

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 10 APRIL 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.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

Mr Jason Dawson, representative from Hamilton & Waikato Tourism will be in attendance from 1.15pm to discuss item 5.1.3.

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

4.1	Minutes of a meeting held on 13 March 2017	3
4.2	Minutes of an extraordinary meeting held on 21 March 2017	15
4.3	Minutes of an extraordinary meeting held on 29 March 2017	19

5. COMMITTEE AND DEPARTMENTAL REPORTS

5.1 Policy & Regulatory Committee

5.1.1	Receipt of Committee minutes held on 21 March 2017	23
5.1.2	Receipt of Hearing Committee minutes held on 15 March 2017	27
5.1.3	Hamilton & Waikato Tourism Six Monthly Report 01 July – 31 December 2016	31
5.1.4	Memorandum of Understanding between Waikato District Council and Ngaati Hauaa Iwi Trust	43
5.1.5	Zero Harm	59

5.2 Strategy & Finance Committee

5.2.1	Receipt of Committee minutes held on 22 March 2017	63
-------	--	----

5.3 Infrastructure Committee

5.3.1	Receipt of Committee minutes held on 28 March 2017	72
-------	--	----

5.4 Discretionary & Funding Committee

5.4.1 Receipt of Committee minutes held on 28 March 2017 80

5.5 Other Committees

5.5.1 Receipt of Creative Communities Scheme Assessment Committee minutes held on 28 March 2017 86

6. COMMUNITY BOARD MINUTES

6.1 Receipt of Onewhero-Tuakau Community Board minutes held on 6 March 2017 90

6.2 Receipt of Taupiri Community Board minutes held on 13 March 2017 96

6.3 Receipt of Raglan Community Board minutes held on 14 March 2017 101

6.4 Receipt of Ngaruawahia Community Board minutes held on 14 March 2017 108

6.5 Receipt of Huntly Community Board minutes held on 21 March 2017 113

7. COMMUNITY COMMITTEE MINUTES

7.1 Receipt of Te Kauwhata Community Committee Minutes held on 1 March 2017 119

7.2 Receipt of Meremere Community Committee Minutes held on 9 March 2017 124

7.3 Receipt of Pokeno Community Committee Minutes held on 14 March 2017 128

8. EXCLUSION OF THE PUBLIC 134

GJ Ion

CHIEF EXECUTIVE

Agenda2017\CCL\170410 CCL OP.docx

Open Meeting

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

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

Minutes

MINUTES of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 13 MARCH 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 SD Lynch
 Cr RC McGuire
 Cr FM McNally
 Cr BL Main
 Cr EM Patterson
 Cr JD Sedgwick
 Cr NMD Smith [until 3.08pm]
 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)
 Mr K Lockley (Zero Harm Manager)
 Mr V Ramduny (Planning & Strategy Manager)
 Ms A Diaz (Finance Manager)
 Members of staff
 Ms K Wilkie (Waikato Times)
 Mrs A Ramsay (Ngaruawahia Community Board Member)
 Ms J Stevens (Ngaruawahia Community Board Member)

His Worship the Mayor and the Chief Executive called staff forward for a presentation of Certificates of Appreciation for their involvement in the Kaikoura earthquake. The recipients were: Mr Vaughan Oliver, Ms Kelly Newell, Ms Donna Tracey, Ms Jenna Smith, Mrs Christine Cunningham, Mr Chris Gatehouse, Ms Jess Lourie and Ms Helen Geddes.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Thomson/Main)

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

CARRIED on the voices

WDCI703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/McGuire)

THAT the agenda for the meeting of the Waikato District Council held on Monday 13 March 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.

CARRIED on the voices

WDCI703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs McNally/Gibb)

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.

CARRIED on the voices

WDCI703/03

CONFIRMATION OF EXTRAORDINARY MINUTES

Resolved: (Crs Sedgwick/Patterson)

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.

CARRIED on the voices

WDCI703/04

COMMITTEE AND DEPARTMENTAL REPORTS

Receipt of Policy & Regulatory Committee Minutes held on Tuesday 21 February 2017
Agenda Item 5.1.1

Resolved: (Crs Sedgwick/Main)

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

CARRIED on the voices

WDC1703/05/1/1

Zero Harm
Agenda Item 5.1.2

The Zero Harm Manager raised the following highlights :

- busy month across Council
- conducted drug & alcohol training for managers and staff
- monthly near miss and incident statistics have increased. We experienced our first loss time injury for this financial year in January
- injury reporting captures members of the public also.

Resolved: (Crs Church/Bech)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDC1703/05/1/2

Local Governance Statement – February 2017
Agenda Item 5.1.3

Resolved: (Crs Bech/Gibb)

THAT the report from the Chief Executive be received;

AND THAT the Local Governance Statement be adopted by Council.

CARRIED on the voices

WDC1703/05/1/3

Final Electoral Report
Agenda Item 5.1.4

Resolved: (Crs Fulton/McInally)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDC1703/05/1/4

Receipt of Strategy & Finance Committee Minutes held on Wednesday 22 February 2017
Agenda Item 5.2.1

Resolved: (Crs Gibb/Lynch)

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

CARRIED on the voices

WDC1703/05/2/1

Receipt of Infrastructure Committee Minutes held on Tuesday 28 February 2017
Agenda Item 6.3.1

Resolved: (Crs Fulton/Patterson)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 February 2017 be received.

CARRIED on the voices

WDC1703/05/3/1

Karakariki Road Realignment – INF1702/04

Resolved: (Crs Fulton/Sedgwick)

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.

CARRIED on the voices

WDC1703/05/3/2

Waikaretu Valley Road Realignment, Stopping and Exchange – INF1702/07

Resolved: (Crs Fulton/Patterson)

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.

CARRIED on the voices

WDC1703/05/3/3

Stopping and Disposal of Overwide Unformed Portion of Springhill Road – INF1702/09

Resolved: (Crs Fulton/Sedgwick)

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.

CARRIED on the voices

WDC1703/05/3/4

SUB0017/17 – Tea Tree Properties Ltd, Primrose Street (Unformed Road Section) Raglan – Grade in Excess of 1:8, 12.5% – INF1702/10

Resolved: (Crs Fulton/Patterson)

THAT Council approves a road design of 1 to 5 (20%) as part of subdivision SUB0017/17 on Primrose Street in Raglan.

CARRIED on the voices

WDC1703/05/3/5

Hetherington Road Realignment, Stopping and Exchange – INF1702/11

Resolved: (Crs Fulton/Patterson)

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.

CARRIED on the voices

WDC1703/05/3/6

Receipt of Chief Executive's Performance Review Subcommittee Minutes held on Wednesday 15 February 2017
Agenda Item 5.4.1

Resolved: (His Worship the Mayor/Cr Sedgwick)

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

CARRIED on the voices

WDC1703/05/4/1

COMMUNITY BOARD MINUTES

Receipt of Onewhero-Tuakau Community Board Minutes held on Tuesday 7 February 2017
Agenda Item 7.1

Resolved: (Crs Church/Thomson)

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

CARRIED on the voices

WDC1703/06/1

Receipt of Taupiri Community Board Minutes held on Monday 13 February 2017
Agenda Item 7.2

Resolved: (Crs Gibb/Patterson)

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

CARRIED on the voices

WDC1703/06/2

Receipt of Raglan Community Board Minutes held on Tuesday 14 February 2017
Agenda Item 7.3

Resolved: (Crs Thomson/Sedgwick)

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

CARRIED on the voices

WDC1703/06/3

Receipt of Ngaruawahia Community Board Minutes held on Tuesday 14 February 2017
Agenda Item 7.4

Resolved: (Crs Patterson/Gibb)

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

CARRIED on the voices

WDC1703/06/4

Receipt of Huntly Community Board Minutes held on Tuesday 21 February 2017
Agenda Item 7.5

Resolved: (Crs Lynch/McInally)

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

CARRIED on the voices

WDC1703/06/5

COMMUNITY COMMITTEE MINUTES

Receipt of Te Kauwhata Community Committee Minutes held on Wednesday 1 February 2017
Agenda Item 7.1

Resolved: (Crs Sedgwick/Lynch)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 1 February 2017 be received.

CARRIED on the voices

WDC1703/07/1

Receipt of Meremere Community Committee Minutes held on Thursday 9 February 2017
Agenda Item 7.2

Resolved: (Crs Sedgwick/Thomson)

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 9 February 2017 be received.

CARRIED on the voices

WDC1703/07/2

Receipt of Tamahere Community Committee Minutes held on Monday 13 February 2017
Agenda Item 7.3

Resolved: (Crs Bech/Church)

THAT the minutes of a meeting of the Tamahere Community Committee held on Monday 13 February 2017 be received.

CARRIED on the voices

WDC1703/07/3

Receipt of Pokeno Community Committee Minutes held on Tuesday 13 December 2017
Agenda Item 7.4

Resolved: (Crs Church/Lynch)

THAT the minutes of a meeting of the Pokeno Community Committee held on Tuesday 13 December 2017 be received.

CARRIED on the voices

WDC1703/07/4

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Bech/McInally)

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 dated 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 Inorganic Collection

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)(3),(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

WDC1703/08

Resolution nos WDC1703/09 to WDC1703/15 are contained in the public excluded section of these minutes.

Having resumed open meeting the following report was released from the public excluded section of the meeting.

REPORTS [Continued]

2016/2017 Inorganics Collection

Agenda Item PEX 2.1

It was resolved [WDC1703/11/11/2] during the public excluded section of the meeting that the following resolutions be released into open meeting but the report remain confidential and unavailable to the public.

'Resolved: (Crs Smith/McGuire)

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

CARRIED on the voices

WDC1703/11/11

Motion: (Crs McGuire/Fulton)

THAT Council supports option 4, a one-off return to pre LTP service level, for the delivery of inorganic services for the 2016/2017 year.

Amendment: (Crs Smith/Church)

THAT Council supports Option 3, district wide kerbside collection, for the delivery of inorganic services for the 2016/2017 year.

The amendment was PUT on a division and became the substantive motion.

The substantive motion was PUT and CARRIED on a show of hands 11 voting in FAVOUR and 2 AGAINST.

WDC1703/11/12

Resolved: (Crs Smith/Patterson)

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

CARRIED on the voices

WDC1703/11/13'

CARRIED on the voices

WDC1703/16

There being no further business the meeting was declared closed at 3.09pm.

Minutes approved and confirmed this day of 2017.

AM Sanson
CHAIRPERSON

Minutes2017/CCL/170313 CCL Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	22 March 2017
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Extraordinary Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of an extraordinary meeting held on Tuesday 21 March 2017.

2. RECOMMENDATION

THAT the minutes of an extraordinary meeting of Waikato District Council held on Tuesday 21 March 2017 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes

MINUTES of an extraordinary meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 21 MARCH 2017** commencing at **3.17pm.**

Present:

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

Attending:

Mr GJ Ion (Chief Executive)
Mr R MacCulloch (Acting General Manager Customer Support)
Mr T Harty (General Manager Service Delivery)
Mr TG Whittaker (General Manager Strategy & Support)
Mrs R Gray (Council Support Manager)
Ms J Tyrrell (Communications Advisor to WDC)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Patterson/McNally)

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

CARRIED on the voices

WDC1703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Bech/Patterson)

THAT the agenda for the extraordinary meeting of the Waikato District Council held on **Tuesday 21 March 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

WDCI703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

REPORTS

WEL Energy Trust Draft Statement of Intent
Agenda Item 4.1

Resolved: (Crs Sedgwick/Thomson)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDCI703/03

EXCLUSION OF THE PUBLIC

Agenda Item 5

Resolved: (Crs Church/Fulton)

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. Waters CCO Study

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)(3)(d)

AND FURTHER THAT Ms Tyrell be permitted to remain in the meeting, after the public has been excluded, because of her knowledge of agenda item 1.1 [Waters CCO Study].

CARRIED on the voices

WDC1703/04

Resolution nos WDC1703/05 to WDC1703/06 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 3.40pm.

Minutes approved and confirmed this day of 2017.

AM Sanson

CHAIRPERSON

Minutes2017/CCL/170321 CCL Extra Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	31 March 2017
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Extraordinary Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of an extraordinary meeting held on Wednesday 29 March 2017

2. RECOMMENDATION

THAT the minutes of an extraordinary meeting of **Waikato District Council** held on **Wednesday 29 March 2017** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes

MINUTES of an extraordinary meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 29 MARCH 2017** commencing at **3.30pm**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
 Cr JA Church
 Cr DW Fulton
 Cr JM Gibb
 Cr SL Henderson
 Cr SD Lynch
 Cr RC McGuire
 Cr FM McNally
 Cr BL Main
 Cr EM Patterson
 Cr JD Sedgwick
 Cr NMD Smith *[from 3.32pm]*
 Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
 Mr T Harty (General Manager Service Delivery)
 Mr TG Whittaker (General Manager Strategy & Support)
 Mrs R Gray (Council Support Manager)
 Ms A Diaz (Finance Manager)
 Mr J Quinn (Communications Manager)
 Mrs S Monrad (Corporate Planner)
 Ms M Russo (Corporate Planner)
 6 members of staff
 1 member of the public
 C Wallace (Waikato Times)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Patterson/Lynch)

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

CARRIED on the voices

WDC1703/17

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Crs McGuire/Sedgwick)****THAT the agenda for the meeting of the Waikato District Council held on Wednesday 29 March 2017 be confirmed.****CARRIED on the voices****WDC1703/18****DISCLOSURES OF INTEREST**

There were no disclosures of interest.

REPORTSAnnual Plan 2017/2018 Process
Agenda Item 4.1

The General Manager Strategy & Support provided a power point presentation and answered questions of the members.

Resolved: (Crs Lynch/Patterson)**THAT the report of the General Manager Strategy & Support be received.****CARRIED on the voices****WDC1703/19****Resolved: (Crs Fulton/McInally)****THAT the funding solutions outlined in this report (items 1-15) and discussed in the February workshops be approved, in accordance with the direction taken at that workshop;****AND THAT items 16 and 17 outlined in this report and reflected in the consultation document (subject to any amendments), be approved for consultation on 5 April 2017 with the closing date for submissions being 15 May 2017, in accordance with Section 83 (special consultative procedure) and Section 95 (Annual Plan) of the Local Government Act 2002;****AND FURTHER THAT submissions on the Consultation Document be considered and, if requested, be heard by Council at a meeting to be held between 31 May and 1 June 2017 or as early thereafter as possible.****CARRIED on the voices****WDC1703/20**

Cr Smith entered the meeting at 3.32pm at the commencement of discussion on the above item and was present when voting took place.

Cr Church and Cr Smith requested their dissenting votes be recorded.

Proposed Waikato District Council Fees and Charges 2017/2018
Agenda Item 4.2

The General Manager Strategy & Support provided a power point presentation and answered questions of the members.

Resolved: (Crs Patterson/Thomson)

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

AND THAT the Statement of Proposal, incorporating the proposed Waikato District Council Fees and Charges 2017/18 (subject to any amendments), be publicly notified on 5 April 2017 with the closing date for submissions being 9.00am 15 May 2017, in accordance with Sections 83 (special consultative procedure) of the Local Government Act 2002;

AND FURTHER THAT submissions on the Statement of Proposal, (incorporating the proposed Waikato District Council Fees and Charges 2017/18) be considered and, if requested, be heard by Council at a meeting to be held on 31 May and 1 June 2017 or as early thereafter as possible.

CARRIED on the voices

WDC1703/21

There being no further business the meeting was declared closed at 4.23pm.

Minutes approved and confirmed this day of 2017.

AM Sanson

CHAIRPERSON

Minutes2017/CCL/170329CCL Extra Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	22 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

P&R Minutes

MINUTES of a meeting of the Policy & Regulatory Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 21 MARCH 2017** commencing at **9.00am**.

Present:

Cr JD Sedgwick (Chairperson)
Cr AD Bech
Cr JA Church
Cr SL Henderson
Cr SD Lynch
Cr FM McNally
Cr BL Main
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson

Attending:

Mr R MacCulloch (Acting General Manager Customer Support)
Mrs AM D'Aubert (Consents Manager)
Mrs W Wright (Committee Secretary)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Church/Thomson)

THAT an apology be received from and leave of absence be granted to His Worship the Mayor, Mr AM Sanson, Cr Fulton [representing Council at the Ngaruawahia Kindergarten] Cr Gibb and Cr McGuire.

CARRIED on the voices

P&R1703/04

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Main/Bech)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on Wednesday 21 March 2017 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

P&R1703/05

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs McInally/Thomson)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Wednesday 21 February 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

P&R1703/06/1

Resolved: (Crs Patterson/Henderson)

THAT the minutes of a hearing for Policy & Regulatory Easter Trading Policy held on 15 March 2017 be confirmed as a true and correct record of that Hearing.

CARRIED on the voices

P&R1703/06/2

REPORTS

Delegated Resource Consent Approved for the month of February 2017
Agenda Item 6.1

The Consents Manager answered questions from the Committee.

Resolved: (Crs Church/Main)

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

CARRIED on the voices

P&R1703/07/1

Chief Executive's Business Plan
Agenda Item 6.2

Resolved: (Crs Bech/McInally)

THAT the report from the Chief Executive be received.

CARRIED on the voices

P&R1703/07/2

2017 Meeting Calendar
Agenda Item 6.3

Resolved: (Crs Thomson/Henderson)

THAT the report from the Chief Executive be received.

CARRIED on the voices

P&R1703/07/3

There being no further business the meeting was declared closed at 9.27am.

Minutes approved and confirmed this day of 2017.

Cr JD Sedgwick

CHAIRPERSON

Minutes2017/P&R/170321 P&R M.doc

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	22 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes

I. EXECUTIVE SUMMARY

To receive the hearing minutes of the Policy & Regulatory Committee meeting held on Wednesday 15 March 2017.

2. RECOMMENDATION

THAT the hearing minutes of the meeting of the Policy & Regulatory Committee held on Wednesday 15 March 2017 be received:

AND THAT the following becomes a resolution of Council:

Submissions on the Proposed Easter Trading Policy

THAT the Proposed Easter Trading Policy 2017 be adopted.

P&R1703/03/3

3. ATTACHMENTS

P&R Minutes

Minutes of a hearing by the Policy & Regulatory Committee (to hear and consider submissions and make recommendations on the Proposed Easter Trading Policy) held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 15 MARCH 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 McNally
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
Mr R MacCulloch (Acting General Manager Customer Support)
Mrs W Wright (Committee Secretary)
Mr C Birkett (Monitoring Team Leader)
Ms M Russo (Corporate Planner)
Ms C Wallace (North Waikato News/Waikato Times)
Mr R Peart (Surfside Church, Raglan)
Mr H Ensing (Retail Owner)
Mr O Mounsey (Public)
Mrs C King (Public)
Ms L Jellyman (Oaks Christian Centre)
7 Members of Staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (His Worship the Mayor/Cr Gibb)

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

CARRIED on the voices

P&R1703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Thomson/Church)

THAT the agenda for a hearing of the Policy & Regulatory Committee held on Wednesday 15 March 2017 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

P&R1703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

REPORT

Submissions on the Proposed Easter Trading Policy
Agenda Item 4.1

On 5 December 2016 Council resolved to consider and approve the Proposed Easter Trading Policy for public notification and consultation, in accordance with section 5B of the Shop Trading Hours Act 1990, and with section 83 of the Local Government Act 2002 (special consultative procedure) provisions.

