

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 8 OCTOBER 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.

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GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	20 September 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 10 September 2018.

2. RECOMMENDATION

THAT the minutes of a meeting of Waikato District Council held on Monday 10 September 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 10 SEPTEMBER 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 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 N Armstrong-Nield (Customer Delivery Officer)
Ms L Shirley (Zero Harm Manager)
Mr V Ramduny (Planning & Strategy Manager)
Mr R Rink (Contracts Team Leader)
Mr K Pavlovich (Acting Waters Manager)
Mr P McPherson (Acting Programme Delivery Manager)
Ms A Diaz (Finance Manager)
Members of Staff

The meeting was opened with a korero by Cr Thomson and a karakia by the Customer Delivery Officer to reflect Maaori Language Week. His Worship the Mayor welcomed everyone to the meeting in Maaori.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Church/Bech)

THAT an apology be received from Cr McGuire and Cr McNally.

CARRIED on the voices

WDCI809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/Henderson)

THAT the agenda for a meeting of the Waikato District Council held on Monday 10 September 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

WDCI809/02

DISCLOSURES OF INTEREST

Cr Fulton, Cr Gibb and Cr Sedgwick advised members of the Board that they would declare a non financial conflict of interest in item 5.1.7 [*Hearings for Proposed District Plan – Appointment of Councillors as Independent Hearing Commissioners*].

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/Main)

THAT the minutes of a meeting of the Waikato District Council held on Monday 13 August 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDCI809/03

CONFIRMATION OF HEARING MINUTES

Resolved: (Crs Fulton/Sedgwick)

THAT the minutes of a hearing of Waikato District Council to hear and consider submissions on the Waikato District Council Representation Review 2018 held on Wednesday 29 August 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDCI809/04

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 21 August 2018 be received.

CARRIED on the voices

WDCI809/05

Puketirini Management Committee – P&R1808/05

Resolved: (Crs Sedgwick/Main)

THAT Council approves the appointment of Tukaroto Mahuta to the position of Iwi Representative on the Puketirini Management Committee

CARRIED on the voices

WDCI809/06

Receipt of Hearing Minutes

Agenda Item 5.1.2

Resolved: (Crs Sedgwick/Patterson)

THAT the minutes of a hearing by the Policy & Regulatory Committee held on Tuesday 21 August 2018 be received.

CARRIED on the voices

WDCI809/07

Submissions on the Proposed Waikato District Council Dangerous, Affected and Insanitary Buildings Policy 2018 – P&R1808/08

Resolved: (Crs Sedgwick/Gibb)

THAT Council adopts the amended Dangerous, Affected and Insanitary Buildings Policy 2018;

AND THAT the Waikato District Council Earthquake Prone, Dangerous and Insanitary Buildings Policy 2006 be revoked on the day the Waikato District Council Dangerous, Affected and Insanitary Building Policy 2018 comes into effect.

CARRIED on the voices

WDCI809/08

Waikato District Council 2018 Representation Review Final Proposal – Approval for Public Notification

Agenda Item 5.1.3

Tabled: Updated statistics for the wards showing the previous and new statistics as shown in the minutes that follow.

Resolved: (Crs Fulton/Smith)

THAT the report from the Chief Operating Officer be received.

CARRIED on the voices

WDC1809/09

Resolved: (Crs Smith/Main)

THAT Council considered submissions received on the Waikato District Council 2018 Representation Review Initial Proposal;

AND FURTHER THAT Council agree, in accordance with section 19N(1)(b) of the Local Electoral Act 2001, to adopt as its Final Proposal for the review of representation arrangements that Council comprise of:

- **1 Mayor elected at large (by the whole district);**
- **13 Councillors elected from 10 wards**
- **That the population of each ward be as follows:**

Ward	Ppln	Cllrs	Average	Fits Rule	% Variation
Awaroa ki Tuakau	12,640	2	6,320	No	11%
Eureka	5,579	1	5,579	Yes	-2%
Hukanui-Waerenga	5,990	1	5,990	Yes	6%
Huntly	10,310	2	5,155	Yes	-9%
Newcastle	5,690	1	5,690	Yes	0%
Ngaruawahia	10,350	2	5,175	Yes	-9%
Onewhero-Te Akau	5,460	1	5,460	Yes	-4%
Raglan	5,790	1	5,790	Yes	2%
Tamahere	5,699	1	5,699	Yes	1%
Whangamarino	6,202	1	6,202	Yes	9%

• 30 Community Board members elected from 5 Community Boards. That the Community Boards be as follows:

Community Board	Members
Huntly Community Board	6
Ngaruawahia Community Board	6
Raglan Community Board	6
Taupiri Community Board	6
Onewhero – Tuakau Community Board	6

AND FURTHER THAT as the **Awaroa ki Tuakau Ward** will deviate from the +/- 10 % fair representation rule set out in the LEA, this will be an automatic appeal under section 19V(5) of the LEA and the Final Proposal must be referred to the Local Government Commission for determination after the close of the appeals/objections period;

AND FURTHER THAT under section 19N(2) of the LEA that the reasons for Council amending its Initial Proposal be notified as follows:

- Retain Rangiriri in the Whangamarino Ward, from the Huntly Ward (reason – submissions supported this amendment, Rangiriri identifies with Te Kauwhata);
- Retain the village of Mercer in the Awaroa ki Tuakau Ward, from the Whangamarino Ward, noting this now exceeds that +/-10% rule (reason – submissions supported this amendment. Mercer submissions supported one ward and Mercer identifies with the north);
- Retain the Onewhero-Tuakau Community Boards current structure and board area with the inclusion of the extended Tuakau north and west boundary to include the entire meshblocks (reason – submissions supported retention of the Onewhero-Tuakau Community Board);

AND FURTHER THAT Council approve the Waikato District Council 2018 Representation Review Final Proposal for a period of appeals/objections to be publically notified on 12 September 2018 and closing 12 October 2018 in accordance with sections 19O and 19P of the Local Electoral Act 2001.

AND FURTHER THAT Council refer any appeals or objections it receives to the Local Government Commission for determination as soon as practicable in accordance with section 19Q and 19V(4) of the Local Electoral Act 2001;

AND FURTHER THAT Council recommends to the incoming Council (to be elected in 2019) to consider to undertake a review of Waikato District's representation arrangements in 2021, prior to the 2022 Local Government elections.

CARRIED on the voices

WDC1809/10

Zero Harm Update

Agenda Item 5.1.4

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:

- reviewing strategic plans
- eye injury
- contractor management workshop
- trialled a H&S plan in the community
- drug & alcohol statistics
- Performance Gaps and Targets statistics are associated with timing in the system.

Resolved: (Crs Sedgwick/Patterson)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDC1809/11

Submission on the Waikato Regional Public Transport Plan 2018-2028

Agenda Item 5.1.5

The Planning & Strategy Manager took the report on Council's submission on the Waikato Regional Public Transport Plan as read and provided a brief overview of the submission stating the overall strategic direction fits well in support with Council's vision. The main concern raised in the submission relates to school transport with Council advocating for the retention of school buses provided by the Ministry for Education even if a route is served by public buses.

Discussion was held on the key strategic locations on the corridor for train stations in the short term but it was clarified that the start-passenger rail service is only considering Tuakau and Huntly as stations. However it was agreed that, to inform the longer term thinking on a high-speed rail solution that Te Kauwhata and Pokeno will need to be considered in relation to Drury. It was understood that the feasibility of having a high speed train stopping at a number of towns will need to be assessed and that a final decision on this is subject to a business case on high speed passenger rail.

Resolved: (Crs Bech/Gibb)

THAT the report from the Chief Operating Officer be received;

AND THAT Waikato District Council approves the submission on the Waikato Regional Public Transport Plan 2018-2028.

CARRIED on the voices

WDC1809/12

Feedback on Draft Local Government New Zealand Position on Climate Change Mitigation – For Retrospective Approval
Agenda Item 5.1.6

The Planning & Strategy Manager took the report as read and provided a brief overview of the submission. It was noted during the discussion that the impact of climate change on the business model and assets needs to be assessed as part of Council's future long term plans.

Resolved: (Crs Church/Sedgwick)

THAT the report from the Chief Operating Officer be received;

AND THAT Council's submission on the Draft local Government New Zealand Position on Climate Change Mitigation is retrospectively approved.

CARRIED on the voices

WDCI809/13

Hearings for Proposed District Plan – Appointment of Councillors as Independent Hearings Commissioners
Agenda Item 5.1.7

Cr Fulton, Cr Gibb and Cr Sedgwick declared a conflict of interest and withdrew from the table. They did not take part in discussion or vote on this item.

The Planning & Strategy Manager took the report as read and answered questions from the members.

Resolved: (Crs Smith/Patterson)

THAT the report from the Chief Operating Officer be received;

AND THAT Council agrees that the following Councillors be appointed as independent Hearings Commissioners to the Independent Hearing Panel of the Proposed Waikato District Plan, Stages 1 and 2, pursuant to section 34A(1) of the Resource Management Act 1991:

- Cr Dynes Fulton
- Cr Janet Gibb
- Cr Jan Sedgwick;

AND FURTHER THAT it be noted additional external commissioners will be appointed in due course.

CARRIED on the voices

WDCI809/14

Strategy & Finance CommitteeReceipt of Strategy & Finance Committee Minutes

Agenda Item 5.2.1

Resolved: (Crs Gibb/Bech)**THAT the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 22 August 2018 be received.****CARRIED on the voices****WDC1809/15**Submission on the National Planning Standards (for retrospective approval) S&F1808/04**Resolved: (Crs Gibb/Bech)****THAT Council approves retrospectively the Strategy & Finance Committee's submission to the ministry for the Environment on the National Planning Standards.****CARRIED on the voices****WDC1809/16**Private Plan Change 21 Graham Block Development – Operative Date – S&F1806/06**Resolved: (Crs Gibb/Patterson)****THAT Council approves that public notice is given, pursuant to clause 20 in Schedule 1 of the Resource Management Act 1991, that declares the provisions in Plan Change 21 Graham Block Development to the Waikato District Plan (Franklin Section) operative with effect from 10 September 2018.****CARRIED on the voices****WDC1809/17**General Rate Position for the Year Ended 30 June 2018 – S&F1808/08**Resolved: (Crs Gibb/Patterson)****THAT Council approves that the 2017/2018 surplus of \$1,831,528 be transferred to the general accounting reserve fund.****CARRIED on the voices****WDC1809/18**

Single Stage Business Case for Start-Up Passenger Rail Between Hamilton to Auckland
Agenda Item 5.2.2

The Planning & Strategy Manager took the report as read and provided a brief overview of the report noting that by Council's agreeing to allocate \$50,000 from its LTP allocation for a Tuakau rail facility to Huntly, it will enable Council to access the New Zealand Transport Agency's 75% Funding Assistance Rate for both the Tuakau and Huntly stations. It was also suggested during the discussion that Council should only consider its cost-share contribution for the operational costs of the passenger amenities for both the Huntly and Tuakau stations through its next Annual Plan/Long Term Plan if it is considered affordable.

Resolved: (Crs Church/Lynch)

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

AND THAT Council confirms Huntly and Tuakau as the preferred location for the stations to service the start-up passenger rail service between Hamilton and Auckland and acknowledges that other stations will be considered at the appropriate time for any future high-speed service between the two cities;

AND FURTHER THAT Council confirms that it supports a basic, affordable yet safe level of service for the Huntly and Tuakau stations for the start-up passenger rail service as per its Long Term Plan funding commitment;

AND FURTHER THAT Council re-allocates \$50,000 from its Long Term Plan funding commitment for the Tuakau rail facility to support the passenger amenities at the Huntly station. Doing this will enable Council to access the New Zealand Transport Agency's 75% Funding Assistance Rate for both the Tuakau and Huntly stations;

AND FURTHER THAT Council will only consider its cost-share contribution for the operational costs of the passenger amenities for both the Huntly and Tuakau stations through its next Annual Plan/Long Term Plan if it is considered affordable.

CARRIED on the voices

WDC1809/19

Infrastructure Committee

Receipt of Infrastructure Committee Minutes
Agenda Item 5.3.1

Resolved: (Crs Fulton/Patterson)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 August 2018 be received.

CARRIED on the voices

WDC1809/20

Community Engagement for The Point Reserve Management Plan - INF1808/05

Resolved: (Crs Fulton/Patterson)

THAT Council approves to undertake community consultation in September and October 2018, in accordance with Sections 82 (principles of consultation), of the Local Government Act 2002, and Section 41 of the Reserves Act 1977.

CARRIED on the voices

WDC1809/21

Increase to Approved Contract Sums – Realclean and OCS – INF1808/06

Resolved: (Crs Fulton/Patterson)

THAT the increase of \$90,981.22 in Approved Contract Sum for Contract 12/013 and the increase of \$189,999.97 in Approved Contract Sum for Contract 14/009 be approved.

CARRIED on the voices

WDC1809/22

56 Great South Road Ngaruawahia – Deed of Lease – INF1808/07

Resolved: (Crs Fulton/Lynch)

THAT Council approves that a Deed of Lease of the site situated at 56 Great South Road Ngaruawahia being legally described as part Allotment 31 Town of Newcastle, held in Certificate of Title SA 110/100 be granted to Te Whare Toi O Ngaruawahia – Twin Rivers Community Art Centre Incorporated for a term of 20 years, with a further right of renewal for 15 years on terms consistent with Council’s leasing policy;

AND THAT the Chief Executive be delegated to execute the relevant lease documentation;

AND FURTHER THAT within 12 months of this report, Te Whare Toi O Ngaruawahia – Twin Rivers Community Art Centre Incorporated provide a proposal and project plan for Council consideration and approval thus enabling the release of the LTP project funding budget upon confirmation of the total project funds being secured;

AND FURTHER THAT consideration be given through next year’s Annual Plan Process that a review of the amount and purpose of the Ngaruawahia Community Facility targeted rate be undertaken;

AND FURTHER THAT the amount collected in 2018/19 for the Twin Rivers Art Centre development be included in the amount available from Council for the project.

CARRIED on the voices

WDCI809/23

Waikato District Alliance Contract 14-314 – Increase to Individual Project Variation Amount - INFI808/08

Resolved: (Crs Fulton/Smith)

THAT Council approves that the previously approved individual contract variations be increased from \$150,000 to \$1,000,000 and it can be shown that using the WDA will continue to benefit the Council in terms of competitive pricing and a reduction in time and administrative costs.

CARRIED on the voices

WDCI809/24

Rural Intersection Activated Warning Signs - SHIB/Gordonton Road – INFI808/09

Resolved: (Crs Fulton/Gibb)

THAT Council approves that the Waikato Speed Limit Bylaw 2011 be amended by approving the installation of Rural Intersection Activated Warning Signs (RIAWS) with a variable speed limit of 60km/h at the intersection of Gordonton and Taylor Road (SHIB).

CARRIED on the voices

WDCI809/25

New Footpath Proposed Programme 2018/19

Resolved: (Crs Fulton/Bech)

THAT Council approves the footpath programme for 2018/19 to allow planning and construction to commence.

CARRIED on the voices

WDCI809/26

Onewhero and Te Akau Water Supply Options - INFI808/11

Resolved: (Crs Fulton/Sedgwick)

THAT Council approves the Waters Team to engage with the affected communities in Onewhero and Te Akau to gauge their appetite for moving on to an individual rainwater tank per property-method of receiving their drinking water.

CARRIED on the voices

WDCI809/27

Discretionary & Funding Committee

Receipt of Discretionary & Funding Committee Minutes
Agenda Item 5.4.1

Resolved: (Crs Lynch/Sedgwick)

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 13 August 2018 be received.

CARRIED on the voices

WDCI809/28

COMMUNITY BOARD MINUTES

Receipt of Onewhero-Tuakau Community Board Minutes
Agenda Item 6.1

Resolved: (Crs Church/Bech)

THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 6 August 2018 be received.

CARRIED on the voices

WDCI809/29

Receipt of Taupiri Community Board Minutes
Agenda Item 6.2

Resolved: (Crs Gibb/Patterson)

THAT the minutes of a meeting of the Taupiri Community Board held on Monday 13 August 2018 be received.

CARRIED on the voices

WDCI809/30

Receipt of Raglan Community Board Minutes
Agenda Item 6.3

Resolved: (Cr Thomson/His Worship the Mayor)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 14 August 2018 be received.

CARRIED on the voices

WDCI809/31

Receipt of Ngaruawahia Community Board Minutes
Agenda Item 6.4

Resolved: (Crs Patterson/Gibb)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 14 August 2018 be received.

CARRIED on the voices

WDC1809/32

Receipt of Huntly Community Board Minutes
Agenda Item 6.5

Resolved: (Cr Lynch/His Worship the Mayor)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 21 August 2018 be received.

CARRIED on the voices

WDC1809/33

COMMUNITY COMMITTEE MINUTES

Receipt of Te Kauwhata Community Committee Minutes
Agenda Item 7.1

Resolved: (Crs Sedgwick/Lynch)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 1 August 2018 be received.

CARRIED on the voices

WDC1809/34

Receipt of Meremere Community Committee Minutes
Agenda Item 7.2

Resolved: (Crs Sedgwick/Church)

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 19 August 2018 be received.

CARRIED on the voices

WDC1809/35

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	18 September 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 18 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Policy & Regulatory Committee held on Tuesday 18 September 2018 be received;

AND THAT the following becomes a resolution of Council:

Proposed 2018 Amendments to the Waikato District Council Speed Limits Bylaw 2011 (P&R1809/06)

THAT subject to amendments, Council make a determination that the proposed Speed Limits Bylaw 2018 does not give rise to any implications under the New Zealand Bill of Rights Act 1990 pursuant to section 155(2) of the Local Government Act 2002;

AND THAT the Statement of Proposal, incorporating the proposed Waikato District Council Speed Limits Bylaw 2011, subject to any amendments, be approved for public notification on 9 October 2018 with the closing date for submissions being 9 November 2018, in accordance with Section 83 (special consultative procedure) and Section 86 (use of special consultative procedure in relation to adoption or review or amendment of bylaws) of the Local Government Act 2002;

AND FURTHER THAT submissions on the Statement of Proposal, incorporating the proposed 2018 Amendments to the Waikato District Council Speed Limits Bylaw 2011, be considered and, if requested, be heard by Council at a meeting to be held on 12 December 2018 or as early thereafter as possible.

3. ATTACHMENTS

P&R Minutes 18 September 2018

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 18 SEPTEMBER 2018** commencing at **9.00am**.

Present:

Cr JD Sedgwick (Chairperson)
Cr AD Bech
Cr JA Church
Cr DW Fulton
Cr JM Gibb
Cr SL Henderson [from 9.09am]
Cr SD Lynch
Cr BL Main
Cr NMD Smith

Attending:

Mr GJ Ion (Chief Executive)
Ms S O’Gorman (General Manager Customer Support)
Mrs L Wainwright (Committee Secretary)
Ms AM D’Aubert (Consents Manager)
Mr J Wright (Senior Planner)
Ms E Makan (Consents Team Leader – East)
Mr G Bellamy (Safety Engineer – Roading)
Ms A Murphy (Corporate Planner)
Members of staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Main/Lynch)

THAT an apology be received from His Worship the Mayor, Mr Sanson, Cr McGuire, Cr Patterson and Cr Thomson.

CARRIED on the voices

P&R1809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Main)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 18 September 2018 be confirmed and all items therein be considered in open meeting.

AND THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 5.2 [*Delegated Resource Consents Approved for the month of August 2018*] being considered the first item and that other items be considered as appropriate during the course of the meeting.

CARRIED on the voices

P&R1809/02

Resolved: (Crs Main/Fulton)

THAT all reports be received.

CARRIED on the voices

P&R1809/03

Cr Smith requested his dissenting vote be recorded.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/Main)

THAT the minutes of a meeting of the Policy & Regulatory Committee held on Tuesday 21 August 2018 be confirmed as a true and correct record of that meeting;

CARRIED on the voices

P&R1809/04

Resolved: (Crs Gibb/Church)

THAT the minutes of a Hearing by the Policy & Regulatory Committee (for the Proposed Waikato District Council Dangerous, Affected and Insanitary Buildings Policy 2018) held on Tuesday 21 August 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

P&R1809/05

REPORTS

Delegated Resource Consents Approved for the month of August 2018
Agenda Item 5.2

The report was received [*P&R1809/02 refers*] and discussion was held.

Chief Executive's Business Plan
Agenda Item 5.3

The report was received [P&R1809/02 refers] and discussion was held.

Cr Henderson entered the meeting at 9.09am during discussion on the above item.

Proposed 2018 Amendments to the Waikato District Council Speed Limits Bylaw 2011
Agenda Item 5.1

The report was received [P&R1809/02 refers] and discussion was held.

The Safety Engineer – Roading answered questions of the committee.

Resolved: (Crs Bech/Smith)

THAT subject to amendments, the Committee recommends to Council that it make a determination that the proposed Speed Limits Bylaw 2018 does not give rise to any implications under the New Zealand Bill of Rights Act 1990 pursuant to section 155(2) of the Local Government Act 2002;

AND THAT the Statement of Proposal, incorporating the proposed Waikato District Council Speed Limits Bylaw 2011, subject to any amendments, be approved for public notification on 9 October 2018 with the closing date for submissions being 9 November 2018, in accordance with Section 83 (special consultative procedure) and Section 86 (use of special consultative procedure in relation to adoption or review or amendment of bylaws) of the Local Government Act 2002;

AND FURTHER THAT submissions on the Statement of Proposal, incorporating the proposed 2018 Amendments to the Waikato District Council Speed Limits Bylaw 2011, be considered and, if requested, be heard by Council at a meeting to be held on 12 December 2018 or as early thereafter as possible.

CARRIED on the voices

P&R1809/06

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	27 September 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Policy & Regulatory Committee Hearing Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of a hearing of the Policy & Regulatory Committee, to hear and consider submissions and make recommendations on the Proposed Waikato District Council Gambling Venues Policy 2018 held on Monday 27 August, and continued on Tuesday 18 September and Wednesday 26 September 2018.

