

Agenda for a meeting of the Policy & Regulatory Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 16 MAY 2017** commencing at **9.00am**.

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

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GJ Ion

CHIEF EXECUTIVE

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Open Meeting

To	Policy & Regulatory Committee
From	Gavin Ion Chief Executive
Date	22 March 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	Gov1318
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

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 McInally
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

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Open Meeting

To	Policy & Regulatory Committee
From	GJ Ion Chief Executive
Date	27 March 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	GOV1301
Report Title	Receipt of Hearing Minutes and Decision

1. EXECUTIVE SUMMARY

To receive the minutes and decision of a hearing for Mangawara Bridge held on Thursday 23 February 2017.

2. RECOMMENDATION

THAT the minutes and decision of a hearing for Mangawara Bridge held on Thursday 23 February 2017 be received.

3. ATTACHMENTS

A Hearing Minutes 23 February 2017
B Decision 21 March 2017

MINUTES of a hearing by an Independent Commissioner of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY 23 FEBRUARY 2017** commencing at **9.02am**.

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

Present:

Commissioner Ian Munro

Attending:

Cr J Gibb
 Mrs LM Wainwright (Committee Secretary)
 Mrs W Wright (Committee Secretary)
 Mr R Douch (BECA on behalf of Waikato District Council)
 Mr C Clarke (Roading Manager)
 Mr W Furlong (Asset Management Team Leader – Roading)
 Mr P Dautermann (KiwiRail)
 Mr H Clarke (KiwiRail)
 Mr T Moana (WRLT Kaumatua)
 Mr J Williams (WRLT)
 Ms K Drew (Consultant Planner for Waikato District Council)
 Ms N Laurensen (Team Leader Consents)
 Mr P Henderson (Senior Land Development Engineer)
 Mr K Greig (Submitter)
 Mrs S Meads (Submitter)
 Ms P Jelaca (Submitter)
 Members of the public

HEARING – MANGAWARA BRIDGE

File No. LUC0109/17

Application by Waikato District Council to construct and use a bridge over the Mangawara Stream to provide vehicular and pedestrian access from Watts Grove to Taupiri Urua.

INTRODUCTION

Commissioner Munro welcomed all parties and gave a verbal breakdown of the process.

Mr Moana provided a karakia prior to the discussion of business.

HEARING OF THE APPLICATION

Mr Moana presented an opening statement.

Mr Douch the applicant's representative presented verbal evidence and answered questions of the commissioner.

Mr Furlong answered questions of the commissioner.

Mr Williams presented verbal evidence and answered questions of the commissioner.

HEARING OF SUBMISSIONS

Mr Greig presented verbal evidence. The commissioner had no questions for the submitter.

Ms Jelaca (doc 1) presented written and verbal evidence and answered questions of the commissioner.

Mrs Meads (doc 2) presented written and verbal evidence and answered questions of the commissioner.

The meeting adjourned at 10.10am and resumed at 10.30am

STAFF REPORT

The consultant planner gave verbal evidence and answered questions of the commissioner.

The meeting adjourned at 10.48am and resumed at 11.00am.

RIGHT OF REPLY

The applicant's representative gave his right of reply and answered questions of the commissioner.

The hearing adjourned at 11.16am and the decision reserved.

DELIBERATIONS

The commissioner undertook deliberations on all evidence presented.

DECISION

THAT the Hearing by an Independent Commissioner confirmed the application of Waikato District Council for a road bridge crossing the Mangawara stream and connecting to Watts Grove, Taupiri be granted subject to conditions as outlined in the decision dated Tuesday 21 March 2017.

HE1702/01

The hearing was declared closed at 7.37pm on Tuesday 7 March 2017.

IN THE MATTER of the Resource Management Act
1991

AND

IN THE MATTER of an application by Waikato District
Council, for a road bridge crossing
the Mangawara stream and
connecting to Watts Grove, Taupiri
(LUC0109/17)

SECTION 113 RESOURCE MANAGEMENT ACT 1991

DECISION ON APPLICATION

1. For the reasons outlined in this decision notice and pursuant to sections 104 and 104B of the Resource Management Act (“**RMA**”), consent is granted, subject to the conditions appended to this decision notice as **Appendix 1**.

Introduction

2. This decision notice records a summary of the public hearing held on the application in Ngaruawahia on 23 February 2017, the decision made and the principal reasons for this.
3. A site visit was undertaken to Watts Grove and the proposed bridge site on the morning of the hearing.
4. As the application had been subject to the RMA’s pre-circulation requirements, the application material, Council’s s.42A report, and expert evidence on behalf of the applicant had been read before the hearing. Non-expert evidence provided by submitters to the application was presented at the hearing.
5. On behalf of the Council in its capacity as a Consent Authority the following were in attendance:
 - a. Ms K Drew, consultant planner.

- b. Mr P Henderson, Waikato District Council Senior Land Development Engineer.
 - c. Ms. N Laurenson, Waikato District Council Team Leader, Consents.
6. On behalf of the Council in its capacity as an applicant the following were in attendance:
- a. Mr R Douch, consultant planner.
 - b. Mr J Williams, representative of Waikato Raupatu Lands Trust.
 - c. Mr P Dautermann, representative of Kiwirail.
 - d. Mr H Clarke, representative of Kiwirail.
 - e. Mr C Clarke, Waikato District Council Road Manager.
 - f. Mr T Moana, Waikato Raupatu Lands Trust Kaumatua.
7. On behalf of the submitters the following were in attendance:
- a. Mr K Greig, of 5 & 8 Watts Grove.
 - b. Ms S Meads, of 10 Watts Grove.
 - c. Ms P Jelaca, of 9 Watts Grove.
8. A number of spectators were also in attendance, as well as the Council's Committee Secretaries Mrs L Wainwright and Mrs W Wright.
9. At the conclusion of the hearing it was adjourned on the basis that Ms Drew and Mr Douch agreed to further consider potential conditions of consent in response to issues raised at the hearing by the submitters. An updated set of recommended conditions was received on 3 March 2017, and after reviewing this and all other information relating to the application I closed the hearing to make a decision on 7 March 2017.

Background

10. I, Ian Munro, have been appointed by the Waikato District Council under s.34A of the RMA to make a decision on the application. I am an independent commissioner holding the MfE's Making Good Decisions qualification.
11. The application, site and its environment have been comprehensively explained in the application documents and Council's s.42A report prepared by consultant planner Ms Kathryn Drew. The following is a brief summary:

- a. To address safety and access issues that are deemed by it to be unsatisfactory, the Council in partnership with a number of other stakeholders¹ has proposed to construct a new bridge across the Mangawara Stream connecting the Taupiri Urupa car park to Watts Grove. Watts Grove in turn accesses the State Highway network via Orini Road and a combination of roundabouts.
 - b. The bridge, on the basis of a consideration of alternatives, would be a single span arch structure up to 17m in height from top to bottom (stream level). The bridge would be one-way only with sufficient deck width to allow pedestrian movement next to cars. Movement priority would be given to vehicles entering the Urupa from Watts Grove so as to minimise vehicles queueing in that road.
 - c. The addition of the bridge would not of itself lead to larger-scaled events, or more events, being held at the Urupa than occur already.
 - d. Existing access points to the Urupa from State Highway 1 would be closed.
12. For more detail on the proposal I refer to the application documents and the description provided by Ms Drew in her s.42A report at section 3, which I adopt in full. I also adopt in full the description of the site and surrounds provided in Ms Drew's s.42A report at section 2, including that the applicable land use zones are Rural (north side of the Stream) and Living (south side of the stream).
13. I note that there was no contention or disagreement between the parties as to what was being proposed or Ms Drew's analysis of the site and environment.

Consents required

14. The applicant and Ms Drew have each identified the consents required. There was broad agreement between Mr Douch and Ms Drew as to the consents required, largely because the activity falls to be a Discretionary Activity and as such any relevant environmental effect or RMA Plan policy matter can be considered in any scenario.

¹ This 'Steering Committee' is explained succinctly in the evidence of Mr Douch at paragraphs 5 – 7. Stakeholders include Waikato-Tainui; Taupiri Urupa Committee; Taupiri Marae; Kiwirail; NZTA; Taupiri Community Board and the Council itself.

15. I questioned both Mr Douch and Ms Drew on the applicability of Rule 21.17.1 (and 25.16.1) Vehicle Movements. While the bridge would result in more traffic using Watts Grove, the vehicle trips themselves would not be generated by the bridge; they would be generated (and remain unchanged from the present situation) by the Urupa activity. There was agreement that the traffic effects of the bridge including additional traffic using Watts Grove was a relevant and necessary consideration for the application. The issue to me was whether or not new roads and bridges, despite not generating additional traffic, required consent under these rules. I find that the rules are ambiguously worded and in particular the word “involve” in clause (a) of each rule leaves open-ended the matter of whether the activity is generating the vehicle movements or, as would be the case here, redistributing it elsewhere in the environment. I find that the rules do apply in this application, notwithstanding that this does not change the statutory tests that apply in my analysis of the proposal.
16. However, related to this I find that consent is not required under Rural Zone rule 25.13.1 on the basis that the bridge activity (other than temporary construction traffic) will not “generate” additional traffic movements on the road network beyond the rule thresholds and on this basis, does not contravene Appendix 14A as assessed by Ms Drew.
17. On the basis of this, I therefore accept and adopt the consent requirements set out in Ms Drew’s s.42A report at section 5 other than for Rule 25.13.1. I refer to her report in detail, however as a summary consent is required under Rules:
- a. 21.10.1 (Living Zone) – network utilities that cannot comply with all relevant building rules are a discretionary activity.
 - b. 21.17.1 – activities “involving” more than 30 vehicle movements a day are a discretionary activity.
 - c. 21.24.1 – activities exceeding 100m³ of earthworks are a discretionary activity.
 - d. 21.44.1 – activities exceeding a maximum height of 7.5m are a discretionary activity.
 - e. 21.49.1 – activities that are within a 3m building setback area from a road boundary are a discretionary activity.

- f. 21.52.1 – activities that are within 23m of a river are a discretionary activity.
 - g. 25.10.1 - (Rural Zone) – network utilities that cannot comply with all relevant building rules are a discretionary activity.
 - h. 25.16.1 - activities “involving” more than 200 vehicle movements a day are a discretionary activity.
 - i. 25.49.1 - activities exceeding a maximum height of 10m are a discretionary activity.
 - j. 25.54.1 - activities that are within a 25m building setback area from boundaries (other than a road boundary) a discretionary activity.
 - k. 25.59.1 - activities that are within 32m of a river are a discretionary activity.
18. Overall consent is required as a bundled discretionary activity.
19. The proposal also required a Regional Consent to construct a bridge and undertake soil disturbance in a high-risk erosion area (referenced APP137234.01.01 by the Regional Council). This was granted on 23 September 2016 and does not have a bearing on the matters raised by the District Plan that are before me.

Statutory and planning considerations

20. The application was limited notified to 21 parties (noting that for this purpose a single property has been identified as 1 party although it may be owned by several individuals, all of whom were served notice and were able to submit independently). Section 113 RMA outlines requirements for decisions on applications that were limited notified and this notice has been prepared in accordance with these requirements.
21. In making this decision, the following provisions of the RMA have been particularly considered:
- a. Sections 113, 104, 104B, 108.
 - b. Part 2 in its entirety.

22. In making this decision, the following provisions of RMA planning instruments have been particularly considered:

a. Waikato District Plan (Waikato Section): chapters 8, 13, 21 and 25.

23. In Ms Drew's s.42A report, she also considered the Waikato Regional Policy Statements to be relevant. I disagree, and note that the bridge raises only local effects and issues that fall squarely within the scope of objectives, policies and rules within the District Plan. I furthermore consider that the statutory hierarchy of plans (whereby the District Plan gives effect to relevant Regional Policy Statements) means that I can presume that if a District Plan is satisfied by a proposal, so too will the RPS. As will be seen later, I find that the proposal is consistent with the provisions of the Waikato District Plan such that I have found no reason to additionally consider the Regional Policy Statements.

24. In addition, I accept Ms Drew's recommendation that the Waikato Tainui Settlement Act 2010 and the Waikato-Tainui Environmental Plan are relevant and I have taken these into account under s.104(1)(b) and 104(1)(c) respectively.

Notification, submissions and late submissions

25. The application was limited notified by the Council on 18 October 2016 under s.95B RMA. Four submissions were received. Two, from E Greig (5 & 8 Watts Grove) and P Jelaca (9 Watts Grove) were in opposition to the proposal. One, from S Meads and F Feaver (10 Watts Grove) was in support to the proposal. One, from B Lynch (4 Watts Grove) was neutral.

26. None of the submissions were late submissions.

Summary of evidence

For the applicant

27. The applicant's case commenced with a karakia from Mr Moana. This was received with gratitude.

28. Mr Douch then gave a summary of his planning evidence on behalf of his client. Mr Douch emphasised his opinion that consent should be granted on the basis that it would result in substantial benefits, limited adverse effects and raised no planning policy problems. He addressed the key concerns raised by the

submitters and endorsed the analysis and conclusions reached by Ms Drew in the s.42A report.

29. Mr Williams then briefly spoke to his evidence regarding the operation of the Urupa and how this related, specifically, to potential traffic effects. He also supported the granting of consent.
30. I note that in my questions to Mr Douch and Mr Williams, other members of the applicant's team occasionally offered further opinions and this was appreciated.

For the submitters

31. Mr Kevin Greig spoke to his submission but did not call any expert evidence on his behalf. Mr Greig outlined his concerns against the proposal, including traffic and infrastructure effects on Watts Grove and the potential for antisocial behaviour at the Urupa to spill onto Watts Grove from across the bridge.
32. Ms Paula Jelaca spoke to her submission but did not call any expert evidence on her behalf. Ms Jelaca outlined her concerns against the proposal, including the likely effects on immediate neighbours, the scale and visual impact of the bridge, construction effects and work times. She also discussed with me issues of bridge colour and how bridges painted very brightly can exacerbate the visual impact of bridge structures.
33. Ms Meads spoke to the submission she and Ms Feaver made but did not call any expert evidence on her behalf. Ms Meads was in support of the proposal but sought confirmation that Watts Grove would receive any required upgrades, that property access would be maintained, and that Urupa events would be managed so as to limit unnecessary traffic effects. Ms Meads also expressed concern about the potential for property damage caused by vibration effects stemming from bridge construction.

Council officers

34. On behalf of the Council officers, consultant planner Ms Drew provided a brief response to the evidence and information presented to that point. She expressed the opinion that the District Plan had not been written in clear contemplation of bridges and in this sense, might be "unfairly penalising"² them, for instance in the way that a bridge across a waterway could never comply with rules requiring large setbacks away from those waterways.

² Verbal comments of Ms Kathryn Drew at the public hearing.

35. Ms Drew remained of the view that consent should be granted, however agreed that some points raised by the submitters could warrant the imposition of additional conditions of consent. These were:

- a. Bridge colour and finish;
- b. Bridge lighting;
- c. Security and safety;
- d. Vibration / construction damage to property.

Applicant's right of reply

36. Mr Douch provided a short response, largely limited to the matter of additional conditions of consent discussed by Ms Drew. He disagreed that there was a case to impose a requirement that the bridge be any particular colour, although did agree that the question of reflectivity should be managed. He also expressed concern at the need for any control over anti-social behaviour, arguing that the bridge addition would not change whatever anti-social behaviour might be occurring in the Urupa car park already.

37. Overall however Mr Douch agreed with Ms Drew that it would be appropriate that the recommended s.42A conditions of consent be further considered to recognise the matters raised by the submitters. He agreed that if any revisions were to be provided to me, the applicant should provide these, subject to review by Ms Drew so as to provide me with the fewest possible points of difference possible.

38. For completeness, this drew the hearing to a conclusion and it was adjourned pending the submission of potential additional conditions of consent to be prepared by the two planners Mr Douch and Ms Drew. These were received electronically on 3 March 2017 and I closed the Hearing on 7 March 2017.

Principal issues in contention

39. In terms of the technical analysis and reports before me prepared by engineering and planning experts, there is no disagreement that the application should be granted. There are therefore no 'technical' issues of disagreement before me. I also note that there was no disagreement that the proposal would create substantial positive effects.

40. The submissions raise the following concerns:

- a. Alternatives and consultation.
- b. Traffic and transport effects.
- c. Amenity effects on Watts Grove and properties thereon.
- d. Safety and security effects.
- e. Conditions of consent.

Findings on principal issues in contention

Alternatives and consultation

41. The submitters expressed concern that insufficient consideration had been given to alternatives, and that they had not had a suitable opportunity to understand the proposal (including that the application may not have been sufficiently comprehensive).
42. I find that the RMA does not require any consideration of alternatives for resource consents or, specifically, the demonstration that a proposal for consent is the superior of such a range of alternatives.
43. Notwithstanding this, I am satisfied that the applicant has considered a variety of alternatives and determined that its preference was a bridge crossing connecting to Watts Grove. This is relevant for the purposes of RMA requirements to demonstrate how adverse effects have been avoided, remedied or mitigated and it is on this basis that the applicant provided me with a record of how its preference was arrived at.
44. I also find that any shortcomings in the application material or notification process have not proven detrimental to the interests of the submitters. They were able to convey to me well thought out concerns including examples and I did not feel that I was unable to understand their concerns clearly or fully. To that end, while the submitters may have preferred a different process of engagement leading up to the Hearing, for my purposes I am satisfied that my ability to make a sound and comprehensive decision has not been affected.

Traffic and transport effects

45. Watts Grove is distinctive for a number of characteristics:
- a. It has been finished to an 'urban' standard for approximately its first half back from Orini Road, but then quickly deteriorates to a simple rural-type lane for its remainder to the stream bank. This is plainly not fit for the level of vehicular and pedestrian use likely were the proposal to proceed and I note the AEE is clear that the road would be upgraded in accordance with the Council's existing infrastructure requirements.
 - b. It has an intersection with Orini Road very close to Orini Road's intersection with State Highway 1B (Gordonton Road / Waikato Expressway). The lack of queue distance limits the ability of cars to turn out of Watts Grove (right) to Orini Road and could result in vehicles queueing in Watts Grove waiting to exit.
46. In terms of the condition of Watts Grove, the applicant has confirmed that the road will be upgraded to the necessary standard, and that as such property access to existing sites will be maintained. I also note that in the applicant's AEE it confirmed that priority on the one-way bridge would be for traffic entering the Urupa rather than leaving it. This will ensure a minimum of cars queueing in Watts Grove waiting to enter the Urupa.
47. The applicant has broad powers under the Local Government and Land Transport Management Acts allowing it to operate, maintain and manage network infrastructure networks including roads. I find that there is no evidence that Watts Grove cannot or will not be upgraded to adequately manage the additional traffic resulting from the bridge.
48. In terms of the configuration of Watts Grove / Orini Road / State Highway 1B, Mr Douch and Mr Clark outlined the progress on NZ Transport Agency current Waikato Expressway upgrade. One section through Huntly will result in a reconfiguration of the highway, bypassing the current Huntly stretch through Taupiri. It is predicted that this change, whereby traffic will flow east of the current Orini Road / State Highway roundabout, will substantially reduce flows on the current SH1B, and in turn relieve pressure on Orini Road and Watts Grove to accommodate long queues of cars waiting to turn. They advised that the expressway should be opened by 2019-2020.

49. They also confirmed that, if consented, the bridge and Watts Grove upgrade could be completed within 12 months (to 18 months). This results in a shortfall of perhaps 18-24 months when congestion could occur in Watts Grove in association with larger events at the Urupa.
50. The applicant's AEE has also described the Urupa committee's experience in managing rare and very large tangi (such as when a notable dignitary passes) and is able to organise bespoke traffic management responses as required. This was reiterated to me by Mr Williams at the Hearing. I heard no evidence to challenge this and I accept it.
51. I find that the proposal will not result in inappropriate adverse effects relating to vehicle queueing. I am satisfied that the applicant and NZ Transport Agency are working to ensure any congestion will be short-lived, and in any event, would not be unreasonable given how periods of congestion on any publicly owned and operated road is a part of daily life. Accepting that Watts Grove will change considerably from its current state if the proposal went ahead, I find that this is more of an amenity values effect than a traffic one and to that end I will continue this particular topic ("change") next.
52. I am also satisfied that the bridge deck has been adequately designed and is wide enough to cater to one-way traffic and pedestrians. Given the very low day-to-day traffic expected to use the bridge, I agree that a two-lane structure would not be justified, and would worsen the visual effects of the proposed structure.
53. Overall, I accept the expert evidence prepared by traffic engineers that the proposal is appropriate from a traffic and transport safety perspective, subject to the imposition of conditions of consent.

Amenity effects on Watts Grove and properties

54. In terms of the bridge design itself, it will rise 17m above the river level at its peak, which will be approximately 11m above the ground level (measured at either bank). Given that the bridge's length will be approximately 65m, the maximum height will occur approximately 30m from any land boundary and this was in Mr Douch's opinion highly relevant. I agree and note that a building to the maximum height control on a typical site would create markedly greater adverse effects including dominance, bulk and shadowing on its neighbours than the proposed bridge would.

55. I find that the proposal will blend in with the backdrop of bridges common in the rural environment and that travellers routinely see. The height proposed will not be visually dominant for neighbours and in this respect, I further agree with Mr Douch that, being predominantly transparent, the bridge will not present a large built mass to neighbours. This is especially relevant inasmuch as the submitters, notably Ms Jelaca, was concerned about the potential visual effects of the structure.
56. While the bridge will be visible and from some angles prominent, I find that it is a form of structure compatible with residential and rural environments, and has been designed in such a manner as to maintain local amenity values and in particular the amenity values of properties on Watts Grove.
57. Turning to the more general amenity value effects of the proposal, there is no escaping that the quiet cul-de-sac of Watts Grove will have a notable change in character. I find that 'change' is itself not an adverse effect but that change can result in adverse effects. Because of this, the mere fact that Watts Grove will change considerably is not evidence that considerable adverse effects on Watts Grove or the residents who live adjacent to it will occur.
58. While the evidence is that on most days of the year the bridge will have an almost imperceptible increase in traffic from the current situation, for larger events at the Urupa Watts Grove will be at times quite busy. I find that the worst-case traffic scenario likely for Watts Grove, while a change from its current character, will remain consistent with the amenity values expected of the District Plan for a Living zone street. Provided that necessary improvements occur to Watts Grove (as confirmed will happen by the applicant), I do not consider that there is any basis to submitter concerns of lost development potential or property value.
59. With the imposition of conditions of consent the proposal will not result in inappropriate adverse amenity value effects.

Safety and security effects

60. Mr Williams explained in his evidence how the Urupa is managed, including events and security. The submitters were concerned that any anti-social behaviour might spill into Watts Grove, including at night time or during events. In Mr Douch's opinion, the bridge proposal would not result in any material change to the operation of the Urupa or any anti-social behaviour that might occur such as in the Urupa car park.

61. I find there is an absence of evidence to substantiate that there is any likelihood of Watts Grove becoming affected by frequent or out of the ordinary anti-social behaviour. I accept the applicant's evidence that the Urupa is well and proactively managed. While antisocial behaviour may occur in the Urupa car park, so too may it currently occur on the secluded, largely vacant end of Watts Grove. The introduction of the bridge and associated urban infrastructure including footpath and street lighting is as equally likely to deter antisocial behaviour from Watts Grove as attract it.
62. With the imposition of conditions of consent the proposal will not result in inappropriate adverse safety or security effects.

Conditions of Consent

63. As has been referred to numerous times in the preceding analysis, the granting of consent would only be contemplated subject to the imposition of conditions.
64. Mr Douch and Ms Drew have provided me, following my directions, with an updated set of recommended conditions. On the basis of the information presented and discussed at the Hearing they agreed that a number of changes to the conditions recommended in the original s.42A report were appropriate. In summary, changes were recommended as follows:
- a. Condition 4 – changed to include reference to a requirement that residents of Watts Grove be informed of the 'final' construction methodology and programme. This responds to comments made by submitters that they did not understand how the bridge would actually be constructed.
 - b. New Conditions 9 & 10 – adding requirements that the bridge not be coated in a reflective finish, and that any lighting be low-level. This responds to comments made predominantly by Ms Jelaca that if the bridge were bright white it could become a visually dominant eyesore.
 - c. New condition 11 – adding a requirement for pre-and-post construction vibration monitoring of 10 Watts Grove. This responds to comments made by Ms Meads that the construction could damage her property (she requested a survey be undertaken).
65. The recommended conditions otherwise address:
- a. Administration of the consent;

- b. Sediment and erosion controls;
- c. Infrastructure upgrades;
- d. Safety auditing and general works requirements; and
- e. A review condition.

66. I note that there was no evidence against any of the conditions of consent recommended in the s.42A report and this is indicative that they were not seen as inappropriate or contentious. I also note that the review condition, agreed to by the applicant, is relatively broad and would allow any adverse operational effects that do occur to be properly investigated and addressed. This will form a particularly useful 'back stop' in terms of the operational (including safety and security) concerns identified by the submitters.

67. I have reviewed these conditions and find that they are appropriate and reasonable in terms of the actual and potential effects of the activity and section 108 of the RMA. I find that the additional conditions proposed respond directly and reasonably to matters raised by submitters and will help avoid, remedy or mitigate potential adverse environmental effects to an acceptable level.

68. I have made a slight alteration to (revised) proposed condition 11, confirming that the survey requirements only apply if the landowner agrees in writing within 10 working days of a request being made. This has been added as condition 11A. This is to ensure that condition 11 can be administered and implemented in light of a third-party's property being involved.

69. The revised conditions of consent recommended by Ms Drew and Mr Douch have been adopted and are included as **Appendix 1** to this notice.

Section 104(1)(a)

70. Turning to my overall analysis of the proposal under s.104(1)(a) of the Act, I find that the proposal will result in substantial positive environmental effects. These include safety and the ability of the community to more reliably and readily use or interact with what is a landform and Urupa of very special cultural significance. I note that none of the submissions disagreed with the positive effects identified by the applicant in its AEE and I therefore accept them.

71. In terms of adverse effects, I find that the proposal will result in a number of adverse effects on the environment, with a clear focus on Watts Grove. I have considered the proposal's actual and potential adverse effects, both those of particular concern to the submitters and others identified in the AEE and/or s.42A report. I find that the applicant has gone to reasonably substantial effort to identify as much of a win-win outcome for the whole community and the project's stakeholders as possible and that, on the evidence, it has been quite successful in those efforts. Adverse effects will be at worst minor, and in any event acceptable and appropriate. I am also satisfied that, with the imposition of the consent conditions previously identified, adverse effects will be avoided, remedied or mitigated.

Section 104(1)(b)

72. None of the submitters challenged the findings of Ms Drew or Mr Douch that the proposal will be consistent with the relevant provisions of the District Plan. I find that Ms Drew and Mr Douch have both undertaken adequate assessments of the relevant planning provisions and on this basis, I accept their agreed position that the proposal raises no problematic policy issues in terms of Chapters 8 (land transport network objectives and policies), 13 (amenity values objectives and policies), 21 (living zone rules) and 25 (rural zone rules).

73. As noted earlier in this notice, I disagree that there is a need or benefit in considering the proposal against the Regional Policy Statement, and I also reiterate that the Regional Council has already granted the necessary consent in terms of regional plan issues.

74. Lastly, and in light of the absence of any disagreement, I accept and adopt Ms Drew's conclusion that the proposal is consistent with purpose and intent of the Waikato-Tainui Settlement Act 2010.

Section 104(1)(c)

75. I accept and adopt Ms Drew's analysis that the proposal is consistent with the Waikato-Tainui Environmental Plan.

76. No other matters are relevant and reasonably necessary to allow me to complete my decision on the application.

Part 2 RMA

77. On the basis of my findings that the proposal will have substantial positive effects and appropriate adverse effects (including by way of conditions of consent to help avoid, remedy or mitigate adverse effects), and that it is consistent with the relevant planning documents, my consideration of Part 2 RMA is limited.
78. I have considered the provisions of Part 2 in my analysis and findings expressed above in terms of s.104(1) RMA, and for completeness confirm my conclusion that the promotion of sustainable management would be best served by the granting of consent to the application. While the proposal will result in adverse effects on the environment, especially Watts Grove and the residents that live along it, I find that those persons will still be able to provide for their social, cultural and economic wellbeing, and their health and safety. The bridge and Watts Grove upgrade will also lead to compelling cultural wellbeing benefits for users of the Urupa, in a way that respects the sacredness of the Mangawara Stream itself.

Section 104B – the overall merits of the application

79. Section 104B allows me to grant, grant with conditions, or refuse consent to the application.
80. On the basis of an overall consideration of the preceding analysis, the facts and background to the application, and the submissions and issues raised therein, I find that the promotion of sustainable management will be best served by the granting of consent to the application, subject to conditions. My reasons for this are set out below in my formal decision.

Decision

81. The proposal by Waikato District Council for a bridge across the Mangawara Stream connecting the Taupiri Urupa to Watts Grove, and the closure of existing Urupa access directly from State Highway 1, has been considered under sections 104, and 104B of the Resource Management Act. On an overall consideration of merit, the consent is granted subject to the conditions of consent appended to this decision and imposed under sections 108 of the RMA (**Appendix 1**).

82. The key reasons for this decision are:

- 1 The proposal will result in substantial positive effects whilst also generating adverse effects that can be adequately avoided, remedied or mitigated. Adverse effects and a change in the character of Watts Grove will still result, most directly on those persons living and owning property along Watts Grove. These adverse effects are acceptable and will allow those persons to still provide for their wellbeing and enjoy a reasonable standard of amenity values.
- 2 The proposal will result in a structure that is in keeping with the bridge outcomes common across New Zealand's provincial landscape of rural areas and small towns. The bridge has also been designed in a manner that its additional height will not detrimentally affect the amenity values of adjacent sites. It is a tidy structure and will have a moderate degree of local landmark value when viewed in side elevation.
- 3 The traffic and transport impacts of the proposal will maintain the safety and efficiency of the transport network, noting that in the near future upgrades to the Waikato Expressway will further lessen the likelihood of traffic congestion in the locality including Orini Road and Watts Grove.
- 4 The proposal is consistent with the objectives and policies of the Operative District Plan at chapters 8, 13, 21 and 25. Of note, the proposal represents the most practicable option available.
- 5 Overall the promotion of sustainable management as defined in section 5 of the RMA will be best served by the granting of consent taking into account the above reasons.



