

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngauruawahia on **MONDAY 11 MARCH 2019** commencing at **1.15pm**.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

4.1 Minutes of a meeting held on Monday 11 February 2019 3

5. COMMITTEE AND DEPARTMENTAL REPORTS

5.1 Policy & Regulatory Committee

5.1.1 Receipt of Committee Minutes 11

5.1.2 Receipt of RMA Hearing Minutes – TI Bawden – 23 August 2018 16

5.1.3 Receipt of RMA Hearing Minutes – Mainland Poultry – 17 December 2018 20

5.1.4 Zero Harm Update 25

5.1.5 2019 Triennial Elections 31

5.2 Strategy & Finance Committee

5.2.1 Receipt of Committee Minutes 44

5.3 Infrastructure Committee

5.3.1 Receipt of Committee Minutes 53

5.3.2 Petition from Residents of Rataroa Road 61

5.4 Other Committees

5.4.1	Minutes of the Chief Executive's Performance Review Subcommittee	72
5.4.2	Minutes of the Water Governance Board	76
5.4.3	Minutes of the Waikato Raupatu River Trust and Waikato District Council Co-Governance Committee	82

6. COMMUNITY BOARD MINUTES

6.1	Receipt of Onewhero-Tuakau Community Board Minutes	87
6.2	Receipt of Taupiri Community Board Minutes	93
6.3	Receipt of Raglan Community Board Minutes	98
6.4	Receipt of Ngaruawahia Community Board Minutes	104
6.5	Receipt of Huntly Community Board Minutes	110

7. COMMUNITY COMMITTEE MINUTES

7.1	Receipt of Te Kauwhata Community Committee Minutes	115
7.2	Receipt of Tamahere Community Committee Minutes	119
7.3	Receipt of Pokeno Community Committee Minutes	124

8. EXCLUSION OF THE PUBLIC 129

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	12 February 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting held on Monday 11 February 2019.

2. RECOMMENDATION

THAT the minutes of a meeting of Waikato District Council held on Monday 11 February 2019 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Minutes 11 February 2019

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 11 FEBRUARY 2019** commencing at **1.15pm**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
 Cr JA Church
 Cr JM Gibb [until 2.11pm and from 2.10pm]
 Cr SL Henderson
 Cr SD Lynch
 Cr RC McGuire
 Cr FM McNally
 Cr BL Main
 Cr EM Patterson
 Cr JD Sedgwick [until 2.11pm and from 2.10pm]
 Cr NMD Smith
 Cr LR Thomson

Attending:

Mr GJ Ion (Chief Executive)
 Mr TG Whittaker (Chief Operating Officer)
 Mr C Morgan (General Manager Community Growth)
 Mrs S O’Gorman (General Manager Customer Support)
 Mr R MacCulloch (Deputy General Manager Service Delivery)
 Mrs LM Wainwright (Committee Secretary)
 Mr G Bellamy (Safety Engineer – Roading)
 Ms L Shirley (Zero Harm Manager)
 Ms L Wilson (Waikato Times Reporter)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Patterson)

THAT an apology be received from Cr Bech and Cr Fulton who is representing Council at the Regional Land Transport meeting.

CARRIED on the voices

WDC1902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Main)

THAT the agenda for a meeting of the Waikato District Council held on Monday 11 February 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 9 which shall be considered with the public excluded.

CARRIED on the voices

WDC1902/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs McInally/Main)

THAT the minutes of a meeting of the Waikato District Council held on Monday 10 December 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WDC1902/03

COMMITTEE AND DEPARTMENTAL REPORTS

Policy & Regulatory Committee

Receipt of Hearing Minutes – Wrigley & Stevenson
Agenda Item 5.1.1

Resolved: (Crs Gibb/Sedgwick)

THAT the minutes of a meeting of the Regulatory Subcommittee held on Wednesday 21 November 2018 for Wrigley & Stevenson be received.

CARRIED on the voices

WDC1902/04

Receipt of Hearing Minutes – 2018 Amendments to 2011 Speed Limit Bylaw – P&R1812/03
Agenda Item 5.1.2

The Safety Engineer – Roading gave a verbal update and answered questions of the committee.

Resolved: (Crs Sedgwick/Church)

THAT the minutes of a hearing for 2018 Amendments to 2011 Speed Limit Bylaw held on 12 December 2018 be received.

CARRIED on the voices

WDC1902/05

Resolved: (Crs Sedgwick/Smith)

AND THAT Council adopts the recommended 2018 Amendments to the Waikato District Council Speed Limit Bylaw 2011.

CARRIED on the voices

WDC1902/06

Zero Harm Update
Agenda Item 5.1.3

The Zero Harm Manager took the report as read and answered questions on the following matters:

- safety conversations,
- injury at pound – finalising the investigation at present,
- reviewing Health & Safety plans with a focus on critical risk,
- overspeeds are not tracking down,
- reviewing of contracts, systems and processes, and
- MOU documents with volunteer groups.

Resolved: (Crs Sedgwick/Patterson)

THAT the report from the Chief Executive be received.

CARRIED on the voices

WDC1902/07

Development Contributions Assessment Reconsideration for Waikato Diocesan Trust Board

Agenda Item 5.1.4

Resolved: (Crs Sedgwick/Lynch)

THAT the report from the General Manager Community Growth be received.

CARRIED on the voices

WDCI902/08

Resolved: (Crs Church/Gibb)

THAT Council does not approve the remission of Development Contributions as requested by the Waikato Diocesan Trust Board;

AND THAT when Council reviews the Development Contributions Policy in 2020 that it considers the impact of including specific provisions for Charitable organisation.

CARRIED on the voices

WDCI902/09

Cr Sedgwick requested her dissenting vote be recorded.

OTHER COMMITTEES

Receipt of Water Governance Board Minutes

Agenda Item 5.4.1

Resolved: (Crs Henderson/Thomson)

THAT the minutes of a meeting of the Water Governance Board held on Friday 16 November 2018 be received.

CARRIED on the voices

WDCI902/10

COMMUNITY BOARD MINUTES

Receipt of Onewhero-Tuakau Community Board Minutes

Agenda Item 7.1

Resolved: (Crs Church/Henderson)

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

CARRIED on the voices

WDCI902/11

Receipt of Raglan Community Board Minutes
Agenda Item 7.2

Resolved: (Cr Thomson/His Worship the Mayor)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 4 December 2018 be received.

CARRIED on the voices

WDC1902/12

COMMUNITY COMMITTEE MINUTES

Receipt of Te Kauwhata Community Committee Minutes
Agenda Item 8.1

Resolved: (Crs Sedgwick/Patterson)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 5 December 2018 be received.

CARRIED on the voices

WDC1902/13

Receipt of Tamahere Community Committee Minutes
Agenda Item 8.2

Resolved: (His Worship the Mayor/Cr Patterson)

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

CARRIED on the voices

WDC1902/14

Receipt of Pokeno Community Committee Minutes
Agenda Item 8.3

Resolved: (Crs Church/Henderson)

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

CARRIED on the voices

WDC1902/15

Cr Gibb and Cr Sedgwick withdrew from the meeting at 2.11pm following discussion on the above item.

CHIEF EXECUTIVE'S REPORT

Agenda Item 6

The Chief Executive gave a verbal report on the following matters:

- Direct Animal Action petition

Cr Gibb and Cr Sedgwick were not present for this item.

EXCLUSION OF THE PUBLIC

Agenda Item 9

Resolved: (Crs McInally/Thomson)

THAT the report from the Chief Executive be received;

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

Confirmation of Minutes dated Monday 10 December 2018

REPORTS**a. 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)

b. 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)

CARRIED on the voices

WDC1902/16

Cr Gibb and Cr Sedgwick re-entered the meeting at 2.19pm during discussion on the above item and were present when voting took place.

Resolutions WDC1902/17 - WDC1902/19 are contained in the public excluded section of these minutes.

There being no further business the meeting was declared closed at 3.10pm.

Minutes approved and confirmed this day of 2019.

AM Sanson
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	20 February 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Policy & Regulatory Committee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of a meeting by the Policy & Regulatory Committee held on Tuesday 19 February 2019.

2. RECOMMENDATION

THAT the minutes of a meeting by the Policy & Regulatory Committee held on Tuesday 19 February 2019 received.

3. ATTACHMENTS

P&R Meeting Minutes

MINUTES of a meeting of the Policy & Regulatory Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 19 FEBRUARY 2019** commencing at **11.30am**.

Present:

Cr JD Sedgwick (Chairperson)
Cr AD Bech
Cr JA Church
Cr DW Fulton
Cr JM Gibb [*from 11.32am*]
Cr SL Henderson
Cr SD Lynch
Cr RC McGuire
Cr FM McInally
Cr BL Main
Cr EM Patterson
Cr NMD Smith
Cr LR Thomson [*from 11.35am*]

Attending:

Mr T Whittaker (Chief Operating Officer)
Ms S O’Gorman (General Manager Customer Support)
Mr I Cathcart (General Manager Service Delivery)
Mrs W Wright (Committee Secretary)
Mr W Hill (Consents Team Leader)
Ms E Makin Consents Team Leader – East)
Mr J Wright (Senior Planner)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs McInally/Main)

THAT an apology be received from His Worship the Mayor;

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

CARRIED on the voices

P&R1902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Church/Lynch)

THAT the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday 19 February 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

P&R1902/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Bech/Lynch)

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

CARRIED on the voices

P&R1902/03

Cr Gibb entered the meeting at 11.32am during voting on the above item.

CONFIRMATION OF HEARING MINUTES

Resolved: (Crs Church/Bech)

THAT the minutes of a hearing for 2018 Amendments to 2011 Speed Limit Bylaw held on 12 December 2018 be confirmed.

CARRIED on the voices

P&R1902/04

RECEIPT OF HEARING MINUTES

Resolved: (Crs Main/Lynch)

THAT the minutes & decision of a hearing for TI Bawden held on 23 August 2018 be received.

CARRIED on the voices

P&R1902/05

RECEIPT OF DOG HEARING MINUTES**Resolved: (Crs Gibb/Thomson)****THAT the minutes and decision of a hearing for the Objection to Menacing Classification – Roxanne Wrigley held on Wednesday 21 November 2018 be received.****CARRIED on the voices****P&R1902/06**

Cr Thomson entered the meeting at 11.35am during voting on the above item.

RECEIPT OF RMA HEARING MINUTES**Resolved: (Crs Lynch/McGuire)****THAT the minutes and decision of a hearing for Mainland Poultry Limited held on Monday 17 December 2018 be received.****CARRIED on the voices****P&R1902/07****REPORTS**Delegated Resource Consent Approved for the months of November and December 2018 and January 2019

Agenda Item 6.1

The report was received [*P&R1902/02 refers*] and discussion was held.Summary of Applications Determined by the District Licensing Committee October – December 2018

Agenda Item 6.2

The report was received [*P&R1902/02 refers*] and discussion was held.2019 Meeting Calendar

Agenda Item 6.3

The report was received [*P&R1902/02 refers*].

Chief Executive's Business Plan

Agenda Item 6.4

The report was received [P&R1902/02 refers].

There being no further business the meeting was declared closed at 11.48am.

Minutes approved and confirmed this day of 2019.

Cr JD Sedgwick
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 February 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of RMA Hearing Minutes – TI Bawden

1. EXECUTIVE SUMMARY

To receive the minutes of a hearing for TI Bawden held on 23 August 2018.

2. RECOMMENDATION

THAT the minutes of a hearing for TI Bawden held on 23 August 2018 be received.

3. ATTACHMENTS

Hearing minutes – TI Bawden

MINUTES of a hearing by Joint Commissioners acting on behalf of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **23 AUGUST 2018** commencing at **9.00am**.

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

Present:

Commissioner David Hill (Chairperson)
Commissioner DW Fulton

Attending:

Cr J Gibb
Mrs W Wright (Committee Secretary)
Ms S Brown (BCD Group)
Ms B Parham (Legal Counsel for Waikato District Council)
Ms E Makin (Consents Team Leader – East)
Mr J Templeton (Land Development Engineer – Intermediate)
Mr G Bellamy (Safety Engineer – Roading)
Mr D Bastion (Team Leader – Land Development Engineering)
Dr J Forret (Harkness Henry – for the Submitter)
Ms A Till (Harkness Henry)
Mr R Simpson (Submitter)
Ms A Simpson (Director, Horotiu Properties Ltd)
Mr N Robins (Traffic Engineer)
Mr G Ruffell (for the Applicant)
Ms S Goodwin (for the Applicant)
Mr TI Bawden (Applicant)
Mr A Black (Gray Matter)
Ms N McMinn (Gray Matter)
4 Members of Staff

HEARING – T I BAWDEN

File No. LUC0148/17

Application by Todd Bawden to undertake earthworks and filling adjacent to the Waikato Expressway which exceeds the maximum permitted area, volume and depth thresholds and the proposal involves a new activity that will temporarily increase traffic movements to River Road in the Rural Zone.

INTRODUCTION

Commissioner Hill introduced the members of the hearing panel and welcomed all parties.

HEARING OF THE APPLICATION

Ms Brown and Mr Bastion presented written evidence and answered questions of the committee (doc #1 and doc #2 respectively).

The hearing adjourned at 9.55am and resumed at 10.06am.

HEARING OF SUBMISSIONS

Mr Goodwin presented written evidence and answered questions of the committee (doc #3).

Ms McMinn presented written evidence and answered questions of the committee (doc #4).

The hearing adjourned at 11.06am and resumed at 11.24am.

Dr Forret presented written evidence and answered questions of the committee (doc #5).

The hearing adjourned at 12.32pm and resumed at 1.22pm.

Mr Robins presented verbal evidence and answered questions of the committee.

STAFF REPORT

The Consents Team Leader provided a summary of information provided and answered questions of the committee (docs #6-10).

Ms Brown continued her evidence (doc #1).

The hearing adjourned at 2.05pm and resumed at 2.25pm.

RIGHT OF REPLY

The applicant's representative gave his right of reply. Ms McMinn gave her right of reply.

The hearing adjourned at 2.34pm and the decision reserved.

DELIBERATIONS

The Commissioners undertook deliberations on all evidence presented.

DECISION

THAT the Hearing Joint Commissioners confirmed the application of T I Bawden be granted subject to conditions as outlined in the decision dated 22 November 2018.

HE1808/01

The hearing was declared closed at 12pm on 1 November 2018.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 February 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of RMA Hearing Minutes – Mainland Poultry

1. EXECUTIVE SUMMARY

To receive the minutes of a hearing for Mainland Poultry held on 17 December 2018.

2. RECOMMENDATION

THAT the minutes of a hearing for Mainland Poultry held on 17 December 2018 be received.

3. ATTACHMENTS

Hearing minutes – Mainland Poultry

MINUTES of a hearing by Joint Commissioners acting on behalf of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 17 DECEMBER 2018** commencing at **9.00am**.

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

Present:

Commissioner D Hill (Chairperson)
Commissioner DW Fulton

Attending:

Ms E Makin (Consents Team Leader – East)
Mr D Bastion (Team Leader – Land Development Engineering)
Mrs LM Wainwright (Committee Secretary)
Ms C Walker (Consultant Planner)
Ms B Parham (Legal Counsel for Waikato District Council)
Mr J Pene (Senior Environmental Engineer & Principal, Tonkin & Taylor)
Mr M Graham (Landscape Architect on behalf of Mansergh Graham)
Mr A Gray (Civil/Transport Engineer, Gray Matter)
Mr P Page (Legal Counsel for Mainland Poultry)
Mr M Guthrie (Managing Director, Mainland Poultry)
Mr J Winmill (General Manager, Mainland Poultry)
Mr D Van Kekem (Managing Director, NZ Air Ltd)
Ms C Lawton (Principal Landscape Architect, Lawton Landscape Architects)
Ms J Makinson (Transportation Engineering Manager, CKL)
Mr B Knight (Civil Engineering Manager, CKL)
Ms B Rhynd (Environmental Engineer, CKL)
Ms C Drewery (Associate Director – Acoustics, AECOM)
Mr C McDean (Director, Kinetic Environmental Consulting Ltd)
Mr L Muldowney (Legal Counsel for Farris, Aughton and Van Tiel)
Dr T Brady (Odour Expert)
Dr M Van Tiel (Submitter)
Mr P Weake (Submitter)
Members of the public
Members of staff

HEARING – MAINLAND POULTRY LIMITED

File No. LUC0441/17

Application by Mainland Poultry Limited for a Landuse Consent for an intensive farming activity - egg laying and chicken rearing facility at 64 Old Road, Orini.

INTRODUCTION

Commissioner Hill introduced the members of the hearing panel, welcomed all parties and outlined the hearing process.

HEARING OF THE APPLICATION - APPLICANT

Mr Page, Legal Counsel for the applicant presented written and verbal evidence and answered questions of the committee (see docs. 1 and 2).

Mr Guthrie, Managing Director of Mainland Poultry presented verbal evidence and answered questions of the committee.

Mr Winmill, General Manager of Mainland Poultry presented written and verbal evidence and answered questions of the committee (see doc 3).

Mr Van Kekem, General Manager of NZ Air Ltd presented written and verbal evidence and answered questions of the committee (see doc 4).

The meeting adjourned at 11.16am and reconvened at 11.37am.

Ms Lawton, Principal Landscape Architect, presented verbal evidence and answered questions of the committee.

Ms Makinson, Lawton, Transportation Engineering Manager, presented verbal evidence and answered questions of the committee.

Mr Knight, Civil Engineering Manager, presented verbal evidence and answered questions of the committee.

Ms Rhynd, Environmental Engineer, presented verbal evidence and answered questions of the committee.

Ms Drewery, Associate Director – Acoustics, AECOM, presented verbal evidence and answered questions of the committee.

