

**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 28 AUGUST 2018** commencing at **9.00am**.

**Present:**

Cr DW Fulton (Chairperson)  
His Worship the Mayor Mr AM Sanson [*until 9.37am and from 9.53am. until 9.54am and from 10.04am*]  
Cr A Bech  
Cr JA Church  
Cr JM Gibb [*from 9.35am and from 10.27am until 10.36am*]  
Cr S Henderson  
Cr SD Lynch  
Cr FM McInally  
Cr BL Main  
Cr EM Patterson  
Cr JD Sedgwick [*until 10.40am*]  
Cr NMD Smith  
Cr LR Thomson

**Attending:**

Mr B MacLeod (Chair, Raglan Community Board)  
Mr I Cathcart (General Manager Service Delivery)  
Mrs W Wright (Committee Secretary)  
Mr K Pavlovich (Waters Manager)  
Mr P McPherson (Acting Programme Delivery Manager)  
Ms M May (Parks & Facilities Manager)  
Ms M Smart (Property Officer)  
Mr L McCarthy (Asset Engineer Service Delivery)  
Mr E Parata (Asset Management, Parks & Facilities)  
Ms L Wilson (Media Representative)  
3 Members of Staff

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Crs Fulton/Sedgwick)**

**THAT an apology be received from Cr McGuire;**

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

**CARRIED on the voices**

**INF1808/01**

## **CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Fulton/Patterson)**

**THAT** the agenda for a meeting of the Infrastructure Committee held on Tuesday 28 Wednesday 2018 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be considered with the public excluded;

**AND THAT** all reports be received;

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

**CARRIED on the voices**

**INF1808/02**

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

**Resolved: (Crs Fulton/Lynch)**

**THAT** the minutes of a meeting of the Infrastructure Committee held on Tuesday 26 June 2018 be confirmed as a true and correct record of that meeting subject to the editing of Resolution No. INF1806/07 (Huntly Memorial Hall - Update and Agreement of Huntly Community Board Position and Resolution) and the Council resolution No. WDC1807/13 from:

***THAT the Huntly Community Board endorses the outcome of the consultation, being - 74% of the community support the refurbishment of the Huntly Memorial Hall;***

***AND THAT the Huntly Community Board supports the approach to the project as follows: (outlined in 4.1 below)***

### ***Completion of minor works to the Hall – immediate***

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

### ***Planning and consultant work – July - September***

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

#### **Community project group engagement – July – September**

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

#### **Community engagement and consultation – July - November**

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

#### **At the end of this tranche of work we should have:**

- **an agreed project plan (prioritising work based on cost and resourcing) with the view to get the Hall to a standard where it can be safely re-opened and used.**
- **an agreed structure through which we will work with the community group.**

- ***an overall cost and funding plan, including the amount of additional targeted rate required (if any).***
- ***an outcome from community consultation around the additional targeted rate (if required).***

to read:

**THAT the Huntly Community Board endorses the outcome of the consultation, being - 74% of the submissions received in support the refurbishment of the Huntly Memorial Hall;**

**AND THAT the Huntly Community Board supports the approach to the project as follows: (outlined in 4.1 below)**

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- an overall cost and funding plan, including the amount of additional targeted rate required (if any).
- an outcome from community consultation around the additional targeted rate (if required).

**CARRIED on the voices**

**INF1808/03**

#### **REPORTS**

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

The report was received [*INF1808/02 refers*].

**Resolved: (Crs Smith/Church)**

**THAT this report be deferred until it has been endorsed by the Park Board;**

**AND THAT a representative be present to answer questions from the Committee when it comes back to the Committee.**

**CARRIED on the voices**

**INF1808/04**

Community Engagement for The Point Reserve Management Plan  
Agenda Item 5.2

The report was received [*INF1808/02 refers*] and discussion was held.

**Resolved: (Crs Patterson/Lynch)**

**THAT the draft version of The Point Reserve Management Plan be received;**

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

**CARRIED on the voices**

**INF1808/05**

Increase to Approved Contract Sums – Realclean and OCS  
Agenda Item 5.3

The report was received [*INF1808/02 refers*] and discussion was held.

**Resolved: (Crs Church/Smith)**

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

**CARRIED on the voices**

**INF1808/06**

56 Great South Road Ngaruawahia - Deed of Lease  
Agenda Item 5.4

The report was received [*INF1808/02 refers*] and discussion was held.

**Resolved: (Crs Smith/Patterson)**

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

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

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

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

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

**CARRIED on the voices**

**INF1808/07**

Lake Hakanoa Motor Caravan Park Financial Report for the period ending 30 June 2018  
Agenda Item 5.5

The report was received [*INF1808/02 refers*] and discussion was held.

Service Delivery Report for August 2018  
Agenda Item 5.6

The report was received [*INF1808/02 refers*] and discussion was held.

Cr Gibb entered the meeting during discussion of the above item at 9.35am.

His Worship the Mayor withdrew from the meeting at 9.37am and then re-entered the meeting during discussion on the above item at 9.53am. He then withdrew from the meeting during discussion on the above item at 9.54am.

Waikato District Alliance Contract 14-314 – Increase to Individual Project Variation Amount  
Agenda Item 5.7

The report was received [*INF1808/02 refers*] and discussion was held.

**Resolved: (Crs Smith/Gibb)**

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

**CARRIED on the voices**

**INF1808/08**

His Worship the Mayor re-entered the meeting during discussion on the above item at 10.04am and was present when voting took place.

Rural Intersection Activated Warning Signs - SH1B/Gordonton Road  
Agenda Item 5.8

The report was received [*INF1808/02 refers*] and discussion was held.

**Resolved: (Crs Smith/Church)**

**THAT the Committee recommend to Council that the Waikato Speed Limit Bylaw 2011 be amended by approving the installation of Rural Intersection Activated Warning Signs (RIAWS) with a variable speed limit of 60km/h at the intersection of Gordonton- and Taylor Road (SH1B).**

**CARRIED on the voices**

**INF1808/09**

New Footpath Proposed Programme 2018/19  
Agenda Item 5.9

The report was received [*INF1808/02 refers*] and discussion was held.

**Resolved: (Crs Bech/Church)**

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

**CARRIED on the voices**

**INF1808/10**

Onewhero and Te Akau Water Supply Options  
Agenda Item 5.10

The report was received [*INF1808/02 refers*] and discussion was held.

**Resolved: (Crs Smith/Sedgwick)**

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

**CARRIED on the voices**

**INF1808/11**

Cr Gibb re-entered the meeting during discussion on the above item at 10.36am and was present when voting took place.

Cr Sedgwick retired from the meeting at 10.40am.



The meeting adjourned at 10.40am and resumed at 11.01am.

## **EXCLUSION OF THE PUBLIC**

Agenda Item 6

**Resolved: (Crs Patterson/Gibb)**

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

## **REPORTS**

**a. Proposed Extension to the Te Kowhai Village Green – Acquisition  
Scenario Analysis**

**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)(b)(ii)(i)(j)**

**Section 48(1)(3)(d)**

**CARRIED on the voices**

**INF1808/12**

*Resolutions INF1808/13 – INF1808/14 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 11.24am.

Minutes approved and confirmed this                      day of                      2018.

DW Fulton  
**CHAIRPERSON**