

Agenda for a meeting of the Waikato District Council to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY, 2 NOVEMBER 2020** commencing at **9.30am**.

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

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

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5.2 Strategy & Finance Committee

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6. REPORTS

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7. EXCLUSION OF THE PUBLIC

GJ Ion
CHIEF EXECUTIVE

TERMS OF REFERENCE AND DELEGATION

Chairperson:	His Worship the Mayor
Deputy Chairperson:	Deputy Mayor
Membership:	The Mayor and all Councillors
Meeting frequency:	Six weekly – or as required
Quorum:	Half of the members (including vacancies)

Purpose

1. To provide leadership to, and advocacy on behalf of, the people of the Waikato District.
2. To define and represent the total communities' interests, ensuring ongoing community and economic development, the effective stewardship of existing assets, sustainable management of the environment, and the prudent management of the communities' financial resources.

Terms of Reference

The Council's terms of reference include the following powers which cannot be delegated to committees, subcommittees, officers or any other subordinate decision-making body:

1. The power to make a rate.
2. The power to make a bylaw.
3. The power to borrow money, or purchase or dispose of assets, other than in accordance with the Long-Term Plan.
4. The power to adopt a Long-Term Plan, Annual Plan, or Annual Report.
5. The power to appoint a Chief Executive.
6. The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long-term Plan or developed for the purpose of the local governance statement, including the Council's Infrastructure Strategy.
7. The power to adopt a remuneration and employment policy.
8. The power to approve or amend the Council's Standing Orders.
9. The power to approve or amend the Code of Conduct for elected members, and consider any recommendations made in relation to a complaint lodged under the Code.
10. The power to appoint and discharge:
 - a. members (including chairpersons) of Council committees and subordinate decision-making bodies, subject to the Mayor's powers under section 41A Local Government Act 2002; and
 - b. elected member representatives on external organisations.
11. The power to establish a joint committee with another local authority or other public body, and appoint elected members as representatives on such committees or bodies.
12. The power to make the final decision on a recommendation from the Ombudsman where it is proposed that Council not accept the Ombudsman's recommendation.
13. The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991.
14. The power to amend or replace the delegations in Council's Delegations Register (except where expressly permitted in the Delegations Register).

To exercise the following powers and responsibilities of Council, which the Council chooses to retain:

1. To approve a proposed policy statement or plan under the Resource Management Act 1991.
2. To approve changes to boundaries of the District under the Resource Management Act 1991 or any other legislation.
3. In respect of District Plan decisions:
 - a. To appoint independent commissioners to a panel for hearings of a Proposed District Plan;
 - b. To approve the recommendation of hearings commissioners on a proposed plan, plan change or variation (including private plan change); and
 - c. To approve a proposed plan or a change to a district plan under Clause 17, Schedule 1 of the Resource Management Act 1991.
4. To adopt governance level strategies, plans and policies which advance Council's vision and strategic goals (e.g. Hamilton to Auckland rail), other than where expressly delegated to a committee.
5. To approve Council's recommendation to the Remuneration Authority for the remuneration of elected members.
6. To approve the Triennial Agreement.
7. To approve resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer and reviewing representation arrangements.
8. To approve any changes to the nature and delegations of any Council committees or subordinate-decision making bodies.
9. To approve the Local Governance Statement.
10. To approve any additional funding decisions required for the Watercare Services contract.
11. To receive six-monthly reports from each Community Board on its activities and projects.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	2 November 2020
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting held on Monday 21 September 2020.

2. RECOMMENDATION

THAT the minutes of a meeting of Waikato District Council held on Monday 21 September 2020 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Open Minutes – 21 September 2020

Minutes of a meeting of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY, 21 SEPTEMBER 2020** commencing at **9.30am**.

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
 Cr AD Bech
 Cr JA Church
 Cr CA Eyre
 Cr JM Gibb
 Cr SD Lynch
 Cr RC McGuire
 Cr FM McInally
 Cr EM Patterson [*from 9.55am*]
 Cr JD Sedgwick
 Cr NMD Smith
 Cr LR Thomson
 Cr CT Woolerton

Attending:

Mr GJ Ion (Chief Executive)
 Mr TG Whittaker (Chief Operating Officer)
 Mr R MacCulloch (General Manager Service Delivery)
 Mrs S O’Gorman (General Manager Customer Support)
 Mr C Morgan (General Manager Community Growth)
 Ms A Diaz (Chief Financial Officer)
 Mr J Quinn (Communications, Engagement and Marketing Manager)
 Ms L Shirley (Zero Harm Manager)
 Mr B Stringer (Democracy Manager)

Ms E O’Dwyer (Waikato Times)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Sedgwick/Thomson)

THAT an apology be received from Cr Henderson;

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

CARRIED

WDC2009/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs McInally/Eyre)

THAT the agenda for a meeting of the Waikato District Council held on Monday, 21 September 2020 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 8 which shall be considered with the public excluded;

AND THAT in accordance with Standing Order 9.12 the Council resolves that the following items be added to the Public Excluded Agenda, as Item 3.2, as a matter of urgency as advised by His Worship the Mayor:

- *Contract 15/111 Xtreme Zero Waste – Increase to Approved Contract Sum*

AND FURTHER THAT the Council includes the updated *Exclusion of the Public* report (Item 8 in the Open Agenda), as circulated prior to the meeting, to reflect the additional Public Excluded Agenda item.

CARRIED

WDC2009/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/Sedgwick)

THAT the minutes of a meeting of the Waikato District Council held on Monday, 10 August 2020 be confirmed as a true and correct record of that meeting;

AND THAT the minutes of an extraordinary meeting of the Waikato District Council held on Wednesday, 26 August 2020 be confirmed as a true and correct record of that meeting.

CARRIED

WDC2009/03

ACTION REGISTER

Agenda Item 5

The report was taken as read.

Resolved: (Crs Smith/Sedgwick)

THAT the report from the Chief Executive be received.

CARRIED

WDC2009/04

COMMITTEE RECOMENDATIONS

Policy & Regulatory Committee

Agenda Item 6.1

Approval for Consultation Proposed Waikato District Council Alcohol Control Bylaw 2020 (P&R2008/04)

Resolved: (Crs Sedgwick/Lynch)

THAT Council confirms it is satisfied that:

- a. **The Alcohol Control Bylaw 2020 can be justified as a reasonable limitation on people's rights and freedoms; and**
- b. **There is evidence that the areas to which the Bylaw is intended to apply has experienced a high level of crime or disorder that can be shown to have been caused or made worse by alcohol consumption; and**
- c. **The Bylaw is appropriate and proportionate in the light of the crime and disorder.**

CARRIED

WDC2009/05

Strategy & Finance Committee

Agenda Item 6.2

General rate position for the year ended 30 June 2020 (S&F 2009/05)

Resolved: (Crs Gibb/Thomson)

THAT the 2019/20 surplus of \$982,110 is transferred to the general accounting reserve fund;

AND THAT \$614,000 of the 2019/20 surplus be used to mitigate the general rate deficit in the current financial year (2020/2021).

CARRIED

WDC2009/06

REPORTS

Zero Harm Update

Agenda Item 7.1

The Zero Harm Manager spoke to the report. The following matters were discussed:

- Huntly Community Board – whether venue for Board meetings provided a safe environment for members, staff and the public. Zero Harm staff would discuss with the appointed Councillors to the Board.
- Staff reviewed controls for critical safety risks every six months until all controls were in place; reviews are then undertaken annually which reflected standard practice. A review would also be undertaken where there was an event that affected a bowtie control status.
- Staff were well connected with external work sites for obtaining required information. A work programme ensured contract managers were supported to work with external sites so that Council could rely on information from contractors/staff from that site.
- Councillors who were not able to attend the recent training workshop would be invited to attend the ELT training session on 20 October 2020.
- Safety engagement conversations and how benchmarked against other organisations. Zero Harm could not currently analyse content of conversations without significant time resource. The evolution of safety conversations and what other organisations were doing would be discussed at the ELT training session.
- Steps that were being taken to improve the contractor management process so that contractors capture their health and safety data rather than just being done by Zero Harm.
- Working with dangerous animals bowtie - interim controls implemented to isolate staff from risk of being bitten. Critical risk bowtie analysis would commence in October 2020 to review current controls in place and complete a 'deep dive' analysis.
- Work-related stress – another bowtie analysis was planned for this critical risk. There were some controls in place and it would be a topic to be discussed at the ELT training session.

Resolved: (Crs McNally/Lynch)

THAT the report from the Chief Executive be received.

CARRIED

WDC2009/07

EXCLUSION OF THE PUBLIC

Agenda Item 8

Resolved: (Crs Thomson/Gibb)

THAT the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1 – Confirmation of Minutes	Good reason to withhold exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
2 – Actions Register (Public Excluded)		
3.1 – Sale of Land - Tuakau		
3.2 - Contract 15/111 Xtreme Zero Waste – Increase to Approved Contract Sum		

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	2 November 2020
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Extraordinary Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of an extraordinary meeting held on Monday, 28 September 2020

2. RECOMMENDATION

THAT the minutes of an extraordinary meeting of Waikato District Council held on Monday, 28 September 2020 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Open Extraordinary Minutes – 28 September 2020

MINUTES of an extraordinary meeting of the Waikato District Council held via Audio-Visual Conference on **MONDAY, 28 SEPTEMBER 2020** commencing at **1.33pm.**

Present:

His Worship the Mayor, Mr AM Sanson (Chairperson)
Cr AD Bech
Cr JA Church
Cr CA Eyre
Cr JM Gibb
Cr SL Henderson
Cr SD Lynch
Cr RC McGuire
Cr FM McNally
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr CT Woolerton

Attending:

Mr GJ Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr I Cathcart (Special Infrastructure Projects Manager)
Ms C Nutt (Waters Contract Relationship Manager)
Ms C Pidduck (Legal Counsel)
Mr N Johnston (Funding & Partnership Manager)
Mrs LM Wainwright (Committee Secretary)

APOLOGIES AND LEAVE OF ABSENCE

No apologies were received.

