

Agenda for a meeting of the Policy & Regulatory Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 19 SEPTEMBER 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.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

Representatives from Hamilton City Council/Momentum Community Foundation will be in attendance to discuss item 5.1

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday 15 August 2017 2

5. REPORTS

- | | | |
|-----|--|-------------------------|
| 5.1 | Waikato Regional Theatre Project | 7 |
| 5.2 | Council's submission on the Remuneration Authorities Long Term Proposal for Local Government | <i>To be circulated</i> |
| 5.3 | Delegated Resource Consents Approved for the month of August 2017 | 8 |
| 5.4 | Animal Control Education and Engagement Officer | 21 |
| 5.5 | Te Maruata Working Party | 29 |
| 5.6 | Chief Executive's Business Plan | 35 |
| 5.7 | 2017 Meeting Calendar | 42 |

GJ Ion
CHIEF EXECUTIVE
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Open Meeting

To	Policy & Regulatory Committee
From	Gavin Ion Chief Executive
Date	16 August 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 15 August 2017.

2. RECOMMENDATION

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 15 August 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 15 AUGUST 2017** commencing at **9.00am**.

Present:

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

Attending:

Mr T Whittaker (Acting Chief Executive)
Mrs S O’Gorman (General Manager Customer Support)
Mrs W Wright (Committee Secretary)
Mr C Clarke (Roading Manager)
Ms AM D’Aubert (Consents Manager)
Ms J Underwood (Consultant Engineer)
Ms K Thompson (Consents Team Leader – West)
Ms E Makin (Consents Team Leader - East)
2 Members of Staff

APOLOGIES AND LEAVE OF ABSENCE

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Main)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 15 August 2017 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

P&R1708/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Thomson/Patterson)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 20 June 2017 be confirmed as a true and correct record of that meeting;

AND THAT the Public Excluded minutes of the meeting of the Policy & Regulatory Committee held on Tuesday 20 June 2017 be confirmed as a true and correct record of that meeting and remain confidential and unavailable to the public.

CARRIED on the voices

P&R1708/02

REPORTS

Delegated Resource Consent Approved for the months of June and July 2017
Agenda Item 5.1

The report was received [*P&R1708/01 refers*] and discussion was held. The Consents Manager and two Consents Team Leaders answered questions from the Committee.

Cr Lynch entered the meeting at 9.04am during discussion on the above item.

Summary of Applications Determined by the District Licensing Committee April – June 2017
Agenda Item 5.2

The report was received [*P&R1708/01 refers*] and discussion was held. Cr Smith gave an overview of current applications and upcoming District Licencing Hearings.

Proposed 2017 Amendments to the Waikato District Council Speed Limits Bylaw 2011
Agenda Item 5.3

The report was received [*P&R1708/01 refers*] and discussion was held.

The Consultant Engineer gave an overview of the process up to this point and answered questions from the Committee.

Resolved: (Cr Fulton/His Worship the Mayor)

Cr JD Sedgwick
CHAIRPERSON

Minutes2017/P&R/170814 P&R M.doc

Open Meeting

To	Policy & Regulatory Committee
From	Allan Sanson His Worship the Mayor
Date	11 September 2017
Prepared by	Anisha McPhee Executive Assistant
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Presentation from Momentum Waikato Community Foundation

1. EXECUTIVE SUMMARY

This report provides an update from Momentum Waikato Community Foundation on the proposal for a new regional theatre in Hamilton which would replace Founders Theatre.

2. RECOMMENDATION

THAT the report from His Worship the Mayor be received.

3. ATTACHMENTS

N/A

Open Meeting

To	Policy & Regulatory Committee
From	Sue O’Gorman General Manager Customer Support
Date	8 September 2017
Prepared by	Beryl McCauley Consents Administrator
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Delegated Resource Consent Approved for the months of August 2017

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. APPOINTMENT OF COMMISSIONERS

There were no hearings held and no Commissioners appointed for hearings for the months of August 2017

4. ATTACHMENTS

Delegated Authority Reports - attached

- August 2017

Delegated Authority Report ⁹

Period from 1 August 2017 to 31 August 2017

Awaroa ki Tuakau		Ward Total: 48		
Applicant	ID No	Address	Details	Decision
MJB Construction Limited	LUC0006/18	85 Hitchen Road POKENO	To establish a residential dwelling located in the Residential 2 Zone failing the earthworks provision of the District Plan	Granted
Hughes Developments Limited	LUC0007/18	95A McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment system from a 'wetland' for a Village zoned site.	Granted
Hughes Developments Limited	LUC0008/18	95B McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment system from a 'wetland' and reduction in the side yard setback for buildings.	Granted
Hughes Developments Limited	LUC0009/18	97 McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment system from a 'wetland'.	Granted
Hughes Developments Limited	LUC0010/18	3 McLachlan Way PVT POKENO	Reduction of setback for buildings and wastewater treatment system from a 'wetland'.	Granted
Hughes Developments Limited	LUC0011/18	5 McLachlan Way PVT POKENO	Reduction of setback for buildings and wastewater treatment system from a 'wetland'.	Granted
Hughes Developments Limited	LUC0012/18	9 McLachlan Way PVT POKENO	Reduction of setback for buildings and wastewater treatment system from a 'wetland'.	Granted
Hughes Developments Limited	LUC0013/18	15 McLachlan Way PVT POKENO	Retrospective consent for a dwelling within the setback from a wetland and associated earthworks which exceed the maximum volume, height and area for a Village zoned site.	Granted
Hughes Developments Limited	LUC0014/18	17 McLachlan Way PVT POKENO	Reduction of setback for buildings from a 'wetland' and retrospective earthworks which exceed the maximum volume and height for a Village zoned site.	Granted
Hughes Developments Limited	LUC0015/18	14 McLachlan Way PVT POKENO	Reduction of setback for buildings from a 'wetland'.	Granted
Hughes Developments Limited	LUC0016/18	8 McLachlan Way PVT POKENO	Reduction of setback for wastewater treatment from a 'wetland'.	Granted
Hughes Developments Limited	LUC0017/18	2 McLachlan Way PVT POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland'.	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

