



**YOUR GUIDE TO
WAIKATO DISTRICT
COUNCIL**

Local Governance Statement April 2023
Te Panui o te Kawanatanga aa-kaainga

Waikato

District Council
Te Kaunhera aa Takiwaa o Waikato

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Front Cover

Taupiri Mountain (Taupiri Maunga) – known as ‘*Taupiri-Kuaa – The embracing mountain*’ is sacred to Waikato Tainui and their tribal identity. The mountain is the final resting place for the Maaori Royal Family and many prominent Maaori have been laid to rest there. Taupiri Mountain has been a sacred (tapu) burial ground for the Waikato Tainui iwi since the death of Chief Te Putu, who built Taupiri paa on the summit of a spur of Mt Taupiri in the 1600s. The Waikato River is the longest river in New Zealand and runs through our district.

* *Waikato District Council indicates a long vowel sound in written te reo Maaori by using double vowels. Double vowels are the preferred standard used by Waikato-Tainui, the Iwi authority in the Waikato district and the council has adopted double vowels to acknowledge the Iwi preference.*

Introduction

Kia ora koutou katoa and welcome to our local governance statement, your guide to Waikato District Council. A local governance statement is a collection of information about the Council, its functions and how you can interact with us and get involved in local decision-making.

The Local Governance Statement is a requirement of the Local Government Act 2002 and includes the following broad categories of information:

- functions, responsibilities, and activities of the council
- electoral arrangements
- governance structures and processes
- the way elected members make decisions and relate to each other
- the management structure and key policies of the council

Our vision is that we work together as a district to build liveable, thriving and connected communities as our townships grow.

He noohanga aahuru, he lwi whai ora, he hapori tuuhono tahi

Our goals and approach to achieve our vision are detailed in our [Long Term Plan](#).

If you would like further information please contact us in any of the following ways:

- Website www.waikatodistrict.govt.nz
- Freephone 0800 492 452
- Visit your [nearest Council office](#)

What we do

[Under section 10 of the Local Government Act 2002](#), Waikato District Council's purpose is to enable democratic local decision-making and action by, and on behalf of, our communities. We are also here to promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future. While carrying out these responsibilities, we conduct our business in an open, transparent, and democratically accountable manner, and give effect to our identified priorities and desired outcomes in an efficient and effective manner.

To make this happen the Council has a variety of roles, including:

- Customer Support
- Service Delivery
- Community Growth
- Operations
- Governance

Our [Long Term Plan 2021-2031](#) sets out the activities and services we intend to provide to meet the District's needs and deliver our vision. [Our website](#) provides more information on the services and facilities provided by the Council.

Legislation and Bylaws

There is various legislation that the Council is bound by in exercising powers and fulfilling its responsibilities and purpose. These are listed in [Appendix I](#).

A bylaw is a rule or regulation made by the Waikato District Council. The Local Government Act 2002 empowers a local authority to make bylaws on a diverse range of subjects. Some other Acts also empower local authorities to make bylaws on specific topics. The Council's current bylaws can be seen on the below table. The Council is working through a programme to review any bylaws which are coming up to their expiry date.

Bylaw Title/Name	General description/purpose	Date bylaw made and reviewed
Alcohol Control Bylaw 2020	The purpose of this bylaw is to provide for the prohibition and control of the consumption or possession of alcohol in public places (including vehicles in public places) to reduce alcohol related harm.	Made 14 December 2020
Cemeteries Bylaw 2016	To enable the Council to regulate activities and set standards for the operation of cemeteries under the control of the Council.	Made 7 October 2019
Dog Control Bylaw 2022	The purpose of this bylaw is to support and give effect to Waikato District Council's Dog Control Policy. The objective of the policy is to enable people to enjoy the benefits of dog ownership and provide for the exercise and recreational needs of dogs and their owners, while minimising danger, distress, and nuisance to the community generally. This bylaw should be read in conjunction with the Waikato District Council Dog Control Policy and cannot be inconsistent with that Policy.	Made 11 April 2022
Freedom Camping Bylaw 2016	To protect our unique environment and our residents from issues associated with freedom camping, and to provide information on areas within the district that are appropriate for freedom camping.	Made 12 September 2016
Keeping of Animals Bylaw 2015	This bylaw is in place to protect our communities from any keeping of animals or livestock that could lead to a nuisance or threat to public health or safety.	Made 1 May 2015; Reviewed 17 May 2021
Livestock Movement Bylaw 2022	Within rural areas of the Waikato District Council, livestock are moved using roads as part of the everyday operations of	Made 30 June 2022