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/Patterson)

THAT the agenda for the extraordinary meeting of the Waikato District Council held on Monday, 28 September 2020 be confirmed and all items therein be considered in open meeting.

CARRIED

WDC2009/14

DISCLOSURES OF INTEREST

There were no disclosures of interest.

REPORTS

Three Waters Service Delivery Reform/Stimulus Programme Agenda Item 4.1

The report was taken as read. The Special Infrastructure Projects Manager, supported by the Chief Executive, noted the following matters:

- Council had spoken to Crown Infrastructure Partners and were confident of receiving funds towards the waters reform.
- Te Kauwhata Wastewater Treatment Plant project – a clarifier had been installed to address compliance issues and increase efficiency of the plant. The clarifier would be an interim solution.
- Projects put forward for funding must meet the required timeframe and would need to commence by 31 March 2021 and be completed by March 2022. Projects that would require a consent would not be included as timeframes might not be met.
- Huntly Wastewater Treatment Plant electricity upgrade was required to enable growth and address enabling work and compliance issues.
- To recover costs, an invoicing process and swipe cards would be put in place for water tankers. Tanker filling stations would be located at Pokeno, Te Kauwhata and Ngaruawahia.
- Projects had been prioritised on cost, urgency and relative risk.
- Recent work carried out at the Raglan plant had improved compliance.
- Effect of king tides on the Raglan plant had been addressed by Watercare.

Resolved: (Crs Bech/Sedgwick)

THAT the report from the Chief Executive be received;

AND THAT Council approves the projects to be submitted in the Delivery Plan as detailed in section 4.3 of the agenda report.

CARRIED

WDC2009/15

There being no further business the meeting was declared closed at 1.52pm.

Minutes approved and confirmed this day of 2020.

AM Sanson
CHAIRPERSON

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	16 October 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Policy & Regulatory Committee Recommendations

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval of the recommendation from the Policy & Regulatory Committee meeting of Monday, 12 October 2020, as set out below.

The Policy & Regulatory Committee Agenda and Unconfirmed Minutes from its meeting of Monday, 12 October 2020 can be found on the Council website:

<https://www.waikatodistrict.govt.nz/events/past-events/event/2020/10/11/default-calendar/policy-regulatory-committee-meeting>

2. RECOMMENDATION FROM THE POLICY & REGULATORY COMMITTEE

2019/2020 Annual Dog Control Report
Agenda Item 6.5 - (P&R2010/05)

THAT Council approves the 2019/20 Annual Dog Control Report (as attached to the staff report, Item 6.5 in the 12 October 2020 Policy & Regulatory Committee Agenda) for release to the community.

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	20 October 2020
Prepared by	Grace Brady Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Strategy & Finance Committee Recommendations

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval of the recommendation from the Strategy & Finance Committee meeting of Tuesday, 13 October 2020, as set out below.

The Strategy & Finance Committee Agenda and Unconfirmed Minutes from its meeting of Tuesday, 13 October 2020 can be found on the Council website:

<https://www.waikatodistrict.govt.nz/events/past-events/event/2020/10/12/default-calendar/strategy-finance-committee>

2. RECOMMENDATION FROM THE STRATEGY & FINANCE COMMITTEE

Review of Strategic Boundary Agreement between Waikato District Council and Hamilton City Council (S&F 2010/04)

THAT Council adopt the amended Strategic Boundary Agreement between Waikato District Council and Hamilton City Council as attached as Appendix I to the staff report (Item 7.1, 13 October 2020 Strategy & Finance Agenda);

AND THAT Council delegates the Chief Executive to finalise the amended Strategic Boundary Agreement subject to any feedback from the Committee and Hamilton City Council;

AND FURTHER THAT Council delegates the Mayor and Chief Executive to sign the revised Strategic Boundary Agreement on behalf of Council.

3. ATTACHMENTS

Nil

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	October 2020
Prepared by	Lynn Shirley Zero Harm Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Zero Harm Update

1. EXECUTIVE SUMMARY

The purpose of this report and its attachment is to provide an update on current health and safety performance. Council recognises that compliance is essential, but it aspires to achieve a sustainable zero harm culture, where everyone works safely and goes home safe every day.

Councils' zero harm culture shall be supported by a health and safety management system of policies, standards and procedures that eliminate or effectively manage risk and enable best practice.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

'Our People' - Safety Leadership and Engagement

Safety and Wellness Engagement Conversations

The Chief Executive, Executive Leadership Team (ELT) and People Leaders continue to undertake Safety Engagement Conversations.

A total of 186 Safety Engagement Conversations were recorded in BWare Safety Manager (BWare) for the month of September. Based on feedback the Safety Engagement Conversation data is being displayed as a percentage of target.

Leadership and Governance

Health and Safety Leadership for Executives training was delivered by Frank McCutcheon from Impac Services Ltd to the Executive Leadership Team (ELT) on 20th October. His Worship the Mayor also attended as part of how to hold management to account.

The Zero Harm Manager is currently finalising the sections of the Zero Harm Safety Management System covering the following two elements;

- Health and Safety Governance
- Safety Leadership and Culture

A draft Health and Safety Governance (Due diligence) Activity Plan is being developed to support the delivery of consistent governance activities for Elected Members, the Chief Executive and ELT.

Work Safe, Home Safe (WSHS) 2021

A WSHS 2021 project team has formed and is meeting fortnightly to progress arrangements for our annual Work Safe Home Safe event to be held during the week of 9th to 12st February. The weeklong event will again have three areas of focus;

- Organisational Commitment and responsibilities for Zero Harm
- Personal role and responsibilities for Zero Harm
- Health and wellbeing

Disciplined Management Systems

Event Management

One First Aid (Severity 6) event and nine Near Miss (Severity 7) events were recorded in BWare during September. Two of the nine Near Miss events were associated with the critical risk of workplace violence and these events are summarised in the following table;

Team	Task being undertaken	Associated Critical Risk	Event Description	Comments
Contracts and Partnering	Attending offsite meeting	<i>Workplace Violence/Aggression</i>	At a public drop-in session for a community-led project a staff member and Council engaged contractor were subjected to verbal and racial abuse from members of the public attending the event.	Debrief held with workers involved. Next round of training for roles identified as having a medium risk of exposure to this critical risk needs to be progressed.
Customer Delivery	Undertaking library duties	<i>Workplace Violence/Aggression</i>	A male member of the public came in searching for teenage boys that another child accused of hurting him. The male chased the boys around the Library and tried to fight a couple of them.	Police were called. The male left the building and lock down was initiated. Post critical incident support was provided to team members involved.

The attached Zero Harm Dashboard illustrates safety performance for September 2020.

The Investigation Report for the dog bite event that occurred at the Ngaruawahia Pound has been finalised and shared with ELT and the Animal Control Team. A working party led by the Community Safety Manager and Animal Control Team Leader has been formed to develop and implement the corrective actions and improvement recommendations from the investigation.

Contractor Management

Continuing to develop and implement our revised Contractor Health and Safety Management Standard and its supporting tools is a key focus of the Work Safe Home Safe 20/21 Strategic Plan. Steady progress has been made over the past month including;

- Scheduling delivery of Job Safety Analysis Training for Contract Managers
- Development and trialling of an end of Project or Contract Health and Safety Review form
- Auditing and review of Contract or Project Specific Safety Plans

The Zero Harm team has been providing a lot of technical support over the last month to Contract Managers due to the amount of work currently being organised.

Key contractor meetings/visits undertaken by the Zero Harm team during September included;

- Cushman Wakefield – Monthly contract meeting
- Belgravia – Site visit to Huntly Aquatic Centre

Interaction with Other PCBU's

The Zero Harm team has continued to understand and progress the development of relationships with other Persons Conducting a Business or Undertakings (PCBU's) who we share overlapping duties with.

Key activity being undertaken currently is the progression of controls and the management of risks associated with operation of the Raglan Wharf. The Zero Harm Team is supporting the development of a Safety Management Plan following the health and safety risk assessment completed by Beca for the Raglan Wharf.

Managed Risks

Working with Dangerous Animals

On 21st October Frank McCutcheon an external safety consultant from Impac Services Ltd facilitated the development of a bowtie for the risk of working with dangerous animals (dogs). The workshop involved representatives from the Council's Animal Control Team, Zero Harm and external subject matter expertise from the HCC Animal Control Team. The development of the bowtie (risk control framework) is one of the corrective actions from the recent dog bite event investigation. The next steps for managing this risk will be the finalization of the controls and then a control gap analysis.

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 to meet its duties in accordance with the Health and Safety at Work Act 2015 and associated regulations.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Council has a Zero Harm Commitment (Policy) and Zero Harm Strategy which forms the basis of our health and safety philosophy and management system.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

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

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

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

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

6. CONCLUSION

This report provides an update on our Zero Harm Safety Management System and monthly health and safety performance.

