

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 11 JUNE 2018** commencing at **1.15pm**.

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

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GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	15 May 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting held on Monday 14 May 2018.

2. RECOMMENDATION

THAT the minutes of a meeting of Waikato District Council held on Monday 14 May 2018 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 14 MAY 2018** commencing at **1.15pm**.

Present:

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

Attending:

Mr GJ Ion (Chief Executive)
Mrs S O’Gorman (General Manager Customer Support)
Mr I Cathcart (General Manager Service Delivery)
Mr TG Whittaker (General Manager Strategy & Support)
Mrs R Gray (Council Support Manager)
Ms L Shirley (Zero Harm Manager)
Mr CD Morgan (Economic Development Manager)
Ms A Diaz (Finance Manager)
Mrs J Remihana (Programme Delivery Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Patterson/Church)

THAT an apology be received from Cr McGuire, representing Council at the Hauraki Gulf meeting.

CARRIED on the voices

WDC1805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Gibb/McInally)

THAT the agenda for a meeting of the Waikato District Council held on Monday 14 May 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 8 which shall be considered with the public excluded.

CARRIED on the voices

WDCI805/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Main/Patterson)

THAT the minutes of a meeting of the Waikato District Council held on Monday 9 April 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDCI805/03

CONFIRMATION OF EXTRAORDINARY MINUTES

Resolved: (Crs Patterson/Thomson)

THAT the minutes of an extraordinary meeting of Waikato District Council held on Tuesday 17 April 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDCI805/04

COMMITTEE AND DEPARTMENTAL REPORTS

Policy & Regulatory Committee

Zero Harm Update

Agenda Item 5.1.1

The Zero Harm Manager took the report as read and answered questions in general on health and safety matters raised, and specifically in relation to:

- Significant increase in safety conversations with some trends currently being identified
- Event Management Procedures investigation identified some issues

- Asbestos management – including halls
- Volunteer management safety plan being developed
- Media request regarding overspeeding events

Resolved: (Crs McNally/Sedgwick)

THAT the report of the Chief Executive be received.

CARRIED on the voices

WDCI805/05

Submission on the Proposal for Kiwi Rail to Become an Approved Organisation under the Land Transport Management Act 2003 – For Retrospective Approval
Agenda Item 5.1.2

Resolved: (Crs Gibb/Bech)

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

AND THAT Council's submission on the proposal for Kiwi Rail to become an approved organisation under the Land Transport Management Act 2003 is retrospectively approved;

AND FURTHER THAT a supplementary submission be forwarded to make support conditional on further funding not being taken from the National Land Transport Fund (roads) to support rail.

CARRIED on the voices

WDCI805/06

Submission on Land Transport Management (Regional Fuel Tax) Amendment Bill – For Retrospective Approval
Agenda Item 5.1.3

Resolved: (Crs Smith/Bech)

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

AND THAT Council's submission on the Land Transport Management (Regional Fuel Tax) Amendment Bill is retrospectively approved.

CARRIED on the voices

WDCI805/07

Cr Church requested her dissenting vote be recorded.

Advancing Youth Development
Agenda Item 5.1.4

The Economic Development Manager took the report as read and provided a brief additional context to the report and background to Smart Waikato.

Resolved: (Crs Smith/Sedgwick)

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

AND THAT following the Long Term Plan Hearings, this report on Advancing Youth Development be reconsidered at the Extraordinary Council Meeting to be held on Tuesday 22 May 2018.

CARRIED on the voices

WDCI805/08

Strategy & Finance Committee

Minutes of the Future Proof Implementation Committee Meeting held on 19 March 2018
Agenda Item 5.2.1

Resolved: (His Worship the Mayor/Cr Fulton)

THAT the report of the Chief Executive be received.

CARRIED on the voices

WDCI805/09

COMMUNITY BOARD MINUTES

Receipt of Onewhero-Tuakau Community Board Minutes
Agenda Item 6.1

Resolved: (Crs Church/Gibb)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 16 April 2018 be received.

CARRIED on the voices

WDCI805/10

COMMUNITY COMMITTEE MINUTES

Receipt of Meremere Community Committee Minutes
Agenda Item 7.1

Resolved: (Crs Sedgwick/Patterson)

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 8 March 2018 be received.

CARRIED on the voices

WDC1805/11

Receipt of Tamahere Community Committee Minutes
Agenda Item 7.2

Resolved: (Cr Bech/His Worship the Mayor)

THAT the minutes of a meeting of the Tamahere Community Committee held on Monday 9 April 2018 be received.

CARRIED on the voices

WDC1805/12

Receipt of Pokeno Community Committee Minutes
Agenda Item 7.3

Resolved: (Crs Church/Henderson)

THAT the minutes of meetings of the Pokeno Community Committee held on Tuesday 20 March 2018 and Tuesday 10 April 2018 be received.

CARRIED on the voices

WDC1805/13

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Gibb/Patterson)

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

Confirmation of Minutes dated Monday 9 April 2018;

REPORTS**a. Contract 15-216 – Huntly to Hopuhopu Pipeline Increase to Approved Contract Sum**

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

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

Section 7(2)(a)(b)(ii)

Section 48(1)(3)(d)

b. Chief Executive’s Issues

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

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

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

Section 48(1)(a)(d)

CARRIED**WDC1805/14**

Resolutions WDC1805/15 – WDC1805/17 are contained in the public excluded section of these minutes.

There being no further business the meeting was declared closed at 3.02pm.

Minutes approved and confirmed this day of 2018.

AM Sanson
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 May 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Extraordinary Minutes – LTP Hearing

I. EXECUTIVE SUMMARY

To confirm the minutes of an extraordinary meeting to hear and consider submissions to the Long Term Plan and Proposed Fees and Charges held on Wednesday 16 May 2018 and continued on Thursday 17 May 2018 and Friday 18 May 2018.

2. RECOMMENDATION

THAT the minutes of an extraordinary meeting of Waikato District Council to hear and consider submissions to the Long Term Plan and Proposed fees and Charges held on Wednesday 16 May 2018 and continued on Thursday 17 May 2018 and Friday 18 May 2018 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes

Minutes of an extraordinary meeting of the Waikato District Council held to hear and consider submissions on the 2018/2028 Long Term Plan and 2018/2021 Proposed Fees and Charges. The hearing commenced in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 16 MAY 2018** commencing at **11.00am** and continued on **THURSDAY 17 MAY 2018** at **9.00am** and **FRIDAY 18 MAY 2018** at **9.00am**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
 Cr AD Bech
 Cr JA Church
 Cr DW Fulton
 Cr JM Gibb
 Cr SL Henderson
 Cr SD Lynch
 Cr RC McGuire
 Cr FM McNally [until 12.37pm]
 Cr BL Main
 Cr EM Patterson
 Cr JD Sedgwick
 Cr NMD Smith
 Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
 Mrs S O’Gorman (General Manager Customer Support)
 Mr I Cathcart (General Manager Service Delivery)
 Mr TG Whittaker (General Manager Strategy & Support)
 Mrs RJ Gray (Council Support Manager)
 Ms A Diaz (Finance Manager)
 Ms M Russo (Corporate Planner)
 Ms S Solomon (Junior Corporate Planner)
 Members of the Public
 19 Members of Staff

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Smith/Sedgwick)

THAT the agenda for an extraordinary meeting of the Waikato District Council to hear and consider submissions on the 2018-2028 Long Term Plan and 2018-2021 Proposed Fees and Charges held on Wednesday 16 May 2018 and continuing on Thursday 17 May 2018 and Friday 18 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all submissions be taken as read and late submissions be received.

CARRIED on the voices

WDC1805/15

DISCLOSURES OF INTEREST

There were no disclosures of interest.

HEARING SCHEDULE

The schedule of submitters for the hearing today was tabled.

LONG TERM PLAN CONSULTATION DOCUMENT 2018-2028 AND FEES AND CHARGES 2018-2021 – HEARING AND DELIBERATIONS

Agenda Item 5 Appendix 5

The Chief Executive provided a brief overview on his submission as follows:

- Targeted Rates
- Uniform Annual General Charge
- Asset Valuation Budgets
- Waikato Means Business
- Interest and Reserve Movements
- Vested Asset Depreciation
- Capital Works Changes
- Rating Growth
- Supporting Document Amendments
- Liveable, Thriving and Connected Communities
- Rail Platform Costs.

HEARING OF SUBMISSIONS

Tabled: Long Term Plan 2018-2028 Late Submissions and Development Contributions Policy Appendices Summary of Submissions May 2018

The following submitters presented their evidence on the 2018-2028 Long Term Plan and the 2018-2021 Proposed Fees and Charges:

<u>Submitter</u>	<u>Presented By</u>	<u>Sub No</u>
Hamilton City Council	Cr Dave MacPherson Rebecca Whyte, Chris Allen	552
Tony Perkins		669
Turangawaewae Trust Board [Doc1]	Glenda Raumati	605
Waikato Tainui	Lorraine Dixon, Brian Croad	708
Matangi Community Committee	David Taylor, Kitty Burton	622
Raglan Sport Fishing Club [Doc2]	Ken Barry, Sheryl Hart	716
Des Maskell		668

The hearing adjourned at 12.37pm and resumed at 1.01pm. Cr McNally withdrew from the hearing at 12.37pm.

Jan van Zyl		355
Steven and Theresa Stark [Doc3]		384
John and Dorothy Wakeling [PPT Doc4]		464
Ross McLean		158
Phil Journeaux		312
Kenneth Soanes [Doc5]		62
Emerald Vale Ltd	John Fransen	532
Onewhero Tuakau Community Board	Bruce Cameron, Shaun Jackson	534
Bruce Cameron		596
Sport Waikato	Mathew Cooper, Michelle Hollands Fiona Devonshire, Jason Coney	551
Creative Waikato	Sarah Nathan	731
Greg Rzeniowiecki		311

The hearing adjourned at 3.16pm.

The Hearing reconvened on **THURSDAY 17 MAY 2017** at **9.01am** at the District Office, Waikato District Council, 15 Galileo Street, Ngaruawahia.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
 Cr AD Bech
 Cr JA Church
 Cr DW Fulton
 Cr JM Gibb
 Cr SL Henderson
 Cr SD Lynch
 Cr RC McGuire
 Cr FM McNally [until 4.13pm]
 Cr BL Main
 Cr EM Patterson
 Cr JD Sedgwick
 Cr NMD Smith
 Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
 Mrs S O’Gorman (General Manager Customer Support)
 Mr I Cathcart (General Manager Service Delivery)
 Mr TG Whittaker (General Manager Strategy & Support)
 Mrs RJ Gray (Council Support Manager)
 Ms A Diaz (Finance Manager)
 Ms M Russo (Corporate Planner)
 Ms S Solomon (Junior Corporate Planner)
 Mrs I-J Huirama (Team Administrator)
 Members of the Public
 17 Members of Staff

HEARING OF SUBMISSIONS (Continued)

The following submitters presented their evidence on the 2018-2028 Long Term Plan and 2018-2021 Proposed Fees and Charges:

<u>Submitter</u>	<u>Presented By</u>	<u>Sub No.</u>
Tuakau & Districts Development Assoc [Doc6]	Gary McGuire	310
Neil Young		646
Waikato Regional Economic Development Agency [PPT Doc7]	Dallas Fisher	420
Tamahere Community Committee	Dallas Fisher	599
Ngaruawahia Community Board	James Whetu	619

The hearing adjourned at 9.57am and resumed at 10.27am.

LONG TERM PLAN CONSULTATION DOCUMENT 2018-2028 AND FEES AND CHARGES 2018-2021 – HEARING AND DELIBERATIONS Continued

Agenda Item 5 Appendix 5

The Chief Executive continued the presentation on his submission and answered questions from the Councillors.

HEARING OF SUBMISSIONS (Continued)

The following submitters presented their evidence on the 2018-2028 Long Term Plan and 2018-2021 Proposed Fees and Charges:

<u>Submitter</u>	<u>Presented By</u>	<u>Sub No</u>
Mercer Residents and Ratepayers Committee [PPTDoc8]	Liam McGrath	718
Onewhero Residents and Ratepayers Group	John Mitchell, Rosemarie Costar	650
Kathryn Gold		698
Sunset Beach Lifeguard Service [PPTDoc9]	Malcolm Beattie, Monique Haines	
	Tania Maera	733
Daniel van Rensburg [PPTDoc10]		730
Waikato Housing Conference Committee [Doc11]	Rangita Wilson	656
Nga Miro Charitable Trust [Doc12]	Glenda Raumati,	608

The hearing adjourned at 12.33pm and resumed at 1.01pm.

HEARING OF SUBMISSIONS (Continued)

The following submitters presented their evidence on the 2018-2028 Long Term Plan and 2018-2021 Proposed Fees and Charges:

<u>Submitter</u>	<u>Presented By</u>	<u>Sub No</u>
Waikato Regional Council	Alan Livingston, Cr Fred Litchwark, Mike Garrett	554
Monju Sarkar		531
Peter Buckley		18
Te Kowhai Community Committee [PPTDoc13]	Graham McBride	550
Bridget and Scott Dowsett [PPTDoc14]	Ryan Marra	647
Bob MacLeod		710
Life Unlimited [PPTDoc15]	John McInosh, April Johnson	649
Peter Findlay [PPTDoc16]		737
John Lawson		721
Whaingaroa Environmental Defence Inc [Doc17]	John Lawson	720
Pokeno Community Committee	Helen Clotworthy, Rick Odin	648
David and Tiffany Whyte [PPTDoc18]	David Whyte	564
Federated Farmers	Paul Le Miere and Stephen Stark	719

The Hearing adjourned at 3.22pm and resumed at 3.38pm.

LONG TERM PLAN CONSULTATION DOCUMENT 2018-2028 AND FEES AND CHARGES 2018-2021 – HEARING AND DELIBERATIONS Continued

Agenda Item 5 Appendix 5

Tabled: Detailed results of the two key consultation items – Waters Management and UAGC

The Chief Executive continued the presentation on his submission and answered questions from the Councillors:

- Targeted rates
- Tamahere Birchwood Lane
- Twin Rivers Arts Centre.

Cr McNally withdrew from the hearing at 4.13pm prior to discussion on the Twin Rivers Arts Centre.

The hearing adjourned at 4.44pm.

The Hearing reconvened on **FRIDAY 18 MAY 2017** at **9.00am** at the District Office, Waikato District Council, 15 Galileo Street, Ngaruawahia.

Present:

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

Attending:

Mr GJ Ion (Chief Executive)
 Mr I Cathcart (General Manager Service Delivery)
 Mr TG Whittaker (General Manager Strategy & Support)
 Mrs W Wright (Committee Secretary)
 Ms A Diaz (Finance Manager)
 Ms M Russo (Corporate Planner)
 Ms S Solomon (Junior Corporate Planner)
 Mrs IJ Huirama (Team Administrator)
 Members of the Public
 17 Members of Staff

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

HEARING OF SUBMISSIONS (Continued)

The following submitters presented their evidence on the 2018-2028 Long Term Plan and 2018-2021 Proposed Fees and Charges:

<u>Submitter</u>	<u>Presented By</u>	<u>Sub No.</u>
Mary Healey		2
Huntly Swimming Club	Rebecca Bruning	105
Ron and Lynda Hart		132
David Whyte [PPTDoc19]		89

LTP hearings May 2018				2019	2020	2021	2022	2023	2024	2025	2026	2027	2028					
Summary for ten years				GR increment for Consultation Document	6.24%	4.80%	3.73%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%					
				Revised % per changes below	6.24%	5.19%	3.66%	3.26%	3.04%	3.10%	3.02%	3.05%	3.00%	3.03%				
Item nr	Data input section	Enter amount here \$ Change	Year or all	Inflat Y/N	2,194	229,717	196,967	381,881	427,027	517,389	554,968	615,403	641,968	693,563				
1	Targeted rate consultation - no impact on GR																	
2	UAGC change difference in GR		all	n	-652	38,414	80,052	125,707	172,410	221,599	274,621	329,625	389,030	450,343				
2a	UAGC change and impact on WDC property rates		all	n	16,642	17,440	18,089	18,637	19,186	19,769	20,365	20,972	21,605	22,249				
3	Valuation for WDC Land & Buildings	32,750	all	y					35,553			38,101						
4	Waikato Means Business	60,000	all	y	60,000	61,200	62,424	-	-	-	-	-	-	-				
5	Opening balance refresh and other interest changes		all	y	-94,472	23,802	-2,759	174,015	149,680	159,571	137,745	107,108	111,556	96,072				
6	Funded depreciation on vested assets CFWD from 16/17				18,482	18,851	19,267	19,692	20,143	20,627	21,123	21,650	22,212	22,813				
7	Impact of Pokeno development schedule update on depreciation and interest				1,526	35,937	19,247	42,348	29,359	95,110	100,325	97,200	96,799	101,301				
8	Rating growth - no change				-	-	-	-	-	-	-	-	-	-				
9	Document amendments - not cost related				-	-	-	-	-	-	-	-	-	-				
10	LTCC - 2017/18 funded				-	-	-	-	-	-	-	-	-	-				
11	Further rail service costs - not included at this early stage				-	-	-	-	-	-	-	-	-	-				
Final percentage changes subject to overhead and interest movements when fully modelled					-	-	-	-	-	-	-	-	-	-				
Sub ID	Changes to budgets as a result of deliberations				-	-	-	-	-	-	-	-	-	-				
Rag	Re-allocation of pill box replacement funds for parks & reserves renewal works				-	-	-	-	-	-	-	-	-	-				
NGA	Re-allocation of flour mill replacement funds for parks & reserves renewal works				-	-	-	-	-	-	-	-	-	-				
Letters	Aka Aka hail rate to increase from \$23 to \$35				-	-	-	-	-	-	-	-	-	-				
MPFA	Birchwood Lane, move from year 10 to year 4					2022 & 2028	Y		427,402					-497,590				
	Loan funding (6169)						Y		-213,701					248,795				
	Tamahere SP Reserve (9693)						Y		-213,701					248,795				
New	Youth employment initiative \$35,000 to be funded by 2017/18 budgets																	
733	Port Waikato Hall \$100,000 grant				100,000		2019	n	100,000									
	FUNDED BY: current year 17/18 aspirational project budget				(45,938)		2019	n	-45,938									
	FUNDED BY: GARF				(54,062)		2019	n	-54,062									
	Seed funding for community arts facility - Ngaruawahia				174,000		2019	n	174,000									
	FUNDED BY: Nga operating TR reserve 8291				(174,000)		2019	n	-174,000									
731	Creative communities				6,000	all		n	6,000	6,000	6,000							
731	FUNDED BY: aspirational projects budget reduction				(6,000)	all		n	-6,000	-6,000	-6,000							
F&C	Removal of the no spray zone charge (roading income) 4 applications & \$192 = \$768				<1000	all			668	668	667	682	696	713	729	747	766	785
	Te Kowhia toilet cleaning \$1800 pa for three years funded by existing budgets																	

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	22 May 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Extraordinary Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of an extraordinary meeting held on Tuesday 22 May 2018.

2. RECOMMENDATION

THAT the minutes of an extraordinary meeting of **Waikato District Council** held on **Tuesday 22 May 2018** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes

MINUTES of an extraordinary meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 22 MAY 2018** commencing at **1.01pm.**

Present:

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

Attending:

Mr GJ Ion (Chief Executive)
Mrs S O’Gorman (General Manager Customer Support)
Mr T Whittaker (General Manager Strategy & Support)
Mrs R Gray (Council Support Manager)
Ms A Diaz (Finance Manager)
Ms M Russo (Corporate Planner)
6 members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs McInally/Patterson)

THAT an apology be received from Cr Gibb and Cr Thomson.

CARRIED on the voices

WDC1805/17

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Main/Bech)

THAT the agenda for the extraordinary meeting of the Waikato District Council held on Tuesday 22 May 2018 be confirmed and all items therein be considered

in open meeting with the exception of those items detailed at agenda item 4 which shall be considered with the public excluded.

CARRIED on the voices

WDCI805/18

DISCLOSURES OF INTEREST

There were no disclosures of interest.

REPORTS

Adoption of Fees & Charges 2018-2021
Agenda Item 4.1

Resolved: (Crs Smith/Main)

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

AND THAT Council adopts the proposed Fees and Charges 2018-2021 including amendments discussed during deliberations.

CARRIED on the voices

WDCI805/19

Advancing Youth Development
Agenda Item 4.2

Resolved: (Crs Church/Patterson)

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

AND THAT Council supports co-funding the District-Wide Youth to Employment Coordinator role.

CARRIED on the voices

WDCI805/20

External Funded Projects List
Agenda Item 4.3

Resolved: (Crs Smith/Main)

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

AND THAT Council confirms that the projects listed in the agenda report, (including Huntly in reference 7 of the agenda report), be added to the externally funded projects list.

CARRIED on the voices

WDC1805/21

EXCLUSION OF THE PUBLIC

Agenda Item 5

Resolved: (Crs McGuire/Fulton)

THAT the report from the Chief Executive be received;

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

REPORTS

- a. **Appointment of Community Representative to Raglan Kopua Holiday Park Board**

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

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

Section 7(2)(a)

Section 48(1)(3)(d)

CARRIED on the voices

WDC1805/22

Resolution nos WDC1805/23 to WDC1805/25 are contained in the public excluded section of these minutes.

Having resumed open meeting and there being no further business the meeting was declared closed at 1.20pm.

Minutes approved and confirmed this day of 2018.

AM Sanson
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Tony Whittaker General Manager Strategy & Support
Date	30 May 2018
Prepared by	Dale Ofsoske Independent Electoral Officer
Reviewed by	Vishal Ramduny, Planning & Strategy Manager Anton Marais, GIS Team Leader Stacey Solomon, Corporate Planner
Chief Executive Approved	Y
Reference/Doc Set #	GOV1301 / 1972229
Report Title	Approval of Waikato District Council's Representation Review 2018 Initial Proposal

I. EXECUTIVE SUMMARY

The purpose of this report is for Council to consider approving the Initial Proposal for its review of representation arrangements (number of councillors, wards etc) that will apply for the 2019 and 2022 triennial elections.

The Local Electoral Act 2001 ("LEA") requires local authorities to undertake a review of their representation arrangements at least once every six years. Council carried out its last review in 2012 (for the 2013 and 2016 triennial elections) and is therefore required to undertake another review in 2018 (for the 2019 and 2022 triennial elections).

Current representation arrangements are as follows:

- The mayor (elected at large)
- 13 councillors (elected from 10 wards)
- 30 community board members (elected from five community boards).

One ward (Awaroa ki Tuakau) does not comply with the fair representation criteria (+/-10% rule).

Council has held a number of workshops and community meetings over the last few months to discuss and consider the relevant issues when undertaking a review (identifying communities of interest, ensuring fair and effective representation and reviewing community boards), and considered six options.

The preferred option is to retain 13 councillors elected from the 10 wards (plus the mayor), with slightly modified ward boundaries in the north to better reflect fairer representation

and to ensure the wider Mercer community is located in one ward. The movement of Mercer into the Whangamarino Ward has required the village of Rangiriri to be moved into the Huntly Ward.

After consultation with the community boards and community committees, it is proposed to disestablish the Onewhero-Tuakau Community Board and establish a new Tuakau Community Board, with the balance of the current board area to form a new Onewhero Community Committee. It is proposed that the balance of the representation structure, including current ward and community board names, be retained.

2. RECOMMENDATION

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

AND THAT Council agree, in accordance with sections 19H and 19J of the Local Electoral Act 2001, to adopt as its initial proposal for the review of representation arrangements:

- I. Waikato District Council to comprise 13 councillors elected under the ward system, plus the mayor elected at large;**
- II. Waikato District Council be divided into 10 wards, these being:**
 - a. Awaroa ki Tuakau Ward (2 councillors) being the existing ward comprising the area delineated on LGC-013-2013-W-2 deposited with the Local Government Commission with the exclusion of the north-eastern area east of Paparimu Road and the south-eastern area around Mercer, the proposed boundaries of which are shown on Attachment 1;**
 - b. Eureka Ward (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-10 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 2;**
 - c. Hukanui-Waerenga Ward (1 councillor), being the existing ward comprising the area delineated on LGC-013-2013-W-6 deposited with the Local Government Commission with the inclusion of an area to the north-east of Kopuka Road to State Highway 2, the proposed boundaries of which are shown on Attachment 3;**
 - d. Huntly Ward (2 councillors) being the existing ward comprising the area delineated on LGC-013-2013-W-5 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 4;**
 - e. Newcastle Ward (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-9 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 5;**
 - f. Ngaruawahia Ward (2 councillors) being the existing ward comprising the area delineated on LGC-013-2013-W-7 deposited with the**

- Local Government Commission, the boundaries of which are shown on Attachment 6;**
- g. Onewhero-Te Akau Ward (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-4 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 7;**
 - h. Raglan Ward (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-8 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 8;**
 - i. Tamahere Ward (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-11 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 9;**
 - j. Whangamarino Ward (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-3 deposited with the Local Government Commission with the inclusion of an area east of Paparimu Road and the south-eastern area around Mercer (from the current Awaroa ki Tuakau Ward), and the exclusion of an area to the north east of Kopuka Road to State Highway 2, the proposed boundaries of which are shown on Attachment 10;**
- III. five community boards electing 30 members, these being:**
- a. Huntly Community Board (6 members elected from the community at large, plus two councillors representing the Huntly Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-2 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 11;**
 - b. Ngaruawahia Community Board (6 members elected from the community at large, plus two councillors representing the Ngaruawahia Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-4 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 12;**
 - c. Raglan Community Board (6 members elected from the community at large, plus one councillor representing the Raglan Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-5 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 13;**
 - d. Taupiri Community Board (6 members elected from the community at large plus two councillors representing the Ngaruawahia Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-3 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 14;**

- e. **Tuakau Community Board (6 members elected from the community at large, plus two councillors representing the Awaroa ki Tuakau Ward as appointed by Council) being the area comprising the land around the township of Tuakau, north of the Waikato River to the Territorial Authority Boundary. The Easter boundary is along Ridge Road. The Western boundary is along Wright Road, Parker Lane and Friedlander Road, the proposed boundaries of which are shown on Attachment 15;**
- IV. The reason the total number of councillors is proposed to remain at 13 (plus the mayor) is to provide effective representation to Waikato District residents and ratepayers (ensuring accessibility to a large and diverse area made up of populated towns and villages and sparsely populated rural areas);**
- V. The reasons for the minor ward boundary alterations in the north of the district are to better reflect fairer representation and to ensure the wider Mercer community is located in one ward;**

AND FURTHER THAT Council approve the Waikato District Council's Representation Review 2018 Initial Proposal for consultation starting 20 June 2018 and closing 1 August 2018.

3. BACKGROUND

The LEA requires every local authority to undertake a review of their representation arrangements at least once every six years. These reviews are to determine the number of councillors to be elected, the basis of election for councillors and, if this includes wards, the boundaries and names of these wards. Reviews also include whether there are to be community boards and if so, arrangements for these boards. Representation arrangements must provide fair and effective representation for individuals and communities.

Council last reviewed its representation arrangements before the 2013 triennial elections and is therefore required to undertake a review before the 2019 triennial elections.

Current representation arrangements, in addition to the mayor elected at large, are 13 councillors elected from 10 wards, and 30 community board members elected from five community boards i.e.:

Ward	Councillors
Awaroa ki Tuakau	2
Eureka	1
Hukanui-Waerenga	1
Huntly	2
Newcastle	1
Ngaruawahia	2
Onewhero-Te Akau	1
Raglan	1
Tamahere	1
Whangamarino	1

Community Board	Members
Huntly	6*
Ngaruawahia	6*
Raglan	6*
Taupiri	6*
Onewhero - Tuakau	6*

* plus one or two appointed members (councillors from the respective ward)

Current representation arrangements were confirmed by the Local Government Commission's determination dated 22 March 2013.

The Local Government Commission issued guidelines for local authorities when undertaking a review of representation arrangements must be taken into consideration.

Council has previously considered the choice of electoral system and resolved to retain the First Past the Post ("FPP") electoral system on 14 August 2017, which will apply for the 2019 triennial election.

Council has also previously considered whether to introduce Maaori wards for the 2019 triennial election and resolved not to on 13 November 2017.

Workshops were held to consider the review of representation arrangements with:

- Council on 19 June 2017, 21 March 2018 and 15 May 2018;
- with community boards and community committees between 23 April – 7 May 2018;
- iwi on 27 April 2018.

DISCUSSION AND ANALYSIS OF OPTIONS

3.1 DISCUSSION

Part IA of the LEA sets out the requirements for a representation arrangements review. Issues that a local authority are required to consider include:

- whether councillors (other than the mayor) are to be elected by electors of the district at large, by electors of two or more wards, or in some cases by a mix of electors of the district at large and by electors of wards;
- the proposed number of councillors to be elected in each category (as a whole/ward/mixture - if applicable);
- the proposed name and boundaries for each ward (if Council agrees to elect its members under the ward system);
- whether there should be communities and community boards, and if so, the nature of a community and structure of a community board;
- whether one or more communities should be constituted;
- whether any community should be abolished or united with another community;

- whether the boundaries of a community should be altered;
- whether a community should be subdivided for electoral purposes;
- the number of members of a community board (including the number elected and appointed);
- whether members of a community board to be elected by electors of a community at large, or by electors of two or more subdivisions, or by electors of each ward (if a community comprises two or more wards);
- the name, boundaries and number of members of each subdivision of a community (if adopted).

In undertaking a representation arrangements review, the following key principles must be considered:

- communities of interest
- effective representation
- fair representation (+/- 10% rule)

The Local Government Commission guidelines on undertaking a representation arrangements review contains the following information:

Communities of Interest

- not defined in legislation and may mean different things to different people
- essential part of review process
- one definition describes it as a three-dimensional concept
 - perceptual – a sense of belonging to a clearly defined area or locality
 - functional – the ability to meet with reasonable economy the community's requirements for comprehensive physical and human resources
 - political – the ability of the elected body to represent the interests and reconcile the conflicts of all its members
- sense of community identity and belonging can be influenced by geographic features such as distinctive physical and topographical features
- community of interest can be identified by access to goods and services needed every day
- rohe or takiwa of local iwi and hapu may also be factors
- dependence on shared facilities (schools, recreational, retail, cultural)
- must be able to be defined as a single geographical area i.e. a physical boundary must be able to be defined.