The Corporate Planner gave an overview of the Policy.

The Monitoring Team Leader clarified certain aspects of the Policy.

Hearing of Submissions

The following submitters presented their submission in relation to the Easter Trading Policy:

Submitter Name	Organisation/On Behalf Of	Submitter No	Appendix I - staff comments
Roger Peart	Surfside Church, Raglan	248	11
Henk Ensing	Retail owner	299	13
Owen & Jennifer Mounsey	Public	1251	45
Mrs C King	Public	714	26
Lynda Jellyman	Oaks Christian Centre	1154	41

The hearing was adjourned at 10.04am and resumed at 10.27am.

The Acting General Manager Customer Support addressed the questions from the Committee and gave clear direction on what is expected from the Councillors in this Hearing.

Resolved: (Crs McInally/Lynch)

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

CARRIED on the voices

P&R1703/03/1

Resolved: (Crs Church/Gibb)

THAT the Policy & Regulatory Committee receive and acknowledge all the submissions.

CARRIED on the voices

P&R1703/03/2

Resolved: (Crs Smith/Bech)

THAT the Policy and Regulatory Committee recommends to Council that the Proposed Easter Trading Policy 2017 be adopted.

CARRIED on a show of hands 8 voting in favour and 4 voting against.

P&R1703/03/3

There being no further business, the hearing was closed at 11.07am.

Minutes approved and confirmed this day of 2017.

JD Sedgwick
CHAIRPERSON

Minutes2017/P&R/170315 P&R M.doc

Open Meeting

To	Waikato District Council
From	Tony Whittaker General Manager Strategy & Support
Date	29 March 2017
Prepared by	Sharlene Jenkins PA General Manager Strategy & Support
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Hamilton & Waikato Tourism Six Monthly Report: 01 July – 31 December 2016

1. EXECUTIVE SUMMARY

To provide Waikato District Council with the Hamilton & Waikato Tourism (“HWT”) Six Monthly Report to 31 December 2016.

Jason Dawson, Chief Executive Officer HWT will present this report.

2. RECOMMENDATION

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

3. ATTACHMENTS

Hamilton & Waikato Tourism Six Monthly Report: 01 July – 31 December 2017

Six Monthly Report to Waikato District Council

1 July – 31 December 2016

Executive Summary

Hamilton & Waikato Tourism (HWT) is the region's Regional Tourism Organisation (RTO) whose role is to generate competitive economic benefit through visitor sector strategies focused on increasing visitor length of stay and spend. HWT is funded through a public/private partnership with the region's seven local authorities and the tourism industry.

New Zealand's tourism industry is experiencing exponential growth with international visitor arrivals and expenditure at its highest level ever. The Hamilton and Waikato region has shared in this significant growth.

Recent data released by the Ministry for Business, Innovation and Employment (MBIE) show the region's visitor expenditure has climbed to \$1.397 billion for the 12 months ended December 2016, an 8% increase on the previous year. Hamilton and Waikato is the fifth largest region by expenditure behind Auckland, Christchurch, Queenstown and Wellington.

Currently international visitors contributed an estimated \$337 million to the region, while domestic spend delivered \$1.06 billion. Commercial guest nights are also growing with an estimated 6.89 million guest nights in the region, an increase of 6.3% on the previous year.

Governance & operations

Jason Dawson was appointed Chief Executive Officer to Hamilton & Waikato Tourism Limited (HWT) following the departure of Kiri Goulter. Jason joined the organisation in August 2016.















Amber Doughty joined the organisation in July 2016 as its new Administration & Marketing Assistant.

Graeme Osborne retired from the HWT Board in October 2016 and Annabel Cotton was appointed Chair in November 2016.

Karleen Turner-Puriri and Malcolm Phillipps were appointed as directors from 1 January 2017. They join Don Scarlet (Mercury), Simon Douglas (AA New Zealand) & Mark Morgan (Hamilton Airport) on the Hamilton & Waikato Tourism board.

Performance targets

HWT have seven performance targets which are set in the 'Schedule of Services for Local Government 2016-2017'. HWT and the sector have performed well in the previous six months (1 July to 31 December 2016).

Measure	Result
 Visitor nights 5% increase of total visitor nights vs national	 6.3% for Hamilton & Waikato 6.2% national growth rate (Year ending December 2016)
 Visitor spend 5% increase in visitor spend across the region	 8% increase on previous year \$1.397 billion annual expenditure (Year ending December 2016)
 Conventions & business events Grow market share of business events from 9% to 10%	 11% market share Third largest region behind Auckland & Wellington (Year ending December 2016)
 Visitor awareness & perceptions Improve by 3 points, including Waikato residents	 To be completed This research is conducted in June 2017.
 Website: hamiltonwaikato.com 20% increase in website visits on previous year	 14.05% increase on previous year (1 July 2016 – 31 Jan 2017)
 Industry investment \$400,000 of industry contributions towards marketing activities	 \$354,971 international & domestic partnerships, trade show investment, famil in-kind contributions and visitor guide sales
 Return on investment Total visitor spend per dollar of HWT spend	 \$1,092 Visitor spend per dollar of council funding \$0.90c Commercial guest nights per dollar of council funding

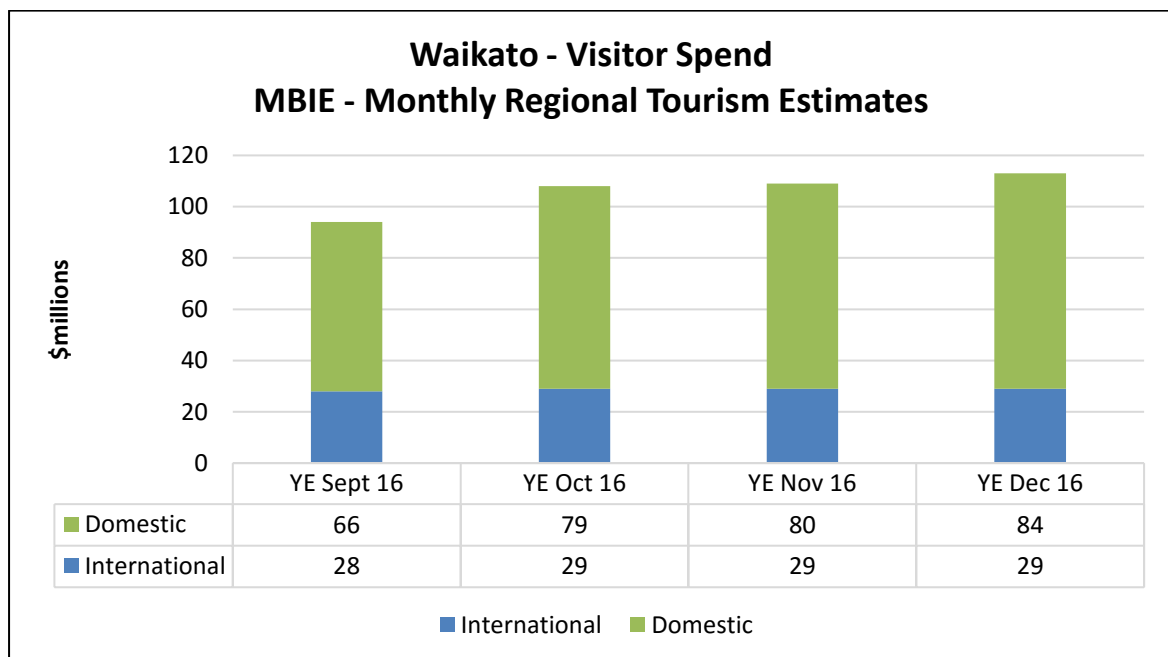
Visitor statistics and expenditure

Hamilton & Waikato RTO

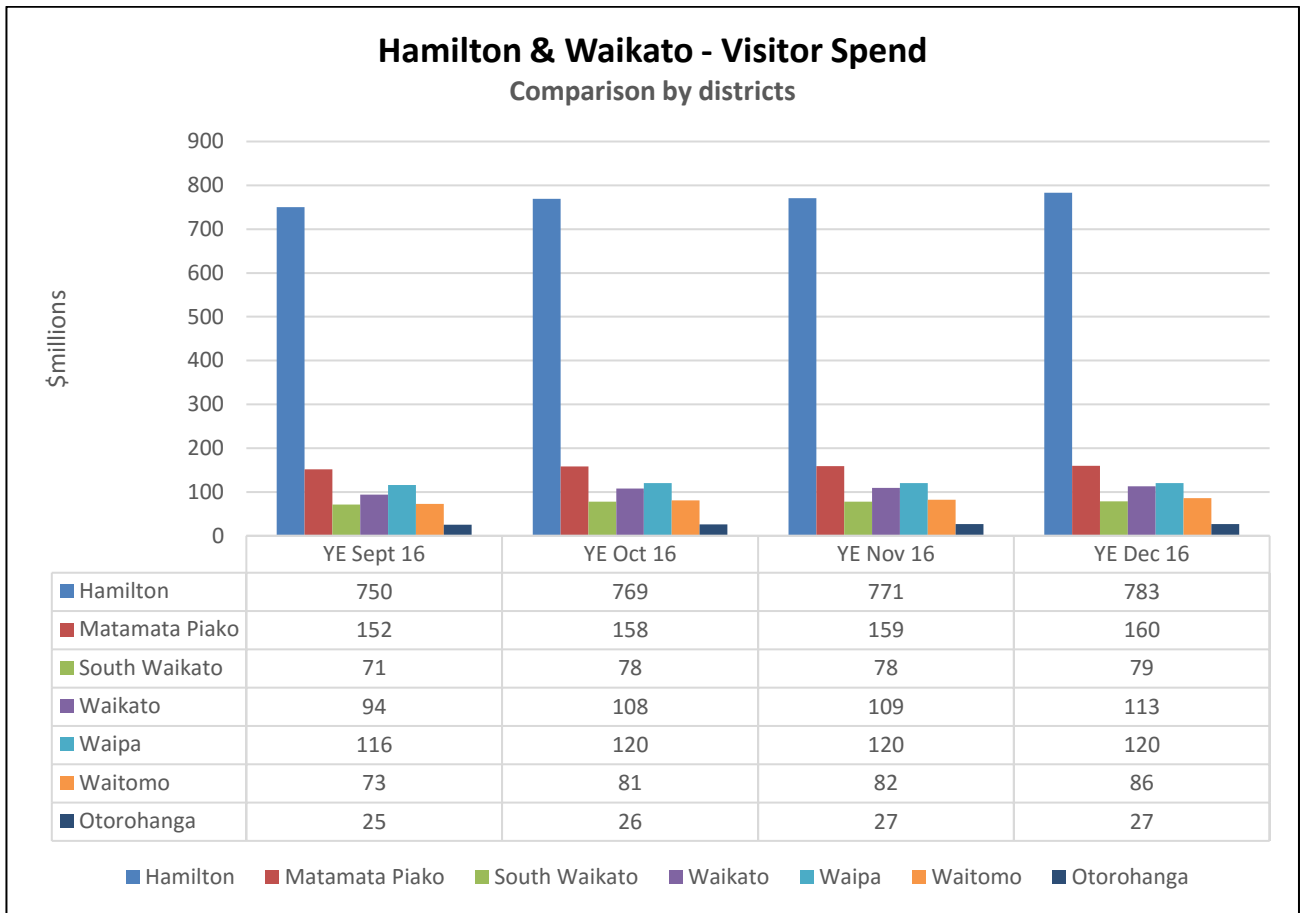


Visitor expenditure in Waikato District

Visitor expenditure data is measured by the Ministry of Business, Innovation and Employment (MBIE) in the Monthly Regional Tourism Estimates (MRTE). Data was originally captured at a regional level only. However, from September 2016 we can now provide data at a territorial local authority level.

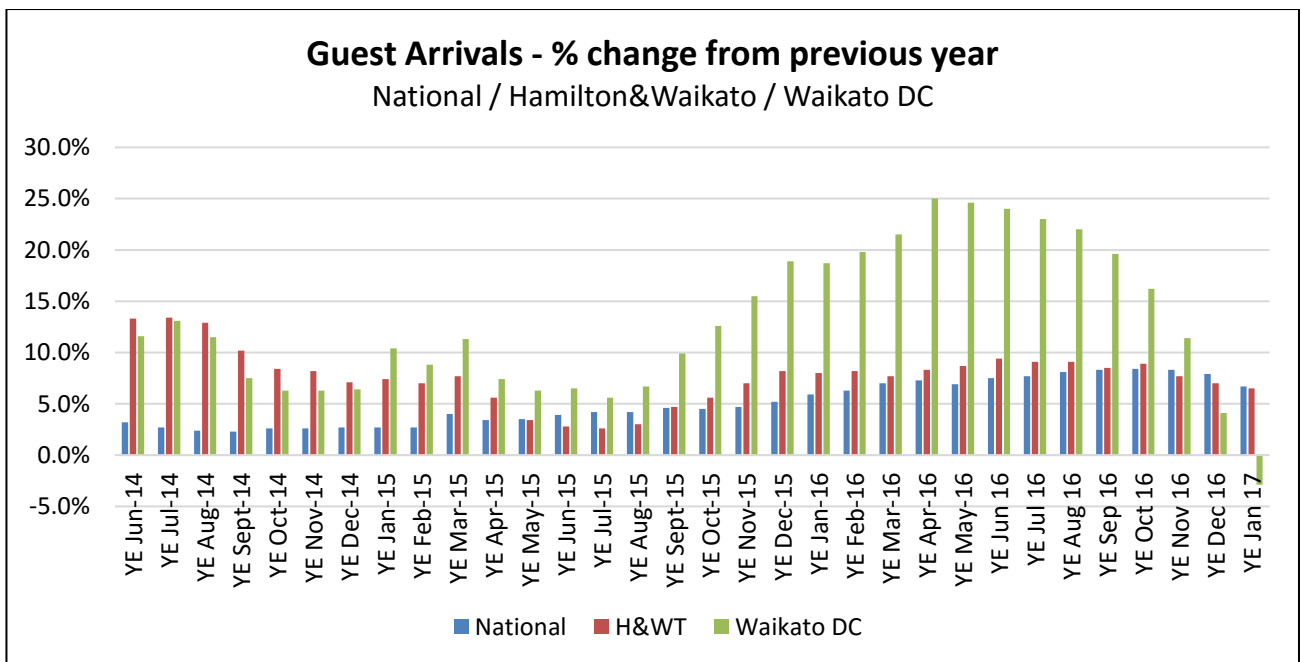


The following graph compares visitor expenditure from Waikato District Council with other districts within Hamilton & Waikato.

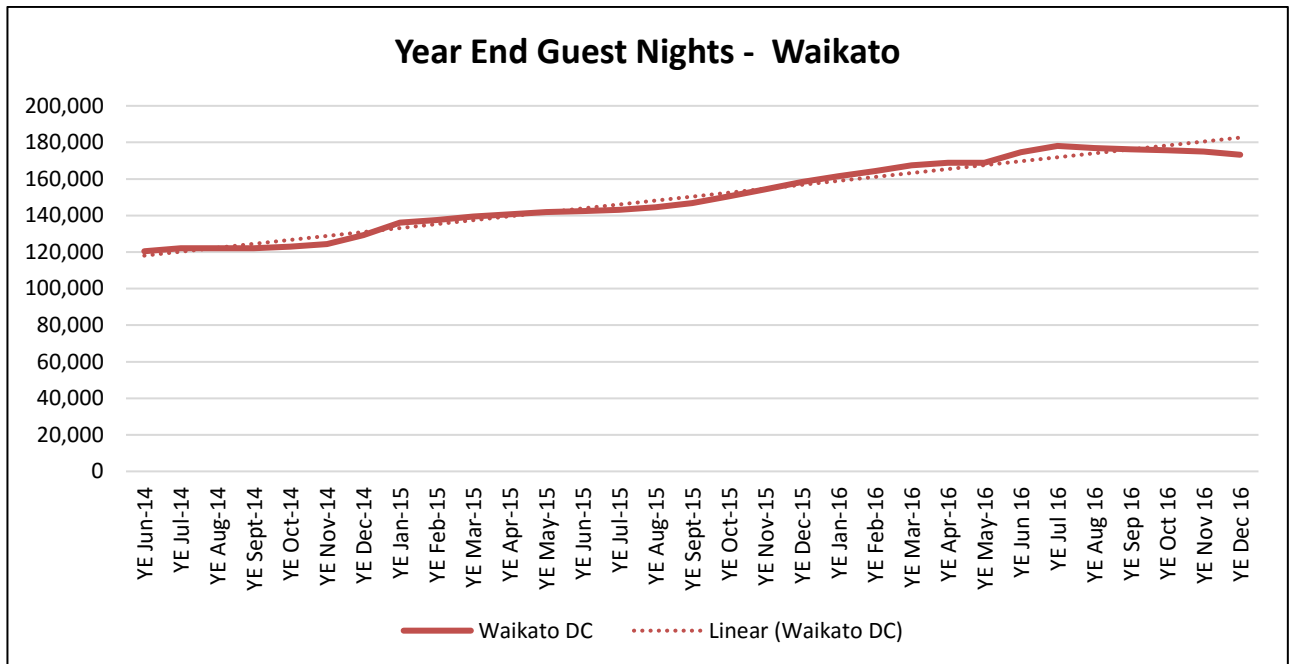


Commercial guest nights in Waikato District

Following a period of slower growth through 2014-2015, guest nights have increased over 2016 in Waikato, particularly over the shoulder season.



Commercial guest nights (hotels, motels, backpackers & holiday parks) for Waikato District continue to grow and peaked at 173,000 (year ending December 2016). The trend continues to show growth in commercial accommodation guest nights in Waikato District, with a slight decline over the past six months.



Source: Commercial Accommodation Monitor, Statistics NZ (December 2016)

Trade & leisure marketing

Our first Short Escapes domestic campaign of the year ran over the month of October 2016 in our key markets of Auckland, Wellington, Christchurch, as well as neighbouring regions Bay of Plenty and Taranaki. The first Explore Your Own Backyard campaign also took place in December 2016, encouraging locals to explore the Hamilton & Waikato region over the Christmas period.