Ian Munro

Independent Commissioner

21 March 2017

Appendix I – Conditions of Consent Mangawara Bridge LUC0109/17

General Conditions

- 1 The construction of the bridge and subsequent use of the bridge shall be undertaken in general accordance with the information and plans submitted by the consent holder in support of application LUC0109/17 and officially received by Council on the 15 September 2016 and further information received on the 23 September 2016 and 10 October 2016, except as amended by the conditions below. Copies of the approved plans are attached. In the case of inconsistency between the application and the conditions the conditions shall prevail.
- 2 Pursuant to Section 36 of the Resource Management Act 1991 the consent holder shall pay the actual and reasonable costs incurred by the Waikato District Council when monitoring the conditions of this consent.

Prior to Development Works Commencing

- 3 The consent holder shall notify the Waikato District Council Monitoring Department in writing ten working days prior to the commencement of any development works associated with this consent.

Advice note

To notify Waikato District Council Monitoring Department, email monitoring@waidc.govt.nz with the consent number, address of property and date for when the works will commence.

- 4 At least 10 working days prior to commencing any development works the consent holder shall provide a detailed Construction Management Plan detailing the proposed methodology for the construction of the bridge and associated road works, how compliance with construction related consent conditions herein will be achieved and how residents on Watts Grove will be informed of the works. The Construction Management Plan shall be approved by Waikato District Council's Team Leader - Monitoring prior to any development works commencing.
- 5 Prior to commencing any development works, the consent holder shall appoint an appropriately qualified and competent Developer's Representative/s, acceptable to Waikato District Council's Team Leader - Monitoring to provide all designs, supervision, certification and final signoff, in accordance with the approved Engineering Detail Plans or if not specified the Hamilton City Council Infrastructure Technical Specification.
- 6 Prior to undertaking any soil disturbance activities, the consent holder shall install erosion and sediment control measures in accordance with the requirements of the Waikato District Plan-Appendix B-Rule B6: Earthworks and the Waikato Regional Council's Erosion and Sediment Control Guidelines for Soil Disturbing Activities: January 2009.

- 7 Prior to any works within road reserve, the consent holder shall attain an approved Corridor Access Request (CAR), including traffic management plan. The application is to be completed by a qualified Site Management Traffic Supervisor (STMS), and provided to the relevant Road Controlling Authority for approval not less than 15 working days prior to any works within the road corridor being undertaken. No works may be undertaken until approval for the CAR is obtained in writing.
- 8 The consent holder shall submit Detailed Engineering Plans for approval, in general accordance with the information supplied in support of the consent application and the Hamilton City Council Infrastructure Technical Specification, to the satisfaction of Waikato District Council's Team Leader- Monitoring, for the following:
- a) Bridge Design (structural plans and geotechnical and structural assessments, as required).
 - b) Upgrading of Watts Grove including but not limited to:
 - Suitable pavement width and kerb and channel to accommodate expected traffic.
 - Suitable turning head adjacent to proposed bridge to accommodate turning movements
 - Stormwater management for Watts Grove. Design to consider overland flows from adjacent properties and 100 year flood level.
 - Extension of existing Watts Grove footpath to proposed new bridge.
 - c) Physical formation of the access from proposed bridge to existing urupa parking area.
 - d) Relocation of the existing water service to the urupa.
 - e) Relocation and/or adjustment, if required, of any Council reticulation within Watts Grove.
 - f) Relocation of the vehicle entrance to 10 Watts Grove.

Bridge Colour and Lighting

- 9 The bridge structure shall have a neutral and dull finish with a low reflectivity, with a maximum reflectance level of 35%. Evidence of compliance with this reflectance level shall be provided to Waikato District Council's Team Leader – Monitoring prior to undertaking prior to commencing any development works associated with the bridge structure.
- 10 Any lighting installed on the bridge shall be low intensity and shall be no greater than 10 lux measured vertically at or within the boundary of any adjoining Watts Grove properties.

Pre and Post Construction Vibration Monitoring

- 11 The consent holder shall engage a suitably qualified person to undertake both a Pre and Post-Construction Building Condition Survey of the dwelling at 10 Watts

Grove. The Building Condition Survey shall be undertaken prior to any piling works occurring and then again within 1 month of the bridge construction works being completed. Both the Pre and Post- Construction Building Condition Survey shall be provided to the owners of 10 Watts Grove and Waikato District Council's Team Leader - Monitoring within 1 month of the Building Condition Survey being completed. Any damage that is identified in the Building Condition Survey attributed to the construction works shall be repaired at the consent holders expense within 12 months of the construction programme being completed.

- 11A Condition 11 only applies if the owner of 10 Watts Grove agrees in writing within 10 working days of a request being made to that party by the consent holder for the property to be entered for the purposes of the surveys.

During Development Works

- 12 The hours of operation for all development works shall be limited to the following hours and days:
- a) Monday to Friday – 7am to 5.30pm
 - b) Saturday's – 8am to 4pm

No works shall be undertaken on Sundays or public holidays.

- 13 The consent holder shall ensure measures are put in place to avoid a dust nuisance to adjacent property owners until construction areas are permanently stabilised or revegetated to the satisfaction of the Waikato District Council's Team Leader - Monitoring.
- 14 The consent holder shall ensure noise from the works required to undertake construction activities area are undertaken in accordance with Appendix E of NZS 6803:1999 – Acoustics – Construction Noise.
- 15 The consent holder shall minimise any debris tracking/spillage onto any public roads as a result of the exercise of this consent. Should debris tracking/spillage occur, the consent holder will arrange for its removal, as soon as practical, and within a maximum of 24 hours after the occurrence, or as otherwise directed by the Road Controlling Authority, to the satisfaction of the Waikato District Council's Team Leader - Monitoring.
- 16 The cost of the clean-up of the roadway and associated drainage facilities, together with all temporary traffic control, shall be the responsibility of the consent holder.
- 17 The consent holder shall undertake all construction works in accordance with the Council approved Detailed Engineering Plans. Such works shall be completed to the satisfaction of Waikato District Council's Team Leader - Monitoring.
- 18 A "Producer Statement – Construction" shall be provided for each separate work undertaken as part of this consent to the satisfaction of Waikato District Council's Team Leader - Monitoring.

An acceptable format for certification upon completion of works can be found in the Hamilton City Development Manual, Volume 4: Part 9 Appendix 4(ii).

- 19 A “Certificate of Completion of Development Works” (as per the approved Detailed Engineering Plans) prepared and signed by the Developers Representative, shall be provided to confirm that all consented works have been carried out in accordance with the approved Detailed Engineering Plans, these consent conditions, appropriate standards and all relevant reports to the satisfaction of Waikato District Council’s Team Leader - Monitoring.

An acceptable format for certification upon completion of works can be found in the Hamilton City Development Manual, Volume 4: Part 9 Appendix 4(i).

- 20 The following as-built information, in accordance with the requirements of the Hamilton City Council Infrastructure Technical Specification, shall be provided to the satisfaction of the Waikato District Council’s Team Leader - Monitoring for the following:
- a) Water supply, as required.
 - b) Wastewater and stormwater reticulation.
 - c) RAMM information for the upgrade of Watts Grove, bridge, entrances, footpath and traffic services, in the correct format for data input. RAMM data is to be submitted by a suitably qualified RAMM Technician.
- 21 Erosion and sediment controls shall be maintained and remain in place until (at least) the minimum required ground coverage is achieved i.e. grass, and may only be removed once the Waikato District Council’s Team Leader - Monitoring is satisfied that the risk from erosion and instability has been reduced to a less than minor risk and has provided their approval in writing.
- 22 It is possible that archaeological sites may be affected by the proposed work. Evidence of archaeological sites may include burnt and fire cracked stones, charcoal, rubbish heaps including shell, bone and/or glass and crockery, ditches, banks, pits, old building foundations, artefacts of Maori and European origin or human burials.

The applicant shall immediately stop work and contact Heritage New Zealand Pouhere Taonga if the presence of any archaeological site is suspected. Works affecting archaeological sites are subject to a consent processing under the Heritage New Zealand Pouhere Taonga Act 2014. If any activity associated with this proposal, such as earthworks, fencing or landscaping, may modify or destroy any archaeological site(s), any authority (consent) from Heritage New Zealand Pouhere Taonga must be obtained for the works to proceed lawfully. The Heritage New Zealand Pouhere Taonga Act 2014 contains penalties for unauthorised site damage.

In addition to contacting Heritage New Zealand Pouhere Taonga, the applicant shall also contact Council’s Monitoring Department at monitoring@waidc.govt.nz with the consent number, address of the property and date of when works cease.

Prior to Bridge Opening

- 23 The consent holder shall appoint a qualified and experienced Traffic Engineer to undertake a post construction safety audit of the functionality of the new bridge and Watts Grove upgrade to the satisfaction of Waikato District Council's Team Leader - Monitoring. All findings from the safety audit shall be addressed by the consent holder at the consent holder's expense prior to opening of the bridge.

Within 3 months of the Bridge Opening

- 24 The consent holder shall submit Detailed Engineering Design plans for approval, for the proposed closure of the existing entrance off State Highway 1 to the Urupa, to the satisfaction of the Waikato District Council's Team Leader – Monitoring. The Detailed Engineering Design plan shall be supported by confirmation in writing from the NZ Transport Agency that the proposed works contained in the Detailed Engineering Design Plans are appropriate.
- 25 The consent holder shall permanently close the existing entrance off State Highway 1 to the Urupa, within 3 months of the opening of the bridge, and to the satisfaction of Council's Team Leader Monitoring and in accordance with the approved Detailed Engineering Design Plans.

Operation of Bridge and Access to Taupiri Urupa

- 26 Prior to any events (i.e. tangi (funerals) of the like) being held at Taupiri Urupa the consent holder shall ensure appropriate approved Temporary Traffic Management is in place for all events using the new bridge for access to the Urupa, to the satisfaction of Waikato District Council's Team Leader Monitoring. The Temporary Traffic Management Plan shall provide different traffic management scenarios for the various event sizes that are likely to arise.
- 27 The consent holder shall, to the satisfaction of Council's Team Leader Monitoring, appoint a qualified and experienced Traffic Engineer to undertake a safety audit of traffic safety and functionality of the new bridge, Orini Road, Watts Grove upgrade and approved Temporary Traffic Management during the first event expected to generate more than 200 vehicle movements. The results of this safety audit must be provided to Waikato District Council's Team Leader - Monitoring within two weeks of the audit being completed. All findings from the safety audit shall be addressed by the consent holder within 3 months of the safety audit being completed at the consent holder's expense.
- 28 Upon receipt of a written request from Waikato District Council's Team Leader - Monitoring the consent holder, shall appoint a qualified and experienced Traffic Engineer to undertake a safety audit of traffic safety and efficiency of the bridge, Orini Road, Watts Grove and the approved Temporary Traffic Management. The results of this safety audit must be provided to Waikato District Council's Team Leader - Monitoring within two weeks of the audit being completed. All findings from the safety audit shall be addressed by the consent holder within 3 months of the safety audit being completed at the consent holder's expense.

Annual Residents Meeting

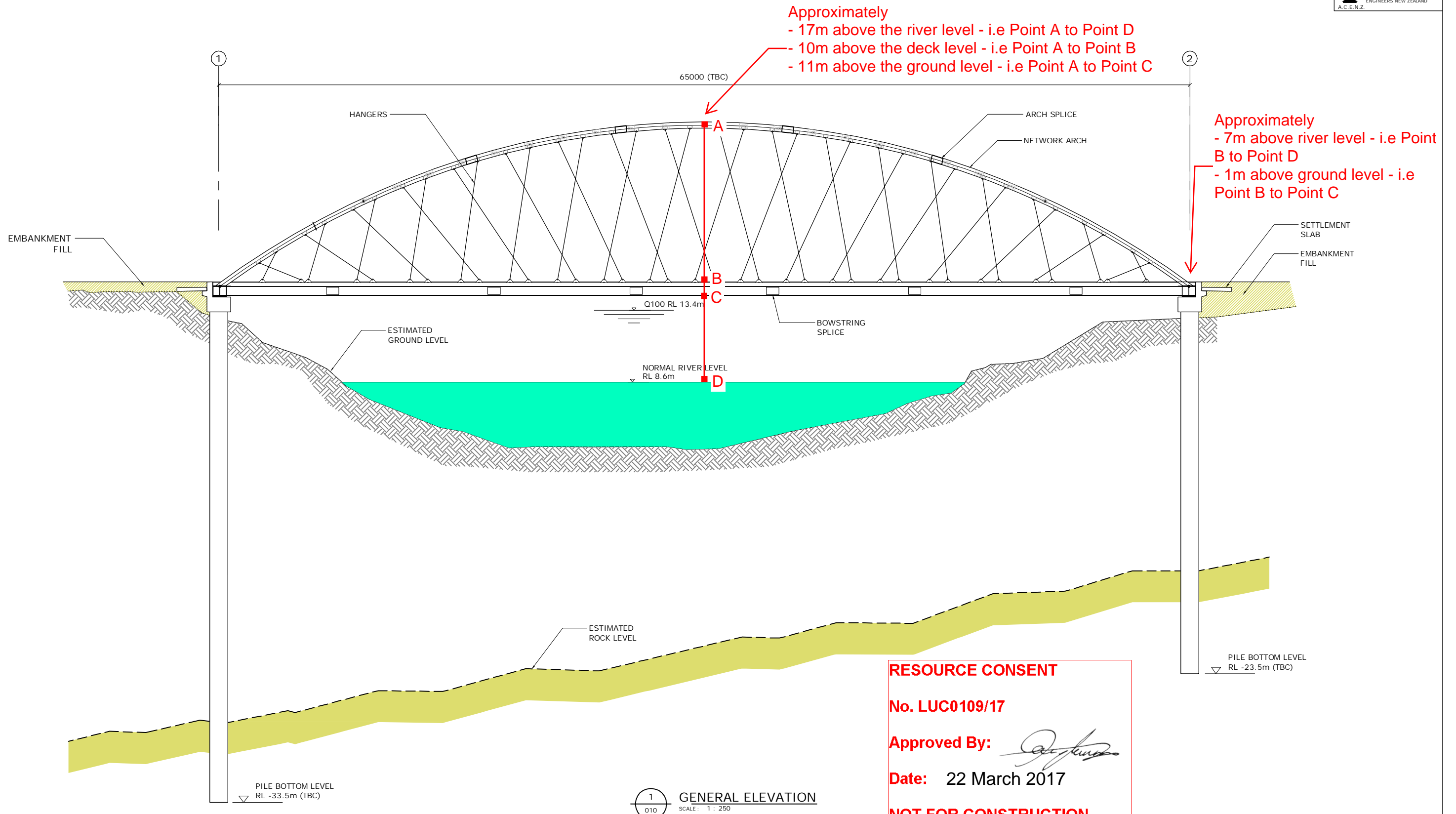
- 29 The consent holder shall hold an annual residents meeting for the purposes of discussing the operational aspects of the bridge and any issues that are arising as a result of its use. The meeting shall first be held within 12 months of the bridge being opened for use and then annually for the 2 following years (3 meetings in total). Representatives of the consent holder, the Taupiri Urupa Committee and all residents of Watts Grove are to be invited to the meeting.

Review Condition

- 30 Pursuant to sections 128 to 131 of the Resource Management Act 1991, Waikato District Council may, after the six months from the opening of the bridge and then every six months thereafter, for a period of 3 years, serve notice on the consent holder of its intention to review any or all of the conditions of this consent for the following purposes:
- a) To review the effectiveness of the conditions of this consent in avoiding, remedying or mitigating any adverse effect on the environment that may arise from the exercise of this consent and, if necessary, avoid, remedy or mitigate such effects by way of further or amended conditions. In particular, adverse effects in relation to:
 - i. Traffic effects arising from events on Taupiri Urupa;
 - b) To address any adverse effects on the environment which have arisen as a result of the exercise of this consent that were not anticipated at the time of granting this consent, including addressing any issues arising out of complaints.
 - c) To review the adequacy of, and necessity for, any monitoring undertaken by the consent holder;
 - d) To require the consent holder, if necessary and where appropriate, to adopt the best practicable option(s) to avoid, remedy or mitigate any adverse effects on the surrounding environment.
 - e) The Council will undertake the review in consultation with the consent holder and the consent holder shall pay the actual and reasonable costs of the review pursuant to section 36 of the Resource Management Act 1991.

Advisory Notes

- A. To avoid doubt; except as otherwise allowed by this resource consent, all land uses must comply with all remaining standards and terms of the relevant Waikato District Plan. The proposal must also comply with the Building Act 2004, the Hamilton City Infrastructure Technical Specifications and the Waikato Regional Plan. All necessary consents and permits shall be obtained prior to development.
- B. Failure to comply with the conditions of this consent may result in Council taking legal action under the provisions of Part XII of the Resource Management Act 1991.



RESOURCE CONSENT
No. LUC0109/17
Approved By: *[Signature]*
Date: 22 March 2017
NOT FOR CONSTRUCTION

PRELIMINARY

NOVARE DESIGN LIMITED: C:\GOOGLE DRIVE\PROJECTS\NOVARE\TAUPIRI PEDESTRIAN BRIDGE\ENGINEERING\CADD\2401-00-10.DWG Plot Date: Friday, April 15, 2016 12:11:50 PM Plot By: LENOVO

Rev.	Date	Revision Details	By	Ver.	App.
0	15/04/16	PRELIMINARY	LDA		

NOVARE DESIGN
 Telephone: 04 939 9293
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 PO Box 1117
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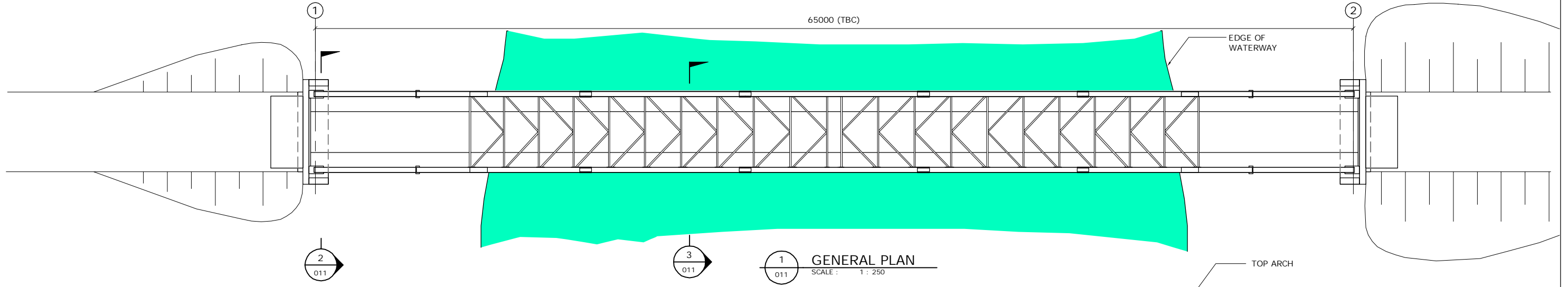
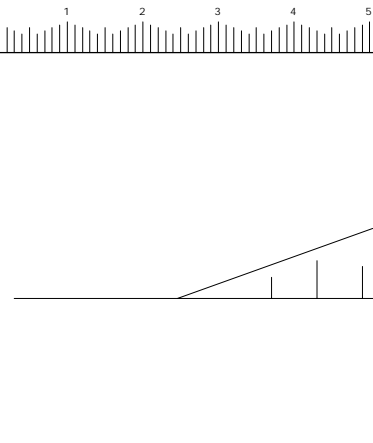
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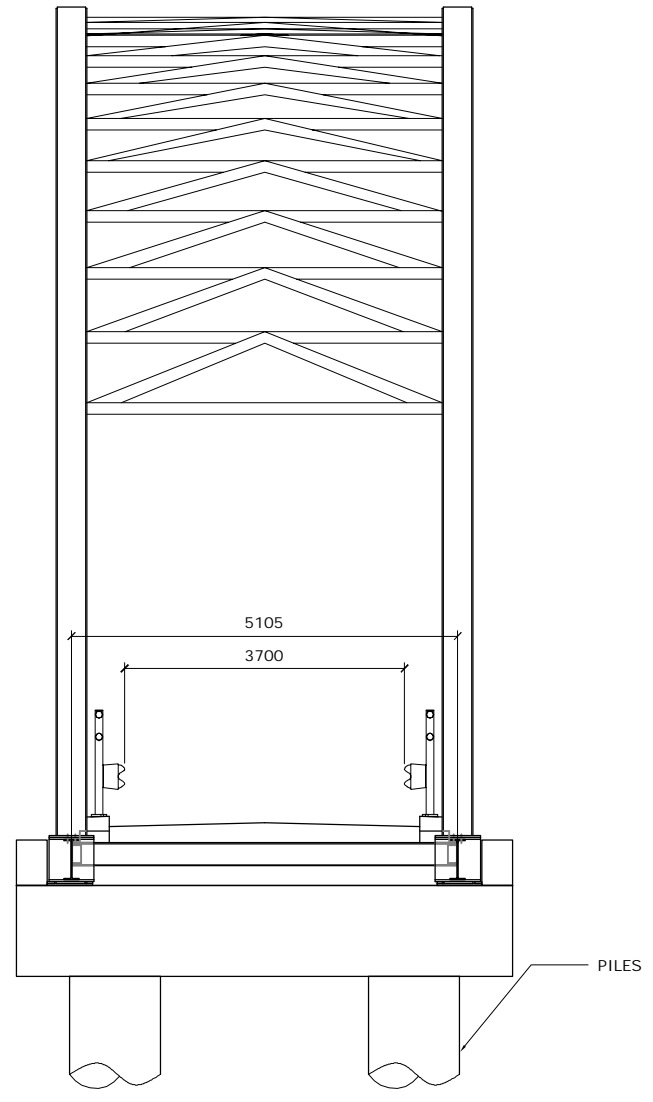
Project Director:	R. KEENAN	Signature:		Date:	
Designed:	A. BALILI	Design Review:		Drawn:	
Drafting Check:	R. KEENAN				

Project:	TAUPIRI PEDESTRIAN BRIDGE
Drawing Title:	GENERAL ARRANGEMENT ELEVATION

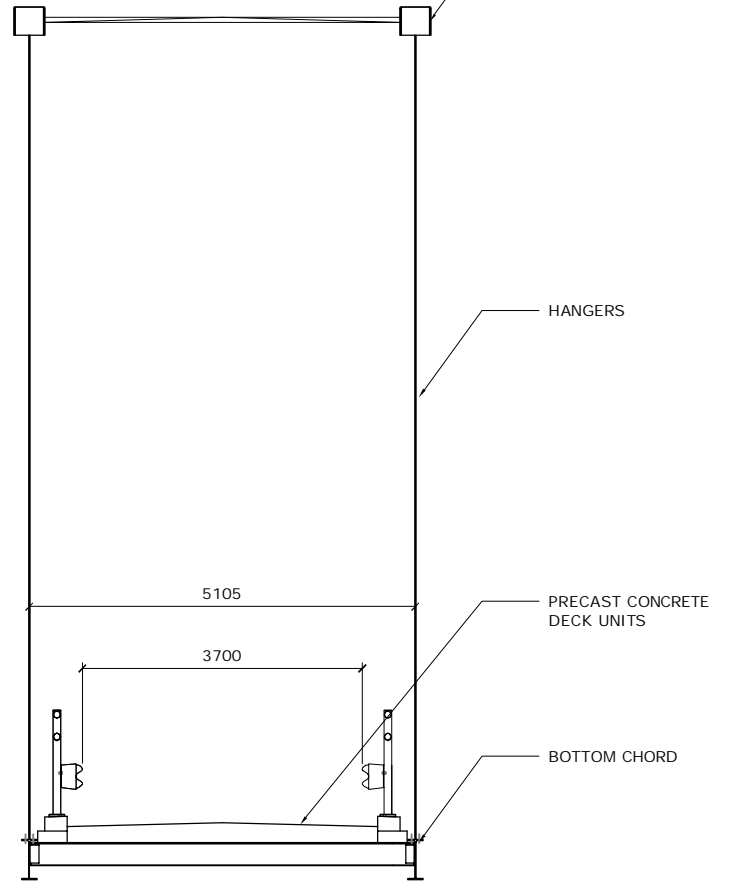
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Drawing No.	2401-01-010
Rev.	0



1 GENERAL PLAN
SCALE: 1 : 250



2 SECTION
SCALE: 1 : 100



3 SECTION
SCALE: 1 : 100

RESOURCE CONSENT
No. LUC0109/17
Approved By: *[Signature]*
Date: 22 March 2017
NOT FOR CONSTRUCTION

Q100 RL 13.4m

NORMAL RIVER LEVEL
RL 8.6m

PRELIMINARY

NOVARE DESIGN LIMITED: C:\GOOGLE DRIVE\PROJECTS\NOVARE\TAUPIRI PEDESTRIAN BRIDGE\ENGINEERING\CADD\2401-00-11.DWG Plot Date: Friday, April 15, 2016 12:14:14 PM Plot By: LENOVO

Rev.	Date	Revision Details	By	Ver.	App.
0	15/04/16	PRELIMINARY	LDA		

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Client:

Project Director:	R. KEENAN	Signature:		Date:	
Designed:	A. BALILI				
Design Review:					
Drawn:					
Drafting Check:	R. KEENAN				

Project:	TAUPIRI PEDESTRIAN BRIDGE
Drawing Title:	GENERAL ARRANGEMENT ELEVATION

Project No.	2401
Scale:	AS SHOWN
ORIGINAL SHEET SIZE:	A3
Drawing No.	2401-01-010
Rev.	0

Open Meeting

To	Policy & Regulatory Committee
From	GJ Ion Chief Executive
Date	27 March 2017
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	GOV1301
Report Title	Receipt of Hearing Minutes and Decision

1. EXECUTIVE SUMMARY

To receive the minutes and decision of a hearing for WJ & LJ Pitts held on Wednesday 1 March 2017.

2. RECOMMENDATION

THAT the minutes and decision of a hearing for WJ & LJ Pitts held on Wednesday 1 March 2017 be received.

3. ATTACHMENTS

A Hearing Minutes 1 March 2017
B Decision 22 March 2017

MINUTES of a hearing by an Independent Commissioner of the Waikato District Council held in Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 1 MARCH 2017** commencing at **9.30am**.

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

Present:

Commissioner D Hill

Attending:

Mrs LM Wainwright (Committee Secretary)
 Ms N Laurensen (Consents Team Leader)
 Ms G Burborough (Planner)
 Mrs B Parham (Tompkins Wake – Legal Counsel for Waikato District Council)
 Mr W Pitts (Applicant)
 Mrs L Pitts (Applicant)
 Mr D Botherway (Legal Counsel for the Applicant)
 Ms C Douglas (Consultant Planner for the Applicant)
 Mrs M Stolwyk (Submitter)
 Ms L Stolwyk (Submitter)
 Members of staff

HEARING – WJ & LJ PITTS

File No. LUC0144/17

Application for a landuse consent to construct a new dwelling that will encroach upon the 25m setback from the south-eastern (rear) boundary and the 300m setback required for an intensive farming activity at the southern boundary.

INTRODUCTION

Commissioner Hill welcomed all parties and outlined the process of the hearing.

HEARING OF THE APPLICATION

The applicant's representative presented a powerpoint presentation and written and verbal evidence (document 1) and answered questions of the commissioner.

The meeting adjourned at 10.29am and resumed at 10.46am.

The applicant's legal counsel presented written and verbal evidence (document 2) and answered questions of the commissioner.

Mr Pitt presented written and verbal evidence (document 3) and answered questions of the commissioner.

HEARING OF SUBMISSIONS

Ms Stolwyk presented written evidence (document 4) and answered questions of the commissioner.

Mrs Stolwyk answered questions of the commissioner.

The meeting adjourned at 11.38am and resumed at 11.50am.

STAFF REPORT

The planner's report was taken as read. Ms Burborough gave written and verbal evidence (document 5) and answered questions of the commissioner.

The meeting adjourned at 12.30pm and resumed at 1.05pm.

RIGHT OF REPLY

Ms Douglas, the applicant's representative, gave her right of reply.

Mr Botherway, the applicant's legal counsel, gave his right of reply.

Mr Pitts give his right of reply.

The hearing adjourned at 1.18pm and the decision reserved.

DELIBERATIONS

The Commissioner undertook deliberations on all evidence presented.

DECISION

THAT the Independent Commissioner confirmed the application for land use resource consent by WJ and LJ Pitts to Waikato District Council under section 88 of the Resource Management Act 1991 to establish a new dwelling on a rural zoned site (Lot 1 DP 409452, CFR 434594) at 1246A State Highway 26, Eureka declined as outlined in the decision dated Tuesday 21 March 2017.

HE1703/01

The hearing was declared closed at 9.34am on Monday 20 March 2017.

IN THE MATTER OF the Resource Management Act 1991

AND

IN THE MATTER OF application for land use resource consent by WJ and LJ Pitts to Waikato District Council under section 88 of the Resource Management Act 1991 to establish a new dwelling on a rural zoned site (Lot 1 DP 409452, CFR 434594) at 1246A State Highway 26, Eureka.

Decision following the hearing of an application by WJ and LJ Pitts to Waikato District Council for non-complying activity resource consents under the Resource Management Act 1991

Proposal

The proposal seeks to establish a new dwelling on a rural zoned site within:

- 25m of a rural building setback;
- 300m of an intensive farming activity;
- earthworks within the Hauraki Gulf Catchment Area;

at 1246A State Highway 26, Eureka, Lot 1 DP 409452, CFR 434594.