Mr McDean, Director, Kinetic Environmental Consulting Ltd, presented verbal evidence and answered questions of the committee.

The meeting adjourned at 12.20pm for a site visit and reconvened at 2.00pm.

HEARING OF THE APPLICATION - SUBMITTERS

Mr Muldowney, Legal Counsel for Farris, Aughton and Van Tiel, presented written and verbal evidence and answered questions of the committee (doc 5). Mr Muldowney requested that item 5(b) of the Report on Odour Export Conference be noted (doc 6).

Dr Brady, Odour Expert, presented verbal evidence and answered questions of the committee.

Mr Pene, Senior Environmental Engineer & Principal, Tonkin & Taylor, presented written and verbal evidence and answered questions of the committee (doc 7).

Mr Van Kekem, General Manager of NZ Air Ltd answered questions of the committee.

The meeting adjourned at 3.03pm and reconvened at 3.10pm.

Ms Ferris, presented written and verbal evidence and answered questions of the committee (doc 8).

Dr Van Tiel presented written and verbal evidence and answered questions of the committee (doc 9).

Dr Eagle presented written and verbal evidence (doc 10).

The hearing adjourned at 4.06pm and resumed at 4.21pm.

Mr Weake presented verbal evidence and answered questions of the committee (doc 11).

WAIKATO DISTRICT COUNCIL

Ms Parham, Legal Counsel for Waikato District Council, presented written and verbal evidence and answered questions of the committee (doc 12).

Mr Pene, Senior Environmental Engineer & Principal, Tonkin & Taylor, answered questions on the FIDOL method.

Mr Graham, Landscape Architect on behalf of Mansergh Graham, presented verbal evidence and answered questions of the committee.

Mr Gray, Civil/Transport Engineer, Gray Matter, presented verbal evidence and answered questions of the committee.

Mr Bastion, Team Leader – Land Development Engineering, presented verbal evidence and answered questions of the committee.

Ms Walker, Consultant Planner, presented written and verbal evidence and answered questions of the committee (doc 13).

RIGHT OF REPLY

The applicant's Legal Counsel gave his right of reply.

The hearing adjourned at 5.45pm and the decision reserved.

DELIBERATIONS

The Commissioners undertook deliberations on all evidence presented.

DECISION

THAT the Joint Commissioners confirmed the application of Mainland Poultry Limited be granted subject to conditions as outlined in the decision dated 30 January 2019.

HE1812/01

The hearing was declared closed at 11.48am on Sunday 23 December 2018.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	26 February 2019
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, Executive Leadership Team and People Leaders continue to undertake Safety Engagement Conversations. The Zero Harm team have been providing coaching and support to People Leaders on the use of the BWare Safety Manager mobile application to ensure safety conversations can be easily recorded.

A review of the last three months of Safety Engagement Conversation data showed that positive engagement conversations accounted for 71% of the total recorded. Examples of positive conversations included:

- Providing recognition of working safely
- Feedback on hazard identification

- Discussing the importance of worker wellbeing

Work Safe, Home Safe

The Zero Harm team with support from the Communications Team is currently working on a video to be shared with all workers. The purpose of the video is to use an innovative way to refresh key health and safety messages that were shared during the 2018 Start Safe Sessions.

Safety Action Team

The Safety Action team (SAT) membership has been reviewed against the new organisational structure. Requests for additional workgroup SAT representatives have been sent to the relevant General Managers to action.

Health and Wellness

Wellness has been a key focus for the Zero Harm team who are in the process of developing a Wellness Strategy and Plan based around the Te Whare Tapa Wha health model. The model reinforces cornerstones of our health: Hinengaro; psychological, Tinana; physical, Whanau; family, and Wairua; spiritual.

The Zero Harm team have relaunched Synergy Health's Tracksuit Inc. within the organisation and supported the initiation of 'The Wellness Collective'. Tracksuit Inc. provides a proactive approach to managing both physical and mental health to compliment the provision of the Vitae Employee Assistance service.

The Wellness Collective who met for the first time on 8 February, is a group of 43 staff that promote wellness initiatives within the organisation. 37% of the organisation is currently participating in Tracksuit Inc.'s Global Shift Walking Challenge.



Disciplined Management Systems

Event Management

The ICAM Investigation for the dog attack event that occurred at the Ngaruawahia Pound has been completed. The Draft report is now being reviewed by the Business Unit, before corrective actions can be assigned and time bound in BWare Safety Manager.

A Severity 5 (Restricted Work) injury was reported during February. A Water Reticulation Serviceman strained their back while digging in hard ground to locate a water meter. The event is currently being investigated by the Team Leader.

Three Severity 6 work-related First Aid injury events were reported in February. An analysis of these first aid injuries showed the following:

- one was caused by manually lifting a concrete riser onto the back of a truck
- one was caused by wasp sting while trying to locate and open a waste water manhole
- one was caused by slipping while accessing road signs on the back of a ute

16 Minor Near Miss (Severity 7) events were also reported in February.

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

Contractor Management

Working is continuing on the review of our current Contractor Health and Safety Management processes. Revised tools are being trialled on a number of pending and current contracted works. Contract specific audit tools have been developed for a number of contracts including Belgrave Leisure and Franklin Trees.

The Zero Harm team has been providing a lot of technical support over the last month to Contract Managers by reviewing the Zero Harm content of tender and contract documents for a range of contracted works.

Contractor site visits undertaken by the Zero Harm team during the February included:



- Waikato District Alliance – Okete Road, Raglan
- Fosters Construction Ltd – Tamahere Piazza
- Smart Environmental – Tuakau
- Belgravia Leisure Huntly Swimming Pool
- Xtreme Zero Waste – Raglan (4th and 19th Feb)

Managed Risks

On Road Driving – Light Vehicles

There were 37 over speed events recorded in February. 22 of these events (eight >110km and fourteen >105km) were recorded by one driver. A formal documented conversation was undertaken with worker by the relevant General Manager.

The SAT will meet on Thursday 28 February to discuss issue of driver behaviours and over speeds. The SAT will then make some recommendations to the ELT for their consideration. The Zero Harm team is also meeting with Smartrak the provider of our in cab GPS

Belgravia Leisure Ltd		Waikato DISTRICT COUNCIL
Site: Huntly Swimming Pool (Properties)	Signature:	
Date: 08-02-2019		
Conducted By: Zero Harm		
Aquatic Supervision	Comments	Images
How many Lifeguards are on duty?		
5		
Are the number of Lifeguards on duty in accordance with the documented Aquatic Supervision Risk Management Plan (RMP)?		
Yes		
Have there been any recent staff changes and if so have the new staff read and signed off on the relevant Aquatic RMP?	Kelise new to Manager role and this needs to be updated in the Plan and Kelise needs to then sign the Plan. Kelise started 14th Jan. Not new to Belgravia.	
No		
What communication strategies are in place to ensure facility users are informed of pool rules and water safety issues?	Signage at entrance. Pool guidelines.	
Are children being issued with bracelets as the Aquatic RMP?	Under 12s are red. 12-16s are yellow. New confident is orange.	
Yes		
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<small>Page 1 of 6 Waikato District Council 15 Galileo Street, Ngaurawahia, Waikato 07 824 8633</small>		

monitoring to determine what other metrics can be used to measure and monitor driver behaviour.

Workplace Violence

The Workplace Violence Critical Risk Bowtie has now been completed and is ready for review by ELT. Once approved a gap analysis against the Bowtie controls will be conducted with key stakeholders.

Hazardous Substances

Work has commenced on the development of the Zero Harm Hazardous Substances Management Standard.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

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

4.2 OPTIONS

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

5. CONSIDERATION

5.1 FINANCIAL

There are no direct financial requirements identified in this report.

5.2 LEGAL

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

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

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

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"/>
-------------------------------------	---	--	---	--	--

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

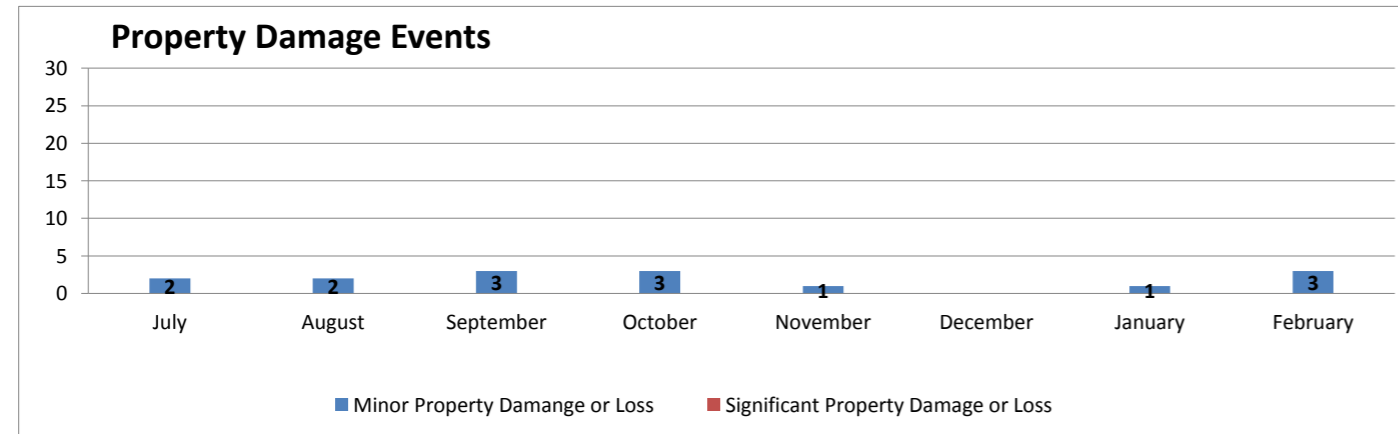
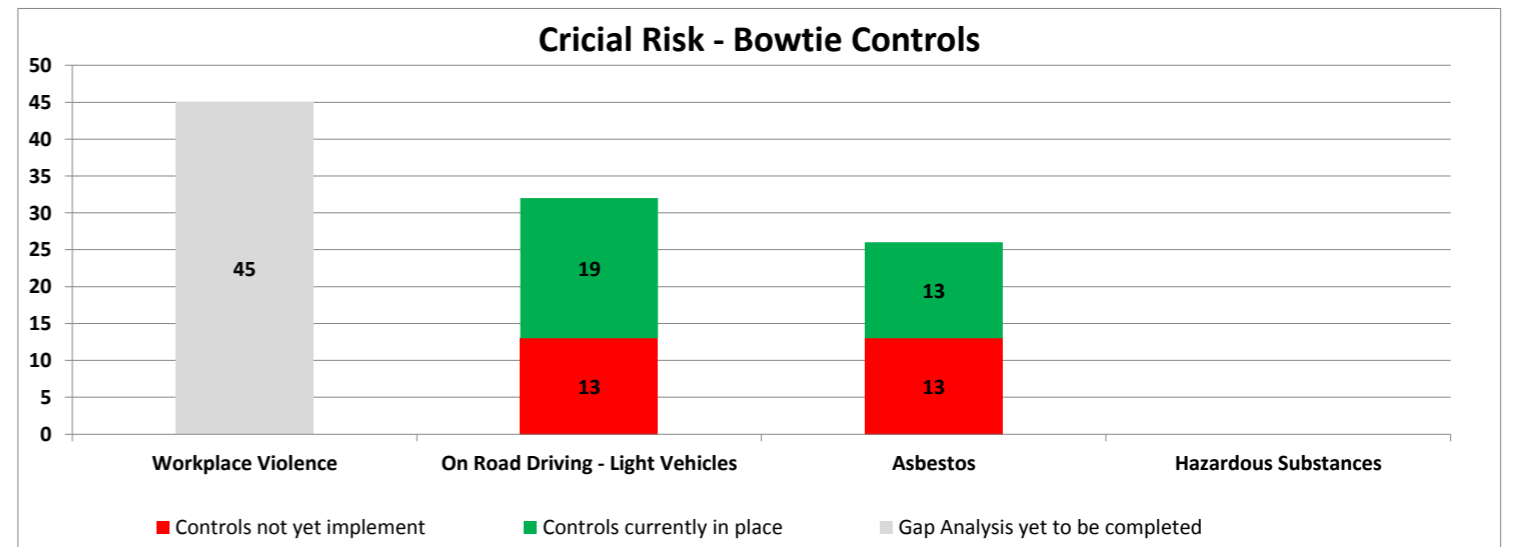
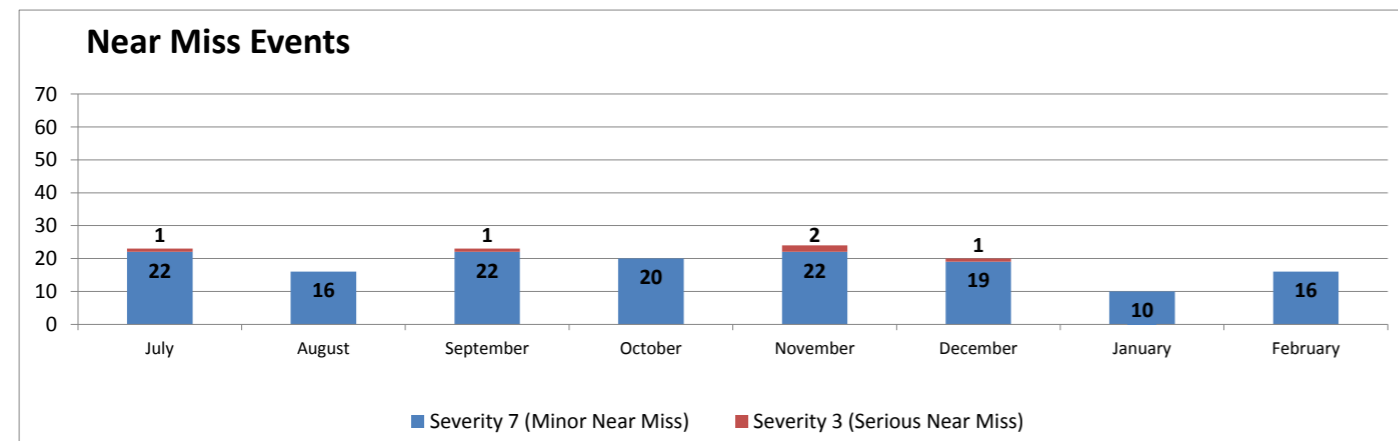
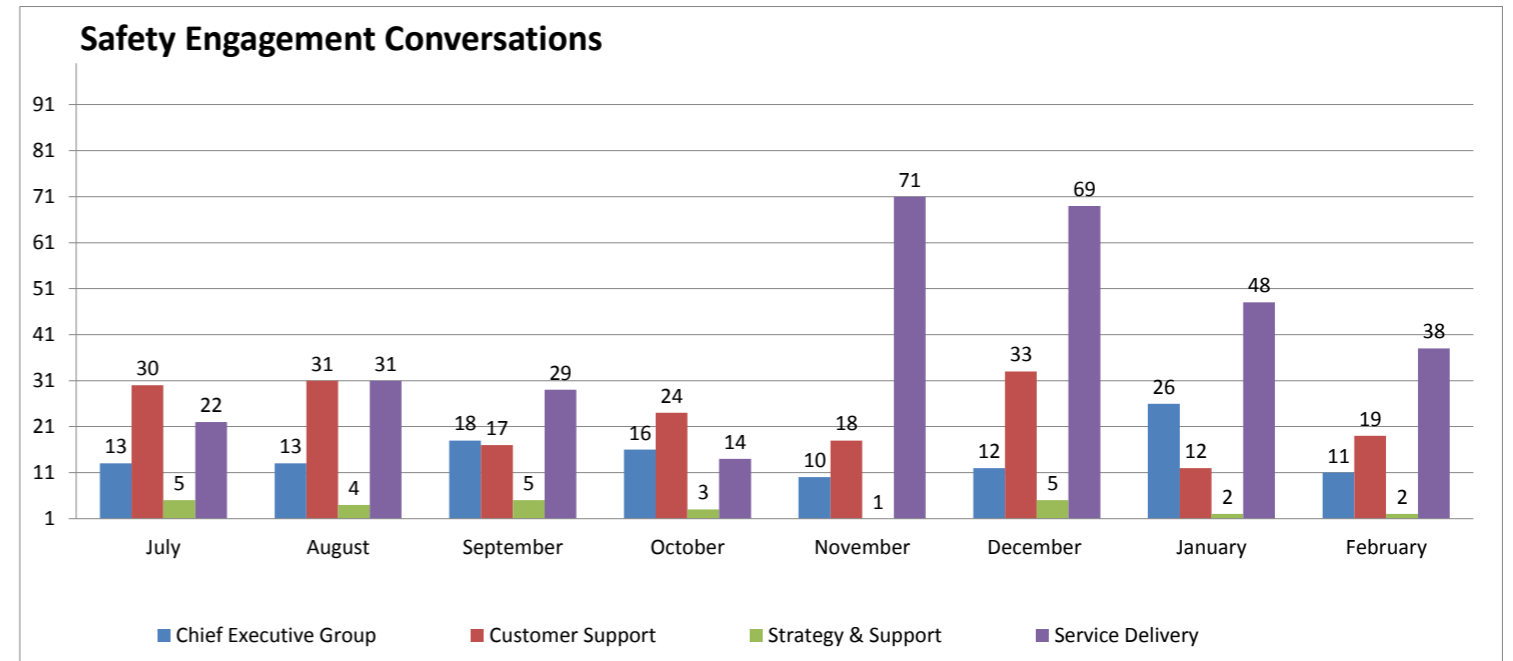
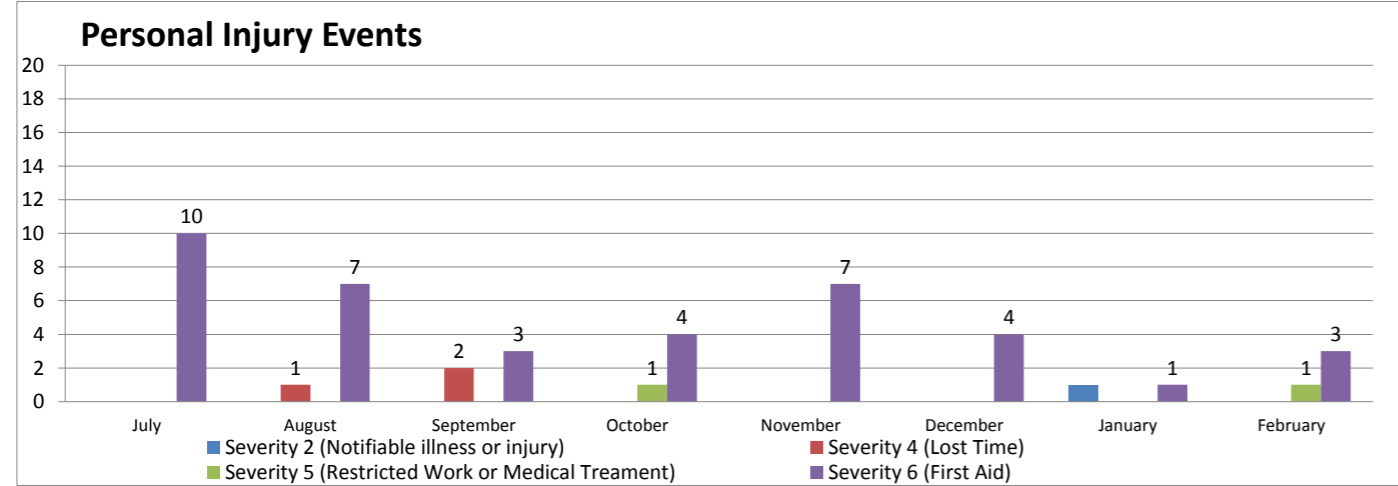
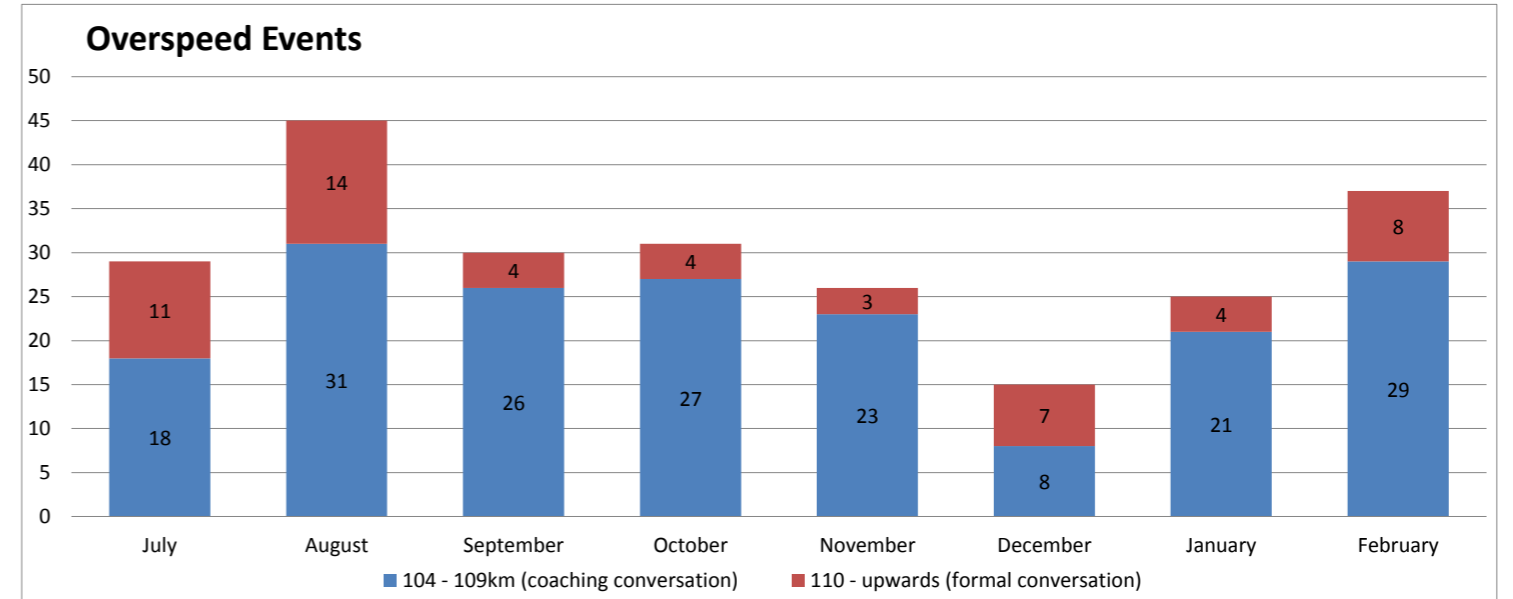
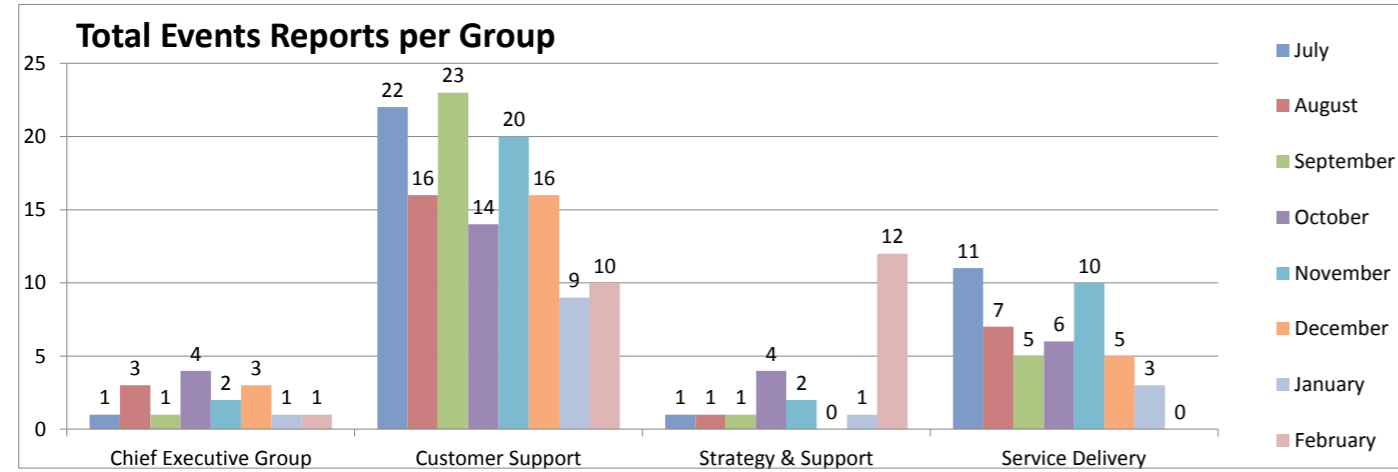
This report provides an update on progress with our Zero Harm systems and processes, and monthly health and safety performance.