Hamilton & Waikato worked with Tourism New Zealand on a \$1m NZD consumer campaign in the eastern seaboard of Australia during July-August 2016. Other campaign partners included Northland, Auckland, Coromandel, Bay of Plenty, Rotorua, Taupō and Ruapehu, key tourism operators, Flight Centre and Air New Zealand. The campaign targeted first time arrivals as well as repeat visitors, promoting touring holidays in the shoulder season of September-November 2016.

The 2017 Official Hamilton & Waikato Regional Visitor Guide was published in December 2016. and distributed through New Zealand i-SITEs, airports, national and international trade shows, Tourism NZ off-shore offices and conference delegate packs. The guide operates on a cost-neutral basis with advertising sales paying for production and distribution.

HWT participated in a travel trade event for the Middle-earth partnership product, Experience The Trilogy. Over 100 Australian travel trade attended the event which was also supported by Auckland Tourism, Events & Economic Development (ATEED), Destination Rotorua, Hobbiton Movie Set, Great Sights, Air New Zealand, Tourism New Zealand, Te Puia and Discover Waitomo (THL).

HWT has continued its participation in the 'Explore Central North Island' (ECNI) collective which is an international marketing alliance with Rotorua, Taupō, Coromandel, Bay of Plenty, Ruapehu and Hawke's Bay regional tourism organisations. ECNI collective activity during this period including joint-trade training missions in the USA and Canada, in partnership with Tourism New Zealand.

Hamilton & Waikato Tourism's bi-annual Industry Symposium for regional tourism operators, accommodation providers, partners and council funders was held on 23 November 2016. The event was held in the new Hamilton Airport event space and attracted over 120 attendees.

Marketing activity for Waikato District

A summary of specific trade and leisure marketing for Waikato District is detailed below.

Target market	Campaign or activity	Waikato experiences profiled
Australia	Tour of the North Island Campaign July - August 2015	Raglan, Surfing at Raglan, Raglan Museum, Bridal Veil Falls, Helicorp packages including Raglan and West Coast highlights, Zealong Tea Estate
Media – domestic & international	Media hosting and famils profiling Waikato District: <ul style="list-style-type: none"> • Domestic: NZ Herald Travel Magazine • Singapore: The Strait Times • USA: LA Magazine • India: Indian Telegraph 	Wahine Moe sunset cruise (Raglan), Solscape Raglan & Zealong Tea, Raglan Rock, Raglan town centre
Travel Trade - events	Experience the Trilogy Event, AU, Nov 16	Internationally Trade-Ready Product: Raglan Surf School, Zealong Tea Estate
Travel Trade - famils	Waikato District profiled in following trade famils: <ul style="list-style-type: none"> • Australian All Stars frontliner famil – Itinerary 7 – Oct 16 • Australian All Stars frontliner famil – Itinerary 9 – Oct 16 	Zealong Tea Estate
Travel Trade – Explore Central North Island Alliance	HWT are part of the Central North Island RTO alliance known as 'Explore Central North Island' which includes the two touring routes – The Thermal Explorer Highway and the Pacific Coast Highway <ul style="list-style-type: none"> • ECNI USA / Canada Roadshow, September 16 	Internationally Trade-Ready Product: Zealong Tea Estate, Raglan Surf School

Target market	Campaign or activity	Waikato experiences profiled
Domestic – consumer	Waikato District was profiled as part of regional promotions in the following publications: <ul style="list-style-type: none"> • Let’s Go Kids • What’s Up Motel Compendium • Fitness journal – September • Fitness Journal – October • Fitness Journal – December • Waikato Dining Guide 	Zealong Tea Estate, Raglan Rock, Raglan Roast, Raglan Surf School, Wahine Moe, Hakarimata Summit Track, Mt Karioi, Pipliwharau Trail, Bridal Veil Falls, Karioi Loop Cycleway, Kopua Holiday Park, Karioi Lodge
Domestic consumer – Auckland, Bay of Plenty & Taranaki, Wellington, Rotorua, Christchurch	‘Short Escapes’ campaign – October 16	Soundsplash, Raglan Rock, Hakarimata Walkway, Bridal Veil Falls, Te Awa River Ride, Surfing in Raglan
Domestic consumer - local, Hamilton & Waikato	‘Explore Your Own Backyard’ campaign, Dec 16 – Jan 17	Soundsplash, Raglan, Raglan Rock, Raglan Arts weekend, Hakarimata Walkway, Te Awa River Ride
Domestic consumer – Chinese New Zealanders	Ongoing campaign activity has continued through our Weibo social media channel, blogs, forums, etc	Te Toto Gorge, Raglan, Surfing in Raglan, Hakarimata Trail, Lake Hakanoa, Pokeno Icecream, Soundsplash, Bridal Veil Falls, Pipliwharau Trail
Domestic & International consumer	The Cycling and Mountain Biking Tourism Marketing Network activity continues to promote cycling and mountain biking within our alliance area, including the development of the website www.ridenz.co	Waikato District cycling experiences featured include Mt Karioi Loop, Raglan Inlet, Te Ara Kakariki Mountain Bike Trail, Te Awa - The Great NZ River Ride
Domestic & International – consumer and trade	Our annual Hamilton & Waikato regional visitor guide was produced and distributed through NZ i-SITES, airports, national and international trade shows, Tourism NZ off-shore offices and conference delegate packs	Waikato District profiled in ‘Regional Highlights’ section and through the ‘Raglan’ and ‘North Waikato’ sections
Domestic & international consumer, travel trade and media	Quarterly e-newsletters are distributed to our consumer, trade and media databases	Soundsplash, Raglan Rock, Raglan Arts Weekend
Domestic & International consumer	Waikato District profiled through HWT’s various online and social profiles including hamiltonwaikato.com , Facebook, Instagram, Twitter and YouTube.	Daniel Kereopa, Karamu Walkway, Lake Hakanoa, Raglan, Pipliwharau Trail, Hakarimata Track, Pokeno, North Waikato, Bridal Veil Falls, Te Ara Kakariki, Soundsplash, Huntly, Karioi Classic, Rangiriri Battle Site, Turangawaewae Marae, Te Ara

		Kakariki Mountain Bike Trail, The Shack Raglan, Rock it Kitchen Raglan, Karioi Trail Run, Wahinemoe, Raglan Rock
--	--	--

Conventions & Business Events

The inaugural Hamilton & Waikato Tourism Business Events Showcase was held in August 2016 which attracted 42 exhibitors and attended by 117 business event buyers.

The HWT Convention Bureau participated in a joint sales mission with Claudelands and Hobbiton Movie Set to Sydney which attracted support from Tourism NZ.

Hamilton and Waikato hosted the Conventions & Incentives New Zealand (CINZ) conference in October which was the first time the conference has been held in the region since its inception 40 years ago.

In December, HWT hosted its annual national mega famil with 20 high value New Zealand conference buyers in the region for three days.

Bidding for international conferences has become a key activity of the convention bureau with the support of the Conference Assistance Programme from Tourism New Zealand. The following international conferences have been secured with this programme:

- IT Security Techniques (April/May 2017)
- Australia & New Zealand Garden History Society (November 2017)
- International Society for River Science (November 2017)
- IEEE Industrial Electronics for Sustainable Energy (February 2018)
- Native American and Indigenous Studies Association (June 2019)
- International Conference on Polar & Alpine Microbiology (September 2019)

Activity	Event
Famils	Herbalife conference famil – Tourism New Zealand (August 2016)
	Air New Zealand & Tourism NZ incentive managers (August 2016)
	Panorama Tours (September 2016)
	Wayne Harris (October 2016)
	Waikato Pre-CINZ Famils (October 2016)
	Mega-famil – 16 conference buyers (December 2016)
	TNZ Business Events Media famil – Remi Deve (December 2016)

Activity	Event																																																																														
Trade Shows & sales runs	<p>Associations Form National Conference, Melbourne (July 2016) – providing direct contact with high-level association conference decision makers.</p> <p>Wellington joint-hosted networking function and sales calls – 29 buyers in attendance (July 2016)</p> <p>Tourism NZ Sydney sales mission – with Hobbiton & Claudelands (August 2016)</p> <p>Hamilton & Waikato Business Events Showcase (August 2016)</p> <p>Auckland joint-hosted networking functions and sales calls - touchpoints with over 40 buyers (September 2016)</p> <p>Australian Society of Association Executives (AuSAE), Auckland (October 2016)</p> <p>Professional Conference Organisers (PCO) Conference, Brisbane (November 2016)</p>																																																																														
Enquiries	<p>113 enquiries total (July – December 2016)</p> <p>43% increase in enquiries from July - December 2015 to July - December 2016</p> <div data-bbox="416 891 1398 1464" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">Convention Bureau Enquiries</p> <table border="1" style="display: none;"> <caption>Convention Bureau Enquiries Data</caption> <thead> <tr> <th>Month</th> <th>2013</th> <th>2014</th> <th>2015</th> <th>2016</th> <th>2017</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>9</td><td>6</td><td>2</td><td>6</td><td>10</td></tr> <tr><td>Feb</td><td>2</td><td>10</td><td>12</td><td>7</td><td>10</td></tr> <tr><td>Mar</td><td>5</td><td>3</td><td>3</td><td>20</td><td>5</td></tr> <tr><td>Apr</td><td>11</td><td>13</td><td>7</td><td>18</td><td>11</td></tr> <tr><td>May</td><td>6</td><td>12</td><td>8</td><td>17</td><td>6</td></tr> <tr><td>Jun</td><td>10</td><td>11</td><td>13</td><td>14</td><td>10</td></tr> <tr><td>Jul</td><td>9</td><td>11</td><td>22</td><td>27</td><td>9</td></tr> <tr><td>Aug</td><td>14</td><td>9</td><td>22</td><td>24</td><td>14</td></tr> <tr><td>Sep</td><td>8</td><td>7</td><td>7</td><td>10</td><td>8</td></tr> <tr><td>Oct</td><td>3</td><td>9</td><td>8</td><td>22</td><td>3</td></tr> <tr><td>Nov</td><td>5</td><td>6</td><td>9</td><td>18</td><td>5</td></tr> <tr><td>Dec</td><td>11</td><td>8</td><td>11</td><td>12</td><td>11</td></tr> </tbody> </table> </div>	Month	2013	2014	2015	2016	2017	Jan	9	6	2	6	10	Feb	2	10	12	7	10	Mar	5	3	3	20	5	Apr	11	13	7	18	11	May	6	12	8	17	6	Jun	10	11	13	14	10	Jul	9	11	22	27	9	Aug	14	9	22	24	14	Sep	8	7	7	10	8	Oct	3	9	8	22	3	Nov	5	6	9	18	5	Dec	11	8	11	12	11
Month	2013	2014	2015	2016	2017																																																																										
Jan	9	6	2	6	10																																																																										
Feb	2	10	12	7	10																																																																										
Mar	5	3	3	20	5																																																																										
Apr	11	13	7	18	11																																																																										
May	6	12	8	17	6																																																																										
Jun	10	11	13	14	10																																																																										
Jul	9	11	22	27	9																																																																										
Aug	14	9	22	24	14																																																																										
Sep	8	7	7	10	8																																																																										
Oct	3	9	8	22	3																																																																										
Nov	5	6	9	18	5																																																																										
Dec	11	8	11	12	11																																																																										
Editorial and advertising	<p>41 pieces of media secured (July – December 2016) including:</p> <ul style="list-style-type: none"> • BIZ Hamilton (July, August & September 2016) • Meeting Newz & e-newsletter (July, August, September, October, November & December 2016) • Inside Tourism (August 2016) • Executive PA Magazine (September 2016) • Waikato Business News (November & December 2016) • Micenet (December 2016) • 2017 Business Events directory printed (December 2016) 																																																																														
Partner Interaction	<p>43 separate meetings with Convention Bureau Partners (July-December 2016)</p>																																																																														

Product development

After 12 months of consultation and development, the Tourism Opportunities Plan was adopted and launched. The Plan provides a framework and direction for delivering new and improved tourism experiences over the next 10 years that have the potential to drive growth in the tourism sector and its contribution to the regional economy.

The objectives of the Tourism Opportunities Plan are to:

- Review and confirm the region’s visitor proposition including different parts of the region.
- Provide recommendations for the development of visitor experiences and infrastructure to support and enhance the tourism proposition.
- Provide investment recommendations and priorities to guide local government planning and resources, and private sector investment.

The key focus of the Plan is based around five game-changers:

1. Waikato River
2. Brand Strategy
3. Hamilton City Riverfront
4. Kiingitanga Story
5. Regional Events Strategy

Activating tourism opportunities in Waikato District

Opportunities were grouped around ‘experiences’ with specific activities in the Waikato District identified for development including:

- **Discover Your Own Backyard:**
 - Emerging: Raglan Precinct – Destination Action Plan delivered and adopted; Mountain Bike track opened; Waicliff Cultural tours (Bridal Veil Falls)
 - Emerging: Themed-drive Itineraries
 - New: Agri-Tourism – Zealong Tea
- **Middle-Earth & Beyond:**
 - Emerging: Cluster of Conservation – Hakarimata forest park
- **Inspiring Pathways:**
 - Emerging: Home of Cycling – Te Awa Cycle Trail
 - Emerging: Waikato Walks – Hakarimata Summit Track; Kauri Loop; Bridal Veil Falls
 - New: Sports Tourism – Hampton Downs; Te Awa Lakes development

Programme	HWT role	Waikato District activity
Game Changer	Lead	Regional Events Strategy
Game Changer	Lead	Regional Brand Strategy
Game Changer	Support	Waikato River
Game Changer	Support	Kiingitanga
Destination Action Plans	Lead	Raglan Destination Action Plan
New product development	Support	Waicliff Cultural Tours, Bridal Veil Falls
Product enhancements	Support	Raglan Rock - development meeting arranged and attended with Tourism NZ
Product enhancements	Support	Woodlands Estate and Profs Café, Zealong Tea, Hampton Downs

To find out more and download a copy of the Tourism Opportunities Plan:

www.hamiltonwaikato.com/TOP

Conclusion

The record growth of New Zealand's visitor sector is forecast to continue for the foreseeable future. Although this growth is positive for regional economies, it also presents new opportunities and challenges.

The growth has seen seasonal peak periods become increasingly busy allowing tourism operators to benefit from this strong demand. This high demand has resulted in capacity constraints and placed pressure on infrastructure such as roading, parking, water and sewerage or recreational amenities, as well as long-term infrastructure such as accommodation facilities.

With the Tourism Growth Partnership funding placed on hold, Tourism Minister Paula Bennett is now assessing funding priorities for the wider tourism portfolio. After a period of strong growth in the sector, it is important to ensure government support is appropriately directed to priority areas, such as infrastructure. We will update the sector as soon as we have further information.

Finally, we would like to thank our local government and industry partners for their continued support of Hamilton & Waikato Tourism.

Jason Dawson

Chief Executive

Hamilton & Waikato Tourism

March 2017

Open Meeting

To	Waikato District Council
From	Tony Whittaker General Manager Strategy and Support
Date	20 March 2017
Prepared by	Marae Tukere Pouhono iwi ki te haapori
Chief Executive Approved	Y
Reference #	GOV1301 /
Report Title	Memorandum of Understanding between Waikato District Council and Ngaati Hauaa Iwi Trust

I. EXECUTIVE SUMMARY

Following a series of discussions between Council and Ngaati Hauaa representatives, it has been agreed that a Memorandum of Understanding which:

- Formally records the relationship between Waikato District Council and Ngaati Hauaa Iwi Trust;
- Provides for an enhanced relationship between the parties; and
- Provides direction for both parties on specific matters of mutual interest

would be of benefit to both parties. The Draft Memorandum of Understanding needs to be approved by Council before it can be signed by the parties on 18 April 2017.

2. RECOMMENDATION

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

AND THAT Council approve the Draft Memorandum of Understanding between Waikato District Council and Ngaati Hauaa Iwi Trust

3. BACKGROUND

The Ngaati Hauaa Iwi Trust is the Post Settlement Governance Entity for Ngaati Hauaa Iwi, established following the signing of the Deed of Settlement with the Crown in July 2013. The Trust has been ratified to receive, manage, administer and apply the Trust's Assets (derived through the Settlement) on behalf of and for the benefit of the present and future Members of Ngaati Hauaa in accordance with its Trust Deed.

The Hapuu (sub-tribes) of Ngaati Hauaa Iwi Trust include Ngaati Te Oro, Ngaati Werewere, Ngaati Waenganui, Ngaati Te Rangitaupi, and Ngaati Rangi Tawhaki.

Presently Ngaati Hauaa has five active Marae; these Marae are Rukumoana, Kai-a-Te-Mata, Raungaiti, Te Iti O Haua, and Waimakariri. A boundary map is included in the MoU.

Council and Ngaati Hauaa have collaborated on a number of projects over the years and have agreed that a document which sets out clearly the expectations of both parties for future engagement would add value.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Waikato District Council has one other Memorandum of Understanding (“MoU”) which was signed in 2012 with Ngaa Uri aa Maahanga (located in the Newcastle / Raglan Wards).

The MoU with Ngaati Hauaa is based on this template but has been updated to reflect the different hapuu and with updated Waikato district population and other information.

Ngaati Hauaa Iwi Trust representatives are keen to sign the MoU with Waikato District Council as they see the agreement as a way to share their history, whakapapa, tribal boundaries and aspirations into the future.

Should the document be approved by Council, a signing date has been tentatively set for 18 April, which will coincide with a pre-planned engagement hui with representatives from the trust.

4.2 OPTIONS

As the MoU has been workshopped with Council and there were no issues raised, Council has the option to approve the MoU or not.

5. CONSIDERATION

5.1 FINANCIAL

At this time, there are no obvious financial considerations.

5.2 LEGAL

The draft MoU was sent to Council legal team for comment and there were no issues raised.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The MoU aligns with the Councils aspiration to be the most engaged council by 2020.

Clause 4 of the MoU recognises Waikato District Council’s Joint Management Agreement’s with Waikato-Tainui and the Maniapoto Maori Trust Board for the Waikato and Waipaa

rivers and clause 5.6 of the MoU recognises both parties right to enter into agreements with other parties.

Note that Ngaati Hauaa are recognised as a hapuu of Waikato-Tainui and with the Crown for the purposes of the Treaty Settlement process, as an iwi in their own right. Ngaati Hauaa have the mandate to enter into settlements and agreements in their own right and do not need the agreement of Waikato-Tainui to do so, where these settlements and agreements do not impinge on existing Waikato-Tainui settlements and agreements.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>	The MoU sets out agreements for regular engagement between the parties and promotes and supports closer collaboration and an understanding of the aspirations, obligations and responsibilities of both parties.				

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

An Memorandum of Understanding with the Ngaati Haua Iwi Trust will enhance and improve Waikato District Council's engagement with this iwi.

7. ATTACHMENTS

DRAFT MoU between Waikato District Council and the Ngaati Hauaa Iwi Trust.