7. ATTACHMENTS

Zero Harm Performance Dashboard September 2020

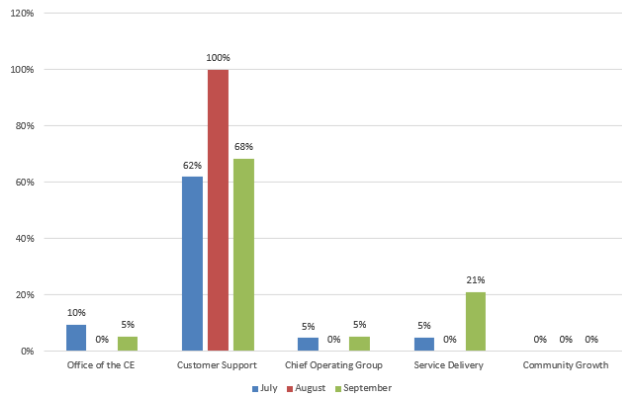
Zero Harm Performance Dashboard - September 2020



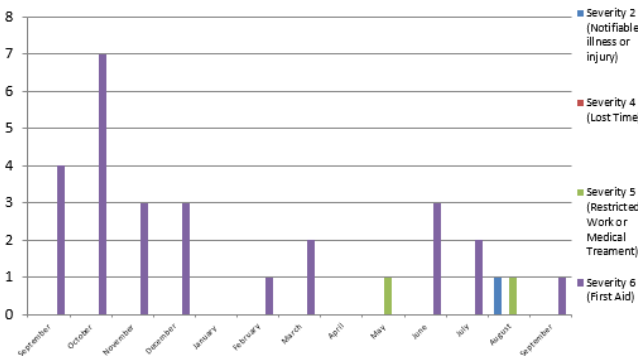
Event Management

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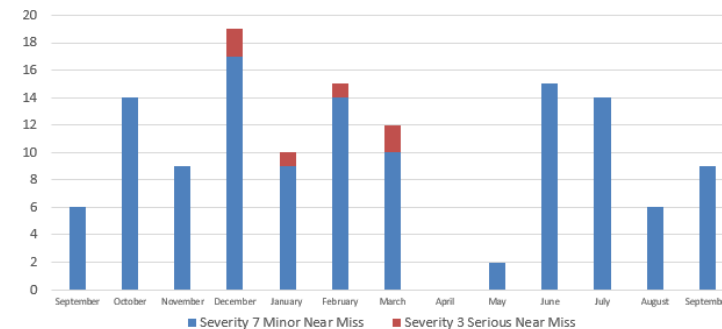
Percentage of Total Events Reported by Business Unit



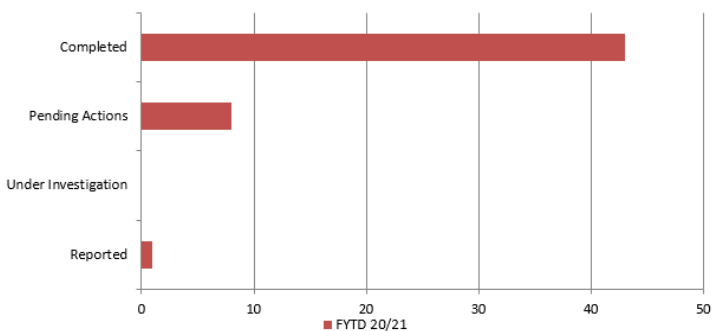
Personal Injury Events by Severity Rating



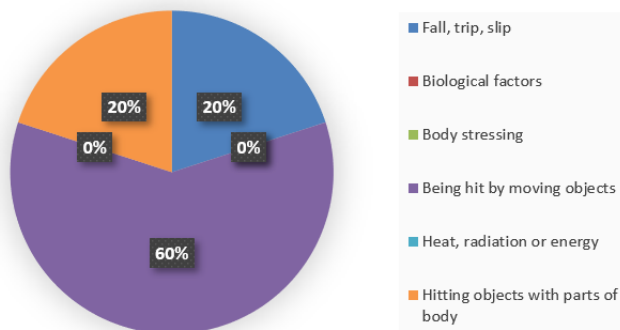
Near Miss Events



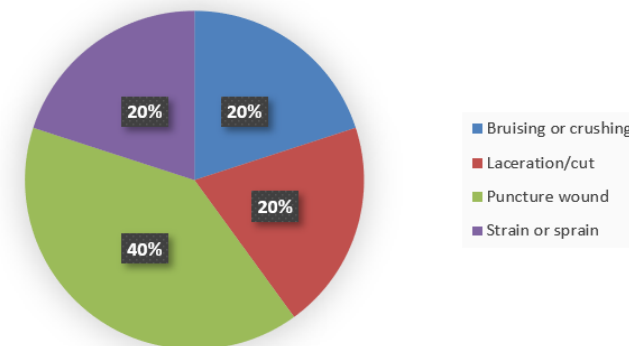
Event Management Status



Mechanism of Harm Year to Date

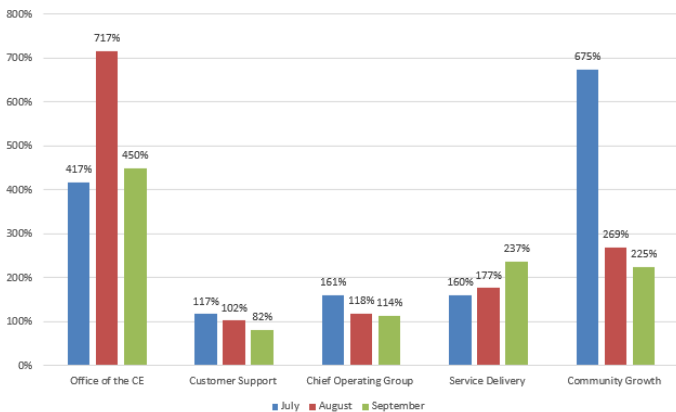


Nature of Injury Year to Date

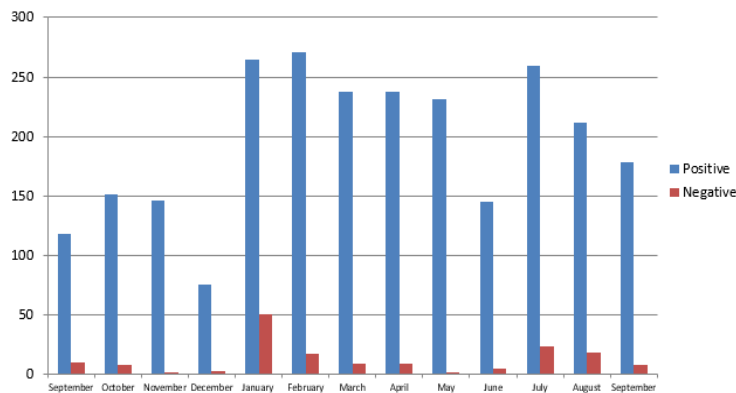


Safety Leadership

Safety Engagement Conversations (Percentage of target)



Nature of Safety Engagement Conversation



Key Take Outs

A summary of key insights in relation to Event Management and Safety Leadership and Engagement

- Based on feedback the **Events Reported by Business Unit** and the **Safety Engagement Conversation** graphs are now displayed as percentage values.
- One First Aid (Severity 6) injury was reported in September.
- There a number of events that are awaiting the completion of actions before they can be closed in BWare Safety Manager.
- Year to date the most common mechanism of harm is being hit by a moving object

Zero Harm Performance Dashboard - September 2020



Contractor Safety Management

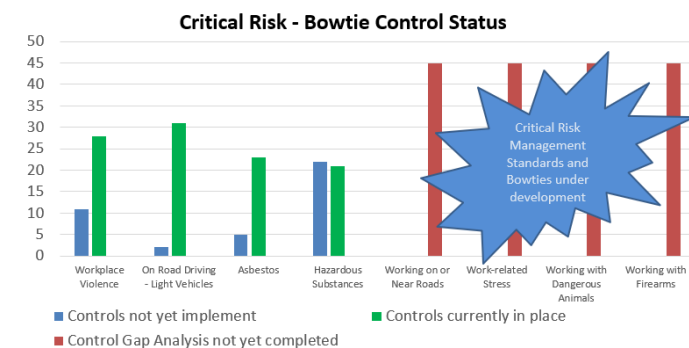
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Zero Harm Team Contractor Safety Management	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Contracted Work H&S Risk Assessment	4	3	3									
Contractor Site Visit or Inspection	1		9									
Contractor Pre-Start or Tool Box Meeting			1									
Contractor H&S Meeting			4									
Contractor Task or JSA Review and Approval	2	1	4									
Contractor Task or JSA Field Audit		1	2									
Contracted Work Safety Plan Review and Approval	4	3	2									
Contracted Work Safety Plan (SSSP) Field Audit												
Contracted Work End of Project H&S Review												

Interaction with other PCBUs		
Issues Raised/ Opportunity for Improvement	Actions (Us and Others)	Other Comments
Zero Harm Team attended training provided by Cushman Wakefield in the use of their electronic work order management platform SWAPP		This will enable us to have visibility of health and safety documentation for each piece of work being undertaken e.g. Take 5, JSA or Permit
FENZ Approved Evacuation Scheme required for Brownlee Avenue Depot	Need to either develop evacuation scheme for approval or give WDA formal approval to develop scheme	
Site visit of Huntly Aquatic Centre undertaken with A&R Committee	A number of opportunities for improvement were identified.	Actions being tracked through BWare Safety Manager

Critical Risk Management

Risk	Description	People Exposed	Risk Management Activities	Gaps/ Improvements/ Progress	Controls in Place	Controls to be Implemented	Level of Assurance	Incidents/ Issues/Events
Workplace Violence	Workplace violence and aggression is defined as violent acts, including physical assaults and threat of assaults, directed towards persons at work or on duty. Workplace violence ranges from offensive or threatening language to homicide.	Workers (ours and contractors), members of the public	New personal safety devices deployed to Raglan Camp. Existing EGIS devices deployed to Huntly Library following recent event. Final Front Counter Safety training courses being delivered for Customer Delivery Officers.	Fear Free Security Risk Assessments need to be reviewed for each facility. Review of site lockdown procedures needs to be undertaken. Tactical Communications training for 107 staff needs to be funded and planned	28	11	72%	18% of the events reported in BWare for the financial year to date are associated with dealing with difficult or aggressive customers.