The resource consent sought is **REFUSED**. The reasons are set out below.

Hearing Commissioner:	Mr David Hill
Application numbers:	LUC0144/17
Applicant:	Warwick James and Laura Jane Pitts
Site addresses:	1246A State Highway 26, Eureka
Legal descriptions:	Lot 1 DP 409452, CFR 434594

Site area:	2.0423 ha
Lodgement:	26 September 2016
Limited notification:	4 November 2016
Submissions closed:	6 December 2016
Hearing commenced:	1 March 2017
Hearing closed:	1 March 2017
Appearances:	<p><u>For the Applicant:</u></p> <p>Mr Warwick James Pitts – Applicant /Owner Ms Laura Jane Pitts – Applicant /Owner Ms Corina Douglas – Consultant Planner Mr Damien Botherway – Counsel</p> <p><u>Submitter</u></p> <p>Ms Liz Stolwyck Mrs Maria Stolwyk</p> <p><u>Council:</u></p> <p>Ms Bridget Parham - Counsel Ms Georgia Burborough – Reporting Officer Ms Nicola Laurenson – Consents Team Leader Ms Lynette Wainwright – Hearing Administrator</p>

Introduction

1. This decision is made on behalf of the Waikato District Council (Council) by Independent Hearing Commissioner Mr David Hill appointed and acting under delegated authority under sections 34 and 34A of the Resource Management Act 1991 (the RMA).
2. This decision contains the findings from my deliberation on the application for resource consent and has been prepared in accordance with section 113 of the RMA.
3. The application was limited notified to the owners of 13 Hooper Road, Mr and Mrs Stolwyk, on 4 November 2016, with submissions closing on 6 December 2016. A submission in opposition seeking a refusal of consent was received from the Stolwyks. There were no late submissions.

4. Written approval was provided from Joshua and Kate Thomas, adjacent landowners at 13A Hooper Road. Accordingly no consideration is taken of effects on them and their property – noting, as I do below, that this effectively voids the non-complying activity status since that discounted non-compliant effect (i.e. infringement of the 25m building set back rule) is the very amenity effect that occasions that status.
5. The s42A RMA hearing report was prepared by Ms Georgia Burborough. Ms Burborough’s overall recommendation was to decline consent as she considered that no viable mitigation is proposed to address the more than minor adverse reverse sensitivity and amenity effects, and the proposal is inconsistent with district and regional plan provisions (although not contrary to them).
6. The matter was heard in Ngaruawahia on 1 March 2017 and closed.

Summary of proposal and activity status

7. The Applicants seek to establish one rural residential dwelling on a vacant rural-residential site of 2.0423ha at 1246a State Highway 26, Eureka. The fee simple title is legally described as Lot 1 DP 409452, held in Computer Freehold Register 434594. The title was created on 18 October 2011 and is held in the ownership of the Applicants.
8. Seven interests are relevant to the title. Two are easements in gross relating to a Waikato District Council drainage channel and a WEL Networks telecommunications line. The remaining interests relate to a reciprocal shared right-of-way and other services to State Highway 26; a gazette notice declaring State Highway 26 a limited access road; and a land covenant limited to only residential use and activity on the site.
9. Resource consent is required under the operative Waikato District Plan– Waikato Section 2013 as follows:
 - Rule 25.25.2 – Earthworks – discretionary activity;
 - Rule 25.54.3 – Building set backs – >25m from boundary - non-complying activity;
 - Rule 25.57.2 – Dwelling set backs - <300m from boundary – restricted discretionary activity.

Overall the application is to be assessed as a non-complying activity.
10. The non-complying activity status was not in dispute.

Procedural matters

11. No procedural matters were raised for consideration.

Relevant statutory provisions considered

12. In accordance with section 104 of the RMA, I have had regard to the relevant statutory provisions including the relevant sections of Part 2 and sections 104 and 104D, and section 108 relating to conditions.

Relevant standards, policy statements and plan provisions considered

13. In accordance with section 104(1)(b)(i)-(vi) of the RMA, I have had regard to the relevant policy statement and plan provisions of the following documents – the relevant provisions of which are assessed in section 4 of the Application and paragraphs 184 – 200 of Ms Douglas’ evidence and, more particularly, section 8 of the s42A hearing report. The identification of these provisions was largely agreed – albeit interpretation differed. Having reviewed those provisions and particularly the objectives and policies, I confirm and adopt them. Therefore, there is no need to repeat the details in this decision. Those provisions are in the following statutory documents:

- Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011;
- Operative Waikato Regional Policy Statement 2016;
- Waikato Regional Plan (WRP) 2007;
- Operative Waikato District Plan – Waikato Section 2013.

14. No other national policy statement or environmental standard was identified as being relevant to these consents and we accept that to be the case.

15. Other documents referred to included:

- The One Community Plan (2013 – 2023) – for the communities of Eureka, Matangi, Newstead and Tauwhare; and
- Waikato-Tainui Environmental Plan.

16. I do not consider any other matter to be relevant and reasonably necessary to determine the application in accordance with section 104(1)(c) of the RMA.

Permitted Baseline / Existing Environment

17. There is no relevant permitted baseline for a non-complying activity.
18. Counsel for the applicant essentially made an existing environment argument, based on the fact that Council has approved a number of dwellings in the immediate vicinity all of which are within the minimum 300m boundary buffer zone, none of which have registered a formal nuisance complaint (odour or flies) with the regional council – although I note we were advised that the regional council (WRC) does not track pullet farms as these do not require specific regional consents. However WRC does have an odour complaints process for activities including permitted activities such as this – which is described in Ms Douglas’s evidence – but no complaints have been recorded since 2001 when the record began.

Summary of evidence / representations / submissions heard

19. The s42A Hearing report by Council’s planning officer, Ms Burborough, was circulated prior to the hearing and taken as read.
20. The evidence presented at the hearing responded to the issues and concerns identified in the s42A recommendation report and the Stolwyk submission.
21. The evidence presented and representations made by the applicant at the hearing are summarised below:

Ms Corina Douglas, self employed consultant planner, gave evidence in support of granting the application, emphasising (among other things) the fact that the subject site was the last remaining vacant rural site in the vicinity and 13 other dwellings existed within 300m of the Eureka Poultry Farm boundary¹.

Mr Damien Botherway, Counsel, made legal submissions regarding the approved subdivision, noting that the attached land covenant restricted use to residential activity; that the subdivision clearly identified a building platform at the time and no issue had then been raised; that the reason for the subdivision was clearly stated as for residential lifestyle; and a no-complaints covenant had been offered to resolve the potential reverse sensitivity effect of concern. Mr Botherway gave his opinion that despite the reluctance of the applicant to accept such a covenant, he could not see any

¹¹ A quick check of Council records during the hearing on 10 of those other properties confirmed building consents for 9 of them with no resource consents other than occasional earthworks.

legal impediment to granting consent (based, I assumed, on an Augier offer) to place such unilaterally.

Mr Warwick Pitts, applicant, made representations on the application, reciting the history of the purchase and subsequent matters, indicating his rural background and confidence therefore that the proposed no complaints covenant would be effective, and describing the proposed building platform relative to the lower lying, wetter areas of the site as reason for not being able to accede to the proposition that the house be relocated further into the site and away from the poultry farm boundary.

22. **Maria and Nicolaas Stolwyk, Eureka Poultry Farm, 13 Hooper Road -** Representations for the submitter were given by Ms Liz Stolwyk who reflected her parents', the submitters, complete opposition to having the subject dwelling so close – despite the offer of a no-complaints covenant – but were prepared to consider the prospect of the dwelling being relocated further away toward the northern / north eastern boundary. She confirmed that chicken flies and odour were the two main adverse effects of the farm and submitted three letters from past and present neighbours to that effect – all of whom cited the fly nuisance as beyond what they had knowingly anticipated prior to purchase (the nearest dwelling being 50m from the farm). Ms Stolwyk (and Mrs Stolwyk) also spoke about the likely future of the farm in terms of the growing consumer preference for free range farming practices, noting that this option became more difficult the more residential dwellings occurred close to the boundary. She acknowledged that this would require resource consent in any event but emphasised that this was a rural productive zone. Ms Stolwyk dismissed the idea that the farm was to be sold in either the near or distant future.

Principal issues in contention

23. After analysis of the application and evidence (including proposed mitigation measures), reviewing the Council reporting officer's s42A recommendation report, reviewing the submission and concluding the hearing process, the proposed activity raises a number of issues for consideration.
24. I note in passing that there was no dispute regarding the proposed earthworks, if the dwelling is consented.
25. I also note that, somewhat surprisingly, no empirical evidence was presented on the main nuisance issues of flies and odour. I was therefore left with no factual basis on which I could determine the magnitude (or otherwise) of those acknowledged

nuisances – and which would have influenced my decision had there been evidence that the nuisance was materially overstated. The burden for establishing that evidential basis clearly rested with the applicant.

26. The principal issues in contention came down to the following fundamental questions:
- (a) Whether the fact that written approval had been given for the adverse effect that determined the activity as overall non-complying, meant that this status is not relevant;
 - (b) What entitlement if any follows the successful grant of a subdivision;
 - (c) Whether the proposed no-complaints covenant should be accepted and imposed regardless of its non-acceptance by the submitter;
 - (d) Whether granting consent would create any further precedent; and
 - (e) The predominant wind direction.
27. These issues are discussed in the following section.

The non-complying activity status

28. This is a somewhat unusual situation in that the adverse effect creating the non-complying activity status, i.e. infringement of the 25m building set back provision, has the written approval of the affected neighbour and therefore cannot be considered under s104(3)(a)(ii) RMA.
29. In response to a question as to whether this meant that the non-complying activity status no longer applied, Ms Parham submitted that it did because that is what the *Plan* determines, regardless of whether the *effect* is removed from consideration. However, she noted the practical implication that as the s42A report and the applicant agreed (on this point) that the application was not contrary to the objectives and policies of the relevant plan, then the application passed the s104D(1)(b) gateway test and fell to be considered in terms of s104 in any event – which would otherwise apply to the application as a discretionary activity if the non-complying activity effect were able to be discounted.
30. I accept that pragmatic submission.

Finding

31. I find that the application must be determined as a non-complying activity.

Subdivision entitlement

32. As noted above, Mr Botherway submitted that it would be unfair, and I took him to imply unjust, not to grant the application because the subdivision had been granted with the explicit understanding, indeed underscored by a land covenant to that effect², that a residential dwelling would be sited in the area of the identified building platform; that the issue of the buffer distance rule had not been raised during that process; and other subdivisions and dwellings had been permitted by Council within that 300m boundary buffer, the proposed Pitts dwelling not even being the closest in that regard (although second closest I understand).
33. In response to a question Mr Botherway acknowledged that one consent cannot predetermine an application for a related but separate consent. However he submitted (in summary) that in this instance the nexus of the relationship was such that permission to erect a dwelling on the building platform was reasonably presumed and should follow. He also added the rider that the situation the applicants found themselves in was a direct consequence of Council's error in not previously turning its mind to the 300m buffer provision.
34. Ms Parham accepted the point that Council had not applied the full suite of provisions of the proposed District Plan to the previous subdivision consent (or subdivisions) but essentially submitted that that was not justification for not applying it correctly in this instance – especially having become aware of that fact.

Finding

35. The situation the Pitts find themselves in is clearly regrettable. However the same can be said of the Stolwyks who, through no fault of their own, find themselves having to oppose the applicant.
36. The fact of the matter, though, is that the subdivision consent does not create an entitlement to the land use consent. This is to be determined on its merits in light of the relevant regulatory provisions.

² I note Ms Burborough's discussion on this in her evidence at paragraph 10, and that it was not imposed as a condition on the subdivision consent but by way of private treaty.

The covenant

37. There was no dispute that the fly nuisance and odour (at least) constitute adverse effects that are experienced - however infrequently and under disputed wind rose vectors - within the subject site boundary. I heard no compelling evidence that those effects did not or would not arise (and, as already noted, no evidence at all of an empirical nature).
38. Mr Botherway correctly submitted that no-complaints covenants are court-recognised solutions that can be imposed through and on consents – notwithstanding Ms Parham’s observation that the Environment Court has expressed reservations about their enforceability on occasion.
39. Two questions arise:
- (a) Would this effectively and efficiently mitigate the nuisance and resolve the reverse sensitivity effect? and
 - (b) Can such a covenant be imposed despite opposition from the affected person?
40. Plainly on the letter evidence presented by Ms Stolwyk from neighbours, a covenant would not mitigate (nor avoid or remedy) the fly and occasional odour nuisance. That will endure. What it would do is effectively provide approval for that effect – and in that light can be seen as tantamount to a written approval under s104(3)(a)(ii) RMA.
41. The problem with such is that it is not clear what level of effect is thereby “approved”. On that it would be very difficult to establish a baseline. Does that mean that the applicant could not complain if the fly issue becomes of plague proportions or constitutes a genuine health effect? Who then becomes the arbiter? Council clearly signalled its level of discomfort with any such role, and recourse to civil litigation is hardly efficient.
42. Furthermore I heard that the poultry farm has expectations, subject to gaining consent certainly as yet not applied for, of future development. Any covenant would clearly not cover that eventuality, and the concern held by the Stolwyks that this would likely meet formal resistance seems reasonable. Therefore, while the immediate reverse sensitivity effect might be resolved, the reasonably foreseeable one would not be.

43. On the second question, and setting aside the above, while such a unilaterally proposed covenant might be unusual, I can see no formal reason why it could not be lawfully imposed. Affected parties do not have a veto right on conditions or consent, and the fact that it might cause administrative issues for the regulator is not a persuasive argument.

Finding

44. I find that the proposed no-complaints covenant could be imposed, but am not persuaded that it resolves the reverse sensitivity effect of concern when allowing for reasonably foreseeable rural productive development (for which the zone particularly encourages and anticipates).

Precedent effect

45. There are, I was told, 13 dwellings located within the permitted activity 300m boundary buffer notionally required by the sensitive activity (dwelling) set back from intensive farming activity rule 25.57.1. The proposed dwelling would be 26.2m from its boundary.
46. I also note that the operation of an intensive farming activity itself is required to be 300m from its own boundary under restricted discretionary activity rule 25.11.1B – which it is not; the closest shed being some 95m or so from the common boundary with the applicant. The farm’s existing use right currently protects it from that requirement.
47. Non-compliance with either rule engages a restricted discretionary activity or discretionary activity status respectively.
48. Clearly neither the existing operation of the poultry farm (which has existing use rights) nor the proposed residential dwelling is able to satisfy the baseline separation distances of the respective rules. That creates the tension apparent in this application because neither can move its activity beyond that radius.
49. The s42A report concludes³ that granting consent *could* set a precedent for other applications in the rural zone where neighbour approval is given within the set back buffer – despite acknowledging the court’s general conclusions on the matter for non-complying activity applications.

³ Section 10.2, page 40.

50. Of course, in effect the applicant has already argued for the precedence created both by the proximity of existing dwellings and the approved subdivision, thereby adding weight to that conclusion.
51. Ms Douglas noted that as this is the last vacant site in the vicinity, no precedent follows. That may well be, and might argue for there being no harm done in consenting this application from a local precedence point of view. However that is not what constitutes a precedent effect. Such an effect ramifies across the district; that is the wider policy context for consideration.
52. In that regard I am inclined to Ms Burborough's opinion. On the face of it, granting consent to a sensitive activity 26m from the common boundary with an intensive farming operation that is only some 95m from its own boundary, without any significant mitigation (other, arguably, than a no-complaints covenant and some unproven⁴ shelter belt tree planting) would almost certainly lower the bar on that separation rule.
53. Whether setting that precedent would be material I am unable to say as I have not been privy to the justification for the 300m metric. However I must assume the Court was persuaded on that matter in confirming the Plan provisions, and accepted it for good resource management reasons.
54. In concluding such I am also mindful that exceedance of the sensitive activity (dwelling) set back rule is reasonably permissive, being an RDA with only 4 matters of discretion. Those being: distance between, amenity values, effects on other land use activities, and industry codes of practice.
55. In my understanding the amenity values criterion is effectively dealt with in this instance by the 25m building-to-boundary set back requirement of rule 25.54.1 - which the proposed building achieves either directly or by written approval.
56. Little of relevance was presented in terms of any applicable industry code of practice.
57. That only leaves the distance question as it relates to the effect on the farm operation as a matter for consideration.

⁴ In the sense that no expert evidence was presented as to the efficacy of such in this particular situation.

Finding

58. Notwithstanding the fact that first instance decisions are quite removed from precedent setting situations, I find that there is a plausible case for concern that granting the significant reduction in distance sought would create a precedence whereby the ability to require sensible distances from such activities would risk being compromised.
59. Whether the facts of this application are so distinguishable as to constitute a genuine exception, is a matter that I must consider. On the available facts I am not persuaded that is the case.

Predominant wind direction

60. There was disagreement regarding the matter of the predominant wind. Ms Douglas cited a generic NZ MetService statement regarding the prevailing NZ westerly wind; the Stolwyks and Council indicated a more south-westerly local wind. The difference is significant in terms of whether the wind preferentially carries both flies and odour either toward or across/away from the proposed building platform. No-one produced any site-specific or proximate meteorological wind rose data, but the Stolwyk's local knowledge is to be preferred.
61. Regardless, the wind does not blow from one direction all the time (or even at all on occasion) and it would be an heroic assumption to make that the wind never blows towards the proposed building site.

Finding

62. I find it more likely than not that the predominant wind direction is from the south west toward the subject land, but that cannot be established with any certainty in the absence of proper data.
63. I acknowledge that the applicant proposes significant shelterbelt planting on the common boundary, and that this could have an ameliorating effect on received wind depending on how densely that is planted. However that would take some time to establish and its efficacy even more time to assess.

Part 2 RMA

64. No section 6 RMA matters of national importance or s8 (Treaty of Waitangi principles) were identified as being directly engaged by this application.
65. Of the section 7 other matters to which particular regard is to be had, and which are engaged by the identified matters over which discretion is restricted in terms of the buffer issue, I consider the following relevant:
- (b) the efficient use and development of ... physical resources;
 - (c) the maintenance and enhancement of amenity values; and
 - (f) maintenance and enhancement of the quality of the environment.
66. A useful start point for this consideration is the fact that the rural zone is intended to support rural production. That is crystal clear from Objective 1A.2.9 of the district plan, regarding managing growth pressures, which states:
- Rural areas are maintained as a resource for productive rural activities and lawfully established rural-based activities.*
67. This is re-emphasised in Objective 1A.6.1 regarding rural resources:
- The capacity of rural areas to support productive rural activities and lawfully established rural-based activities is maintained.*
68. To further underscore that, an associated policy (1A.2.13) states:
- The potential for reverse sensitivity effects on productive rural activities and lawfully established rural-based activities should be avoided.*
69. While there is always a danger in isolating one or two out of a suite of objectives and policies, in this instance that seems appropriate in the context of the plan's rural intent (and other provisions could be highlighted as Ms Burborough does at section 8.4.1 of her s42A report).
70. This, then, is the physical resource that is to be efficiently used and developed, adverse effect on which are to be avoided while maintaining and enhancing the quality of the environment.
71. In that context, the introduction of a dwelling with exposure to known adverse effects (albeit anecdotal evidence only was provided with no empirical evidence contradicting the fly and odour issue produced) safeguarded only by means of a no-complaints

covenant and proffered tree planting, does not seem a sound resource management outcome.

72. While Part 2 speaks of enabling people to provide for their social, economic and cultural wellbeing, it also speaks of their health and safety. And this applies to both applicant and the surrounding community, including the Stolwyks and their rural productive activity.
73. Overall I find that the application will not promote the sustainable management purpose of the RMA and must be refused.
74. I record that this is an unfortunate outcome in the circumstances and has come about through no obvious fault of Mr and Mrs Pitts.

Decision

75. In exercising delegated authority under sections 34 and 34A of the RMA and having regard to the foregoing matters, sections 104, 104D and Part 2 of the RMA, I determine that the land use resource consent applied for by WJ and LJ Pitts to establish a new dwelling on a rural zoned site at 1246A State Highway 26, Eureka, Lot 1 DP 409452, CFR 434594 is refused for the reasons discussed in this Decision and as summarised below:


Summary reasons for the decision

76. After having regard to the actual and potential effects on the environment of allowing the proposed activity, and taking into account the relevant statutory provisions, I find that consent for the proposed new dwelling cannot be granted for the reasons discussed throughout this decision.
77. In summary, consent is refused on the basis that:
 - (a) the proposal is not consistent with the key rural provisions of the relevant statutory document and does not avoid, remedy or mitigate the adverse effects therein required;
 - (b) the proposed no-complaints covenant was not agreed with the affected Eureka Poultry Farm and would not avoid or mitigate the potential reverse sensitivity effect, including future reasonable rural productive development;

(c) granting consent would likely create potential for precedent effects across the district's rural zone; and

(d) granting consent would not promote the sustainable management of the physical resource – being rural productive land.

78. Overall I have found that a refusal of consent for the application is appropriate.



David Hill

**Independent
Commissioner**

Hearings

Date: 22 March 2017

Open Meeting

To	Policy & Regulatory Committee
From	Sue Duignan General Manager Customer Support
Date	5 May 2017
Prepared by	Beryl McCauley Consents Administrator
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Delegated Resource Consents approved for the months of March and April 2017

1. EXECUTIVE SUMMARY

This report gives information relating to all delegated Resource Consents processed for the months of March and April 2017 excluding hearings.

2. RECOMMENDATION

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

3. APPOINTMENT OF COMMISSIONERS

Commissioners appointed for the months of March and April 2017

Ian Munro Appointed for the hearing of the application by Mout William Limited to undertake a subdivision to create 4 additional Environmental Lots within the EEOA, with access, lot size and clustering non-compliances

David Hill Appointed for the hearing of the application by Ridge Road Quarry for the continuation of quarrying and managed filling operations.

4. ATTACHMENTS

Delegated Authority Reports - attached

- March 2017
- April 2017

Awaroa ki Tuakau		Ward Total: 30		
Applicant	ID No	Address	Details	Decision
Hynds Pipe Systems Limited	LUC0017/13.01	9 McDonald Road POKENO	S127 to change conditions 1, 5 & 8 of LUC0017/13 to construct a Concrete pipe batching factory for the production and storage of concrete pipes	Granted
Progressive Enterprises Ltd	LUC0139/15	Great South Road POKENO	To erect and operate a supermarket and two separate blocks of speciality retail shops (Retail A and B) on the subject site. The speciality retail shops will not comply with District Plan requirements for building location and verandah cover. The supermarket will not comply with District Plan requirements for signage and vehicle crossings. The whole proposal will not comply with District Plan requirements for earthworks.	Granted
General Distributors Limited	SUB0118/16	Great South Road POKENO	To subdivide the site to create Lot 1 which will contain a new supermarket and retail shops and Lot 2 which is to vest in Council as Road.	Granted
Mike Greer Homes Auckland Limited	LUC0350/17	6 Muirhill Place POKENO	To undertake earthworks exceeding 100m ³ to provide a building platform in the Residential 2 Zone.	Granted
Mike Greer Homes South Auckland Limited	LUC0363/17	8 Muirhill Place POKENO	To undertake earthworks that exceeds the permitted volume and depth in connection with the construction of a dwelling in the Residential 2 Zone.	Granted
X Wang	LUC0366/17	15 McLachlan Way PVT POKENO	Establish a 312m ² residential dwelling with an attached second dwelling, with side yard setback encroachments and earthwork excavations that exceed the maximum volume requirements.	Granted
GT Residential Limited	LUC0371/17	13B Helenvale Crescent POKENO	Undertake earthworks over the permitted 100m ³ and to construct a dwelling that encroaches the 3m permitted yard in the Residential 2 Zone.	Granted
X Wang	LUC0396/17	13 McLachlan Way PVT POKENO	To establish a 298m ² single level four bedroom residential dwelling in the Village Zone that fails earthworks and the yard setback provisions of the District Plan.	Granted
Mike Greer	LUC0398/17	17 Muirhill Place	Carry out earthworks exceeding	Granted

Homes South Auckland Limited		POKENO	maximum volume in the Residential 2 zone for the formation of a building platform	
Mike Greer Homes South Auckland Limited	LUC0400/17	92 Hillpark Drive POKENO	Construct a residential dwelling with attached garage which exceeds maximum earthworks	Granted
R D Craighead, N K Craighead	LUC0409/17	25 Muirhill Place POKENO	Earthworks exceeding maximum volume in the Residential 2 zone	Granted
M C Pieterse, C G Pieterse	LUC0413/17	2 Westmuir Crescent POKENO	Erect a new dwelling which fails site coverage and a technically non-complaint outdoor living court in the Residential 2 Zone.	Granted
Pokeno Village Holdings Limited	LUC0421/16	Pokeno Road POKENO	Undertake bulk earthworks to establish the northern bridge abutment.	Granted
L G Evans, E A Bailey	SUB0076/13.01	227 Jericho Road PUKEKOHE	S127 to add a condition of consent regarding a conservation covenant to legally protect the environmental feature identified as 'X', 'Y', 'W' and 'Z' of subdivision consent SUB0076/13.	Granted
S M Kennedy, S L O'Connell	SUB0077/17.01	242 Hull Road WAIUKU	S127 to change conditions 13 - 19 of Subdivision Consent SUB0077/17 to reflect a change in the proposed donor consented lot to Lot 10 (SUB0174/12).	Granted
S A Beatty, W D Beatty	SUB0087/17.01	65 Alexandra Redoubt Road TUAKAU	S127 to change/cancel conditions (10 and 11 and deletion of condition 8) of SUB0087/17 to remove the right of way easement, establish a separate vehicle entrance for Lot 1, and amend the lot sizes	Granted
M J Ruiterman, K J Ruiterman	SUB0094/17	280 Cameron Town Road PUKEKOHE	Transferrable Rural Lot Subdivision: To undertake a Transferrable Rural Lot Right Subdivision to transfer one consented lot (Lot 6) created from SUB0045/17 to a receiver property in the Rural Zone, where both properties are outside the EEOA.	Granted
K J Ruiterman, M J Ruiterman	LUC0399/17	280 Cameron Town Road PUKEKOHE	To undertake earthworks on the proposed Lots 1 and 2 that exceeds the maximum earthworks requirements of the District Plan in relation to a transferrable Rural Lot Right Subdivision (SUB0094/17) to transfer one consented lot (Lot 6) created from SUB0045/17 to a receiver property in the Rural Zone	Granted
J Lum	SUB0136/17	31 Jellicoe Avenue TUAKAU	To undertake a 5 lot subdivision in the Residential Zone in Tuakau	Granted

L G Evans, E A Bailey	SUB0146/16.01	227 Jericho Road PUKEKOHE	Application under S127 of the RMA to add a condition of consent (condition 16) requiring the provision of evidence that a conservation covenant has been registered to protect an environmental feature.	Granted
TKDM Farms Limited	SUB0161/17	33 Kelly Road MERCER	To undertake a TRLR subdivision to transfer consented Lots 42 and 50 from SUB0196/12 (Stage 4) to a receiver site that is located in the Rural Zone and is outside of the EEOA, where the proposed Lots 1 and 2 exceed the maximum 1.0ha lot size.	Granted
Japan Homes Limited	SUB0167/17	92 Great South Road POKENO	6 lot subdivision in accordance with proposed medium density housing development	Granted
Japan Homes Limited	LUC0322/17	92 Great South Road POKENO	The construction of 6 medium density houses, with 2 dwellings within the stream setback, 3 dwellings within the riparian margin setback and one garage within the front yard setback, 1 dwelling and 3 decks within the 1% AEP inundation area and associated earthworks/cleanfill deposition	Granted
Pokeno Village Holdings Limited	SUB0169/17	66 Hitchen Road POKENO	The construction of dwellings on an area containing an indicative neighbourhood centre as part of subdivision to create 19 vacant residential lots, including two road lots, one pedestrian accessway, one recreation reserve (to vest) on land zoned Residential 2	Granted
Pokeno Village Holdings Limited	LUC0378/17	66 Hitchen Road POKENO	The construction of dwellings on an area containing an indicative neighbourhood centre	Granted
A Morpeth	SUB0177/17	124 George Street TUAKAU	Undertake a two lot subdivision from one certificate of title in the Residential Zone.	Granted
S M Kennedy, R S Kennedy	SUB0185/17	119 Honey Road WAIUKU	To undertake a transferable rural lot subdivision by transferring one development entitlement to a receiver site outside of the EEOA.	Granted
F M E Good	SUB0188/17	17 Kidd Road WAIUKU	Undertake a transferable rural lot subdivision where the proposed Lot 1 will exceed the maximum lot in the Rural Zone, and is outside the EEOA.	Granted
TKDM Farms Limited	SUB0190/17	411 Koheroa Road MERCER	To undertake a transferable rural lot subdivision by transferring one development entitlement to a receiver site outside of the EEOA. Proposed Lot 1 will be larger than a maximum lot size of 1ha.	Granted