MEMORANDUM OF AGREEMENT

BETWEEN

NGAATI HAUAA IWI TRUST

AND

WAIKATO DISTRICT COUNCIL

APRIL 2017



1. PARTNERS

The partners to this agreement are;

- The Waikato District Council, and
- The Ngaati Hauaa Iwi Trust

2. PURPOSE

The purpose of this agreement is to

- Formally record the relationship between Waikato District Council and
- Provide for an enhanced relationship between the parties, and
- Provide direction for both parties on specific matters of mutual interest

3. BACKGROUND

3.1 Ngaati Hauaa Iwi Trust

The Ngaati Hauaa Iwi Trust is the Post Settlement Governance Entity for Ngaati Hauaa Iwi, established following the signing of the Deed of Settlement with the Crown in July 2013. The Trust has been ratified to receive, manage, administer and apply the Trust's Assets (derived through the Settlement) on behalf of and for the benefit of the present and future Members of Ngaati Hauaa in accordance with its Trust Deed including but not limited to:

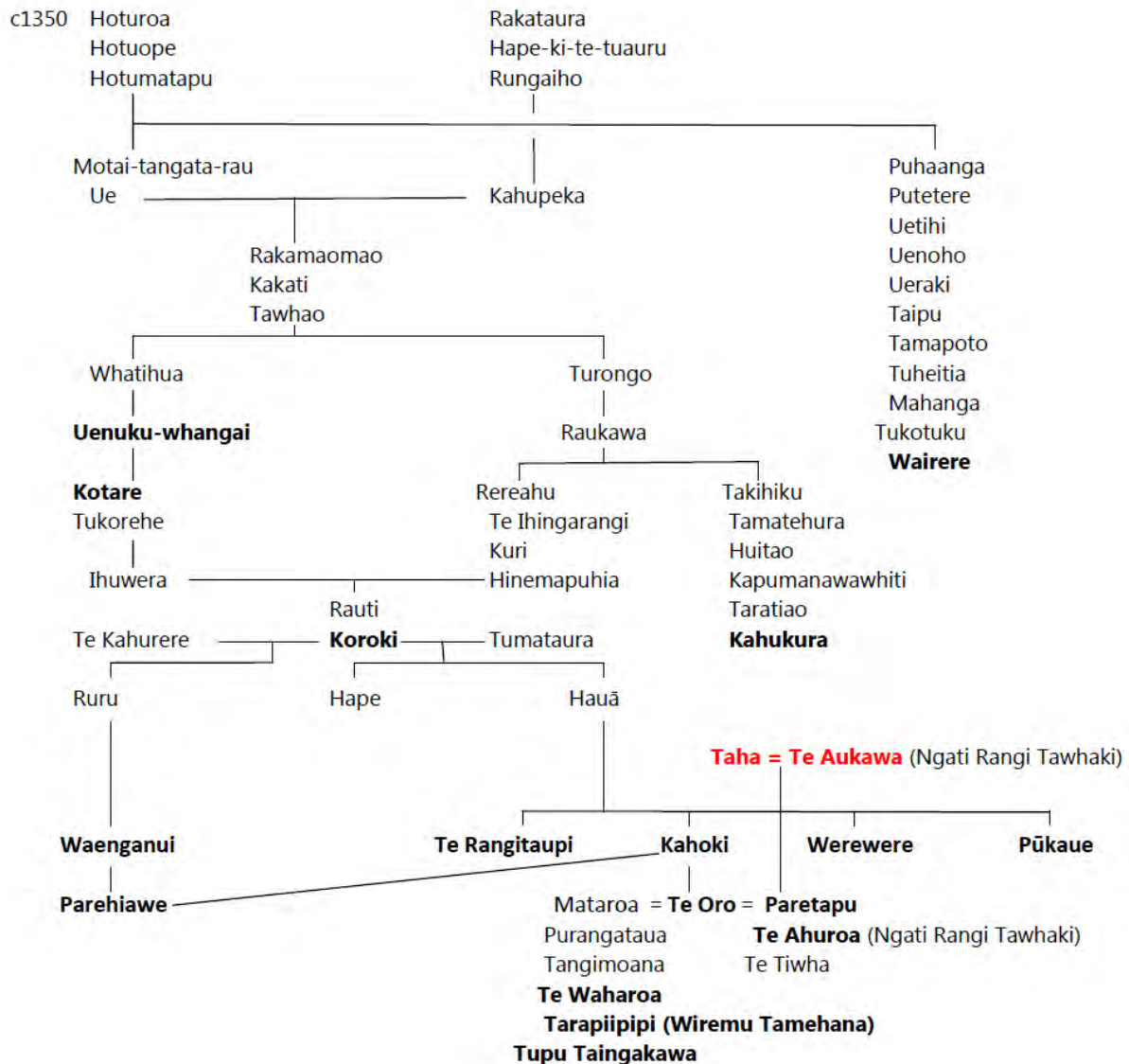
- (a) to uphold the historical role of the Tumuaki of the Kiingitanga;
- (b) the promotion amongst Ngaati Hauaa of the educational, spiritual, economic, social and cultural advancement or well-being of Ngaati Hauaa;
- (b) the maintenance and establishment of places of cultural or spiritual significance to Ngaati Hauaa;
- (c) the promotion amongst Ngaati Hauaa of health and well-being generally, including of the aged or those suffering from mental or physical sickness or disability;
- (d) a transfer or resettlement of Trust Assets in accordance with the Ratification Booklet and in accordance with the ratified Ratification Process resolutions specifically supporting the transfer or resettlement of Settlement redress to certain persons, entities or trusts; and
- (e) any other purpose that is considered by the Trust from time to time to be beneficial to Ngaati Hauaa.

3.1.1 WHAKAPAPA (GENEOLOGY)

Ngaati Hauaa iwi affiliates to Tainui Waka. Hauaa is the eponymous ancestor of Ngaati Hauaa iwi and all hapuu and whanau who whakapapa directly to Haua (refer below to attached



whakapapa description).



3.1.2 The Hapuu (sub-tribes) of Ngaati Hauaa Iwi Trust include:

Ngaati Te Oro, Ngaati Werewere, Ngaati Waenganui, Ngaati Te Rangitaupi, and Ngaati Rangī Tawhaki.

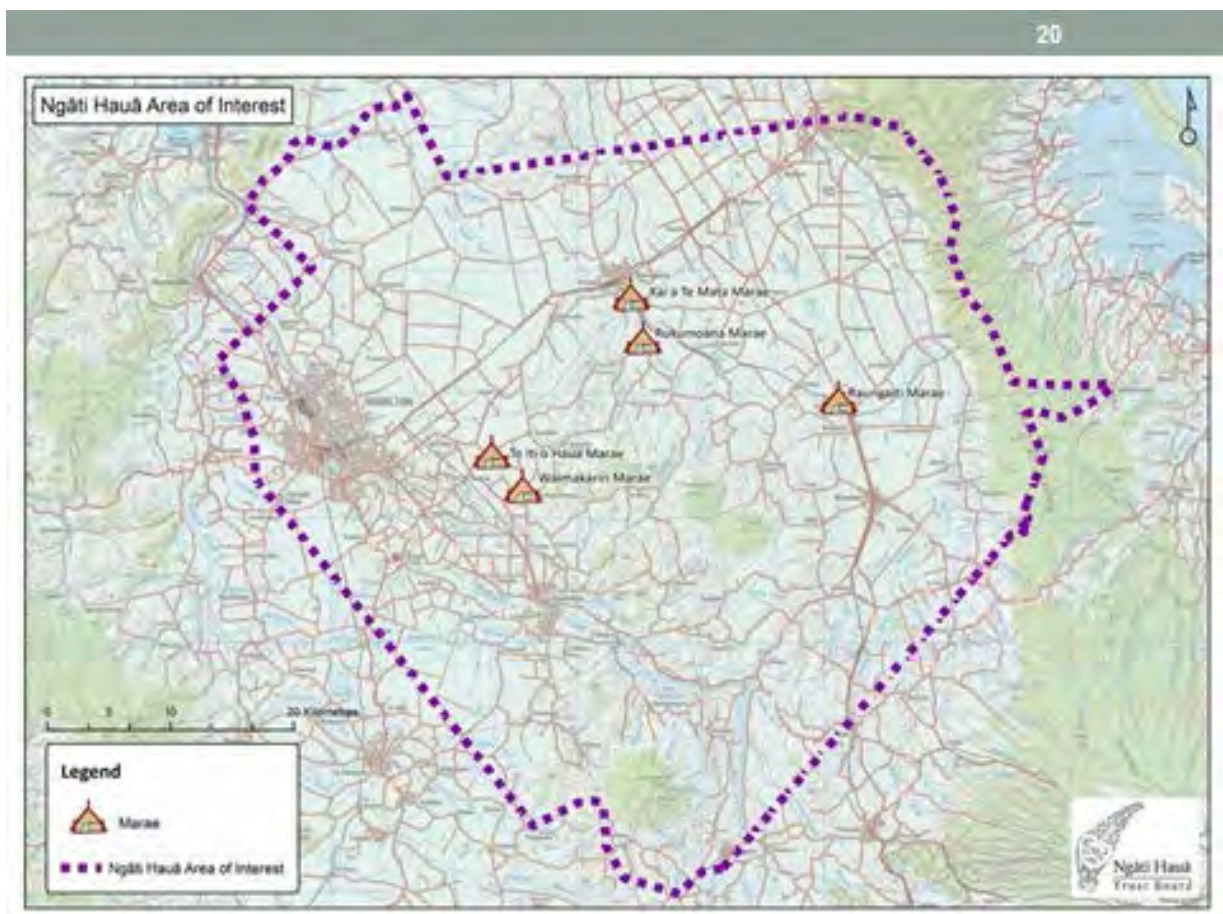
3.1.3 Ngaati Hauaa Iwi Trust has the following Marae:

Presently Ngaati Hauaa has five active Marae; these Marae are Rukumoana, Kai-a-Te-Mata, Raungaiti, Te Iti O Haua, and Waimakariri.

Waikato District Council acknowledge that Ngaati Hauaa Iwi Trust have always held and continue to hold mana whenua (cultural authority and control, in the context of this agreement) over the area

that they define as their rohe, whenua, moana, ngahere, awa, waahi tapu, taonga, whanau and hapuu.

Map 1: Ngaati Hauaa Principal Rohe



Pou – traditional boundary markers

3.1.3 Description of Ngaati Hauaa Principal Rohe

The Ngaati Hauaa rohe spans from Te Aroha, south along the Kaimai range to Te Weraiti, from Te Weraiti west to Maungatautari, from Maungatautari northwest to Te Rapa, from Te Rapa eastward to Mangateparu and returning to Te Aroha.

Ngaati Hauaa Iwi Trust also assert interests in all waterways, rivers, streams, harbours and the ocean within this area including to the beds, banks, foreshore and seabed of such waterways and to the water flowing through such waterways.



Ngaati Hauaa Iwi Trust also acknowledge the intricate whakapapa and interwoven histories they share with other neighbouring Iwi and Hapuu from which they derive shared interests in areas outside of the principal Rohe of Ngaati Hauaa referred to above. These iwi are Raukawa, Hauraki, Tauranga Moana, Ngati Hinerangi, Ngati Wairere, Waikato Tainui and Ngati Koroki Kahukura. The whakapapa of Ngaati Hauaa and Ngati Koroki Kahukura is inextricably linked.

3.2 WAIKATO DISTRICT COUNCIL

The following sets out the statutory framework under which the Waikato District Council operates.

Section 40(1) of the Local Government Act 2002 states that:

“(1) A local authority must prepare and make publically available, following the triennial general election of members, a local governance statement that includes information on –

- (a) the functions, responsibilities, and activities of the local authority; and
- (b) any local legislation that confers powers on the local authority; and
- (c) the electoral system and the opportunity to change it; and
- (d) representation arrangements, including the option of establishing Maaori wards or constituencies, and the opportunity to change them; and
- (e) members’ roles and conduct (with specific reference to the applicable statutory requirements and code of conduct); and
- (f) governance structures and processes, membership and delegations; and
- (g) meeting processes (with specific reference to the applicable provisions of the Local Government Official Information and Meetings Act 1987 and standing orders); and
- (h) consultation policies; and
- (i) policies for liaising with, and memoranda or agreements with, Maaori; and
- (j) the management structure and the relationship between management and elected members; and
- (k) equal opportunities policy; and
- (l) key approved planning and policy documents and the process for their development and review; and
- (m) systems for public access to it and its elected members; and
- (n) processes for requests for official information.

(2) A local authority must comply with subsection (1) within 6 months after each triennial general election of members of the local authority.

(3) A local authority must update its governance statement, as it considers appropriate.



3.2.1 Functions, Responsibilities and Activities

The purpose of the Waikato District Council is to enable democratic local decision making to promote the social, economic, environmental and cultural well-being of the Waikato District and its residents in the present and for the future. In order to do so the Waikato District Council has a variety of roles including the following:

- Advocacy on behalf of the local community with central government, other local authorities and other agencies.
- Development of local resources.
- Management of local infrastructure including network infrastructure (e.g. roads, sewage disposal, water, and stormwater) and community infrastructure (e.g. libraries, parks and recreational facilities).
- Planning for the future needs of the local district.

In fulfilling its purpose Waikato District Council exercises powers and fulfils responsibilities conferred on it by a variety of legislation including the Local Government Act 2002, Local Electoral Act 2001 and the Local Government (Rating) Act 2002.

3.2.2 Wards

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
Ngaruawaahia	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
Total	64,280	13	4,945
			(average population per ward)

These boundaries and population figures may change from time to time and updates to the document will be made when the document is reviewed.

3.2.3 Members' Roles and Conduct

The Mayor and the Councillors of the Waikato District Council have the following roles:



- Setting the policy direction of Council.
- Monitoring the performance of the Council.
- Representing the interests of the district (on election all members must make a declaration that they will perform their duties faithfully and impartially, and according to their best skill and judgment in the best interests of the district).
- Employing the Chief Executive (under the Local Government Act the local authority employs the Chief Executive, who in turn employs all other staff on its behalf).

3.2.4 Waikato District Council Vision, Outcomes and Goals

- **Council Vision**

Waikato District Council's 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.

The council has adopted the following community outcomes: *People, Economic* and *Energy* to lead and guide decision-making.

- **Community Outcomes & Goals**

People

We will develop and maintain relationships and partnerships and provide accessible services, facilities and activities that create a supported, healthy, safe and engaged community.

Economy

We will promote sustainable growth, maintain accessible, safe and connected infrastructure and services, create an attractive business environment and provide sound financial governance.

Energy

We will provide active leadership, empowerment and collaboration in our business environment and we will effectively and sustainably manage natural resources.

- **Approach**



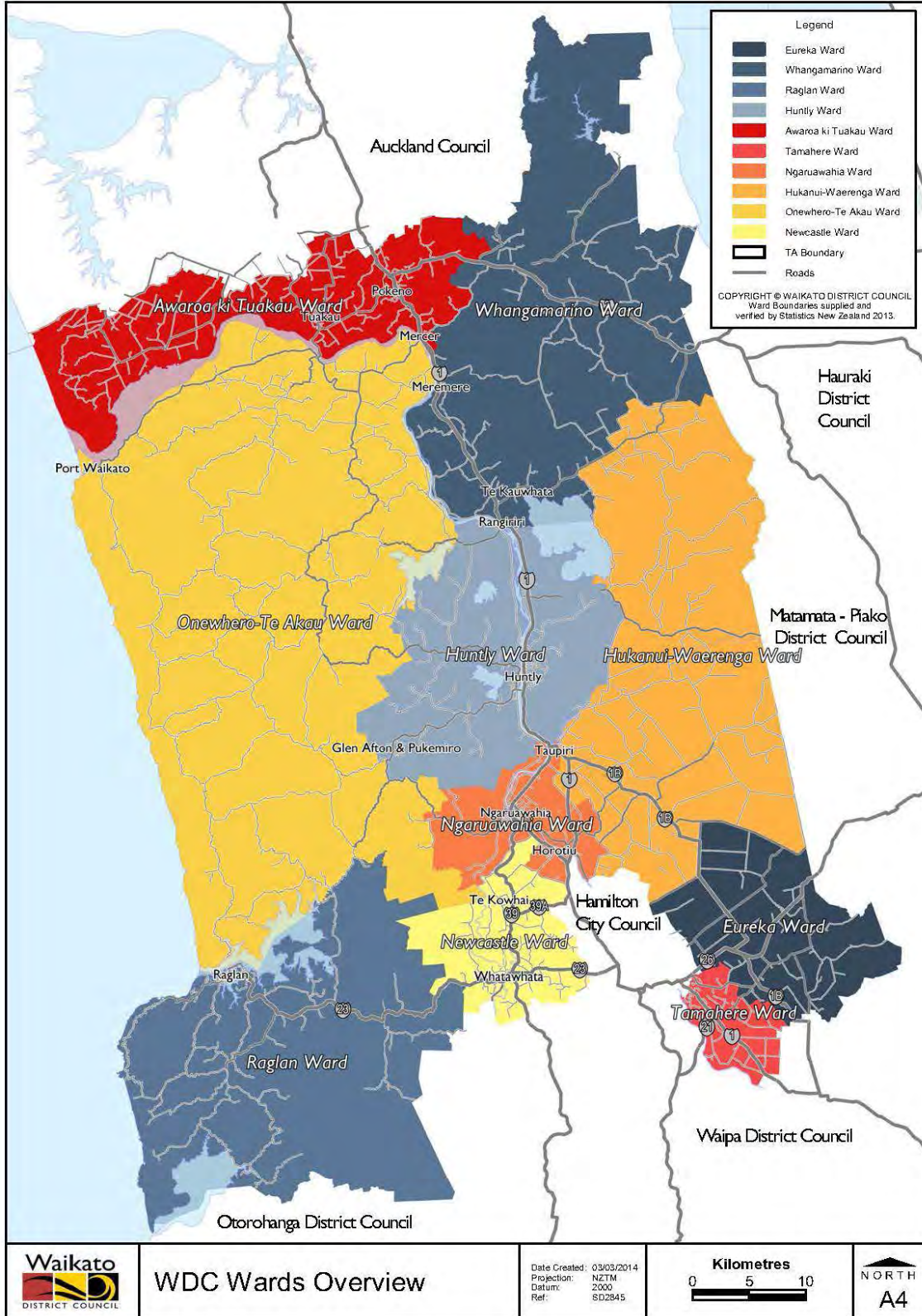
Council's overall approach when considering the financial picture is as follows;

1. Support targeted growth
2. Maintain existing assets
3. Modernise infrastructure where it prudent to do so
4. Do more within existing budgets

This vision, the outcomes and goals will guide the Waikato District Council in fulfilling the purpose of this agreement.



Map 2: District Boundaries Map – Waikato District Council





3.4 SUMMARY

This Memorandum of Understanding confirms the principles of a valued and constructive working relationship between the Ngaati Hauaa Iwi Trust and Waikato District Council and records the intent of the parties to co-operate effectively and efficiently with each other.

