement with the amendments discussed. The updated Local Government Statement is attached.

## 4. DISCUSSION AND ANALYSIS OF OPTIONS

---

### 4.1 OPTIONS

The Council could accept the amended Local Governance Statement as discussed at the recent Policy & Regulatory meeting or not. The Local Governance Statement must be reviewed with six months of the 2016 Local Authority Election.

If not, Council should direct staff as to what changes are necessary.

## 5. CONSIDERATION

---

### 5.1 FINANCIAL

There are financial implications for Council in development of the Governance Statement, these are the design of the cover which are budgeted for in accordance with the Long Term Plan and Annual Plan.

### 5.2 LEGAL

Section 40 of the Local Government Act 2002 outlines the requirement for councils to prepare and make publicly available their local governance statements.

### 5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The Local Governance Statement provides a context for the development of strategies, plans, policies and partnerships in accordance with the functions, activities and responsibilities of Council contained within it.

### 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	Councillors are being asked to accept the amendments to the Local Governance Statement as per the 21 February 2017 Policy & Regulatory meeting.				

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

## **6. CONCLUSION**

---

The Council is being asked to receive the Local Governance Statement February 2017 and that it be adopted.

## **7. ATTACHMENTS**

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Local Governance Statement – February 2017.

# YOUR GUIDE TO WAIKATO DISTRICT COUNCIL

**Local Governance Statement February 2017**  
*Te Panui o te Kawanatanga aa-kaainga*

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**Front cover photograph:** Photographer Craig Brown

The Ngaruawahia Point bandstand has stood sentinel at the confluence of the Waikato River and the Waipa River for more than a century, facing north to Taupiri Mountain (Taupiri Maunga), sacred to the Waikato-Tainui people.

Waikato District Council is headquartered in Ngaruawahia, just across the Waikato River from Turangawaewae Marae, the seat of Te Kiingitanga, the Maaori King Movement.

*\*Waikato District Council indicates a long vowel sound in written te reo Maaori by using double vowels. Double vowels are the preferred standard used by Waikato-Tainui, the iwi authority in the Waikato district and the council has adopted double vowels to acknowledge the iwi preference.*

## Introduction

Kia ora koutou katoa and welcome to our local governance statement, your guide to Waikato District Council. A local governance statement is a collection of information about the Council, its functions and how you can interact with us and get involved in local decision-making.

Our vision is to be a recognised leader in creating a district that prides itself on economic excellence, local participation and sustainable communities.

*Kia mohio whaanui te haapori i too maatou oohanga pai rawa, te piritata ki te haapori aa, kia tupu kia hua.*

Our goal, as a democratically-elected council, is to involve you in the decisions that affect the future of our district. We work with five community boards and numerous community committees and groups across the district so that we can take into account local perspectives as part of our decision-making.

We work proactively to ensure that iwi and the wider Maaori community has input into planning and decision making. We do this via regular kanohi ki te kanohi hui (face-to-face meetings) with marae and iwi representatives, by establishing iwi reference groups - for example for the review of the District Plan - and through the establishment of Memorandum of Understandings. In line with our Joint Management Agreement (JMA) with Waikato-Tainui and our Waipa River JMA with the Maniapoto Maaori Trust Board we hold co-governance forum hui to discuss matters of joint interest with these iwi.

If you would like further information please contact us in any of the following ways:

- Website [www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)
- Freephone 0800 492 452
- Visit your nearest Council office

### Council offices

#### **Ngaruawahia** (Head Office)

15 Galileo Street, Ngaruawahia 3720

Opening hours: Monday to Thursday 8.00am – 5.00pm, Friday 9.00am – 5.00pm

#### **Huntly**

142 Main Street, Huntly 3700

Opening hours: Monday to Friday 9.00am – 5.00pm

#### **Raglan**

7 Bow Street, Raglan 3225

Opening hours: Monday to Friday 9.00am – 5.00pm

#### **Tuakau**

2 Dominion Rd, Tuakau 2121

Opening hours: Monday to Friday 8.30am – 5.00pm

#### **Te Kauwhata**

1 Main Road, Te Kauwhata 3710

Opening hours: Monday to Friday 9.00am – 5.00pm

## What we do

Under section 10 of the Local Government Act 2002, Waikato District Council is here to enable democratic local decision-making and action by, and on behalf of, our communities. We are also here to meet the current and future needs of our communities for quality local infrastructure, local public services, and to carry out regulatory functions in the most cost-effective manner for households and businesses.

To make this happen the Council has a variety of roles, including:

- Customer Support
- Service Delivery
- Strategy & Support
- Governance and oversight

There are also a number of acts that the Council is bound by in exercising powers and fulfilling its responsibilities and purpose. These are listed in Appendix I.



## Representative arrangements

Waikato District Council is made up of a mix of towns, villages and settlements with a geographic area of 418,893 hectares and a population of 63,378 (2013 census). It is a diverse, predominantly rural district with urban centres in Huntly, Ngaruawahia, Pokeno, Raglan, Te Kauwhata and Tuakau.

Council will commence a representation review during 2018 to consider its communities of interest and how to fairly and effectively represent its electors within the district for the 2019 local authority elections.

Current representation arrangements are still in place as the basis of ward system.

### Ward system

Wards	Population*	Number of councillors per ward	Population per councillor
Awaroa ki Tuakau	10,750	2	5,375
Onewhero -Te Akau	5,120	1	5,120
Whangamarino	5,300	1	5,300
Huntly	9,310	2	4,655
Hukanui - Waerenga	5,250	1	5,250
Ngaruawahia	9,090	2	4,545
Raglan	5,130	1	5,130
Newcastle	4,800	1	4,800
Eureka	4,860	1	4,860
Tamahere	4,670	1	4,670
<b>Total</b>	<b>64,280</b>	<b>13</b>	<b>4,945</b>

(average population per ward)

\*The Representation Review for 2012 was based on June 2011 population estimates.

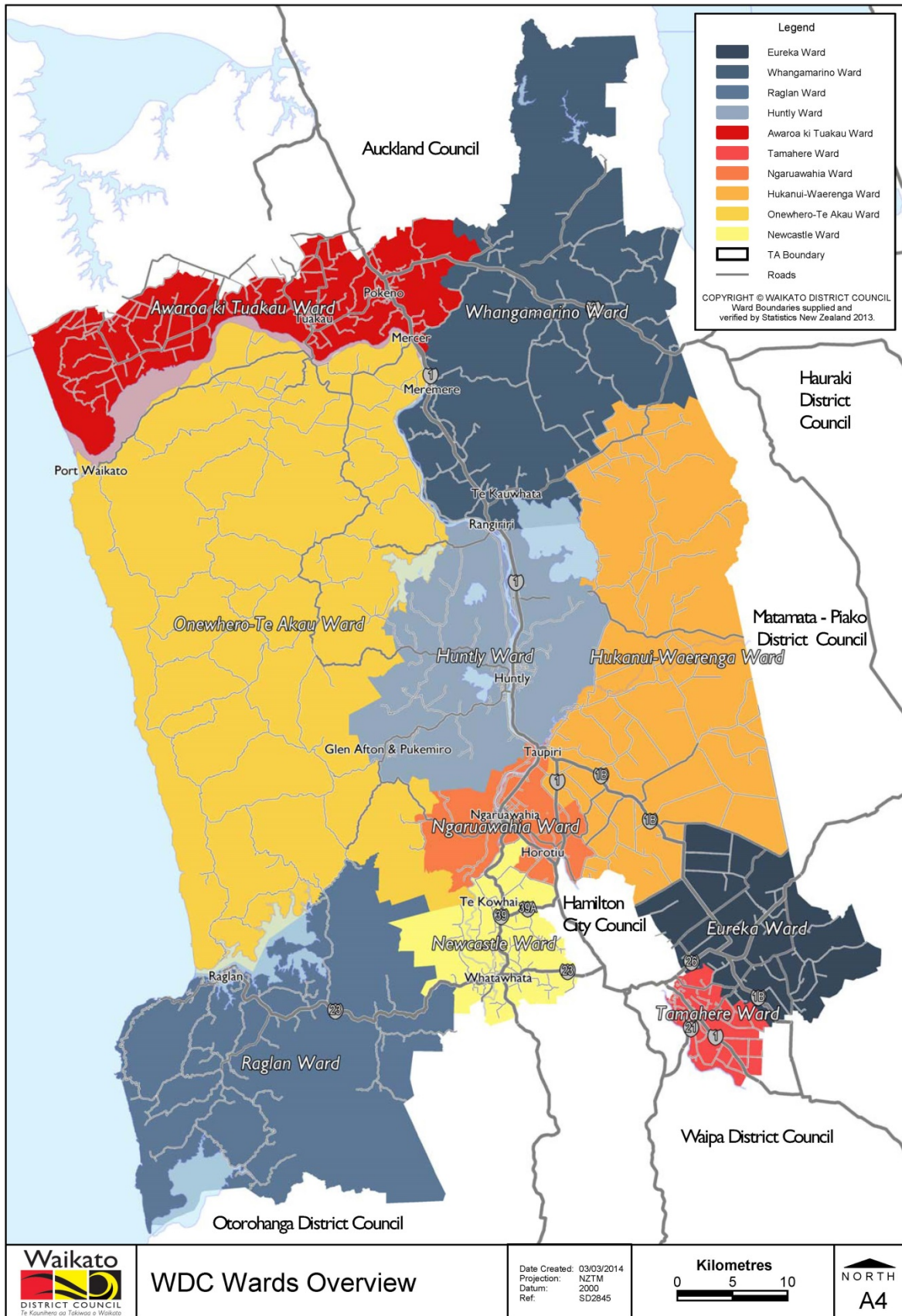
The Council is required to review its representation arrangements at least once every six years. The review must consider the following:

- The number of elected members
- Whether the elected members should be elected by the whole district (at large), or be divided into wards or a combination of 'at large' and 'ward' representation
- If the preference is wards then boundaries and names of those wards and the number of members that will represent each ward need to be determined
- Whether or not to have Maaori wards
- Whether to have community boards, and if so, how many, their boundaries and membership and whether to subdivide a community for electoral purposes.

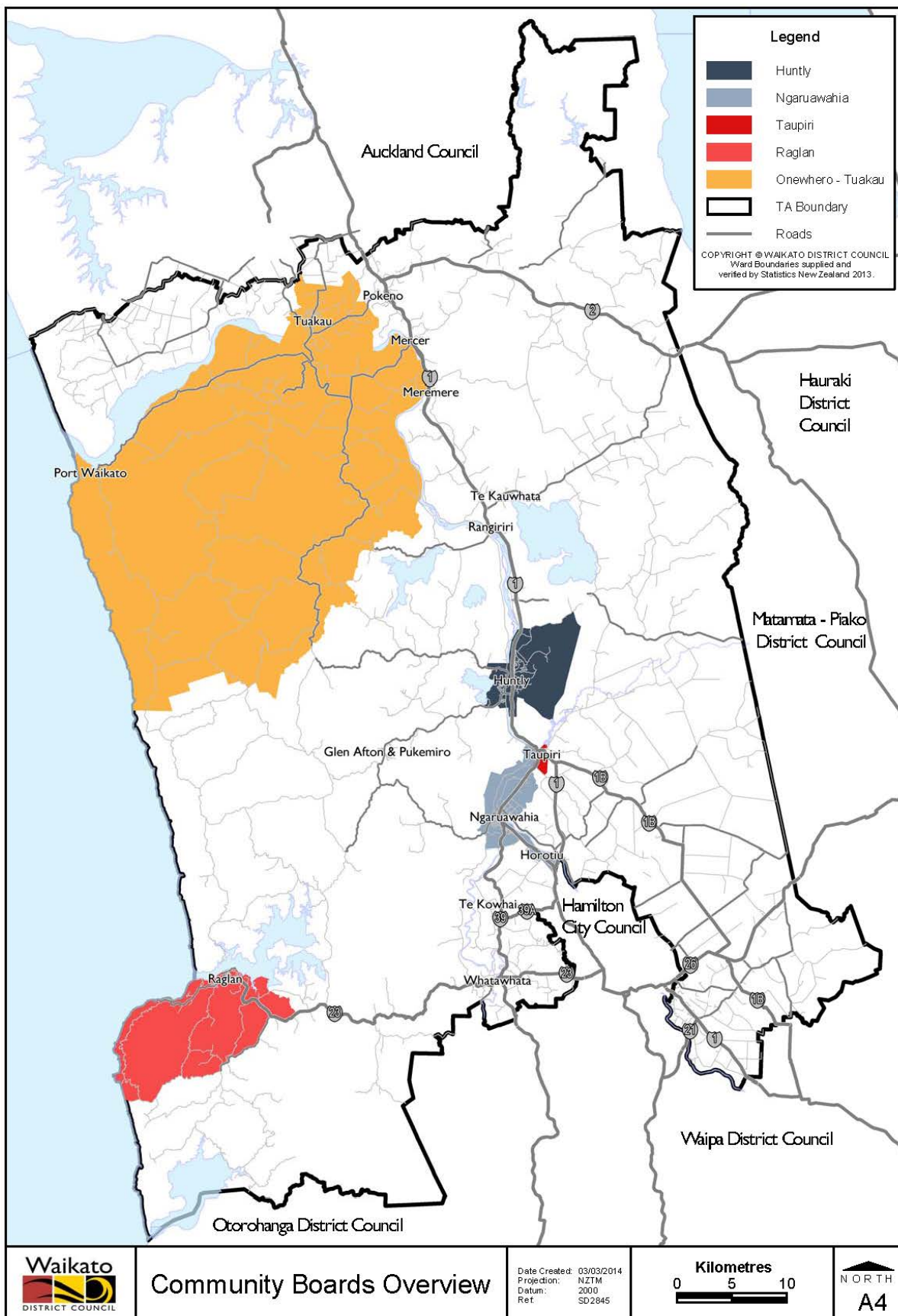
The Council must consult when conducting a review, following the procedure set out in the Local Government Act and guidelines published by the Local Government Commission. There is an opportunity for electors to make a written submission on a representation proposal and to appeal any decisions made by the Council on representation arrangements to the Local Government Commission. Further information on representation reviews can be found in the Local Electoral Act 2001.

The next review is scheduled for July 2018 in preparation for the 2019 elections.

# Waikato District Overview (ward map) <sup>34</sup>



# Waikato Community Boards Overview (map) <sup>35</sup>



## Your elected members

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



### Allan Sanson

#### Mayor

- Chair - Council, Chief Executive's Performance Review Subcommittee, Economic Development Advisory Group
- Co-Chair - Waikato-Tainui & Waikato District Council Joint Committee

Phone: 07 824 5847

Email: [mayor@waidc.govt.nz](mailto:mayor@waidc.govt.nz)



### Dynes Fulton

#### Deputy Mayor

#### Hukanui-Waerenga Ward Councillor

- Chair - Regulatory Subcommittee, Infrastructure Committee
- Deputy Chair - Chief Executive's Performance Review Subcommittee

Phone: 07 856 6481

Mobile: 027 275 8892

Email: [dynes.fulton@waidc.govt.nz](mailto:dynes.fulton@waidc.govt.nz)



### Aksel Bech

#### Tamahere Ward Councillor

- Deputy Chair – Strategy & Finance Committee

Phone: 021 884 828

Email: [aksel.bech@waidc.govt.nz](mailto:aksel.bech@waidc.govt.nz)



### Bronwyn Main

#### Onewhero-Te Akau Ward Councillor

- Deputy Chair – Policy & Regulatory Committee

Phone: 07 825 4727

Mobile: 027 481 2552

Email: [bronwyn.main@waidc.govt.nz](mailto:bronwyn.main@waidc.govt.nz)



**Eugene Patterson**

***Ngaruawahia Ward Councillor***

- Deputy Chair Infrastructure Committee

Phone: 07 824 5310

Mobile: 027 448 8488

Email: [eugene.patterson@waidc.govt.nz](mailto:eugene.patterson@waidc.govt.nz)



**Frank McInally**

***Huntly Ward Councillor***

Mobile: 027 475 2403

Email: [frank.mcinally@waidc.govt.nz](mailto:frank.mcinally@waidc.govt.nz)



**Jacqui Church**

***Awaroa ki Tuakau Ward Councillor***

Phone: 09 232 9998

Mobile: 021 869 976

Email: [jacqui.church@waidc.govt.nz](mailto:jacqui.church@waidc.govt.nz)



**Jan Sedgwick**

***Whangamarino Ward Councillor***

- Chair – Policy & Regulatory Committee

Phone: 07 826 3013

Mobile: 021 804 749

Email: [jan.sedgwick@waidc.govt.nz](mailto:jan.sedgwick@waidc.govt.nz)

## Your elected members continued...

**Janet Gibb*****Ngaruawahia Ward Councillor***

- Chair - Strategy & Finance Committee, Submission Sub-Committee
- Deputy Chair – Regulatory Subcommittee, Audit & Risk Committee, District Licensing Committee

Phone: 07 824 6737

Mobile: 027 475 3397

Email: [janet.gibb@waidc.govt.nz](mailto:janet.gibb@waidc.govt.nz)**Lisa Thomson*****Raglan Ward Councillor***

Phone: 07 825 8451

Mobile: 021 179 8256

Email: [lisa.thomson@waidc.govt.nz](mailto:lisa.thomson@waidc.govt.nz)**Noel Smith*****Newcastle Ward Councillor***

- Chair - District Licensing

Phone: 07 824 8300

Mobile: 027 594 3895

Email: [noel.smith@waidc.govt.nz](mailto:noel.smith@waidc.govt.nz)**Rob McGuire*****Eureka Ward Councillor***

- Deputy Chair - Discretionary & Funding

Phone: 07 824 3696

Mobile: 027 497 0966

Email: [rob.mcguire@waidc.govt.nz](mailto:rob.mcguire@waidc.govt.nz)



**Shelley Lynch**

*Huntly Ward Councillor*

- Chair - Discretionary & Funding Committee

Phone: 07 828 9682

Mobile: 027 334 7352

Email: [shelley.lynch@waidc.govt.nz](mailto:shelley.lynch@waidc.govt.nz)

**Stephanie Henderson**

*Awaroa ki Tuakau Ward Councillor*

Mobile: 021 081 95914

Email: [stephanie.henderson@waidc.govt.nz](mailto:stephanie.henderson@waidc.govt.nz)

## Committee structure

The Council reviews its committee structures every three years after an election. Committees are set up to deal with specialised local issues. Councillors are appointed to committees and make decisions regarding their areas.

