

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 13 AUGUST 2018** commencing at **1.15pm**.

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

- 1. APOLOGIES AND LEAVE OF ABSENCE**
- 2. CONFIRMATION OF STATUS OF AGENDA**
- 3. DISCLOSURES OF INTEREST**
- 4. CONFIRMATION OF MINUTES**
 - 4.1 Minutes of a meeting held on Monday 9 July 2018 3
- 5. COMMITTEE AND DEPARTMENTAL REPORTS**
 - 5.1 Policy & Regulatory Committee**
 - 5.1.1 Zero Harm Update 16
 - 5.2 Strategy & Finance Committee**
 - 5.2.1 Minutes of the Future Proof Implementation Committee Meeting held on 3 July 2018 21
 - 5.3 Infrastructure Committee**
 - 5.3.1 Mangawara Stream Bridge Project 26
- 6. COMMUNITY COMMITTEE MINUTES**
 - 6.1 Receipt of Meremere Community Committee Minutes 36

6.2	Receipt of Tamahere Community Committee Minutes	40
6.3	Receipt of Pokeno Community Committee Minutes	44
7.	<u>EXCLUSION OF THE PUBLIC</u>	48

Gj Ion
CHIEF EXECUTIVE

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	10 July 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Minutes

I. EXECUTIVE SUMMARY

To confirm the minutes of a meeting held on Monday 9 July 2018.

2. RECOMMENDATION

THAT the minutes of a meeting of Waikato District Council held on Monday 9 July 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 9 JULY 2018** commencing at **1.15pm**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
Cr JA Church
Cr DW Fulton
Cr JM Gibb
Cr SL Henderson
Cr SD Lynch
Cr RC McGuire
Cr FM McInally
Cr JD Sedgwick
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 RJ Gray (Council Support Manager)
Ms L Shirley (Zero Harm Manager)
Ms S Solomon (Junior Corporate Planner)
Ms M May (Parks & Facilities Manager)
4 members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Church)

THAT an apology be received from Cr Bech, Cr Main and Cr Patterson.

CARRIED on the voices

WDC1807/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Thomson/McGuire)

THAT the agenda for a meeting of the Waikato District Council held on Monday 9 July 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

WDCI807/02

DISCLOSURES OF INTEREST

Cr McNally advised members of the Board that he would declare a non-financial conflict of interest in item 5.1.4 [*Approval of Proposed Gambling Venues Policy 2018 for Consultation*] and item 5.3.1. [*Huntly Memorial Hall – Update and Agreement of Huntly Community Board Position and Resolution*].

CONFIRMATION OF MINUTES

Resolved: (Crs McNally/Cr Sedgwick)

THAT the minutes of a meeting of the Waikato District Council held on Monday 11 June 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDCI807/03

CONFIRMATION OF EXTRAORDINARY MINUTES

Resolved: (Crs Church/Lynch)

THAT the minutes of an extraordinary meeting of Waikato District Council held on Wednesday 27 June 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDCI807/04

COMMITTEE AND DEPARTMENTAL REPORTS

Policy & Regulatory Committee

Receipt of Policy & Regulatory Committee Minutes
Agenda Item 5.1.1

Resolved: (Crs Sedgwick/Lynch)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 19 June 2018 be received.

CARRIED on the voices

WDCI807/05

Receipt of Hearing Minutes – Anthony Fels Trust
Agenda Item 5.1.2

Resolved: (Crs Fulton/Gibb)

THAT the minutes of a hearing by the Policy & Regulatory Committee held on Thursday 10 May 2018 be received.

CARRIED on the voices

WDC1807/06

Zero Harm
Agenda Item 5.1.3

The Zero Harm Manager took the report as read and answered questions specifically in relation to:

- Audit & Risk Committee site visit to the Ngaruawahia dog pound. It was agreed that further site visits should be undertaken to other facilities such as Raglan Xtreme Zero Waste or Metrowaste in Huntly.
- Asbestos management survey. Costing is approximately \$1500 per site. It was noted that 11 community halls had been targeted based on known work proposed to be done.
- Driving statistics. Data of overspeeds is analysed weekly and the report is provided to the Executive Leadership Team each Monday.
- Huntly Memorial Hall. It was noted that work is being undertaken in July to address mould, review the seismic assessment of the building and to check for asbestos .

Resolved: (Crs Gibb/McInally)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDC1807/07

Approval of Proposed Gambling Venues Policy 2018 for Consultation
Agenda Item 5.1.4

Mr McInally declared a conflict of interest and did not speak or vote on this item.

The Junior Corporate Planner took the report as read. There were no questions from members on this proposed policy.

Resolved: (Crs Sedgwick/Henderson)

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

AND THAT Council approve the draft Gambling Venues Policy and Statement of Proposal for consultation starting 11 July 2018 and concluding 13 August 2018.

CARRIED on the voices

WDC1807/08

Strategy & Finance Committee

Local Government New Zealand Conference and Annual General Meeting Remits 2018
Agenda Item 5.2.1

Resolved: (Crs Gibb/Smith)

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

AND THAT the presiding delegate, in consultation with the other delegates, be authorised to vote based on the merits of the arguments submitted to the meeting.

CARRIED on the voices

WDC1807/09

Infrastructure Committee

Receipt of Infrastructure Committee Minutes
Agenda Item 5.3.1

Resolved: (Crs Fulton/Gibb)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 26 June 2018 be received.

CARRIED on the voices

WDC1807/10

INF1806/05 – Adoption of the Regional Infrastructure Technical Specifications

Resolved: (Crs Fulton/Sedgwick)

THAT Council adopts the Regional Infrastructure Technical Specifications.

CARRIED on the voices

WDC1807/11

Cr Smith requested his dissenting vote be recorded.

INFI806/06 – District Wide Minor Improvement Programme Update

Resolved: (Crs Fulton/Gibb)

THAT Council confirms and approves the District Wide Minor Improvement Programme priorities.

CARRIED on the voices

WDCI807/12

INFI806/07 – Huntly Memorial Hall – Update and Agreement of Huntly Community Board Position and Resolution

Cr McNally declared a conflict of interest and did not speak or vote on this item.

Resolved: (Crs Fulton/Lynch)

THAT Council supports:

- **The Huntly Community Board endorsement of the consultation outcome, being 74% of the submissions received in support of the refurbishment of the Huntly Memorial Hall, and**
- **The approach to the project as outlined in the Huntly Community Board report (agenda item 5.4, section 4.1 as follows)**

‘Council proposes the following high level steps as an approach to this project:

Completion of minor works to the Hall – immediate

- treatment for mould. This will allow staff and contractors to safely enter the Hall to plan works. Care will still need to be taken when refurbishment work begins.
- tree work. To clear foliage interfering with the roof to prevent further water ingress. Note a number of trees may need to be cleared for scaffold access when works begin.
- fix roof leak/s and clean out gutters.

Planning and consultant work – July - September

- review of Seismic Assessment Report completed by Opus. To agree approach and timeframes with Council from a risk perspective, this will need to consider cost and practicalities.
- review of the asbestos report carried out in 2015 to ensure it is suitable for any demolition and refurbishment work required.
- engagement of a construction project manager/quantity surveyor to group the work required into work packages and prioritise based on safety, getting the Hall open and “future projects”. To provide material, labour and cost estimates for each package, this includes an indication of the specialist sign off required, for example, Licensed Building Practitioner number or Electrical Certificate of Compliance.

Community project group engagement – July – September

- to meet with Des Maskell and Tony Perkins (and other community group members to be confirmed by Councillors and the Board) to discuss results, approach and planning. To work with the Board to confirm the “community project group” that will be driving this work and responsible for the outcomes.
- to work alongside the construction project manager and the community project group to confirm how the group will contribute (whether this be in sourcing free/discounted materials, providing free/discounted labour and/or specialist skills, providing project management/construction management knowledge, providing an overall building professional to be responsible for the work).
- to work through the Zero Harm, Procurement and Legal requirements to allow the work to be completed.
- to work with the community project group to confirm how they may be structured and how the work will be delivered to Council. This will depend on the level of contribution
- that the community project group can provide and will progress as the project plan is developed. This is discussed further below.

Community engagement and consultation – July - November

- once the Board has confirmed they are comfortable with the approach some communications will be released to the community confirming the result of the consultation and advising of the high level approach. This will include an update of the planned immediate work so that the community is aware that contractors may be on site.
- where an additional targeted rate amount is needed to fund the refurbishment work formal consultation will be required. If this is needed a report will go through Council outlining the work required, priorities and funding required so that the consultation and proposed increase in targeted rate is approved by Council.

At the end of this tranche of work Council should have:

- an agreed project plan (prioritising work based on cost and resourcing) with the view to get the Hall to a standard where it can be **safely** re-opened and used.
- an agreed structure through which we will work with the community group.
- an overall cost and funding plan, including the amount of additional targeted rate required (if any).
- an outcome from community consultation around the additional targeted rate (if required).

CARRIED on the voices

WDC1807/13

Cr Smith requested his dissenting vote be recorded.

INF1806/08 – Newell Road Consultation Results

Resolved: (Crs Fulton/Smith)

THAT Council proceeds with the closure of Newell Road for the Newell Road/Cambridge Road (SH1) intersection.