4. RECOGNITION OF OTHER AGREEMENTS

Ngaati Hauaa Iwi Trust recognise and acknowledge that the Waikato District Council have Joint Management Agreements with Waikato Tainui in respect of the Waikato River and with the Maniapoto Maaori Trust Board in respect of the Waipaa River, as well as other agreements with hapuuu and iwi.

Ngaati Hauaa Iwi Trust are supportive of the objectives of these Joint Management Agreements and are committed to making a contribution in the restoration, protection and maintenance of the health and wellbeing of the tupuna awa. Ngaati Hauaa Iwi Trust recognises and respects the right of other iwi and hapuuu to enter into agreements which set out their rights and interests.

Where practical and appropriate, Waikato District Council and Ngaati Hauaa Iwi Trust will work with Waikato Tainui and other iwi and hapuuu on matters of mutual interest.

5. PRINCIPLES

The parties will operate this agreement under the following principles:

- 5.1 The exercising of kawa¹ and tikanga², is acknowledged by Waikato District Council to lie with Ngaati Hauaa Iwi Trust in their takiwaa (district). Waikato District Council will seek and receive advice from Ngaati Hauaa Iwi Trust about the exercise of that authority.
- 5.2 The parties commit to open discussion, positive negotiation and a problem-solving approach to all matters related to fulfilling the purpose of this agreement.
- 5.3 The parties commit to early engagement and a 'no surprises' approach.
- 5.4 The parties recognise and respect the diverse strengths and contributions each bring to the relationship.

¹ 'Kawa' derives from the ancient term 'tā te kawa' or 'tānga o te kawa', which was the pre-dawn naming ceremony for a new building. Contemporarily the term 'kawa' is frequently used to refer to rituals or protocols related, but not limited, to the formal welcome of visitors on the marae, which is determined by the mana whenua.

² 'Tikanga' is derived from the word 'tika', to be correct. It refers to what is accepted as correct customary practice in Māori contexts.



-
- 5.5 In areas of mutual interest, the parties may pursue joint developments and evaluation of programmes and initiatives.
 - 5.6 Either party has the right to enter into agreements with other iwi / other councils.
 - 5.7 The parties undertake to inform the other of new information and developments which could impact on the fulfilling of the purpose of this agreement.
 - 5.8 The parties undertake to regularly meet to discuss areas of common interest and recognise that the relationship between them will evolve.

6. AGREEMENTS UNDER THIS MEMORANDUM OF UNDERSTANDING

Ngaati Hauaa Iwi Trust and the **Waikato District Council** agree that Council:

- 6.1 Recognises the matauranga (traditional knowledge) of Ngaati Hauaa Iwi Trust associated with their rongoa (medicine) and other taonga (treasures) and further recognises the right of Ngaati Hauaa Iwi Trust to protect their cultural and intellectual property rights;
- 6.2 Recognises Ngaati Hauaa Iwi Trust has a special relationship with their rohe, whenua, moana, ngahere, awa, waahi tapu, taonga and other resources;
- 6.3 Will ensure that, where necessary and appropriate, early engagement with Ngaati Hauaa Iwi Trust occurs for projects, works and activities within their identified tribal area;
- 6.4 Will discuss with Ngaati Hauaa Iwi Trust any statutory and regulatory matters that could impact upon them.

Ngaati Hauaa Iwi Trust and the **Waikato District Council** agree that **Ngaati Hauaa Iwi Trust**

- 6.6 Acknowledges that council has statutory responsibilities to the entire Waikato District community and will prioritise works and projects across the district as set out in the Long Term Plan to ensure the planning, direction and management of resources to meet the present and future needs of all the people and the environment;
- 6.7.1 Will respond to requests from the council for support, advice and information in a timely manner.

7. MEETINGS

The partners agree:

- 7.1 to meet at least once per year, to discuss matters of mutual interest;
- 7.2 for Waikato District Council, the attendees at these meetings shall be the Mayor or his nominee, and the Ward Councillors for the Tamahere and Eureka Wards (or the successors



thereof, within the district) and those staff necessary to provide technical support on agenda items will also attend;

- 7.3 for Ngaati Hauaa Iwi Trust the attendees shall be the Chairperson or his nominee, and up to 3 other Trustee representatives, or, other hapuu/Iwi/other reps as may be required to provide support on agenda items will also attend;
- 7.4 a quorum for a meeting will be four persons, comprising at least two members from each of the parties;
- 7.5 meetings will be hosted alternatively by the parties, who will provide secretariat and administrative services. The meeting will be chaired by the host party (i.e. the Mayor for meetings at Waikato District Council and the Chair of Ngaati Hauaa Iwi Trust for meetings at their venue);
- 7.6 meeting dates will be set by mutual agreement between the parties.
- 7.7 agendas for the meetings will be compiled prior and approved at least 2 weeks before the meeting is held. Confirmed agendas will be circulated by the host party to all attendees.

8. REVIEW

The parties agree that this is a living document which should be updated and adapted to take account of future developments. Therefore, the agreement shall be reviewed bi-annually to:

- 8.1 discuss any impediments to the parties fulfilling the objectives of this agreement;
- 8.2 discuss any foreseeable matter which may impact on the purpose of this agreement;
- 8.3 discuss any matter that either party considers relevant to such a review, including the contents and / or wording of the agreement.

9. RESOLUTION OF ISSUES

From time to time, each party may find that they do not agree on a particular issue. In this situation, the parties undertake to work together to maintain the relationship and to resolve any outstanding issues.



Execution

At.....on the.....day of.....2017

Signed for and on behalf of **Waikato District Council** by its duly authorised signatory:

Signed

Date

Mayor

Signed for and on behalf of **NGAATI HAUAA IWI TRUST** by its duly authorised signatory:

Signed

Date

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	31 March 2017
Prepared by	Kevin Lockley Zero Harm Manager
Chief Executive Approved	Y
DWS Document Set #	1703955
Report Title	Zero Harm Update

I. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

Safety Conversations

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. During March the number of excessive risk speeds over 110 reduced, there was an increase in speeds between 104 and 109.

Risk Management

The Drug Detection Agency undertook staff and manager training regarding the Drug & Alcohol Policy which is now live. Team Leaders and Managers, prior to the introduction have been active in questioning what constitutes an incident that would require an individual to be tested post incident.

Hall Committees

A briefing has been provided to Hall Committees about health and safety. There was good engagement at the briefing. Actions from the meetings are underway.

Monthly Statistics

Total injury incidents for January was (15), all requiring first aid. There was one lost time injury. The Total Recordable Injury Frequency Rate (TRIFR) for the period is 0.89.

There has been a slight decrease in near miss reporting. Reporting of injuries, incidents and near misses has become a very accepted process across the organisation, staff have embraced the new reporting system well. 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

4.1 DISCUSSION

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

4.2 OPTIONS

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

5. CONSIDERATION

5.1 FINANCIAL

There are no direct financial requirements identified in this report.

5.2 LEGAL

This report is prepared as part of assisting Council with compliance with the 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 undertaken due diligence to ensure appropriate health & safety systems are in place and operating.					

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

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

Council engages with our Community Boards and Community Committees to ensure they are clear on their requirements. Council also undertakes audits and safety conversations in relation to our contractors. A briefing was held in February for Community Boards and Committees. A further briefing was provided to Hall Committees.

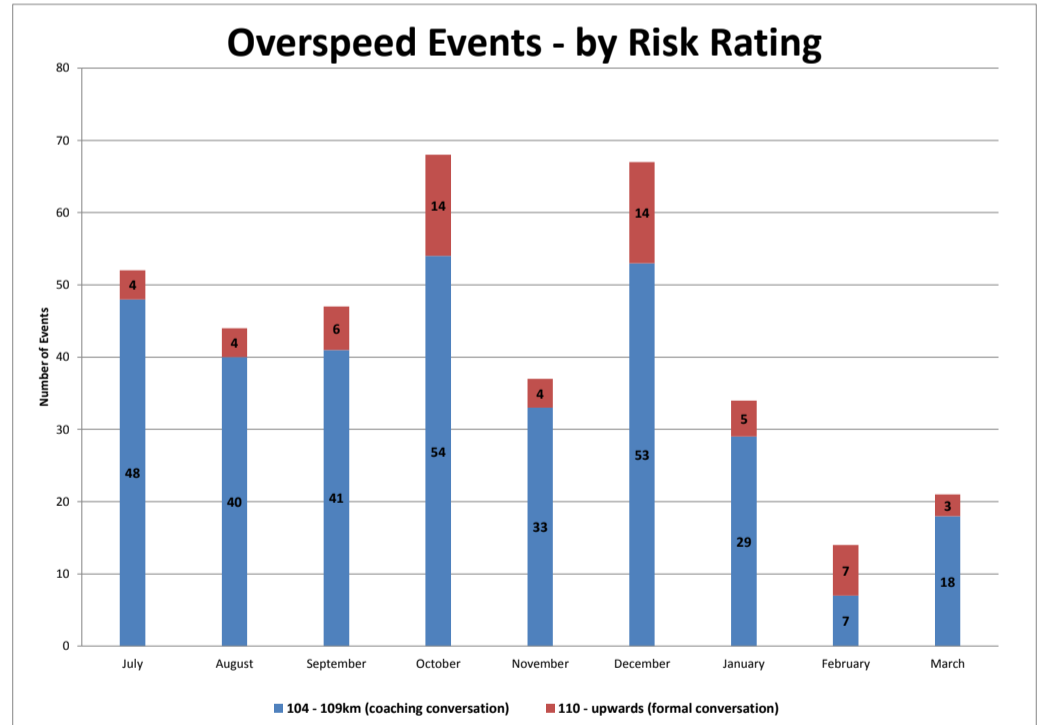
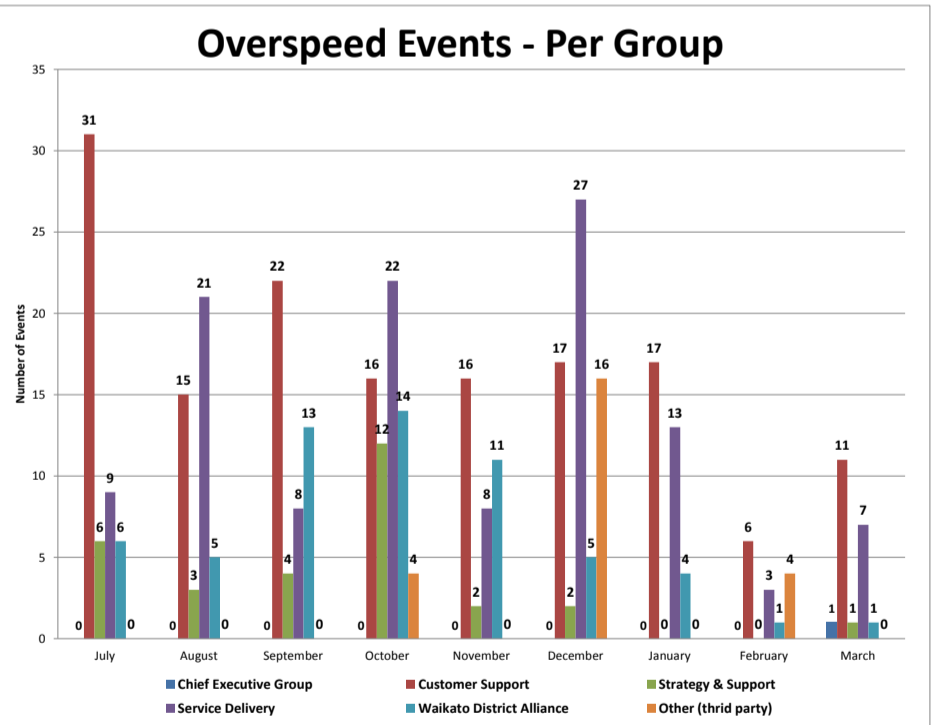
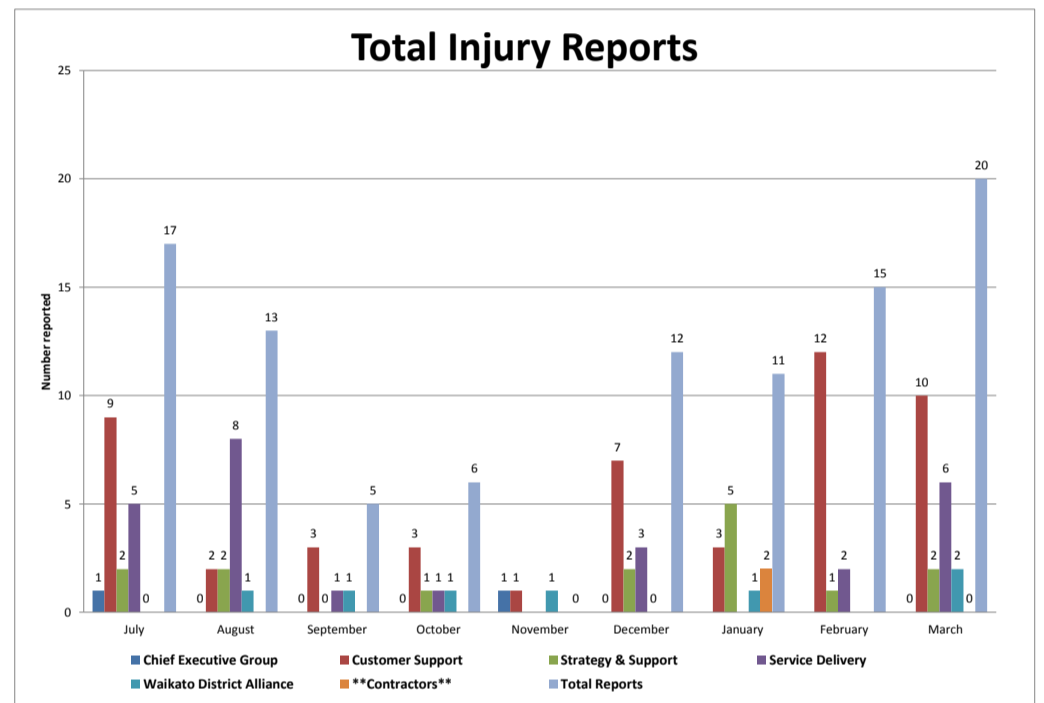
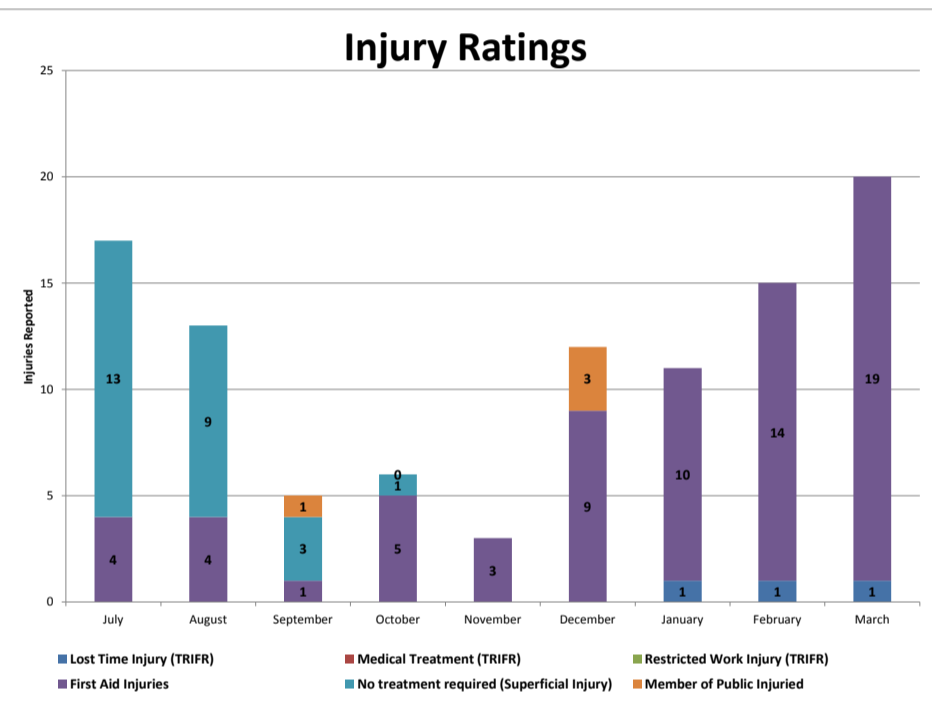
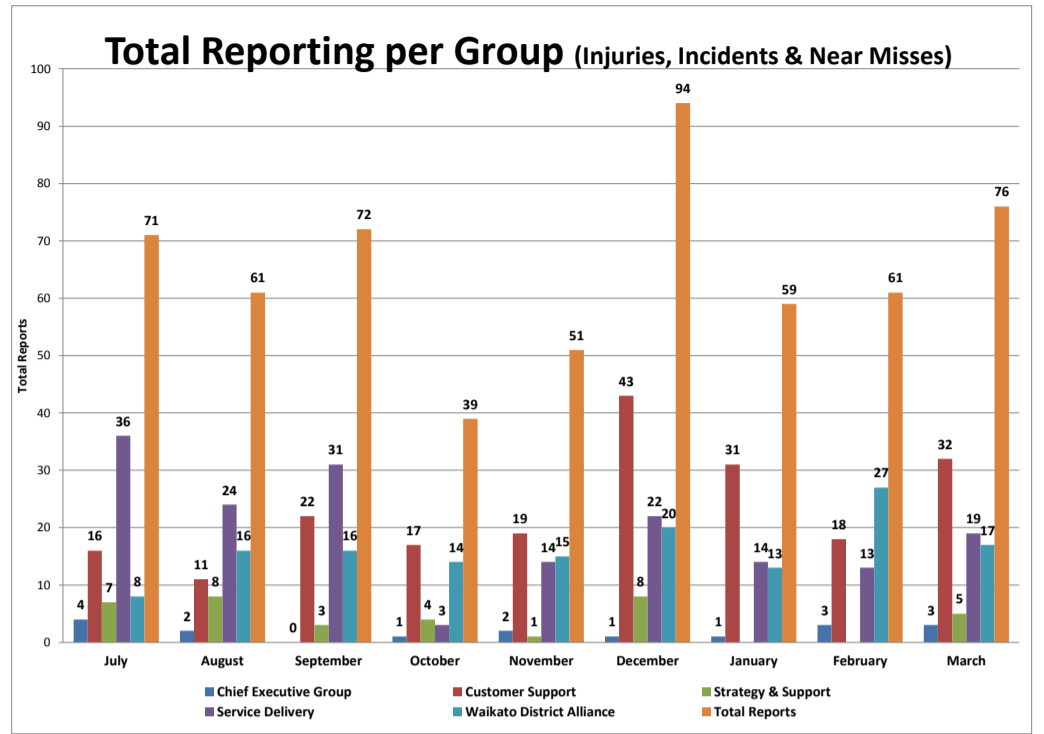
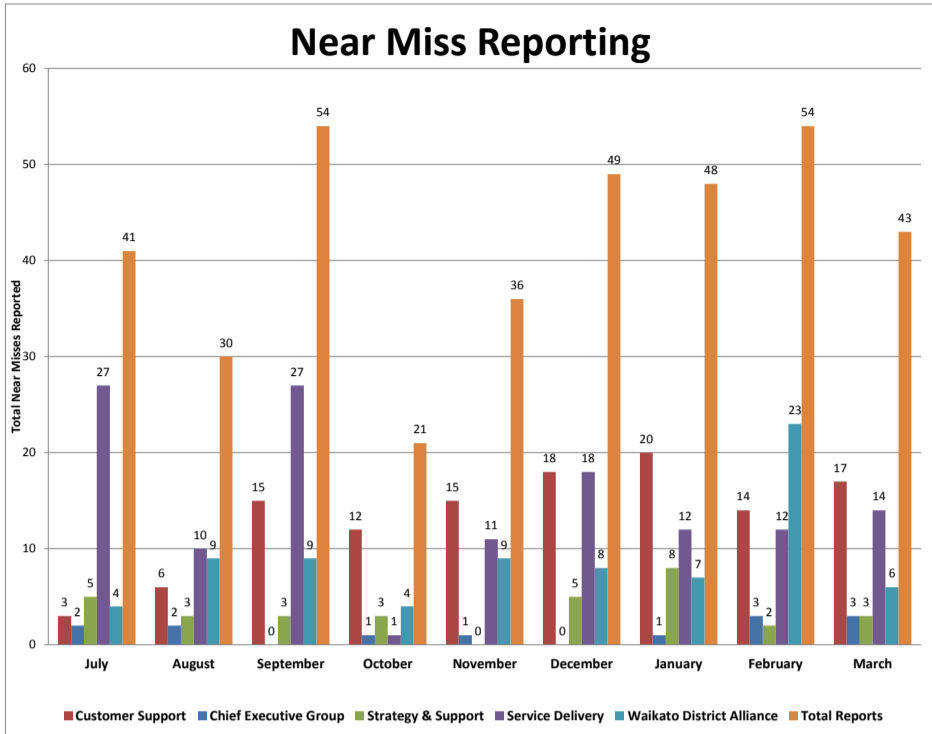
6. CONCLUSION