L L Coulter, K G Coulter	SUB0198/17	283 Trig Road TUAKAU	Undertake a Transferrable Rural lot subdivision outside the EEOA involving the transfer of an approved Lot 5 consented under SUB0066/17 to create one new lot	Granted
Eureka Ward Total: 6				
Applicant	ID No	Address	Details	Decision
Ministry Of Education	DES0017/17	599 Matangi Road MATANGI	Outline plan of works for a new double classroom studio.	Accept Plan
D C Goodwin	LUC0226/17	676 Marychurch Road TAUWHARE	Construction of a new dwelling, garage and water tank, where the dwelling will encroach into the required setback to an adjacent dwelling, and the garage and water tank will be located within the road boundary setback from a state highway, and the site does not meet the minimum size requirement for on-site wastewater disposal in the Rural Zone.	Granted
R B Tweedy	LUC0235/17	47A Glen Ida Way TAUWHARE	To construct a shed that encroaches upon the permitted 12 m setback from the western (side) boundary and associated earthworks for the preparation of site in the Hauraki Gulf Catchment.	Granted
M F Roach	LUC0356/17	150 Schollum Road EUREKA	To relocate a second hand dwelling onto a site in the Rural Zone that exceeds coverage and is within the setback from an intensive farming activity. and undertake earthworks in the Hauraki Gulf Catchment Area.	Granted
M D Reinsfield, B W Reinsfield	LUC0405/17	17C Lissette Road NEWSTEAD	To relocate an existing garage to a site in the Rural Zone	Granted
D L Brenan	LUC0425/17	401A Marychurch Road TAUWHARE	To construct a new shed that is to encroach upon the permitted setback from the north-western (side) boundary.	Granted
Hukanui - Waerenga Ward Total: 9				
Applicant	ID No	Address	Details	Decision
Transpower New Zealand Limited	LUC0373/17	400 Lake Road HORSHAM DOWNS	To relocate two existing electricity tower, referred to as HAM-MER, where the new poles will exceed the 15% maximum permitted height increase and earthworks for one tower occurring on contaminated land or potentially contaminated land under the Resource Management (National Environmental Standard for Electricity Transmission Activities) Regulation 2009 (NESETA).	Granted

A K Silcock, A C Silcock	LUC0383/17	212 Waipuna Road WAERENGA	Relocate a second-hand dwelling onto a vacant site located within the Rural Zone.	Granted
C J Trask	LUC0406/17	147 Peach Road GORDONTON	To construct a new garage which is to encroach upon the permitted 12 m setback from the southern (rear) boundary.	Granted
Micah Meadows Ltd	LUC0423/17	23 Reynolds Road HORSHAM DOWNS	To relocate a second-hand dwelling and garage onto a property in the Rural Zone	Granted
C W Wallace Limited	SUB0090/09.01	229 Cozen Road WAERENGA	S127 to Change of conditions to SUB0090/09 - Conditions RC1 and RC8 are requested to be deleted, and condition LC4 is to be amended.	Granted
Laverock Farm Ltd	SUB0163/17	129 Woodlands Road GORDONTON	To create one additional lot from a Certificate of Title in the Rural Zone.	Granted
JBR Farms Limited	SUB0176/17	517 Seifert Road WHITIKAHU	To subdivide one lot into two in the Rural Zone, where a portion of the site is affected by the Flood Risk Area	Granted
A S Rennie, K A Rennie, J S Rennie, H M Rennie	SUB0182/17	629 Orini Road ORINI	To simultaneously create one additional title including a boundary adjustment and undertake a subdivision in which the boundary is relocated in the Rural Zone.	Granted
D J McConnell, C L McConnell	SUB0189/17	1839 Gordonton Road TAUPIRI	Relocate the boundaries of two sites to create one small rural lifestyle block (Lot 1) and one productive rural lot (Lot 2).	Granted

Huntly	Ward Total: 7			
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Applicant	ID No	Address	Details	Decision
Waikato Regional Council	DES0019/17		Waiver of the requirement for an Outline Plan of Works for the earthworks required to top up the Ohinewai Stopbank to the design flood level.	Granted
NZ Transport Agency	LUC0323/17	Ohinewai North Road OHINEWAI	To undertake earthworks required for drainage works adjacent the Waikato Expressway which exceed the maximum permitted volume in a flood risk area.	Granted
Genesis Energy	LUC0358/17	Te Ohaki Road HUNTLY	Certificate of Compliance to transport and manage coal to Huntly Power Station (HPS).	#APPROVED
Jack Thorburn Builders Limited	LUC0367/17	22 Glasgow Street HUNTLY	To carry out an industrial activity in the business zone that fails standards in Appendix A	Granted

Transpower New Zealand Limited	LUC0373/17	367B Te Ohaki Road HUNTLY	To relocate two existing electricity tower, referred to as HAM-MER, where the new poles will exceed the 15% maximum permitted height increase and earthworks for one tower occurring on contaminated land or potentially contaminated land under the Resource Management (National Environmental Standard for Electricity Transmission Activities) Regulation 2009 (NESETA).	Granted
Pepper Property Investments Limited	SUB0141/17	100 Hakanoa Street HUNTLY	Update an existing cross lease plan to reflect the footprint of buildings on the site	Granted
TS Farms Limited	SUB0148/16.01	326 Glen Murray Road RANGIRIRI	S127 to change/cancel conditions (1, 10 and 10a-c) of consent SUB0148/16 to reflect a new access arrangement.	Granted
Newcastle		Ward Total: 6		
Applicant	ID No	Address	Details	Decision
P J Clark, C M Clark	LUC0380/17	102 Karakariki Road KARAKARIKI	To establish a new shed that encroaches into the required 12 metre boundary setback in the Rural Zone.	Granted
G B Linn	LUC0401/17	256 Onion Road HOROTIU	Construct a dwelling and shed with a total site coverage of 655.08m ² exceeding the permitted 500m ² .	Granted
T R Simmonds	LUC0417/17	692B Horotiu Road TE KOWHAI	To construct a new dwelling that encroaches on the permitted boundary setback requirements for the western boundary.	Granted
L C Cooper, G E Cooper	SUB0004/09.05	170A Foster Road WHATAWHATA	S127 to change of conditions of Subdivision consent (SUB0004/09) in relation to electricity reticulation (conditions PC10, LC8a and LC9)	Granted
R B King, E R King	SUB0168/17.01	18 Westvale Lane TE KOWHAI	S127 to change conditions of Subdivision consent (SUB0168/17) to reflect the existing dwelling being closer to new boundary than first surveyed	Granted
J J Patterson, K Patterson	SUB1020/11.04	Kakaramea Road WHATAWHATA	To vary consent notice 10401058.1 registered against Lots 6 and 8 DP 495636. where the pump shed is located wholly within lot 7 and not Lot 8	Granted

Ngaruawahia		Ward Total: 4		
Applicant	ID No	Address	Details	Decision
G Singh, R K Bindra	LUC0307/17	2221 River Road HOROTIU	Construction of a new dwelling which fails the following rules located within 200m of an aggregate extraction policy area, the maximum height limit and earthworks (volume and depth).	Granted
J K H Fung	LUC0394/17	2604 River Road NGARUAWAHIA	changing a dwelling setback from 25m from the boundary to 15m	Granted
S M Christiansen	LUC0419/17	951H Waingaro Road WAINGARO	To construct two water tanks within the permitted setback of 25m in the Rural Zone.	Granted
Aulakh Trading Limited	LUC0436/17	2 Market Street NGARUAWAHIA	Planning Certificate for the sale and supply of alcohol, in the Business Zone.	Approved
Onewhero-Te Akau		Ward Total: 8		
Applicant	ID No	Address	Details	Decision
D L Russell	LUC0138/17	1952 Waingaro Road WAINGARO	Construction of a shed to be used for a honey processing facility located within the building setback from a riverbank in the Rural Zone and to legitimise the use of an existing building for the processing of honey.	Granted
N M Lawson, W S Hart	LUC0410/17	19 Cordyline Road TUAKAU	To establish a 50m ² detached accessory building (boat shed) failing the side setback yard, road front setback yard and daylighting plane.	Granted
R & J Andrews Livestock Limited	SUB0179/17	416 Kauri Road TUAKAU	Part A: To undertake an Environmental Lot subdivision that results in the creation of two lot entitlements (Lots 1 and 2) from the protection of 11ha of existing indigenous vegetation, outside the EEOA which will be demonstrated on the property. Part B: To undertake a Transferrable Rural Lot Right Subdivision by transferring Lots 1 and 2 to a receiver site outside of the EEOA.	Granted
R & J Andrews Livestock Limited	LUC0384/17	185 Kaipo Flats Road Loop TUAKAU	Land use consent to construct a dwelling and associated works on Lot 1 of SUB0179/17 inside a Schedule 5B area - Onewhero Tuff Ring - Lot 1	Granted
R & J Andrews Livestock Limited	LUC0385/17	185 Kaipo Flats Road Loop TUAKAU	Land use consent to construct a dwelling and associated works on Lot 2 of SUB0179/17 inside a Schedule 5B area - Onewhero Tuff Ring - Lot 2	Granted

Pukekawa Land Company Ltd	SUB0193/17	98 Mile Bush Road TUAKAU	To create an additional two lots within the receiver site by transferring entitlements from two existing titles in the Rural Zone outside of the EEOA with one lot exceeding the maximum lot size.	Granted
Awakekup Limited	SUB0207/17	64 Hunter Road TUAKAU	To transfer one rural lot right outside of the Environmental Enhancement Overlay Area (EEOA) to a lot located in the Rural Zone, also outside the EEOA, creating one new lot, where the proposed Donor Lot does not meet the definition of 'Rural Lot'.	Granted
K Doevendans	SUB0211/17	211 Woodleigh Road GLEN MURRAY	To undertake a boundary relocation between two existing titles.	Granted
Raglan		Ward Total: 13		
Applicant	ID No	Address	Details	Decision
Ministry Of Education	DES0018/17	52 Norrie Avenue RAGLAN	Outline plan of works to transport onto the site a new double classroom studio.	AcceptPlan
G J Rope	LUC0305/17	447 Wainui Road RAGLAN	Construct a new dwelling in the Coastal Zone	Granted
D J Bull, B R P Bull	LUC0324/17	10 James Street RAGLAN	To construct an attached garage and house addition which encroach into a road setback and fail daylight admission rule in Raglan Living Zone.	Granted
M D Higgins, K D Higgins	LUC0359/17	335A Te Hutewai Road TE HUTEWAI	To construct a dwelling and garage. A garage is to be within the permitted southern (side) setback.	Granted
Design Builders (Waikato) Limited	LUC0360/17	27 Nihinihi Avenue RAGLAN	Construction of a dwelling that results in an encroachment into a permitted daylight admission plane on two internal boundaries	Granted
R M Lloyd	LUC0361/17	905 Te Mata Road TE MATA	To convert an existing garage into a Dependent Persons Dwelling where the building is non-compliant with the setback requirements.	Granted
S R Benfell	LUC0369/17	14 Seabreeze Way RAGLAN	To construct a dwelling which requires earthworks that will exceed the maximum permitted volume and depth within the Living Zone.	Granted
M M Koning	LUC0397/17	146 Te Hutewai Road TE HUTEWAI	Importation of cleanfill that exceeds the maximum volume and height and resulting earthworks that exceed the maximum volume and area and a temporary entrance that does not comply with separation distances and sight visibility.	Granted

S J Bradford, M L Tyler, S L W Edwards	SUB0078/17	472 Wainui Road RAGLAN	To undertake a subdivision creating one additional lot from one existing CFR in the Country Living Zone	Granted
Raglan Land Company Limited	SUB0108/17	30 Opororu Road RAGLAN	Subdivide and develop Precinct A in the Rangitahi Peninsula Structure Plan area (Rangitahi Living Zone) to provide 89 single dwelling lots, 3 mixed use lots, 1 comprehensive residential development lot, 1 Rangitahi commercial activity lot, 1 recreation reserve and 2 local purpose drainage reserves, local integrated walkways and cycleways, several shared access lots and roads to vest.	Granted
Raglan Land Company Limited	LUC0211/17	30 Opororu Road RAGLAN	Development of Precinct A in accordance with a CDP	Granted
Raglan Land Company Limited	SUB0119/13.02	343 Te Hutewai Road TE HUTEWAI	S127 to change conditions of consent (SUB0119/13.01) to create a new amalgamation condition to ensure easements do not come down onto child lots where they are not required, correct lot numbering and partially cancel easements relating to access as alternative access has been provided.	Granted
N L Benseman, New Zealand Guardian Trust Co Limited	SUB0125/12.02	161 Benseman Road TE HUTEWAI	S127 to change condition PC7 to allow for the provision of wireless telecommunication connection.	Granted

Tamahere	Ward Total: 13
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Applicant	ID No	Address	Details	Decision
R J Spittle	LUC0259/17	62B Birchwood Lane TAMAHERE	To establish a 96m2 implement building in the Country Living Zone that fails the maximum GFA and impervious surface provisions of the District Plan.	Granted
T R Ward	LUC0269/17	50D Windmill Road TAMAHERE	Construct a new dwelling and shed, that together with the paved areas, exceed the maximum permitted impervious surfaces and associated earthworks that exceed the permitted volume threshold in the Country Living Zone, on land where a HAIL activity has been identified.	Granted
G M Kirkham, H M Kirkham	LUC0319/17	123C Newell Road TAMAHERE	To construct a dwelling, swimming pool area and driveway within the Country Living Zone which will result in failure to comply with Tamahere impervious surfaces and stormwater and wastewater gully setback rules and the earthworked material to be transported off site.	Granted

S C Forsyth	LUC0347/17	34A Cedar Park Road TAMAHERE	Extension of the existing dwelling within the gully setback resulting in further exceedance of the permitted impervious surfaces.	Granted
R W Fisher	LUC0362/17	Webster Road MATANGI	To construct an attached Dependent Person's Dwelling which does not share an outdoor living court with the main dwelling within the Rural Zone	Granted
Punnet Cafe	LUC0374/17	337C Newell Road TAMAHERE	Planning Certificate for an On Licence for the sale and supply of alcohol, in the Country Living Zone	Approved
Urban Homes Limited	LUC0390/17	258A Newell Road TAMAHERE	To establish a dwelling and associated impervious hard stand areas that do not comply with the permitted activity conditions for impervious surface (700m ²) and maximum volume of earthworks (100m ³ in a single calendar year) permitted activity conditions	Granted
W T Weatherly, J M Weatherly	LUC0408/17	30 Fuchsia Lane MATANGI	Construct a 4 bay shed for storage within the setback from a property boundary and within the setback from high voltage electricity transmission lines.	Granted
M J Burke, C J Burke	LUC0418/17	606 Airport Road TAMAHERE	To construct a new shed that fails the permitted setback from the eastern (rear) boundary and will contribute to the total building coverage exceeding the permitted limit.	Granted
Redoubt Trustees Limited, P A Greaney, B A Greaney	LUC0447/17	3 Davren Way PVT TAMAHERE	To erect a garden shed that encroaches upon the 12 m south (side) boundary setback.	Granted
Treco Properties Ltd	SUB0008/16.01	85A Matangi Road MATANGI	S127 to delete a condition in relation to an easement in gross (Condition 9) of subdivision consent SUB0008/16	Granted
Stevenson Designer Building Limited	SUB0186/17	155 Newell Road TAMAHERE	To create a 9 lot subdivision in the Country Living Zone that fails access and soil contamination provisions.	Granted
P A Houchen, S C Houchen	SUB0205/17	107B Tauwhare Road TAMAHERE	Create two allotments (being one additional lot) in the Country Living Zone.	Granted

Whangamarino		Ward Total: 12		
Applicant	ID No	Address	Details	Decision
Enviro Waste Services Limited	LUC0011/14.01	238 Hampton Downs Road HAMPTON DOWNS	S127 to change conditions of consent (1 and 8) of LUC0011/14 to extend the hours of operation.	Granted
Waikato Regional Landfills Ltd	LUC0090/10.04	238 Hampton Downs Road HAMPTON DOWNS	S127 to change conditions of consent LUC0090/10.03 to extend the opening/operating hours of the site	Granted
Te Kauwhata Retirement Trust Board	LUC0157/15.02	14 Waerenga Road TE KAUWHATA	S127 to change change condition (4) of consent LUC0157/15 regarding the fencing to be erected on site.	Granted
B Kingra	LUC0221/17	252 Mangatawhiri Road MANGATAWHIRI	To establish a child care centre for up to 50 children	Granted
Downer New Zealand Limited	LUC0333/17	209 Whangamarino Road TE KAUWHATA	To undertake earthworks and filling adjacent the Waikato Expressway which exceed the maximum permitted area, volume and depth thresholds in the Rural Zone.	Granted
H Arakelian	LUC0376/17	38 Te Pua Avenue MEREMERE	To relocate a second-hand dwelling onto a site in the Living Zone	Granted
WTS Homes Limited	LUC0392/17	5 Bluebell Place TE KAUWHATA	To construct a dwelling and driveway which require earthworks that will exceed the maximum permitted volume and the proposed impervious surfaces will also exceed the permitted area.	Granted
WTS Homes Limited	LUC0393/17	6 Bluebell Place TE KAUWHATA	To construct a dwelling and driveway which require earthworks that will exceed the maximum permitted volume and area and the proposed impervious surface coverage will also exceed the permitted area	Granted
Travama Holdings Limited	LUC0403/17	1144 Kaiua Road MANGATANGI	To increase the number of birds from 1400 to 5000 birds at an existing free range poultry farm	Granted
Downer New Zealand Limited	LUC0416/17	51 Whangamarino Road TE KAUWHATA	Undertake the deposition of approximately 70,000m ³ of cleanfill material and associated earthworks in the Rural Zone, which exceed District Plan rules for maximum cleanfill deposition and earthworks.	Granted
K J M Moorfield, R Jefferies	LUC0963/11.01	46 Waerenga Road TE KAUWHATA	S127 to change conditions of consent (PCI and PCI4) LUC0963/11 to increase the number of children attending the childcare centre	Granted
C H Falconer, S Falconer	SUB0208/17	483 Falls Road WAERENGA	Carry out a voluntary amalgamation and create two additional lots from one certificate of title issued after 6 December 1997	Granted

Delegated Authority Report

Period from 1 April 2017 to 30 April 2017

Awaroa ki Tuakau		Ward Total: 26		
Applicant	ID No	Address	Details	Decision
Z Chen	LUC0098/17	17 McIntosh Drive POKENO	Construct a new dwelling with a second self-contained residential unit, where the dwelling encroaches into the required 10m internal boundary setback and to exceed the maximum permitted earthworks volumes and fill height thresholds of the Village Zone.	Granted
Mike Greer Homes Auckland Limited	LUC0285/17	2 Beltrees Lane PVT POKENO	Construction of a show home with a car parking shortfall, entrance that will remove an on-street car park, encroachment into the rear yard and earthworks that exceed the maximum height and volume in the Residential 2 zone.	Granted
P M Noble, J P Noble	LUC0375/17	31 Great South Road POKENO	To establish a purpose built health centre (Doctors Surgery) in the Residential 2 Zone that fails the permeable provision of the District Plan.	Granted
Tuakau Joinery & Builders Supplies Ltd	LUC0379/17	23 Liverpool Street TUAKAU	To construct a new building and retaining wall that encroaches into the front yard setback in the Business Zone and associated car parking spaces and manoeuvring shortfall.	Granted
M L Epere, M A Epere	LUC0412/17	2 Bankhall Lane PVT POKENO	To undertake earthworks in the Residential 2 Zone that exceeds the permitted volume and cut depth for the purposes of creating a building platform.	Granted
Tuakau Combined Sports Society Incorporated	LUC0430/17	Escotts Road TUAKAU	Planning Certificate for the Sale of Alcohol for a Club licence on a site in the Recreation Zone pursuant to Section 100 of the Sale and Supply of Alcohol Act 2012	Approved
MJB Construction Properties Limited	LUC0432/17	16 Ascension Lane PVT POKENO	Variation to a consent notice to reflect the construction of a dwelling within the visually sensitive area of the Kowhai Downs development area	Granted
Pokeno Village Holdings Limited	LUC0435/17	66 Hitchen Road POKENO	To authorise the use and development for Lot 30 of Subdivision SUB0125/17 that contains Residential 2 Zone land for light industrial activities.	Granted
Fenwick Farms Limited	LUC0454/17	612 Forestry Road WAIUKU	Construct a dwelling on a road severance lot in the Rural Zone	Granted
M L Verheyen	LUC0462/17	2 Martindale Lane TUAKAU	To relocate a residential dwelling onto the site that infringes into the front yard and to construct a carport that infringes into the garage and rear yard setbacks.	Granted
T Clark, M T Clark	LUC0467/17	9 Beltrees Lane PVT POKENO	To undertake earthworks that exceed the allowable volume and depth in association with the construction of a new dwelling in the Residential 2 Zone	Granted

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Period from 1 April 2017 to 30 April 2017

T Clark, M T Clark	LUC0468/17	11 Beltrees Lane PVT POKENO	To undertake earthworks that exceed the allowable volume and depth in association with the construction of a new dwelling in the Residential 2 Zone	Granted
R S Chauhan	LUC0483/17	42 Westmuir Crescent POKENO	To establish a single level dwelling and associated earthworks that fails District Plan provisions in the Residential 2 Zone.	Granted
M R Bishop, L J Bishop	SUB0149/17	196 Ridge Road TUAKAU	To transfer two rural lot rights outside of the Environmental Enhancement Overlay Area (EEOA) to a lot located in the Rural Zone, also outside the EEOA, creating two new lots, where the proposed donor lots do not meet the definition of 'Rural Lot'.	Granted
M R Bishop, L J Bishop	LUC0451/17	196 Ridge Road TUAKAU	To undertake earthworks in excess of the permitted volume and area thresholds in the Rural Zone associated with the construction of a new vehicle entrance as part of SUB0149/17 to transfer two rural lot rights outside of the Environmental Enhancement Overlay Area (EEOA)	Granted
M N McKee, P N Mckee	SUB0160/17	371 State Highway 2 MANGATAWHIRI	Transferrable Rural Lot Subdivision: To undertake a TRLR subdivision to transfer consented Lots 4 and 5 from SUB0045/17 (Stage 2) to a receiver site that is located in the Rural Zone and is outside of the EEOA.	Granted
M N McKee, P N Mckee	LUC0421/17	371 State Highway 2 MANGATAWHIRI	To undertake earthworks on the proposed Lots 1 and 2 of Subdivision SUB0160/17 that exceeds the maximum earthworks requirements of the District Plan.	Granted
D E Tucker	SUB0201/17	195 Cameron Town Road PUKEKOHE	Transfer two rural lot rights outside of the Environmental Enhancement Overlay Area (EEOA) to a lot located in the Rural Zone, also outside the EEOA, creating two new lots.	Granted
Phil James Property Limited	SUB0203/17	3 Cherry Grove TUAKAU	To undertake a 2 lot subdivision in the Residential Zone in Tuakau	Granted
N & C Holdings (2005) Limited	SUB0204/17	133 Pinnacle Hill Road PINNACLE HILL	Subdivision Component: Transfer two rural lot rights outside of the Environmental Enhancement Overlay (EEOA) to a lot located in the Rural Zone, also outside the EEOA.	Granted
N & C Holdings (2005) Limited	LUC0402/17	133 Pinnacle Hill Road PINNACLE HILL	Land use consent for earthworks for the creation of a driveway and house site on proposed Lot 2 of Subdivision SUB0204/17 to transfer two rural lot rights outside of the Environmental Enhancement Overlay (EEOA) to a lot located in the Rural Zone, also outside the EEOA.	Granted

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Period from 1 April 2017 to 30 April 2017

M J Kerr	SUB0212/17	131 Wily Road PUKEKOHE	Transfer two rural lots outside of the Environmental Enhancements Overlay Area (EEOA) to a lot located in the Rural Zone, also located outside of the EEOA.	Granted
Maire Enterprises Limited	SUB0214/17	75 Harrisville Road TUAKAU	To undertake a two lot subdivision from one certificate of title in the Residential Zone.	Granted
Pokeno Village Holdings Limited	SUB0215/17	66 Hitchen Road POKENO	Industrial Gateway Stage 3 Subdivision - Creation of two lots from two existing certificates of title in the Light Industrial Zone	Granted
Azure Limited	SUB0220/17	113 Whiriwhiri Road WAIUKU	To undertake a transferrable rural lot subdivision outside the Environmental Enhancement Overlay Area.	Granted
B M Holmes, S J Holmes	SUB0222/17	174 Butchers Bridge Road WAIUKU	Undertake subdivision by way of boundary location in the Rural Zone.	Granted

Eureka Ward Total: 3

Applicant	ID No	Address	Details	Decision
G E Pittaway, M V Lodge	LUC0437/17	120 Marshmeadow Road NEWSTEAD	Addition and renovations to existing dwelling that will encroach on the eastern and southern boundaries	Granted
M J Latto, A H Latto	LUC0442/17	824 Piako Road GORDONTON	To construct a new dependent person's dwelling (DPD), a dwelling and a shed in the Rural Zone that encroach upon the side boundary setbacks.	Granted
Ruakura Limited	SUB0181/17	480 Ruakura Road RUAKURA	Subdivision consent to approve a balance lot which is located within Waikato District, while the subdivision is occurring within Hamilton City	Granted

Hukanui - Waerenga Ward Total: 5

Applicant	ID No	Address	Details	Decision
City Edge Alliance	DES0014/17		Outline Plan for Horsham Downs Link Road Earthworks	Accepted
K N Shaw, D A Shaw	LUC0340/17	340 Boyd Road HORSHAM DOWNS	To construct a new dependent person's dwelling (DPD) in the Rural Zone and seek dispensation from Appendix A in regards to access sightlines.	Granted
Daybreak Farms Ltd	LUC0433/17	597 Whitikahu Road WHITIKAHU	To construct a garage with an additional room within the 25 metres yard setback.	Granted
A C Fox, M D Fox	SUB0140/17	1779 Gordonton Road TAUPIRI	Undertake a subdivision in the rural zone that creates one additional lot from a Certificate of Title issued post 1997.	Granted
NZ Transport Agency	SUB0192/17	10 Martin Lane HORSHAM DOWNS	Undertake subdivision by way of boundary relocation in the Rural Zone.	Granted

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Period from 1 April 2017 to 30 April 2017

Huntly		Ward Total: 4		
Applicant	ID No	Address	Details	Decision
Department Of Corrections	LUC0009/16	2 Glasgow Street HUNTLY	Certificate of Compliance pursuant to section 139 Resource Management Act 1991 to carry out internal alterations to an existing building for the establishment and operation of a community corrections facility.	Approved
Eastside Heights Limited	LUC0365/17	22 Harlock Place HUNTLY	To remove a liquidamber tree identified as a Notable Tree ID 28 in Appendix F of the Waikato District Plan	Granted
B W Darby	LUC0444/17	45 Rotongaro Road ROTONGARO	To construct a building for a productive rural activity in the Rural Zone that exceeds the maximum permitted gross floor area	Granted
B W Darby	LUC0446/17	264 Furniss Road RUAWARO	To construct a building for a productive rural activity in the Rural Zone that exceeds the maximum permitted gross floor area.	Granted
Newcastle		Ward Total: 8		
Applicant	ID No	Address	Details	Decision
C J Robinson	LUC0382/17	50 Laxon Road ROKOKAURI	Construct a new shed in the Rural Zone that will encroach into the required 12m internal boundary setback, with respect to the south-western site boundary. Retrospective consent is also required for two existing water tanks that encroach into the 12m internal boundary setback.	Granted
R M Kempthorne, D R Kempthorne	LUC0384/06.01	849 Ngaruawahia Road TE KOWHAI	S127 to change conditions PC1 and PC5 of LUC0384/06 and the addition of conditions of to allow for 15 additional trucks (30 total) to operate from the transport depot and to construct a shed to service the trucks.	Granted
L E Davis	LUC0424/17	703 Te Kowhai Road TE KOWHAI	To construct an extension to an existing farm shed which is to encroach upon the permitted setback from the western (side) boundary	Granted
L J Jowsey, M A Jowsey	LUC0428/17	264 Duck Road ROKOKAURI	To construct a dwelling within the northern 12m boundary setback.	Granted
K Lee, D M Lee	LUC0486/17	416 Te Kowhai Road TE KOWHAI	Construction of a shed and water tank which encroaches on one boundary in the Rural Zone.	Granted
Rasmussen Property Ltd	LUC0487/17	636 Ngaruawahia Road TE KOWHAI	To resite of a former show home to be used as a dwelling	Granted
Highview Properties Limited	SUB0081/17	2089 Te Pahu Road WHATAWHATA	Undertake a three stage subdivision of three existing titles in the Country Living Zone, to create 10 rural-residential lots with non-compliances relating to the allotment size, allotment boundaries, frontage, road access, and access and entrances District Plan rules.	Granted
F A Blackburn	SUB0202/17	872A Ngaruawahia Road TE KOWHAI	To undertake a six Lot subdivision in the Country Living Zone that fails various District Plan standards.	Granted

Delegated Authority Report

Period from 1 April 2017 to 30 April 2017

Ngaruawahia				
Ward Total: 3				
Applicant	ID No	Address	Details	Decision
M J Tuffin	LUC0427/17	2A Kia Toa Street NGARUAWAHIA	Retrospective consent to relocate a used dwelling onto a property in the Living Zone that will not be on foundations within 7 days of being relocated.	Granted
Chachi Group Limited	SUB0194/17	2A Ellery Street NGARUAWAHIA	To undertake a subdivision to create three residential lots and one access lot in the Living Zone, and one residential lot in a split Living and Industrial Zone, with vehicle movement rule failures.	Granted
Chachi Group Limited	LUC0391/17	2A Ellery Street NGARUAWAHIA	To allow for reverse manoeuvring of vehicles to and from a shared access, in relation to vehicles on Lot 2 of Sub0194/17 to create three residential lots and one access lot in the Living Zone, and one residential lot in a split Living and Industrial Zone and undertake soil disturbance on a HAIL site.	Granted
Onewhero-Te Akau				
Ward Total: 4				
Applicant	ID No	Address	Details	Decision
Oceania Orienteering Carnival	LUC0472/17	68 Brien Road TUAKAU	Resource Consent to hold a temporary event for an orienteering race which exceeds the maximum amount of attendees.	Granted
S M Murphy, K W Murphy	SUB0150/17	698 Highway 22 TUAKAU	Transfer one rural lot right outside of the Environmental Enhancement Overlay Area (EEOA) to a lot located in the Rural Zone, also located outside of the EEOA, where the proposed Donor Lot does not meet the definition of 'Rural Lot'.	Granted
Cape Hill Heights Limited	SUB0217/17	2159A Tuakau Bridge- Port Waikato Road TUAKAU	To undertake an environmental lot subdivision outside the EEOA that results in the creation of two additional allotments.	Granted
Cambrose Holdings Limited	SUB0226/17	413 Klondyke Road TUAKAU	Undertake subdivision by way of boundary relocation with road to vest in the Rural Zone.	Granted
Raglan				
Ward Total: 5				
Applicant	ID No	Address	Details	Decision
J M J (Kaniewski	LUC0387/17	9 John Street RAGLAN	Construct a new dwelling within the living zone that will encroach into two boundary setbacks and require earthworks that will exceed the permitted volume	Granted
S M Taukiri, N T Taukiri	LUC0459/17	1193 Te Papatapu Road TE MATA	To construct a new shed in the Coastal Zone.	Granted
Raglan Community Arts Council	LUC0485/17	5 Stewart Street RAGLAN	Planning Certificate for the Sale of Alcohol for a Club licence on a site in the Living Zone pursuant to Section 100 of the Sale and Supply of Alcohol Act 2012	#APPROVED