CARRIED on the voices

WDC1807/14

Proposed Road Name List – Huntly Community Board
Agenda Item 5.3.2

Resolved: (Crs McNally/Lynch)

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

AND THAT Council approves the following names supplied by the Huntly Community Board:

Coal Miners, Mallard Lakes, Kereru, Pukeko, Piwakawaka, Harakeke, Kotare;

AND FURTHER THAT Council refers the remaining road names back to the community board for review:

Jack Malcolm, Doug Morris, Roberts, Gill, Tinney, Mary Clarke, Bruce Ryburn, Robert Tukiri, Ces Adams, Guy King, Fred Jones, Rae Ruffin, Digger Dillon, Healey, and Cox.

CARRIED on the voices

WDC1807/15

Pokeno Developer Dine Group – Proposed Name List
Agenda Item 5.3.3

Resolved: (Crs Church/McGuire)

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

AND THAT Council approves the following road names provided by Pokeno Developer, Dines Group:

Frankfield Road, Bathgate Court, Noble Lane, McLean Street.

CARRIED on the voices

WDC1807/16

Pokeno Community Committee's Road Name List
Agenda Item 5.3.4

Resolved: (Crs Church/McGuire)

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

AND THAT Council approves the following road names provided by the Pokeno Community Committee:

Peacock, Hale, Leathem, Clark, Moyle, Paul, Harris, Calder, Theobald, Bathurst, Viv Green, Aitkenhead.

CARRIED on the voices

WDC1807/17

Contract 11/064 – UGL (NZ) Limited – Increase in Approved Contract Sum
Agenda Item 5.3.5

The Parks & Facilities Manager took the report as read and answered questions of the members. Concern was expressed regarding the further extension of the contract and the General Manager Service Delivery clarified the issue. Some concerns were raised about the level of subcontracting and the impact on risk profile.

Resolved: (Crs Gibb/McGuire)

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

AND THAT the increase of \$428,495.89 in Approved Contract Sum for Contract 11/064 be approved.

CARRIED on the voices

WDC1807/18

Removal of Limited Access Restriction Over Part of Great South Road, Ngaruawahia
Agenda Item 5.3.6

Resolved: (Crs Smith/Gibb)

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

AND THAT pursuant to section 346A(2) of the Local Government Act 1974, the status of limited access road of that part of Great South Road fronting the land comprised in Computer Freehold Register 538988 (South Auckland Registry), be revoked;

AND FURTHER THAT pursuant to section 346(H)(2) of the Local Government Act 1974 the Chief Executive sign and forward a certificate to the Registrar-General of Land, notifying the Registrar of the revocation.

CARRIED on the voices

WDC1807/19

OTHER COMMITTEES

Receipt of Chief Executive's Performance Review Subcommittee Minutes
Agenda Item 5.4.1

Resolved: (His Worship the Mayor/Cr Gibb)

THAT the minutes of a meeting of the Chief Executive's Performance Review Subcommittee held on **Wednesday 20 June 2018** be received.

CARRIED on the voices

WDC1807/20

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Smith/McInally)

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:

Confirmation of Minutes dated 14 May 2018

Confirmation of Extraordinary Minutes dated 27 June 2018

Receipt of Minutes:

- **Infrastructure Committee 26 June 2018**
- **Chief Executive's Performance Review Subcommittee 20 June 2018**

REPORTS

a. Appointment of Members to the Waters Governance Board

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

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

Section 7(2)**Section 48(1)****CARRIED on the voices****WDC1807/21**

Resolution Nos WDC1807/22 – WDC1807/27 are contained in the public excluded section of these minutes.

Having concluded the public excluded meeting the following items were considered in open meeting.

COMMUNITY BOARD MINUTES

Receipt of Onewhero-Tuakau Community Board Minutes
Agenda Item 6.1

Resolved: (Crs Church/Sedgwick)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Tuesday 5 June 2018 be received.

CARRIED on the voices**WDC1807/28**

Receipt of Taupiri Community Board Minutes
Agenda Item 6.2

Resolved: (Crs Gibb/Fulton)

THAT the minutes of a meeting of the Taupiri Community Board held on Monday 11 June 2018 be received.

CARRIED on the voices**WDC1807/29**

Receipt of Raglan Community Board Minutes
Agenda Item 6.3

Resolved: (Crs Thomson/Sedgwick)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 12 June 2018 be received.

CARRIED on the voices**WDC1807/30**

Receipt of Ngaruawahia Community Board Minutes
Agenda Item 6.4

Resolved: (Cr Gibb/His Worship the Mayor)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 12 June 2018 be received noting the lack of a quorum at that meeting.

CARRIED on the voices

WDC1807/31

Receipt of Huntly Community Board Minutes
Agenda Item 6.5

Resolved: (Crs McInally/Lynch)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 19 June 2018 be received.

CARRIED on the voices

WDC1807/32

COMMUNITY COMMITTEE MINUTES

Receipt of Te Kauwhata Community Committee Minutes
Agenda Item 7.1

Resolved: (Crs Sedgwick/Thomson)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 6 June 2018 be received.

CARRIED on the voices

WDC1807/33

Receipt of Tamahere Community Committee Minutes
Agenda Item 7.3

Resolved: (His Worship the Mayor/Cr Thomson)

THAT the minutes of a meeting of the Tamahere Community Committee held on Monday 11 June 2018 be received.

CARRIED on the voices

WDC1807/34

Receipt of Pokeno Community Committee Minutes
Agenda Item 7.4

Resolved: (Crs Church/Henderson)

THAT the minutes of a meeting of the Pokeno Community Committee held on Tuesday 12 June 2018 be received.

CARRIED on the voices

WDC1807/35

There being no further business the meeting was declared closed at 2.50pm.

Minutes approved and confirmed this day of 2018.

AM Sanson
CHAIRPERSON

Open Meeting

To Waikato District Council
From Gavin Ion
 Chief Executive
Date 2 August 2018
Prepared by Lynn Shirley
 Zero Harm Manager
Chief Executive Approved Y
Reference # GOV1301
Report Title Zero Harm Update

1. 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

The Zero Harm team is currently in the process of reviewing the "Work Safe, Home Safe" Strategic Plan for 2018-2019 to identify if there are any additional strategic improvement activities required to deliver our Zero Harm vision.

A short video is also being developed to share the progress we have made on our Zero Harm journey with the organisation.

Date: 25/06/18 Version 7		Zero Harm "Work Safe, Home Safe" Strategic Plan 2017/2018		Lead: Gavin Ion Support: Kylie Anderson and Lynn Shirley																																																																																																																														
<p>Vision</p> <p>To be a recognised leader in creating a district that prides itself on economic excellence, local participation and sustainable communities.</p> <p>Together with our workers and contractors we will create an injury and stress free workplace where everyone goes home safe and healthy each day.</p>				<p>"Work Safe, Home Safe" 2017/2018 Plan</p> <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="4">Capable and believable Leadership</td> <td>1. Review and re-do 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. 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Our H&S Management System is in progress 3. We have not looked at our Incident Reporting in 2018 4. We are not fully up to speed on our reporting and identifying correct actions following an event 5. We are not using our Diaries on our work sites to identify hazards and opportunities for improvement </td> <td colspan="2">  </td> <td colspan="2"> <p>Reflection on activities (2016/2017 and 2017/2018 YTD) How did we perform?</p> <table border="1"> <thead> <tr> <th>Theme</th> <th>Rating</th> <th>Key result/meaning?</th> </tr> </thead> <tbody> <tr> <td>Accountable and Responsible</td> <td>Green</td> <td>Allocated and implemented L&S Contractor Pre-qualification Programme. Provided education to all contract managers regarding contractor H&S responsibilities. Contractors have adopted a team meeting agenda. Near Miss reporting rates currently 1.4. CEO's part of the Business Leaders H&S Training Group. Zero Harm Action has been amended monthly L&S Working Party. 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Goal	Activities	Lead	Q1	Q2	Q3	Q4																																																																																																																												
Capable and believable Leadership	1. Review and re-do 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 Controls Audit Programme	ZHT																																																																																																																																
Disciplined Management Systems	5. Work Safe, Home Safe 2018 Programme developed and applied to all workers and contractors	ZHT																																																																																																																																
	6. Develop engagement plan for Safety Action Team (SAT)	ZHT																																																																																																																																
Managed Risks	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 W&S H&S Management Framework and Best Practice Guidelines	ZHT																																																																																																																																
	3. Undertake a review of current Event Management Procedures and the use of Diaries to manage event data and corrective actions	ZHT																																																																																																																																
Follow up / unresolved issues	1. Review, develop and implement controls from the "Year Prior" Security Review	ELT																																																																																																																																
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Capable and Believable Leadership (People)

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 visit was completed during July;

- City Care Ltd at Brownlee Avenue Depot
- Waikato District Alliance at Brownlee Avenue Depot

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

There has been a positive trend in the number of Safety Engagement Conversations being undertaken with a 46% increase on last month. The Zero Harm team is continuing to attend team meetings and provide coaching and support to People Leaders on undertaking and recording Safety Engagement Conversations. There is an increasing number of the conversations relating to wellness and wellbeing rather than physical health & safety.

Safety Action Team

The Safety Action Team (SAT) met in July and approved the SAT Charter and Training Needs Analysis. The results of the training needs analysis will be reviewed to determine what training existing SAT members require to support our Zero Harm journey. The SAT meetings are becoming more focused and constructive in terms of driving better zero harm practices.