Hughes Developments Limited	LUC0018/18	94 McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland'.	Granted
Hughes Developments Limited	LUC0019/18	7 Old Lexie Way PVT POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland'.	Granted
Hughes Developments Limited	LUC0021/18	78C McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland' in a Village zoned site.	Granted
Hughes Developments Limited	LUC0022/18	68 McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland' in a Village Zoned site.	Granted
Hughes Developments Limited	LUC0023/18	6 Te Ara Aukati Terrace POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland' for a Village zoned site.	Granted
Hughes Developments Limited	LUC0024/18	62 McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland' for a Village zoned site.	Granted
Hughes Developments Limited	LUC0025/18	46E McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland' for a Village zoned site.	Granted
Hughes Developments Limited	LUC0026/18	McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland' for a Village zoned site. The allotment has not yet obtained certificate of title (Lot 95 of SUB0175/16)	Granted
Hughes Developments Limited	LUC0027/18	McIntosh Drive POKENO	Reduction of setback for buildings and wastewater treatment from a 'wetland' for a Village Zoned site. The allotment does not currently have a certificate of title (Lot 109 of SUB0175/16)	Granted
Platinum Homes Limited	LUC0033/18	322 Dominion Road TUAKAU	To undertake earthworks that exceed the permitted volume for the purposes of creating a building platform in the Rural Zone	Granted
B M Joel, R Mathew	LUC0054/18	34 Westmuir Crescent POKENO	Undertake earthworks exceeding the maximum volume allowed per site per 12 month period exceeding permitted activity within the Residential 2 Zone.	Granted
Sublime Buildings Limited	LUC0058/18	Hitchen Road POKENO	Undertake earthworks exceeding the maximum volume allowed per site per 12 month period exceeding permitted activity within the Light Industrial Zone.	Granted

II

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

B P Hudson, J J Hudson	LUC0063/18	149 Waller Road PUKEKOHE	Undertake earthworks exceeding the maximum excavation cut depth and the maximum volume allowed per site per 12 month period to be a permitted activity within the Rural Zone.	Granted
Hughes Developments Limited	LUC0070/18	13 McLachlan Way PVT POKENO	Reduction of setback for buildings from a 'wetland' and retrospective earthworks which exceed the maximum volume, area and height for a Village zoned site.	Granted
WTS Homes Limited	LUC0482/17	13C Helenvale Crescent POKENO	Construction of a dwelling which exceeds the maximum site coverage and associated earthworks which exceed the maximum volume and cut depth.	Granted
H Qiu	LUC0496/17	95A McIntosh Drive POKENO	To establish a residential dwelling that fails the earthworks volume and a side setback encroachment in the Village Zone.	Granted
Establish ECE Ltd	LUC0532/17	13 Church Street TUAKAU	Establish and operate an early learning childcare centre for up to 55 children in the Residential Zone with earthworks, noise, car parking, permeable surfaces and signage non-compliances. Consent for a change of land use that requires consent under the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health Regulations 2011.	Granted
D K Jayasinghe, C J Jayasinghe	LUC0578/17	20 Old Lexie Way PVT POKENO	To establish a dwelling with an attached garage, with side yard setback encroachments; an encroachment of the effluent disposal field to a waterway and earthwork excavations that exceed the maximum volume and height requirements.	Granted
Horncastle Homes Limited	LUC0613/17	3 Beltrees Lane PVT POKENO	To construct a dwelling that will encroach on a 3 m setback (yard) by 1.499 m on the northern (side) boundary.	Granted
Horncastle Homes Limited	LUC0619/17	7 Beltrees Lane PVT POKENO	To construct a dwelling that will encroach on a 3 m setback (yard) by 1.5 m on the southern boundary, Earthworks exceeding maximum permitted volume of 100 m ³ by 88.11 m ³ .	Granted
P M Caskie	LUC0633/17	4 Ulcoats Lane POKENO	Undertake earthworks exceeding the maximum volume allowed per site per 12 month period and maximum depth of excavation cut exceeding permitted activity within the Residential 2 Zone	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

J G Kemble, S C Kemble	LUC0638/17	258 Pinnacle Hill Road PINNACLE HILL	Retrospective resource consent for earthworks which have been completed to create a level building platform in addition to resource consent to establish a Subsidiary Dwelling which exceeds the maximum area required under the District Plan to be classified as a Restricted Discretionary Activity.	Granted
P G Pendergrast Limited	SUB0012/18	49 Pendergrast Road MANGATAWHIRI	To undertake an environmental lot subdivision that results in the creation of one lot from the protection of 7.37ha of Qualifying Natural Feature outside the EEOA; and to undertake a boundary relocation.	Granted
Erlen Limited	SUB0017/18	108 Medhurst Road BOMBAY	Undertake an environmental lot subdivision that results in the creation of one additional lot from the protection of 2.22ha of Qualifying Natural Feature (QNF) inside the EEOA in the Rural Zone. The Proposed Lot 6 will gain access from an unformed road.	Granted
Shipherd Nurseries Limited	SUB0018/18	152C Aka Aka Road PUKEKOHE	To undertake a boundary relocation and land amalgamation in the Rural Zone, and partial revocation of easements.	Granted
A R Yuill	SUB0024/18	216 Maioro Road WAIUKU	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 additional allotment that exceeds the maximum 1ha lot size.	Granted
Dominion Properties Limited	SUB0025/18	12 Dominion Road TUAKAU	Undertake a two lot subdivision from one certificate of title in the Residential Zone that does not comply with the Private Way (Roading) Standards.	Granted
Helenslee Investments Limited	SUB0032/18	20 Helenvale Crescent POKENO	To create 13 new residential lots and one Neighbourhood Centre lot within the Residential 2 Zone on Helenvale Crescent, Pokeno which includes one recreation reserve to vest and one jointly owned access lot (JOAL).	Granted
T M Holden, K H Holden	SUB0040/18	234 Ridge Road TUAKAU	Undertake a minor boundary adjustment between 2 contiguous rural lots	Granted
Pokeno Village Holdings Limited	SUB0050/17.01	31 Pokeno Road POKENO	S127 to change conditions of consent SUB0050/17 to increase the maximum height of landscaping from 0.5m to 1.2m	Granted
J C Reid	SUB0050/18	63 Allcock Road WAIUKU	To undertake a boundary relocation in the Rural Zone.	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

Pokeno Village Holdings Limited	SUB0173/16.01	66 Hitchen Road POKENO	S127 to change/cancel conditions of subdivision consent SUB0173/16 to insert Stage 2B into the Stage 2A, resulting in a single resource consent for Stages 2A and 2B	Granted
Pokeno Village Holdings Limited	SUB0181/16.01	66 Hitchen Road POKENO	S127 to change/cancel conditions of subdivision consent SUB0181/16 to remove Stage 2B, the creation of Stage 3A2, renumbering of allotments and the vesting of Lot 605 as a local purpose (drainage) reserve as part of Stage 3B.	Granted
B F Leigh, C A Leigh, A J Leigh	SUB0191/17	58 Jellicoe Avenue TUAKAU	To undertake a subdivision resulting in two lots from one Certificate of Title in the Residential Zone	Granted
Y Chen, J P Yeh	SUB0278/17	5 Pendergrast Road MANGATAWHIRI	To undertake an environmental lot subdivision that results in two lots from the protection of Identified Significant Natural Feature outside the EEOA in the Rural Zone.	Granted
J P Brownlee	SUB0298/17	160A S Hwy 2 POKENO	To undertake a transferable rural lot right subdivision to create two new lots at a receiver property, where one new lot exceeds the maximum allowed lot size, at a site within the Rural Zone.	Granted

