

Document No: A520219

Report To: Council



Meeting Date: 27 April 2021

Subject: **Presentation: Waikato Regional Economic Development Agency - Te Waka - Six Monthly Report**

Type: Information Only

Purpose of Report

- 1.1 The purpose of this business paper is to advise Council that Kiri Goulter, Deputy Chair of Waikato Regional Economic Development Agency – Te Waka, will be in attendance at 9.00am to present and speak to the Te Waka Six Monthly Report.

Suggested Resolutions

The Presentation from Waikato Regional Economic Development Agency - Te Waka - Six Monthly Report be received.

A handwritten signature in blue ink that reads "H. Beever".

HELEN BEEVER
GENERAL MANAGER – COMMUNITY SERVICES

April 2021

- Attachment: 1. Waikato Regional Economic Development Agency - Te Waka - Six Monthly Report

Te Waka Six-Monthly Report to Council

July – December 2020



Executive Summary

It was not that long ago that the saying “what a difference a year makes” seemed to sum up the speed of movement and change across the globe, however in a world battling COVID this no longer seems to capture the urgency and uncertainty our region’s communities and businesses are dealing with. Even as I write this six-month report, it’s worth acknowledging the substantial changes and associated learnings since July that we have all faced that will continue to impact and shape our collective approach to Economic Development facilitation across the region.

COVID and the government’s response provided us with significant additional resource to support our business communities in a way that we had not previously been resourced to do so. For Te Waka, this meant that the demand for our services put our Business Growth Team on steroids and into overdrive until December 2020. We distributed over \$8 million of support and are delighted that for many small and medium Waikato businesses these services and funding enabled them to not just keep their heads above water, but find new opportunities, build their capability, resilience, and confidence.

The relationships formed across the Waikato as part of this outreach, showcased the power of collaboration and for the Board, it prompted a drive towards a stronger partnership model in order to meet regional needs and opportunities going forward. In August, the Board committed to a refreshed strategy, which was socialised with key stakeholders throughout September. This was well received. Our refocussed approach saw our immediate priorities for the last six months being;

- **Improving stakeholder engagement** - Clear and positive connections with local and central government and meaningful relations with key sectors and impact businesses
- **Focusing our attention on creating impact** – Sector development, Maori Economic Development, Intelligence, and Insights

It’s important to note that while we’ve reset our organisation’s focus on building capacity through collective effort, we’ve facilitated key industries to do the same. Our Sector Development workstream has gained significant momentum as we have brought together key influencers/leaders across Logistics & Distribution, Construction, Education and IT/Innovation, gathered intel, scoped opportunities and identified shared barriers to growth. Industry Action Plans are now expected to be rolled out through 2021. Te Waka has sought to understand and support Māori economic development aspirations and is progressing our social procurement activities and strengthening our relationships and partnerships with Iwi and Hapu.

Towards the end of the year we sought to reconfirm Te Waka's mandate and support from local government. Through Councils' Long-Term Planning process we look forward to finalising this as we seek to strengthen our partnership and adopt a more collaborative approach to delivery with you.

In September Michael Bassett-Foss finished with Te Waka after two years and Director Kim Hill stepped down from the board in October. Over the first quarter of 2021 we will commence the search for a new CEO and replacement director for the board.

It is without doubt that while we recognise 2021 will be another challenging year ahead, we look forward to working more closely with you and our local partners to support economic wellbeing across the Waikato.

Kiri Goulter

Interim Executive Director

Outlined below is a summary activity report aligned to Te Waka's strategy –

Sector Development

Logistics and Distribution

The Logistics and Distribution sector contributed \$607M to the regional economy in 2019¹. The Waikato's central location, proximity to the Ports of Tauranga and Auckland, central roading and rail networks, Ruakura Inland Port, Firth of Thames and Tokoroa Distribution Hub present potential for strong growth and is a key focus on Te Waka's sector development activity.

Activities to date:

- October 2020, twenty industry leaders from some of New Zealand's largest logistics and distribution companies met to discuss the future of Waikato and Bay of Plenty in New Zealand's Golden Triangle.
- A sector advisory group has been established and are in the process of developing an industry led plan to strengthen the sector and coordinate and leverage investment in partnership with Central Government.

Looking Ahead:

- The plan scope will be finalised early 2021 and a commitment from partners sought to progress the development of the plan alongside local and regional government and national industry plans and a final plan is expected in April/May.

Construction

The construction sector contributed \$1.7M to the regional economy in 2019¹ and is recognised as a fast-growing sector for the region due to an increasing population driving residential building, the Waikato Expressway project and central and local government infrastructure investments. Te Waka is focussing on coordinating regional leaders to provide a voice for the region within national and local structures and enable and assist productivity and progress.

Activities to date:

- 40 industry leaders from Commercial, Residential and Horizontal businesses came together to identify and discuss opportunities and challenges for the sector
- Issues and opportunities include; skills shortages, workforce attraction, availability and cost of land and provision of timely infrastructure, increasing regulation and new environmental standards, security of future work programmes, tender and consenting processes, training and development as key areas of focus for the sector.
- A regional skills shortage survey has been completed with 70 construction sector respondents, highlighting, and clarifying the recruitment challenge in the industry.
- Regional collective opportunities have been identified to pursue in 2021.

Looking Ahead:

- A sector advisory will be brought together to guide implementation of a coordinated business led regional plan of work.
- A sector and industry profile will be published.

International Education

International education contributed \$280M in student tuition fees and tourism to the regional economy in 2018².

The sector provides a valued workforce for employees in the region and diversity and richness in our community.

Te Waka is working along the sector to coordinate regional partners, and support and enable the sector to provide economic, social and cultural benefits through greater collaboration and by enabling the sector to be more competitive for when international student attraction strategies recommence.

Activities to date:

- Te Waka is taking the lead contract with Education New Zealand to establish an international educational regional working group and advisory group.
- An International Education Plan has been developed that focuses on four key areas:
 1. Celebrating the region's international education presence.
 2. Retaining our international students.
 3. Supporting Pathways in Education (Secondary to Tertiary and on to Employment) and
 4. Creating a COVID-19 recovery plan.
- A student summer experience programme supporting students remaining in the country over summer.
- A partnership programme of work and draft COVID-19 recovery plan.
- Shared communications on the value of the sector to the Waikato.

Looking Ahead:

- Continue to advocate and partner with education providers for the safe return of international students.
- Development of collaborative marketing materials for providers in the region.
- Strengthening of pathway relationships from primary to secondary to tertiary education and on to employment.

IT/Innovation

The region's IT and Innovation sector / eco system enables and underpins business and industry across the region. Te Waka in partnership with with Cultivate IT, Hamilton City Council and Gallagher Te Waka is working collaboratively to strengthen and support industry where appropriate.

Activities to date:

- An industry survey has been completed to better understand the size, scale and impact of the sector and their needs and opportunities.

Looking Ahead:

- Utilise the survey responses and available industry information to define the sector and define a sector development programme alongside the businesses to improve and optimise opportunities for the region.

Other sector activities:

Agribusiness

- The sector will play a critical role in the region's COVID-19 recovery.
- Te Waka partnered with KPMG and BNZ to host the Annual Leaders Breakfast and will continue to strengthen our partnership to support the sector where appropriate in 2021.

Health

- Largest employer in the region, Te Waka is exploring the establishment of leader's forums in partnership with Central Government. The forums will aim to understand opportunities and challenges for the region.

Manufacturing/Engineering

- Te Waka has provided support to WECA (Waikato Engineering Careers Association) and Pam Roa in her role as the lead for the Regional Skills Leadership Group to provide support for this sector.

Māori Economic Development

Te Waka's goal is to work alongside Iwi, Hapu and Māori enterprises to realise economic aspirations for all Māori within the Waikato rohe. Māori represent 24% of Waikato's population of 460,000 but are disproportionately represented in social statistics of need. By working alongside Iwi, relevant business networks and key central and local government agencies Te Waka looks to become an agent of change within this ecosystem.