7. ATTACHMENTS

Zero Harm Dashboard February 2019

Zero Harm Dashboard - February 2019

As at 27/02/2019



“Work safe, home safe”

Open Meeting

To	Waikato District Council
From	Tony Whittaker Chief Operating Officer
Date	28 February 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301 / 2187793
Report Title	2019 Triennial Elections

I. EXECUTIVE SUMMARY

The purpose of this report is to provide Council with a timetable for progressing the 2019 Local Authority election. Independent Election Services has been contracted to conduct the 2019 Triennial Election. Attached is a report they have compiled which includes three recommendations.

The recommendation outlines three options for ordering candidate names on voting papers. The options are as follows:

- i) Alphabetical order of candidate names; or
- ii) Pseudo-random order of candidate names; or
- iii) Random order of candidate names.

The recommendation is alphabetical ordering because it is well acknowledged by the public and there is no evidence to suggest that having candidates in this order impacts upon the voting pattern.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received;

AND THAT Council resolves for the 2019 Waikato District Council triennial elections:

- Option i) Alphabetical order of candidate names;**
- Option ii) Pseudo-random order of candidate names;**
- Option iii) Random order of candidate names.**

ATTACHMENTS

Independent Election Services 2019 Information

Election Services

Level 2, 198 Federal Street, Auckland

PO Box 5135, Wellesley Street

Auckland 1141

Phone: 64 9 973 5212

Email: info@electionservices.co.nz

Report to the
Waikato District Council
regarding the

2019 Triennial Election

From the
Electoral Officer

27 February 2019



Table of Contents

Outline 2

Background..... 2

Narrative..... 2

Recommendation 6

APPENDIX ONE 7

APPENDIX TWO 8

APPENDIX THREE 10

Outline

The 2019 triennial local government elections will occur on Saturday 12 October 2019. An update on preliminary matters relating to the election is provided to Council, including consideration of the order of candidate names to appear on the voting documents.

Background

The 2019 triennial elections for all local authorities are due to occur on Saturday 12 October 2019 and are required to be undertaken according to the Local Electoral Act 2001, the Local Electoral Regulations 2001, the New Zealand Public Health and Disability Act 2000 and, to a limited extent, the Local Government Act 2002.

Certain pre-election information and tasks are outlined in this report for Council's information and attention.

The Local Electoral Regulations 2001 provides for Council to resolve the order of candidate names to appear on the voting documents (alphabetical, pseudo-random or random order). If no decision is made, the order of names defaults to alphabetical.

Narrative

2019 Elections

In 2018 Council undertook a representation arrangements review (review of wards, community boards, boundaries, number of elected members etc). The final proposal retains the current number of councillors, wards, community board members and community boards but with some slightly modified ward and community board boundaries.

The final proposal is subject to a Local Government Commission determination (expected by 10 April 2019) and will require elections for the following positions:

- mayor (elected 'at large')
- councillors (13)
 - Awaroa ki Tuakau Ward (2)
 - Eureka Ward (1)
 - Hukanui-Waerenga Ward (1)
 - Huntly Ward (2)
 - Newcastle Ward (1)
 - Ngaruawahia Ward (2)
 - Onewhero-Te Akau Ward (1)
 - Raglan Ward (1)
 - Tamahere Ward (1)
 - Whangamarino Ward (1)

- community board members (30)
 - Huntly Community (6)
 - Ngaruawahia Community (6)
 - Onewhero-Tuakau Community (6)
 - Raglan Community (6)
 - Taupiri Community (6)
- Waikato Regional Council members (either two members from the Waikato General Constituency or one member from the Nga Hau e Wha Māori Constituency)
- District Health Board members (either 7 members from the Waikato District Health Board or 7 members from the Counties Manukau District Health Board)
- Te Kauwhata Licensing Trust members (6 members from the licensing trust area)

2019 Election Timetable With an election date of **Saturday 12 October 2019**, the following key functions and dates will apply:

Nominations open/roll open

Friday 19 July 2019

Nominations close/roll closes (noon)

Friday 16 August 2019

Delivery of voting mailers

From Friday 20 September 2019

Close of voting

Noon Saturday 12 October 2019

A more detailed timetable is attached **Appendix 1**.

2019 Election Fact Sheet A 2019 Election Fact Sheet summarising the key functions of the election (**Appendix 2**) is also attached.

Compilation of non-resident Ratepayer Roll The compilation of the 2019 non-resident Ratepayer Roll is required to commence in early-mid 2019. This will include:

- an insert detailing the qualifications and procedures for enrolment as a ratepayer elector to be included with a 2019 rates instalment notice (**Appendix 3**);
- a national Ratepayer Roll inquiry hotline operating between 15 April and 30 August 2019;
- a confirmation letter issued to all current ratepayer electors in April 2019;
- a national advertising campaign on the qualifications and

procedures for enrolment as a ratepayer elector during May 2019.

Council can undertake additional promotion of the ratepayer roll if it wishes - such as contacting (letter/email etc) all current or potential ratepayer electors encouraging their enrolment and participation in the electoral process.

Local Government Regulatory Systems Amendment Bill

One of the clauses of the Local Government Regulatory Systems Amendment Bill, if enacted, would be that the duty to facilitate and foster representative and substantial elector participation is placed on the chief executive of a local authority.

This new requirement would basically necessitate Council to promote the election process and particularly to encourage greater public participation.

Order of Candidate Names

Regulation 31 of the Local Electoral Regulations 2001 provides the opportunity for Council to choose the order of candidate names appearing on the voting documents from three options – alphabetical, pseudo-random (names drawn out of a hat in random with all voting documents printed in this order) or random order (names randomly drawn by computer with each voting document different).

Council may determine which order the names of candidates are to appear on the voting documents, but if no decision is made, the order of names defaults to alphabetical.

Council resolved to adopt the alphabetical order for the 2016 triennial election.

For Council's information, following a recent analysis undertaken by Auckland Council, research showed there was no compelling evidence that candidates being listed first were more likely to be elected.

Alphabetical Order

Alphabetical order is simply listing candidate surnames alphabetically and is the order traditionally used in local and Parliamentary elections.

Comments regarding alphabetical order are:

- voters are easily able to find names of candidates for whom they wish to vote. Some candidates and voters over the years have argued that alphabetical order may tend to favour candidates with names in the first part of the alphabet, but in practice this is generally not the case – most voters tend to look for name recognition, regardless of where in the alphabet the surname lies;
- the order of candidate names on the voting document matches the order listed in the candidate directory

(candidate profile statements).

Pseudo-Random Order

Pseudo-random order is where candidate surnames are randomly selected, and the same order is used on all voting documents for that position. The names are randomly selected by a method such as drawing names out of a hat.

Comments regarding pseudo-random order are:

- the candidate names appear in mixed order (not alphabetical) on the voting document;
- possible voter criticism/confusion as specific candidate names are not easily found, particularly where there are many candidates;
- the order of candidate names on the voting document does not match the order in the candidate directory (candidate profile statements).

Random Order

Random order is where all candidate surnames are randomly selected and are listed in a different order on every voting document. The names are randomly selected by computer so that the order is different.

Random order enables names to be listed in a completely unique order on each voting document.

Comments regarding random order are:

- the candidate names appear in mixed order (not alphabetical) on the voting document;
- possible voter criticism/confusion as specific candidate names are not easily found, particularly where there are many candidates;
- the order of candidate names on the voting document does not match the order listed in the candidate directory (candidate profile statements).

There is no price differential in printing costs between the three orders of candidate names.

Number of Electors

The number of electors for the 2019 triennial elections is expected to be 50,000 (as at 31 January 2019 this was 49,532). This compares to 45,213 electors for the 2016 triennial election or + 10.6% growth.

Pre-Election Report

Section 99A of the Local Government Act 2002 requires each local authority to prepare a pre-election report, whose purpose is to provide information to promote public discussion about the issues facing the local authority. The pre-election report is prepared by the Chief Executive, must contain financial and

major project information, and must be completed by 2 August 2019 (two weeks before the close of nominations).

Online Voting Trials

Following a strong push by a number of local authorities (led by Auckland Council) in 2018 to trial online voting alongside postal voting for the 2019 local elections, the proposed trial was unfortunately halted due to costs. All security and delivery requirements for the online voting provider were met, but the cost involved forced the decision.

Work on a collaborative approach with relevant government sectors is continuing so as to deliver online voting for the 2022 local elections.

Recommendation

It is recommended that:

Council resolves for the 2019 triennial election, to adopt *either*:

- (i) the alphabetical order of candidate names; *or*
- (ii) the pseudo-random order of candidate names; *or*
- (iii) the random order of candidate names

as permitted under regulation 31 of the Local Electoral Regulations 2001.

Author:



Dale Ofsoske
Electoral Officer // Waikato District Council
Election Services

APPENDIX 1



SATURDAY 12 OCTOBER 2019

Saturday 2 March - Tuesday 30 April 2019	Ratepayer roll enrolment confirmation forms sent [Reg 16, LER]
Saturday 2 March - Saturday 6 July 2019	Preparation of ratepayer roll [Reg 10, LER]
May 2019	National ratepayer roll qualifications and procedures campaign [Sec 39, LEA]
Monday 1 July 2019	Electoral Commission's enrolment update campaign commences
Wednesday 17 July 2019	Public notice of election, calling for nominations, rolls open for inspection [Sec 42, 52, 53, LEA]
Friday 19 July 2019	Nominations open / roll open for inspection [Sec 42, LEA]
Friday 16 August 2019	Nominations close (12 noon) / roll closes [Sec 5, 42, 55 LEA, Reg 21, LER]
Wednesday 21 August 2019	Public notice of day of election, candidates' names [Sec 65, LEA]
by Monday 16 September 2019	Electoral officer certifies final electoral roll [Sec 51, LEA, Reg 22, LER]
Friday 20 September - Wednesday 25 September 2019	Delivery of voting documents [Reg 51, LER]
Friday 20 September - Saturday 12 October 2019	Progressive roll scrutiny [Sec 83, LEA] Special voting period [Sec 5 LEA, Reg 35, LER] Early processing period [Sec 80, LEA]
by Friday 11 October 2019	Appointment of scrutineers (12 noon) [Sec 68, LEA]
Saturday 12 October 2019	Election day [Sec 10, LEA] Close of voting (12 noon) [Sec 84, LEA] Progress and preliminary results available as soon as practicable after close of voting [Sec 85, LEA]
Saturday 12 October (pm) - Thursday 17 October 2019	Official count [Sec 84, LEA]
Thursday 17 October - Wednesday 23 October 2019	Declaration of result/public notice of declaration [Sec 86, LEA]
mid-December 2019	Return of electoral donations & expenses form [Sec 112A, LEA]

LEA = Local Electoral Act 2001
LER = Local Electoral Regulations 2001



Dale Ofsoke, Electoral Officer
Waikato District Council
December 2018

APPENDIX 2



FACT SHEET Triennial election

Waikato District Council

12 OCTOBER 2019

GENERAL

Triennial elections for elected members of most local authorities throughout New Zealand are to be conducted, by postal vote, on Saturday 12 October 2019.