Effective Representation

- once communities of interest have been defined by geographical boundaries, need to consider how these communities will be most effectively represented
- does each community of interest require separate representation?
- can communities of interest be grouped together to achieve effective representation?

- is effective representation best achieved by an at large system, a ward system or a mixed system?
- if at large - how many members would provide effective representation for the district as a whole?
- if wards - how many members for each ward would provide effective representation?
- should there be communities and community boards?
- ward and community board boundaries to coincide with mesh block boundaries.

Fair representation

- population equity (plus/minus 10% of average representation) – applies to wards and subdivisions of community boards.

The process to follow when undertaking a representation arrangements review is:

- identify the district's communities of interest;
- determine the effectiveness of members by looking at the overall number of members, whether they represent the district at large or from wards or by a mixture, in order that members are effective (are able to listen to and represent constituents effectively);
- investigate whether there should be community boards, and if so, the number, boundaries, number of members, whether they be subdivided etc;
- determine that members fairly represent their constituents by ensuring the average population ratio is no more than a +/- 10% variance.

Informal preliminary consultation was undertaken between 16 April and 4 May 2018 where a survey of Council's key stakeholders was undertaken (Attachment 16). Of the 60 stakeholders polled, 29 responded (48%). In summary:

- 78.6% wanted a ward system, 21.4% wanted a mixed system (wards/at large)
- 27.6% thought 8-10 councillors about right number
- 44.8% thought 11-13 councillors about right number
- 17.3% thought 14-15 councillors about right number
- 72.4% wanted current community boards retained
- 27.6% did not want current community boards retained
- 72.4% wanted new community boards established
- 27.6% did not want new community boards established.

The district is currently divided into 10 wards and Council considers that the current ward structure still largely reflects the district's communities of interest. However, the review of representation arrangements provides the opportunity for Council to adjust some ward boundaries by correcting a current split community (uniting the Mercer into one ward) and by doing so provides fairer representation. Council also considers the five current community boards provide an appropriate local interface with these five communities.

The population of the district is 73,710 (Estimated Resident Population as at 30 June 2017), and it is considered that 13 councillors plus the mayor is sufficient in providing effective representation to constituents (access and availability, member workload etc). Council also

considers that six community board members each for each community board (plus one or two appointed members) also provides effective representation (access and availability) to these local communities.

The requirement that the average number of resident population to councillors (for wards) should not exceed +/- 10% and must be considered when undertaking a representation arrangements review. The latest population estimates (as at 30 June 2017) for each current ward are:

Ward	Pop	Cnrs	Average	Fits Rule	% Variation
Awaroa ki Tuakau	12,850	2	6,425	No	+13.42%
Eureka	5,600	1	5,600	Yes	-1.14%
Hukanui-Waerenga	5,800	1	5,800	Yes	+2.39%
Huntly	10,300	2	5,150	Yes	-9.08%
Newcastle	5,720	1	5,720	Yes	+0.98%
Ngaruawahia	10,400	2	5,200	Yes	-8.20%
Onewhero-Te Akau	5,400	1	5,400	Yes	-4.67%
Raglan	5,790	1	5,790	Yes	+2.21%
Tamahere	5,650	1	5,650	Yes	-0.26%
Whangamarino	6,130	1	6,130	Yes	+8.22%

73,710/13 councillors = 5,670 +/- 10% = 5,5103 – 6,237

For the current ward arrangements, all but one comply with the +/- 10% rule (Awaroa ki Tuakau Ward +13.42% under-represented). Where a territorial authority considers that non-compliance with the +/- 10% rule would divide a community of interest between wards, group unlike communities of interest together or there are isolated or island communities, then the territorial authority may exceed the +/- 10% rule, but this must be treated as an appeal under section 19V (5) of the Local Electoral Act 2001. This means the review would be required to be referred to the Local Government Commission following the appeal/objection period

3.2 OPTIONS CONSIDERED

Council at its earlier workshops considered six options:

Option 1 – status quo

13 councillors (plus the mayor) elected from the 10 current wards, 30 community board members elected from the current five community boards (plus one-two appointed members per community board).

This option does not address the issue of non-compliance with the +/- 10% rule (Awaroa ki Tuakau Ward at +13.42%), or the community of Mercer currently split between three wards.

Refer Attachments 17-18 (maps of current wards and community boards).

Option 2 – modified status quo

13 councillors (plus the mayor) elected from the 10 largely current wards, 30 community board members elected from the current five community boards (plus one-two appointed members per community board).

This option addresses the issue of compliance with the +/- 10% rule (Awaroa ki Tuakau Ward) and the Mercer community in one ward:

Ward	Pop	Cnrs	Average	Fits Rule	% Variation
Awaroa ki Tuakau	12,410	2	6,205	Yes	9.4%
Eureka	5,579	1	5,579	Yes	-1.6%
Hukanui-Waerenga	5,990	1	5,990	Yes	5.6%
Huntly	10,510	2	5,255	Yes	-7.3%
Newcastle	5,690	1	5,690	Yes	0.4%
Ngaruawahia	10,350	2	5,175	Yes	-8.7%
Onewhero-Te Akau	5,460	1	5,460	Yes	-3.7%
Raglan	5,790	1	5,790	Yes	2.1%
Tamahere	5,699	1	5,699	Yes	0.5%
Whangamarino	6,232	1	6,232	Yes	9.9%

73,710/13 councillors = 5,670 +/- 10% = 5,5103 – 6,237

NOTE: 2017 Department of Statistics figures by meshblock unavailable, adopted some area census figures.

Of the above proposed wards, all comply with the +/- 10% rule.

The boundaries of the proposed new Tuakau Community Boards are proposed to reflect an enlarged Tuakau community centric area.

Refer Attachment 15.

Option 3 – reduced wards, matching community boards

13 councillors (plus the mayor) elected from five wards (west, east, central, southwest, southeast), three wards with two councillors, one ward with three councillors and one ward with four councillors. There would be five community boards (matching proposed ward boundaries), each having six members, plus appointed members.

Establishing five wards (Awaroa ki Tuakau and Onewhero-Te Akau; Whangamarino and Hukanui-Waerenga; Huntly and Ngaruawahia; Raglan and Newcastle; Eureka and Tamahere) was considered too impractical with 13 councillors representing much larger wards (distance to meet constituents, workload etc).

However, this option does comply with the +/-10% rule:

Ward	Pop	Cnrs	Ave	Fits Rule	% Variation
Awaroa ki Tuakau/Onewhero-Te Akau	18,250	3	6,083	Yes	+7.38%
Whangamarino/Hukanui-Waerenga	11,930	2	5,965	Yes	+5.3%
Huntly/Ngaruawahia	20,700	4	5,175	Yes	-8.65%
Raglan/Newcastle	11,510	2	5,755	Yes	+1.94%
Eureka/Tamahere	11,250	2	5,625	Yes	-0.7%

73,640/13 councillors = 5,665 +/- 10% = 5,098 – 6,231

NOTE: 2017 Department of Statistics figures by meshblock unavailable, adopted some area census figures.

Option 4 – reduced councillors and wards, matching community boards

11 councillors (plus the mayor) elected from three wards (north, central, south), two wards with three councillors and one ward with five councillors. There would be three community boards (matching proposed ward boundaries), each having six members, plus appointed members.

Establishing three wards (Awaroa ki Tuakau and Whangamarino; Onewhero-Te Akau, Huntly and Hukanui-Waerenga; Ngaruawahia, Raglan, Newcastle, Eureka and Tamahere) was considered too impractical with 11 councillors representing much larger wards (distance to meet constituents, workload etc).

However, this option does comply with the +/-10% rule:

Ward	Pop	Cnrs	Ave	Fits Rule	% Variation
Awaroa ki Tuakau/Whangamarino	18,980	3	6,326	Yes	-5.5%
Onewhero-Te Akau/Huntly/Hukanui-Waerenga	21,500	3	7,166	Yes	+7.05%%
Ngaruawahia/ Raglan/Newcastle/ Eureka/Tamahere	33,160	5	6,632	Yes	-0.9%

73,640/11 councillors = 6,694 +/- 10% = 6,024 – 7,363

NOTE: 2017 Department of Statistics figures by meshblock unavailable, adopted some area census figures.

Option 5 – mixed system

This option was raised for further investigation (number councillors, number councillors elected 'at large' and by wards, number community boards etc) but was not supported by Council.

Option 6 – 'at large' system

This option was raised for further investigation (number councillors [5-29], number community boards etc) but was not supported by Council.

3.4 COMMUNITY ENGAGEMENT UNDERTAKEN

At Council's workshop on 21 March 2018, the following direction was obtained:

- agree to change the boundary of Awaroa ki Tuakau to accommodate the Mercer community into one ward (Option 2);
- review the current Onewhero-Tuakau Community Board by establishing a new Tuakau Community Board (and possibly creating an Onewhero Community Committee);
- investigate expanding the Raglan Community Board boundary to match the Raglan Ward boundary;
- merge the Taupiri Community Board with the Ngaruawahia Community Board;
- engage with the Pokeno Community Committee to establish if they wished to become a community board;
- undertake community board/community committee/iwi consultation through local meetings on the preferred option.

Community board/community committee/iwi workshops were held to consider the review and the preferred option (Option 2), with the following feedback:

- Raglan, 23 April 2018:
 - support for the community board boundary matching the Raglan Ward boundary;
 - support for a further review in three years to reflect current growth in district;
- Tamahere/Matangi, 23 April 2018:
 - retain Tamahere Community Committee (not a board);
- Pokeno, 24 April 2018 and Tuakau, 7 May 2018:
 - retain Pokeno Community Committee (not a board);
 - Onewhero-Te Akau Ward too large in area;
 - unhappy placing Mercer community in Onewhero-Te Akau Ward (as this splits Mercer community), prefer to see the Mercer community in an expanded Whangamarino Ward;
 - need good re-think of northern area;
 - support for new Tuakau Community Board, with balance of current Onewhero-Tuakau Community Board (south of river) to become Onewhero Community Committee;
 - support for a further review in three years to reflect current growth in district;
- Ngaruawahia, 26 April 2018:
 - support for Huntly Community Board to match the Huntly Ward boundary;
 - support for expanded community board to include Taupiri;
 - support for the Mercer community moving to Onewhero-Te Akau Ward;
 - support for a further review in three years to reflect current growth in district;

- iwi, 27 April 2018:
 - unhappiness expressed about Council resolving not to have Maaori wards;
 - stress importance of partnership under the Treaty;
 - issue of Maaori wards should be part of representation review process, not a separate earlier process.

4. INITIAL PROPOSAL

At Council's workshop on 15 May 2018, it was agreed the initial proposal be based on:

- 13 councillors elected from 10 wards (plus the mayor);
- reduce the Awaroa ki Tuakau Ward and expand the Whangamarino Ward to include the Mercer community and comply with the fair representation criteria;
- establish a new Tuakau Community Board (centred around the town of Tuakau) and a new Onewhero Community Committee;
- expand the Ngaruawahia Community Board to include the area of the current Taupiri Community Board (subject to the mayor meeting with the Taupiri Community Board);
- not to expand the Raglan and Huntly Community Board areas to match the respective ward boundaries (by retaining the focus of these boards on their respective urban areas).

Following a meeting with the mayor, the local ward councillor and the Taupiri Community Board, it was agreed that the Taupiri Community Board would remain, as it was currently representing the Taupiri community well.

Subsequent to this Statistics New Zealand undertook a peer review of the draft wards which indicated that Whangamarino Ward had 889 more people. The consequence of this is that the village of Rangiriri has had to be moved to the Huntly Ward.

Accordingly, the following initial proposal is recommended for adoption by Council at their 11 June 2018 meeting:

In accordance with sections 19H and 19J of the Local Electoral Act 2001, the Waikato District Council adopts as its initial proposal for the review of representation arrangements:

- I. Waikato District Council to comprise 13 councillors elected under the ward system, plus the mayor elected at large;
- II. Waikato District Council be divided into 10 wards, these being:
 - a. **Awaroa ki Tuakau Ward** (2 councillors) being the existing ward comprising the area delineated on LGC-013-2013-W-2 deposited with the Local Government Commission with the exclusion of the north-eastern area east of Paparimu Road and the south-eastern area around Mercer, the proposed boundaries of which are shown on Attachment 1;
 - b. **Eureka Ward** (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-10 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 2;

- c. **Hukanui-Waerenga Ward** (1 councillor), being the existing ward comprising the area delineated on LGC-013-2013-W-6 deposited with the Local Government Commission with the inclusion of an area to the north-east of Kopuka Road to State Highway 2, the proposed boundaries of which are shown on Attachment 3;
 - d. **Huntly Ward** (2 councillors) being the existing ward comprising the area delineated on LGC-013-2013-W-5 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 4;
 - e. **Newcastle Ward** (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-9 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 5;
 - f. **Ngaruawahia Ward** (2 councillors) being the existing ward comprising the area delineated on LGC-013-2013-W-7 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 6;
 - g. **Onewhero-Te Akau Ward** (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-4 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 7;
 - h. **Raglan Ward** (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-8 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 8;
 - i. **Tamahere Ward** (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-11 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 9;
 - j. **Whangamarino Ward** (1 councillor) being the existing ward comprising the area delineated on LGC-013-2013-W-3 deposited with the Local Government Commission with the inclusion of an area east of Paparimu Road and the south-eastern area around Mercer (from the current Awaroa ki Tuakau Ward), and the exclusion of an area to the north east of Kopuka Road to State Highway 2, the proposed boundaries of which are shown on Attachment 10;
- III. five community boards electing 30 members, these being:
- a. **Huntly Community Board** (6 members elected from the community at large, plus two councillors representing the Huntly Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-2 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 11;
 - b. **Ngaruawahia Community Board** (6 members elected from the community at large, plus two councillors representing the Ngaruawahia Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-4 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 12;
 - c. **Raglan Community Board** (6 members elected from the community at large, plus one councillor representing the Raglan Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-5 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 13;

- d. **Taupiri Community Board** (6 members elected from the community at large plus two councillors representing the Ngaruawahia Ward as appointed by Council) being the existing community board area comprising the area delineated on LGC-013-2013-Com-3 deposited with the Local Government Commission, the boundaries of which are shown on Attachment 14;
 - e. **Tuakau Community Board** (6 members elected from the community at large, plus two councillors representing the Awaroa ki Tuakau Ward as appointed by Council) being the area comprising the land around the township of Tuakau, north of the Waikato River to the Territorial Authority Boundary. The Easter boundary is along Ridge Road. The Western boundary is along Wright Road, Parker Lane and Friedlander Road, the proposed boundaries of which are shown on Attachment 15;
- IV. The reason the total number of councillors is proposed to remain at 13 (plus the mayor) is to provide effective representation to Waikato District residents and ratepayers (ensuring accessibility to a large and diverse area made up of populated towns and villages and sparsely populated rural areas);
 - V. The reasons for the minor ward boundary alterations in the north of the district are to better reflect fairer representation and to ensure the wider Mercer community is located in one ward;
 - VI. the above initial proposal be submitted for formal public consultation, including inviting submissions in the period 20 June to 1 August 2018.

5. NEXT ACTIONS

Council, at its meeting on 11 June 2018, is to resolve an initial proposal of its review of representation arrangements for public consultation.

The formal consultative process commences with a public notice of the initial proposal on 20 June 2018 and provides the ability for the public to make submissions during the period 20 June 2018 to 1 August 2018.

The consultative process will include:

- a Statement of Proposal (explanation of the submission process, outline the proposal and rationale for it including maps to show changes and Q and A section);
- formal submission form;
- consultation web page;
- detailed information of the proposed changes available to people living in areas affected by the boundary changes;
- email for residents' associations;
- consultation launch media release;
- email address for submissions;
- social media postings;
- monitoring, and where necessary, responding to social media and mainstream media.

Any submissions received over the submission period (20 June 2018 – 1 August 2018) will need to be considered by Council on 29 August 2018 before a final proposal is resolved by Council on 10 September 2018.

Under the provisions of the LEA, following a Council resolution of its initial proposal, a proposed timetable is recommended as follows:

Council initial proposal	11 June 2018	(section 19H LEA)
Public notice of initial proposal	20 June 2018	(section 19M LEA)
Public submission period	20 June 2018 – 1 August 2018	(section 19M LEA)
Submissions heard	29 August 2018	(section 19M LEA)
Council resolution of final proposal	10 September 2018	(section 19N LEA)
Public notice of final proposal	12 September 2018	(section 19N LEA)
Public appeals/objection period	12 September 2018 – 12 October 2018	(section 19N LEA)
Forward material to LGC	end October 2018	(section 19Q LEA)
Determination by LGC	by 10 April 2019	(section 19R LEA)

6. CONSIDERATION

6.1 FINANCIAL

This financial impact of consulting on the Representation Review is within existing budget allocations.

6.2 LEGAL

There is a legal requirement under the Local Electoral Act 2001 to consult with the community using the Special Consultative Procedure.

6.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<p>The Representation Review triggers the Significance and Engagement Policy through the community interest threshold.</p> <p>The initial proposal is at the consultation level on the engagement spectrum. This round of consultation fits into the consultation level of the spectrum as is normal for the Special Consultative Procedure.</p> <p>Stakeholders including Community Boards and Committees, chambers groups and residents and ratepayers groups will be contacted directly.</p> <p>All consultation material will be available to the public in council offices and libraries as well as online from 20 June 2018.</p>				

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

7. CONCLUSION

Council is required to review its representation arrangements at least once every six years in accordance with the Local Electoral Act 2001. Waikato District Council last reviewed its representation arrangements in 2012 and is therefore required to review these again in 2018.

Council has already resolved to retain the FPP electoral system and not to introduce Maaori wards. As part of the initial proposal, Council proposes to retain 1 mayor elected at large, 13 councillors elected from 10 wards and to retain 5 community boards (with the current Onewhero-Tuakau Community Board area being split into the proposed Tuakau Community Board centred in a slightly expanded Tuakau township area, and the balance of the current community board area south of the Waikato River becoming the Onewhero Community Committee).

Current arrangements in the Waikato District do not comply with requirements set out in the Local Electoral Act 2001, specifically in the Awaroa ki Tuakau ward with regard to the +/- 10 per cent rule. Council proposes to solve this non-compliance by making small alterations the boundaries of four wards and moving the village of Mercer from the Awaroa ki Tuakau Ward into the neighbouring Whangamarino Ward. A peer review of the

ward population figures undertaken by Statistics New Zealand has indicated that Whangamarino Ward had 889 more people. To accommodate, this and comply with the legislative requirements, the village of Rangiriri has had to be moved from the Whangamarino Ward to the Huntly Ward. This would make Waikato districts representation arrangements compliant.

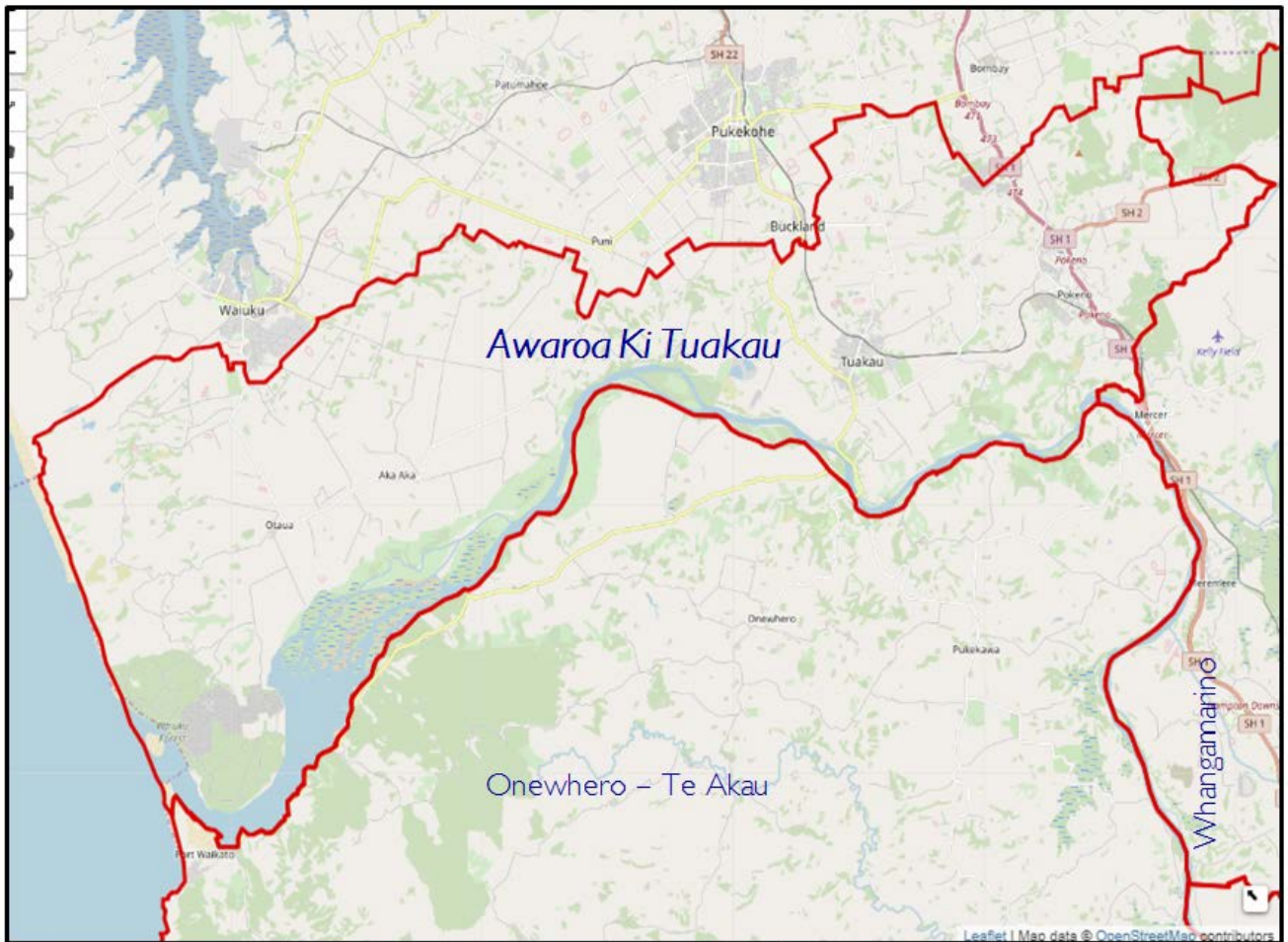
Consultation will open on the initial proposal on 20 June 2018 and close 1 August 2018. A hearing on the initial proposal has been set for 29 August 2018. The final proposal will be notified on 12 September 2018.

The results of the review will apply to the 2019 triennial local government election.

8. ATTACHMENTS

- Attachment 1 – proposed Awaroa ki Tuakau Ward
- Attachment 2 – proposed Eureka Ward
- Attachment 3 – proposed Hukanui-Waerenga Ward
- Attachment 4 – proposed Huntly Ward
- Attachment 5 – proposed Newcastle Ward
- Attachment 6 – proposed Ngaruawahia Ward
- Attachment 7 – proposed Onewhero-Te Akau Ward
- Attachment 8 – proposed Raglan Ward
- Attachment 9 – proposed Tamahere Ward
- Attachment 10 – proposed Whangamarino Ward
- Attachment 11 – proposed Huntly Community Board area
- Attachment 12 – proposed Ngaruawahia Community Board area
- Attachment 13 – proposed Raglan Community Board area
- Attachment 14 – proposed Taupiri Community Board area
- Attachment 15 – proposed Tuakau Community Board area
- Attachment 16 – summary of informal preliminary consultation
- Attachment 17 – current wards
- Attachment 18 – current community boards
- Attachment 19 – Statement of Proposal including submission form

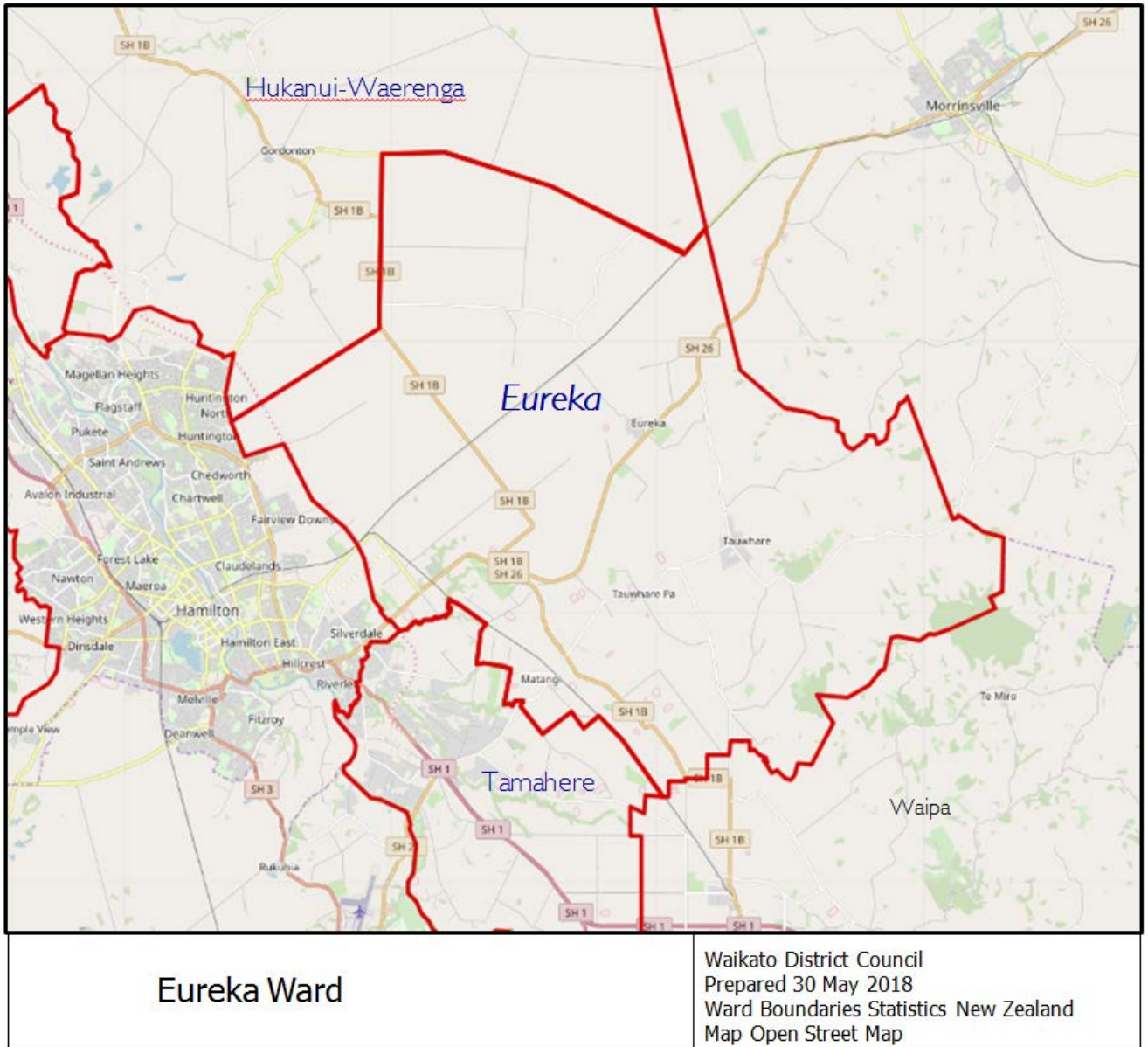
Attachment I: proposed Awaroa ki Tuakau Ward



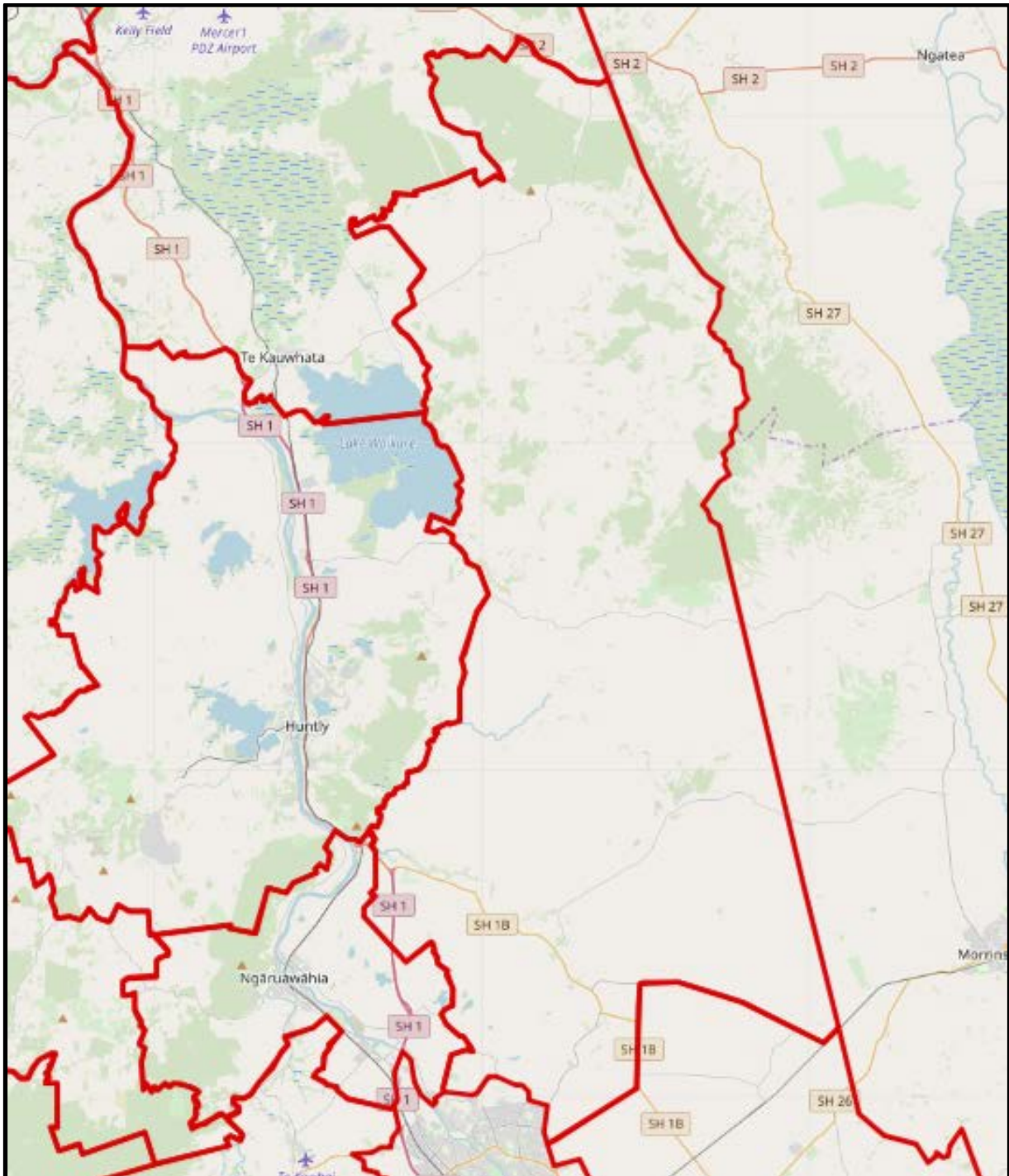
Awaroa ki Tuakau Ward

Waikato District Council
Prepared 30 May 2018
Ward Boundaries Statistics New Zealand
Map Open Street Map