	<p>some farms. This activity has the potential to adversely affect the safety of road users and the efficiency and structure (surface of roads) of the road network.</p> <p>The purpose of this bylaw is to:</p> <p>(a) Ensure the safety of road users, persons moving livestock and the livestock; and</p> <p>(b) Protect the structure and surface of roads.</p>	
PUBLIC PLACES BYLAW 2016	The purpose of this Bylaw is to protect the public from nuisance and protect, promote, and maintain public health and safety while using property owned by or under the management of Council.	Made 11 April 2016
Traffic Bylaw	The purpose of this Bylaw is to regulate parking and the use of vehicles on land which is under the control of Waikato District Council.	New proposed Bylaw
SPEED LIMITS BYLAW 2011	The purpose of this bylaw is to set speed limits on specified roads within the Waikato District.	Made 26 April 2011
Trade Waste and Wastewater Bylaw 2016	<p>The purpose of this bylaw is to enable Council to:</p> <p>a) Protect the health and safety of people using or working in the Wastewater System.</p> <p>b) Protect the Wastewater System from damage and misuse.</p> <p>c) Protect the environment from adverse effects of harmful substances discharged to the Wastewater System.</p> <p>d) Produce Wastewater and Biosolids of a consistent quality.</p> <p>e) Encourage waste minimisation, Cleaner Production, efficient recycling and reuse of waste streams by businesses.</p> <p>f) Ensure that businesses maintain Trade Waste discharges within agreed levels.</p>	11 July 2016
Stormwater Bylaw 2021	<p>The purposes of this bylaw are to enable Waikato District Council to:</p> <p>Manage the entry of contaminants into the stormwater system to support the protection and restoration of the health and wellbeing of the receiving environment e.g. Waikato River and coastal areas.</p> <p>(a) Manage the land, structure or infrastructure associated with stormwater drainage</p>	Made 20 September 2021

	<p>within its control.</p> <p>(b) Meet any compliance requirements of any Waikato District Council discharge consents relating to stormwater.</p> <p>(c) Protect and regulate against damage, misuse, or loss of the land, structures, or infrastructure related to stormwater drainage.</p> <p>(d) Prevent the unauthorised use of the land, structures or infrastructure related to stormwater drainage.</p> <p>(e) Ensure flood risk is managed</p> <p>(f) Protect, promote, and maintain public health</p>	
<p>Water Supply Bylaw 2014</p>	<p>The purposes of this bylaw are:</p> <p>(a) Promoting the efficient use of water and protect against waste or misuse of water from the water supply system;</p> <p>(b) Protecting the water supply and water supply system from pollution and contamination;</p> <p>(c) Managing and protecting from damage, misuse, or loss of land, structures and infrastructure associated with the water supply system; and</p> <p>(d) Preventing the unauthorised use of land, structures or infrastructure associated with the water supply system.</p>	<p>Made 1 October 2014; Reviewed 20 September 2021.</p>

Electoral System

Elections of Waikato District Council are currently conducted using the [First Past the Post \(FPP\)](#) electoral system. Under this system voters tick the name of the candidates they prefer up to the number of vacancies. If there is one vacancy, for example for the Mayor, you can vote for one candidate. If there are three vacancies, you can vote for up to three candidates. Those receiving the most votes win.

The other option available under the Local Electoral Act 2001 is the [Single Transferable Vote system](#) (STV). This system is used in the previous District Health Board (DHB) elections. Voters rank candidates in order of preference (1 to 5 etc), rather than picking their most preferred candidate for each vacancy. The number of votes required for a candidate to be elected (called the quota) depends on the number of positions to be filled and the number of valid votes.