The elections will be conducted under the provisions of the Local Electoral Act 2001 and the Local Electoral Regulations 2001 and will be undertaken by Election Services, under contract to Waikato District Council.

POSITIONS

During 2018, Waikato District Council undertook a representation arrangements review (a review of wards, boundaries, number of councillors etc). The final proposal largely retains the current arrangements, but is subject to a Local Government Commission determination, due by 10 April 2019. Current arrangements require elections for the following positions:

- Mayor (elected 'at large')
- Councillors (13)
 - Awaroa ki Tuakau Ward (2)
 - Eureka Ward (1)
 - Hukanui-Waerenga Ward (1)
 - Huntly Ward (2)
 - Newcastle Ward (1)
 - Ngaruawahia Ward (2)
 - Onewhero-Te Akau Ward (1)
 - Raglan Ward (1)
 - Tamahere Ward (1)
 - Whangamarino Ward (1)
- Community Board Members (30)
 - Huntly Community (6)
 - Ngaruawahia Community (6)
 - Onewhero-Tuakau Community (6)
 - Raglan Community (6)
 - Taupiri Community (6)
- Waikato Regional Council Members (either 2 members from the Waikato General Constituency or 1 member from the Nga Hau E Wha Māori Constituency).
- Waikato District Health Board Members (either 7 members from the Waikato District Health Board, or 7 members from the Counties Manukau District Health Board, elected 'at large').

NOMINATIONS

Nominations for the above positions will open on **Friday 19 July 2019** and close at **noon on Friday 16 August 2019**.

Nomination papers will be available during this period:

- Council's Main Office, 15 Galileo Street, Ngaruawahia
- Huntly Office and Library, 142 Main Street, Huntly
- Raglan Office and Library, 7 Bow Street, Raglan
- Te Kauwhata Office and Library, 1 Main Road, Te Kauwhata
- Tuakau Office, 2 Dominion Road, Tuakau
- by accessing www.waikatodc.govt.nz
- by telephoning the electoral office on 0800 922 822

To be eligible to stand for election, a candidate **must** be:

- a New Zealand citizen (by birth or naturalisation ceremony); **and**
- enrolled as a Parliamentary elector (anywhere in New Zealand); **and**
- nominated by two electors whose names appear on the electoral roll within the respective area that a candidate is standing for.

Detailed candidate information handbooks will be available from the electoral officer from May 2019.

ELECTORAL ROLL

Those eligible to vote in the election are all resident electors and non-resident ratepayer electors whose names appear on the electoral roll when it closes on Friday 16 August 2019. The Preliminary Electoral Roll will be available for public inspection from **Friday 19 July 2019** to **Friday 16 August 2019** at all Council offices.

Resident Roll: All parliamentary electors, including those on the Māori Electoral Roll, are automatically enrolled on the Resident Roll, at the address where they live.

Any alterations to the Resident Roll (eg change of address details, including new postal addresses) should be made by:

- completing the appropriate form at any post shop;
- phoning 0800 ENROLNOW (0800 367 656)
- accessing the Electoral Commission website on www.elections.org.nz

Ratepayer Roll: If a person is on the parliamentary roll in one area and pays rates on a property in another area, this person may be eligible to be enrolled on the non-resident ratepayer roll. A firm, company, corporation or society paying rates on a property may nominate one of its members or officers as a ratepayer elector (provided the nominated person resides outside the area).

Ratepayer Roll enrolment forms are available at all Council offices, or by phoning the electoral office on 0800 922 822.

ELECTORAL SYSTEM

The first past the post (FPP) electoral system will be used for all elections except for the Waikato and Counties Manukau District Health Boards which will use the single transferable voting (STV) electoral system.

VOTING PERIOD

Voting documents will be sent to all eligible electors, by post, from **Friday 20 September 2019**.

The voting period is three weeks (**Friday 20 September 2019 to noon Saturday 12 October 2019**). Electors may post their completed voting documents back to the electoral officer using the orange pre-paid envelope sent with their voting document.

A polling place for the issuing of special voting documents and for the receiving of completed voting documents will be available from Friday 20 September 2019 to noon Saturday 12 October 2019 at all Council offices.

To be counted, all completed voting documents must be in the hands of the electoral officer or an electoral official by **noon Saturday 12 October 2019**.

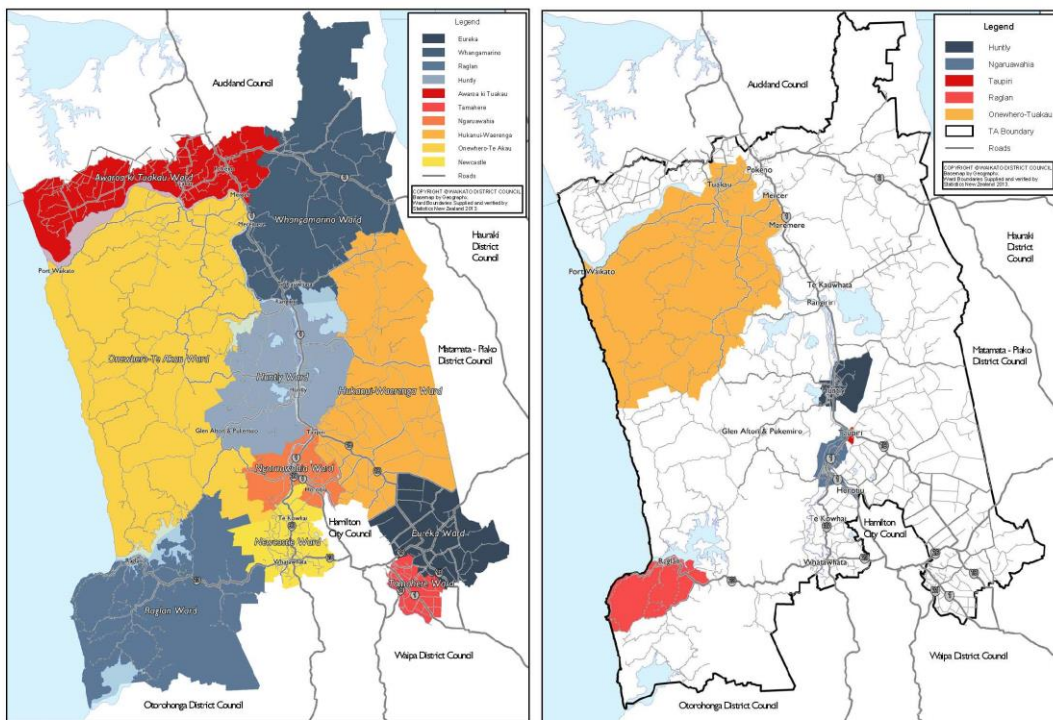
Progress results will be known early afternoon on Saturday 12 October 2019, and preliminary results will be known early on Sunday morning 13 October 2019, once all votes hand delivered on election day morning have been received and processed. These will be accessible on Council's website: www.waikatodc.govt.nz

CONTACT US

For further information regarding this election, please contact the electoral officer.



Dale Ofoske, Electoral Officer
 Waikato District Council
 C/o PO Box 5135, Wellesley Street, Auckland 1141
 Email: info@electionservices.co.nz
 Phone: 0800 922 822



2019 WAIKATO DISTRICT COUNCIL WARD & COMMUNITY BOARD MAPS

APPENDIX 3



**WHEREVER YOU
PAY RATES IT PAYS
TO VOTE**

**DO YOU LIVE IN ONE AREA AND PAY RATES ON A PROPERTY
IN ANOTHER?**

Then you may qualify to vote more than once at the local authority elections on 12 October 2019

- If you live and vote in one council district, but also pay rates on a property in another district, you may be eligible to enrol as a non-resident ratepayer elector in that other council district.
- If your council district has community or local boards established, and you are a residential elector in one community or local board area and pay rates on a property in another community or local board area, you may be eligible to enrol as a ratepayer elector in that other community or local board area.
- A firm, company, trust, corporation or society which pays rates on a property may nominate one of its members or officers as a non-resident ratepayer elector, provided that the nominator and the person nominated are both registered as Parliamentary electors at addresses which are outside the council district within which the property is situated.
- In the case of partners, joint tenants and tenants in common, who collectively pay rates on a property, one of the group may be nominated to be entered on the ratepayer electoral roll. Again, the nominated person and the nominator must be registered as Parliamentary electors at addresses which are outside the council district within which the property is situated.

Note: The term 'council district' includes a city, district and regional council area.

Eligibility to enrol or be nominated will depend on individual circumstances

In each case only one ratepayer elector can be nominated, irrespective of the number of properties owned by the firm, company, society, trust, partnership or ratepayer in a council district.

New Ratepayer Electors

If you think you may be eligible to enrol or to nominate a person for the ratepayer electoral roll, you will need to obtain an Enrolment Form for Ratepayer Electors from the city or district council to which you pay your rates.

If you are on the Parliamentary electoral roll you will automatically be on the local authority residential electoral roll

If you want further information please phone toll free

0800 54 8683

0800 LG VOTE

(from 15 April 2019 to 30 August 2019)



**ENROL NOW –
THE RATEPAYER
ELECTORAL ROLL
CLOSES ON
16 AUGUST 2019**

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	27 February 2019
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 27 February 2019.

2. RECOMMENDATION

THAT the minutes of the Strategy & Finance Committee meeting held on Wednesday 27 February 2019 be received;

AND THAT the following become resolutions of Council:

Submission on the Local Government Funding and Financing Issues Paper – S&F1902/05

THAT Council retrospectively approve the submission on the Productivity Commission's Local Government Funding and Financing Issues Paper.

Submission on WEL Energy Trust Draft Annual Plan 2019/2020 S&F1902/06

THAT Council approves the submission on the WEL Energy Trust Draft Annual Plan 2019/2020.

Consultation Results on the Proposed Target Rate Increase for Matangi Hall – S&F1902/07

THAT Council implement the proposed increase to the annual targeted rate from \$24 to \$30 as at 1 June 2019 to support the ongoing maintenance of the Matangi Hall.

Request for Community Committee Grant – Pokeno Community Committee – S&F1902/08

THAT an allocation of \$1,000.00 is made to the Pokeno Community Committee towards the cost associated with the running of the Committee.

3. ATTACHMENTS

S&F minutes Wednesday 27 February 2019

Minutes of 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 27 FEBRUARY 2019** commencing at **9.00am**.

Present:

Cr JM Gibb (Chairperson)
Cr AD Bech
Cr JA Church
Cr DW Fulton [*until 10.33am and from 10.58am*]
Cr SL Henderson
Cr SD Lynch [*until 12.20pm and from 12.32pm*]
Cr RC McGuire
Cr FM McNally
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith [*until 12.08pm and from 12.11pm*]
Cr LR Thomson

Attending:

Mr B MacLeod (Raglan Community Board Chairperson)
Mr G Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr C Morgan (General Manager Community Growth)
Mrs LM Wainwright (Committee Secretary)
Ms A Diaz (Chief Financial Officer)
Mr J Ebenhoh (Planning & Policy Manager)
Ms A Murphy (Corporate Planner)
Ms S Soloman (Junior Corporate Planner)
Ms L Van Den Bemd (Community Development Advisor)
Mr W Gauntlett (RM Policy Team Leader)
Ms D Dalbeth (Business Analyst)
Ms J Dolan (Economic and Community Development Manager)
Ms K Cousins (Economic Development Marketing Manager)
Mr C Bailey (Rates Team Leader)
Dr S McTaggart (University of Auckland)
Mr J Dawson (Chief Executive Hamilton & Waikato Tourism)
Members of staff
Member of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Thomson)

THAT an apology be received from His Worship the Mayor, Mr Sanson.

CARRIED on the voices

S&F1902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Lynch/Church)

THAT the agenda for a meeting of the Strategy & Finance Committee held on Wednesday 27 February 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be considered with the public excluded;

AND THAT all reports be received;

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&F1902/02

DISCLOSURES OF INTEREST

Cr Church advised members of the Committee that she would declare a non financial conflict of interest in item 5.1 *[Impact of rapid urbanisation on the governance of small and rural primary schools in the Northern Waikato]*.

Cr Henderson advised members of the Committee that she would declare a non financial conflict of interest in item 5.1 *[Impact of rapid urbanisation on the governance of small and rural primary schools in the Northern Waikato]*.

CONFIRMATION OF MINUTES

Resolved: (Crs Thomson/Patterson)

THAT the minutes of a meeting of the Strategy & Finance Committee held on Wednesday 28 November 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

S&F1902/03

STRATEGY REPORTS

Impact of rapid urbanisation on the governance of small and rural primary schools in the Northern Waikato

Agenda Item 5.1

The report was received [*S&F1902/02 refers*] and discussion was held. Dr McTaggart gave a verbal presentation and answered questions of the committee.

Hamilton & Waikato Tourism Six Monthly Report: 01 July – 31 December 2018

Agenda Item 5.2

The report was received [*S&F1902/02 refers*] and discussion was held. Mr Dawson gave a verbal and powerpoint presentation and answered questions of the committee.

Approval of draft Waikato Blueprint for public feedback

Agenda Item 5.3

The report was received [*S&F1902/02 refers*] and discussion was held. The Planning & Policy Manager gave a verbal update and answered questions of the committee. The Corporate Planner was thanked by the committee and answered questions of the committee.

Resolved: (Crs Smith/Bech)

THAT the Strategy and Finance Committee agree to release the attached draft, Waikato Blueprint document, including District and Local Area Blueprints, with factual amendments, for one month of public feedback.

CARRIED on the voices

S&F1902/04

Cr Fulton withdrew from the meeting at 10.33am following discussion on the above item.

The meeting adjourned at 10.33am and reconvened at 10.55am.

Housing and Urban Development Authority

Agenda Item 5.4

The report was received [*S&F1902/02 refers*] and discussion was held. The Planning & Policy Manager gave a verbal update presentation and answered questions of the committee.

Cr Fulton re-entered the meeting at 10.58am during discussion on the above item.

Submission on the Local Government Funding and Financing Issues Paper
Agenda Item 5.5

The report was received [*S&F1902/02 refers*] and discussion was held. The Chief Financial Officer gave a verbal update and answered questions of the committee.

Resolved: (Crs Fulton/Lynch)

THAT the Committee recommends to Council that the submission on the Productivity Commission's Local Government Funding and Financing Issues Paper be approved retrospectively.

CARRIED on the voices

S&F1902/05

Submission on WEL Energy Trust Draft Annual Plan 2019/2020
Agenda Item 5.6

The report was received [*S&F1902/02 refers*] and discussion was held. The General Manager Community Growth gave a verbal update and answered questions of the committee.

Resolved: (Crs McGuire/Main)

THAT Council approves the submission on the WEL Energy Trust Draft Annual Plan 2019/2020.

CARRIED on the voices

S&F1902/06

Consultation Results on the Proposed Target Rate Increase for Matangi Hall
Agenda Item 5.7

The report was received [*S&F1902/02 refers*] and discussion was held. The Junior Corporate Planner gave a verbal update and answered questions of the committee.

Resolved: (Crs McGuire/Church)

THAT the Strategy & Finance Committee recommend to Council to implement the proposed increase to the annual targeted rate from \$24 to \$30 as at 1 June 2019 to support the ongoing maintenance of the Matangi Hall.

CARRIED on the voices

S&F1902/07

Request for Community Committee Grant – Pokeno Community Committee
Agenda Item 5.8

The report was received [*S&F1902/02 refers*] and discussion was held. The Community Development Advisor gave a verbal update and answered questions of the committee.

Resolved: (Crs Church/Lynch)

THAT an allocation of \$1,000.00 is made to the Pokeno Community Committee towards the cost associated with the running of the Committee.

CARRIED on the voices

S&F1902/08

Economic Development Update
Agenda Item 5.9

The report was received [*S&F1902/02 refers*] and discussion was held. The Economic and Community Development Manager and Economic Development Marketing Officer gave verbal updates and answered questions of the committee.

Publication of the summary of submissions on the Proposed District Plan (Stage 1)
Agenda Item 5.10

The report was received [*S&F1902/02 refers*] and discussion was held. The RM Policy Team Leader and Planning & Policy Manager answered questions of the committee.

Mayoral Delegation to China November 2018
Agenda Item 5.11

The report was received [*S&F1902/02 refers*] and discussion was held. The General Manager Community Growth and Economic Development Marketing Officer answered questions of the committee.

FINANCE REPORTS

Financial Review of Key Projects
Agenda Item 6.1

The report was received [*S&F1902/02 refers*] and discussion was held. The Chief Operating Officer gave a verbal update and answered questions of the committee.

Summary of Movements in Discretionary Funds to 31 January 2019

Agenda Item 6.2

The report was received [*S&F1902/02 refers*] and discussion was held. The Chief Financial Officer answered questions of the committee.

Cr Smith withdrew from the meeting at 12.08pm during discussion on the above item.

Treasury Risk Management Policy – Compliance Report at 31 December 2018

Agenda Item 6.3

The report was received [*S&F1902/02 refers*] and discussion was held. The Chief Financial Officer gave a verbal update and answered questions of the committee.

Cr Smith re-entered the meeting at 12.11pm during discussion on the above item.

2019 Second Quarter Non-Financial Performance Report

Agenda Item 6.4

The report was received [*S&F1902/02 refers*] and discussion was held. The Business Analyst answered questions of the committee.