2. RECOMMENDATION

THAT the minutes of a hearing of the Policy & Regulatory Committee to hear and consider submissions and make recommendations on the Proposed Waikato District Council Gambling Venues Policy 2018 held on Monday 27 August, and continued on Tuesday 18 September and 26 September 2018 be received;

AND THAT the following recommendation becomes a resolution of Council:

Submissions on the Proposed Waikato District Council Gambling Venues Policy 2018 – P&R1808/14

THAT subject to amendments, Council adopts the Waikato District Council Gambling Venues Policy 2018;

AND THAT the Waikato District Council Gambling Venues Policy 2015 be revoked on the day the Waikato District Council Gambling Venues Policy 2018 comes into effect.

3. ATTACHMENTS

P&R Hearing Minutes

Minutes of a hearing by the Policy & Regulatory Committee (to hear and consider submissions and make recommendations on the Proposed Waikato District Council Gambling Venues Policy) held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 27 AUGUST 2018** commencing at **9.00am** and continued on **TUESDAY 18 SEPTEMBER 2018** commencing at **10.38am** and on **WEDNESDAY 26 SEPTEMBER 2018** commencing at **1.03pm**.

Present:

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

Attending:

Mrs RJ Gray (Council Support Manager)
 Mr T Pipe (Regulatory Manager)
 Ms S Solomon (Junior Corporate Planner)
 Ms M Russo (Corporate Planner Team Leader)
 Ms I-J Huirama (Team Administrator)
 Members of Staff
 Submitters

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Church/Lynch)

THAT an apology be received from **Cr McGuire, Cr McInally, Cr Main and Cr Thomson.**

CARRIED on the voices

P&R1808/09

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Gibb/Lynch)

THAT the agenda for a hearing of the Policy & Regulatory Committee held on Monday 27 August 2018 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

P&R1808/10

DISCLOSURES OF INTEREST

His Worship, Cr Gibb and Cr Patterson advised members of the Board that they would declare a non financial conflict of interest in the Ngaruawahia RSA Submission.

REPORT

Resolved: (His Worship the Mayor/Cr Church)

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

AND THAT pursuant to section 83 of the Local Government Act 2002, the Committee considers all submissions received on the notified Proposed Waikato District Council Gambling Venues Policy 2018.

CARRIED on the voices

P&R1808/11

Submissions on the Proposed Waikato District Council Gambling Venues Policy 2018

The Chair welcomed members and submitters to the hearing and clarified that all submissions and documentation relevant to the hearing had been read. She also thanked staff for their input into the hearing.

Hearing of Submissions:

The following submitters presented their submissions in relation to the Proposed Waikato District Gambling Venues Policy 2018:

<u>Submitter</u>	<u>Presented By</u>
Grassroots Trust [Doc 1] John Ngatai	Tim Wood
Gaming Machine Association of New Zealand [Doc 2] Northern Districts Cricket	Jarrold True Ben MacCormack
The Lion Foundation [Doc 3] David Whyte [Doc 4]	Helen Van Druten
New Zealand Community Trust [Doc 5]	Tanya Piejus

Process of policy hearing questioned and answer to be provided.

The hearing adjourned at 10.44am.

The Hearing reconvened on **TUESDAY 18 SEPTEMBER 2018** at **10.38am** at the District Office, Waikato District Council, 15 Galileo Street, Ngaruawahia.

Present:

Cr JD Sedgwick (Chairperson)
 Cr AD Bech
 Cr JA Church
 Cr DW Fulton
 Cr JM Gibb
 Cr SL Henderson
 Cr SD Lynch
 Cr RC McGuire
 Cr EM Patterson
 Cr NMD Smith

Attending:

Ms S O’Gorman (General Manager Customer Service)
 Mrs RJ Gray (Council Support Manager)
 Mr T Pipe (Regulatory Manager)
 Ms S Solomon (Junior Corporate Planner)
 I Member of Staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Gibb/Main)

THAT an apology be received from His Worship the Mayor, Cr McGuire, Cr McNally, and Cr Thomson.

CARRIED on the voicess

P&R1808/12

DELIBERATIONS ON SUBMISSIONS

Submitters were contacted advising the date deliberations would be held and to contact the Junior Corporate Planner with any queries regarding the hearing. There had been no indication from submitters that they wished to attend the deliberations.

Deliberations commenced on the submissions to the Proposed Waikato District Council Gambling Venues Policy 2018.

The Chair summarised the themes of submissions.

The Regulatory Manager spoke of the number of machines operating and the number required that could be installed, along with the sinking lid that is commonly proposed by councils.

Points raised from submissions were discussed in full and the suggested changes to the clauses of the policies. The Regulatory Manager answered questions from the members.

It was agreed that the current policy required further updating following the discussions held during deliberations.

The hearing adjourned at 12.12pm.

The Hearing reconvened on **WEDNESDAY 26 SEPTEMBER 2018** at **1.03pm** at the District Office, Waikato District Council, 15 Galileo Street, Ngaruawahia.

Present:

Cr JD Sedgwick (Chairperson)
 Cr AD Bech
 Cr JA Church
 Cr DW Fulton
 Cr JM Gibb
 Cr SD Lynch
 Cr B Main
 Cr EM Patterson
 Cr NMD Smith

Attending:

Mrs RJ Gray (Council Support Manager)
 Mr R MacCulloch (Deputy General Manager Service Delivery)
 Ms S Solomon (Junior Corporate Planner)
 Members of Staff

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Main/Gibb)

THAT an apology be received from His Worship the Mayor, Mr Sanson, Cr Henderson, Cr McGuire, Cr McInally, and Cr Thomson.

CARRIED on the voices

P&R1808/13

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	24 September 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 (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 August:

- WDC Tuakau Office

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

A positive trend in the number of Safety Engagement Conversations being undertaken continues to be seen this month, especially in Service Delivery. A total of 69 Safety Engagement Conversations were conducted in September

Disciplined Management Systems

Event Management

Two Severity 4 work-related Lost Time Injuries occurred in September. Three employees from the Programme Delivery Team were heading to a meeting in Tuakau when they were involved in a vehicle crash on State Highway 1 in Huntly. The driver of the other vehicle died at the scene. The cause of the crash was determined by Police to be as a result of the other driver crossing the centre line into the path of the WDC vehicle. Two of the three employees involved in the event required medical treatment at Waikato Hospital. A review of the Critical Risk Bowtie for On Road Driving is being undertaken to determine if there are any improvement opportunities identified from this event.

A Severity 3 Serious Near Miss also occurred in September when Council was alerted by the Ministry of Business, Innovation and Employment (MBIE) of a firearms threat made by a third party towards our organisation. The event was immediately escalated to the Incident Management Team (IMT). Police were notified of the event and the decision was made to lock-down Ngaruawahia Office and Library and Huntly Office/Library until the situation was dealt with by the Police.

It was encouraging to note that despite staff absences, the IMT was empowered and understood and implemented their role under different leadership.

The immediate actions by MBIE enabled a quick response and risk evaluation to be undertaken. The actions of Police who also responded very quickly are also to be commended.

Three Severity 6 work-related First Aid injury events have been reported in September.

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

The Zero Harm Dashboard has been generated to illustrate Septembers' 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.

A review of Councils documented health and safety procedures for managing Contractor Health and Safety has also commenced.

Managed Risks

On Road Driving – Light Vehicles

There were 15 over speed events recorded in September. 12 of these events exceeded 110km per hour and required formal coaching conversations to be undertaken. 10 of the 12 over speed events that exceeded 110km per hour were recorded on one day by one driver.

The Safe Use of Council Vehicle Policy is currently being published. Work is also progressing on developing a video to induct new workers who are required to drive a Council vehicle.

Workplace Aggression and Violence

Development of a Critical Risk Bowtie for Workplace Aggression and Violence has commenced. Given the recent lockdown event, the urgency of work on this bowtie has escalated.

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. An outcome of the site visit this month is that some work is being planned for the Tuakau office.

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

As discussed in Section 3.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform <input type="checkbox"/>	Consult <input type="checkbox"/>	Involve <input checked="" type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower <input type="checkbox"/>
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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

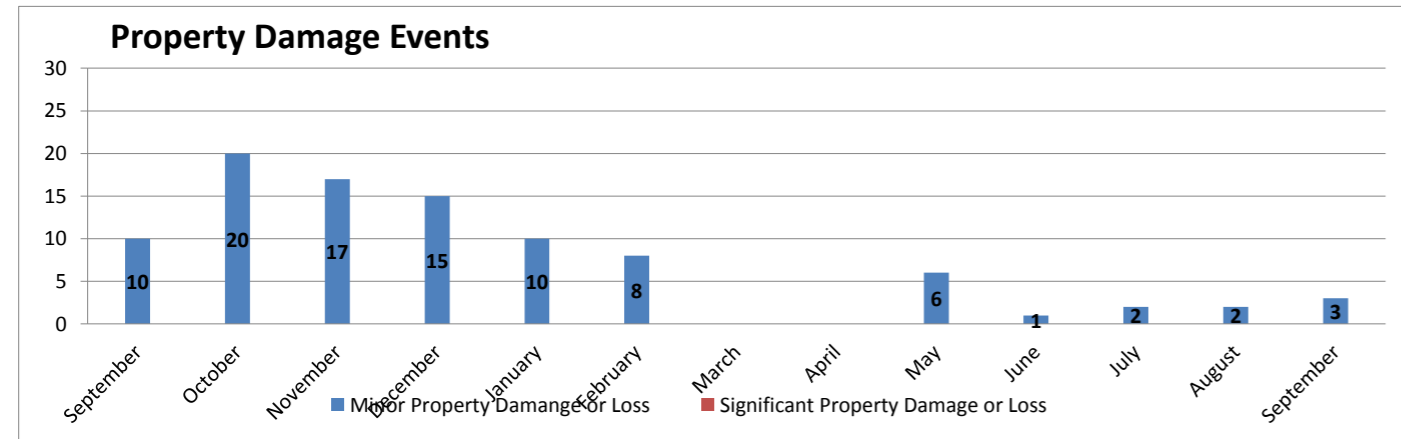
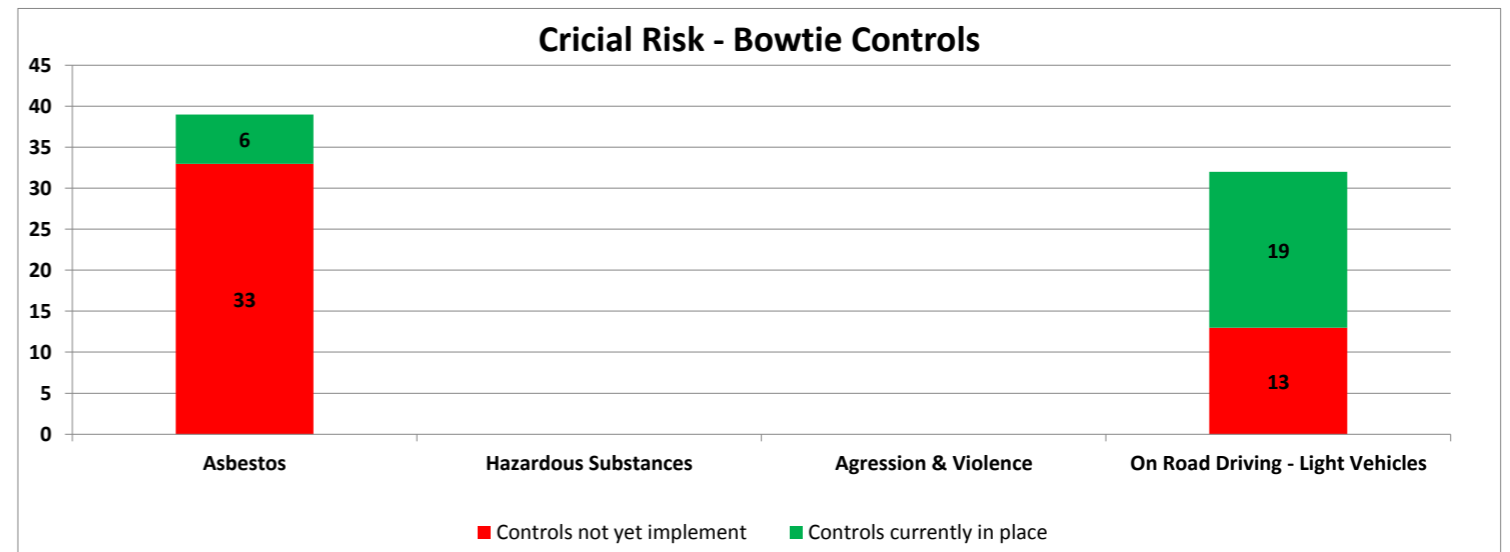
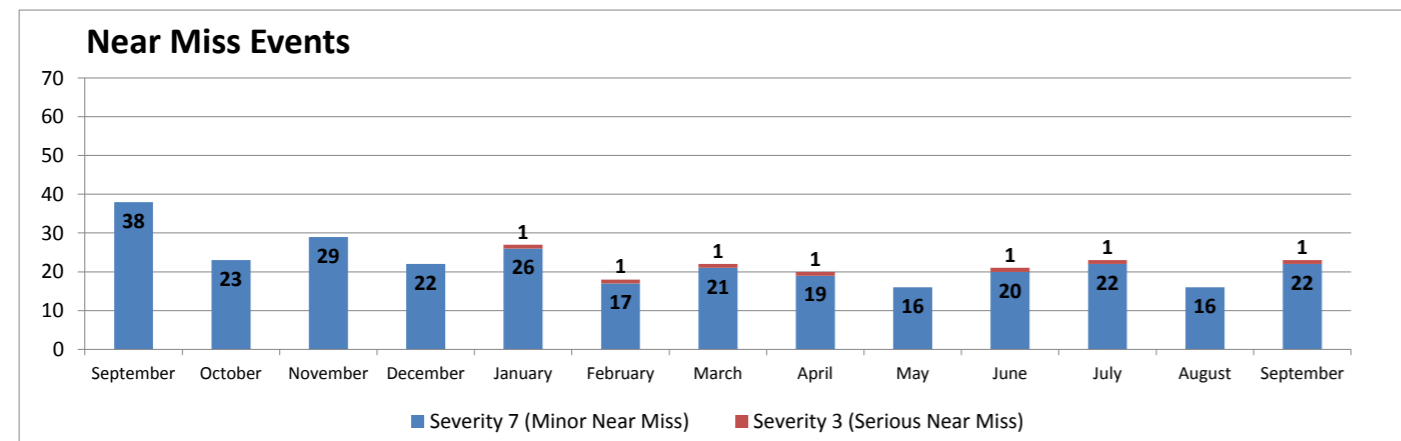
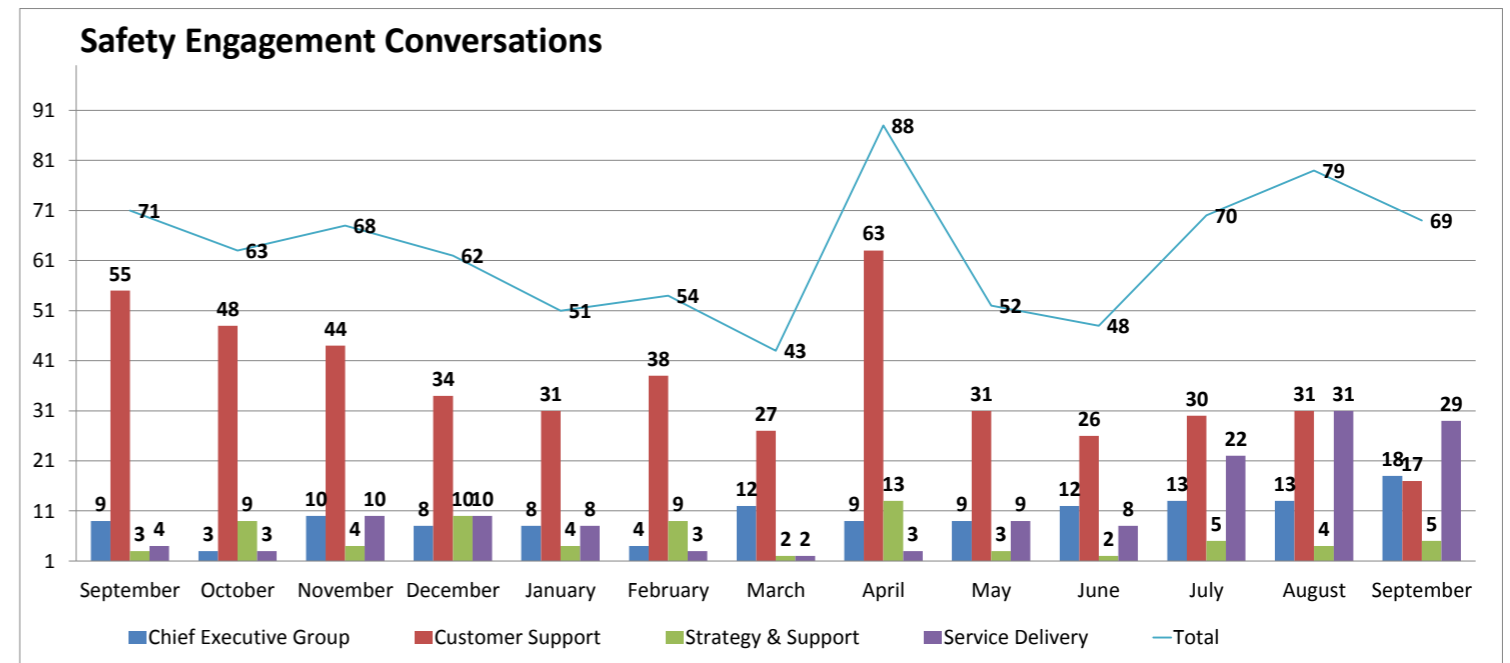
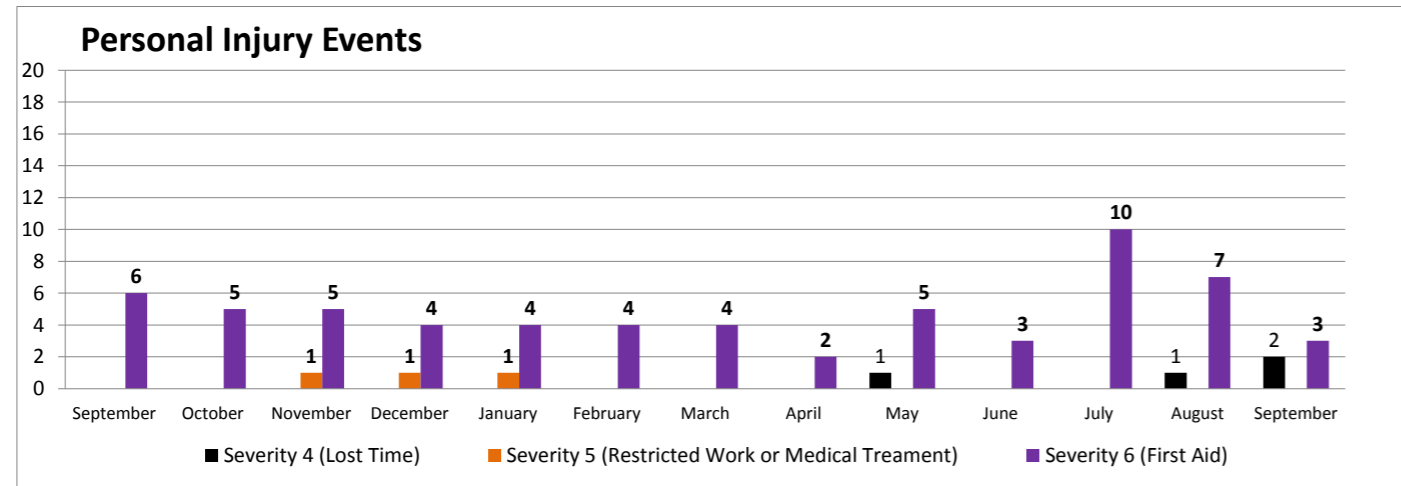
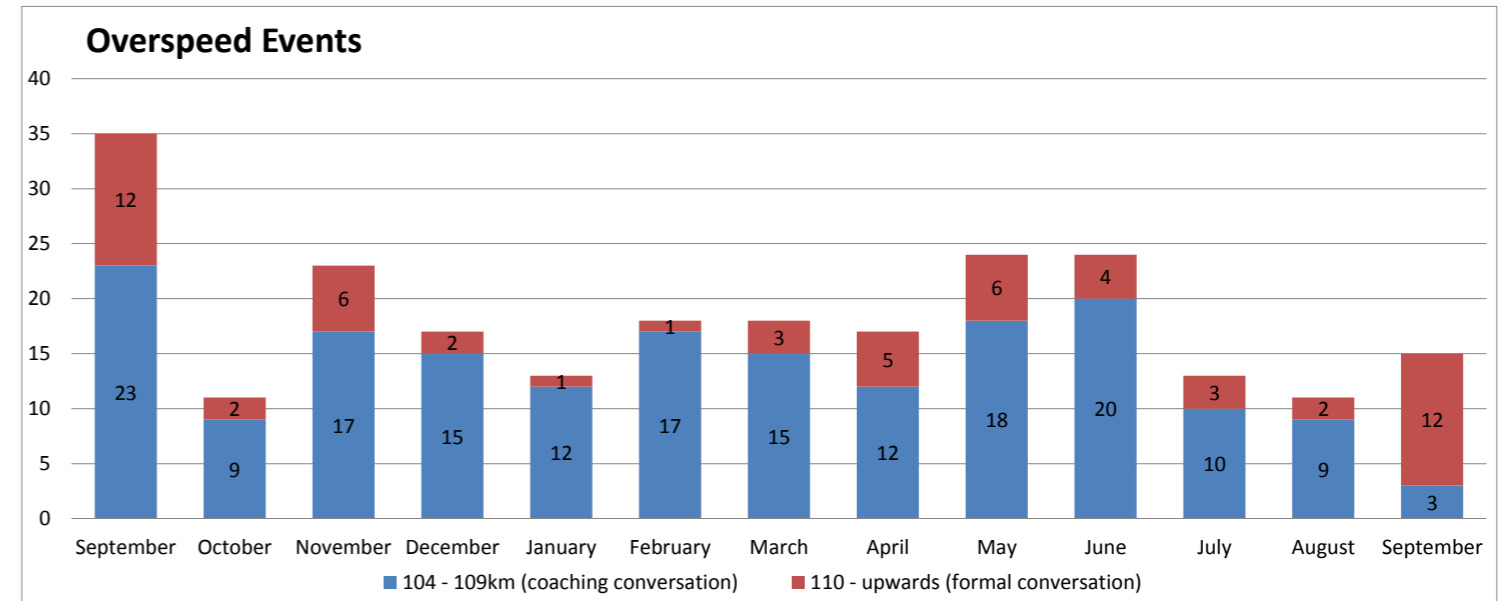
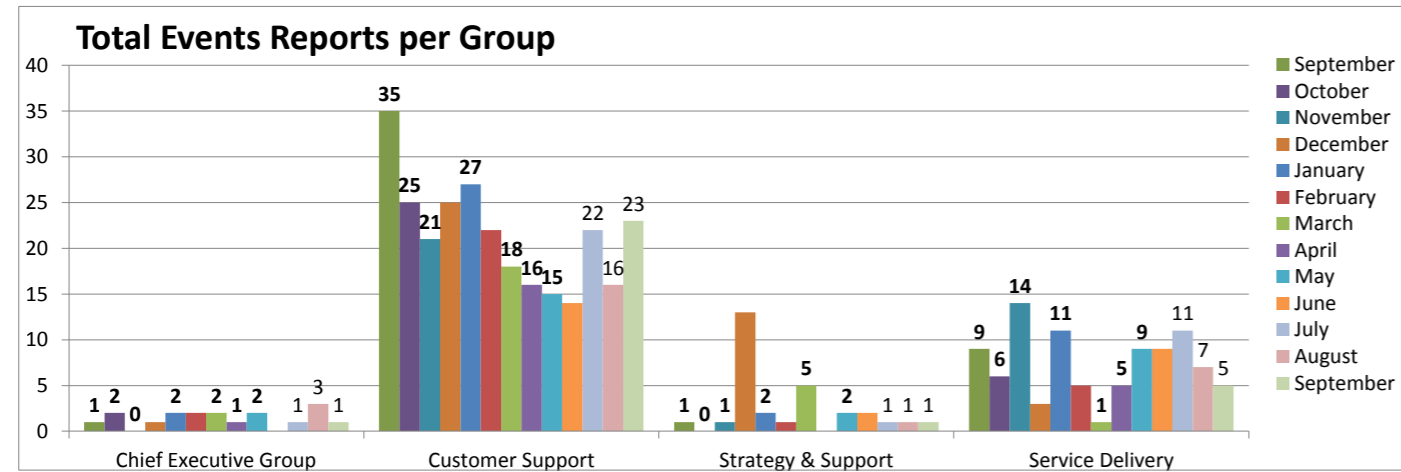
This report provides an update on progress with our Zero Harm systems and processes, and monthly health and safety performance.