Eureka Ward Total: 5

Applicant	ID No	Address	Details	Decision
C N Jones, S L Lister	LUC0076/18	19 Badger Close NEWSTEAD	Construction of a dwelling within the minimum 25m from side yard boundary in the Rural Zone	Granted
S C Turner	LUC0084/18	235 Hiwi Road TAUWHARE	To undertake earthworks within the Hauraki Gulf Catchment Area in order to provide a suitable building platform for a new garage and associated stormwater tank and driveway.	Granted
Donaldson Mechanical Limited	LUC0160/14.01	41 Lee Martin Road TAMAHERE	S127 to change conditions of consent (LUC0160/14) to allow for the construction of a canopy which exceeds the non-residential building size and encroaches upon the road boundary.	Granted
A L Dingle, G D Dingle	SUB0056/18	989 Tauwhare Road TAUWHARE	To revoke existing easement electricity easement7453654.3 on Lot 1 DP 378278 (CFR 313709) and Lot 2 – 3 DP 378278 (CFR 313710).	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

Holland Road Farms Limited	SUB0250/17	358A Holland Road NEWSTEAD	Undertake a boundary relocation of five existing titles to create four residential size lots and one balance lot within the Rural Zone.	Granted
Hukanui - Waerenga		Ward Total: 3		
Applicant	ID No	Address	Details	Decision
D J Cluff, J A Cluff	LUC0067/18	43 Sainsbury Road PUKETAHA	A residential building extension that encroaches into the side setback provision of the District Plan, within the Rural Zone	Granted
M G Hodgkinson	SUB0019/18	375 Waring Road TAUPIRI	Undertake a boundary relocation in the Rural Zone resulting in no additional titles	Granted
N McConnell	SUB0309/17	629 Lake Road HORSHAM DOWNS	Undertake boundary relocation between three viable titles. The NES consent is required as the Detailed Site Investigation concluded that the social contamination does not exceed the applicable standard.	Granted
Huntly		Ward Total: 6		
Applicant	ID No	Address	Details	Decision
Eco-Logical Architecture	DES0004/18	Bridge Street HUNTLY	Outline plan waiver for the replacement of roof and cladding containing asbestos, refit of changing rooms and rebuild of pedestrian shelter	Granted
K L Wigmore, R G Wigmore	LUC0052/18	15 Lilley Lane OHINEWAI	To construct a dwelling within Flood Risk Area. The floor level of habitable rooms will be less than 0.3m above the 1% design flood level.	Granted
N T S Harris, J A Thompson	LUC0055/18	53 James Henry Crescent HUNTLY	Undertake earthworks and construct a new garage in the Huntly East Mine Subsidence Area in the Living Zone	Granted
K Saaiman	LUC0060/18	18 Brownlie Crescent HUNTLY	To undertake earthworks and construct a new garage and dwelling extensions in the Huntly Mine Subsidence Area, where the garage will also exceed the District Plan maximum permitted size for non-residential buildings in the Living Zone.	Granted
Genesis Energy Limited	LUC0357/17	446 Te Ohaki Road HUNTLY	To decommission and progressively rehabilitate the Huntly Power Station ('HPS') ash ponds and to allow soil disturbance on a HAIL Site.	Granted
P W Gill, G J Learmonth	SUB0015/18	45 James Road HUNTLY	Create one additional lot in the Country Living Zone with a road frontage that is less than the District Plan requirement	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

Ngaruawahia		Ward Total: 7		
Applicant	ID No	Address	Details	Decision
G S Burgess	LUC0005/18	13 Morepork Lane NGARUAWAHIA	Construct a 10.8 x 6 storage shed for vehicle and lifestyle block equipment in the Country Living Zone that does not comply with the required 12m setback.	Granted
J J Dixon, C R Dixon	LUC0030/18	139 Onion Road HOROTIU	Retrospective consent for the relocation of a third dwelling for workers accommodation for the existing farming activity within the Rural Zone.	Granted
S R Robcke	LUC0075/18	887A Waingaro Road GLEN MASSEY	Relocation of a used building to a site located within the Country Living Zone which exceeds building coverage requirements for the Country Living Zone.	Granted
ESTATE OF R H Young, H T Young	LUC0268/12.01	233 Old Taupiri Road NGARUAWAHIA	S127 to change/cancel conditions of consent LUC0268/12 to allow the addition of a carport to the consented building.	Granted
H J Litt, C R Litt	SUB0004/18	5 Te Putu Street TAUPIRI	To undertake a four lot subdivision in the Living Zone which does meet district plan requirements relating to building platform and access.	Granted
T T Ranga	SUB0011/18	5 Ania Way PVT NGARUAWAHIA	To vary an existing consent notice condition under Section 221(3) of the RMA relating to location of part of a dwelling in relation to its setback to a right-of-way.	Granted
Hence Investments Limited	SUB0022/18	17 Waipa Esplanade NGARUAWAHIA	Create one additional lot in the living zone	Granted
Onewhero-Te Akau		Ward Total: 13		
Applicant	ID No	Address	Details	Decision
Waikaretu Quarries Limited	LUC0349/17	2490 Port Waikato-Waikaretu Road TUAKAU	Operate a quarry on the subject site supplying material to properties outside the subject site	Granted
Kent Street Properties Limited	LUC0372/17	Te Akau Wharf Road TE AKAU SOUTH	To undertake earthworks on a ridgeline that is visible from the coastal margin and is also within 100m of the Mean High Water Springs.	Granted
R J W Horsley	LUC0561/17	Waikorea Valley Road MATIRA	To establish and operate a farm rock quarry in the Rural Zone	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