Worker Engagement

Key items raised at Safety Action Team (SAT) meeting and other worker feedback

- Workgroup has been formed with SAT reps from Customer Delivery to progress implementation of site specific controls for the Workplace Violence Bowtie
- Marty Holmes and Kelly Tapine (SAT reps) have joined the Work Safe Home Safe 2021 project team
- Positive feedback was received during SAT meeting on Workspace 2020 changes
- SAT reps (Jason Wright, Neil Hancock and David Johnstone) recently participated in the On Road Driving Critical Risk review

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	23 October 2020
Prepared by	Sam Toka Iwi & Community Partnerships Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Mana Whenua Forums

1. EXECUTIVE SUMMARY

Council approved in principle the establishment of Mana Whenua Forum but requested that additional detail be provided so that elected members could understand what this commitment meant. This report seeks to provide that detail.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. BACKGROUND

Council has approved in principle the establishment of mana whenua forums but has requested more detail before the forums can proceed.

The following information has been requested:

- Assurance that the appropriate elected members are included in the forums
- How disagreements within mana whenua are dealt with and the appropriate mana whenua representatives with whom Council should consult.
- Details of how the forums would be set up, including any costs, and what they would be called
- Whether decisions made by the forums would represent definitive positions so that further consultation would not be required
- Objectives of the forums would need to be recorded so that whether they are achieving their purpose could be tracked.

4. DISCUSSION AND ANALYSIS OF OPTIONS

4.1 DISCUSSION

Council discussed this matter at the August meeting where staff were asked to report back with a proposed structure and details about how the forums would operate.

Establishment of Four Mana Whenua Forums

There is an opportunity to look at splitting Waikato District into four sections in order to identify the various Maaori groups within the area. They would be identified as mana whenua forums in the North, the South, the East, and the West.

Hamilton City Council and Tauranga City Council have Maaori working parties / forums or clusters in place where the Councils engage with Maaori representing local mana whenua.

Mana Whenua options

Considerations for the North

The Northern boundary would incorporate Maaori groups from Meremere, Mercer, Pokeno and Tuakau to Port Waikato and Whangamarino district, Rangiriri, Te Kauwhata and surrounding district.

There are three main parts to this northern area:

1. **Cluster 1.** Te Taniwha o Waikato which incorporates River Marae from Rangiriri, Tuakau and all marae along and up to Port Waikato (9 Marae). Te Taniwha o Waikato is made up of 1 x marae representative of each marae.
2. **Cluster 2.** Which incorporates Ngaati Naho and Ngaati Tamaoho. This group is broken into 3 sections - Ngaati Naho in Rangiriri and Hampton Downs; Ngaati Naho in Meremere, Mercer and Pokeno and; Ngaati Tamaoho in Mangatangi, Mercer and Pokeno.
3. **Cluster 3.** Nгаа Muka Development Trust which is made up of 5 marae within the surrounding area covering Whangamarino, Rangiriri and Te Kauwhata.

Consideration for the South

The Southern Boundary incorporates Maaori groups from Ohinewai and Huntly to Ngaaruawaahia. In this area there are two identified clusters:

1. **Cluster 1.** Which incorporates marae groups from Ohinewai, and Huntly (6 marae) made up of 1 x representative from each marae. For this cluster there may be 2 other Maaori groups that will show interest, and they are Waahi Whaanui Trust and Te Riu o Waikato.
2. **Cluster 2.** Which incorporates Taupiri marae, Ngaaruawaahia (Turangawaewae marae and Ngaati Tamainupoo) covering the areas of Taupiri, Ngaaruawaahia, Haakarimata and Horotiu.

Consideration for the East

The eastern boundary covers Gordonton and the surrounding district through to Tamahere and Tauwhare. It is suggested this area incorporates 1 representative from Gordonton area (Hukanui marae) and the General Manager of Ngaati Hauaa iwi Trust.

Consideration for the West

The Western boundary covers Te Kowhai, Whatawhata, Waingaro, Whaingaroa (Raglan) and the surrounding area.

In this area there are two identified clusters:

1. **Cluster 1.** Comprising Te Kowhai marae and Ngaa Uri o Maahanga Trust which covers Whatawhata and surrounding areas.
2. **Cluster 2.** Comprising Marae groups or Trusts in the Raglan and surrounding areas.

It is suggested that the local ward councillors for the respective forums be invited to each hui.

It is also suggested that hui are held for each forum on a four monthly rolling basis (equates to one forum meeting each month).

Staff support would be provided through the Iwi and Community Partnership Team and Executive Leadership Team or senior council Managers depending on the nature of the matters to be discussed.

Each hui would have a set agenda and it is suggested co-chairs be appointed for each forum – one councillor and one mana whenua representative. Having the agenda set would enable closer attention to monitoring the success of the forums and to ensure clear outcomes.

The establishment of mana whenua forums would be a useful sounding board and connection to the community but would not necessarily provide definitive direction or mandate. It would allow issues to be debated at an early stage and build sustainable relationships which would assist in resolving disputes that do arise.

Individual issues affecting individual forum members or groups would still need to be addressed separately but having solid relationships to start with would likely make this process easier.

4.2 OPTIONS

Council could choose to accept the proposed four mana whenua forums or not. Amendments could be suggested.

The forum for the north is larger than the other areas. For this reason, council should consider whether to meet with only the chairs from the various groups or the individual cluster groups. For practical purposes it is suggested that the chairs be invited as the representatives for the mana whenua forum.

The issue of compensation or reimbursement for mana whenua attendees at the various forums is one matter that is still to be determined. Staff would like direction from councillors first about the composition of the various forum before any assessment is made.

5. CONSIDERATION

5.1 FINANCIAL

Consideration will need to be given to sort form of compensation or reimbursement reflecting the time and effort involved in attending regular mana whenua forum meetings. This issue is still to be worked through.

5.2 LEGAL

The Local Government Act requires local authorities to specify how they plan to involve Maori in decision making.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

The establishment of mana whenua forums is to lift the level of engagement with mana whenua, provide a solid foundation for an ongoing relationship and to connect with an important part of our community.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

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

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

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

The idea of mana whenua forums has been discussed with Waikato-Tainui formally and informally. It has also been raised in a number of discussions with mana whenua groups. Generally, there has been good support for the idea.

6. CONCLUSION

This report provides an update on thinking around the establishment of four mana whenua forums for the District.

7. ATTACHMENTS

Nil

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	2 November 2020
Prepared by	Brendan Stringer/Sam Toka Democracy Manager/Iwi and Community Partnerships Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Maaori Wards

I. EXECUTIVE SUMMARY

The purpose of this report is to seek Council's decision on whether or not to establish Maaori wards as part of the Council's representation arrangements review.

The Local Electoral Act 2001 (LEA) provides Council the opportunity to consider the establishment of Maaori wards. The decision is optional.

The Council has put in place alternative representation arrangements to enable Maaori to participate in Council decision-making processes, including the appointment of Maangai Maaori on its three principal committees. Other mechanisms to strengthen the Council's relationship with mana whenua in the District are also being considered, which are the subject of a separate report to the Council.

The report outlines the options available to Council, being:

- to do nothing/not to establish Maaori wards (Option 1);
- to establish Maaori wards and notify the public of this decision, and the right for 5% of electors to demand a poll on this matter (Option 2); or
- to undertake a poll on whether to establish Maaori wards. Such poll could be undertaken before 21 May 2021 (in which case the decision would be binding on the 2022 and 2025 elections) or in conjunction with the 2022 local authority elections (in which case the decision would be binding on the 2025 and 2028 local authority elections).

The cost for a stand-alone poll is approximately \$100,000 plus GST, which is not currently budgeted. A poll connected with the 2022 local authority elections would require an additional cost of approximately \$10,000 plus GST to the 2022 elections' budget.

Staff have engaged with Waikato Tainui and marae across the district on the topic of Maaori wards, as well as presenting to Ngaa Marae Toopuu in September 2020. There was general support from marae for establishing Maaori wards, and to advocate for legislative change in relation to removing public polls for Maaori wards.

Whichever option the Council decides, it is recommended that:

- the Council also support advocating for changes to the LEA to remove the ability for a poll to be held/demanded on Maaori wards. This is supported by Waikato Tainui and would likely be endorsed by other councils in the region.
- the Council's decision is communicated to the iwi and marae within the District, along with the reasons for that decision.