7. ATTACHMENTS

Zero Harm Dashboard September 2018

Zero Harm Dashboard - September 2018

As at 26/08/2018



“Work safe, home safe”

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	27 September 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Attendance at Resource Management Law Association Conference

1. EXECUTIVE SUMMARY

Cr Sedgwick has provided an overview of the Resource Management Law Association Conference she attended recently in Wellington.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

Nil

The RMLA (Resource Management Law Association) conference held in Wellington had “Transform or Reform” the RMA as its focus.

Ultimately the consensus was that the body of case law provided good underpinnings to the RMA, so transformation rather than reform in total won the day.

The conference had several international or high-profile speakers as well as industry leaders. The main focus was on climate change: its risks and implications for planners and councils, and on marine and coastal areas, and did a deep dive into the well beings and how they would be impacted indirectly through policy instruments.

Dr Girol Karacaoglu, Head of School at the School of Government ,spoke on taking an integrated economic, environmental and social approach to policy advice to improve wellbeing on a sustainable basis. He said that NZ was a leader in adopting policy wellbeings of social, human, natural and financial capital.

However, he noted that encouraging economic growth may not necessarily meet the other wellbeings: for instance, increasing the economy (wages) leads to more purchasing power, potential poor environmental choices such as cars (vs public transport, excess refuse in a capitalist purchasing society and potential environmental degradation.

He pointed, though, to how focusing on a social well-being-e.g. health- would eventually lead to ability to work, feeling better about the place in the world, improved environmental outputs. In all, despite his dry economist status, he gave one of the highlights - and funniest-speeches of the conference.

Minister Eugenie Sage spoke about key issues that needed support via the RMA as indigenous biodiversity and sustaining natural capital. She touched on marine reserve areas, the marine mammals act and on predator free no, with particular regard to the Hauraki gulf and Waiheke.

She indicated that the 2019 Budget would see an emphasis on encouraging councils and regulatory TAs to look at the framework of regeneration, rather than simply supporting the status quo. Her goal would be to simplify the RMA and have it address specific conservation issues such as SNAs and biodiversity. She also asked councils to pay particular attention to wildlife corridors, not only in a coastal setting, but in a semi-rural and urban environment.

She signalled a budget increase to DOC to ensure the organisation up-skilled and were able to provide a proactive and better-informed response to local councils plans, particularly in a coastal environment

Minister David Parker, urged planners to find an acceptable balance between regulatory and iwi desires. Much Maori land is undeveloped, yet development under the RMA regime creates obstacles that are not in line with iwi expectations. His first aim, he said, was to get the Kermadec sanctuary across the line, and with RMA reforms next year he would expect to see more rationalisation of the extension, and protection of Marine Protected Areas.

Mayor of Wellington, Justin Lester urged councils to think futuristically and strategically as to where environmental or societal changes would impact on planning: (for instance early allocation of ev park spaces when planning carparks etc.) He pointed to the value of big

picture thinking and warned councils to remain strong, and not be swayed by individual or minor community desires where they deflected from the big picture.

He, and most other speakers, felt councils failed to accept the inevitable impacts of climate change when they were at odds with community expectations; and that their inability or reluctance to fully grasp the impacts of climate change would also impact their ability to communicate this adequately with residents.

Keynote speaker Professor Robin Kundis Craig of the University of Utah demonstrated the far-reaching effects of climate change, from ocean acidification and its impact on fish species through to the effects on water accessibility, storage and usage. All speakers touched on the need for smart metering as a mechanism to control/educate on urban water usage.

She illustrated that the ocean acidification and thermal changes were affecting fish stocks, and that current stocks are moving from existing locations, with further impact on biodiversity of other species. Fish were demonstrably moving towards cooler polar regions, shellfish were deformed and reefs were degraded through the increase of carbonic acid in the ocean. Disruption led on to bird species, whose reproduction was aligned to certain fish stock movements, heading for extinction.

Panel speaker Stephen Daysh also urged councils to consider managed retreat as the priority for coastal development, noting the NPS Coastal Policy did not encourage hard protection (seawalls etc) as a desirable option in coastal environments

In probably the most hard-hitting presentation, **Andrew Saunders, regulatory affairs manager of the Insurance Council** warned insurance companies would be taking a hard line on coastal insurance, noting annual premiums have no guarantee of renewal when implicated in climate change negative impacts.

This impacts not only on coastal housing, but also council assets and called for councils to demonstrate effective risk analysis and management for climate change. He noted losses from sea level rise is inevitable and therefore foreseen, and so will not be insurable. It is up to councils to use best information when considering redevelopment and buildings. He did indicate relocatable buildings in coastal areas could be a wise move.

Dr Rob Bell, Programme leader for NIWA Climate, Atmosphere and Hazards centre said most predictions for sea levels and coastal inundation are highly conservative and create a large potential risk for councils. Sea level rise has obvious effects on coastal properties, but hidden effects on infrastructure via liquefaction, water table levels and in ground stability.

Overall take home message: climate change is creating significant issues for councils and planners. It cannot be ignored, and its impacts cannot be insured. Biodiversity, environment and social amenities will be impacted and must be part of council's thinking now.

Open Meeting

To	Waikato District Council
From	Tony Whittaker Chief Operating Officer
Date	28 September 2018
Prepared by	Stacey Solomon Junior Corporate Planner
Chief Executive Approved	Y
Reference/Doc Set #	GOV1301 / 2088597
Report Title	Representation Review 2018 Final Proposal appeals/objections – verbal update

I. EXECUTIVE SUMMARY

The Waikato District Council 2018 Representation Review Final Proposal was publically notified for appeals/objections on Wednesday, 12 September 2018. The appeals/objections period will close on Friday, 12 October 2018.

In addition to the appeal on the Final Proposal that Council has automatically made by virtue of exceeding the +/-10% fair representation threshold in the Awaroa ki Tuakau Ward (as set out in the Local Electoral Act 2001 (“LEA”), an appeal on the Final Proposal has been received from a submitter. Further appeals/objections may be received until 5pm Friday, 12 October 2018.

A verbal update will be given to inform Councillors of the appeals process going forward.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

NIL

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	3 October 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference/Doc Set #	GOV1318
Report Title	Receipt of Strategy & Finance Committee Minutes

I. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 26 September 2018.

2. RECOMMENDATION

THAT the minutes of the Strategy & Finance Committee meeting held on Wednesday 26 September 2018 be received;

AND THAT the following become resolutions of Council:

Consideration of Conservation Fund Applications – S&FI809/08

THAT Council approve the following Conservation Fund applications in full:

- **M ter Beek – \$4,825.00,**
- **A & M Underwood – \$6,500.00,**
- **G & D McBride – \$2,405.41, and**
- **R Gedye – \$6,260.77.**

Presentation of the Annual Report 2017/18 and Summary – S&FI809/09

THAT the final audited Annual Report 2017/18 and Summary, as amended, be adopted by Council.

Consultation on the Proposed Port Waikato Community Hub – S&F1809/10

THAT Council implement a targeted rate as at 1 June 2019 to support the construction of the Proposed Port Waikato Community Hub;

AND THAT Council's support to implement a targeted rate for the construction of the Proposed Port Waikato Community Hub be conditional on a Memorandum of Understanding being signed and Council's satisfaction with due diligence on the impacts of climate change on the land.

Council Submission on the Proposed District Plan – S&F1809/13

THAT Council approve the submission to the Proposed District Plan;

AND THAT the covering letter of the Council submission be amended by adding the following:

Council acknowledges that there are a series of strategic planning processes currently underway (e.g thinking on how best to manage growth and development along the Hamilton to Auckland corridor, the Future Development Strategy (Phase 2 of Future Proof Review) and the development of Local Area and District-Wide Blueprints). Council acknowledges that, in time, the district plan may need to be amended to reflect the outcomes of these strategic planning processes and to implement these strategic plans. This can best be done once the outcomes of these strategic planning processes are known and once the required technical information is available to support an amendment to the district plan. The appropriate mechanism to achieve this is through a change and/or variation to the district plan at the appropriate time.

Minor Changes to the Proposed District Plan – S&F1809/14

THAT staff continue to collate a summary of clause 16 minor changes on the Proposed Waikato District Plan.

3. ATTACHMENTS

S&F minutes 26 September 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 26 SEPTEMBER 2018** commencing at **9.01am** and continuing on **TUESDAY 2 OCTOBER 2018** at **1.00pm**.

Present:

Cr JM Gibb (Chairperson) [until 12.35pm]
 Cr A Bech
 Cr JA Church
 Cr DW Fulton [until 12.35pm]
 Cr SD Lynch
 Cr FM McNally [until 11.54am]
 Cr BL Main
 Cr EM Patterson
 Cr JD Sedgwick [until 12.35pm]
 Cr NMD Smith [until 9.06am and from 9.11am]

Attending:

Mr B MacLeod (Raglan Community Board Chair)
 Mr G Ion (Chief Executive)
 Mr I Cathcart (General Manager Service Delivery)
 Mrs S O’Gorman (General Manager Customer Support)
 Mr T Whittaker (Chief Operating Officer)
 Mrs LM Wainwright (Committee Secretary)
 Mr V Ramduny (Planning & Strategy Manager)
 Ms A Diaz (Finance Manager)
 Mr C Morgan (General Manager Community Growth)
 Ms G Jones (Legal Counsel)
 Ms D Dalbeth (Business Analyst)
 Mr G Boundry (Senior Environmental Planner)
 Ms M Russo (Corporate Planner)
 Mr J Dawson (Chief Executive, Hamilton & Waikato Tourism)
 Mr E Zollner (Ministry of Business, Innovation & Employment)
 Ms M Tepia (Waikato/Tainui)
 Mr B Bowcott (Executive Director of Special Projects, Hamilton City Council)
 Mr K Tremaine (Future Proof Implementation Advisor)
 Ms M Kettle (Principal Planning Advisor, NZTA)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Main)

THAT an apology be received from His Worship the Mayor Mr Sanson, Cr Henderson, Cr McGuire and Cr Thomson.

CARRIED on the voices

S&F1809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Lynch/Bech)

THAT the agenda for a meeting of the Strategy & Finance Committee held on Wednesday 26 September 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 the Committee resolves that the following items be deferred to the Waikato District Council meeting scheduled for Monday 8 October 2018:

- **Item No. 5.8 Waitakaruru Sculpture Park;**

AND FURTHER THAT all reports be received;

AND FURTHER THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item PEX 2.1 [*Update on Hamilton to Auckland Corridor Plan*] being considered the first item and that other items be considered as appropriate during the course of the meeting;

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

S&F1809/02

DISCLOSURES OF INTEREST

Cr Gibb advised members of the Committee that she would declare a non financial conflict of interest in items 5.5 [*Update on District Plan Review Project Expenditure*], 5.10 [*Council Submission on Proposed District Plan*] and 5.11 [*Minor Changes to the Proposed District Plan*].

Cr Fulton advised members of the Committee that he would declare a non financial conflict of interest in item 5.5 [*Update on District Plan Review Project Expenditure*], 5.10 [*Council Submission on Proposed District Plan*] and 5.11 [*Minor Changes to the Proposed District Plan*].

Cr Sedgwick advised members of the Committee that she would declare a non financial conflict of interest in item 5.5 [*Update on District Plan Review Project Expenditure*], 5.10 [*Council Submission on Proposed District Plan*] and 5.11 [*Minor Changes to the Proposed District Plan*].

Cr Smith withdrew from the meeting at 9.06am during discussion on the above item.

CONFIRMATION OF MINUTES

Resolved: (Crs McNally/Church)

THAT the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 28 August 2018 be confirmed as a true and correct record of that meeting subject to the editing of Resolution No. S&F1808/07 [Agenda Item 5.5 - Financial Review of Key Projects] from:

THAT progress on the following list of projects for 2018/19 be reported to this committee for the coming year:

- **Mangawara Bridge construction (Taupiri)**
- **Raglan wastewater treatment plant upgrade**
- **Raglan wastewater rising main renewals**
- **Te Kauwhata water supply reservoir extensions**
- **Te Kauwhata wastewater reticulation extensions**
- **Tamahere Recreation Reserve Project**
- **Tamahere sports ground**
- **Ngaruawahia library**
- **Tuakau cemetery**
- **Pokeno parks and reserves.**

to read:

THAT progress on the following list of projects for 2018/19 be reported to this committee for the coming year:

- **Mangawara Bridge construction (Taupiri)**
- **Raglan wastewater treatment plant upgrade**
- **Raglan wastewater rising main renewals**
- **Te Kauwhata water supply reservoir extensions**
- **Te Kauwhata wastewater reticulation extensions**
- **Tamahere Recreation Reserve Project**
- **Tamahere sports ground**
- **Ngaruawahia library**
- **Tuakau cemetery**
- **Pokeno parks and reserves**
- **Tuakau Dog Pound.**

CARRIED on the voices

S&F1809/03

REPORTS**Hamilton & Waikato Tourism – 2017-2018 Annual Report to Waikato District Council**
Agenda Item 5.1

The report was received [*S&F/809/02 refers*] and discussion was held. The Chief Executive, Hamilton & Waikato Tourism, gave a powerpoint presentation and answered questions of the committee.

Cr Smith re-entered the meeting at 9.11am during discussion on the above item.

Cr Smith raised a point of order 25.2(e) regarding the deferral of agenda item 5.8 [*Waitakaruru Sculpture Park*]. The Chair ruled that the Chief Executive had requested the deferral as per standing order 9.9 [*Withdrawal of Agenda Items*].

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Crs Main/Bech)

THAT the report of the Chief Executive be received;

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

Confirmation of Minutes dated Wednesday 22 August 2018

REPORTS**a. Update on Hamilton to Auckland Corridor Plan**

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

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

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

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

b. Rates Penalties Write-off: Pompey – Mangatangi Road, Mangatangi

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)(a)

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

c. Economic Development Verbal Update

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)(f)(i)(h)(i)(j)

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

AND FURTHER THAT Mr Zollner, Ms Tepia, Mr Bowcott, Mr Tremaine and Ms Kettle be permitted to remain in the meeting, after the public has been excluded, because of their knowledge of the Hamilton to Auckland Corridor Plan. This knowledge will be of assistance in relation to the matter to be discussed.

CARRIED on the voices

S&F1809/04

Resolutions S&F1809/05 – S&F1809/07 are contained in the public excluded section of these minutes.

Having resumed open meeting the following reports were considered.

REPORTS (continued)

Financial Review of Key Projects
Agenda Item 5.2

The report was received [*S&F1809/02 refers*] and discussion was held.

2017/2018 End of Year Non-Financial Performance Report
Agenda Item 5.3

The report was received [*S&F1809/02 refers*] and discussion was held. The Business Analyst answered questions of the committee.

Audit & Risk Committee Key Achievements
Agenda Item 5.4

The report was received [*S&F1809/02 refers*].

Consideration of Conservation Fund Applications
Agenda Item 5.6

The report was received [*S&F1809/02 refers*] and discussion was held. The Senior Environmental Planner gave a verbal update and answered questions of the committee.

Resolved: (Crs Bech/Patterson)

THAT the Strategy & Finance Committee recommends to Council that the following Conservation Fund applications be approved in full:

- **M ter Beek – \$4,825.00,**
- **A & M Underwood – \$6,500.00,**
- **G & D McBride – \$2,405.41, and**
- **R Gedye – \$6,260.77.**

CARRIED on the voices

S&F1809/08

Presentation of the Annual Report 2017/18 and Summary
Agenda Item 5.7

The report was received [*S&F1809/02 refers*] and discussion was held. The Finance Manager gave a verbal update and answered questions of the committee.

Resolved: (Crs Sedgwick/Church)

THAT the final audited Annual Report 2017/18 and Summary, as amended, be recommended to Council for adoption.

CARRIED on the voices

S&F1809/09

Waitakaruru Sculpture Park
Agenda Item 5.8

This item was deferred to the Waikato District Council meeting scheduled for Monday 8 October 2018.

Consultation on the Proposed Port Waikato Community Hub
Agenda Item 5.9

The report was received [*S&F1809/02 refers*] and discussion was held. The Corporate Planner gave a verbal update and answered questions of the committee.

Resolved: (Crs Smith/Sedgwick)

THAT the Strategy & Finance Committee recommend to Council to implement a targeted rate as at 1 June 2019 to support the construction of the Proposed Port Waikato Community Hub;

AND THAT Council's support to implement a targeted rate for the construction of the Proposed Port Waikato Community Hub be conditional on a Memorandum of Understanding being signed and Council's satisfaction with due diligence on the impacts of climate change on the land.

CARRIED on the voices

S&F1809/10

Cr Gibb declared a conflict of interest in items 5.5 [*Update on District Plan Review Project Expenditure*], 5.10 [*Council Submission on Proposed District Plan*] and 5.11 [*Minor Changes to the Proposed District Plan*] and retired from the meeting at 12.35pm.

Cr Fulton declared a conflict of interest in items 5.5 [*Update on District Plan Review Project Expenditure*], 5.10 [*Council Submission on Proposed District Plan*] and 5.11 [*Minor Changes to the Proposed District Plan*] and retired from the meeting at 12.35pm.

Cr Sedgwick declared a conflict of interest in items 5.5 [*Update on District Plan Review Project Expenditure*], 5.10 [*Council Submission on Proposed District Plan*] and 5.11 [*Minor Changes to the Proposed District Plan*] and retired from the meeting at 12.35pm.

The meeting was adjourned at 12.47pm and was reconvened on Tuesday 2 October 2018 at 1.00pm.

Present:

Cr RC McGuire (Chairperson)
 His Worship the Mayor Mr AM Sanson
 Cr JA Church
 Cr S Henderson
 Cr SD Lynch
 Cr BL Main
 Cr EM Patterson

Attending:

Mr T Whittaker (Chief Operating Officer)
 Mrs RJ Gray (Council Support Manager)
 Mr V Ramduny (Planning & Strategy Manager)
 Mr C Morgan (General Manager Community Growth)
 Ms K Overwater (Senior Policy Planner)
 4 Members of Staff

ELECTION OF CHAIRPERSON

The Council Support Manager called for nominations for a Chairperson for this reconvened meeting owing to the apologies received from the Chairperson and the Deputy Chairperson.

Resolved: (Crs Church/Main)

THAT Cr McGuire be appointed as Chairperson for the reconvened section of the meeting of this committee.

CARRIED on the voices

S&F1809/11

APOLOGIES AND LEAVE OF ABSENCE**Resolved: (Crs Church/His Worship the Mayor)**

THAT an apology be received from Cr Bech, Cr Fulton, Cr Gibb, Cr McNally, Cr Sedgwick, Cr Thomson and Cr Smith.

CARRIED on the voices

S&F1809/12

Update on District Plan Review Project Expenditure
Agenda Item 5.5

The report was received [S&F1809/02 refers] and discussion was held. The Chief Operating Officer gave an overview and answered questions of the committee.

Council Submission on the Proposed District Plan
Agenda Item 5.10

The report was received [S&F1809/02 refers] and discussion was held. The Senior Policy Planner gave a powerpoint presentation and answered questions of the committee. The Policy Planner was applauded for her contribution to the Plan.

Resolved: (Crs Church/Lynch)

THAT the Strategy & Finance Committee recommends to Council that the submission to the Proposed District Plan be approved.