Disciplined Management Systems

Event Management

Ten Severity 6 work-related personal injury events (First Aid injuries) have been reported in July.

One Severity 3 (Serious Near Miss) was reported in July. The event involved a worker having to take evasive action and harsh brake when another vehicle crossed the centre line while coming around a blind corner.

The positive trend with Minor Near Miss reporting continues with 22 Severity 7 events being reported in July.

The Zero Harm Dashboard has been generated to illustrate July's safety performance, and is attached for reference.

Contractor Management

Work has continued this month on reviewing Contractor Project/Contract Specific Health and Safety Plans. The Zero Harm team has also met with a number of Contract Managers to discuss the health and safety requirements for their upcoming projects.

Ten owners or CEOs of small to medium sized business that undertake work for Waikato District Council have accepted the offer to participate in a free pilot health and safety

leadership programme. The programme on the 7th and 21st August is being facilitated by the Business Leaders Health & Safety Forum.

Managed Risks

On Road Driving – Light Vehicles

There were 13 over speed events recorded in July. This is a 46% decrease on last month. Three of these events exceeded 110km per hour and required formal coaching conversations to be undertaken.

The revised Safe Use of Council Vehicle Policy is currently with the Staff Engagement Group (SEG) for review and signoff. Once this has occurred the revised policy will be published.

Asbestos

A meeting was held in July with SPM Assets Ltd to review and finalise the changes that need to be made to our asset management software to enable us to effectively manage and record the specific actions, recommendations, and ongoing inspection programmes for any asbestos containing materials identified in our facilities or buildings.

Working Alone

The Zero Harm team has commenced reviewing the existing Working Alone Policy and associated Promapp process and risk assessment template. The revised risk assessment template has been trialled with Animal Control who have workers that are required to work alone. The revised policy is being submitted to the Senior Leadership Team (SLT) for review.

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

This report is outlining progress on the agreed zero harm strategic plan.