R D Pepper, J E Clough	LUC0628/17	5982 Highway 22 WAINGARO	To construct a non-habitable utility shed that encroaches into the 25 metre setback of the southern boundary in the Rural Zone	Granted
K L Edmonds, C K Edmonds	SUB0001/18	324 Clark And Denize Road TUAKAU	Transfer one consented lot right outside of the Environmental Enhancement Overlay Area (EEOA) to a rural lot located in the Rural Zone, also outside of the EEOA.	Granted
Sunset Views Limited	SUB0083/12.01	1 Tuakau Bridge-Port Waikato Road TUAKAU	Extension of Time under S125 RMA 1991 in order to give effect to subdivision consent SUB0083/12.	Granted
L J Crisp, D L Crisp	SUB0112/17.01	154 Thompson- Tonga Road TUAKAU	S127 to change/cancel conditions of subdivision consent SUB0112/17 to amend consent conditions to create a two staged subdivision	Granted
Sunset Views Limited	SUB0174/12.01	447 Port Waikato- Waikaretu Road TUAKAU	S127 to change conditions 2, 10, 11, 23, 24, 25, 27, 30 and 31 on SUB0174/12 to remove Consented Lots 10 – 18 and 20 - 21 as they have been transferred to receiver properties via Transferrable Rural Lot Right Subdivision.	Granted
Sunset Views Limited	SUB0196/12.01	1 Tuakau Bridge-Port Waikato Road TUAKAU	S127 to change conditions 2, 10, 11, 19A, 23, 27, 28, 30, 31, 32, 33, 34 and 35 on SUB0196/12 to remove Consented Lots 41 - 43, 48, and 50 - 53 as they have been transferred to receiver properties via Transferrable Rural Lot Right Subdivision.	Granted
Laing Holdings Limited	SUB0252/17	368 Clark And Denize Road TUAKAU	To undertake a 3 lot subdivision at the receiver property by transferring two rural lot rights from two donor properties, in the Rural Zone	Granted
Chapman & Wilkin Holdings Limited	SUB0276/17	1626 Churchill Road TUAKAU	Undertake a transferable rural lot subdivision by transferring one development entitlement to a receiver site outside of the EEOA and boundary adjustment.	Granted
Azure Limited	SUB0296/17	430 Mercer Ferry Road TUAKAU	Undertake a transferable rural lot subdivision by transferring one development entitlement to a receiver site outside of the EEOA where a detailed site investigation exists that states the soil contamination present on site is in excess of the applicable soil contaminant standards under the National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health as a permitted activity.	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

F Lussi, D P Lussi	SUB0297/17	108 Clark And Denize Road TUAKAU	Undertake a transferable rural lot subdivision by transferring a consented lot with both donor and receiver lots outside the EEOA in the Rural Zone.	Granted
Raglan		Ward Total: 14		
Applicant	ID No	Address	Details	Decision
D M King	LUC0028/18	1644B Whaanga Road RUAPUKE	Construction of a dwelling, meeting the requirements of a Controlled Activity under Coastal Zone rules in the District Plan.	Granted
D N Fullford	LUC0029/18	50B Bow Street RAGLAN	To construct a new two storey residential dwelling that encroaches on the daylight admission requirements and does not provide for the required number of carparks under Appendix A.	Granted
C J Ellis, P T Bell	LUC0048/18	128 Pond Road TE MATA	Construction of a shed to encroach on the 25 m side boundary setback by 21 m in the Rural Zone	Granted
T G Haultain	LUC0049/18	201 Checkley Road TE UKU	Construct a 36 m ² carport for a dwelling in the Coastal Zone.	Granted
L R Poolton, J A Pinny	LUC0050/18	53 Lorenzen Bay Road RAGLAN	Construction of a garage in Raglan area of the Living Zone that encroaches on the 6 m road setback by 1.6 m.	Granted
B M Furniss, P G Furniss	LUC0057/18	7C Three Streams Road OKETE	To establish a new pool house building and associated earthworks in the Coastal Zone	Granted
D H Mills, L F Darby	LUC0064/18	4 Helen Place PVT RAGLAN	To undertake dwelling additions that infringes the impervious surface, daylighting and setback provisions of the District Plan.	Granted
M E Maclarn, A A M Melis	LUC0073/18	488 Okete Road OKETE	Re-siting a 77m ² second-hand building to be used for a kitchen, dining and an office and construction of a new building in the Coastal Zone.	Granted
L M Laity, J D Laity	LUC0605/17	235 Hills Road RAGLAN	Construct and use a new dwelling and two separate accessory buildings within the Coastal Zone, where the dwelling and sleepout will not be entirely located within the approved building envelope and to undertake earthworks which will exceed themaximum permitted area, and maximum permitted cut / batter height and maximum permitted volume.	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

L M Laity, J D Laity	SUB0299/17	235 Hills Road RAGLAN	To vary consent notice 10327899.2 under Section 221(3) of the RMA relating to landscape planting, stock proof fencing and building roof pitch, at a site within the Coastal Zone	Granted
D Toonstra, S Toonstra	SUB0010/18	26 Smith Street RAGLAN	Subdivision in the Living Zone, which involves boundary relocation through creating a 312 m2 additional lot, that will fail size, vehicle access, and service connection rules, from 26 Smith Street, and amalgamating it with 28 Smith Street where no additional titles will be created from this proposal.	Granted
Roskilde Partners Limited	SUB0035/18	5 Cross Street RAGLAN	Undertake a subdivision in the Living Zone, creating two lots	Granted
The Karioi Trust	SUB0053/13.01	106 Ruapuke Road TE MATA	S127 Change of Conditions to SUB0053/13 to reflect the removal of the subdivision stages and to amend the conditions of consent to reflect the changes to the subdivision layout.	Granted
M G Allan	SUB0308/17	49A Hills Road RAGLAN	Vary and partial cancellation of Consent Notice 7484050.2 in relation to the 1st Clause of the Second Schedule (to be deleted) and to vary the 5th and 6th Clauses of the Second Schedule in so far as it applies to Lot 1 DP 376400.	Granted

Tamahere

Ward Total: 10

Applicant	ID No	Address	Details	Decision
G D McMahon	LUC0035/18	337C Newell Road TAMAHERE	Subdivide two lots into three in the Country Living Zone, where two existing sheds will encroach into the required 12m setback from the proposed new lot boundaries, and where access to Lot 1 is impeded by an existing segregation strip, and the total impervious surfaces within Lot 2 exceeds the maximum permitted.	Granted
C J Benham, E Benham	LUC0039/18	61A Yumelody Lane MATANGI	Construct a dependent person's dwelling within the Rural Zone.	Granted
WTS Homes Limited	LUC0043/18	118 Birchwood Lane TAMAHERE	Construct a new dwelling and driveway that will exceed the maximum permitted impervious surfaces on a Country Living Zone site in Tamahere.	Granted
L J Thomas, S G Thomas	LUC0053/18	24 Kirriemuir Close TAMAHERE	Construct a new dwelling and driveway that will exceed the District Plan maximum permitted impervious surfaces on a Country Living Zone site in Tamahere.	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

B W Foote	LUC0059/18	56 Strawberry Fields Lane TAMAHERE	To Construct a shed that will exceed building coverage by a further 0.2 %, and to encroach upon a 25 m boundary setback by 13 m	Granted
Southern Fresh Foods Limited	LUC0080/18	461 Bruntwood Road TAMAHERE	Construct a utility and storage shed to support an existing industrial activity	Granted
G W O'Brien, A J Mackay, H A Lawson	LUC0082/18	99 Webster Road MATANGI	Construction of a dwelling with an attached Dependent Person's Dwelling.	Granted
I S A Farah, A F A Farah	LUC0601/17.01	107 Birchwood Lane TAMAHERE	S127 to change/cancel conditions of consent LUC0601/17 to increase extent of non-compliances proposed in application including increases to earthworks volume by 75 m ³ , earthworks area by 143 m ² , building coverage by 5 m ² , and impervious surfaces by 143 m ² of what was previously consented.	Granted
C A Forward, P D Forward	LUC0603/17	35 Greenvale Close TAMAHERE	To construct a Pool House as an ancillary building to the existing dwelling	Granted
G D McMahon	SUB0197/17	337C Newell Road TAMAHERE	Subdivide two lots into three in the Country Living Zone, where two existing sheds will encroach into the required 12m setback from the proposed new lot boundaries, and where access to Lot 1 is impeded by an existing segregation strip, and the total impervious surfaces within Lot 1 exceeds the maximum permitted.	Granted