AND THAT the covering letter of the Council submission be amended by adding the following:

Council acknowledges that there are a series of strategic planning processes currently underway (e.g thinking on how best to manage growth and development along the Hamilton to Auckland corridor, the Future Development Strategy (Phase 2 of Future Proof Review) and the development of Local Area and District-Wide Blueprints). Council acknowledges that, in time, the district plan may need to be amended to reflect the outcomes of these strategic planning processes and to implement these strategic plans. This can best be done once the outcomes of these strategic planning processes are known and once the required technical information is available to support an amendment to the district plan. The appropriate mechanism to achieve this is through a change and/or variation to the district plan at the appropriate time.

CARRIED on the voices

S&F1809/13

Minor Changes to the Proposed District Plan
Agenda Item 5.11

The report was received [S&F1809/02 refers] and discussion was held. The Senior Policy Planner gave a verbal update and answered questions of the committee.

Resolved: (Crs Patterson/Lynch)

THAT staff continue to collate a summary of clause 16 minor changes on the Proposed Waikato District Plan.

CARRIED on the voices

S&F1809/14

There being no further business the meeting was declared closed at 2.18pm.

Minutes approved and confirmed this day of 2018.

JM Gibb
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Tony Whittaker Chief Operating Officer
Date	01 October 2018
Prepared by	Alison Diaz Finance Manager
Chief Executive Approved	Y
Reference #	GOV1318 /2089585
Report Title	Financial performance summary for the period ending 31 August 2018

I. EXECUTIVE SUMMARY

This report presents year-to-date financial performance against the first year of the 2018-28 Long Term Plan and those budgets carried forward from the 2017/18 financial year. The report provides a summary of revenue and expenses, capital expenditure, treasury policy compliance and key reserve balances.

Two additional graphs have been included in the summary; the first relates to the variance between the 2017/18 rates strike and budgeted income, and the second graph depicts the aging profile for Council's sundry debtor items.

A separate report will be prepared for the November Strategy & Finance Committee meeting on the aging of rates debtors.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Financial Performance Summary

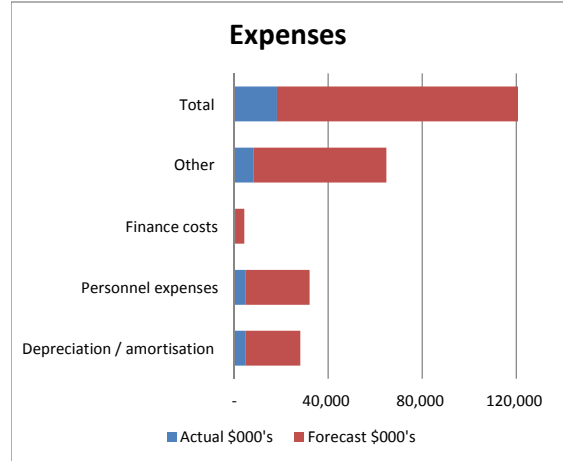
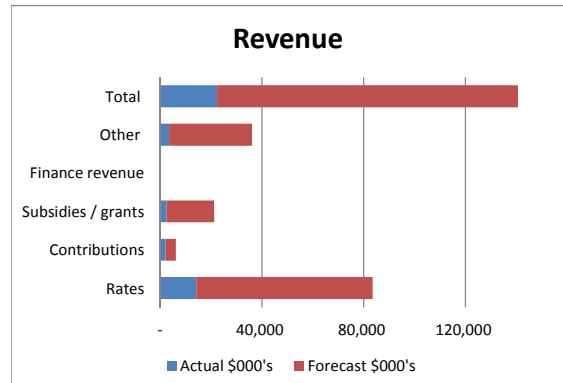
AT A GLANCE

Performance to date is as expected, with operating and capital expenditure relatively low awaiting the construction season. Income is tracking well against budget largely due to the timing of development activity in the district. Rating income is above forecasted levels by a total of \$775,000, with general rate and uniform annual general charges accounting for \$317,000 (41%). It should be noted that there are still valuation objections to be worked through that may adjust the rating income downwards. All treasury policy measures are compliant as at 31 August.

	Aug-18	Open Bal
Reserve Balances Summary	\$000's	\$000's
Restricted reserves	182	182
Council reserves	24,553	25,748
Development contributions	(38,056)	(38,753)
Replacement funds	14,772	14,412
Targeted rate reserves	(5,800)	(5,465)
Total	(4,349)	(3,876)

Key reserves (included in balances above)

	Aug-18	Open Bal
	\$000's	\$000's
Disaster recovery	398	392
Hamilton East Property proceeds	2308	2308
LTCPP Contribution reserve	2057	2057
Structure plan non-growth reserve	762	760
Northgate development area	(3,481)	(3,470)
Pokeno Structure plan	(10,314)	(10,534)
Tamahere Structure plan	(2,104)	(2,098)
DW water targeted rate	(3,943)	(3,795)
DW wastewater targeted rate	(5,191)	(4,888)



FINANCIAL PERFORMANCE SUMMARY

For the period ending 31 August 2018					
	Actual \$000's	FY Forecast \$000's	% usage	YTD Variance \$000's	Ref.
Revenue					
Rates	14,213	83,579	17%	(283)	1
Development and financial contributions	2,087	6,174	34%	(1,058)	2
Subsidies and grants	2,490	21,312	12%	1,062	3
Finance revenue	60	130	46%	(38)	
Other revenue	3,563	36,138	10%	2,460	4
Total revenue	22,413	147,333	15%	2,143	
Expense					
Depreciation and amortisation expense	4,694	28,165	17%	0	
Personnel expenses	4,638	32,084	14%	709	5
Finance costs	684	4,268	16%	27	
Other expenses	8,117	64,779	13%	2,680	6
Total operating expenses	18,133	129,296	14%	3,416	
Surplus (deficit) before tax	4,280	18,037	24%	(1,274)	

Year-to-date net operating surplus of \$4.2 million is approximately \$1.3 million ahead of year to date expectations.

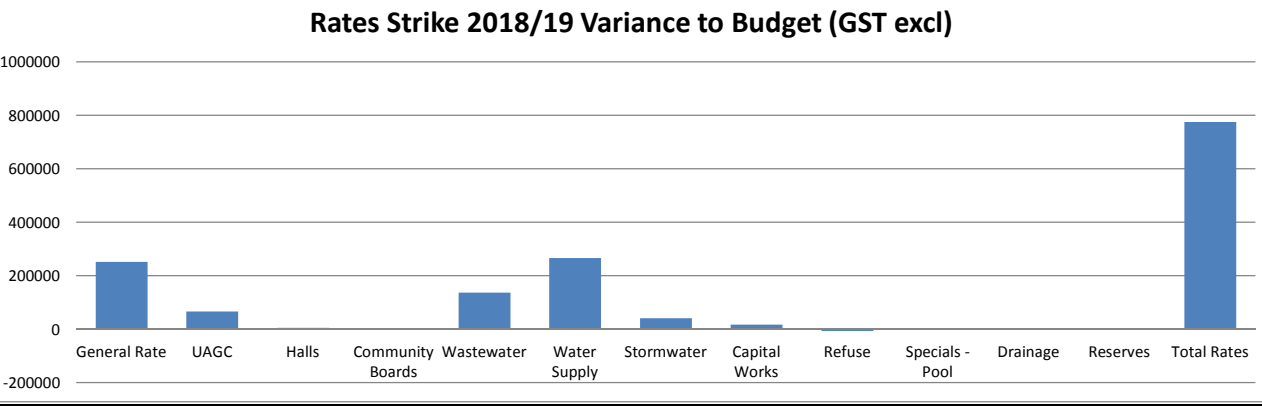
Items to note are as follows:

Income

- 1 Favourable - Rating income is above long term plan budget expectations for the year.
- 2 Favourable - Contribution income is above year to date expectations. It is not yet clear whether this will present as a permanent variance.
- 3 Unfavourable - Subsidy is linked to physical work programmes, with the majority of spend to come during the upcoming construction season
- 4 Unfavourable - Timing difference only. Recoveries from third parties are linked to the underlying capital projects.

Expense

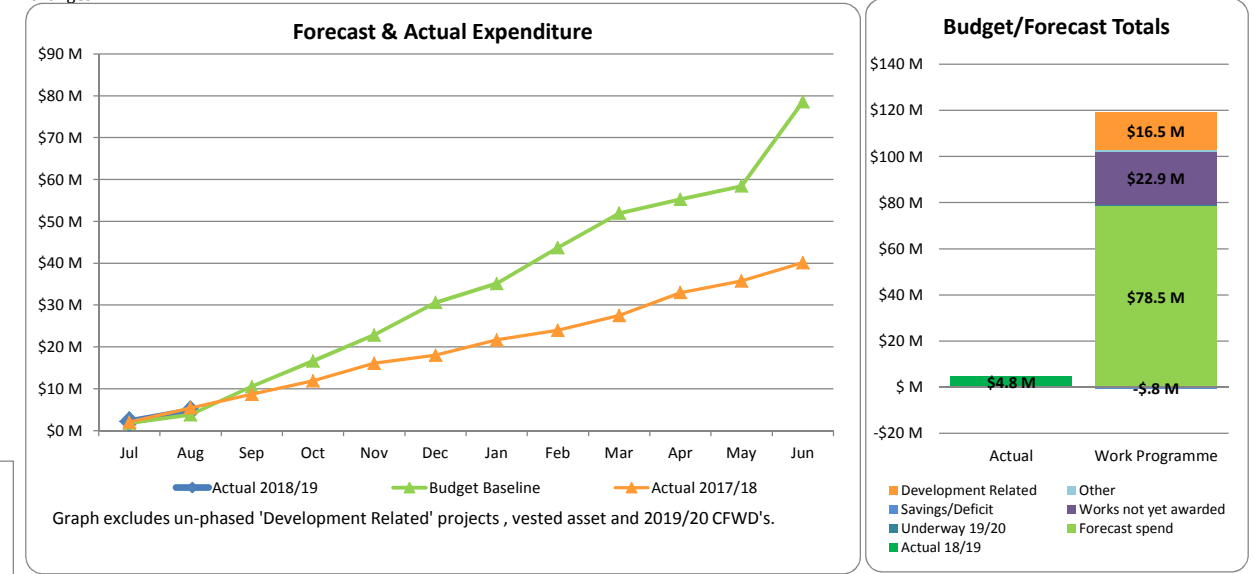
- 6 Favourable - Impact of vacancies.
- 7 Favourable - Timing difference only. Operational works programmes will pick up over the second and third quarters of the year.



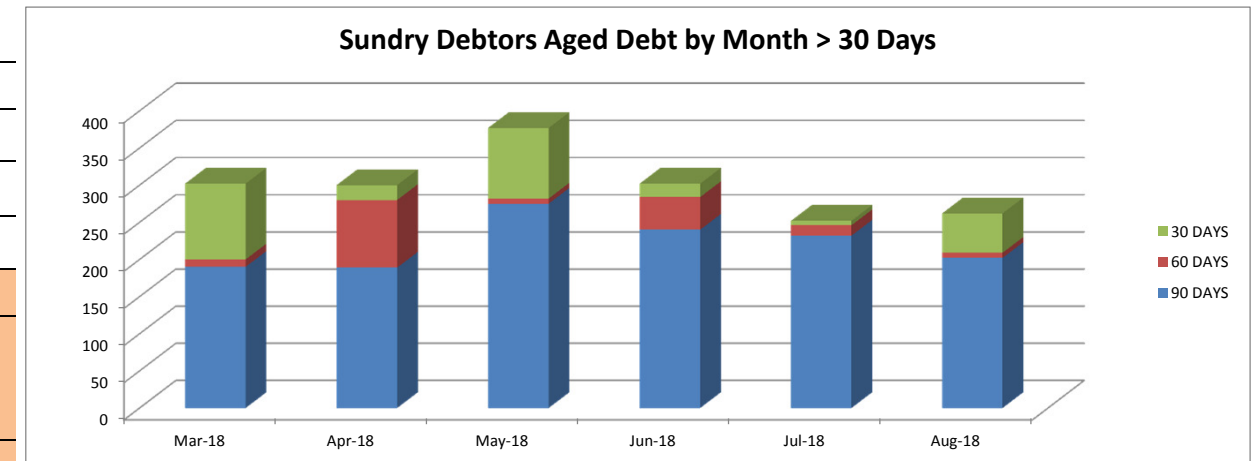
Net Operating Surplus (Deficit) Breakdown	Actual \$000's	FY Forecast \$000's	YTD Variance \$000's	Favourable / Unfavourable
Roading	884	24,719	3,236	U - Subsidy income timing
Water	759	(2,866)	(1,237)	F - Low levels of activity expenditure
Wastewater	469	(1,469)	(714)	F - Low levels of activity expenditure
Stormwater	307	(1,432)	(546)	F - Low levels of activity expenditure
Sustainable Communities	384	930	(229)	F - Timing of grants payments
Sustainable Environment	30	(266)	(74)	F - Timing of fees and charges income
Governance	(70)	(630)	(35)	F - Timing of expenditure
Organisational Support	(352)	(949)	194	U - Lower internal interest and internal recoveries
Total Group of Activities	2,411	18,037	595	
General rate usage	1,869	-	(1,869)	F - The general rate income recognised currently exceeds the amount of general rate used. This number will adjust throughout the year relative to activity expenditure
Surplus (deficit)	4,280	18,037	(1,274)	

Capital expenditure	Actual \$000's	FY Forecast \$000's	% usage
Roading	2,453	56,904	4%
Water	649	19,221	3%
Wastewater	269	19,759	1%
Stormwater	170	7,441	2%
Sustainable Communities (P&R, halls, pools, toilets, walkways)	925	24,592	4%
Sustainable Environment (landfills)	5	153	3%
Governance	-	-	-
Organisational Support (plant, offices/libraries & IM)	312	7,587	4%
Total Group of Activities	4,783	135,657	4%

The "FY Forecast" relates to the first year of the LTP, including vested assets plus any carry forward works from 2017/18. The work programme has been reviewed to a deliverable programme of approximately \$78.5 million. The budgets have not yet been updated to reflect these changes.



Treasury Policy compliance	Policy limit	Actual	Compliance
Prudential limits			
Percentage of net external debt to annual revenue	<150%	61%	✓
Net interest expense on net external debt as a percentage of total annual revenue	<20%	6%	✓
Net interest expense on net external debt as a percentage of annual rates	<25%	10%	✓
Interest rate risk controls limits (interest rate exposure)			
Fixed interest proportion	50%-100%	85%	✓
Liquidity/funding risk (access to funds)			
Liquidity	>110%	144%	✓
Broken down:			
0-3 years	15%-60%	44%	✓
3-5 years	15%-60%	23%	✓
5 years plus	10%-40%	33%	✓



Open Meeting

To	Waikato District Council
From	Ian Cathcart General Manager Service Delivery
Date	12 September 2018
Prepared by	Megan May Parks and Facilities Manager
Chief Executive Approved	Y
Reference #	GOV1318 / 2078280
Report Title	Waitakaruru Sculpture Park

I. EXECUTIVE SUMMARY

In May 2018, during the Long Term Plan (“LTP”) hearings, John and Dorothy Wakeling submitted a proposal to Council which introduced the notion of Waitakaruru sculpture becoming a free entry site with Waikato District Council funding the maintenance costs of the site. At this time, Mr and Mrs Wakeling were asked to provide more details including the level of funding that would be required.

The purpose of this report is to provide the latest information we have received and ask for feedback on the proposal.

2. RECOMMENDATION

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

AND THAT an indication is given on what level of support Council is prepared to commit, if any.

3. BACKGROUND

Waitakaruru Sculpture Park and Arboretum is a 17.5 hectare site located on the outskirts of Hamilton but within the Waikato District area. This site was a former quarry which has been rehabilitated over the last 27 years through planting. In past years, it has been a destination that has attracted over 9000 visitors with these visitors paying an entry fee of \$15.00 per adult and \$5.00 per child. The proposal provided by the property owners suggests that this number would be easily exceeded if entry became free.

In addition to the sculptures available on site to view, the park has established an education package that is available to the public and visiting schools.

The proposal provided by Mr and Mr Wakeling asks that Waikato District Council become the lead authority in a Licence to Occupy agreement. This would require financial support which would fund the ongoing maintenance costs as well as capital expenditure. The total cost of this varies over time as per the table below.

	Year 1	Year 2	Year 3	Year 4
Operational Expenditure	\$174,574	\$174,928	\$209,255	\$215,140
Capital Expenditure	\$31,290	\$1,500	\$51,500	\$2,700
Total	\$205,864	\$176,428	\$260,755	\$217,840

In addition to the funding sought from Waikato District Council, the owners have contacted Hamilton City Council, Waipa District Council, Waikato Regional Council and also Matamata Piako District Council with a similar request. In addition to this, while visiting the property, Waikato District staff were advised of additional funding opportunities through private companies.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Following the receipt of the additional information, staff visited the property to assess the condition of the site to determine if the budgeted operational expenditure was consistent with that provided for at similar sites throughout the district. An assessment was also done on the current level of service and to identify any areas of concerns in regards to health and safety.

Overall, staff found the site to be well established but maintained to a lower level of service than that provided for in existing parks. The owners of the park are knowledgeable and through trial and error they are aware of what plants are suitable for the local environs.

As suggested in the report provided by Mr and Mrs Wakeling, there are areas which would need to be improved to ensure Zero Harm compliance to guarantee public are safe when visiting the site. These include remedial actions to track surfaces and board walkways to prevent slips, trips and falls, installation of barriers around some pond areas and steep/cliff edges and control of vehicle access.

If the decision was made by Council to become the lead authority in the lease to occupy agreement, a further assessment would be required and improvement work would need to be completed prior to the opening to the public. Any public liability could potentially become the responsibility of Council and therefore an agreed level of service and ongoing assessments would be required to reduce the risk to Council.

In addition to this, consideration must be given to current Council staff capacity. It is understood that Mr and Mrs Wakeling would continue to manage the site and additional staff who are funded through this proposal. Despite this, staff would be required to undertake audits on an ongoing basis to ensure agreed levels of service are maintained.

4.2 OPTIONS

There are three options that Council could consider to provide feedback to both staff and the property owner.

Option 1

Council indicates that they do not support the proposal and therefore this message is forwarded to Mr and Mars Wakeling.

Option 2

Council indicates a level of interest to support the proposal and a request is made for staff to investigate further.

Option 3

Council supports the proposal and commits a funding amount to support the lease to occupy agreement.

5. CONSIDERATION

5.1 FINANCIAL

Council currently has no indication on what level of support is being offered, if any, from surrounding territorial authorities and funding agencies and therefore this inhibits our ability to determine the commitment required to enable this proposal to become a reality. There is also currently no allocated budget to support additional maintenance of parks and reserves within the district in the coming 3 years and therefore cannot be supported through existing budgets.

If Council supported this proposal, additional budget would need to be allocated.

5.2 LEGAL

A Management Agreement would be required to ensure levels of service are maintained to a level that is expected by Council. This document would be attached to the Lease to Occupy agreement.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

If Council agreed to the proposal, there would be a higher provision of open spaces within the area than is recommended in Waikato District Council Parks Strategy.

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 checked="" type="checkbox"/>	<input 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
			Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
			Households
			Business
			Other Please Specify

6. CONCLUSION

Following consideration, staff and the property owner are seeking a recommendation that indicates the level of support, if any, the Council are willing to make. This will potentially trigger further investigation and conversations to enable this facility to become a free to use public amenity.

7. ATTACHMENTS

Proposal for Waikato District Council: Free-to-entre Sculpture Park & Arboretum August 2018

J.S. & D.F. Wakeling
The Sculpture Park @ Waitakaruru Arboretum
207 Scotsman Valley Road
R.D.7
Tauwhare
Hamilton 3287

Wednesday, 15 August 2018

Mr. Gavin Ion
CEO
Waikato District Council
15 Galileo Street,
Ngaruawahia 3720

Dear Gavin

**Proposal for Waikato District Council:
Free-to-enter Sculpture Park & Arboretum**

Further to our discussions last month, please find attached our proposal for Council's Strategy and Finance Committee to consider at their September meeting.

As some of your staff will need to examine and advise Council of the implications of the proposal, we are happy to answer questions and also show them the park.

We are flexible about when it would be appropriate to arrange a visit to the park for elected members of Council.

Please get in touch should there be further information required.