All councillors are members of the Infrastructure, Policy & Regulatory, and Strategy & Finance committees.

A Council General Manager is assigned to each committee to provide advice and information on legislative requirements, delegated powers, and Council policy.

Each committee has a chair and deputy chair. The following committees were established after the 2016 Election:

### Infrastructure

The Infrastructure Committee develops and monitors the operations of Council's wide ranging infrastructure and facilities. Most of Council's spending is in this area.

**Chair:** Cr Dynes Fulton

**Deputy Chair:** Cr Eugene Patterson

**Membership:** Mayor and all councillors

The committee meets on the fourth Tuesday of each month (except January, April, July and October). Meetings start at 9.00am.

### Policy & Regulatory

This committee undertakes policy development for Waikato district. It can appoint subcommittees to deal with specific issues. It is responsible for preparing the Long Term Plan related policies, and will complete a comprehensive review of the District Plan. It will also undertake a review of all remaining policies of the former Franklin District and integrate them with corresponding existing Waikato District policies.

**Chair:** Cr Jan Sedgwick

**Deputy Chair:** Cr Bronwyn Main

**Membership:** Mayor and all councillors

The Committee meets on the third Tuesday of each month (except January, April, July and October). Meetings start at 9.00am.

### Strategy & Finance

This committee oversees development of the Annual Plan and the Long Term Plan, and has responsibility for finance and treasury matters, administering the District Plan, regional initiatives, undertake and complete work on Future Proof, Waikato Plan and the District Growth Strategy and cross boundary issues as well as prepare structure plans and facilitate planned growth.

**Chair:** Cr Janet Gibb

**Deputy Chair:** Cr Aksel Bech

**Membership:** Mayor and all councillors



The committee meets on the fourth Wednesday of each month (except January, April, July and October). Meetings start at 9.00am. Occasionally a meeting may be held that is not normally scheduled.

### **Discretionary & Funding**

This committee focuses on grants previously considered through Council's Rural Ward Discretionary Fund and Events Fund.

**Chair:** Cr Shelley Lynch

**Deputy Chair:** Cr Rob McGuire

**Membership:** Cr Stephanie Henderson, Cr Bronwyn Main, Cr Dynes Fulton, Cr Lisa Thomson, Mayor (ex officio)

The committee meets four times a year on the second Monday of the months (March, May, August and November). Dates and times are publicly notified in local newspapers 14 days before the meeting. However the March meeting will be held on Tuesday 28 March 2017.

### **Audit & Risk (a subcommittee of Strategy & Finance)**

This committee provides independent assurance and assistance to council on risks, control and compliance and its external accountability responsibilities.

**Chair:** Margaret Devlin (independent appointment)

**Deputy Chair:** Cr Janet Gibb

**Membership:** Cr Jan Sedgwick, Cr Bronwyn Main, Cr Aksel Bech, Mayor (ex officio)

The committee meets four times a year. Occasionally a meeting may be held that is not normally scheduled.

### **Regulatory Subcommittee (a subcommittee of Policy & Regulatory)**

This committee undertakes resource consent hearings under the Resource Management Act, and appeals under the Dog Control Act.

**Chair:** Cr Dynes Fulton

**Deputy Chair:** Cr Janet Gibb

**Membership:** Cr Jan Sedgwick, Cr Bronwyn Main

Hearings are scheduled on an 'as required basis' and are advertised in the Public Notices section of local newspapers. Hearings start at 9.00am.

### **District Licensing Committee**

The District Licensing Committee considers applications for alcohol licenses and manager's certificates in the Waikato District.

**Chair:** Cr Noel Smith

**Deputy Chair:** Cr Janet Gibb

**Membership:** Ms Patsi Davies, Dr Brett McEwan, Dr Michael Cameron and Mr Graeme Tait

**Other committees administered by the Council include:**

Waikato - Tainui & Waikato District Council Joint Committee\*

A joint committee comprising members of the Council and Waikato-Tainui has been established. The committee meets periodically to discuss matters relating to the implementation of the Joint Management Agreement (JMA).

*\* In 2008 Waikato-Tainui and the government of New Zealand signed a Deed of Settlement to settle the tribe's claim to the Waikato River. A further refined version was signed in 2009 when the government changed from a Labour administration to a National one. The premise of the settlement was the Raupatu which dealt a double blow to Waikato-Tainui taking both the lands and the river.*

*The Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act (the Act) was passed in 2010. The Act provides for the overarching purpose of the settlement which is "to restore and protect the health and well-being of the Waikato River for future generations." It enables the vision and strategy, jointly developed by the Guardians of the River, to be deemed as part of the Regional Policy Statement of Waikato Regional Council. The members of the Guardians of the River included the five iwi along the length of the river and relevant territorial authorities. Each territorial authority is required to enter into a Joint Management Agreement with Waikato-Tainui. This allows for co-management of the river by Waikato-Tainui and the territorial authority.*

*Waikato District Council and Waikato-Tainui entered into a Joint Management Agreement (JMA) on March 23 2010. As the real beneficiary of the settlement is the river, the legislation provides financial redress "the clean-up fund" to achieve the restoration of the health and well-being of the river. This agreement affirms the commitment between Waikato-Tainui and the Council to:*

- Enter into a new era of co-management over the Waikato River*
- Achieve the overarching purpose of the settlement to restore and protect the health and well-being of the Waikato River for future generations, and*
- To provide an enhanced relationship between Waikato-Tainui and the Waikato District Council on areas of common interest*

**Joint committee members**

<b>Waikato District Council</b>	<b>Waikato-Tainui</b>
Mayor (Co-Chair)	Chair Mr Rahui Papa
Cr Dynes Dulton	Mr Hemi Rau
Cr Janet Gibb	Mr Tahurangiawha
Cr Lisa Thomson	Mr Tuku Morgan
	Mrs Patience Te Ao (alternate)

The Council is also represented on the Nga Wai o Maniapoto Joint Committee relating to the implementation of a Joint Management Agreement with Ngati Maniapoto.

## Committee structure continued...

### Creative Communities Scheme Assessment Committee

The Creative Communities Scheme Assessment Committee generally meets twice a year, usually in April and October.

**Membership:** Positions for four independent appointments for the Creative Communities Scheme Assessment Committee are currently being advertised. The independent appointees will join Cr Stephanie Henderson and Cr Rob McGuire, 1 appointed Raglan Arts Council and 2 appointed Iwi representatives on the Committee.

Meetings start at 10.00am. This may vary according to the number of applications.

### Meeting conduct

All Council and Committee meetings must be open to the public unless there is reason to consider some item 'in committee'. Members of the public do not have speaking rights unless prior arrangements are made with the Council.

Please contact Council Support for further information regarding this on 0800 492 452

During meetings the Mayor and Councillors must follow Standing Orders for Meetings of Local Authorities and Community Boards. The Council may suspend Standing Orders by a vote of 75% of the members present.

A copy of the Standing Orders may be obtained upon request from our offices.

Minutes of the meetings are publicly available and can be accessed on our website [www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)

Not more than 14 days notice of the meeting time and place is given. Where 'Extraordinary' meetings are called three working days notice must be given.

## Elected members' roles

The Mayor, Councillors and Community Board members of the Waikato District Council are responsible for:

- Setting policy direction
- Monitoring performance
- Representing the interests of the district. This is formalised at the first meeting following the elections. Members must make a declaration that they will perform their duties faithfully, impartially, and according to their best skill and judgement, and in the best interest of the district.
- Employing the Chief Executive (Councillors only). Under the Local Government Act the local authority employs the Chief Executive, who in turn employs all other staff on its behalf.

### Mayor

The Mayor is elected by the district 'at large' and as one of the elected members shares the same responsibilities as other members of Council. In addition, the Mayor has the following roles:

- Presiding member at Council meetings. This means the Mayor is responsible for ensuring the orderly conduct of business during meetings
- Representing community interests
- Providing leadership and feedback to other elected members on teamwork and chairing committees
- Leading the development of council plans, policies and budgets
- Appointing of the deputy mayor
- Establishing council committees
- Appointing chairs to council committees
- Ceremonial head of Council
- Justice of the Peace (while the Mayor holds office).

### Deputy Mayor

The Deputy Mayor is appointed by the Mayor and exercises the same role as other elected members. In addition, if the Mayor is absent or incapacitated, or if the office of Mayor is vacant, then the Deputy Mayor must perform all the responsibilities and duties, and may exercise the powers of the Mayor as summarised above. The Deputy Mayor may be removed from office by resolution of Council.

### Committee Chairperson

The Council may create one or more committees. Following the last election the Council established six committees and two subcommittees. A Committee Chairperson is responsible for presiding over meetings of the Committee, ensuring that the Committee acts within the powers delegated by the Council, and as set out in the Council's Delegations Manual. Committee Chairpersons may be called on to act as an official spokesperson on a particular issue. A Committee Chairperson may be removed from office by resolution of Council.

**Elected members**

Elected members have specific obligations as to their conduct detailed in the following legislation:

- Schedule 7 of the Local Government Act 2002, which includes obligations to act as a good employer in respect of the Chief Executive and to abide by the Council's Code of Conduct and Standing Orders
- The Local Authorities (Members' Interests) Act 1968 regulates the conduct of elected members in situations where there is, or could be, a conflict of interest between their duties as an elected member and their financial or 'other' interests either directly or indirectly
- The Secrets Commission Act 1910 which prohibits elected members from accepting gifts or rewards that could be seen to sway them to perform their duties in a particular way
- The Crimes Act 1961 regarding the acceptance of gifts for acting in a certain way and the use of official information for private profit.

**Code of Conduct**

The Council's Code of Conduct applies to elected members, including Councillors and the Meremere, Tamahere and Te Kauwhata Community Committee members. Community Board members have their own Code of Conduct.

The objective of the code is to:

- enhance the Council's effectiveness, credibility and accountability within the community
- enhance mutual trust, respect and tolerance between the elected members as a group and between elected members and management.

The Code of Conduct was adopted by Councillors on 1 November 2016. Other committee Codes of Conduct were adopted at the triennial meetings during November. These can be found on the Council's website

[www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)

## Our Community Board and Committee members

### Community Boards

Community Board members are elected to look after local interests and to be a link between the community and the Council. Community boards were established to enable communities to have a voice in decisions affecting them and to ensure people have their say on local issues. The Waikato District Council has five community boards.

The boards are constituted under section 52 of the Local Government Act 2002 to:

- Represent and act as an advocate for the interests of their community
- Consider and report on any matter referred to it by the Council and any issues of interest or concern to the Community Board
- Make an annual submission to the Council on expenditure in the community
- Communicate with community organisations and special interest groups in the community
- Undertake any other responsibilities that are delegated to it by the Council.

The local ward councillor(s) for these areas is appointed to the Community Board as the council representative.

### Community Committees

Community Committees have been set up to develop community plans and to deal with local issues.

### Huntly Community Board

Name	Phone	Email
Katrina Langlands (Chair)	027 573 3856	<a href="mailto:katrina.langlands@gmail.com">katrina.langlands@gmail.com</a>
Kim Bredenbeck	027 494 9640	<a href="mailto:kim@waikatodistrict.co.nz">kim@waikatodistrict.co.nz</a>
Ron Farrar	07 828 8701	<a href="mailto:ronandshirls@xtra.co.nz">ronandshirls@xtra.co.nz</a>
Denise Lamb	027 257 6794	<a href="mailto:thelambs@xtra.co.nz">thelambs@xtra.co.nz</a>
Corey Rees	021 0241 4041	<a href="mailto:corey.g.rees@hotmail.com">corey.g.rees@hotmail.com</a>
Sandra Stewart (Deputy Chair)	0274 743 029	<a href="mailto:sandra@sjrealty.co.nz">sandra@sjrealty.co.nz</a>
Cr Shelley Lynch	07 828 9682 or 027 334 7352	<a href="mailto:shelley.lynch@waidc.govt.nz">shelley.lynch@waidc.govt.nz</a>
Cr Frank McNally	027 475 2403	<a href="mailto:frank.mcinally@waidc.govt.nz">frank.mcinally@waidc.govt.nz</a>

*The Board meets on the third Tuesday of each month, except January, April, July and October, with meetings scheduled to start at 6.30pm. A public forum will be held at 6.00pm prior to the commencement of the meeting.*

## Onewhero-Tuakau Community Board

Name	Phone	Email
Bruce Cameron (Chair)	027 453 1382	<a href="mailto:glenullen@gmail.com">glenullen@gmail.com</a>
Shaun Jackson (Deputy Chair)	021 733 059	<a href="mailto:shaun@jpgroup.co.nz">shaun@jpgroup.co.nz</a>
Caroline Conroy	027 688 8372	<a href="mailto:cconroy@xtra.co.nz">cconroy@xtra.co.nz</a>
Lionel Petersen	09 236 9189	<a href="mailto:lpetersen@slingshot.co.nz">lpetersen@slingshot.co.nz</a>
Vernon (Vern) Reeve	0274 541 112	<a href="mailto:Vern.reeve@raywhite.com">Vern.reeve@raywhite.com</a>
Bronwyn Watson	0274 612 095	
Cr Jacqui Church	021 869 976	<a href="mailto:jacqui.church@waidc.govt.nz">jacqui.church@waidc.govt.nz</a>
Cr Bronwyn Main	027 481 2552	<a href="mailto:bronwyn.main@waidc.govt.nz">bronwyn.main@waidc.govt.nz</a>

Meetings will be held at the following venues:

<b>February:</b>	Waikaretu	7.30pm	<b>August:</b>	Tuakau	7.30pm
<b>March:</b>	Tuakau	7.30pm	<b>September:</b>	Glen Murray	7.30pm
<b>April:</b>	Port Waikato	7.30pm	<b>October:</b>	Waikaretu	7.30pm
<b>May:</b>	Tuakau	7.30pm	<b>November:</b>	Tuakau	7.30pm
<b>June:</b>	Onewhero	7.30pm	<b>December:</b>	Port Waikato	7.30pm

*The Board meets on the first Monday of each month, except January and July with meetings scheduled to start at 7.30pm. A public forum will be held at 7.00pm prior to the commencement of the meeting.*

**Ngaruawahia Community Board**

<b>Name</b>	<b>Phone</b>	<b>Email</b>
James Whetu (Chair)	021 1493 565	<a href="mailto:james@whetugroup.co.nz">james@whetugroup.co.nz</a>
Rongo Kirkwood (Deputy Chair)	021 745 016	<a href="mailto:eightsmymate@gmail.com">eightsmymate@gmail.com</a>
Wendy Diamond	0274 936 392	<a href="mailto:wendynz@hotmail.com">wendynz@hotmail.com</a>
Kiri Morgan	021 954 061	<a href="mailto:kiri@radiotainui.co.nz">kiri@radiotainui.co.nz</a>
Bryce Sherson	07 824 8043	<a href="mailto:clarkspharmacy@xtra.co.nz">clarkspharmacy@xtra.co.nz</a>
Jane Stevens	021 222 0191	<a href="mailto:je.stevens@xtra.co.nz">je.stevens@xtra.co.nz</a>
Cr Janet Gibb	07 824 6737 or 027 475 3397	<a href="mailto:janet.gibb@waidc.govt.nz">janet.gibb@waidc.govt.nz</a>
Cr Eugene Patterson	07 824 5310 0274 488 488	<a href="mailto:eugene.patterson@waidc.govt.nz">eugene.patterson@waidc.govt.nz</a>

*The Board meets on the second Tuesday of each month, except January, April, July and October, with meetings scheduled to start at 6.15pm. A public forum will be held at 5.45pm prior to the commencement of the meeting.*



<b>Name</b>	<b>Phone</b>	<b>Email</b>
Bob MacLeod (Chair)	0274 717 171	<a href="mailto:bobmacleaod@paradise.net.nz">bobmacleaod@paradise.net.nz</a>
Gabrielle Parson (Deputy Chair)	021 844 785	<a href="mailto:gabe_nz@hotmail.com">gabe_nz@hotmail.com</a>
Peter (PJ) Haworth	0272 256 362	<a href="mailto:peterjohnhaworth@gmail.com">peterjohnhaworth@gmail.com</a>
Rangi Kereopa	022 169 6021	<a href="mailto:RangiK1948@gmail.com">RangiK1948@gmail.com</a>
Tony Oosten	07 825 7438	<a href="mailto:tony.oosten@xtra.co.nz">tony.oosten@xtra.co.nz</a>
Alan Vink	07 825 8330	<a href="mailto:alan.vink@slingshot.co.nz">alan.vink@slingshot.co.nz</a>
Cr Lisa Thomson	021 179 8256	<a href="mailto:lisa.thomson@waidc.govt.nz">lisa.thomson@waidc.govt.nz</a>

*The Board meets on the second Tuesday of each month, except January, April, July and October, with meetings scheduled to start at 2.00pm. A public forum will be held at 1.30pm prior to the commencement of the meeting.*

<b>Name</b>	<b>Phone</b>	<b>Email</b>
Dorothy Lovell (Chair)	0274 507 454	dlynlovell@gmail.com
Howard Lovell	027 504 7927	howardlovell@gmail.com
Joanne Morley	027 478 9178	jmorley@gmail.com
Sharnay Ormsby Cocup	020 400 86329	Sharnay1995@hotmail.com
Julie Ross	021 630 539	tenfootcrew@gmail.com
Rudy Van Dam (Deputy Chair)	021 2399220	ravandam@ihug.co.nz
Cr Janet Gibb	027 475 3397	janet.gibb@waidc.govt.nz
Cr Eugene Patterson	0274 488 488	eugene.patterson@waidc.govt.nz

*The Board meets on the second Monday of each month, except January, April, July and October, with meetings scheduled to start at 5.30pm with a public forum being considered as the first item on the agenda.*

Two committees have limited discretionary funding delegation. These are:

**Meremere Community Committee**

<b>Name</b>	<b>Phone</b>	<b>Email</b>
Jim Katu (Chairperson)	09 232 6724	car2@xtra.co.nz
James Harman (Deputy Chair)	027 222 8018	james.harman@xtra.co.nz
Nicola Jenkin (Secretary)	027 440 0644	nick.nicola.jenkin@gmail.com
Dudley Creed	021 998 000	
Angela Dobby		angeladobby_5@msn.com
Ben Brown	027 855 7617	bbrown301@gmail.com
Cecilia Heta	021 081 11080	islandblock25@gmail.com
John Ngatai	021 894 592	john.ngatai@ruakura.com
Cr Jan Sedgwick	021 804 749	jan.sedgwick@waidc.govt.nz

*The Committee meets on the second Thursday of each month, except January, April, July and October, with meetings scheduled to start at 7.00pm.*

Name	Phone	Email
Toni Grace (Chair)	021 393 073	tonz@actrix.co.nz
John Cunningham (Deputy Chair)	027 481 461	john@ignitionpartner.com
Carolyn Berney (Secretary)	027 499 8698	Carolyn@tkp.school.nz
Keith Dawson	(H) 07 826 3249 or (W) 07 826 3240	keithdawson@xtra.co.nz
David Harwick	027 493 2623	
Tim Hinton	021 269 5783	TN.Hinton@xtra.co.nz
Courtney Howells	021 271 8877	ainsleydowns@actrix.co.nz
Marlene Raumati	020 4001 2548	mhraumati@hotmail.com
Barry Weaver	021 061 5363	bweaver@ihug.co.nz
Cr Jan Sedgwick	021 804 749	jan.sedgwick@waidc.govt.nz

*The Committee meets on the first Wednesday of each month, except January, April, July and October with meetings scheduled to start at 7.00pm.*

We also have a number of voluntary community committees and groups that advocate on behalf of residents and ratepayers in their area, including:

- Eureka
- Glen Afton/ Pukemiro
- Glen Massey
- Gordonton
- Matangi
- Newstead
- North Eastern Waikato (which includes the areas of Mangatawhiri, Mangatangi and Maramarua)
- Pokeno
- Rangiriri
- Tamahere
- Tuakau and Districts (Tuakau Districts Development Association) (which includes the areas of Tuakau, Onewhero, Port Waikato)
- Tauwhare
- Te Kowhai
- Whatawhata

The Council is required to employ a Chief Executive whose responsibilities are to employ other staff on behalf of the Council, implement Council decisions and provide advice to the Council. The Chief Executive is the only person who may lawfully give instructions to another staff member.