Attachment 2: proposed Eureka Ward



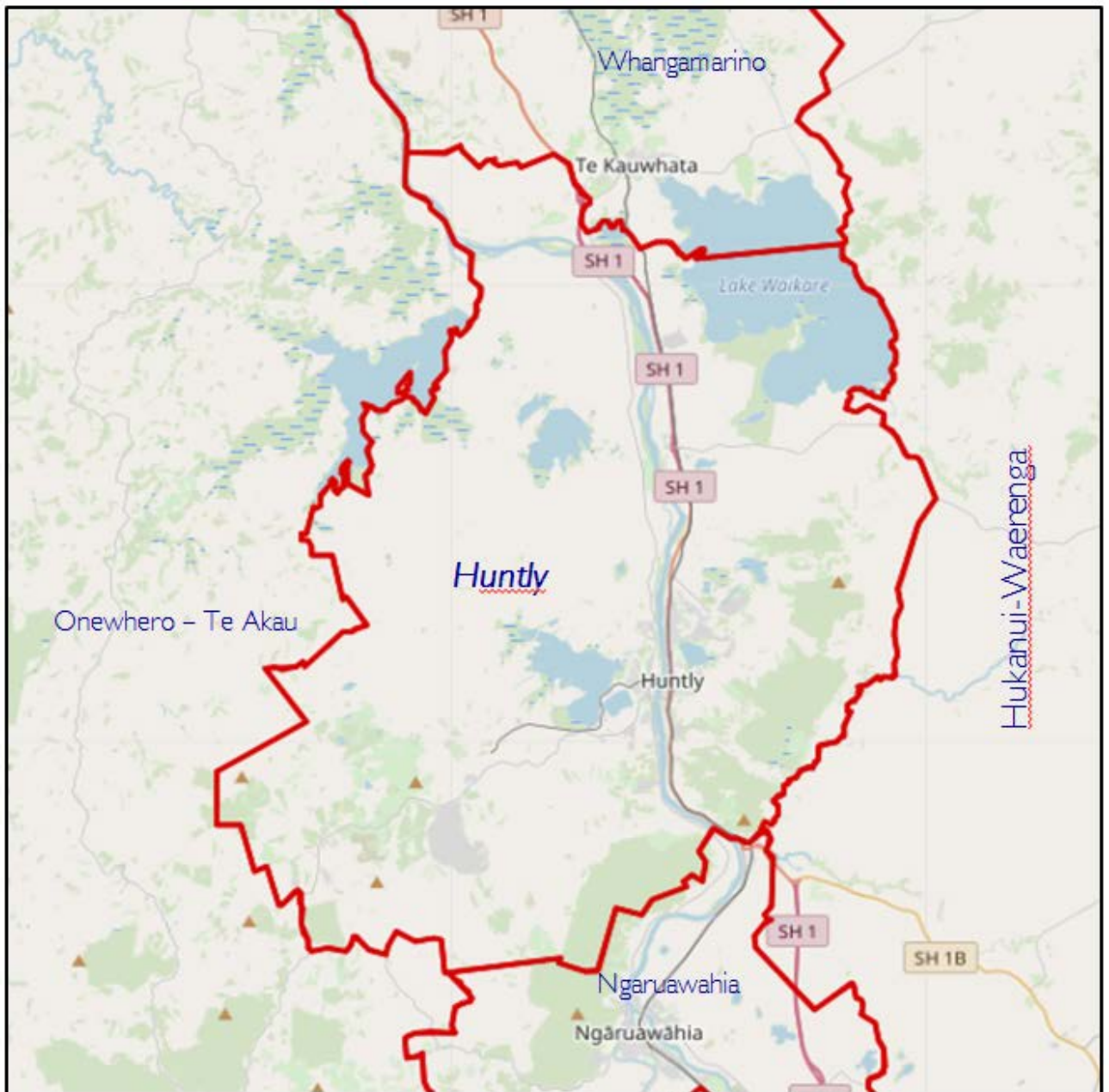
Attachment 3: proposed Hukanui-Waerenga Ward



Hukanui-Waerenga Ward

Waikato District Council
Prepared 30 May 2018
Ward Boundaries Statistics New Zealand
Map Open Street Map

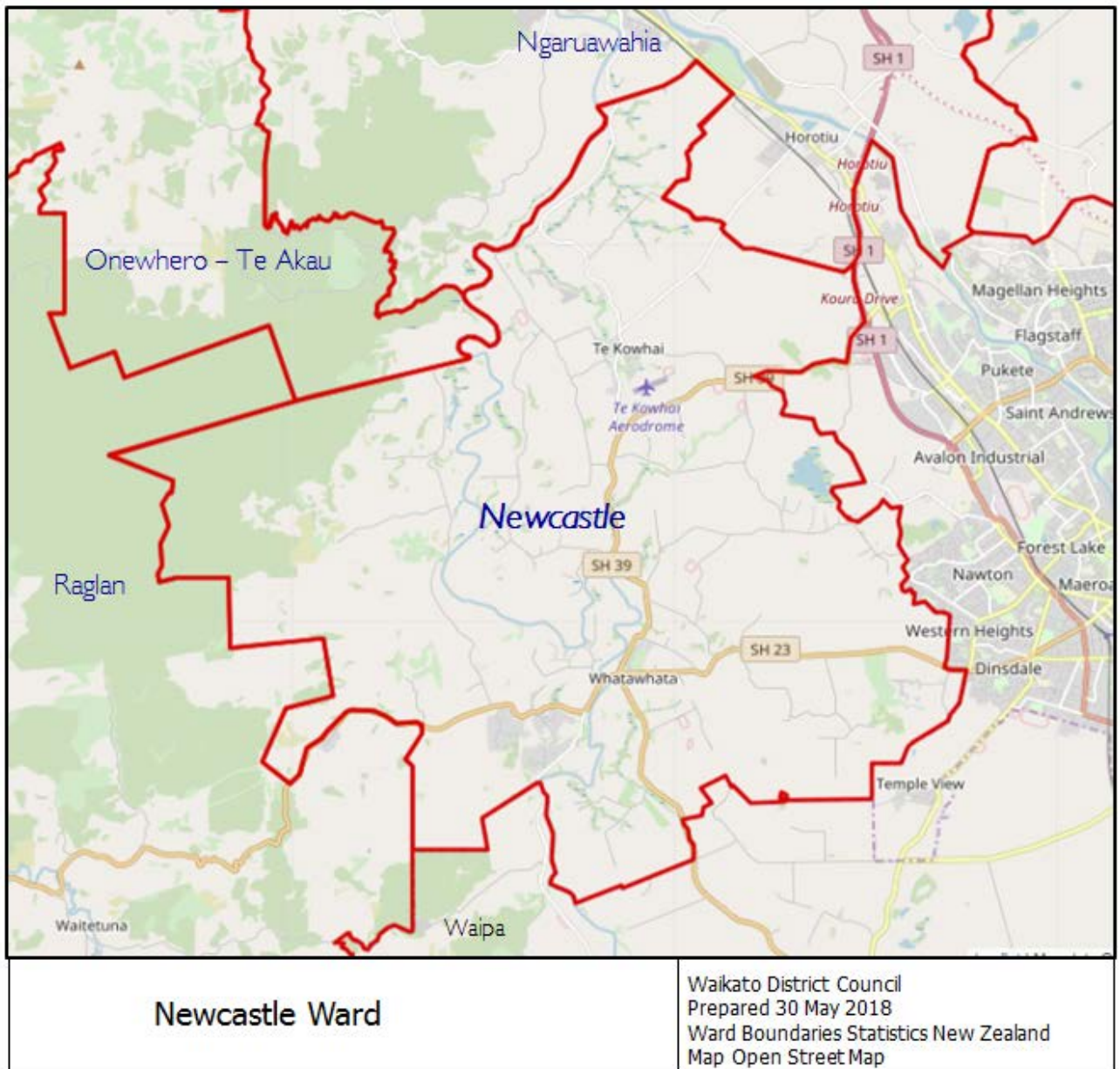
Attachment 4: proposed Huntly Ward



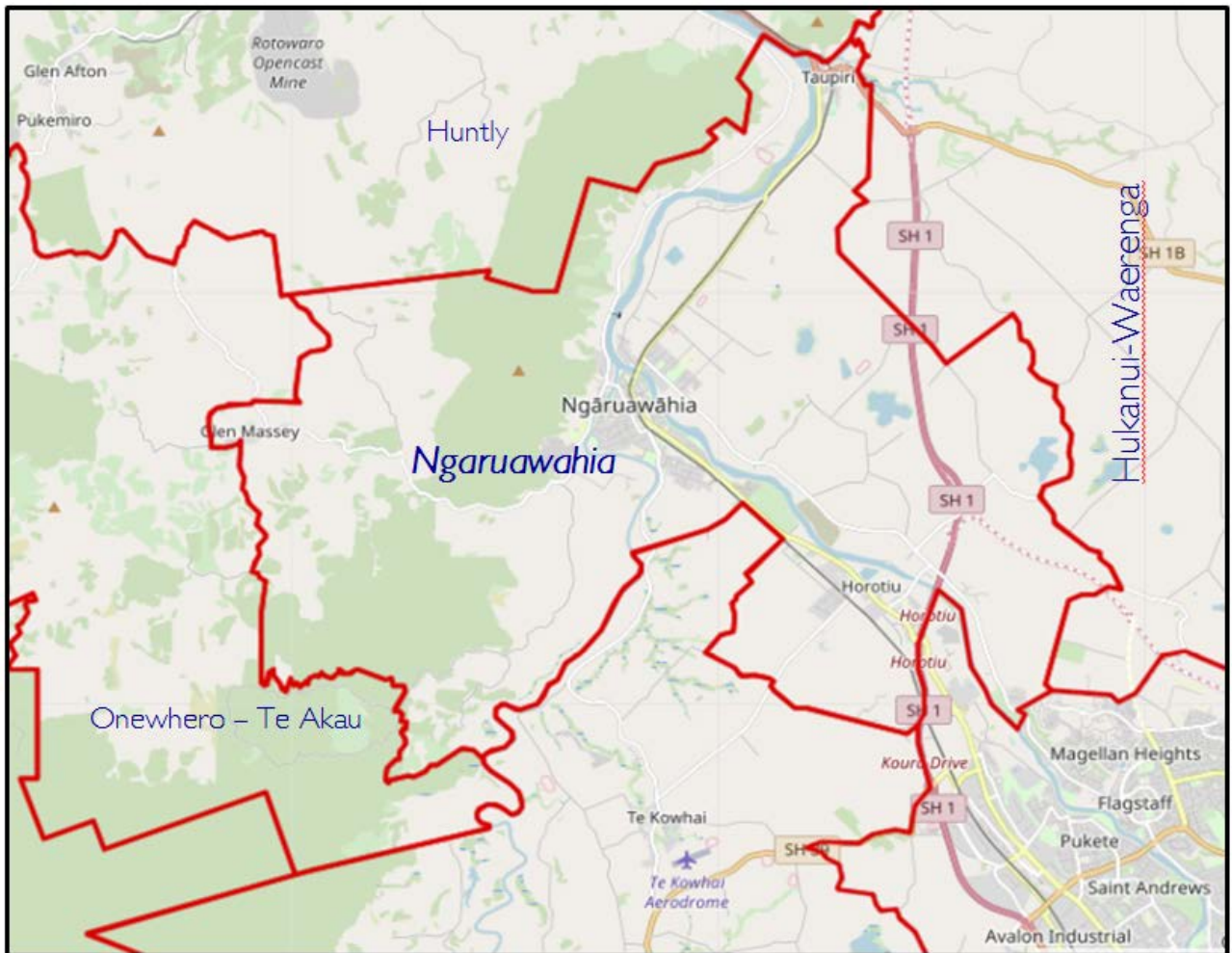
Huntly Ward

Waikato District Council
Prepared 30 May 2018
Ward Boundaries Statistics New Zealand
Map Open Street Map

Attachment 5: proposed Newcastle Ward



Attachment 6: proposed Ngaruawahia Ward



Ngaruawahia Ward

Waikato District Council
 Prepared 30 May 2018
 Ward Boundaries Statistics New Zealand
 Map Open Street Map

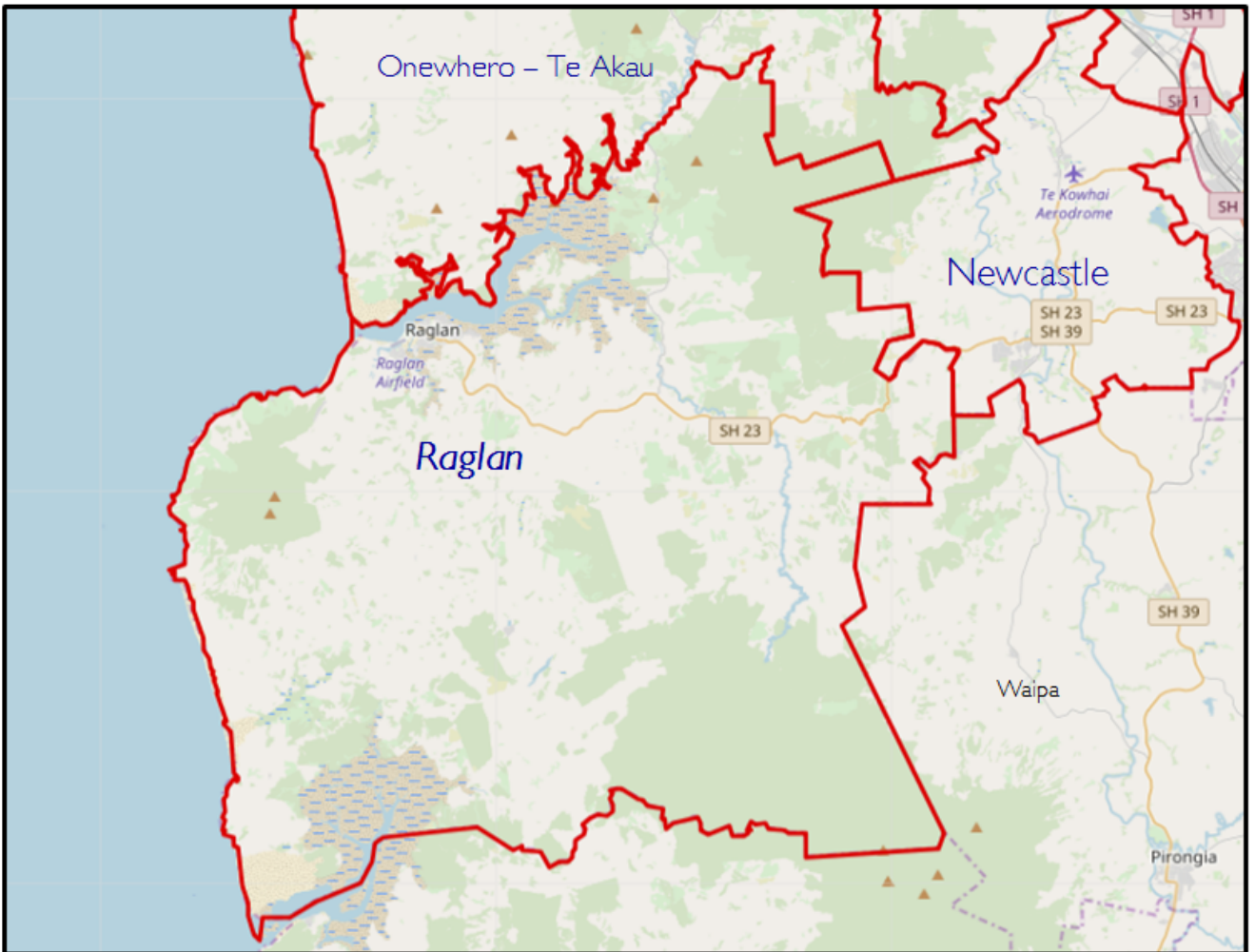
Attachment 7: proposed Onewhero-Te Akau Ward



Onewhero – Te Akau

Waikato District Council
Prepared 30 May 2018
Ward Boundaries Statistics New Zealand
Map Open Street Map

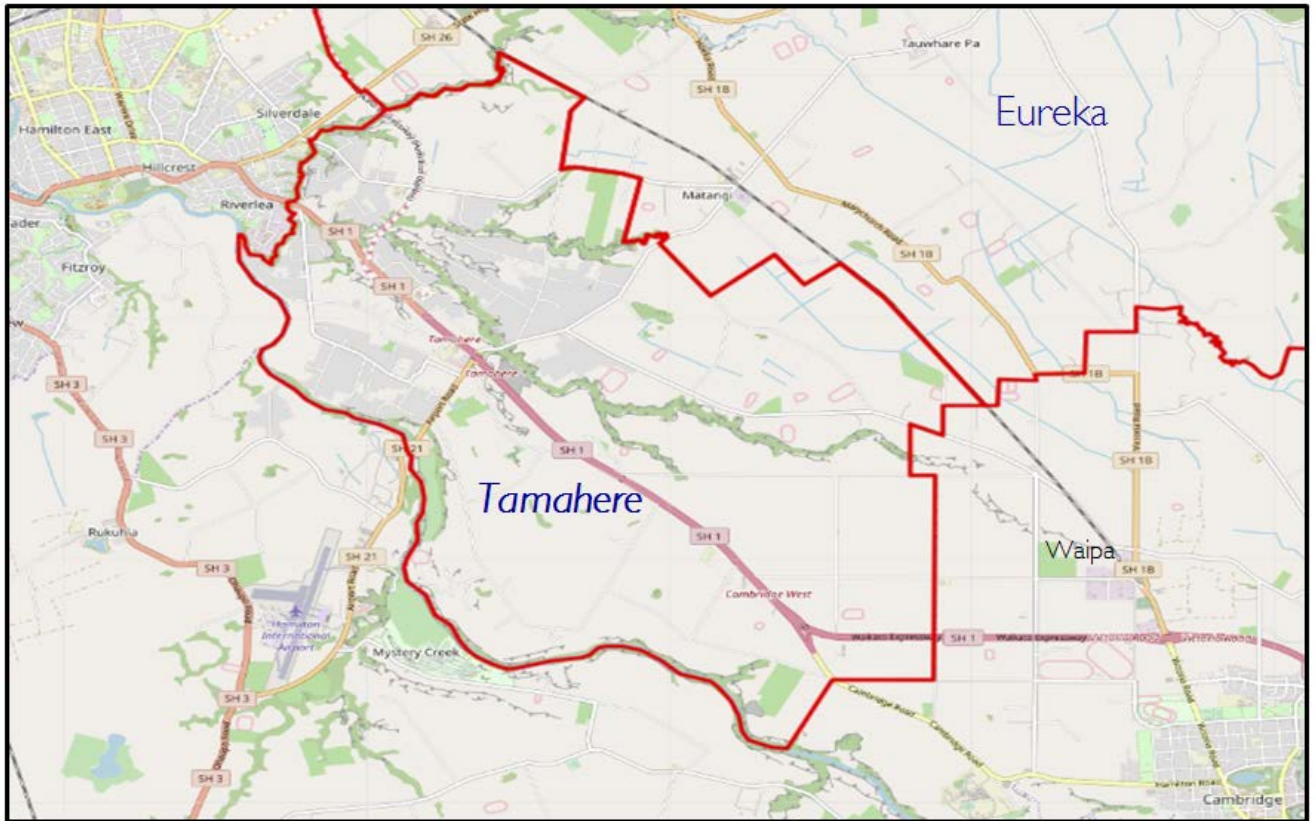
Attachment 8: proposed Raglan Ward



Raglan Ward

Waikato District Council
Prepared 30 May 2018
Ward Boundaries Statistics New Zealand
Map Open Street Map

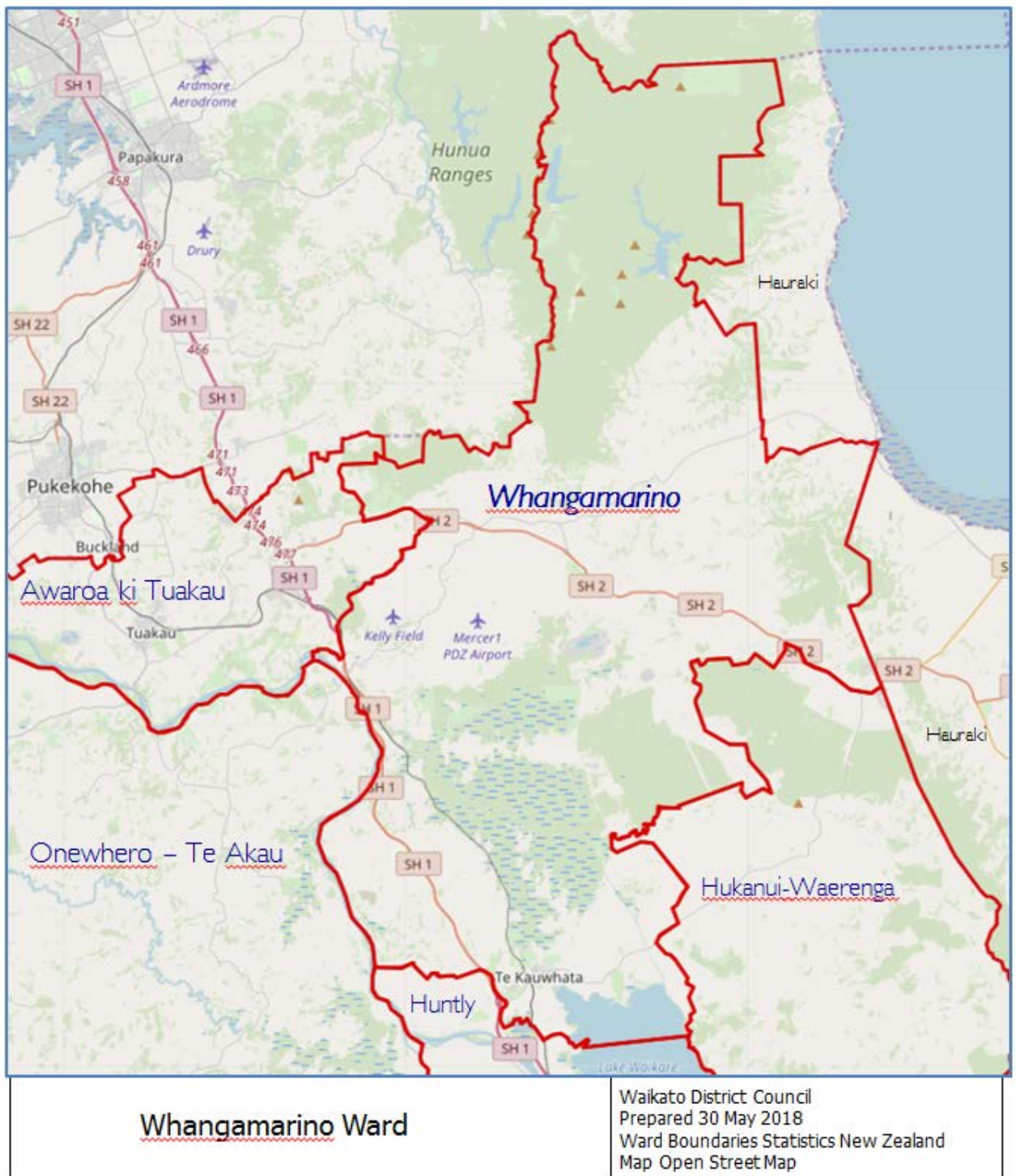
Attachment 9: proposed Tamahere Ward



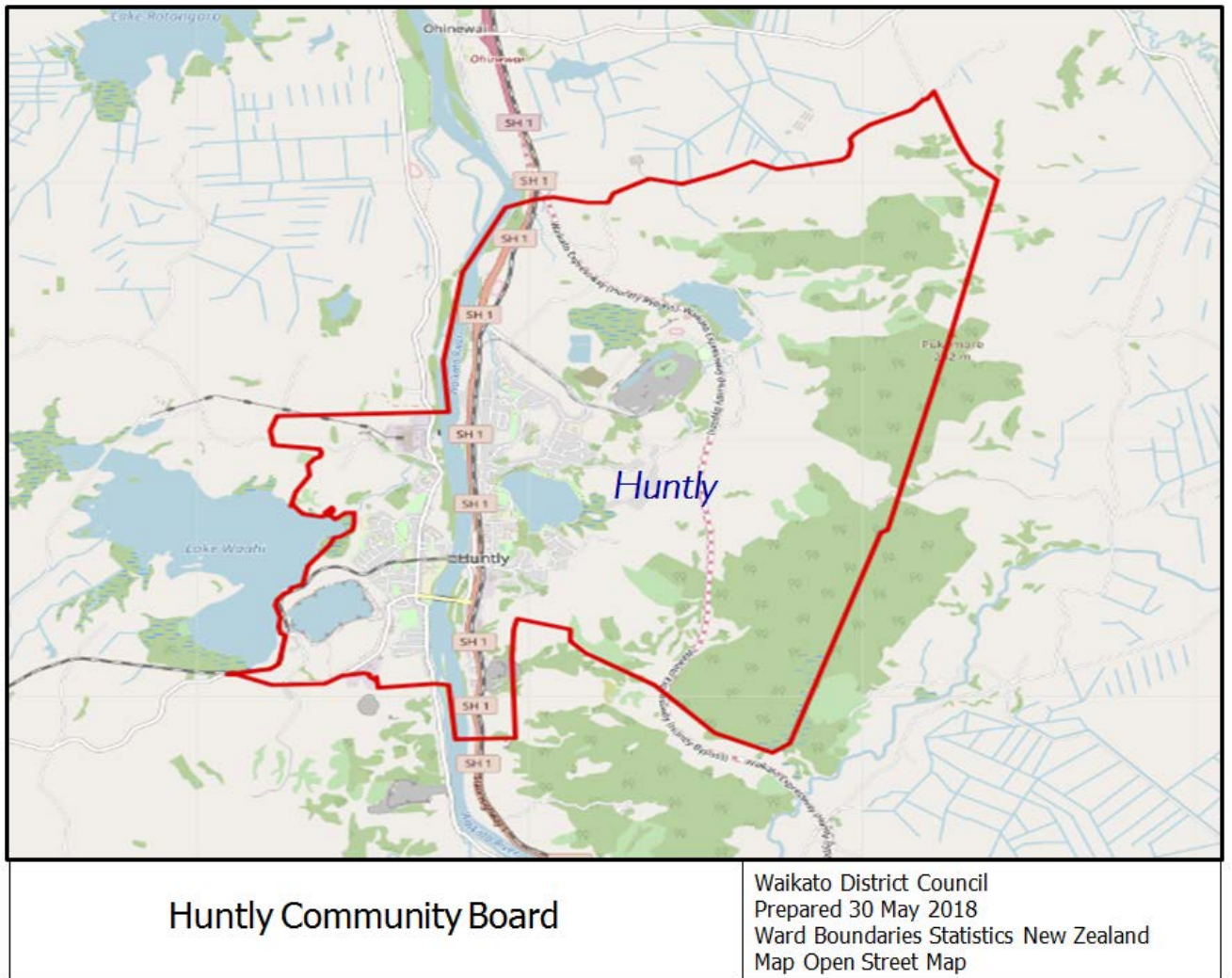
Tamahere Ward

Waikato District Council
Prepared 30 May 2018
Ward Boundaries Statistics New Zealand
Map Open Street Map