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

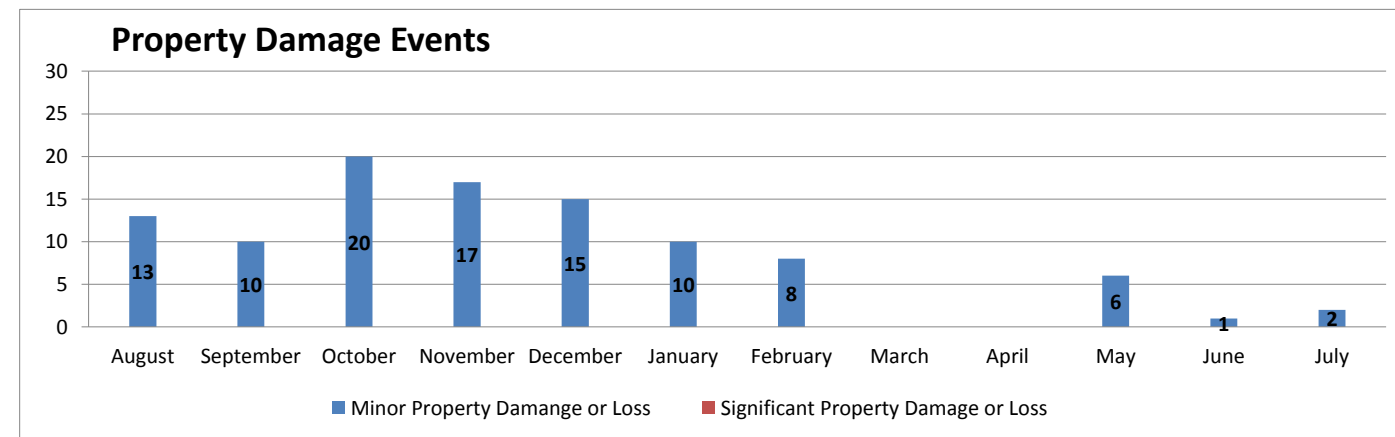
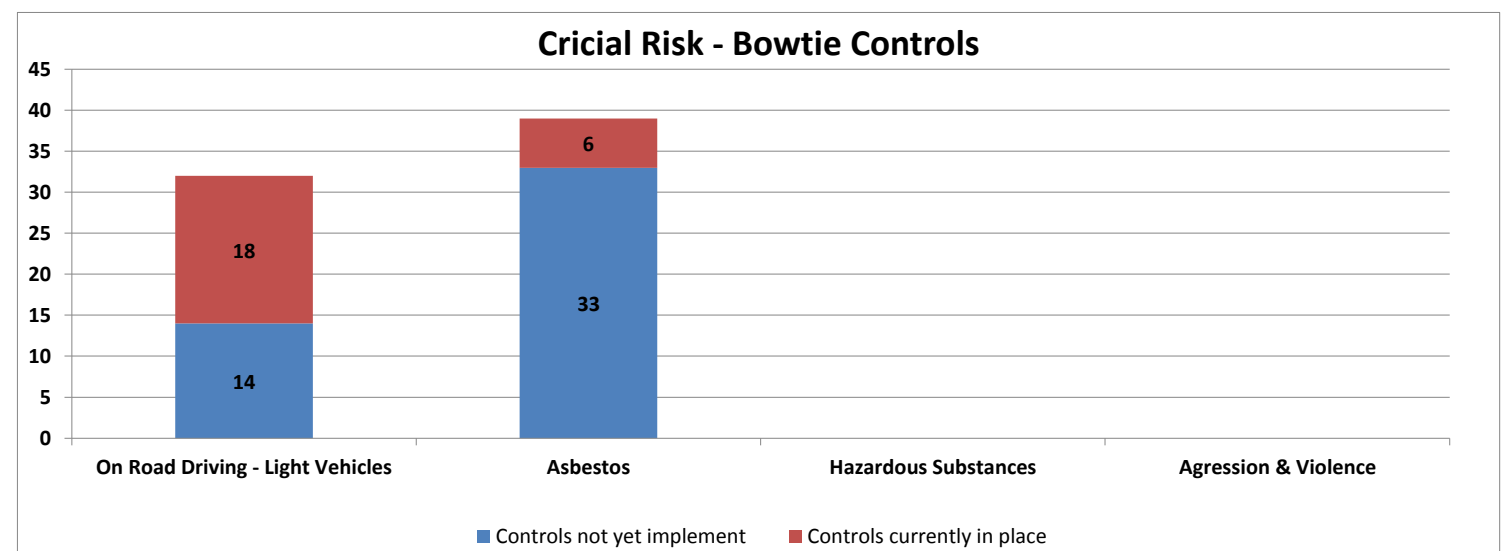
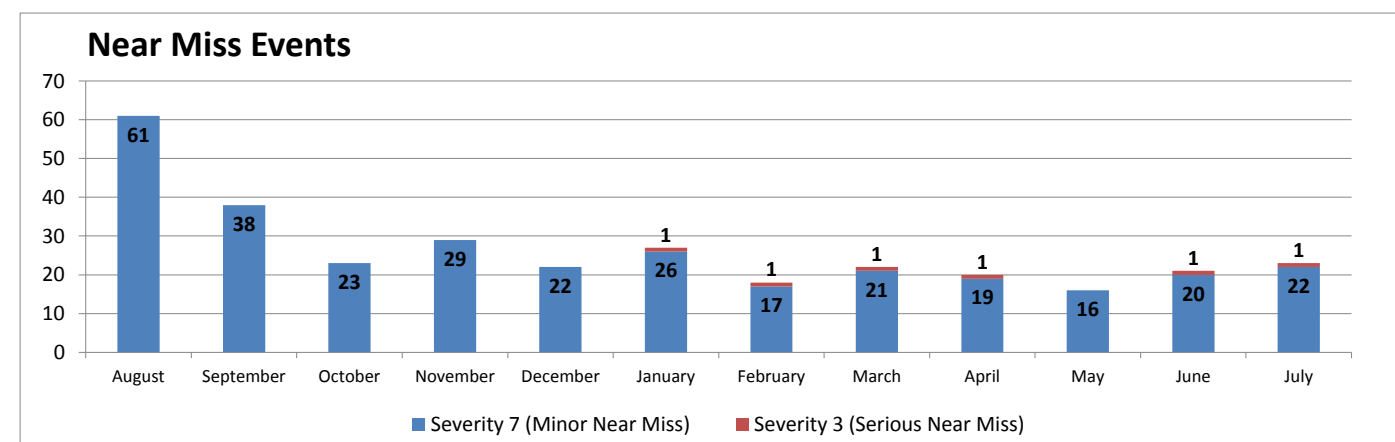
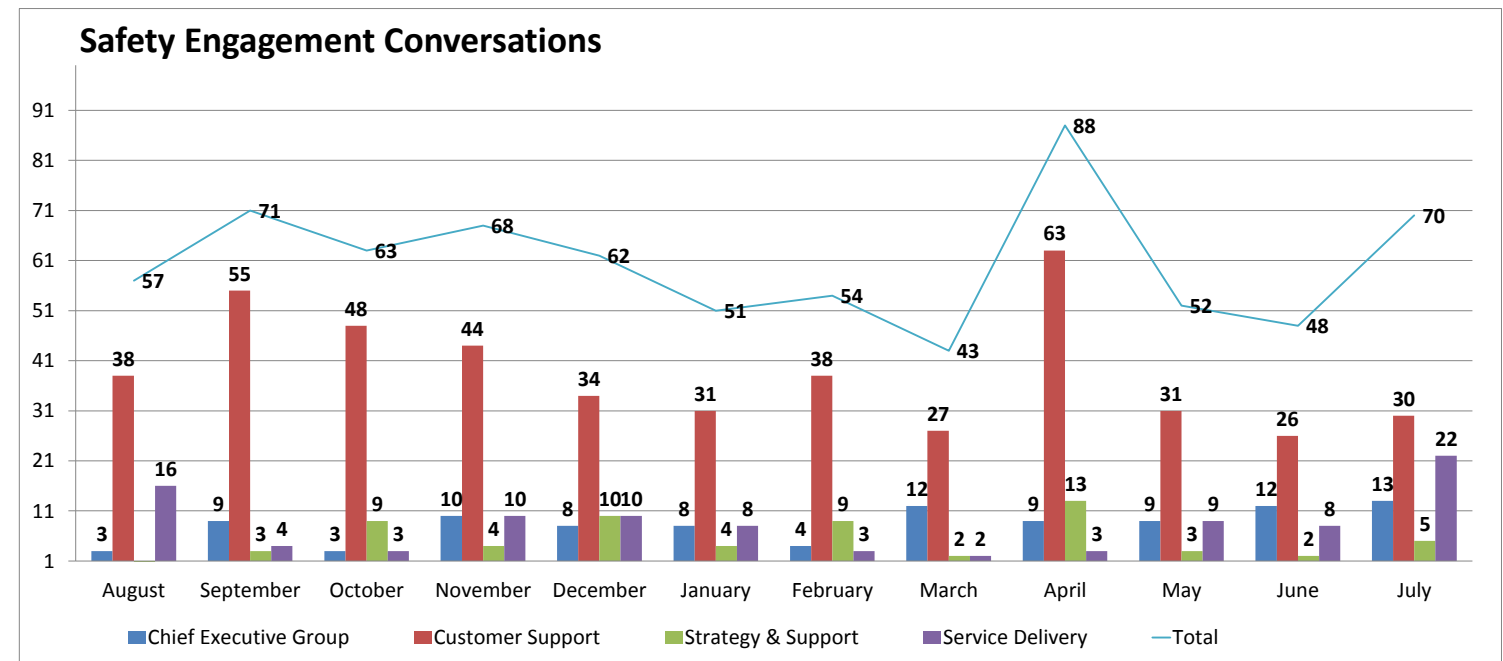
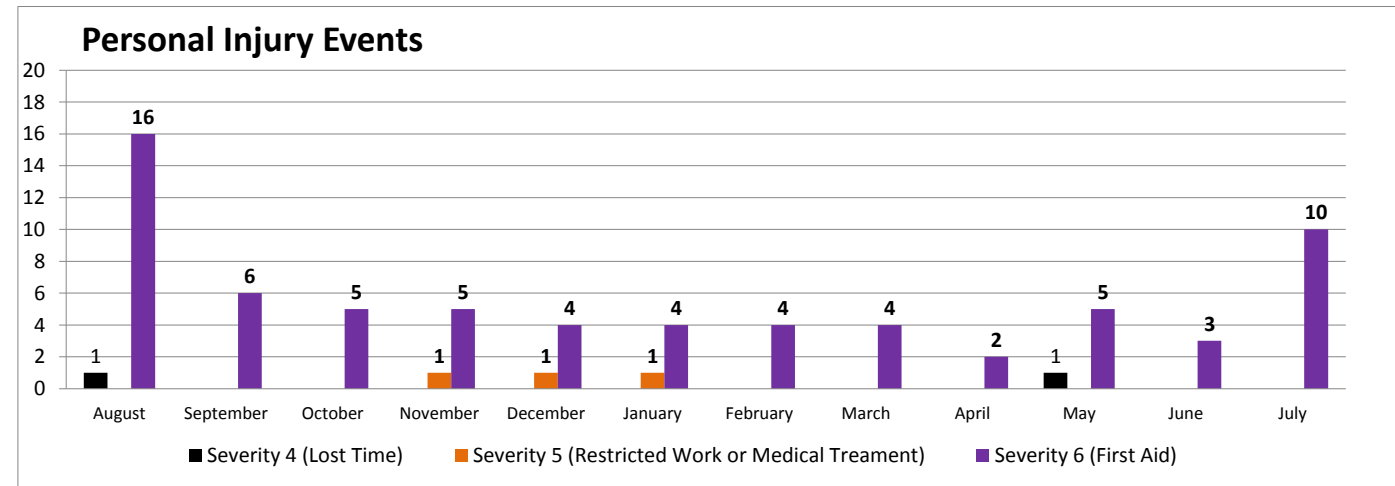
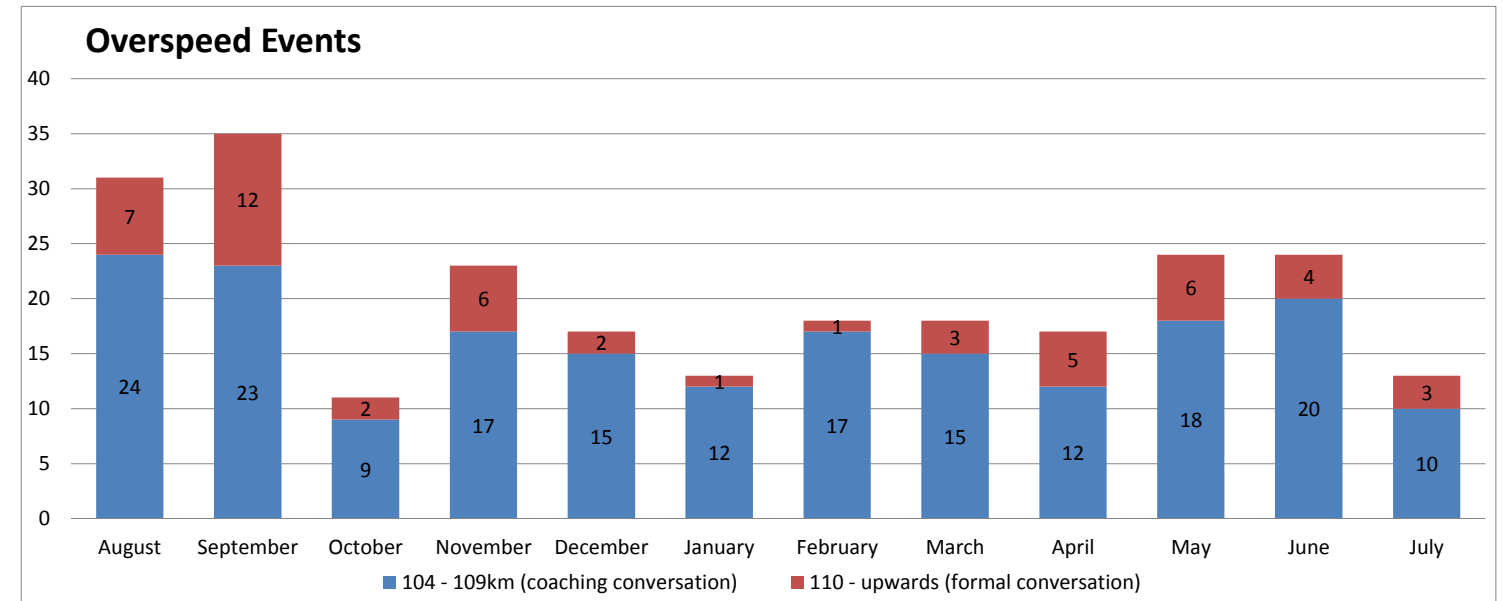
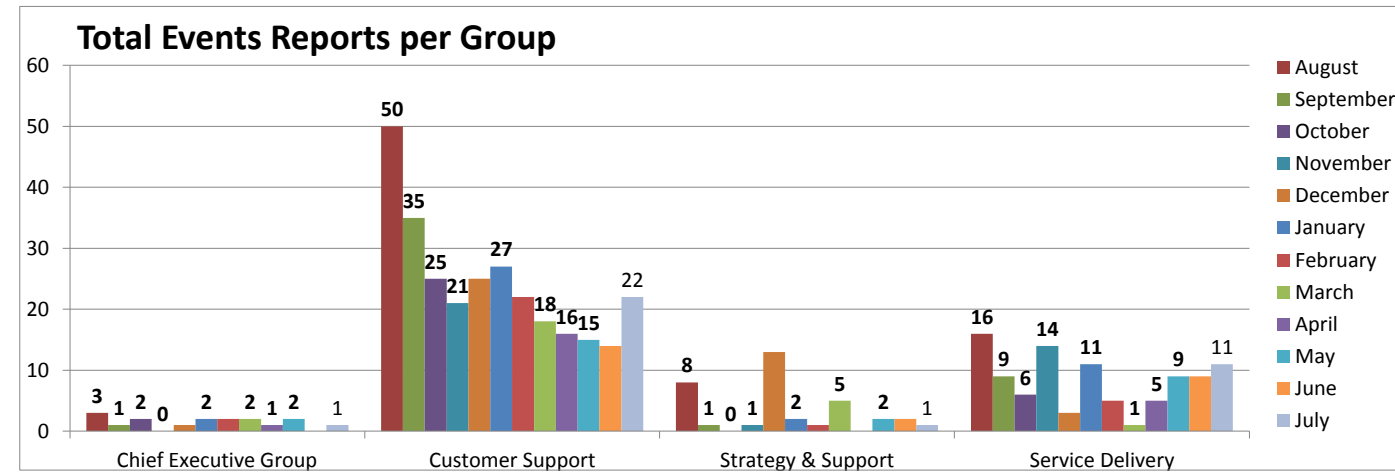
This report provides an update on progress with our Zero Harm systems and processes, and monthly health and safety performance.