The above additional steps align with the Council's partnership obligations under Te Tiriti o Waitangi and would help further strengthen Council's relationship with Maaori in the District.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the Council resolves, either:

- a) **to not establish Maaori wards and, for transparency, provide a public notice of the Council's resolution and advising electors of their right to demand a poll to countermand this decision (Option 1); OR**
- b) **in accordance with section 19Z of the Local Electoral Act 2001, to establish Maaori wards for the 2022 and 2025 local authority elections, noting that a public notice must be given of the Council's resolution and advising electors of their right to demand a poll to countermand this decision (Option 2); OR**
- c) **in accordance with section 19ZD of the Local Electoral Act 2001, to undertake a poll of electors before 21 May 2021 on whether to establish Maaori wards for the 2022 and 2025 local authority elections (Option 3a); OR**
- d) **to undertake a poll of electors in conjunction with the 2022 local authority elections on whether to establish Maaori wards for the 2025 and 2028 elections (Option 3b);**

AND FURTHER THAT the Council, working with Waikato Tainui and other Waikato local authorities, supports advocating for a change to the Local Electoral Act 2001 to remove the ability to demand or hold a poll on Maaori wards;

AND FURTHER THAT the Council requests that the Chief Executive, in consultation with His Worship the Mayor, notify iwi and marae within the District, of the Council's decision including the reasons for that decision.

3. BACKGROUND

Section 19Z of the Local Electoral Act 2001 provides local authorities the opportunity of considering the establishment of Maaori wards for the next two triennial elections and subsequent elections and polls. This usually forms part of a council's representation arrangements review, though it is not a mandatory consideration for the review.

Maaori wards can be established by a Council resolution, or a favourable outcome of a poll of electors. A poll can be demanded by electors or required by a Council resolution.

If Maaori wards are established (either by Council resolution or as a result of a poll), these must apply for at least the next two triennial elections. Similarly, a poll that results in Maaori wards not being supported must also apply for the next two triennial elections.

The Council has not previously resolved to establish Maaori wards.

- In 2011, the Council resolved to conduct a poll on the matter; the result of which was 20% in favour and 80% against establishing Maaori wards. The result of the poll was binding for the 2013 and 2016 local authority elections.
- In 2017, the Council resolved not to establish Maaori wards.

There are currently three local authorities that have established Maaori wards/constituencies:

- Bay of Plenty Regional Council (established by legislation in 2001);
- Waikato Regional Council (from 2013 elections); and
- Wairoa District Council (from 2019 elections).

Other local authorities have resolved to establish Maaori wards, which have subsequently been overturned by polls. A summary of recent local authority decisions and polls is attached to the staff report (Attachment 1).

Should Council wish to establish Maaori wards, this must be resolved by 23 November 2020 and the right of the community to demand a poll on this issue must be publicly notified by 30 November 2020.

4. DISCUSSION AND ANALYSIS OF OPTIONS

The Local Electoral Act was amended in 2001 to enable local authorities to establish Maaori wards as a mechanism to increase Maaori representation in local government, for Maaori to contribute to Council decision-making processes, and to further strengthen the relationship with tangata whenua as a Treaty partner.

As noted, since 2001, only three councils have established Maaori wards.

The Council has taken a number of steps in recent years to improve engagement with Maaori and include Maaori in its decision-making processes. These include:

- Committing to regular hui with Council's JMA partners (Waikato Tainui and Maniapoto Maaori Trust Board), and developing strategic workplans with specific projects and goals.
- Proactive involvement with iwi and hapuu in Council's planning and consents.
- Appointment of Maangai Maaori to Council's three principal committees, with full voting rights. The three principal committees have been delegated significant powers and responsibilities in the current triennium.
- Appointment of iwi representatives on hearings panels for the Proposed District Plan, reserve management plans and other strategic plans.
- Supporting inclusion of iwi as a partner in Future Proof.
- Strengthening the Iwi and Community Partnerships team.

The Council is also exploring the establishment of mana whenua forums to strengthen engagement with marae/hapuu in the District. This is the subject of a separate report to the Council.

How do Maaori wards work?

If the Council implements Maaori wards, candidates in future elections would have an option to stand for a Maaori ward or for a general ward. Candidates must be registered parliamentary electors. However, Maaori ward candidates do not need to be on the Maaori electoral roll (provided they are on the general electoral roll) and vice versa for candidates standing in the general ward(s).

Electors on the Maaori electoral roll are then eligible to vote for candidate(s) in their Maaori ward. Electors on the general electoral roll are then eligible to vote for candidate(s) in their general ward.

Regardless of which roll an elector is on, an elector only has one vote (either for a Maaori ward or a general ward).

A Maaori ward councillor would have the same accountability as other councillors, as they are responsible to the District as a whole.

Number of Maaori ward members

The process for determining the number of members to be elected from both Maaori and general wards is set out in the LEA and involves:

- Determining the total number of members of the local authority, excluding the Mayor (at present 13);
- Multiplying the total number of members by the ratio of the Maaori electoral population to the total (Maaori and general) electoral population.

The legislative calculation is as follows:

$$\text{nmm} = \frac{\text{mepd}}{\text{mepd} + \text{gepd}} \times \text{nm}$$

where:

nmm – number of Maaori ward members

mepd – Maaori electoral population of the district

gepd – general electoral population of the district

nm – proposed number of members of the territorial authority (except the mayor)

By way of example only, using the current population statistics provided by the Local Government Commission, if Maaori wards were established and the proposed number of Councillors for the 2022 elections:

- was between 9 and 13 Councillors, then there would be two Maaori ward members; or
- increased to between 14 to 19 Councillors, then there would be three Maaori ward members;
- decreased to between 6 to 8 Councillors, then there would be one Maaori ward member.

4.1 OPTIONS

In considering the options detailed below, the Council can take account of the alternative representation arrangements that have been, or may shortly be, implemented by the Council to improve Maaori participation in Council's decision-making processes (e.g. appointment of Maangai Maaori to Council committees), and look to embed and strengthen such measures. These alternative arrangements are discussed earlier in the report. It should be noted that alternative Maaori representation arrangements are not mutually exclusive to establishing Maaori wards – i.e. both can be implemented together.

Option 1: Not to establish Maaori wards

The Council can decide not to establish Maaori wards. In considering this option, Council may consider:

- the likelihood of a poll being demanded to establish Maaori wards, the cost (approximately \$100,000 plus GST, for which there is no budget) and divisive nature of such a poll, and the possibility of the poll resulting in Maaori wards not being established (based on current legislation and the experience of other local authorities, referenced in Attachment 1).
- the views of marae across the district that support the establishment of Maaori wards, which could be seen to conflict with this option.
- the requirement under the Local Government Act 2002 (and other legislation) to enable and foster the participation of Maaori in Council's decision-making processes.

- This option would mean that there would not be dedicated Maaori ward members at Council meetings.

If the Council chooses this option, it does not have to publicly notify its decision, though for transparency it is recommended this is done. A poll to establish Maaori wards may still be demanded, if requested by 5% of electors and received by 21 February 2021.

Option 2 – Establish Maaori wards

The Council can decide to establish Maaori wards. In considering this option, Council may consider:

- that Maaori wards would likely result in an increased contribution by Maaori in Council decision-making, in accordance with the Local Government Act 2002.
- that this option is supported by marae which were consulted on this issue.
- the likelihood of a poll being demanded, the cost (approximately \$100,000 plus GST, for which there is no budget) and divisive nature of such a poll, and the possibility of the poll overriding the Council's decision (based on current legislation and the experience of other local authorities, referenced in Attachment 1).

Option 3 – Conduct a poll to establish Maaori wards.

The Council can decide to conduct a poll with electors as to whether Maaori wards should be established. The Council can decide to hold a poll:

- prior to 21 February 2021, in which case the poll would be held by 21 May 2021 with the result of the poll binding for the 2022 and 2025 local authority elections (Option 3A); *or*
- after 21 February 2021, where a date of the poll can be specified such as at the same time as the 2022 local authority elections, in which case the result of the poll would be binding for the 2025 and 2028 local authority elections (Option 3B).

In considering this option, Council may consider:

- that a poll would give the community the opportunity to vote for or against the establishment of Maaori wards. However, this option may be perceived negatively by some in the community (including marae) who support Maaori wards and who may consider that Council is transferring a decision to a mechanism where it knows the likely outcome.
- the cost and divisive nature of a poll. A stand-alone poll would cost approximately \$100,000 plus GST, whereas a poll undertaken at the same time as the 2022 local authority elections would add approximately \$10,000 plus GST to the cost of running that election. There is currently no budget allocated to undertake a poll to establish Maaori wards.
- The possibility that a poll would determine that Maaori wards are not established, which would be binding for two successive terms.

4.2 LEGISLATIVE CHANGE

Whichever option is chosen by Council, it may also wish to consider advocating a change to the LEA to remove the ability for a poll to be demanded or held on whether Maaori wards should be established. This is supported by Waikato Tainui and is likely to be supported by other Waikato local authorities.

The arguments for a legislative change are as follows:

- the introduction of the legislative mechanism to establish Maaori wards (in 2001) to improve Maaori representation at councils has failed due to the inability of many councils to establish Maaori wards, despite wishing to do so.
- poll provisions do not apply to the establishment of (other) wards via the wider representation review, only Maaori wards. Both LGNZ and SOLGM have identified that the current legislative provisions are discriminatory to Maaori and inconsistent with the principle of equal treatment enshrined in Te Tiriti o Waitangi.
- a poll reduces what is a complex issue to a simple binary choice, encouraging communities to take sides, and potentially damage race relations.
- if a council resolved to establish Maaori wards against the wishes of its communities, then they have the option to hold that council to account at the next election – an underlying principle of representative democracy.

Attempts to amend the LEA, including most recently in June 2017, have not succeeded. Such legislative change, however, has a greater chance of success following the recent general elections.

