

Document No: 395150

File No: 037/043

Report To: Council**Meeting Date:** 31 May 2016**Subject: Motion to Exclude the Public for the Consideration of Council Business****Purpose of Report**

- 1.1 The purpose of this business paper is to enable the Council to consider whether or not the public should be excluded from the consideration of Council business.

Commentary

- 2.1 Section 48 of the Local Government Official Information and Meetings Act 1987 gives Council the right by resolution to exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the grounds contained within that Section.

Suggested Resolutions

- 1 The public be excluded from the following part of the proceedings of this meeting.
- 2 Council agree the following staff, having relevant knowledge, remain in attendance to assist Council with its decision making: ...
- 3 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	Section 48(1) grounds for this resolution
1. Contractual Issues: Six Monthly Review	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)
2. Contractual Issues: Setting of KPIs for 2016/2017	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)

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 or Section 6, Section 7 or Section 9 of the Official Information Act 1982 as the case may require are listed above.

A handwritten signature in blue ink, appearing to read "Michelle Higgie".

MICHELLE HIGGIE
EXECUTIVE ASSISTANT

Document No: 395151**File No:** 037/043**Report To: Council****Meeting Date:** 31 May 2016**Subject: Resolution to Re-Open Meeting to the Public**

Purpose of Report

- 1.1 The purpose of this business paper is for Council to pass a formal resolution to re-open the meeting to the Public following the consideration of public excluded business.

Commentary

- 2.1 Section 48 of the Local Government Official Information and Meetings Act 1987 gives Council the right by resolution to exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the grounds contained within that Section.
- 2.2 In circumstances where, following the consideration of public excluded business, there is further business on the Agenda to be dealt with in the public forum, Council must pass a formal resolution re-opening the meeting to the public.

Suggested Resolution

The meeting be re-opened to the public for the consideration of that part of the Agenda which is not public excluded business.

A handwritten signature in blue ink, appearing to read "Michelle Higgie".

MICHELLE HIGGIE
EXECUTIVE ASSISTANT

WAITOMO DISTRICT COUNCIL

MINUTES OF A MEETING OF THE WAITOMO DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON TUESDAY 27 APRIL 2016 AT 9.00AM

PRESENT: Mayor Brian Hanna, Council Members Phil Brodie, Terry Davey, Allan Goddard, Sue Smith and Lorrene Te Kanawa

IN ATTENDANCE: Felicity Brough (NZ Walking Access Commission); Dede Downs and Mike Maguire (Sport Waikato)

Chief Executive; Executive Assistant; Group Manager – Customer Services (for part only); Manager – Community Services (for part only); Group Manager – Corporate Services (for part only); Policy Planner (for part only); Building Control Officer (for part only); Group Manager – Assets (for part only) and Manager – Capital Projects (for part only)

1. Council Prayer

2. Apology	File 037/040B
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Resolution

The apology from Councillor Whitaker be received and leave of absence granted.

Smith/Davey Carried

3. Declarations of Member Conflicts of Interest	File 037/051A
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No Declarations.

4. Deputation: New Zealand Walking Access Commission (Felicity Brough)	File 037/042A
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Council received a Deputation by way of Powerpoint Presentation from Felicity Brough providing background information on the New Zealand Walking Access Commission and the Commission's activity within the Waitomo District.

Dede Downs (Sport Waikato) entered the meeting at 9.08am.

Mike Maguire (Sport Waikato) entered the meeting at 9.10am.

Celina Yapp (Waitomo Caves Discovery Centre) entered the meeting at 9.23am.

The Mayor thanked Felicity Brough for a very interesting presentation.

Resolution

The Deputation from the New Zealand Walking Access Commission (Felicity Brough) be received.

Smith/Brodie Carried

Felicity Brough (NZ Walking Access Commission) left the meeting at 9.26am.

5.	Deputation: Sport Waikato – Six Monthly Report (July to December 2015)	File 037/042A
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Council received a Deputation way of Powerpoint Presentation from Mike Maquire and Dede Downs -

- 1 Providing a progress report on Sport Waikato's progress against its Strategy to grow participation in Sport Recreation and Physical Activity in the Waikato Region

- 2 Presenting Sport Waikato's Six Monthly Report detailing progress against the Key Performance Indicators contained in the Service Level Agreement

Resolution

The Deputation: Sport Waikato – Six Monthly Report (July to December 2015) be received.

Brodie/Goddard Carried

Dede Downs and Mike Maguire (Sport Waikato) left the meeting at 10.03am.
The Manager – Community Services left the meeting at 10.03am.

6.	Deputation: Waitomo Caves Discovery Centre	File 037/042A
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Council received a verbal Deputation from Celina Yapp presenting the Waitomo Caves Discovery Centre's Six Monthly Report as per the Service Level Agreement.

Resolution

The Waitomo Caves Discovery Centre Six Monthly Report against the Service Level Agreement be received.

Goddard/Smith Carried

Celina Yapp (Waitomo Caves Discovery Centre) left the meeting at 10.26am.
The meeting adjourned for morning tea at 10.26am and reconvened at 10.40am.

7. Confirmation of Minutes – 5 April 2016**File 037/040B****Resolution**

The Minutes of the Waitomo District Council meeting of 5 April 2016, including the public excluded minutes, be confirmed as a true and correct record subject to amendment

Item 18 – Major Capital Works – not Mayor Capital works

Goddard/Smith Carried

8. Verbal Reports: Individual Councillor Roles and Responsibilities**File 037/040B**Mayor

- RATA
- CSG
- Sport Waikato
- SH3 Upgrades Planning
- Safe Roads Alliance
- Les Munro Centre – Plaque Unveiling
- Amy Adams re Communications
- PC Soft - Broadband/Telephone options for remote locations
- NZ Steel (with Cr Smith and Barbara Kuriger)
- Destination Pureora

Cr Brodie

- Taranaki & Waikato Regional Transport Committees Tour
 - Northgate Development (Hamilton north of The Base)
 - Ports of Auckland have brought large commercial site
 - Residential Housing Growth north/east of Hamilton
 - Huntly Bypass Inspection
- Piopio Schools – Water
 - Losing a lot of water (have dropped water use by 50% by checking taps turned off properly)

Cr Goddard

- Destination Pureora
 - Microfibre Cloth Maps being investigated
- Benneydale Hall Society (and Museum)
 - Quotes to upgrade Kitchen
 - Funding Applications made

Cr Davey

- Te Kuiti Development Incorporated
- Les Munro Centre – Plaque Unveiling
- ANZAC Ceremony

Cr Te Kanawa entered the meeting at 11.01am.

Cr Smith

- Waitomo Caves Discovery Centre & Museum Trust
 - Redevelopment Proposal
- Les Munro Centre – Plaque Unveiling
- NZ Steel (with Mayor and Barbara Kuriger)
 - On market
 - If not sold within 2 years will close down
 - Impact on WDC – 200 jobs

Cr Te Kanawa

- Te Kuiti Community House

Resolution

The verbal reports be received.

Smith/Davey Carried

The Group Manager – Corporate Services entered the meeting at 11.18am

9. Local Government New Zealand – 2016 Annual General Meeting Registration and Remit Process **File 064/001E**

Council considered a business paper advising of the process for the registration of Delegates and submitting remits for consideration at the 2016 Local Government New Zealand (LGNZ) Annual General Meeting (AGM).

Resolution

- 1 The business paper on Local Government New Zealand – 2016 Annual General Meeting Registration and Remit Process be received.
- 2 Mayor Hanna be appointed Presiding Delegate and the Chief Executive be appointed as an "Other Delegate" to representt Waitomo District Council at the 2016 Local Government New Zealand Annual General Meeting.
- 3 Council continue to lobby key issues through Zone and Sector Group Meetings rather than initiate individual remits to Local Government New Zealand Annual General Meetings.

Smith/Brodie Carried

10. DC Tynan Trust – Exemption as a Council Controlled Organisation **File 400/150D**

Council considered a business paper seeking consideration of the exemption of the DC Tynan Trust from being a Council Controlled Organisation under the Local Government Act 2002 (LGA 2002).

The Group Manager – Corporate Services expanded verbally on the business paper and answered Members’ questions,

Resolution

- 1 The business paper on DC Tynan Trust – Exemption as a Council Controlled Organisation be received.
- 2 Council exempt the DC Tynan Trust from being classified as a Council Controlled Organisation under section 7(3) of the Local Government Act 2002.

Davey/Smith Carried

11. Financial and Non Financial Report for the period ended 31 March 2016	File 100/018B
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Council considered a business paper presenting the Financial and Non Financial Report for the period ended 31 March 2016.

The Group Manager – Corporate Services expanded verbally on the business paper and answered Members’ questions.

The Policy Planner entered the meeting at 11.23am
 The Group Manager – Customer Services and Building Control Officer entered the meeting at 11.26am.

Resolution

The business paper on Financial and Non Financial Report for the period ended 31 March 2016 be received.

Brodie/Goddard Carried

12. Triennial Elections 2016	File 039/001/16
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Council considered a business paper providing information in relation to arrangements for the 2016 Triennial Elections to be held on 8 October 2016 and seeking a decision on the order of the surnames of candidates in the voting documents.

The Policy Planner (Deputy Electoral Officer) expanded verbally on the business paper and answered Members’ questions.