Activities to date:

- Social Procurement. The work is supported by the Government's recent announcement to have a procurement target of 5% of government contracts for Māori business. Specific work activities include:
 - Engagement with procurement managers for corporate, government agency and council via Waikato LASS.
 - Presentation to Waikato Plan.
 - A procurement webinar series (engaging Auckland Transport, Kāinga Ora, Amotai – social procurement agency).
 - The creation of a memorandum of understanding with Amotai, who have been selected by central government to lead the relationship building and framework required to meet the 5% procurement target.

Staffing changes

- August 2020 saw the departure of Ashleigh Turner to MBIE, Jason Nepia moved across from Te Puni Kokiri to fulfil the Māori Economic Development Role and started in December.

Iwi Engagement

- Engagement with the following Iwi has occurred, Ngāti Tūwharetoa, Waikato Tainui, Ngāti Hinerangi, Te Arawa River Iwi Trust, Raukawa. A partnership agreement was agreed to with Waikato Tainui in December, with a signing to occur in Jan 2021.

Looking ahead:

- The establishment of a regular resource for the delivery of social procurement via the Te Waka / Amotai partnership.
- The transition of the supplier centric role to Amotai, while Te Waka moves into the role of working with Iwi and relevant business networks identifying Māori businesses that are willing to participate within a supplier diversity framework. This work will include identifying and bridging any capacity and capability gaps that said businesses may have.
- Execution of agreed workplan with Waikato Tainui targeting Māori SME social procurement participation and their capacity and capability for exponential growth.
- Formalisation of partnerships and creation of agreed workplans with 2 more Iwi within Te Waka's boundaries.

Regional Business Support Network

Te Waka is the delivery agency for the Ministry of Business Innovation and Employment (MBIE) and New Zealand Trade and Enterprise's (NZTE) Regional Business Programme (RBP) and Callaghan Innovation Programme. The second half of 2020 saw a further extension of Government's Covid-19 business support package.

Activities to date:

- Over 3000 businesses were met, and the majority received some level of funding.
- A total of \$8.8m of support was provided to Waikato businesses. This was made up of RBP; \$260k, Tourism \$560k, COVID \$5.1m, Callaghan \$2.9m.
- Te Waka relied heavily on the ecosystem resources, pulling together a team of skilled advisors to support the region through this time and leveraging connections with the following, allowing TW to deploy services across all districts rapidly;
 - Hamilton & Waikato Tourism
 - Ahikōmako (Te Wānanga Aotearoa)
 - SWIFT
 - Enterprise Great Lake Taupo
- Callaghan Innovation activities across Waikato businesses continued at twice the pace of any previous year with project grants, student support and the R&D loan package all being delivered through this period.
- 58 Mentees were matched with Business Mentors.
- Hubs in Morrinsville and Te Aroha, Coromandel, Whitianga and Whangamata were re-launched once TW resumed face to face meetings.

Looking ahead:

- Covid-19 activities have provided a significant number of new connections to business and enhanced region wide engagement and opportunities to work smarter.
- Taking these lessons and building them into an enhanced regional delivery system to improve greater targeting and impact.

Gather Intelligence Share Insights and Advocate

Te Waka in partnership with Waikato Regional Council has continued to gather and disseminate data, insights and intelligence to monitor the Waikato's economic progress including insights into the labour market, unemployment figures, job advertisements, business indicators, trade indicators, exchange rates and housing market indicators.

Activities to date:

- The first Regional Business Sentiment Survey was completed in August with 589 responses received. Overall Waikato businesses felt more confident in their own business performance and less confident when considering either their sector or the region's performance. Confidence was lowest when considering the performance of the national economy as a whole.

Looking Ahead:

- Te Waka will continue to track the region's economic progress. The Economic Radar will move to a quarterly profile alongside the Quarterly Economic Insights.
- The Sentiment Survey will be repeated in February 2021 and then on a six-monthly basis.
- Continue to profile and celebrate Waikato's success via Waikato.com.

The Waikato Story

A key focus of Te Waka is to advocate strongly for the region ensuring a clear and compelling "Why the Waikato" proposition. This requires telling /selling a integrated regional economic story - aimed at attracting talent and business.

Activities to date:

- Waikato.com was launched in July 2020, bringing together Waikato Story, Te Waka and Waikato Business Support into one platform and a one stop shop for business in the Waikato. Functionality within the site offers users the ability to submit their own story and business capability events to the site for approval. The Waikato.com platform now hosts over 500 news stories; Te Waka is sharing these stories through various platforms and engaging with others to access the platform to share content.

- As part of the website development a 'Why Waikato' pitch was developed with 5 USPs developed; Well-Connected, Cost Competitive, Ambitious Workforce, Thriving Industry Sectors, Liveable.

Looking Ahead:

- Continue to develop content for the Waikato Story aligned to the sector activities and in collaboration with partners to meet the needs of industry in profiling the Waikato.

Build Connections and Partnerships; and Drive Collaboration

Te Waka's goal is to implement a proactive stakeholder management program to build relationships based on trust and mutual respect to enable partnerships and collaboration across a broad set of stakeholders including central and local government, Iwi, Hapu, Māori and business and industry.

Activities to date:

- Local Government - Meetings with all Mayors & CEs to explore opportunities for strategic alignment.
- Presentations to Councils to socialise new Te Waka strategy which was well received.
- District priorities explored in preparation to develop collaborative work programme for 2021.

Regional projects

- Interim Regional Skills Leadership Group – Michelle Hollands is Te Waka's representative on the iRSLG. The iRSLG is part of Central Government's Review of Vocational Education and the Leadership Group (Sector, Community, Iwi and Workforce Leaders) provides advocacy on behalf of the region to Central Government and guides initiatives and investments to improve the Waikato's Labour outcomes. Over the last six months the iRSLG has refined its understanding of the size, shape and progress of the Waikato Labour Market since COVID-19 through tracking and monitoring.
- Regional Housing Initiative – Michelle Hollands is Te Waka's representative on the RHI Working Group. A one-page strategy has been refined, and strengthened relationships with Central Government re the importance of housing (affordable and social) to New Zealand/Waikato.
- Waikato Wellbeing Project – Youth and Employment Manu Taki. Te Waka has partnered in the Waikato Wellbeing Project as a Manu Taki (Leader) in the Youth and Employment Project workstream. The community work programme for this workstream has seen a number of highlighted partnership actions form over the last six months.
- Te Waka will continue to support these three targeted regional projects. The aim: to connect Central Government agency and Ministers to the programmes; to leverage funds to enable outcomes; to connect and collaborate with partnered initiatives to drive change.

Regional Partnerships and Collaboration

- The Regional Engagement Strategy has been developed and adopted.
- An Outreach Plan has been designed to look at the delivery of Business support services into districts.
- Communities of Learning have continued and been reviewed to enhance region-wide relationships within the Economic Dev community.

Well Managed and Financially Sustainable

A key focus over the past six months has been to sharpen Te Waka's focus to ensure we add value and achieve impact. Te Waka's refreshed strategy has been discussed with central/local/regional government partners to reconfirm Te Waka's mandate as the Regional Economic Development Agency for the Waikato. All territorial local authorities have confirmed their support for Te Waka and willingness to partner and collaborate to achieve improved and shared outcomes across the region.

With limited financial and human resources, Te Waka has worked to firm up its financial position through tight budgeting and focussed allocation of resources aligned to strategy. This has meant carefully managing expectations and adopting a collaborative approach to delivery with partners as we cannot do it all.

CEO and Board changes

- Michael Bassett-Foss finished with Te Waka at the end of September after two years in the role.
- Director Kim Hill stepped down in October. Kim was a member of the establishment board and Te Waka Board for two years.
- Kiri Goulter (Deputy Chair) has stepped into an interim Executive Director (part time) until a new CEO is recruited.

Looking Ahead

- Confirmation of funding support from local/regional government through the long-term planning process.
- Discussions with Central Government re their regional economic development strategy/priorities and partnership support.
- Appointment of a new director.
- Appointment of a Chief Executive.
- Ensuring board, management and team are fit for purpose.
- Securing additional funding to enable Te Waka to deliver on its strategy and purpose more effectively.