For the reasons outlined above, and following discussion of this matter at the recent Co-Governance Joint Committee meeting with Waikato-Tainui, it is recommended that Council advocate for a change to the LEA.

4.3 REPORTING COUNCIL'S DECISION

Staff recommend that Council's decision on this matter is reported directly to iwi and marae within the District, so that the context to this decision can be clearly communicated and to provide transparency to Maaori as a Treaty partner. This will also provide an opportunity for Council to identify the alternative representation arrangements that are in place or in the 'pipeline', regardless of the decision made. Staff became aware through discussions that not all marae representatives had a clear understanding of Council's existing arrangements for Maaori to participate in decision-making processes (e.g. appointment of Maangai Maaori).

It is suggested that this communication can be delegated to the Chief Executive to complete, in consultation with the Mayor.

5. CONSIDERATIONS

5.1 FINANCIAL

The cost to undertake a poll of electors (whether such poll was resolved by the Council or demanded by 5% of electors) would be dependent on the voter turnout. The estimated cost

of a stand-alone electoral poll is \$100,000 + GST. If the poll was undertaken as part of the 2022 local authority elections, the estimated additional cost for the poll (i.e. in addition to expected election costs) would be \$10,000 plus GST. The costs of a poll are not budgeted in the 2020/21 year and would need to be included in the budget for the 2022 elections if Council decided on Option 3b (detailed above).

The above costs do not include costs for advertising or public notices to establish a Maaori ward. These are likely to be less than \$2,000 and would be covered by current operational budgets.

5.2 LEGAL

Compliance with the Local Electoral Act 2001 and respect for Treaty principles are required when considering and consulting on the establishment of Maaori wards.

Section 19Z does not impose a requirement on Council to make a decision about the establishment of Maaori wards. The Council could decide not to do so or simply refrain from making a decision on the subject.

However, in considering the role of local authorities under the Local Government Act 2002 and principles of transparency and accountability, it is considered good practice to notify the public of their rights to demand a poll. For clarity, the Council is required to give public notice if it decides to establish Maaori wards, and advise electors of their right to demand a poll on this matter, by 30 November 2020. Other legislative timeframe obligations have been covered earlier in the report.

The results of a poll, whether demanded by the public or held by Council resolution, is binding for the next two local authority elections.

When determining whether or not to establish Maaori wards, the Council must also take into account the following matters in terms of the present and future needs of the community:

- The principle of fair and effective representation for individuals and communities (s4 (1)(a) LEA).
- The purpose of the Local Government Act 2002 to provide for democratic and effective local government that recognises the diversity of New Zealand communities, specifically the promotion of accountability of local authorities to their communities. (s3 LGA)
- Obligation to establish and maintain opportunities for Maaori to contribute to its decision-making processes (as required under the LGA and other legislation).

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Maaori representation is part of the Council's strategic work programme with Waikato Tainui, under the JMA. At the Co-Governance Joint Committee meeting recently held on 14 October 2020, the Committee discussed this issue and resolved that a joint council workshop (i.e. between Waikato Tainui and Waikato local authorities) should be convened to discuss and advocate for legislative changes in relation to establishing Maaori wards. This matter is detailed in paragraph 4.2 of this report.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

Staff consider that the Council's decision on whether to establish Maaori wards would be of moderate significance, noting that either decision could trigger a demand for a poll. The result of any such poll is binding and could reverse Council's decision.

Highest levels of engagement	Inform <input type="checkbox"/>	Consult <input checked="" type="checkbox"/>	Involve <input type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower <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>	Consultation on the matter of Maaori wards has been undertaken with Waikato-Tainui and marae within the District.				

Staff have consulted with Waikato Tainui via the Co-Governance Joint Committee, as noted above.

The Iwi and Community Partnerships Manager, and his team, have also discussed the topic of Maaori wards with marae, Maaori trusts and development organisations within the District, as part of the korero on mana whenua forums. A summary of the feedback received, to date, is attached to this report (Attachment 2). All marae consulted supported the establishment of Maaori wards. It is noted most marae representatives were not aware of the other representation arrangements the Council had in place, including the appointment of Maangai Maaori.

Staff also addressed Ngaa Marae Toopuu on this topic at its September hui. The need for legislative change was voiced by those representatives attending.

Planned	In Progress	Complete	
	x		Internal
			Community Boards/Community Committees
	x		Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
			Households
			Business
			Other Please Specify

6. CONCLUSION

The report seeks Council's decision on the establishment of Maaori wards. If established, Maaori wards would remain for the next two local authority elections. The Council can decide:

- To do nothing/resolve not to establish Maaori wards;
- To establish Maaori wards, and publicly notify this decision before 30 November 2020;
- To undertake a poll on whether Maaori wards should be established – either before 21 May 2020 or as part of the 2022 local authority elections.

Under the first two options, 5% of electors can demand a poll to overturn the Council's decision, the outcome of which is binding for the next two local authority elections.

7. ATTACHMENTS

1 – Table of local authorities' decisions in relation to Maaori wards.

2 – Summary of feedback from marae on establishment of Maaori wards.

Territorial authorities' polls – Maaori Wards

Year	District	Result
2018	Western Bay of Plenty District Council	22% For 78% Against
2018	Palmerston North City Council	31% For 69% Against
2018	Whakataane District Council	45% For 55% Against
2018	Manawatu District Council	23% For 77% Against
2016	Wairoa District Council	54% For 46% Against
2015	Far North District Council	32% For 68% Against
2015	New Plymouth District Council	17% For 83% Against
2013	Hauraki District Council	19% For 81% Against
2012	Waikato District Council	20% For 80% Against
2012	Wairoa District Council	48% For 52% Against
2003	Opotiki District Council	34% For 66% Against

Attachment 2

Maaori Wards – Engagement with Marae and Iwi Trusts/Development organisations

Name	Organisation	Position	View
Glen Tupuhi	Ngaa Muka Development Trust (<i>Cluster</i>)	Chair	Support
Hori Awa	Waahi Whaanui Trust	CEO	Support
Tawera Nikau	Matahuru Marae	Trustee	Support
Kay Davis	Okarea Marae	Trustee	Support
Jackie Colliar	Taniwha Marae	Chair	Support
Rereokeroa Shaw	Te Kotahitanga Marae	Trustee	Support
Linda Tomuli	Horahora Marae	Marae Rep	Support
Kimai Huirama	Ngaati Tamainupoo Trust	Chair	Support
Kawe Nikora	Hukanui-a Muri Marae	Trustee	Support
Warahi Paki	Mangatangi Marae	Chair	Support with questions
Tahi Roberts	Waikeri Marae	Marae Rep	Will get back to me
Nanaia Rawiri	Ngaa Taniwha o Waikato (<i>Port Waikato Cluster</i>)	Rep	Support
Brad Totorewa	Maurea Marae	Rep	Support
Donald Turner	Taupiri Marae	Chair	Support
Dennis Kirkwood	Ngaati Tamaoho	Chair	Not Supportive
Heather Tomson	Poihakena Marae	Rep	Support
Milton Ngarue	Te Papa o Rotu Marae	Chair	Will get back to me
Lisa Gardener	Ngaati Hauaa Trust	Manager	Iwi in 2 minds

Open Meeting

To	Waikato District Council
From	Ian Cathcart Special Infrastructure Projects Manager
Date	21 October 2020
Prepared by	Carole Nutt Waters Contract Relationship Manager
Chief Executive Approved	Y
Reference #	GOV1301 / 2921755
Report Title	Delegations to Watercare Services Ltd

I. EXECUTIVE SUMMARY

This report seeks Waikato District Council (“Council”) give delegations to Watercare Services Limited (“Watercare”) under the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services (“the Agreement”).

2. RECOMMENDATION

THAT the report from the Special Infrastructure Projects Manager be received;

AND THAT under Clause 32(5) of Schedule 7 of the Local Government Act 2002 and Section 34A(2) of the Resource Management Act 1991, the Council resolves to delegate the functions and powers set out in the following delegations table to the noted delegated employees of Watercare Services Limited (each “the delegate”), subject to the conditions specified below:

Delegated functions and powers	Watercare delegate
<p>Carry out and undertake all the functions, powers, or duties of an Enforcement Officer under the Local Government Act 2002 to the extent they relate to:</p> <p>(a) offences under the Waikato District Council Water Supply Bylaw 2014 or Waikato District Council Trade Waste and Wastewater Bylaw 2016;</p> <p>(b) an offence under the Local Government Act relating to water, water races, or private drains.</p>	<ul style="list-style-type: none"> • Business Manager – Watercare Waikato • Commercial Manager • Lead customer care Representative

Delegated functions and powers	Watercare delegate
Administer and enforce the Waikato District Council Water Supply Bylaw 2014 or Waikato District Council Trade Waste and Wastewater Bylaw 2016.	<ul style="list-style-type: none"> • Lead Customer Care Representative • Compliance Advisor
Recover for damage to water infrastructure assets operated by Watercare Services Limited for Waikato District Council under section 175 of the Local Government Act 2002 in accordance with the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services between Council and Watercare Services Limited, including taking enforcement steps necessary to exercise the power.	<ul style="list-style-type: none"> • Business Manager – Watercare Waikato • Commercial Manager • Lead customer care Representative
Restrict water supply to a person’s land or building in the Waikato district under section 193 of the Local Government Act 2002.	<ul style="list-style-type: none"> • Business Manager Watercare Waikato • Operations Manager Networks
Consent to the discharge of trade wastes into sewerage drains under the control of Waikato District Council under section 196 of the Local Government Act 2002 if such consent is consistent with the WDC Trade Waste and Wastewater Bylaw 2016.	<ul style="list-style-type: none"> • Lead Customer Care Representative • Compliance Advisor
Authorise the undertaking of emergency works of a preventive or remedial nature under section 330 of the RMA in respect of water infrastructure assets operated by Watercare Services Limited for Council.	<ul style="list-style-type: none"> • Business Manager Watercare Waikato • Operations Manager Networks
Close to the public any esplanade strip or access strip during periods of emergency or public risk likely to cause loss of life, injury, or serious damage to property under section 237C of the RMA where it relates to.	<ul style="list-style-type: none"> • Business Manager Watercare Waikato • Operations Manager Networks