Delegated Authority Report

Period from 1 April 2017 to 30 April 2017

Tasman Lands Limited	SUB0165/17	10 Nau Mai Road OKETE	Undertake a subdivision that creates five industrial lots (four additional) where the service lane does not meet permitted width	Granted
G M Bowditch	SUB0225/17	4 Kaitoke Street RAGLAN	To carry out a boundary relocation subdivision in the Living Zone involving two existing residential titles.	Completed
Tamahere		Ward Total: 6		
Applicant	ID No	Address	Details	Decision
A Cut Above Building Limited	LUC0130/17	18 Vintners Lane TAMAHERE	To construct a two-storey dwelling that will breach the 7.5 m height and have the area of impervious surfaces exceeding the permitted 700 m2.	Granted
A Scholtz, A A Scholtz	LUC0348/17	107 Duncan Road TAMAHERE	To establish and operate a travellers accommodation on-site, to accommodate up to and including 15 people at any one time, to exceed the maximum permitted building coverage of 500m2, to not provide an accessible car parking space on-site and to use a vehicle crossing which fails to comply with the minimum separation distance required between vehicle crossings.	Granted
D R Galbraith, A L Panapa	LUC0377/17	524E State Highway 1 TAMAHERE	Construct a new shed which exceeds the maximum permitted gross floor area of 80m2 for accessory buildings in the Country Living Zone.	Granted
P R McGuire, M J McGuire	LUC0395/17	4C Twin Oaks Drive TAMAHERE	To construct a dwelling within the 12 metre setback in the Country Living Zone	Granted
A Prakash, B Prakash, V A Prakash	LUC0439/17	69 Redwood Grove TAMAHERE	To construct a dwelling and driveway that exceeds the permitted 700m2 impervious surfaces.	Granted
Parklea Investments Limited	SUB0180/17	30 Woodcock Road TAMAHERE	Create one additional allotment in the Country Living Zone.	Granted
Whangamarino		Ward Total: 7		
Applicant	ID No	Address	Details	Decision
WTS Homes Limited	LUC0260/17.01	3 Bragato Way TE KAUPHATA	S127 to change conditions 3 & 4 of LUC0260/17 to construct a dwelling and driveway which require earthworks that will exceed the maximum permitted volume and area and exceed the permitted area for impervious surfaces	Granted
WTS Homes Limited	LUC0261/17.01	5 Bragato Way TE KAUPHATA	S127 to change conditions 3 & 4 of LUC0261/17 to construct a dwelling and driveway which require earthworks that will exceed the maximum permitted volume and area and exceed the permitted area for impervious surfaces	Granted
Rocket Lab Ltd	LUC0368/17	420 Bell Road MANGATAWHIRI	Retrospective consent to operate and expand the existing operation of a rocket engine testing facility within the Rural Zone.	Granted

Delegated Authority Report

Period from 1 April 2017 to 30 April 2017

Waikare Estate Limited	LUC0429/17	2 Bluebell Place TE KAUWHATA	To construct a retaining wall which fails setback distances from the eastern (side) and southern (rear) boundaries.	Granted
C T Andrew	LUC0443/17	Island Block Road MEREMERE	To construct an extension to an existing building that encroaches into the required 12m road boundary setback and 25m setback from the eastern site boundary, and exceeds the permitted gross floor area for non-residential buildings in the Rural Zone. The relocated water tank also encroaches into the required 25m setback from the eastern site boundary.	Granted
R P Gunson, D R Heath	LUC0461/17	18 Green Acres Drive TE KAUWHATA	Earthworks required for the construction of new dwelling with attached large shed and consent under the NES for earthworks occurring on contaminated land.	Granted
B Johnson, R L Karam	SUB0196/17	52 Homestead Road GLEN AFTON	Transfer one Rural Lot outside of the Environmental Enhancements Overlay Area (EEOA) to a lot located in the Rural Zone, also outside of the EEOA, where the first 6m of the private way adjoining the road will not be formed in a sealed surface	Granted

To	Policy and Regulatory Committee
From	Tony Whittaker, General Manager Strategy and Support
Date	8 May 2017
Prepared by	Marae Tukere Pouhono Iwi ki te Haapori
Chief Executive Approved	Y
Reference #	I720217
Report Title	Bilingual Signage Policy Review 2017

1. EXECUTIVE SUMMARY

The Council's bilingual signage policy was approved in July 2014. In 2016, the Ministry of Maori Development published its document "Maori-English Bilingual Signage" Guide for Best Practice. The Council policy has been amended to incorporate the recommendations under this Best Practice Guide.

2. RECOMMENDATION

THAT the report from the General Manager Strategy and Support, "Bilingual Signage Policy Review 2017" be received;

AND THAT the amended Policy "Te Kaupapa Here o Ngaa Tohu Reorua / Bilingual Signage Policy" be approved.

3. BACKGROUND

Council's Bi-lingual Signage policy was first approved in July 2014. It supports the Council's Te Reo Maori Policy which was approved in April 2016. The objective of the Bilingual Signage policy is to provide guidelines for the use of te reo Maori on Waikato District Council signage.

In November 2016, the Ministry of Maori Development (Te Puni Kokiri) published the "**Maori-English Bilingual Signage" Guide for Best Practice**. Council's policy has therefore been updated to include these best practice guidelines.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The policy has been updated to include best practice as per the Guidelines. The objective is to enhance what Council is already doing and where possible, to ensure that Council signage meets the best practice guidelines.

Considerations such as cost and signage legibility are important and the main objective will be to ensure that the sign is able to be easily understood. This may mean that some signage does not meet full best practice standards if for example, the cost of producing the signage becomes excessive or where the sign is not able to be easily read (e.g. the sign becomes crowded or cluttered looking because of the amount of information in both languages).

Decisions will be made on a case by case basis.

Additional Wording to the Policy

The main additions / amendments are as follows:

A) Under the heading Policy Statements inclusion of the following:

General

Te Ture moo te Reo Maaori 2016 (The Maaori Language Act 2016) affirms the status of te reo Maaori as:

- a) The indigenous language of Aotearoa, New Zealand
- b) A taonga of iwi and Maaori
- c) A language valued by the nation
- d) An official language of Aotearoa, New Zealand.

B) Under the heading Key Principles the following statement:

The following key principles¹ have been considered in the development of this policy and guidelines.

- a) Responsive and accessible services for all customers, including those who use te reo Maaori
- b) Visibility of language where it will have most benefit for customers, including those who use te reo Maaori
- c) Equality of language where te reo Maaori and English are presented equally, or Maaori only
- d) Quality of language where te reo Maaori is accurate and consistent in all signage.

C) The addition of the following best practice guidelines:

- a) Te reo Maaori is included as part of any initiative involving design i.e. rebranding, building a website or changing signage on the outside of a building and within the workspaces occupied
- b) Te reo Maaori is included from the outset in any design briefs or specifications;

I. ¹ From Te Puni Kokiri's document *Maaori-English Bilingual Signage – A guide to Good Practice* (Te Puni Kokiri, 2016)

- c) Consideration is given to advisors or qualified experts in te reo Maaori translation, Maaori culture, language design, communications and graphic design are part of the planning process and design brief.

D) Under the heading Implementation; the following additions:

Consideration should be given to using bilingual signage on electronic signage and to use pictures with Maaori only signage – for example; health and safety signage (e.g. no smoking) or directional signage (e.g. toilets)

Equality of Maaori and English languages: signage designers should consider the following three key elements of effective basic bilingual signage design:

- a) Language equality – Maaori and English and treated equally
- b) Language differentiation – the eye can spot the difference between each language at a glance
- c) Navigation clues – the eye can easily follow its chosen language without confusion and the navigation clues are consistent.²

4.2 OPTIONS

The Committee can:

1. approve the additions to the Policy
2. seek further information or clarification from staff on specific matters
3. direct that a workshop be held to discuss the amendments to the policy further prior to making a decision

5. CONSIDERATION

5.1 FINANCIAL

The policy specifically states that during signage design, designers should ensure that the addition of te reo Maaori does not add excessive, additional cost and that the sign is still easy to read.

5.2 LEGAL

There are no legal implications.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The increased use of te reo Maaori on Council signage is seen as complimentary to the work Council is doing to improve engagement with our community, acknowledges obligations and partnerships under the Treaty of Waitangi and enhances the internal work we are doing to upskill our staff in the use of te reo Maaori.

² Further detail regarding equality of language can be found at p 16 of *Maori-English Bilingual Signage – A guide to Good Practice* (Te Puni Kokiri, 2016)

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Planned	In Progress	Complete	
		✓	Internal
			Community Boards/Community Committees
			Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
			Households
			Business
			Other Please Specify

6. CONCLUSION

The Waikato District Council Bilingual Signage Policy has been amended to include Best Practice Guidelines published by Te Puni Kokiri in 2016. These additions will assist staff to provide legible signage that incorporates te reo Maori.

7. ATTACHMENTS

TE KAUPAPA HERE O NGAA TOHU REORUA BI-LINGUAL SIGNAGE POLICY

Te Kaupapa Here o Ngaa Tohu Reorua

Bilingual Signage Policy

Policy Owner:	Pohono Iwi ki te Haapori (Iwi and Community Partnerships Manager)
Date approved:	May 2017
Next review date:	May 2020
Document number:	
Engagement required:	Internal

1 Introduction

- 1.1 This policy was first approved in July 2014. It supports the Waikato District Council Te Reo Maaori Policy which was approved by Council in April 2016 and has been updated to include the 'Maori-English Bilingual Signage' Guide for Best Practice which was published by Te Puni Kokiri (Ministry for Maaori Development) in November 2016.

2 Purpose

- 2.1 The objective of this policy is to provide guidelines for the use of te reo Maaori on Waikato District Council signage.

3 Application

- 3.1 This policy applies to those council staff and teams that are responsible for the installation of signage on Waikato District Council facilities.

4 Relevant documents

- Maori-English Bilingual Signage – A guide to Good Practice

5 Significance

- 5.1 This policy is not deemed significant in terms of the Significant and Engagement Policy.

6 Policy statements

6.1 General

- 6.1.1 Te Ture moo te Reo Maaori 2016 affirms the status of te reo Maaori as:
- a) The indigenous language of Aotearoa, New Zealand
 - b) A taaonga of iwi and Maaori
 - c) A language valued by the nation
 - d) An official language of Aotearoa, New Zealand.

6.1.2 This policy demonstrates Waikato District Council's acknowledgement of Te Ture moo te Reo Maaori 2016 and commitment to the principles of the Treaty of Waitangi.

6.1.3 Waikato District Council agrees that there should be a consistent application of te reo Maaori on Waikato District Council signage across the district.

6.2 Key principles

6.2.1 The following key principles¹ have been considered in the development of this policy and guidelines.

- a) Responsive and accessible services for all customers, including those who use te reo Maaori
- b) Visibility of language where it will have most benefit for customers, including those who use te reo Maaori
- c) Equality of language where te reo Maaori and English are presented equally, or Maaori only
- d) Quality of language where te reo Maaori is accurate and consistent in all signage.

6.2.2 Waikato District Council will make every effort to follow the guidelines for good practice:

- a) Te reo Maaori is included as part of any initiative involving design i.e. rebranding, building a website or changing signage on the outside of a building and within the workspaces occupied
- b) Te reo Maaori is included from the outset in any design briefs or specifications;
- c) Consideration is given to advisors or qualified experts in te reo Maaori translation, Maaori culture, language design, communications and graphic design are part of the planning process and design brief.

6.3 Implementation

6.3.1 All Waikato District Council signage in the list at Appendix A is to include te reo Maaori and English. This list is not restrictive and other signage can be bilingual.

6.3.2 During the design of signage, designers should ensure that the addition of te reo Maaori does not add excessive, additional cost and that the sign is still easy to read.

6.3.3 Consideration should be given to using bilingual signage on electronic signage and to using pictures with Maaori only signage – for example; health and safety signage (e.g. no smoking) or directional signage (e.g. toilets)

6.3.4 Equality of Maaori and English languages: signage designers should consider the following three key elements of effective basic bilingual signage design:

- a) Language equality – Maaori and English and treated equally
- b) Language differentiation – the eye can spot the difference between each language at a glance

¹ From Te Puni Kokiri's document *Maaori-English Bilingual Signage – A guide to Good Practice* (Te Puni Kokiri, 2016)

c) Navigation clues – the eye can easily follow its chosen language without confusion and the navigation clues are consistent.²

6.3.5 A list of words and phrases that are to be used for bilingual signage has been compiled and is attached for reference. This list will be used by all council staff who are responsible for installing signage.

7 Policy review

7.1 This policy shall be reviewed at three yearly intervals or as otherwise required by the Chief Executive or Iwi and Community Partnership Manager.

² Further detail regarding equality of language can be found at p 16 of *Maori-English Bilingual Signage – A guide to Good Practice* (Te Puni Kokiri, 2016)

Appendices

A: Specific Bilingual Signs

District Entranceway Signage

English	Maaori
Welcome to the Waikato Our place	Nau mai, haere mai ki te rohe o Waikato Taatou waahi
Waikato District Council	Te Kaunihera aa Takiwaa o Waikato

Office, sub-office and library signage

English	Maaori
Waikato District Council	Te Kaunihera aa Takiwaa o Waikato
Library Eg: Ngaruawahia Library	Te Whare Pukapuka o (NAME OF TOWN) Te Whare Pukapuka o Ngaruawahia
Office e.g. Waikato District Council, Ngaruawahia Office	Te Tari o (NAME OF TOWN) Te Kaunihera aa Takiwaa o Waikato Te Tari o Ngaruawaahia

Parks & Reserves (headings only)

English	Maaori
Welcome	Nau mai haere mai
Welcome to Eg: Welcome to Ruapuke Beach Welcome to Tuakau Recreation Reserve	Nau mai haere mai ki Nau mai, haere mai ki tatahi o Ruapuke Nau mai, haere mai ki te waahi haakinakina o Tuakau
Playground	Papa Taakaro
Reserve	Whenua Raahui
Sports Ground / Park	Waahi Haakinakina
Camping Grounds	kaainga taupua
Community Hall	Whare Haapori
Information Centre	Te Puna Koorero
Trails and Walks	Huarahi (singular) /Ngaa Huarahi (plural)
Skatepark	Papa Reehia
River	Awa
Lake	Roto
Pedestrian access	He huarahi mo ngaa tangata

Toilets

English	Maaori
Ladies	Waahine
Mens	Taane
Toilets	Whare Iti

General warning (headings only)

English	Maaori
Beware Danger Warning Caution Be careful	Kia tuupato

Cemeteries

English	Maaori
Cemetery Eg: Ngaruawahia Public Cemetery	Urupaa Te Urupaa o Ngaaruawaahia

B: Existing bilingual signage

English	Maaori
Welcome	Nau mai, Haere mai
Raglan Information Centre	Te Puna Koorero o Whaingaroa
Raglan and District Museum	Te Whare Taonga o Whaingaroa

C: Vocabulary List

English	Maaori	English	Maaori
Access	Huarahi	Museum	Whare taonga
Adult	Pakeke / tangata	Office	Tari
Beach	Tatahi	Person / pedestrian	Tangata
Beware, warning, danger, caution, be careful	Kia tuupato	Recreation / Games	Haakinakina
Council	Kaunihera	Reserve	Waahi
Cemetery	urupaa	Stop	E Tu!
District	Takiwaa	Teenager	Taiohi / rangatahi
Hours	Nga haaora	Welcome	Nau mai, haere mai
Information	Koorero	To	Ki
Information centre	Puna koorero	Toilet	Whare iti
Kids	Tamariki	Woman / womens	Wahine / Waahine
Library	Whare Pukapukua	Zone / place	Waahi
Man / mens	Tane / Taane		

Open Meeting

To	Policy & Regulatory Committee
From	Tim Harty General Manager Service Delivery
Date	11 May 2017
Prepared by	Nathan Hancock Road Safety Engineer
Chief Executive Approved	Y
Reference #	POL&Reg 2017 (16/05/2017)
Report Title	2017 Speed Bylaw Review Policy and New Speed Bylaw Policy

I. EXECUTIVE SUMMARY

There are two items for consideration within this report, 2017 Speed Bylaw Review and a new Speed Bylaw Policy.

2017 Speed Bylaw Review

The Waikato District Council Speed Limit Bylaw 2011 was last reviewed in 2014. Given the continued development and subsequent alterations in land use across the District, it is recommended that the next Review take place in 2017. This will coincide with NZTA's recently released new guidance on Speed Management. The Guide provides a new framework to identify roads offering the greatest benefit from speed management, and assess the safe and appropriate speed on them. The new approach is underpinned by the Government's Safer Journeys Strategy 2010-2020 which seeks to reduce death and serious injury on New Zealand roads.

New Speed Bylaw Policy

Previously there has been no formal policy for the process of undertaking this Speed Limit Review at WDC. Staff recommend that Council approve the Speed Bylaw Review Policy (attached as Appendix 1). The proposed Policy sets out an approach that splits the District into three areas (as shown in Appendix 2), with the roads recommended for speed assessment by NZTA addressed in each area over a three year timeframe. Ad-hoc requests received from customers will still continue to be appraised as per the suggested process within the proposed Policy. The proposed Policy will be reviewed following the initial three year period, so that it can continue to align with NZTA's National Speed Management Guide, along with Council's own commitments to continued speed limit assessments.

2. RECOMMENDATION

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

AND THAT pursuant to section 155(1) of the **Local Government Act 2002** the **Committee** recommends to **Council** that it make a determination that a bylaw is the most appropriate mechanism to address issues relating to the management of speed limits in the **Waikato District**, [pursuant to section 155(1) of the **Local Government Act 2002** (“the Act”)] , and that the **Waikato District Council Speed Limit Bylaw 2011** be reviewed in accordance with the requirements of the **Act**;

AND FURTHER THAT the **Speed Bylaw Review Policy** (appendix 1) is approved;

AND FURTHER THAT staff undertakes community engagement on roads identified in the **NZTA** online tool.

3. BACKGROUND

3.1 Speed Bylaw Review

A local authority is able to make a bylaw under the **Local Government Act 2002 (LGA)** but in most circumstances **Council** must first determine whether a bylaw is the most appropriate way of addressing actual or perceived problems. This requires **Council** to consider the issues, the options available and decide if a bylaw is the best solution in the circumstances.

Staff have undertaken an analysis of the need for a bylaw and in the absence of any other specific regulatory tools available to **Council**. A bylaw is still considered the most appropriate mechanism for addressing the issues associated with the management of speed limits in the **District**. A bylaw is also still the standard way of dealing with issues related to management of speed limits for many other local authorities.

Staff recommend that **Council** proceed with a review of the existing bylaw and undertake engagement and consultation with the community and stakeholders, followed by the preparation of a new bylaw. The proposed new bylaw will then be submitted to **Council** at its meeting in **August 2017** for consideration, prior to notification for public consultation under the **LGA**.

3.2 New Speed Bylaw Review Policy

In 2015 the **New Zealand Transport Agency (NZTA)** drafted a national speed management Guide. The Guide provides a framework to identify roads offering the greatest benefit from speed management, and assess the safe and appropriate speed on them. The new approach is underpinned by the **Government’s Safer Journeys Strategy 2010-2020** which seeks to reduce death and serious injury on **New Zealand** roads. **Council** has been waiting for this guide to be finalised for some time so that it could review the current process for speed management.

The Guide gives effect to a significant new direction and framework for speed management in New Zealand. It provides a new process for identifying roads with the greatest benefit for speed management, including assessing the safe and appropriate speed for those roads. The Guide defines safe and appropriate speed as “travel speeds that are appropriate for road function, design, safety and use.”

It is proposed that Council adopt the approach provided in the Guide, with a view to undertaking future speed bylaw reviews within the District in a more efficient and consistent manner and with NZTA support. Whilst an element of ad-hoc assessments will remain within the WDC review, the NZTA Guide will underpin future Bylaw reviews.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

4.1.1 Speed Bylaw Review

In order to determine whether a speed limits bylaw is the most appropriate mechanism to address the speed issues. It is necessary to provide an analysis of the current issues, and to identify and assess the options available to (achieve the desired outcomes) address the issues.

There are certain powers in the LGA, other statutes (regulatory and enforcement) and the Speed Limits Bylaw which assist Council with the management of speed limits within the district.

The LGA bylaw making provisions provide for local authorities to regulate such matters within their own districts.

Benchmarking against other councils show that issues related to management of speed limits are addressed through bylaws.

The ‘Speed Limits Rule’

The Land Transport Rule: Setting of Speed Limits Rule (54001/1) (‘the Speed Limits Rule’) brings together the requirements relating to the setting of speed limits on New Zealand roads as set out in the Land Transport Act 1998. The Rule establishes procedures whereby road controlling authorities may set enforceable speed limits on roads within their jurisdictions.

4.1.2 Speed Bylaw Policy

Speed Management Guide

The New Zealand Transport Agency has published a Speed Management Guide which sets out a framework to ensure a consistent sector-wide approach is adopted to manage speeds so they are appropriate for road function, design, safety, use and the surrounding environment. The Guide will deliver a consistent approach to speed management across the country and consistent driver experience.

WDC Speed Bylaw Review Policy

The WDC Speed Bylaw Review Policy will adopt the recommendations contained within the NZTA Guide, but at the same time review ad-hoc requests for suitability in taking forward for assessment within the Speed Bylaw Review. The process for addressing ad-hoc requests is explained within the Policy and illustrated in Appendix 3.

4.2 OPTIONS

4.2.1 Speed Bylaw Review

There are two options:

Option 1: Undertake a Speed Bylaw Review in 2017

A review of the Speed Bylaw will be beneficial at this time. This will enable consideration to be given to areas where significant development and changes in land use have taken place within Waikato District, and speed limits adjusted accordingly to ensure continued safety.

Option 2: Do not undertake a Speed Bylaw Review in 2017

By not undertaking a review of the Speed Bylaw at this time Council will risk requiring a more extensive program of speed review at a later time, when additional development has taken place over wider areas.

4.2.2 Speed Bylaw Review Policy

There are two options:

Option 1: Adopt the policy and undertake community engagement (recommended option)

Adopting the policy will formalise the Speed Bylaw Review process, a process which in previous years has been undertaken with the absence of a formal policy. This has resulted in a reactive response to speed limit reviews, led principally through requests received from the public. The proposed Policy aims to underpin Council's Speed Bylaw Review process with the recommendations laid out in NZTA's risk based Speed Management Guide, whilst still allowing a degree of ad-hoc assessment to continue. The Policy will also ensure that Council has better conversations and engagement in our communities, thereby improving community understanding of speed management activities.

Option 2: Do not adopt the policy and do not undertake community engagement

Previous Speed Bylaw Reviews have been undertaken without a formal policy in place. This has resulted in Council appraising roads entirely on an ad-hoc basis, resulting in some instances in which roads clearly unsuitable for speed review have progressed to detailed assessment/consultation stage. Whilst this method allows Council complete control over what roads to review through not adhering to NZTA's guidance, it is a reactive approach that is inefficient and

does not target the roads with the highest risks, but rather those that residents perceive as having the highest risk. By engaging with the public on speed management, perceptions over speed and how it is dealt with can be altered over time.

Without engaging communities and securing support for speed management initiatives can often fail. Community input improves speed management outcomes and effectiveness. By not undertaken an engagement process an outcomes will not be benefit from this input.

5. CONSIDERATION

5.1 FINANCIAL

The recommendations in this report are not considered to have any financial implications.

5.2 LEGAL

The LGA requires the following two-step process to be used when reviewing bylaws:

- Identify what the problem is and determine if a bylaw is the most appropriate way to deal with the problem;
- Decide the most appropriate form for the bylaw and consider whether the bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBORA).

Appropriateness is addressed in this report while the Bill of Rights implications will be addressed in a subsequent report. If a bylaw is not considered the most appropriate mechanism to deal with a problem, it should not be used to address the problem. Similarly, no bylaw can be made that is inconsistent with the New Zealand Bill of Rights Act 1990.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Presently there is no policy concerning the Speed Bylaw Review process.

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"/>
<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>	Community engagement in regards to possible speed limit changes will be undertaken. Various communication methods will be used, including: Letter drops Online Information on Council website Social Media Community Events Print Media				

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 (provide evidence / description of engagement and response)
✓			Households
✓			Business
			Other Please Specify

Early engagement will focus on local residents. Continuing to the formal consultation process, information will be provided to all those who provided early feedback, households along the subject roads, and the other organisations as required by legislation.

6. CONCLUSION

Undertaken a Speed Bylaw Review at this time will allow Council to commence developing a consistent assessment as to the setting of speed limits across the District.

The formalisation of the Speed Bylaw Review Policy will provide clarity to the process moving forward in regards to why roads will be assessed, how they will be assessed, and how ad-hoc sites will be considered.

7. ATTACHMENTS

- Appendix 1 – Speed Bylaw Review Policy
- Appendix 2 – Year 1-3 Area Split
- Appendix 3 – Ad-hoc request flow chart

Speed Bylaw Review Policy

Policy Sponsor:	Chief Executive
Policy Owner:	Service Delivery Manager
Policy Number:	(see Joan Whittaker for number if new policy)
Approved By:	
Date Approved:	
Next Review Date:	March 2020

Introduction

The NZTA Speed Management Guide was adopted in November 2016. The Guide is a tool designed to help Road Controlling Authorities determine objective road risk, and work with communities to develop speed management approaches to address that risk and meet their needs. The guide identifies roads where current travel speeds or speed limits are not considered to be safe and appropriate and where the biggest gains can be made from speed management intervention. The guide will promote more consistent speed limits setting across the country. It will also provide a more pro-active approach to risk, with a lower emphasis on reactive ad-hoc assessment. This is a long term program over the next ten years and more. There is no expectation that there will be wholesale changes to speed limits.

Objective(s)

To provide a process for the identification and appraisal of roads considered for speed limit alterations within the District over the first three years of the Speed Management Guide's existence.