Cr Lynch withdrew from the meeting at 12.20pm following discussion on the above item.

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs McNally/Patterson)

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

Confirmation of Minutes dated Wednesday 28 November 2018.

Open Meeting

To	Infrastructure Committee
From	Gavin Ion Chief Executive
Date	26 February 2019
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 26 February 2019.

2. RECOMMENDATION

THAT the minutes of the Infrastructure Committee meeting held on Tuesday 26 February 2019 be received;

AND THAT the following become resolutions of Council:

Road Name Changes – Sections of Opoturu Road – INF1902/06

THAT Council approves the following road name changes:

- the section of Opoturu Road (southern end) from the Harbour's new bridge be renamed Rangitahi Road, and
- the section of Opoturu Road that currently provides access to the six properties at the northern end of the peninsula be renamed Mara Kai Lane.

Capital Toilet Budgets – Request for Additional Funding – INF1902/07

THAT Council approve the \$161,601.00 additional budget for the toilet capital works programme to be funded through the Parks & Reserves Replacement Fund (8500);

AND THAT Council recognise the grant income and associated expenditure of \$868,000.00 provided by the Ministry of Business, Innovation and Employment through the Tourism Infrastructure Fund Funding Agreement (TIF-RI-040).

One-Way Street – School Road, Whatawhata – INF1902/08

THAT subject to any amendments, Council approve Schedule 2 of the Parking, Traffic Control and Public Places Bylaw 2007 be updated to include School Road, Whatawhata in a northerly direction from 20m south of Mason Road to Mason Road.

Raglan – Revocation of 1.65km of SH23 to local Road and proposed interim MOU – INF1902/09

THAT Council support entering into an Interim Memorandum of Understanding (MOU) 1 July 2019 with New Zealand Transport Agency, and subject to the contents of the MOU, progress revocation of SH23 (in part) 1 July 2020.

Hamilton to Auckland Start-Up Passenger Rail Project – Progress Update – INF1902/10

THAT Council approve that the proposed project governance structure for the Hamilton to Auckland Start-Up Passenger Rail Service project and the terms of reference of the Project Governance Working Group;

AND THAT Council confirm the appointment of Councillor Dynes Fulton and Councillor Eugene Patterson (as his alternate) as the Council representatives on the Project Governance Working Group;

AND FURTHER THAT Council notes that NZTA is expected to provide clarity on funding conditions for the project and that this will be reported back to subsequent Committee meetings.

3. ATTACHMENTS

INF Committee minutes 26 February 2019

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 26 FEBRUARY 2019** commencing at **9.00am**.

Present:

Cr DW Fulton (Chairperson)
Cr A Bech
Cr JA Church
Cr JM Gibb
Cr S Henderson
Cr SD Lynch [*from 9.03am*]
Cr RC McGuire
Cr FM McNally
Cr BL Main
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson [*from 9.10am*]

Attending:

Mr B MacLeod (Raglan Community Board Chairperson)
Mr G Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr I Cathcart (General Manager Service Delivery)
Mrs LM Wainwright (Committee Secretary)
Ms M May (Parks & Facilities Manager)
Mr P McPherson (Acting Programme Delivery Manager)
Mr G Dela Rue (Acting Rooding Manager)
Ms D Rawlings (Projects Team Leader)
Ms J Bishop (Contracts & Partnering Manager)
Mr G Bellamy (Safety Engineer – Rooding)
Ms M Jolly (Road Safety Co-ordinator)
Mr J Marconi (District Co-ordinator, Sport Waikato)
Ms M Hollands (General Manager - Regional Leadership, Sport Waikato)
Member of the Media

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Fulton/Sedgwick)

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

AND THAT an apology for lateness be received from Cr Lynch and Cr Thomson.

CARRIED on the voices

INF1902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Patterson/Gibb)

THAT the agenda for a meeting of the Infrastructure Committee held on Tuesday 26 February 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be considered with the public excluded;

AND THAT all reports be received;

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

INF1902/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Henderson/McInally)

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

CARRIED on the voices

INF1902/03

RECEIPT OF SUBCOMMITTEE MINUTES

NZ Silver Fern Rally
Agenda Item 5.2

Resolved: (Crs Patterson/McGuire)

THAT the minutes of the Infrastructure Subcommittee Hearing to hear and consider submissions on the NZ Silver Fern Rally held on Monday 5 November 2018 be received.

CARRIED on the voices

INF1902/04

Natural Reserves Management Plan
Agenda Item 5.1

Resolved: (Crs Sedgwick/Patterson)

THAT the minutes of the Infrastructure Subcommittee Hearing to hear and consider submissions on the Natural Reserves Management Plan held on Tuesday 30 October 2018 be received.

CARRIED on the voices

INF1902/05

Cr Lynch entered the meeting at 9.03am during discussions on the above item and was present when voting took place.

REPORTS

Sport Waikato Report – 1 October to 31 December 2018
Agenda Item 6.1

The report was received [*INF1902/02 refers*] and discussion was held. Ms Hollands and Mr Marconi gave a verbal presentation and answered questions of the committee.

Cr Thomson entered the meeting at 9.10am during discussions on the above item.

Road Safety Education
Agenda Item 6.2

The report was received [*INF1902/02 refers*] and discussion was held. The Road Safety Education Co-ordinator gave a verbal update and answered questions of the committee.

Service Delivery Report for February 2019
Agenda Item 6.3

The report was received [*INF1902/02 refers*] and discussion was held.

Road Name Changes – Sections of Oporuru Road
Agenda Item 6.4

The report was received [*INF1902/02 refers*] and discussion was held.

Resolved: (Crs Thomson/Smith)

THAT the Infrastructure Committee endorse and recommend to Council that the road name changes set out in Resolution RCB1812/04:

- *The section of Oporuru Road (southern end) from the Harbour's new bridge be renamed Rangitahi Road, and*
- *The section of Oporuru Road that currently provides access to the six properties at the northern end of the peninsula be renamed Mara Kai Lane.*

CARRIED on the voices

INF1902/06

Capital Toilet Budgets – Request for Additional Funding
Agenda Item 6.5

The report was received [*INF1902/02 refers*] and discussion was held. The Projects Team Leader gave a verbal update and answered questions of the committee.

Resolved: (Crs Smith/Church)

THAT the Infrastructure Committee recommend to Council that \$161,601.00 additional budget be made available for the toilet capital works programme to be funded through the Parks & Reserves Replacement Fund (8500);

AND THAT Council recognise the grant income and associated expenditure of \$868,000.00 provided by the Ministry of Business, Innovation and Employment through the Tourism Infrastructure Fund Funding Agreement (TIF-RI-040).

CARRIED on the voices

INF1902/07

One-Way Street – School Road, Whatawhata
Agenda Item 6.6

The report was received [INF1902/02 refers] and discussion was held. The Safety Engineer – Roading gave a verbal update and answered questions of the committee.

Resolved: (Crs Smith/Patterson)

THAT the Infrastructure Committee recommend to Council that subject to any amendments, Schedule 2 of the Parking, Traffic Control and Public Places Bylaw 2007 be updated to include School Road, Whatawhata in a northerly direction from 20m south of Mason Road to Mason Road.

CARRIED on the voices

INF1902/08

Raglan – Revocation of 1.65km of SH23 to local Road and proposed interim MOU
Agenda Item 6.7

The report was received [INF1902/02 refers] and discussion was held. The Safety Engineer – Roading gave a verbal update and answered questions of the committee.

Resolved: (Crs Thomson/Smith)

THAT Council support entering into an Interim Memorandum of Understanding (MOU) 1 July 2019 with New Zealand Transport Agency, and subject to the contents of the MOU, progress revocation of SH23 (in part) 1 July 2020.

CARRIED on the voices

INF1902/09

Hamilton to Auckland Start-Up Passenger Rail Project – Progress Update
Agenda Item 6.8

The report was received [INF1902/02 refers] and discussion was held. Cr Fulton gave a verbal update and answered questions of the committee.

Resolved: (Crs Sedgwick/Smith)

THAT the Infrastructure Committee recommends to Council that the proposed project governance structure for the Hamilton to Auckland Start-Up Passenger Rail Service project and the terms of reference of the Project Governance Working Group be approved;

AND THAT the Infrastructure Committee recommends to Council to confirm the appointment of Councillor Dynes Fulton and Councillor Eugene Patterson (as his alternate) as the Council representatives on the Project Governance Working Group;

Open Meeting

To	Waikato District Council
From	Clive Morgan General Manager Community Growth
Date	4 March 2019
Prepared by	Amy Murphy - Corporate Planner Stacey Solomon - Junior Corporate Planner
Chief Executive Approved	Y
Reference #	GOV1318 / 2192215
Report Title	Petition from residents of Rataroa Road

I. EXECUTIVE SUMMARY

Council has received a petition from the residents of Rataroa Road (near Miranda).

The petition from the residents of Rataroa Road relates to:

- road condition and maintenance;
- dust nuisance causing property and health concerns; and
- road safety.

The petition does not meet the criteria of the 2015 WDC Petitions Policy, however, it is clear that the intention of the document is to present as a petition. Staff are therefore suggesting that the document be accepted and given effect to as if it was a valid petition.

The petition signed by 27 residents of the road (and 1 regular visitor to the road) was presented to the Mayor and the local councillor on 18 February 2019 by the Principal Petitioner, Richard Haynes, and other members of the community.

Attached to this report are the following appendices:

- **Appendix 1:** Petition from residents of Rataroa Road
- **Appendix 2:** Waikato District Council Petitions Policy 2015
- **Appendix 3:** Principal petitioners speech

2. RECOMMENDATION

THAT the report *Petition from residents of Rataroa Road* from the General Manager Community Growth be received;

AND THAT Council acknowledges the intent of the “petition” from the residents of Rataroa Road noting that it does not meet the criteria for the 2015 WDC Petitions Policy and accepts the document accordingly;

3. BACKGROUND

Rataroa Road is a part of the Waikato district’s unsealed network. In 2012 Council made the decision to suspend seal extension activities on its unsealed network and to discontinue funding for dust suppression activities.

As no subsidy for these activities (seal extension and dust suppression) is attracted from New Zealand Transport Agency (NZTA), these activities are 100 per cent ratepayer funded.

After a service request was received from Rataroa Road (RDG02539/19), Waikato District Alliance (WDA) graded the road on 5 February 2019 to address corrugation issues. Because of the extremely dry conditions the road was only lightly graded to prevent further loosening the metal which would result in even more corrugations forming in a very short space of time.

The wider network, including Rataroa Road, is planned to have a heavier grade during autumn when rainfall increases. The heavier grade work will be followed by a roller. This will lock the pavement tightly down to provide adequate crossfall/shape and to minimise the amount of loose aggregate on the road. This will reduce the forming of corrugations in the road and improve road safety.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Advice from Council’s Legal team has been sought. The legal team has noted:

- The proposed petition does not technically meet our Petitions Policy for the following reasons:
 - The principal petitioner has not signed the front page;
 - The petition does not contain the phone number of each person who has signed it (although we do have their addresses); and
 - The petition is longer than 50 words.
- Notwithstanding these technical non-compliances, it is clear that the intention of the document is to present as a petition.

Advice from the Regulatory team has been sought. They have noted the following:

- No letter from the Environmental Health team has been sent to residents of Rataroa Road.
- The Health Act 1956 talks about situations injurious to health arising from roads. However, the intention of the Act is that this would not generally apply to dusty roads.
- Steps can be taken by people to minimise the effects of dust eg: closing windows.
- There are unlikely to be any health impacts from dust getting in to water supplies.

Advice from the Roding team has been sought. They have noted the following:

- Rataroa Road is generally serviceable and in good repair. It is not planned for significant future investment as it services a small number of people (around 30 properties) and is in good repair for this type of road in our district.
- If driven at an appropriate speed (30km/h or less for this road) then dust nuisance should not be an issue. All unsealed roads that are driven at speed will produce dust and safety issues. As this road only serves its residents, ensuring that they drive at an appropriate speed will address both dust and safety issues.
- It is suggested that installation of 30km/h signs with “TEMPORARY” and “DUST” supplementary plates would be an appropriate measure.

The Roding team also noted a number of operational/maintenance works that could be carried out and will be investigated further:

- The first 300m of road could do with a running coat. Suggest limiting limestone and using a harder stone.
- There is a drop off at approximately 30mm on left side when heading along the road. Suggest installing a sight rail.
- There is a curve which could do with a minor sight benching trim to aid through curve visibility, approximately 1km along on left side.
- There is a drop out approximately 1.3km on the left side caused by water sheeting across the road due because of the right side drain being blocked. This should be addressed before it gets worse.

4.2 OPTIONS

Option 1 – Council accepts the Petition

Council accepts the petition from the residents of Rataroa Road, noting that the petition does not meet our Petitions Policy criteria but that the intent of the petition is clear and the views that it contains have been expressed to the Mayor and to the local councillor. The residents of Rataroa Road are informed that maintenance of the road is planned as part of ongoing works to the wider network.

This is the preferred and sensible option in this case noting that the petition has also been discussed with the Mayor and local councillor.

Option 2 – Council does not accept the Petition.

Under this option the residents of Rataroa Road are informed as such.

5. CONSIDERATION

5.1 FINANCIAL

Council receives no funding for dust suppression activities on its unsealed network. Such works would need to be 100% ratepayer funded.

5.2 LEGAL

Advice from the Legal team has been sought and considered (see section 4.1).

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The 2015 WDC Petitions Policy has been considered, this is attached as Appendix B.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	Discussion has already taken place between the Mayor and ward councillor directly with the residents.				

Planned	In Progress	Complete	
		Y	Internal
		NA	Community Boards/Community Committees
		NA	Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
		NA	Households
		NA	Business
	Y		Other - Petitioners from Rataroa Road

6. CONCLUSION

Council has received a petition from the residents of Rataroa Road. The petition relates to issues including road condition and maintenance, dust nuisance, and road safety.

Further works on Rataroa Road are currently planned as part of continued maintenance of the wider network but this does not include dust suppression activities which would need to be 100 per cent ratepayer funded.

If the petition is accepted, Council could advise the petitioners of these planned works as a means to acknowledge that while we generally do not seal or carry out dust suppression works, some works will be carried out on the road.

Council now needs to determine whether to accept the petition from the Residents of Rataroa Road or not. It is recommended that this happen.

7. ATTACHMENTS

Appendix A – Petition from the Residents of Rataroa Road

Appendix B – Waikato District Council Petitions Policy 2015

Appendix C - Principal petitioners speech

WDC Petitions Policy

Policy Sponsor:	Chief Executive
Policy Owner	General Manager Strategy & Support
Resolution Number	WDC1512/06/1/6
Approved By:	Policy & Regulatory Committee
Date Approved:	December 2015
Next Review Date:	December 2018

Introduction

New Zealand's Local Government democracy not only provides for community members to elect their representatives, but also allows community members to have a say in shaping the policies that affect the community they live in. This involvement is achieved by Council receiving submissions and petitions from the public.

Submitting a petition does not replace normal communication and engagement processes such as discussing the issue with Council staff, councillors, or the Mayor.

Purpose

This policy sets out the process to be followed when community members wish to petition the Waikato District Council (the Council) on a particular subject.

Application

This policy applies to community members within the boundaries of the Waikato District Council.

Related Legislation, WDC Policies and Processes

- Local Government Act 2002
- Model Standing Orders for Meetings of Local Authorities and Community Boards (NZS9202:2003)
- Privacy Act 1993.
- Council's Significant and Engagement Policy

Definitions

Petition – a document addressed to the Waikato District Council, signed by one person or many people, that requests Council to take action on a matter of Council policy, or to redress a local or private grievance. The Chief Executive will determine whether the correspondence submitted qualifies as a petition under this policy.

Principal petitioner – the individual or person representing an organization or group of people whose name appears at the head of the petition. The Principal petitioner is usually the person who:

- has initiated or organised the petition; and
- may be sought by Council to provide further information on the petition.

Policy Statements

1. Who can Petition the Waikato District Council?

Anyone may petition the Council, including business houses, clubs, community organisations or groups.

2. Should you Petition?

Petitioning the Council is not always the only course of action. Some matters can be investigated by an Ombudsman or other agencies.

The public can obtain advice on whether a matter is within the jurisdiction of the Ombudsman from the offices of the Ombudsman situated in Auckland or Wellington, or by writing to the Office of the Ombudsman, PO Box 10-152, The Terrace, Wellington.

3. What information should the Petition contain?

The petition must contain, as a minimum:

- The name and address of the principal petitioner; and
- The signature of the Principal petitioner on the front page; or
- In the case of a petition from a business house or club/society, the signature of a duly authorised officer on behalf of that organisation, on the front page; and
- The name, address and phone number for each person who has signed the petition. (This is a requirement under the Standing Orders NZ 9202:2003).

4. Rules for Preparing a Petition

The following rules must be adhered to when preparing a petition to Council:

- The petition must be no more than 50 words.
- The petition must cover a single issue.
- The petition must not be disrespectful or use offensive language or statements made with malice.
- Each additional page containing signatures must be headed with the petition's request.
- Unless incapacitated, a person must sign the petition personally. A person signing on behalf of an incapacitated person must state this fact beside the signature.
- Signatures must be original (not photocopied, faxed, scanned, pasted or otherwise transferred onto sheets of the petition).
- Signatories must include their full names and addresses.

5. Petitions which are not Acceptable

A public petition will not be accepted by the Council where –

- The petition is not addressed directly to the Waikato District Council. Petitions addressed to the Governor General, a Minister of the Crown, or any other body or person, are not petitions to Waikato District Council.
- The matter can be investigated by the Ombudsman but the public has not applied to an Ombudsman. The Ombudsman can investigate and review decisions, recommendations or acts relating to matters of administration in local authorities. The public can obtain advice on whether a matter is within the

jurisdiction of the Ombudsman from the offices of the Ombudsman, as described above.