Whangamarino

Ward Total: 9

Applicant	ID No	Address	Details	Decision
M S Saheb	LUC0034/18	77 Waikarakia Road MARAMARUA	Retrospective consent to relocate a used dwelling onto a property in the Rural Zone that will not be on foundations within 7 days of being relocated.	Granted
R L Gallagher, C M Gallagher	LUC0072/18	544 Findlay Road MARAMARUA	To undertake earthworks within the Hauraki Gulf Catchment Area in order to provide a suitable building platform for a new dwelling.	Granted
D C Wickett, S A Wickett	LUC0617/17	22 Plantation Road TE KAUWHATA	Construction of a new dwelling and shed where both will encroach into the required 25m and 12m setback respectively from an adjacent property boundary.	Granted
A C Ball, R S Magee, N L Magee	SUB0029/18	74 Wayside Road TE KAUWHATA	Undertake a three lot discretionary subdivision with no additional allotments	Granted

Delegated Authority Report

Period from 1 August 2017 to 31 August 2017

B Cockrell	SUB0059/16.01	63 Springhill Road MEREMERE	S127 to change/cancel conditions of subdivision consent SUB0059/16 to remove condition 10.	Granted
Jetco Waikato Limited	SUB0132/17	Travers Road TE KAUWHATA	Undertake a subdivision to create 12 lots and an accessway being Stage 4 of SUB0153/16	Granted
R M Leggatt	SUB0213/17	36 Moorfield Road TE KAUWHATA	To subdivide one lot into two in a site located in the Country Living, Recreational and Living (New Residential) Zones.	Granted
I N Fitzgerald	SUB0301/17	Miranda Road MIRANDA	To adjust a boundary between two contiguous titles and undertake a boundary relocation between four viable titles forming a continuous landholding in the same ownership to create 5 new lots.	Granted
Kinvarra Trust	SUB0306/17	78 Falls Road WAERENGA	To create one new lot from CFR SA566/185 and simultaneously undertake a boundary relocation between two existing certificates of title.	Granted

Open Meeting

To	Policy & Regulatory Committee
From	Sue O’Gorman General Manager Customer Support
Date	1 September 2017
Prepared by	Helen Williams
Chief Executive Approved	Y
Reference #	GOV0508
Report Title	Animal Control Education & Engagement Officer

I. EXECUTIVE SUMMARY

The Animal Control team have embarked on a new journey to support their efforts toward achieving the 2020 Challenge through the recent recruitment of an Education and Engagement Officer. This role is a one year secondment covering the maternity leave of an Animal Control Officer.

The mandate of this role is to reduce enforcement activity through the positive engagement and education of our communities.

The purpose of this report is to advise Councillors of this new role and provide them with the proposed work programme. Through the implementation of this work programme Council expect to see a significant increase in the positive interactions with the community.

2. RECOMMENDATION

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

3. BACKGROUND

Over the past three years, the Animal Control team have made a conscious effort to change the direction of our interactions with customers. Historically, most of our interactions were focused on compliance and enforcement to ensure the public’s safety from dogs. These interactions frequently ended badly with customers becoming aggressive and created a negative perception of our team. We were known as “Dog Killers” and our relationship with the community was suffering.

By introducing the “3E” approach, we now engage with customers at every opportunity, educate them on their responsibilities and if we are still unable to gain compliance, we use enforcement methods. This change in approach has had a positive effect on our

relationships with customers and has resulted in less aggressive customers presenting themselves at our offices. In the past three years, our customer satisfaction survey results have increased from 64% to 77% and we are now partnering with our community to achieve great results and create safer environments.

We have introduced the Dogs in Libraries and Dog Smart programmes to interact with school children and have also begun recycling old playground equipment to provide agility equipment in our dog parks. These, plus other engagement initiatives, have improved the public's perception of animal control and it is anticipated that the introduction of an Education and Engagement Officer will support this momentum and positively contribute to the 2020 challenge.

4. ATTACHMENTS

Education and Engagement Role Proposed Work Programme

OBJECTIVE	ACTIONS	KEY STAKEHOLDERS	TIMELINE
<p>Develop Dog education programme – bilingual content</p> <p>Implement key initiative – Integrated approach to drive the use of Te Reo in our communities leveraging off dog education programme</p> <p>A need/desire for Te Reo content has been established through discussions with education providers and customers in our district</p>	<ul style="list-style-type: none"> - Develop a bilingual dog education programme - Utilise skill set of local full immersion education providers for translation of content - Option of altering the current Dog Smart programme in conjunction with Christchurch City Council - Option of entirely new Dog Smart programme with WDC unique content - Funding applications 	<ul style="list-style-type: none"> - Animal Control Team - Customer Delivery - Local CDEM professional - Iwi Liaison Manager - Youth Engagement - Communications - Education Providers - Animal Control Partners - CCC - External Media provider 	<p>Establish option end of Sep 2017</p>
<p>Dogs in Schools children’s book</p> <p>A children’s book to accompany the dog education programme. Book will be gifted to the school to promote ongoing teachings around dog awareness.</p>	<ul style="list-style-type: none"> - District wide art competition run through the libraries for the illustration of the book - Potential for a written component of the competition - poem - Discuss timing with Customer Delivery - Talk to Mars re. sponsorship - Funding applications - Sought advice from a Ministry of 	<ul style="list-style-type: none"> - Animal Control Team - Customer Delivery - Communications - Education Providers 	<p>Roll out to schools during term break</p>

OBJECTIVE	ACTIONS	KEY STAKEHOLDERS	TIMELINE
	Education literacy resource for book content		
<p>Dogs with Youth programme</p> <p>Develop a teen appropriate education programme to use in high schools, youth groups etc</p> <p>Through discussions with the youth in our communities we have established that Council need spend more time with them in their towns/schools to create meaningful engagement</p>	<ul style="list-style-type: none"> - Focus group sessions with youth groups to ascertain interest from teen specific age group - Discussion with secondary education providers regarding opportunities in their schools 	<ul style="list-style-type: none"> - Animal Control Team - Communications - Education Providers 	April 2018
<p>Microchip & Registration booklet</p> <p>Take home booklet to stock at vet clinics, animal supplies stores etc, explaining the importance of registering the microchip number with the local Territorial Authority</p>	<ul style="list-style-type: none"> - Utilise existing information in a WDC branded format - Utilise KT design template - Work with vets to pass on customer information 	<ul style="list-style-type: none"> - Animal Control Team - Communications - Vet clinics 	Dec 2017
<p>New Dog Owners booklet</p> <p>Information for new dog owners: Dog park info Off leash areas Online registration info</p>	<ul style="list-style-type: none"> - Utilise existing information in a WDC branded format - Utilise KT design template 	<ul style="list-style-type: none"> - Animal Control Team - Communications 	Dec 2017