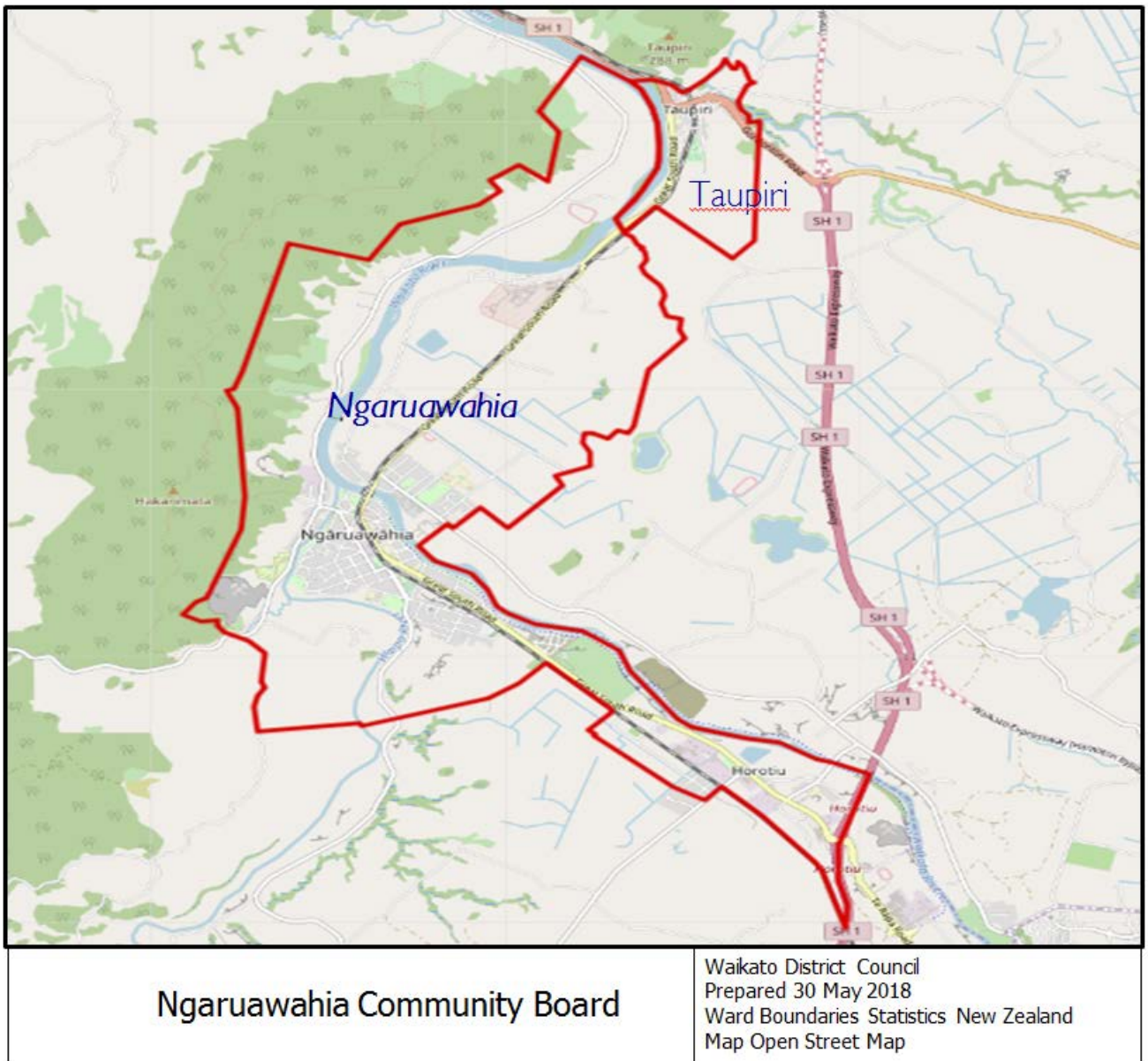
Attachment 10: proposed Whangamarino Ward



Attachment I I: proposed Huntly Community Board



Attachment I2: proposed Ngaruawahia Community Board



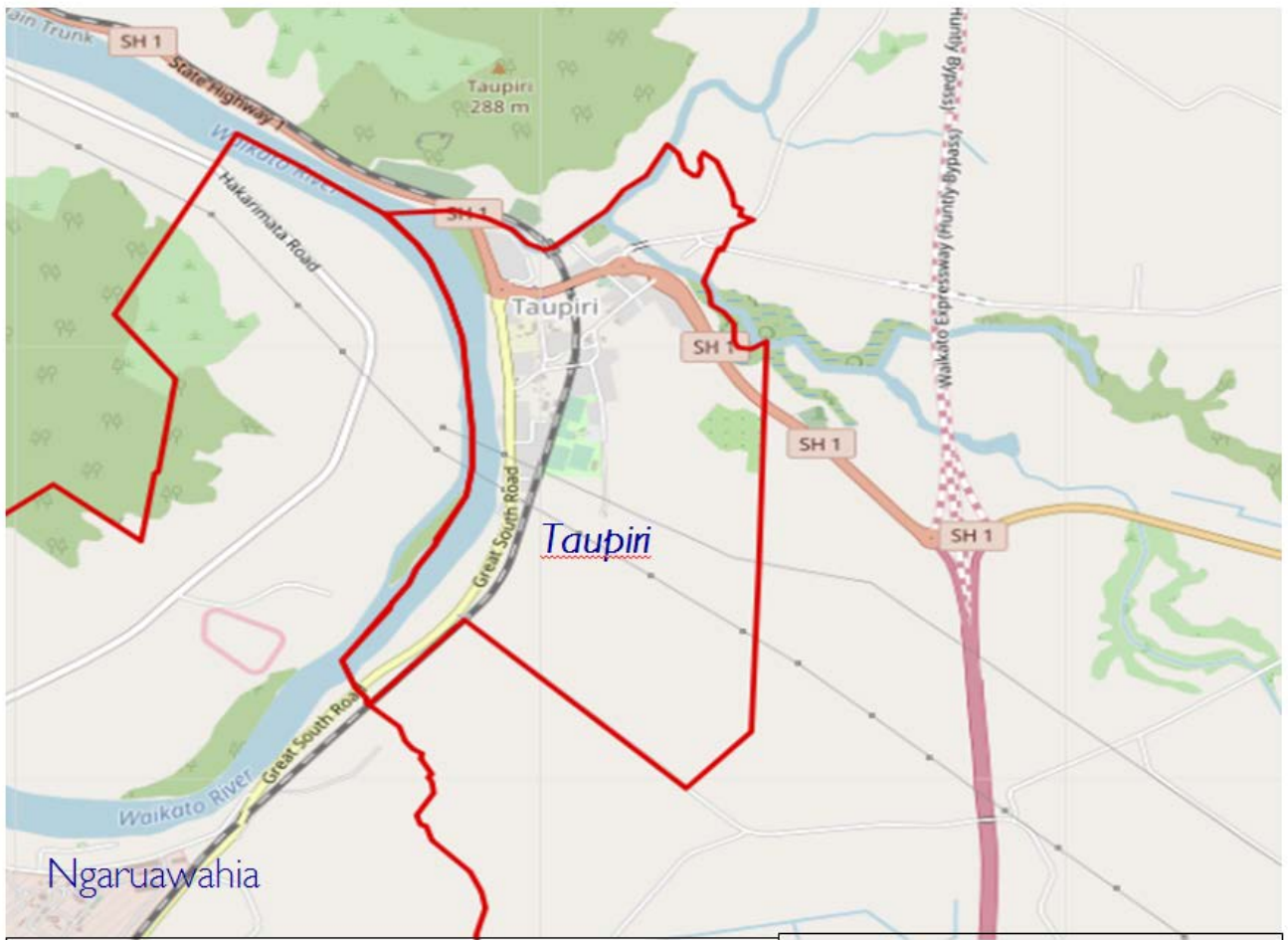
Attachment I3: proposed Raglan Community Board



Raglan Community Board

Waikato District Council
Prepared 30 May 2018
Ward Boundaries Statistics New Zealand
Map Open Street Map

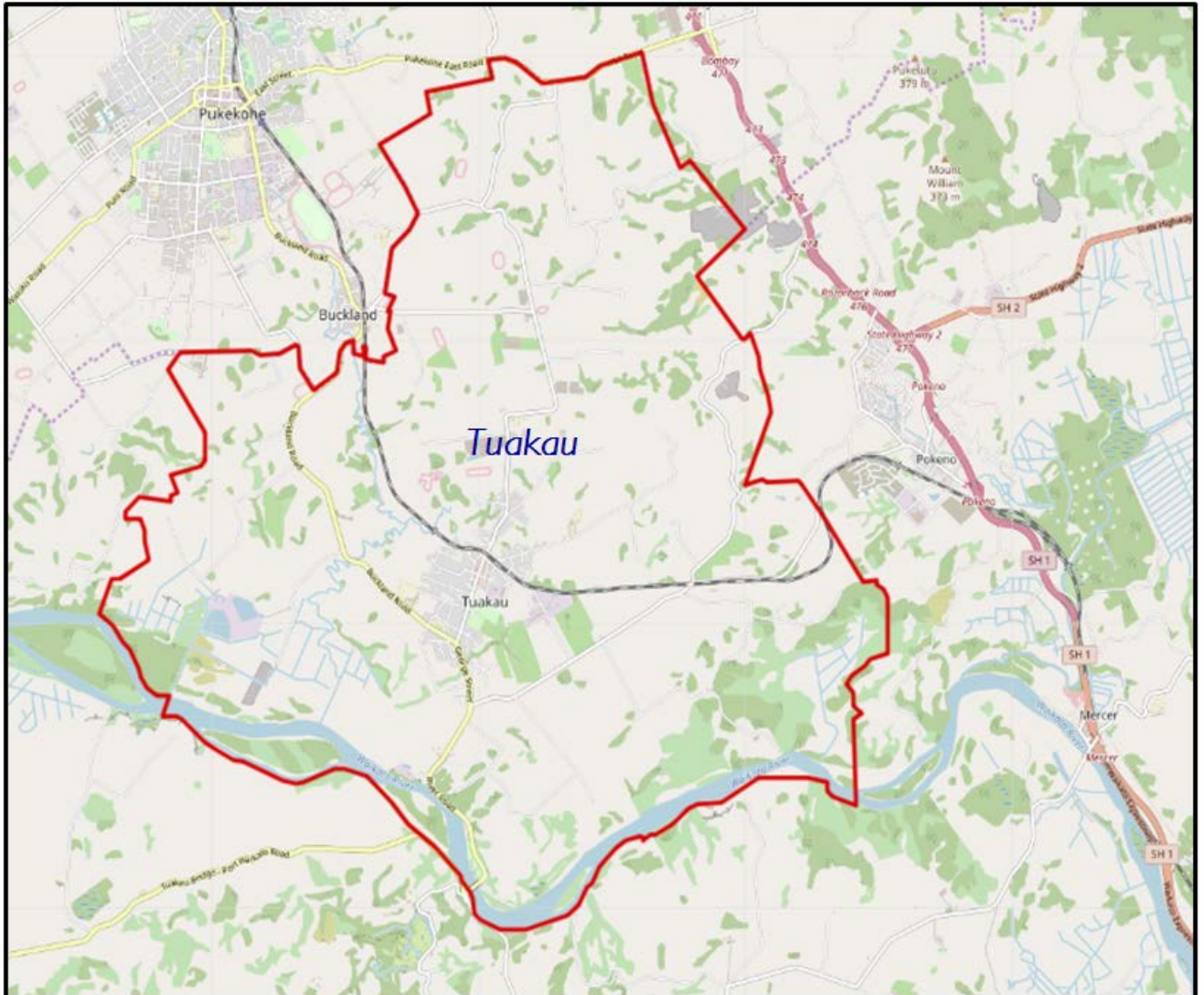
Attachment I 4: proposed Taupiri Community Board



Taupiri Community Board

Waikato District Council
Prepared 30 May 2018
Ward Boundaries Statistics New Zealand
Map Open Street Map

Attachment I5: proposed Tuakau Community Board

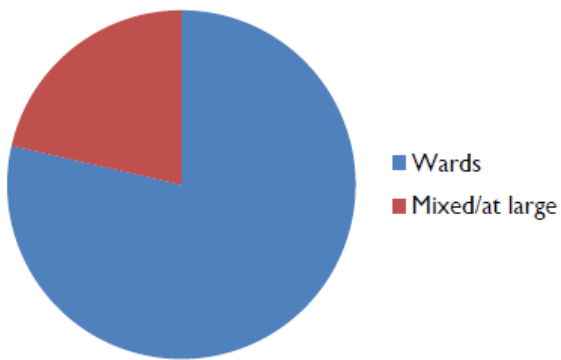


Tuakau Community Board

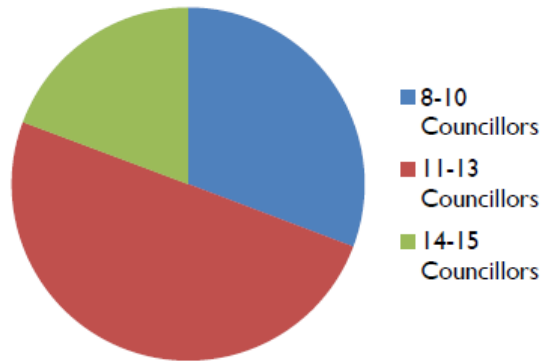
Waikato District Council
 Prepared 30 May 2018
 Ward Boundaries Statistics New Zealand
 Map Open Street Map

Attachment I6: summary of informal preliminary consultation

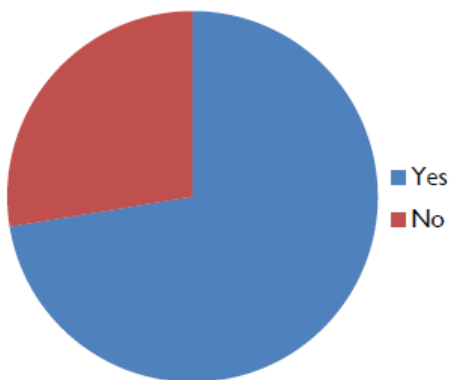
How do you think we should elect our members?



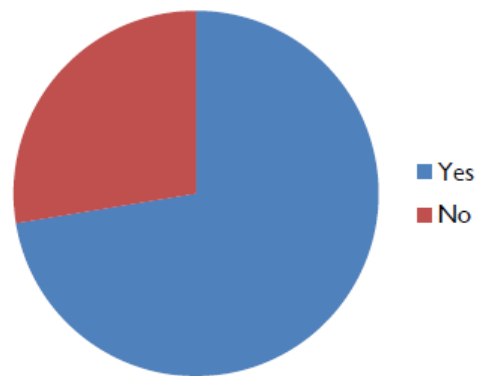
How many councillors do you think we should have?



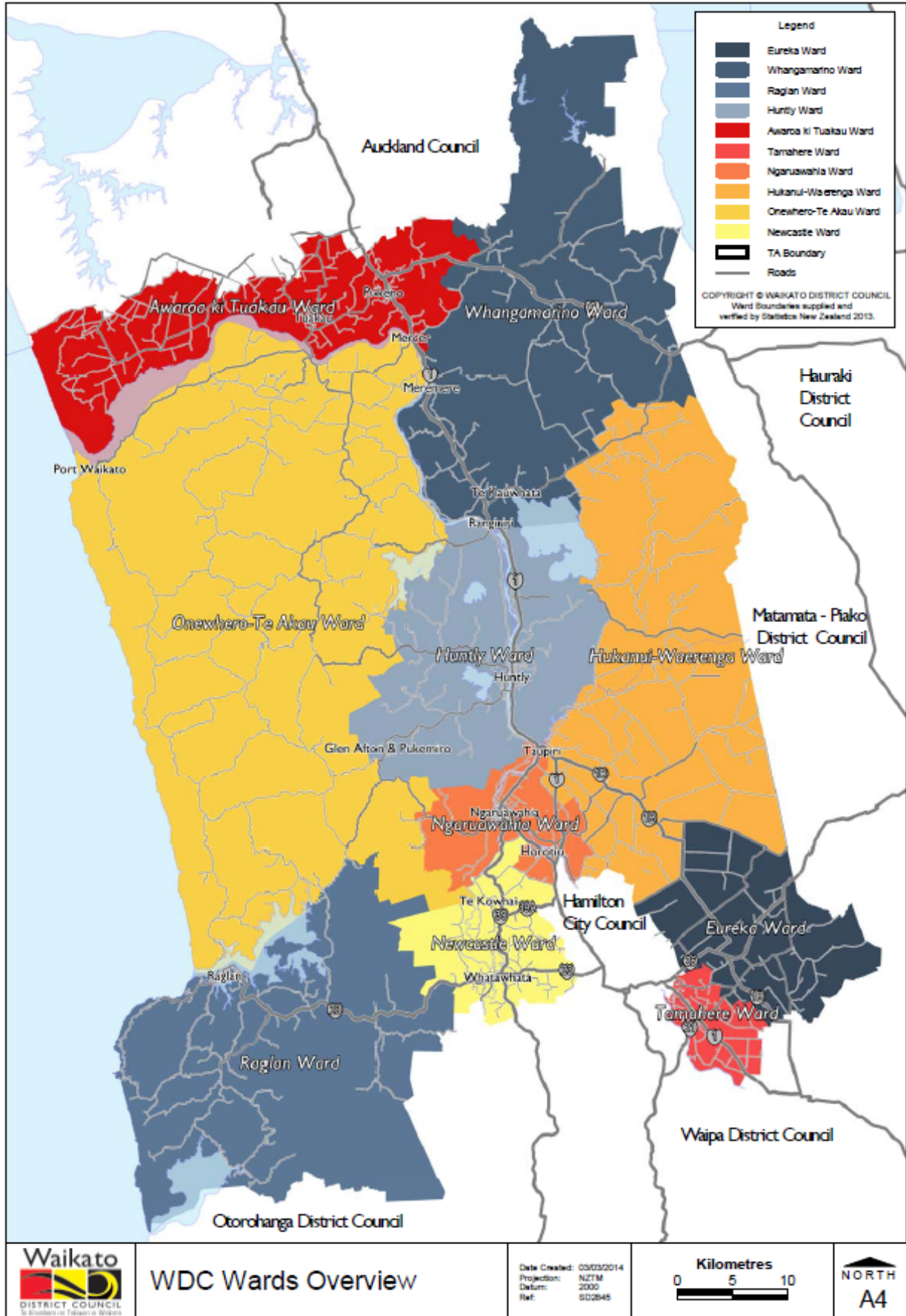
Do you want to retain the current community boards?



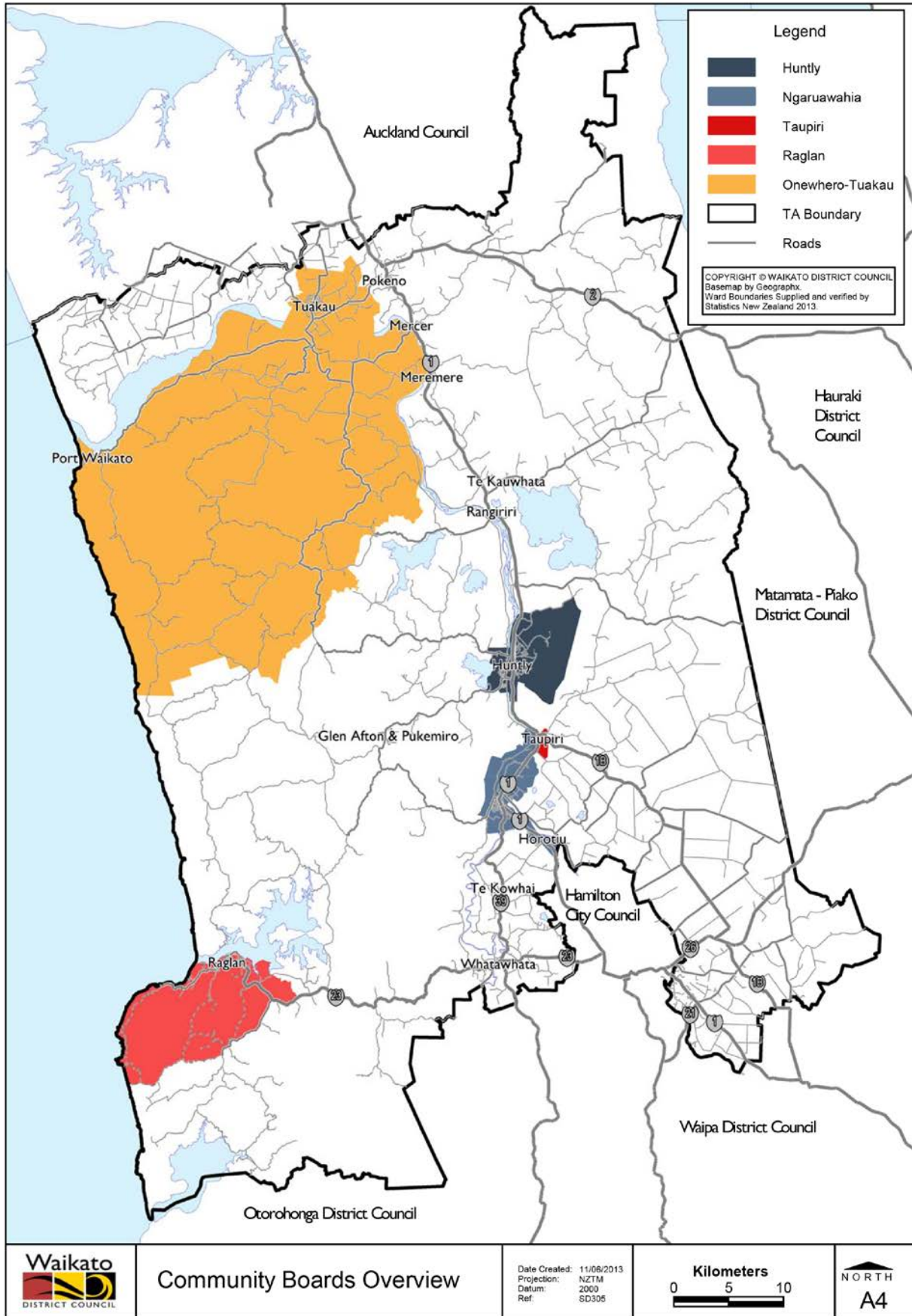
Do you think we should establish new community boards?



Attachment 17: current wards



Attachment I8: current community boards



STATEMENT OF PROPOSAL

WAIKATO DISTRICT COUNCIL REPRESENTATION REVIEW 2018 – INITIAL PROPOSAL

This Statement of Proposal is prepared pursuant the Local Electoral Act 2001 (LEA) and sections 83, 86, 155 and 156 of the Local Government Act 2002 (LGA).

Reasons for the proposal

Every six years the Local Electoral Act 2001 requires all councils throughout New Zealand to review their representation arrangements. Waikato District Council last reviewed its representation arrangements in 2012 and is now reviewing them again in 2018 in time for the 2019 local government elections. The outcome of this review will apply to the 2019 and 2022 triennial local government elections.

During the representation review process Council considers the numbers of elected members to have, how members are elected, wards and ward boundaries and names, community boards and how community boards are arranged.

To ensure that representation for our communities is fair and effective, council considers the principle of fair and effective representation through the entire review process and in relation to the following key factors:

- Identifying communities of interest;
- Effectively representing these communities of interest; and
- Fair representation of electors – following the +/- 10 per cent rule for wards and subdivisions.

The review process also takes into consideration our community boards and how they also enable fair and effective representation. Council considers the following key factors throughout the review in relation to community boards:

- Whether or not community boards are required in the district; and
- The nature of a community and the structure of their community board.

Decisions already made

The process of the representation review requires that council makes a decision on the electoral system and also on the possible introduction of maori wards in the district. Last year (2017) council made the following resolutions with regard to the electoral system and maaori wards:

- Council resolved to retain First-Past-the-Post (FPP) electoral system (resolved 14 August 2017).
- Council resolved not to introduce maaori wards (resolved 13 November 2017).

These decisions will apply to the 2019 triennial local government elections.

Current arrangements

Our current representation arrangements consist of 1 mayor who is elected at large (at large means by the whole district) and 13 councillors who are elected from 10 wards.

To comply with the fair representation criteria set out in the LEA, this means that each councillor must represent somewhere between 5,103 and 6,237 people each (population statistics put the number of people living in the Waikato district at 73,710, this number divided by 13 councillors is 5,670 people per councillor. This puts the maximum range of people that each councillor can represent using the +/- 10 per cent rule as being somewhere between 5,103 people - 6,237 people).

Using the +/- 10 per cent fair representation rule, this means that the Awaroa ki Tuakau ward is beyond the maximum number of people that can be fairly represented by two councillors and that the ward is non-compliant with the rules set out in the LEA. This means small changes need to be made to make the ward compliant. All other wards are compliant.

The distribution of councillors and wards are as follows:

Ward	Councillors	Population of the ward
Awaroa ki Tuakau Ward	2 councillors	12,410 people
Eureka Ward	1 councillor	5,579 people
Hukanui-Waerenga Ward	1 councillor	5,990 people
Huntly Ward	2 councillors	10,510 people
Newcastle Ward	1 councillor	5,690 people
Ngaruawahia Ward	2 councillors	10,350 people
Onewhero-Te Akau Ward	1 councillor	5,460 people
Raglan Ward	1 councillor	5,790 people
Tamahere Ward	1 councillor	5,699 people
Whangamarino Ward	1 councillor	6,232 people

Waikato district also has 30 community board members elected from five community boards. Community boards perform functions and duties that are delegated to them by Council though they are not committees of Council itself. The distribution of community board members and community boards are as follows, with the addition of one or two appointed members (councillors from the respective wards):

Community Board	Representatives
Huntly Community Board	6 representatives
Ngaruawahia Community Board	6 representatives
Onewhero – Tuakau Community Board	6 representatives
Raglan Community Board	6 representatives
Taupiri Community Board	6 representatives

Early Engagement

Informal preliminary consultation was undertaken between 16 April and 4 May 2018 where a survey of key stakeholders was completed. 60 stakeholders were polled and 29 responses were received; in summary:

- 78.6% wanted a ward system, 21.4% wanted a mixed system (wards/at large)
- 27.6% thought 8-10 councillors about right number
- 44.8% thought 11-13 councillors about right number
- 17.3% thought 14-15 councillors about right number
- 72.4% wanted current community boards retained
- 27.6% did not want current community boards retained
- 72.4% wanted new community boards established
- 27.6% did not want new community boards established

Several workshops were also held with iwi and community boards, community committees and resident-ratepayer groups so that feedback on the representation review could be obtained before the initial proposal was made.

Summary of Key Changes

The initial proposal contains the following changes to the current representation arrangements:

- Moving the village of Mercer from the Awaroa ki Tuakau Ward to the Whangamarino Ward and moving Rangiriri from the Whangamarino Ward to the Huntly Ward. The result of these changes

makes the Awaroa ki Tuakau Ward compliant with subsequent small boundary changes to the Whangamarino and Hukanui-Waerenga wards.

- Dis-establishing the Onewhero-Tuakau Community Board.
- Establishing a Tuakau Community Board centred around Tuakau township.
- Establishing an Onewhero Community Committee with the balance of the former Onewhero-Tuakau Community Board area south of the river.

Council's initial proposal also opts to retain the 13 councillors, 10 wards and 30 community board members elected from 5 community boards, with 1 mayor who is elected at large.

Consultation and submissions

Anyone can make a submission about Waikato District Council Representation Review 2018 – Initial Proposal and we encourage you to let us know your views.

What is a submission?

Submissions are a record of your views/preferences on a particular issue. By making a submission you can ensure that your voice is heard by councillors to assist them in their decision making. Submissions may be sent or given to the Council from any organisation or any member of the public during a time period specified by Council. In most cases submission forms are available at Council offices and libraries and on the 'Have your say' page of Council's website.

When can I make a submission?

The submission period for the Waikato District Council Representation Review 2018 – Initial Proposal opens at **9am on 20 June 2018 and closes at 5pm on 1 August 2018.**

How can I make a submission?

Any person may make a submission on the content of this initial proposal. Written submissions should follow the format shown in the submission form following this page. This form is intended as a guide only, but is suitable for brief submissions. Please attach additional pages as necessary.

In addition, if you wish to present your comments in person, Council will hear verbal submissions on 29 August 2018 (or as early thereafter as possible). Submitters wishing to be heard in support of their submission must clearly state this in their submission. All submitters wishing to be heard will be contacted to arrange an appropriate time on the date specified.

Please note that written submissions are to be received by Waikato District Council by 5pm on 1 August 2018.

Important Dates to Remember:
 Submissions open – **9am 20 June 2018**
 Submissions close – **5pm 1 August 2018**
 Hearing of submissions – **29 August 2018**

Submissions can be:

Online: www.waikatodistrict.govt.nz/sayit

Posted to: Waikato District Council
 Private Bag 544
 Ngaruawahia 3742

Delivered to: Waikato District Council
Attn: Corporate Planner
15 Galileo Street
Ngaruawahia 3742

Huntly Office
142 Main Street, Huntly 3700

Raglan Office
7 Bow Street, Raglan 3225

Tuakau Office
2 Dominion Rd, Tuakau 2121

Te Kauwhata Office
1 Main Road, Te Kauwhata 3710

Emailed to: consult@waidc.govt.nz

Subject heading should read: "Representation Review 2018 – Initial Proposal"

Privacy Act Information - The Local Government Act 2002 requires submissions **to be made available to the public.**

Your contact details are collected:

- So the Council can write and inform you of the decision(s) on your submission(s).
- To arrange a hearing date and time for you to speak (if you choose to).

Your name and address will be publicly available. If you would like your address and phone details (including email address) kept confidential you need to inform us when you send in your submission. You have the right to correct any errors in personal details contained in your submission. If you do not supply your name and address the Council will formally receive your submission, but will not be able to inform you of the outcome.

What happens next?

Council will acknowledge each submission received in writing, either by letter or email.

Following the closing of submissions on 1 August 2018 all submissions will be reviewed by Elected Members. Verbal submissions will be heard and all submissions formally considered at a Council meeting on 29 August 2018 (or as soon thereafter as possible). This meeting is open to both submitters and the public to attend.

After the initial proposal has been made:

After the initial proposal has been made, feedback has been received and submitters have had an opportunity to speak to their submissions, Council will consider all this information and the resolve to make a **final proposal** on representation arrangements in the Waikato district on 12 September 2018. The period for public appeals/objections to the final proposal will be from 9am on 12 September 2018 to 5pm on 12 October 2018.

If you have any further queries, please contact Stacey Solomon on **0800 492 452**.



For internal use only

ECM Project #.. PR 934

ECM #

Submission #

Customer #

Representation Review 2018 - Initial Proposal

Are the rules right for me?

Please provide your feedback by 5pm 1 August 2018

Name/organisation

Postal address..... Postcode.....

Email..... Phone.....

Preferred method of contact Phone Email Post

A hearing will be held on 29 August 2018. Do you want to speak about your submission at this hearing? Yes No

If you wish to speak at the hearing for the Representation Review 2018 – Initial Proposal please ensure you have filled in the contact details section of this form, this will help us to get in touch with you to confirm your hearing times.

Do you support the Representation Review 2018 Initial Proposal? Yes No
Can you tell us why?

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Written feedback

Postal Address
Waikato District Council, Private Bag 544,
Ngaruawahia 3742 • Telephone 0800 492 452

Online feedback

- www.waikatodistrict.govt.nz/sayit
- consult@waidc.govt.nz

Submissions are public information. Your feedback will be used for purposes such as reports to Councillors, which are made available to the public, media and on our website. If you would like your personal information concealed, please tell us in your submission.

Is there anything else you think that we should know?

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Thank you for making a submission.

You'll receive an email or letter to confirm we've received your submission.

If you've indicated you would like to present your submission in person, we'll be in touch to arrange a time.