### Chief Executive

The Chief Executive is appointed by Council in accordance with Section 42 and clauses 33 and 34 of Schedule 7 of the Local Government Act 2002. The Chief Executive along with the Executive Team implements and manages the Council's policies and objectives within the budgetary constraints established by the Council.

The Chief Executive is responsible for:

- Implementing the decisions of the Council
- Providing advice to the Council, Community Boards and Committees
- Ensuring that all responsibilities, duties and powers delegated to the Chief Executive or to any person employed by the Chief Executive, or imposed or conferred by any Act, regulation, or bylaw, are properly performed or exercised
- Managing the activities of the Council effectively and efficiently
- Maintaining systems to enable effective planning and accurate reporting of the financial and service level performance of the Council
- Providing leadership for the staff
- Employing staff (including negotiation of the terms of employment for the staff) in line with the requirements of the Remuneration and Employment Policy.



**Chief Executive:** Gavin Ion

Email: [gavin.ion@waidc.govt.nz](mailto:gavin.ion@waidc.govt.nz)

- Communications
- Human Resources
- Zero Harm



**General Manager Strategy & Support:** Tony Whittaker

Email: [tony.whittaker@waidc.govt.nz](mailto:tony.whittaker@waidc.govt.nz)

- Community and Iwi Liaison
- Council Support
- Economic Development
- Finance
- Information Management
- Legal
- Procurement
- Resource Management – Policy and Planning
- Strategic and Corporate Planning



**General Manager Customer Support:** Sue Duignan

Email: [sue.duignan@waidc.govt.nz](mailto:sue.duignan@waidc.govt.nz)

- Animal Control
- Building Quality
- Civil Defence
- Consents (including monitoring)
- Customer Delivery
- Environmental Health



**General Manager Service Delivery:** Tim Harty

Email: [tim.harty@waidc.govt.nz](mailto:tim.harty@waidc.govt.nz)

- Design
- Facilities
- Infrastructure Asset Management and Planning
- Projects
- Roding
- Stormwater
- Water and Waste
- Parks and Reserves

## Key plans and policies

The following documents have been identified as key Council plans and policies. They have been developed in consultation with the Community. Copies of these documents are available via our website [www.waikatodistrict.govt.nz](http://www.waikatodistrict.govt.nz)

### Long Term Plan (LTP)

The LTP outlines the overall direction and expected cost of Council activities over a ten-year period and is prepared every three years.

The plan includes financial information as well as the key policies listed below:

- Development Contributions Policy
- Earthquake Prone, Dangerous and Insanitary Buildings Policy
- Policy on Maaori Participation in Decision Making
- Rates Remission and Postponement Policies
- Revenue and Finance Policy
- Significance and Engagement Policy
- Treasury Risk Management Policy (including liability and Investment Policies)

### Annual Plan

The Council is required to prepare and adopt a document that reconfirms the projects and budgets for each of the two years between three year Long Term Plan reviews. These documents are called Annual Plans.

### District Plan

This plan contains guidance and rules about how you can use and develop your land within the district. Our District Plan became fully operative in April 2013. Council staff are currently undertaking a review of the District Plan.

### Significant and Engagement Policy

The purpose of the Significant and Engagement Policy is to enable Council to determine the significance of an issue. The policy also guides when and how communities would like, and can expect, to be engaged on regarding decisions made by Council.

### Equal Employment Opportunities (EEO)

Waikato District Council is committed to a policy of equal opportunity in employment. Its workplace will be free from personal discrimination in day - to - day activities and offers equality of opportunity in all aspects of employment.

Under the Local Government Official Information and Meetings Act 1987 (LGOIMA) any person may request information from the Council.

Once a request is made the Council must supply the information unless the release of the information would:

- Endanger the safety of any person
- Prejudice maintenance of the law
- Compromise the privacy of any person
- Reveal confidential or commercially sensitive information
- Cause offence to Tikanga Maaori or would disclose the location of waahi tapu
- Prejudice public health or safety
- Compromise the local authority while carrying out negotiations or commercial activities
- Allow information to be used for improper gain or advantage.

The Council must answer requests within 20 working days (with exemption in certain circumstances). The Council may charge for official information under guidelines set down by the Ministry of Justice.

Further information can be found at [www.justice.govt.nz](http://www.justice.govt.nz)

Official Information request forms are available from all Council Offices.

## Appendix I: Legislative Acts applicable to the Waikato District Council

### A

Animal Welfare Act 1999  
 Arms Act 1983  
 Atomic Energy Act 1945  
 Auctioneers Act 1928

### B

Building Act 2004  
 Building (Pools) Amendment Act 2016  
 Building Research Levy Act 1969  
 Burial and Cremation Act 1964  
 Bylaws Act 1910

### C

Cadastral Survey Act 2002  
 Camping Grounds Regulations 1985  
 Charities Act 2005  
 Citizenship Act 1977  
 Civil Defence Emergency Management Act 2002  
 Climate Change Response Act 2002  
 Commerce Act 1986  
 Companies Act 1993  
 Consumer Guarantees Act 1993  
 Conservation Act 1987  
 Construction Contracts Act 2002  
 Copyright Act 1994  
 Corrections Act 2004  
 Crimes Act 1961  
 Criminal Justice Act 1985  
 Crown Minerals Act 1991

### D

Disabled Persons Community Welfare Act 1975  
 District Courts Act 1947  
 Dog Control Act 1996

### E

Earthquake Commission Act 1993  
 Electoral Act 1993  
 Electricity Act 1992  
 Electronic Transactions Act 2002  
 Employment Relations Act 2000  
 Environmental Protection Authority Act 2011  
 Equal Pay Act 1972  
 Evidence Act 2006

### F

Fair Trading Act 1986  
 Financial Reporting Act 1993  
 Fire Service Act 1975  
 Food Act 1981  
 Food Hygiene Regulations 1974  
 Forests Act 1949  
 Forest and Rural Fires Act 1977  
 Freedom Camping Act 2011



**G**

Gambling Act 2003  
 Gas Act 1992  
 Goods and Services Tax Act 1995  
 Government Rounding Powers Act 1989

**H**

Hauraki Gulf Marine Park Act 2000  
 Hazardous Substances and New Organisms Act 1996  
 Health Act 1956  
 Health and Safety at Work Act 2015  
 Health (Burial) Regulations 1946  
 Health (Hairdressers) Regulations 1980  
 Health (Infectious and Notifiable Diseases) Regulations 1966  
 Health (Registration of Premises) Regulations 1966  
 Historic Places Act 1993 – replaced by the Heritage New Zealand Pouhere Taonga Bill  
 Holidays Act 2003  
 Housing Act 1955  
 Human Rights Act 1993

**I**

Income Tax Act 2007  
 Impounding Act 1995  
 Interpretation Act 1999

**L**

Land Drainage Act 1908  
 Land Transfer Act 1952  
 Land Transport Act 1998  
 Land Transport Management Act 2003  
 Litter Act 1979  
 Local Authorities (Members' Interests) Act 1968  
 Local Drainage Act 1908  
 Local Electoral Act 2001  
 Local Government Act 1974  
 Local Government Act 2002  
 Local Government Borrowing Act 2011  
 Local Government Official Information and Meetings Act 1987  
 Local Government (Rating) Act 2002

**M**

Machinery Act 1950  
 Major Events Management Act 2007  
 Marine and Coastal Area (Takutai Moana) Act 2011  
 Minimum Wage Act 1983

**N**

New Zealand Bill of Rights Act 1990  
 New Zealand Public Health and Disability Act 2000

**O**

Oaths and Declarations Act 1957  
 Ombudsmen Act 1975

**P**

Parental Leave and Employment Protection Act 1987  
 Plumbers, Gasfitters and Drainlayers Act 2006  
 Privacy Act 1993

Property Law Act 2007  
 Prostitution Reform Act 2003  
 Public Bodies Leases Act 1969  
 Public Records Act 2005  
 Public Transport Management Act 2008  
 Public Works Act 1981

**Q**

Queen Elizabeth the Second National Trust Act 1977

**R**

Racing Act 1983  
 Radiation Protection Act 1965  
 Radio Communications Act 1989  
 Rates Rebate Act 1973  
 Rating Valuations Act 1998  
 Reserves Act 1977  
 Residential Tenancies Act 1986  
 Resource Management Act 1991  
 Retirement Villages Act 2003

**S**

Sale and Supply of Alcohol Act 2012  
 Smoke-free Environments Act 1990  
 Soil Conservation and Rivers Control Act 1941  
 Standards Act 1988  
 Summary Offences Act 1981  
 Summary Proceedings Act 1957

**T**

Te Ture Whenua Maori Act 1993  
 Telecommunications Act 2001  
 Transport Act 1962  
 Treaty of Waitangi Act 1975  
 Trespass Act 1980  
 Trustee Act 1956

**U**

Unit Titles Act 2010  
 Unsolicited Electronic Messages Act 2007  
 Utilities Access Act 2010

**W**

Waikato Raupatu Claims Settlement Act 1995  
 Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010  
 Walking Access Act 2008  
 Waste Minimisation Act 2008  
 Weathertight Homes Resolution Services Act 2006  
 Wild Animal Control Act 1977  
 Wildlife Act 1953

A bylaw is a rule or regulation made by the Waikato District Council. The Local Government Act 2002 empowers a local authority to make bylaws on a diverse range of subjects. Some other Acts also empower local authorities to make bylaws on specific topics.

### **Waikato District Council bylaws**

- Cemeteries Bylaw 2016
- Dog Control Bylaw 2015
- Fires in Open Air Bylaw 2012
- Keeping of Animals Bylaw 2015
- Liquor Control Bylaw 2009
- Public Libraries Bylaw 2007
- Public Places Bylaw 2016
- Reserves and Beaches Bylaw 2016
- Speed Limit Bylaw 2011 and Amendments
- Stock Movement Bylaw 2011 (Includes Stock Movement Policy)
- Trade Waste and Wastewater Bylaw 2016
- Water Supply Bylaw 2014

### **Franklin Bylaws administered by Waikato District Council\***

- Franklin Brothel Bylaw 2010
- Franklin Control of Signs Bylaw 2007
- Franklin Food Hygiene Bylaw 2010
- Franklin Liquor Control Bylaw 2008

*\*The Council are working through a programme to review these and consolidate into one bylaw for the entire district.*

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**Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	2 March 2017
<b>Prepared by</b>	Rose Gray Council Support Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Final Electoral Report

## **1. EXECUTIVE SUMMARY**

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The electoral report summarises the electoral process of the 2016 triennial elections.

## **2. RECOMMENDATION**

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**THAT the report from the Chief Executive be received.**

## **3. ATTACHMENTS**

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Final Electoral report

Election Services  
Level 2, 198 Federal Street, Auckland  
PO Box 5135, Wellesley Street  
Auckland 1141  
Phone: 64 9 973 5212  
Email: [info@electionservices.co.nz](mailto:info@electionservices.co.nz)

Report to the  
Waikato District Council  
regarding the

## 2016 Triennial Elections

From the  
Electoral Officer

1 March 2017



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## Outline

The 2016 local government triennial elections occurred on Saturday 8 October 2016. The elections for Waikato District Council, Waikato Regional Council, Te Kauwhata Licensing Trust, Waikato District Health Board and Counties Manukau District Health Board were conducted satisfactorily and on time and met all legislative and practical requirements.

This report summaries the electoral process.

## Background

Local government elections are required to be conducted every three years, with the 2016 election occurring on Saturday 8 October 2016. The conduct of these elections is prescribed by legislation and regulation to ensure public confidence and electoral integrity are maintained.

The following preliminary actions/decisions were made:

- (i) as the last representation arrangements review was undertaken in 2012 (for the 2013 and 2016 triennial elections), there were no changes in representation arrangements for the 2016 triennial elections. The number of councillors remained at 13 (from 10 wards), together with 30 members elected from 5 community boards;
- (ii) the FPP (first past the post) electoral system to be used for Waikato District Council, Waikato Regional Council and Te Kauwhata Licensing Trust elections; the STV (single transferable voting) electoral system to be used for the Waikato District Health Board and Counties Manukau District Health Board election;
- (iii) postal voting to be used;
- (iv) the alphabetical order of candidate names was adopted for the Waikato District Council and the Te Kauwhata Licensing Trust; and the random order of candidate names was adopted for the Waikato Regional Council, Waikato District Health Board and the Counties Manukau District Health Board.

The electoral officer appointed by Waikato District Council is Dale Ofsoke of Election Services.

With the 2016 elections now complete, this report details the various electoral processes undertaken, together with election statistics for the information of Council.

## Narrative

### Elections Required

Elections were undertaken for:

Waikato District Council

- Mayor (elected at large)
- 13 Councillors (elected from 10 wards)
- 30 Community Board Members (elected from 5 community boards)

Waikato Regional Council

- 1 Member (elected from the Thames-Coromandel General Constituency); or
- 2 Members (elected from the Waikato General Constituency); or
- 4 Members (elected from the Hamilton General Constituency); or
- 2 Members (elected from the Waihou General Constituency); or
- 1 Member (elected from the Waipa-King Country General Constituency); or
- 1 Member (elected from the Taupo-Rotorua General Constituency); or
- 1 Member (elected from the Nga Hau e Wha Māori Constituency); or
- 1 Member (elected from the Nga Tai ki Uta Māori Constituency)

Te Kauwhata Licensing Trust

- 6 Members (elected 'at large' from within the licensing trust area)

Waikato District Health Board

- 7 Members (elected 'at large' from the Hamilton City, Matamata-Piako District, Otorohanga District, South Waikato District, Thames-Coromandel District, Waipa District, Waitomo District and parts of the Hauraki District, Rotorua Lakes Council, Ruapehu District and Waikato District areas)

Counties Manukau District Health Board

- 7 Members (elected 'at large' from parts of the Waikato District, Hauraki District and Auckland Council areas)



**Election Timetable**

Key election functions and dates were:

**Nomination period**

15 July – 12 August 2016

**Inspection of Preliminary Electoral Roll**

15 July – 12 August 2016

**Delivery of voting mailers**

16-21 September 2016

**Special voting/early processing**

16 September – 8 October 2016

**Election day/preliminary count**

8 October 2016

**Official count**

9 – 13 October 2016

**Return of Electoral Donations & Expenses Form**

by 9 December 2016

**Electoral Roll**

The electoral roll comprises two parts, the Residential Electoral Roll and the Ratepayer Electoral Roll.

The Residential Electoral Roll contains parliamentary electors, whose details are maintained and supplied by the Electoral Commission.

Each territorial authority is responsible for compiling its own non-resident Ratepayer Electoral Roll.

To compile the Ratepayer Electoral Roll, two actions are required:

- (i) a nationwide advertising campaign on the criteria of ratepayer elector qualifications and enrolment procedures; and
- (ii) the issuing of Ratepayer Confirmation Forms to all eligible 2013 Ratepayer Electoral Roll electors, and if returned, these along with any new enrolments, form the basis of the 2016 Ratepayer Electoral Roll.

A national advertising campaign was undertaken by SOLGM during May 2016 advising readers in all major daily newspapers of the criteria and qualifications required to be eligible for the Ratepayer Electoral Roll. A 0800 free-phone service was again used as a national helpline for ratepayer roll enquiries.

In April 2016, 77 Ratepayer Roll Confirmation Forms were issued to eligible 2013 Ratepayer Electoral Roll electors. A total of 79 non-resident ratepayer electors appeared on the 2016 Ratepayer Electoral Roll.

## Preliminary and Final Electoral Rolls

The Preliminary and Final Electoral Rolls were ordered alphabetically (by surname and first name), with a flag denoting voting entitlement (ward, community board, regional council constituency, district health board and licensing trust) vote entitlement.

The Preliminary Electoral Roll was available for public inspection at the following locations during normal office hours between 15 July 2016 and 12 August 2016:

- Head Office, 15 Galileo Street, Ngaruawahia;
- Raglan Office and Library, 7 Bow Street, Raglan;
- Huntly Office and Library, 142 Main Street, Huntly;
- Te Kauwhata Library, 1 Main Road, Te Kauwhata;
- Tuakau Office, 2 Dominion Road, Tuakau;
- Tuakau Library, 72 George Street, Tuakau

Statistics relating to the Final Electoral Roll are as follows:

Wards	Final Roll		
	No. Residents	No. Ratepayers	Total
Awaroa ki Tuakau	7787	11	7798
Onewhero-Te Akau	3415	17	3432
Whangamarino	3204	11	3215
Hukanui-Waerenga	3288	4	3292
Eureka	3647	3	3650
Huntly	5998	3	6001
Ngaruawahia	6129	4	6133
Newcastle	3849	1	3850
Raglan	3712	19	3731
Tamahere	4105	6	4111
TOTAL	45134	79	45213

The total number of electors of 45,213 is an increase of 3,086 to the 2013 Final Electoral Roll of 42,127 electors (or +7.33%).