OBJECTIVE	ACTIONS	KEY STAKEHOLDERS	TIMELINE
We have had requests from customers for more readily available information when they register a new dog in our district			
<p>Rehome package</p> <p>Take home booklet with all relevant collateral regarding customers new dog: Microchip booklet Desexing info Vaccination info Temp test Food info Socialisation info WDC dog run areas</p>	<ul style="list-style-type: none"> - Utilise existing information in a WDC branded format - Utilise KT design template 	<ul style="list-style-type: none"> - Animal Control Team - Communications 	Dec 2017
<p>Dog owners phone APP</p> <p>Create phone APP with all of the above information for seamless customer experience</p>	<ul style="list-style-type: none"> - Noted for long term vision – requires IM capabilities 	<ul style="list-style-type: none"> - Animal Control Team - Communications - IM 	
<p>I am your ACO video</p> <p>A short video that to be used on WDC website dispelling the myths of the pound and promoting the work the ACO's do in our communities</p>	<ul style="list-style-type: none"> - Engage Play Creative for video creation - Link to 10a report - Link to North Waikato News report 	<ul style="list-style-type: none"> - Animal Control Team - Communications - External Media provider 	May 2018

OBJECTIVE	ACTIONS	KEY STAKEHOLDERS	TIMELINE
<p>Pound Open Day</p> <p>Opportunity for small groups such to visit the pound to learn more about the environment and what happens there</p>	<ul style="list-style-type: none"> - Talk to Zero Harm re. health and safety limitations - Limited to small groups by invitation only 	<ul style="list-style-type: none"> - Zero Harm - Animal Control - Communications 	On going
<p>'Dogs with Jobs' bandanas</p> <p>Waikato District Council identification bandanas for our dogs in the community</p>	<ul style="list-style-type: none"> - Identify branding restraints - Identify wording requirements - Source material - Source manufacturer - Source branding 	<ul style="list-style-type: none"> - Animal Control Team - Communications - External branding and manufacturing provider 	Dec 2017
<p>Community Days</p> <p>Open days in the community to promote: Our dogs parks Desexing campaigns Registration/microchip drives Dog education programmes</p>	<ul style="list-style-type: none"> - Create community day toolbox for easy roll out - Collaborate with other parts of the business/other events - Utilise Communications for publicity 	<ul style="list-style-type: none"> - Animal Control Team - Communications - Local CDEM professional - Youth Engagement 	Ongoing
<p>Waikato District Council Website</p> <p>Engagement Profile on the Animal Control Website page</p> <p>Dog education portal for dog</p>	<ul style="list-style-type: none"> - Create online platform utilising information from the microchip, rego, new owners and rehome home booklets - Draft profile about education and engagement role and what 	<ul style="list-style-type: none"> - Animal Control Team - Communications 	Dec 2017

OBJECTIVE	ACTIONS	KEY STAKEHOLDERS	TIMELINE
owners	schools/organisations can gain from utilising this resource		
Rego Forms online Online interactive forms on WDC website	<ul style="list-style-type: none"> - Comms to draft – check what software they are using 	<ul style="list-style-type: none"> - Animal Control Team - Communications 	March 2018
Dogs in Libraries	<ul style="list-style-type: none"> - Promote with assistance from Communications - Dogs in Libraries programme is delivered on 	<ul style="list-style-type: none"> - Animal Control Team - Customer Delivery Team - Communications 	Ongoing
Rehoming of suitable dogs to suitable homes	<ul style="list-style-type: none"> - Play Creative collateral - Create take me home poster – utilise KT design template - Identify and assess appropriate rehoming candidates - Engage public through use of Pound Pups page - Identify and establish relationships with agencies that can support the rehoming process 	<ul style="list-style-type: none"> - Animal Control Team - Communities - Key rehoming agencies 	Ongoing
Pound environment <ul style="list-style-type: none"> - Improve pound environment 	<ul style="list-style-type: none"> - Review Ngaruawahia layout and discuss options for a front facing facility with a 'customer friendly' 		

OBJECTIVE	ACTIONS	KEY STAKEHOLDERS	TIMELINE
for improved customer interaction	area and carpark <ul style="list-style-type: none"> - Ensure the design of the new northern pound has an appropriate layout for customer interactions and ease of use 		
Promapp processes	<ul style="list-style-type: none"> - Review the E&E component of existing processes and ensure existing ACO processes are considered/understood - Identify process gaps - Create processes as required 	<ul style="list-style-type: none"> - Animal Control Team - Promapp Promaster 	Ongoing

Open Meeting

To	Policy & Regulatory Committee Meeting
From	GJ Ion Chief Executive
Date	23 August 2017
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Te Maruata Working Party

1. EXECUTIVE SUMMARY

Councillor Thomson is on a working group for Te Maruata. Please refer to the attachments more information.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

- A – Minutes from 7 August 2017
- B – Scope to assist LGNZ to draft Te Maruata Proposal to LGNZ

MINUTES**We are.
LGNZ.****Te Maruata Working Party**

7 August 2017

Conference call 8.30 – 9.30

Attendees:

- Bonita Bigham – Chairperson, South Taranaki District Council
- Arama Ngapo-Lipscombe – South Waikato
- Brenda Steele – Rodney Local Board
- Soraya Peke-Mason – Rangitikei District
- Anne Maree-Ellison - KCDC
- Tipa Mahuta – Waikato Region
- Lisa Thompson – Waikato District
- Iaeen Cranwell – Environment Canterbury
- Dylan Tahau – Taupo District
- Mike Tana – Porirua City
- Malcolm Alexander
- Helen Mexted
- Mike Reid

Apologies:

- Arapeta Tahana
- Alf Filipaina
- Charlie Lambert

The hui opened with karakia and a short mihi from the chairperson to all attendees.

Item one – appointment to the conference committee

Te Maruata was asked to appoint a representative to the 2018 conference committee. Bonita recommended that wherever the conference is held around the motu, a Te Maruata member from the rohe is appointed to that conference committee to advise on tikanga, kawa, appropriate speakers and be a spokesperson for Te Maruata in the planning of the conference programme etc.

- Agreed, that Iaeen Cranwell is the Te Maruata representative on the 2018 conference committee.
Moved by Bonita and seconded by Lisa

Item two – appointment to the Water 2050 working parties

This is a major workstream within LGNZ and is of particular interest and concern to all iwi and Councils. Bonita recommended that Te Maruata members already working in this area be appointed to these working parties to promote the Maori viewpoint and reflect the views of Te Maruata.