Written feedback

Postal Address

Waikato District Council, Private Bag 544,
Ngaruawahia 3742 • Telephone 0800 492 452

Online feedback

- www.waikatodistrict.govt.nz/sayit
- consult@waidc.govt.nz

Submissions are public information. Your feedback will be used for purposes such as reports to Councillors, which are made available to the public, media and on our website. If you would like your personal information concealed, please tell us in your submission.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	15 May 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Policy & Regulatory Committee Meeting Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of the Policy & Regulatory Committee meeting held on Tuesday 15 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Policy & Regulatory Committee held on Tuesday 15 May 2018 be received;

AND THAT the following becomes a resolution of Council:

Proposed Dangerous, Affected and Insanitary Buildings Policy 2018 – P&R1805/05

THAT Council approve the proposed Dangerous, Affected and Insanitary buildings Policy and Statement of Proposal for consultation between 18 June 2018 and 18 July 2018; with a Hearing date scheduled for 1 August 2018.

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 MAY 2018** commencing at **9.00am**.

Present:

Cr JD Sedgwick (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr DW Fulton
Cr JM Gibb
Cr SD Lynch
Cr RC McGuire
Cr FM McNally
Cr BL Main
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
Mr I Cathcart (General Manager Service Delivery)
Mrs S O’Gorman (General Manager Customer Support)
Mrs L Wainwright (Committee Secretary)
Ms AM d’Aubert (Consents Manager)
Ms E Makin (Consents Team Leader – East)
Mr J Wright (Acting Consents Team Leader - West)
Mr M Balloch (Building Quality Manager)
Ms A Murphy (Corporate Planner)
Members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Main/Thomson)

THAT an apology be received from Crs Bech and Church.

CARRIED on the voices

P&R1805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs McGuire/Main)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 15 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

P&R1805/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Thomson/McInally)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 20 March 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

P&R1805/03

RECEIPT OF HEARING MINUTES AND DECISION

The Consents Manager and Consents Team Leader – East gave a verbal update and answered questions of the committee.

Resolved: (Crs McInally/Lynch)

THAT the minutes and decision of a hearing for Te Kauwhata Land Limited held on Wednesday 21 February 2018 be received.

CARRIED on the voices

P&R1805/04

REPORTS

Delegated Resource Consents Approved for the months of March and April 2018
Agenda Item 6.1

The report was received [*P&R1805/02 refers*] and discussion was held.

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

Summary of Applications Determined by the District Licensing Committee January – March 2018

Agenda Item 6.2

The report was received [*P&R1805/02 refers*] and discussion was held.

Cr Smith gave a verbal update and answered questions of the committee.

Proposed Dangerous, Affected and Insanitary Buildings Policy 2018

Agenda Item 6.3

The report was received [*P&R1805/02 refers*] and discussion was held.

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

Resolved: (Crs Smith/Lynch)

THAT Council approve the proposed Dangerous, Affected and Insanitary buildings Policy and Statement of Proposal for consultation between 18 June 2018 and 18 July 2018; with a Hearing date scheduled for 1 August 2018.

CARRIED on the voices

P&R1805/05

Chief Executive's Business Plan

Agenda Item 6.4

The report was received [*P&R1805/02 refers*] and discussion was held.

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

2018 Meeting Calendar

Agenda Item 6.5

The report was received [*P&R1805/02 refers*] and discussion was held.

There being no further business the meeting was declared closed at 9.54am.

Minutes approved and confirmed this day of 2018.

JD Sedgwick
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	28 May 2018
Prepared by	Lynn Shirley Zero Harm Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Zero Harm Update

I. EXECUTIVE SUMMARY

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

Councils' sustainable zero harm culture shall be supported by a health and safety management system of policies, standards and procedures that effectively manage risk and enable best practice by all workers, contractors, volunteers and visitors.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

Capable and Believable Leadership

Safety and Wellness Engagement Conversations

The Chief Executive continues to undertake due-diligence duties by conducting site visits and carrying out safety and wellness engagement conversations with both staff and contractors. The following site visits were completed during May;

- Huntly Aquatic Centre
- Lake Hakanoa Holiday Park

A number of improvement opportunities were identified during these visits and where applicable actions have been assigned in BWare Safety Manager.

Another one page Zero Harm Safety Skill has been developed to support People Leaders to undertake Safety Engagement Conversations. This tool has been reviewed by the ELT and SLT and is now ready to be shared with all People Leaders.

To also support the proactive management of safety, a Zero Harm Moment on Hazard and Risk Management has been developed and released this month.

ZERO HARM SAFETY SKILL

Details	
Subject	Having a Safety Engagement Conversation
Reference	2305 02 (Revised) Safety Engagement Conversations in BSWA Safety Strategy
Target Audience	People Leaders
Date Issued	April 2018
Document Number	2305 002
Version	01

Background:
The purpose of this Zero Harm Safety Skill is to provide information and guidance for our leaders when undertaking a Safety Engagement Conversation. Safety Engagement Conversations are a vital part of helping us live our Zero Harm Vision and follow our Zero Harm Essentials. They are an opportunity to provide visible leadership and to drive regular, meaningful and proactive health, safety and wellbeing discussions. They are key to helping ensure that we all work safe and go home safe every day.

Look after yourself and others.

All too common behaviours	Any unsafe practice/observed/undesired/minor/trigger a Safety Engagement Conversation with that person, with intent to get commitment to the correct practice/behaviour discussed.
Reinforcing safe practices/behaviours	To support the implementation of a sustainable safety culture and drive a safe working environment it is equally important to recognise individuals when they are working safely. This provides reinforcement links in the behaviour and encourages people to continue to work safely.
Areas of focus for safety engagement conversations	There are a number of work tasks that have the potential to expose our people to critical risks. These risks, if not well controlled could lead to serious injury or a fatality. Examples of these risks include: <ul style="list-style-type: none"> • On Road Driving • Workplace Aggression and Violence • Hazardous Substances Some of the control measures for managing our critical risks include the following of safe practices or behaviours for example: <ul style="list-style-type: none"> • Wearing a seat belt • Opening parked parked items • Not using a handheld phone while driving • Carrying a risk-based assessment • Wearing the correct personal protective equipment (PPE)
Areas of focus for health and wellbeing	Discussing these safe practices/behaviours with workers is important to ensure they understand the risk and BSWA/BSB get agreement BSBB them on the correct practice/behaviours. There are a number of both work and non-work related factors that can impact a workers health and wellbeing. Examples may include:

ZERO HARM MOMENT

HAZARD & RISK MANAGEMENT

What is a Hazard?



Background:
Hazard management is the cornerstone of a health and safety management system – it is the key tool for meeting employer obligations to ensure so far as is reasonably practicable the health and safety of all workers. Using a systematic approach, we can identify and manage hazards so people are not harmed in the course of their work. A number of our recent investigations have identified either poor hazard identification or weak hazard controls prevent us from getting safe home every day.

What is a Hazard?
A hazard can be described in a number of ways...

- A condition or practice with the potential for accidental loss
- An unwanted source of energy that has the potential to cause injury or harm
- A potential source of harm

Or more simply...anything that can hurt you or your workmates

Hazards are around us all the time, at work, at play and at home


There are lots of different types of hazards. Some may be more obvious than others. Some may develop slowly over time.

Obvious Hidden Developing

ZERO HARM
Work Safe, Home Safe



Disciplined Management Systems

Event Management

One Severity 4 (Lost Time Injury) event was reported in May. A member of the Parks and Facilities team sustained a fracture to their right hand when the passenger door of a ute was suddenly closed by a gust of wind.

Five Severity 6 work-related personal events (First Aid injuries) were reported in May.

16 Severity 7 (Minor Near Miss) events and six Property Damage events were reported in May.

A quarterly Zero Harm Dashboard has been generated to illustrate May's safety performance, and is attached for reference.

Contractor Management

A Contractor H&S Workshop was held this month with Council's three waste management contractors; Xtreme Zero Waste, Metrowaste and Smart Environmental. The aim of the workshop was to;

- gain a consistent understanding of what health and safety information should be shared between PCBU's,
- sharing information and understanding of risk management in our waste collection services and;
- get commitment for ongoing collaboration and alignment of health and safety best practice.

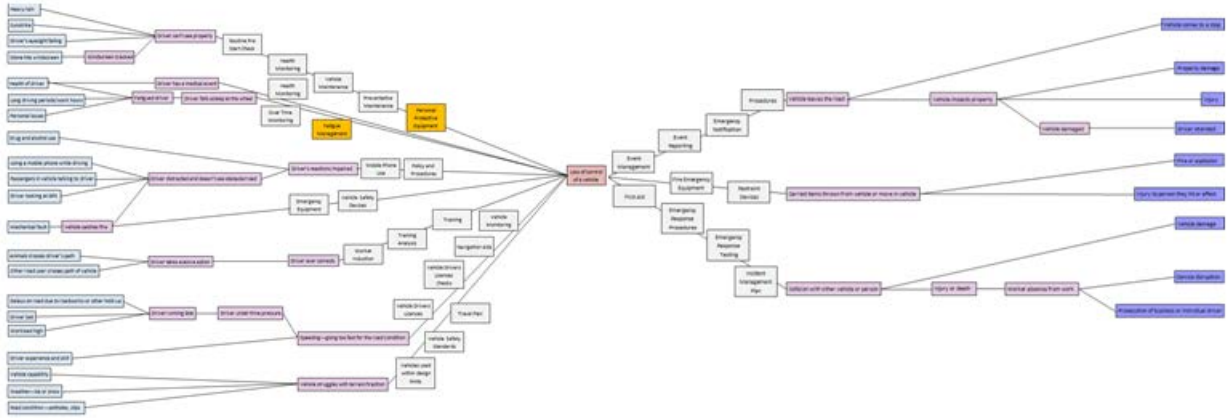
Managed Risks

On Road Driving – Light Vehicles

There were 24 over speed events recorded in May. Six of these events exceeded 110km per hour and required formal coaching conversations to be undertaken.



A draft Bowtie and control plan has been developed for the Critical Risk of On Road Driving. The Bowtie contains 22 preventative controls and 10 recovery controls. It has been reviewed by the Executive Leadership Team and Safety Action Team (SAT). A gap analysis will now be undertaken to determine how many controls are currently in place and then actions will be assigned to implement any outstanding controls.



Asbestos

The WDC Asbestos Management Plan has now been signed and published on the Waisite so it is readily accessible. Asbestos Management Survey reports have been received for the following locations.

- Ngaruawahia Z Service Station
- Brownlee Avenue Depot

The next survey is being planned for the Huntly War Memorial Hall.

Four Asbestos Awareness Seminars have been organised with an external training provider for the following teams;

- Environmental Health and Monitoring
- Waters Operations
- Building Inspectors
- Parks and Facilities
- Programme Delivery

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

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

4.2 OPTIONS

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

5. CONSIDERATION

5.1 FINANCIAL

There are no direct financial requirements identified in this report.


5.2 LEGAL

This report is prepared as part of assisting Council with compliance with the Health & Safety at Work Act 2015 and associated Regulations.

Councillors, as Officers under the Health & Safety at Work Act 2015 are required to undertake due diligence to ensure appropriate health & safety systems are in place and operating.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

A review of the “Work Safe, Home Safe” Strategic Plan for 2017-2018 was undertaken recently to ensure current activity remains aligned with our strategic improvement activities. Good progress has been made over the last two quarters, with a number of activities either being completed or nearing completion.

Date: 30/05/18 Version 6		Zero Harm “Work Safe, Home Safe” Strategic Plan 2017/2018		Lead: Gavin Ion Support: Kyle Anderson and Lynn Shirley																																																																																			
Vision To be a recognised leader in creating a district that prides itself on economic excellence, local participation and sustainable communities. Together with our workers and contractors we will create an injury and illness free workplace where everyone goes home safe and healthy each day.																																																																																							
Performance, gaps and targets <i>Where are we?</i> 2017 / 2018 Performance <ul style="list-style-type: none"> 3 Total Recordable Injuries (TRIF R) 840 events reported in 2016/2017 (1 : 3.5) 326 events reported (2017/2018) (1 : 4.0) 473 Over speed Events in 2016 / 2017 (74 at >110km) 125 Over speed Events (2017 / 2018) (32 at >110km) No W0003309 NZ No 65 able Events Our people are actively talking about “Zero Harm” In 2016 / 2017 no groups met the Safe Behaviour Conversation KPI Gaps <ul style="list-style-type: none"> We have had limited focus on Critical Risk Management Our H&S Management System is fragmented We have low levels of hazard reporting in BWare We are not always investigating and identifying corrective actions following events We are not undertaking analysis on our event data to identify trends and opportunities for improvement 		“Work Safe, Home Safe” 2017/2018 Plan <table border="1"> <thead> <tr> <th>Goal</th> <th>Activities</th> <th>Lead</th> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> </tr> </thead> <tbody> <tr> <td rowspan="6">Capable and believable Leadership</td> <td>1. Review and re-deploy Zero Harm Essentials to articulate commitment and philosophy</td> <td>ZHT</td> <td></td> <td></td> <td>■</td> <td></td> </tr> <tr> <td>2. Deploy and embed Zero Harm Moments to actively promote health and safety knowledge</td> <td>ZHT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td>3. Embed Safety and Wellness Conversations</td> <td>ELT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td>4. Undertake a review of current Physical Works Contracts Audit Programme</td> <td>ZHT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td>5. Work Safe, Home Safe 2018 Programme developed and deployed to all workers and councillors</td> <td>ZHT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td>6. Develop engagement plan for Safety Action Team (SAT)</td> <td>ZHT</td> <td></td> <td></td> <td></td> <td>■</td> </tr> <tr> <td rowspan="3">Disciplined Management Systems</td> <td>1. Develop and deploy “Work Safe, Home Safe” Compliance Calendar</td> <td>ZHT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td>2. Undertake a review of the current H&S Management System to ensure alignment with the WLASS H&S Management Framework and Best Practice Guidelines</td> <td>ZHT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td>3. Undertake a review of current Event Management Procedures and the use of BWare to manage event data and corrective actions</td> <td>ZHT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td rowspan="3">Managed Risks</td> <td>1. Review, develop and implement controls from the “Fear Free” Security Review</td> <td>ELT/ ZHT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td>2. Undertake a review of Critical Risk Management Process and develop Critical Risk Bowties</td> <td>ZHT</td> <td></td> <td></td> <td>■</td> <td>■</td> </tr> <tr> <td>3. Undertake a review of current Hazard Management Procedures and the use of BWare to manage hazard data and corrective actions</td> <td>ZHT</td> <td></td> <td></td> <td></td> <td>■</td> </tr> </tbody> </table>				Goal	Activities	Lead	Q1	Q2	Q3	Q4	Capable and believable Leadership	1. Review and re-deploy Zero Harm Essentials to articulate commitment and philosophy	ZHT			■		2. Deploy and embed Zero Harm Moments to actively promote health and safety knowledge	ZHT			■	■	3. Embed Safety and Wellness Conversations	ELT			■	■	4. Undertake a review of current Physical Works Contracts Audit Programme	ZHT			■	■	5. Work Safe, Home Safe 2018 Programme developed and deployed to all workers and councillors	ZHT			■	■	6. Develop engagement plan for Safety Action Team (SAT)	ZHT				■	Disciplined Management Systems	1. Develop and deploy “Work Safe, Home Safe” Compliance Calendar	ZHT			■	■	2. Undertake a review of the current H&S Management System to ensure alignment with the WLASS H&S Management Framework and Best Practice Guidelines	ZHT			■	■	3. Undertake a review of current Event Management Procedures and the use of BWare to manage event data and corrective actions	ZHT			■	■	Managed Risks	1. Review, develop and implement controls from the “Fear Free” Security Review	ELT/ ZHT			■	■	2. Undertake a review of Critical Risk Management Process and develop Critical Risk Bowties	ZHT			■	■	3. Undertake a review of current Hazard Management Procedures and the use of BWare to manage hazard data and corrective actions	ZHT				■
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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"/>

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

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

Council engages with our Community Boards and Community Committees to ensure they are clear on their obligations. Council also undertakes audits and safety engagement conversations in relation to our contractors.

6. CONCLUSION

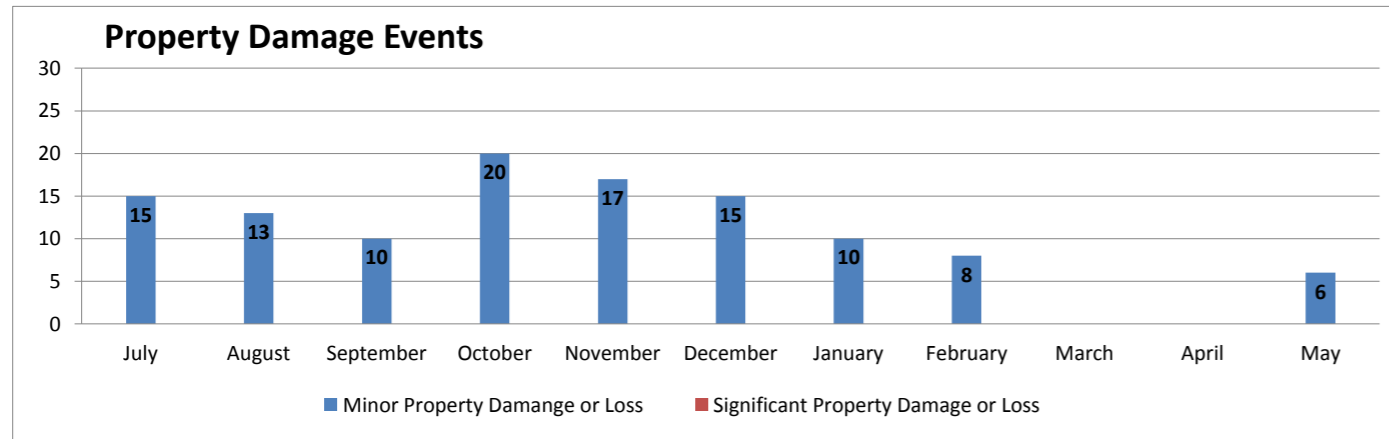
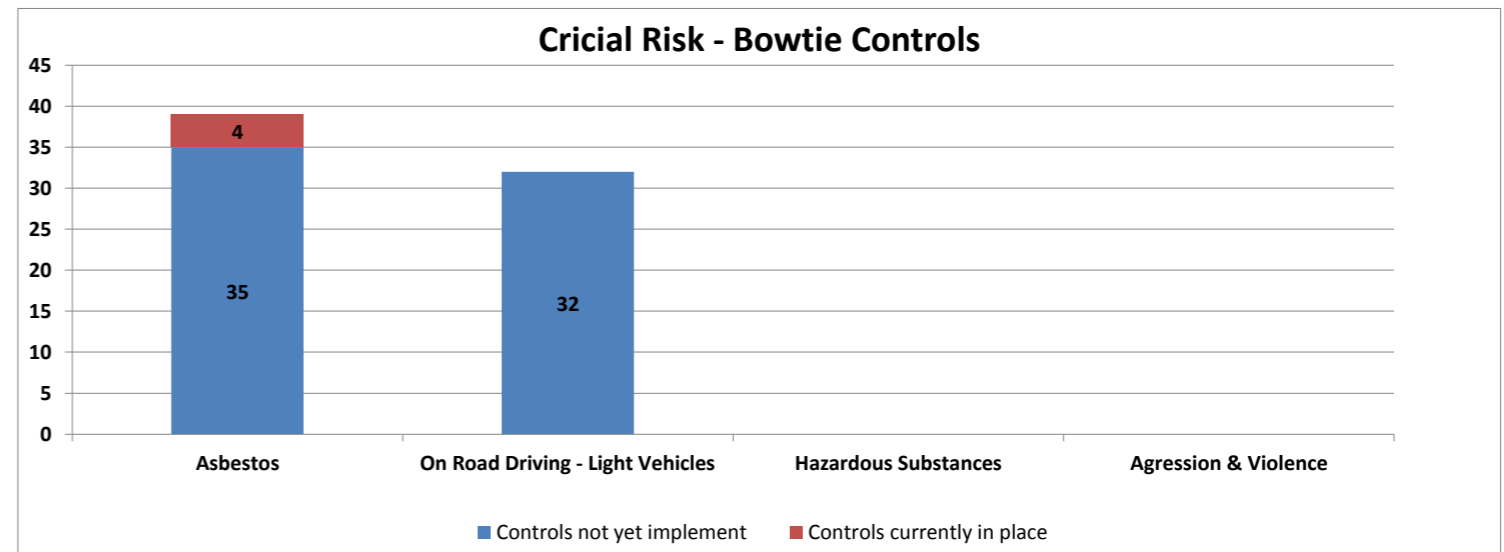
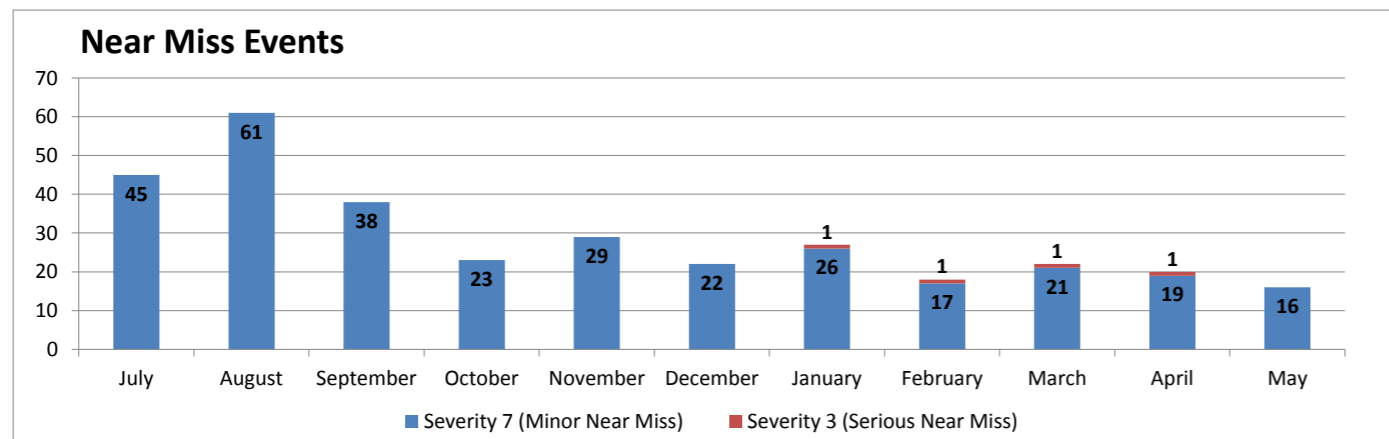
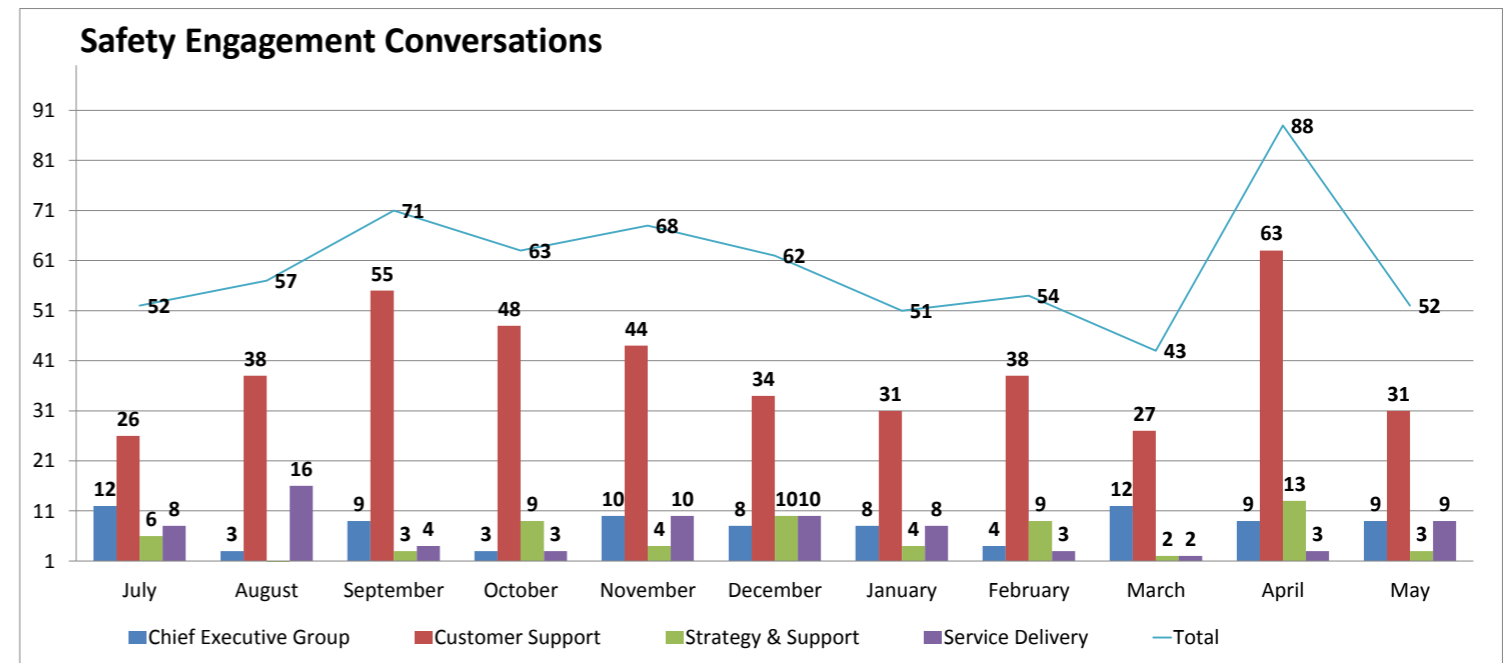
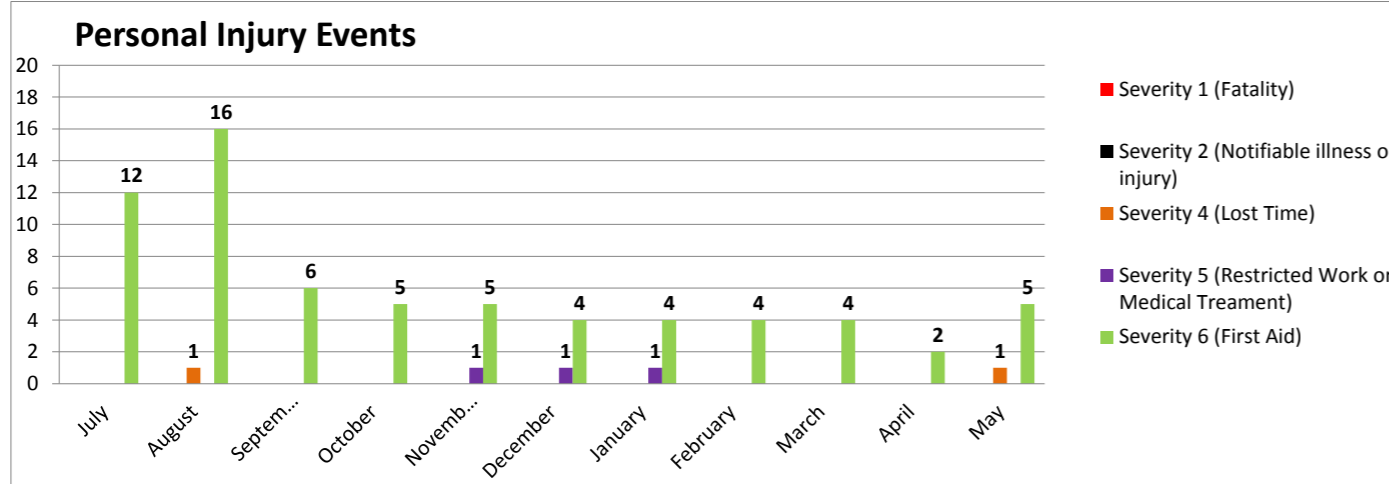
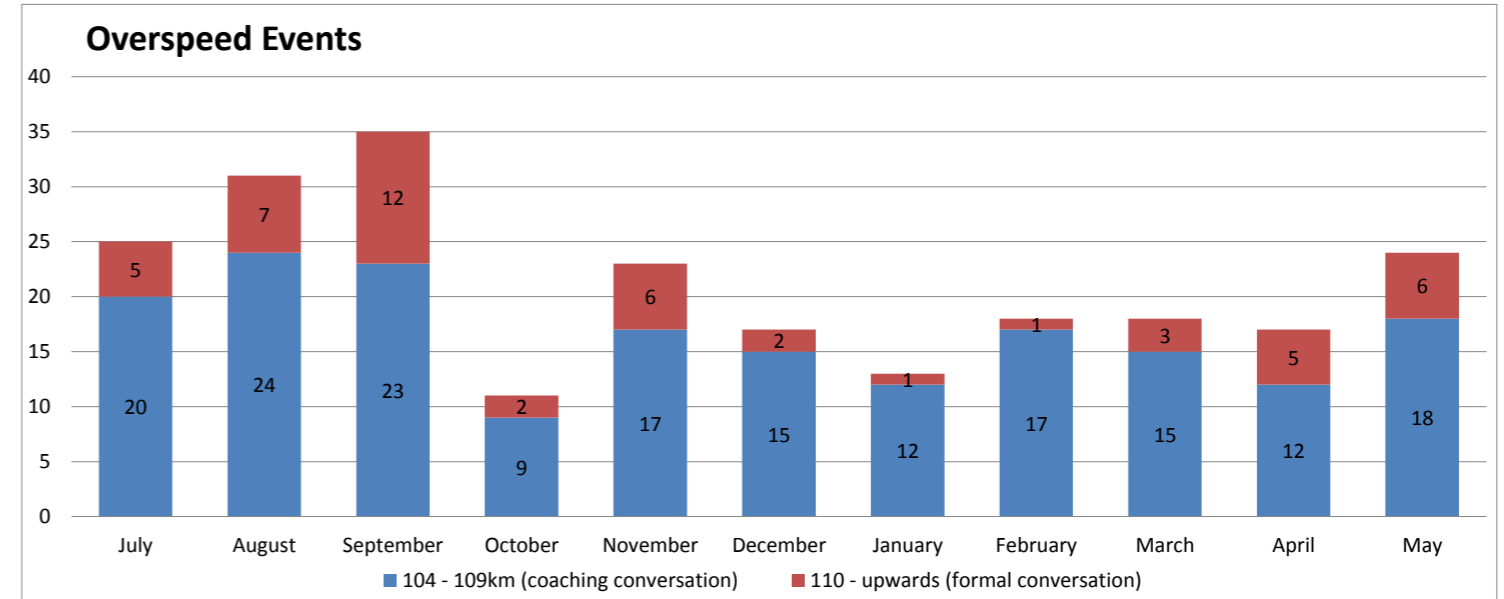
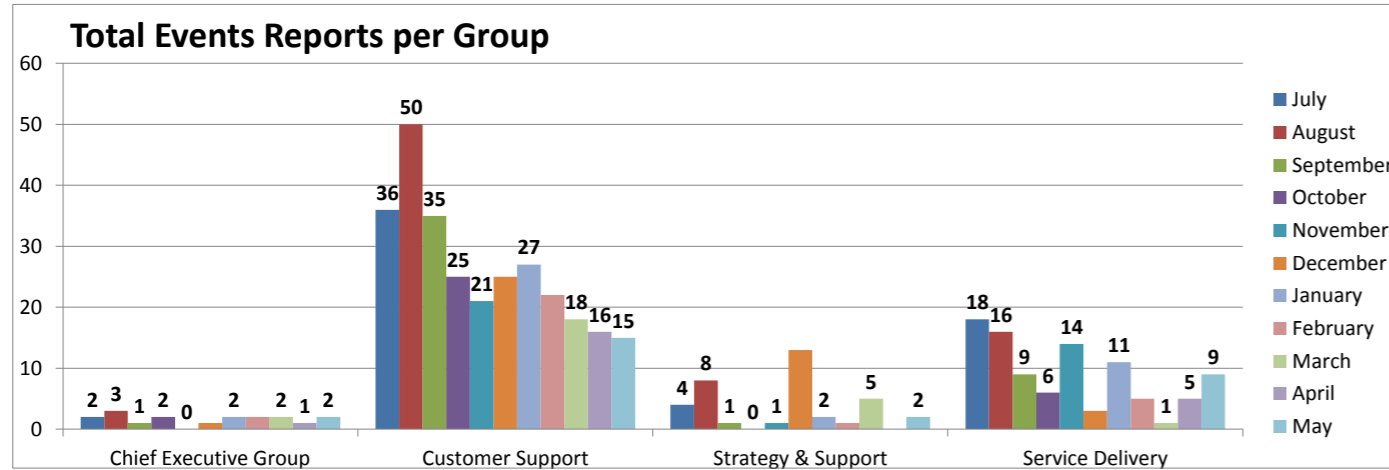
This report provides an update on progress with our Zero Harm systems and processes, and monthly health and safety performance.