Resolution

- 1 The business paper on Triennial Elections 2016 be received.
- 2 Pursuant to Section 31 of the Local Electoral Regulations 2001, Council resolve that the names of the candidates on the voting document for the 2016 Waitomo District Council triennial elections shall be in alphabetical order of surname.

Te Kanawa/Smith Carried

13.	Adoption of Draft Dangerous and Insanitary Buildings Policy 2016, Draft Statement of Proposal and Draft Summary of Information for Consultation	File 037/000B
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Council considered a business paper presenting the Draft Statement of Proposal (including the Draft Dangerous and Insanitary Buildings Policy 2016) and Draft Summary of Information for consultation.

The Group Manager – Customer Services, Policy Planner and Building Control Officer expanded verbally on the business paper and answered Members’ questions.

Resolution

- 1 The Business Paper on the Adoption of Draft Dangerous and Insanitary Buildings Policy 2016, Draft Statement of Proposal and Draft Summary of Information of Consultation be received.
2. Council adopt the Draft Statement of Proposal (including the Draft Dangerous and Insanitary Buildings Policy 2016) and the Draft Summary of Information for the purposes of public consultation in accordance with section 83 of the Local Government Act 2002.

Brodie/Te Kanawa Carried

The Policy Planner and Building Control Officer left the meeting at 11.35am.

14.	Dog Control Fees	File 051/003
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Council considered a business paper seeking the setting of dog control fees for 2016/2017 in accordance with the provisions of the Dog Control Act 1996.

The Group Manager – Customer Services expanded verbally on the business paper and answered Members’ questions.

Resolution

- 1 The business paper on Dog Control Fees 2016/2017 be received.
- 2 Council approve / not approve the following fee structure for the 2016/2017 Dog Registration Fees (inclusive of GST):

Basic Dog Fee	\$164.00
Urban Fee	\$108.00
Spayed or Neutered Fee	\$85.00
Selected Owner Policy Fee	\$62.00
Rural Fee	\$39.00

Te Kanawa/Goddard Carried

The Group Manager – Corporate Services left the meeting at 11.37am

15. Brook Park Incorporated Society Minutes	File 401/0584453000
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Council considered a business paper providing information relating to the Brook Park Incorporated Society Meeting convened on 4 April 2016.

The Group Manager – Customer Services expanded verbally on the business paper and answered Members’ questions.

Resolution

The business paper on Brook Park Incorporated Society Minutes be received.

Davey/Smith Carried

16. Progress Report: Resource Consent Applications	File 097/001E
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Council considered a business paper providing a progress report on outstanding resource consent applications and those applications currently being processed.

The Group Manager – Customer Services, Mayor and Chief Executive expanded verbally on the business paper and answered Members’ questions.

Resolution

The Progress Report: Resource Consent Applications be received.

Goddard/Te Kanawa Carried

The Group Manager – Assets and Manager – Capital Projects entered the meeting at 11.47am

The Group Manager – Customer Services left the meeting at 11.48am

17. Progress Report: Monthly Operation and Maintenance Report for Water, Sewerage and Stormwater – March 2016	File 037/005B
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Council considered a business paper detailing progress on the three waters Operational, Maintenance and Capital Works including contracted out services.

The Group Manager – Assets and Manager – Capital Projects expanded verbally on the business paper and answered Members’ questions.

Resolution

The Progress Report: Monthly Assets Group Report for Water, Sewerage and Stormwater – March 2016 be received.

Goddard/Davey Carried

18. Progress Report: Solid Waste Activity**File 037/005B**

Council considered a business paper providing a brief on Solid Waste operations, maintenance and capital development activities.

Resolution

The Progress Report: Solid Waste Activity – February 2016 be received.

Goddard/Brodie Carried

19. Te Kuiti Parking and Safety Improvement Programme**File 037/005B**

Council considered a business paper providing information on a parking arrangements programme at Te Kuiti Primary School on Rora Street (north) and a change the north western section of Domain Loop (adjacent to Te Kuiti Primary School) from two-way to one-way.

The Chief Executive expanded verbally on the business paper and answered Members' questions.

Resolution

1 The business paper on Te Kuiti Parking and Safety Improvement Programme be received.

2 Council note that this portion of the Te Kuiti Parking and Safety Improvement Programme comprises:

Phase 1 - Domain Loop - New road markings and signage.

Phase 2 - Domain Loop - Construction of a raised Pedestrian Crossing at the intersection with Rora Street.

Phase 3 - Rora Street (north) - relocation of kerb and channel, road widening on both eastern and western sides, new road surfacing and road markings.

Davey/Te Kanawa Carried

The meeting adjourned for lunch at 12.19am and reconvened at 12.50pm.
The Group Manager – Corporate Services left the meeting at 12.50pm.

20. Progress Report: Monitoring Against 2015-2025 Long Term Plan – Land Transport (March 2016)**File 037/020/12B**

Council considered a business paper providing –

- A brief on the implementation of the Work Plan for the Land Transport activity as contained in Year One (2015/2016) of the 2015-2025 Long Term Plan (LTP)

- Establishing a framework for monitoring the ongoing implementation of the 2015-25 LTP as part of the Road Map Work Programme.

Resolution

The Progress Report: Monitoring Against 2012-2022 Long Term Plan – Land Transport (March 2016) be received.

Davey/Smith Carried

21. Progress Report: Mayor Capital Works Projects	File 037/005B
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Council considered a business paper informing of progress on major new and renewal projects as identified in Council's Activity Management Plans, or which have arisen during the course of normal maintenance and operation of the Roading infrastructure, the three Waters and some projects in the Community Services area.

The Manager – Capital Projects expanded verbally on the business paper and advised that dates for Totoro Road Tender and Construction should be 2018 not 2017.

Resolution

The Progress Report: Major Capital Works be received.

Te Kanawa/Brodie Carried

22. Progress Report: Road Map Work Programme	File 037/048B
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Council considered a progress report against the Road Map Work Programme adopted by Council on 5 April 2016.

The Mayor and Chief Executive expanded verbally on the business paper in relation to current progress with Waitomo Village Water and Wastewater.

Resolution

The Progress Report: Road Map Work Programme as at 27 April 2016 be received.

Goddard/Smith Carried

23. Motion to Exclude the Public for the consideration of:	File 037/043
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Council considered a business paper pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987 giving Council the right by resolution to exclude the public from the whole or any part of a meeting on one or more of the grounds contained within that Section.

Resolution

- 1 The public be excluded from the following part of the proceedings of this meeting.
- 2 Council agree that the following staff, having relevant knowledge, remain in attendance:

Chris Ryan, Chief Executive
 Michelle Higgle, Executive Assistant
 Helen Beever, Group Manager – Customer Services
 Christiaan van Rooyen, Manager – Capital Projects

- 3 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	Section 48(1) grounds for this resolution
1. Progress Report: WMF Work Streams – Waikato Plan	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)
2. Progress Report: Risk Management (Health and Safety)	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)
3. Procurement Options – Public Toilet Upgrade	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)
4. Progress Report: Te Kuiti Meat Processors Ltd - Trade Waste Charges	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)
5. Road Maintenance and Reseals – NZTA and Downer	7(2)(i) Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	48(1)(a)

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 or Section 6, Section 7 or Section 9 of the Official Information Act 1982 as the case may require are listed above.

Davey/Goddard Carried

There being no further business the meeting closed at 2.06pm.

Dated this 31st day of May 2016.

BRIAN HANNA
MAYOR

Confidential

Confidential

Document No: 395402**File No:** 401/0581153000**Report To: Council****Meeting Date:** 31 May 2016**Subject:** Brook Park Incorporated Society:
Minutes – 2 May 2016

Purpose of Report

- 1.1 The purpose of this business paper is to provide Council with information relating to the Brook Park Incorporated Society (BPIS) meeting convened on 2 May 2016.

Local Government Act S.11A Considerations

- 2.1 There are no Section 11A of the Local Government Act considerations relating to this business paper.

Background

- 2.1 In November 2007, Council established a Work Group for the purpose of working with a Consultant and members of the community to develop a proposal and policy document for Brook Park.
- 2.2 Development of the Brook Park Management Plan (MP) was completed following a public consultation process, including a Hearing of submissions in February 2010.
- 2.3 An objective contained in the MP was to establish a Friends of Brook Park (FBP) organisation to enable the community to participate in the future of Brook Park, and, and as a primary objective, to raise funds for achieving park projects and developments.
- 2.4 The FBP was to replace the Brook Park Advisory Committee which was in place at that time, but which did not have any mandate to represent the community's interest in the Park, nor to raise funds for park projects.
- 2.5 It was envisaged that the FBP would enable the community to become more involved in their Park, through dissemination of information; being able to assist in fundraising and other activities that promote and enhance Brook Park; and by having a "voice" to assist Council with management of Brook Park.
- 2.6 As a charitable body, and an incorporated society, a FBP organisation would be able to successfully apply for third party funding to assist Council with implementing the community's vision for Brook Park.
- 2.7 The Policy implemented by Council through the Brook Park MP is as follows:
1. *Council will support and encourage the formation of a Friends of Brook Park, as a charitable incorporated society.*
 2. *The aims of the Friends of Brook Park shall be:*
 - i) *To foster interest in Brook Park;*