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

7. ATTACHMENTS

- Zero Harm Monthly Dashboard

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



“Work safe, home safe”

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 March 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Receipt of Strategy & Finance Committee Minutes

I. EXECUTIVE SUMMARY

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

2. RECOMMENDATIONS

THAT the minutes of the Strategy & Finance Committee meeting held on Wednesday 22 March 2017 be received;

AND THAT the following become resolutions of Council:

Adoption of the Ngaaruawaahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai and Glen Massey Structure Plan

THAT the Ngaaruawaahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai and Glen Massey Structure Plan be adopted.

S&F1703/13

Operational Budget Review

THAT Council support allocation of \$120,000.00 from the General Accounting Reserve Fund to support the Mid-Sized Tourism Facilities Grant Fund – Round Two;

AND THAT in the event that the application is unsuccessful the \$120,000.00 be returned to General Accounting Reserve Fund.

S&F1703/15

3. ATTACHMENTS

S&F minutes 22 March 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 MARCH 2017** commencing at **9.00am**.

Present:

Cr JM Gibb (Chairperson)
His Worship the Mayor Mr AM Sanson [*from 9.20am until 10.06am and from 10.12am*]
Cr A Bech
Cr JA Church
Cr DW Fulton
Cr S Henderson
Cr SD Lynch
Cr FM McInally
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith [*until 10.41am and from 11.06am*]
Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
Mr TG Whittaker (General Manager Strategy & Support)
Mr T Harty (General Manager Service Delivery)
Mr B MacLeod (Chairperson, Raglan Community Board)
R MacCulloch (Regulatory Manager)
Mrs LM Wainwright (Committee Secretary)
Mrs B Connolly (Senior Policy Planner)
Ms A Diaz (Finance Manager)
Mr R Java (Procurement Manager)
Mr C Morgan (Economic Development Manager)
Members of staff

APOLOGIES AND LEAVE OF ABSENCE

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Crs McInally/Sedgwick)****THAT the agenda for a meeting of the Strategy & Finance Committee held on Wednesday 22 March 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 the Chair of the Raglan Community Board be given speaking rights for the duration of the open section of the meeting.****CARRIED on the voices****S&F1703/01**

A moments silence was held for the passing of Mr Rodney Dixon, past councillor for Waikato District Council.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Crs Thomson/Main)****THAT the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 22 February 2017 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****S&F1703/02****REPORTS**

Local Government Funding Agency six monthly report
Agenda Item 5.1

Resolved: (Crs Thomson/Patterson)**THAT the report from the General Manager Strategy & Support be received.****CARRIED on the voices****S&F1703/03**

Local Government Funding Agency draft Statement of Intent 2017/18
Agenda Item 5.2

Resolved: (Crs Church/Lynch)

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

CARRIED on the voices

S&F1703/04

Waikato Regional Airport Limited Draft Statement of Intent 2017/18
Agenda Item 5.3

Resolved: (Crs Thomson/Henderson)

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

AND THAT pursuant to section 64 of the Local Government Act 2002 the Strategy & Finance Committee will provide feedback on the Waikato Regional Airport Limited draft Statement of Intent for 2017/18 no later than 30 April 2017.

CARRIED on the voices

S&F1703/05

Waikato Regional Airport interim report
Agenda Item 5.4

Resolved: (Crs Fulton/Sedgwick)

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

CARRIED on the voices

S&F1703/06

Waikato Local Authority Shared Services Limited six monthly report
Agenda Item 5.5

Resolved: (Crs Church/Bech)

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

CARRIED on the voices

S&F1703/07

Waikato Local Authority Shared Services Limited draft Statement of Intent
Agenda Item 5.6

Resolved: (Crs Bech/Patterson)

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

AND THAT pursuant to section 64 of the Local Government Act 2002 the Strategy & Finance Committee will provide feedback on the Waikato Local Authority Shared Services Limited draft Statement of Intent for 2017/18 no later than 30 April 2017.

CARRIED on the voices

S&F1703/08

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

Financial Review of Key Projects
Agenda Item 5.7

Resolved: (Crs Fulton/Bech)

THAT the report from the Chief Executive be received.

CARRIED on the voices

S&F1703/09

Raglan Kopua Holiday Park Financial Statements ended 31 January 2017
Agenda Item 5.8

Resolved: (Crs McNally/Henderson)

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

CARRIED on the voices

S&F1703/10

Update on Youth Engagement March 2017
Agenda Item 5.9

Resolved: (Crs Bech/Church)

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

CARRIED on the voices

S&F1703/11

Savings Report
Agenda Item 5.10

Resolved: (Crs Sedgwick/Main)

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

CARRIED on the voices

S&F1703/12

Adoption of the Ngaaruawaahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai and Glen Massey Structure Plan
Agenda Item 5.11

Resolved: (Crs Patterson/Main)

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

AND THAT the Ngaaruawaahia, Hopuhopu, Taupiri, Horotiu, Te Kowhai and Glen Massey Structure Plan be adopted.

CARRIED on the voices

S&F1703/13

Community Engagement Update
Agenda Item 5.12

Resolved: (Crs Thomson/Bech)

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

CARRIED on the voices

S&F1703/14

Operational Budget Review
Agenda Item 5.13

Resolved: (Crs McNally/Bech)

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

AND THAT the committee support allocation of \$120,000.00 from the General Accounting Reserve Fund to support the Mid-Sized Tourism Facilities Grant Fund – Round Two;

AND FURTHER THAT in the event that the application is unsuccessful the \$120,000.00 be returned to General Accounting Reserve Fund.

CARRIED on the voices

S&F1703/15

Financial Performance Summary for the period ending 28 February 2017
Agenda Item 5.14

Resolved: (Crs Thomson/Sedgwick)

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

CARRIED on the voices

S&F1703/16

His Worship the Mayor withdrew from the meeting at 10.06am, re-entered the meeting at 10.12am during discussion on the above item and was present when voting took place.

Cr Smith withdrew from the meeting at 10.41am during discussion on the above item and was not present when voting took place.

The meeting adjourned at 10.45am and resumed at 11.06am.

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 Council to deliberate and make decisions on the following items of business:

Confirmation of Minutes dated Wednesday 22 February 2017

REPORTS

a. Civic Assurance draft 2017 Statement of Intent

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

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

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

Section 48(1)(d)

CARRIED on the voices

S&F1703/17

Cr Smith re-entered the meeting at 11.06 during discussion on the above item and was present when voting took place.

Resolutions S&F1703/18 – S&F1703/20 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 11.14am.

Minutes approved and confirmed this day of 2017.

JM Gibb
CHAIRPERSON
Minutes2017/S&F/170322 S&F Minutes

Open Meeting

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

I. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

AND THAT the following become resolutions of Council:

Contract 12/013 Cleaning – Increase in Approved Contact Sum

THAT the increase of \$151,140.42 in Approved Contract Sum for Contract 12/013 Cleaning be approved.

INF1703/06

Review of Public Toilet Strategy

THAT the 2014 Public Toilet Strategy be reviewed and include considering the priority and need for future new facilities in Te Kowhai, Whatawhata, Mercer and Maramarua.

INF1703/09

3. ATTACHMENTS

INF minutes 28 March 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 MARCH 2017** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson *[from 9.04am]*
Cr JA Church *[until 10.36am and from 11.00am]*
Cr JM Gibb
Cr S Henderson
Cr SD Lynch
Cr RC McGuire
Cr FM McInally
Cr BL Main
Cr EM Patterson *[until 10.36am and from 10.59am]*
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson

Attending:

Mr B MacLeod (Chairperson Raglan Community Board)
Mr G Ion (Chief Executive)
Mr T Harty (General Manager Service Delivery)
Mr R MacCulloch (Acting General Manager Customer Support)
Mr T Whittaker (General Manager Strategy & Support)
Mrs LM Wainwright (Committee Secretary)
Ms J Remihana (Programme Delivery Manager)
Mr M Mould (Waters Manager)
Mr C Clarke (Roading Manager)
Ms D Rawlings (Management Accountant)
Ms M McIntyre (Operations Team Leader – Water)
Mr T Mylchreest (Maintenance Manager Waikato District Alliance)
Mr W Furlong (Asset Management Team Leader Roading)
Mr E Parata (Asset Management Team Leader)
Ms M Smart (Property Officer)
Mr P Simcock (NZTA)
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 Bech.

CARRIED on the voices

INF1703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Sedgwick)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 28 March 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 the Chair of the Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

INF1703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Sedgwick/Henderson)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 February 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

INF1703/03

REPORTS

Waikato Expressway Update: Presentation by New Zealand Transport Agency
Agenda Item 5.1

The NZTA representative gave a powerpoint presentation and answered questions of the committee.

Resolved: (Crs Patterson/Lynch)

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

CARRIED on the voices

INF1703/04

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

Award of Contract
Agenda Item 5.2

Resolved: (Crs Main/Thomson)

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

CARRIED on the voices

INF1703/05

Contract 12/013 Cleaning – Increase in Approved Contract Sum
Agenda Item 5.3

Resolved: (Crs Lynch/Gibb)

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

AND THAT the increase of \$151,140.42 in Approved Contract Sum for Contract 12/013 Cleaning be approved.

CARRIED on the voices

INF1703/06

Service Delivery Report for March 2017
Agenda Item 5.4

Resolved: (His Worship the Mayor/Cr Thomson)

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

CARRIED on the voices

INF1703/07

Vehicle Dimension and Mass (VDAM) Rule Changes
Agenda Item 5.5

Resolved: (Crs Smith/Patterson)

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

CARRIED on the voices

INF1703/08

Review of Public Toilet Strategy
Agenda Item 5.6

Resolved: (His Worship the Mayor/Cr Church)

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

AND THAT the 2014 Public Toilet Strategy be reviewed and include considering the priority and need for future new facilities in Te Kowhai, Whatawhata, Mercer and Maramarua.

CARRIED on the voices

INF1703/09

Crs Church and Smith withdrew from the meeting at 10.36am at the conclusion of the above item and were present when voting took place.

The meeting adjourned at 10.36am and resumed at 10.58am.

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Cr McNally/His Worship the Mayor)

THAT the report of the Chief Executive be received;

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

Confirmation of Minutes dated Tuesday 28 February 2017

REPORTS**a. Meremere Community Facilities**

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)(d)

b. Proposed Saalbrey Road/Great South Road Intersection Upgrade

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

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

Section 7(2)(a)(h)

Section 48(1)(d)

c. Legalisation of the constructed alignment of Potter Road, Pokeno

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

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

Section 7(2)(a)

Section 48(1)(d)

d. Huntly Museum and Archive Facility Options

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

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

Section 7(2)(i)

Section 48(1)(d)

CARRIED on the voices

INF1703/10

Resolutions INF1703/11 – INF1703/16 are contained in the public excluded section of these minutes.

Having resumed open meeting and there being no further business the meeting was declared closed at 12.09pm.

Minutes approved and confirmed this day of 2017.

DW Fulton
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	29 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Discretionary & Funding Committee

1. EXECUTIVE SUMMARY

To receive the minutes of the Discretionary & Funding Committee meeting held on Tuesday 28 March 2017.

2. RECOMMENDATION

THAT the minutes of the meeting of the Discretionary & Funding Committee held on Tuesday 28 March 2017 be received.

3. ATTACHMENTS

D&F Minutes

MINUTES of a meeting of the Discretionary & Funding Committee held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 28 MARCH 2017** commencing at **1.30pm**.

Present:

Cr SD Lynch (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr DW Fulton
Cr SL Henderson
Cr RC McGuire
Cr BL Main
Cr LR Thomson

Attending:

Mr T Whittaker (General Manager Strategy & Support)
Mr R MacCulloch (Acting General Manager Customer Support)
Mrs W Wright (Committee Secretary)
Mrs L van den Bemd (Community Development Adviser)
Ms I-J Huirama (Team Administrator)
Ms C Ramsey and Ms W Wyatt (Adult Literacy Rural Trust)
Mr H Mowbray (Matangi Community Committee)
Ms N McCathie (Raglan RSA Inc)
Mrs W Diamond (Ngaruawahia RSA Inc)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (His Worship the Mayor/Cr Thomson)

THAT the agenda for a meeting of the Discretionary & Funding Committee held on Tuesday 28 March 2017 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

D&F1703/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Thomson/His Worship the Mayor)

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 7 November 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

D&F1703/02

REPORTS

Summary of Movements in Discretionary Funds to 16 March 2017
Agenda Item 5.1

Resolved: (Crs Thomson/Main)

THAT that report from the General Manger Strategy & Support be received.

CARRIED on the voices

D&F1703/03/1/1

Resolved: (His Worship The Mayor/Cr Fulton)

THAT the allocation of \$3,000 to the Te Kauwhata and Districts Historical Museum, be returned to the pool [D&F1508/09/2 refers].

CARRIED on the voices

D&F1703/03/1/2

Project Accountability Forms
Agenda Item 5.2

Resolved: (His Worship the Mayor/Cr Henderson)

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

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

Mercer Residents & Ratepayers Association	Christmas event	\$500.00
Mai uenuku ki te whenua Marae	Tamainupo Booklet	\$1,000.00
Ruawaro Combined School	Rollers for pool cover	\$1,270.50
Te Kauwhata Community Events	Amusement rides and ice blocks	\$2,294.36
Te Kauwhata Community Events	Part payment of amusement rides	\$3,201.00
Hukanui Golf Club	New flooring for the club	\$3,500.00

Wakatoo Boxing	Boxing tournament event	\$1973.00
Ngaruawahia RSA	Remembrance flags	\$1,500.00
Onewhero Society of Performing Arts	Vicar of Dibley(show)	1356.75
Mangatawhiri & District Preschool	Shade sail	\$3,000
Glen Afton Citizens Sport Club	Upgrade entrance of clubrooms	\$3,859.33
Puketaha School	Marquee hire	\$4,863.00
Pokeno Community Hall Committee	New chairs and tables	\$7,000.00
Maramarua School	Pool chemicals	\$500.00
Port Waikato Community Hall Inc.	Community Event	\$1,083.54
Tamahere Play centre	Acoustics panelling/installation of ceiling	\$1,922.84
Karioitahi Hall Committee	For hall furniture	\$4,267.95

CARRIED on the voices

D&F1703/03/2

APPLICATIONS FOR FUNDING – RURAL WARD

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

- Ms C Ramsey and Ms W Wyatt from the Adult Literacy Rural Trust
- Mr H Mowbray from the Matangi Community Committee

FUNDING APPLICATIONS – EVENTS

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

- Ms N McCathie from the Raglan RSA Inc
- Mrs W Diamond from the Ngaruawahia RSA Inc

APPLICATIONS FOR FUNDING – RURAL WARD DECISIONS

Adult Literacy Rural Trust
Agenda Item 6.1

Resolved: (Crs Thomson/McGuire)

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

CARRIED on the voices

D&F1703/04/1/1

Resolved: (Crs Fulton/Thomson)

THAT an allocation of \$1376.63 is made to the Adult Literacy Rural Trust towards the cost of printing equipment required to produce a student writing resource booklet.

CARRIED on the voices

D&F1703/04/1/2

Matangi Community Committee
Agenda Item 6.2

Resolved: (Crs Thomson/Henderson)

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

CARRIED on the voices

D&F1703/04/2/1

Resolved: (Crs Fulton/McGuire)

THAT an allocation of \$4867.95 is made to the Matangi Community Committee towards the cost of the CCTV project as amended;

AND THAT the funds will be released by staff following confirmation that the remaining funds have been raised.

CARRIED on the voices

D&F1703/04/2/2

FUNDING APPLICATIONS – EVENTS DECISIONS

Raglan Returned and Services Association Inc
Agenda Item 7.1

Resolved: (Crs Thomson/Henderson)

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

CARRIED on the voices

D&F1703/05/1/1

Resolved: (His Worship the Mayor/Cr Thomson)

THAT an allocation of \$1900.00 is made to the Raglan Returned and Services Association Inc. towards the ANZAC Day Ceremony in April 2017.

CARRIED on the voices

D&F1703/05/1/2

Ngaruawahia RSA Memorial Club Inc.
Agenda Item 7.2

Resolved: (Crs Thomson/Henderson)

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

CARRIED on the voices

D&F1703/05/2/1

Resolved: (His Worship the Mayor/Cr Henderson)

THAT an allocation of \$1500.00 is made to the Ngaruawahia RSA Memorial Club Inc. towards the cost of installing and removing the ANZAC commemorative flags.