7. ATTACHMENTS

Zero Harm Dashboard – Quarter Four (April – June 2018)

Zero Harm Dashboard - Quarter Four (April - June 2018)

Dashboard as at 30/05/2018



“Work safe, home safe”

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	6 April 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Receipt of Hearing Minutes – Te Kauwhata Land Limited

1. EXECUTIVE SUMMARY

To receive the minutes of a hearing for Te Kauwhata Land Limited held on Wednesday 21 February 2018.

2. RECOMMENDATION

THAT the minutes of a hearing for Te Kauwhata Land Limited held on Wednesday 21 February 2018 be received.

3. ATTACHMENTS

Hearing minutes Wednesday 21 February 2018

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 **WEDNESDAY 21 FEBRUARY 2018** commencing at **9.00am**.

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

Present:

Commissioner I Munro

Attending:

Mrs LM Wainwright (Committee Secretary)
 Mrs W Wright (Committee Secretary)
 Ms S Salmon (Senior Planner)
 Ms E Makin (Consents Team Leader – East)
 Mr P Henderson (Senior Land Development Engineer)
 Mrs B Parham (Legal Counsel, Tompkins Wake)
 Ms L White (Harrison Grierson)
 Ms L Jack (Landscape Architect, Harrison Grierson)
 Mr B Jones (Submitter)
 Mr N Patterson (Submitter)
 Mr K Peach (Submitter)
 Dr J Forret (Legal Counsel, Harkness Henry)
 Mr I McAlley (Applicant)
 Mr A Gray (Transportation Engineer, Gray Matter Ltd)
 Mr D Mansergh (Mansergh Graham Landscape Architects Ltd)
 Mr M Graham (Mansergh Graham Landscape Architects Ltd)
 Mr C Dawson (Planning Project Manager, Bloxom Burnett & Olliver)
 Mr D Hardwick (Member of the Public)
 Members of staff

HEARING – TE KAUWHATA LAND LIMITED

File No. SUB0009/17

Application by Te Kauwhata Land Limited to undertake a seven-staged subdivision to create 163 residential lots, nine lots to vest as road, 16 access lots, two lots for local purpose reserves for drainage and one lot for recreation reserve; and concurrent land use consent to undertake earthworks and construct four show homes (commercial activities) within consented lots and blanket consent to enable different building coverage and impervious surfaces within consented lots.

INTRODUCTION

Commissioner Munro welcomed all parties and gave a brief outline of the hearing process.

HEARING OF SUBMISSIONS

Mr Jones presented written (Doc 1) and verbal evidence and answered questions of the Commissioner.

Mr Patterson presented verbal evidence and answered questions of the Commissioner.

Mr Peach presented verbal evidence and answered questions of the Commissioner.

The Commissioner accepted the late submission from Nga Muka Development Trust.

HEARING OF THE APPLICATION

Legal Counsel for the applicant presented written (Doc 2) and verbal evidence and answered questions of the Commissioner.

The meeting adjourned at 10.31am and resumed at 10.47am.

Mr McAlley presented verbal evidence and answered questions of the Commissioner.

Mr Gray presented verbal evidence and answered questions of the Commissioner.

Mr Mansergh presented verbal evidence and answered questions of the Commissioner.

Mr Graham presented verbal evidence and answered questions of the Commissioner.

The meeting adjourned at 12.32pm and resumed at 1.50pm.

Mr Dawson presented verbal evidence and answered questions of the Commissioner.

Mr McAlley answered further questions of the Commissioner.

STAFF REPORT

Ms Parham presented written (Doc 3) and verbal evidence and answered questions of the Commissioner.

The meeting adjourned at 2.59pm and resumed at 3.12pm.

The senior planner gave written (Doc 4) and verbal evidence in response to the applicant's evidence and answered questions of the Commissioner.

Ms White gave verbal evidence and answered questions of the Commissioner.

The senior planner gave further verbal evidence in response to the applicant's evidence.

Ms Jack gave written (Doc 5) and verbal evidence and answered questions of the Commissioner.

The senior planner gave further verbal evidence in response to the applicant's evidence.

RIGHT OF REPLY

The applicant's right of reply will be presented in writing to the Commissioner and the Waikato District Council team.

The hearing adjourned at 4.00pm and the decision reserved.

The hearing was declared closed at 9.53am on Wednesday 14 March 2018.

DELIBERATIONS

The Commissioner undertook deliberations on all evidence presented.

DECISION

THAT the Independent Commissioner confirmed the application of Te Kauwhata Land Limited be declined as outlined in the decision dated 5 April 2018.

HE1802/02

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	1 June 2018
Prepared by	Gudrun Jones Legal Counsel
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	“Te Kopua Camp Reserve” – Proposed change of name to “Papahua Recreation Reserve”

I. EXECUTIVE SUMMARY

The land on which the camping ground and domain known as “Te Kopua Camp Reserve” has been established is legally described as Part Papahua No 2 Block and Section 2 Block 1 Karioi Survey District. The land is classified as Raglan Recreation Reserve (NZ Gazette 1980 p.2705) and owned by the Crown. The Council is appointed to control and manage the reserve. Ngati Maahanga have approached the Council to change the name of the reserve to Papahua Reserve/Papahua Block to reflect the history and origins of the land. Given that Papahua Block is the legal description of the land and that the land is currently gazetted as a recreation reserve it is recommended that the name be changed to Papahua Recreation Reserve. There is no delegation from the Minister of Conservation to authorise local authorities to undertake a name change of a reserve and an application to seek approval has to be lodged with the Department of Conservation. This report is to recommend to Council that the process of changing the name be commenced.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the name of the reserve known as “Te Kopua Camp Reserve”, legally described as Part Papahua No 2 Block and Section 2 Block 1 Karioi Survey District, and gazetted as “Raglan Recreation Reserve” be changed;

AND FURTHER THAT the process of changing the name of “Raglan Recreation Reserve” to “Papahua Recreation Reserve” be commenced.

3. BACKGROUND

The land known as Te Kopua Camp Reserve was originally Maori land and transferred to the Raglan Town Board in 1923 as a gift for a Public Reserve, and was then vested in the Raglan County Council in 1941. In 1950, the land was transferred to the Crown for recreation purposes. The land became Kopua Domain in 1950 and the Council was appointed to manage and control the land. In 1980 the land was classified (among other pieces of land) as Raglan Recreation Reserve (copies of a map and an aerial photo showing the reserve are attached.) Ngati Maahanga (have approached the Council with regard to changing the name of the reserve to Papahua Reserve/Papahua Block to reflect the history and origins of the land. The process of changing the name of the reserve involves the Department of Conversation. The length of time this process takes depends on the resources and priorities of the Department.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The legal description of the “Te Kopua Camp Reserve” is Part Papahua No 2 Block, together with a smaller piece of land described as Section 2 Block 1 Karioi Survey District. There are three signs currently located on various parts of the reserve, which say “Te Kopua Domain, “Putoetoe Recreation Reserve” (it is not clear how this name has been arrived at) and “Raglan Kopua Holiday Park”. Ngati Maahanga have expressed the wish to give the whole reserve complex a name which reflects the history and origins of the land – namely the Papahua Block.

4.2 OPTIONS

- (i) A name change from Te Kopua Domain or Te Kopua Camp to Papahua Recreation Reserve could initially create some confusion among visitors and the public in general. However, this can be partly dealt with by way of appropriate publicity. Given that the land described as Papahua No Block and originally gifted to the Raglan Town Board by the Maori owners for a Public Reserve , the desire of the iwi to include “Papahua” again in the name of the Reserve is understandable. Furthermore, it is noted that the gazetted Raglan Recreation Reserve encompasses reserves other than the Te Kopua complex, and the proposed Papahua Recreation Reserve would set it apart from other “Raglan Recreation Reserves”. The change of name does not affect Council’s appointment to control and manage the reserve. The Council could support the name change.
- (ii) The Council could decide to decline to support any name change and leave things as they are.

Option (i) is recommended.

5. CONSIDERATION

5.1 FINANCIAL

There will be processing costs incurred by the Department of Conservation and our accredited agent acting on Council's behalf in this matter; these are estimated to be approximately \$2,500, including gazettal costs by LINZ.

5.2 LEGAL

The change of name of the Te Kopua Camp Reserve is undertaken pursuant to sections 16(10) and 16(10A) of the Reserves Act 1977, by way of an application to the Department of Conservation for approval of the name change.

Council is obliged to consult with iwi and consider their views of names. The Department of Conservation will consider and advise whether iwi other than Ngati Maahanga should also be consulted.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This matter is dealt with under the requirements of the Reserves Act.

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"/>

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

Planned	In Progress	Complete	
	✓		Internal
			Community Boards/Community Committees
		✓	Ngai Maahanga (provide evidence / description of engagement and response)
			Households
			Business
			Other Please Specify

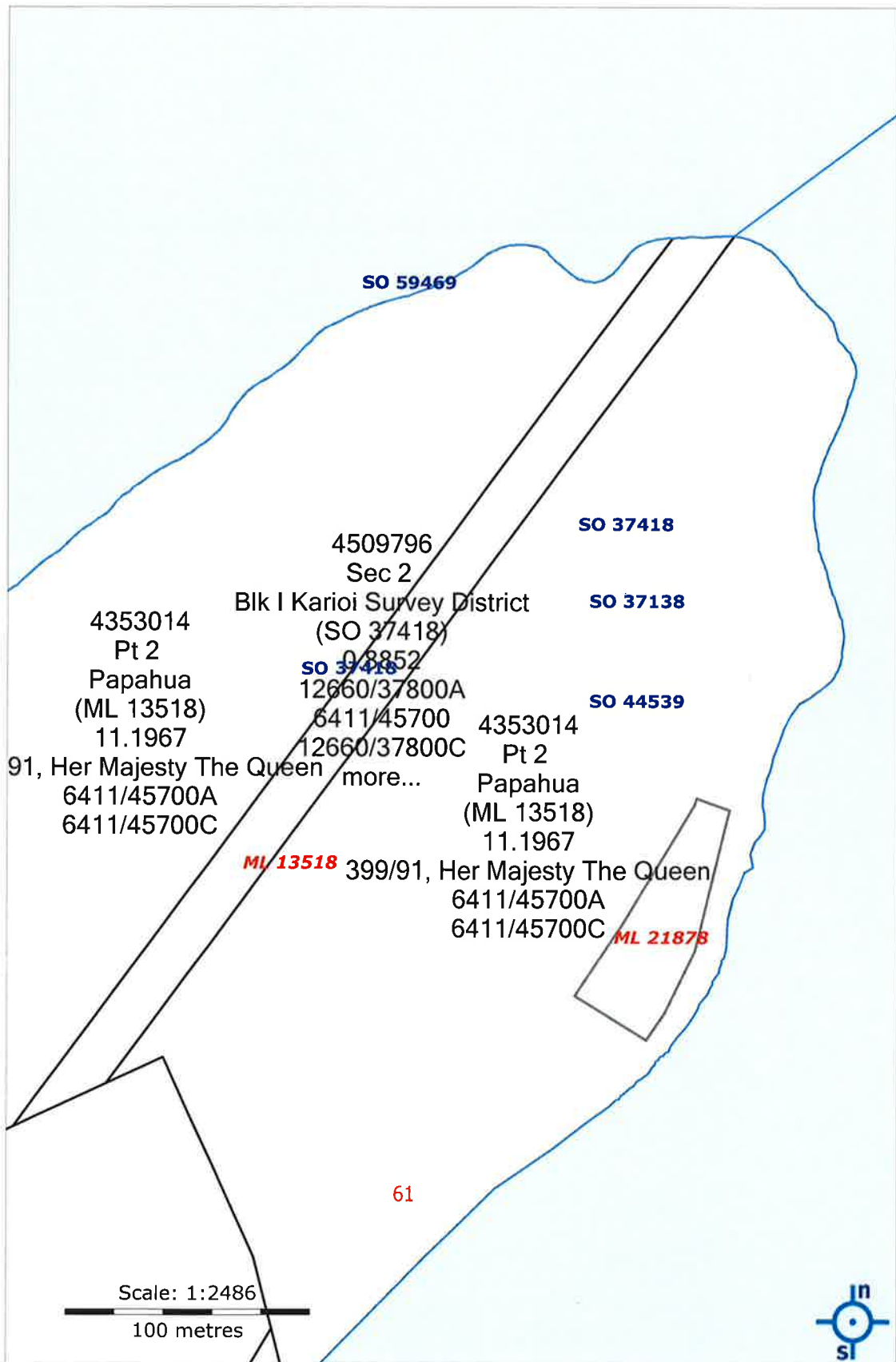
Ngati Maahanga have approached the Council to consent to a name change of the Te Kopua Camp Reserve and discussions have taken place between Council representatives (at both a political and staff level) and Ngati Maahanga.

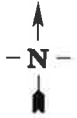
6. CONCLUSION

Council has been asked to consent to a name change of the Te Kopua Camp Reserve to “Papahua Reserve/Papahua Block”. The current gazetted name of the recreation reserve is “Raglan Recreation Reserve”; it is recommended that the name be changed to “Papahua Recreation Reserve” and that the Council support this name change. Approval is required from the Department of Conservation, and an application to that effect has to be made. If approved, the new name will be formalised by way of an entry in the New Zealand Gazette.

7. ATTACHMENTS

- Terraview map of Te Kopua Camp Reserve
- Aerial photo of the reserve.





Waikato District Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that WDC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information



Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	28 May 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Receipt of Strategy & Finance Committee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 23 May 2018 and to adopt the recommendations therein.

2. RECOMMENDATION

THAT the minutes of the Strategy & Finance Committee meeting held on Wednesday 23 May 2018 be received;

AND THAT the following become resolutions of Council:

Risk Assessment of Council Organisations' Draft Statements of Intent – S&F1805/04

THAT any Audit & Risk Committee feedback be incorporated in Council's response to the draft Statements of Intent for Council Controlled Organisations.

Treasury Risk Management Policy – Compliance Report as at 31 March 2018 S&F1805/05

THAT Council accept the breach of the counterparty credit risk limit as the non-compliance is not material.

3. ATTACHMENTS

S&F minutes 23 May 2018

MINUTES for a meeting of the Strategy & Finance Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 23 MAY 2018** commencing at **9.01am.**

Present:

Cr A Bech (Chairperson)

His Worship the Mayor Mr AM Sanson [*until 9.14am and from 9.32am until 10.29am and from 10.51am until 11.47am and from 11.49am*]

Cr JA Church

Cr DW Fulton [*until 11.47am and from 11.49am*]

Cr S Henderson

Cr SD Lynch

Cr RC McGuire

Cr FM McInally

Cr BL Main

Cr EM Patterson

Cr JD Sedgwick

Cr NMD Smith

Attending:

Mr GJ Ion (Chief Executive)

Mrs S O’Gorman (General Manager Customer Support)

Mr T Whittaker (General Manager Strategy & Support)

Mrs LM Wainwright (Committee Secretary)

Ms A Diaz (Finance Manager)

Ms D Dalbeth (Business Analyst)

Members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Bech/Sedgwick)

THAT an apology be received from Crs Gibb and Thomson.

CARRIED on the voices

S&F1805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Crs Bech/Patterson)****THAT the agenda for a meeting of the Strategy & Finance Committee held on Wednesday 23 May 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be considered with the public excluded;****AND THAT all reports be received.****CARRIED on the voices****S&F1805/02****DISCLOSURES OF INTEREST**

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Crs Bech/McInally)****THAT the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 28 March 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****S&F1805/03****RECEIPT OF MINUTES****Resolved: (Crs Bech/Sedgwick)****THAT the minutes of a meeting of the Audit & Risk Committee held on Thursday 29 March 2018 be received;****AND THAT the following recommendation becomes a resolution of the Strategy & Finance Committee:****Risk Assessment of Council Organisations' Draft Statements of Intent - A&R1708/07****THAT any Audit & Risk Committee feedback be incorporated in Council's response to the draft Statements of Intent for Council Controlled Organisations.****CARRIED on the voices****S&F1805/04**

The following recommendation was withdrawn as not all Councillors had received the Risk Appetite Statement documentation. This item is referred to the June Council meeting for adoption:

“Risk Appetite Statement - A&R1708/04

THAT the Audit & Risk Committee recommends adoption of the Risk Appetite Statement to Council.”

REPORTS

Financial Review of Key Projects

Agenda Item 6.1

The report was received [*S&F1805/02 refers*] and discussion was held.

His Worship the Mayor withdrew from the meeting at 9.14am during discussion on the above item.

Civic Financial Services Limited Statement of Intent

Agenda Item 6.2

The report was received [*S&F1805/02 refers*] and discussion was held.

Operational Budget Reviews

Agenda Item 6.3

The report was received [*S&F1805/02 refers*] and discussion was held.

His Worship the Mayor re-entered the meeting at 9.32am during discussion on the above item.

Summary of Movements in Discretionary Funds to 30 April 2018

Agenda Item 6.4

The report was received [*S&F1805/02 refers*] and discussion was held.

Treasury Risk Management Policy – Compliance Report as at 31 March 2018
Agenda Item 6.5

The report was received [*S&F1805/02 refers*] and discussion was held.

Resolved: (Crs Church/McInally)

THAT the Strategy & Finance Committee accept the breach of the counterparty credit risk limit as the non-compliance is not material.

CARRIED on the voices

S&F1805/05

2017-2018 Third Quarter Non-Financial Performance Report
Agenda Item 6.6

The report was received [*S&F1805/02 refers*] and discussion was held.

Economic Development Update
Agenda Item 6.7

The report was received [*S&F1805/02 refers*] and discussion was held.

His Worship the Mayor withdrew from the meeting at 10.29am during discussion on the above item.

The meeting adjourned at 10.30am and resumed at 10.51am.

His Worship the Mayor re-entered the meeting at 10.51am.

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (His Worship the Mayor/Cr McInally)

THAT the report of the Chief Executive be received;

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

- a. Confirmation of Minutes dated Wednesday 28 March 2018**
- b. Receipt of Minutes of the:**
 - Audit & Risk Committee dated Thursday 29 March 2018**

REPORTS

c. Economic Development Update

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

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

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

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

d. Section 17a Review of Waikato Enterprise Agency Operational Contract for i-SITES

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

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

Section 7(2) (b)(i)(ii)(c)(i)(f)(i)(h)(i)(j)

Section 48(1)(3)(d)

e. North Waikato Visitor Information Services Provisions

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

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

Section 7(2) (b)(i)(ii)(c)(i)(f)(i)(h)(i)(j)

Section 48 (1)(3)(d)

CARRIED on the voices

S&F1805/06

Open Meeting

To	Waikato District Council
From	Tony Whittaker General Manager Strategy & Support
Date	28 May 2018
Chief Executive Approved	Y
Reference #	GOV1318 / 1968075
Report Title	Risk Appetite Statement

1. EXECUTIVE SUMMARY

A Council workshop was run by the Audit & Risk Committee on 13 December 2017. This workshop was facilitated by KPMG and led to a draft Risk Appetite Statement being prepared. This draft has now been refined by the Audit & Risk Committee and is now presented to Council for formal adoption.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;
AND THAT Council adopts the **Risk Appetite Statement**.

3. ATTACHMENTS

Risk Appetite Statement

Waikato District Council

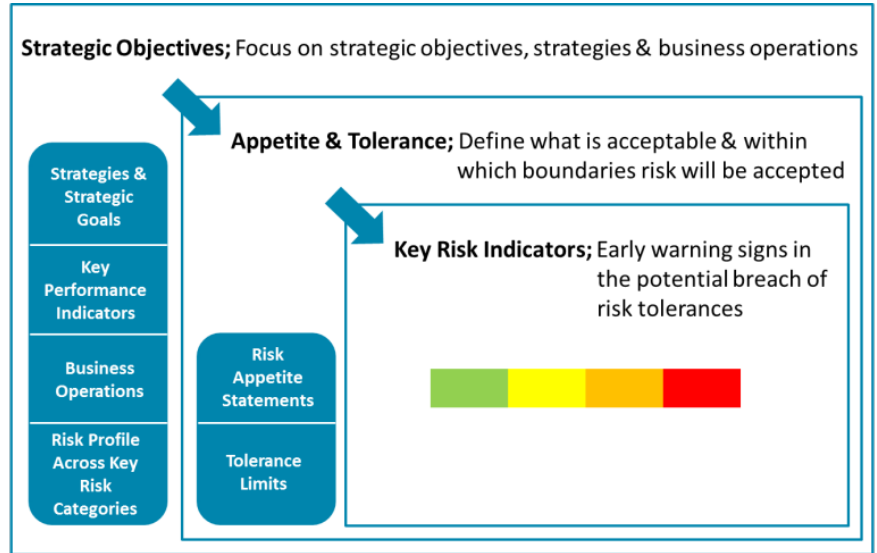
Risk Appetite Statement



Katja Jenkins
10/3/2017

Risk appetite is the conscious decision about which risks, and how much of each, the organisation is willing to take on. Councils risk appetite reflects our business model, our risk capacity, our internal risk management capabilities and our culture. Our appetite for risk is influenced by a number of factors including (but not limited to) the business environment, our people, our community needs and wants, our business systems and our policies. Having a clearly defined risk appetite gives clarity to the wider organisation about the nature and degree of risks that can be taken with our strategic, operational and project work.

Defining risk appetite is intimately linked to defining the overall strategy of an organisation and is therefore a task for the Executive Leadership Team and Council through the Audit & Risk Committee.



Benefits of Communicating Organisational Risk Appetite

CLARITY	<ul style="list-style-type: none"> • Clarify & communicate ELT & Councils expectations on the amount of risk the organisation is willing to take and accept • Align understanding of risk strategies across the organisation
GOVERNANCE	<ul style="list-style-type: none"> • Delegate authority at the operational level to proactively manage & monitor risks within agreed timeframes • Define clear reporting & escalation thresholds & protocols to ELT & ARC
CONTROLS & ASSURANCE	<ul style="list-style-type: none"> • Enhance risk oversight & assurance by providing robust means to assume acceptable risk types and levels • Optimise risk management & control adequacy & effectiveness for key risks ensuring early actions are taken before risks materialise
RISK CULTURE	<ul style="list-style-type: none"> • Encourage consistent & desired risk behaviours across the organisation • Involve stakeholders alongside the business to implement good risk management practices

Defining and articulating risk appetite has a positive influence on our culture and behaviour. It gives our people an improved understanding of what risk management means to their roles and helps them to apply effective risk management practices.

Risk appetite is a key component of effectively communicating risk expectations and ensuring a common approach across the three identified ‘lines of defence’;

- those managing risk
- those setting and overseeing the risk management practices, and,
- risk assurance providers

Discrepancies between the Councils agreed risk appetite and residual risk levels determine whether more controls are required to appropriately manage a risk or whether there is space for more opportunity to be sought.

Waikato District Councils Risk Appetite Statement

Waikato District Council aspires to be a recognised leader in creating a district that prides itself on economic excellence, local participation and sustainable communities. Council's activities are funded by district rates payments and through other funding sources and initiatives.

The organisations strategic direction can be summarised as:

Community Outcomes

- Sustaining Our Environment

Waikato District is a community that believes in environmental sustainability; Council will pursue and promote related ideas and manage regulatory process to safeguard and improve the district.

- Providing value for money

Residents/Ratepayers get value for money because Council finds innovative ways to deliver strategic, timely and fit for purpose infrastructure and services at the most effective cost.

- Supporting Our communities

Council considers the well-being of all the people in the district during the planning and delivery of Council activities. As such, Council will support and plan for the development of complete and connected communities.

- Building Our Economy

Council aims to attract diverse enterprise/business; creating jobs and opportunities for the districts communities, and, to continue to support existing industry. Support will be provided to others who leverage our location to ensure tourism brings benefits to a range of people in the districts communities.

- Working Together

Council will work with communities to collectively focus on the right things at the right time.

Corporate Outcomes

- One highly engaged team

In the midst of a diverse and rapidly changing community the organisation operates as one team working together across projects and disciplines; supporting, challenging and inspiring each other. Together, the Executive, Management and Staff can achieve more for the community and are proud of everyone's contribution to making Waikato District Council a great place to work.

- Partnering in a proud and thriving economy

Waikato district is home for young and old, from tangata whenua to those just arrived, the district fosters pride of place for generations. Our people excel and our elders are connected. Business, both urban and rural, is thriving and quality jobs are plentiful. Council co-design decisions with the community and is actively interested in the future. The district is excited and proud of the future we are building.

- Effortless customer experiences

Engage. Educate. Enforce. From the simplest interactions to working together in complex situations Council empowers customers with knowledge, value their time and enforces regulation with consistency and transparency. Council's interactions ensure that customers understand that they are our focus.

Council is driven by the corporate and community objectives and recognises that the body of work to achieve these objectives is comprehensive. Internally there is a significant change focus driven by the strategies to deliver on the commitments that have been made. To facilitate achievement of Council's objectives the organisations internal focus is based on effective planning, successful community engagement and on making the right decisions to ensure Council is 'doing the right thing' to meet the community's needs.

Council is willing to take well defined risks at a low to moderate level where it will result in the achievement of strategic objectives; such aspects include projects, strategic, and operational areas. Council understands that the successful achievement of its objectives is significantly supported by its perceived reputation with its customers. Accordingly, Council is not willing to accept risks that would adversely impact its reputation.




Where the organisation is determined to adopt strategies, initiatives or actions that could exceed the stated risk appetite, the Executive Leadership Team and Council, through its Audit & Risk Committee, would expect to be fully consulted prior to those activities commencing.

The risk appetite statements in this document are for Council itself and any partners, contractors or participating associates. Further detail on individual material areas of risk are set out subsequently in this document.