The following conditions are to apply when exercising any of the above delegations:

- 1) In making a decision or carrying out a duty under delegated authority, the delegates must make themselves aware of and have regard to:**
 - (a) Council’s Long Term Plan and other relevant Council or committee approved plans, policies and strategies**
 - (b) the political context in which they are working**

- (c) any statutory requirements
 - (d) possible conflicts of interest
 - (e) the materiality of the decision to be made
 - (f) short and/or long-term ramifications of the decision/choice to be made
 - (g) relative risk to Council of the decision/choice to be made.
- 2) The delegate shall abide by the principles of decision making as set out in the Local Government Act 2002.
 - 3) Where a decision is politically sensitive, the delegate shall seek input from a higher organisational level, or committee, or the Council, whichever is the most appropriate.
 - 4) The delegate must act within the law, Council policy (as approved by the Council from time to time) and the Long Term Plan.
 - 5) The Council notes that position titles change from time to time and hereby records that these delegations are given to the holders of positions as they are named at the date of this resolution and to holders of equivalent, albeit re-named, positions in the future.
 - 6) In making a decision or carrying out a duty under delegated authority, the delegate must comply with the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services between Council and Watercare (as amended from time to time).
 - 7) The delegate must not exercise any power under sections 172 or 182 of the Local Government Act 2002 unless authorised to do so pursuant to the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services.
 - 8) The delegate must not subdelegate any of the powers delegated to it. If any further delegation is required, it must be sought from the Council.

AND FURTHER THAT Council notes that the Delegations Register will be updated to reflect the above delegations.

3. BACKGROUND

In 2019, Council and Watercare entered into the Agreement to provide for Watercare to undertake the operation and management of certain facilities and assets owned by Council in order to deliver water, wastewater and stormwater services to customers within Council's district.

Under Clause 13.2 of the Agreement the Agreement requires Council to take certain actions relating to delegating powers to Watercare to facilitate the performance of the services under the Agreement.

Council has some powers as a local authority that Watercare does not have and which Council cannot delegate. These powers that cannot be delegated remain with Council. and Schedule

13 of the Agreement sets out a process for Watercare to recommend the exercise of powers under the relevant legislation where Watercare seeks Council exercise its delegation where such powers cannot be delegated.

As the Chief Executive does not appear to have the authority to delegate powers or functions to persons who are not officers of Council under Council's current delegations, a resolution of Council is required to give the delegations to Watercare.

4. DISCUSSION

4.1 DISCUSSION

It is proposed that Council delegate authority to Watercare to enable Watercare officers to undertake functions and provide the services under the Agreement.

These consist of the following functions:

- (a) administer and enforce certain Council bylaws;
- (b) restrict water supply to a person's land or building under section 193 of the Local Government Act 2002 (LGA 2002);
- (c) authorise consent to discharge trade waste into the Council's wastewater system under section 196 of the LGA 2002;
- (d) authorise the undertaking of emergency works of a preventive or remedial nature under section 330 of the Resource Management Act 1991 (RMA);
- (e) close to the public any esplanade strip or access strip during periods of emergency or public risk likely to cause loss of life, injury, or serious damage to property under section 237C of the RMA.

4.2 RELEVANT LEGISLATION

The LGA 2002 and RMA permit Council to delegate certain functions to other persons. In particular:

- (a) Section 179 of the LGA 2002 provides that a local authority may contract out to any other local authority or other person the administration of its regulatory functions, including the operational aspects of enforcement, inspection, licensing, and other administrative matters.
- (b) Clause 32(5) of schedule 7 to the LGA 2002 similarly provides that a local authority may delegate to any other local authority, organisation, or person the enforcement, inspection, licensing, and administration related to bylaws and other regulatory matters.
- (c) Clause 34A of the RMA provides that a local authority may delegate to any other person any functions, powers, or duties under the RMA except the following:
 - (i) the powers in section 34A(1)(a) and (b) of the RMA (being the approval of a proposed policy statement or plan and the power of delegation);
 - (ii) the decision on an application for a resource consent;
 - (iii) the making of a recommendation on a requirement for a designation.

A delegation made under section 34A of the RMA may be made on such terms and conditions as WDC thinks fit, and may be revoked at any time by notice to the delegate.

Council can also appoint persons to be enforcement officers in relation to any offence under the LGA 2002, including offences against bylaws made under the LGA 2002 under section 177. An enforcement officer is not required to be an employee of Council, and can include an employee of Watercare.

4.3 DELEGATION TABLE

It is proposed Council resolve to give the following delegations to Watercare to enable Watercare to fulfil the obligations under the Agreement:

Delegated functions and powers	Watercare delegate
<p>Carry out and undertake all the functions, powers, or duties of an Enforcement Officer under the Local Government Act 2002 to the extent they relate to:</p> <p>(a) offences under the Waikato District Council Water Supply Bylaw 2014 or Waikato District Council Trade Waste and Wastewater Bylaw 2016;</p> <p>(b) an offence under the Local Government Act relating to water, water races, or private drains.</p>	<ul style="list-style-type: none"> • Business Manager – Watercare Waikato • Commercial Manager • Lead customer care Representative
<p>Administer and enforce the Waikato District Council Water Supply Bylaw 2014 or Waikato District Council Trade Waste and Wastewater Bylaw 2016.</p>	<ul style="list-style-type: none"> • Lead Customer Care Representative • Compliance Advisor
<p>Recover for damage to water infrastructure assets operated by Watercare Services Limited for Waikato District Council under section 175 of the Local Government Act 2002 in accordance with the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services between Council and Watercare Services Limited, including taking enforcement steps necessary to exercise the power.</p>	<ul style="list-style-type: none"> • Business Manager – Watercare Waikato • Commercial Manager • Lead customer care Representative
<p>Restrict water supply to a person's land or building in the Waikato district under section 193 of the Local Government Act 2002.</p>	<ul style="list-style-type: none"> • Business Manager Watercare Waikato • Operations Manager Networks
<p>Consent to the discharge of trade wastes into sewerage drains under the control of Waikato District Council under section 196 of the Local</p>	<ul style="list-style-type: none"> • Lead Customer Care Representative

Delegated functions and powers	Watercare delegate
Government Act 2002 if such consent is consistent with the WDC Trade Waste and Wastewater Bylaw 2016.	<ul style="list-style-type: none"> • Compliance Advisor
Authorise the undertaking of emergency works of a preventive or remedial nature under section 330 of the RMA in respect of water infrastructure assets operated by Watercare Services Limited for Council.	<ul style="list-style-type: none"> • Business Manager Watercare Waikato • Operations Manager Networks
Close to the public any esplanade strip or access strip during periods of emergency or public risk likely to cause loss of life, injury, or serious damage to property under section 237C of the RMA where it relates to.	<ul style="list-style-type: none"> • Business Manager Watercare Waikato • Operations Manager Networks

General conditions that are to apply when exercising any of the above delegations:

- 1) In making a decision or carrying out a duty under delegated authority, the delegates must make themselves aware of and have regard to:
 - (a) Council's Long Term Plan and other relevant Council or committee approved plans, policies and strategies
 - (b) the political context in which they are working
 - (c) any statutory requirements
 - (d) possible conflicts of interest
 - (e) the materiality of the decision to be made
 - (f) short and/or long-term ramifications of the decision/choice to be made
 - (g) relative risk to Council of the decision/choice to be made.
- 2) The delegate shall abide by the principles of decision making as set out in the Local Government Act 2002.
- 3) Where a decision is politically sensitive, the delegate shall seek input from a higher organisational level, or committee, or the Council, whichever is the most appropriate.
- 4) The delegate must act within the law, Council policy (as approved by the Council from time to time) and the Long Term Plan.
- 5) The Council notes that position titles change from time to time and hereby records that these delegations are given to the holders of positions as they are named at the date of this resolution and to holders of equivalent, albeit re-named, positions in the future.
- 6) In making a decision or carrying out a duty under delegated authority, the delegate must comply with the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services between Council and Watercare (as amended from time to time).

- 7) The delegate must not exercise any power under sections 172 or 182 of the Local Government Act 2002 unless authorised to do so pursuant to the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services.
- 8) The delegate must not subdelegate any of the powers delegated to it. If any further delegation is required, it must be sought from the Council.

5. CONSIDERATION

5.1 FINANCIAL

None of the delegations being requested are financial delegations.

5.2 LEGAL

Legal advice was provided by Buddle Findlay (who were the provider of external legal services in the negotiation and drafting of the Agreement), and Council's Legal Counsel. The table of proposed delegations only includes those powers that Council can legally delegate. Functions and powers that cannot be delegated will remain with Council, and Watercare will follow the process set out in Schedule 13 of the Agreement recommend the exercise of powers.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

Council has a clear direction regarding three waters. This followed extensive analysis and decision making. Delegating functions and powers to Watercare enables the effective delivery of services within the Agreement.