Kind regards



John & Dorothy Wakeling
Ph 8240733
sculpturepark1@gmail.com

THE SCULPTURE PARK
@ WAITAKARURU
ARBORETUM

THE ART
PLACE
TO BE

**Proposal for Waikato District Council:
Free-to-enter Sculpture Park & Arboretum**

August 2018

Proposal for Sculpture Park & Arboretum

1.0 Proposal Description

- 1.1 This May at the Long-term Plan hearings we took the opportunity to introduce you to the park and presented our offer -- for the park to be open to visitors daily-- provided the cost of maintenance is funded. We indicated that the proposal would come to Council in more detail so that Council can fully consider the offer and find a way to help fund the proposition.
- 1.2 A brief recap to describe the park and the proposal: the sculpture park is a rehabilitation project of a 17.5 hectare former greywacke quarry, planted over the past 27 years. It became a venue for sculpture exhibitions over a period of 8 ½ years when it was open every day for an entry fee. With the many sculptures and installations throughout the park, in amongst the trees and gardens, it is an art-in-nature experience all along the 2km main loop trail. Currently it is open by appointment only and except for charity events, entry fees apply.
- 1.3 This is a mature, well-designed park that attracts visitors from around the world and is enjoyed by generations of local families. It has a range of arts-in-nature experiences including ideas for children to enjoy an outdoor creative adventure. Its many layers of interest invite conversations as families and friends share their walks.
- 1.4 For the park to continue as a cultural and recreational facility, treasured by the wider community into the future, it needs continual maintenance to ensure it is a safe and enjoyable place to come. We are seeking partners with whom we can have a financial relationship to cover costs to allow the Park to be open on a free-to-enter basis. The funding partner(s) would have a licence to occupy the park to open daily for agreed hours.
- 1.5 This is a request for the Waikato District Council to become the lead partner, i.e. the licence holder. Because of the park's location at the south-eastern end of the Waikato District, the cost of maintenance could potentially be shared by other local authorities as frequently visitors to the park come from the wider region including Hamilton, Cambridge, and Morrinsville. There may also be other potential funders who would contribute.
- 1.6 An independent report from BDO accountants on future maintenance costs was commissioned, using funds raised at the beginning of the 'Share the Park' campaign in February 2018. (Appendix 1) We also used the supporting funds to commission a report on the health and safety issues that would need to be addressed were it open like a public park. (Appendix 2).
- 1.7 The cost of such a commitment for this park is relatively small for the potential benefit to the wider community as a resource for recreation for all ages, information on tree selection, and as a publicly accessible example of environmental restoration and carbon sequestration. Its role as a venue of arts and cultural inspiration, outdoor art and environmental education, performances, and as a destination for visitors to the region would continue to be valuable. (See supporting letter from Creative Waikato, Appendix 3)

2.0 Confirmation of Value to Community of Waikato District Council and the wider region

- 2.1 When we embarked on the ‘Share the Park’ Campaign back in January and early February 2018, we had four free open days, largely advertised through social media such as Facebook and through the email addresses of former visitors. Over those days, we had more than 1000 people visit the park, such was the demand to see it again or visit for the first time.
- 2.2 During this period, we raised \$8000 to help pay for impartial reports on the maintenance costs and safety issues, together with the ‘Prospectus for Community Investment’ that you received in May. 64 people made donations through *Boosted*, the Arts Foundation crowd-funding site, to support this stage of the campaign. We also asked visitors to fill in an online survey to understand where they came from and their reaction to the park—190 took the time to respond. This interest demonstrates a high degree of current community support for finding a way for the park to be free-to-enter.
- 2.3 Respondents to the online survey of visitors scored the park 4.5 out of 5. Others have been motivated to post high ratings and comments on Facebook, some of which are quoted in the prospectus. The degree of interest in the park also is demonstrated by having 558 current followers on Facebook.
- 2.5 When the park was open every day for a charge of \$15/adult and \$5/child, we built up visitor numbers to over 9,000 per year. In our experience, collecting entry fees did not cover the operational costs and presented a barrier for people to use the park easily. Considering how many people destination parks now attract, we are in no doubt that a free-to-enter sculpture park and arboretum could increase visitors significantly. It would be a new model for a public park.
- 2.7 Council agreed through its 2018 Long Term Plan to make decisions guided by five themes.

LTP Agreed Themes for Decisions	Park Proposal Contribution
<p>Supporting our communities: <i>Kia tautoko ki a taatou Haapori</i></p> <p>We consider the well-being of all of our people in all our planning and activities. We support and plan for the development of complete and connected communities.</p>	<p>Provides a ‘public’ park for a growing area where no park is currently provided – fulfilling a core function of Council.</p> <p>Recognises that cultural and recreational opportunities enrich the lives of many in the community.</p>
<p>Building our economy: <i>Ka hanga a taatou Oohanga</i></p> <p>We attract diverse enterprise/business; creating jobs and opportunities for our community. We continue to support our existing industry. We support others who leverage our location to ensure tourism brings benefits to a range of people in our communities.</p>	<p>Provides a visitor destination park that would contribute to the regional economy and broaden the range of attractions with this synergistic addition to Waikato’s offerings</p>

LTP Agreed Themes for Decisions	Park Proposal Contribution
<p>Sustaining our environment: <i>Kia toituu to taatou Taiao</i></p> <p>We are a community that believes in environmental sustainability; we pursue and promote related ideas and manage regulatory processes to safeguard and improve our district.</p>	<p>The rehabilitation project and the covenant which protects the planting under the permanent forest sink initiative (PFSI) is a long-term, potentially accessible example of sustainable environmental practice.</p> <p>The well-documented arboretum enables visitors to learn more about tree species and their potential for planting in other locations.</p>
<p>Working together with you: <i>Kia mahi tahi taatou</i></p> <p>Our communities work with us so we are collectively focused on the right things at the right time.</p>	<p>It is timely to take up this offer to ensure the future of this regional resource.</p>
<p>Providing value for money: <i>Ka whai painga mo te puutea</i></p> <p>Residents and ratepayers get value for money because we find innovative ways to deliver strategic, timely and fit for purpose infrastructure and services at the most effective cost</p>	<p>This model of a 'license to occupy' is a low-cost way of providing for a park that fulfils many functions.</p>

3.0 Origin of visitors

- 3.1 The recent online survey asked where respondents came from: 45% came from Hamilton, 45% from the wider Waikato region (including Cambridge and Morrinsville), and 10% from other parts of N.Z. or overseas (The results of full survey are available upon request).
- 3.2 We know that this would be an additional attraction for tourists from within NZ and overseas as during the time we had staff greeting visitors at the entrance and were open every day, our statistics showed 23% came from overseas. Like with Hamilton Gardens, local people brought their visitors and it was well-promoted through the I-sites.
- 3.3 In the past, we had regular visits from schools and interest groups (garden, car rally, & art) who came from the wider Waikato region and beyond. Even now with our lower profile, we have group bookings in the next few months for visitors arriving from Thames, Matamata, Whitehall, Masterton, Whitianga, and three from Auckland.

4.0 What the park could offer in the future

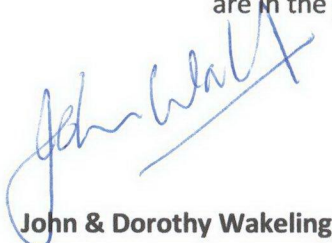
- 4.1 As we stated in our prospectus, *'our vision is for the sculpture park art-in-nature experience to provide a platform that helps grow creative, resourceful, innovative, connected and healthy people of all ages in the Waikato & beyond.'* To this end, we have continued to provide arts and environmental educational tools for families and schools on our website and with on-site reminders. We have recently invited local schools in this fusion of art and

the outdoor education. (Photos of the 'Enviro-art' event with three schools attached, Appendix 4) We can see recognition of these possibilities expanding over time. In the past, we had volunteers who helped guide visitors. The prospect of inspiring people to use these ideas to interact with the environment would make even better use of this resource.

- 4.2 Fortunately there are more than 50 sculptures and installations currently within the park. Some have been recently donated, others are on long-term loan. Not all of these features will remain in good condition, some need further maintenance now; some will be moved or removed. More significant sculptures have recently been donated.
- 4.3 The park is uniquely suited to holding sculpture exhibitions. It has a firmly built road infrastructure for large scale sculptures to be moved into place and offers distinctive natural settings for each piece. Should the future of the sculpture park be secured, collaboration for short-term exhibitions from private collections, and overseas museums could be an option. It could also again be a venue for concerts and functions after hours, utilising the stage and seating area.
- 4.4 The park has no building suitable for an enterprise such as a cafe or conference centre. In time, we would be open to a lease or other viable enterprise option if the revenue from it could contribute to the realisation of our intent for the park to be free-to-enter.

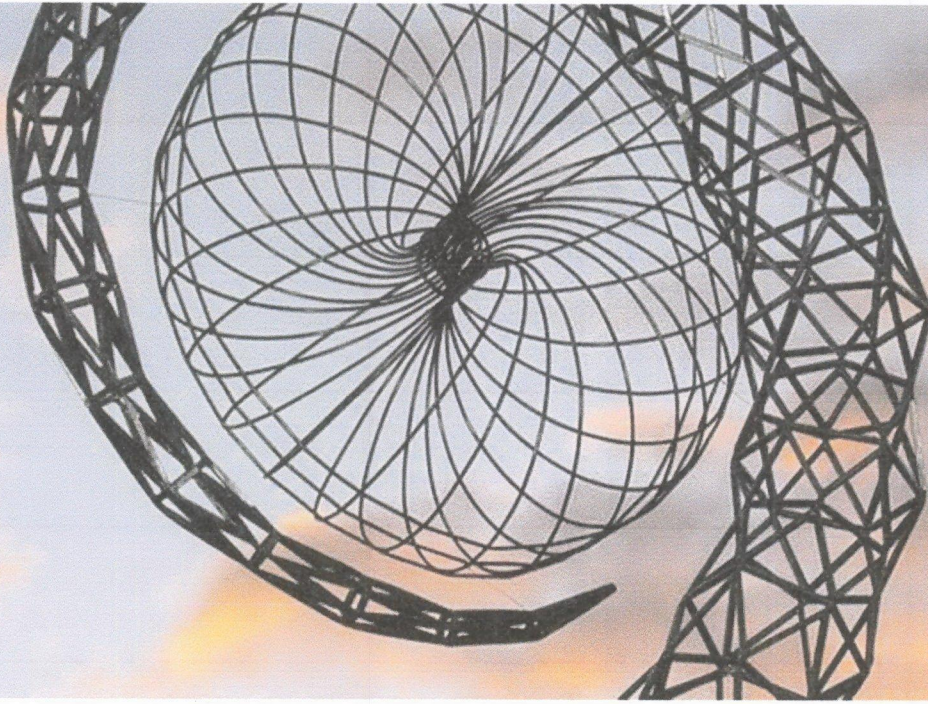
5.0 Next steps to resolution

- 5.1 Should Council be interested to consider this opportunity, we invite Council as our territorial local authority:
- To become the lead partner in a 'licence to occupy' agreement
 - To commit to a proportion of the annual operational costs, initially over the next 5 years
 - To assist with the negotiation with other potential local authority partners, namely Waipa, Hamilton City, Matamata-Piako, and Waikato Regional Councils
 - To receive and manage any other funds sourced for the operational costs of the park
- 5.2 All the terms of the agreement are up for discussion. If an agreement is reached for a licence to occupy, we would need to invest more capital to improve safety measures in the park and renovate some features. Some, but not all, of these costs have been estimated in the BDO accountant's report and explained in the Health & Safety assessment. There would therefore be a lead-in time for implementation before opening.
- 5.3 We look forward to answering your questions and seeing you again at the park whilst you are in the process of making your decisions.


John & Dorothy Wakeling



Appendices attached



The Sculpture Park @ Waitakaruru Arboretum
OPERATIONAL COST ANALYSIS

April 2018

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2. We also confirm that this analysis has been based upon information that was known or could reasonably have been obtained as at the date of this report. We have not considered any matter which had not crystallized or which we could not reasonably have discovered as at the report date.
3. In view of these matters, we reserve the right (but will be under no obligation) to review all calculations and assessments included or referred to in this analysis. Should we consider it necessary to revise our analysis in light of any information which becomes known to us after the date of this report, we reserve the right to do so.
4. In preparing our report, we have reviewed and relied upon the following sources of information and explanations; calculated estimation, historical operational expenditure adjusted for CPI, verbal indications from John and Dorothy Wakeling, and actual quotes.
5. We do not have any interest or relationship with John and Dorothy Wakeling, other than that of analysing operational costs.



BDO Waikato Limited

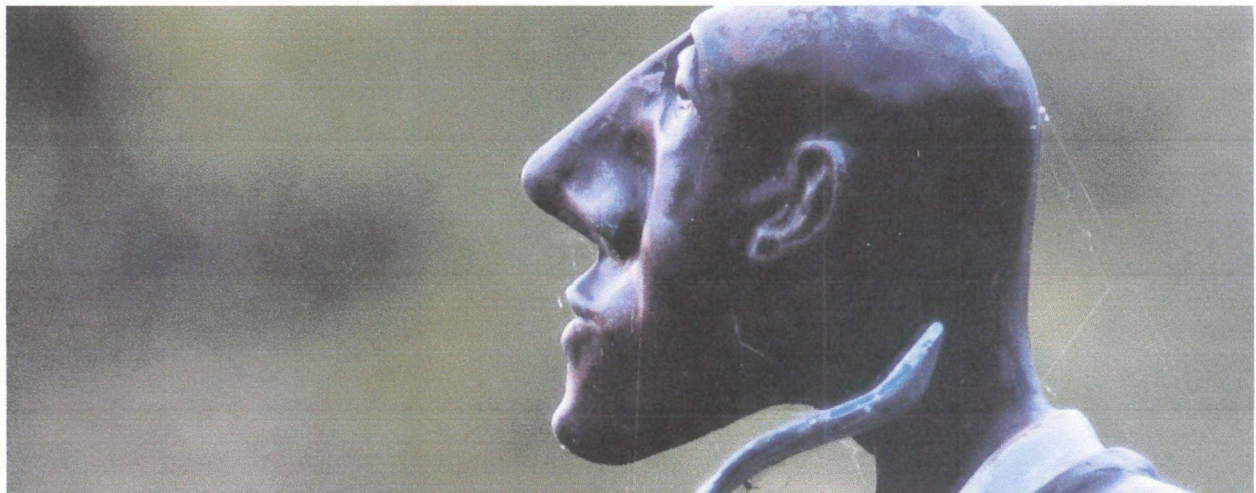
5th April 2018

THE SCULPTURE PARK @ WAITAKARURU ARBORETUM

BACKGROUND

The Sculpture Park @ Waitakaruru Arboretum is a magnificent 17.5 hectare former quarry, home to more than 50 sculptures along a nature trail, and an abundance of beautiful trees and shrubs from around the globe. Situated in Tauwhare, the Park provides panoramic vistas over the fertile Waikato Valley. As one of New Zealand's largest outdoor galleries, the unique creative space has been used for performances, art exhibitions, environmental education and arts education.

The site was purchased by John and Dorothy Wakeling in 1991 and after a journey of considerable restoration the park opened to the public in November 2004. For the following 9 years the park was open daily with entry fees and annually hosted a full programme of exhibitions. At its peak in 2010 the park attracted 9,000 visitors. The sale of sculpture and entry fees never quite covered the costs of running new exhibitions and maintaining the park. Now that the park is only open by appointment, visitor numbers have declined to an average of 300 annually.



OBJECTIVE AND SCOPE OF THE ANALYSIS

The Wakelings would like to reopen the Park as a free-entry public space so that it can be enjoyed by the people in the Waikato region and tourists who wish to visit.

BDO Waikato have been engaged to undertake an operational cost analysis to confirm likely operating costs and support the funding campaign for re-opening of the Park from 10am - 5pm, 7 days a week. If the operational costs can be covered, the park will be retained as a destination arts-in-nature place.

The Wakelings are seeking financial sponsorship, support or other, from a benefactor, partner or local authority to cover the Park's operating costs. In return, the Wakelings propose a 'licence to occupy' arrangement. This is the equivalent of a lease paid by the financial sponsor and is a concept based on previous experience of the Waikato Sculpture Trust. An indicative 'licence to occupy' area is shown in Appendix 1.

Our analysis of costs have been forecasted over a 4 year time period. Year 1 is the year in which the Park establishes itself as a free public entry space, Year 2-4 are the years following this. Expenditure is separated into operational (recurring or day-to-day running) and capital (non-recurring).

The scope excluded:

- Operational costs associated with providing additional art exhibitions or performances
- A financial audit of historic financial statements prepared by the Wakelings' accountants, Vazey Child.

OUR APPROACH

Our approach began with an analysis of historical financial statements of the Waikato Sculpture Trust (WST) and Waitakaruru Quarry Gardens Limited (WQGL). WST was the entity granted with a 'licence to occupy' and funded park operations from 2007-2013. WQGL was a private entity which previously owned the land and incurred operational expenditure.

After a review of the financials we visited The Sculpture Park site. John and Dorothy took us on a walking tour of the Park and in this same visit we also sat down to discuss the purpose of the analysis and future operational requirements.

Following the site visit we drafted our cost analysis and were in frequent contact with John and Dorothy whom were reviewing our work and providing additional input. John and Dorothy then came in to meet with us at BDO to further discuss the report.

In addition to the above, we also made contact with Taitua Arboretum to discuss their cost structure however we did not receive any data before the release of this report.

EXPENDITURE ANALYSIS

FORECASTED OPERATIONAL AND CAPITAL COSTS

The following table summarises the anticipated operational and capital expenditure from Year 1, the year in which the park becomes a functional free-entry space, and successive 3 years.

Expenditure classified as 'operational' in the context of this report refers to money spent on the ongoing costs of running the Park.

Expenditure classified as 'capital' in the context of this report refers to money spent on buying or improving fixed assets, or one-off, non-recurring expenditure. The Wakelings have indicated that they would be willing to invest in capital requirements if a solution were found to cover operational costs.

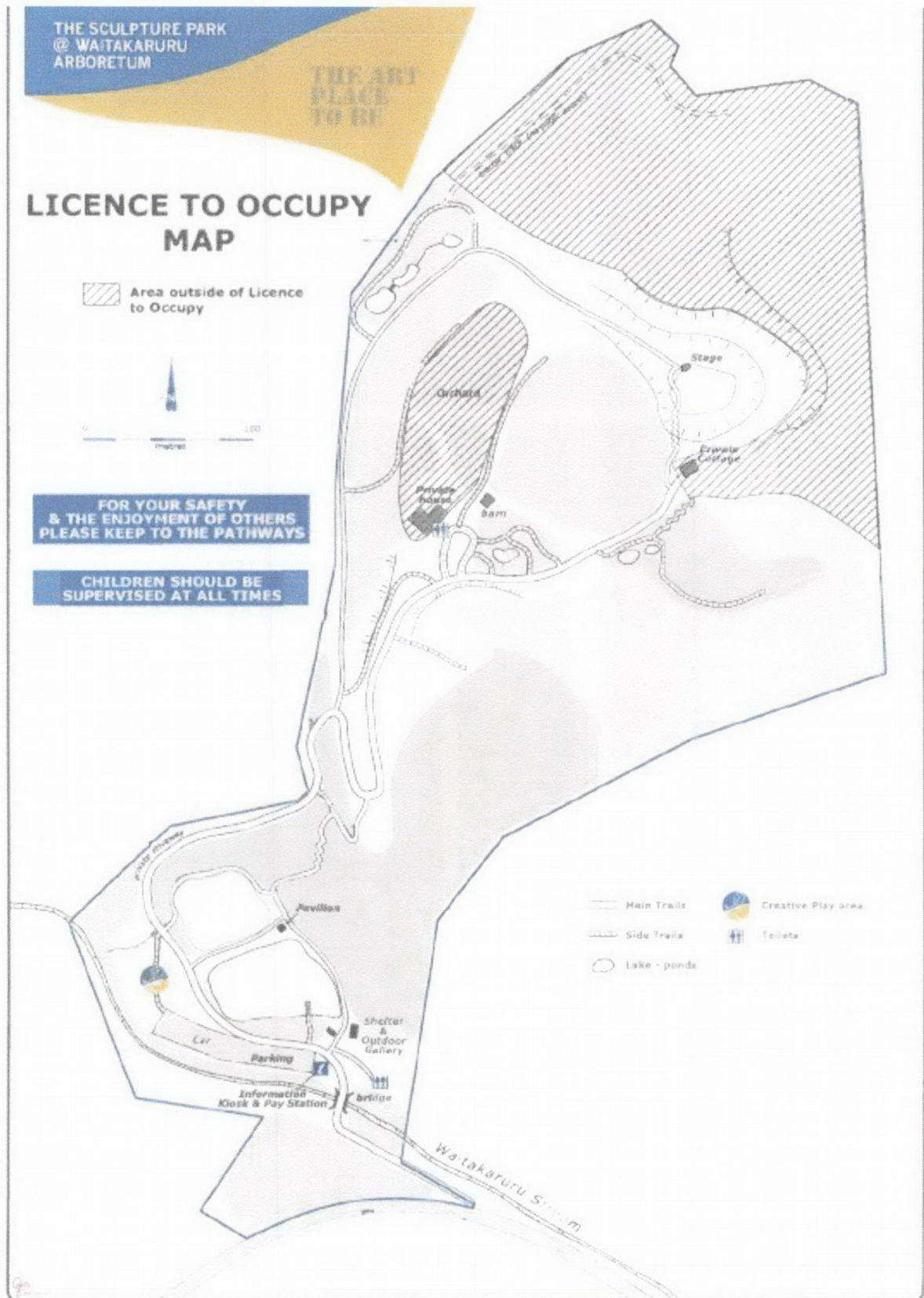
It is noted that Personnel Expenses make up 79% - 84% of annual total operational expenditure. Included within the total Personnel Expense figure is remuneration for 2 full time staff, remuneration for a part-time administrator and remuneration for part-time management of the Park.

Where appropriate we have used either the 2017 percentage change in the CPI (Wages) of 3.1%, or CPI (General) of 1.6%, as our annual inflation metric.

All expenses are GST exclusive. A full cost breakdown can be found in Appendix 2.

	Appendix	Annual Cost -Y1	Annual Cost -Y2	Annual Cost -Y3	Annual Cost -Y4
Operational Expenditure					
<i>Personnel Expenses</i>	2	137,559	141,808	175,455	180,872
<i>Park Maintenance and Repairs</i>	2	12,619	8,185	8,316	8,449
<i>Advertising & Marketing</i>	2	8,920	9,063	9,208	9,355
<i>Administrative Costs</i>	2	6,214	6,372	6,531	6,690
<i>Health & Safety</i>	2	1,634	1,660	1,687	1,714
<i>Vehicle Expenses</i>	2	2,350	2,388	2,426	2,238
<i>Standing Charges</i>	2	5,278	5,452	5,633	5,822
Total Operational Expenditure		174,574	174,928	209,255	215,140
Capital Expenditure	2	31,290	1,500	51,500	2,700

APPENDIX 1



APPENDIX 2

1. PERSONNEL EXPENSES

	Annual Cost (Y1)	Annual Cost (Y2)	Annual Cost (Y3)	Annual Cost (Y4)	Notes and Assumptions
Wages - Arborist/Horticulturalist*	56,160	57,901	59,696	61,546	1 x 40 hour per week Arborist & Horticulturalist @ \$27 per hour. Minimum 5 years' experience.
Wages - Junior or Trainee Arborist/Horticulturalist*	42,016	43,318	44,661	46,046	1 x 40 hour per week @ \$20.20 per hour. Paid at current Living Wage.
Wages - Part time Horticulturalist*	-	-	28,080	28,950	1 x 20 hour per week Horticulturalist. Anticipate introduction in year 3 as park visitor numbers increase.
Wages - Management*	15,600	16,084	16,582	17,096	10 hours per week @ \$30 per hour. Oversight of park operations and staff management.
Wages - Administration*	12,480	12,867	13,266	13,677	10 hours per week @ \$24 per hour. Record keeping, financial management, payroll.
Kiwisaver	3,788	3,905	4,869	5,019	Assume 3% employer contribution.
ACC Levies	1,515	1,562	1,954	2,008	Employer work and working safer levies.
Subcontractors*	5,000	5,155	5,315	5,480	Required for spraying, specialist work or when additional staffing is required.
Staff Training and Development	1,000	1,016	1,032	1,049	Enable staff development, course attendance, first aid training. Adjusted for CPI at general rate, 1.6%.
TOTAL	137,559	141,808	175,455	180,872	

*Costs have been increased based on 2017 CPI (wages) metric, 3.1% each year.