Under STV voters have one vote but can indicate their preference for as many or as few of the candidates as they wish. The number of candidates required to fill all vacancies is achieved:

- first by the counting of first preferences
- then by a transfer of a proportion of votes received by any candidate where the number of votes for that candidate is in excess of the quota

- then by the exclusion of the lowest polling candidate and the transfer of these votes in accordance with the voters second preferences.

Under the Local Electoral Act 2001 there are three ways in which Council's electoral system can be changed. They are:

- Council can resolve to change the electoral system to be used at the next two elections;
- Council can conduct a poll of voters; or
- Voters can demand that a poll be undertaken. That demand requires 5% or more of the voters to sign a petition demanding that a poll be held.

Once changed, an electoral system must be used for at least the next two triennial Council elections.

Representative arrangements

Waikato District Council is made up of a mix of towns, villages and settlements with a geographic area of approximately 440,000 hectares and a population of 82,850 (Based on Stats NZ Tatauranga Aotearoa 2020 population estimates) It is a diverse, predominantly rural district with urban centres in Huntly, Ngaruawahia, Pokeno, Raglan, Te Kauwhata and Tuakau.

The Council is required to review its representation arrangements at least once every six years. The review process is set out in sections 19H to 19Y of the Local Electoral Act 2001 (LEA) and must consider the following:

- The number of elected members
- Whether the elected members should be elected by the whole district (at large), or be divided into wards or a combination of 'at large' and 'ward' representation
- If the preference is wards then boundaries and names of those wards and the number of members that will represent each ward need to be determined
- Whether or not to have Maaori wards
- Whether to have community boards, and if so, how many, their boundaries and membership and whether to subdivide a community for electoral purposes.

Following the decision to establish one or more Maaori wards in 2021, Waikato District Council undertook a representation arrangements review (review of wards, boundaries, number of elected members etc). The Final Proposal for 2022 Representation arrangements was appealed, which required the Local Government Commission to undertake a hearing and make a final determination. The Commission also approved a deviation for the Western Districts general ward due to the area it covered.

The resulting changes were to the names of the Maaori wards and boundary lines of the Tuakau-Pokeno general ward to incorporate the Mercer community. The updated wards and population statistics are listed below:

Ward	2020 general electoral population estimate*	Number of councillors	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Awaroa-Maramarua General	5,750	1	5,750	-412	-6.68
Huntly General	6,210	1	6,210	48	+0.78
Newcastle-Ngāruawāhia General	13,450	2	6,725	563	+9.14
Tamahere-Woodlands General	13,350	2	6,675	513	+8.33
Tuakau-Pōkeno General	11,750	2	5,875	-287	-4.65
Waerenga-Hukanui General	6,500	1	6,500	338	+5.49
Western Districts General	5,070	1	5,070	-1,092	-17.72
Whāingaroa General	5,700	1	5,700	-462	-7.49
Total General wards	67,780	11	6,162		
Te Raki o te Takiwaa Maaori	7,980	1	7,980	405	+5.35
Te Tonga o te Takiwaa Maaori	7,170	1	7,170	-405	-5.35
Total Māori wards	15,150	2	7,575		
Total District	82,850	13			

* Based on Stats NZ Tatauranga Aotearoa 2020 population estimates. Totals may not sum due to rounding.

Ward and community board maps can be accessed [here](#).

Your elected members

The Waikato District Council is an elected body of 14 representatives - the Mayor and 13 Councillors. The Council is accountable to the ratepayers and residents of the Waikato district for the planning, direction and management of resources to meet the present and future needs of the community.

[Visit our website to learn more about your Mayor and Councillors and how to contact them.](#)

The elected members are responsible for:

- Setting policy direction
- Monitoring performance
- Representing the interests of the district. This is formalised at the first meeting following the elections. Members must make a declaration that they will perform their duties faithfully, impartially, and

according to their best skill and judgement, and in the best interest of the district.

- Employing the Chief Executive. Under the Local Government Act 2002 the Council employs the Chief Executive, who in turn employs all other staff on its behalf.