Document No: A520217

Report To: Council



Meeting Date: 27 April 2021

Subject: **Presentation: Hamilton & Waikato Tourism
– Six Monthly Report**

Type: Information Only

Purpose of Report

- 1.1 The purpose of this business paper is to advise Council that Jason Dawson, Chief Executive and Nicola Greenwell, Development Manager of Hamilton & Waikato Tourism (HWT) will be in attendance at 9.15am to present and speak to the HWT Six Monthly Report.

Suggested Resolutions

The Presentation from Hamilton & Waikato Tourism – Six Monthly Report be received.

A handwritten signature in blue ink, appearing to read "H. Beever".

HELEN BEEVER
GENERAL MANAGER – COMMUNITY SERVICES

April 2021

Attachment: 1. Hamilton and Waikato Tourism Six Monthly Report

Hamilton & Waikato

TOURISM

Six Monthly Report to Waitomo District Council

1 July – 31 December 2020

Hamilton & Waikato Tourism (HWT) is the region's Regional Tourism Organisation (RTO) whose role is to generate competitive economic benefit through visitor sector strategies focused on increasing visitor length of stay and spend.

Hamilton & Waikato Tourism is a subsidiary company under the Council Controlled Organisation (CCO) of Waikato Regional Airport Limited. It has a commercial board with Annabel Cotton as its Chair.

HWT is funded through a public/private partnership with the region's tourism industry and seven local authorities including Hamilton City and Matamata-Piako, Ōtorohanga, Waikato, Waipā, Waitomo and South Waikato Districts. This is the six-monthly report from 1 July to 31 December 2020.

Key highlights (Jul – Dec 2020)



Executive summary

Hamilton & Waikato Tourism has been relentless in leading the restart and rebuild strategy for Waikato's visitor economy. From supporting our tourism and event businesses through the initial lockdown, lobbying for additional Government support and now working hard to attract domestic visitors back to the region post-COVID, we've launched a number of marketing campaigns targeting the leisure, business and events market in key 'drive and fly' markets.

Waikato residents positively responded and supported our 'Mighty Local' campaign during Alert Levels 3 & 4. We have recently completed our 'It's Just Magic' summer campaign in the leisure market for domestic travellers outside of the Waikato, the 'Mighty Welcome' campaign in the business events market and a new 'deals' section on our website www.waikatoz.com are helping to drive increased visitation and spend.

We have also partnered with Tourism New Zealand's 'Do Something New, New Zealand' campaign to successfully drive demand to our tourism sector. The campaign video has been viewed more than 16.2 million times. The Waikato also featured in the 'Do Something New, New Zealand' music video written by comedians Madeleine Sami and Jackie van Beek which appeared on television and social media throughout summer.

Prior to COVID-19, around 75% of visitors to the Waikato region were from domestic travellers. With around 2.6 million people living within a three-hour drive radius of Hamilton and the Waikato region, we were already a significant domestic drive market for the Upper North Island.

The Waikato also scored the second highest level of domestic visitors during the July school holidays (4 – 19 July 2020) across New Zealand in a recently published report by Data Ventures. This followed the success of domestic travel returning into the region during Queen's Birthday weekend.

According to the report, Waikato achieved 19% growth in domestic visitor numbers during the July 2020 school holidays compared to July 2019, with an average of 55,140 domestic travellers visiting during the holidays, compared to 46,350 visitors this time last year. We were only second in the country to Auckland who attracted 79,160 domestic visitors into their region.

August domestic visitor spend remained flat compared with last year, given Aucklanders were unable to travel for a large part of the month. Although, the September school holidays were softer with regards to demand it was actually an incredibly encouraging result given this was traditionally during our quietest travel period.

In October, an Industry Confidence Survey was undertaken by Tourism New Zealand. Key findings showed although we have seen an increase in domestic tourism, it's still not enough to off-set the loss of international spend for tourism operators. However, it was pleasing to see business confidence was stronger in the Hamilton & Waikato Tourism region compared to other parts of the country.

Economic impact for the tourism sector is ongoing, however it has been estimated that 42% of New Zealand's visitor economy comes from international tourism and there is an expected gap of \$12.9 billion in visitor expenditure. Tourism is vital to the region's recovery with every \$178,000 of tourism spend creates a job which equates to 40 international visitors or 480 domestic overnight trips. International visitors spend on average \$232 per day which is over three-times more than local residents at \$74 per day or domestic travellers at \$155 per day.

Performance targets

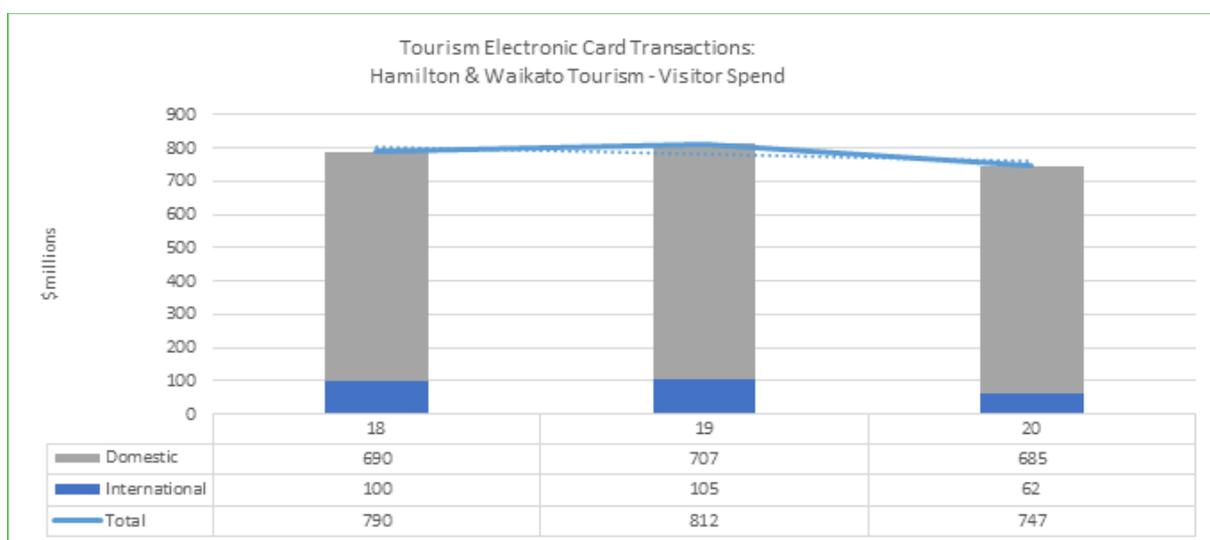
Given the restart journey for the visitor economy post-COVID, Hamilton & Waikato Tourism (HWT) revised five performance targets which are set in the 'Schedule of Services for Local Government 2020-2021'. The results are provided below.

Measure	Result						
 Visitor nights 0% increase of total visitor nights' vs national compared to 2019-20	 545,200 guest nights 39,900 guest nights in Waitomo <small>(ADP; July - December 2020)</small>						
 Visitor spend 0% increase in visitor spend across the region compared to 2019-20	 -8% down on previous year \$747million annual expenditure <small>(MBIE; TECT; Year ending December 2020)</small>						
 Conventions, incentives & business events Rebuild & restore market share of total business events to 5%	 15% market share Fourth largest region behind Auckland, Wellington & Christchurch <small>(Business Events Data Programme Q4 2020)</small>						
 Industry investment \$100,000 of industry contribution towards marketing activities & campaigns	 \$75,000 domestic campaigns, famil in-kind contributions & visitor guide sales <small>(Year to date December 2020)</small>						
 Media & travel trade 10 media outlets hosted + 50 travel trade trained or hosted	 <table border="0"> <tr> <td>14</td> <td>10</td> <td>417</td> </tr> <tr> <td>media outlets hosted</td> <td>agents hosted</td> <td>agents trained</td> </tr> </table> <small>(As at 31 December 2020)</small>	14	10	417	media outlets hosted	agents hosted	agents trained
14	10	417					
media outlets hosted	agents hosted	agents trained					

Visitor statistics and expenditure

The Ministry of Business, Innovation and Employment (MBIE) have discontinued the Monthly Regional Tourism Estimates (MRTEs) as they were becoming unreliable within the Covid-19 environment. They have replaced the data with an interim data set capturing electronic card transactions. The key difference is that this data does not make any estimates for online or cash spending. This interim data set provides some district level information but is more limited than the older MRTEs. MBIE have provided three years of TECT data for comparisons.