CARRIED on the voices

D&F1703/05/2/2

There being no further business the meeting was declared closed at 2.23pm.

Minutes approved and confirmed this day of 2017.

Cr SD Lynch

CHAIRPERSON

Minutes2017/D&F/170328 D&F Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	27 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of the Creative Communities Scheme Assessment Committee meeting held on Tuesday 28 March 2017.

2. RECOMMENDATION

THAT the minutes of the meeting of the Creative Communities Scheme Assessment Committee meeting held on Tuesday 28 March 2017 be received.

3. ATTACHMENTS

CCS Minutes

MINUTES of a meeting of the Creative Communities Scheme Assessment Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 28 MARCH 2017** commencing at **4.03pm.**

Present:

Cr R McGuire (Chairperson)
Cr S Henderson
Ms D Abraham
Ms M Turner
Ms M Soanes

Attending:

Mrs L van den Bemd (Community Development Co-ordinator)
Mrs W Wright (Committee Secretary)
Ms I-J Huirama (Team Administrator)

Cr McGuire presided as Chair for this meeting.

APOLOGIES AND LEAVE OF ABSENCE

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Delwyn/Ms Soanes)

THAT the agenda for a meeting of the Creative Communities Scheme Assessment Committee held on Tuesday 28 March 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

CCSI703/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

EXCLUSION OF THE PUBLIC

Agenda Item 4

Resolved: (Cr McGuire/Ms Soanes)

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 item of business:

REPORTS

a. Appointment of new Committee Members

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

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

Section 7(2)(a)

Section 48(1)(3)(d)

CARRIED on the voices

CCSI 703/02

Resolutions CCSI 703/03 – CCSI 703/04 are contained in the public excluded section of these minutes.

Having concluded the public excluded meeting, the following items were released into open meeting:

REPORTS (continued)

“Appointment of New Committee Members

Agenda Item PEX 1.1

Resolved: (Ms Abrahams/Ms Soanes)

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

AND THAT Judi Muru, Clare Du Bosky and Catherine Lang be appointed as community representatives of the Creative Communities Scheme Funding Committee;

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

CARRIED on the voices

CCSI 703/03”

There being no further business the meeting was declared closed at 4.10pm.

Minutes approved and confirmed this day of 2017.

Cr R McGuire
CHAIRPERSON

Minutes2017/CCS/170328_CCS_M.doc

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	7 March 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Receipt of Onewhero-Tuakau Community Board Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 6 March 2017.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 6 March 2017 be received.

3. ATTACHMENTS

OTCB minutes 6 March 2017

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Town Hall, George Street, Tuakau on **MONDAY 6 MARCH 2017** commencing at **7.30pm**.

Present:

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

Attending:

Mr T Whittaker (Acting Chief Executive)
Mrs LM Wainwright (Committee Secretary)
Ms B Dobbs (Port Waikato Yacht & Motor Boat Club)
Mr C Monk (Onewhero Youth Representative)
Ms T Henderson (Onewhero Youth Representative)
Members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Jackson/Mr Petersen)

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

CARRIED on the voices

OTCBI703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Jackson/Cr Church)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 6 March 2017 be confirmed and all items therein be considered in open meeting;

AND THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.6 [*Onewhero-Tuakau Works & Issues March 2017*] being considered the first item and that other items be considered as appropriate during the course of the meeting;

AND FURTHER THAT the Board resolves that the following items be withdrawn from the agenda:

- Item No. 5.1 – New Zealand Police Report
- Item No. 5.11 – Chairperson’s Report

AND FURTHER THAT the Onewhero youth representatives be given speaking rights for the duration of the meeting.

CARRIED on the voices

OTCBI703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Jackson/Cr Main)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Tuesday 7 February 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI703/03

REPORTS

Onewhero-Tuakau Works & Issues March 2017
Agenda Item 5.6

Resolved: (Cr Main/Mrs Watson)

THAT the report from the Chief Executive be received.

CARRIED on the voices

OTCBI703/04

New Zealand Police Report
Agenda Item 5.1

This item was withdrawn from the agenda.

Discretionary Fund Report to 20 February 2017
Agenda Item 5.2

Resolved: (Mr Reeve/Mr Petersen)

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

CARRIED on the voices

OTCBI703/05

Year to Date Service Request Report
Agenda Item 5.7

Resolved: (Mr Petersen/Cr Church)

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

CARRIED on the voices

OTCBI703/06

Application for Funding – Port Waikato Yacht & Motor Boat Club
Agenda Item 5.3

Ms Dobbs gave a verbal update and answered questions of the Board.

Resolved: (Mr Petersen/Cr Main)

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

AND THAT an allocation of \$614.00 is made to the Port Waikato Yacht & Motor Boat Club towards the cost of purchasing six new life jackets.

CARRIED on the voices

OTCBI703/07

Approved Road Names List
Agenda Item 5.8

Resolved: (Mr Reeve/Mr Petersen)

THAT the report from the Chief Executive be received;

AND THAT further engagement is undertaken with the community and iwi.

CARRIED on the voices

OTCBI703/08

Youth Engagement Update
Agenda Item 5.4

Mr Monk and Ms Henderson answered questions of the Board.

Resolved: (Cr Church/Mr Reeve)

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

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

CARRIED on the voices

OTCBI703/09

Community Board/Committee Workshop
Agenda Item 5.5

Resolved: (Mr Reeve/Ms Conroy)

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

CARRIED on the voices

OTCBI703/10

New Zealand Community Boards' Conference 2017 – Methven
Agenda Item 5.9

Resolved: (Cr Main/Mr Jackson)

THAT the report of the Chief Executive be received;

AND THAT Mr Cameron be nominated to attend the New Zealand Community Boards' Conference in Methven from Thursday 11 May to Saturday 13 May 2017;

AND THAT in the absence of Mr Cameron, Mr Jackson be nominated to attend the New Zealand Community Boards' Conference in Methven from Thursday 11 May to Saturday 13 May 2017;

AND FURTHER THAT Council funds the conference registration fee for one delegate and the Onewhero-Tuakau Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.

CARRIED on the voices

OTCBI703/11

Public Forum
Agenda Item 5.10

There was no attendance from the public for this item.

Chairperson's Report
Agenda Item 5.11

This item was withdrawn from the agenda.

Councillors' and Community Board Members' Reports
Agenda Item 5.12

Members gave verbal updates on the following items:

- Toilet strategy meeting at Waikato District Council re: toilet on George Street, Tuakau
- Hall Committee health & safety meeting to be held at the Tuakau Memorial Town Hall on 16 March 2017
- Draft annual plan meeting on 16 March 2017
- Refuse and recycling

There being no further business the meeting was declared closed at 9.32pm.

Minutes approved and confirmed this day of 2017.

BB Cameron
CHAIRPERSON
Minutes 2017/OTCB/170306 OTCB Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	15 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Receipt of Minutes

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

TCB Minutes

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

Present:

Mr R Van Dam (Chair)
Cr JM Gibb
Cr EM Patterson
Mr H Lovell
Ms J Morley
Miss S Ormsby-Cocup
Mrs J Ross [*from 6.10pm*]

Attending:

Mr R MacCulloch (Regulatory Manager)
Mrs W Wright (Committee Secretary)
4 Members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Gibb/Patterson)

THAT an apology be received from and leave of absence granted to Mrs Lovell;

AND THAT an apology for lateness be received from Mrs Ross.

CARRIED on the voices

TCBI703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Van Dam/Miss Ormsby-Cocup)

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

CARRIED on the voices

TCBI703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Mr Lovell/Cr Gibb)****THAT the minutes of a meeting of the Taupiri Community Board held on Monday 13 February 2017 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****TCBI703/04****REPORTS****Public Forum**

Agenda Item 5.1

The following items were discussed at the Public Forum

- Mrs Gouk requested feedback on the previous month's issue relating to the letters and the follow up re Mr Phillips' mobility scooter access issues. The Regulatory Manager provided feedback.
- There are no crossings in Taupiri over to Gt South Road for mobility scooters
- The principal of the Taupiri School thanked the Community Board for their funding last year (for a picnic area & memorial seat) and would like to invite Members to a get-together as a show of their appreciation once completed. Details to follow.
- The Rugby Club requested a meeting with Members of the Board on Wednesday at 5pm to discuss field availability and poor lighting. Meeting to be held at the Recreation Grounds' car park

Discretionary Fund to 28 February 2017

Agenda Item 5.2

Resolved: (Miss Ormsby-Cocup/Cr Patterson)**THAT the report from the General Manager Strategy & Support be received.****CARRIED on the voices****TCBI703/05/1**

Taupiri Works and Issues Report
Agenda Item 5.3

Tabled Item: Bob Byrne car parking sealing and general upgrade photo

Resolved: (Ms Morley/Miss Ormsby-Cocup)

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

CARRIED on the voices

TCB1703/05/2

Mrs Ross entered the meeting during discussion on the above item. She was present for voting.

New Zealand Community Boards' Conference 2017
Agenda Item 5.4

Resolved: (Mrs Ross/Mr Lovell)

THAT the report of the Chief Executive be received;

AND THAT no representatives from the Taupiri Community Board will be nominated to attend the New Zealand Community Boards' Conference in Methven from Thursday 11 May to Saturday 13 May 2017.

CARRIED on the voices

TCB1703/05/3

Community Board/Committee Workshop
Agenda Item 5.5

Resolved: (Mr Van Dam/Ms Morley)

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

CARRIED on the voices

TCB1703/05/4

Chairperson's Report
Agenda Item 5.6

The Chair gave a verbal report on current issues.

Councillors' Report
Agenda Item 5.7

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

There being no further business the meeting was declared closed at 6.30pm.

Minutes approved and confirmed this day of 2017.

D Lovell

CHAIRPERSON

Minutes2017/TCB/170313 TCB Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	16 March 2017
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference	GOV1318
Report Title	Receipt of Raglan Community Board Minutes

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

Minutes

MINUTES of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 14 MARCH 2017** commencing at **2.02pm**.

Present:

Mr R MacLeod (Chairperson)
Cr LR Thomson
Mr PJ Haworth
Mrs R Kereopa
Mr AM Oosten
Mrs GA Parson [until 3.08pm]
Mr AW Vink

Attending:

Mr T Harty (General Manager Service Delivery)
Mrs R Gray (Council Support Manager)
Mr R Turner (Customer Quality Coordinator)
Mr R Thorpe (Xtreme Zero Waste)
Ms Entwistle (Waikato District Health Board)
Mr A Mooar (Raglan Junior Soccer Club)
7 Members of the public
Ms I Vos (Raglan Chronicle)
Mr M Rawere (Raglan House)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr MacLeod/Cr Thomson)

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

CARRIED on the voices

RCBI703/01

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 14 February 2017 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****RCBI703/02****SPEAKER**

The Chair invited Mr Thorpe, Xtreme Zero Waste, to address the board.

Tabled: Litter Issues in Raglan

Mr Thorpe spoke on matters of rubbish and collection times over the Christmas period. He considered these broader issues than contractual issues, eg tourism, aesthetics, bins, payment of infrastructure, litter, toilets etc. Board members to remind members of the public to complete a Service Request for any concerns on these matters.

REPORTSDevelopment of a Consumer Council for Waikato District Health Board
Agenda Item 6.1

Ms Wendy Entwistle, Team Leader Consumer Engagement, Waikato District Health Board was in attendance to provide information on preparing to set up a Consumer Council and raise awareness of this development.

The Chair invited members of the public to ask questions of Ms Entwistle.

Resolved: (Ms Kereopa/Cr Thomson)**THAT the report from the Chairperson be received.****CARRIED on the voices****RCBI703/03/1**Discretionary Fund Report to 28 February 2017
Agenda Item 6.2**Resolved: (Mr MacLeod/Mr Haworth)****THAT the report from the General Manager Strategy & Support be received.****CARRIED on the voices****RCBI703/03/2**

Application for Funding – Raglan Junior Soccer Club
Agenda Item 6.3

Mr Aaron Mooar provided an overview in support of the request for funding.

Resolved: (Cr Thomson/Mr Haworth)

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

AND THAT an allocation of \$1,558.98 be made to the Raglan Junior Soccer Club towards the cost of purchasing two new football goal posts and net sets.

CARRIED on the voices

RCBI703/03/3

Youth Engagement Update
Agenda Item 6.4

Resolved: (Mr MacLeod/Mr Oosten)

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

CARRIED on the voices

RCBI703/03/4

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

The General Manager Service Delivery agreed to include a comments box on the dashboard report that would provide commentary around trends etc.

Resolved: (Mr MacLeod/Mr Oosten)

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

CARRIED on the voices

RCBI703/03/5

Year to Date Service Request Report
Agenda Item 6.6

It was requested that a bullet point commentary box be provided for any issues that stand out in the data.

Resolved: (Mr MacLeod/Mr Vink)

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

CARRIED on the voices

RCBI703/03/6

Mrs Parsons retired from the meeting at 3.08pm during discussion on the above item and was not present when voting took place.

Community Board Conference

Agenda Item 6.7

Resolved: (Cr Thomson/Mrs Kereopa)

THAT the report of the Chief Executive be received;

AND THAT Mr MacLeod be nominated to attend the New Zealand Community Boards' Conference in Methven from Thursday 11 May to Saturday 13 May 2017;

AND FURTHER THAT Council funds the conference registration fee for one delegate and the Raglan Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.

CARRIED on the voices

RCB1703/03/7

Community Board/Community Committee Workshop

Agenda Item 6.8

It was agreed to forward any items for the agenda to the Chairperson.

Resolved: (Mrs Kereopa/Mr Vink)

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

CARRIED on the voices

RCB1703/03/8

Road Name List

Agenda Item 6.9

It was noted there are 14 Maaori road names in Raglan.

Resolved: (Mrs Kereopa/Mr MacLeod)

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

AND THAT Cr Thomson and Mrs Kereopa provide some road names to the Chairperson for forwarding to Council prior to the end of the month.

CARRIED on the voices

RCB1703/03/9

Long Term Priority Projects
Agenda Item 6.10

Resolved: (Mr MacLeod/Mr Oosten)

THAT the report from the Chairperson be received;

AND THAT the Board supports the following top three projects:

1. Raglan Naturally Business Case [RCB1702/04/9 refers]
2. Continuing development of footpaths
3. Whale Bay to Manu Bay walkway.

CARRIED on the voices

RCB1703/03/10

Raglan Coastal Reserves Advisory Meeting Minutes – 13 February 2017
Agenda Item 6.11

Resolved: (Cr Thomson/Mr Haworth)

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

AND THAT staff provide a copy of the Terms of Reference to the Reserves Committee members.

CARRIED on the voices

RCB1703/03/11

Chairperson's Report
Agenda Item 6.12

Resolved: (Mr MacLeod/Mr Oosten)

THAT the report from the Chairperson be received.

CARRIED on the voices

RCB1703/03/12

Councillor's Report
Agenda Item 6.13

Resolved: (Cr Thomson/Mr Haworth)

THAT the report from Cr Thomson be received.

CARRIED on the voices

RCB1703/03/13

Public Forum
Agenda Item 6.14

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

- More publicity for meetings required (facebook) – workshops being held in April, July, and October.
- Noted that the Hon Mark Mitchell and our local JP will attend the public meeting on Monday 21 March 2017, 1.50pm – 3.20pm.
- Currently in the process of gathering signatures for the establishment of the Incorporated Society Raglan Naturally Tourism organisation, operating under the principles of Raglan Naturally.
- The Chair expressed thanks to the Editor of the Raglan Chronicle for the article written from the public forum at the February board meeting.
- Overview provided on the facilities and services of the Raglan House.

MEMBERS' REPORT

Mrs Kereopa attended the Raglan Naturally meeting.

Mr Oosten met with Council staff around the 3P project and expansion of food waste project in Raglan.

Mr Vink to attend the Aspiring Communities conference.

There being no further business the meeting was declared closed at 3.31pm.

Minutes approved and confirmed this day of 2017.

RJ MacLeod
CHAIRPERSON
Minutes 2017/RCB/170314RCB Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	15 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV318
Report Title	Receipt of Minutes – Ngaruawahia Community Board

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

THAT the minutes of the meeting of the Ngaruawahia Community Board meeting held on Tuesday 14 March 2017 be received.

3. ATTACHMENTS

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 MARCH 2017** commencing at **6.15pm**

Present:

Mr J Whetu (Chair) *[from 6.30pm]*
Cr JM Gibb
Cr E Patterson
Ms R Kirkwood
Ms K Morgan
Mr BJ Sherson

Attending:

Cr SD Lynch
Mr R MacCulloch (Acting General Manager Customer Support)
Ms K Langlands (Chair, Huntly Community Board)
Mrs W Wright (Committee Secretary)
Master W Eriepa (Youth Representative)
3 Members of the public

Ms Kirkwood opened the meeting with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Gibb/Ms Morgan)

THAT an apology be received from and leave of absence granted to Ms Stevens and Mrs Diamond;

AND THAT an apology for lateness be received from Mr Whetu.

CARRIED on the voices

NCBI703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Patterson/Mr Sherson)

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

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

CARRIED on the voices

NCBI703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Patterson/Ms Morgan)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 14 February 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCBI703/03

REPORTS

Youth Engagement Update
Agenda Item 5.1

The Acting General Manager Customer Support provided a brief overview of the Youth Engagement Update. The Youth Representative answered questions from the Board.

Resolved: (Ms Morgan/Cr Patterson)

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

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

CARRIED on the voices

NCBI703/04/1

Ngaruawahia Works and Issues Report
Agenda Item 5.2

The following additional items were discussed:

- Grass verges (troubled areas) to be identified – Mr MacCulloch to follow up with the Board for more information
- Follow up re contractor that opens the gates for the Ngaruawahia Swimming Pool. There was a booking by Waipa school for 8.30am and the gates only opened up at 10am.

Resolved: (Mr Sherson/Cr Gibb)

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

CARRIED on the voices

NCBI703/04/2

Mr Whetu entered the meeting during discussion on the above item. He was present during voting on this item.

Mr Whetu assumed the Chair.

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.3

Resolved: (Ms Morgan/Ms Kirkwood)

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

CARRIED on the voices

NCBI703/04/3

Discretionary Fund to 28 February 2017
Agenda Item 5.4

Resolved: (Cr Patterson/Mr Sherson)

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

CARRIED on the voices

NCBI703/04/4

New Zealand Community Boards' Conference 2017
Agenda Item 5.5

Resolved: (Mr Whetu/Ms Morgan)

THAT the report of the Chief Executive be received;

AND THAT Mr Sherson be nominated to attend the New Zealand Community Boards' Conference in Methven from Thursday 11 May to Saturday 13 May 2017;

AND FURTHER THAT Council funds the conference registration fee for one delegate and the Ngaruawahia Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.