2. PARK MAINTENANCE & REPAIRS

	Annual Cost (Y1)	Annual Cost (Y2)	Annual Cost (Y3)	Annual Cost (Y4)	Notes and Assumptions
Purchases - Trees and Shrubs	1,500	1,524	1,548	1,573	Replacement costs if plants die, purchase of new plants.
Tool replacement	650	660	671	682	Replacement of small tools and landscaping equipment.
Signage maintenance	550	559	568	577	Upkeep of trail signs and information boards within the park.
Pest Control	1,419	1,442	1,465	1,488	Possum baits, sprays, pest control activity. Based on historical average of when park was in operation.
General	8,500	4,000	4,064	4,129	General maintenance of tracks, pipes, drainage, fences, water pump and water fountains. Higher spend in year 1 to address minor remedial work noted in H&S report, and repair work required on significant site sculptures.
TOTAL	12,619	8,185	8,316	8,449	

3. ADVERTISING & MARKETING

	Annual Cost (Y1)	Annual Cost (Y2)	Annual Cost (Y3)	Annual Cost (Y4)	Notes and Assumptions
Social Media	8,320	8,453	8,588	8,726	Contract digital specialist for Facebook, Instagram and Website. Based on 2 hours per week at \$80 per hour.
Brochures - Print	150	152	155	157	Printing cost for 500 brochures per year. Cost as per online quote.
iSite presence	450	457	465	472	Occupation costs at i-Sites' around the region. Assume occupation at 6 regional desks.
TOTAL	8,920	9,063	9,208	9,355	

4. ADMINISTRATIVE COSTS

	Annual Cost (Y1)	Annual Cost (Y2)	Annual Cost (Y3)	Annual Cost (Y4)	Notes and Assumptions
Stationery & Postage	600	610	619	629	General stationery items - paper, pens, filing systems and printer ink. Based on historical average of when park was in operation.
Bank Fees	96	98	99	101	Monthly bank fees.
Accounting Fees	2,600	2,700	2,800	2,900	Annual estimate from Vazey Child (\$2600 - \$3,000 + GST), actual cost depends on level of support required.
Subscriptions	592	602	612	621	Accounting software subscription and NZ Arborist Membership.
Cleaning	150	152	155	157	Cleaning products, consumables.
Computer Expenses	376	382	388	394	Based on historical average of when park was in operation.
Phone and Internet	1,800	1,829	1,858	1,888	Based on current phone and internet expense.
TOTAL	6,214	6,372	6,531	6,690	

5. HEALTH & SAFETY

	Annual Cost (Y1)	Annual Cost (Y2)	Annual Cost (Y3)	Annual Cost (Y4)	Notes and Assumptions
Protective Gear	1,000	1,016	1,032	1,049	Purchases of earmuffs, boots, goggles and any other safety gear as required.
Security Monitoring	634	644	655	665	Fee for security monitoring and surveillance. Based on historical average of when park was in operation.
TOTAL	1,634	1,660	1,687	1,714	

6. VEHICLE EXPENSES

	Annual Cost (Y1)	Annual Cost (Y2)	Annual Cost (Y3)	Annual Cost (Y4)	Notes and Assumptions
Fuel & Oil - Tractor	1,200	1,219	1,239	1,259	Assumed \$100 monthly spend.
Fuel - Mowers & Brush Cutters	600	610	619	629	Assumed \$60 monthly spend.
Repairs & Maintenance	550	559	568	350	Tractor is aging, hence higher estimated costs until another second-hand tractor is purchased as budgeted in year 3.
TOTAL	2,350	2,388	2,426	2,238	

7. STANDING CHARGES

	Annual Cost (Y1)	Annual Cost (Y2)	Annual Cost (Y3)	Annual Cost (Y4)	Notes and Assumptions
Insurance	1,234	1,254	1,274	1,294	Insurance quote for barn, workshop, farm vehicles, and public liability.
Electricity	1,409	1,431	1,454	1,477	Average annual spend.
Rates	2,635	2,767	2,905	3,050	Waikato District Council and Regional Council rates database 18/19 figures. Assumed 5% increase each year. Note - no allowance has been made for private dwellings on the property.
TOTAL	4,619	4,760	4,907	5,059	

8. CAPITAL EXPENDITURE

	Annual Cost (Y1)	Annual Cost (Y2)	Annual Cost (Y3)	Annual Cost (Y4)	Notes and Assumptions
Park signage	2,000	-	-	-	- Introduce standard pictorial format and additional warning signage as per Health and Safety report.
Professional Fees	600	-	-	-	- Consult professional to determine whether quarry pond wire fence for the audience area meets Local Authority requirements.
Provision for barrier along boardwalk across the quarry pond area	7,000	-	-	-	- The Health and Safety report recommends a low barrier along the boardwalk.
Develop H&S Manual, policies and risk register	890	-	-	-	- Health and Safety Connexions to carry out this work - cost as per quote.
New Tractor	-	-	18,000	-	- Second-hand Massey Ferguson estimate.
Tourism road sign	3,000	-	-	-	- Brown road sign for State Highway.
Install Hazard Board	300	-	-	-	- As per Health and Safety report.
Computer	-	-	-	1,200	Replace computer, older computer currently available to use.
Entity set up costs	6,000	-	-	-	- Legal and accounting expenses related to entity structuring and set-up related costs. May include (as example); deeds, Licence to Occupy agreement and charities registration.
Road Resealing and Maintenance	-	-	27,000	-	- Half of driveway was resealed in 2017, remaining will likely be completed 2020.
Large tool and equipment replacement	1,500	1,500	1,500	1,500	Cost estimated for new brush cutters and mowers.
Electronic Gate for end of carpark	10,000	-	-	-	- A new gate will need to be installed to stop cars from proceeding past the carpark into pedestrian areas which include the driveway.
Updating tree database	-	-	5,000	-	- The tree database will need to be updated as new plants are established and others may be removed. An external consultant would carry out this work.
TOTAL	31,290	1,500	51,500	2,700	

FOR MORE INFORMATION:**CHELSEA CONNELL**

Chelsea.connell@bdo.co.nz

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WAITAKARURU ARBORETUM AND SCULPTURE PARK REPORT

Disclaimer: Health and Safety Connexions Ltd has compiled this report based on observations made to provide John and Dorothy Wakeling with compliance requirements and improvements to consider if providing the park as a workplace and visitor attraction. Health and Safety Connexions Ltd will not be liable for risks/hazards not observed during the inspection nor failure of implementation of the recommended corrective and preventative actions identified in this report. John and Dorothy Wakeling are responsible for treating all actions as a priority if the park becomes a workplace and tourist attraction to ensure they are providing a safe and healthy environment.

Executive Summary

John and Dorothy Wakeling are the owners of the Waitakaruru Arboretum and Sculpture Park located at Tauwhare. This park has been closed to the general public for approximately four years, with appointment only visits occurring since this time.

John and Dorothy are considering reopening the park up to the general public and have engaged Health and Safety Connexions to:

- conduct an inspection of the proposed public areas to identify any health and safety issues that would require remedial action to provide a safe tourist attraction
- review existing health and safety systems and processes against current legislative requirements (Health and Safety at Work Act 2015)
- provide a written report on the findings and recommendations.

The inspection identified the tracks are in good condition, with the need for minor remedial/maintenance work, some railings to be repaired/installed to prevent falls, signage and action to manage slip risks.

The existing health and safety documents require updating to align with the Health and Safety at Work Act 2015 and relevant regulations. Additional documentation is required to meet all legislative requirements.

This report contains the 12 corrective/preventative actions that need implementing and a proposal to enable the owners to meet their health and safety duties should the park reopen to the general public.

Tracey Stevenson DipOSH
Health and Safety Connexions Ltd

Site inspection

Upon entering the site from the carpark there is no signage informing visitors of the risks/hazards at the park or what to do should there be an emergency. The stone steps leading visitors up to the office are very shallow and may not be seen by the visually impaired (refer photo 2). The sign adjacent to the steps should state “mind your step” to alert visitors.



Photo 2: front steps leading to office may cause trips and/or falls (F27 on map)

There are a number of printed warning signs across the site, it is recommended that a standard pictorial format is introduced for health and safety signage to provide foreign visitors and those with literacy problems easy understanding of some of the risks.

All tracks, including gravel/wooden edged steps are in good condition and require a small amount of remedial maintenance to improve the safety of visitors and workers. Part of the Wakeling's drive to their house is used as the track. Overhanging tree branches and shrubbery obscure some areas of the tracks, with the risk of eye/skin injuries to occur. All timber boardwalks, jetty and platforms have become slippery due to dampness/green slime build-up. All stairs appear to be in sound condition, with netting on stairs to reduce slip hazard. The end of the jetty on the lower pond (refer photo 3) has had temporary repairs carried out. This would need to be addressed and netting installed to reduce the risk of slips and falls.



Photo 3: end of jetty at lower pond (F25 on map) temporary repairs

The track referred to as “off the beaten track” has been identified by Health and Safety Connexions as the highest risk area at the park. This track is similar to a bush track, with two options to be considered before reopening the park.

Option 1: Replace rotten retaining timber, install compliant rail on pond side of sloping track (refer photo 4), clear/clean boardwalk across stream and increase width (refer photo 5), resurrect rope hand guide along track, install a caution sign at start of track

Option 2: Close of this section of track.



Photo 4: rotten retaining timber, sloping track and bank down to pond



Photo 5: boardwalk over stream, rope hand guide

There is a small printed sign located at the base of the staircase (F25 on map) warning of slip hazard. However, this may not be seen by visitors. When proceeding up the track there is a drop-off that has a simple timber rail (refer photo 6). This area has a steep decline down the bank and requires compliant railing.



Photo 6: unsafe rail (G21 on map)

The owners advised that the Fernery and Pine Forest area is closed off and will not be part of the park's features. This area is currently coned off. Options are to be considered to provide permanent isolation of this area to prevent unauthorised access.

The quarry pond area includes a timber stage over the lake edge, rocky tracks, timber board walk, timber stair case and viewing landing above the pond. The landing has a three-wire fence along the edge. There are significant risks of falls into water in the quarry pond area. Health and Safety Connexions recommend seeking professional advice to confirm the wire fencing still meets the Local Authority's requirements and the installation of rails on the boardwalk to prevent falls into the water when the boardwalk is being used for seating and/or walking purposes (refer photo 7). There is no warning signage in this area to alert visitors to the risks.



Photo 7: boardwalk, used for access and seating during events in quarry pond area

Access to the Japanese Folly is good, with small amounts of gravel dislodged due to recent rainfall and the timber edging is slippery (especially when descending the steps). The bamboo fence adjacent to the folly, while a feature for this area (refer photo 7), is incomplete and the batten/post is unstable.



Photo 7: Bamboo fence at Folly is incomplete and batten showing is not stable

The grass walkway to the Folly is adjacent to a small (shallow) pond at similar levels. On the day of this site visit, the pond was covered in weed of similar colour to the grass (refer photo 8). At a quick glance, it was difficult to see this was a pond and poses a risk to children and elderly/physically disabled. Removal of the weed or warning signage would alert visitors to the risk.



Photo 8: Pond covered with weed provides optical illusion between ground and pond

The Rock Garden (L14 on map) has uneven terrain throughout, with rocks on the paths stable. The timber platform is slippery.

Health and Safety Documentation Review

The owners have a health and safety policy, hazard register and accident report under the old legislation. These will all require updating to align with the current Act. There appear to be several processes not in place currently that will need to be developed and implemented. These include emergency response, inductions, contractor management, maintenance inspection regime and monitoring programme.

Conclusion

The author found the park to be in good condition from a health and safety perspective. Health and Safety Connexions understand the owners' desire to maintain the park as a natural environment, without the requirement to install rails/barriers around waterways. This will require ongoing monitoring and regular reviews. Part of the owners' driveway forms part of the track, this would require a process to be followed (eg speed limit, hazard lights) to reduce the risk to park visitors. Visitors to the park will need to be made aware that there will be hazards and risks within the park.

The inspection did not include worker areas, such as the office and barn.

Proposal

Following the site visit and review of documents, Health and Safety Connexions offer the following proposal should plans continue for general admission:

- develop a Health and Safety Manual, with supporting forms/templates, training register, event register and risk register to meet the current legislative requirements
- provide documentation electronically
- provide education and understanding on new processes
- carry out an inspection of work areas eg office, barn and other areas identified by the owners and provide report
- provide ongoing health and safety support and advice as required

The pricing to carry this out is attached as a separate document.

Corrective/Preventative Actions

The below table provides the recommended actions required for the park to be compliant with all health and safety legislation and regulations.

Area/item	Action required
Site	1) Carry out general track maintenance/remedial work – vegetation clearing, clean timber/install netting
	2) Arrange installation of safety signage where appropriate
	3) Develop and install hazard board at entrance
	4) Install additional railings to meeting building code at slip (photo 6)

	5) Repair non-working drinking fountains
Off the Beaten Track	6) Implement Option One or Two
Lower jetty	7) Repair timber jetty and install netting
Quarry pond	8) Seek professional advice regarding fencing/railing requirements for viewing landing and boardwalk
	9) Install caution signage on stage approach track
	10) Install netting on stage
Japanese Folly	11) Complete/repair bamboo fence
	12) Reinststate gravel and clean timber on steps



Creative Waikato
Toi Waikato

0508 427 892

hello@creativewaikato.co.nz

131 Alexandra Street, Hamilton
PO Box 9304, Hamilton 3240

10 July 2018

Re: Support for The Waitakaruru Arboretum and Sculpture Park

To whom it may concern,

The Waitakaruru Arboretum and Sculpture Park is a significant creative asset for the Waikato region. John and Dorothy Wakeling have over the last 27 years created a unique legacy in nature. 14 years ago this vision was extended to become an art-in-nature experience. At its peak, the park was attracting around 10,000 visitors per year.

Waitakaruru Arboretum has provided the unique opportunity for local and national artists to exhibit in a beautiful and unique setting. The setting itself in turn attracts a diverse audience. Locals, NZ and international tourists come and experience works of exceptional quality. Personally I delight most in hearing the stories of those who are not traditional art lovers who stumble upon exhibitions in unexpected outdoor places, and as a result encounter and experience the arts in an improvised and delightful way.

Creative Waikato commends the work that has been done to date to create a smart strategy for the future of the park, with the intent of retaining, protecting, growing and sharing this important asset with residents and tourists alike.

The idea of a collaborative partnership to share the base costs required to maintain the park and keep the doors open to the public for free entrance, makes perfect sense. As a region we need to be working on a no-boundary basis more often to support key community assets.

This proposal also aligns well with the intent and framework of the Waikato Arts Navigator, which has recently been adopted by the majority of Local Government Authorities across the region.

Thank you for your considered support of the future of Waitakaruru Arboretum and Sculpture Park.

Yours Sincerely,

Sarah Nathan
CEO
Creative Waikato

sarah@creativewaikato.co.nz

021 279 2338

Creative Play in the Park

Tauwhare, Ngati Haua, and Kiwitahi Schools on 10/8/18



Creative Play in the Park

Tauwhare, Ngati Haua, and Kiwitahi Schools on 10/8/18



Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive or General Manager
Date	25 September 2018
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	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 25 September 2018.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Committee meeting held on Tuesday 25 September 2018 be received;

AND THAT the following become resolutions of Council:

NZ Rally Events – INF1809/04

THAT Council decline the request for the upcoming NZ Silver Fern Rally being held on 23 and 24 November 2018 due to the nature, function and condition of the Otorohaea Trig Road and Kawhia Road;

AND THAT the Road Closure Motor Sport Events Policy be reviewed prior to 1 July 2019.

Stopping of Unformed Roads, Bartell Block at Pokeno – INF1809/05

THAT the unformed portion of Regina Street, and the unformed portion of Pokeno Street (shown as Section 1 SO 502528) which have previously been declared to be surplus to Council requirements, be stopped in accordance with the provisions of the Public Works Act 1981;

AND THAT Section I SO 502528 be transferred to Pokeno Village Holdings Limited (or nominee) at a price established by valuation and to be within property policy;

AND FURTHER THAT the proceeds of sale be credited to the Property Proceeds Reserve;

AND FURTHER THAT the Chief Executive be delegated to execute all relevant documentation.

Huntly War Memorial Hall – Update and Funding Movement Request – INF1809/06

THAT Council bring forward a total of \$140,000.00 of existing funding for the Huntly War Memorial Hall from the 2019/2020 year (\$50,000.00 under ICC10010.0220) and 2020/2021 year (\$90,000.00 under ICC10010.0121).

Approval of Proposed Raglan Community Board Road Name List INF1809/07

THAT Council approve the proposed Raglan Community Board Road Name List that includes the following eleven road names and one bridge name:

- Rangitahi Bridge,
- Rangitahi Road,
- Pekapeka Street,
- Omahina Street,
- Hapuapua Street,
- Kānuka Street,
- Te Huinga Lane,
- Rewarewa Lane,
- Kotare Street,
- Rata Lane,
- Tī kōuka Lane, and
- Māra Kai Lane.

3. ATTACHMENTS

INF Minutes 25 September 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 25 SEPTEMBER 2018** commencing at **9.01am**.

Present:

Cr DW Fulton (Chairperson)
Cr A Bech
Cr JA Church
Cr JM Gibb [from 9.43am]
Cr S Henderson [from 9.04am]
Cr SD Lynch
Cr FM McNally [until 12.10pm]
Cr BL Main [until 11.47am]
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson

Attending:

Mr B Cameron (Onewhero-Tuakau Community Board Chairperson)
Mr B MacLeod (Raglan Community Board Chairperson)
Mr I Cathcart (General Manager Service Delivery)
Mrs LM Wainwright (Committee Secretary)
Mr P McPherson (Acting Programme Delivery Manager)
Ms M May (Parks & Facilities Manager)
Ms M Smart (Property Officer)
Ms D Rawlings (Projects Team Leader)
Mr S Pandey (Project Manager: Te Kauwhata)
Mr G De la Rue (Acting Roading Manager)
Mr P Foote (Waikato District Alliance)
Mr C Chung (Raglan Holiday Park Papahua Chairperson)
Ms L Wilkins (Bizworx)
Members of staff
Members of the public
Media

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Sedgwick)

THAT an apology be received from His Worship the Mayor Mr Sanson and Cr McGuire;

AND THAT an apology for lateness be received from Cr Gibb.

CARRIED on the voices

INF1809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Fulton/Patterson)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 25 September 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 Chairs of the Onewhero-Tuakau Community Board and Raglan Community Board be given speaking rights for the duration of the open section of this meeting.

CARRIED on the voices

INF1809/02

DISCLOSURES OF INTEREST

Cr McNally advised members of the Committee that he would declare a non financial conflict of interest in item 5.6 [*Huntly War Memorial Hall – Update and Funding Movement Request*].

CONFIRMATION OF MINUTES

Resolved: (Crs Main/Church)

THAT the minutes of a meeting of the Infrastructure Committee held on Tuesday 28 August 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

INF1809/03

REPORTS**Raglan Holiday Park Papahua – Chairperson’s Annual Report for 1 July – 30 June 2018**
Agenda Item 5.1

The report was received [*INF1809/02 refers*] and discussion was held.

Mr Chung gave a verbal update and answered questions of the committee.

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

Raglan Holiday Park Papahua – Special Purpose Financial Statements for the year ended 30 June 2018
Agenda Item 5.2

The report was received [*INF1809/02 refers*] and discussion was held.

Ms Wilkins answered questions of the committee.

Service Delivery Report for September 2018
Agenda Item 5.3

The report was received [*INF1809/02 refers*] and discussion was held.

Cr Gibb entered the meeting at 9.43am during discussion on the above item.

NZ Rally Events
Agenda Item 5.4

The report was received [*INF1809/02 refers*] and discussion was held.

The meeting adjourned at 10.34am and resumed at 10.55am.

Resolved: (Crs Smith/Main)

THAT the Committee recommend to Council that it decline the request for the upcoming NZ Silver Fern Rally being held on 23 and 24 November 2018 due to the nature, function and condition of the Otorohaea Trig Road and Kawhia Road;

AND THAT the Infrastructure Committee recommend to Council that the Road Closure Motor Sport Events Policy be reviewed prior to 1 July 2019.

CARRIED on the voices

INF1809/04

Stopping of Unformed Roads, Bartell Block at Pokeno
Agenda Item 5.5

The report was received [*INF1809/02 refers*] and discussion was held.

The Property Officer gave a verbal update and answered questions of the committee.

Resolved: (Crs Sedgwick/Gibb)

THAT the unformed portion of Regina Street, and the unformed portion of Pokeno Street (shown as Section I SO 502528) which have previously been declared to be surplus to Council requirements, be stopped in accordance with the provisions of the Public Works Act 1981;

AND THAT Section I SO 502528 be transferred to Pokeno Village Holdings Limited (or nominee) at a price established by valuation and to be within property policy;

AND FURTHER THAT the proceeds of sale be credited to the Property Proceeds Reserve;

AND FURTHER THAT the Chief Executive be delegated to execute all relevant documentation.

CARRIED on the voices

INF1809/05

Huntly War Memorial Hall – Update and Funding Movement Request
Agenda Item 5.6

The report was received [*INF1809/02 refers*] and discussion was held.

The Projects Team Leader gave a verbal update and answered questions of the committee.