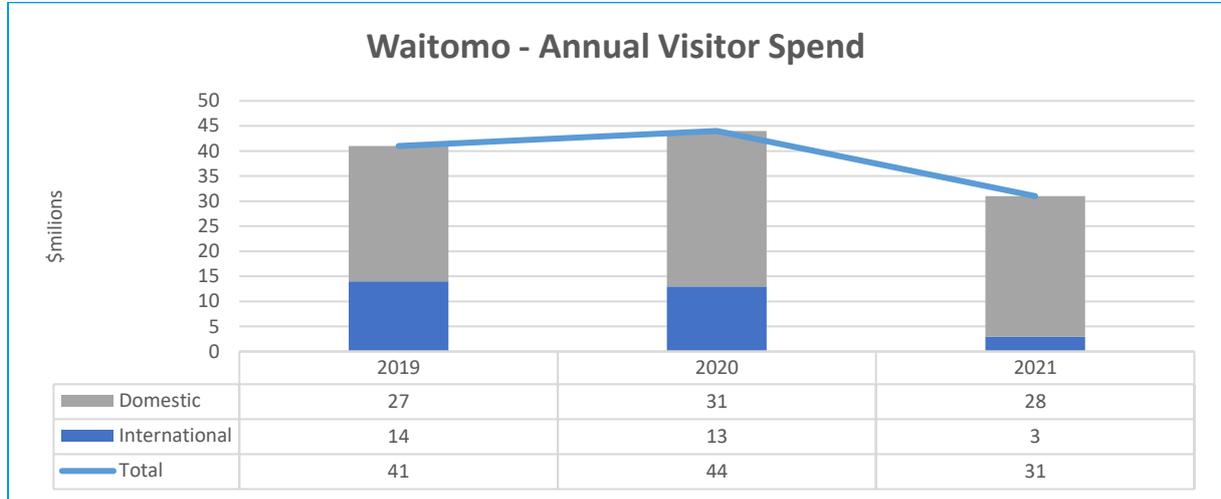
Compared to 2019, tourism spending dropped 8% for Waikato for the year ended December 2020. In comparison with other regions, Fiordland was down 40%, Auckland and Queenstown both decreased 29%.



Source: Tourism Electronic Card Transactions, MBIE (December 2020)

Visitor expenditure in Waitomo

Annual visitor expenditure for Waitomo declined 37% to year end December 2020. For the year ending December 2020, the visitor economy injected \$32 million into Waitomo’s economy, with \$28 million generated by domestic visitors and \$3 million from international travellers.



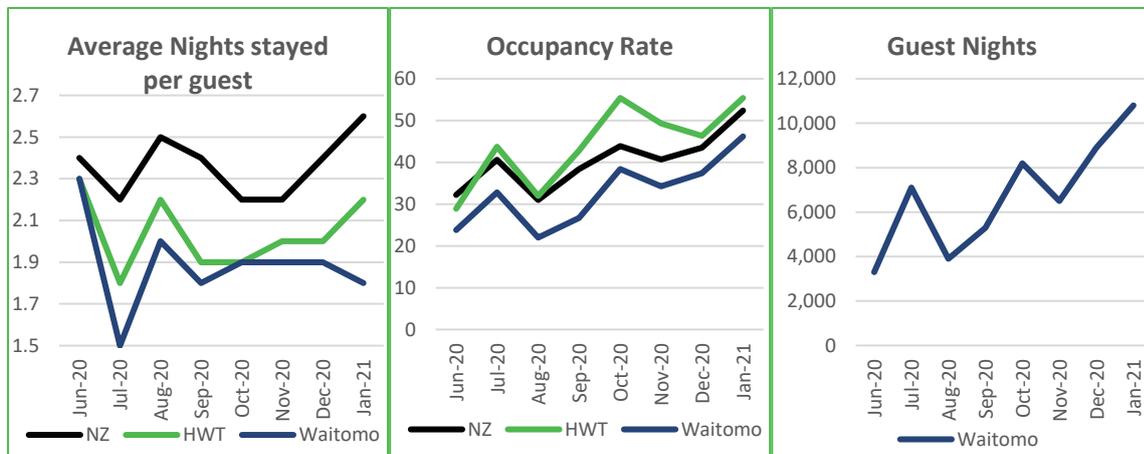
Source: Tourism Electronic Card Transactions, MBIE (December 2020)

Commercial accommodation in Waitomo

The new national ‘bed nights’ measurement tool, the Accommodation Data Programme (ADP) began providing monthly measurements from June 2020.

Waitomo has 16 commercial accommodation providers contributing data into this programme (unlike the old Commercial Accommodation Monitor, this is not a legal requirement). The Occupancy rate for Waitomo accommodation providers in December 2020 was 37.4%. People stayed an average of 1.9 nights per visit/stay.

For July to December 2020, there was a total of 39,900 guest nights in Waitomo District.

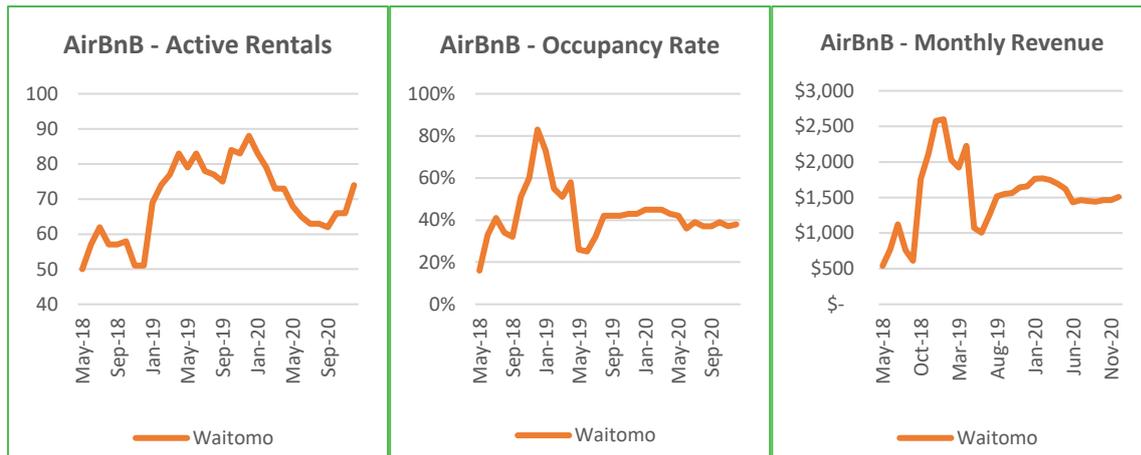


Source: Accommodation Data Plan, MBIE (December 2020)

Non-commercial accommodation in Waitomo

Waitomo also had 74 properties listed on AirBnB during December 2020 as alternative accommodation to the traditional commercial offerings. This has declined from 88 listings (down 14) in December 2019 due to the impacts of COVID-19.

These properties experienced 38% occupancy during December 2020. For the 12 months November 2019 to December 2020, the average occupancy rate for AirBnB properties in Waitomo was 40%.



Source: AirDNA (December 2020)

Trade & leisure marketing

Domestic marketing

External domestic markets: Open for Exploration Campaign

Our domestic marketing campaign, 'Open for Exploration', ran from June to August targeting the key drive markets for the Waikato (Auckland, Bay of Plenty, Rotorua, Taupo and Taranaki).

This campaign ran across Facebook, Instagram, Google Display & Search, YouTube and digital placements with NZ Herald, the campaign was designed to complement the 'Do something new, New Zealand' national campaign by encouraging visitors to see new things in familiar places, while also exploring the known and unknown adventures of the Waikato.