It was agreed, moved Bonita and seconded by Brenda, that:

- Tipa Mahuta is the Te Maruata representative on the Water 2050 committee and that:
- Baden Barber be asked to represent Te Maruata on the Water 2050 governance sub-group.

Due to his status as an official Dylan recused himself from the above votes.

Item three – Working party tasks

Malcolm set out both the LGNZ context and the opportunities provided by the forthcoming National Council strategy day on 5 October. The working party's time frame is:

- Draft report to the Governance and Strategy Advisory Group (GSAG) scheduled to meet on September 29. GSAG is responsible for advising National Council on governance and strategic issues where Bonita is a member.
- Presentation by Te Maruata representatives to the National Council strategy day on October 5.

Discussion then focussed on the nature of the paper to be prepared for GSAG and NC. Given the nature of the strategy day there was agreement that the paper needed to be:

- Short and bold
- Set out Te Maruata's vision
- Identify major priorities and core issues for Maori communities
- Contain proposals for achieving those priorities
- Processes and mechanisms for participation
- Have a governance focus.

Mike Tana also suggested the paper could set out the opportunities that would open for LGNZ as a result of more active involvement by Maori members. This was followed by discussion on the additional roles that Te Maruata could play, such as ensuring new Maori elected members were given information about Te Maruata, and ensuring that Maori advisers in councils were "in the loop" (Dylan mentioned that many did not know about the MOU with the Iwi Chairs.)

The work of Bonita and Alf in supporting Te Maruata was acknowledged.

Item four – Hui

It was agreed that in addition to considering the working party's proposal to National Council the Hui should also formalise Te Maruata's leadership. The Hui date was set for September 22 (conditional on PCC being available).

Item five – Other issues

Dylan sought advice about the relationship with Te Pae Urungi. There was concern about expectations being placed on Maori officials when they may not have the information to respond effectively. Members were keen to look at options for linking with Te Pae Urungi and possibly providing the network with a more formal mandate.

LGNZ is also keen for Te Maruata members to provide feedback on our current work programme and an overview will be provided at the hui if members agree. In the meantime LGNZ's priorities can be viewed at either the:

Policy Statement: <http://www.lgnz.co.nz/assets/Uploads/44316-LGNZ-Policy-Statement-2017-New.pdf>

Manifesto: <http://www.lgnz.co.nz/assets/Uploads/44334-LGNZ-Election-Manifesto-FINAL2.pdf>

There was consensus Te Maruata is consulted when relationship agreements, such as that with the Iwi leaders, are considered and that advice is provided to assist officials with the implementation of any agreements at the local level, for example, to enhance relationships between iwi leaders and councils. The

link to the mou is: <http://www.lgnz.co.nz/assets/LGNZ-Iwi-Leaders-Forum-MoU-6-August-2015.pdf>

It was agreed to conference call every second Monday from 8.30-9.30am, the next hui to be held on Monday 21 August. Mike will provide dial-in details.

Bonita thanked everyone for their korero and ongoing mahi within their respective councils and rohe and also the LGNZ staff who support Te Maruata.

The hui closed with karakia at 9.30am.

Scope to assist LGNZ to Draft Te Maruata Proposal to LGNZ

Overview

This document outlines the proposed scope of work I am able to undertake to assist Te Maruata members and LGNZ to draft a proposal to be presented to the LGNZ board on the 5th of October.

This work arises out of recent Te Maruata hui and in particular a desire to improve the effectiveness of Te Maruata and LGNZ's ability to support kaupapa of interest in the Maori/ LGNZ space.

Key Deliverables, Timeframes and Estimated Cost

The following deliverables are proposed:

1. Analyse Te Maruata member feedback for key themes to incorporate into proposal document – by Fri 1 Sept
2. Drafting of a proposal document to be tabled with LGNZ (see details below) – by Tue 19 Sept
3. Presentation of proposal document to Te Maruata member hui – Fri 22 Sept
4. Refine proposal document following Te Maruata member hui– by Tue 26 Sept
5. Drafting presentation to aide Te Maruata member's presentation to the LGNZ - by Sun 1 Oct

I anticipate the work involved in producing the deliverables above will take approx. 60 hours at a total cost of \$9,000 excl GST and disbursements

Scope of Full Proposal Document

Whilst I note working group feedback about keeping proposal short and sharp, I think there's a risk that we underplay the proposal. I see this as an opportunity to put forward a clear value proposition to LGNZ board, that will gain commitment and subsequently the necessary resourcing and mana within the LGNZ structure to be effective. Furthermore, if we are to do a less comprehensive proposal, it may mean we take another 1-2 years to get something in to action. I believe we currently have strong support and momentum from our membership that we should capitalise on, and, the timing is right in terms of the upsurge we are seeing nationally of Maori desire to engage with local government, particularly through treaty settlement processes.

As such, I'm proposing the following content for the proposal and agree the presentation itself should be short and sharp.

# Proposal Content	Est Pgs
1 Executive Summary	2
Summarises: What we propose, Why, How and Who	
2 Strategic Context	
<i>Overview of the Maori and LGNZ landscape</i>	4-5 pgs plus appendices for detailed data
• Maori populations by TLA/ RC (sourced from LGNZ)	
• Current Maori elected members representation and trends (sourced from LGNZ)	
• Maori voter turnout in LG elections	
• Current Maori representation models (sourced from LGNZ docs)	
• Treaty settlement landscape and provisions for Iwi/ LG engagement/ co-governance	
• LG Maori Fora – Te Maruata, Pae Uringi, Te Matapuna, Te Waka Awhina)	
• Future trends for LG/ Maori space	
<i>Key Challenges for Maori in the LG space</i>	2 pgs
• Maori/ iwi participations in LG processes	

• Challenges faced by Maori elected members	2 pgs
<i>Key Priorities for Maori in the LGNZ space</i>	
3 Our Vision for Te Maruata and LGNZ Kaupapa Maori Support	
<i>Vision, Purpose and Strategic Focus</i>	1-2 pgs
<i>Proposed Role and Functions of Te Maruata</i>	6-8 pgs
• Position of Te Maruata in LGNZ Structure	
• Proposed Committee ToR	
• Membership, incl accountability to members	
• Operational Support	
• Proposed process to establish refreshed Te Maruata	
<i>Proposed Strategy to improve LGNZ support of Kaupapa Maori</i>	1-2 pgs
• Process to develop and endorse Te Maruata action plan	
TOTAL LENGTH	18-23 pgs

Presentation to LGNZ

PowerPoint presentation summarising full proposal document. Estimate 12-20 slides.

Open Meeting

To	Policy & Regulatory Committee
From	Gavin Ion Chief Executive
Date	7 September 2017
Chief Executive Approved	Y
Reference #	GOV1318
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. This report covers both 2016/2017 and 2017/2018 items.

2. RECOMMENDATION

THAT the report from the Chief Executive 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 2017/2018.