7. ATTACHMENTS

Zero Harm Dashboard July 2018

Zero Harm Dashboard - July 2018

As at 31/07/2018



“Work safe, home safe”

Open Meeting

To	Waikato District Council
From	Tony Whittaker General Manager Strategy & Support
Date	16 July 2018
Prepared by	Vishal Ramduny Planning & Strategy Manager
Chief Executive Approved	Y
DWS Document Set #	GOV1301 / 2001848
Report Title	Minutes of the Future Proof Implementation Committee meeting held on 03 July 2018

1. EXECUTIVE SUMMARY

The purpose of this report is to provide Council with the minutes of the Future Proof Implementation Committee meeting held on 03 July 2018.

2. RECOMMENDATION

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

3. ATTACHMENTS

Minutes of the Future Proof Implementation Committee held on 03 July 2018.



Minutes of a meeting of the

Implementation Committee – OPEN MINUTES

Time and Date: 1.00pm, 3 July 2018

Venue: Council Chamber, Waikato Regional Council, Grey Street, Hamilton

Members:	Bill Wasley Bob Simcock Allan Sanson Dave Macpherson Dynes Fulton Kataraina Hodge Rangipipi Bennett	Independent Chair, Future Proof Councillor, Waikato Regional Council Mayor, Waikato District Council / Deputy Chair Councillor, Hamilton City Council (from 1.05pm) Deputy Mayor, Waikato District Council Tainui Waka Alliance Nga Karu Atua o te Waka
In Attendance:	Ken Tremaine Blair Bowcott Vishal Ramduny Jen Baird Greg Morton	Implementation Advisor, Future Proof Hamilton City Council Waikato District Council Hamilton City Council Waikato District Health Board
Committee Advisor:	Michelle White Helen Martin	Planner, Future Proof Administrator, Future Proof
Apologies:	Alan Livingston Andrew King Parekawhia McLean Jim Mylchreest Liz Stolwyk	Chairperson, Waikato Regional Council Mayor, Hamilton City Council NZ Transport Agency Mayor, Waipa District Council Councillor, Waipa District Council

Chair: Welcomed all to the meeting.

1. Apologies

The apologies were accepted.

Resolved: (Mayor Sanson/Kataraina Hodge)
That the apologies be received.

2. Declarations of Interests

No declarations of interest were received.

3. Minutes of the meeting held on 19 March 2018

It was requested that the format of the minutes reflect the main discussion points, resolutions and recommendations only.

Resolved: (Mayor Sanson/Deputy Mayor Fulton)
That the minutes be received.

4. Future Proof Strategy Update – Phase 2

Ken referred members to the Future Proof Strategy Phase 2 – Draft Table of Contents and explained each of the sections. In particular, Section D which includes actions relating to the Auckland to Hamilton Corridor. It was noted that a draft Strategy would be produced by 31 December 2018, with consultation occurring early 2019 after MBIE and MfE have reported back on the draft and feedback has been received from the Minister.

The first draft of the Corridor Plan will be considered in October and would then go to Government by December 2018. It was agreed that to meet the Minister's target it was an ambitious timeline and that there were three parts to the deadline: a workshop late August/early September to flesh out case studies; Ministerial meeting in October; and finalising the document in December.

Cr Macpherson noted that we should expect significant changes to the Future Proof Strategy for it to be a useful document going forward in respect of where settlements can be housed. Mayor Sanson commented that the landscape is changing and that this phase will be the new face.

Members were asked to send in their comments on the draft scope to Ken or Michelle.

It was noted that the draft Strategy will be reported to the partner councils for feedback.

Resolved: (Cr Simcock/Deputy Mayor Fulton)

- 1. Receive this report.**
- 2. Note that Phase 2 of the Future Proof Strategy Update is currently underway.**
- 3. Note that Phase 2 of the Future Proof Strategy Update will incorporate the Future Development Strategy as required by the NPS-UDC, and the outcomes of the Auckland to Hamilton Corridor Plan.**
- 4. Note that a draft updated Future Proof Strategy will be produced by 31 December 2018 but noting that consultation will likely occur in early 2019.**
- 5. Take the opportunity to workshop the draft updated Future Proof Strategy with the partner councils.**

5. Bi-Monthly Report

Waikato District Plan Review

It was noted that the Waikato District Plan Review is nearing completion. Future Proof will be working with the Waikato District Council regarding cross-boundary planning with a focus on some larger Special Housing Area (SHA) applications.

Future Proof Submissions on Te Awa Lakes Plan Change

The submission from the Future Proof Implementation Committee to the Hamilton City Council was in conditional opposition to the Te Awa Lakes Plan Change

There was discussion on the process by which Future Proof makes submissions. The agreed process was outlined on page 14 of the agenda report. Submissions that are significant in nature or have the potential to impact on other partners will be emailed to FPIC members for feedback if there is insufficient time to report the submission through the meeting.

The SHA for Te Awa Lakes has been approved by Council and will be submitted to the Minister. The SHA is 51 ha of the total site, the balance being subject to a Plan Change.

There was discussion on industrial displacement, noting that one of the resolutions in the agenda addresses this matter.

A joined-up conversation across the partnership is required, looking at industrial uptake and where the next big industrial node might be located, and then report back to FPIC.

Matamata-Piako District Council

It was noted that this matter needs to be followed up. Their inclusion will help with discussions on the Hamilton to Auckland Corridor rural land use changes. In addition there are the links between Morrinsville and Hamilton.

Resolved: (Mayor Sanson/Cr Macpherson)

That the Future Proof Implementation Committee:

1. ***Receive this report.***
2. ***Note the update on the Waikato District Council's District Plan Review, including its role in cross boundary land use, servicing and funding discussions.***
3. ***Agree to a Future Proof led cross boundary integrated land use, infrastructure and funding study as outlined above.***
4. ***Request the Future Proof Chief Executives Advisory Group to scope a project plan and report back to the FPIC on approaches and key milestones.***
5. ***Refer the Future Proof submission on Proposed Plan Change 2 (Te Awa Lakes) to the Future Proof Chief Executives Advisory Group for reconsideration and report back to the FPIC.***
6. ***Note that the HCC Growth and Infrastructure Committee resolution relating to the procedure for consulting partners before submissions are lodged was addressed at the March meeting of the FPIC and that no further action is required.***
7. ***Note the update on Special Housing Areas.***
8. ***Note that the Implementation Advisor is giving evidence in support of Proposed Plan Change 5 to the Waipa District Plan.***
9. ***Note the update on the new Ministry of Housing and Urban Development.***
10. ***Note the request of Matamata-Piako District Council to be involved in the Future Proof partnership going forward***
11. ***Notes the previous resolutions of the Committee and instructs the FutureProof Chief Executives Group to implement these.***

6. General Business

Kataraina asked how far the sub-region extends. She commented that tangata whenua boundaries were much wider than council boundaries and that the ripple effect from Auckland affected all areas including rural areas in the south.

Cr Simcock said that this group has a responsibility to look at impacts on other adjoining areas particularly through its connections with the Waikato Plan.

There was comment that the partnership needed to be clear about what Future Proof is trying to achieve and respond to. For example, key drivers are affordable housing and responding to opportunities. Ken referred the group to the guiding principles, challenges, vision and key features in the Strategy.

Referring to the draft Table of Contents, Ken noted the incorporation of minimum housing targets. We need to recognise the relationship between flexibility and certainty especially where urban limits require minor adjustments. Flexibility was important given that RPS compliance costs were high. Ken suggested a 'future aspirations' or 'visionary' section in the Future Proof Strategy, which could include for example airport rail, the greater Hamilton boundary and industrial land requirements.

Minimum Targets

Ken noted that we have to incorporate minimum housing targets into the district plans and RPS by the end of the year. The updated settlement pattern will need to be incorporated into the RPS and at the same time the level of detail in the RPS can be reviewed. We are currently scoping where RPS changes might go and will bring a paper back to this Committee.

Mark commented that we could take a streamlined path, with an enhanced consultation process up front.

It was noted that the content of the RPS should reflect the participating groups and commented that the tools and mechanisms are the challenge.

Ken commented that we need a balance between flexibility and rigidity.

The meeting was declared closed at 2.05pm

Open Meeting

To	Waikato District Council
From	Ian Cathcart General Manager Service Delivery
Date	6 August 2018
Prepared by	Luke McCarthy Road Asset Engineer
Chief Executive Approved	Y
Reference #	CCL2018
Report Title	Mangawara Stream Bridge Project

I. EXECUTIVE SUMMARY

The Mangawara Stream Bridge is a jointly funded project between Council, KiwiRail, Waikato Raupatu Lands Trust (WRLT) and New Zealand Transport Agency (NZTA). The project has passed several hurdles to get to its current position with the final hurdle being a shortfall in funding.

The project will bring about significant improvements in safety and access to the lands north of the Mangawara Stream and has long been identified as a much needed project by the respective stakeholders.

