

Minutes for a meeting of the Waikato District Council held in the Council Chambers, 15 Gallileo Street, Ngaaruawaahia on **MONDAY, 17 JULY 2023** commencing at **9.30am**.

**Present:**

Her Worship the Mayor, Mrs JA Church (Chairperson)  
Cr C Beavis (*from 9.35am, Item 3*)  
Cr C Eyre (Deputy Mayor)  
Cr J Gibb  
Cr M Keir  
Cr P Matatahi-Poutapu (*from 9.34am, Item 2*)  
Cr K Ngataki  
Cr M Raumati  
Cr V Reeve  
Cr P Thomson  
Cr T Turner  
Cr D Whyte

**Attending:**

Mr P Stubbs (Chairperson, Audit & Risk Committee)

Mr GJ Ion (Chief Executive)  
Mr TG Whittaker (Chief Operating Officer)  
Mr R MacCulloch (General Manager Service Delivery)  
Ms A Diaz (Chief Financial Officer)  
Mr L Shirley (Zero Harm Manager)  
Ms R Neil (Zero Harm Coordinator)  
Mr N Johnston (Advocacy & Investment Advisor)  
Mrs GJ Kanawa (Democracy Manager)

The Council and staff opened the meeting with a joint karakia.

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Crs Ngataki/Raumati)**

**THAT the Waikato District Council:**

- a. accepts the apologies from Cr Patterson and Cr L Thomson for non-attendance.**

**CARRIED**

**WDC2307/05**

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

Agenda Item 2

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

**THAT** the agenda and supplementary agenda for a meeting of the Waikato District Council held on Monday, 17 July 2023 be confirmed:

- a. with all items therein being considered in open meeting with the exception of those items detailed at agenda items 8, which shall be considered with the public excluded; and
- b. all reports be received.

**CARRIED**

**WDC2307/06**

*Cr Matatathi-Poutapu arrived at 9.34am during the above item.*

## **DISCLOSURES OF INTEREST**

Agenda Item 3

There were no declarations of interest.

*Cr Beavis arrived at 9.35am during the above item.*

## **CONFIRMATION OF MINUTES**

Agenda Item 4

The report was received [*WDC2307/06 refers*] with no further discussion held.

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

**THAT** the Waikato District Council confirms:

- a. the minutes for an ordinary meeting held on Wednesday, 28 June 2023 be confirmed as a true and correct record, and
- b. the minutes for an extraordinary meeting held on Tuesday, 11 July 2023 be confirmed as a true and correct record.

**CARRIED**

**WDC2307/07**

## **ACTIONS REGISTER**

The report was received [*WDC2307/06 refers*] and no further discussion was held.

## **COMMITTEE REPORTS**

### *Audit & Risk Committee Recommendation – 12 June 2023*

Agenda Item 6.1

The report was received [*WDC2307/06 refers*] and no further discussion was held.

**Resolved: (Crs Eyre/P Thomson)**

**THAT the Waikato District Council:**

- a. agrees to change the name of the Audit and Risk Committee to the Risk and Assurance Committee.**

**CARRIED**

**WDC2307/08**

### *Infrastructure Committee Recommendations – 5 July 2023*

Agenda Item 6.2

*Huntly West Domain – Proposal to grant a lease to Friendship House (Huntly) Community Charitable Trust (INF2307/05)*

The report was received [*WDC2307/06 refers*] and no further discussion was held.

**Resolved: (Crs Whyte/P Thomson)**

**THAT the Waikato District Council:**

- a. gives approval to notifying the public of the proposal to grant a ground lease of part of the Huntly West Domain to Friendship House (Huntly) Community Charitable Trust in accordance with Section 54 of the Reserves Act 1977;**
- b. notes that the land area affected by the proposed lease for Friendship House (Huntly) Community Charitable Trust is described as part of Part Lot 9 DPS 316. The lease area is shown in Attachment I – Plan of Proposed Lease Area – Friendship House of the report; and**
- c. gives approval to the cancellation of the lease to Friendship House (Huntly) Community Charitable Trust for 43 Harris Street when a new ground lease at the Huntly West Domain is granted.**

**CARRIED**

**WDC2307/09**

*Hakanoa Domain - Huntly Scout Building and proposal to grant a lease on reserve land to Friendship House Huntly Community Charitable Trust (INF2307/06)*

The report was received [WDC2307/06 refers] and no further discussion was held.