Application

This policy applies to all permanent speed limits within the District. The Policy will also guide the implementation of speed limits in areas of new development

Related documentation

*Speed Limit Bylaw
Ward Map – Years 1-3
Process for appraising Ad-hoc requests*

Policy Statements

- i. The District will be split into 3 areas (refer attached map). Those roads identified within the given area will be appraised for a speed reduction in the given year.
 - a. Identified roads shall be those deemed 'Self Explaining' on the NZTA Speed Management Framework Online Tool.
- ii. To address the increasing level of urban development the urban extent boundaries will be aligned with future development areas within the area under review.
- iii. In the event that ad-hoc requests are received for roads to be considered that are outside of these specific areas, these will be considered on a case by case basis, and filed under either a pending list or future list

Criteria for Pending List Item (to be considered during next Bylaw Review to commence)

- i. Changes to the level of retail, industrial, or residential development has occurred in the section of road requested for review.
- ii. The proposed changes are supported by safety improvement or upgrade works being undertaken i.e. rehabilitation or minor safety project

Criteria for Future List Item (to remain on file for future consideration)

- iii. Any request that does not fulfill the criteria of a Pending List item. Items on the Future List will be reviewed at the conclusion of the initial three year timeframe

Policy Review

This policy will be reviewed following the initially 3 year period and completion of the assessment of all Self Explaining roads identified in the first version of the NZTA Speed Management Framework Online Tool

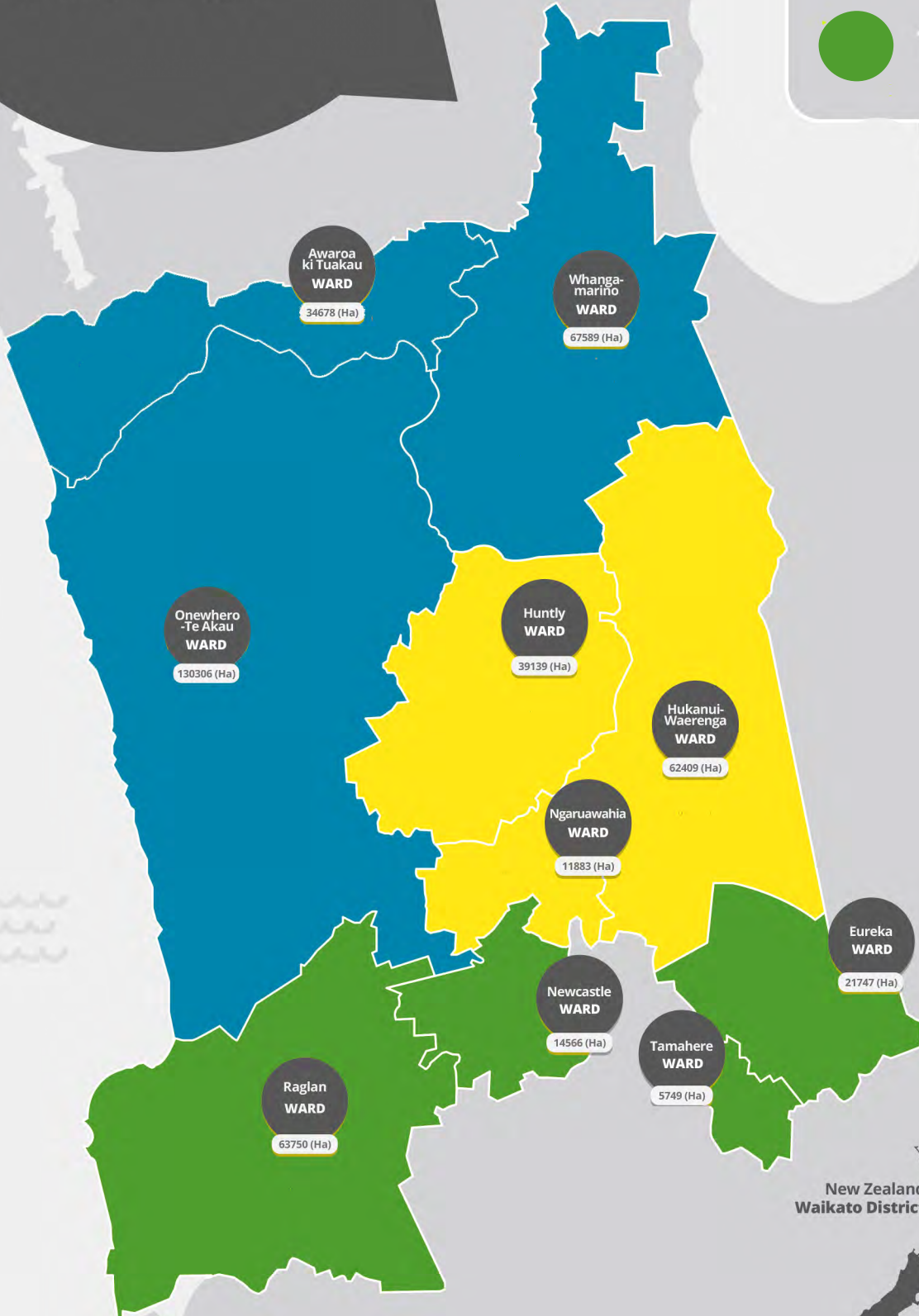
WARD MAP

YEARS

One

Two

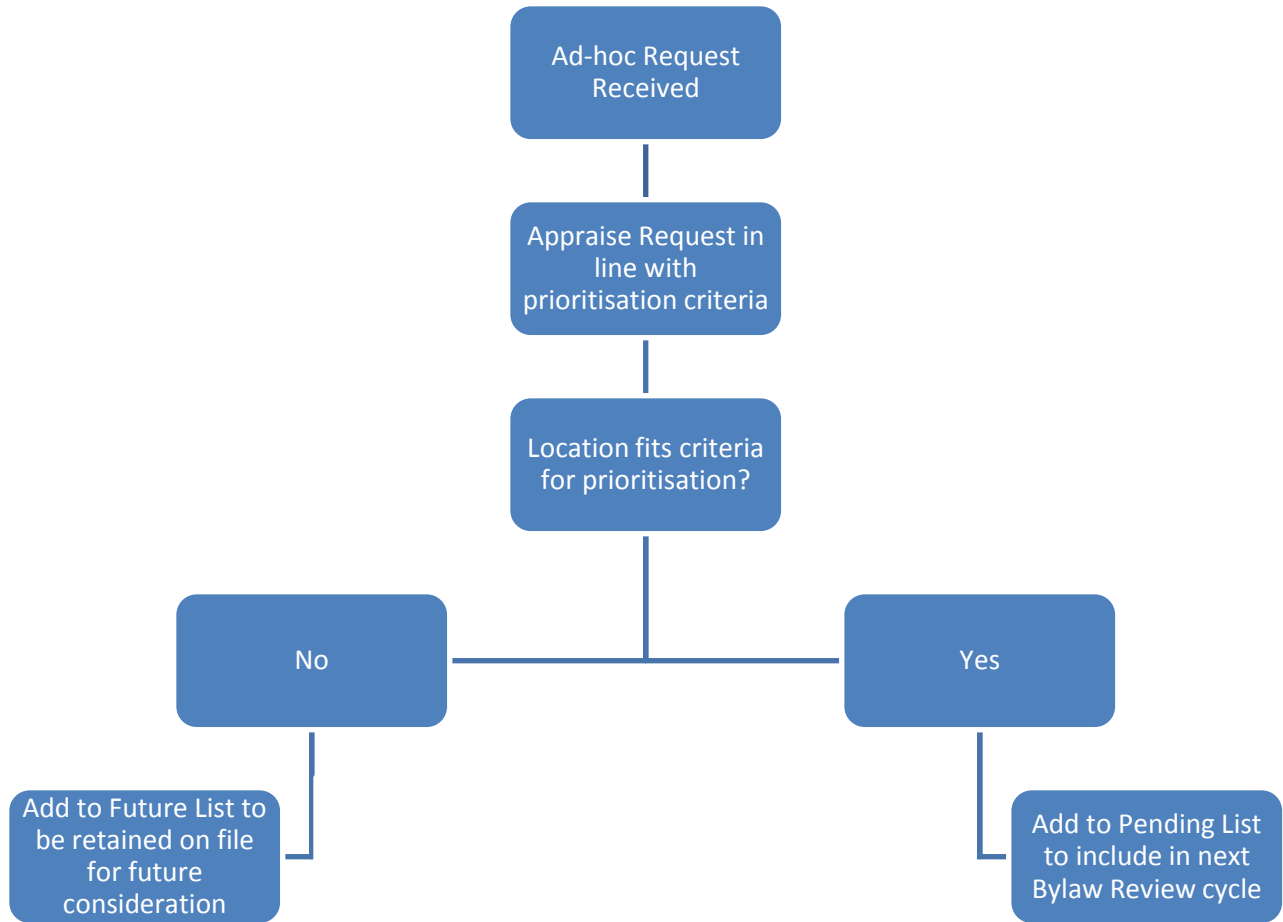
Three



New Zealand
Waikato District



Ad-hoc Site Assessment Process



Open Meeting

To	Policy & Regulatory Committee
From	Sue Duignan General Manager Customer Support
Date	1 May 2017
Prepared by	CDEM Coordinator Kelly Newell
Chief Executive Approved	Y
DWS Document Set #	GOV1301
Report Title	CDEM Joint Committee Minutes

1. EXECUTIVE SUMMARY

This report provides Council with the minutes of the Civil Defence Emergency Management (CDEM) Group Joint Committee meeting of 28 November 2016 and 6 March 2017.

2. RECOMMENDATION

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

3. BACKGROUND

Joint Committee – November 2016

1. The Joint Committee appointed Cr Hugh Vercoe as Waikato CDEM Group Chair to hold office following the 2016 local authority triennial elections, and Cr Leo Tooman of Hamilton City Council as Waikato CDEM Group Deputy Chair.
2. The Waikato CDEM Group Manager, Lee Hazlewood, provided an introduction to Waikato Civil Defence Emergency Management that included:
 - a. The Waikato CDEM Group Structure
 - b. The strategic overview and direction of CDEM in the Waikato
 - c. The role of a Joint Committee Member.
3. The proposed Waikato CDEM Group Plan 2016 – 2020 was adopted by the Joint Committee in accordance with s.52(1)(e) of the CDEM Act 2002.
4. The Joint Committee also approved the proposed 2017/2018 Group Emergency Management Office (GEMO) work programme and budget.

Joint Committee – March 2017

1. The Joint Committee received an overview of the Sendai Framework (an international model for Disaster Risk Reduction) and the implications of this framework for Civil Defence Emergency Management in the Waikato.
2. The Ministry of Civil Defence & Emergency Management (MCDEM) provided the Joint Committee with an update on the legislative changes from the Ministry.
3. The Joint Committee addressed the new CDEM legislation and the implications for recovery in the Waikato. Greg Ryan was appointed (re-confirmed) as Group Recovery Manager and Kurt Abbot (Waikato District Council) as alternate Recovery Manager.
4. An overview of the Kaikoura Earthquake response was provided.

Waikato District CDEM Activities Update

1. Our Local Welfare Manager, Helen Williams, has completed a draft local welfare plan which outlines our arrangements of how we support our communities in the event of an emergency. This will be completed by June and presented to Council at the July meeting.
2. Over the past 12 months we have been working toward an integrated risk, incident and emergency management approach for Waikato District Council.

The purpose of the framework is to assist council in maintaining levels of service to the community in the event that we experience a disruption to our business. This approach has proven successful in several incidents throughout 2016/17 that have had significant impacts on our business and the community.

We have adopted the Coordinated Incident Management System (CIMS) framework and Civil Defence Emergency Management (CDEM) principles for non-emergency incidents and created an incident and emergency management framework.

Consistency in our approach to incidents and emergencies as an organisation means we have the ability to manage an event of any size, undertaken as a matter of scalability. Should an incident escalate and require a significant CDEM response all we would be required to do is increase the response capability, while using the same response structure and facility. The alignment of our business continuity with CDEM practices means the training we undertake, the language we use and how we respond to our community is done efficiently and effectively to reduce the overall impact.

The framework has been successfully applied and the Waikato District Council Emergency Operations Centre (EOC) has activated to respond to a number of events in recent months:

- a. The Crypto Virus Closedown – September 2016

- b. The Huntly rainfall event – October 2016
- c. The Raglan Water Supply Issues (Kaikoura Earthquake) – November 2016
- d. Threat of harm to staff – January 2017
- e. The Tasman Tempest weather event – March 2017
- f. Cyclone Debbie and Cyclone Cook

We are in the process of providing training to staff, which outlines the purpose and how staff use the process.

3. We currently have 109 staff members trained at foundational level for CDEM and a further 48 trained at intermediate level. Of the EOC function specific courses, currently Welfare and Logistics have been delivered with eight staff members completing the welfare course and two staff members completing the logistics course.
4. As part of our annual exercise programme, our CDEM staff will be participating in an Emergency Operations Centre exercise during the week from 26 – 30 June that focuses on the action planning process and the functional delivery of the action plan. A further exercise is planned for September.
5. We have recently experienced several significant weather events that have adversely impacted our district. The Tasman Tempest, Cyclone Debbie and Cyclone Cook. During each event there was significant rain and an on-going compounding effect of flooding causing widespread impacts. The Waikato District Emergency Operations Centre (EOC) was activated for each event with the purpose of providing some overall coordination to the response of our Council operations and to support the community.

This involved a significant number of staff who participated in operating the EOC and going out into the communities to provide support to people affected by the event. Our Waikato District Roding Alliance and the Ngaruawahia Fire Service were present in the EOC to provide support and coordination with the Local Controller.

We have now moved out of the response phase into recovery, which requires a greater level of coordination and an understanding of the on-going impacts and consequences of the issues caused by the weather events. Recovery is the process of how we support our communities in returning to normal after the event through rebuilding and rehabilitation of the physical and social infrastructure. This requires us to work closely with our communities and stakeholders to understand and provide support to affected people. Our current activities include:

- Assessment and scheduling of priority work to resolve the issues that were caused by the severe weather events, particularly Ex Cyclone Debbie
- Establishing where there is significant economic, social, business, rural and/or natural impacts

- Coordinating with other agencies to ensure a consistent approach
 - Consolidation of information
 - Communication with communities, partners and stakeholders including key messages and incoming intelligence information
 - Follow up and close out of outstanding response activities
 - Forward planning with identification of exit strategy and uplift of recovery status
6. The impact of these events is considerable on staff who have been required to leave their 'business as usual' work to perform EOC and Welfare functions.

4. ATTACHMENTS

- Waikato Civil Defence Emergency Management Joint Committee Minutes 28 November 2016.
- Waikato Civil Defence Emergency Management Joint Committee Minutes 6 March 2017.

Waikato Civil Defence Emergency Management Joint Committee OPEN MINUTES

Minutes of a meeting of the Waikato Civil Defence Emergency Management Joint Committee held in Council Chamber, 401 Grey Street, Hamilton East on Monday 6 March 2017 at 1.02 pm.

Present:

Hamilton City Council	Cr L Tooman
Hauraki District Council	Cr P Buckthought
Matamata Piako District	Cr B Hunter
Otorohanga District Council	Cr A Williams
South Waikato District Council	Cr T Lee
Taupo District Council	Cr A Park
Thames Coromandel District Council	Cr R Simpson
Waikato District Council	Cr N Smith
Waikato Regional Council	Cr H Vercoe
Waipa District Council	Cr J Bannon
Waitomo District Council	Cr A Goddard

In Attendance:

Ministry of Civil Defence and Emergency Management	G Talbot
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Staff

L Cavers – CEG Chair
 L Hazelwood – Group Controller
 J Snowball – Team Leader Operations
 V McDonald – Team Leader GEMO
 J Douglas – Emergency Management Coordinator, HCC
 M Taito – Emergency Management Coordinator, Training
 J Cox – Democracy Advisor

SECTION A: (UNDER DELEGATION FOR THE INFORMATION OF COUNCIL)**Apologies**

There were no apologies for the meeting.

Confirmation of Agenda

(Agenda Item 3)

The agenda of the Waikato Civil Defence Emergency Management Joint Committee of 6 March 2017 was accepted by the members.

Disclosures of Interest

(Agenda Item 3)

There were no disclosures of interest.

Minutes of Previous Meeting

File: 03 04 18 (Agenda Item #5) Doc #9572017

Cr Simpson moved/Cr Smith seconded.

CD17/01

THAT the Minutes of the Waikato Civil Defence Emergency Management Joint Committee meeting of 28 November 2016 be received and approved as a true and correct record.

The motion was put and carried (CD17/01)

Welcome and Introductions

The Chair introduced to members Gary Talbot of MCDEM who attended the meeting in place of Suzanne Vowles.

Members were further introduced to two new team members of the GEMO:
Justin Douglas – Emergency Management Coordinator, Hamilton City Council.
Mere Taito – Emergency Management Coordinator – Training.

Sendai Framework

File: 35 00 05 (Agenda Item #6) Doc #10020638, 10018242, 10021409

The report provided the Joint Committee with an overview of the Sendai Framework and the implications of it for Civil Defence Emergency Management in the Waikato. GEMO Team Leader (V McDonald) provided the presentation and responded to questions from the Joint Committee.

During questions, answers and related discussion the following points were noted:

- In response to a question around the work that was done to inform councils of the risks it was noted there were a number of projects including work with the Regional Council on tsunami considerations and fault line research. Work was being undertaken to identify safe areas for tsunami evacuation on the East coast and how to simply

communicate these messages. A summary of this work would be brought to the June 2017 meeting for the Joint Committee.

- It was noted that Civil Defence did not work in silos and there were regular lifeline group meetings where communication occurred with all organisations involved. Welfare agencies were also in receipt of updates from Civil Defence on a regular basis.
- The bigger picture for all councils was the recent National Policy Statement on dealing with risk. It was already clear within the Resource Management Act that hazard planning must be undertaken. Members were reminded that they were the champions for Civil Defence for their councils and that as champions should be asking the relevant questions of their organisations particularly when reviewing district plans.
- The National Disaster Resilience Strategy was also discussed. Informal consultation was being undertaken with key stakeholders over the next couple of months. Formal consultation with the public would occur over July-September 2017. MCDEM planned to present the strategy to Cabinet in November/December 2017.

Cr Hunter moved/Cr Tooman seconded.

CD17/02

THAT the report Sendai Framework (Doc #10020638 dated 23 February 2017) be received for information only.

The motion was put and carried (CD17/02)

MCDEM

File: 35 00 05 (Agenda Item #7) Doc #10015203, 10022799

The verbal report by G Talbot, of MCDEM provided the Joint Committee with an update on the legislative changes from the Ministry.

During questions, answers and related discussion the following points were noted:

- There was no one Act that took precedent over another Act. The frustration shown following the Christchurch and Kaikoura emergencies highlighted the concern over the fact that each agency's incident controller was working under their own Act and there was not one central controller or act to provide guidance where it was needed (unified command). The Minister was wanting a stronger command and control model for CDEM.
- Need to be able to stand up the welfare function as quickly as possible.
- Good situational awareness and communications during an event was essential to ensure the Ministry are kept informed throughout the event.
- A lot of grey areas in the current legislation that needed to be addressed in regards to control and command.
- It was noted that some communities had voiced to Councillors their willingness to pay more for CDEM services if it was required.
- With respect to a public alerting system members were advised that there was likely a direction the minister may wish to go, work had been done in workshops and with GNS science to consider what was reasonable to spend and these discussions were continuing. It was noted that there was likely to be a suite of tools as it was recognised there was not a "one size fits all" for public alerting.

Cr Bannon moved/Cr Park seconded.

CD17/03

THAT the verbal report of G Talbot of MCDEM be received.

The motion was put and carried (CD17/03)

New CDEM Legislation and Implications for Recovery

File: 35 00 05 (Agenda Item #8) Doc #10044322

The report provided the Joint Committee with information regarding the need for an additional resource within the GEMO to meet the new requirements surrounding Recovery legislation and the transition from response. Acting Group Manager (J Snowball) spoke to the report and responded to questions.

During questions, answers and related discussion the following points were noted:

- The proposal to reconfirm the appointment of Greg Ryan as the Group Recovery Manager would be appropriate even though he was no longer a staff member of the GEMO. The proposal had been discussed with him and he was happy to continue in the role until the matter had been sorted properly with respect to the new legislation.
- The change in legislation meant that more staff would be required to work within the Civil Defence Group and the group would advise the Regional Council that additional funding was required to meet with legislative requirements. This would occur within the Annual Plan deliberation and adoption meeting in June 2017.

Cr Simpson moved/Cr Buckthought seconded.

CD17/04

1. **THAT the report “New CDEM Legislation and Group Recovery Manager Position Request” (Doc # 10044322 dated 1 March 2017) be received.**
2. **THAT the Joint Committee note that additional resources within the GEMO and Group will be required as a result of the Civil Defence Emergency Management Amendment Act 2016**
3. **THAT the Joint Committee approve the development of a business case to support the provision of this additional resource**
4. **THAT a sub-committee of the Chair, Cr Tooman, Cr Park and Cr Smith be appointed to approve the business case, for submission to the Waikato Regional Council annual plan.**
5. **THAT Greg Ryan be appointed (re-confirmed) as the Group Recovery Manager**
6. **THAT Kurt Abbott be appointed the alternate Recovery Manager position (, pending confirmation of appointment at Waikato District Council)**

The motion was put and carried (CD17/04)

Further to the recommendations it was noted that within the Waikato Group Plan the Joint Committee had identified members appropriate for making a declaration in an emergency. With the change in legislation it was considered appropriate to make a similar determination under Section 25 of the CDEM Act, to allow for members to declare a transition period. The transition period gave powers to the Recovery manager to continue within their role.

It was noted to be sensible that the same person who could make the declaration as provided for in the Group Plan could also declare a transition period.

It was noted as important that where the members present at the meeting were the alternates, but were to be the primary member attending for their council, that they sought a council resolution to alter the membership arrangement. This would then ensure that they met the requirements under legislation and within the Group Plan.

Cr Smith moved/Cr Goddard seconded.

CD17/05

1. **THAT in accordance with Section 25 of the CDEM Act 2002, the following persons are appointed by the Waikato Civil Defence Emergency Management Joint Committee to make local declarations of transition for all or part of the Waikato Group area:**
 - **The Chairperson of the Joint Committee.**
2. **THAT in the absence of the Chairperson, the following person is authorised, in order, to undertake this function:**
 - **The Deputy Chairperson of the Joint Committee.**
3. **THAT in the absence of the Chairperson and Deputy Chairperson, the following persons are authorised to undertake this function:**
 - **Any other Member's representative on the Joint Committee.**

The motion was put and carried (CD17/05)

Joint Committee CEG Minutes

File: 35 00 05 (Agenda Item #9) Doc # 10017590

The report provided the Joint Committee with a summary of the matters raised and discussed at the last Coordinating Executive Group (CEG) meeting (17 February 2017).

During questions, answers and related discussion the following points were noted:

- Members sought to be advised on the Waikato Lifelines group meetings in order to be able to attend where possible. It was noted that the quarterly meeting had occurred in February and the next would be in May with a workshop at the end of August.

Cr Lee moved/Cr Park seconded.

CD17/06

THAT the report Joint Committee CEG minutes (Doc #10017590 dated 17 February 2017) be received for information only.

The motion was put and carried (CD17/06)

Public Information Management Update

File: 35 00 05 (Agenda Item #10) Doc #10018177

The report informed the Joint Committee of strategic issues related to:

- Public Information Management (PIM) developments and arrangements
- Public education developments and arrangements

The Waikato CDEM Group Public Information Manager (S Ward) and Emergency Management Co-ordinator – Community Resilience (D Mehtens) presented the report and responded to questions.

During questions, answers and related discussion the following points were noted:

- GEMO support was provided to the Territorial Authority Communications departments with access to centralised training.

- It was noted that within the PIM sector there was already a tight network with the Group Public Information Manager and Emergency Management Co-ordinator.
- Additional training was being developed in response to the needs and requests from Council Communications/PIM staff throughout the Waikato region requiring further training and support for dealing with emergency events.

Cr Williams moved/Cr Bannon seconded.

CD17/07

That the report Public Information Management (PIM) Update (Doc #10018177 dated 23 February 2017) be received for information only.

The motion was put and carried (CD17/07)

Kaikōura Earthquake

File: 35 00 05 (Agenda Item #11) Doc #10018866

The report informed the Joint Committee of the Waikato CDEM group contribution to the Kaikōura Earthquake response as well as the related impact on the Waikato region.

During questions, answers and related discussion the following points were noted:

- The Kaikōura earthquake had an impact on the water supplies at Raglan whereby the mountain spring was impacted with sediment. This highlighted an issue for Waikato District Council where if a filter had been installed between the spring and water treatment plant there would not have been an issue. The exercise with Waikato District Council had provided very useful training for local staff.
- Certificates of appreciation had been provided to all staff deployed to Kaikōura.
- The East Coast tsunami evacuation went reasonably well considering the alerting infrastructure available. It was noted that in at least one area there was confusion over where to go and many did not have an appreciation of what they should take with them when evacuating. It was noted that lessons had been learned from the evacuation and work was ongoing to ensure those lessons turned into action and education for the community.
- The focus had primarily been on the east coast of the Coromandel peninsula and it was noted from recent expos in Whitianga the promotion “Long and Strong, Get Gone” was good however the most relevant question still was “Where do I go?”.
- Further work needed to be undertaken to ensure the community have the right information and are prepared. As a matter of some urgency easy to use evacuation maps were generated by the GEMO and WRC in support of key east coast communities. Additional resources would be provided to Local Councils by the GEMO to be delivered directly to the community ie through the Community Response Plans. The challenge of avoiding complacency by the community due to repeated evacuations was also discussed.
- There was further work to be done with the evacuation plans for the West Coast of the peninsula.

Cr Lee moved/Cr Goddard seconded.

CD17/08

THAT the report Kaikōura Earthquake (Doc #10018866 dated 23 February 2017) be received for information only.

The motion was put and carried (CD17/08)

Central Government Policy Direction

File: 35 00 05 (Agenda Item #12) Doc #10021954

The report provided the Joint Committee with an overview of Central Government's policy direction as recently indicated by various Ministers and Executive Management.

During questions, answers and related discussion the following points were noted:

- The Joint Committee would be advised of any review of powers
- Discussion occurred around tsunami warning systems, the National Policy on Natural Hazards and the interest in CDEM shown by WorkSafe.

Cr Bannon moved/Cr Tooman seconded.

CD17/09

That the report Central Government Policy Development (Doc #10021954 dated 23 February 2017) be received for information only.

The motion was put and carried (CD17/09)

2017 Meeting Dates

File: 35 00 05 (Agenda Item #13) Doc #10021375

The report provided the Joint Committee with relevant meeting dates for 2017.

Items for the Next Meeting

File: 35 00 05 (Agenda Item #14)

The item provided for discussion with the Joint Committee over proposed reports and items for the next meeting scheduled for 26 June 2017.

Meeting closed at 3.06.

Doc #10061620



Waikato Civil Defence Emergency Management Joint Committee OPEN MINUTES

Minutes of a meeting of the Waikato Civil Defence Emergency Management Joint Committee held in Council Chamber, 401 Grey Street, Hamilton East on Monday 28 November 2016 at 1.00pm.

Present

Hamilton City Council	Cr L Tooman
Hauraki District Council	Cr P Buckthought
Matamata Piako District Council	Cr B Hunter
Otorohanga District Council	Cr A Williams
South Waikato District Council	Cr T Lee
Taupo District Council	Cr A Park
Thames Coromandel District Council	Cr R Simpson (from 1.06pm)
Waikato District Council	Cr N Smith
Waikato Regional Council	Cr H Vercoe (Chair from 1.01pm)
Waipa District Council	Cr J Bannon
Waitomo District Council	Cr A Goddard

In Attendance:

South Waikato District Council	Mayor J Shattock
Hamilton City Council	Cr J Casson
Waikato Regional Council	Cr A Livingston

Staff

L Cavers – CEG Chair
 L Hazelwood – Waikato CDEM Group Controller/GEMO Manager
 V McDonald – Team Leader Strategy and Planning
 S Ward – Waikato CDEM Group PIM
 D Mehrrens – Emergency Management Coordinator – Community Engagement
 S Gibson - Emergency Management Coordinator - Administration
 Jennie Cox – Democracy Advisor

Welcome and Introductions

The members were welcomed to the meeting by CEG Chair (L Cavers).

Election of Waikato Civil Defence Emergency Management Joint Committee Chair

(Agenda Item 2) Doc # 9518733

Presented by L Cavers (CEG Chair) the item sought for the Committee to elect a Chair and Deputy Chair for the triennium as provided for under Section 15 of the CDEM Act 2002

Cr Bannon nominated Cr Vercoe for the position of Chair and the motion was seconded by Cr Park. Cr Vercoe accepted the nomination.

There being no further nominations Cr Vercoe was declared the Chair.

Cr J Bannon moved/Cr A Park seconded.

CD16/26

- 1. THAT the report "Election of Waikato CDEM Group Chair and Deputy Chair" (Doc #9518733 dated 15 November 2016) be received, and**
- 2. THAT the Waikato Civil Defence Emergency Management Joint Committee appoint Cr Hugh Vercoe as Waikato CDEM Group Chair to hold office following the 2016 local authority triennial elections.**

The motion was put and carried (CD16/26)

The Chair Cr Vercoe assumed the Chair for the meeting from 1.01pm.

The Chair called for nominations for the position of Deputy Chair.

Cr Hunter nominated Cr Tooman for the position and Cr Bannon seconded the nomination. Cr Tooman Accepted the nomination.

There being no further nominations Cr Tooman was declared the Deputy Chair.

Cr B Hunter moved/Cr J Bannon seconded.

CD16/27

- THAT the Waikato Civil Defence Emergency Management Joint Committee appoint Cr Leo Tooman of Hamilton City Council as Waikato CDEM Group Deputy Chair to hold office following the 2016 local authority triennial elections.**

The motion was put and carried (CD16/27)

Apologies

Due to Civil Defence response occurring in Kaikoura and Canterbury, an apology was received from Suzanne Vowles of MCDEM

The apologies were accepted by the Joint Committee.

The Chair invited the members and staff to complete introductions.

Cr Simpson arrived at 1.06 pm (with apologies).

Confirmation of Agenda

(Agenda Item 4)

The agenda was accepted with no additions.

Disclosures of Interest

(Agenda Item 5)

There were no disclosures of interest.

Minutes of Previous Meeting

File: 03 04 18 (Agenda Item #6) Doc #9010236

Cr B Hunter moved/Cr L Tooman seconded.

CD16/28

THAT the Minutes of the Waikato Civil Defence Emergency Management Joint Committee meeting of 5 September 2016 be received.

The motion was put and carried (CD16/28)

Hazards in the Waikato

File: 32 90 50 (Agenda Item #7) Doc # 9584980

Presented by Rick Liefing (Senior Regional Hazards Advisor) the Committee were provided with an update from the Waikato Regional Council Regional Hazards Team. (Presentation # 9584980).

During questions, answers and related discussion the following points were noted:

- It was noted that there was general confusion around the return period (frequency of an event) and the Annual Exceedance Probability (AEP) (the probability that an event will be exceeded in any one year). It was noted that these were statistical methods and based on measured historical information. Analysis to determine the statistics were done up to a certain date.
- 1% AEP is generally used as a benchmark statistic for Insurance and planning.
- The committee noted that the images of water in the urban area of Thames and Kaiaua were the result of a king tide and not a flooding event. There was concern over the effects of a storm or flooding event coinciding with a king tide in these areas as the effects go upstream quite a way.
- Members were advised that there would be new guidelines provided to territorial authorities and regulatory authorities from the Ministry for the Environment that would provide a sea level projections and guidelines for consideration when reviewing building consents including in coastal areas.
- A collaborative approach should be taken with the community to indicate tipping points as to what level of risk was appropriate for the community and what needed

to be mitigated in terms of the effects of climate change and flooding issues. Guidelines from Central Government would make the decisions easier, but it was noted that Council could make the decision and put the line in the sand.

- The Joint Committee has a responsibility to look at and provide submissions to territorial or regulatory authorities on matters of consents. The members were assured that staff across all the authorities had a close working relationship at the technical level especially around vulnerable coastal and river areas.

Cr R Simpson moved/Cr T Lee seconded.

CD16/29

THAT the verbal report on Hazards in the Waikato be received.

The motion was put and carried (CD16/29)

Introduction to Waikato Civil Defence Emergency Management

File: 40 20 10 20 (Agenda Item #8) Doc #9533281, 9499494

Presented by L Hazelwood (Group Controller) the report provided the Committee with an introduction to Civil Defence Emergency Management and an overview of the current "State of the Nation".

The members were advised that the Committee was a Joint Committee of all Councils as required under legislation. The Group Controller took his instruction from the Joint Committee. The advisory role lay with the Coordinating Executives Group (CEG) in the form of the Chair (L Cavers). The Regional Council provide administrative support to the Joint Committee, and ensure the rate for Civil Defence was collected on behalf of all members of the Joint Committee.