- ii) *To promote the development of Brook Park;*
 - iii) *To raise funds for approved projects*
 - iv) *To preserve the integrity of Brook Park*
4. *The Constitution of the Friends of Brook Park shall provide for Council representation on the Society's Committee, and to enable the representative to veto any decision that is not in the best interests of the park or the community.*
5. *Council will dissolve the Brook Park Advisory Committee on the successful establishment of the Friends of Brook Park.*
- 2.8 During 2011 WDC advertised several times seeking interested persons to join the committee with limited success. Council considered that a Leadership Work Group consisting of three Council members would be beneficial to provide political leadership and assist in getting the FBP established and in December 2011 Council established the Brook Park Leadership Work Group.
- 2.9 The FBP Group was finally established early in 2012 with numbers fluctuating as more members of the public become interested in the future of the park. By mid-2012 the group was incorporated as the "Brook Park Incorporated Society" (BPIS) to administer the day to day operations/development of Brook Park.
- 2.10 Brook Park is operated as a farm park, with a grazing licence granted by WDC to a lessee. The Reserves Act 1977 states that any lease or agreement on reserve land has to be granted by the administering body, which in this case is the Waitomo District Council. Therefore BPIS cannot lease these grazing rights to another entity or individual.
- 2.11 With the administering body being WDC and the consequent income stream for the grazing lease being part of WDC's reserve income (between \$2000 - \$4000), there was little opportunity for the BPIS to achieve a sustainable income stream for minor works and administration. The income derived by BPIS at that time was by way of subscription donation (\$10 per member) and any successful grant applications for specific projects.
- 2.12 To improve the financial viability and robustness of the BPIS, in October 2012 a Memorandum of Understanding (MOU) between WDC and BPIS was developed and approved and Council also agreed to provide an annual grant to BPIS for the operational management of the reserve, equivalent to the annual derived lease income.

Commentary

- 3.1 Since early in 2014, BPIS has kept WDC informed of its progress in the day to day operations/development of Brook Park by providing copies of BPIS Minutes.
- 3.2 Attached to and forming part of this business paper is a copy of the minutes from BPIS meeting convened on 2 May 2016.

Suggested Resolution

The business paper Brook Park Incorporated Society: Minutes – 2 May 2016 be received.



MICHELLE HIGGIE
EXECUTIVE ASSISTANT

Attachment: Brook Park Incorporated Society Minutes – 2 May 2016 (Doc 395410)

BROOK PARK INCORPORATED SOCIETY

MINUTES OF A MEETING OF THE BROOK PARK INCORPORATED SOCIETY HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON 2nd May 2016 2016, at 5.30pm

PRESENT:

Guy Whitaker, Elly Kroef, Bruce Maunsell, Sheralee Buchanan, Graeme Churstain, Sue Wagstaff, Helen, Robin Charteris, Gerald Kay, Rob Buckley, Neil Brooks

1. Apologies

Andrea Hanna, Karen Houghton, Phillip Houghton

Elly/Sue

2. Confirmation of Minutes

There were no matters arising from the previous minutes and they were passed as a true and correct record.

Graeme/Gerald

3. Correspondence In/Out

No correspondence

4. Financial Report

Opening Balance	\$25675.87
Payments	
Waitomo News (Guy Whitaker reimbursement)	\$312.34
Fitzwater – welding – MTB trail	\$300.05
Closing Balance	\$25063.48

Need accounts for further \$2500 expenses for MTB trail for reconciliation of Lion Foundation grant by end of May.

That the financial report be received .

Rob/Elly

6. Maintenance & Fencing

Gerald has replaced broken strainer damaged by vandals near sheep yards.

Plane tree has been felled. Some wood removed by various people for firewood. Still lots there.

Foliage still needs to be tidied up. Gerald is available to repair fence when required.

Graeme & Phillip met with Graeme Kendrick, forestry harvester. Pines are ready to be felled. Best done after winter. Will require tracking and metal through park, which cost will need to be paid in advance. Expect surplus after costs of harvest of \$20-30k. Kendrick would also like to take poplars from around proposed campground site.

Rob to approach Tregoweths re them taking some logs directly to save transport, and also investigate machine that is able to access site directly to cut back on tracking/transport costs.

7. Weed Control

Last month's working bee achieved quite a lot, especially removal/poisoning in Somerville Memorial grove.

Neil Brooks, Dawn Anselmi & Elly have done X Tree Basel poisoning on bigger trees.. Dawn & Neil have expressed interest in doing more. Elly & Neil have identified areas of walnuts and other larger trees to poison.

Ongoing issues with Jerusalem Cherry on far side of park needs attention soon to stop seed dispersal. Earlier working bee efforts to cut and poison Brazillian Pepperwoods and walnuts not very successful. Need more advice on that.

No meeting with Chris Hale EW as yet.

Small scale project grant result due soon. Will be used for buying more herbicide.

Harvesting black walnuts adjacent to pines should be considered.

8. Memorial Grove

Sue still to complete guidelines, but progress being made. The existing document needs some changes and additions including a simple application form, and changes to legal terms and conditions.

Need to clarify options for scattering/interring ashes.

9. MTB Trail

Galvanising has been done on final 5 crossings. Expected cost approx.. \$900.

Fencing still to be done. Gerald has provided list of materials required. Total cost approx.. \$5,000. Order placed with RD1. To be delivered and stored at Guy's until required by Gerald.

Materials to be charged to Gerald's account and reimbursed immediately by BP.

Crossings need to be picked up from Pitcon Engineering. Working bee planned for next Sunday to install more crossings.

10. General Business

Guy Fawkes event. Need to make decision soon as to whether to hold one this year.

Conifer Grove – need to arrange relaying of weed mat. Council paying for mat. Rosalee to contact Barry re procuring mat.

Entranceway – definitely on Council agenda. Hopefully to be done June/July.

Working Bee 15 May, 9.00am. Focus on MTB trail. Final three crossings to be completed.

Next meeting Tuesday June 7.

Meeting closed 6.30pm

Document No: 395286

File No: 037/002/1A

Report To: Council**Meeting Date:** 31 May 2016**Subject:** Elected Members Remuneration Review – from 1 July 2016 – Review of Policy on Elected Members’ Allowances and Recovery of Expenses

Purpose of Report

- 1.1 The purpose of this business paper is to present for consideration and adoption a revised “Policy on Elected Members’ Allowances and Recovery of Expenses”.

Background

2.1 Review Process and Timeline

- 2.2 Council, at its 5 April 2016 meeting considered a business paper providing a brief on the process and timeline set by the Remuneration Authority (the Authority) for the review of remuneration and allowance setting for elected members’ for the 2016/17 financial year.
- 2.3 The Authority has advised that in 2016 it will be requiring councils to re-submit:
- a) requests for recognition of additional responsibility;
 - b) allowance and expenses policies; and
 - c) details of Mayoral Vehicles, and the usage level
- 2.4 Council was advised that the Authority’s timeline would be worked in with Council’s Meeting Schedule as follows:

Key Milestone	Timeframe
1 Authority will advise councils of the base remuneration for the mayor, councilors and community board members.	End of March
Council Meeting Inform Council of process and timeline	5 April 2016 (Deadline is 13 May)
2 Consider distribution of the pool funds available to recognise additional responsibilities for submission to the Authority.	
3 Provide details of mayoral vehicle	By 13 May
4 Authority to advise of any changes to the provisions for mileage, travel time and communications allowances that are to be included in the 2016/2017 determination.	End of April
Council Meeting 5 Review Policy on Elected Members’ Allowances and Recovery of Expenses for the period 1/7/2016 to 30/6/2019 for submission to and approval by the Remuneration Authority.	31 May 2016 (Deadline 10 June 2016)
6 The Authority to confirm the final remuneration details for each council and at the same time begin the process of issuing a determination for the 2016/2017 year.	Early June
7 Authority to gazette the new determination.	1 July 2016 (Subject to Councils meeting the deadlines)

2.5 **Base Remuneration 2016/2017 Mayor and Councillors**

- 2.6 The Authority notified WDC of the base remuneration rates and sought recommendations for distribution of pool funds for recognising additional responsibilities. The base rates were as follows:

Role	2015/16	2016/17
Mayor	\$72,100	\$74,263
Councillor	\$22,400	\$23,072

- 2.7 Following the 5 April 2016 Council meeting, the Authority was informed of Council's recommendation that the distribution of pool funds recognising additional responsibilities be set at +35% of the base remuneration rate for the role of Deputy Mayor i.e.

Additional Duties Role	Supplementary Remuneration	Total Remuneration
Deputy Mayor	35% (\$8,075.20)	\$31,147

- 2.8 Details relating to the issue of a Mayoral vehicle were also provided to the Authority.

Commentary

3.1 **Approved Remuneration – 2016/2017 Mayor and Councillors**

- 3.2 The Authority has advised that Council's recommendation for distribution of pool funds recognising additional responsibilities has been approved and that the remuneration rates approved for gazetting in the Determination effective from 1 July 2016 are as follows:

Office	Annual Salary (\$)
Mayor	71,121
Deputy Mayor	31,147
Councillor	23,072

Mayoral Car
Full Private Use

- 3.3 The Authority has now advised that changes have been made to both the Mileage Allowance and the Travel Allowance.

3.4 **Mileage Rates**

- 3.5 From 1 July 2016, mileage will be reimbursed at 74c per kilometre for the first 5,000km per annum (currently 77c). Reimbursement of mileage in excess of 5,000km per annum will remain at 37c per kilometre. Note: No WDC elected member has ever exceeded 5,000km claimable mileage per annum.