## Nominations

The nomination period was 15 July to noon 12 August 2016.

Nomination material was available during this time by:

- (i) visiting one of 6 Council offices/libraries to uplift the material;
- (ii) downloading the material from the Council's website;
- (iii) phoning the electoral office to have the material posted out.

A detailed '2016 Candidate Information Handbook' was prepared and made available to all candidates, any interested party (eg media) and was available online. The handbook contained relevant information about the electoral process to potential candidates.

A total of 69 nominations were received for the 44 Council vacancies, these detailed as follows:

Issue	No. Nominations	No. Vacancies
Mayor	5	1
Councillors	22	13
Community Board Members	42	30
Total	69	44

For the Eureka, Hukanui-Waerenga, Newcastle, Raglan and Whangamarino Wards, the number of nominations received equalled the number of vacancies, and these candidates were duly declared elected following the close of nominations. Refer Notice of Day of Election – **Appendix 2**.

The 69 nominations received for Mayor, Council, and Community Board vacancies is up from the 64 nominations received for these positions at the 2013 election.

### Voting Mailers

Voting mailers consisting of an outward envelope, return prepaid envelope, voting document and a candidate profile booklet (which included instructions in English and Māori) were posted to electors from Friday 16 September 2016.

The voting mailers were produced by the NZ Post Group and were consistent in design layout to all other local authorities in the country.

### Special Voting

Special votes were available from 16 September 2016 to noon 8 October 2016 by:

- (i) visiting one of the 6 Council offices/libraries to uplift a special vote;
- (ii) phoning the electoral office to request a special vote.

174 special votes were returned prior to the close of voting, of which 117 (67%) were valid.

### Elector Turnout

Of the 45,213 electors on the Final Electoral Roll, 13,851 electors returned their voting document. This represents a 30.63% return and compares to a very similar return of 30.7% at the 2013 election.

A schedule of the number of daily returned voting documents over the voting period is attached (**Appendix 1**).

Of note, the 2016 average nationwide elector turnout is 42% compared to the average for the 2013 election of 41.3% and for the 2010 election of 49%.

## Results

With the undertaking of the early processing of returned voting documents during the voting period, progress results were able to be released on election day at around 1pm. Progress results reflected about 95% of votes cast and did not include votes received at Council offices on election day morning. The release of progress results was very successful and avoided an unnecessary wait by candidates on knowing who were provisionally elected.

The preliminary results were released later on Saturday evening following the receipt and processing of votes received at the Council offices on election day morning.

Both the progress and preliminary results were released to candidates and placed on Council's website.

The final results (Declaration of Results of Election – see **Appendix 3**) were made on Thursday 13 October 2016 and appeared in the New Zealand Herald and Waikato Times on Saturday 15 October 2016.

## Election Costs

The 2016 estimated election cost set in October 2015 was \$251,150 + GST (or for an estimated 43,500 electors, \$5.77 + GST per elector), subject to actual costs incurred.

The 2016 final election cost has now been determined at \$262,461 + GST (or for 45,213 electors, \$5.80 + GST per elector). The cost increase is due to a higher than budgeted number of electors and a consequential increase in the costs of postage, voting mailers and labour.

Of the \$262,461 + GST final cost, Council is able to recover \$131,229 + GST (50%) from the other organisations elections were undertaken on behalf of.

Accordingly, this will leave a net cost to Council for their elections of \$131,232 + GST (50% of the total), or \$2.90 + GST per elector.

## Upcoming Issues

### Inquiry into the 2016 elections

Parliament's Justice & Electoral Select Committee is to undertake its normal inquiry into the conduct of the 2016 local government elections.

The Terms of Reference for the 2016 Inquiry, as publicly notified on 20 October 2016 are to examine the law and administrative procedures surrounding the conduct of the 2016 local authority elections.

Submissions to the select committee will close on 31 December 2017 and recommendations are expected to be released in 2018.

### Electoral System Review

Under the Local Electoral Act 2001, any local authority may resolve, before 12 September 2017, to change the electoral system used at the last election. Should Council wish to consider changing its electoral system (from first past the post to single transferable voting), it can do so by resolution no later than 12 September 2017.

However, a public notice must be given by 19 September 2017 providing the right of electors to demand a poll on the matter.

### Māori Representation Review

Under the Local Electoral Act 2001, Council may at any time resolve to introduce Māori wards. If a resolution is made before 23 November 2017 (to apply for the 2019 triennial elections), public notice must be given by 30 November 2017 providing the right of electors to demand a poll on the matter.

If Māori wards are to be introduced for the 2019 triennial elections, this would need to be reflected in the required representation arrangements review.

### Representation Arrangements Review

The Local Electoral Act 2001 requires every local authority to undertake a representation arrangements review at least once in every 6 year period. As Council last undertook a review in 2012, it is now required to conduct a review in 2018 for the 2019 triennial elections.

An initial proposal cannot be resolved by Council before 1 March 2018, but informal public consultation can occur prior to this date, if considered appropriate.

## Summary and Conclusions

The Waikato District Council's 2016 triennial elections were conducted successfully and met all legislative and practical requirements. No issues or concerns of significance arose from these elections and all tasks were completed satisfactorily and on time.

There are however a number of electoral issues Council may wish to consider during 2017:

- (i) make a submission to the Justice & Electoral Select Committee's inquiry into the 2016 local government elections – by 31 December 2017;
- (ii) consider whether Council retains the first past the post electoral system or adopts the single transferable voting electoral system for the 2019 triennial elections – by 12 September 2017;
- (iii) consider whether Council introduces Māori wards for the 2019 triennial elections - by 23 November 2017;
- (iv) undertake a representation arrangements review in 2018 (or earlier if informal public consultation is undertaken).



Dale Ofsoke  
Electoral Officer // Waikato District Council  
Election Services

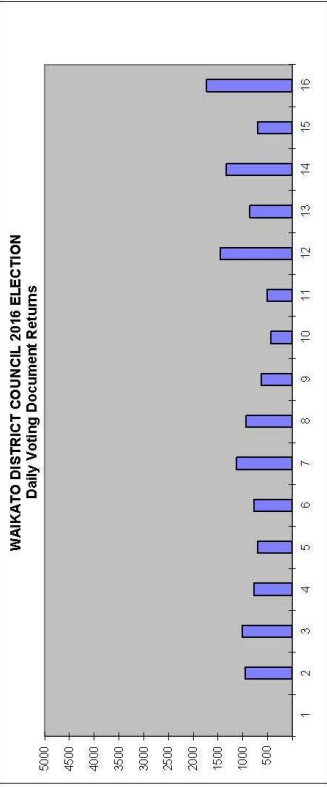
APPENDIX 1



VOTING DOCUMENT RETURNS - 2016 ELECTIONS


C/ELECTORS	ELECTORAL															
	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	26-Sep	27-Sep	28-Sep	29-Sep	30-Sep	3-Oct	4-Oct	5-Oct	6-Oct	7-Oct	9-Oct
AWAROA KI TUAKAU 7798	75	100	150	125	100	125	200	150	100	50	100	225	125	275	100	242
	1.0%	2.2%	4.2%	5.5%	7.1%	9.6%	11.9%	12.8%	13.5%	14.7%	17.6%	19.2%	22.8%	24.0%	27.1%	27.1%
EUREKA 3650	75	75	25	25	50	75	75	75	25	25	100	75	125	125	50	66
	2.1%	4.1%	4.8%	6.2%	8.2%	10.3%	11.0%	11.0%	11.6%	13.0%	13.8%	12.6%	21.2%	21.9%	23.7%	23.7%
HUKANUIWARENGA 3252	50	50	50	75	50	75	275	400	450	450	25	100	50	75	50	95
	1.5%	3.0%	4.6%	6.5%	6.5%	8.6%	12.2%	13.7%	13.7%	14.4%	17.5%	19.0%	21.3%	22.8%	25.7%	25.7%
HUNTLY 6001	100	300	125	125	125	175	150	100	100	115	125	1400	1625	1675	1125	2002
	1.7%	5.0%	7.1%	9.2%	11.2%	14.2%	16.7%	18.3%	19.6%	20.4%	23.3%	25.4%	27.9%	28.7%	33.4%	33.4%
NEWCASTLE 3650	100	125	50	25	75	100	50	50	50	50	100	100	50	100	75	86
	2.6%	5.8%	7.1%	7.8%	9.7%	12.3%	13.6%	15.6%	16.2%	17.5%	20.1%	21.4%	24.0%	26.0%	28.2%	28.2%
NGARUAWAHIA 6133	175	300	450	675	725	900	1050	1050	1125	1175	1275	1625	1700	1875	2185	2185
	2.9%	4.9%	7.3%	9.4%	11.8%	14.7%	17.1%	18.3%	19.2%	20.8%	24.9%	26.5%	27.7%	30.6%	35.6%	35.6%
ONEMHERO-TE AKAU 3452	50	75	25	50	50	150	25	25	50	50	50	125	75	125	50	188
	1.5%	1.5%	3.6%	4.4%	5.5%	7.3%	11.7%	12.4%	13.8%	15.3%	18.8%	20.4%	22.6%	26.2%	27.7%	33.4%
PAGLANI 3731	100	75	75	25	50	75	75	75	50	50	25	125	75	125	75	196
	2.7%	4.7%	6.7%	7.4%	8.7%	10.7%	12.7%	14.1%	15.4%	16.1%	19.4%	21.4%	24.8%	26.8%	32.1%	32.1%
TAMAHERE 4111	175	75	75	75	75	125	100	100	75	50	150	1025	1125	1300	1400	1609
	4.3%	6.1%	7.9%	9.7%	11.6%	14.6%	17.0%	18.9%	20.1%	21.3%	24.9%	27.4%	31.6%	34.1%	36.7%	36.7%
WHANGAMARINO 3215	50	150	200	200	300	380	400	400	425	475	475	675	650	700	750	897
	1.6%	4.7%	6.2%	7.8%	9.3%	10.9%	12.4%	13.2%	14.8%	14.8%	17.9%	20.2%	23.3%	25.3%	27.9%	27.9%
TOTAL	950	1000	775	700	775	1125	925	625	425	500	1450	850	1325	700	1726	1726
45213	960	1840	2725	3425	4200	5525	6250	6875	7300	7800	9250	10100	11425	12125	13851	13851
	2.10%	4.31%	6.03%	7.58%	9.99%	11.93%	13.62%	15.21%	16.15%	17.23%	20.46%	22.34%	25.37%	26.92%	30.65%	30.65%
DAILY %	0.0%	4.2%	6.7%	8.0%	11.0%	12.0%	14.0%	14.0%	15.0%	17.1%	18.0%	19.0%	22.3%	25.6%	27.7%	30.7%
2016 Returns	0.0%	0.8%	0.7%	0.8%	1.0%	1.0%	1.2%	1.4%	1.6%	1.7%	1.8%	1.9%	2.3%	2.6%	2.7%	3.0%

\*Final - Incl. Specials





## APPENDIX 2



**Waikato**  
DISTRICT COUNCIL  
*Te Kaitiaki o Te Ika a Māui o Waikato*

## NOTICE OF DAY OF ELECTION for the Waikato District Council 2016 elections

**NOMINATIONS RECEIVED**  
Notice is given under section 65 of the Local Electoral Act 2001 that the following persons have been duly nominated as candidates for:

<b>MAYOR (one vacancy)</b>		
CATHRO, Brian ( <i>Independent</i> )	HAYES, Wally	SANSON, Allan ( <i>Independent</i> )
DEACON, John	NICHOLS, Donna ( <i>Independent</i> )	
<b>COUNCIL</b>		
<b>Awaroa ki Tuakau Ward (two vacancies)</b>		
CHURCH, Jacqui ( <i>Independent</i> )	ELLIS, Rosalie	HENDERSON, Stephanie
<b>Huntly Ward (two vacancies)</b>		
COTTER, Logan ( <i>Friendship House</i> )	MCINALLY, Frank	STEWART, Sandra
LYNCH, Shelley		
<b>Ngaruawahia Ward (two vacancies)</b>		
DEACON, John	GIBB, Janet	SOLOMON, Moera Rose
DODDS, Charles	PATTERSON, Eugene	WHETU, James
<b>Onehero-Te Akau Ward (one vacancy)</b>		
MAIN, Bronwyn ( <i>Independent</i> )	NGATAKI, Kandi	
<b>Tamahere Ward (one vacancy)</b>		
JEPSEN, Aksel Bech	NICHOLS, Donna ( <i>Independent</i> )	
<b>COMMUNITY BOARDS</b>		
<b>Huntly Community Board (six vacancies)</b>		
BREDENBECK, Kim	LANGLANDS, Katrina	REES, Corey
FARRAR, Ron	MCINALLY, Frank	STEWART, Sandra
LAMB, Denise	MICHIE, Tina	TIMOTHY, Hine
<b>Ngaruawahia Community Board (six vacancies)</b>		
AYERS, Jack Hector	KIRKWOOD, Rongo	SHERSON, Bryce Joseph
DIAMOND, Wendy	MORGAN, Kiri	STEVENS, Jane
DODDS, Charles	RALPH, Andy	WHETU, James
<b>Onehero-Tuakau Community Board (six vacancies)</b>		
CAMERON, Bruce	JACKSON, Shaun	REEVE, Vern
CONROY, Caroline	PETERSEN, Lionel ( <i>Independent</i> )	REID, Murray
HENDERSON, Phillip	PETERSON-BRAMBLEY, Jasmine ( <i>Independent</i> )	WATSON, Bronwyn
<b>Raglan Community Board (six vacancies)</b>		
HAWORTH, PJ	OOSTEN, Tony	THOMSON, Lisa
KEROOPA, Rangji	PARSON, Gabrielle	VINK, Alan
MACLEOD, Bob ( <i>Raglan Residents &amp; Ratepayers</i> )		
<b>Tauriaki Community Board (six vacancies)</b>		
CLEWLOW, Ken	LOVELL, Howard	ROSS, Julie
GOUK, Elva	MORLEY, Joanne	VANDAM, Rudy
LOVELL, Dorothy	ORMSBY COCUP, Sharnay	

As there are (for each office) more candidates than there are vacancies to be filled, an election will be held between the listed candidates on Saturday, 8 October 2016, under the first past the post electoral system by postal vote.

**TE KAUIWHATA LICENSING TRUST (six vacancies)**

CULLEN, Alastair	JEFFERIS, Nireen	SINGH, Mohan
JACKSON, Gerald Wayne	PRATTLE, Pip	

As the number of candidates does not exceed the number of vacancies, Alastair CULLEN, Gerald Wayne JACKSON, Nireen JEFFERIS, Pip PRATTLE and Mohan SINGH are duly declared elected members of the Te Kauhwhata Licensing Trust.

**COUNCIL**

**Eureka Ward (one vacancy)**  
MCGUIRE, Rob  
As the number of candidates does not exceed the number of vacancies, Rob MCGUIRE is duly declared elected a member of the Waikato District Council (Eureka Ward).

**Hukanui-Waerenga Ward (one vacancy)**  
FULTON, Dynes  
As the number of candidates does not exceed the number of vacancies, Dynes FULTON is duly declared elected a member of the Waikato District Council (Hukanui-Waerenga Ward).

**Newcastle Ward (one vacancy)**  
SMITH, Noel (*Independent*)  
As the number of candidates does not exceed the number of vacancies, Noel SMITH is duly declared elected a member of the Waikato District Council (Newcastle Ward).

**Raglan Ward (one vacancy)**  
THOMSON, Lisa (*Independent*)  
As the number of candidates does not exceed the number of vacancies, Lisa THOMSON is duly declared elected a member of the Waikato District Council (Raglan Ward).

**Whangamarino Ward (one vacancy)**  
SEDGWICK, Jan  
As the number of candidates does not exceed the number of vacancies, Jan SEDGWICK is duly declared elected a member of the Waikato District Council (Whangamarino Ward).

**ISSUING OF VOTING DOCUMENTS**  
Voting documents will be posted to electors from Friday, 16 September 2016.

**RETURN OF VOTING DOCUMENTS**  
Voting documents must be returned not later than noon, Saturday, 8 October 2016 to the electoral officer, Waikato District Council. Voting documents can be returned by post or hand delivered at the following council offices between Friday, 16 September 2016 and Friday, 7 October 2016 during normal office hours, and Saturday, 8 October 2016 between 9am – noon:


- Ngaruawahia Head Office, 15 Galileo Street, Ngaruawahia
- Huntly Office and Library, 142 Main Street, Huntly
- Raglan Office and Library, 7 Bow Street, Raglan
- Te Kauhwhata Library, 1 Main Street, Te Kauhwhata
- Tuakau Office, 2 Dominion Road, Tuakau
- Tuakau Library, 72 George Street, Tuakau

**SPECIAL VOTING**  
Special voting in terms of the Local Electoral Act 2001 and the Local Electoral Regulations 2001 may be exercised at the above council offices and times.  
A person can apply to enrol as either a residential or ratepayer elector right up to and including 7 October 2016 – the day before the close of voting.  
Dated at Ngaruawahia, 17 August 2016

**Dale Ofsoke**  
Electoral Officer  
Waikato District Council  
15 Galileo Street, Ngaruawahia  
(Phone: 0800 922 822)

**Local Elections 2016**  
**YOUR VOTE**  
**YOUR COMMUNITY**

## APPENDIX 3



**Waikato**  
DISTRICT COUNCIL  
*Te Kauhēto o Te Taiwā o Waikato*

## DECLARATION OF RESULTS OF ELECTION for the Waikato District Council 2016 elections

I hereby declare the results of the elections held on 8 October 2016 for the following offices:

<b>MAYOR</b> ( <i>one vacancy</i> )		<b>Votes Received</b>		<b>Votes Received</b>		<b>Votes Received</b>	
CATHRO, Brian ( <i>Independent</i> )	2010	HAYES, Wally	3453	SANSON, Allan ( <i>Independent</i> )	5383		
DEACON, John	874	NICHOLS, Donna ( <i>Independent</i> )	1708				

Informal votes received: 37  
Blank votes received: 383  
I therefore declare Allan SANSON to be elected.