- The public have not exhausted their legal remedies and the matter should be dealt with by the Courts or a tribunal. The restriction applies when the public have a statutory right of appeal or have legal action pending.
- The petition contains multiple issues.
- The petition is similar to an earlier petition that has already been fully considered by the Council (within the 3 year term of Council). Such a petition may be received or considered by a Council only if substantial and material new evidence has become available since the consideration of the earlier petition.
- The petition does not meet the requirements of Clause 3 and 4 above.
- The statutory requirements of the petition have not been met.

6. Presenting a Petition

When a petition is ready, the principal petitioner must initially contact the Chief Executive's office of the Waikato District Council and request for it to be presented.

The Chief Executive's office will advise the principal petitioner how the petition can be delivered and/or presented.

7. Role of the Chief Executive

When petitions are delivered to the Chief Executive, they will be checked for compliance with this policy. If the petition complies with the rules and conventions of the Council, it will be accepted. If the petition does not comply, it will be returned by the Chief Executive to the principal petitioner with an explanation as to why the petition cannot be accepted.

8. Referral of Petition to Council

The Chief Executive will consider the petition content and, where appropriate, refer the petition to Council, or the appropriate committee, with recommendations. Council, or the appropriate committee, must report on what decision, if any, it has resolved to implement the recommendations. The Council's report on a petition is contained in the meeting minutes which are available to the public.

Once the report has been to Council, or the appropriate Committee, the Chief Executive will notify the principal petitioner, within 7 days, of the decision and action taken.

Policy Review

This policy will be reviewed as deemed appropriate by the Chief Executive, at least once every three years.

Rataroa Road, Road Condition Petition

The Waikato District Alliance don't have an approved budget for any solutions to keep the dust suppressed.

The Council made a conscious decision 7 years ago not to carry out any seal extensions in the district. This was due to an approach to managing budgets and customers expectations. The budget allocated doesn't allow for dust suppressants or seal extensions in the near future. The cost to seal our road be more or less \$1.2 Million Dollars.

Signing this petition, you are stating that you are unhappy with the road condition and maintenance and the dust nuisance which is causing property and health issues to houses in close proximity to the road, and agreeing that as a result, can be an unsafe road to travel at times.

Road #	Name	Daily Vehicles Travelling on Road	Date	Signed
2	SHANE MORRISON	2	15-2-19	Shane Morrison
2a	ELAYNE KENNY	1	15-2-19	Elayne Kenny
2a	David Clarke	1	15-2-19	David Clarke
30	Scott BRIGGS	1	15-2-19	Scott Briggs
30	Adele Jones	1	15-2-19	Adele Jones
60	Julie Anne Williamson	2	15-2-19	Julie Anne Williamson
112	Thomas Hammar	2	15-2-19	Thomas Hammar
119	Glen Wandy	3	15-2-19	Glen Wandy
123	Val Hammar	2	15-2-19	Val Hammar
134	Ian Hammar Haines	2	15-2-19	Ian Haines
134	Ana Weston	2	15-2-19	Ana Weston
149C	SIMON JONES	2	15-2-19	Simon Jones
221	Dom Yule	2	15-2-19	Dom Yule
221	Grette Yule	1	15/02/2019	Grette Yule
221	Lauris Yule	1	15/02/2019	Lauris Yule
87	Rosane Pellow	1	15/02/2019	Rosane Pellow
86	Kirsty Haynes	1	15/2/19	Kirsty Haynes
89	Kris White	1	15-2-19	Kris White
226	MULLEN MURPHY & MATTHEW HAYES	3	16-2-19	Mullen Murphy & Matthew Hayes

Road #	Name	Daily Vehicles Travelling on Road	Date	Signed
264	M Van Houtte	2	16-2-2019	M Van Houtte
264	S Harbort	1	16-2-2019	S Harbort
264	Jo Van Houtte	2	16-2-2019	Jo Van Houtte
86	Richard Haynes	1	16-2-2019	Richard Haynes
203	Keith Crippman	1	16-2-2019	Keith Crippman
215	Mary Ellen Newton	2	17/2/19	Mary Ellen Newton
87	Peter Roberts	4	17/2/19	Peter Roberts
87	Flyn Roberts	1	17/2/19	Flyn Roberts
1715	David Hule	1	18/2/19	David Hule
1715	regular visitor,			
Road				

This Petition has been submitted by
 Richard Haynes
 86 Rataroa Road, RD3, Pokeno, 2473
 021665779

This Petition has Been Presented, and Witnessed by
 to the Mayor & Co Sedgwick
 J Sedgwick

Appendix C

I'm speaking tonight as a resident of Rataroa Road, and a local volunteer firefighter from Maramarua Fire Station. In the dry, our road becomes so dusty that it is causing health and safety problems for almost, if not all of our residents. We have asthma sufferers and small children – the youngest being 5 months old, suffering breathing and coughing problems due to the dust clouds that are picked up with every single vehicle that travels along our road. The dust gets into our homes, our drinking water and we have to time when we do our laundry to reduce contamination from the road dust. Visibility is poor when driving behind or towards each other because of the dust clouds. My own kids had a near miss with a truck when walking to the school bus stop with their mother. The truck didn't even see them. Now they have to walk through the neighbour's paddocks because it is safer than our road. The corrugations on the road are causing road users to be on the wrong side of the road to avoid them as much of the corrugations are on blind corners. We are lucky to only have a few minor accidents and near misses. It won't be long until one of the big trucks or cars seriously injures or kills somebody. In the winter, it is the complete opposite with our road turning into a slippery mud pit. Since original development, our road has increased 10 fold where Rataroa Road used to service 2 farms, it now services 29 properties. From the information I have gathered through my petition, there is 45 daily vehicles travelling our road. That's 90 times on return trips, not including visitors and contractors. Our road is unsuitable and to the point of being dangerous to have this volume of traffic using the road. This weekend gone, I did a petition that 100% of Rataroa residents signed that were home – I have 27 signatures, all who are disgusted with the current road conditions. I feel that this petition was needed as the Waikato District Alliance and Council doesn't allocate a budget to allow for dust suppressants or sealing now or in the near future as their letter to me stated. So my question is what are you going to do about making our road safe and when are you going to do it by?

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	6 March 2019
Prepared by	Rose Gray Senior Committee Secretary
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 Tuesday 5 March 2019.

2. RECOMMENDATION

THAT the minutes of a meeting of the Chief Executive’s Performance Review Subcommittee held on Tuesday 5 March 2019 be received.

3. ATTACHMENTS

Minutes

MINUTES of the Chief Executive's Performance Review Subcommittee meeting of the Waikato District Council held in the Board Room, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 5 MARCH 2019** commencing at **9.30am**.

Present:

His Worship the Mayor, Mr AM Sanson
Cr DW Fulton
Cr A Bech
Cr JM Gibb
Cr JD Sedgwick

Attending:

Mr GJ Ion (Chief Executive)
Mrs RJ Gray (Senior Committee Secretary)
Mr G Tims (HR Consultant)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/Fulton)

THAT the agenda for the meeting of the Chief Executive's Performance Review Subcommittee meeting held on Tuesday 5 March 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 5 which shall be considered with the public excluded.

CARRIED on the voices

CE1903/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/Bech)

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

CARRIED on the voices

CE1903/02

EXCLUSION OF THE PUBLIC

Agenda Item 5

Resolved: (Crs Gibb/Fulton)

THAT the report from the Chief Executive be received;

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

Confirmation of Minutes dated Monday 8 October 2018

REPORTS**a. Chief Executive's Performance Review**

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

Reason for passing this resolution to withhold exists under:

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

Section 7(2)(a)(f)(i)

Section 48(1)(a)

FURTHER THAT Mr Tims be permitted to remain in the meeting after the public has been excluded to facilitate discussion on the Chief Executive's Performance Review.

CARRIED on the voices

CE1903/03

Resolution nos CE1903/04 to CE1903/06 are contained in the public excluded section of these minutes.

Having resumed open meeting and there being no further business the meeting was declared closed at 11.18am.

Minutes approved and confirmed this day of
2019.

AM Sanson
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	21 February 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1303
Report Title	Receipt of Minutes – Water Governance Board

1. EXECUTIVE SUMMARY

To receive the minutes of the Water Governance Board meeting held on Wednesday 20 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Water Governance Board meeting held on Wednesday 20 February 2019 be received.

3. ATTACHMENTS

WGB Minutes

MINUTES of a meeting of the Water Governance Board Meeting of the Waikato District Council held in the Committee Rooms 1 and 2, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 20 FEBRUARY 2019** commencing at **10.29am**.

Present:

Ms R Schaafhausen (Chair)
Mr D Wright
Mr GJ Ion

Attending:

Mrs W Wright (Committee Secretary)
Mr I Cathcart (General Manager Service Delivery)
Ms C Nutt (Project Manager)
Mr K Pavlovich (Waters Manager)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Schaafhausen/Mr Wright)

THAT an apology be received from Ms Colliar and Mr Dibley.

CARRIED

WGBI902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Schaafhausen/Mr Wright)

THAT the agenda for a meeting of the **Water Governance Board Meeting** held on **Wednesday 20 February 2019** 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 discussed with the public excluded;

AND THAT all reports be received;

AND FURTHER THAT in accordance with **Standing Order 9.4** the order of business be changed with agenda item 6 [*Public Excluded*] being considered as the first item on the **Agenda**.

CARRIED

WGBI902/02

DISCLOSURES OF INTEREST

It is noted that Ms Schaafhausen is the Chair of Iwi Leaders Group Freshwater.
It is noted that Mr Wright is the Chair of Wellington Water Limited.

CONFIRMATION OF MINUTES

Resolved: (Ms Schaafhausen/Mr Wright)

THAT the minutes of a meeting of the Water Governance Board Meeting held on Friday 16 November 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WGBI902/08

REPORTS**EXCLUSION OF THE PUBLIC**

Agenda Item 6

The report was received [WGBI902/02 refers].

Resolved: (Ms Schaafhausen/Mr Wright)

THAT the public be excluded from the meeting during discussion on the following items of business:

- i. Confirmation of Minutes dated Friday 16 November 2019**

REPORTS

- a. Discussions with Watercare Board**

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

Reason for passing this resolution to withhold exists under:

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

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

Section 48(1)(2)(d)

- b. Te Kauwhata Water Association**

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)(i)(ii)(i)

Section 48(1)(3)(d)

AND FURTHER THAT Mr Cathcart, Ms Nutt and Mr Pavlovich be permitted to remain in the meeting, after the public has been excluded, because of their knowledge of the subject matter.

CARRIED

WGB1902/03

REPORTS (CONTINUED)

Delegations

Agenda Item 5.1

The report was received [WGB1902/02 refers] and discussion was held.

Resolved: (Mr Wright/Ms Schaafhausen)

THAT the following delegations (as amended) for the Waters Governance Board be confirmed and forwarded to Council for consideration:

- To agree the form of the transactional arrangement with Watercare
- To negotiate with Watercare and recommend to Council the final contract value for waters' management
- To conclude the contract (after Council approval of contract value) and terms and conditions with Watercare
- To ensure that the arrangement with Watercare is operational by 1 July 2019 with any residual elements timetabled and noted
- To hold the contractor to account for their performance at all levels
- To monitor and oversee the performance of staff and Watercare in terms of the water activity
- To consider and ensure improvements and innovation are implemented by Watercare or management as appropriate
- Approve changes to the operation of the contract with Watercare
- Develop strategies to improve contractual performance or to improve business practices
- Develop an annual works programme (operating and capital) and submit to council for final approval
- To set and maintain high standards of health, safety and wellbeing practices
- To set and maintain standards of ethics and corporate behaviour
- To consider development opportunities for the Waters' business
- Define and set levels of service for waters management now and in the future

- **Be accountable for the financial performance of the contract and operation**
- **Develop plans to improve the overall resilience of the waters' networks and allow for growth**
- **To consider the impact of growth on the Waters' Infrastructure**
- **Implement and monitor the risk management framework for the waters' management and activity**
- **Ensure kaitiakitanga and environmental outcomes are key decision making considerations for the Board**
- **Approve the annual and half yearly financial statements**
- **Review the Board composition, structure and succession and make recommendations to council on these matters**
- **To ensure the waters' business delivers value for the community in terms of the four wellbeings**
- **To uphold the vision and strategy of the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010**

CARRIED on the voices

WGB1902/09

Franchise (Circulated)
Agenda Item 5.2

The report was received [WGB1902/02 refers] and discussion was held.

THAT the Project Team continue to develop the relationship with Watercare based on the mobilisation to 1 July 2019 and 2 year transition period through to long term contract starting 1 July 2021;

AND THAT the Water Governance Board confirm their support for the franchise model to be fully operational by 1 July 2021;

AND FURTHER THAT Staff report back on the operation of the rates rebate scheme and the Watercare Hardship Scheme.

The Chair requested that a copy of the risk assessment provided to the Audit & Risk Committee (on 7 December 2018) on the Waters Social Franchise Model Strategic Deep Dive Report be distributed to Board members.

Summary of discussions between the Chairs of the Waters' Governance Board and Watercare Board
Agenda Item 5.3

The report was received [WGB1902/02 refers] and discussion was held.

Revised Work Programme (Circulated)
Agenda Item 5.4

The report was received [WGB1902/02 refers] and discussion was held.

Open Meeting

To	Waikato District Council
From	Tony Whittaker Chief Operating Officer
Date	28 February 2019
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference #	GOV1318 / 2188290
Report Title	Minutes of the Waikato Raupatu River Trust and Waikato District Council Co-Governance Committee

1. EXECUTIVE SUMMARY

The purpose of this report is to present the minutes of the Waikato Raupatu River Trust and Waikato District Council Co-Governance Committee meeting held on 18 April 2018.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Minutes of the Waikato Raupatu River Trust and Waikato District Council Co-Governance Committee dated 18 April 2018

MINUTES of a meeting of the Waikato Raupatu River Trust and Waikato District Council Co-Governance Committee held in the Boardroom, Tainui Group Holdings, 6 Bryce Street, Hamilton, on 18 April 2018, commencing at 10 am.

Present	His Worship the Mayor, Mr A M Sanson (Co-Chair) Cr L Thomson Cr D Fulton Cr J Gibb	Chair of Te Arataura and Trustee Rukumoana Schaafhausen (Co-Chair) Trustee Hinerangi Raumati-Tuu'a Trustee Patience Te Ao
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In attendance	Ms D Flavell Mr P Nepia Ms M Tukere Mr T Paki Mr T Whittaker Mrs Sue O'Gorman Ms A McPhee (minutes)	Chief Executive, Waikato Raupatu Land and River Trust (WRRT) Kaumatua (WRRT) General Manager Oranga (WRLT) General Manager (WDC) Acting Chief Executive/ General Manager (WDC) General Manager (WDC) Executive Assistant (WDC)
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Pokaia Nepia opened the hui with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: Co-Chair Sanson / Co-Chair Schaafhausen

THAT apologies be received from Mr G Ion.

CARRIED

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: Co-Chair Sanson / Co-Chair Schaafhausen

THAT the agenda for the meeting of the Waikato Tainui/Waikato District Council Joint Committee for 18 April 2018 be confirmed.

CARRIED

DISCLOSURES OF INTEREST

There were no declarations of interest noted.

CONFIRMATION OF MINUTES

Resolved: Co-Chair Sanson / Co-Chair Schaafhausen

THAT the minutes of a meeting of the Waikato Tainui/Waikato District Council Joint Committee held on 18 October 2017 be confirmed as a true and correct record of that meeting.

CARRIED

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

REPORTS**WAIKATO TAINUI PRESENTATION**

Co-Chair Schaafhausen provided an overview of the Waikato-Tainui presentation.

Mayor Allan expressed his confidence in the high calibre of leadership within Waikato-Tainui currently and his aspirations to work together to take the joint approach to the next level.

The Co-Chairs agreed that they wish the management teams of both organisations to work jointly to develop a work plan, which would provide the basis for Joint Committee meetings going forward.

Action: Management teams to develop a strategic work plan that aligns both organisations' strategic priorities.

Mayor Allan noted that there is an opportunity for greater representation of Waikato-Tainui at Waikato District Council.

Action: CE's to follow up with a discussion around Waikato-Tainui representation at Councillor Workshops.

Mayor Allan also raised the perception of Council that there is disconnect between Waikato-Tainui and Tainui Group Holdings Ltd. He requested, on behalf of Council, better alignment through this Joint Committee to enable strategic progress.

Tony Whittaker raised that there are three priorities outlined in the Waikato-Tainui presentation that tightly align with Council's vision and strategic priorities. It was also acknowledged that Council's Economic Development Strategy needs to align with engagement and community growth.

Resolved: Cr Gibb / Cr Fulton

THAT the Joint Committee receive the report.

CARRIED**WAIKATO DISTRICT COUNCIL LONG TERM PLAN 2018-2028 PRESENTATION**

Tony Whittaker provided an overview of the presentation and spoke to Council's vision of connected communities, priority areas and key events of the past three years. He also spoke of pressures on teams and how this has impacted Council's work plan. Tony also advised that Council are now looking to reinvent how they operate and to make changes to better serve ratepayers and communities.

Tony also thanked Waikato-Tainui for their submission to the LTP and noted again the close alignment of Waikato-Tainui to council's priorities.

Patience Te Ao raised that not all rural properties are "farmers" and that there are difficulties among those living rurally.

Co-Chair Schaafhausen queried whether Maori population data was available for rating. Tony and Mayor Allan advised that unfortunately rating does not drive down to that level of detail. They also raised that there are rate relief opportunities and initiatives and communities must be made aware of these.