Waikato District Council - Risk Appetite Statement



Risk Appetite and Statement

RISK	RISK APPETITE	RISK APPETITE STATEMENTS	POTENTIAL KEY RISK INDICATOR
CUSTOMER: Strategic	Moderate 	<p>Council has a moderate risk appetite for strategic risk. The organisation seeks opportunities to enhance the value it delivers to its customers. Lack of action in the strategic forum can impact Councils ability to remain relevant to its customers, specifically in time of increased growth. Therefore, Council is willing to take a moderate amount of risk in achieving objectives through key strategic investment such as digital transformation, economic development, and innovation (within constraints of policy).</p>	<ul style="list-style-type: none"> • Delays in launch/progressing key strategic initiatives
CUSTOMER: Reputation/ Image	Low 	<p>Council has a low risk appetite for risks that may adversely impact the organisations reputation, image and branding. Being a public sector the risk appetite is driven by Council and the Executives desire to make our communities feel trust in Council and for our customers to understand that we have their best interests at heart. We want our customers to view us as experts whose purpose is to provide for them. For this reason, Council and the Executive prefer to make decisions on items that may impact reputation or community relationships.</p>	<ul style="list-style-type: none"> • Media response • Complaints/Compliments
CUSTOMER: Environmental	Low 	<p>Council has a low risk appetite for environmental risk and potential of challenge.</p> <p>Council is a community that believes in environmental sustainability and is willing to pursue and promote environmental initiatives to improve the district such as the 'Zero Waste' target introduced in 2016.</p> <p>Councils planning controls, for buildings, transport, infrastructure and recreation, along with service provision, assist in protecting cultural heritage and the natural and physical environment and monitoring activities to ensure compliance with legislation.</p>	<ul style="list-style-type: none"> • Challenge of decisions • Maintaining monitoring programme




Waikato District Council - Risk Appetite Statement

<p>FINANCE: Finance</p>	<p>Moderate</p> 	<p>Council has a moderate risk appetite for financial risk. With consideration to financial risks related to the financial management of WDC and the ability to fund Council activities and operations now, and into the future Council aims for a change of approach to be more proactive rather than reactive (we need to spend to achieve; not because poor process has resulted in overspend, but because it is the right way to do things and we are getting value for that money). Council is willing to accept greater financial investment as a way of delivering better outcomes and making hard decisions around finances for the future (we need technically based conversations).</p>	<ul style="list-style-type: none"> • Variance to budget <ul style="list-style-type: none"> ○ Opex ○ Capex
<p>INTERNAL PROCESS: Operational</p>	<p>Moderate</p> 	<p>Council has a moderate risk appetite for operational risk. Continuity of services and availability of accurate and timely information to Council and the Executive is considered a key approach. Poor operational risk management can damage Council's reputation and cause financial loss.</p> <p>Through our operations we do have some tolerance for risk to ensure that we are delivering services efficiently to our customers and, both currently and in the future, allowing opportunity for innovation. Our diverse environment necessitates some operational risk such as those associated with geotechnical and specific asset management. Councils approach to operational risk is that we need to be 'good enough' to ensure continuity of essential services with consideration to value for money and likely future growth.</p>	<ul style="list-style-type: none"> • Business continuity/IMT • Operational KPIs (number required through BU/GM reports)

Waikato District Council - Risk Appetite Statement



<p>INTERNAL PROCESS: Projects</p>	<p>Moderate</p> 	<p>Council has a moderate risk appetite for project risk. The diverse nature of the organisation requires it to undertake big projects to continue to effectively deliver services to the community. In the interest of achieving our long term objectives and with consideration to the growth in our district it may be necessary to take some project risks to enable us to develop our district and grow the economy. We want to move away from concentrating on the time and cost of projects and instead focus on delivering the right solutions. Consideration therefore on the degree of project risk that may be taken should be given in light of potential reputational damage and loss of customer trust and confidence.</p>	<ul style="list-style-type: none"> • Number of failures of benefits realised through key projects • Project KPI's (RAG reports)
<p>INTERNAL PROCESS: Compliance</p>	<p>Low – Moderate</p> 	<p>Council has a low to moderate risk appetite for non-compliance with regulation and internal policy. As a local government body Council is subject to regulatory changes. The risk appetite is driven by Council and the Executive having a strong desire to be compliant with regulatory requirements to ensure that customers, staff and Council are appropriately protected from exposure to liability. Council takes the approach of 'Engage; Educate; Enforce'.</p> <p>Subsets of the risk appetite can be defined as follows:</p> <ul style="list-style-type: none"> • H&S – Low • Legislation – Low • Corporate – Low • By-laws – Moderate • Consenting – Moderate/Low 	<ul style="list-style-type: none"> • Number of non-compliances identified through the compliance programme • Instance of non-compliance raised by a regulatory body • New/Changed legislation • Training or other KPIs

Waikato District Council - Risk Appetite Statement

<p>INTERNAL PROCESS: Fraud</p>	<p>Low</p> 	<p>Council has a low risk appetite for internal or external fraud. As a tax payer funded organisation, even a minor fraud incident or suspected fraud will result in the loss of customer trust and confidence. The biggest risk of internal fraud is through the delegation and procurement process.</p>	<ul style="list-style-type: none"> ● Identified incident of fraud by Councillor, Executive, Staff or Partner ● Number of control breakdowns identified through audit and compliance programme ● Lead Indicator – Whistleblowing events
<p>INTERNAL PROCESS: Growth</p>	<p>Moderate</p> 	<p>Council has a moderate risk appetite for risk associated with growth as we want to support any growth or economic activity. Growth rate in the Waikato district is expected to surpass Hamilton and match Auckland's over the next 26 years. Providing affordable housing, essential services and social infrastructure for the increasing population has a number of challenges including added pressure on Council staff to manage increasing workloads that deliver planning and consenting requirements. In order for Council to facilitate development they are willing to look at new and innovative ways of providing services. Exploring beneficial partnerships, providing incentive for local businesses and supporting and promoting social initiatives such as place making and environmental programmes all contribute.</p>	<ul style="list-style-type: none"> ● Meeting NPS requirements ● Developer survey ● Economic development net promoter score
<p>ENABLERS: Cyber Security & IT Dependence</p>	<p>Low – Moderate</p> 	<p>Council has a low to moderate risk appetite for cyber security breach. Due to growing dependency on technology and increasing threat of attacks, the organisation believes that ongoing attention is required to manage IT-related risks. Despite this, with a future view, Council still wants to actively look for opportunities to use technology to improve customer services. It is likely however that a major cyber security breach or exposure will adversely impact customer trust and confidence. Additionally, Councils increased reliance on technology requires the business to maintain confidence in the technical capability of existing equipment, tools, software, hardware and technical performance</p>	<ul style="list-style-type: none"> ● Number of security incidents caused by malicious software ● Number of audit findings where recommendations have been accepted but not remediated/ have become over-due

Waikato District Council - Risk Appetite Statement



<p>ENABLERS: Zero Harm</p>	<p>Low</p> 	<p>from a business continuity perspective.</p> <p>Council has a low risk appetite for zero harm risk. Employee wellbeing is a top priority. Council works hard to uphold safe practices and is committed to invest to review and improve safety practices and performance.</p> <p>We aspire to be better than good enough.</p>	<p>Lead Indicators</p> <ul style="list-style-type: none"> ● Number of Safety Engagement Conversations ● Number of hazards identified ● Number of overdue corrective actions ● Number of near miss reports <p>Lag Indicators</p> <ul style="list-style-type: none"> ● Number of personal injury and property damage reports ● Total Recordable Injury Frequency Rate (TRIFR)
<p>ENABLERS: People & Culture</p>	<p>Low</p> 	<p>Council has a low risk appetite people and culture risks. These include risk relating to attracting and retaining key staff and risk associated with the culture and conduct of staff, including our partnerships.</p> <p>Council recognises that human capital (with consideration to people’s knowledge, skills, attitude and behaviours) is a critical asset and key to achieving the organisations long term objectives.</p> <p>Our current environment demonstrates that there is significant competition for talent and a nationwide resource deficiency in many of the business areas that provide essential services for our customers. This shortage however will not see the organisation compromising on its commitments to the values that ensure a complaint, healthy, and productive workplace culture. Council is willing to invest in attracting, developing and retaining talent with the right skill sets and competencies, and will maintain a robust succession plan for key positions to ensure leadership continuity.</p>	<ul style="list-style-type: none"> ● Staff turn-over ● Decline in staff engagement survey ● Number of internal complaints and investigations ● Whistleblowing ● Bullying

Open Meeting

To	Waikato District Council
From	Tony Whittaker General Manager Strategy & Support
Date	28 May 2018
Chief Executive Approved	Y
Reference #	GOV1318 / 1968076
Report Title	Independent Audit & Risk Committee Chair

I. EXECUTIVE SUMMARY

Council established a separate Audit & Risk Committee in 2012. An independent Chair was appointed through a recruitment process in February 2013. Margaret Devlin, a professional director and then Branch Chair of the Institute of Directors, was appointed to this position.

The original contract between Council and Margaret Devlin has expired and requires extension, should this be Council's preference.

Council is receiving excellent value from having an independent Chairperson leading the Audit & Risk Committee. The current arrangement with Margaret Devlin is working well and Council has received broader value through her work on the Waikato Plan and experience in waters management and governance.

2. RECOMMENDATION

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

AND THAT Council confirm an extension to Margaret Devlin's contract as Audit & Risk Committee Chairperson for a period of three years.

3. BACKGROUND

Council established a separate Audit & Risk Committee in 2012. An independent Chair was appointed through a recruitment process in February 2013. Margaret Devlin, a professional director and then Branch Chair of the Institute of Directors, was appointed to this position.

The current arrangement with Margaret Devlin has now been in place for five years. Margaret Devlin has indicated her comfort for an extension of the current arrangement for a further three years. This would possibly be the last extension given good practice would support change within a reasonable time period for such a critical independent governance role.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Council established a separate Audit & Risk Committee in 2012. An independent Chair was appointed through a recruitment process in February 2013. Margaret Devlin, a professional director and then Branch Chair of the Institute of Directors, was appointed to this position.

The original contract between Council and Margaret Devlin has expired and requires extension, should this be Council's preference. Margaret Devlin has expressed an interest in continuing in the role for a further three year period.

Council is receiving excellent value from having an independent Chairperson leading the Audit & Risk Committee. The current arrangement with Margaret Devlin is working well and Council has received broader value through her work on the Waikato Plan and experience in waters management and governance.

4.2 OPTIONS

Council could either:

Option 1: Extend the current arrangement with Margaret Devlin for a further period. This is the preferred option.

OR

Option 2: Commission a recruitment process to secure a new independent Audit & Risk Committee Chairperson.

5. CONSIDERATION

5.1 FINANCIAL

The current independent Audit & Risk Committee Chairperson remuneration as determined by Council in November 2015, of \$20,000 per annum, is budgeted.

5.2 LEGAL

NIL

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The Audit & Risk Committee Terms of Reference includes the option that one of its members be appointed from outside Council. Council has supported this role being the Chair which has worked well. The work of the Audit & Risk Committee has been helpful in supporting Council's oversight and assurance regarding risk.

6. CONCLUSION

Council established a separate Audit & Risk Committee in 2012. An independent Chair was appointed through a recruitment process in February 2013. Margaret Devlin, a professional director and then Branch Chair of the Institute of Directors, was appointed to this position.

The original contract between Council and Margaret Devlin has expired and requires extension, should this be Council's preference.

Council is receiving excellent value from having an independent Chairperson leading the Audit & Risk Committee. The current arrangement with Margaret Devlin is working well and Council has received broader value through her work on the Waikato Plan and experience in waters management and governance.

It is recommended that Margaret Devlin's tenure as Audit & Risk Committee Chair be extended by one further term of three years.

7. ATTACHMENTS

NIL

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	22 May 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Receipt of Infrastructure Committee Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Infrastructure Committee held on Tuesday 22 May 2018 and to adopt the recommendations therein.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Committee meeting held on Tuesday 22 May 2018 be received;

AND THAT the following become resolutions of Council:

Finalisation of a cost share-agreement for enhanced wastewater and stormwater infrastructure (INF1805/07)

THAT Council accept the methodology used in the preparation of the cost share agreement, allowing payment of invoices received;

AND THAT the cost-share agreement be finalised accordingly and executed by the parties;

AND FURTHER THAT the \$436,873.63 (GST exclusive) Council share of Jetco costs be funded from the reserves and project budget as detailed in Table 2.

Lease or Sale of part Les Batkin Reserve Tuakau (INF1805/10)

THAT the request to lease on commercial terms part of the Les Batkin Reserve at Tuakau (being part Lot 1 DP 49604, held in CT NA2075/4) be declined.

3. ATTACHMENTS

INF minutes 22 May 2018

MINUTES for a meeting of the Infrastructure Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 22 MAY 2018** commencing at **9.01am**.

Present:

Cr DW Fulton (Chairperson)
His Worship the Mayor Mr AM Sanson [*from 9.26am*]
Cr A Bech
Cr JA Church
Cr S Henderson
Cr SD Lynch
Cr RC McGuire
Cr FM McNally
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith

Attending:

Mr B MacLeod (Raglan Community Board Chair)
Mr G Ion (Chief Executive)
Mr I Cathcart (General Manager Customer Delivery)
Mr T Whittaker (General Manager Strategy & Support)
Mrs LM Wainwright (Committee Secretary)
Mr K Pavlovich (Acting Waters Manager)
Mr P McPherson (Acting Programme Delivery Manager)
Ms A Hampton (Parks & Reserves Manager)
Mr G Dela Rue (Acting Roding Manager)
Ms M Smart (Property Officer)
Members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Sedgwick)

THAT an apology be received from Crs Gibb, Main and Thomson;

AND THAT an apology for lateness be received from His Worship the Mayor Mr AM Sanson.

CARRIED on the voices

INF1805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Lynch/Church)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 22 May 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be considered with the public excluded;

AND THAT all reports be received;

AND FURTHER THAT the Chair of the Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

INF1805/02

DISCLOSURES OF INTEREST

Cr McNally advised members of the Committee that he would declare a non financial conflict of interest in item PEX 2.3 [*Lots 1-3 DPS 81963, Huntly*].

CONFIRMATION OF MINUTES

Resolved: (Crs McNally/Sedgwick)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 27 March 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

INF1805/03

REPORTS

Approval of Proposed Pokeno Developer's Dines Group Name List
Agenda Item 5.1

The report was received [*INF1805/02 refers*] and discussion was held.

Resolved: (Crs Smith/Church)

THAT the following Proposed Pokeno Developer's Dines Group Name List be referred to the Pokeno Community Committee for their feedback:

- Chiverton Road,
- Horton Road,
- John Bouskill Avenue,
- Coatbridge Terrace,
- Frankfield Road,

- Bathgate Court,
- Noble Lane, and
- McLean Street.

AND THAT the Committee's response be placed on the June Council agenda for approval.

CARRIED on the voices

INF1805/04

Service Delivery Report for May 2018

Agenda Item 5.2

The report was received [*INF1805/02 refers*] and discussion was held.

His Worship the Mayor Mr AM Sanson entered the meeting at 9.26am during discussion on the above item.

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Crs Patterson/Bech)

THAT the report of the Chief Executive be received;

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

Confirmation of Minutes dated Tuesday 27 March 2018

REPORTS

- a. **Finalisation of a cost share agreement for enhanced wastewater and stormwater infrastructure**

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

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

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

Section 48(1)(3)(a)(i)(d)

b. Raglan Food Waste Shortfall

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

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

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

Section 48(1)(3)(d)

c. Lots 1 – 3 DPS81963, Huntly

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

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

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

Section 48(1)(3)(d)

d. Lease or Sale of part Les Batkin Reserve, Tuakau

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

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

Section 7(2)(a)(b)(ii)

Section 48(1)(3)(d)

CARRIED on the voices

INF1805/05

Resolutions INF1805/06 – INF1805/11 are contained in the public excluded section of these minutes.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	14 May 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Discretionary & Funding Committee

1. EXECUTIVE SUMMARY

To receive the minutes of the Discretionary & Funding Committee meeting held on Monday 14 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Discretionary & Funding Committee held on Monday 14 May 2018 be received.

3. ATTACHMENTS

D&F Minutes

MINUTES of a meeting of the Discretionary & Funding Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 14 MAY 2018** commencing at **9.01 am.**

Present:

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

Attending:

Mr T Whittaker (General Manager Strategy & Support)
Mrs W Wright (Committee Secretary)
Ms I-J Huirama (Team Administrator)
Mr C Jenner (Bush Tramway Club Incorporated)
Ms A Whyte (Mangatawhiri Netball Club)
Ms K Miles (Wakatoo Boxing Club)
Mrs J Calambuhay (Couples for Christ)
Mr R Hamill (Waikato Rowing Club Committee)
Ms L Silbery-McKinnon (Huntly Kyokushin Karate Club)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Lynch/Main)

THAT an apology be received from McGuire, representing Council at the Hauraki Gulf Forum.

CARRIED on the voices

D&F1805/01

CONFIRMATION OF STATUS OF AGENDA

Resolved: (Crs Lynch/Thomson)

THAT the agenda for a meeting of the Discretionary & Funding Committee held on Monday 14 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

D&F1805/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Lynch/Main)

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 12 March 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

D&F1805/03

REPORTS

Summary of Movements in Discretionary Funds to 30 April 2018
Agenda Item 5.1

The report was received [D&F1805/02 refers] and discussion was held.

Summary of Current Grant Requests as at 30 April 2018
Agenda Item 5.2

The report was received [D&F1805/02 refers].

APPLICATIONS FOR FUNDING – RURAL WARD

Application for Funding – Bush Tramway Club Incorporated
Agenda Item 6.1

Colin Jenner gave a verbal presentation and answered questions of the committee.

Application for Funding – Mangatawhiri Netball Club
Agenda Item 6.2

Aimee Whyte gave a verbal presentation and answered questions of the committee.

APPLICATIONS FOR FUNDING – EVENTS

Application for Funding – Wakatoo Boxing Club Incorporated
Agenda Item 7.1

Karen Miles gave a verbal presentation and answered questions of the committee.

Application for Funding – Couples for Christ (NZ) Global Mission Incorporated
Agenda Item 7.2

Tabled Item: Couples For Christ (NZ) Global Mission Incorporated Powerpoint

Julienne Calambuhay gave a verbal presentation and answered questions of the committee.

Application for Funding – Waikato Rowing Club Committee
Agenda Item 7.3

Rob Hamill gave a verbal presentation and answered questions of the committee.

Application for Funding – Huntly Kyoskushin Karate Club
Agenda Item 7.4

Lorraine Silbery-McKinnon gave a verbal presentation and answered questions of the committee.

The meeting adjourned at 9.59am and resumed at 10.24am.

APPLICATIONS FOR FUNDING – RURAL WARD (CONTINUED)

Application for Funding – Bush Tramway Club Incorporated
Agenda Item 5.1

Resolved: (Cr Lynch/His Worship the Mayor)

THAT an allocation of \$2,806.88 be made to the Bush Tramway Club Inc. towards the cost of installing two new water filtering systems.

CARRIED on the voices

D&F1805/04

Application for Funding – Mangatawhiri Netball Club
Agenda Item 5.2

Resolved: (Cr Fulton/His Worship the Mayor)

THAT an allocation of \$1,000.00 be made to the Mangatawhiri Netball Club towards the cost of purchasing thirty new uniform jackets.

CARRIED on the voices

D&F1805/05

APPLICATIONS FOR FUNDING – EVENTS (CONTINUED)

Application for Funding – Wakatoo Boxing Club Incorporated
Agenda Item 6.1

Resolved: (His Worship the Mayor/Cr Henderson)

THAT an allocation of \$2,000.00 be made to the **Wakatoo Boxing Club Inc.** towards the cost of hosting the **Annual Amateur / Corporate Boxing Tournament.**

CARRIED on the voices

D&F1805/06

Application for Funding – Couples for Christ (New Zealand) Global Mission Incorporated
Agenda Item 6.2

Resolved: (His Worship the Mayor/Cr Fulton)

THAT an allocation of \$5,000.00 be made to **Couples for Christ (New Zealand) Global Mission Incorporated** towards the cost of transporting participants during its bi-annual **Youth for Christ National Conference.**

CARRIED on the voices

D&F1805/07

Cr Main requested her dissenting vote be recorded.

Application for Funding – Waikato Rowing Club Committee
Agenda Item 6.3

Resolved: (His Worship the Mayor/Cr Thomson)

THAT an allocation of \$3,000.00 be made to the **Waikato Rowing Club Committee** towards the cost of the **2018 Waikato 100 Event** and this to be funded partially by a transfer of \$2,250.91 from the **Rural Ward Fund.**

CARRIED on the voices

D&F1805/08

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	9 May 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Receipt of Onewhero-Tuakau Community Board Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 7 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 7 May 2018 be received.

3. ATTACHMENTS

OTCB minutes 7 May 2018

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Board Room, Tuakau Memorial Hall, George Street, Tuakau on **MONDAY 7 MAY 2018** commencing at **7.00pm**.

Present:

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

Attending:

Mr I Cathcart (General Manager Service Delivery)
Mrs S O’Gorman (General Manager Customer Support)
Mrs LM Wainwright (Committee Secretary)
Mr V Ramduny (Planning & Strategy Manager)
Mrs S Kelly (District Plan Administrator)
Senior Sergeant S Richards (NZ Police)
Mrs A Anderson (OSPA)
Ms S Devlin (OSPA)
Mr J Marconi (Sport Waikato)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Cameron/Cr Church)

THAT an apology be received from Cr Main and Ms Conroy.

CARRIED on the voices

OTCBI805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cameron/Mr Petersen)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 7 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

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

CARRIED on the voices

OTCBI805/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Cameron/Mrs Watson)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 16 April 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

OTCBI805/03

REPORTS

Police Report Update
Agenda Item 5.2

The report was received [*OTCBI805/02 refers*] and discussion was held.

Senior Sergeant Richards gave a verbal update and answered questions of the Board.

Public Forum
Agenda Item 5.1

The following items were discussed at the public forum:

- Promotion of drinking fountains in open/public spaces
- Funding applications.

Onewhero-Tuakau Works & Issues Report – May 2018
Agenda Item 5.8

The report was received [*OTCBI805/02 refers*] and discussion was held.

The Planning & Strategy Manager gave a verbal update on the District Plan process and answered questions of the Board.

The General Manager Customer Support and General Manager Service Delivery gave verbal updates and answered questions of the Board.

Discretionary Fund Report to 24 April 2018

Agenda Item 5.3

The report was received [*OTCBI805/02 refers*] and discussion was held.

Resolved: (Cr Church/Mr Jackson)

THAT the Onewhero-Tuakau Community Board approve reimbursement of \$80.00 from the chair's discretionary fund to Mr Cameron for Hell's Pizza.

CARRIED on the voices

OTCBI805/04

Application for Funding – Onewhero Society of Performing Arts Inc.

Agenda Item 5.4

The report was received [*OTCBI805/02 refers*] and discussion was held.

Mrs Anderson and Ms Devlin gave a verbal presentation and answered questions of the Board.

Resolved: (Mr Reeve/Mr Petersen)

THAT an allocation of \$2,500.00 is made to the Onewhero Society of Performing Arts Inc. towards the cost of purchasing a new projector.

CARRIED on the voices

OTCBI805/05

Sport Waikato Update

Agenda Item 5.5

The report was received [*OTCBI805/02 refers*] and discussion was held.

Mr Marconi gave a verbal presentation and answered questions of the Board.

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024

Agenda Item 5.6

The report was received [*OTCBI805/02 refers*] and discussion was held.

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

Youth Engagement Update May 2018
Agenda Item 5.7

The report was received [OTCB/805/02 refers] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.9

The report was received [OTCB/805/02 refers] and discussion was held.

Long Term Plan Update
Agenda Item 5.10

The General Manager Customer Support gave a verbal update and answered questions of the Board.

Chairperson's Report
Agenda Item 5.11

The chairperson gave a verbal report on the success of the ANZAC Day Service in Tuakau and thanked all those that had assisted.

Councillors' and Community Board Members' Report
Agenda Item 5.12

Verbal reports were received on the following items:

- Tuakau Skatepark
- Cycleways
- Development Contributions Policy – Board to make a submission

There being no further business the meeting was declared closed at 10.05pm.

Minutes approved and confirmed this day of 2018.

BB Cameron
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	17 May 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0506
Report Title	Receipt of Taupiri Community Board Meeting Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of the Taupiri Community Board meeting held on Monday 14 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Taupiri Community Board meeting held on Monday 14 May 2018 be received.

3. ATTACHMENTS

TCB Minutes

MINUTES of a meeting of the Taupiri Community Board held in the Memorial Hall, Greenlane Road, Taupiri on **MONDAY 14 MAY 2018** commencing at **5.32pm**

Present:

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

Attending:

Mr R MacCulloch (Regulatory Manager)
Mrs W Wright (Committee Secretary)
Ms P Cronin (Waste Minimisation Officer)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Lovell/Miss Ormsby-Cocup)

THAT an apology be received from Ms Morley.

CARRIED on the voices

TCBI805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Lovell/Cr Gibb)

THAT the agenda for a meeting of the Taupiri Community Board held on Monday 14 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.6 [*Consultation on Proposed Waste Management and Minimisation Plan 2018 - 2028*] being considered after agenda item 5.1 [*Public Forum*].

CARRIED on the voices

TCBI805/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Lovell/Mr Lovell)

THAT the minutes of a meeting of the Taupiri Community Board held on Monday 12 March 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TCBI805/04

REPORTS

Public Forum
Agenda Item 5.1

No members if the public were in attendance.

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024
Agenda Item 5.6

Tabled item: Waikato District Council 2018 proposed Waste Management & Minimisation Plan handouts

The report was received [TCBI805/02 refers]. The Waste Minimisation Officer provided a verbal presentation and answered questions from the Board.

Discretionary Fund to 30 April 2018
Agenda Item 5.2

The report was received [TCBI805/02 refers] and discussion was held.

Resolved: (Cr Gibb/Mr Lovell)

THAT invoice 00118 for \$750.00 from Tracy Fuller for ANZAC Day morning tea provided be approved for payment;

AND THAT Ms Lovell be reimbursed for the shortfall after paying ANZAC Day miscellaneous expenses personally of \$248.26;

AND FURTHER THAT Ms Lovell be reimbursed from the Chair's miscellaneous commitment [TCBI708/03] for the purchase of a box of chocolates given to Kathleen at St John to thank her for demonstrating the defibrillator.

CARRIED on the voices

TCBI805/05

Taupiri Works and Issues Report
Agenda Item 5.3

The report was received [TCB1805/02 refers] and discussion was held.

Long Term Plan Update
Agenda Item 5.4

The Regulatory Manager gave a verbal report and answered questions from the Board.

Year to Date Service Request Report
Agenda Item 5.5

The report was received [TCB1805/02 refers] and discussion was held.

Change of Meeting Commencement Time
Agenda Item 5.7

The report was received [TCB1805/02 refers] and discussion was held.

Resolved: (Cr Gibb/Mr Lovell)

THAT the Taupiri Community Board holds its meetings on the second Monday of each month commencing at 6.00pm as of 11 June 2018 onwards;

AND THAT it is suggested no meeting is held in the months of January, April, July and October in line with Council practice.

CARRIED on the voices

TCB1805/06

Taupiri Community Draft Plan
Agenda Item 5.8

The Chairperson gave a verbal update and answered questions from the Board.

Chairperson's Report
Agenda Item 5.9

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

Councillors' Report
Agenda Item 5.10

Cr Patterson gave a verbal overview on current Council issues.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	9 May 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Receipt of Raglan Community Board Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Raglan Community Board held on Tuesday 8 May 2018.

2. RECOMMENDATION

THAT the minutes of the Raglan Community Board held on Tuesday 8 May 2018 be received.

3. ATTACHMENTS

Minutes

MINUTES of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 8 MAY 2018** commencing at **2.02pm**.

Present:

Mr R MacLeod (Chairperson)
Cr LR Thomson [until 4.12pm]
Mr PJ Haworth
Mr AM Oosten
Mrs GA Parson
Mr AW Vink

Attending:

His Worship the Mayor (Mr AM Sanson)
Mr TG Whittaker (General Manager Strategy & Support)
Mrs R Gray (Council Support Manager)
Ms Charlie (Youth Representative)
Ms G Mondoro (Youth Representative)
Mr Sven Seddon (Youth Representative)
Ms D Rawlings (Projects Team Leader)
Mr K Pavlovich (Acting Waters Manager)
Ms P Cronin (Waste Minimisation Officer)
9 members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr MacLeod/Cr Thomson)

THAT an apology be received from Mrs Kereopa.

CARRIED on the voices

RCB1805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Oosten/Mrs Parson)

THAT the agenda for a meeting of the Raglan Community Board held on Tuesday 8 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received and taken as read;

AND FURTHER THAT the Youth Representatives be given speaking rights during the course of the meeting;

AND FURTHER THAT in accordance with **Standing Order 9.4** the order of business be changed with agenda item 6.11 [*Consultation on Proposed Waste Management and Minimisation Plan 2018-2024*] being considered following agenda item 6.2.

CARRIED on the voices

RCB1805/02

DISCLOSURES OF INTEREST

Mrs Parson advised members of the Board that she would declare a financial conflict of interest in item 7.1 [*Raglan Naturally*].

CONFIRMATION OF MINUTES

Resolved: (Mr MacLeod/Cr Thomson)

THAT the minutes of a meeting of the **Raglan Community Board** held on **Tuesday 13 March 2018** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

RCB1805/03

SPEAKER

The speaker was unavailable for this meeting.

REPORTS

Tourism Infrastructure Fund – Project Update
Agenda Item 6.1

The report was received and taken as read [*RCB1805/02 refers*].

The Projects Team Leader provided an overview of the Tourism Infrastructure Fund project by way of power point slides. It was agreed that Cr Thomson and the Projects Team Leader would liaise with stakeholders and brief the board of feedback received.

Youth Engagement Update May 2018
Agenda Item 6.2

The report was received and taken as read [*RCB1805/02 refers*].

The youth representatives provided an update to the members.

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024
Agenda Item 6.11

The report was received and taken as read [RCB1805/02 refers].

Tabled: Slides of the Proposed Waste Management and Minimisation Plan

The Acting Waters Manager spoke of the legislative requirements regarding consultation on the Proposed Waste Management and Minimisation Plan, and provided an overview. The Acting Waters Manager and Waste Minimisation Officer answered questions of the members and were encouraged to provide a submission to Council.

Discretionary Fund Report to 24 April 2018
Agenda Item 6.3

The report was received and taken as read [RCB1805/02 refers].

Discussion was held regarding the involvement of the youth representatives.

Resolved: (Mr MacLeod/Mrs Parson)

THAT \$120 be approved as a commitment for Youth Activities.

CARRIED on the voices

RCB1805/04

Raglan Works & Issues Report – Status of Items
Agenda Item 6.4

The report was received [RCB1805/02 refers] and discussion was held on various issues.

Year to Date Service Request Report
Agenda Item 6.5

The report was received and taken as read [RCB1805/02 refers]. The General Manager Strategy & Support answered questions of the members.

Raglan Boat Ramp Report
Agenda Item 6.6

The report was received and taken as read [RCB1805/02 refers].

Resolved: (Mr MacLeod/Cr Thomson)

THAT the Board received feedback on the Boat Ramp Assets Feasibility Study for the Infrastructure Committee and will liaise with the Raglan Sports Fishing Club, and report back to the next community board meeting in June 2018.

CARRIED on the voices

RCB1805/05

Raglan Kopua Holiday Park Charter
Agenda Item 6.7

The report was received and taken as read [RCB1805/02 refers].

Raglan Kopua Holiday Park Financial Statements Ended 31 January 2018
Agenda Item 6.8

The report was received and taken as read [RCB1805/02 refers].

Raglan Kopua Holiday Park Chairperson's Six-Monthly Report 1 July 2017-31 January 2018
Agenda Item 6.9

The report was received and taken as read [RCB1805/02 refers].

Community Board Charter
Agenda Item 6.10

The report was received and taken as read [RCB1805/02 refers]. Discussion was held regarding the wording required for the Charter.

Resolved: (Cr Thomson/Mr Vink)

THAT the Raglan Community Board confirms the addition to its Charter with regard to the community plan as follows:

THAT the board owns the community plan, Raglan Naturally, keeps it current, and ensures delivery of actions.

CARRIED on the voices

RCB1805/06

Representation Review 2018
Agenda Item 6.12

The report was received and taken as read [RCB1805/02 refers] and discussion was held.