3.6 **Travel Allowance**

- 3.7 The travel allowance rate has increased from \$35.00 per hour to \$37.50 per hour.

3.8 A copy of the Authority's Memorandum dated 20 April, together with a note explaining the principles adopted by the Authority in setting the Travel Allowance and Mileage rates is attached to and forms part of this business paper.

3.9 No changes have been made to the Communications allowance.

3.10 Review of Policy on Elected Members' Allowances and Recovery of Expenses

3.11 Council's Policy on Elected Members' Allowances and Recovery of Expenses has been reviewed in line with the changes made by the Authority.

3.12 A copy of the revised Policy on Elected Members' Allowances and Recovery of Expenses is attached to and forms part of this business paper.

3.13 The changes made to the attached Policy have been to remove stated amounts and reword along the lines of "the maximum allowable in the current Remuneration Authority Determination".

3.14 This will mean that any future changes that the Authority makes relating to monetary amounts and thresholds will not require unnecessary amendments to Council's Policy.

<p>Suggested Resolutions</p>

1 The business paper on Elected Members Remuneration Review – from 1 July 2016 be received.

2 The Policy on Elected Members' Allowances and Recovery of Expenses (Doc No. 388254) be adopted and forwarded to the Remuneration Authority for approval.

MICHELLE HIGGIE
EXECUTIVE ASSISTANT

March 2016

- Attachments:
- 1 Remuneration Authority Memorandum – 20 April 2016
(Doc No.s 391864 & 94392)
 - 2 Policy on Elected Members' Allowances and Recovery of Expenses
(Doc No. 388254)

20 April 2016

Chairs of Regional Councils

Mayors of Territorial and Unitary Councils

All Chief Executives

Elected Members' Expenses and Allowances

The Authority is required to set or approve the policies of each council with regard to reimbursement of the costs incurred by elected members.

It undertakes this role in two parts. The Annual Local Authority determination includes provisions for mileage, travel times and communications and, additionally, each council is required to provide its full policy on expenses and allowances to the Authority for review and approval.

Once this has been done it is a requirement of the Authority that both the determination and the expenses policy be available for perusal by the public. A number of councils also report to their ratepayers on the usage of these allowances, a move towards further transparency that the Authority supports.

Payments set by the Authority in the Determination

In preparation for this year's determination, which will come into force on the 1st July 2016, the Authority has reviewed the allowances set in the determination and will be making adjustments to both the mileage and travel allowance.

Mileage Allowance

The Authority is making two changes to this allowance.

1. In line with the Inland Revenue Department's decision last year, the first five thousand kilometres claimed should now be reimbursed at 74c per kilometre, instead of 77c at present. The rate for travel in excess of 5000 kilometres remains at 37c.
2. In response to issues raised by elected members, the 30 kilometre threshold will now apply only to visits to the council or community board office. For other travel by members, no threshold distance will apply.

The principles and logic behind the per kilometre rate are explained in detail in the document attached to this letter.

Travel Time Allowance

This amount has been set at \$35.00 since 2013. It will increase to \$37.50.

Communications allowance

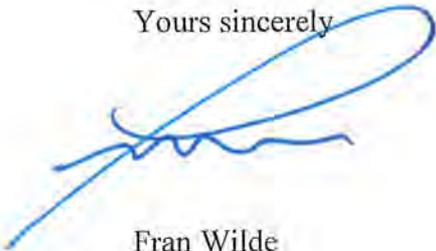
The Communications allowance is unchanged. We would draw your attention to the provision included in 2013 for councils to approach the Authority for approval to provide additional assistance to elected members who face exceptional cost to access or install appropriate communications links.

Please ensure your administration personnel read the determination carefully when it is issued. Particularly note that the mileage and communications allowances have pro rata provisions for members not in position for the full 12 months of the determination. This affects both members who do not return after the election and those who are elected for the first time in October.

Reimbursement and Expenses Policy recommended by the Council

Please review and either reconfirm or amend these policies and forward them to the Authority on letterhead no later than 10th June. The Authority will review and either approve all policies before 1st July or refer them back for further work if they do not clearly identify the payment regime and the authorisation process. The test the Authority will apply reflects the Auditor General's approach to the control and management of sensitive expenditure in the public sector.

Yours sincerely



Fran Wilde
Chair

LOCAL AUTHORITY VEHICLE MILEAGE ALLOWANCE - 2016

This note explains the principles adopted by the Remuneration Authority in setting the terms and conditions of the Vehicle Mileage Allowance, as well as explaining the logic behind the per kilometre rates. It is updated using the 2014/15 Automobile Association data.

Principles

The Authority adopted the following principles when considering the setting of the Vehicle Mileage Allowance:

Principle 1: The Authority does not intend to meet the costs of an elected member getting to and from work, where the elected member lives within normal commuting distance of the nearest office of the local authority. This is because:

- a) The pay scales that the Authority uses to set elected member remuneration are based on pay scales used for other public service positions, where there is no doubt that the costs of travel to and from work is the responsibility of the job holder, and
- b) It is normal practice for people engaged in providing regular services to a single body to meet their own costs of travel to and from the place of employment.

Principle 2: Any mileage allowance should meet the reasonable additional costs incurred by the elected member in using their own vehicle for travel required on council business. This includes travel to and from the place of work in excess of normal commuting distance.

Principle 3: The Authority will apply averages in setting per kilometre rates and normal commuting distances. This means that the Authority will use average vehicle operating costs for average sized and specified cars travelling on average roads, and average kilometres travelled per annum by the population as a whole.

Principle 4: Wherever possible the Authority will use independent sources of information.

Threshold Distance

The application of Principle 1 requires the Authority to consider what a “normal commuting distance”. Taking into account that commuting distances in the country tend to be longer than in urban areas, but not wishing to penalise country elected members, the Authority looked at average commuting distances in cities and large towns.

The Authority considered that it would be fair to regard a normal commuting distance as being 15 kilometres. The Authority recognises that this is an average and that, even in urban areas, some people commute more than 15 kilometres.

This means that any elected member living within 15 kilometres of their nearest office will meet their own cost of getting to and from work.

Members living more than 15 kilometres away from their nearest office may claim the allowance for distances in excess of the normal commuting distance. This means that they can claim for distances in excess of 30 kilometres (i.e. the round trip normal commuting distance).

If the mileage allowance were to apply for total distance travelled for people living more than 15 kilometres away for work, then that would be unfair on those living within 15 kilometres, who are meeting their own commuting costs.

The threshold for people living within the normal commuting distance is set at twice the distance between their home and place of work, so that both groups of people can claim mileage for any travel outside of normal commuting distance.

Per Kilometre Rates

Principle 4 using data on the costs of owning and running a car – this is regularly published by the Automobile Association, which has also supplied us with background data which enables deeper analysis.

The latest Automobile Association publication of car running costs is dated 2014/15. That data is based on the New Zealand average distance travelled of 14,000 kilometres per year for new vehicles over a 5 year period.

That report contains the following data:

Vehicle	Engine size	RRP	Average Cost	Operating Costs (cents per km)		
				14,000 km per year	19,000 km per year	24,000 km per Year
Compact	1501cc - 2000cc	To \$42,000	\$34,284	65c	55c	49c
Medium	2001cc - 3500cc	To \$60,000	\$47,462	80c	67c	60c
Large	3500cc +	To \$75,000	\$66,893	109c	90c	80c

Bearing in mind that Principle 2 requires that additional costs be met by the allowance and that, on average, people drive 14,000 km per annum for personal use, then one can calculate:

- The cost of personal use, being the cost for the first 14,000 km per year, and
- The additional costs that will be incurred if an elected member needs to travel over 14,000 km in a year because of council business. This additional cost can be worked out by calculating the cost of the first 14,000 km in a year and the cost of the total

distance in a year (including council travel) – the difference is the additional cost of council travel. This difference can then be expressed as a rate per km.

These calculations are shown below (based on the data from the AA report) where an extra 5,000 km a year is travelled on council business:

Vehicle	Cost rate for first 14,000 km	Personal Cost of first 14,000 km	Cost rate for 19,000 km	Cost of 19,000 km	Cost of additional 5,000km	Additional cost per km
Compact	65c per km	\$9,100	55c per km	\$10,450	\$1,350	27c
Medium	80c per km	\$11,200	67c per km	\$12,730	\$1,530	31c
Large	109c per km	\$15,260	90c per km	\$17,100	\$1,840	37c

Below are comparative calculations where an extra 10,000km a year is travelled on council business:

Vehicle	Cost rate for first 14,000 km	Personal Cost of first 14,000 km	Cost rate for 24,000 km	Cost of 24,000 km	Cost of additional 10,000km	Additional cost per km
Compact	65c per km	\$9,100	49c per km	\$11,760	\$2,660	27c
Medium	80c per km	\$11,200	60c per km	\$14,400	\$3,200	32c
Large	109c per km	\$15,260	80c per km	\$19,200	\$3,940	39c

It can be seen from the above that the additional cost per km incurred for the council travel is 32 cents if a councillor:

- drives a medium sized car, and
- normally does 14,000 km per year for personal travel, and
- does an extra 10,000 km in a year on council business.

Even if the councillor drives a large car (which is above average size) the additional cost per km is only 39 cents.