The roles and responsibilities of our elected members are further detailed in the [Council's Code of Conduct. The Council's Code of Conduct will be reviewed in April 2023.](#)

Committee structure

The Council reviews its Committee structures every three years after an election. Committees are set up to deal with specialised local issues. Council determined their Governance Structure in December 2022, all Councillors are members of the Infrastructure, Performance & Strategy, Policy & Regulatory, and Sustainability & Wellbeing committees.

A Council General Manager is assigned to each 'whole of Council' Committees to provide advice and information on legislative requirements, delegated powers, and Council policy. Each Committee has a Chair and Deputy Chair.

The [Council's Governance Structure](#) sets out the membership, terms of reference and delegations of the various committees and other decision-making bodies, as well as the Council's appointments to external bodies and organisations.

Community Boards

Community Board members are elected to look after local interests and to be a link between the community and the Council. Community boards were established to enable communities to have a voice in decisions affecting them and to ensure people have their say on local issues. One General ward Councillor and one Maaori ward Councillor are appointed to the Community Board as the Council representatives. The Waikato District Council has six Community Boards.

The boards are constituted under section 52 of the Local Government Act 2002 to:

- Represent and act as an advocate for the interests of their community
- Consider and report on any matter referred to it by the Council and any issues of interest or concern to the Community Board
- Make an annual submission to the Council on expenditure in the community
- Communicate with community organisations and special interest groups in the community
- Undertake any other responsibilities that are delegated to it by the Council.

Further information on each of the Community Boards can be found on [our website](#), including each Board's Code of Conduct.

Community Committees

Community Committees are set up by communities to develop community plans, to deal with local issues, and engage with the Council on those issues. Council provides the support of a senior leadership team member to four of the community committees in the townships of Pokeno, Meremere, Te Kauwhata, and Tamahere

There are also a number of other community committees and groups that advocate on behalf of residents and ratepayers in their area. The local ward councillor(s) for these areas is/are appointed to all community committees as the Council representative.

Further information on your Community Committees can be found on [our website](#).

Meeting process and conduct

The legal requirements for conducting Council, Community Board and Committee meetings are provided for in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

Scheduled meetings are publicly notified not more than 14 days and not less than five days before the end of each month for the following month. Where this requirement cannot be satisfied (e.g. in the case of extraordinary or emergency meetings) then the Council shall cause such public notice as is reasonable in the circumstances to be given. The place, dates and times of meetings are advertised in the Waikato Times newspaper, and, where appropriate, other community newspapers circulating within the district. Meetings are also notified on [the Council's website](#).

All Council, Community Boards and Committee meetings must be open to the public unless there is reason to consider any items with the public excluded (i.e. these items are considered to be confidential and members of the public will be asked to leave the room until discussion on the item(s) has been completed). The LGOIMA specifies those circumstances where a Council, Community Board or Committee may consider items with the public excluded. These circumstances include protection of personal privacy, professionally privileged or commercially sensitive information, and the maintenance of public health, safety and order.

The Council agenda is a public document, although parts may be withheld if the above circumstances apply. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with the Council, Community Board or Committee (as appropriate). Minutes of all meetings must be kept as evidence of the proceedings of the meeting. These must be made publicly available subject to the provisions of the LGOIMA. Both agendas and minutes can be accessed [on the Council website](#).

During meetings the Mayor, Councillors and Community Board members must follow Standing Orders which are a set of procedures for conducting meetings agreed upon by the Council. The application of Standing Orders can be suspended at any meeting by a vote of 75% of the members present. A copy of the Standing Orders can be obtained [on the Council's website](#).

Please contact the [Democracy team](#)¹ if you have any queries in relation to meeting process.

Our consultation policies

¹ Democracy@waidc.govt.nz

The Local Government Act 2002 establishes certain principles and requirements for consultation as part of the planning, decision-making and accountability role of the Council.

The [Council's Significance and Engagement Policy](#) is a central reference document for our community and staff. The policy:

- sets out what will be considered by staff and decision makers in determining the significance of an issue; and
- how the degree of significance will influence the types of engagement methods and communications channels used and level of engagement the community can expect from Council.