Resolved: (Crs Lynch/Patterson)

THAT the Infrastructure Committee recommend to Council to bring forward a total of \$140,000.00 of existing funding for the Huntly War Memorial Hall from the 2019/2020 year (\$50,000.00 under ICC10010.0220) and 2020/2021 year (\$90,000.00 under ICC10010.0121).

CARRIED on the voices

INF1809/06

Cr McNally declared a conflict of interest, withdrew from the chambers and did not speak to, or vote on this item.

Approval of Proposed Raglan Community Board Road Name List
Agenda Item 5.7

The report was received [*INF1809/02 refers*] and discussion was held.

Resolved: (Crs Thomson/Smith)

THAT the Committee approve the proposed Raglan Community Board Road Name List that includes the following eleven road names and one bridge name:

- Rangitahi Bridge,
- Rangitahi Road,
- Pekapeka Street,
- Omahina Street,
- Hapuapua Street,
- Kānuka Street,
- Te Huinga Lane,
- Rewarewa Lane,
- Kotare Street,
- Rata Lane,
- Tī kōuka Lane, and
- Māra Kai Lane.

CARRIED on the voices

INF1809/07

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Crs Gibb/Patterson)

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 28 August 2018

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	17 September 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes of Creative Communities Scheme Assessment Committee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Creative Communities Scheme Assessment Committee meeting held on Thursday 13 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Creative Communities Scheme Assessment Committee meeting held on Thursday 13 September 2018 be received.

3. ATTACHMENTS

CCS Minutes

MINUTES of a meeting of the Creative Communities Assessment Scheme Committee held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY 13 SEPTEMBER 2018** commencing at **10.10am**.

Present:

Ms M Soanes (Chairperson) [*from 10.10am until 11.55am and from 12.10pm*]
Cr S Henderson
Ms D Abraham [*from 12.08pm*]
Ms C du Bosky
Ms C Lang
Ms M Turner

Attending:

Mrs L Wainwright (Committee Secretary)
Mrs L van den Bemd (Community Development Co-ordinator)
Ms I-J Huirama (Team Administrator)
Ms I-J Huirama (Ngaruawahia Squash Racquets Club Inc – Mural Project)
Mr L Nathan (Waikato Rocks Trust – Raglan Music & Dance Festival)
Mr R Gallagher (Raglan Community Arts Council – Raglan Arts Weekend 2018)
Mr R Gallagher (Raglan Community Arts Council – Kids Clay Workshops)
Ms S Devlin (Onewhero Society of Performing Arts – Community Art Exhibition)
Ms S Hull (Onewhero Society of Performing Arts – Community Art Exhibition)
Ms M Allan (Cutting Edge Textiles – Turning over a New Leaf)
Mr R Montford (Glen Massey School – School Production)
Ms M Tuao (No Rules Here Exhibition)
Ms J Mako (Te Kauwhata Community House - Arts Facilitator Pilot Project)
Ms E Shead (Community Arts Based Workshop)
Ms V Kemp (Friendship House - Community Arts Based Workshop)

Ms Soanes assumed the chair for the duration of the meeting.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Soanes/Cr Henderson)

THAT an apology be received from Cr McGuire and Ms Muru;

AND THAT an apology for lateness be received from Ms Abraham.

CARRIED on the voices

CCSI809/01

CONFIRMATION OF STATUS OF AGENDA**Resolved: (Ms Soanes/Ms Lang)****THAT the agenda for a meeting of the Creative Communities Assessment Scheme Committee held on Thursday 13 September 2018 be confirmed and all items therein be considered in open meeting;****AND THAT all reports be received.****CARRIED on the voices****CCSI809/02****DISCLOSURES OF INTEREST**

Ms Huirama advised members of the Committee that she would declare a non financial conflict of interest in item 5.1 [*Ngaruawahia Squash Racquets Club Inc – Mural Project*].

Ms Soanes advised members of the Committee that she would declare a non financial conflict of interest in items 5.3 and 5.4 [*Raglan Community Arts Council – Raglan Arts Weekend 2019*] and [*Raglan Community Arts Council – Kids Clay Workshop*].

CONFIRMATION OF MINUTES**Resolved: (Ms Soanes/Ms Muru)****THAT the minutes of a meeting of the Creative Communities Assessment Scheme Committee held on Thursday 29 March 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****CCSI809/03****CREATIVE COMMUNITIES SCHEME ASSESSMENTS**

Application for Funding – Ngaruawahia Squash Racquets Club Inc – Mural Project
Agenda Item 5.1

The report was received [*CCSI809/02 refers*] and discussion was held.

Ms Huirama gave a verbal presentation and answered questions of the committee.

Application for Funding – Waikato Rocks Trust – Raglan Music & Dance Festival
Agenda Item 5.2

The report was received [*CCSI809/02 refers*] and discussion was held.

Mr Nathan gave a verbal presentation and answered questions of the committee.

Application for Funding – Raglan Community Arts Council – Raglan Arts Weekend 2019
Agenda Item 5.3

The report was received [CCS1809/02 refers] and discussion was held.

Mr Gallagher gave a verbal presentation and answered questions of the committee.

Application for Funding – Raglan Community Arts Council – Kids Clay Workshops
Agenda Item 5.4

The report was received [CCS1809/02 refers] and discussion was held.

Mr Gallagher gave a verbal presentation and answered questions of the committee.

Application for Funding – Onewhero Society of Performing Arts – Community Art Exhibition
Agenda Item 5.5

The report was received [CCS1809/02 refers] and discussion was held.

Ms Devlin and Ms Hull gave a verbal presentation and answered questions of the committee.

Application for Funding – Margherita Allan (Cutting Edge Textiles) – Turning over a New Leaf
Agenda Item 5.6

The report was received [CCS1809/02 refers] and discussion was held.

Ms Allan gave a verbal presentation and answered questions of the committee.

Application for Funding – Glen Massey School – School Production
Agenda Item 5.7

The report was received [CCS1809/02 refers] and discussion was held.

Mr Montford gave a verbal presentation and answered questions of the committee.

Application for Funding – Maryann Tuao – No Rules Here Exhibition
Agenda Item 5.8

The report was received [CCS1809/02 refers] and discussion was held.

Ms Tuao gave a verbal presentation and answered questions of the committee.

Application for Funding – Te Kauwhata Community House – Arts Facilitator Pilot Project
Agenda Item 5.9

The report was received [CCS1809/02 refers] and discussion was held.

Ms Mako gave a verbal presentation and answered questions of the committee.

Application for Funding – Friendship House – Community Arts Based Workshop
Agenda Item 5.10

The report was received [CCS1809/02 refers] and discussion was held.

Ms Shead and Ms Kemp gave a verbal presentation and answered questions of the committee.

The meeting adjourned at 11.02am and resumed at 11.37am.

REPORTS

Project Accountability Forms
Agenda Item 6.1

The report was received [CCS1809/02 refers] and discussion was held.

Resolved: (Ms Soanes/Ms du Bosky)

THAT the Creative Communities Scheme Assessment Committee notes that the following amounts have been spent:

Ruth Power	Inspire Children’s Holiday Music Programme	\$1,435.00
Max King-Raglan Community Arts Council	Art to Wear 2018	\$3,184.98
Raglan Community Arts Council	Kids Clay Term 1&2 2017	\$3,000.00
Raglan Community Arts Council	Kids Clay Term 3&4 2017	\$3,300.00
Michael Robins	Ruapuke Workshop	\$1,910.00
Maryann Tuao	Film maker’s workshop 2018	\$1,836.26
Raglan Community Arts Council	Raglan Arts Weekend 2018	\$2,200.00
Raglan Community Arts Council	Music Performances	\$1449.00

CARRIED on the voices

CCS1809/04

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	8 October 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Chief Executive’s Performance Review Subcommittee

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting of the Chief Executive’s Performance Review Subcommittee held on Monday 8 October 2018.

2. RECOMMENDATION

THAT the minutes of a meeting of the Chief Executive’s Performance Review Subcommittee held on Monday 8 October 2018 be received as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes to be circulated

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	5 September 2018
Prepared by	Rose Gray Council Support Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Minutes – Onewhero-Tuakau Community Board

1. EXECUTIVE SUMMARY

To receive the minutes of the Onewhero-Tuakau Community Board meeting held on Monday 3 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 3 September 2018 be received.

3. ATTACHMENTS

Minutes

MINUTES of a meeting of the Onewhero-Tuakau Community Board held in the Glen Murray Hall, 2400 Highway 22, Glen Murray on **3 SEPTEMBER 2018** commencing at **7.02pm**.

Present:

Mr B Cameron (Chairperson)
Ms C Conroy
Mr S Jackson
Mr V Reeve
Mrs B Watson

Attending:

Mrs RJ Gray (Council Support Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Watson/Mr Jackson)

THAT an apology be received from Cr Church, Cr Main and Mr Petersen.

CARRIED on the voices

OTCBI808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cameron/Ms Conroy)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 3 September 2018 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

OTCBI808/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Mr Jackson/Ms Conroy)****THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 6 August 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****OTCBI808/03****REPORTS**Public Forum
Agenda Item 5.1

No members of the public were in attendance.

Onewhero-Tuakau Works and Issues Report – September 2018
Agenda Item 5.2

Issues in the status report were fully discussed and the following additional issues were raised:

- Public Land Purchase: the General Manager Service Delivery is requested to update the Board on the proposed public land purchase.
- Main Street Upgrade – please check bollards have been maintained. The Board will explore other projects for the Main Street Upgrade. Please provide an explanation on the smaller variety of trees planted, as against the larger established trees. It was noted that the removed reusable bollards and rails are in storage at the Tuakau Emergency Services Hub Centre.

Resolved: (Ms Conroy/Mr Jackson)**THAT the report from the General Manager Service Delivery be received.****CARRIED on the voices****OTCBI808/04**

Discretionary Report to 22 August 2018
Agenda Item 5.3

Resolved: (Mr Cameron/Mr Reeve)

THAT the report from the Chief Operating Officer be received.

CARRIED on the voices

OTCBI808/05

Resolved: (Ms Conroy/Mrs Watson)

THAT catering expenses for the meeting at Glen Murray be reimbursed to Mr Jackson of \$42.94 and Mr Cameron of \$55.93 from the Chair's budget.

CARRIED on the voices

OTCBI808/06

Chairperson's Report
Agenda Item 5.4

The chairperson gave a verbal report on the following issues:

- Representation Review – a lot of work was involved and workshops held. Spoke to submission at Council.
- Attendance at Lightbody Reserve meeting and Tuakau Combined Sports Society meeting – positive meetings, and an opportunity for the Board to put funds into the group in some form or another.
- Working with the General Manager Service Delivery on Highway 22, following the March/April 2017 storm event and also, regarding the soil dumped there this year causing the side of the road to collapse.

Councillors' and Community Board Members' Report
Agenda Item 5.5

Verbal reports were received on the following items:

Mr Jackson and Mr Reeve attended a meeting with the Project Manager Pokeno and Tuakau, regarding beautification of the town and further development opportunities.

Mrs Watson encouraged attendance of Councillors at the Franklin Age Positive Expo on 28 September 2018. Armistice Day 11 November 2018 – Board to promote this event and agreed to look at purchasing a banner, flyers etc and invite local organisations for support. To further discuss the organisation at the October 2018 meeting.

Mr Jackson spoke of a meeting attended in Pukekohe that gave promise to progress in trails. It was agreed that the Tuakau Structure Plan requires updating before being included in the District Plan. Feedback is sought from Council as to the best process to progress trails in the area.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	11 September 2018
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV0506
Report Title	Receipt of Taupiri Community Board Meeting Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Taupiri Community Board meeting held on Monday 10 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Taupiri Community Board meeting held on Monday 10 September 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 10 SEPTEMBER 2018** commencing at **6.00pm**

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:

Mrs W Wright (Committee Secretary)
Mr D Saul (Senior Network Manager, NZTA)
3 Members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Lovell/Cr Gibb)

THAT an apology be received from Ms Morley.

CARRIED on the voices

TCBI809/01

It was acknowledged that the Deputy General Manager – Service Delivery forwarded his apologies for this meeting.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Lovell/Ms Pecekajus)

THAT the agenda for a meeting of the Taupiri Community Board held on Monday 10 September 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TCBI809/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Ms Lovell/Miss Ormsby-Cocup)****THAT the minutes of a meeting of the Taupiri Community Board held on Monday 13 August 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****TCBI809/03****SPEAKER**

Mr Deon Saul from NZTA gave a verbal update on the speed camera and information captured by it.

Tabled Item: Taupiri Noise Camera Feedback – 10 September 2018

REPORTS**Public Forum**

Agenda Item 6.1

The following items were discussed at the Public Forum

- Requesting sign posting to raise awareness of the speed camera
- Moving the speed camera closer to the round about/across town

Discretionary Fund to 29 August 2018

Agenda Item 6.2

The report was received [*TCBI809/02 refers*] and discussion was held.

Taupiri Works and Issues Report

Agenda Item 6.3

The report was received [*TCBI809/02 refers*] and discussion was held.

Chairperson's Report

Agenda Item 6.4

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

Councillors' Report

Agenda Item 6.5

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

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	20 September 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 11 September 2018.

2. RECOMMENDATION

THAT the minutes of the Raglan Community Board meeting held on Tuesday 11 September 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 11 SEPTEMBER 2018** commencing at **2.03pm**.

Present:

Mr R MacLeod (Chairperson)
Cr LR Thomson
Mr PJ Haworth
Mrs R Kereopa
Mrs GA Parson
Mr AW Vink

Attending:

Mrs RJ Gray (Council Support Manager)
Mr C Birkett (Monitoring Team Leader)
Mr K Pavlovich (Waters Manager)
Mr G Bellamy (Safety Engineer - Roading)
14 members of the public

Mrs Kereopa provided a karakia at the commencement of the meeting.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr MacLeod/Cr Thomson)

THAT an apology be received from **Mr Oosten**.

CARRIED on the voices

RCB1808/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr MacLeod/Mr Haworth)

THAT the agenda for a meeting of the Raglan Community Board held on Tuesday 11 September 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

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

AND FURTHER THAT the following item be discussed at an appropriate time during the course of the meeting:

- Raglan Naturally Update.

CARRIED on the voices

RCB1809/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mrs Parson/Cr Thomson)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 14 August 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

RCB1809/03

SPEAKER

Mr Ray Diprose, Technical Director Living Productions, was in attendance to address the Board. He spoke on 'Telling Stories through Multi Media'. He would like to set up a site where people can have access to footage of videos that might feature themselves. Discussion on advertising through Raglan Naturally. The members considered this a good project.

REPORTS

Discretionary Fund Report to 29 August 2018

Agenda Item 6.1

The report was received [*RCB1809/02 refers*] and discussion was held.

Raglan Works & Issues Report: Status of Items September 2018

Agenda Item 6.2

The report was received [*RCB1809/02 refers*] and discussion was held.

Issues were discussed from the register and an additional issue was raised:

- 12 Wainui Road subdivision – providing four extra carparks. These are additional to the TIF funded carparks.

The trend line in the service requests breakdown was discussed and the Waters Manager advised that timeframes had been met as investigation into this identified a problem with the close off of the requests. The upswing is considered seasonal and he believes the system is working well at present.

New Footpath Proposed Programme 2018/2019

Agenda Item 6.3

The report was received [*RCB1809/02 refers*] and discussion was held.

The Chair granted Mr Lawson speaking rights. He questioned the formula used for the proposed footpath programme and requested that the weighting appeared to be on traffic numbers not the safety of pedestrians. He talked about the connecting of footpaths being a priority for Raglan and that the speed of traffic poses a risk to the pedestrians.

The Roading Engineer advised there will be an increase in footpaths once the criteria is known for joining footpaths together. Safety will be a focus to fit in with the speed bylaw.

Funding has been granted for footpaths through the LTP submission process.

Councillor's Report

Agenda Item 6.4

The report was received [*RCB1809/02 refers*] and discussion was held.

Chairperson's Report

Agenda Item 6.5

The report was received [*RCB1809/02 refers*] and discussion was held.

Raglan Naturally Update

Add.Item

The Raglan Naturally Coordinator provided an update to the members. Commencing a community wide process and aim to start this with an advert in the Chronicle this week, setting out the dates and how they are going to do it. Planning a couple of rural meetings over the next month, a Town Hall event on 5 and 6 October, and also advertising with the Council around the blueprint workshop on 9 October. A website is to be up and running next week. Designing a survey to go out next week with regular adverts in the Chronicle. 11 focus groups set up and aiming to have their snapshot reports by the end of this week. Ongoing meetings with community stakeholders.

Members asked for clarity of the blueprint interface. It was noted that this was previously known as Master Planning.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	18 September 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 11 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Ngaruawahia Community Board meeting held on Tuesday 11 September 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 11 SEPTEMBER 2018** commencing at **6.19pm**

Present:

Mr J Whetu (Chair) *[from 6.46pm]*
Cr JM Gibb
Cr E Patterson
Ms R Kirkwood
Ms K Morgan
Ms J Stevens

Attending:

Mr GJ Ion (Chief Executive)
Mrs W Wright (Committee Secretary)
C Newport (Youth Representative)
Ms J Carter (St John)
Ms C Abbott (St John)
1 Member of the public

The Deputy Chair opened the meeting.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Kirkwood/Ms Morgan)

THAT an apology be received from **Ms Diamond** and **Mr Sherson**;

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

CARRIED on the voices

NCB1809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Kirkwood/Cr Patterson)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 11 September 2018 be confirmed and all items therein be considered in open meeting;

AND THAT the following item be discussed at an appropriate time during the course of the meeting;

- Change of Meeting Time

AND FURTHER THAT all reports be received;

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

CARRIED on the voices

NCBI809/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

REPORTS

St John, Ngaruawahia Presentation
Agenda Item 5.1

The report was received [*NCBI809/02 refers*] and discussion was held.

Ms Abbott and Ms Carter gave a powerpoint presentation and answered questions from the Board.

Tabled Item: Order of St John Powerpoint Presentation

The Chair entered the meeting at 6.46pm during discussion on the above item.

The Chair assumed the chair for the duration of the meeting.

CONFIRMATION OF MINUTES

Resolved: (Mr Whetu/Cr Gibb)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 14 August 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

NCBI809/03

REPORTS (CONTINUED)Discretionary Fund Report to 29 August 2018
Agenda Item 5.2

The report was received [*NCB1809/02 refers*] and discussion was held.

Ngaruawahia Works and Issues Report
Agenda Item 5.3

The report was received [*NCB1809/02 refers*] and discussion was held.

Item 1 [*Playground equipment at the Point*] was discussed:

Resolved: (Cr Gibb/Ms Stevens)

THAT the Ngaruawahia Community Board requests the Chief Executive to investigate the re-purpose of the old playground equipment at the Point to be used as dog agility equipment at the Ngaruawahia dog run.

CARRIED on the voices**NCB1809/04**Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.4

The report was received [*NCB1809/02 refers*] and discussion was held.

Change of Meeting Time
Add.Item**Resolved: (Cr Patterson/Ms Morgan)**

THAT the Ngaruawahia Community Board change its starting time to 6.00pm;

AND THAT Public Forum will be the first item on the Agenda.

CARRIED on the voices**NCB1809/05**Public Forum
Agenda Item 5.5

The member of the public who was present did not wish to speak during this time.

Chairperson's Report
Agenda Item 5.6

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

Councillors' Report
Agenda Item 5.7

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

Community Board Members' Report
Agenda Item 5.8

Members provided updates on current issues around the community.

There being no further business the meeting was declared closed at 7.58pm.

Minutes approved and confirmed this day of 2018.

J Whetu
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	20 September 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 18 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 18 September 2018 be received.

3. ATTACHMENTS

HCB minutes 18 September 2018

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 18 SEPTEMBER 2018** commencing at **6.00pm.**

Present:

Ms K Langlands (Chairperson)
Cr S Lynch
Cr F McNally [*until 6.48pm*]
Ms K Bredenbeck
Mr R Farrar
Mrs D Lamb
Mr C Rees
Mrs S Stewart

Attending:

Ms V Jenkins (HR Manager)
Mrs LM Wainwright (Committee Secretary)
Mr J Scott (Youth Representative)
Ms P Comins (Youth Representative)
Sergeant J Stapleford (NZ Police)
Mr C Young (Kimihi Lakes Project)
Members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Langlands/Mrs Stewart)

THAT an apology for early departure be received from Cr McNally.

CARRIED on the voices

HCBI809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Langlands/Mr Rees)

THAT the agenda for a meeting of the Huntly Community Board held on Tuesday 18 September 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

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

CARRIED on the voices

HCBI809/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Langlands/Cr McInally)

THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 21 August 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

HCBI809/03

REPORTS

NZ Police Update
Agenda Item 5.1

The report was received [*HCBI809/02 refers*] and discussion was held.

Sergeant Stapleford gave a verbal update on the following matters and answered questions of the Board:

- CCTV in Huntly,
- Crime trends, and
- Working with youth.

Discretionary Fund Report to 04 September 2018
Agenda Item 5.2

The report was received [*HCBI809/02 refers*] and discussion was held.

Huntly Community Plan Update
Agenda Item 5.3

The report was received [*HCBI809/02 refers*] and discussion was held on the following matters:

- Sports meeting held with good outcomes,
- Transport Hub,
- Interplan, and
- Zoning links – submission required.

Lions Club of Huntly
Agenda Item 5.4

The report was received [*HCBI809/02 refers*] and discussion was held. The Board is seeking a project proposal from the Lions Club on the removal and re-siting of the skips from Garden Place.

Kimihia Lakes Project
Agenda Item 5.5

The report was received [*HCBI809/02 refers*] and discussion was held.

Mr Young gave a verbal presentation on the Kimihia Lakes Project and answered questions of the Board.

Cr McNally retired from the meeting at 6.48pm during discussion on the above item.

Change of Public Forum Commencement Time
Agenda Item 5.6

The report was received [*HCBI809/02 refers*] and discussion was held.

Resolved: (Ms Langlands/Mrs Stewart)

THAT the Public Forum item be considered first on the Huntly Community Board's future agendas.

CARRIED on the voices

HCBI809/04

Cr Lynch requested her dissenting vote be recorded.

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

The report was received [*HCB/809/02 refers*] and discussion was held.

The HR Manager gave a verbal presentation and answered questions of the Board.