The shortfall requires Council to fund a further \$260,520 to be matched by additional NZTA subsidy at 52% Financial Assistance Rate (FAR). In the background, Council staff are working on a funding application to the Waikato River Authority and continue dialogue with KiwiRail to enhance their existing funding.

2. RECOMMENDATION

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

AND THAT Council approve funding of the project shortfall to a maximum amount of \$260,520.

3. BACKGROUND

The genesis of the issue of the level crossing extends as far back as 1920. Various attempts, investigations, and discussions over the past 98 years have finally found some purchase with a combined group of key stakeholders that includes KiwiRail, Waikato Raupatu Lands Trust (WRLT), the Taupiri Community Board, Taupiri residents, NZTA and Council.

The key stakeholders are highly aligned that there are unacceptable risks and costs from the existing pedestrian and vehicle access arrangements resulting in poor social/cultural

connections to an important urupa site. A compelling case for investment has emerged from assessment of risks to the community, costs incurred to rail network operations, and incident and crash records for the State Highway. Assessment of KiwiRail data such as incident and crash records for this section of the rail line shows that current access arrangements pose a safety risk and are not suitable for crossing the North Island Main Trunk (NIMT) line.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

The project is intended to be a variation to the Waikato District Alliance. It is a Design and Construct (D&C) project for a new bridge to cross the Mangawara stream at Taupiri. This is to provide pedestrian and single lane vehicular access to the Taupiri Mountain Urupa and land to the north of the stream.

The project is being implemented in order to address three significant safety risks at the site. These are:

1. The dangerous vehicle access off SH1;
2. The lack of a suitable pedestrian access and the illegal crossing of the nearby KiwiRail bridge by pedestrians to access the site; and
3. The uncontrolled level rail crossing near the SH1 access, where the road intersects the rail at a very acute angle and has poor visibility.

The project has in place the required resource consents and there have been several iterations of the design in order to achieve an affordable solution and still achieve the appropriate design standards and project objectives. In addition, there has been a parallel process to capture additional funds for the project, after the first cost estimates undertaken during design development were above budget. On 28 May 2018 Waikato Raupatu Lands Trust confirmed an additional \$300,000 contribution to the project.

The original intention was that Downer would deliver the project under the WDA contract using the existing pain/gain structure. Downer and Council staff did not reach a satisfactory outcome regarding pricing. Emmetts Civil were approached to provide a second price and design. This has taken time and money to get to a point whereby NZTA have approved departures from its bridging manual and the Project Group has also approved some design and aesthetic departures. Beca has been providing project management and technical support since 2016 with the development of the Single Stage Business Case.

Emmetts have provided a price of \$2,386,961 to design and construct the bridge (note that some negotiation is required in relation to tags and items that may impact on the final price eg the price of steel is subject to market fluctuations).

4.2 OPTIONS

Upon assessment by Council staff of required funding for the project to move forward it was found that a substantial shortfall was evident, as not all costs and contingency had been taken into account.

This shortfall was raised with the key stakeholders who expressed disappointment. Council staff have been working to clarify the situation and to explore other avenues for funding to support the project. The Waikato River Authority (WRA) has currently opened its funding for this year and staff are making an application to try and secure additional funds (application needs to be made prior to 23 August 2018).

KiwiRail and Tainui have each committed \$400,000 to the project. The balance of funding is made up of Council funding and subsidy from NZTA. A number of scenarios have been explored with and without WRA funding (depending on success or otherwise of the application). The WRA funding needs to be considered as a back-up at this time and Council is being asked to fund the current shortfall, along with subsidy from NZTA.

5. CONSIDERATION

5.1 FINANCIAL

The table below presents the current funding scenario to be addressed. In addition it is important to acknowledge that over \$350,000 has already been expended to get the project to this point. This includes the Business Case, resource consents (Local and Regional), design and procurement.

Available Budget (A)	\$1,827,657	
Project Requirements		
Emmetts Civil Price	\$2,386,981	
Contingency @ 15%	\$358,047	Allows for contingency in Emmetts price
WDA Management Fee @ 6.3%	\$150,380	
Project Management/Design/Contract - Beca	\$100,000	Assumes Downer can be PM, Beca provide technical support
TOTAL (B)	\$2,995,408	
Additional Funding (C)		
Tainui	\$300,000	
NZTA Subsidy on Tainui	\$325,000	
TOTAL (C)	\$625,000	
A + C	\$2,452,657	
B - (A+C) Shortfall	\$542,751	Council share = \$260,520

Under the scenario presented in the table above, Council is asked to approve funding for 48% of the shortfall of \$260,520. This assumes that NZTA will agree to match with subsidy (52%). Staff had assumed that a proportion of the pain/gain share could be utilised to support the shortfall. This is not the case and the gain share as realised at the end of the 2017/18 Financial Year will be used to benefit the wider region as originally intended. The NZTA subsidy also assumes that the BCR (Benefit Cost Ratio) remains above the required funding threshold given the increase in costs to build.

The current recommendations for funding the shortfall are either via a loan or utilise existing budgets from within the roading work categories. For example, the Street Cleaning budget is 100% general rate funded and could support the project. The benefit of using this budget is that it would not impact the Roding Replacement Fund like a loan would.

Council's application to WRA will be for up to \$250,000. As noted, Council staff are working on the application in collaboration with the stakeholders to maximise the potential for success. Additional funding from KiwiRail is also being explored in alignment with the percentage contributions in the signed Multi Party Funding Agreement (MPFA).

This current funding scenario presents the worst-case and the request is that Council approve funding the shortfall whilst staff work on alternatives. In essence the request is for Council to underwrite the shortfall, which would allow the project to proceed.

For clarification the following assumptions have been made:

1. Project Management is provided by Downer (supported by Council)
2. The WDA management fee is fixed based on the price provided by Emmetts
3. 15% contingency (takes into account contingency and risk in Emmetts price)
4. NZTA provides subsidy at 52%
5. The price of steel is dynamic and that might impact on the final price

5.2 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

An MPFA was signed in November 2015 by Council, Waikato Raupatu Lands Trust and KiwiRail.

5.3 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

It is important to note that the Project Group (KiwiRail, NZTA, WRLT/Waikato-Tainui, Community Board, Councillor Gibb, residents, urupa representatives and Council staff) have been working together for a number of years. The parties are aligned and will continue to work together through this project. Refer attached letters of support.

Planned	In Progress	Complete	
	Y		Internal
	Y		Community Boards/Community Committees
	Y		Waikato-Tainui/Local iwi
	Y		Households (Watts Grove)
	Y		NZTA

6. CONCLUSION

The project team's goal is to have a bridge crossing over the Mangawara Stream. The bridge will provide vehicular (car and truck) and pedestrian access to the urupa and lands to the north of the stream. The safety improvements of the bridge crossing are significant in that the dangerous level crossing will no longer be required, access from SH1 will no longer be required and pedestrians have a safe point to cross the river and therefore will not trespass on the existing KiwiRail bridge.

In order to achieve the project goal the funding shortfall needs to be addressed. At this time, staff are asking Council to provide funds to cover the shortfall, noting that alternative funding is being sought via the Waikato River Authority (WRA) and that discussions with KiwiRail also continue.

Council's options for funding of the shortfall are limited to:

- a) Loan funding (new).
- b) Utilise existing available funds within the roading budget such as Street Cleaning which is 100% general rate funded.

It is recommended that:

1. Council provisionally approve a further \$260,520 to the project, to be matched by NZTA subsidy; and
2. Council staff work on an application to the WRA for funding to support the project. Maximum funding to be applied for.

7. ATTACHMENTS

- Letters of support from KiwiRail and WRLT



Peter Dautermann
 KiwiRail - Project Management Office
 peter.dautermann@kiwirail.co.nz
 Tel. 021 786 056

8th June

Ian Cathcart
 General Manager Service Delivery
 Waikato District Council
 Ngaruawahia 3742

by Email: ian.cathcart@waidc.govt.nz
 cc: Watts Grove Steering group

Dear Mr, Cathcart,

With the departure of Mr. Wayne Furlong from Waikato District Council, I am writing to underscore the importance of the upcoming Watts Grove bridge project to KiwiRail, and to share with you the journey that has taken this project from being "*a nice idea*" (*but probably "too hard"*) to being a fully-funded project on the verge of construction.

The interface between the local roads, the North Island Main Trunk, and the Urupa on Taupiri Mountain has been complex and has presented SAFETY concerns for at least the last 100 years. The earliest drawings which I have found within KiwiRail date from the 1920's. But, Tainui has history of Kaumatua raising safety issues around this location much earlier.

KiwiRail has been on a journey in the last several years of improving our own safety performance. Two of the greatest safety challenges for KiwiRail are: level crossings, and trespass onto the railway corridor by members of the public. Safety incidents with trains often end in heart-breaking loss of life and are traumatizing to our train drivers also. Collisions also have negative commercial impact on KiwiRail as a business.

In 2013, KiwiRail started a process of consultation with the local community regarding the replacement of a timber railway bridge (circa 1958) across the Mangawara stream at the base of the Urupa. As Construction Manager on the railway bridge replacement project, engaging with the local community (the Local Board, the Urupa Committee, the Taupiri Marae, members of the public, etc.) the issue of "safe access" to the base of the urupa and for residents who live down the road past the urupa was repeatedly raised with me.