CARRIED on the voices

NCBI703/04/5

Community Board/Committee Workshop
Agenda Item 5.6

Resolved: (Ms Kirkwood/Cr Gibb)

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

CARRIED on the voices

NCBI703/04/6

Public Forum
Agenda Item 5.7

The following items were discussed at the public forum:

- Princess Street property with high grass (Mrs Mavis Saville) – going on for 14 years; been addressed in Works & Issues report
- Wendy Entwistle from the DHB Consumer Engagement Board spoke about the pending establishment of a Consumer Council in Waikato – Tabled Item
- Jack Ayers updated the Board on ‘whitebait stands’ that have been approved by DOC from a safety perspective

Chairperson’s Report
Agenda Item 5.8

Resolved: (Mr Whetu/Mr Sherson)

THAT the report from the Chair Ngaruawahia Community Board be received.

CARRIED on the voices

NCB1703/05/7

Councillors’ Report
Agenda Item 5.9

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

Community Board Members’ Report
Agenda Item 5.10

Members provided a verbal report on the following issues:

- Ms Kirkwood commended the way Mr Whetu conducted himself during a recent meeting
- The Ngaruawahia swimming pool – several issues covered
- Social media via Facebook is still very popular; community notices especially

There being no further business the meeting was declared closed at 7.39pm.

Minutes approved and confirmed this day of 2017.

J Whetu
CHAIRPERSON
Minutes 2017/NCB/170314 NCB Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	22 March 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Receipt of Huntly Community Board Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Huntly Community Board meeting held on Tuesday 21 March 2017.

2. RECOMMENDATION

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

3. ATTACHMENTS

HCB minutes 21 March 2017

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 21 MARCH 2017** commencing at **6.00pm**.

Present:

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

Attending:

His Worship the Mayor Mr AM Sanson
Mrs LM Wainwright (Committee Secretary)
Ms J Remihana (Programme Delivery Manager)
Mr G Donald (GMD Consultant)
Mr L Cotter (Youth Co-ordinator)
Mrs L Silbey McKinnon (Huntly Kyokushin Karate Club)
Mr L McKinnon (Huntly Kyokushin Karate Club)
Members of the public

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Lynch/Mrs Lamb)

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

AND THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.8 [*Huntly Community Facility*] being considered after agenda item 5.2;

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

- **Huntly Community Facility**

AND FURTHER THAT Mr L Cotter, Youth Co-ordinator, be given full speaking rights for the duration of the meeting.

CARRIED on the voices

HCBI703/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Farrar/Mrs Lamb)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 21 February 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

HCBI703/02

REPORTS

Discretionary Fund Report to 6 March 2017
Agenda Item 5I

Resolved: (Cr McInally/Ms Bredenbeck)

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

CARRIED on the voices

HCBI703/03

Application for Funding – Huntly Kyokushin Karate Club
Agenda Item 5.2

Resolved: (Cr McInally/Mrs Stewart)

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

AND THAT an allocation of \$1,698.00 is made to the Huntly Kyokushin Karate Club towards the cost of hosting the 2017 national karate event in Huntly.

CARRIED on the voices

HCBI703/04

Huntly Community Facility
Add Item 5.8

Resolved: (Cr McNally/Ms Bredenbeck)

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

AND THAT the **Huntly Community Board** supports the **Huntly Community Board** members being the working group to consider the feedback from the community;

AND FURTHER THAT the group report back to the **Infrastructure Committee** in June 2017 for consideration as part of the **2018-28 Long Term Plan**.

CARRIED on the voices

HCBI703/05

Youth Engagement Update
Agenda Item 5.3

Resolved: (Cr Lynch/Mrs Lamb)

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

AND THAT the **Huntly Community Board** nominate **Phoebe Comins** as the second youth representative on the **Huntly Community Board**;

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

CARRIED on the voices

HCBI703/06

Huntly Works & Issues Report: Status of Items March 2017
Agenda Item 5.4

Resolved: (Cr Lynch/Mrs Lamb)

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

CARRIED on the voices

HCBI703/07

Community Board/Committee Workshop
Agenda Item 5.5

Resolved: (Ms Langlands/Cr McNally)

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

CARRIED on the voices

HCBI703/08

New Zealand Community Boards' Conference 2017 – Methven
Agenda Item 5.6

Resolved: (Cr Lynch/Mrs Lamb)

THAT the report of the Chief Executive be received;

AND THAT Ms Langlands and Mrs Stewart be nominated to attend the New Zealand Community Boards' Conference in Methven from Thursday 11 May to Saturday 13 May 2017;

AND FURTHER THAT Council funds the conference registration fee for one delegate and the Huntly Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.

CARRIED on the voices

HCBI703/09

Change of Meeting and Public Forum Commencement Time
Agenda Item 5.7

Resolved: (Ms Langlands/Mr Farrar)

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

AND THAT the Huntly Community Board holds its meetings on the third Tuesday of each month commencing at 6.00pm;

AND FURTHER THAT a Public Forum be held at 5.45pm prior to the commencement of each meeting.

CARRIED on the voices

HCBI703/10

Public Forum
Agenda Item 5.8

The following items were discussed at the public forum:

- Outage of street light in Caesar Roose Place
- Presentation from DHB

Chairperson’s Report
Agenda Item 5.9

The chairperson gave a verbal report on the following items:

- Children being disruptive outside library and intimidating the public
- Visited Kimihia School – they are knitting a blanket to attach poppies to for ANZAC Day
- Placemaking - Toilet wrapping – Mr Farrar to speak to Mr Mounsey
- Placemaking - Graffiti on public seats

Councillors’ and Board Members’ Reports
Agenda Item 10

Councillors’ and Board Members gave verbal reports on the following items:

- Signs on footpath pavers
- What are the dates for the inorganic collections. His Worship the Mayor advised that they had not been set yet
- Concern was raised that Huntly residents had been advised by letter that they would be receiving two water bills but to date had not received any
- ANZAC poppies are being placed on trees on the 9th April
- Cr McInally spoke to the Panel and Paint business owners on Great South Road
- Kimihia Home – offer of employment has been made
- Huntly Museum – meeting with His Worship the Mayor and Chief Executive next week
- Vandalism at Lake Puketirini
- Water and wastewater – general discussion

There being no further business the meeting was declared closed at 7.14pm.

Minutes approved and confirmed this _____ day of _____ 2017.

Ms K Langlands
CHAIRPERSON
Minutes 2017/HCB/170321 HCB Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	16 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Receipt of Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 1 March 2017.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 1 March 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 MARCH 2017** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Mrs C Berney (Secretary)
Mr J Cunningham
Mr C Howells
Mrs M Raumati
Mr B Weaver
Mr D Hardwick
Mr T Hinton

Attending:

Mr V Ramduny (Manager Strategy & Planning)
Miss Sara Hall (Youth Representative)
Miss Martine Radidi (Youth Services)
Mr Gareth Barnes (Local Police Officer)
Mr Iain Fletcher (Downers)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Weaver/Mr Cunningham)

THAT an apology be received from and leave of absence granted to Mr Dawson;

AND THAT an apology for lateness be received from Mr Hinton and Mr Hardwick.

CARRIED on the voices

TKCCI703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (M Raumati, J Cunningham)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on **Wednesday 1 March 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;

- **Guest speaker: Martine Radidi** [*Te Runanga O Kirikiriroa/Whai Marama Youth Services*]

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

CARRIED on the voices

TKCCI703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 1 February 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TKCCI703/03

SPEAKERS

Mr Fletcher from Downers provided an update to the Board regarding the Longswamp Expressway.

Ms Martine Radidi from Te Runanga O Kirikiriroa/Whai Marama Youth Services gave a brief introduction to the services and assistance the organisation offers to the youth of the Te Kauwhata community.

Mr Gareth Barnes from the local police gave an update on what was happening in the community.

REPORTS

Te Kauwhata Works & Issues
Agenda Item 6.1

Resolved: (Cr Sedgwick/Mr Weaver)

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

CARRIED on the voices

TKCCI703/04/1

Councillor's Report
Agenda Item 6.2

Cr Sedgwick gave a verbal report and answered questions of the Committee.

Discretionary Fund Report to 15 February 2017
Agenda Item 6.3

Resolved: (Cr Sedgwick/Mr Hinton)

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

CARRIED on the voices

TKCCI703/04/2

Youth Engagement Update February 2017
Agenda Item 6.4

Resolved: (Mr Cunningham/Mrs Raumati)

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

AND THAT if there are any new issues identified in the Youth Action Group's Quarterly Report that the Committee agrees on, be added to the Committee's Works and Issues report so that progress on implementation can be monitored.

CARRIED on the voices

TKCCI703/04/3

New Youth Action Group Representatives on the Community Committee
Agenda Item 6.5

Resolved: (Mrs Berney/Ms Grace)

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

AND THAT the Youth Action Group representatives (Sara Hall, Abby Irvine and Ngahuia Falwasser) be appointed to the Te Kauwhata Community Committee.

CARRIED on the voices

TKCCI703/04/4

Community Plan Template and Identification of Long Term Plan Priority Projects
Agenda Item 6.6

Resolved: (Cr Sedgwick/Ms Grace)

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 be submitted to Council’s Corporate Planner by 31 March 2017.

CARRIED on the voices

TKCCI703/04/5

Community Board/Committee Workshop
Agenda Item 6.7

Resolved: (Mrs Raumati/Mr Howells)

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

CARRIED on the voices

TKCCI703/04/6

Chairperson’s Report
Agenda Item 6.8

The chair gave a verbal report and answered questions of the committee.

PROJECTS UPDATE

Ken Nobbs Memorial Garden
Agenda Item 7.1

Project is completed. Can be removed from the agenda.

Dog Park
Agenda Item 7.2

Ply will be here soon and will be cut out. Looking at adding trees, obstacles, agility items and seating.

Wetlands Walkway
Agenda Item 7.3

Progress is being made on this. Construction is moving along. Current timing is estimated for 6 weeks time.

There being no further business the meeting was declared closed at 8.45pm.

Minutes approved and confirmed this _____ day of _____ 2017.

T Grace
CHAIRPERSON
Minutes2017/TKCC/170301TKCC Minutes

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	14 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Receipt of Meremere Community Committee Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Meremere Community Committee held on Thursday 9 March 2017 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 9 March 2017 be received.

3. ATTACHMENTS

MMCC Minutes

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 9 MARCH 2017** commencing at **7.03pm**.

Present:

Jim Katu (Chairperson)
Ben Brown
Angela Dobby
James Harman
Cecilia Heta
Nicola Jenkin (Secretary)
John Ngatai

Attending:

Ms J Remihana (Programme Delivery Manager)
2 Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Heta/Mr Harman)

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

CARRIED on the voices

MMCCI703/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Ngatai/Ms Heta)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 9 March 2017 be confirmed and all items therein be considered in open meeting

AND THAT Agenda 5.2 [*Councillor's Report*], be withdrawn from the Agenda.

CARRIED on the voices

MMCCI703/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Dobby/Ms Heta)

THAT the minutes of a meeting of Meremere Community Committee held on Thursday 9 February 2017 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

MMCCI703/03

REPORTS

Meremere Works & Issues Report
Agenda Item 5.1

Additional items discussed:

- Paint to be provided to combat tagging

Resolved: (Mr Ngatai/Ms Dobby)

THAT the report from the Chief Executive be received.

CARRIED on the voices

MMCCI703/04/1

Councillor's Report
Agenda Item 5.2

This item was withdrawn from the Agenda.

Discretionary Fund Report
Agenda Item 5.3

Resolved: (Mr Brown/Mr Harman)

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

AND THAT a commitment be made (amount 'tbc') for the reconnection of power for the Tennis Pavillion .

CARRIED on the voices

MMCCI703/04/2

Community Board/Committee Workshop
Agenda Item 5.4

This item was not discussed.

GENERAL BUSINESS

- Tinnay – would like to use the Tennis Pavilion as a Youth Centre
 - o 20-30 kids attend on a Tuesday evening

Resolved: (Mrs Jenkin/Mr Harman)

THAT Meremere Community Committee gives permission for the Meremere Youth Club to use the Tennis Pavillion.

CARRIED on the voices**MMCCI703/05**

- Badminton was on a Tuesday night but has not started back up again yet. It will go in the next newsletter
- Gym – Key when given is for that one person and not for everyone. Stuff has been left everywhere and not put away.
- Next meeting – Need to discuss with Council operations of hall – i.e. Tangis can they sleep there and are school sleep overs allowed
- Community Hall – we are going to look at reinstating the Hall Committee if all are in agreement.
 - o Put in newsletter an expression of interest on becoming a Hall Committee Member – to be elected at next meeting on 11 May.
- The community garden is going well.

There being no further business the meeting was declared closed at 8.25pm.

Minutes approved and confirmed this day of 2017.

Jim Katu
CHAIRPERSON

Minutes2017/MMCC/170309 MMCC Minutes

Open Meeting

To	Waikato District Council
From	Tony Whittaker General Manager Strategy & Support
Date	29 March 2017
Prepared by	Sharlene Jenkins PA to General Manager Strategy & Support
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Pokeno Community Committee Minutes

1. EXECUTIVE SUMMARY

The minutes for the meeting of the Pokeno Community Committee held on 14 February 2017 is submitted for receipt.

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on 14 February 2017 be received.

3. ATTACHMENTS

Pokeno Community Committee minutes 14 February 2017



POKENO COMMUNITY COMMITTEE

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 14 February 2017, commencing at 7.30pm.

Committee Members Present: Helen Clotworthy, Doug Rowe, Todd Miller, Tricia Graham, Lance Straker, Janet McRobbie

Guests in Attendance: Tony Whittaker WDC
Andrew Beyer

Councillors in Attendance: Cr S Henderson

Community Members Attending: Community Members attended.

1. APOLOGIES

Apologies were received from Cr J Church, Kris Hines, Ric Odom, Charles Hackett

2. DISCLOSURES OF INTEREST

There was no disclosure of interest.

3. CONFIRMATION OF THE STATUS OF THE AGENDA

The following item to be added to General Business: a presentation to be given by Andrew Beyer concerning a proposed social “drop in” time for members of the community.

Moved: Helen Clotworthy

Seconded: Doug Rowe

Carried

4. CONFIRMATION OF PREVIOUS MINUTES

THAT the minutes of the meeting held on 13 December 2016 be confirmed as a true and correct record of that meeting.

AND THAT that the Chair End of Year Report 2016 be accepted.

Moved: Helen Clotworthy
Seconded: Doug Rowe
Carried

5. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

6. POKENO COMMUNITY PLAN

Tony showed us examples of other Community Plans and stressed that we needed to develop such a document, that this should be refreshed regularly and it must be relevant to the community. A work shop was held in October 2016 to find from the community what their priorities were. This was followed by a committee meeting to identify the 10 most important items. This gives us something to build on and it was agreed that we meet on **Tuesday 28th February** at 7pm to flesh out these ideas. Tony pointed out that it was very important that we be as specific as possible for action to occur.

Discussion followed on the state of the main street, in particular the rubbish situation. It is important the service requests be used. Tony pointed out there was a problem in the main street because of the large number of owners. The supermarket is to be the flag ship project and negotiation with Progressive Enterprises regarding consents etc is nearly at an end.

The web site is up and running but there is clearly a need for lots more information to be included.

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

Moved: Tricia Graham
Seconded: Doug Rowe
Carried

7. POKENO STREET LIGHTING OCLYTE INVESTIGATION

Information was presented regarding the lighting in Pokeno and pointed out that the current standards are not strong enough to attach banners to.

THAT the report from the Acting Chief Executive be received.

Moved: Helen Clotworthy
Seconded: Tricia Graham
Carried

8. POKENO WORKS & ISSUES

The report of the General Manager Strategy & Support was presented showing issues that have arisen since the last meeting.

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

Moved: Helen Clotworthy
Seconded: Doug Rowe
Carried

9. POKENO COMMUNITY COMMITTEE SCHEDULE

It was agreed that the following be added to the Draft Community Schedule:

- March: Community Plan
- April: Annual Plan
- June: Possibly have someone from the Regional Council.

Discussion followed regarding possible events. These included:

- Breast Cancer Breakfast
- Hospice
- Friday hamburger Night
- Annual Xmas Floats and party

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

Moved: Tricia Graham
Seconded: Doug Rowe
Carried

10. COUNCILLORS REPORT

Cr S Henderson

Pointed out that the Ridge Rd Quarry had been granted further consents. Lance Straker said that the dust was becoming a real problem. They have constraints that they need to comply with.

Cr J Church

Although unable to attend, Cr Church provided a report highlighting the following:

- Graffiti Volunteers Christine Harvey had offered a place to store paint etc.
- Water Infrastructure. There are big issues regarding this which are under discussion. Need to make submissions to the Annual Plan as there could be expensive implications regarding rates.
- Recycling Centre at Tuakau. The opening of this is delayed.
- Free Dog Run Area. Fencing and gates have been installed.
- Road naming more names would soon be required.

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

Moved: Tricia Graham

Seconded: Doug Rowe

Carried

11. NEXT MEETINGS AGENDA ITEMS

Pokeno Community Plan.

12. GENERAL BUSINESS

Presentation by Andrew Beyer

Andrew, who is the Priest in Charge at the local Anglican church, had been approached by the Chair of the Committee to consider what could be done to provide something for members of the community who were lonely or felt they needed something more to fill their time. He has talked to a number of people who see this as a need and the suggestion is that a ‘pop in’ time at the hall be established. How this develops depends on the wishes of that group. An initial planning meeting to be held on Thursday, 23rd February at 10.30 at the café. Doug Rowe has offered to assist Andrew.

Community Patrol Group

This is going well with patrols on Friday, Saturday and Sunday evenings. This is to be extended to another week night.

Little Library

This is being well used.

Defibrillator

Todd Miller reported on the two possibilities. There will be an expense of \$400 to \$600 and it was suggested that this could be covered by a sausage sizzle.

Meeting Times

The meeting time to be changed to 7pm.

CLOSURE

Helen Clotworthy thanked the visitors for their attendance and their contribution. There being no further business, the meeting was declared closed at 9.15pm.

The next meeting of the Pokeno Community Committee will be held on 14 March 2017 at 7.00pm in the Pokeno Hall.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	30 March 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Exclusion of the Public

I. EXECUTIVE SUMMARY

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

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 Monday 13 March 2017

Confirmation of Extraordinary Minutes dated Tuesday 21 March 2017

Receipt of Minutes:

- **Strategy & Finance Committee dated Wednesday 22 March 2017**
- **Infrastructure Committee dated Tuesday 28 March 2017**

REPORTS

- a. **Subdivision of the Gateway and Hitchen Road Blocks, Pokeno – Exchange of Stopped Road and Land to vest as road**

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)

Section 48(1)(a)(i)(ii)

b. HCC-WDC Water Supply Agreement

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)(b)(i)(ii) (h) (i) (j)

Section 48(1)(a)(i)(ii)

c. 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)