The campaign creative included user generated content (UGC) imagery, videos featuring our tourism operators welcoming visitors back and the 'Do Something New NZ' device.

External & internal domestic markets: School Holidays Promotions

Given the environment and the importance of the September school holidays for operators, HWT undertook a specific digital 'school holidays' campaign. The campaign targeted drive markets as well as Waikato residents to promote travel to and within the Waikato and channels included social media advertising and e-DMs.

Hot Deals Platform

We launched a free, user-generated platform designed to showcase operators' latest promotions, experiences, deals and information to HWT's consumer audience while optimising their Google My Business (GMB) posts at the same time.

The platform integrates a wide variety of Waikato businesses – from activities and accommodation to tour operators, as well as retail and hospitality providers. Operators are able to upload their own offer, experience, deal or upcoming event through the platform and the information displays on waikatonz.com as well as their GMB listing. HWT understands this to be the first platform in NZ that allows for this to happen, providing time and process-efficiencies for operators across the two channels.

External domestic markets: Summer 'It's just magic!' campaign

Our Summer inspiration campaign 'It's just magic,' targeting key drive markets inspiring them to visit the Mighty Waikato as part of their summer travel plans, was live from 18 November to 14 December. Like the rest of New Zealand, we have never had to promote the region to domestic visitors over the summer period as our tourism operators are normally busy with international visitors.

The Summer campaign was primarily video-led and focused on highlighting personal experiences of previous visitors to the region. We know the Waikato is well placed for a short break, so this campaign targeted this type of travel rather than the traditional week-long breaks taken over the summer period.

Internal domestic market: Christmas Campaign - Gift Guide

Our annual Christmas Gift Guide campaign launched into the local Waikato market on 30 November and concluded on 21 December. With the theme of 'Give the gift of Magic' the campaign encouraged Waikato residents to gift experiences from local tourism businesses or tickets to upcoming local events. This campaign targeted the internal domestic market for the Waikato through Facebook and Google adverts and advertising in local newspapers including the Cambridge Edition, Hamilton Press, Matamata Chronicle and Waikato Times.

Internal domestic market: Summer 'It's just magic!' Campaign

The Summer "Explore Your Own Backyard" campaign used the same personal concept as the external Summer campaign with video pieces from locals who had visited and loved Waikato various attractions. Aimed to encourage locals who weren't travelling out of the Waikato during this time to explore the region over the festive holiday season, this campaign launched in late December and ran through January. The online campaign featured domestic operator partners and the region's natural assets such as walks, waterfalls, beaches and cycleways as well as summer events and school holiday activities.

‘Get Out More NZ’ Domestic Campaign - Central North Island collective

For the first time, we partnered with our neighbouring regions Bay of Plenty, Rotorua, Taupō, Ruapehu and Tairāwhiti Gisborne in the domestic market. Targeting drive markets through online and print channels, the ‘Get out More NZ’ campaign ran from September until mid-December. A second phase is planned for 2021. As part of our collaborative activity, the group exhibited at the Motorhome & Caravan Show at Mystery Creek in the destination marquee. Using a life-size viewmaster and the theme of ‘view something new’ as the hook, the aim was to raise awareness and drive preference for holidays in the Central North Island.

Tourism New Zealand - Urban Experiences Campaign

As a region with a main metro, we worked with Tourism New Zealand and the other four main cities across the country (Auckland, Wellington, Christchurch and Dunedin) on an ‘Urban Experiences’ campaign to showcase urban short breaks and holidays and encourage city visitation. The first phase of the campaign launched in mid-October using the content platform Neat Places and showcased each city through five local experts’ guides of their favourite things. A second phase is planned for mid-January with a wider integrated and multi-channel approach.

Tourism New Zealand - Summer Campaign

Tourism New Zealand worked with Regional Tourism Organisations (RTOs) across the country to develop the content for their Summer campaign. The production crew visited the Waikato during early October filming in three locations to showcase different ways to ‘do something new’ in the region over summer. Surfing in Raglan was a key feature of the creative, as well as visiting Hamilton Gardens and kayaking with Lake District Adventures. This campaign launched into market late November to play off the back of their ‘firework’ song launch in early November in which the region also features.

Content Creators Project

We are working with Tourism New Zealand and social media agency Socialites on a content creation project. The programme matches micro-influencers around New Zealand with operators in each region who need assistance with creating visual content for their social media channel. The content created by the influencers when they visit the operator can be used by the operators, HWT and Tourism New Zealand as well.

Tourism New Zealand are funding five influencers per region and HWT is funding another five so the region will receive a total of ten content creation pieces. Matching is currently underway with all content to be created by the end of January. The project includes some workshops and resourcing to lift capability and upskill operators in their own social media content creation and utilisation as well.

Regional Events

We have supported regional events during July-December by profiling them in campaign activity, on social media and coverage on waikatonz.com. Events are an important driver for domestic visitation as well as local expenditure, and post-COVID provide great reasons for repeat visitation to a region. A specific ‘Summer of Events’ campaign is underway.

Annual Visitor Guide

50,000 copies of the 2021 Official Regional Visitor Guide were distributed in late December 2020. This is a reduced number from the 2020 distribution due to the impacts of COVID-19. They have been distributed nationally through i-SITEs and airports, displayed at visitor attractions, used at trade shows, and conference delegate packs. This guide remained a cost-neutral project with cheaper advertising sales funding production and distribution.

Media

Post-lockdown, we have had a successful year for domestic travel media coverage with a number of media pitches, famils and hosting. Domestic media platforms and publications are hungry for content and we have been quick to take up this opportunity. Coverage so far includes content in NZ Herald Travel Supplements, NZ House & Garden, Cuisine Magazine, NewsHub, Good Magazine, AA Directions and coverage across the Stuff network in print and online.

International marketing

While no physical training or sales activity with international travel trade has been possible (on or offshore), we have continued to undertake virtual trade training and promotional activities over the last couple of months.

Webinars

HWT was selected to work with Tourism New Zealand on the following trade webinars:

- **TNZ North America – Relaxation & Romance webinar**
 - 180 agents from around North America tuned in for the NZ Relaxation & Romance webinar which featured a live cross to Waikato and the Hamilton Gardens along with five other destinations around the country.
- **TNZ Australia Virtual Famil**
 - This the first ‘virtual famil’ activation where six regions across New Zealand were selected as part of a Relaxation & Romance themed event. For Waikato, we featured Zealong Tea Estate where HWT and a representative from Zealong toured the plantation and took part in a tea tasting together.
- **TNZ UK/Europe – Wildlife webinar**
 - The Waikato was selected to be the only RTO to present to 140 travel sellers around the UK/Europe in TNZ’s Wildlife webinar. HWT presented on the wildlife experiences available in the Waikato including Sanctuary Mountain Maungatautari and trade-ready experiences that showcase glowworms such as Waitomo operators and Lake District Adventures.

Accor Famil

We hosted an Accor-organised famil in November with 12 key Inbound Tour Operators (ITOs). During the visit, we showcased Zealong Tea Estate and Good George Brewery, including their tours and experiences. The itinerary included Novotel Tainui Hamilton to view the new executive rooms and we presented on what the wider region has to offer. As a result, several of the ITOs have reached out about follow-up opportunities and itinerary creation for their NZ-based clients and international clients when borders open.

Marketing activity for Waitomo District

A summary of specific trade and leisure marketing for Waitomo is detailed below.