**COUNCIL**

**Awaroa ki Tuakau Ward** (*two vacancies*)

CHURCH, Jacqui ( <i>Independent</i> )	1695	ELLIS, Rosalie	589	HENDERSON Stephanie	989
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Informal votes received: 20  
Blank votes received: 70  
I therefore declare Jacqui CHURCH and Stephanie HENDERSON to be elected.

**Huntly Ward** (*two vacancies*)

COTTER, Logan ( <i>Friendship House</i> )	484	MCINALLY, Frank	983	STEWART, Sandra	721
LYNCH, Shelley	1288				

Informal votes received: 0  
Blank votes received: 58  
I therefore declare Shelley LYNCH and Frank MCINALLY to be elected.

**Ngaruawahia Ward** (*two vacancies*)

DEACON, John	496	GIBB, Janet	907	SOLOMON, Moera Rose	684
DODDS, Charles	177	PATTERSON, Eugene	950	WHETU, James	726

Informal votes received: 6  
Blank votes received: 39  
I therefore declare Janet GIBB and Eugene PATTERSON to be elected.

**Onewhero-Te Akau Ward** (*one vacancy*)

MAIN, Bronwyn ( <i>Independent</i> )	747	NGATAKI, Kandi	329		
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Informal votes received: 0  
Blank votes received: 72  
I therefore declare Bronwyn MAIN to be elected.

**Tamahere Ward** (*one vacancy*)

JEPSEN, Aksel Bech	817	NICHOLS, Donna ( <i>Independent</i> )	619		
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Informal votes received: 2  
Blank votes received: 71  
I therefore declare Aksel Bech JEPSEN to be elected.

**COMMUNITY BOARDS**

**Huntly Community Board** (*six vacancies*)

BREDENBECK, Kim	855	LANGLANDS, Katrina	974	REES, Corey	861
FARRAR, Ron	816	MCINALLY, Frank	844	STEWART, Sandra	713
LAMB, Denise	753	MICHIE, Tina	634	TIMOTHY, Hine	592

Informal votes received: 5  
Blank votes received: 20  
I therefore declare Kim BREDENBECK, Ron FARRAR, Denise LAMB, Katrina LANGLANDS, Frank MCINALLY and Corey REES to be elected. However, as Frank MCINALLY has been declared elected as a Councillor to the Huntly Ward, his name has been withdrawn and the next highest polling candidate, Sandra STEWART is declared elected.

**Ngaruawahia Community Board** (*six vacancies*)

AYERS, Jack Hector	670	KIRKWOOD, Rongo	840	SHERSON, Bryce Joseph	702
DIAMOND, Wendy	899	MORGAN, Kiri	937	STEVENS, Jane	729
DODDS, Charles	497	RALPH, Andy	584	WHETU, James	1034

Informal votes received: 10  
Blank votes received: 38  
I therefore declare Wendy DIAMOND, Rongo KIRKWOOD, Kiri MORGAN, Bryce Joseph SHERSON, Jane STEVENS and James WHETU to be elected.

**Onewhero-Tuakau Community Board** (*six vacancies*)

CAMERON, Bruce	1187	JACKSON, Shaun	976	REEVE, Vern	806
CONROY, Caroline	702	PETERSEN, Lionel ( <i>Independent</i> )	965	REID, Murray	608
HENDERSON, Phillip	661	PETERSEN-BRAMBLEY, Jasmine ( <i>Independent</i> )	572	WATSON, Bronwyn	1030

Informal votes received: 2  
Blank votes received: 47  
I therefore declare Bruce CAMERON, Caroline CONROY, Shaun JACKSON, Lionel PETERSEN, Vern REEVE and Bronwyn WATSON to be elected.

**Raglan Community Board** (*six vacancies*)

HAWORTH, PJ	633	OOSTEN, Tony	449	THOMSON, Lisa ( <i>Independent</i> )	746
KEREOPA, Rangī	659	PARSON, Gabrielle	549	VINK, Alan	343

(Raglan Residents & Ratepayers)  
Informal votes received: 1  
Blank votes received: 33  
I therefore declare PJ HAWORTH, Rangī KEREOPA, Bob MACLEOD, Tony OOSTEN, Gabrielle PARSON and Lisa THOMSON to be elected. However, as Lisa THOMSON was declared elected as a Councillor to the Raglan Ward when nominations closed on 12 August 2016, her name has been withdrawn, and the next highest polling candidate Alan VINK is declared elected.

**Taupiri Community Board** (*six vacancies*)

CLEWLOW, Ken	45	LOVELL, Howard	111	ROSS, Julie	51
GOUK, Elva	31	MORLEY, Joanne	64	VAN DAM, Rudy	77
LOVELL, Dorothy	90	ORMSBY COCUP, Sharnay	95		

Informal votes received: 0  
Blank votes received: 1  
I therefore declare Dorothy LOVELL, Howard LOVELL, Joanne MORLEY, Sharnay ORMSBY COCUP, Julie ROSS and Rudy VAN DAM to be elected.

Dated at Ngaruawahia, 14 October 2016

**Dale Ofoske**  
Electoral Officer  
Waikato District Council  
15 Gallieo Street, Ngaruawahia  
(Phone: 0800 922 822)

**Local Elections 2016**  
**YOUR VOTE**  
**YOUR COMMUNITY**

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**Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	27 February 2017
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV1318
<b>Report Title</b>	Receipt of Strategy & Finance Committee Minutes

**1. EXECUTIVE SUMMARY**

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To receive the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 22 February 2017 and to adopt the recommendations therein.

**2. RECOMMENDATION**

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**THAT the minutes of the Strategy & Finance Committee meeting held on Wednesday 22 February 2017 be received.**

**3. ATTACHMENTS**

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S&F minutes 22 February 2017

**MINUTES** for a meeting of the Strategy & Finance Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 22 FEBRUARY 2017** commencing at **9.06am**.

**Present:**

Cr JM Gibb (Chairperson)  
His Worship the Mayor Mr AM Sanson [*until 9.15am and from 9.20am*]  
Cr A Bech  
Cr JA Church  
Cr DW Fulton  
Cr S Henderson  
Cr SD Lynch  
Cr RC McGuire  
Cr FM McNally  
Cr BL Main  
Cr EM Patterson  
Cr JD Sedgwick  
Cr NMD Smith [*until 9.32am and from 9.45am until 9.50am and from 9.58am*]  
Cr LR Thomson [*from 9.08am*]

**Attending:**

Mr T Whittaker (General Manager Strategy & Support)  
Ms S Duignan (General Manager Customer Support)  
Mrs LM Wainwright (Committee Secretary)  
Ms K Bredenbeck (Huntly i-Site)  
Ms D Dalbeth (Business Analyst)  
Mr G Boundy (Senior Environmental Planner)  
Ms A Diaz (Finance Manager)  
Mr C Morgan (Economic Development Manager)

**APOLOGIES AND LEAVE OF ABSENCE**

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

**THAT an apology for lateness be received from Cr Thomson.**

**CARRIED on the voices**

**S&F1702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT the agenda for a meeting of the Strategy & Finance Committee held on Wednesday 22 February 2017 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 considered with the public excluded.**

**CARRIED on the voices**

**S&F1702/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

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

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

**CARRIED on the voices**

**S&F1702/03**

**RECEIPT OF SUBCOMMITTEE MINUTES**

**Resolved: (His Worship the Mayor/Cr Sedgwick)**

**THAT the minutes of a meeting of the Audit & Risk Subcommittee held on Monday 19 December 2016 be received and that the following resolutions be adopted by the Strategy & Finance Committee:**

Internal Audit Programme - A&R1612/04/6

**THAT the Strategy & Finance Committee support focus on resolving existing audit recommendations rather than progressing additional internal audit activity at this stage;**

**AND THAT an allocation of internal audit funding be used to progress the recommendations from the Risk Maturity Assessment;**

**AND FURTHER THAT the updated Strategic Risk Register be used to formulate a new list of internal audit activity.**

Strategic Risk Update - A&R1612/04/10

**THAT the revised Strategic Risk Register be provided to Council for information.**

**CARRIED on the voices**

**S&F1702/04**

Cr Thomson entered the meeting at 9.08am during discussion on the above item and was present when voting took place.

**REPORTS**

Waikato Enterprise Agency  
Agenda Item 6.1

This item was further considered later in the meeting.

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

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

**CARRIED on the voices**

**S&F1702/05**

2016-2017 Second Quarter Non-Financial Performance Report  
Agenda Item 6.2

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

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

**CARRIED on the voices**

**S&F1702/06**

His Worship the Mayor withdrew from the meeting at 9.15am during discussion on the above item and re-entered the meeting at 9.20am and was present when voting took place.

Cr Smith withdrew from the meeting at 9.32am during discussion on the above item and was not present when voting took place.

Waikato Enterprise Agency  
Agenda Item 6.1

This item was previously considered in the meeting (*Res.S&F1702/05 refers*). Ms Bredenbeck presented a powerpoint presentation and answered questions of the committee.

Cr Smith re-entered the meeting at 9.45am during the presentation.

Cr Smith withdrew from the meeting at 9.50am during the presentation.

Hauraki Gulf Forum Minutes  
Agenda Item 6.3

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

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

**CARRIED on the voices**

**S&F1702/07**

Cr Smith re-entered the meeting at 9.58am during discussion on the above item and was present when voting took place.

Hauraki Gulf Marine Spatial Plan – Sea Change - Tai Pari Tai Timu  
Agenda Item 6.4

**Resolved: (Crs Fulton/McGuire)**

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

**CARRIED on the voices**

**S&F1702/08**

Financial Review of Key Projects  
Agenda Item 6.5

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

**THAT the report from the Chief Executive be received.**

**CARRIED on the voices**

**S&F1702/09**

Update on the budget expenditure for the Tuakau and the Ngaruawahia & Surrounds Structure Plan Projects  
Agenda Item 6.6

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

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

**CARRIED on the voices**

**S&F1702/10**

Lake Hakanoa Motor Caravan Park Six Month Report  
Agenda Item 6.7

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

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

**CARRIED on the voices**

**S&F1702/11**

Waikato District Community Wellbeing Trust Draft Statement of Intent for the year ended 30 June 2018  
Agenda Item 6.8

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

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

**AND THAT the Strategy & Finance Committee provides support or suggested changes to the trustees.**

**CARRIED on the voices**

**S&F1702/12**

His Worship the Mayor and Cr Church requested their abstentions be recorded.

Waikato District Council Community Wellbeing Trust – Interim Performance Report for the 6 months ended 31 December 2016  
Agenda Item 6.9

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

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

**AND THAT the financial statements be received in accordance with the Local Government Act.**

**CARRIED on the voices**

**S&F1702/13**

Cr Church requested her abstention be recorded.



Treasury Report at 31 December 2016  
Agenda Item 6.10

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

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

**CARRIED on the voices**

**S&F1702/14**

Summary of Movements in Discretionary Funds to 13 February 2017  
Agenda Item 6.11

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

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

**CARRIED on the voices**

**S&F1702/15**

The meeting adjourned at 10.29am and resumed at 10.57am.

Economic Development Update  
Agenda Item 6.12

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

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

**CARRIED on the voices**

**S&F1702/16**

The meeting adjourned at 11.20am and resumed at 11.46am.

**EXCLUSION OF THE PUBLIC**

Agenda Item 7

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

**THAT the report of the Chief Executive be received;**

**AND THAT the public be excluded from the meeting to enable the Strategy & Finance Committee to deliberate and make decisions on the following items of business:**

**Confirmation of Minutes dated Tuesday 22 November 2016**

**Receipt of Minutes:**

- **Audit & Risk Committee dated Monday 19 December 2016**

**REPORTS****a. Economic Development Update**

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

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

**Section 7(2)(f)(h)(i)(j)**

**Section 48(1)(a)(d)**

**CARRIED on the voices**

**S&F1702/17**

*Resolutions S&F1702/18 – S&F1702/21 are contained in the public excluded section of these minutes.*

Having resumed open meeting and there being no further business the meeting was declared closed at 12.01pm.

Minutes approved and confirmed this                      day of                      2017.

JM Gibb  
**CHAIRPERSON**

### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	28 February 2017
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV1318
<b>Report Title</b>	Receipt of Infrastructure Committee Minutes

## **I. EXECUTIVE SUMMARY**

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To receive the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 February 2017 and to adopt the recommendations therein.

## **2. RECOMMENDATION**

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**THAT** the minutes of the Infrastructure Committee meeting held on Tuesday 28 February 2017 be received;

**AND THAT** the following become resolutions of Council:

### Karakariki Road Realignment

**THAT** the Chief Executive be authorised to sign an agreement pursuant to Section 17 of the Public Works Act 1981, to acquire the parcels of land described in the First Schedule hereto, for road;

**AND THAT** the portions of unformed Karakariki Road described in the Second Schedule hereto, be declared surplus, stopped and amalgamated with the land of the adjoining owner pursuant to Sections 116 and 117 of the Public Works Act 1981 as compensation in exchange for the land to be acquired for road;

**AND FURTHER THAT** the Mayor and Chief Executive be authorised to execute the consents required pursuant to Part VIII of the Public Works Act 1981, to give effect to the above.

**First Schedule**

165sqm shown as Section 1 on Survey Office Plan 477053 and being part Allotment 66B3C3D Waipa Parish.

453 sqm shown as Section 2 on Survey Office Plan 477053 and being part Allotment 66B3C3D Waipa Parish.

**Second Schedule**

812 sqm shown as Section 3 on Survey Office Plan 477053 being legal road.

282 sqm shown as Section 4 on Survey Office Plan 477053 being legal road.

INF1702/04

Waikaretu Valley Road realignment, stopping and exchange

**THAT** the Chief Executive be authorised to sign an agreement pursuant to section 17 of the Public Works Act 1981 to acquire for road, the parcels of land shown marked (A) to (D) on the land requirement plans titled Waikaretu Valley Pavement Rehabilitations RPI.14 -1.96 & RP 2.29-2.42 Sheet 100 (R2), and Sheet 101(R1) totalling in area 2365sqm (subject to survey) and comprised in CT SA 9D/408;

**AND THAT** the portions of unformed Waikaretu Valley Road shown on marked (E) and (F) on the Waikaretu Valley Pavement Rehabilitation Land Requirement Plan RPI.14 -1.96 to 2.29-2.42 (R2), totalling in area 3135 sqm (subject to survey), be stopped utilising the provisions of the Public Works Act 1981 and be amalgamated with the land of the adjoining owner, as compensation in exchange for the land to be acquired for road;

**AND FURTHER THAT** following completion of the formal survey, the Mayor and Chief Executive be authorised to execute the consents required pursuant to part VIII of the Public Works Act 1981 to give effect to the above.S

INF1702/07

Stopping and Disposal of Overwide Unformed Portion of Springhill Road

**THAT** the overwide unformed portion of Springhill Road comprising 4157 square metres (subject to survey) be declared surplus to Council roading requirements;

**AND THAT** the section of overwide unformed portion of Springhill Road be stopped utilising the provisions of the Public Works Act 1981;

**AND FURTHER THAT** the portion of road when stopped, be transferred to the adjacent landowner for amalgamation, at a price to be established by market valuation and to be within Council property policy, with the applicant to be responsible for all costs incurred;

**AND FURTHER THAT** the nett proceeds of sale be credited to the Property Proceeds Reserve.

**INF1702/09**

SUB0017/17 – Tea Tree Properties Ltd, Primrose Street (unformed road section), Raglan – Grade in excess of 1:8, 12.5%

**THAT** the Infrastructure Committee recommends that Council pass a resolution to approve a road design of 1 to 5 (20%) as part of subdivision SUB0017/17 on Primrose Street in Raglan.

**INF1702/10**

Hetherington Road realignment, stopping and exchange

**THAT** the Chief Executive be authorised to sign an agreement pursuant to Section 17 of the Public Works Act 1981, to acquire for road, the parcels of land shown marked (A) and (B) on the Land Requirement Plan for Hetherington Road Pavement Rehabilitation RP 16.876 to 17.758, totalling in area 1330 sqm (subject to survey) and comprised in CT SA 6C/1403;

**AND THAT** the portion of unformed road shown marked C on the Land Requirement Plan for Hetherington Road Pavement Rehabilitation RP 16.876 to 17.758, totalling in area 1330 sqm (subject to survey) be stopped utilising the provisions of the Public Works Act 1981 and be amalgamated with the land of the adjoining owners, as compensation in exchange for the land to be acquired for road;

**AND FURTHER THAT** following completion of the formal survey, the Mayor and Chief Executive be authorised to execute the consents required pursuant to part VIII of the Public Works Act 1981 to give effect to the above.

**INF1702/11**

### **3. ATTACHMENTS**

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INF minutes 28 February 2017

**MINUTES** for a meeting of the Infrastructure Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 28 FEBRUARY 2016** commencing at **9.00am**.

**Present:**

Cr DW Fulton (Chairperson)  
His Worship the Mayor Mr AM Sanson *[from 9.01am]*  
Cr A Bech  
Cr JA Church  
Cr JM Gibb  
Cr S Henderson  
Cr SD Lynch  
Cr RC McGuire  
Cr FM McInally  
Cr BL Main  
Cr EM Patterson  
Cr JD Sedgwick  
Cr NMD Smith  
Cr LR Thomson

**Attending:**

Mr B MacLeod (Raglan Community Board)  
Mr G Ion (Chief Executive)  
Mr T Harty (General Manager Service Delivery)  
Mrs LM Wainwright ( Committee Secretary)  
Ms J Remihana (Programme Delivery Manager)  
Mr C Clarke (Roading Manager)  
Ms M Smart (Property Officer)  
Ms C Muggeridge (Property Officer)  
Ms M Jolly (Road Safety representative)  
Ms Anne Ramsay (Ngaruawahia Community Facilities Steering Group)  
Ms Jane Stevens (Ngaruawahia Community Facilities Steering Group)

**APOLOGIES AND LEAVE OF ABSENCE**

There were no apologies.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT** the agenda for a meeting of the Infrastructure Committee held on Tuesday 28 February 2017 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be considered with the public excluded;

**AND THAT** in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.2 [*Road Safety Education*] being considered the first item and that other items be considered as appropriate during the course of the meeting

**AND FURTHER THAT** the Committee resolves that the following public excluded item be added to the agenda as a matter of urgency as advised by the Chief Executive:

- Update on Water CCO Discussions with Watercare Services Limited

**CARRIED on the voices**

**INF1702/01**

His Worship the Mayor entered the meeting at 9.01am during discussion on the above item and was present when voting took place.