Hinerangi Raumati-Tuu'a raised the need for targeted engagement with Maori communities. Tony advised that there hasn't been any targeted engagement to date, however staff would welcome this.

Tony also advised that Hamilton City Council have submitted a proposal to Central Government regarding their aspirations to explore a regional fuel tax. The Waikato District is also struggling with roading costs therefore Council supports their proposal and would look to implement this in the next election period.

Co-Chair Schaafhausen said that while she understands the rationale around the fuel tax, the impact on the tribal population would be significant. She expressed a wish to work together on aligned approach.

Mayor Allan spoke to master planning / spatial planning and the opportunities for Waikato-Tainui outside of the current northern corridor e.g. Meremere.

Resolved: Co-Chair Sanson / Co-Chair Schaafhausen

THAT the Joint Committee receive the report.

CARRIED**WAIKATO DISTRICT COUNCIL HOUSING INFRASTRUCTURE FUND: TE KAUWHATA DETAILED BUSINESS CASE**

Tony provided an overview of the Housing Infrastructure Fund Business Case (HIF) and spoke of Council's aspirations to move North. Mayor Allan noted that Council can appreciate the rationale in Chris Joblin declining this; however Council does feel that this is a missed opportunity for all parties, which was agreed by the Joint Committee members.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	8 February 2019
Prepared by	Lynette Wainwright Committee Secretary
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 4 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Onewhero-Tuakau Community Board held on Monday 4 February 2019 be received.

3. ATTACHMENTS

OTCB minutes 4 February 2019

Minutes of a meeting of the Onewhero-Tuakau Community Board held in the Nikau Café, 1779 Waikaretu Valley Road Waikaretu on **MONDAY 4 FEBRUARY 2019** commencing at **7.00pm**.

Present:

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

Attending:

Mrs S O’Gorman (General Manager Customer Support)
Mrs L Wainwright (Committee Secretary)
Cr J Hayman (Waikato Regional Council)
Members of the public

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Cameron/Cr Church)

THAT the agenda for a meeting of the Onewhero-Tuakau Community Board held on Monday 4 February 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

CARRIED on the voices

OTCBI902/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Ms Conroy/Mr Jackson)****THAT the minutes of a meeting of the Onewhero-Tuakau Community Board held on Monday 3 December 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****OTCBI902/02****REPORTS****Public Forum****Agenda Item 5.1**

The following items were discussed at the public forum:

- roading issues being resolved,
- mowing of roadsides needs more regular maintenance,
- water tables need regular maintenance,
- heritage status of halls in our district, and
- public toilets in Tuakau.

Cr Main withdrew from the meeting at 7.27pm during discussion on the above item.

Onewhero-Tuakau Works & Issues Report**Agenda Item 5.2**The report was received [*OTCBI902/02 refers*] and discussion was held on the following items:

- recycle/transfer station in Tuakau,
- cost and usability of swimming pools,
- Port Waikato wharf,
- street lighting in Tuakau is poor – CRM required,
- footpaths – do we still have minor improvements budget?
- road between Matakita Road and microwave station and Opuatia bridge south side – response as to what is happening with the road, and
- Tuakau Bridge maintenance report.

Cr re-entered the meeting at 7.36pm during discussion on the above item.

Discretionary Fund Report to 22 January 2019
Agenda Item 5.3

The report was received [OTCBI 902/02 refers] and discussion was held.

Resolved: (Mr Reeve/Mr Jackson)

THAT the Onewhero-Tuakau Community Board approves reimbursement of \$* for workshop expenses to Mr Cameron from the chairperson's discretionary fund (Resolution No. OTCBI812/04);

AND THAT the Armistice Day funds of \$798.58 (Resolution No. OTCBI810/04) be returned to the pool.

CARRIED on the voices

OTCBI 902/03

Kids off the Couch
Agenda Item 5.4

The report was received [OTCBI 902/02 refers] and discussion was held.

Resolved: (Cr Church/Ms Conroy)

THAT an allocation of \$1,000.00 is made to the Tuakau Lions Club towards the cost of the "Kids off the Couch" event to be held on 17 March 2019.

CARRIED on the voices

OTCBI 902/04

Year to Date Service Request Report
Agenda Item 5.5

The report was received [OTCBI 902/02 refers] and discussion was held.

New Zealand Community Boards' Conference 2019 – New Plymouth
Agenda Item 5.6

The report was received [OTCBI 902/02 refers] and discussion was held.

Resolved: (Mrs Watson/Cr Main)

THAT Mr Shaun Jackson be nominated to attend the New Zealand Community Boards' Conference in New Plymouth from Thursday, 11 April 2019 to Saturday, 13 April 2019;

AND THAT Council funds the conference registration fee for one delegate and the Onewhero-Tuakau Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.

CARRIED on the voices

OTCBI902/05

Chairperson's Report

Agenda Item 5.7

The chairperson gave a verbal report on the following items:

- Tuakau toilet block,
- slips at Waikaretu,
- train at Tuakau, and
- a formal photo to be taken for the Board Room at Tuakau.

Councillor's/Councillors' and Board Members' Reports

Agenda Item 5.8

Verbal reports were received on the following items:

- Naike Community Centre and Te Akau Hall leases,
- Waikaretu roads,
- Harker Reserve access,
- youth centre alterations cannot be done without a building permit – could be a placemaking project,
- ANZAC Day plans,
- pool prices and usability,
- submission to Auckland Passenger Transport plan will be forwarded to board members,
- public transport system,
- demolition costs of toilets in Tuakau is high,
- cemetery/crematorium – discussions to be held with interested party,
- road names list,
- walking, trails,
- placemaking poles to be installed prior to next meeting,
- report on Combined Sports Society,
- new gym in Tuakau,
- skatepark funding, and
- elections.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	12 February 2019
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 11 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Taupiri Community Board meeting held on Monday 11 February 2019 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 11 FEBRUARY 2019** commencing at **6.00pm.**

Present:

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

Attending:

Mr R MacCulloch (Deputy General Manager Service Delivery)
Mrs W Wright (Committee Secretary)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Lovell/Ms Morley)

THAT an apology be received from Mr van Dam.

CARRIED on the voices

TCB1902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Lovell/Cr Gibb)

THAT the agenda for a meeting of the Taupiri Community Board held on Monday 11 February 2019 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

TCB1902/02

DISCLOSURES OF INTEREST

Ms Lovell advised members of the Board that she would declare a financial conflict of interest in item 5.2 [*Discretionary Fund to 30 January 2019*].

CONFIRMATION OF MINUTES**Resolved: (Cr Patterson/Ms Pecékajus)****THAT the minutes of a meeting of the Taupiri Community Board held on Monday 12 November 2018 be confirmed as a true and correct record of that meeting.****CARRIED on the voices****TCBI902/03****REPORTS****Public Forum**

Agenda Item 5.1

There were no members of the public in attendance.

Discretionary Fund to 30 January 2019

Agenda Item 5.2

Ms Lovell declared a conflict of interest and did not take part in discussion or voting on this item.

The report was received [*TCBI902/02 refers*] and discussion was held.**Resolved: (Cr Gibb/Mr Lovell)****THAT Ms Lovell be reimbursed for ink cartridges purchased from Warehouse Stationery on 22 January 2019 in the amount of \$156.36.****CARRIED on the voices****TCBI902/04****New Zealand Community Boards' Conference 2019 – New Plymouth**

Agenda Item 5.3

The report was received [*TCBI902/02 refers*] and discussion was held.**Resolved: (Cr Gibb/Miss Orsmy-Cocup)****THAT Ms Dorothy Lovell be nominated to attend the New Zealand Community Boards' Conference in New Plymouth from Thursday, 11 April 2019 to Saturday, 13 April 2019;****AND THAT Council funds the conference registration fee for one delegate and the Taupiri Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.****CARRIED on the voices****TCBI902/05**

Blueprint Update
Agenda Item 5.4

The report was received [TCB1902/02 refers] and discussion was held.

Taupiri Works and Issues Report – February 2019
Agenda Item 5.5

The report was received [TCB1902/02 refers] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.6

The report was received [TCB1902/02 refers] and discussion was held.

Chairperson's Report
Agenda Item 5.7

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

Councillors' Report
Agenda Item 5.8

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

PROJECTS

Project Update – Bridge Development
Agenda Item 6.1

Cr Gibb gave a verbal updated and answered questions from the Board.

Land Development
Agenda Item 6.2

Cr Patterson gave a verbal update and answered questions from the Board.

Expressway Update
Agenda Item 6.3

Ms Morley gave a verbal update and answered questions from the Board.

Taupiri Mountain Update
Agenda Item 6.4

Ms Cocup-Ormsby gave a verbal update and answered questions from the Board.

Parks & Reserves
Agenda Item 6.5

Cr Gibb spoke about current issues surrounding the Taupiri Rugby Club Park.

Footpaths/Frontages
Agenda Item 6.6

Ms Pecekajus gave a verbal update and answered questions from the Board.

There being no further business the meeting was declared closed at 7.10pm.

Minutes approved and confirmed this day of 2019.

D Lovell
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	13 February 2019
Prepared by	Lynette Wainwright Committee Secretary
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 12 February 2019.

2. RECOMMENDATION

THAT the minutes of the Raglan Community Board meeting held on Tuesday 12 February 2019 be received.

3. ATTACHMENTS

Minutes 12 February 2019

MINUTES of a meeting of the Raglan Community Board held in the Supper Room, Town Hall, Bow Street, Raglan on **TUESDAY 12 FEBRUARY 2019** commencing at **2.00pm**.

Present:

Mr R MacLeod (Chairperson)
Cr LR Thomson
Mr PJ Haworth
Mrs R Kereopa
Mr AM Oosten [from 2.09pm]
Mrs GA Parson
Mr AW Vink

Attending:

Ms M May (Community Connections Manager)
Mr C Birkett (Monitoring Team Leader)
Mrs LM Wainwright (Committee Secretary)
Mr K Barry (Raglan Sports Fishing Club)
12 members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr MacLeod/Mrs Parson)

THAT an apology for lateness be received from Mr Oosten.

CARRIED on the voices

RCBI902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr MacLeod/Mrs Parson)

THAT the agenda for a meeting of the Raglan Community Board held on Tuesday 12 February 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item 6.3 [*Raglan Works & Issues Report: Status of Items February 2019*] being considered after agenda item 4;

AND FURTHER THAT the Board resolves that item 5 [*Speaker – NZ Police*] be withdrawn from the agenda.

CARRIED on the voices

RCB1902/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Thomson/Mr Haworth)

THAT the minutes of a meeting of the Raglan Community Board held on Tuesday 4 December 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

RCB1902/03

SPEAKER

This item was withdrawn from the agenda.

REPORTS

Raglan Works & Issues Report: Status of Items February 2019
Agenda Item 6.3

The report was received [*RCB1902/02 refers*] and discussion was held. The Community Connections Manager gave a verbal update and answered questions of the board.

Additional issues raised:

- CBD schedule to be added to the report, and
- Manu Bay breakwater mediation – Mr Barry gave a verbal update.

Mr Oosten entered the meeting at 2.09pm during discussion on the above item.

Parking, Freedom Camping activity in Raglan over the peak summer period
Agenda Item 6.1

The report was received [*RCB1902/02 refers*] and discussion was held. The Monitoring Team Leader gave a verbal update and answered questions of the board.

Infringement Notices

Agenda Item 6.2

The report was received [RCB1902/02 refers] and discussion was held. The report was received [RCB1902/02 refers] and discussion was held. The Monitoring Team Leader gave a verbal update and answered questions of the board.

Blueprint Update

Agenda Item 6.4

The report was received [RCB1902/02 refers] and discussion was held.

Year to Date Service Request Report

Agenda Item 6.5

The report was received [RCB1902/02 refers] and discussion was held.

Raglan Naturally Update

Agenda Item 6.6

The report was received [RCB1902/02 refers] and discussion was held. Mrs Parson gave a verbal update on the following matters:

- rubbish bins,
- wharf parking group – what next?
- parking map,
- Reserves Management Plan submission made, and
- Informal community board catchup before the start of the year.

New Zealand Community Boards' Conference 2019 – New Plymouth

Agenda Item 6.7

The report was received [RCB1902/02 refers] and discussion was held.

Resolved: (Mrs Parson/Mrs Kereopa)

THAT Cr Thomson be nominated to attend the New Zealand Community Boards' Conference in New Plymouth from Thursday, 11 April 2019 to Saturday, 13 April 2019;

AND THAT Council funds the conference registration fee for one delegate and the Raglan Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.

CARRIED on the voices

RCB1902/04

Discretionary Fund Report to 30 January 2019
Agenda Item 6.8

The report was received [RCB1902/02 refers] and discussion was held.

Receipt of the Raglan Town Hall Minutes
Agenda Item 6.9

The report was received [RCB1902/02 refers] and discussion was held.

Resolved: (Mr Vink/Mr MacLeod)

THAT the minutes of a meeting of the Raglan Town Hall Committee be received;

AND THAT the Raglan Community Board support the Committee's resolution as follows:

“THAT the Raglan Town Hall Committee requests Council that all maintenance matters be referred to the hall committee in the first instance unless of an emergency nature;

AND THAT Council advises the Chairperson and/or Secretary of any non-scheduled or emergency maintenance matters before work commences.”

CARRIED on the voices

RCB1902/05

Chairperson's Report
Agenda Item 6.10

The report was received [RCB1902/02 refers] and the chairperson reported on the following:

- Waitangi celebrations, and
- Parking on airfield and fire calls during Soundsplash.

Councillor's Report
Agenda Item 6.11

The report was received [RCB1902/02 refers] and discussion was Councillor Thomson reported on the following items:

- fireworks display,
- freedom camping,
- 360 responses to Raglan Naturally survey,
- visitor traffic on Whaanga Coast,
- impact of the rally on Raglan roads,
- Swans Beach access road needs upgrading,

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	15 February 2019
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 15 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Ngaruawahia Community Board meeting held on Tuesday 15 February 2019 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 12 FEBRUARY 2019** commencing at **6.00pm**.

Present:

Mr J Whetu (Chair)
Cr JM Gibb [until 6.26pm and from 6.32pm]
Cr E Patterson
Ms R Kirkwood
Ms K Morgan

Attending:

Mr GJ Ion (Chief Executive)
Mrs W Wright (Committee Secretary)
C Newport (Youth Representative)
Members of the public

The Chair opened the meeting with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Whetu/Ms Kirkwood)

THAT an apology be received from Ms Diamond;

AND THAT an apology received from Mr Sherson be declined.

CARRIED on the voices

NCBI902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Whetu/Cr Gibb)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 12 February 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

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

- **Youth Engagement Report**

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

CARRIED on the voices

NCBI902/02

DISCLOSURES OF INTEREST

Cr Gibb advised members of the Board that she would declare a non-financial conflict of interest in item 5.3 [*Point Reserve Management Plan*].

CONFIRMATION OF MINUTES

Resolved: (Mr Whetu/Cr Patterson)

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

CARRIED on the voices

NCBI902/03

REPORTS

Public Forum

Agenda Item 5.1

The following items were discussed at the Public Forum

- 8 x 2 railings being stolen
- The oak tree being felled
- Smith Road-area residents requesting access to the paper road or a loop to join the Te Awa cycleway

Discretionary Fund Report to 30 January 2019

Agenda Item 5.2

The report was received [*NCBI902/02 refers*] and discussion was held.

Resolved: (Ms Morgan/Ms Kirkwood)

THAT a sum of \$80 be allocated for catering purposes (\$10 per meeting) for 2019;

AND THAT Cr Patterson be reimbursed for expenses incurred for the barbecue held at the Opening of the Ngaruawahia Pools. (Invoice number 281218 for \$102.21 from E&C Patterson refers.

CARRIED on the voices**NCBI902/04****Consultation on The Point Reserve Management Plan (including Kiingitanga Reserve) Draft Agenda Item 5.3**

Cr Gibb declared a non-financial conflict of interest , withdrew from the room and did not take part in discussion or voting on this item.

The report was received [NCBI902/02 refers] and discussion was held.

Cr Gibb re-entered the meeting at 6.32pm after discussion on the above mentioned item.

Blueprint Update**Agenda Item 5.4**

The report was received [NCBI902/02 refers] and discussion was held.

New Zealand Community Boards' Conference 2019 – New Plymouth**Agenda Item 5.5**

The report was received [NCBI902/02 refers] and discussion was held.

Resolved: (Cr Gibb/Cr Patterson)

THAT Ms Wendy Diamond be nominated to attend the New Zealand Community Boards' Conference in New Plymouth from Thursday 11 April 2019 to Saturday 13 April 2019;

AND THAT Council funds the conference registration fee for the delegate and this Community Board funds the accommodation, travel and other associated costs for both delegates from its Discretionary Fund.

CARRIED on the voices**NCBI902/05****Youth Engagement Report****Add.Item****Tabled Item: Monthly Report**

The Youth Representative gave a verbal report was received [NCBI902/02 refers] and discussion was held.

Corey will not be continuing in his appointment as Youth Engagment Coordinator. The Community Board members thanked him for him and his team's ("Embrace the Future") commitment to the community and wished them well for the future.

Ngaruawahia Works and Issues Report
Agenda Item 5.6

The report was received [NCB1902/02 refers].

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 5.7

The report was received [NCB1902/02 refers].

Year to Date Service Request Report
Agenda Item 5.8

The report was received [NCB1902/02 refers] and discussion was held.

Chairperson's Report
Agenda Item 5.9

The report was received [NCB1902/02 refers] and discussion was held.