In the course of making any decision the Council is required to:

- Consider all reasonable options available to achieve the objective of a decision by assessing the costs, benefits and impact of those options.
- Consider the views of the community at the various stages of the decision-making process and the views of Maaori (especially where land or water is involved).
- Have regard to the present and future social, economic, environmental and cultural wellbeing of communities.
- Identify the reasons for a decision where the decision is inconsistent with any other Council policies or plans.

The Council's current and previous consultations [are available online](#).

Special Consultative Procedure

The special consultative procedure is regarded as a minimum process that the Council must use when making certain decisions under the Local Government Act 2002. The special consultative procedure comprises the following steps:

- **STEP ONE: Preparation of a statement of proposal.** The Council must prepare and adopt a statement of proposal which includes information on each of the reasonable options available to achieve the objective, a copy of the proposed policy or bylaw and information about how a submission can be made. The statement of proposal must be publicly available.
- **STEP TWO: Receive submissions.** The Council must allow submissions to be received for no less than a period of one month and, in addition to written submissions, the Council must provide an opportunity for a person to present their views in a way that enables spoken or sign language.
- **STEP THREE: Deliberate in public.** All meetings where the Council deliberates on the proposal or hears submissions must be open to the public (unless there is some reason to exclude the public under the LGOIMA). All submissions must be made available unless there is reason to withhold them under LGOIMA.
- **STEP FOUR: Follow up.** A copy of the decision and a summary of the reasons must be made available to submitters. There is no prescribed format for such a summary.

The Significance and Engagement Policy provides more information on when the special consultative procedure is used by the Council. You can view policies, bylaws and documents currently up for consultation via [the Shape Waikato website](#).

Other Consultation and Engagement Processes

In addition to the statutory requirements the Council has long been committed to public involvement and consultation and engagement in the administration of the district, and to deliver liveable, thriving and connected communities.

Consultation and engagement are often required on issues for which there are no statutory processes or timeframes in legislation. Consultation and engagement should be tailored to the complexity of an issue and its potential for

controversy. In exercising its discretion, the Council should have regard to the nature and significance of the decision and the extent to which the Council is already aware of the views of the affected public.

Service Requests and Feedback

Anyone can lodge a request for a Council service by:

- Phoning the Council - 0800 492 452
- Completing an [online service request form](#)
- Contacting one of [our local offices](#).

Feedback or complaints in relation to Council services can also be [submitted online](#).

Our relationship with Maaori

The Crown's responsibility to take appropriate account of the principles of Te Tiriti o Waitangi has been reflected in the Local Government Act 2002, which provides principles and requirements for local authorities to facilitate participation, by Maaori, in local authority decision-making. Council recognises the principles and terms of Te Tiriti that are fostered and supported in partnership with tangata whenua.

We work proactively to ensure that Iwi, marae, hapuu, and the wider Maaori community has input into planning and decision making.

Partnerships with local Iwi

Waikato District Council have long-standing Joint Management Agreement Partnerships with Waikato-Tainui (established in 2010) and Ngāti Maniapoto (established in 2012).

Waikato and Waipa river settlements

In line with our Joint Management Agreement (JMA) with Waikato-Tainui and our Waipa River JMA with the Maniapoto Maaori Trust Board we hold co-governance forum hui to discuss matters of joint interest with these Iwi. More information on the river settlements and the co-governance partnership between the Council and Iwi can be found [on our website](#).

Future Proof

The Future Proof initiative is the development and implementation of a sub-regional growth strategy led by Waipa and Waikato District Councils, Hamilton City Council and Waikato Regional Council. It included the establishment of a tangata whenua reference group – Nga Karu Atua o te Waka – with members drawn from Iwi and hapu-based groups representing tangata whenua in the Waikato District and the wider region.

Establishment of Maaori Wards

Following a representation review in 2021, Waikato District Council established two Maaori wards for the October 2022 local body elections – Tai Runga Takiwaa Maaori Ward and Tai Raro Takiwaa Maaori Ward.

During an election, residents enrolled under the Maaori Electoral Option can vote for candidates for their respective

ward.

The establishment of mana whenua forums

In 2022, Council agreed to establish mana whenua forums for the purpose of forging a more effective and meaningful partnership between Council and mana whenua. While the mechanics and details are still a work in progress, acknowledgement that the forums will go ahead as a priority for Council shows progress.