Using additional data supplied by the Automobile Association we have examined yearly costs associated with much higher additional yearly mileage by assuming higher depreciation rates, more frequent tyre replacement and higher repair costs. Yearly costs are shown in the following table for a car costing \$50,000 and owned for 5 years:

Km per year	14,000	30,000	40,000
Value of car after 5 years	\$18,100	\$8,700	\$4,900
Costs per annum			
Licence and WOF	\$337	\$337	\$337
Insurance	\$911	\$911	\$911
Interest and depreciation	\$6,975	\$8,591	\$9,269
Total Fixed Costs	\$8,223	\$9,840	\$10,518
Fuel	\$2,702	\$5,790	\$7,720
Tyres	\$507	\$1,086	\$1,448
Repairs	\$635	\$1,361	\$1,815
Total Running Costs	\$3,933	\$8,417	\$11,219
Total Costs	\$12,156	\$18,256	\$21,737
Cost per km	86.8c	60.9c	54.3c
Personal cost		<u>\$12,156</u>	<u>\$12,156</u>
Additional Cost		\$6,100	\$9,581
Additional cost per km		38c	37c

Reimbursement using standard Remuneration

Authority rates	\$7,770	\$11,470
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Conclusion

Taking into account all the above data, the Authority believes that the mileage rate of 74 cents for the first 5,000 kilometres of council travel and 37 cents for distances in excess of 5,000 kilometres is fair compensation for any additional costs incurred by an elected member in using their own car for council business travel.

Remuneration Authority

April 2016



POLICY

ON

**ELECTED MEMBERS'
ALLOWANCES AND
RECOVERY OF EXPENSES**

31 May 2016



POLICY ON ELECTED MEMBERS' ALLOWANCES AND RECOVERY OF EXPENSES

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INTRODUCTION

This policy sets out rules on the claiming of expenses by elected members and the resources that will be available to them during their term of office.

Contact person for queries: Michelle Higgie (Executive Assistant)
 Email: michelleh@waitomo.govt.nz
 Phone: 07 878 0800

POLICY STATEMENTS

This policy covers the Mayor and Elected Members of the Council and for the purpose of reimbursement of expenses and mileage, any Council appointed representative acting on behalf of the Council.

Expenses relating to electioneering purposes will **not** be reimbursed.

REMUNERATION

The Mayor and Elected Members shall receive remuneration as determined by the Remuneration Authority.

AUTHENTICATION OF EXPENSE REIMBURSEMENTS AND ALLOWANCES

From time to time elected members incur expenses on the Council's behalf, which need to be reimbursed. This reimbursement and the use of Council supplied resources apply only to elected members personally, and only while they are acting in their official capacity as elected members.

Costs for expenses must have a justifiable business purpose, be moderate and conservative having regard to the circumstances, and be appropriate in all respects.

The process for reimbursement of claims includes the following principles:

- any expenses to be reimbursed must be on an actual and reasonable basis and in line with Council policy
- expense claims for Councillors are approved by the Mayor and Executive Assistant, and full original receipts are required
- expense claims for the Mayor are approved by the Chief Executive and Executive Assistant, and full original receipts are required
- cost reimbursements will be made via the Council payroll system.

In the case of one-off expenditure such as travel to conferences, the process and prior approvals required are detailed in this policy.

In the case of vehicle mileage, travel time and communications, all limits set in this document shall not exceed the Remuneration Authority's Determination.

The Council's internal audit work programme includes sampling expense claims and allowances paid to elected members and staff.

No allowances are paid without deduction of withholding tax.

All expenditure that falls under this policy is approved on the condition that it can be met within relevant budget provisions.

DEFINITIONS

"**Actual**" means as evidenced by the original receipt attached to the claim form.

"**Council**" shall mean the seven elected members that form the governing body (Council) of the Waitomo District Council.

"**Council business**" includes: formal council and community board meetings, committee meetings, workshops, seminars, statutory hearings, training courses, site visits, meetings with staff, meetings with community groups, meetings with members of the public. It does not include events where the primary focus is on social activity.

“**Expenses**” means actual and reasonable expenses including but not limited to; accommodation, rental car, air travel, taxis, meals and refreshments, entertainment (hospitality), parking, sundry vehicle costs, alternative travel options and other such costs directly related to the business of WDC.

“**Reasonable**” means that it is within the amount specified by this policy or as deemed reasonable by the Mayor/Regional Chairperson and/or Chief Executive.

“**Remuneration Authority**” is an independent body established by the Remuneration Authority Act 1977, with responsibilities under the Local Government Act 2002 to determine remuneration and expense/allowance rules for local authority members.

“**Waitomo District Council**” (**WDC**) shall mean the organisation established to administer Council affairs, conduct operations and bring effect to Council policy and strategies.

ALLOWANCES AND EXPENSES BY GROUP OF MEMBERS

Position	Expense/Allowance	Description
All Elected Members (Mayor and Councillors)	Taxis	<p>Taxis may be used for council business in circumstances where an individual is away from the Waitomo District and where it is deemed to be the most appropriate form of transport. i.e. transport to and from an airport, transport between venues at out of District appointments.</p> <p>Taxis may not be used if significant travel distances mean that use of a taxi is not the most cost effective option.</p> <p>Taxi costs paid for directly by the individual for travel within New Zealand or internationally will be reimbursed upon presentation of a signed Claim Form and actual receipts.</p>
	Rental Cars	<p>Rental cars may be utilised when attending meetings or conferences in other centres, where this is the most cost-effective travel option.</p> <p>Rental car costs paid for directly by the individual for travel within New Zealand or internationally will be reimbursed upon presentation of a signed Claim Form and actual receipts.</p>
	Travel and attendance at Conferences/ Seminars / Training Programmes	<p>All elected members are entitled to payment of actual and reasonable registration, travel, accommodation, meal and related incidental expenses (including travel insurance) incurred in attendance at these events, held both within New Zealand and overseas, subject to:</p> <ul style="list-style-type: none"> a) related expenditure being accommodated within existing budgets, and b) the appropriate approvals as outlined in this policy <p>and excluding reimbursement for purchases from hotel mini-bars and charges for in-room video or cable movies.</p>
	Domestic Air Travel	<p>All elected members are entitled to utilise domestic air travel for council related travel, generally where travel by air is the most cost effective travel option.</p>
	International Air Travel	<p>As a general policy all elected member international air travel is by way of economy class, where all or part of the costs of the fares are to be met by the Council.</p> <p>The approval of the Council is required for exceptions, e.g. where Premium Economy or the equivalent air travel is desirable for health or other compelling reasons.</p>

Position	Expense/Allowance	Description
All Elected Members (Mayor and Councillors)	Air Points	No Air Points accumulated while on Council business can be utilised for personal use.
	Accommodation	All travel and accommodation arrangements for Elected Members are to be made by WDC staff, at the most economic cost available (when possible) at the time of booking, unless all travel costs are being met privately or by an outside party.
	Exceptional Circumstances for Council related meetings	Staff may arrange overnight accommodation for Elected Members when travel or business requirements do not allow for the return on the same day, e.g. if it is unreasonable for an elected member to travel to their home after a late meeting.
	Private Accommodation provided by friends and/or relatives	Payment of \$50 per night shall be claimable when staying in private accommodation to cover accommodation, breakfast and dinner. It is intended that at least a portion of this allowance is paid to the accommodation provider.
	Car Parking	Reimbursement of car parking costs incurred whilst on council business will be made upon presentation of a signed Claim Form and actual receipts.
	Communications Allowance	<p>The Mayor and Councillors will be provided with a tablet for the purpose of receiving electronic information from WDC, including Council Agendas.</p> <p>Elected members will be paid an annual Communications Allowance at the maximum amount allowable in the current Remuneration Authority Determination. (paid monthly via the Payroll System)</p> <p>This Allowance includes provision for use of personal computer, printer, mobile phone, council-related toll and mobile phone charges and internet connectivity/use.</p> <p>This Allowance <u>does not</u> provide for the use of a tablet where WDC has provided such.</p>
	Stationery and Consumables	Supply of reasonable amounts of paper and printer consumables for council business.
	Mileage Allowance	<p><u>Threshold Distance</u></p> <p>Vehicle mileage will be paid for all travel on Council business that exceeds, in any one day, the threshold distance as provided in the current Remuneration Authority Determination. The threshold distance will be personal to each elected member.</p> <p><u>Mileage Rate</u></p> <p>Mileage will be paid up to the maximum rate per kilometre as provided in the current Remuneration Authority Determination and will be payable upon presentation of a signed Claim Form.</p>
Travel Time Allowance	A travel time allowance will be paid to eligible elected members at the maximum amount as provided in the current Remuneration Authority Determination upon presentation of a signed Claim Form.	