During questions, answers and related discussion the following points were noted:

- There were a number of staff from Waikato Civil Defence assisting as part of the earthquake deployment, to include welfare and working in the area of logistics focusing on the road as a lifeline while it is open and closed due to landslides. A full assessment of the deployment would be provided to the Joint Committee at the next meeting.
- Legal clarity was sought as to whether the deputy mayors had similar powers to that of the mayor when declaring an emergency.
- It was noted for members that for Local CDEM Operations and Delivery, there was a group under Western Waikato, a group under Thames Valley. Hamilton City and Waikato District worked in with the Civil Defence Emergency Management Group. It was further noted that while South Waikato and Taupo operate on their own, there is a Memorandum of Understanding between the two councils and Rotorua.
- Local controllers are selected through a vigorous process and it was noted that the CEG members were accountable for the delivery or integration of decisions within their council.
- Communication is regular between the local controllers and the group controller, and the relationship between them changed depending on the nature of the response required for an emergency.

Cr A Park moved/Cr N Smith seconded.

CD16/30

THAT the report “Introduction to CDEM” (Doc #9533281 dated 17 November 2016) be received for information only.

The motion was put and carried (CD16/30)

Ministry of Civil Defence Emergency Management Update

File: 03 04 18 (Agenda Item #9)

Due to the apology received from Suzanne Vowles, the Committee did not receive an update.

Summarised CEG Minutes

File: 40 20 10 02 (Agenda Item #10) Doc #9519181

Presented by L Cavers (CEG Chair) the Committee were provided with a summary of the matters raised and discussed at the last Coordinating Executive Group meeting of 3 November 2016.

During questions, answers and related discussion the following points were noted:

- A number of the recommendations noted in the minutes were captured within the Group Plan, however there was no implementation programme in place at the time of the meeting.

Cr J Bannon moved/Cr A Williams seconded.

CD16/31

THAT the report “Summarised CEG minutes” (Doc #9519181 dated 3 November 2016) be received for information only.

The motion was put and carried (CD16/31)

GEMO Report

File: 40 02 01 02 (Agenda Item #11) Doc #9526033

Presented by L Hazelwood (Group Controller) the report provided the Committee with an update regarding the management and governance arrangements for the Waikato Civil Defence Emergency Management Group.

During questions, answers and related discussion the following points were noted:

- The building that the GEMO would be moving in to was to be the only IL4 building in Hamilton and would house Genesis. Members were assured that it was a new building and not an upgrade of a building.
- As there was a large cost to install antenna with the temporary accommodation at Deloittes it was noted that the back-up option at mystery creek was still available in an emergency.

Cr A Goddard moved/Cr P Buckthought seconded.

CD16/32

THAT the report “GEMO Report” (Doc #9526033 dated 16 November 2016) be received for information only.

The motion was put and carried (CD16/32)

Waikato Civil Defence Emergency Management Group Plan

File: 40 02 01 02 (Agenda Item #12) Doc #9523874, 9275397, 9276293

Presented by L Hazelwood (Group Controller) the report provided the Committee with an overview of the Waikato Civil Defence Emergency Management Group Plan.

During questions, answers and related discussion the following points were noted:

- It was noted for members that no comments were made by the Ministry about the Group Plan. It was noted this indicated the close working relationship the GEMO had with the Ministry in developing the plan.
- The Chair, the former joint committee members and staff were commended on the comprehensive plan and it was noted the new challenge would be the implementation.

Cr A Park moved/Cr T Lee seconded.

CD16/33

1. THAT the report “Waikato CDEM Group Plan” (Doc #9523874 dated 16 November 2016) be received,

and

2. THAT the Waikato Civil Defence Emergency Management Joint Committee adopt the Proposed Waikato CDEM Group Plan in accordance with s.52(1)(e) of the CDEM Act 2002.

The motion was put and carried (CD16/33)

Proposed 2017/2018 GEMO Work Programme

File: 40 02 01 02 (Agenda Item #13) Doc #9523210

Presented by L Hazelwood (Group Controller) the report sought approval of the proposed 2017/2018 Group Emergency Management Office work programme and budget.

During questions, answers and related discussion the following points were noted:

- The budget for the Group goes to Waikato Regional Council’s Annual Plan for budget approval. The budget is fixed and the Group can come in under budget to build reserves but is not able to go over the budget. The Regional Council manage the budget with the Group but do not influence the budget.
- The reality of the budget for the group was that labour costs would remain within the budget, direct costs within the budget but overheads may be variable.

- The GEMO complete the role structure and templates for training but the cost of training lays with Councils at a local level. When Council gets to the next Long Term Plan the GEMO would be in a better place to estimate costs.

Cr L Tooman moved/Cr B Hunter seconded.

CD16/34

1. **THAT the report “Proposed 2017/2018 GEMO work programme” (Doc #9523210 dated 17 November 2016) be received, and**
2. **THAT the Waikato Civil Defence Emergency Management Joint Committee approve the proposed “Proposed 2017/2018 GEMO work programme and budget” to be presented to the Waikato Regional Council.**

The motion was put and carried (CD16/34)

Overview on new GECC facility

File: 03 04 18 (Agenda Item #14)

Presented by L Hazelwood (Group Controller) the update provided the Committee with an overview on the new GECC facility.

It was noted for members that the lease was about to be signed and the final decision on square meters had been sorted prior to the meeting. The Group Controller would meet with staff from Christchurch to discuss challenges they had faced from the set-up of the all hazards centre.

Cr A Williams moved/Cr J Bannon seconded.

CD16/35

THAT the verbal report “Overview on new GECC Facility” be received.

The motion was put and carried (CD16/35)

2017 Meeting Dates

File: 03 04 18 (Agenda Item #15)

Dates for the 2017 meetings were provisionally advised to members as being:

Monday 6 March 2017
 Monday 26 June 2017
 Monday 4 September 2017
 Monday 27 November 2017

It was noted that meeting would be aligned with the Regional Transport Committee where possible but there had been some movement in dates to avoid members main Council meeting days.

Items for next meeting

File: 03 04 18 (Agenda Item #16)

The Group Controller sought agreement from the Joint Committee to ensure that all staff who had been deployed to Kaikoura receive sufficient recognition for their service. Following deployments for the Christchurch earthquakes, Police and Fire recognised their staff with medals, but most Civil Defence staff did not receive recognition.

Cr R Simpson moved/Cr H Vercoe seconded.

CD16/36

THAT the Waikato Civil Defence Emergency Management Joint Committee support the recognition of all the members who were deployed to assist following the Kaikoura earthquakes.

The motion was put and carried (CD16/36)

Open Meeting

To	Policy and Regulatory Committee
From	Gavin Ion Chief Executive
Date	4 May 2017
Chief Executive Approved	Y
Reference #	1719413
Report Title	WEL Energy Trust 2017/2018 Annual Intentions Plan

1. EXECUTIVE SUMMARY

To provide elected members with a copy of the WEL Energy Trust 2017/2018 Annual Intentions Plan.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

The WEL Energy Trust has historically produced an annual plan that details its proposed work programme for the forthcoming year. This year the Trust has decided to produce an Annual Intentions Plan instead. The Trust met on 28 March to consider feedback on the draft document including a submission by Council.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Annual Intention Plan incorporates minor changes from the draft Statement of Intent that was consulted on.

The main changes are:

- Renaming the document as an Annual Intention Plan rather than a Statement of Intent.
- An agreement to relook at re timing of future documents so that local authorities and others can engage more fully in the process.
- The inclusion of a Statement of Financial Position (a request made by both Hamilton City and Waikato District Councils).

4.2 OPTIONS

Historically, Council has always taken an interest in the affairs of the Trust and supported the direction the Trust has taken.

This report is for information only reflecting decisions made by the WEL Energy Trust following public consultation.

5. CONSIDERATION

5.1 FINANCIAL

There are no direct financial consequences at this stage.

5.2 LEGAL

Nil.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

As a capital beneficiary of the WEL Energy Trust, Council is representing the views of the Waikato district community in making any submission on this draft Statement of Intent.

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Councillors were consulted and provided feedback.				

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

A meeting of the Capital beneficiaries of the Trust provided valuable insights into the strategic thinking underlying changes in the approach being adopted by the Trust.

6. CONCLUSION

The WEL Energy Trust has now finalised their Annual Intention Plan for 2017/2018.

7. ATTACHMENTS

Annual Intention Plan 2017/2018

ANNUAL INTENTIONS PLAN 2017/18

This report presents an overview of the Trust's objectives, intentions and expected outcomes over the next 12 months within the framework of the 2017-21 Strategic Plan.

WEL Energy Trust

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Introduction

WEL Energy Trust wishes to present its Annual Intentions Plan for 2017/18. This is our guiding document for the financial year. It sets out the Trust's direction for this, the first year within the 2017-2021 Strategic Plan, and provides an overview of the objectives, intentions and expected outcomes for key areas over the next 12 months.

Trustees see this year as a time of change in the life of the Trust.

2017-2021 Strategic Plan: Trustees recognise that this is a time of both uncertainty and opportunity, with change in the political, economic, legal (regulatory) social and technological landscape in which the Trust and the WEL Group operates.

Over the past 12 months the Trust has worked with the Company, external advisors and other stakeholders to conduct a thorough strategic review to inform the direction of the Trust over the next five years.

A framework has been developed to look at possible options for the future and to evaluate them using a clear set of decision-making criteria. These were derived with reference to the Trust's history, current and strategic context, as well as the Strengths, Weaknesses, Opportunities and Threats (SWOT Analysis) facing the Trust from an investor's perspective.

This review is ongoing and is reflected in this Annual Intentions Plan and the Trust's Five Year Strategic Plan (which is summarised on page 21).

As part of the five year strategic planning process, Trustees also examined the role of the Trust in a regional context by referring to identified regional priorities that have been articulated recently through a number of major initiatives. These include the Waikato Story, Waikato Vital Signs, Waikato Means Business and the Waikato Plan.

The Trust has listened carefully to this community voice, and has identified regional priorities and values that are now reflected in the Trust Mission, as well as in the tactical goals outlined in this document.

This Annual Intentions Plan focusses sharply on the intended beneficiaries and the intended benefit of the Trust in terms of clear outcomes and milestones to be achieved over the 2017/18 financial year.

This is done with reference to the Trust's Vision and Mission, as well as to the Trust's three key strategic objectives in the Five Year Strategic Plan:

1. *To Govern the Trust effectively and efficiently and be responsive to our Community*
2. *To Maximise long term impact by being strategic and transformative*
3. *To expand support beyond Grantmaking*

Background, History and Purpose of the Trust

WEL Energy Trust (the Trust) was formed in 1993 for the purpose of holding shares in the newly created WEL Energy Group, and has a governing document effective from this time; the Trust Deed.

The Trust was originally the 1/3 owner of the Group, and the purpose of this shareholding under the Trust Deed is to ensure the Company, now known as WEL Networks Ltd (the Company), operates as a 'successful company'.

Under the Trust Deed, the definition of a 'successful company' includes not only profitability but the need to exhibit a sense of social responsibility by having regard to the interests of the community and by endeavouring to accommodate or encourage those interests when able to do so.

In 2000, the Trust became the 100% shareholder of WEL Networks Ltd after buying the shares of overseas interests, and of all individual WEL Networks Ltd customers.

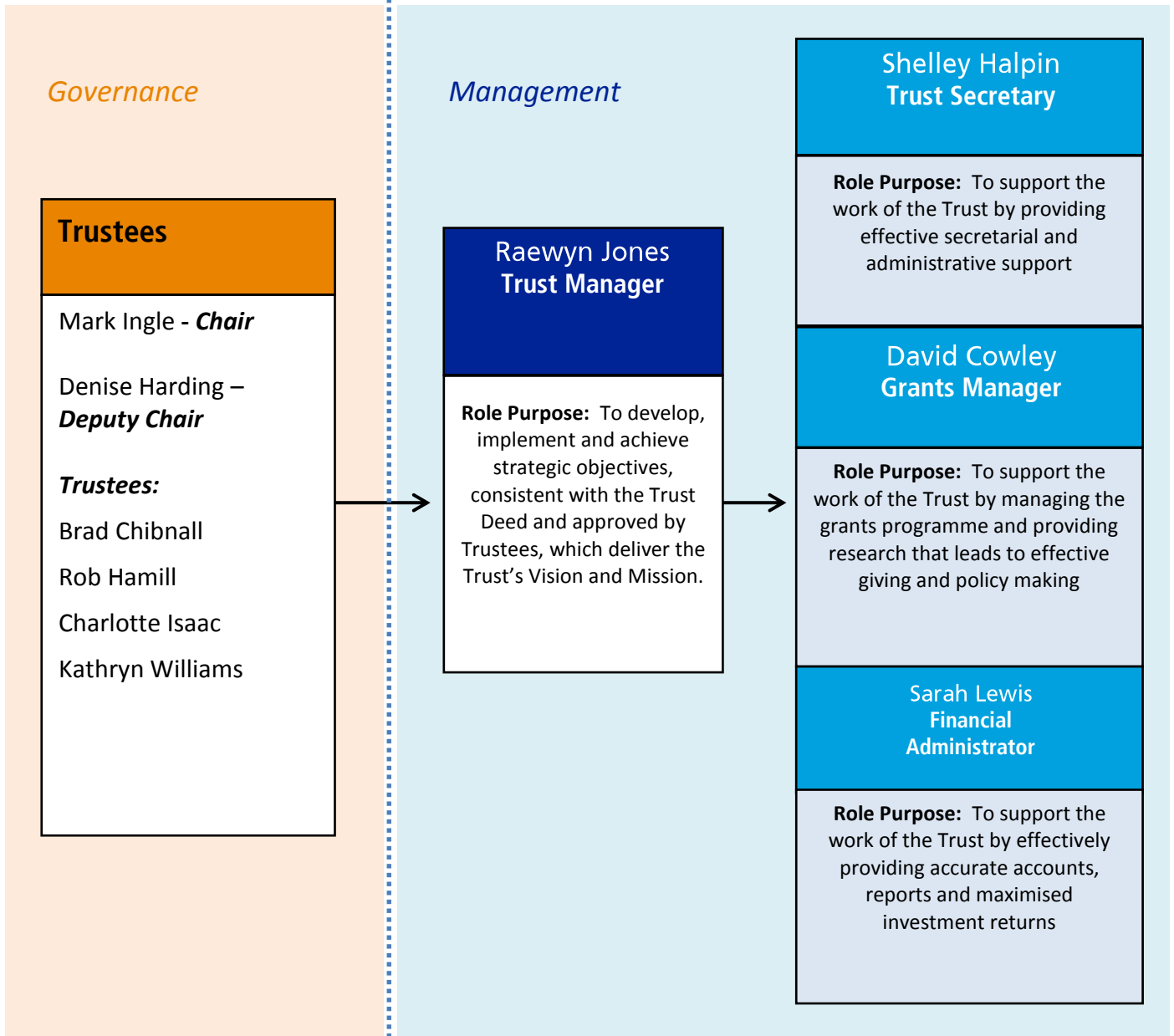
Ultrafast Fibre Limited was established by the Company in 2010 in order to fulfil a New Zealand Government initiative to rollout Ultrafast Broadband (UFB) across eight centres in the Central North Island. Interests in fibre are held through Waikato Networks Ltd (WNL), of which WEL Networks Ltd is an 85% shareholder (Waipa Networks owns 15%).

WEL Networks Ltd also has a smart box programme. The Top Energy project is delivered through Smart Co Ltd, of which WEL is a 15% shareholder.

As per the Trust Deed, on winding up of the Trust in 2073, the fund will be distributed to Territorial Authorities (Capital Beneficiaries) in specific proportions (Hamilton City Council – 63%, Waikato District Council – 35%, Waipa District Council – 2%).



Structure of the Trust



Our Vision The Trust’s Vision remains unchanged:

‘A forward thinking, vibrant, connected Community.’

Our Mission

Under the previous Five Year Strategic Plan, the Trust’s core purpose was defined as “Growing Investment for our Community” and the Trust met that core purpose by being diligent shareholders and by using its income as effectively as possible to benefit the Community.

Trustees have listened carefully to the community voice on what is important to the region in terms of regional values as well as priority areas for action¹ in order to release the “powerful possibilities”² of the region, and that voice has been incorporated into the Trust Mission.

“Working together, working smarter, to grow investment and to unlock powerful possibilities for our Community, now and into the future.”

Our Values

1. ***Purpose Driven*** – Our actions deliver a clear, positive outcome.
2. ***Respectful*** – We openly and fairly listen to and consider the opinions of each other and stakeholders.
3. ***Embrace Positive change and seek constant improvement*** – We are willing to challenge the status quo and strive to achieve improved outcomes.
4. ***Integrity and honesty*** – We act in good faith and are prepared to be held accountable.
5. ***Clear, constructive communication*** – We create understanding through open and informative engagement.

Our Approach to Governance

WEL Energy Trust is governed by a board of up to seven Trustees. Our governance style is one of partnership management. Trustees and management work closely together to develop the Trust’s strategies, mission and operational policies.

The Trust is not just a commercial operator focussing on maximising returns from commercial interests, nor is it a purely charitable organisation. Trustees recognise we have a wide range of stakeholders and a variety of expectations to manage. That means the assessment of performance is more complex, but at the heart of it there is a commitment to keeping the best interests of our stakeholders at the centre of decision making.

WEL Energy Trust works to achieve its Mission by being prudent investors as well as diligent shareholders. Trustees continue to challenge the status quo in order to ensure the Trust is governed effectively and efficiently, and is responsive to our Community.

¹ Waikato Vital Signs / Waikato Means Business

² The Waikato Story

Investments and Finance

Background and Strategy

In 2015/16 the Trust developed a Statement of Investment Policies and Objectives (SIPO). The SIPO is the governance document that outlines the Trust's strategic intent in relation to its investments.

The Trust's Investments can broadly be divided into three areas:

1. The **Core infrastructure holding** in WEL Networks Ltd (as 100% shareholder)
2. **Investment Portfolio** – approximately \$12,000,000 (that has traditionally been held as cash in term deposits)
3. **Mission Related Investments** – currently up to \$2,000,000 of the above investment portfolio is available to be invested through Community Loans

'Mission Related Investments' have a focus on creating positive social or environmental impacts in the Trust's community. They may not individually and/or collectively reflect the Trustees' other investment beliefs, for example, with regard to risk and diversification. This is acceptable provided that any Mission Related Investments represent a small portion of the total portfolio of the Trust.

Mission Related Investments are sometimes referred to as 'Social Investments' (which provide a less-than-market rate of return) or 'Impact Investments' (which achieve a market return whilst also achieving social good, such as the Trust's Community loans).

The Trust's **Five Year Strategic Plan** includes the following objectives/beliefs in relation to investments and finance:

1. We are a Community Trust with a regional focus and roles to play in terms of both regional leadership and the guardianship of community assets/value.
2. We will take a balanced view of intergenerational benefit which relates to investment in the community in the present, over the life of the Trust, as well as the capital value of the Trust's assets at the termination of the Trust.
3. The Trust believes that retaining a controlling interest in WEL Networks is beneficial in ensuring the Company retains a strong sense of social responsibility, and to grow investment for our community.
4. Through a clear Annual Intentions Plan, we'll strive to balance commercial outcomes and growth with the social and cultural aspirations of the community. This will involve taking a holistic or 'multiple bottom line' approach to investment, with consideration of both profit-related and socially-oriented goals.

Our Objectives

A major objective for 2017/18 will be to define the expected outcomes, parameters and expectations for the Trust's investment portfolio, including the core infrastructure holding in WEL Networks Ltd.

The Trust's SIPO will be used this year along with external advisors and consultation with our stakeholders to make prudent decisions around diversification of investment, risk management, and expectations around income and longer term capital growth.

This will include considerations of intergenerational benefit, and will take into account social as well as financial returns. 'Intergenerational benefit' refers to the Trust's objective to ensure that the benefit of the Trust's investments have impact now, as well as over the life of the Trust. The Review of Investments and Business Structures will continue into 2017/18 with the objective of identifying the best fit-for-purpose structure to achieve this strategic intent.

We intend to generate both income and expenditure within 5% of budget before tax. The SIPO can be viewed on the Trust's website, and includes the following overall target allocation ranges:

Overall Allocation

Asset Type	Target allocation
Core Infrastructure Holding	80-99%
Investment Portfolio	1-20%
Mission Related Investments	1-5%

Our Intentions

Overall we will manage our investments to ensure:

- Growth and income expectations are being met;
- We have a sufficiently diverse investment portfolio that manages risk and income volatility.

Core infrastructure holding

- Define a long-term capital growth return;
- Keep the risk of a reduction in the value of the investment by more than 20% to a minimum. This level of risk is reviewed annually in concert with the Review of Investment in the Company.

In the year covered by this Annual Intentions Plan, we intend to continue to review our investments and the Trust's business structures to ensure we have a fit-for-purpose organisation that sustainably manages the Trust's capital base.

We will continue work with the Company, external advisors and stakeholders to clarify intentions regarding:

- Intergenerational considerations
- Liquidity
- Dividend levels required to achieve strategic goals
- Enterprise value – long term expectations
- Risk/Gearing (and the Trust's risk appetite)
- The Trust's role of kaitiakitanga (guardianship), with consideration of both profit and socially oriented goals

Investment Portfolio

In 2017 the Trust's cash reserves will be invested through Russell Investments into a portfolio of Global Equities and Global Bonds. In line with the SIPO, a Moderate Balanced portfolio (50/50) will be adopted.

The investment objective of the Investment Portfolio is to:

- Generate a pre-tax return of between 3.5% to 4.5% including capital growth;
- Carry out the above while keeping the risk of a reduction in the value of the investment by more than 20% to a minimum.

Mission Related Investments

The Trust will investigate opportunities to engage in 'Impact investment' or 'Social Investment' opportunities, other than the current Community Loans. We will look to identify opportunities for the Trust to work with others and use its investments to impact on regional priority areas.

Expected Outcomes

- Clarity about the best fit-for-purpose business structure and expected returns to meet the Trust's long term strategic intent.
- Sufficient income to meet our deed obligations and current strategic intentions.
- A financially resilient organisation.
- The ability to make meaningful investments into the community through distributions and investments with a view to unlocking the 'powerful possibilities' of the region.

The Budget for 2017/18 can be found on page 20.

Working with WEL Networks Ltd

Background and Strategy

WEL Energy Trust is proud of its ownership of WEL Networks Ltd and supports its aspiration to provide high quality, reliable utility services valued by their customers, whilst protecting and enabling the community. WEL Networks has maintained strong delivery of its core service that delivers electricity to over 84,000 homes, farms and businesses.

The WEL Group is also focussed on making strategic investments in new technologies to take the business into the future.

Its vision is to not only ensure that the network remains sustainable, but to enable WEL to continue to enhance the region's economic and social growth. It is a diversified utility and strategic holder of Ultrafast Fibre (UFF). It has accomplished the delivery of its smart box project and is installing five electric vehicle fast chargers around the Waikato.

The Trust's **Five Year Strategic Plan** reaffirms that:

1. The Trust believes that retaining a controlling interest in WEL Networks is beneficial in ensuring the Company retains a strong sense of social responsibility, and to grow investment for our community; and
2. We will take a balanced view of intergenerational benefit which relates to investment in the community in the present, over the life of the Trust, as well as the capital value of the Trust's assets at the termination of the Trust.

Our Objectives

WEL Energy Trust, like WEL Networks, aims to support a connected and resilient community. To that end, we will continue to support WEL Networks Ltd in the diversification of its investments into areas that will enhance the region's economic and social growth.

One of the key objectives of the Trust is to ensure intergenerational equity.

We aim to identify the best model to ensure the Trust can meet this strategic intent and to ensure value flows through for the benefit of the community today and into the future.

We aim to work with WEL Networks to ensure that there is greater clarity around the strategic goals of the Trust and what the expectations of the Trust are as shareholder.

Our Intentions

The Trust intends to work with the Company and other advisors to determine the preferred option/scenario for business structures based on outcomes from the current strategic review process, and in light of the Trust SIPO. The implications of the preferred scenario will be investigated, stakeholders consulted, and a plan for implementation developed during 2017/18.

The Trust intends to work with WEL Networks Ltd to agree an Owners' Expectation Manual (OEM). The OEM will clarify the expectations that the Trust as shareholder has of the Board, including a dividend policy. **The Trust will also signal that it expects the Company will:**

- Ensure that it operates in a prudent way, and within the regulatory regime and information disclosure regulations;
- Ensure that the activity of the Company is carried out with the primary purpose of adding value to the shareholder (social returns will also be considered in this);
- Deliver returns that, over time, meet or exceed the Company's cost of capital and meet the dividend expectations of the shareholder, within legislative parameters;
- Provide capital growth over time, at least equivalent to the rate of inflation;
- Report annually each business segment's return compared with the segment's cost of capital;
- Report of the social and/or community focussed goals and outcomes (such as assistance with uneconomic undergrounding, or loss leading energy efficiency initiatives)
- Meet all legislative requirements, and carry out business as a good corporate citizen;
- Manage the debt levels of the Company within a range agreed with the Board, and with consideration to the risk appetite of the Trust as 100% shareholder with reference to the Trust SIPO;
- Be available to meet with the shareholder quarterly or as otherwise required by the shareholder;
- Present to the Trust on a quarterly basis against these expectations, and those agreed in the Statement of Corporate Intent, the content of which will be agreed with the Company.

Discount

The IRD review of the tax deductibility of electricity lines company consumer discounts may require the discount as a means of providing benefit to the Community to be evaluated. In 2017/18 we will conduct a strategic review which includes engagement with the Company regarding their intentions and to ensure maximum benefit continues to flow back to the community.

Expected Outcomes

- An open, transparent and professional relationship with the Company;
- WEL Networks Group is delivering competitive returns to WEL Energy Trust, thereby adding value to the community.

Working with our Capital Beneficiaries

Our Objectives

The Trust acknowledges the relationship it has with its Capital Beneficiaries; Hamilton City Council, Waikato District Council, and Waipa District Council (as mandated by the Trust Deed). The Trust is committed to working with Capital Beneficiaries in managing those relationships.

Our Intentions

- To engage with Capital Beneficiaries around suitable priority projects for application to the Trust's Community Support grants rounds (March, June and September);
- To consult on the development of the Trust's Draft Annual Intentions Plan, and to take submissions on this as well as the Draft Annual Budget;
- Trust management will maintain a working relationship with appropriate members of the Council management team;
- We will work to ensure that the Trust understands community priorities (including through Capital Beneficiary Long Term Plans) to contribute effectively to the strategic direction, goals and aspirations of the community.

Expected Outcomes

- WEL Energy Trust and our respective Capital Beneficiary Councils enjoy a culture of mutual trust, respect and understanding.
- We will have established a shared understanding of the Capital Growth value expectations for the Group over time.
- This includes working strategically together to create a forward thinking, vibrant and connected community.

Communications and Relationships

Background and Strategy

Engagement with our community is a critical component in our ability to deliver outcomes that exceed the expectations of our beneficiaries. Communication enables us to build partnerships and to be clear about the Trust's intentions – what we are doing, and how we are adding value to our purpose and mission.

In 2015, WEL Energy Trust engaged Key Research to ascertain community satisfaction with our programmes, and to measure overall awareness and perceptions of the Trust. This revealed strong agreement that “WEL Energy Trust is operating sustainably and managing assets for the long term benefit of the community”. We want to build on this success and will work to achieve it.

For that reason, our Trustees are committed to ongoing, quality communications with our beneficiaries and other stakeholders.

In the Trust's **Five Year Strategic Plan**, the Trust expresses the intention *to be responsive to our Community*:

1. The Trust wishes to understand the social and cultural aspirations of the community, and to work collaboratively to make a transformational difference in identified regional priority areas, including economic development.
2. We'll ensure the Trust contributes to the dialogue, vision and leadership in the community, particularly as it relates to the Trust's strategic vision and wider regional priorities.

Our Objectives

The Trust aims to openly and fairly listen to and consider the opinions of each other, and our stakeholders in the community.

We aim to engage in clear, constructive communication where we create understanding through open and informative engagement, and to provide relevant information.

We will listen well, and develop a range of partnerships and collaborations with our stakeholders as appropriate. By working together more we believe we can have greater impact.

Our Intentions

WEL Energy Trust will **provide information** in a number of ways:

1. We will keep the new website www.welenergytrust.co.nz up to date with relevant content, and ensure the Trust Deed, Annual Report, Annual Intentions Plan and other pertinent information is kept publically accessible.
2. The Annual Report, Annual Intentions Plan and Budget will be available for inspection by the general public in accordance with our obligations under the Trust Deed. These documents will be made available digitally via the Trust website or in print form on request.
3. The Annual Intentions Plan will be made available for consultation no later than the end of February 2017.
4. All meetings of the Trustees are advertised in the local newspaper and are open for the public to attend. Trustees retain the right to discuss matters of a private or sensitive nature with the public excluded.
5. The Trust will hold an Annual General Meeting towards the end of July 2017 (within five months of the Trust's balance date of 31 March, 2017). The AGM will disclose financials, auditors' report and a summary of activities.
6. The Trust will maintain a formal communications strategy and plan, which will include distributing communications during the year to keep the beneficiaries informed.

Partnership and Collaboration will be encouraged in a number of ways:

1. Increasing use of 'round table' reporting for grantees in related areas;
2. Consultation with sector groups and regional research to inform granting decisions;
3. Active participation in the Community Funders Group (Chair, Deputy Chair and Trust Manager), Manager's groups, and Community Funder's Forums;
4. Community engagement by staff and Trustees with community groups and support organisations;
5. Engagement with Capital Beneficiaries on their Annual and Long Term Strategic goals as appropriate, as well as the strategic intentions of the Trust;
6. Participation by staff and Trustees in relevant sector conferences and training, such as Electricity Trusts of New Zealand, and Philanthropy New Zealand.