Target market	Campaign or activity	Waitomo experiences profiled
Media – domestic & international famils	Media hosting and famils profiling Waitomo: <ul style="list-style-type: none"> • Bare Kiwi • Stuff.co.nz Roadie • NZ Herald famil • Cuisine 	Waitomo Adventures, Waitomo Glowworm Caves, Marokopa Falls, Mangapohue Natural Bridge, Ruakuri Cave, Huhu cafe
Media - domestic	Waitomo was profiled as part of regional promotions in the following publications: <ul style="list-style-type: none"> • NZ Herald Travel Supplements • Avenues Magazine • NZME 'Retro Revival' • Family Times • Stuff.co.nz 	The Timber Trail, Te Tiro, Waitomo Adventures, Legendary Black Water Rafting Co, Waitomo Glowworm Caves, Marokopa Falls, Mangapohue Natural Bridge, Ruakuri Cave
Travel Trade – webinars	Trade training webinars throughout the period <ul style="list-style-type: none"> • TNZ North America • TNZ UK/Europe 	Trade-ready products: Waitomo Glowworm Caves, Ruakuri Cave, Legendary Black Water Rafting Co, Waitomo Adventures, Caveworld, Spellbound
Travel Trade – Explore Central North Island Alliance	HWT are part of the Central North Island RTO alliance known as 'Explore Central North Island' which includes the two touring routes – The Thermal Explorer Highway and the Pacific Coast Highway. Trade training webinars Jul-Dec: <ul style="list-style-type: none"> • Thermal Explorer highlights • Waikato region update 	Trade-ready products: Caveworld, Spellbound, Waitomo Glowworm Caves, Ruakuri Cave, Legendary Black Water Rafting Co, Waitomo Adventures
Domestic consumer - Local, Hamilton & Waikato	<ul style="list-style-type: none"> • School Holidays – Sept 2020 • Hot Deals – Oct 2020 • Christmas Gift Guide – Dec 2020 • Locals – It's just magic! – Dec 2020 – Jan 2021 	The Timber Trail, Waitomo Glowworm Caves, Ruakuri Cave, Waitomo Adventures, Caveworld, Legendary Black Water Rafting Co, Troll Cave, Marakopa Falls, Mangapohue Natural Bridge, Carols in the Cave, Waitomo District Christmas Parade

Target market	Campaign or activity	Waitomo experiences profiled
Domestic consumer - External Drive & Fly Markets	<ul style="list-style-type: none"> • Open for Exploration Campaign – July - August 2020 • School Holidays – Sept 2020 • Hot Deals – Oct 2020 • It's just magic! – Nov – Dec 2020 	Marakopa Falls, Mangapohue Natural Bridge, Waitomo village, Waitomo Glowworm Caves, Ruakuri Cave, The Timber Trail, Waitomo Adventures, Troll Cave, Legendary Black Water Rafting Co, Caveworld
Domestic consumer – Chinese New Zealanders	Ongoing campaign activity has continued through our Weibo social media channel, blogs, forums etc	Mangapohue Natural Bridge, Omaru Falls, Waitanguru Falls, The Timber Trail, Waitomo District Christmas Parade, Carols in the Cave, Waitomo Glowworm Caves, Ruakuri Cave, Waitomo Adventures, Legendary Black Water Rafting Co, Caveworld
Domestic & International consumer and trade	2021 Hamilton & Waikato Regional Visitor Guide	Waitomo district and towns profiled in 'Regional highlights' 'Events' and 'Waitomo' sections. Waitomo district-based tourism operators have advertised in their respective section
Domestic & international consumer, travel trade and media	Quarterly e-newsletters distributed to our consumer, trade and media databases	Troll Cave, Marokopa Falls, Waitomo Glowworm Caves, Waitomo Adventures, Spellbound, Underground Sounds, Legendary Black Water Rafting Co, Waitomo Homestead Cabins, Waitomo Trail Run
Domestic & International consumer	Waitomo profiled through HWT's website and various social profiles including Facebook, Instagram, Twitter & YouTube	The Timber Trail, Marokopa Falls, Omaru Falls, Waitomo Trail Run, Waitanguru Falls walking track, Waitomo District Christmas Parade, Carols in the Caves, Mangaokewa Reserve, Mangapohue Natural Bridge, Waitomo Adventures, Waitomo village, Waitomo Trail Run

Conferences, incentives & business events

Conference leads and rehousing

During June through December 2020, Business Events Waikato managed 16 leads and 26 referrals. Our business events team successfully relocated 16 business events after Jet Park Hotel Hamilton Airport became a designated Managed Isolation Facility. We were able to re-house most of the events within the Waikato.

We are fortunate the Waikato is predominantly a domestic conference destination and easy to get to from key markets. Our marketing activity is focused on multi-day association and the corporate conference market.

Unfortunately, three of our largest commercial accommodation providers are now unavailable as they are Managed Isolation Facilities which has impacted on the conference market, significantly reducing our offer. Hosting some of the larger conferences is now very challenging due to limited accommodation availability.

In addition to our limited commercial accommodation inventory, the biggest threat to the conference market is uncertainty. Event organisers cannot confidently book conference venues and accommodation, plus they are afraid of the force majeure clauses in contracts. Currently venues are experiencing short lead-in times which brings its own challenges.

Business Events Waikato Showcase

The Business Events Waikato Showcase scheduled for 24th September 2020 had to be cancelled due to the change in COVID-19 alert levels. The business events team will look to hold an exhibition including Waikato business events partners within the 2021 calendar year. The target market for this event will be local organisers, meeting planners, EAs and PAs based within driving distance of the Waikato. We will predominantly target corporates who organise one day meetings through to multi-day conferences and events.

Convention Bureau activity

Summary of specific conference marketing activity (1 July 2020 to 31 Dec 2020)

Activity	Detail
Enquiries	50 enquiries managed
Buyers Hosted	<ul style="list-style-type: none"> September 2020: Five Waikato PCOs hosted for International Hobbit Day December 2020: Six buyers hosted for BE:Reconnected Tradeshow in Auckland
Trade Shows	<ul style="list-style-type: none"> November 2020: Regional Waikato stand and shared 'Meet North South' stand with Dunedin at Australasian Society of Association Executives (AuSAE) LINC Conference, Wellington December 2020: Regional stand at BE:Reconnected Tradeshow held in Auckland

Hosted Events	<ul style="list-style-type: none"> October 2019: Wellington Soiree, attended by over 50 buyers Co-hosted with six business events Waikato partners
AuSAE NZ Networking Activity	<p>AuSAE – Australasian Society of Association Executives</p> <ul style="list-style-type: none"> November 2020: AuSAE LINC Conference, Wellington December 2020: Networking Lunch, Auckland
Partner Communication & Development	<ul style="list-style-type: none"> July 29th: BE Waikato Partner Zoom October 22nd: HWT Symposium December 8: Christmas Partner Breakfast <p>60 Business Events Waikato Partners, including Waitomo partners: Discover Waitomo and Waitomo Adventures</p>

Rebuilding the Waikato visitor economy

Hamilton & Waikato Tourism has been instrumental in leading the response, restart and rebuilding of the regional tourism and events sector. The impacts of the COVID-19 pandemic were swift and severe for the entire visitor economy which includes tourism businesses, activities and attractions, accommodation providers, retail and hospitality, transport operators, conferences and business events, major events and venues, education institutions, plus the many suppliers who partner with the sector.

There are a number of key initiatives underway to support the rebuild and reimagining of Waikato's tourism sector.

Strategic Tourism Assets Protection Programme (STAPP)

The \$230m Strategic Tourism Assets Protection Programme (STAPP) was announced in the Government's budget in May to protect the assets in the tourism landscape that form the core of our essential tourism offerings to ensure their survival through the disruption caused by COVID-19. Grants and loans were allocated to tourism businesses, Inbound Tour Operators and Regional Tourism Organisations.

TOURISM BUSINESSES

130 tourism businesses received a total of \$261m in support comprised of a mix of grants and loans. The Waikato region were successful with initial funding support provided to the following tourism businesses:

- Discover Waitomo: up to \$4m over two years (year one will be a grant and year two will be a loan if required)
- Ōtorohanga Kiwi House: \$500,000
- Waitomo Adventures: \$500,000
- Spellbound Glowworm and Cave Tour, Waitomo: 401,440
- Caveworld Waitomo: \$290,000

REGIONAL TOURISM ORGANISATIONS

Hamilton & Waikato Tourism successfully applied for a maximum of \$700,000 to address the significant shortfall in industry investment. The criteria for applying for the grant was to retain existing local government investment.