Local government reform

Our submission on the local government reform was approved by Council on 23 February 2023. It supports a better embodiment of Te Tiriti o Waitangi into local government through

- a) a partnership approach between Tangata Whenua and Tangata Tiriti, and
- b) an acknowledgment of our JMA partnership as being central to any future local government structure.

Our Iwi & Community Partnerships Team

To ensure that Council effectively partners and engages with Maaori and are well-positioned to deliver on our responsibilities under Te Tiriti o Waitangi in the development and delivery of JMA workplans and systems, Council have an Iwi & Community Partnership team, led by a manager dedicated to this space. Council is currently carrying a vacancy for the manager role as we work to ensure we follow appropriate guidance from local Iwi about how the role and team could work to achieve best outcomes.

Our management structure

The Council is required to employ a Chief Executive whose responsibilities are to employ other staff on behalf of the Council, implement Council decisions and provide advice to the Council. The Chief Executive is the only person who may lawfully give instructions to another staff member. Any complaint about individual staff members should therefore be directed to the Chief Executive, rather than the Mayor or Councillors.

Chief Executive

The Chief Executive is appointed by Council in accordance with [Section 42](#) and [clauses 33 and 34 of Schedule 7](#) of the Local Government Act 2002. The Chief Executive implements and manages the Council's policies and objectives within the budget established by the Council.

The Chief Executive is responsible for:

- Implementing the decisions of the Council.
- Providing advice to the Council, Community Boards and Committees.
- Ensuring that all responsibilities, duties and powers delegated to the Chief Executive or to any person employed by the Chief Executive, or imposed or conferred by any Act, regulation, or bylaw, are properly performed or exercised.
- Managing the activities of the Council effectively and efficiently.
- Maintaining systems to enable effective planning and accurate reporting of the financial and service level

performance of the Council.

- Providing leadership for the staff.
- Facilitating and fostering representative and substantial voter participation in elections and polls held under the Local Electoral Act 2001.
- Employing staff (including negotiation of the terms of employment for the staff) in line with the requirements of the Remuneration and Employment Policy.

The Chief Executive's Remuneration and Employment Policy was reviewed and adopted in March 2023 and can be found [here](#).

The Chief Executive is supported by an [Executive Leadership Team \(ELT\)](#).

Employment Policies

The Council's [Remuneration and Employment Policy](#) sets out the high level principles for the employment and remuneration of staff.

Waikato District Council is committed to a policy of equal opportunity in employment. Its workplace will be free from personal discrimination in day-to-day activities and offers equality of opportunity in all aspects of employment.

Our key planning and policy documents

The following documents have been identified as key Council plans and policies. They are developed through consultation with relevant stakeholders and then approved by the Council. Policies and plans are periodically reviewed as and when appropriate; for example when required by legislation, or in accordance with a timeframe within the document itself, or in response to a specific request from the Council.

[Long Term Plan \(LTP\)](#)

The LTP outlines the overall direction and expected cost of Council activities over a ten-year period and is prepared every three years. The plan sets out details of how we will deliver our vision and community outcomes, as well as detailed information on:

- Financial Strategy
- 30-year Infrastructure Strategy
- Policies and Plans
- Council-Controlled Organisations

[Annual Plan](#)

The Council is required to prepare and adopt a document that reconfirms the projects and budgets for each of the two years between three-year Long Term Plan reviews. These documents are called Annual Plans.

District Plan

This plan contains guidance and rules about how you can use and develop your land within the district [Waikato District Council commenced a review of the District Plan in 2013, and publicly notified the proposed changes on 18 July 2018. Over 1000 submissions to the proposed changes were received, covering more than 10,000 individual submission points. On 17 January 2022 the Council notified the decisions on the Proposed Plan. Sixty-six appeals were received. While Council works to resolve the appeals, the district is working with both an Operative and Proposed District Plan. More information on the District Plan is available on our website our website.](#)

Annual Report

At the end of each financial year (1 July - 30 June) the Council publishes an Annual Report, which contains audited accounts for the previous financial year. Each annual report must be completed and adopted by resolution within four months after the end of the financial year to which it relates. The purposes of the annual report are:

- To promote the Council's accountability to the community for the decisions made throughout the year by the Council; and
- To compare the annual activities and performance with the intended activities and performance set out in the Annual Plan/LTP.