**Resolved: (Crs Whyte/Keir)**

**THAT the Waikato District Council:**

- a. accepts the gift of the Huntly Scout Building at Hakanoa Domain from Scouts New Zealand as a Council asset;**
- b. approves notifying the public of the proposal to grant a lease of the Huntly Scout Building at Hakanoa Domain to Friendship House (Huntly) Community Charitable Trust in accordance with Section 54 of the Reserves Act 1977; and**
- c. notes that the land area affected by the proposed lease for Friendship House (Huntly) Community Charitable Trust is described as part of Part Allot 540 Taupiri PSH and part of Allot 776 Taupiri PSH. The lease area is shown in Attachment 2 of the report.**

**CARRIED**

**WDC2307/10**

*Alfred Main Drive – Land Review (INF2307/07)*

The report was received [WDC2307/06 refers] and no further discussion was held.

**Resolved: (Crs Whyte/Beavis)**

**THAT the Waikato District Council:**

- a. that Section 3 SO 574401 at Alfred Main Drive, Tamahere is not required in connection with the roading project, and be declared surplus to requirement;**
- b. further that when declared surplus to requirement, Section 3 SO 574401 be disposed of in accordance with the requirements of the Public Works Act 1981 and the sale proceeds be applied to the Property Proceeds Reserve;**
- c. that should the former owner not accept the offer to purchase, that Section 3 SO 574401 be available for sale on the open market in accordance with the Council's Strategic Land Acquisition and Disposal Policy; and**
- d. delegates to the Chief Executive the authority to execute all relevant documentation to give effect to these resolutions.**

**CARRIED**

**WDC2307/11**

*Adoption of General Policies Reserves Management Plan (INF2307/08)*

The report was received [*WDC2307/06 refers*] and no further discussion was held.

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

**THAT the Waikato District Council:**

- a. adopts the General Policies Reserve Management Plan, with amendments as recommended by the Hearings Panel.**

**CARRIED**

**WDC2307/12**

## **REPORTS**

*Approval of the Strategic Risk Register and Adoption of the Risk Appetite Statements*  
Agenda Item 7.1

The report was received [*WDC2307/06 refers*] and the following discussion was held:

- Other Committees and Council would oversee risks where the responsibility for the activity falls under their delegations, however the Risk & Assurance Committee would oversee all risks in less detail via the higher level graphs throughout the year and deep dive reports on ten risks would be clustered for efficiency where there were linkages.
- This review would enable Council to move forward and implement action plans, then commence the deep dive programme.
- It was noted there was an annual review of risks and the list was seen as the priority strategic risks for this year, i.e. not all risks that Council are subjected to are included within this list. These are the significant ones.
- Concern was raised that the project delivery risk had dropped off the deep dive list. However, it was noted that this risk would be viewed by the Infrastructure Committee with regular reporting.
- Concern was raised that the meeting cycle was driving which Committee deep dive reports were being considered, perhaps the Risk & Assurance Committee needed to meet more often. General feedback was that strong assurance would continue to be provided via other means and the Risk & Assurance Committee would get oversight through residual risk graph reporting.
- Te Tiriti o Waitangi had been identified as a risk but the wording was requested to be amended for both the risk and risk appetite statements. The question of why this was a new risk was raised. Staff noted this was more a matter of elevating the importance of this risk rather than it being new. It is an area we want to increase our focus and priority across the council.

- There was a preference for the word “relationships” rather than “partnerships” as this made it clear this was about developing relationships with Iwi, mana whenua and Maaori living in the district.