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

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

**THAT** the minutes of a meeting of the Infrastructure Committee held on Tuesday 22 November 2016 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**INF1702/02**

**REPORTS**

Road Safety Education  
Agenda Item 5.2

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

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

**CARRIED on the voices**

**INF1702/03**

Karakariki Road Realignment  
Agenda Item 5.3

**Resolved: (Crs Smith/Patterson)**

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

**AND THAT the Chief Executive be authorised to sign an agreement pursuant to Section 17 of the Public Works Act 1981, to acquire the parcels of land described in the First Schedule hereto, for road;**

**AND FURTHER THAT the portions of unformed Karakariki Road described in the Second Schedule hereto, be declared surplus, stopped and amalgamated with the land of the adjoining owner pursuant to Sections 116 and 117 of the Public Works Act 1981 as compensation in exchange for the land to be acquired for road;**

**AND FURTHER THAT the Mayor and Chief Executive be authorised to execute the consents required pursuant to Part VIII of the Public Works Act 1981, to give effect to the above.**

**First Schedule**

**165sqm shown as Section 1 on Survey Office Plan 477053 and being part Allotment 66B3C3D Waipa Parish.**

**453 sqm shown as Section 2 on Survey Office Plan 477053 and being part Allotment 66B3C3D Waipa Parish.**

**Second Schedule**

**812 sqm shown as Section 3 on Survey Office Plan 477053 being legal road.**

**282 sqm shown as Section 4 on Survey Office Plan 477053 being legal road.**

**CARRIED on the voices**

**INF1702/04**



Increase to Approved Contract Sum – Contract No 15/075 District Wide Watermain Replacement 15/16  
Agenda Item 5.4

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

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

**CARRIED on the voices**

**INF1702/05**

Award of Contracts  
Agenda Item 5.5

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

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

**CARRIED on the voices**

**INF1702/06**

Waikaretu Valley Road realignment, stopping and exchange  
Agenda Item 5.6

**Resolved: (Crs Main/Patterson)**

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

**AND THAT the Chief Executive be authorised to sign an agreement pursuant to section 17 of the Public Works Act 1981 to acquire for road, the parcels of land shown marked (A) to (D) on the land requirement plans titled Waikaretu Valley Pavement Rehabilitations RPI.14 -1.96 & RP 2.29-2.42 Sheet 100 (R2), and Sheet 101(R1) totalling in area 2365sqm (subject to survey) and comprised in CT SA 9D/408;**

**AND FURTHER THAT the portions of unformed Waikaretu Valley Road shown on marked (E) and (F) on the Waikaretu Valley Pavement Rehabilitation Land Requirement Plan RPI.14 -1.96 to 2.29-2.42 (R2), totalling in area 3135 sqm (subject to survey), be stopped utilising the provisions of the Public Works Act 1981 and be amalgamated with the land of the adjoining owner, as compensation in exchange for the land to be acquired for road;**

**AND FURTHER THAT following completion of the formal survey, the Mayor and Chief Executive be authorised to execute the consents required pursuant to part VIII of the Public Works Act 1981 to give effect to the above.S**

**CARRIED on the voices**

**INF1702/07**

North Waikato Integrated Programme Business Case – An Overview  
Agenda Item 5.7

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

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

**AND THAT the Infrastructure Committee support the process to date of development of the NWIPBC;**

**AND FURTHER THAT staff are requested to workshop progress on the NWIPBC as soon as possible, prior to seeking final sign-off by Council.**

**CARRIED on the voices**

**INF1702/08**

Stopping and Disposal of Overwide Unformed Portion of Springhill Road  
Agenda Item 5.8

**Resolved: (His Worship the Mayor/Cr McGuire)**

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

**AND THAT the overwide unformed portion of Springhill Road comprising 4157 square metres (subject to survey) be declared surplus to Council roading requirements;**

**AND FURTHER THAT the section of overwide unformed portion of Springhill Road be stopped utilising the provisions of the Public Works Act 1981;**

**AND FURTHER THAT the portion of road when stopped, be transferred to the adjacent landowner for amalgamation, at a price to be established by market valuation and to be within Council property policy, with the applicant to be responsible for all costs incurred;**

**AND FURTHER THAT the nett proceeds of sale be credited to the Property Proceeds Reserve.**

**CARRIED on the voices**

**INF1702/09**

SUB0017/17 – Tea Tree Properties Ltd, Primrose Street (unformed road section), Raglan – Grade in excess of 1:8, 12.5%  
Agenda Item 5.9

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

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

**AND THAT the Infrastructure Committee recommends that Council pass a resolution to approve a road design of 1 to 5 (20%) as part of subdivision SUB0017/17 on Primrose Street in Raglan.**

**CARRIED on the voices**

**INF1702/10**

Hetherington Road realignment, stopping and exchange  
Agenda Item 5.10

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

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

**AND THAT the Chief Executive be authorised to sign an agreement pursuant to Section 17 of the Public Works Act 1981, to acquire for road, the parcels of land shown marked (A) and (B) on the Land Requirement Plan for Hetherington Road Pavement Rehabilitation RP 16.876 to 17.758, totalling in area 1330 sqm (subject to survey) and comprised in CT SA 6C/1403;**

**AND FURTHER THAT the portion of unformed road shown marked C on the Land Requirement Plan for Hetherington Road Pavement Rehabilitation RP 16.876 to 17.758, totalling in area 1330 sqm (subject to survey) be stopped utilising the provisions of the Public Works Act 1981 and be amalgamated with the land of the adjoining owners, as compensation in exchange for the land to be acquired for road;**

**AND FURTHER THAT following completion of the formal survey, the Mayor and Chief Executive be authorised to execute the consents required pursuant to part VIII of the Public Works Act 1981 to give effect to the above.**

**CARRIED on the voices**

**INF1702/11**

Service Delivery Report for February 2017  
Agenda Item 5.11

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

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

**CARRIED on the voices**

**INF1702/12**

Sport Waikato Activity Report – October-December 2016  
Agenda Item 5.1

**Resolved: (Crs Smith/McGuire)**

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

**CARRIED on the voices**

**INF1702/13**

**EXCLUSION OF THE PUBLIC**

Agenda Item 6

**Resolved: (His Worship the Mayor/Cr Lynch)**

**THAT the report of the Chief Executive be received;**

**AND THAT the public be excluded from the meeting to enable the Committee to deliberate and make decisions on the following items of business:**

**Confirmation of Minutes dated Tuesday 22 November 2016**

**REPORTS**

**a. Ngaruawahia Community Facilities Steering Group Report**

*The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 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)(j)**

**Section 48(1)(d)**

**b. Ngaruawahia Community Facilities**

*The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 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)(j)**

**Section 48(1)(d)**

**c. 101 Tregoweth Lane, Huntly – Demolition/Removal of House and Disposal of Land**

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

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

Section 7(2)(a)

Section 48(1)(d)

**d. Acquisition of Land at Rangiriri**

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

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

Section 7(2)(i)

Section 48(1)(d)

**e. Waikato Expressway – All Sections Issues Register – Update February 2017**

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

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

Section 7(2)(i)

Section 48(1)(d)

**f. Update on Water CCO Discussions with Watercare Services Limited**

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)

Section 48(1)(a)



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### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	17 February 2017
<b>Prepared by</b>	Rose Gray Council Support Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Receipt of Minutes – Chief Executive’s Performance Review Subcommittee

### **1. EXECUTIVE SUMMARY**

---

To receive the minutes of a meeting of the Chief Executive’s Performance Review Subcommittee held on Wednesday 15 February 2017.

### **2. RECOMMENDATION**

---

**THAT the minutes of a meeting of the Chief Executive’s Performance Review Subcommittee held on Wednesday 15 February 2017 be received.**

### **3. ATTACHMENTS**

---

Minutes

**MINUTES** of the Chief Executive's Performance Review Subcommittee meeting of the Waikato District Council held in the Board Room, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 15 FEBRUARY 2017** commencing at **9.00am**.

**Present:**

His Worship the Mayor, Mr AM Sanson  
Cr AD Bech  
Cr JM Gibb  
Cr DW Fulton  
Cr JD Sedgwick

**Attending:**

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

**APOLOGIES AND LEAVE OF ABSENCE**

All members were present.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT** the agenda for the meeting of the Chief Executive's Performance Review Subcommittee meeting held on Wednesday 15 February 2017 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**

**CE1702/01**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.



**CONFIRMATION OF MINUTES**

**Resolved: (Cr Fulton/His Worship the Mayor)**

**THAT the minutes of a meeting of the Chief Executive's Performance Review Subcommittee held on Monday 5 September 2016 be received.**

**CARRIED on the voices**

**CE1702/02**

**EXCLUSION OF THE PUBLIC**

Agenda Item 5

**Resolved: (Crs Fulton/Bech)**

**THAT the report of the Chief Executive be received;**

**AND THAT the public be excluded from the meeting to enable the Subcommittee to deliberate and make decisions on the following items of business:**

**Receipt of Minutes dated 5 September 2016.**

**REPORTS**

**a. Chief Executive's Performance Review 2016/2017**

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

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

**Section 7(2)(a)**

**Section 48(1)(d)**

**AND FURTHER THAT Mr Greg Tims, Human Resources Consultant be permitted to remain in the meeting, after the public has been excluded, to facilitate discussions of the Chief Executive's performance agreement.**

**CARRIED on the voices**

**CE1702/03**

*Resolution nos CE1702/04 to CE1702/06 are contained in the public excluded section of these minutes.*

Having resumed open meeting and there being no further business the meeting was declared closed at 10.55am.

Minutes approved and confirmed this                      day of                      2017.

AM Sanson

**CHAIRPERSON**

Minutes2017/CEPR/170215 CEPR Minutes

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### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	9 February 2017
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Receipt of Minutes – Onewhero-Tuakau Community Board

### **1. EXECUTIVE SUMMARY**

---

To receive the minutes of the Onewhero-Tuakau Community Board meeting held on Tuesday 7 February 2017.

### **2. RECOMMENDATION**

---

**THAT** the minutes of the meeting of the Onewhero-Tuakau Community Board held on Tuesday 7 February 2017 be received.

### **3. ATTACHMENTS**

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OTCB minutes 7 February 2017

**MINUTES** of a meeting of the Onewhero/Tuakau Community Board held at Nikau Café, 1779 Waikaretu Valley Road Waikaretu on **TUESDAY 7 FEBRUARY 2017** commencing at **7.30pm**.

**Present:**

Mr B Cameron (Chairperson)  
Cr J Church  
Cr B Main  
Ms C Conroy  
Mr S Jackson  
Mr L Petersen  
Mr V Reeve  
Mrs B Watson

**Attending:**

Cr S Henderson  
Mr GJ Ion (Chief Executive)  
Mrs LM Wainwright (Committee Secretary)  
Members of the public

**APOLOGIES AND LEAVE OF ABSENCE**

All members were present.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Cameron/Ms Conroy)**

**THAT** the agenda for a meeting of the Onewhero-Tuakau Community Board held on Tuesday 7 February 2017 be confirmed and all items therein be considered in open meeting.

**CARRIED on the voices**

**OTCBI702/01**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

**Resolved: (Mrs Watson/Ms Conroy)**

**THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 5 December 2016 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**OTCBI702/02**

**REPORTS**

Update on Plan Change 16 (Tuakau Structure Plan - Stage 1)  
Agenda Item 5.1

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

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

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

**CARRIED on the voices**

**OTCBI702/03**

Discretionary Fund Report to 16 January 2017  
Agenda Item 5.2

**Resolved: (Mr Reeve/Ms Conroy)**

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

**AND THAT the Board purchase 5 x “We Will Remember” ANZAC banners at a cost of \$86.00 per banner out of the funds allocated for ANZAC Day (Res. No. OTCBI612/06);**

**AND FURTHER THAT the Board approve payment of \$50.00 to Nikau Café for room hire.**

**CARRIED on the voices**

**OTCBI702/04**

Works & Issues Report  
Agenda Item 5.3

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

**Resolved: (Mr Petersen/Mrs Watson)**

**THAT the report from the Chief Executive be received.**

**CARRIED on the voices**

**OTCBI702/05**

Approved Road Names Lists  
Agenda Item 5.4

**Resolved: (Mr Petersen/Cr Church)**

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

**AND THAT the draft list of road names tabled at the meeting by Mr Petersen, be placed on the Board's next agenda for discussion.**

**CARRIED on the voices**

**OTCBI702/06**

Mr Reeve withdrew from the meeting at 8.31pm during discussion on the above item and was not present when voting took place.

Tuakau Bus Route Proposed Alterations  
Agenda Item 5.5

**Resolved: (Ms Conroy/Cr Church)**

**THAT the report from the General Manager Service Delivery – Tuakau Bus Route – be received;**

**AND THAT the Board delegate authority to Mr Cameron and Mrs Watson to consult with staff on a viable bus route option.**

**CARRIED on the voices**

**OTCBI702/07**

Mr Reeve re-entered the meeting at 8.36pm during discussion on the above item and was present when voting took place.



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**Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	15 February 2017
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Receipt of Minutes

**1. EXECUTIVE SUMMARY**

---

To receive the minutes of the Taupiri Community Board meeting held on Monday 13 February 2017.

**2. RECOMMENDATION**

---

**THAT the minutes of the meeting of the Taupiri Community Board meeting held on Monday 13 February 2017 be received.**

**3. ATTACHMENTS**

---

Minutes



**MINUTES** of a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 13 FEBRUARY 2017** commencing at **5.30pm**

**Present:**

Mrs D Lovell (Chairperson)  
Cr JM Gibb  
Cr EM Patterson  
Mr H Lovell  
Ms J Morley  
Miss S Ormsby-Cocup  
Mr R Van Dam

**Attending:**

Ms S Duignan (General Manager Customer Support)  
Mr R MacCulloch (Regulatory Manager)  
Mrs W Wright (Committee Secretary)  
2 Members of the public

The General Manager Customer Support introduced Mr MacCulloch (Regulatory Manager) to the Board and explained that he will be replacing her at all Community Board Meetings.

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Cr Patterson/Miss Ormsy-Cocup)**

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

**CARRIED on the voices**

**TCBI702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Cr Gibb/Cr Patterson)**

**THAT the agenda for a meeting of the Taupiri Community Board held on Monday 13 February 2017 be confirmed and all items therein be considered in open meeting.**

**CARRIED on the voices**

**TCBI702/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES****Resolved: (Cr Patterson/Mr Lovell)****THAT the minutes of a meeting of the Taupiri Community Board held on Monday 5 December 2017 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****TCBI702/03****REPORTS****Public Forum**

Agenda Item 5.1

The following items were discussed at the Public Forum

- Differences in rateable properties (refer letter from Ms Gouk)
- Mobility scooter access on footpaths (refer letter from Mr Phillips)
- Bob Byrne Park boulders
- Rubbish removal (taken from dairy, not from wreckers, when someone is living onsite)
- Mangawhara Bridge project (should have current Board Member on the project)

**Discretionary Fund Report to 31 January 2017**

Agenda Item 5.2

**Resolved: (Cr Gibb/Mr Van Dam)****THAT the report from the General Manager Strategy & Support be received.****CARRIED on the voices****TCBI702/04/1****Taupiri Works and Issues Report**

Agenda Item 5.3

Additional items discussed:

- Button Lane road sign

**Resolved: (Miss Cocup-Ormsby/Ms Morley)****THAT the report from the General Manager Customer Support be received.****CARRIED on the voices****TCBI702/04/2**

Approved Road Names Lists  
Agenda Item 5.4

The General Manager Customer Support agreed to follow up on the change of address process from Greenlane Road to Gordonton Road for 2 residents.

**Resolved: (Cr Gibb/Miss Ormsby-Cocup)**

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

**CARRIED on the voices**

**TCB1702/04/3**

Chairperson's Report  
Agenda Item 5.5

The Chair gave a verbal report and answered questions of the Board.

Councillors' Report  
Agenda Item 5.6

Crs Gibb and Patterson gave a verbal overview on current Council issues.

There being no further business the meeting was declared closed at 6.33pm.

D Lovell

**CHAIRPERSON**

Minutes2017/TCB/170213 TCB Minutes

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**Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	16 February 2017
<b>Prepared by</b>	Rose Gray Council Support Manager
<b>Chief Executive Approved</b>	Y
<b>Reference</b>	GOV1301
<b>Report Title</b>	Receipt of Raglan Community Board Minutes

**1. EXECUTIVE SUMMARY**

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To receive the minutes of a meeting of the Raglan Community Board held on Tuesday 14 February 2017.

**2. RECOMMENDATION**

---

**THAT the minutes of the Raglan Community Board held on Tuesday 14 February 2017 be received.**

**3. ATTACHMENTS**

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Minutes

**MINUTES** of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 14 FEBRUARY 2017** commencing at **2.00pm**.

**Present:**

Mr R MacLeod (Chairperson)  
Mr PJ Haworth  
Mrs R Kereopa  
Mrs G Parson  
Mr A Vink

**Attending:**

Mrs RJ Gray (Council Support Manager)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mrs Kereopa/Mr MacLeod)**

**THAT** an apology be received from and leave of absence granted to Cr Thomson and Mr Oosten.

**CARRIED on the voices**

**RCBI702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr MacLeod/Mr Haworth)**

**THAT** the agenda for a meeting of the Raglan Community Board held on Tuesday 14 February 2017 be confirmed and all items therein be considered in open meeting;

**AND THAT** the following items be discussed at an appropriate time during the course of the meeting:

- Council Owned Boat Ramps
- Raglan Naturally.

**CARRIED on the voices**

**RCBI702/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES****Resolved: (Mr MacLeod/Mrs Parson)**

**THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 6 December 2016 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices****RCB1702/03****SPEAKER**

Mr Novell Gopal, Business Growth Advisor of Waikato Innovation Park, was in attendance to address the board on the start up for a new business support service in Raglan offering free advice and access to enterprise funding. Flyers are available at the library.