Raglan Coastal Reserves Advisory Meeting Minutes – 12 March 2018, 9 April 2018
Agenda Item 6.13

The report was received and taken as read [RCB1805/02 refers] and discussion was held.

Chairperson's Report
Agenda Item 6.14

The report was received and taken as read [RCB1805/02 refers].

Councillor's Report
Agenda Item 6.15

Cr Thomson provided a verbal update to the members that included:

- Expressed thanks to the Chair for the support he gives behind the scenes, acknowledged Mrs Parson for the work carried out as the Coordinator for Raglan Naturally, and Fiona McNabb for the Whaingaroa Housing Project work.
- Has attended Council meetings and workshops, camp board meetings and JMA meetings, steering group for Raglan Naturally and Destination Tourism meeting.
- Attended Chamber of Commerce breakfast and presentation by the Economic Development Manager
- Presentation at the Permaculture Course
- Roadside meetings
- Wastewater visits in the area.

Community Engagement Plan Report
Agenda Item 6.16

The report was received and taken as read [RCB1805/02 refers] and discussion was held.

Resolved: (Mr Oosten/Mr MacLeod)

THAT the Board Members provide feedback to the Chair.

CARRIED on the voices

RCB1805/07

Long-Term Plan Update
Agenda Item 6.17

The report was received and taken as read [RCB1805/02 refers].

The General Manager Strategy & Support provided an update to the members on the submissions for the Long-Term Plan Hearing. There was general support for the recommended options in the LTP. 770 submissions were received with approximately 60 wishing to present at the Hearing.

Public Forum
Agenda Item 6.18

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

- Raglan Sports Fishing Club – The Secretary and President provided an overview on the agenda report ‘Boat Ramp Report’.
- More consultation requested regarding Council proposals, eg culvert in Stewart Street, Joyce Petchell toilets and parking, stormwater, drainage Wi Neera Street etc
- Letter from Deborah Fenton received requesting support to install a pontoon in the Estuary. To include in the agenda for the June meeting.

MEMBERS’ REPORT

Raglan Naturally Update
Agenda Item 7.1

The report was received and taken as read [RCB1805/02 refers].

Mrs Parson, the Raglan Naturally Coordinator, declared a conflict of interest in the resolution and did not vote on this item. She provided an overview of her report and the board agreed to review the Raglan Naturally Project Plan 2018 with regard to aspirations for the community in future decades with a timeframe.

Resolved: (Mr MacLeod/Mr Haworth)

THAT the Raglan Community Board endorses the following members to the Raglan Naturally Committee:

- **Heather Thomson, Denise Reynolds and Geoff Kelly;**

AND THAT \$3,000 be granted to the Raglan Naturally Committee to support their project;

AND FURTHER THAT payment of the coordinator's invoice for the Raglan Naturally Project of \$1,888 be approved.

CARRIED on the voices

RCBI805/08

Cr Thomson retired from the meeting at 4.12pm during discussion on the above item and was not present when voting took place.

There being no further business the meeting was declared closed at 4.26pm.

Minutes approved and confirmed this day of 2018.

RJ MacLeod
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	10 May 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV318
Report Title	Receipt of Minutes – Ngaruawahia Community Board

1. EXECUTIVE SUMMARY

To receive the minutes of the Ngaruawahia Community Board meeting held on Tuesday 8 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Ngaruawahia Community Board meeting held on Tuesday 8 May 2018 be received.

3. ATTACHMENTS

NCB Minutes

MINUTES of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 8 MAY 2018** commencing at **6.18pm**

Present:

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

Attending:

His Worship the Mayor, Mr AM Sanson
Mr GJ Ion (Chief Executive)
Mrs W Wright (Committee Secretary)
C Newport (Youth Representative)
Mr C Jarnet (Ngaruawahia High School)
Ms R Ralph (Hope Rising Farm Trust)
Mr K Pavlovich (Acting Waters Manager)
Ms P Cronin (Waste Minimisation Officer)
1 Member of Staff
14 Members of the public

The Chair opened the meeting with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Whetu/Ms Morgan)

THAT an apology be received from Mr Sherson.

CARRIED on the voices

NCBI805/01

It was noted that Mr Vowles was unable to attend this meeting.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Whetu/Ms Kirkwood)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 8 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.7 [*Consultation on Proposed Waste Management and Minimisation Plan 2018-2024*] being considered after agenda item 5.3 [*Application for Funding – Hope Rising Farm Trust*];

AND FURTHER THAT Cory Newport be given speaking rights for the duration of this meeting.

CARRIED on the voices

NCB1805/02

DISCLOSURES OF INTEREST

Cr Gibb advised members of the Board that she would declare a non-financial conflict of interest in item 5.2 [*Application for Funding – Ngaruawahia High School*].

Ms Stevens advised members of the Board that she would declare a non-financial conflict of interest in item 5.5 [*Twin Rivers Community Art Centre*].

CONFIRMATION OF MINUTES

Resolved: (Mr Whetu/Ms Morgan)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 13 March 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCB1805/03

REPORTS

Discretionary Fund Report to 24 April 2018

Agenda Item 5.1

The report was received [*NCB1805/02 refers*] and discussion was held. It was noted that the Perry Group Ltd donation was received.

Application for Funding – Ngaruawahia High School
Agenda Item 5.2

The report was received [NCB1805/02 refers]. Chris Jarnet gave a quick overview of the purpose for the application and answered questions from the Board.

Cr Gibb declared a conflict of interest, withdrew to the gallery and did not take part in the voting or discussion of this item.

Resolved: (Mr Whetu/Ms Kirkwood)

THAT an allocation of \$4,668.00 be made to the Ngaruawahia High School towards the cost of purchasing two gazebos and two promotional flags.

CARRIED on the voices

NCB1805/04

Application for Funding – Hope Rising Farm Trust
Agenda Item 5.3

The report was received [NCB1805/02 refers]. Rachel Ralph spoke to her application.

Tabled: Powerpoint Presentation and “Hope Rising Farm Charitable Trust Newsletter – Overview of Vision – Stage 2”

Resolved: (Mr Whetu/Cr Gibb)

THAT an allocation of \$4,687.50 be made to the Hope Rising Farm Trust towards the cost of the programme “Time out with Horses”.

CARRIED on the voices

NCB1805/05

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024
Agenda Item 5.7

The report was received [NCB1805/02 refers]. The Acting Waters Manager and Waste Minimisation Officer spoke to their report and answered questions from the Board.

Youth Engagement Update May 2018
Agenda Item 5.4

The report was received [NCB1805/02 refers]. The Youth Representative took the report as read. He provided an overview of the Youth Action Group tasks and answered questions of the Board.

The Board wished to record that Cory is doing an amazing work with the youth and they wanted to acknowledge this.

Twin Rivers Community Art Centre
Agenda Item 5.5

The report was received [NCB1805/02 refers] and discussion was held.

Tabled: Draft Proposal April 11 version to Ngaruawahia Community Board for a new Community Arts Centre Facility for Ngaruawahia April 2018

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

Resolved: (Ms Diamond/Ms Morgan)

THAT the proposal from Twin Rivers Art Centre (as tabled at the meeting) is not endorsed by the Ngaruawahia Community Board subject to clarification of any previous agreement between Waikato District Council and Twin Rivers Art Centre;

AND THAT the Ngaruawahia Twin Rivers Community Arts Facility Centre proposal be considered as part of the Ngaruawahia community facilities through the Long Term Plan process.

CARRIED on the voices

NCB1805/06

LTP Update
Agenda Item 5.6

The Chief Executive gave a verbal update.

Ngaruawahia Works and Issues Report
Agenda Item 5.8

The report was received [NCB1805/02 refers] and discussion was held.

The following item is to be removed from the report:

- Item 2 – Major Health & Safety Issue

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.9

The report was received [NCB1805/02 refers] and discussion was held.

Resolved: (Cr Patterson/Ms Morgan)

THAT the following items be deleted from the Register:

- **Item 5 (Adult Fitness Trail) as it is completed**
- **Item 9 (Princess Street Level Crossing) – out of Board's control**
- **Item 10 (Ngaruawahia Town Clock) as it is completed**

CARRIED on the voices

NCB1805/07

Year to Date Service Request Report

Agenda Item 5.10

The report was received [*NCB1805/02 refers*] and discussion was held.

Public Forum

Agenda Item 5.11

The following items were discussed at the public forum:

- Community Notice Board has been broken/damaged since January (service request put in, nothing happened) [*Staff to follow up*]
- Concern re costing of proposed agenda item (Twin River Arts Community Centre)
- Meeting on 1 May in Ngaruawahia regarding recent train accident where a life was lost. His Worship the Mayor congratulated James on his conduct of the meeting, his interaction as Chair of the Community Board and embracing the public and their views on the night.
- What is the process to change parking places? Councillors agreed to be emailed so as to share the process.
- Several members of the public voiced their support for the Twin River Community Arts Centre and the importance of having access to such a facility
- Where are we at with the hedge/screening for the VW-yard? The owner of the neighbouring property is looking at changing his access.

Chairperson’s Report

Agenda Item 5.12

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

Councillors’ Report

Agenda Item 5.13

Cr Patterson gave an update of the town Cross that is damaged, the progress around fixing it and preventing further damage.

Community Board Members’ Report

Agenda Item 5.14

Members provided feedback during the course of the meeting. It was noted that the Kingitanga event (previous week end at Turangawaewae Marae) went really well and it was a great family day.

There being no further business the meeting was declared closed at 8.52pm.

Minutes approved and confirmed this _____ day of _____ 2018.

J Whetu
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	16 May 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Receipt of Huntly Community Board Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Huntly Community Board meeting held on Tuesday 15 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 15 May 2018 be received.

3. ATTACHMENTS

HCB minutes 15 May 2018

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 15 MAY 2018** commencing at **6.00pm**.

Present:

Ms K Langlands (Chairperson)
Cr S Lynch
Cr F McNally
Ms K Bredenbeck [from 6.52pm]
Mr R Farrar
Mrs D Lamb
Mr C Rees

Attending:

His Worship the Mayor, Mr AM Sanson
Cr J Sedgwick
Mr T Whittaker (General Manager Strategy & Support)
Mrs LM Wainwright (Committee Secretary)
Mr K Pavlovich (Acting Waters Manager)
Ms P Cronin (Waste Minimisation Officer)
Ms V Jenkins (HR Manager)
Mr J Scott (Youth Representative)
Ms P Comins (Youth Representative)
Ms A Potts (Huntly Gymnastics Club Inc.)
Ms A Leef (North Waikato Transport Trust)
Members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Langlands/Cr Lynch)

THAT an apology for lateness be received from Ms Bredenbeck.

CARRIED on the voices

HCBI805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Langlands/Mrs Lamb)

THAT the agenda for a meeting of the Huntly Community Board held on Tuesday 15 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

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

- **Item No. 5.1 NZ Police Update,**

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

CARRIED on the voices

HCBI805/02

DISCLOSURES OF INTEREST

Mr Farrar advised members of the Board that he would declare a non financial conflict of interest in item 5.4 [*Application for Funding – North Waikato Transport Trust – Waka Tautoko*].

CONFIRMATION OF MINUTES

Resolved: (Ms Langlands/Mr Rees)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 20 March 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

HCBI805/03

REPORTS

NZ Police Update

Agenda Item 5.1

This item was withdrawn from the agenda.

Discretionary Fund Report to 30 April 2018

Agenda Item 5.2

The report was received [*HCBI805/02 refers*] and discussion was held.

Application for Funding – Huntly Gymnastics Club Inc.
Agenda Item 5.3

The report was received [*HCB1805/02 refers*] and discussion was held.

Ms Potts gave a verbal presentation and answered questions of the Board.

Resolved: (Cr Lynch/Mr Rees)

THAT an allocation of \$5,000.00 is made to the Huntly Gymnastic Club Inc. towards the cost of upgrading the internal sprung floor.

CARRIED on the voices

HCBI805/04

Application for Funding – North Waikato Transport Trust – Waka Tautoko
Agenda Item 5.4

The report was received [*HCB1805/02 refers*] and discussion was held.

Ms Leef gave a verbal presentation and answered questions of the Board.

Mr Farrar declared a non financial conflict of interest and did not speak to, or vote on this item.

Resolved: (Crs McNally/Lynch)

THAT an allocation of \$850.31 is made to the North Waikato Transport Trust – Waka Tautoko towards the cost of purchasing volunteer uniforms.

CARRIED on the voices

HCBI805/05

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024
Agenda Item 5.5

The report was received [*HCB1805/02 refers*] and discussion was held.

The Acting Waters Manager gave a powerpoint presentation and answered questions of the Board.

Huntly Community Plan Update
Agenda Item 5.6

The report was received [*HCB1805/02 refers*] and discussion was held.

Huntly Works & Issues Report: Status of Items May 2018
Agenda Item 5.7

The report was received [*HCB1805/02 refers*] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.8

The report was received [*HCB1805/02 refers*] and discussion was held.

Long Term Plan Update
Agenda Item 5.9

The report was received [*HCB1805/02 refers*] and discussion was held.

Ms Bredenbeck entered the meeting at 6.52pm during discussion on the above item.

Public Forum
Agenda Item 5.10

The following items were discussed at the public forum:

- reverse graffiti project,
- drinking water in Huntly – what is in it?
- more Maori input into the Huntly Community Plan, and
- 2019 elections.

Chairperson's Report
Agenda Item 5.11

The report was received [*HCB1805/02 refers*] and discussion was held.

Councillors' and Community Board Members' Report
Agenda Item 5.12

The following items were discussed:

- Kimihia Home,
- Huntly Museum meeting on 22 May 2018 – business plan,
- congratulations to the Waikato District Council staff re: work output at a very busy time,
- thank you to Tony Whittaker for his attendance at the Huntly Community Board meetings as the staff representative,
- better promotion of ANZAC Day in the Huntly township next year, and
- representation review update.

There being no further business the meeting was declared closed at 7.17pm.

Minutes approved and confirmed this day of 2018.

K Langlands
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	10 May 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Te Kauwhata Community Committee Meeting Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Te Kauwhata Community Committee meeting held on Wednesday 2 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 2 May 2018 be received.

3. ATTACHMENTS

TKCC Minutes

MINUTES of a meeting of the Te Kauwhata Community Committee held at the St John Ambulance Rooms, 4 Baird Avenue, Te Kauwhata on **WEDNESDAY 2 MAY 2018** commencing at **7.09pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Mrs C Berney (Secretary)
Mr J Cunningham [*from 7.34pm*]
Mr K Dawson
Mr T Hinton
Mr C Howells
Mr B Weaver

Attending:

Mr V Ramduny (Manager Strategy & Planning)
Mr G Donald (GMD Consultants)
Mrs G McNabb (Public)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr T Hinton, Mr K Dawson)

THAT an apology be received from Mr Hardwick and Ms Raumati;

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

CARRIED on the voices

TKCCI805/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr J Sedgwick, Mr T Hinton)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 2 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TKCCI805/02

DISCLOSURES OF INTEREST

Mr Dawson advised the Committee that he will declare a financial conflict of interest in Agenda Item 5.5 [Discretionary Fund Report to 19 April 2018].

CONFIRMATION OF MINUTES

Resolved: (Cr J Sedgwick, Mr B Weaver)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 7 March 2018 be confirmed as a true and correct record subject to the amendment of the late arrival of Mr Hinton and not Mr Hardwick.

CARRIED on the voices

TKCCI805/03

REPORTS

North Waikato Sport and Recreation Strategy
Agenda Item 5.1

The report was received [TKCCI805/02 refers]. Mr Gavin Donald introduced himself and explained his role. Talked about recent growth and the growing amount of projects in the North Waikato. He has developed a broad survey where we can put our ideas for the area. We will share the survey out to groups in the community.

Te Kauwhata Works & Issues Report: August 2018
Agenda Item 5.2

The report was received [TKCCI805/02 refers] and discussion was held.

Tim talked to the dog exercise area seats. He will ensure that Health and Safety requirements are met.

Tim and Keith talked to the basketball hoop and court. They will ensure that Health and Safety requirements are met regarding the specifications for this.

A quote was presented for the lights to be replaced outside the library. A revised quotation was being sought.

There have been a couple of names put forward to take on the role of Youth Engagement Representative.

Vishal shared that there will be a representation review coming up for the 2019 elections. The committee expressed an interest in remaining a committee rather than changing to a board.

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024
Agenda Item 5.3

The report was received [TKCC1805/02 refers] and discussion was held. Committee members will submit their ideas to Toni by the 11th of May so we can submit them.

Councillor's Report

Agenda Item 5.4

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

Cr Sedgwick covered updates on recent plan changes and resource consents; domain concepts and road safety initiatives and undertakes to get a plain english summary of recent decisions.

Discretionary Fund Report to 19 April 2018

Agenda Item 5.5

Mr Dawson declared a conflict of interest, withdrew from table and did not partake in discussion or voting on this item.

Resolved: (Ms T Grace, Mr B Weaver)

THAT Mr K Dawson (Earthcare Systems Ltd, invoice 2646) be reimbursed \$5,038.27 for purchase of the plastic wood for the planter boxes;

AND THAT \$5,000 be committed to cover costs for the basketball court on top of the \$7,500 already committed.

CARRIED on the voices

TKCC1805/04

Youth Engagement Update May 2018

Agenda Item 5.6

The report was received [TKCC1805/02 refers] and discussion was held.

Resolved: (Mrs C Berney, Mr T Hinton)

THAT if there are any issues identified from the youth engagement update from the Committee's youth mentor that these be added to the Committee's Works and Issues report so that progress on implementation can be monitored.

CARRIED on the voices

TKCC1805/05

Year to Date Service Request Report

Agenda Item 5.7

The report was received [TKCC1805/02 refers] and discussion was held.

Chairperson's Report

Agenda Item 5.8

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

Joe Courtman has offered to help out with the roses. Tim will liase with him over the Health and Safety.

Lights at the Domain follow up. Lights are on a timer. Consultation sought as to what times they should come on and go off.

PROJECTS UPDATE

Dog Park

Agenda Item 6.1

* Covered in the Works and Issues report

Wetlands Walkway

Agenda Item 6.2

* Covered in the Works and Issues report

There being no further business the meeting was declared closed at 8.52.

Minutes approved and confirmed this day of 2018.

T Grace
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	25 May 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Meremere Community Committee Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Meremere Community Committee held on Thursday 10 May 2018 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 10 May 2018 be received.

3. ATTACHMENTS

MMCC Minutes

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 10 MAY 2018** commencing at **7.00pm**.

Present:

Mr J Katu (Chairperson)
Cr J Sedgwick
Mr B Brown
Mr D Creed
Ms A Dobby
Mr J Harman
Ms C Heta
Mr J Ngatai

Attending:

Ms J Remihana (Programme Delivery Manager)
Miss A Dobby (Youth Representative)
3 Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

There were no apologies.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Brown/Mr Harman)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 10 May 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

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

CARRIED

MMCCI805/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Brown/Mr Harman)

THAT the minutes of a meeting of Meremere Community Committee held on Thursday 8 March 2018 be confirmed as a true and correct record of that meeting;

CARRIED

MMCCI805/02

REPORTS

Appointment of a Secretary
Agenda Item 5.1

The report was received [MMCCI805/02 refers].

The Chair called for nominations for the position of Secretary.

Trish Van der Wende was nominated by Mr Katu and seconded by Cr Sedgwick.

Resolved: (Mr Katu/Cr Sedgwick)

THAT Ms T van der Wende be appointed Secretary of the Meremere Community Committee

CARRIED

MMCCI705/04

Works & Issues Report – May 2018
Agenda Item 5.2

The report was received [MMCCI805/02 refers] and discussion was held.

Consultation on Proposed Waste Management and Minimisation Plan 2018-2024
Agenda Item 5.3

The report was received [MMCCI805/02 refers] and discussion was held.

Councillor's Report
Agenda Item 5.4

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

Discretionary Fund Report to 24 April 2018
Agenda Item 5.5

The report was received [MMCCI805/02 refers] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.6

The report was received [MMCC1805/02 refers] and discussion was held.

Youth Engagement Update May 2018
Agenda Item 5.7

The report was received [MMCC1805/02 refers] and discussion was held.

GENERAL BUSINESS

The following items were discussed:

- Jason Marconi from Sport Wiaakato introduced himself to the Committee

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

Minutes approved and confirmed this day of 2018.

Jim Katu
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	25 May 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Tamahere Community Committee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Tamahere Community Committee meeting held on Monday 7 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 7 May 2018 be received.

3. ATTACHMENTS

TCC Minutes



**Minutes of Committee Meeting
Held 7.30pm on Monday May 7th, 2018
Tamahere Community Centre**

Present:

TCC: Ro Edge, Sue Robertson, Bevan Coley, Connie Short, Alison Ewing, Joy Wright, Dallas Fisher, Shelley Howse
WDC: Aksel Bech, Jacki Remihana, Gareth Bellamy, Karl Pavlovich, Pat Cronin
Tamahere School: Ingrid ter Beek
Tamahere Lions: Robert McHugh, Susan McHugh
Apologies: Charles Fletcher, Leo Koppens, James Yearsley, Jane Manson, Graham McAdam

Confirmation of Minutes of Meeting held on April 9th, 2018

Moved: Sue Robertson **Seconded:** Bevan Coley **All in Favour**

1. **Matters arising:** Letter of thanks to be sent to Alistair Gray for pro bono work on the Berkley to Annebrook Link submission to the HCC 10 year plan.
Action; Alison to complete

2. Correspondence Tabled**IN - Email**

- Peter Robinson response to NZTA/WDC review of Newell/Cambridge Rds intersection by TCC
- Mike Ryan - Ultrafast Fibre progress report
- John Brown WDC Comms. - Media release for Tamahere Rec. Reserve
- Gavin Ion WAIDC – acknowledgement of Regal Haulage site request.
- Jacki Remihana WDC – Works and Issues report for May

OUT- Email

- Charles Fletcher response to Peter Robinson Newell/Cambridge Rds review
- TCC to Gavin Ion, WAIDC re; Tamahere Reserve Regal Haulage site community consultation

Moved: Sue Robertson **Seconded:** Ro Edge **All in favour**

1. Tamahere Speed Review - Gareth Bellamy, WDC

- A 3 yearly speed bylaw review will be undertaken for Tamahere.
- Currently there are widely differing speed limits throughout the district, many illogical and historic causing safety issues
- TCC has been invited to submit thoughts on Tamahere limits as a pre-engagement to wider consultation. This may potentially be a benchmark for other areas.
- Subcommittee: Sue, Bevan, Aksel and Ingrid to work with Gareth and report back to TCC before public consultation.

2. Proposed WDC 2018 Waste Management and Minimisation Plan (WMMP)

Pat Cronin and Karl Pavlovich

- The 6 yearly review is due with a vision for zero waste and resource recovery an integral part of the Waikato Community.
- Data collection since 2012 shows an increase in refuse although collection data has been variable.
- Target; 5% decrease in tonnes per capita per annum of refuse from the Waikato District compared to 2016/17
- This is an opportunity for Tamahere to lead with zero waste initiatives, including for new Hub. Suggested we look at other community initiatives such as Raglan.

Key Dates; Until 23 May for Public Consultation

June 13 – Hearing 27 June 2018 - Adopt WMMP

Action; Sue to prepare submission on behalf of TCC

3. Cr Aksel Bech Report

- **Ultrafast fibre rollout** completion date is July 1, 2019.
- **Newell Road/Cambridge Road closure or otherwise**
TCC has made a submission. Public consultation closes May 28.
- **Reserve Naming to clear confusion**
In consultation with Ngati Haua, TCC has indicated Tamahere Park is the preferred name for the grounds bordering Tamahere School and seek their support for this name but would like to be guided by them as to a name for the current Tamahere Reserve.

4. Tamahere Recreational Reserve and Community Issues Report

Traffic Island/Devine Road vegetation pruning

NZTA are aware but maintenance is yet to be completed.

Update on Hub and Reserve Works

Building framing is going up.

The commercial hub will tentatively open in late November with the skatepark, parking, cricket wicket, paths and landscaping to be completed by 29/11/18.

A final design and a full funding breakdown of the playground will be available at the June meeting.

Sanderson Group has indicated interest in contributing to hub plans such as the playground.

Newell Road Footpath

This will be under way within the next fortnight.

Tamahere Park Fields

The stormwater pond lacks a protective fence – to be rectified this week.

The Lacrosse group is very positive about their use of the fields. Note was made that the mobile coffee cart operating during games sold 400 coffees plus extras.

Fencing between the fields and Wiremu Tamihana Drive continues to be a barrier to access. The fence will be replaced by bollards with materials provided by WDC and labour from Dads Army.

Pub Subcommittee Update

The group continues to look for possible tenants.

There has been an increase in enquiries since the building framework has gone up.

Gaming machine revenue may be considered.

Action; Dallas to look into gaming machine rules

7. Other Business

- Shelley Howse JP endorsement – TCC supports Shelleys application.

Action; Sue or Dallas to prepare a letter of recommendation.

- Tamahere Hall Defibrillator – no update, roll over to June.
- 6 yearly WDC Representation review – TCC supports the current system.

Action; Sue to prepare a submission on behalf of TCC

Date of next meeting: Monday June 11th

Meeting closed at 9.45pm

Items for Next Meeting:

- Hall Defibrillator update
- Design and full funding breakdown of playground
- Road speed subcommittee report

Open Meeting

To	Pokeno Community Committee
From	Gavin Ion Chief Executive
Date	25 May 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0516
Report Title	Receipt of Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Pokeno Community Committee meeting held on Tuesday 8 May 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 8 May 2018 be received.

3. ATTACHMENTS

PCC Minutes



POKENO COMMUNITY COMMITTEE

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 8th May 2018, commencing at 7.00pm.

Committee Members Present: Helen Clotworthy, Doug Rowe, Tricia Graham, Ric Odom, Todd Miller, Janet McRobbie, Charles Hackett, Morris Roberts, Kris Hines, Wayne Rodgers,

WDC Staff in Attendance: Sue O’Gorman, Jason Marconi, Ian Cathcart

Councillors in Attendance Cr J Church

Guest George Hawira
Community Members Community Members attended.

1 APOLOGIES: Apologies received from Cr Stephanie Henderson, Lance Straker, Paul Heta

Moved that the apologies be accepted: Helen Clotworthy

Seconded: Ric Odom

2 CONFIRMATION OF THE STATUS OF THE AGENDA

This was confirmed

Moved Helen Clotworthy

Seconded Kris Hines

3 DISCLOSURE OF INTEREST

There was no disclosure of interest

4. CONFIRMATION OF THE MINUTES

Moved Helen Clotworthy

Seconded Doug Rowe

5 POKENO WORKS AND ISSUES

Footpaths

Although a gravel footpaths has been put in place from the crossing point on Helenslee Road from Hillpark Drive to access the school and an extension is promised down Helenslee Road to join Pokeno Road into the school car park area others are urgently needed.

These have been promised for a long time and earlier where on the scheduled work list

- 1 An extension of the footpath on Helenslee Rd to Mc Robbie's Shed
- 2 The part around the Cemetery
- 3 A footpath in Ford St

Bins

The movement of the compactor bin from outside the dairy to outside the toilets is programmed Because of the large number of foreign tourists using it these should have international symbols on all sides not just the front It was felt that recycling bins should also be provided

Walkways

The standards of planting alongside these keeps changing but the new Regional standards have recently been signed off It was agreed fast growing flax should be kept away from them.

Toilets

These are only to receive an upgrade

Update from Pokeno Village Holdings

Industrial

A 28Ha block south of Yashili on previous Winstone land will have a new Synlait Dairy Factory (it will employ 200 people)

Pokeno Nutricional Park to build another dairy factory making value added products (employing 150people)

Hines is progressing well (will employ 150 people)

Industrial land now all sold

A small neighbourhood centre to be built

Residential

The Graham Block plan change to go ahead

Some small size sections to be released

Titles are coming through

Pokeno Village holdings are pushing for a supermarket

Totara Park

Colin showed us the fantastic plan Work to start straight away

Road Naming

More names are required

Street Lights

There are as yet no lights in Hitchen Block Stage1 Sue to look into this

6 YOUTH FUNDING

George Hawira from the Internal Affairs said that there was plenty of funding available. He said however that it was important for the community take ownership of the projects, that we need to work out our priorities, get organised and be ready for funding. This need to get ready for funding to an agenda item in June's meeting

7 WASTE MANAGEMENT PLAN

This is a large document looking at waste management and working towards zero waste. Submissions close on 23rd May. The committee to put in a submission.

It was moved that the report be accepted

Moved Helen Clotworthy

Seconded Wayne Rodgers

8 LTP UPDATE

Hearings to be held on the 16th, 17th, 18th May Helen to attend

9 POKENO COMMUNITY SCHEDULE

A report on Civil Defence and 'Preparing for funding' to be added to June

10 XMAS PARADE

Alan Johnson reported that there had been lots of interest. A suggested date is 14th December He is working on the red tape

11 COMMITTEE REPORTS

Doug gave a report of the Community Patrol

Todd said that the defibrillator had failed. We are fortunate that a new one has been donated – a letter to go to the donor. There are also defibrillators at the Medical Centre and the school.

Jason Marconi – Sports Waikato

Only 5 people had replied to Gavin's questionnaire A new simpler one to be circulated.

The Tennis Club seem to be in abeyance Is there interest in reviving this ?

Franklin Gym Sports looking at doing a mini gym in the hall - suitable for up to 13 year olds

Counties Manukau Cricket possibly doing free coaching at the school

NZCCT has lots of money to develop sport

Basketball – this is possible on Monday nights at Meremere

12 NEXT MEETING'S AGENDA

As in schedule

There being no further business Helen thanked our guests and declared the meeting close at 9pm the next meeting to be held on June 12th at 7pm

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	28 May 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference	GOV1301
Report Title	Exclusion of the Public

I. EXECUTIVE SUMMARY

To exclude the public from the whole or part of the proceedings of the meeting to enable Council to deliberate and make decisions in private on public excluded items.

2. RECOMMENDATION

THAT the report of the Chief Executive be received;

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

Confirmation of minutes dated 14 May 2018

Confirmation of extraordinary minutes dated 22 May 2018

Receipt of Minutes:

- **Strategy & Finance Committee 23 May 2018**
- **Infrastructure Committee dated 22 May 2018**

3. ATTACHMENTS

Nil