Position	Expense/Allowance	Description
Mayor	Car	In the event the Mayor is provided with a WDC vehicle, that vehicle will also be available for his/her full private use. A deduction will be made from his/her salary as determined by the Remuneration Authority. The Mayor will not be able to claim for vehicle mileage.
	Travel and Conferences, Courses and Seminars	<p>The prior approval of the Chief Executive is required for travel within New Zealand for: council business; attendance at conferences/courses/training events/seminars; other purposes associated with the position of Mayor.</p> <p>The prior approval of the Council is required for all international travel, where costs or partial costs are paid for by Council funds.</p> <p>Where the Mayor or the Mayor's authorised representative is accompanied by his/her partner on international travel, the Council will meet the cost of their travel, accommodation and incidental costs.</p> <p>The Council will only authorise such expenditure where the partner's involvement directly contributes to a clear business purpose.</p>
	Telephone Costs	<p>Full payment by the WDC of:</p> <ul style="list-style-type: none"> a) home telephone line rental and associated toll charges, and b) cellphone based rental and all associated call charges.
	Airline Club	Given frequent travel requirements for the role, payment of an Air New Zealand Koru Club subscription.
	Entertainment and Hospitality	<p>The Mayor holds a WDC Credit Card to pay directly for any entertainment or hospitality expenses incurred while carrying out Council business.</p> <p>All expenditure made on this Credit Card must conform with WDC's Credit Card Policy which includes the requirement to provide full receipts and details of the names of parties entertained and reasons for the entertainment.</p>

Position	Expense/Allowance	Description
Councillors	Conferences, Courses, Seminars and Training	<p>Conference, course, seminar or training events must contribute to the Councillor's ability to carry out Council business.</p> <p>Attendance at these events when held in New Zealand must be approved by both the Mayor (or Deputy Mayor) and the Chief Executive.</p> <p>Attendance at these events when held overseas must be approved by the full Council.</p>
	Entertainment and Hospitality	<p>Reimbursement of costs incurred while hosting official visitors to the Council, or while travelling on Council business. These costs can cover a range of items including, but not limited to, tea/coffee and catering including alcohol with meals.</p> <p>Such costs will be reimbursed upon presentation of a signed Claim Form and actual receipts.</p>
	General Community Related Expenses	<p>From time to time councillors may have unforeseen costs arise for items relating to community events, e.g. payment of koha, or purchasing a wreath for attendance at a commemorative event.</p> <p>Reimbursement of such expenditure should be previously approved by the Mayor.</p> <p>The items should be appropriate to the occasion and expenditure should be moderate and conservative.</p> <p>Such costs will be reimbursed upon presentation of a signed Claim Form and actual receipts.</p>

Document No: 392633

File No: 054/001E

Report To: Council**Meeting Date:** 31 May 2016**Subject:** **Civic Assurance – Statement of Intent for 2016****Purpose of Report**

- 1.1 The purpose of this paper is to present the 2016 Statement of Intent for Civic Assurance.

Local Government Act S.11A Considerations

- 2.1 There are no considerations relating to Section 11A of the Local Government Act in regards to this business paper.

Background

- 3.1 Civic Assurance is the trading name of the New Zealand Local Government Insurance Corporation Ltd (LGIC). It has been trading for over 50 years.
- 3.2 It is owned by Local Government and is dedicated to servicing local government with a range of financial services.
- 3.3 Civic Assurance is not a Council-Controlled Organisation (CCO), so it is not required to produce an annual Statement of Intent. However they consider it good practice to do so and feedback in previous years indicates that many Civic shareholders agree.

Services Provided

- 4.1 Civic Assurance offers councils and CCOs (Council Controlled Organisations) the following classes of insurance business:

Material Damage	Forest & Rural Fire Costs
Business Interruption	Civil Defence Expenditure
Motor Vehicle	Election Expenses
Contractors All Risks	Machinery Breakdown
Marine Cargo and/or Hull	Boiler Explosion
Electronic Equipment	Professional Indemnity
Fidelity Guarantee	Public Liability
Personal Accident	Travel

- 4.2 Civic is also the promoter and administrator of SuperEasy and SuperEasy KiwiSaver Scheme, the Administration Manager for the Local Authority Protection Programme Disaster Fund (LAPP), the Fund Manager for Riskpool, a 25% shareholder in Local Government Online Ltd, and the owner and property manager of Civic Assurance House (a nine-storey building on Lambton Quay in Wellington).

- 4.3 Funds held under management in Civic's SuperEasy and SuperEasy KiwiSaver schemes are **\$218 million** (at 4 May 2015). These local government superannuation schemes are for the sector and its staff.
- 4.4 **LAPP** is a cash accumulation mutual pool. Civic Assurance is the Fund's Administration Manager. The LAPP Fund was established in 1993, to help its New Zealand local authority members pay their share of infrastructure replacement costs for water, sewage and other essential services damaged by natural disaster.
- 4.5 **Riskpool** is a mutual liability trust fund created by New Zealand local authorities to provide long-term, affordable professional indemnity and public liability protection solely for local government organisations. It is based on similar mutual funds established by local government bodies around the world as an alternative to conventional insurance products and the insurance industry's inconsistency in scope of cover, pricing, claims handling and capacity.
- 4.6 **Local Government Online** (LGOL) is owned and supported in its work of e-facilitation & e-encouragement within the local government sector by its shareholding organisations; Local Government New Zealand, the Society of Local Government Managers, Association of Local Government Information and Civic Assurance.

While LGOL has separate functions from its shareholders it works very closely with them and for the good of the local government sector.

Statement of Intent

- 7.1 Attached to this business paper is a copy of the Company's Statement of Intent for the year ended 31 December 2016.
- 7.2 The Company's performance targets and measures for the 2016 calendar year are:
- (a) To replace its provisional insurance licence from RBNZ with a full insurance licence.
 - (b) To obtain and maintain a claims paying ability rating from rating agency AM Best of 'A-(Excellent)' or better.
 - (c) To provide superannuation services to at least 90% of local authorities.
 - (d) To continue to be an efficient and effective administration manager for Civic Property Pool, Riskpool and LAPP.

Suggested Resolution

The business paper on Civic Assurance- Statement of Intent for 2016 be received.



VIBHUTI CHOPRA
GROUP MANAGER CORPORATE SERVICES

25 May 2016

Attachment: 1 Civic Assurance - 2015 Statement of Intent (#390976)

Mr Chris Ryan
Chief Executive
Waitomo District Council
PO Box 404
TE KUITI 3941

12 April 2016

Dear Chris,

Please find enclosed your copy of Civic's Statement of Intent for 2016.

The rating agency AM Best has revised its outlook for Civic from negative to stable and has affirmed Civic's financial strength rating as B+ (Good). AM Best will re-rate Civic once Civic has completed its licence application. Civic submitted its application for a full insurance licence from its regulator RBNZ on 1 March. Licensing is a slow process, but we hope to get a positive response fairly soon.

Civic has signed a settlement agreement with Waimakariri District Council for WDC's 2010-11 earthquake claims. The total paid by LAPP and Civic for their Canterbury earthquake claims is \$927 million. That is a lot of money.

Funds under management for SuperEasy now top \$249 million. A total of 67 councils from a potential 78 have chosen SuperEasy KiwiSaver Superannuation Scheme as their Preferred Provider.

Yours sincerely



Tim Sole
Chief Executive
DDI: 04-978-1254
Email: tim.sole@civicasurance.co.nz

Civic Assurance,
116 Lambton Quay,
PO Box 5521, Wellington 6145,
<http://www.civicasurance.co.nz>
Tel: (04) 978 1250 Fax: (04) 978 1260

AM Best's FSR scale is:

Rating Categories	Rating Symbols	Rating Notches*	AM Best Category Definitions
Superior	A+	A++	Assigned to insurance companies that have, in AM Best's opinion, a superior ability to meet their ongoing insurance obligations.
Excellent	A	A-	Assigned to insurance companies that have, in AM Best's opinion, an excellent ability to meet their ongoing insurance obligations.
Good	B+	B++	Assigned to insurance companies that have, in AM Best's opinion, a good ability to meet their ongoing insurance obligations.
Fair	B	B-	Assigned to insurance companies that have, in AM Best's opinion, a fair ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Marginal	C+	C++	Assigned to insurance companies that have, in AM Best's opinion, a marginal ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Weak	C	C-	Assigned to insurance companies that have, in AM Best's opinion, a weak ability to meet their ongoing insurance obligations. Financial strength is very vulnerable to adverse changes in underwriting and economic conditions.
Poor	D	—	Assigned to insurance companies that have, in AM Best's opinion, a poor ability to meet their ongoing insurance obligations. Financial strength is extremely vulnerable to adverse changes in underwriting and economic conditions.

* Each Best's FSR rating from "A+" to "C" includes a Rating Notch to reflect a graduation of financial strength within the category. A Rating Notch is expressed with either a second "+" or a minus "-".

**NEW ZEALAND LOCAL GOVERNMENT
INSURANCE CORPORATION LIMITED
trading as Civic Assurance**

STATEMENT OF INTENT

FOR THE YEAR ENDED 31 DECEMBER 2016

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1.0 Mission Statement

Mission Statement of Civic Assurance
To provide insurance, risk-financing and superannuation solutions to the local government sector

2.0 Corporate Goals

The specific goals of the Company are:

- 2.1 To operate as a sound and successful business.
- 2.2 To be active in the provision of insurance to the local government sector.
- 2.3 To be the primary supplier of risk-financing and superannuation services to the local government sector.
- 2.4 To investigate and facilitate, as appropriate, new products and markets in insurance, risk-financing and superannuation and such other markets that it believes could prove beneficial to its shareholders and the local government sector.
- 2.5 To regain and retain a claims paying ability rating of A- or better.