**REPORTS**

Discretionary Fund Report to 31 January 2017  
Agenda Item 6.1

**Resolved: (Mr MacLeod/Mr Vink)**

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

**AND THAT the Chamber of Commerce Christmas light allocation of \$1,000 be returned to the pool [RCB16111117 refers].**

**CARRIED on the voices****RCB1702/04/1**

Summary of the Earthquake Event that Affected the Raglan Water Supply on 14 November 2016  
Agenda Item 6.2

It was noted that Council was extra cautious at this unexpected event and had been appreciated by the members.

The Chair agreed to follow up with the General Manager Service Delivery regarding information he would have liked to have included in the report such as what are the learnings from this.

**Resolved: (Mr MacLeod/Mrs Parson)**

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

**CARRIED on the voices****RCB1702/04/2**

Intention to Prepare Natural Parks Reserve Management Plan  
Agenda Item 6.3

It was agreed that a draft submission would be put forward on behalf of the community board.

**Resolved: (Mr Vink/Mr Haworth)**

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

**CARRIED on the voices**

**RCBI702/04/3**

Approved Road Names Lists  
Agenda Item 6.4

A list of road names was provided to Council in November 2012. The Council Support Manager agreed to locate the list and forward to the members.

**Resolved: (Mr MacLeod/Mr Vink)**

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

**CARRIED on the voices**

**RCBI702/04/4**

Raglan Works & Issues Report: Status of Items February 2017  
Agenda Item 6.5

Additional Item:

Berms & Verges – request an update from the General Manager Strategy & Support.

It was noted that the report did not contain all the issues still outstanding and a request was made that the December status of items be included in the March agenda for further discussion. A further request was made to include the Service Delivery reporting.

**Resolved: (Mr Haworth/Mr MacLeod)**

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

**CARRIED on the voices**

**RCBI702/04/5**

Raglan Coastal Reserves Advisory Meeting Minutes – 12 December 2016  
 Agenda Item 6.6

It was noted that this is an Advisory Committee to this community board and further action is underway.

**Resolved: (Mr MacLeod/Mrs Kereopa)**

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

**CARRIED on the voices**

**RCB1702/04/6**

Public Forum  
 Add.Item

The following items were discussed during the Open Forum held prior to the commencement of the meeting:

- Concern regarding the rubbish collection at Kopua Domain being collected too early, preference to be collected at the end of the day to prevent rubbish being distributed around the place during busy periods eg over summer and longer weekends. Request to check collection times in Xtreme Waste contract. Too much rubbish also a concern with the small bins. Request to add to the works & issues report for March.
- Concern for cyclists on the road, and advocate the need for cycle paths. Advised to include in the Annual Plan by completing the RCB Priority List form set up by the board.
- The Go Bus Sunday timetable does not suit residents and tourists. Preference for the bus to depart from Raglan rather than from Hamilton. People need to be in Hamilton by 11am. Pleased with the 7 day service. No further action as awaiting survey results.
- A request for the public of Raglan to be given more consideration in the current bus contract. The Chair agreed to contact Mr Wilson (Regional Council) to express concern regarding the unsatisfactory timetable regarding the Boxing Day service.
- Concern with edge of pathways and banks eroding from public use at Kopua Camp. A suggestion to put limestone rockwork in to prevent eroding of the edges. To include in works & issues report for March.
- Concern with the new speed bump not well painted for cyclists to notice, before the bridge, Wainui Reserve; needs better markings on the speed bump. Chair advised speaker to use Council's website for request for service.



- Parking outside Raglan House and access for volunteers, lost some places owing to electric charging station, mobility is an issue for the volunteers. Looking at special permits. A service request will be completed by the Manager of the Raglan House.

#### Chairperson's Report

##### Agenda Item 6.8

The Chair noted the following issues:

- Meeting held of the community board and the Marae
- Wharf safety
- Roadside meetings with Cr Thomson
- Planning Meeting held for those unable to make the Public Forum
- Market Day
- Raglan Coastal Reserves
- Chair meeting by LGNZ in Taupo
- Raglan Kopua Camp Management Board
- Capital Works Meeting.

#### Councillor's Report

##### Agenda Item 6.9

A report was received from Cr Thomson and circulated prior to the meeting being held.

**Resolved: (Mr MacLeod/Mrs Kereopa)**

**THAT the report of Cr Thomson be received.**

**CARRIED on the voices**

**RCB1702/04/7**

#### Council Owned Boat Ramps

Add.Item

**Resolved: (Mrs Parson/Mr Haworth)**

**THAT the report from the Chairperson be received;**

**AND THAT consultation be extended by one month to 31 March 2017.**

**CARRIED on the voices**

**RCB1702/04/8**

Raglan Naturally  
Add.Item

**Resolved: (Mrs Kereopa/Mr MacLeod)**

**THAT the report from the Chairperson be received;**

**AND THAT the Raglan Naturally project become the top priority for the Annual Plan.**

**CARRIED on the voices**

**RCB1702/04/9**

There being no further business the meeting was declared closed at 3.14pm.

Minutes approved and confirmed this                      day of                      2016.

R MacLeod  
**CHAIRPERSON**  
Minutes 2017/RCB/170214RCB Minutes

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**Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	15 February 2017
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1318
<b>Report Title</b>	Receipt of Minutes – Ngaruawahia Community Board

**1. EXECUTIVE SUMMARY**

---

To receive the minutes of the Ngaruawahia Community Board meeting held on Tuesday 14 February 2017.

**2. RECOMMENDATION**

---

**THAT** the minutes of the meeting of the Ngaruawahia Community Board meeting held on 14 February 2017 be received.

**3. ATTACHMENTS**

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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 14 FEBRUARY 2017** commencing at **6.15pm**

**Present:**

Mr J Whetu (Chair)  
Cr JM Gibb  
Cr E Patterson  
Ms R Kirkwood  
Ms K Morgan  
Mr BJ Sherson  
Mrs J Stevens

**Attending:**

Ms S Duignan (General Manager Customer Services)  
Mr E Parata (Acting Parks & Facilities Manager)  
Ms C Scrimgeour (Roading & Projects)  
Mrs W Wright (Committee Secretary)  
Master W Eriepa (Youth Representative)  
Ms A Ramsay (Multipurpose Facilities Steering Group)  
Mr S Solomon (Multipurpose Facilities Steering Group)  
Members of Staff:  
Ms M Cleland  
Ms J Newport  
Mr J Barton  
Ms Z Jackson  
8 Members of the public

The Chair declared the meeting open with Karakia.

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Cr Patterson/Ms Morgan)**

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

**CARRIED on the voices**

**NCB1702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT** the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 14 February 2017 be confirmed and all items therein be considered in open meeting;

**AND THAT** the Board resolves that the following item be added to the agenda as a matter of urgency as advised by the Chairperson;

- Development of Te Mana o Te Rangi Reserve

**AND FURTHER THAT** the following items be discussed at an appropriate time during the course of the meeting;

- Public Forum
- Multipurpose Facilities Project (*verbal presentation*).

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

**CARRIED on the voices**

**NCBI702/02**

**DISCLOSURES OF INTEREST**

Ms Stevens declared a non-financial Conflict of Interest in the Add.Item [*Multipurpose Facilities Project presentation*].

**CONFIRMATION OF MINUTES**

**Resolved: (Ms Kirkwood/Ms Morgan)**

**THAT** the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 6 December 2016 be confirmed as a true and correct record of that meeting.

**CARRIED on the voices**

**NCBI702/03**

**REPORTS**Multipurpose Facilities Project  
Add.Item

Ms Stevens declared a non-financial Conflict of Interest and did not partake in the discussion or voting of this item.

The Steering Group gave a verbal presentation and answered questions of the Board.

**Resolved: (Ms Morgan/Cr Patterson)**

**THAT the report from the Chairperson of the Multipurpose Steering Group be received.**

**CARRIED on the voices**

**NCB1702/04/1**

Development of Te Mana o Te Rangi Reserve  
Add.Item

The Acting Parks & Facilities Manager and Ms Scrimgeour gave an overview of the draft report and answered questions of the Board.

**Resolved: (Mr Sherson/Ms Stevens)**

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

**CARRIED on the voices**

**NCB1702/04/2**

Discretionary Fund Report to 31 January 2017  
Agenda Item 5.1

**Resolved: (Cr Gibb/Mr Sherson)**

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

**AND THAT the amount of (-\$2237.94) be committed for payment out of the \$10,000 that was committed for the General Signage.**

**CARRIED on the voices**

**NCB1702/04/3**

Ngaruawahia Works and Issues Report  
Agenda Item 5.2

The following additional items were discussed:

- Princess Street overhang of footpaths and rubbish on the sections
- The grass on the corner of Joseph Street, Pukemiro
- The state of the berms around Russell Ave and St Paul's School
- Graffiti on Te Awa Walkway

**Resolved: (Ms Kirkwood/Cr Patterson)**

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

**CARRIED on the voices**

**NCB1702/04/4**

ANZAC Day Civic Service  
Agenda Item 5.3

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

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

**AND THAT the Ngaruawahia Community Board grants \$300 from the discretionary fund to the Ngaruawahia Lions Club in recognition of services provided on ANZAC Day 2017;**

**AND FURTHER THAT the costs involved in the hiring of a public address system be funded not exceeding \$150.00, from the Ngaruawahia Community Board Discretionary Fund.**

**CARRIED on the voices**

**NCB1702/04/5**

Ngaruawahia Community Board Resolution/Action Register  
Agenda Item 5.4

**Resolved: (Ms Kirkwood/Ms Morgan)**

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

**CARRIED on the voices**

**NCB1702/04/6**





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**Open Meeting**

<b>To</b>	Waikato District council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	27 February 2017
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference#</b>	GOV1301
<b>Report Title</b>	Receipt of Minutes

**1. EXECUTIVE SUMMARY**

---

The minutes for a meeting of the Huntly Community Board held on Tuesday 21 February 2017 are submitted for receipt.

**2. RECOMMENDATION**

---

**THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 21 February 2017 be received.**

**3. ATTACHMENTS**

---

HCB minutes 21 February 2017

**MINUTES** of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 21 FEBRUARY 2017** commencing at **6.30pm**.

**Present:**

Ms K Langlands (Chairperson)  
Cr S Lynch  
Cr F McNally  
Mr R Farrar  
Mrs D Lamb

**Attending:**

His Worship the Mayor Mr AM Sanson  
Cr J Sedgwick  
Mr T Whittaker (General Manager Strategy & Support)  
Mrs LM Wainwright (Committee Secretary)  
Ms P Commins (Youth Representative)  
Members of the public

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mrs Lamb/Cr McNally)**

**THAT an apology be received from and leave of absence granted to Ms Bredenbeck and Mrs Stewart.**

**CARRIED on the voices**

**HCBI702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ms Langlands/Mrs Lamb)**

**THAT the agenda for a meeting of the Huntly Community Board held on Tuesday 21 February 2017 be confirmed and all items therein be considered in open meeting;**

**CARRIED on the voices**

**HCBI702/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

**Resolved: (Mr Farrar/Cr Lynch)**

**THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 6 December 2016 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**HCBI702/03**

**REPORTS**

Discretionary Fund Report to 31 January 2017  
Agenda Item 5.1

**Resolved: (Cr Lynch/Mrs Lamb)**

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

**AND THAT the Board support a commitment of \$3,800.00 for Christmas related events.**

**CARRIED on the voices**

**HCBI702/04**

Approved Road Names Lists  
Agenda Item 5.2

**Resolved: (Ms Langlands/Cr Lynch)**

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

**CARRIED on the voices**

**HCBI702/05**

Green Cathedral Signage  
Agenda Item 5.3

**Resolved: (Mrs Lamb/Cr Lynch)**

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

**CARRIED on the voices**

**HCBI702/06**

Huntly Works & Issues Report: Status of Items February 2017  
Agenda Item 5.4

**Resolved: (Ms Langlands/Mrs Lamb)**

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

**CARRIED on the voices**

**HCBI702/07**

Public Forum  
Agenda Item 5.5

The following items were discussed at the public forum:

- Museum at Puketirini
- Kids' Kitchen

Chairperson's Report  
Agenda Item 5.6

The chairperson gave a verbal report on the following items:

- Attended the LGNZ Conference – February 11
- Annual Community Board/Community Committee Workshop at Waikato District Council
- Successful process with a service request
- Attended a hui at the RSA rung by DHB
- Attended Huntly Library blessing
- Toilet block signage

Councillor's/Councillors' and Board Members' Reports  
Agenda Item 5.7

Board Members' gave verbal reports on the following items:

- Underground services plans for Garden Place
- 6 Little Libraries being set up – book donations required
- Huntly Lions Club – Welcome to Town project (placement of coal skips)

There being no further business the meeting was declared closed at 7.31 pm.

Minutes approved and confirmed this                      day of                      2017.

K Langlands

**CHAIRPERSON**

Minutes 2017/HCB/170221 HCB Minutes

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### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	15 February 2017
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1318
<b>Report Title</b>	Receipt of Minutes

### **1. EXECUTIVE SUMMARY**

---

To receive the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 1 February 2017.

### **2. RECOMMENDATION**

---

**THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 1 February 2017 be received.**

### **3. ATTACHMENTS**

---

TKCC Minutes

**MINUTES** of a Triennial meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 1 FEBRUARY 2017** commencing at **7.00pm**.

**Present:**

Ms T Grace (Chairperson)  
Cr JD Sedgwick  
Mrs C Berney (Secretary)  
Mr J Cunningham  
Mr D Hardwick  
Mr T Hinton  
Mrs M Raumati  
Mr B Weaver

**Attending:**

Mr V Ramduny (Planning & Strategy Manager)  
Mr I Fletcher (Downers)  
Ms S Kelly (Youth Engagement Officer)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mrs Berney/Mr Hinton)**

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

**CARRIED on the voices**

**TKCCI702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Hardwick/Mr Cunningham)**

**THAT** the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 1 February 2017 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:

- Update on the Longswamp section of the expressway.

**CARRIED on the voices**

**TKCCI702/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**RECEIPT OF MINUTES**

**THAT the minutes of the triennial meeting of the Te Kauwhata Community Committee held on Wednesday 2 November 2017 be received subject to the following editing:**

- **Mr D Hardwick be removed from the “Present” list, and**
- **Mrs E Davies’ name be corrected in the “Attending” List to read Mrs E Davis.**

**CARRIED on the voices**

**TKCCI702/03**

**REPORTS****Longswamp Section of the Expressway**

Add. Item

Mr Fletcher, Downers representative, presented a verbal progress report on the Longswamp Section of the Expressway.

**Te Kauwhata Works & Issues Report**

Agenda Item 5.1

Additional items discussed included:

- Village Green Playground - Possible provision of a swing specifically designed for disabled children as well as very young children, at the community’s request
- Specifications required for basketball hoop, backboard and court design
- TK Domain:
- Request to install a stainless steel sink and benchtop unit with a tap on push-timer located on exterior of toilet block
- Electricity boxes
- Dog park: approved seat designs required
- Wayside Road closure and associated Rapid address renumbering requirements

**Resolved: (Cr Sedgwick/Mr Cunningham)**

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

**CARRIED on the voices**

**TKCCI702/04/1**



Councillor's Report  
Agenda Item 5.2

Cr Sedgwick gave a verbal report and answered questions of the Committee including matters arising from Council workshops and community relate issues.

Mr Ramduny gave an explanation on the following processes:

- Private plan changes
- Development of the district plan.

Discretionary Fund – 16 January 2017  
Agenda Item 5.3

It was noted that a sum of \$40 was received for the usage of the community sign for advertising purposes by a commercial enterprise. This money was given to Mr Ramduny to be deposited with Waikato District Council.

**Resolved: (Ms Grace/Cr Sedgwick)**

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

**AND THAT the sum of \$40 be deposited into the Te Kauwhata Community Committee's discretionary fund.**

**CARRIED on the voices**

**TKCCI702/04/2**

New Youth Representatives on the Te Kauwhata Community Committee  
Agenda Item 5.4

**Resolved: (Mr Hardwick/Mrs Berney)**

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

**CARRIED on the voices**

**TKCCI702/04/3**

Community Plan Template and Identification of Long Term Plan Priority Projects  
Agenda Item 5.5

**Resolved: (Mr Hinton/Mr Cunningham)**

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

**AND THAT the Community Committee develops its community plan and identifies key projects to give effect to the plan and for consideration through Council's Long Term Plan process by using the template provided;**



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**Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	15 February 2017
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1318
<b>Report Title</b>	Receipt of Meremere Community Committee Minutes

**1. EXECUTIVE SUMMARY**

---

The minutes for a meeting of the Meremere Community Committee held on Thursday 9 February 2017 are submitted for receipt.

**2. RECOMMENDATION**

---

**THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 9 February 2017 be received.**

**3. ATTACHMENTS**

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MMCC Minutes

**MINUTES** of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **9 FEBRUARY 2017** commencing at **7.00pm**.

**Present:**

Jim Katu (Chairperson)  
Cr J Sedgwick  
Dudley Creed  
Angela Dobby  
Cecilia Heta  
Nicola Jenkin (Secretary)  
John Ngatai

**Attending:**

Mr GJ Ion (Chief Executive)  
Ms J Remihana (Programme Delivery Manager)  
Mrs W Wright (Committee Secretary)  
Mr G Donald (GMD)  
Ms O Tia (Te Kauwhata Districts Information & Support Centre)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Ms Dobby/Mr Ngatai)**

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

**CARRIED on the voices**

**MMCCI702/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Creed/Ms Heta)**

**THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 9 February 2017 be confirmed and all items therein be considered in open meeting.**

**CARRIED on the voices**

**MMCCI702/02**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES**

**Resolved: (Mr Creed/Ms Heta)**

**THAT the minutes of a meeting of Meremere Community Committee held on Thursday 8 December 2016 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**MMCCI702/03**

**REPORTS**

Community Hub Concept  
Agenda Item 5.1

This report was not circulated as identified in the Agenda. Mr Donald gave a verbal presentation and presented some plans to the Board.

Tabled Item: Building Plans

The Programme Delivery Manager answered questions from the Committee.