**ACTION:** Chief Operating Officer to work with the five (5) Maaori Councillors to refine wording in regard to the Treaty of Waitangi priorities and action plan.

- Affordability statements/risks were further clarified by staff. Council needed to be clear around managing expectations in this area, as Council may decide to accept some risk to ensure rates remain affordable.
- Affordable services – disparity around funding and cost, whereas inflation was an issue that we could not mitigate risk around. In future deep dives would be clustered to look at all impacting risks.

**Resolved: (Crs Gibb/P Thomson)**

**THAT the Waikato District Council:**

- a. notes that the Chief Operating Officer would continue to work with the five (5) Maaori Councillors to further refine the risks and mitigations around the Te Tiriti o Waitangi prior to the next Risk & Assurance Committee meeting;**
- b. approves the amended Strategic Risk Register; and**
- c. approves the proposed Risk Appetite Statements with amendments.**

**CARRIED**

**WDC2307/13**

Zero Harm

Agenda Item 7.2

The report was received [WDC2306/02 refers] and the following discussion was held:

- It was noted that near misses were escalated in the report as research has proven that this ensures a safety culture if it is a lead measure, i.e. we do not wait for something to happen before it is reported.
- Clarification sought around implementation of zero harm assurance calendar. It was noted that this was an operational piece of work that provided the Zero Harm team with an oversight of our assurance activities, i.e. programming trial evacuation of all sites every six months etc.
- It was queried how many years of statistical data did we have and whether we were analysing this for benchmarking against other Councils? It was noted that staff would explore this analysis further now there was a full team engaged to finalise KPIs for future years.

**ACTION:** Explanation to be provided on Zero Harm tables and quarters, noting consideration be given to the quarters being on a three yearly cycle basis as opposed to one year.

- Clarification sought around incident on Wainui farm and what responsibility Council had in this regard – it was noted that it was a Council employee responsible for running Wainui farm.
- Zero Harm staff were clarifying, as part of the investigations, what level of risk Council would be comfortable with, noting that contracting out does not remove the risk and it is more about managing those risks.

**ACTION:** Request for the Zero Harm team to investigate clear pedestrian access through the Councillors carpark.

## **EXCLUSION OF THE PUBLIC**

Agenda Item 8

**Resolved: (Cr Beavis/Ngataki)**

**a. 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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
<b>Item PEX 2 – Confirmation of Minutes for a meeting held on Wednesday, 28 June 2023</b>	<b>Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987</b>	<b>Section 48(1)(a)</b>
<b>Item PEX 3 – Actions Register</b>		
<b>Item PEX 4.1 – Infrastructure Committee Recommendations – 5 July 2023</b>		
<b>Item PEX 5 – Chief Executive Issues</b>		
<b>Item PEX 6 – Mayoral Issues</b>		

**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:**

<b>Item No.</b>	<b>Section</b>	<b>Interest</b>
<b>Item PEX 2 – Confirmation of Minutes for a meeting held on Wednesday, 28 June 2023</b>	<b>Refer previous minutes for reasons for exclusion.</b>	
<b>Item PEX 3 – Actions Register</b>	<b>7(2)(a)</b>	<b>To protect the privacy of natural persons.</b>
<b>Item PEX 4.1 – Infrastructure Committee Recommendations – 5 July 2023</b>	<b>Refer to Waters Governance Board agenda for reasons for exclusion.</b>	
<b>Item PEX 5 Chief Executive Issues</b>	<b>7(2)(c)(i)</b>	<b>To protect information that is subject to an obligation of confidence and to ensure the information avenue remains open, when it is in the public interest for it to do so.</b>
<b>Item PEX 6 Mayoral Issues</b>		

**CARRIED**

**WDC2307/14**

*Resolutions WDC2307/15-WDC2307/18 are contained in the public excluded section of these minutes.*

There being no further business the meeting was declared closed at 11.58am.

Minutes approved and confirmed this \_\_\_\_\_ day \_\_\_\_\_ 2023.

JA Church  
**CHAIRPERSON**