The Chair informed the Board that he will be reporting on a regular basis around the following three issues:

1. Te Mana o Te Rangi Reserve
2. Entranceways into Ngaruawahia
3. The Point, Ngaruawahia

Councillors' Report
Agenda Item 5.10

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

Community Board Members' Report
Agenda Item 5.11

Members provided a verbal report on the following issues:

- Welcomed Sam Toka to Council as Iwi & Community Partnerships Manager
- Congratulated the Councillors and everybody involved with the Open Day at the local swimming pools
- Regatta is coming up
- Encouraging the community to call and log service calls for issues around the district so that Council can respond
- Investigate government funding options for swimming training

The Chair closed the meeting with a karakia.

There being no further business the meeting was declared closed at 7.26pm.

Minutes approved and confirmed this day of 2019.

J Whetu
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	22 February 2019
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference No	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 19 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 19 February 2019 be received.

3. ATTACHMENTS

HCB minutes 19 February 2019

MINUTES of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 19 FEBRUARY 2019** commencing at **6.00pm**.

Present:

Ms K Langlands (Chairperson)
Cr S Lynch
Cr F McNally
Ms K Bredenbeck
Mrs D Lamb
Mr C Rees
Mrs S Stewart

Attending:

His Worship the Mayor Mr AM Sanson
Mrs LM Wainwright (Committee Secretary)
Ms P Comins (Youth Representative)
Ms L Pennington (Fulton Hogan JV)
Mr S Brandon (NZTA JV)
Members of the public

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mrs Lamb/Ms Bredenbeck)

THAT an apology be received from Mr Farrar.

CARRIED on the voices

HCBI902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Langlands/Cr Lynch)

THAT the agenda for a meeting of the Huntly Community Board held on Tuesday 19 February 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT the Board resolves that the following item be added to the agenda as a matter of urgency as advised by the Chairperson:

- **Presentation by Fulton Hogan and NZTA Joint Venture on the Huntly Bypass work;**

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

CARRIED on the voices

HCBI902/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Ms Langlands/Mr Rees)

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

CARRIED on the voices

HCBI902/03

REPORTS

Public Forum

Agenda Item 5.1

The following items were discussed at the public forum:

- signage for Huntly
- removal of Wearable Arts sign,
- service provided by Fulton Hogan
- Huntly War Memorial Hall update
- leak at Willoughby flats, and
- painting and insulation at flats.

Presentation by Fulton Hogan and NZTA Joint Venture on the Huntly Bypass work
Add. Item.

The report was received [*HCBI902/02 refers*] and discussion was held. Representatives from Fulton Hogan and NZTA Joint Venture spoke to a powerpoint presentation and answered questions of the board.

Discretionary Fund Report to 30 January 2019

Agenda Item 5.2

The report was received [*HCBI902/02 refers*] and discussion was held.

Resolved: (Mrs Lamb/Cr Lynch)

THAT a further amount of \$247.35 from the discretionary fund is committed to the community flags in Huntly project to meet the shortfall in funding.

CARRIED on the voices

HCBI902/04

Blueprint Update
Agenda Item 5.3

The report was received [*HCBI 902/02 refers*] and discussion was held.

Huntly Community Plan
Agenda Item 5.4

The report was received [*HCBI 902/02 refers*] and discussion was held.

Year to Date Service Request Report
Agenda Item 5.5

The report was received [*HCBI 902/02 refers*] and discussion was held.

New Zealand Community Boards' Conference 2019 – New Plymouth
Agenda Item 5.6

The report was received [*HCBI 902/02 refers*] and discussion was held.

Resolved: (Cr McNally/Mrs Lamb)

THAT Ms Langlands be nominated to attend the New Zealand Community Boards' Conference in New Plymouth from Thursday, 11 April 2019 to Saturday, 13 April 2019;

AND THAT Council funds the conference registration fee for one delegate and the Huntly Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.

CARRIED on the voices

HCBI902/05

Huntly Entrance Sign
Agenda Item 5.7

The report was received [*HCBI 902/02 refers*] and discussion was held.

Huntly Works & Issues Report: Status of Items February 2019

Agenda Item 5.8

The report was received [*HCB1902/02 refers*] and discussion was held.

Chairperson's Report

Agenda Item 5.9

The report was received [*HCB1902/02 refers*] and discussion was held.

Councillor's/Councillors' and Board Members' Reports

Agenda Item 5.10

Verbal reports were received on the following items:

- opening of Cobb Vantress,
- Maori release to work project,
- Rose Gray's farewell,
- citizenship ceremony,
- Representation Review hearing, and
- Hamilton to Auckland corridor meeting.

There being no further business the meeting was declared closed at 6.52pm.

Minutes approved and confirmed this day of 2019.

K Langlands
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	19 February 2019
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 13 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Te Kauwhata Community Committee held on Wednesday 13 February 2019 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 13 FEBRUARY 2019** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Mrs C Berney (Secretary)
Mr J Cunningham
Mr D Hardwick
Mr T Hinton
Mr C Howells
Mr B Weaver

Attending:

Mr AM Sanson (His Worship the Mayor)
Mr V Ramduny (Strategic Projects Manager)
Mr R Rink (Contracts Team Leader)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr J Cunningham, Cr J Sedgwick)

THAT an apology be received from Mr K Dawson.

CARRIED on the voices

TKCCI902/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mrs C Berney, Mr B Weaver)

THAT the agenda for a meeting of the Te Kauwhata Community Committee held on Wednesday 13 February 2019 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received.

CARRIED on the voices

TKCCI902/02

DISCLOSURES OF INTEREST

Mr D Hardwick advised members of the Board that he would declare a non financial conflict of interest in item 5.1 [*Works and Issue Report*].

CONFIRMATION OF MINUTES

Resolved: (Mr B Weaver, Mr J Cunningham)

THAT the minutes of a meeting of the Te Kauwhata Community Committee held on Wednesday 6 December 2018 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

TKCCI902/03

REPORTS

Te Kauwhata Works & Issues Report: February 2019

Agenda Item 5.1

Mr Hardwick declared a conflict of interest and did not take part in discussion of this item.

The report was received [*TKCCI902/02 refers*] and discussion was held.

Councillor's Report

Agenda Item 5.2

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

The report was received [*TKCCI902/02 refers*]and discussion was held

Discretionary Fund Report to 30 January 2019

Agenda Item 5.3

The report was received [*TKCCI902/02 refers*] and discussion was held.

Resolved: (Mr B Weaver, Mr J Cunningham)

THAT the previously committed \$5,000 [*Further development of playground dated 06 May 2009*] be returned to the pool;

AND THAT a commitment be made for \$5,000 for Further Development of Playgrounds.

CARRIED on the voices

TKCCI902/04

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	15 February 2019
Prepared by	Wanda Wright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Receipt of Tamahere Community Committee Minutes

1. EXECUTIVE SUMMARY

To receive the minutes of the Tamahere Community Committee meeting held on Monday 11 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Tamahere Community Committee held on Monday 11 February 2019 be received.

3. ATTACHMENTS

TCC Minutes



**Minutes of Committee Meeting
Held 7.30pm on Monday February 11th, 2019
Tamahere Community Centre**

Present:

TCC: Leo Koppens, Graham McAdam, Bevan Coley, Connie Short, Alison Ewing, Joy Wright, Dallas Fisher, Jane Manson, Ro Edge, Shelly Howse, James Yearsley

WDC: Jacob Quinn, Luke McCarthy (transport), Richard Clarke (Tamahere Park)

Tamahere School: Ingrid ter Beek

Lions: Peter Simcock

Tamahere Village 4 Square; Satish Parmar

1. Apologies: Aksel Bech, Sue Robertson

2. Confirmation of Minutes of Meeting held on December 3rd, 2018

Moved: James Yearsley

Seconded: Leo Koppens

All in Favour

3. Matters arising:

4. Correspondence Tabled

IN - EMAIL

- Stacy Soloman WDC – consultation on The Point Reserve Management plan
- Jacob Quinn WDC – Tamahere Hub community BBQ position
- Jacob Quinn WDC – Play ground layout, matting colour options
- Ingrid ter Beek – Tamahere Community Centre agenda
- Adrian Khan – received proposed road name

OUT –EMAIL

- Leo Koppens to Matt Fairweather City Alliance – request to weedspray
- Leo Koppens to Adrian Khan – proposed road name

Moved: Leo Koppens

Seconded: James Yearsley

All in favour

WDC Hub update

- No new update from Fosters. Richard will ask for a TCC site visit.
- The Dairy has had its off license application denied with the police and health officials requiring more information.

In keeping with 4 Square policy, they will only sell beer and wine. The proposed pub will have an on license. The school has not discussed this but the feeling is parents would like the business to be viable. If any liquor problems arise, they can be addressed at that time. Tentative opening date March 19th.

Resolution: TCC supports the dairies application for an off license restricted to the sale of beer and wine.

Moved; Dallas Fisher **Seconded;** Leo Koppens All in favour

TCC to write a letter of support.

Dallas and Jacob to follow up with police and health officials.

- Playground to be completed late June, skatepark prior. TCC supports the extra colour added to the playground surface. No extra cost for this and will match playground equipment. Noted that there are no true swings, these could be added later.
- Power via Waipa in th next week. No confirmation on EV sites. Richard to follow up.
- Cricket pitch boundaries have been adjusted. Pitch may be extended to improve playability.
- Tentative hub opening July.
- No word on whether field drainage issues have been resolved. Noted that the concrete manhole on the field will be moved when the cricket pitch is extended. Jacob to check on drainage work.

Fitness trail – pea metal surface, adjusted to sit inside northern boundary bollards and will include section along SH 21. Is not combined with the Te Awa cycleway (whose position is to be confirmed).

6. Service Delivery – Tamahere Community Committtee Issues Report - Jacob Quinn

Sanderson Group, NZTA and Fosters to present at March meeting.

- Wiremu Tamihana carpark reorientation to coincide with opening of carparking adjacent to skatepark and playground.
- Tamahere bus route changes – this is Ministry of Education not WDC business.
- Pedestrian bridge locations – TCC disappointed at lack of consultation. No information on Nth/Sth bridge (Waikato Expressway related).
- East/West (Te Awa Cycleway related) - now considering bridge, pedestrian crossing and underpass options. This is a joint WDC/NZTA project. TCC recommends WDC is a strong part of decision process. Jacob to invite Te Awa and NZTA to March meeting.
- Birchwood Lane to Devine. No update.
- Fencing of Tamahere Reserve – Horse hitching post style, WDC considering costs.
- Process to formally name Tamahere Park is underway.

7. Cr Aksel Bech Report

- Blue print community feedback session proposed for March 26. TCC asks for 2.30 – 6pm session.
- Commercial hub – Screened above ground water tanks for the Pavilion/Clubrooms acceptable until it's possible to bury them.
- Piazza concreting almost complete, soft landscaping planned for March. Playground equipment manufacturing underway off site.
- Building A construction underway shortly. Discussions continue re; pub tenant but nothing on paper.
- Scott Woolston overseeing the skatepark. Two small improvements to improve rideability being made without cost.

- Park Furniture. The Bech family have generously commissioned a sculptural seat by Marti Wong . It is hoped this will be the first of many.
- Ultra fast fibre – 52% through rollout by Dec. 31st. Programme on track for a July 1st completion.
- Gully walkway project – an existing model for a WDC/landowner plan is being referenced.

8. Other Business

Tamahere Reserve

Frustration continues with DOC's lack of engagement with WDC and TCC regarding pine tree removal. TCC will approach central govt. members for support.

Hall Defibrillator

Ingrid to attend upcoming hall committee meeting.

Community Hub bus stop and routes

No progress on position of bus stop and routes. Jacob to contact regional transport committee to discuss.

Horse by-laws

There continues to horse poo on Tamahere paths. Jacob to check bylaws and potential signage.

Interest Register

For March meeting.

Story of Tamahere

Cr Bech to follow up with Iwi – looking at how it will be presented and where it will be placed in the Hub area.

Cherry Lane extension naming

Alfred Main Drive has been submitted for consideration.

Birchwood Lane roundabout and extension

Jacob to update at March meeting

Lions BBQ

Installation will be staged as funds allow.

Shelter design circulated and approved.

Moved; Leo Koppens **Seconded;** Bevan Coley **All in favour**

Date of next meeting: Monday March 4th 2019

Meeting closed at 9.00pm

Items for Next Meeting:

- Sanderson, Fosters and NZTA updates
- Hub bus stop position and routes
- Hall defibrillator

- Horse bylaws
- Interests Register for Feb 18
- Birchwood to Devine Rd update
- Gully project template
- Tamahere Reserve update
- Field drainage
- Hub EV sites

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	25 February 2019
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 12 February 2019.

2. RECOMMENDATION

THAT the minutes of the meeting of the Pokeno Community Committee held on Tuesday 12 February 2019 be received.

3. ATTACHMENTS

PCC minutes 12 February 2019



POKENO COMMUNITY COMMITTEE

MINUTES of the monthly Pokeno Community Committee meeting held in the Pokeno Hall, Pokeno, on 12th February 2019, commencing at 7.00pm.

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

WDC Staff in Attendance: Ian Cathcart

Councillors in Attendance Mayor Allan Sanson, Cr J Church Cr S Henderson

Guest John Roberts, Sinlait

Community Members Community Members attended.

1 APOLOGIES: Apologies received from Todd Miller, Chris Hines

Moved that the apologies be accepted: Ric Odom

Seconded: Tricia Graham

2 CONFIRMATION OF THE STATUS OF THE AGENDA

Moved Ric Odom

Seconded Wayne Rodgers

3 DISCLOSURE OF INTEREST

There was no disclosure of interest

4. CONFIRMATION OF THE MINUTES

Moved Ric Odom

Seconded Doug Rowe

5. REPORTS

5.1 Pokeno Works and Issues

This was presented by Ian Cathcart

Footpath Zig-zag

The Council are still awaiting quotes

Cemetery

Further consultation to occur

Dangerous Corner on Helenslee Rd

This is to be realigned and in the meantime the trees to be trimmed. The committee still of the opinion that in the short term a double yellow line would improve safety. Concern was also expressed about the corner of Munroe and Helenslee Rd

Subdivision and Bins

Bins are only provided in Commercial areas not residential area.

Concern was expressed about the litter at the Waterfall near Kowhai Downs. This is now vested to council. This is now on the maintenance schedule. Discussion followed as to whether putting notices to tell people to remove their own litter would be sufficient. On the whole the committee felt that because most of the users were children bins would be preferable. However this would come at a cost.

Bus Updates

It is urgent that there is a meeting with WDC to discuss where bus stops will be. Questions were asked about the route these can only be answered at that meeting

5.2 Pokeno Community Committee Schedule

The March meeting to be given over to a discussion of the Blue Print with a drop in session between 5 and 8.30pm. This goes online on 8th March – the drop in session to be well advertised

At the April meeting Jason from Sports Waikato and Gavin Donald to give an update.

5.3 Year to Date Service Requests

Taken as read

Moved Ric Odom

Seconded Helen Clotworthy

5.4 Blueprint Update

See Community Committee Schedule

5.5 Councillors Report

Cr S Henderson

Technical Trust addresses any problems, Pokeno is the next town for funding. The committee will meet next Monday; it will receive a police report and consider lighting and cameras

5.6 Committee Reports

Meet and Greet has started again for the year and there were two new members

5.7 Next Meetings Agenda

This was covered in the Community Committee Schedule

5.8 General Business

Sinlait

John Roberts reported that a new manager, John Beebe, had been recruited – he is living locally. They now have 8 full time employees and will have another 50 in the near future. Production is planned to start in September.

Increasing Crime

There has been talk of increasing crime in Pokeno both on Facebook and elsewhere. A meeting is held with Police in Pukekohe regularly to discuss this and it is felt that a member of the committee should attend this to hear the real statistics. (Helen and Ric to alternate)
A possibility of a lack meeting on Public Safety was considered

Safety at the Waterfall

Helen was concerned about the public safety issue at the waterfall with people jumping off the high bank

Supermarket

The consenting progress for this is well advanced

Food trucks

These will be in Pokeno each Thursday evening between 5pm and 8pm

Mayor Alan Sanson

Alan said that a total review of discretionary funding is required – the model being used at the moment is still the same one of 20years ago. It is disjointed and needs a complete overhaul from the bottom up. A chair has been appointed to run this and the project is being given urgency. We will be looking for feedback.
We were also given a rundown of the new appointments to council and on projects that are being explored often in partnership with Central Government

Helen Johnson

Helen is a member of the community who has been very heavily involved in sports organisation on a National Level. Her concern is the lack of anything available NOW for the residents. She sees a possibility of developing the tennis club as either a tennis club or more likely a multi sports facility. A general post on Facebook has had a very positive response and she has met with the president of the club and with Jason of Sports Waikato. This project would require a lot of money and there would need to be an application for Discretionary Funds. Helen was made aware of the April agenda items and of the work already done to see what the community wanted.

ACTION LIST

- *An update on the Waterfall area
- *A meeting with WDC to discuss bus stops to be held urgently
- *The March drop in session concerning the Blueprint
- * A committee member to attend the Pukekohe Police meeting

There being no further business Helen declared the meeting closed at 9.00pm The next meeting to be held on March 11th at 7.00pm

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	28 February 2019
Prepared by	Wanda Wright Committee Secretary
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 11 February 2019

Receipt of Minutes:

- **Strategy & Finance Committee – Wednesday 27 February 2019**
- **Infrastructure Committee – Tuesday 26 February 2019**
- **Water Governance Board – Wednesday 20 February 2019**
- **Chief Executive’s Performance Review Subcommittee – Tuesday 4 March 2019**

REPORTS

a. Waikato Regional Airport Limited Major Transaction

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)(b)(ii)(i)

Section 48(1)(3)(d)

b. Board Chair Appointment Waikato Regional Airport Limited

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

Reason for passing this resolution to withhold exists under:

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

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

Section 48(1)(3)(d)

c. 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)

d. 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