Public Forum
Agenda Item 5.8

The following items were discussed at the public forum:

- Huntly Community Angels – Christmas in the Park, and
- Movement of public forum item on the Board’s agenda.

Chairperson’s Report
Agenda Item 5.9

The report was received [*HCB/809/02 refers*] and discussion was held.

Councillor’s/Councillors’ and Board Members’ Reports
Agenda Item 5.10

The report was received [*HCB/809/02 refers*] and discussion was held.

Verbal reports were received on the following items:

- Cr Lynch reported on meetings, hearing and workshops attended,
- Kimihia Home update,
- Book chat group at Kimihia Home,
- Huntly Museum – working on their business plan, and
- Youth reps attending Rotary meeting.

There being no further business the meeting was declared closed at 7.21pm.

Minutes approved and confirmed this day of 2018.

K Langlands
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	24 September 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 5 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 5 September 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 5 SEPTEMBER 2018** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Mrs C Berney (Secretary)
Mr K Dawson
Mr D Hardwick
Mr T Hinton
Mr C Howells
Mr B Weaver

Attending:

Mr V Ramduny (Manager Strategy & Planning)
Mr J Marconi (Sport Waikato)
Ms F Devonshire (Sport Waikato)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr K Dawson, Mr B Weaver)

THAT an apology be received from Cr Sedgwick and Mr Cunningham.

CARRIED on the voices

TKCCI809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr D Hardwick, Mr T Hinton)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 5 September 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TKCCI809/02

DISCLOSURES OF INTEREST

Keith Dawson advised members of the Board that he would declare a financial conflict of interest in item Discretionary Fund Report.

Keith Dawson advised members of the Board that he would declare a non financial conflict of interest in item Discretionary Fund Report.

CONFIRMATION OF MINUTES

Resolved: (Mrs C Berney, Mr C Howells)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 1 August 2018 be confirmed as a true and correct record.

CARRIED on the voices

TKCCI809/03

REPORTS

Sport Waikato Introduction and Update
Agenda Item 5.1

Fiona and Jason from Sport Waikato gave a verbal report and answered questions from the Committee.

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

The report was received [TKCCI809/02 refers] and discussion was held.

Councillor's Report
Agenda Item 5.3

Vishal spoke to the Councillors report and answered questions of the Committee.

- Submission meeting for the District Plan happening on the 10th and 11th of September.
- Passenger rail proposal has been made public. Submissions to the Waikato Regional Council are encouraged. Need to be in by the 19th of September.

Discretionary Fund Report to 22 August 2018

Agenda Item 5.4

The report was received [TKCC1809/02 refers] and discussion was held.

Keith Dawson stood down from the table and excused himself during discussions.

Resolved: (Mrs C Berney, Mr B Weaver)

THAT the invoice for the basketball court \$16846.35 (incl) be paid to Earthcare Systems and the invoice for \$5275.05 be paid to Jackson Engineering. We resolve to pay the additional funds needed above the \$12,500 that we had originally committed to this project and pay the additional \$9841.40.

CARRIED on the voices

TKCC1809/04

Chairperson’s Report

Agenda Item 5.5

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

- The Blueprint workshop was well attended and well received.

PROJECTS UPDATE

Wetlands Walkway

Agenda Item 6.1

* As per Works and Issues report

Dog Park

Agenda Item 6.2

* As per Works and Issues report

There being no further business the meeting was declared closed at 8.32pm.

Minutes approved and confirmed this day of 2018.

T Grace
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	27 September 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 13 September 2018 are submitted for receipt.

2. RECOMMENDATION

THAT the minutes of a meeting of the Meremere Community Committee held on Thursday 13 September 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 13 SEPTEMBER 2018** commencing at **7.00pm**.

Present:

Mr J Katu (Chairperson)
Cr J Sedgwick
Mrs V Milton (Secretary)
Mr D Creed
Mr J Harman
Ms C Heta

Attending:

Mr M Balloch (Building Quality Manager)
Mr J Marconi (Sport Waikato)
Ms A Maipi (Waikato District Health Board)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Creed/Cr Sedgwick)

THAT an apology be received from Mr Ngatai and Mrs Jenkin.

CARRIED

MMCCI809/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Harman/Mr Creed)

THAT the agenda for a meeting of the Meremere Community Committee held on Thursday 13 September 2018 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED

MMCCI809/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Mr Creed/Mr Harman)

THAT the minutes of a meeting of Meremere Community Committee held on Thursday 9 August 2018 be confirmed as a true and correct record of that meeting.

CARRIED

MMCCI809/03

REPORTS

Central Rugby League Inc. Presentation
Agenda Item 5.1

Mr Jason Marconi gave a verbal presentation and answered questions from the Committee.

Works & Issues Report
Agenda Item 5.2

The report was received [MMCCI809/02 refers] and discussion was held.

Appointment of Secretary
Agenda Item 5.3

The report was received [MMCCI809/02 refers] and discussion was held.

Mrs Vivienne Milton was nominated by Mr Katu and seconded by Mr Creed and Mrs Milton accepted the nomination.

Resolved: (Mr Katu/Mr Creed)

THAT Vivienne Milton be appointed Secretary of the Meremere Community Committee.

CARRIED

MMCCI809/04

Councillor's Report
Agenda Item 5.4

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

Discretionary Fund Report to 29 August 2018
Agenda Item 5.5

The report was received [MMCCI809/02 refers] and discussion was held.

Resolved: (Mr Creed/Mr Harman)

THAT the commitment of \$200 from the Meremere Youth Group [MMCCI705/05/4] be returned to the pool.

Resolved: (Mr Harman/Ms Heta)

THAT a commitment of \$1,000 be made for purchasing of 20 tables for the Community Centre and the funds be paid into the Youth Account.

Resolved: (Mr Creed/Mr Harman)

THAT a commitment of \$300 be made towards the purchasing of feet for the new chairs in the Hall and the funds be paid into the Youth Account.

CARRIED

MMCCI809/05

GENERAL BUSINESS

The following items were discussed:

- Ms Aotea Maipi (Health Improvement Adviser) addressed the members of the Committee in relation to future support with relation to transporting of sports teams and general support
- Ms Irene Mtakwa addressed the committee with a proposal to use the Library Building for their fellowship group once the Library has moved to its new location
- Discussion was held with regards to the items that are stored at the Tennis Pavillion

There being no further business the meeting was declared closed at 8:50pm.

Minutes approved and confirmed this day of 2018.

J Katu
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 August 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 3 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 3 September 2018 be received.

3. ATTACHMENTS

TCC Minutes



**Minutes of Committee Meeting
Held 7.30pm on Monday September 3rd, 2018
Tamahere Community Centre**

Present:

TCC: Bevan Coley, Connie Chittock, Alison Ewing, Joy Wright, Dallas Fisher, Leo Koppens, Jane Manson, Graham McAdam

WDC: Cr Bech, Jacob Quinn, Ana Maria d'Aubert, Tony Whittaker, Karl Pavlovich

Gratten Investments: Bridget Parham (Tompkins Wake)

Tamahere Hub 4 Square; Satish and Jassie Parmar

Tamahere Hall Representative: Tony Nelson

Tamahere School: Ingrid ter Beek

Tamahere Lions: Robert McHugh

Apologies: Sue Robertson, Charles Fletcher, Shelly Howse, Ro Edge, James Yearsley

Confirmation of Minutes of Meeting held on August 6th, 2018

Moved: Leo Koppens

Seconded: Connie Chittock

All in Favour

1. Matters arising:

2. Correspondence Tabled

IN – Email

- WDC – Press release regarding Hamilton City Library access.
- Multiple committee members - Mitre 10 Community Group nomination suggestions.
- Leo Koppens for circulation to committee regarding NZTA N/S and East West pedestrian bridge issues.
- Cr Bech - information for NZTA pedestrian bridge meeting.
- Richard Clark WDC – response to Leo Koppens regarding sports field layout and tree planting positions.
- Gavin Ion WDC – response to TCC request for consideration of library and WDC office in Tamahere hub.
- Charles Fletcher to committee for consideration – draft discussion points to WDC and NZTA prior to pedestrian bridge meeting.
- Cambridge Edition - asking for updates on Tamahere activities
- Charles Fletcher – WRC press release on water management
- Leo Koppens – Hamilton to Cambridge Cycle connection.

OUT- Email

- TCC to Gavin Ion WDC - consideration of WDC office and library at Tamahere Hub.

- Leo Koppens to Richard Clark WDC – sports field layout and tree positions.
- Leo Koppens to committee – Birchwood to Cherry Lane road naming.
- Dallas Fisher to NZTA and WDC – discussion points for pedestrian bridge meeting.
- Sue Robertson to Anisha McPhee – nomination of Tamahere-Mangaone Restoration Trust for Mitre 10 Community of the Year Award.
- Leo Koppens to WDC – Gratten Subdivision update requested.

Moved: Leo Koppens **Seconded:** Connie Chittock **All in favour**

1. Gratten Development Update

Bridget Parham, Ann Marie Joubert and Tony Whittaker presented on behalf of WDC. TCC expressed displeasure at the management and outcome of the consent application process for 6 section sub-division on the Icepak site (with lots under the minimum required 5000sqm).

Despite the strong views of TCC and the community, WDC staff decided not to follow through the appeal at the Environment Courts -and did not debate this at a political level. The Gratten appeal to the Environment Court cited several unique site factors, foremost: proximity to SH1, site was derelict and previously used for commercial purposes and had a large coverage of hard surface with associated removal costs. There are no other comparable sites in this zone. WDC accepted 2 of these factors plus the low risk for a repeat situation and also weighed up the cost to ratepayers of a counter appeal. TCC asked what changes there are to policy to prevent this happening again and how will WDC rebuild trust.

WDC acknowledges the emotive nature of this site and that a different approach to the community would have been preferable. There have been significant amendments to the resource consent process since this application, limiting the opportunity to make similar applications or to appeal decisions made by WDC.

2. Tamahere Hub 4 Square

TCC welcomed Satish and Jassie Parmar who will open the 4 Square at the hub hopefully before Christmas. They are keen to hear what the community would like the store to provide. They will sell wine and beer and will work with TCC on a waste minimization plan.

Action; Contact details to Tamahere Forum

3. Cr Bech Report

- Proposed District Plan drop in session is currently underway at the Community Centre.
- Blueprint plan covering all WDC regions to be discussed October 8th. TCC will provide input to the draft prior to the public session with the final report out in March 2019.

Action; Jacob Quinn to circulate date/times.

- The local footpath works programme has been approved with several non-Te Awa lengths approved (including around Tauwhare and Matangi Roads)
- Birchwood Lane Designation - Luke McCarthy WDC reporting back
- NZTA/Mangaone gully easement – Cr Bech will update at Oct. meeting.
- Library – Cr Bech working on reinstatement of the previous service following community support for this. A local WDC office remains a valued idea.

4. Tamahere Recreational Reserve and Community Issues Report – Jacob Quinn

- **Proposed Tamahere Water Reservoir** – aims to provide 24 hours of water supply in case of emergency over and above tank water supply and allows for improved pressure for residents on the district boundaries.

WDC notes 3% - the equivalent of 40 tanks in the area are filled up daily from city water. Reservoir build cost of \$2.5 million for 3% is not justifiable.

TCC asks WDC to defer the reservoir works for the LTP period (3 years). This level of service is not required.

Action; Letter from TCC to Gavin Ion

- **Alan Turner Bridge** – This recently closed for 6 days affecting a large number of residents after WDC staff noticed what looked like willful damage. Notified on Stuff and FB page but not on the council website. Acknowledgement that this could have been better handled and the bridge opened sooner.
- **Tauwhare Rd** drainage work near the Bruntwood Rd intersection is potentially dangerous.

Action; Jacob to check

- **Proposed District Plan** – Significant Natural Areas (SNA's)

WDC has contacted Tamahere landowners with SNA's 4 times by letter since 2015 and are confident affected land owners are aware.

Action; Jacob to report on the number of SNA's in the area.

- **NZTA** – Bruce Waugh met with TCC and Te Awa at a special meeting last week. He is working on a site for the North South cycle/walking bridge only and will arrange for staff working on the East West cycle/walking bridge to update TCC. Bridge positions will determine the Te Awa pathway through Tamahere Park.

Action; Jacob/Cr Bech to follow up with Bruce Waugh

5. Other Business

- **Tamahere Community Centre Update**

Tony Nelson gave an update on upcoming hall maintenance including floor sanding, replacing under roof particle board with ply and new installation and reinstating the wall mounted basketball hoops with the correct support.

The hall committee is looking at purchasing a screen and possibly a projector for the meeting room.

TCC asked that the hall defibrillator which is currently positioned inside the front door be moved to the outside where it can be available for the sports grounds. The Hall Committee feel it is for the Hall users and should be inside, that TCC should look at another outside; TCC asks Hall Committee to consider that if the unit was bought with community raised funds (through the Hall levy) is it then not a community asset, not just a Hall user's asset? A further unit at the plaza was suggested.

- **Mitre 10 Community Group Nomination** – TCC has nominated the Tamahere – Mangaone Restoration Trust for this award.

- **Naming of East West Road (Cherry Lane to Birchwood)**

TCC supports the naming of this road after past councilor Wally Hayes.

Action; Leo to ask Wally Hayes

Jacob to check on the designation of the road

- **Verges** – these are overgrown and potentially affecting drainage beside the underbridge at Pickering Road

Action; Jacob to follow up

- **District Plan Subcommittee** – Leo, Sue and Charles will prepare a draft submission for the October meeting. Closing date for submissions is October 9th.
- **Lions** - Boffa Miskell have provided a price and location for the Lions BBQ project in Tamahere Park. Both require review.

Action; Jacob will contact Richard Clark regarding a build timeline and position closer to the hub and playground

Date of next meeting: Monday October 1st, 2018

Meeting closed at 9.55pm

Items for Next Meeting:

- District Plan draft submission
- East West Road naming

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	24 September 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 11 September 2018.

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 11 September 2018 be received.

3. ATTACHMENTS

PCC minutes 11 September 2018

Pokeno Community Committee

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno on 11th September 2018, commencing at 7.10pm.

Committee Members Present: Helen Clotworthy, Ric Odom, Todd Miller, Kris Hines, Charles Hackett, Doug Rowe, Janet McRobbie

WDC Staff In Attendance: Tony Whittaker, Ian Cathcart

Councillors in Attendance: Mayor Alan Sanson, Cr Stephanie Henderson

Community Members: Community members attended

1. **APOLOGIES.** Apologies were received from Cr J Church, Wayne Rogers, Tricia Graham, Blair Johnson

Moved that apologies be accepted.

Moved: Helen Clotworthy

Seconded: Kris Hines

2. **CONFIRMATION OF STATUS OF AGENDA:**

Moved that the agenda be confirmed.

Moved: Helen Clotworthy

Seconded: Kris Hines

3. **DISCLOSURE OF INTEREST:** Todd Miller declared potential conflict as an employee of Fire & Emergency NZ in relation to Agenda Item 5.1 and Ric Odom declared a potential conflict as CEO of Franklin Hospice in relation to a matter to be raised in General Business.

4. **CONFIRMATION OF THE MINUTES:**

Moved that the minutes of the meeting held on 14th August 2018 be accepted

Moved: Helen Clotworthy

Seconded: Janet McRobbie

5. **REPORTS:**

5.1. **Civil Defence Update.** Todd gave update on Civil Defence and Emergency. Discussions with St John resulted in them making their first response vehicle (normally based in Pukekohe) available in Pokeno. Initially, this would be staffed by willing off-duty St John staff with a view to engaging and training suitable local volunteers. There was a view expressed that St John are not particularly forthcoming in providing support for communities in the Waikato District. It was noted that while the vehicle is based in Pukekohe, it is used by and funded by the Tuakau community. St John indicated they would be open to opening a volunteer base in Pokeno but that volunteers would need to meet St John criteria.

Talking to the new fire station in Pokeno, Todd advised that Fire & Emergency New Zealand (FENZ) have indicated that planning for this will proceed. FENZ is going through a consultation process. It impacts on Pokeno in that there is discussion on moving current FENZ boundaries. Currently, the Mercer station is managed and supported by the Manukau area but under the new proposal, it is intended this will change to Hamilton which could lead to a degradation of service. The Mercer Chief Fire Officer is challenging this change and Todd requests that the Pokeno Community Committee supports the challenge. Mayor Sanson expressed a view that this area would be best supported from South Auckland. The Committee decided that it does support the Mercer Fire Chief's position and asked Todd to convey that support.

Moved that the report be accepted

Moved: Helen Clotworthy

Seconded: Doug Rowe

5.2 Works & Issues. Ian Cathcart talked to the update contained in the meeting papers. He advised that the cars owned by the real estate agents are entitled to park in the area adjacent to the War Memorial. Kris questioned the time line of the roading update as it seems to clash with the opening of the Hitchens Bridge. Ian advised that all attempts are being made to ensure the work is appropriately scheduled. While final designs have yet to be completed, they are trying to meet the stated deadlines.

No decision has yet been made on the location of the Pokeno Library and community consultation will occur on this in due course.

Helen asked if Council would take up issues with Counties Power on behalf of the community. Mayor Sanson advised that a council staff member has taken this up with Counties Power.

Doug mentioned that a walkway off Muirhill Crescent and Hillpark Drive seems incomplete as it goes nowhere. Ian will follow up.

5.3 Pokeno Committee Schedule. Helen indicated that the schedule should be updated and while we have had guests arranged by Council staff, it is now our responsibility. It was agreed to ask Colin Bottica to attend the October Meeting. For the November meeting, the Committee asked if there could be an update on the supermarket in November. Tony suggested that as Council is in regular contact with Progressive, a Council member ask them when a suitable time would be for an update and an indication could probably be made at the October meeting. The Committee did ask Tony to indicate to Progressive that it is keen to continue engagement.

Joel McKinlay is the developer of the proposed ecotourism venture under consideration in Tata Valley and was asked to present on this at the November meeting.

5.4 Market Square. Tony Whittaker spoke to this and reminded the committee about the discussion held at the last Committee meeting which Progressive representatives attended. Tony reminded the meeting that the aim was to have an appropriately sized supermarket in Pokeno. Progressive understood this and have adjusted their planning so a larger (Countdown) supermarket is built. This will require a different footprint but Council was adamant it needed to preserve land holdings and the challenge is how this might be achieved. The Progressive senior management is putting pressure on the local management to get a quick resolution so building can commence or the plan may be abandoned. With this in mind, an option is for Council to sell the land currently designated a paper road and invest the money raised from this to protect it for future use in Pokeno. The original concept of a land swap is unlikely to be resolved in time to meet Progressive's time constraints. As Progressive intends submitting a new resource consent application by Christmas, some early decisions need to be made. The resource consent will be a notified consent so that residents have an opportunity to comment. Progressive are keen to retain the southwest corner land area that had previously be considered as a site for the new library. In order to progress,

Progressive have undertaken to build a plaza/public space in this area at their cost. Tony tabled a map but wished to make it clear that this was only to show what a potential new Market Square might look like. This plan was therefore only to give an idea of context relating to a land swap and it should not be regarded as a final concept. Helen wanted to re-iterate her opposition to losing Market Square space to the service station and losing the southwest corner space which had been earmarked for some additional retail and community facilities. There was robust discussion and Ian provided a useful summary.

5.5 Update on Christmas Parade. No update.

5.6 Street Names. Helen advised that another list of approximately 20 names has been submitted but this will be an ongoing requirement.

5.7 Chairpersons Report. Helen spoke to this, covering issues that are not covered under other agenda items. The Committee requests that Council note these issues. Kris advised that a significant amount of wire has been removed from the tennis courts. This should be reported to Police.

5.8 Councillors Report. Cr Henderson indicated staff had covered most issued but reminded the meeting that there are drop-in sessions on the District Plan in various areas including in Pokeno on 20th September.

5.9 Committee Reports. Doug had no update from the Community Patrol but noted that Pokeno will soon lose its community constable. Doug reminded the meeting that there are Meet and Greet sessions every Thursday from 10.00-12.00 in the Pokeno Hall. A trivia quiz is held and morning tea is provided. All are welcome and there are regularly about 16 attendees.

5.10 Synlait. John Roberts provided an update. Three days of construction were lost as a result of the original contractor going into receivership but construction appears to now be back on track. In less than a year, Synlait will be processing milk. John is keen to get a canteen provider onsite from now for approximately 9 months servicing up to 250 workers so this is an opportunity for someone local. He is also keen to hold an open day possibly in October. This can't include a tour as it is a construction site but there will be static displays and staff available to answer questions.

Ric made a request to include a sign promoting the Garden Ramble attached to the Blackboard. This wasn't approved but a notice promoting the event could be written on the blackboard.

Doug raised an issue about the amount of dog excrement in the area. It was noted that the committee has previously raised a request for dog excrement bins and signs to be placed in several areas. But no action has been taken and requests that this be included in Works & Issues.

Doug also asked if the dog park could have separated areas for different sized dogs at the dog park. Todd advised that as trees had been planted to provide shelter, there are limitations as to use so there may be insufficient space to create separate areas.

Todd commented that he believes dog agility businesses are running their business at the dog park. Cr Henderson advised that businesses should not be conducting business on council land.

Janet advised that the Hall is being well utilised by various community groups.

CLOSURE: There being no further business, the meeting was closed at 9.05pm

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	20 September 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 10 September 2018

Receipt of Minutes:

- **Strategy & Finance Committee dated Tuesday 25 September 2018**
- **Infrastructure Committee dated Wednesday 26 September 2018**

REPORTS

a. Mayoral Delegation to China

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

Reason for passing this resolution to withhold exists under:	Ground(s) under section 48(1) for the passing of this resolution is:
Section 7(2)(b)(f)	Section 48(1)(3)(d)

b. Tamahere Recreation Reserve

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

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

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

Section 48(1)(3)(d)

c. Legal Proceedings

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

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

Section 7(2)(f)(g)

Section 48(1)(3)(d)

d. Chief Executive's Issues

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

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

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

Section 48(1)(a)(d)

e. Mayoral Issues

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

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

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

Section 48(1)(a)(d)

3. ATTACHMENTS

Nil