3.0 Nature and Scope of Activities

- 3.1 For traditional insurance, the Company has offered and intends to offer in the future:
- Competitive prices.
 - An honest and fair process for managing claims.
 - Products from which the profits are returned to the sector through the Company's local government shareholders.
- 3.2 The Company provides administration, reinsurance, accounting, and a range of other services to Civic Property Pool, Riskpool and LAPP.
- 3.3 The Company provides superannuation services for local government and local government staff via SuperEasy and SuperEasy KiwiSaver.
- 3.4 The Company investigates and facilitates as appropriate new insurance, risk-financing and superannuation services and/or markets that it believes will prove beneficial to its shareholders and the local government sector.
- 3.5 In a modest and selective way the Company provides sponsorship for a range of local government activities at regional and national level.

4.0 Profits, Dividend Policy & Projections

The Company historically has three main sources of revenue: insurance premiums, fees from providing administration and accounting services, and investment income. The profit outlook is as follows:

Profits from providing insurance: These will take a while to build following the Company's withdrawal from the property insurance market after it was unable to secure suitable reinsurance terms for 1 July 2011. The Company intends to re-enter the local government insurance market from 30 June 2016.

Profits from providing administration and accounting services: The fee income generated contributes significantly to Civic's overheads.

Profits from investment income: Civic's investment income is mainly from its rental income from Civic Assurance House, a nine-storey Wellington CBD office building.

Until such time that Civic has re-established itself as a provider of insurances to the local government sector, it is not meaningful to provide financial projections. However, following profitable years in 2014 and 2015, Civic expects 2016 to be profitable.

5.0 Performance Targets and Measures

- 5.1 To replace its provisional insurance licence from RBNZ with a full insurance licence.
- 5.2 To obtain and maintain a claims paying ability rating from rating agency AM Best of 'A- (Excellent)' or better.
- 5.3 To provide superannuation services to at least 90% of local authorities.
- 5.4 To continue to be an efficient and effective administration manager for Civic Property Pool, Riskpool and LAPP.

6.0 Reporting to Shareholders

- An annual report for 2015 by 31 May 2016 containing:
 - A review of the Company's operations by Directors
 - Statement of Financial Performance
 - Statement of Movements in Equity
 - Statement of Financial Position
 - Statement of Cash Flows
 - Notes to the Financial Statements
 - Auditor's Report on the above Financial Statements

- A report on the first half of 2016 by 30 September 2016 containing:
 - A review of the Company's operations during the half year
 - Unaudited half-yearly accounts

7.0 Acquisitions/Disposals

Any acquisition or disposal which is equivalent to 50% or more of the Company's assets will fall under the definition of a "major transaction" in the Company's constitution and approval of the shareholders will be sought in accordance with the constitution. Any acquisition which is equivalent to 25% or more but less than half of the Company's assets will fall under the definition of a "minor transaction" in the Company's constitution, and consultation with shareholders will take place.

8.0 Transactions with Related Parties

The Company has 72 local authority shareholder members plus TrustPower (holding 1.21% at 22 February 2016). Local Government Superannuation Trustee Limited and Local Government Mutual Funds Trustee Limited are wholly owned subsidiaries of the Company. Because it is sharing management resources, the Local Authority Protection Programme (LAPP) and Civic Property Pool are also considered to be related parties. Transactions with shareholder members include insurances, other risk-financing services, and superannuation related financial services.

Charges from shareholder members and charges to shareholder members will be made for services provided as part of the normal trading activities of the Company and its subsidiaries. Transactions with shareholder members are on a wholly commercial basis.

Document No: 395581

File No: 039/001/16

Report To: Council**Meeting Date:** 31 May 2016**Subject:** Preparation of the Pre-Election Report

Purpose of Report

- 1.1 The purpose of this business paper is to apprise Council about the preparation of a Pre-Election Report (PER), which is a report required to be published prior to each triennial local authority election.

Local Government Act S.11A Considerations

- 2.1 The preparation of a PER is a legislative requirement and this paper provides information on the requirements of a PER. There are no Section 11A of the Local Government Act (LGA) considerations relating to this business paper.

Background

- 3.1 The PER was a requirement introduced in the 2010 package of amendments to the LGA.
- 3.2 As per section 99A(4) of the LGA 2002, "*The purpose of a pre-election report is to provide information to promote public discussion about the issues facing the local authority.*"
- 3.3 Development of a PER is an obligation placed specifically on the chief executive as distinct from other documents like the Long Term Plan (LTP) which need to be prepared by the "local authority".

Commentary

- 4.1 The PER needs to be prepared and published in the year of the election (2016 in this case) and no less than two weeks before nomination day i.e. by 29 July 2016 for this election year.
- 4.2 A PER must not contain any statements by, or photographs of, elected members of the local authority.
- 4.3 The PER itself is not required to be audited, however, it is prepared using the financial data that has been subject to the audit process (LTP and Annual Plans).
- 4.4 A PER does not need to be formally adopted by Council before it is published. It only requires the approval of the Chief Executive, as a matter of law.

- 4.5 The content requirements of a PER are prescribed in clause 36 and 37 of Schedule 10 in the LGA 2002. The PER will include the following information:
- Major projects planned for three years following the date of the election (from the 2015 – 2025 LTP but reassessed),
 - Statement that reports on compliance with the financial strategy. The report must compare actual performance against Council’s self-set limits on rates, rates increases and debt, and actual returns on investments with the targets specified in the strategy,
 - Funding Impact Statements – pre and post election years, and
 - Summary Balance Sheets – pre and post election years.
- 4.6 The 2016 PER will replicate the information disclosed in other documents such as the 2015-25 LTP and the 2016-17 Exceptions Annual Plan.
- 4.7 A timeline for the preparation of the Pre-Election Report is included as Attachment 1 of this business paper. This timeline will be added to the Road Map.
- 4.8 There is no specification in the LGA 2002 on the distribution of the PER, except that it be prepared and published. However, in keeping with the general practice of accountability followed by Council and with the purpose of the PER, being, to provide information to promote public discussion, it would be judicious to make the availability of PER as easy as practicable.
- 4.9 We propose to make the PER available on the Council website and communicate its availability to the community through our usual channels.

Suggested Resolution

The business paper on Preparation of the Pre-Election Report be received.



JO GREAD
POLICY PLANNER

26 May 2016

Attachment: 1 Pre-election report timeline (Doc 395596)

2016 PRE-ELECTION REPORT INDICATIVE TIMETABLE

Key Milestones	Date
Compilation of Financial information	Monday 9 May to Wednesday 1 June
Compilation of Major Project Information	Monday 9 May to Wednesday 1 June
Communication Plan briefing	Thursday 26 May
Review of Financial and Major Project Information	Thursday 2 June Tuesday 7 June
Early briefing to CE	Wednesday 8 June 2016
Any changes to Financial and Major Project information	Thursday 9 June to Friday 10 June
2 nd Review – Draft Document (Financial and Major Project Information plus intro etc this time)	Monday 13 June Wednesday 15 June
Formatting of Document	Thursday 16 June to Tuesday 28 June
Circulate to Senior Leadership Team (SLT)	Wednesday 29 June
Feedback from SLT	Monday 4 July
Incorporate feedback from SLT	Tuesday 5 July to Wednesday 6 July
Draft PER to CE	Thursday 7 July
CE review	Friday 8 July to Tuesday 12 July
Incorporate CE comments	Wednesday 13 July to Thursday 14 July
Circulate to Councillors– any comments addressed	Friday 15 July
Incorporate feedback from Councillors (if any)	Monday 25 July to Tuesday 26 July
Final Approval of CE	Wednesday 27 July
PER Publication Date and distribution	Thursday 28 July

Document No: 395251

File No: 037/013/2017AP

Report To: Council**Meeting Date:** 31 May 2016**Subject:** **Progress Report: Engagement Process for the Draft Information on EAP 2016/17**

Purpose of Report

- 1.1 The purpose of this business paper is to provide an update on the community engagement for the Draft Information on the Exceptions Annual Plan 2016/17 (DEAP).

Background

- 2.1 The Local Government Act 2002 (LGA) requires the development of an Annual Plan for each year in between the Long Term Plan (LTP) review cycle of three years. The purpose of the Annual Plan as per section 95(5) of the LGA is to:
- a. Contain the proposed annual budget and funding impact statement for the year to which the annual plan relates; and
 - b. Identify any variation from the financial statements and funding impact statement included in the Council's long term plan in respect of that year, and
 - c. Provide integrated decision making and co-ordination of the resources of Council; and
 - d. Contribute to the accountability of the Council to the community.
- 2.1 The Annual Plan is an 'Exceptions' based document that is required to focus on any variations from the forecast and plans identified for the corresponding year in the LTP.
- 2.2 As a result of amendments to the LGA 2002 (August 2014) public consultation on the EAP is only required if the proposed plan includes any "significant or material differences" from the corresponding year in the LTP.
- 2.3 At the Council meeting on 24 March 2016 Elected Members adopted the Draft Information for the EAP 2016/17. This information consisted of:
- Financial Statements,
 - Funding Impact Statement,
 - Rates Examples,
 - Accounting Policies, and
 - Cost of Service Statement for Activities including commentary on any variations.