**Resolved: (Mr Ngatai/Ms Heta)**

**THAT the verbal report from the Programme Delivery Manager be received;**

**AND THAT the Programme Delivery Manager will progress with this Concept by presenting it at the next Infrastructure Meeting.**

**CARRIED on the voices**

**MMCCI702/04/1**

Works and Issues Report  
Agenda Item 5.2

**Resolved: (Mr Creed/Mr Ngatai)**

**THAT the report from the Programme Delivery Manager be received.**

**CARRIED on the voices**

**MMCCI702/04/2**

Councillor's Report  
Agenda Item 5.3

Cr Sedgwick gave a verbal report on current issues and it has been agreed to note that the Community Hub extensions will be the priority for the Committee in 2017.

Discretionary Fund Report to 31 January 2017  
Agenda Item 5.4

**Resolved: (Ms Heta/Mr Creed)**

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

**CARRIED on the voices**

**MMCC1702/04/3/1**

**Resolved: (Mr Ngatai/Mr Creed)**

**THAT the commitment of \$800 for the Good Seeds Trust be returned to the pool [MMCC161117/4];**

**AND THAT the amount of \$179.83 for the purchase of 6 locks and staple sets for pantry cupboards be refunded to Dudley Creed [MMCC1609/05/02].**

**CARRIED on the voices**

**MMCC1702/04/3/2**

General Business  
Agenda Item 6.0

No items discussed.

There being no further business the meeting was declared closed at 7.54pm.

Minutes approved and confirmed this                      day of                      2017.

**CHAIRPERSON**

Minutes2017/MMCC/170209 MMCC Minutes

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### Open Meeting

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	20 February 2017
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Receipt of Minutes – Tamahere Community Committee

## 1. EXECUTIVE SUMMARY

---

To receive the minutes of the Tamahere Community Committee meeting held on Monday 13 February 2017.

## 2. RECOMMENDATION

---

**THAT** the minutes of the meeting of the Tamahere Community Committee held on Monday 13 February 2017 be received.

## 3. ATTACHMENTS

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Minutes



**Minutes of Committee Meeting  
Held 7.30pm on 13<sup>th</sup> February 2017  
Tamahere Community Centre**

**Present:**

- TCC:** Bevin Coley (**BC**), Ro Edge (**RE**), Connie Short (**CS**), Jane Manson (**JM**), Leo Koppens (**LK**), Tim van de Molen (**TV**), Graham McAdam (**GM**), Donna Nichols (**DN**), Sue Robertson (**SR**), Aksel Bech (**AB**), Charles Fletcher (**CF**), Shelley Howse (**SH**), James Yearsley (**JY**),
- WDC:** Tim Harty (**WDC-TH**), Jacki Remihana (**WDC-JR**), Melanie Russo (**WDC-MR**)
- City Edge Alliance:** Gary Budden (**GB**), Dana McDonald (**DM**)
- School:** Gina Woodfield (**GW**)

1. **Apologies:** Dallas Fisher (**DF**), Joy Wright(**JW**),

2. **Confirmation of Minutes** of Meeting held on 5<sup>th</sup> December 2016

**Moved:** Ro Edge      **Seconded:** Bevan Coley      **All in Favour**

3. **Matters arising:**

Correction to the previous minutes

**District Plan Review**

Please note a change to the previous minutes from what wording 'This has been delayed for a few years with no explanation' to 'The date has now been moved to the 30<sup>th</sup> Sept 2017'.

**Moved:** Ro Edge      **Seconded:** Sue Robertson      **All in Favour**

4. **Correspondence**

To be tabled at next meeting.

**Moved:** Sue Robertson      **Seconded:** Ro Edge      **All in Favour**

5. **NZTA Matters**

- Bridge piling on the East-West Bridge has been brought forward from April, and is now beginning in late February. Residents living near the East-West Bridge site will experience some vibration and additional noise, with piling expected to take 7-8 weeks.
- The clearing of trees in the gully areas is also about to begin.



- The two laning from Hillcrest to the new Expressway will only take place going North once the expressway is completed, with the future capacity to put two lanes in going south being accommodated for. The requested earlier two laning from Newell Road to Hillcrest by the committee is unable to take place earlier, due to problems with the culvert under SH1, which are currently being patched.
- The committee raised the following issues:
  - Unmown grass on the new expressway to Cambridge: very little mowing has been done since its completion and it not only looks a mess, but could be a potential fire hazard.
  - There is a lack of visibility with trucks turning left out of the construction area onto SH1, especially when traffic is travelling at speed along that area.

**Action:**

*The committee to write to NZTA regarding the lack of mowing on new expressway. (DN)*

**Action:**

*City Edge Alliance to deal with the issue of the lack of visibility with trucks turning out of project area. (GB & DM)*

**Action:**

*The committee would like an update on the proposed closure of Newell Road. City Edge Alliance (DM) to request this from Peter Simcock.*

## 6. LTP and Community Plan

- The committee needs to identify and update our priority projects as part of their community plans by the 31<sup>st</sup> March.

**Action:**

*Ask the Tamahere Forum to post an article requesting the communities feedback about the type of projects that they would like to see prioritized. (RE)*

*Previous LTP spreadsheet to be sent to all committee members. (RE)*

*Cyclelinks maps (including local walkways) to be sent to all committee members. (AB)*

*Schedule a special workshop to complete this project for 13<sup>th</sup> March. If anyone is unable to make it please can they supply their thoughts and ideas beforehand.*

## 7. Natural parks

- These are bush areas or undeveloped pieces of land without tracks and trails that the public have access too.
- WDC looking for ideas on how a resource development plan could be developed for these areas, and if other areas should be included.
- The first part of this consultation process is currently being undertaken (closing on the 3<sup>rd</sup> March) and is accessible on the WDC website.

**Action:**

*Form a sub-committee to meet and discuss ideas on Monday 27<sup>th</sup> at the Tamahere Community Centre (KP, DN, JY, GW)*

## 8. Easter Trading

- So far the survey has shown 52% of respondents for the shops being open, with consultation closing on Friday 17<sup>th</sup> February.

### **Action:**

*Request that the Tamahere Forum place information about Easter Trading and the consultation process closing this Friday. (RE)*

## 9. District Plan Review

- The timing for the Draft District Plan is now scheduled for September 2017.

## 10. Upcoming Council Workshops

A list of upcoming workshops was circulated to committee members who are welcome to attend.

## 11. Cr Aksel Bech Report

### **Independent Dwellings**

- The current definition for these are open to interpretation, however WDC while staff ensure that applicants advise the reasons for dependency they have to substantially accept these in good faith as they do not have authority or power to investigate.
- The council are likely to review this area as part of the new Long Term Plan (LTP) with a view to just have exact rules that must be complied with less scope for interpretation.

### **Hart Road**

- Issue raised of potential water leak on road, and concerns raised about the possibility that septic tanks aren't being cleaned, given most properties are owned by overseas investors.

### **Fibre Rollout**

- Hurdles have been removed so that the contracting companies who are undertaking the UFB 2 work, can now do work outside of these contracts.
- WEL's subsidiary UFF have now completed the business case for the proposed roll out in Tamahere, which shows it could be completed within 9 months, however they now have to go back and present this business case to WEL board for approval in April.
- WDC are now lobbying WEL to get on with the job as all the numbers stack up and will be meeting with them next week.
- Youth Engagement Strategy: WDC are calling for nominations from youth in the area to get together and identify some projects around the community that they would like to do as part of a new Youth Action Group. Council will support them with some money and support from staff to help them achieve their goals.

### **Action:**

*Information on the Youth Engagement Strategy to be sent to the Tamahere Forum (RE)*

## 12. WDC, Tim Harty Report

- Would like some structure around the requests coming through from the committee so they are easier to oversee and manage.

### **Action:**

*Ensure any requests for information/Council staff to attend meetings from WDC, to be copied to Tim Harty. Staff requests to attend Committee Meetings also to be advised to Tim.*

### 13. Recreation Reserve

#### Funding Projects

- WDC are still getting these figures together, and are hoping to get better value for the investment they are making.
- The Tamahere Lions have kindly offered to help fundraise for a specific item for the reserve.

#### **Action:**

*Write a letter to the Tamahere Lions and thank them for their offer and let them know that we will be in touch with them when we have further developed our funding, and fundraising needs. (DN)*

### 14. Tamahere Reserve and Nursery Report

#### Report Tabled

- The Reserve Committee has requested the Community Committee support their request for an operating grant of \$10,000 per year to be included in the LTP priority projects, however WDC stated that they do not have any ongoing budget allocation for these types of operations.
- It was suggested that there are the following opportunities:
  - Apply to the WDC Grants committee, however this is not for on-going funding requirements.
  - Include a targeted rate for Tamahere Residents that covers these costs. (Would need full consultation)
  - Sell naming rights to the Reserve to a corporate sponsor.
  - Request funds from the truck wash be directed back to fund the work.

#### **Action:**

*Find out what's possible from the above opportunities. (TH)*

### 15. Major Reviews and Projects

#### Update on Village Hub

- The resource consent has been filed and is being processed by WDC and it should be granted before the end of the month.
- Fosters Develop are looking to start the earthworks on-site in April.
- In terms of leasing, Fosters Develop are now signing Agreement to Lease with those that they have agreed terms with (eg. grocer, café, restaurant, medical) and are about half way through this process. We have had strong enquiry from other prospective tenants since the New Year including a couple of pharmacies, Tea shop, Homewares shop, Hair salon, Beauty therapist, massage therapist, bakery and Architect.

### Healthy Rivers/Wai Ora

- This committees ability to address many areas of this policy will be extremely challenging, given its complexity.
- The committee is comfortable for WDC to act on behalf of residents in dealing with this matter, however will put in a submission requesting that the current bottom

threshold for 2 hectares and above, be increased to at least 6 hectares and above, otherwise many of the 4 hectare blocks in the ward will be effected.

- WDC has a substantive submission being pulled on currently.

**Action:**

*The committee to make a submission objecting to the current threshold of 2 hectares and requesting that this be raised to at least 6 hectares. (LK)*

**Moved:** Sue Robertson

**Seconded:** Tim van de Molen

**All in Favour**

**Action:**

*Information to be sent to Leo Koppens and Charles Fletcher on the Healthy Rivers workshop at council. (TH)*

**16. Any Other Business**

**Confirmation and allocation of project responsibilities**

- Moved to next month.

**Community History**

- We have some interesting history in Tamahere and it would be good to give effect to this within the Piazza

**School Report**

- Fence in.
- Property developments for special needs children undertaken.
- Cook book going to third run, and has so far raised \$180,000.

**17. Date of next meeting:** 6<sup>th</sup> March 2017

**Special Workshop for LTP:** 13<sup>th</sup> March 2017

**Meeting closed** at 9.50pm

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### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	01 March 2017
<b>Prepared by</b>	Sharlene Jenkins PA to General Manager Strategy & Support
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Receipt of Pokeno Community Committee Minutes

## **1. EXECUTIVE SUMMARY**

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The minutes for the meeting of the Pokeno Community Committee held on 13 December 2016 is submitted for receipt.

## **2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Pokeno Community Committee held on 13 December 2016 be received.**

## **3. ATTACHMENTS**

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Pokeno Community Committee minutes 13 Decembe 2016



## **POKENO COMMUNITY COMMITTEE**

**MINUTES** of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 13 December 2016, commencing at 7.30pm.

**Committee Members Present:** Helen Clotworthy, Kris Hines, Janet McRobbie, Lance Straker, Rick Odom, Doug Rowe, Wayne Rodgers, Charles Hackett, Maurice Roberts

**Guests in Attendance:** Tony Whittaker WDC

**Councillors in Attendance:** Cr J Church, Cr S Henderson

**Community Members Attending:** Community Members attended.

### **1. APOLOGIES**

Apologies were received from Tricia Graham

### **2. DISCLOSURES OF INTEREST**

There was no disclosure of interest.

### **3. CONFIRMATION OF THE STATUS OF THE AGENDA**

**Moved:** Helen Clotworthy

**Seconded:** Doug Rowe

**Carried**

**4. CONFIRMATION OF PREVIOUS MINUTES**

**That the minutes of the meeting held on 08 November 2016 be confirmed as a true and correct record of that meeting.**

**Moved: Helen Clotworthy**

**Seconded: Doug Rowe**

**Carried**

**5. MATTERS ARISING FROM THE MINUTES**

Website going 'live'. More local content and contributions needed.

Community planning, look ahead.

Community Plan 2016 to 2026.

Pokeno School, 'permission to link 'Focus''.

**6. POKENO COMMUNITY COMMITTEE PRIORITY PROJECTS**

At a meeting held on the 15th November the PCC members prepared a list of projects for consideration based on the Communities wishes after an open community workshop weekend was held. In no particular order:

- Toilet upgrades.
- New foot paths, cycleways
- Bus services, public transport
- Develop a theme for Pokeno
- Emergency services
- Sports/Recreation, open fields
- Ford Street closure /creation of open space ?
- Market Square development
- I Site
- Main road 'big truck' issues!

**That the report from the Acting Chief Executive be received.**

**Moved: Helen Clotworthy**

**Seconded: Doug Rowe**

**Carried**

**AND THAT the following Pokeno Community Committee Priority Projects be included in the Long Term Plan.**

**Moved: Helen Clotworthy**  
**Seconded: Doug Rowe**  
**Carried**

**7. COMMUNITY PLAN TEMPLATE AND IDENTIFICATION OF LONG TERM PLAN PRIORITY PROJECTS**

To be read in conjunction with 5.1.

PCC needs to Develop as a matter of urgency its Long Term Plan for the community. February is 'discussion' date line.

**That the report from the General Manager Strategy & Support be received.**

**AND THAT the Community Committee develops its community plan and identifies key projects to give effect to the plan and for consideration through Council's Long Term Plan process by using the template provided.**

**AND FURTHER THAT the completed community plan template by submitted to Council's Corporate Planner by 31 March 2017.**

**Moved: Helen Clotworthy**  
**Seconded: Lance Straker**  
**Carried**

**8. COMMUNITY BOARD / COMMITTEE ANNUAL WORKSHOP**

Tony Whittaker, discussed terms of Reference for Community Boards.

What is the role of PCC.

What could it be in our community, how do we encourage engagement?

Tony extended an invitation to Pokeno Community Committee members to attend and socialise with other Community Board members on the 15th February at Ngaruawahia. He stated it was an opportunity to mix and mingle with other Community boards from Huntly and elsewhere in WDC.

**That the report from the General Manager Strategy & Support be received.**

**Moved: Helen Clotworthy**  
**Seconded: Kris Hines**  
**Carried**



**9. POKENO COMMUNITY COMMITTEE YEAR IN REVIEW**

Helen Clotworthy presented a very thorough review of the PCC first 8 months. See attached.

**That the report from the Acting Chief Executive be received.**

**Moved: Janet McRobbie**

**Seconded: Lance Straker**

**Carried**

**10. POKENO WORKS & ISSUES: STATUS OF ITEMS DECEMBER 2016**

Toilets, huge issue, along with the ‘rubbish’ bins overflowing! Large influx of tourist buses!

**That the report from the Acting Chief Executive be received.**

**Moved: Helen Clotworthy**

**Seconded: Charles Hackett**

**Carried**

**11. POKENO COMMUNITY COMMITTEE SCHEDULE**

Tony Whittaker presented that he would like the Community to contribute information that is of interest to the WDC.

This can then be ‘ADDED’ into the WDC Annual plan.

**That the report from the Acting Chief Executive be received.**

**Moved: Helen Clotworthy**

**Seconded: Wayne Rodgers**

**Carried**

**12. COUNCILLORS REPORT**

Jacqui Church, presented that she had been on a ‘road’ trip to Ngaruawahia to meet 6 new Councillors elected to represent WDC communities.

She attended a Transport workshop. It was discussed that at present there is not a bus stop in Pokeno.

It was presented that there used to be one and now?

There was a disclosure by Tony and Jacqui to the PCC that our community will see significant change/policy regarding Rating for the 2017/18 years. This is apparently due to increased 'wastewater' costs, compliance etc.

This needs to be part of discussion around the 'long term' plan for Pokeno.

Some serious debate to be held in the future.

**That the report from the Acting Chief Executive be received.**

**Moved: Helen Clotworthy**

**Seconded: Wayne Rodgers**

**Carried**

### **13. NEXT MEETINGS AGENDA ITEMS**

Pokeno Long Term Plan.

Defibrillator at motel, access etc.

### **14. OPENING OF THE "LITTLE LIBRARY"**

We all had the chance to experience first-hand the WDC Place Makers and the PCC groups 'top' efforts. Our little library was declared 'OPEN'.

Big thankyou to Doug, Marian, Denise, Helen, Paul Wood, Neil and Karen Leatham for the collage. Also, the WDC placemaking team and Tony for his building skills and contribution.

**That the report from the Acting Chief Executive be received.**

**Moved: Helen Clotworthy**

**Seconded: Wayne Rodgers**

**Carried**

### **CLOSURE**

Helen Clotworthy thanked the visitors for their attendance and their contribution. There being no further business, the meeting was declared closed at 8pm.

The community in attendance and PCC and WDC staff enjoyed a very special Christmas celebratory refreshment and nibbles. Thank you to everyone.

The next meeting of the Pokeno Community Committee will be held on ST Valentine's Day the 14th February 2017 at 7.30pm in the Pokeno Hall.



### **Open Meeting**

<b>To</b>	Waikato District Council
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	20 February 2017
<b>Prepared by</b>	Rose Gray Council Support Manager
<b>Chief Executive Approved</b>	Y
<b>Reference</b>	GOV1301
<b>Report Title</b>	Exclusion of the Public

## **I. EXECUTIVE SUMMARY**

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To exclude the public from the whole or part of the proceedings of the meeting to enable Council to deliberate and make decisions in private on public excluded items.

## **2. RECOMMENDATION**

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**THAT** the report of the Chief Executive be received;

**AND THAT** the public be excluded from the meeting to enable Council to deliberate and make decisions on the following items of business:

**Confirmation of Minutes dated 13 February 2017;**

**Confirmation of Extraordinary Minutes of 28 February 2017**

**Receipt of Minutes:**

- **Strategy & Finance Committee dated 22 February 2017**
- **Infrastructure Committee dated 28 February 2017**
- **Chief Executive's Performance Review Subcommittee dated 15 February 2017**

### **REPORTS**

#### **a. 2016/2017 Inorganics Collection**

*The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 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),(h),(i),(j)

Section 48(1),(3),(d)

**b. Chief Executive's Issues**

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

Reason for passing this resolution to withhold exists under:

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

Section 7(2)(f)(g)(h)(i)(j)

Section 48(1)(a)(d)

**3. ATTACHMENTS**

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Nil