7. Participation on working or steering groups where we can add value, particularly with multi-year or 'partnership' organisations;
8. Financial and practical support of Vital Signs community collaborative research;
9. Looking for new ways to work with funders, local government, community groups and other stakeholders to make an impact in agreed regional priority areas.
10. Work more closely with WEL Networks Ltd on areas where we can together enhance the connectedness and resilience of the community, and where outcomes affect the Group as a whole, such as the Review of Investment in the Company.

Perceptions Benchmarking: WEL Energy Trust will engage an external provider to conduct a review of community perceptions of the Trust in 2018 that can be compared to the benchmark data taken in 2015, with a view to informing communications planning and practices.

The 2017 Triennial Trust election will be held on the 30 June 2017. There will be a programme of public notification around this as per the legislative requirements, as well as a Pre-Election Report to the Public, to be provided no later than three months prior to the election.

Expected Outcomes

It is expected that our community will:

- Be well informed and be kept abreast of WEL Energy Trust activities;
- Understand how our activities relate to our purpose and how we add value to the community;
- Continue to have faith in the work we are doing in preserving capital, and supporting a forward thinking, vibrant, connected community.

It is expected the Trust will:

- Ensure robust relationships are in place with key funders and stakeholders, and the Trust is seen as an active partner and as being engaged strategically in regional matters where it can add value.

Distributions

Background and Strategy

In 2015 the Trust adopted a 2015 to 2019 Community Investment Strategy that describes the strategies and processes the Trust uses to achieve strategic goals in relation to distributions, and this can be found on the Trust website.

The high level strategic goals are also outlined in the Five Year Strategic Plan for the Trust on Page 21.

Our Objectives

The objective of our grants and investment in the community is to maximise long term impact by being strategic and transformative.

The Trust does this a number of ways:

- A. Grants (or distributions)
- B. Though a “toolbox” of other support, such as through the Convening and Organisational Development Fund
- C. Investment – Social or Impact such as Community Loans

The details of these can be found on the Trust Website.

Broadly speaking there are four main strategic focus areas for the Trust for distributions, which have the following objectives:

	Energy Efficiency and Healthier Homes	Business / Economic Impact and Workability	Flourishing Families and Liveability	Enhancing Image and Building Community Pride
Objectives	<i>To promote energy efficiency and healthier homes.</i>	<i>To promote employability, attract skilled staff, or improve the business and economic opportunities in the region.</i>	<i>To transform the region into the most family friendly city in New Zealand, with high levels of participation and cohesion.</i>	<i>To enhance the image of the region and instil pride in the Waikato as a place to invest, work, live, play and study. This includes events, arts or projects that showcase the strengths of the Waikato.</i>

Our Intentions

A. Grants (Distributions)

Quick Response

The Quick Response fund has proven to be very effective and valued by the community. WEL Energy Trust will continue to support grassroots organisations and requests for up to \$5,000 through regular Quick Response rounds.

Community Support

Multiyear Funding: WEL Energy Trust recognises that a ‘steady friend’ is important in a competitive environment where there are increasing demands on community organisations. The Trust is committed to providing the surety that multi-year funding provides and will continue to grow this practice, using selection based on many factors including good governance and leadership, and proven success.

Research continues to highlight the value of diversity in decision making, and in empowering communities to address their issues and opportunities themselves. The Trust will explore ways to encourage greater diversity and participation in decision making, for example by investigating participatory funding models.

Grant Size: Rather than spreading available funding increasingly thinly, we will leverage the passion and expertise in the community by providing larger average grants to organisations that demonstrate impact and/or reach in the Trust focus areas, increasing the average grant size (but not quantity) during 2017/18.

This will mean tough decisions, with larger grants to fewer organisations. The Trust will refer to regional research such as the Vital Signs report as a tool to support effective Grantmaking in application of the Trust’s Community Investment strategy and focus areas.

Collaboration and Economic Development: Collaboration is an underpinning principle in the Trust’s Community Investment Strategy, along with a commitment to economic and social outcomes in our region. We will continue to work with other agencies to support projects that create or attract sustainable business activity and provide clear ongoing economic and social benefits to the region.

Energy Efficiency is an important focus area for WEL Energy Trust, and part of our Trust Deed. We will look for new opportunities to impact in this area, particularly in collaboration with WEL Networks Ltd.

Major Transformational Funding (“Vital Signs” fund) Distributions Review: The Trust was not able to offer Major Transformational grants in 2016/17 due to funding constraints faced by the Trust. A distributions review will be conducted in September 2017 alongside the outcomes of the review of investments and business structures to determine future funding for this important strategic intention of the Trust.

The tag line “Vital Signs Fund” indicates an intention by the Trust that this would be used for major projects where we can work in collaboration with others to make an impact on agreed regional priority areas.

B. “Toolbox” of other support

Convening and Organizational Development: We will continue to look for opportunities to support collective efforts and increase leadership in the region through the convening and organizational development fund. This may for example include supporting research that will benefit a number of organisations, or supporting organisations and their staff to undertake development opportunities outside of their normal operations.

C. Investment

Community Loans (also known as social or impact loans) provide a flexible option for organisations, particularly when undertaking larger capital projects. At present \$2,000,000 is notionally available for Community Loans at any one time, representing approximately 16% of investments (outside of the core investment in WEL Networks Ltd). We will actively look for investment opportunities that will provide a social as well as financial return with this allocation.

Social and Impact Investment: These are new areas for the Trust, and will be explored during 2017/18.

Social Investment is any investment activity which has an expectation of both a social outcome and a commercial return, which is generally below market rate.

Impact Investments refer to investments made into companies, organisations, and funds with the intention to generate a measurable, beneficial social or environmental impact alongside commercial return. It is similar, albeit a slightly wider definition, to social investments (which generally mean a below market return).

In particular, we are looking for investment opportunities where we can work with others to impact on regional priority areas – returning a balance of social and financial dividends to the Trust.

Expected Outcomes

- The distribution of approximately \$2,900,000 to organisations and projects that meet Trust criteria and benefit the Community in the Trust Region;
- Clarity on other options that are available to the Trust in respect of investment into the community such as social or impact investment, in addition to the existing Community Loan programme.
- Contribution to greater cohesion and cooperation by working together more with other funders, umbrella groups, and other stakeholders;
- Development of new ways to support community groups outside of Grantmaking.
- Delivery of an effective sustainable investment model for our community.

Annual Distribution Plan 2017/18

Grants and Other Support

Distribution Area	Allocation
Quick Response Grants	\$400,000
Energy Efficiency and Healthier Homes	\$250,000
Flourishing Families/Liveability	\$1,000,000
Enhancing Image/Community Pride	\$500,000
Business/Economic Development	\$300,000
Convening and Organisational Development	\$50,000
Major Transformational Projects	\$400,000
Total Distributions	\$2,900,000

Investments

Community Loans Fund	
<i>Subject to the Trust's Community Loans Policy</i>	
Total available for Community Loans 2017/18	\$1,179,000

Social and Impact Investment	
<i>Subject to Trust approval and availability of funds \$377,000 budgeted from 2016/17 special dividend.</i>	
Total available for Social Investment Projects 2017/18	\$377,000

2017/18 Budget

Financial Performance

	<i>previous budget</i>	<i>actual/ projected</i>	<i>budget</i>	<i>variance</i>
Details	2016/17	2016/17	2017/18	
Income				
Interest earned	\$2,974,984	\$2,863,561	\$2,504,407	-\$359,154
Portfolio Return	\$0	\$37,710	\$443,475	\$405,765
Dividend Received	\$350,000	\$1,127,064	\$350,000	-\$777,064
Other income	\$0	32,349	\$0	-\$32,349
Total income	\$3,324,984	\$4,060,683	\$3,297,882	-\$762,802
Expenditure				
Staff Costs	\$254,538	\$259,728	\$298,986	\$39,258
Management & Administration	\$96,194	\$76,524	\$97,238	\$20,713
Governance /representation	\$265,359	\$244,748	\$289,674	\$44,926
Election	\$0	\$1,610	\$181,500	\$179,890
Communications	\$24,480	\$20,371	\$25,000	\$4,629
WEL Networks shareholding	\$82,770	\$113,700	\$121,500	\$7,800
Distribution related costs	\$32,000	\$22,183	\$20,300	-\$1,883
Special Projects	\$18,000	\$0	\$0	\$0
Audit Fees	\$25,300	\$25,296	\$26,000	\$704
Depreciation	\$11,828	\$9,287	\$9,691	\$404
Loss/(Gain) on revaluation of loan	-\$14,384	-\$14,383	-\$15,390	-\$1,007
Total Expenditure	\$796,085	\$759,064	\$1,054,499	\$295,435
Net surplus / deficit	\$2,528,898	\$3,301,619	\$2,243,383	-\$1,058,237
Distributions	\$2,500,000	\$2,500,000	\$2,900,000	\$400,000
Net Surplus / deficit after distributions	\$28,898	\$801,619	-\$656,617	-\$1,458,237
Tax expense	\$0	\$24,508	-\$235,047	-\$259,555
Total net surplus / deficit after tax	\$28,898	\$777,111	-\$421,570	-\$1,198,681
Capital expenditure	\$9,500	\$7,763	\$5,100	-\$2,663

Financial Position

	<i>previous budget</i>	<i>actual/projected</i>	<i>budget</i>
Details	2016/17	2016/17	2017/18
Income Fund			
Retained Earnings	85,969,424	86,746,535	86,335,015
Total Income Fund	85,969,424	86,746,535	86,335,015
Capital Fund			
Vested Capital	52,066,788	52,066,788	52,066,788
Total Capital Fund	52,066,788	52,066,788	52,066,788
Total Trust Funds	138,036,212	138,813,323	138,401,803
Represented by			
Current Assets	12,129,793	12,948,802	11,815,845
Fixed Assets & Intangibles	18,711	20,620	16,029
Community Loans	1,199,470	887,199	930,435
Social Impact Investment	0	0	377,000
WEL Networks Convertible Notes	39,000,000	39,000,000	39,000,000
Shares in Wel Networks	85,796,998	85,796,998	85,796,998
Long-Term Loan Momentum Foundation	220,010	220,010	235,399
Deferred Tax	12,278	20,326	230,097
Accounts Payable & Accruals	-341,048	-80,632	
Provisional Grants	0	0	
Total	138,036,212	138,813,323	138,401,803

WEL Energy Trust 5 Year Strategic Plan 2017-21

“Working together, working smarter, to grow investment and to unlock the powerful possibilities of our Community, now and into the future”

A Govern the Trust effectively and efficiently and be responsive to our Community

1. We recognise the need to align our resources with our strategic intent, and to regularly monitor and review our investments and practices.
2. The Trust believes that retaining a controlling interest in WEL Networks is beneficial in ensuring the Company retains a strong sense of social responsibility, and to grow investment for our community.
3. We’ll continue to review investments and business structures to ensure they are the best fit for purpose, including providing the level of liquidity the Trust requires to action its strategic intent.
4. Through a clear Annual Intentions Plan, we’ll strive to balance commercial outcomes and growth with the social and cultural aspirations of the community. This will involve taking a holistic or ‘multiple bottom line’ approach to investment, with consideration of both profit-related and socially oriented goals.

B Maximise long term impact by being strategic and transformative

1. We are a Community Trust with a regional focus and roles to play in terms of both regional leadership and the guardianship of community assets/value.
2. The Trust wishes to understand the social and cultural aspirations of the Community, and to work collaboratively to make a transformational difference in identified regional priority areas, including economic development.
3. The Trust focuses on making a long term sustainable difference by giving priority to initiatives and organisations that can demonstrate collaboration and that are impacting or enhancing:
 - Individuals’ lives – providing high and/or broad impact
 - Organisations – capacity building and encouraging collaboration
 - The Community – preventing issues from occurring
 - People’s views – delivering strong community pride
4. We will take a balanced view of intergenerational benefit which relates to investment in the community in the present, over the life of the Trust, as well as the capital value of the Trust’s assets at the termination of the Trust.
5. We aim to leverage grants through partnership and collaboration with community groups, other funders, business, and Local and Central Government to have a greater impact in the region.

C Expand support beyond grant making

1. To assist communities in developing their full potential, and to find answers to complex issues and encourage better ways for working together, the Trust will look for new ways to support the economic, social and physical wellbeing of the community.
2. Our aspiration is to prevent problems from occurring in the first place, and to work together to back the people who are leading positive change - to build on existing strengths to move the needle on identified regional priority areas.
3. We’ll ensure the Trust contributes to the dialogue, vision and leadership in the community, particularly as it relates to the Trust’s strategic vision and wider regional priorities.

Open Meeting

To	Policy & Regulatory Committee
From	Gavin Ion Chief Executive
Date	1 May 2017
Chief Executive Approved	Y
DWS Document Set #	1719375
Report Title	Chief Executive's Business Plan

1. EXECUTIVE SUMMARY

The Chief Executive's Business Plan is a summary of progress on the Chief Executive's Performance Agreement which took effect on 1 July 2016.

2. RECOMMENDATION

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

3. BACKGROUND

The Chief Executive's Business Plan is a summary of progress on a number of issues targeted by Councillors.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The Plan is a summary of progress on specific issues. It enables staff and Councillors to focus on the big issues and ensures that attention is given to those things that really matter. The Plan is in line with the Chief Executive's Performance Agreement for 2016/2017 which was adopted in June.

The survey of key stakeholders is now underway using an external provider to undertake the process.

4.2 OPTIONS

The list of projects has been agreed by Council.

The Plan is consistent with the Chief Executive's Performance Agreement recently approved by Council.

5. CONSIDERATION

5.1 FINANCIAL

The cost of the survey of key stakeholders and preparation of a summary and action plan is \$3,500 plus GST.

5.2 LEGAL

As part of undertaking the work detailed in this plan, Council needs to ensure that the approach taken is consistent with the Purpose of Local Government.

In other words, to meet the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and businesses.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This report contains the strategic issues that Council is focused on. The Chief Executive's Business Plan has been updated to align to the Chief Executive's Performance Agreement.

Iwi and Tangata Whenua have been, or will be consulted on at least some of the key projects or initiatives referred to in the report. Iwi involvement is intended as part of the list of key stakeholders.

The projects in the list link to at least one community outcome or wellbeing. They also link to at least one LTP key goal.

The list has been updated in line with the Chief Executive's Performance Agreement agreed in June.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

The report does not trigger any concerns about significance of the projects being discussed.

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The report provides a summary of what progress is being made on the various issues. It is for information at this stage of the year.				

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

The assessment depends on the issues involved.

6. CONCLUSION

The schedule summarises progress on the key issues agreed with Council.

7. ATTACHMENTS

Chief Executive's KPI worksheet.

Chief Executive's KPIs

Key project/priority	Key deliverables/KPIs		Progress		Final Achievement Met/Not Met
1. Responsiveness and resolution of Service Requests logged (linked to LTP key goal of community engagement)	1.1	Completion of service requests within set timeframes for the year > 90%	1.1	90.51% of service requests for the year to 30 April 2017 have been completed on time. We are slightly ahead of target.	
	1.2	The total of overdue service requests < 110 on average for the year.	1.2	The total overdue service requests (against completion target) averaged 105 at the end of April 2017.	
2. Reduction in carry forward works (linked to LTP key goals of affordability and community engagement)	2.1	Reduction in controllable carry forward works by more than 10% in dollar terms for the year ended 30 June 2017 (e.g., non-controllable projects such as development contribution funded projects, grants and donations and discretionary funds are not included in this calculation).	2.1	<ul style="list-style-type: none"> ▪ Work is progressing well on the 2016/2017 work programme. ▪ A number of key projects have been let in the current quarter and key land procurement processes are completed. At this stage we are on track to meet the controllable carry forward reduction target. 	
3. Regional Initiatives – undertake works across councils and across the Waikato Regional that promote: <ul style="list-style-type: none"> ▪ Efficiency ▪ Common purpose ▪ Affordability ▪ Collaboration ▪ Community engagement (Linked to LTP key goals of	3.1	Waters Review – Develop and implement an agreed process for the Waters CCO, subject to Council's decision.	3.1	<ul style="list-style-type: none"> ▪ Council has endorsed the Asset Owning CCO option. ▪ Waipa have recommended another option and Hamilton are still confirming their position. ▪ Further discussions are being held about an alternative option. 	
	3.2	Waikato Plan – Demonstrate the impact the Chief Executive has made in relation to the: <ul style="list-style-type: none"> - Waikato Plan - Regional Sports Facilities Plan 	3.2	The Chief Executive has played a part in encouraging Iwi involvement in the Waikato Plan. He is also actively involved in the Chief Executive's steering group for this	

Key project/priority	Key deliverables/KPIs		Progress		Final Achievement Met/Not Met
affordability, economic development and community engagement)		Which is consistent with Council's aspirations and expectations.		<p>project.</p> <p>The Memorandum of Understanding for the Regional Sports Facility Plan is now signed by all Councils involved.</p> <p>The Chief Executive also spearheaded the signing of the Regional Triennial Agreement. The Agreement is now signed by all Councils.</p>	
4. Economic Development – the District grows and prospers (linked to LTP key goal of economic development).	4.1	Agree an Implementation Plan for 2016/2017.	4.1	The implementation plan has been agreed with Council.	
	4.2	The agreed projects in the Implementation Plan are delivered by 30 June 2017.	4.2	<p>Full reports on progress were provided to the November and February Strategy & Finance Committee meetings.</p> <p>The report indicated that the implementation plan is on track.</p> <p>Several meetings of the Economic development Advisory Group have been held.</p>	
5. Roading Alliance – Council has let a \$150 million contract to the Alliance with Downers/HEB for the delivery of road maintenance and related services (linked to the LTP key goals of affordability and	5.1	The financial performance of the Waikato District Alliance is such that a gain share payment is due at the end of the financial year.	5.1	This is an end goal which both Council and Downer will be working to achieve throughout the year.	
	5.2	Achieve 80% of targets set in the Waikato District Alliance key performance indicator dashboard.	5.2	<p>April:</p> <p>Of the 30 targets set for the Alliance:</p> <p>- 19 achieved target</p>	

Key project/priority	Key deliverables/KPIs		Progress	Final Achievement Met/Not Met
community engagement).	5.3	Provide a report to the appropriate committee on a monthly basis that covers all aspects of the Alliance model.	<p>5.3</p> <ul style="list-style-type: none"> - 1 are between 80-100% of target - 2 are less than 80% of target - 8 are annual measures which will be available at the end of the year. <p>YTD: Of the 30 targets set for the Alliance:</p> <ul style="list-style-type: none"> - 17 achieved target - 1 are between 80-100% of target - 0 are less than 80% of target - 8 are annual measures which will be available at the end of the year. <p>The Alliance is covered through the Service Delivery monthly report. A specific Alliance update report was also considered by the Infrastructure Committee in September.</p>	
<p>6. Transformational organisational change.</p> <ul style="list-style-type: none"> - Outline what initiatives and actions are being undertaken to ensure an engaged and committed workforce (linked to the LTP key goal of 	6.1	Implement all of the 2016/17 strategies for the Zero Harm Strategic Plan.	<p>6.1</p> <p>A number of the actions have been completed and some are ongoing. A full update on progress was provided to the December Council meeting. Quarterly reporting of key indicators has also been introduced.</p>	

Key project/priority	Key deliverables/KPIs		Progress	Final Achievement Met/Not Met
community engagement).	6.2	An improvement of 4.75% or more is demonstrated in the engagement profile from the staff culture survey.	6.2 <ul style="list-style-type: none"> ▪ An indicative staff survey prior to Christmas indicated this goal would be difficult to achieve. ▪ Recent initiatives around culture have been a guest speaker about wellness, the introduction of a wellness programme (Tracksuit Inc) and staff culture workshops. ▪ Leadership has been a key focus with expectations having been outlined and support in place to make improvements. The focus is on Managers and Team Leaders being “people leaders”. A leadership development programme for all people leaders has been progressing over the past two months. 	
	6.3	Undertake 360 degree feedback of key stakeholders, including developers, iwi, Audit & Risk Chair etc.	6.3 <ul style="list-style-type: none"> ▪ A suggested list of key stakeholders has been agreed. ▪ Everest Group have been engaged to undertake the survey and produce a report with actions. Using an external party for this work avoids any perceived bias. 	
	6.4	Develop an action plan for Council by 30 June 2017, in relation to improvements identified by the feedback.	6.4 <p>The engagement by means of a survey will provide the feedback for the Action plan.</p>	

Key project/priority	Key deliverables/KPIs		Progress	Final Achievement Met/Not Met
7. General Management	7.1	That the Audit and Risk Committee undertakes process reviews on targeted areas, and that any “red flags” are raised, discussed and incorporated by mutual agreement into KPIs.	7.1 <ul style="list-style-type: none"> ▪ Following on from a Conflict of Interest report, the Committee considered a procurement review in December. A number of improvement actions were identified and have been programmed for action. ▪ An internal audit report on the Raglan Kopua Holiday Park has been drafted. 	
	7.2	That the Chief Executive provides oversight in the implementation of the Open Spaces Contract.	<ul style="list-style-type: none"> ▪ The Open Spaces Contract is progressing well with key result areas and performance indicators being met. Local sub-contractors are well integrated into the contract and performing well. ▪ Workloads within the organisation are high with consent numbers continuing at record levels (Building Consents numbers have levelled out against last year’s numbers but are still high and look set to increase again in the near future as titles become available). Resource consents up 21.8% year to date (on top of 22% increase over the previous 12 Months) in workload terms and resource consents up 16.3% since 1 July 2016). (Note this is on top of the 33.4% increase experienced over the previous 12 months – 1/7/1015 - 30/6/16) ▪ Meetings have been held with Pokeno Land Consortium and other key developers to understand their pending requirements. 	

Open Meeting

To	Policy & Regulatory Committee
From	Gavin Ion Chief Executive
Date	8 May 2017
Chief Executive Approved	Y
DWS Document Set #	1719785
Report Title	2017 Meeting Calendar

1. EXECUTIVE SUMMARY

A monthly report is provided on the meeting calendar. Recent changes are incorporated so that Councillors are kept up to date.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

Council has already approved a meeting timetable for 2017. It was agreed that I would provide a monthly update on the meeting calendar including as much relevant information as possible.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

As discussed, Councillors should rely on the latest calendar and dispense with previous copies.

The workshop schedule for the next few months are as follows:

MAY 2017

Tuesday 9 May: 9am – 3.00pm	Tuesday 16 May: 11.00am – 3.00pm
<ul style="list-style-type: none"> ▪ 9am – 11am: District Plan Review convened by Sandra Kelly ▪ 11am – 12pm: Community Halls (New) convened by Elton Parata 	<p>9am – 11.00am Policy & Regulatory Committee</p> <p>Workshops:</p>

<ul style="list-style-type: none"> ▪ 1pm – 2pm: Solid Waste convened by Martin Mould ▪ 2pm – 2.30pm: Strategic Agreement on Future Urban Boundaries convened by Vishal Ramduny ▪ 2.30pm – 3pm: Port Waikato Erosion 	<ul style="list-style-type: none"> ▪ 11.00am – 11.30pm: Northern Facilities (Existing) convened by Elton Parata ▪ 11.30am – 12pm: I-Site (New) convened by Elton Parata <p>Workshops:</p> <ul style="list-style-type: none"> ▪ 1pm – 3pm: District Plan Review convened by Sandra Kelly
Tuesday 23 May: 1pm – 4pm	Wednesday 24 May: 1pm – 4.30pm
<p>9am – 12.30pm Infrastructure Committee</p> <p>Workshops:</p> <ul style="list-style-type: none"> ▪ 1.00pm – 1.30pm: Papakaainga in our District convened by Sheryl Paekau ▪ 1.30pm – 2pm: District Plan Review convened by Sandra Kelly ▪ 3pm – 4pm: Pensioner Housing (New) convened by Elton Parata 	<p>9am – 12.30pm Strategy & Finance Committee</p> <p>Workshops:</p> <ul style="list-style-type: none"> ▪ 1.00pm – 1.30pm: Munro Block Sports Ground convened by Donna Rawlings and Elton Parata ▪ 1.30pm – 3.00pm: North Waikato Passenger Transport convened by Waikato Regional Council ▪ 3.00pm – 4.30pm: LTP Strategic Direction

JUNE 2017

Monday 12 June: 9am – 12pm	Tuesday 13 June: 9.00am – 11.30am
<ul style="list-style-type: none"> ▪ 9.00am – 11.00am: District Plan Review convened by Sandra Kelly ▪ 11.00am – 12.00pm: District Playgrounds (new) convened by Elton Parata <p>1.15pm – 3.00pm Council Meeting</p> <ul style="list-style-type: none"> ▪ 3.00pm – 5pm: CCO Workshop – HCC Model 	<ul style="list-style-type: none"> ▪ 9.00am – 10.00am: Passenger Rail convened by Chris Clarke ▪ 10.00am – 11.00am – Code of Conduct convened by Gavin Ion ▪ 11.00am – 11.30am - Draft MOU with Board of Trustees Mai Uenuku ki te Whenua Marae
Tuesday 20 June: 1pm – 4pm	Tuesday 27 June: 1pm – 4pm
<p>9am – 12.30pm Policy & Regulatory Committee</p> <p>Workshops:</p> <ul style="list-style-type: none"> ▪ 1pm – 3pm: District Plan Review convened by Sandra Kelly ▪ 3pm – 4pm: District Playgrounds (New) convened by Elton Parata 	<p>9am – 12.30pm Infrastructure Committee</p> <p>Workshops:</p> <ul style="list-style-type: none"> ▪ 1pm – 4pm: District Plan Review convened by Sandra Kelly

4.2 OPTIONS

Council could choose to approve the calendar or not. The idea of providing a monthly update is beneficial because there are a number of changes that arise on a regular basis. The

calendars provide the most up to date information that we have but will not take account of short notice events.

5. CONSIDERATION

5.1 FINANCIAL

Nil.

5.2 LEGAL

Nil.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The report is about keeping Councillors informed and up to date with regards to forthcoming meetings and workshops. Items discussed will cover a range of community outcomes and one or more of the four well beings.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
This report is for information only and to keep Council informed.					

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

Council is being asked to receive and review a monthly update on the meeting calendar for the remainder of 2017.

7. ATTACHMENTS

Nil.

149 ANNUAL CALENDAR - 2017

Updated 1 May 2017

	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC	
	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
SAT							1						1											
SUN	1	New Years Day					2						2											
MON	2						3		1				3											
TUES	3	New Year's Day Observed					4		2				4		1									
WED	4		1		1	RMA Hrg DLC Hrg Yot Club	5		3				5	A&R	2						1			
THU	5		2		2	DLC Hrg Yot Club	6		4		1	CCL AP Hrgs	6		3						2			
FRI	6		3		3	Zone 2 DLC Hrg Yot Club	7		5	DLC Hrg: Tiwana/Kumar	2	CCL AP Hrgs	7		4						3		1	
SAT	7		4		4		8		6		3		8		5						4		2	
SUN	8		5		5		9		7		4		9		6						5		3	
MON	9		6	Waitangi Day	6		10		8		5	Queen's Birthday	10		7						6		4	TCB OTCB
TUE	10		7		7		11		9		6		11		8						7		5	RCB NCB HCB
WED	11		8		8		12	RMA Hrg Fulton Hogan	10	Citizenship	7	RMA Hrg Mt William	12		9	Citizenship	6	Joint Cttee Hui WDC			8	Citizenship	6	
THU	12		9		9		13		11		8		13		10						9		7	
FRI	13		10		10		14	Good Friday	12	DLC Hrg: Harbour View	9		14		11						10		8	
SAT	14		11		11		15		13		10		15		12						11		9	
SUN	15		12		12		16		14		11		16		13						12		10	
MON	16		13	Citizenship	13	Citizenship	17	Easter Monday	15	RMA Hrg Ridge Road	12		17		14						13		11	
TUE	17		14		14		18		16	P&R W/S RMA Hrg Ridge Road HCB	13		18		15						14		12	
WED	18		15		15		19	Joint Cttee Hui Waikato Tainui RMA Hrg River Rd Nth	17		14	Citizenship	19		16						15		13	A&R
THU	19		16		16		20		18		15		20		17						16		14	
FRI	20		17		17		21		19		16		21		18						17		15	
SAT	21		18		18		22		20		17		22		19						18		16	
SUN	22		19		19		23		21		18		23		20						19		17	
MON	23		20		20		24		22		19		24	LGNZ Conf	21						20		18	
TUE	24		21		21		25	ANZAC Day	23		20		25		22						21		19	
WED	25		22		22		26		24		21		26		23						22		20	
THU	26		23		23		27		25		22		27		24						23		21	
FRI	27		24		24		28		26		23		28		25						24		22	
SAT	28		25		25		29		27		24		29		26						25		23	
SUN	29		26		26		30		28		25		30		27						26		24	
MON	30	Auckland Anniversary	27		27				29		26		31		28						27		25	Christmas Day
TUES	31		28		28				30		27				29						28		26	Boxing Day
WED					29				31		28				30						29		27	
THU					30						29				31						30		28	
FRI					31						30										31		29	
SAT																							30	
SUN																							31	
KEY	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC	
	Wairarapa		Infrastructure (9.00am)		Council (1.15pm)		Policy & Regulatory (9.00am)		Strategy & Finance (9.00am)		Citizenship		Pokeno CC (7.30pm)		Taupiri CB (5.30pm)		Raglan CB (2.00pm)		Onewhero-Tuakau CB (7.30pm)		Meremere CC (7.00pm)		W/S: Councillors' workshops	
			LTP(Long term Plan) Workshop)		Chief Executive's Performance Review (9.00am)		CCS: Creative Communities (10.30am)		Discretionary & Funding (9.00am)		Audit & Risk (9.00am or 1pm)				Ngaruawahia CB (6.15pm)		Huntly CB (6.30pm)		Te Kauwhata CC (7.00pm)		Civil Defence Management Group		Other Meetings	