The financial support can only be used to enhance work from the Aotearoa New Zealand Government Tourism Strategy in the following three priority areas:

1. domestic marketing;
2. industry capability; and
3. adopting a destination management approach.

Out of the 27 programmes of work we are looking to undertake under the three tagged areas listed above, 11 are collaboration projects with other regions which border the Waikato.

Specific STAPP projects we will deliver for Waitomo District include:

- Development of an Ambassador programme for Waitomo and Otorohanga Districts: www.nzambassador.com
- Review and refresh of touring routes (collaboration project with Visit Ruapehu and Destination Rotorua)
- Co-curate and development of food tourism experiences, including itineraries, marketing initiatives and product development (collaboration project with Destination Rotorua)
- Domestic marketing to build demand and attract visitation to the district, including event promotion and a joint Auckland drive market campaign with Auckland Unlimited (previously ATEED)
- Participation in the national and Central North Island domestic marketing campaigns driving visitation into the district
- Regional tourism marketing advisory services for tourism businesses
- Launching a regenerative tourism leadership programme to enhance sustainability initiatives for tourism operators

All other projects from participation with Tourism New Zealand's national domestic marketing campaign, partnerships with AA Traveller and the NZ Motor Caravan Association through to procurement of visitor travel data, will benefit the district and wider region as well.

Adopting a destination management approach for Waikato

Destination management brings together different stakeholders to achieve the common goal of developing a well-managed, sustainable visitor destination. It is an ongoing process that requires destinations to plan for the future and considers the social, economic, cultural and environmental risks and opportunities.

Adopting a destination management approach enables communities and destinations to respond to changing conditions and determine the type of tourism they would like to have and the benefits they would like to receive, taking an active role in managing these.

Destination management requires a holistic and integrated approach with three interdependent components:

1. **Visitor Experience:** the Waikato's experience offering, including activities, attractions, supporting infrastructure, services and amenities.
2. **Marketing and Promotion:** the destination's marketing and promotional activity, creating demand and enabling the destination to be competitive, productive and sustainable.
3. **Resource Management:** the region's strategy, policy and regulatory frameworks, Te Tiriti o Waitangi, co-governance arrangements, organisational structures and the investments that support the destination.

We have successfully managed to attract funding from the Ministry for Business, Innovation and Employment to undertake this work.

Major and regional events

Hamilton & Waikato Tourism know that hosting major and business events are crucial to lead the economic and social recovery of the Waikato region. Tourism New Zealand research indicates that up to one-third of domestic travel is primarily driven by people looking to participate in events.

Post-COVID, the national funding made available has enabled us to activate our Regional Major Events Strategy.

Domestic Events Fund

The Domestic Events Fund was a \$10 million fund established to support the events sector which had been significantly impacted by the COVID-19 pandemic. It was a contestable fund to provide funding to events that deliver the greatest flow-on benefits to regional economies. This fund was designed to inject immediate cash-flow to the sector and the broader supply chain.

We were part of the regional evaluation panel and recommendations were made to Major Events NZ who approved the funding. Waikato worked with Rotorua, Taupō and Ruapehu. Collectively we had 12 events approved of funding, equating to \$1.25 million. Of these, six were events in our Waikato area.

Regional Events Fund – Thermal Explorer Highway

The four regions of the Thermal Explorer Highway collective including Waikato, Rotorua, Taupō and Ruapehu were approved \$3.75 million for regional events by Tourism Minister Stuart Nash on 18 December 2020.

The Regional Tourism Organisations (RTOs) from Waikato, Rotorua, Taupō and Ruapehu, alongside their council partners, worked together on developing a collaborative regional events investment plan for the next 2-3 years to drive additional domestic visitation into their regions.

This was the first investment from the \$50 million Regional Events Fund to stimulate domestic tourism and travel between regions through holding events. The fund is intended to support the tourism and events sector, while replacing some of the spend from international tourists as a result of COVID-19.

Hamilton & Waikato Tourism were selected as the Lead Entity for the Regional Events Fund across the four regions. We see the collaboration between Waikato, Rotorua, Taupō and Ruapehu will lead to a strong and compelling event proposition for our four regions, who also partnered together for the Domestic Events Fund.

The bulk of the \$3.75 million fund will be used to create a contestable fund with successful events being supported over a three-year period. The focus will be on the development of iconic or anchor events, with a mix of new and expansion of existing events. Another portion of the funding will be used to run capability building workshops and training for event organisers and suppliers, plus develop or update existing regional event strategies; with the remainder to cover administration, legal and event measurement.

Expressions of Interest for the Contestable Fund opened on 2 February 2021 and closed on 12 March 2021.

Regional Business Partner Network

The Government provided funding for subsidised business advice services under the COVID Business Recovery Programme. In the Waikato region, this was delivered through the Regional Business Partner (RBP) programme with Te Waka. Hamilton & Waikato Tourism were sub-contracted to Te Waka for three months to provide advice and support for tourism businesses. In total, 77 tourism businesses were supported through the RBP programme.

Tourism Futures Taskforce

In June 2020, the Minister of Tourism set up the New Zealand Tourism Futures Taskforce (the Taskforce) following the significant change to global travel and tourism in New Zealand as a result of COVID-19.

The main purpose of the Taskforce is to advise on what changes New Zealand can make to the tourism system, so that tourism enriches both New Zealand and the wellbeing of New Zealanders.

The Taskforce is co-chaired by Rotorua Mayor Steve Chadwick and Grant Webster from Tourism Holdings Limited. It will make recommendations to address the long-standing productivity, inclusivity and sustainability (environmental, social and economic) issues present in some parts of the tourism sector.

The Taskforce will use a design-thinking approach to draft recommendations, which will be aligned with the four capitals – economic, environmental, social and cultural – set out in the Treasury’s Living Standards Framework.

The Taskforce released an interim report on the future of tourism in New Zealand in April 2021: www.mbie.govt.nz/immigration-and-tourism/tourism/tourism-recovery/tourism-futures-taskforce/tourism-futures-taskforce-interim-report/

Conclusion

As we continue to lead the rebuilding and reimagining of our tourism industry post-COVID, our key focus areas for the coming six months include:

- continuing to work with our industry to stimulate domestic demand through the autumn and winter seasons;
- support tourism businesses through the impacts of the COVID-19 and lead industry capability building;
- develop a destination management plan approach by merging our existing Visitor Strategy and Tourism Opportunities Plan;
- investigate, review and enhance existing and new touring routes around the region and across borders;
- support event organisers, venues and suppliers to restore our market share in the business events sector;
- support the development of large-scale commercial accommodation to increase average length of stay;
- assist new visitor experience development across the region;
- lead the implementation of the Regional Events Fund for Waikato, Rotorua, Ruapehu and Taupō;
- deliver the additional 27 programmes of work funded under STAPP to boost our economic and social recovery; and
- continue to lobby and advocate for the tourism sector with Government.

On behalf of the board and management of Hamilton & Waikato Tourism, we would like to thank Waitomo District Council, our local government partners and the industry for their continued support, especially as we continue to work our way through the long-term impacts of COVID-19.

Your proactive and supportive approach during COVID-19 has been greatly appreciated by the tourism sector and our community.

Jason Dawson
Chief Executive
Hamilton & Waikato Tourism
March 2021

Document No: A520053

Report To: Council



Meeting Date: 27 April 2021

Subject: Declaration of Members' Conflicts of Interest

Purpose of Report

- 1.1 The purpose of this business paper is for elected members to –
- 1 Declare interests that may be deemed a potential conflict with their role as an elected member relating to the business papers for this meeting, and
 - 2 Declare any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 29168.