In addition to the full Annual Report, the Council must also prepare a summary of the Report. The summary must be a fair and consistent representation of the major matters in the Annual Report.

Community Aspirations & Blueprints

During 2018-19, we listened to our communities as to what was important as they looked to the future. Through this engagement, priorities were developed within Blueprints for the District. We visited again in June/July 2020 to discuss who should lead each of the Blueprint initiatives. The Blueprint has informed the current 2021-2031 Long Term Plan; a number of Blueprint initiatives have been funded and progressed. In 2023, as Council works towards the 2024-2034 Long Term Plan, we will check in again to ensure we have a clear steer on which Blueprint initiatives are most important to you and your community.

Waikato 2070

Waikato District Council's Growth & Economic Development Strategy (Waikato 2070) was adopted by Council in 2020. The strategy guides growth in the district over the next 50 years.

Other key strategies, plans and policies can be viewed on [our website](#) including:

- Development Contributions Policy
- Dog Control Policy
- Easter Trading Policy
- Gambling Venues Policy
- Local Alcohol Policy

Requests for official information

Under the [Local Government Official Information and Meetings Act 1987 \(LGOIMA\)](#) any person may request information from the Council. Any request for information is a request made under LGOIMA. You do not have to say you are making a request under LGOIMA though.

Once a request is made the Council must supply the information unless good reason exists for withholding it. The LGOIMA sets out the reasons why information may be withheld by the Council. This includes where the release of the information would:

- Endanger the safety of any person.
- Prejudice maintenance of the law.
- Compromise the privacy of any person.
- Reveal confidential or commercially sensitive information.
- Cause offence to tikanga Maaori or would disclose the location of waahi tapu.
- Prejudice public health or safety.
- Compromise legal professional privilege.
- Disadvantage the local authority while carrying out negotiations or commercial activities.
- Allow information to be used for improper gain or advantage.

The Council may refuse a request on a number of grounds as set out in s 17 of the LGOIMA including when:

- Making the information available is contrary to the provisions of a specific enactment
- The information is or will soon be publicly available
- The request is made by a defendant and the information could be sought under the Criminal Disclosure Act 2008
- The document requested does not exist or cannot be found
- The information cannot be made available without substantial collation or research
- The information is not held by Council and we have no reason to believe it is held by another agency
- The request is frivolous or vexatious or the information requested is trivial

The Council must answer requests within 20 working days (although there are certain circumstances where this timeframe may be extended). The Council may charge for official information. The charges are set out in the Council's [Fees and Charges](#) and will be notified to the requestor before the charge is incurred to allow the requestor to refine, withdraw or proceed with the request.

If you are not satisfied with the Council's decision on your request, you can ask the Ombudsman to investigate and review this. More guidance on information requests is available on the [Ombudsman's website](#).

Information requests can be:

- Emailed to info@waidc.govt.nz
- Made at any of [our Council offices](#)
- Posted to:

Waikato District Council
Private Bag 544

Ngaruawahia
3742

An [online form](#) is also available to complete and send in to us.

Appendix I: Key legislation applicable to the Waikato District Council

Legislation can be accessed at legislation.govt.nz.

The list below is not intended to be an exhaustive list of all legislation that applies to the Council.

A

[Accident Compensation Act 2001](#)
[Animal Welfare Act 1999](#)
[Arms Act 1983](#)
[Anti-Money Laundering and Countering Financing of Terrorism Act 2009](#)
[Atomic Energy Act 1945](#)

B

[Biosecurity Act 1993](#)
[Building Act 2004](#)
[Building \(Pools\) Regulations 2016](#)
[Building Research Levy Act 1969](#)
[Burial and Cremation Act 1964](#)
[Bylaws Act 1910](#)

C

[Cadastral Survey Act 2002](#)
[Camping Grounds Regulations 1985](#)
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