5.4 ASSESSMENT OF SIGNIFICANCE AND ENGAGEMENT POLICY AND OF EXTERNAL STAKEHOLDERS

(Ascertain if the Significance & Engagement Policy is triggered or not and specify the level/s of engagement that will be required as per the table below (refer to the Policy for more detail and an explanation of each level of engagement):

Highest levels of engagement	Inform	Consult	Involve	Collaborate	Empower
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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>	The delegations are a contractual requirement signed off by the Waters Governance Board as part of approval of the original Agreement				

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

Planned	In Progress	Complete	

			Internal
			Community Boards/Community Committees
			Waikato-Tainui/Local iwi (provide evidence / description of engagement and response)
			Households
			Business
		√	Waters Governance Board

6. CONCLUSION

To enable Watercare to fulfil the obligations under the Agreement and efficiently deliver the water, wastewater and stormwater services for Council's district, it is recommended that Council resolve to delegate the functions and powers listed in the table at 4.3 to Watercare.

7. ATTACHMENTS

N/A

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	2 November 2020
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Schedule of Meetings 2021

I. EXECUTIVE SUMMARY

The purpose of this report is to seek the Council's approval to a proposed schedule of meetings for the Council and Council committees for the 2020 calendar year.

It is good practice for Council to adopt a schedule of meetings for the following calendar year so that the business of the Council can be conducted in an orderly and transparent manner, and to allow public notification of meetings to be given in compliance with the Local Government Official Information and Meetings Act 1987. Clause 19, Schedule 7 of the Local Government Act 2002 contemplates that a local authority can adopt a schedule of meetings for any future period it considers appropriate.

Once adopted, the schedule of meetings can be amended and notified to elected members. In the event that the Council or a Committee need to meet on an urgent matter outside the proposed cycle, this can be achieved by way of an extraordinary or emergency meeting in accordance with the requirements under the Local Government Act 2002 and Local Government Official Information and Meetings Act 1987.

The attached proposed schedule (Attachment 1) is substantially the same as the 2020 schedule.

- A six-weekly meeting cycle is retained for the Council and its three principal committees (Strategy and Finance, Infrastructure and Policy and Regulatory).
- The dates for the Audit & Risk Committee's meetings in September and December may need to change, depending on the availability of the new Chairperson who will be appointed prior to 30 June 2021.
- The dates for the Co-Governance Joint Committee meetings with Waikato Tainui will be confirmed in the New Year, to accommodate the conclusion of the elections for Te Whakakitenga o Waikato, and subsequent nomination/update of Waikato Tainui's representatives to the Joint Committee.

- The Waters Governance Board will determine its own meeting dates for 2021– this is currently being worked through.
- Each Community Board and Committee will determine their own meetings schedule for 2021 – separate reports will be presented to each Board/Committee prior to Christmas for this purpose.
- Workshops will continue to be scheduled to follow after Council and principal committee meetings. The schedule for LTP workshops for 2021 has yet to be decided at the time of writing this report – invitations for these will follow later.

2. RECOMMENDATION

THAT the report from the Chief Executive be received;

AND THAT the Council adopts the 2021 Meeting Schedule, as attached to the staff report (Attachment I).

3. ATTACHMENTS

Attachment I – Proposed 2021 Schedule of Meetings – Council and Committees

Waikato District Council - Schedule of Meetings 2021

	January	February	March	April	May	June	July	August	September	October	November	December
Mon												
Tue												
Wed												
Thur												
Fri	1	New Year's Day										
Sat	2		Waitangi Day									
Sun	3											
Mon	4		Waitangi Day Observed									
Tue	5											
Wed	6											
Thur	7											
Fri	8											
Sat	9											
Sun	10											
Mon	11											
Tue	12											
Wed	13											
Thur	14											
Fri	15											
Sat	16											
Sun	17											
Mon	18											
Tue	19											
Wed	20											
Thur	21											
Fri	22											
Sat	23											
Sun	24											
Mon	25											
Tue	26											
Wed	27											
Thur	28											
Fri	29											
Sat	30											
Sun	31											
Mon												
Tue												

KEY
Public Holiday
No Meetings
Council -
Every 6th Monday
Workshops

Committees	
P&R	Wed
S&F	Mon
Infrastructure	Wed
D&F	Quarterly
A&R	Quarterly
CEPR	3/year Tue
WGB	TBD
CCS	2/year Thurs
HOLD Hearing DLC/Dog	As required Fri
Waikato Rauapatu JMA	TBC

*Workshops will be scheduled to follow each of P&R, S&F, Infrastructure and Council meetings

Jan & July free of formal meetings other than council mtgs late Jan & Jul

Open Meeting

To	Waikato District Council
From	Roger MacCulloch General Manager Service Delivery
Date	2 November 2020
Prepared by	Megan May Community Connections Manager
Chief Executive Approved	Y
Reference #	CCL2020 / 2920879
Report Title	Sale of Vehicle – 2017 Toyota Highlander KPT7

I. EXECUTIVE SUMMARY

The 2017 Toyota Highlander KPT7 has recently been replaced due to age and kilometres. His Worship the Mayor has indicated that he would like to purchase the vehicle at market value. The vehicle has been valued at a suggested sale price of \$32,000 (inclusive of GST). Most Council owned vehicles are disposed of via auction, but the Council's Sensitive Expenditure Policy allows direct sale to a member of staff or an elected member with express prior approval of Council.

The purpose of this report is to seek express permission to sell KPT7 to an elected member at the valuation price.

2. RECOMMENDATION

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

AND THAT Waikato District Council approve the sale of 2017 Toyota Highlander KPT7 to an elected member at the market value of \$32,000 inclusive of GST;

AND FURTHER THAT the sale be supported by a tax invoice and subsequent receipt.

3. BACKGROUND

Council owned vehicles are replaced on a three yearly or 100,000km basis and are usually disposed of via auction. His Worship the Mayor has indicated that he would like to purchase a vehicle scheduled for disposal. The vehicle is a 2017 Toyota Highlander and a market valuation has been provided by a registered Motor Vehicle Dealer. The valuation is based on the likely sale price at auction of \$32,000 inclusive of GST.

A direct sale would eliminate any auction fees estimated at \$400.00 and would be invoiced and receipted through council's accounting system.

Council's Sensitive Expenditure Policy section 7.5 states that:

7.5 Disposal of surplus assets

Without the express prior approval of Council, no surplus assets with a market value of more than \$500 per item will be sold directly to staff or elected members. In any event, the sale of surplus assets must:

- a) Maximise the return to Council;*
- b) Be sold at no less than the market value determined by an appropriate valuation; and*
- c) Be documented by the issuance of a tax invoice and receipt.*

Council will not permit direct sale to friends or acquaintances, of staff or elected members, for a surplus asset with a market value of more than \$500.

4. OPTIONS

4.1 OPTIONS

Option 1: Approve the sale of the vehicle to an elected member.

This would meet the requirements of the Sensitive Expenditure Policy and ensure that Council receive a fair and reasonable price for the vehicle.

Option 2: Do not approve the sale of the vehicle to an elected member.

The vehicle will be sold by auction and could result in a lower or higher price. It would also attract additional auctioneer fees.

Staff consider that option (a) is the preferred option.

5. CONSIDERATION

5.1 FINANCIAL

The proposed sale would be administratively efficient and result in sale proceeds of \$32,000, less GST, for Council

5.2 LEGAL

There are no legal implications of this request.

5.3 STRATEGY, PLANS, POLICY AND PARTNERSHIP ALIGNMENT

This report outlines and follows the process detailed in the Sensitive Expenditure Policy

6. CONCLUSION

Council staff have received a request to sell a Toyota Highlander vehicle due for disposal to an elected member. By providing express permission to do so, the sale price would be confirmed, auctioneer fees would be avoided, and the requirements of the Sensitive Expenditure Policy would be met.

7. ATTACHMENT

- Confirmation of Valuation



598 Te Rapa Rd
P.O. Box 10488, Te Rapa,
Hamilton

Phone 07 849 6272
Fax 07 849 5729
Email: admin@autoauctioneersltd.co.nz
Website: www.autoauctioneers.co.nz

16/10/2020

Auction Vehicle Valuation

Waikato District Council

KPT7, 2017 Toyota Highlander LTD SUV, 3.5 litre petrol 8 speed auto,
120000kms.

I believe this vehicle has an auction value in the range of \$31000-\$33000 and
would recommend a reserve of \$32000.

Yours Sincerely

A handwritten signature in blue ink, appearing to read "P. Conaghan", followed by a long horizontal flourish.

Phillip Conaghan

Manager

Open Meeting

To	Waikato District Council
From	Gavin Ion Chief Executive
Date	2 November 2020
Prepared by	Brendan Stringer Democracy Manager
Chief Executive Approved	Y
Reference #	GOV1318
Report Title	Exclusion of the Public

I. RECOMMENDATION

THAT the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1 – Confirmation of Minutes 21 September 2020	Good reason to withhold exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
2 – Raglan Holiday Park Papahua Board of Governance – Appointment of Business Representative		

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

Item No.	Section	Interest
Item Confirmation of Minutes	I of	Refer to the previous Public Excluded reason in the agenda for the relevant meeting.
Item 2 – Raglan Holiday Park Papahua Board of Governance – Appointment of Business Representative	7(2)(a)	To protect the privacy of natural persons, including that of deceased natural persons.