Three seemingly intractable safety concerns were identified:

1. Illegal trespass across the Railway bridge is the only pedestrian access to the Urupa from Taupiri township.
2. An unconsented level crossing (which has had fatalities) being the only vehicle access to the urupa and for members of the public who live at the end of the road.
3. The intersection with State Highway 1 which leads down this road is dangerous.



Without going into great detail here, it is important to note the strong collaboration which has been built between organizations which historically have not always worked well together:

- Because of our shared commitment to working together on the part of KiwiRail, Tainui, and the contractor, a significant railway bridge was completed safely, in a very culturally significant location, and in a manner which respected Tainui Tikanga and did not result in unreasonable delays and cost overruns.
- Consensus was built between all of the local stakeholders that a bridge at the end of Watts Grove is the best solution to address the three pressing and chronic safety issues.
- In 2015, a Memorandum of Understanding to this effect was signed between seven significant stakeholders.
- Also during 2015, a Multi-Party Funding Agreement was signed between KiwiRail, WDC and Tainui. *(Note that KiwiRail have already paid WDC \$120K towards our commitment to the project.)*
- The project steering group has been instrumental in getting the project onto the long-term plans required for it to attract NZTA funding, getting consents, developing preliminary designs, etc.
- The project steering group has held over 75 meetings, since 2013 to progress the Watts Grove bridge project.

The recent collision between a train and a member of the Waikato community was a reminder of the urgency of this project. KiwiRail is very interested in seeing the Watts Grove bridge project awarded and moving into the construction phase, such that the associated safety risks can be removed as soon as possible.

If you require any further information regarding KiwiRail's perspective on this project I would be glad to meet with you personally. I hope to see you at our next Stakeholder meeting which is scheduled for the 26th of June.

Best regards,

A handwritten signature in black ink, appearing to read "Peter Dautermann", written over a light blue horizontal line.

Peter Dautermann
Project Manager

8 June 2018

Ian Cathcart
 General Services Deliver Manager
 Waikato District Council
 NGARUAWAHIA 3742

Tēnā koe Ian,

He mihi nūnui ki a koe, nou tou mahi hou, kei roto te rohe o Waikato. Whakatau mai, nau mai, haere mai I runga te korowai aroha o tā mātou tūpuna.

On behalf of the Taupiri Urupā Komiti and the Waikato-Tainui representatives on the Mangawara Bridge Working Group, we welcome you to our kaupapa in improving the safer road and rail crossing to Taupiri mountain. The intent of this letter is to inform you of the significance of the maunga to the iwi of Waikato, with a desire to maintain a good working relationship with yourself and WDC, as established by Wayne Furlong.

Taupiri Maunga (mountain) is the sister of Tongariro. She travelled to the Waikato to be with her lover, Pirongia. Together they had children, now named the Hakarimata Range. Taupiri fell ill, so Tongariro sent forth waters to heal and comfort her. This waterbody is the Waikato River which continues to provide for our communities and cities. In the mid 1700's the great Chief, Te Putu, was slain at his Pā on the maunga, which added further to the sacredness of the maunga and hence became a burial site for tāngata whenua (people of the land) ever since.

Today the smaller hill of the maunga, which is known as Taupiri Kuaō, cradles the bones of our Māori Kings and the late Dame Te Ataīrangikāhū who watch over the hundreds of Waikato-Tainui tribal members also buried on the maunga. Taupiri maunga is extremely significant culturally, spiritually and physically to the Waikato Iwi. This is best reflected in our pēpehā (tribal saying):

Ko Taupiri te Maunga	Taupiri is the Mountain
Ko Waikato te Awa	Waikato is the River

Ko Pōtatau te tāngata	Pōtatau is the man
He piko he taniwha,	At every bend a chief
he piko he taniwha,	At every bend a chief
Waikato taniwharau.	Waikato of a hundred chiefs

At present, there are two areas of access to the cemetery along State Highway 1, and to the southern side of the cemetery along the Mangawara river. Both access points require family members, the public and recreational users to cross the Northern Rail Trunk Line. Tribal members and the public speak of many close incidents when crossing the train tracks. Therefore, providing safe access to the Urupa is a priority for the tribe.

The Urupa has averaged 50-60 burials, per year, over the past 6 years. Generally, the burial events occur between the hours of 10am and 2pm. Vehicles arrive prior to an 11am service, which lasts no longer than an hour, possibly an hour and a half. Funeral attendees then leave at their own leisure usually to return to a marae for a kaihākari, or meal, with family members. Funeral services generally do not occur on Sundays, for cultural and spiritual reasons.

It is common practice to have a Hura kōhatu, or unveiling, the following year of a burial. These events occur during the same time of the day, as a tangihanga, and usually have less people attending.

Other visitors to the Maunga visit loved ones, walk the recreational track, tidy burial sites or pay respect to Taupiri Maunga. This also occurs during the day.

The largest most recent event to occur at Taupiri Maunga was the burial of the late Māori Queen, Te Arikinui Te Atārangikāhū in 2007. The relationship with New Zealand Transport Agency and local Councils ensured that minimal impacts occurred with visitors and local residents. It is unlikely that an event this size will occur at the Urupa for a very long time.

To Waikato-Tainui the Mangawara Bridge project has been 60 years in the making. The safety of our people and the community is paramount when accessing a shared treasure in Taupiri Maunga. We all recognise and acknowledge that there will be immediate local effects with the construction of the bridge. We are committed to the community and residents of Taupiri beyond the construction of the bridge and will work hard to maintain clear communication with the residents to manage any effects associated with this project.

The collaborative nature of the project and supporting partners has made this project tangible. The working group was formed to recognise the strong community /stakeholder support for the provision of a safe, alternative access to Taupiri Mountain, including the urupa and properties located to the east of the southern cemetery. The support for the maunga, the tribe and the urupa komiti from the group has not gone unnoticed and is greatly appreciated. We look forward to sharing our resources and supporting other works within our Taupiri and wider Waikato community.

Ngaa mihi

Julian Williams

021 379 310

Te Huia Natural Resources Limited

Project Advisor to Waikato-Tainui

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	6 July 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
DWS Document Set #	GOV0510
Report Title	Receipt of Meremere Community Committee Minutes

1. EXECUTIVE SUMMARY

The minutes for a meeting of the Meremere Community Committee held on Thursday 14 June 2018 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 14 June 2018 be received.

3. ATTACHMENTS

MMCC Minutes 14 June 2018

MINUTES of a meeting of the Meremere Community Committee held at the Meremere Community Hall, Heather Green Avenue, Meremere on **THURSDAY 14 JUNE 2018** commencing at **7.12pm**.

Present:

Mr J Katu (Chairperson)
Cr J Sedgwick
Mr D Creed
Mr J Harman
Ms C Heta

Attending:

Mr M Balloch (Building Quality Manager)
Members of the Public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Katu/Cr Sedgwick)

THAT an apology be received from Mr Brown, Ms Dobby, Ms Jenkin and Mr Ngatai.

CARRIED on the voices

MMCCI806/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Sedgwick/Mr Harman)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 14 June 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT the Committee resolves that the following item be deferred to the next meeting:

- **Item No. 5.1 Appointment of Secretary.**

CARRIED on the voices

MMCCI806/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Harman/Mr Creed)

THAT the minutes of a meeting of Meremere Community Committee held on Thursday 10 May 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

MMCCI806/03

REPORTS

Appointment of a Secretary
Agenda Item 5.1

This item was deferred.

Meremere Works & Issues Report – June 2018
Agenda Item 5.2

The report was received [MMCCI806/02 refers] and discussion was held.

The following items were discussed:

Block 1:

Service request – Assembly Point sign for the hall.

Area – Parks & Facilities.

Action – Council has ordered the sign and is waiting on delivery.

Block 2:

Tennis Pavilion – Safety assessment for Youth Group.

Area – Facilities – Gavin Benseman.

Action – Completed by the end of June – Building Warrant of Fitness.

Block 3 & 4:

Hall Electrical Faults

Area – Facilities

Action – All lights and air conditioning units have been rectified. The alarm system has been checked and advice provided on monitoring options (to be confirmed by the committee to decide if it wants alarm monitoring and guard response).

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	10 July 2018
Prepared by	Lynette Wainwright 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 2 July 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 2 July 2018 be received.

3. ATTACHMENTS

TCC Minutes



**Minutes of Committee Meeting
Held 7.30pm on Monday July 2nd, 2018
Tamahere Community Centre**

Present:

TCC: Sue Robertson, Bevan Coley, Connie Short, Alison Ewing, Dallas Fisher, Shelley Howse, Charles Fletcher, Leo Koppens, Jane Manson, Graham McAdam, Joy Wright, Russell Gibbs.

Tamahere Lions: Robert McHugh

WDC: Jacob Quinn, Richard Clark

Sanderson Group; Gary Curtis, Nathan Sanderson, John Oliver

Apologies: Ro Edge, Cr Bech, Ingrid ter Beek

Confirmation of Minutes of Meeting held on June 11th, 2018

Moved: Bevan Coley **Seconded:** Charles Fletcher **All in Favour**

1. Matters arising:**2. Correspondence Tabled****IN – Email**

Email; Multiple committee members congratulate Dallas Fisher on his Queens Honour
 Email: Sue Robertson - letter of support on behalf of the committee for Shelly Howse on her JP application.
 Email: Leo Koppens - request for a detailed plan for Tamahere Park for July meeting.
 Email; Christine Harper Landcare Research - Regional research update
 Email; Rose Gray - Joint community committee workshop notification.