- 2.4 Council resolved at its March meeting that the Draft Information for the EAP 2016/17 did not include any significant differences from Year 2 of Council's LTP 2015-25. The planned levels of service were unchanged, while proposed rates to be collected and forecast debt were both lower than expected.
- 2.5 As there were no significant or material changes or consultation issues, Council agreed not to undergo a formal consultation process for the EAP 2016/17, but decided to engage with the community and seek feedback on WDC's plans and financials for 2016/17.
- 2.6 The following media and publications were used to provide information and engage the community, encouraging them to provide feedback:
- Waitomo Way article – April issue,
 - Website – Have your say page. Draft information for the 2016/17 EAP available,
 - Community Update – 7 April and 5 May,
 - Radio – Two notices. First notice related to the Waitomo Way article and the second notice advised of the meeting with Elected Members at the Railway Station,
 - Facebook – Posts regarding the feedback period and meeting with Elected Members, and
 - Meet Elected Members session Wednesday 18 May between 9am – 12 pm at Te Kuiti Railway Station Building No 3.
- 2.7 The community was invited to provide feedback on Councils plans and financial forecasts for the 2016/17 EAP in the period between 15 April and 13 May.

Commentary

- 3.1 Two pieces of feedback on the Draft Information were received (enclosed with this report), one from Federated Farmers and the other from the Green Party.
- 3.2 The main feedback Federated Farmers (and their members) have provided is the imperative for Council to reduce its debt. The feedback states that savings made from factors such as lower interest rates should be put back into lowering Council's debt as a priority. Their concern is that if debt goes up, debt servicing could end up coming from general rates and the greater share of that comes from farmers.
- 3.3 Federated Farmers have also stated that they have no specific comments at this stage to make on changes in expenditure such as sealing of Maraeroa Road and other roading network, re-timing of the Te Kuiti water treatment project and upgrades to quarries made necessary by changes to health and safety regulations as these are all worthy projects, but that keeping rates and debt as low as possible remains their main concern.
- 3.4 The second feedback received is from Steffan Browning MP – Green Party, requesting that WDC phase out the use of glyphosate and similar chemical based herbicides from its streets, playgrounds and parks.

COMMENTS

TELEPHONE 0800 327 646 | WEBSITE WWW.FEDFARM.ORG.NZ



To: Waitomo District Council
PO Box 404
Te Kuiti 3941.

Comments on: **Exceptions Annual Plan 2016/17**

Date: 22 April 2016

Comments by: Waitomo Branch of Waikato Federated Farmers

CHRIS IRONS

WAITOMO BRANCH CHAIR

Federated Farmers of New Zealand

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Address for service: **LISA HARPER**
REGIONAL POLICY ADVISOR
Federated Farmers of New Zealand
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lharper@fedfarm.org.nz

1. FEEDBACK

Waitomo Branch of Waikato Federated Farmers (WFF) appreciates the opportunity to comment on the Waitomo District Council's plans and financials for 2016/17 (Exceptions Annual Plan).

Our views on the transparency of rate setting, rates equity and both the overall and relative cost of local government to agriculture are well known to Council from previous submissions to Annual and Long Term Plans. We base our arguments on the considerable cost of rates to farm businesses, in terms of the value and relative accessibility of farmers to ratepayer funded services, the rates levels on farms compared to other residents and businesses, and the failure of property value to reflect the incomes of farmers and their relative ability to pay.

We appreciate that the proposed rates increases are lower than that anticipated by last year's LTP. As you will be aware, many farmers are under considerable financial strain at the moment and a lower than predicted rates increase is very welcome.

The main feedback we have received on Council's plans and financials is the imperative for debt reduction. If savings have been made from such factors as lower interest rates, these should be put back into lowering the Council's debt as a priority.

We have been very supportive of debt reduction in previous submissions, because it can provide forward insurance when things are going better. On the other hand, if forecasts don't eventuate and debt goes up, debt servicing could well end up coming from general rates and the lion's share of that tends to come from farmers.

As regards the changes in expenditure such as sealing on Maraeroa Road and other roading work, re-timing of the Te Kuiti water treatment project and upgrades to quarries made necessary by changes to Health & Safety regulation, Federated Farmers has no specific comments to make at this stage. All are worthy projects, but keeping rates and debt as low as possible remain our key concerns.

2. ABOUT FEDERATED FARMERS

Federated Farmers is a not-for-profit primary sector policy and advocacy organisation that represents the majority of farming businesses in New Zealand. Federated Farmers has a long and proud history of representing the interests of New Zealand's farmers.

The Federation aims to add value to its members' farming businesses. Our key strategic outcomes include the need for New Zealand to provide an economic and social environment within which:

- Our members may operate their business in a fair and flexible commercial environment;
- Our members' families and their staff have access to services essential to the needs of the rural community; and
- Our members adopt responsible management and environmental practices.

This submission is representative of member views and reflect the fact that local government rating and spending policies impact on our member's daily lives as farmers and members of local communities.

-end-

Michelle Higgie

From: Tim Onnes [Timothy.Onnes@parliament.govt.nz]
Sent: Thursday, 12 May 2016 1:46 p.m.
To: Consultation
Subject: Submission on 2016/17 Annual Plan
Attachments: Submission to Waitomo District Council Annual Plan 120516.pdf

Kia Ora,

I am contacting you on behalf of Green MP Steffan Browning. Attached is his submission to your 2016-2017 Annual Plan

It would be good if we could have an E-mail to acknowledge receipt of this submission.

I attempted to submit this using your online form, but was unable to do so, so there is a blank submission form with my name.

My contact details are below. Feel free to contact me if you need any further information.

Ngā mihi nui,

Tim Onnes, Senior Executive Assistant
Office of Steffan Browning MP
Spokesperson for Organics, Pesticides, GE, Food Safety and Biosecurity
Green Party of Aotearoa New Zealand



15.05 Bowen House, 70/84 Lambton Quay, Wellington 6011
(04) 817 6717 | timothy.onnes@parliament.govt.nz | greens.org.nz
I whakamanahia e Steffan Browning, Whare Pāremata, Te Whanganui-ā-Tara 6011, Aotearoa
Authorised by Steffan Browning MP, Parliament Buildings, Wellington

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Submission to the Waitomo District Council Annual Plan

Steffan Browning MP – Green Party

This submission requests that the Waitomo District Council phase out the use of glyphosate and similar based herbicides from its streets, playgrounds and parks.

Glyphosate was listed by the World Health Organisation last year as a probable carcinogen, and glyphosate based herbicides have been shown to have other negative health and environmental effects, raising concern for community and worker health, and possible liability issues. Effective non-toxic alternatives to glyphosate based herbicides are increasingly being used by councils.

Consideration of the negative effects of herbicides in the environment must be a clear part of the council's Long Term Plan, especially at a time when science validating community concerns is increasingly available. The Annual Plan process is an appropriate and quick way of ensuring urgent changes needed for improved community wellbeing.

Tourism – Clean green 100% Pure Aotearoa New Zealand branding is an important component of the success of tourism to your region and New Zealand generally. However roadside, playground and park spraying is contrary to that image, with many tourists surprised to see what appears to be a cavalier attitude to agrichemical use here, especially in urban areas. Many countries have already severely restricted use of glyphosate based herbicides in urban areas, with some banning all uses. In fact, this April, the European Parliament called for a ban on all uses of glyphosate-based herbicides in private and public green areas, including spraying in and around public parks, playgrounds and gardens.

Christchurch City Council also recently voted to stop the use of glyphosate based herbicides in all areas open to the public. While that doesn't go as far as many overseas jurisdictions, or ensure full community safety from the herbicide, it is an appropriate move for a local authority to take when a threat to community, worker, and environmental health is recognised.

Continued use of glyphosate and similar based herbicides in your region, especially in urban areas, is a potential risk for the community, workers and for the tourism brand.

Significant scientific evidence has shown that:

1. Glyphosate affects bacteria's response to antibiotics
2. Glyphosate damages hormones and is a probable carcinogen
3. Glyphosate is often combined in weed killers with other active ingredients that are more toxic to animals and people than glyphosate by itself
4. When it enters waterways, glyphosate harms fish and other aquatic animals
5. Glyphosate negatively affects the natural behaviour of bees, causing them to forget where their hives are
6. Glyphosate leaches into groundwater
7. We don't know what a safe level of glyphosate is, as it has never been assessed by regulators at sub-lethal levels.

Supportive evidence can be found in my commissioned 44 page heavily referenced report; ***Glyphosate: No Safe Level 2016 report***

https://d3n8a8pro7vhmx.cloudfront.net/beachheroes/pages/1997/attachments/original/1455059707/Glyphosate_Report_10-02.pdf

and summarised in an unreferenced; *Two-page overview of glyphosate*

<https://d3n8a8pro7vhm.cloudfront.net/beachheroes/pages/1997/attachments/original/1453085529/Spray-free-2pager-formatted.pdf>

Although an alternative strategy need not be more expensive, a full proposition on why Councils and contractors should consider more than purely immediate economic measures in deciding on weed management measures is in my document; *Paradigm Shift: The Rationale for Chemical Free Weed Control* found at

https://d3n8a8pro7vhm.cloudfront.net/beachheroes/pages/1997/attachments/original/1456438338/Paradigm_Shift_v5.pdf

Usefully some *Alternatives to glyphosate for councils* covers options effectively available now.

https://d3n8a8pro7vhm.cloudfront.net/beachheroes/pages/1997/attachments/original/1453071596/Alternatives_for_Councils.pdf

I wish to appear before the Council to present further on this submission.

Steffan Browning MP | Green Party of Aotearoa New Zealand
Spokesperson for Organics, GE, Pesticides, Safe Food, Biosecurity

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