4.2 OPTIONS

The list of projects has been agreed by Council.

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

5. CONSIDERATION

5.1 FINANCIAL

There will be a cost of up to \$5,000 later in the year for the survey of key stakeholders.

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 will be involved as part of the survey 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 for 2017/2018.

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. Delivery and achievement of Annual Plan (covers normal business activities and linked to the current LTP key goals of affordability, economic development and community engagement)	1.1	Annual Plan work programmes are completed on time, cancelled, agreed for deferral or carried forward.		At this stage of the year we are in the planning stages.
	1.2	The Annual Plan is completed within agreed budget and variations approved by Council.		The focus early on is the completion of carry forwards and work in progress.
	1.3	80% of the LTP/Annual Plan KPIs are achieved.		Quarterly reports are provided to the Strategy & Finance Committee on progress.
	1.4	<ul style="list-style-type: none"> ▪ Refresh economic development implementation plan for by 30 September. ▪ The agreed projects in the Implementation Plan are delivered by 30 June 2018. 		Work has commenced on the review of the plan.
	1.5	Provide evidence that delivery of services is providing value for money.		We are still assessing a range of measures to determine value for money.
2. Continued improvements in customer service (Linked to the current LTP goal of community engagement).	2.1	Completion of more than 90% of service requests within set timeframes for the year.		91.8% of service requests were completed on time for the first two months of the year.
	2.2	Overdue service requests are less than 110 on average for the year.		The average number of overdue service requests outstanding for the first two months of the year were 136.

Key project/priority	Key deliverables/KPIs		Progress	Final Achievement Met/Not Met
	2.3	Develop a customer strategy by 30 June 2018.	An internal project on Simplifying the Customer Experience provides the backdrop for this strategy.	
3. Partnerships, relationships, regional initiatives and engagement with external stakeholders (linked to current LTP key goals of economic development and community engagement)	3.1	<ul style="list-style-type: none"> ▪ Undertake a survey of key stakeholders including developers, community organisations, Community Boards/Committees, Iwi, key regional contacts and other council contacts. ▪ Develop an action plan by 30 April 2018 in relation to improvements identified by the feedback. 	To be undertaken in the first half of 2018.	
	3.2	Provide evidence of collaboration with NZTA to deliver key outcomes.	<p>The Chief Executive has met several times with NZTA to reinforce the relationship.</p> <p>There is mutual respect and a desire to find collective outcomes.</p>	
	3.3	Strategic Plan for the Waikato Building Cluster Group is developed and on-track by 30 June 2018.	The plan was signed off by the Waikato Building Cluster Advisory Group on 28 July.	
	3.4	Subject to the agreement of the Governance Group and associated parties, the proposal regarding waters management is submitted to Council for consideration by 30 September.	Work is still progressing on building the business case.	

Key project/priority	Key deliverables/KPIs		Progress	Final Achievement Met/Not Met	
	3.5	Provide evidence of community engagement on key initiatives.		Discussion has already been held about pre-consultation for the LTP.	
4. Staff and Culture (including leadership, engagement, retention, zero harm and linked to the Long Term Plan key goals of economic development and community engagement).	4.1	Leadership – The Staff Survey indicates a positive movement of 2% or more in relation to the leadership provided by senior management. (I have confidence in the senior leadership of this organisation).		The Staff Survey will be undertaken in early 2018.	
	4.2	The Engagement Index shows a positive movement of 2% or more in the Annual Staff Survey.		The Staff Survey will be undertaken in early 2018.	
	4.3	Performance on key HR measures is as follows: <ul style="list-style-type: none"> ▪ Staff movement due to general turnover is less than 16%. ▪ Leave balances reduce by 5% or more by 30 June. ▪ Sick leave taken reduces by 5% or more by 30 June. ▪ The score on the survey question “This organisation cares about the well-being of its people” increases by 2% or more. 		The measures are annual measures that will be determined later in the year.	

Key project/priority	Key deliverables/KPIs		Progress	Final Achievement Met/Not Met	
	4.4	An updated Strategic Plan for Zero Harm is prepared and approved by Council by 31 August 2017.		The Strategic Plan has been updated and reported to Council in August.	
	4.5	The Zero Harm Strategic Plan actions for 2017/18 are completed by 30 June.		To be confirmed later in the year.	

Open Meeting

To	Policy & Regulatory Committee
From	Gavin Ion Chief Executive
Date	7 September 2017
Chief Executive Approved	Y
Reference #	GOV1318
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:

SEPTEMBER 2017

Monday 18 September: 9am – 12pm	Tuesday 19 September: 9am – 12.30pm
<ul style="list-style-type: none"> 9am – 12pm: District Plan Review (Mapping & Zoning Changes) convened by Sandra Kelly 	9am – 12.30pm Policy & Regulatory Committee

Monday 25 September: 9am – 12pm	Tuesday 26 September: 9am - 4pm
<ul style="list-style-type: none"> ▪ 9.00am – 11.00am: LTP convened by Shelley Monrad ▪ 11.00am – 12pm: Maori Representation 	<p>9.00am – 12.30pm Infrastructure Committee</p> <p>Workshops:</p> <ul style="list-style-type: none"> ▪ 1pm – 4pm: District Plan Review (Mapping, Zoning and Growth) convened by Sandra Kelly

OCTOBER 2017

Monday 9 October: 9am – 3.15pm	Tuesday 10 October: 9am – 12pm
<ul style="list-style-type: none"> ▪ 9am – 10.30am: District Plan Review (E-Plan & Comms Strategy) convened by Sandra Kelly ▪ 10.30am – 12.00pm: LGNZ Roadshow/Interactive Session (TBC) <p>1.15pm – 3.15pm Council Meeting</p>	<ul style="list-style-type: none"> ▪ 9.00am – 11.00am: LTP ▪ 11.00am – 12.00pm: TBC
Tuesday 17 October: 9am – 12pm	Tuesday 24 October: 9am – 12pm
<ul style="list-style-type: none"> ▪ 9.00am – 11.00am: LTP convened by Shelley Monrad ▪ 11.00am – 12.00pm: TBC 	<ul style="list-style-type: none"> ▪ 9.00am – 11.00am: LTP convened by Shelley Monrad ▪ 11.00am – 12.00pm: TBC

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.

45 ANNUAL CALENDAR - 2017

Updated 30 August 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		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		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		9	Zone 2	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	P&R Hearing Easter Trading	19	Joint Cttee Hui Waikato Tainui RMA Hrg River Rd Nth	17		14	Citizenship	19		16						15		13	A&R
THU	19		16		16	Rural & Prov Sector	20		18		15	Rural & Prov Sector	20		17						16	Rural & Prov Sector	14	
FRI	20		17		17	Rural & Prov Sector	21		19		16	Rural & Prov Sector	21		18						17	Rural & Prov Sector	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	P&R Hearing Mangawara Bdge	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	
	Waikato		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	