OUT- Email

Moved: Sue Robertson **Seconded:** Connie Chittick **All in favour**

1. Sanderson Group

The consent process for the retirement home to sit on the Jacks House Transit site and adjoining property between Airport Rd and Tamahere Drive is underway. The main entrance will be off Tamahere Drive. Apart from two that have not been able to be contacted, all adjoining neighbours are supportive.

The church is concerned the development could trigger a resource consent requirement for the Tamahere Market. Sanderson Group have indicated their verbal and financial support for a consent if required.

TCC fully supports the development.

Action; Chair to write in support of the submission.

2. Service Delivery Report / Tamahere Recreational Reserve and Community Issues Report – Jacob Quinn WDC

- Tamahere Reserve Naming – the formal process is underway with full support from Iwi. There will be an update at the August meeting.
- Tamahere Water Reservoir Plan – the document will be available on the TCC dropbox. Chair has a hard copy.

3. Cr Aksel Bech Report

- Swale on the school boundary – lowering the sump at the Playcentre end is yet to be completed. This will be covered by retained funds.
- Tamahere Park fitness path – the proposed position has been pegged out and there appears there will be too much field area lost.
- Newell Rd footpath – construction continues. Your Speed sign is in place.
- Newell Road open/close options - WDC infrastructure committee recommendation to the full council is closure based on safety over convenience.
- Suspected poison pellets for pest control were found near the Te Awa playground/dog free run park. Being investigated.
- Riverbank erosion at Te Awa playground/dog park has significantly impacted on the area and may not be worth maintaining. This is under review.
- District Plan – WDC has formally adopted the draft with public consultation on July 18th.

There are 3 main points affecting Tamahere;

1. There is no change to the Country Living Zone (and significantly no new CLZ's in response to a government call for greater intensification; there is a new Village Zone permitting 2500m² sections around some existing settlements and a new provision for town houses/duplexes etc.)
2. Dependent persons extra dwelling becomes a 'minor dwelling' without evidence of an ailing relative and requiring a building permit only (with all other provisions remaining in place).
3. Impervious surface provisions have been relaxed with maximum sqm dropped in favour of a simple 'not exceeding 70% site coverage'. Simply put, each property must deal with its own stormwater.

4. Hall Defibrillator

No one on the hall committee has been able to be contacted.

Action; Jane Manson to invite hall committee representative to the September meeting.

5. Road Speed Subcommittee Report

On hold until a central government decision has been made.

6. Gully Subcommittee Report

CR Bech and members met with NZTA's Peter Simcock, Adrian Khan, Craig McKibben and outlined the overall gully walk/cycleway plans and a request to gain access to the gullies using Waikato Expressway construction tracks.

The NZTA team will report back to Cr Bech regarding any required easements.

7. Tamahere Park Report – Richard Clark WDC

- Swale drainage between the school and the park will be deepened, filled with gravel and grassed.
- Swale on the Regal Haulage boundary will be pushed closer to the boundary to allow for more field area.
- Manholes – Fosters will look to redesign these so they are off the fields. Costs will be covered by contractors.
- Fitness path/Te Awa locations in relation to the fields - WDC to look at rotating the layout of the playing fields. WDC, TCC, Te Awa meeting next week to look at path position.
Action; Jacob Quinn WDC to arrange a meeting.
- Skate park – No response to the tenders. WDC is in conversation with 2 companies. If neither responds, the timeframe will be extended.
- Playground – Playground Creations have delivered an acceptable proposal. Construction will begin in August. Note made that there may be long lead times with playground items.
- Community BBQ locations – Will be either near the playground or in the piazza area with preference for the playground. Tamahere Lions require a date from WDC to manage funding timeframes.
Action; Richard will update Tamahere Lions with a timeframe.
- Public Toilets – Funding has been brought forward with these a priority. WDC to consider a design that incorporates changing rooms.
- Carpark – Fosters have updated the design with enlarged parks and some reverse parking zones.
- Lighting – There will be limited lighting after hours of the carpark. Future proofing a priority.
- Fencing – along Wiremu Tamihana Drive to be replaced with bollards.
- Surface water – TCC suggests that piazza construction be put on hold until surface conditions improve.

8. Other Business

- Joint Community Board meeting 5pm July 25th. Leo and Sue to attend.
- LTP *Action; Jacob Quinn to obtain information for the committee that is specific to Tamahere.*

Date of next meeting: Monday August 6th

Meeting closed at 9.05pm

Items for Next Meeting:

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	12 July 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV0516
Report Title	Receipt of Pokeno Community Committee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Pokeno Community Committee meeting held on Tuesday 10 July 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 10 July 2018 be received.

3. ATTACHMENTS

PCC minutes 10 July 2018



POKENO COMMUNITY COMMITTEE

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 10th July 2018, commencing at 7.00pm.

Committee Members Present: Helen Clotworthy, Tricia Graham, Morris Roberts
Ric Odom, Doug Rowe, Janet McRobbie, Charles Hackett,

WDC Staff in Attendance: Ian Cathcart, Leanne van den Bernd

Councillors in Attendance Cr J Church Cr S Henderson

Community Members Community Members attended.

1 APOLOGIES: Apologies received from Wayne Rodgers, Kris Hines, Todd Miller
Moved that the apologies be accepted: Helen Clotworthy

Seconded: Tricia Graham

2 CONFIRMATION OF THE STATUS OF THE AGENDA

It was moved that Leanne van den Bernd's presentation be moved to between item 4 and 5

Moved Helen Clotworthy

Seconded Doug Rowe

3 DISCLOSURE OF INTEREST

There was no disclosure of interest

4. CONFIRMATION OF THE MINUTES

Moved Helen Clotworthy

Seconded Janet McRobbie

5 FUNDING PRESENTATION

Leanne, who works at grass roots funding made a presentation of the types of funding available through council pointing to the number of contestable funds available which we need to be aware of. She suggested the possibility of holding a funding workshop which was well received.

Our immediate problem is for funding for incidental expenses and our concern that we get an equitable share. Leanne is able to action a grant of \$300 straight away for administration without going through the Grants Committee

Moved by Helen Clotworthy

That we apply for a grant of \$300 immediately then follow this up by an application for a larger grant.

Seconded Patricia Graham

Leanne to report back to the next meeting on matters referring to grants

6. GRAFFITI ON PIONEER ROAD UNDERPASS

Catherine Bircher a member of the Bluff Road Conservation Group spoke of the growing problem of graffiti on this underpass. They propose that a mural be put in this underpass to deter taggers. It is suggested that this reflect the local history and involve local Iwi, artists and schools. Leanne suggested that this could be a local Placemaking project and that we should be able to apply for funding. Catherine is able to identify locals with appropriate resources. It was suggested that Paul Heta work with her for Iwi input. Other key people that possibly could be of support are Adrian Clark and Gary de la Rue

A report to be brought back to the next meeting and Leanne van den Bernd to attend

7. SYNLAIT

John Roberts (Project Manager) gave an overview of this site which will be the company's second site. It is projected that it will be operational in 15 months and will operate 24/7. John anticipated that it will employ local people.

8. POKENO PLAYCENTER

A letter has been received informing us of their need to close on the present site to make room for more school buildings. A letter to be sent to acknowledge this and offer our general support.

9 INFRASTRUCTURE PROJECT REVIEW

Ian indicated that there are a large number of significant projects planned for this area. A list should be available soon – potentially at the next meeting

10 WORKS AND ISSUES

The bins are to be relocated next week

Storm water problems at the hall. Quotes are being obtained

There is still problems with the lighting in the Hitchen Block

New issues

There are discussions about the design of the roading at the end of Hitchen Road. An email has been received from Haupai Montgomerie that expresses the concerns of local residents. This was passed on to Ian Cathcart.

Bakery Colours will these be in keeping with the colour palate that has been agreed on for the main street.

With the increase truck traffic seeking cheaper fuel there is a real dust problem at the Truck Stop and the road at the underpass after the motorway exit is degrading rapidly.

11 LTP UPDATE

No new information available

12 UPDATE ON XMAS PARADE

Alan has approached 2 companies for Traffic management plans. One of them Evolution has replied. The cost will be around \$1000 – until we get this no further plans can go ahead.

13 COUNCILLORS REPORTS

Boat Ramp maintenance at Leigh Atkins Reserve is being investigated.

A large shopping area is to be built at Drury

A discussion document regarding Public Transport is being developed – we need to put in a submission

Asbestos management reports are being developed for local halls/ it is not thought ours contains asbestos

Wastewater phase3 is being developed. It is thought that about 16 households will connect

14 COMMITTEE REPORTS

Things have been quite for the Community Patrol

15 AGENDA ITEMS FOR THE AUGUST MEETING

Updates on Funding

Updates on plans for Pioneer Rd Overbridge – Leanne to attend

An update from Sports Waikato

There being no further business Helen thanked our guests and declared the meeting closed at 9.00pm the next meeting to be held on August 14th at 7pm

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	10 July 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 Monday 9 July 2018.

REPORTS

a. Raglan Holiday Park Board

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

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

Section 7(2)(a)

Section 48(1)(3)(d)

b. Board Chair Appointment for Waikato Regional Airport Limited

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

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

Section 7(2)(a)

Section 48(1)(3)(d)

3. ATTACHMENTS

Nil