Commentary

- 2.1 **Conflicts of Interest**
- 2.2 Every elected member has a number of professional and personal links to their community. They may own a business or be a member on a board or organisation. They may have a pecuniary (financial) interest or a non-pecuniary (non-financial) interest. These interests are a part of living in the community which they need to make decisions about in their role with Council.
- 2.3 Elected members are governed by the Local Authorities (Members' Interests) Act 1968 and are guided by the Auditor-General in how this Act is administered. In relation to pecuniary interests, the two underlying purposes of the Act are to:
- ensure members are not affected by personal motives when they participate in local authority matters; and
 - in contracting situations, prevent members from using their position to obtain preferential treatment from the authority (the Council).
- 2.4 Non-pecuniary interests relate to whether an elected member could be in danger of having a real or perceived bias for an issue under consideration.
- 2.5 Elected members will also have interests that are considered no greater than the public at large. For example, most elected members will own a property and therefore be a ratepayer in the Waitomo District.
- 2.6 Conflicts of interest at times cannot be avoided, and can arise without anyone being at fault. They need not cause problems when they are promptly disclosed and well managed.
- 2.7 **Declarations of Interests and Conflicts**
- 2.8 At the beginning of each triennial council term, elected members are requested to disclose known interests on behalf of themselves (including spouses and partners). It is up to the elected member to judge whether they have any interests

to declare. Some elected members may not have any, other elected members may have many.

- 2.9 As well as this, elected members may decide that they have an interest in a particular issue or item to be discussed at a meeting. There is a standing item on every meeting agenda for elected members to declare conflicts of interest.
- 2.10 These declarations should be clear as to whether there is just an “interest” with no pecuniary benefit and no greater benefit than to any member of the public, or they may be a Council appointed representative to an organization, or whether there is a “conflict of interest” in that there could potentially be a pecuniary or other direct benefit to the elected member.
- 2.11 Members who have declared a “conflict of interest” at the commencement of a meeting should make a further declaration when that item of business is considered and leave the meeting table (or the meeting room) and not take part in any discussion, debate or voting on the matter of conflict.
- 2.12 Attached to and forming part of this business paper is information to assist elected members in determining conflicts of interest.

Declarations

Mayor Robertson will invite elected members to give notice of any conflicts of interest relating to the business for this meeting.

In the event of a Declaration being made, the elected member must provide the following information relating to the Declaration:

Elected Member Name:		
Item(s) of Business on the Order Paper	Reason for Declaration	Interest Only or Conflict If Conflict: Pecuniary or Non-Pecuniary
Item No –	•	•

MICHELLE HIGGIE
MANAGER – GOVERNANCE SUPPORT

Local Authority (Members' Interests) Act 1968
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- 3.1 The Local Authority (Members' Interests) Act 1968 helps to protect the integrity of local authority decision-making by ensuring that Councillors are not affected by personal motives when they participate in Council decision-making and cannot use their position to obtain preferential access to contracts. This Act deals with two forms of "interest":
1. Pecuniary
 2. Non-pecuniary
- 3.2 **Pecuniary Interest**
- 3.3 The **two** specific rules in the Act are that members cannot:
1. Enter into contracts with their local authority worth more than \$25,000 (including GST) in a financial year unless the Auditor-General approves the contracts (referred to as the contracting rule). Breach of this rule results in automatic disqualification from office; and
 2. Participate in matters before the Council in which they have a pecuniary interest, other than an interest in common with the public (referred to as the participation rule). Breach of this rule is a criminal offence and conviction results in automatic disqualification from office
- 3.4 A pecuniary interest is one that involves money. This could be direct or indirect. It is sometimes difficult to decide whether an interest in a particular matter is pecuniary or some other kind. It is always the responsibility of elected members to make this decision, to declare any interest when appropriate and to ensure that as an elected member you comply with the Act's requirements at all times. The Act generally provides that no person shall be capable of being a member of Council if that person is concerned or interested in any contracts with the Council where the total payments made by the Council in respect of such contracts exceeds \$25,000 in any one financial year.
- 3.5 The Act also provides that an "interest" exists where a member's spouse is involved and/or where a member or their spouse is a major shareholder or have control or management of a company which contracts with Council or where the company has a pecuniary interest in the decision. It may also apply where your family trust has a contract with the Council.
- 3.6 The Act does provide that on application to it the Office of the Auditor General may give specific approval to a member being concerned or interested in a particular contract, in which case the provisions of the Act will not disqualify the Councillor from remaining in office. The approval needs be gained before the contract concerned is entered into.
- 3.7 The Act also requires that a member shall not vote or take part in the discussion of any matter in which he/she has any pecuniary interest, other than an interest in common with the public. This interest is required to be declared by the member and is noted in the minutes.
- 3.8 The Office of the Auditor General is the agency, which oversees this legislation and it also has the responsibility and power to institute proceedings against any member. The Act does not define pecuniary interest, however the Office of the Auditor-General uses the following test: "Whether, if the matter were dealt with in a particular way, discussing or voting on that matter could reasonably give rise to an expectation of a gain or loss of money for the member concerned."

- 3.9 In deciding whether you have a pecuniary interest you should consider the following factors: What is the nature of the decision being made? Do I have a financial interest in that decision – do I have a reasonable expectation of gain or loss of money as a result of making that decision? Is my financial interest one that is in common with the public? Do any of the exceptions in the Act apply to me? Could I apply to the Auditor-General for approval to participate?
- 3.10 Further guidance is provided in the booklet “Guidance for members of local authorities about the Local Authorities (Members’ Interests) Act 1968” which has been provided to 5 elected members. It is important that you pay particular attention to the contents of this booklet as this is one of the few areas of the Council’s business where staff do not set out to provide pro-active advice and members are personally liable for compliance with the provisions of this Act.

3.11 Non-Pecuniary Interest

- 3.12 Non-pecuniary interest is any interest the member may have in an issue that does not involve money. A common term for this is “bias” or pre-determination. Rules about bias operate not only to ensure that there is no actual bias, but also so there is no appearance or possibility of bias. The principle is that justice should not only be done, but it should be seen to be done. Bias may be exhibited where: -
- By their statements or conduct a member may indicate that they have predetermined the matter before hearing or considering all of the relevant information on it (including the Council’s debate); or
 - The member has a close relationship with an individual or organisation affected by the matter.
- 3.13 Non-pecuniary interest is a difficult issue as it often involves matters of perception and degree. The question you need to consider, drawn from case law, is: “Is there, to a reasonable, fair-minded and informed observer, a real indication of bias on the part of a member of the decision making body, in the sense that they might unfairly regard with favour (or disfavour) the case of a party to the issue under consideration?” If there is, the member should declare their interest and withdraw from the debate and take no further part in the discussion of this item. The law about bias does not put you at risk of personal liability. Instead, the validity of the Council’s decision could be at risk. The need for public confidence in the decision-making process is paramount and perception can be an important factor. Again the booklet provided by Office of the Auditor General provides some excellent advice and information on this issue.

Waitomo District Council Procurement Policy 2018

4.1 The following are extracts from WDC's Procurement Policy:

WDC's procurement activities will be conducted in line with the core Procurement Principles and a decision framework that ensures:

- **Adherence** – all procurement is required and is undertaken in accordance with the Procurement Policy and all other associated WDC Policies and Strategies;
- **Openness** - all procurement is made in an open and transparent manner with full and fair opportunity for all eligible suppliers;
- **Fairness** - all procurement is carried out in a fair manner and decisions are made with impartiality and without bias;
- **Integrity** - all WDC employees and/or authorises third parties undertaking procurement do so ethically, equitably and with behavioural standards of the highest levels;
- **Value for Money** – all procurement considers the costs and benefits over the life of the goods, services and/or works, and in doing so takes into consideration local procurement;
- **Risk** – all procurement considers the risks (commercial and otherwise) and ensures these are managed appropriately;
- **Lawfulness** - all procurement is within the law and meets WDC's legal and organisational obligations;
- **Accountability** - employees and/or authorised third parties and suppliers are accountable for their performance; and
- **Sustainability** - all procurement is environmental and socially sustainable wherever possible, having regard to economic, environmental, and social impacts over their lifecycle.

Conflict of Interest and Declarations Policy 2018

WDC is required to identify, disclose, document and manage employees' conflicts of interest, and to ensure that decisions made on behalf of WDC and the community are fair and free of bias or perceived bias.

Note: the words "decision" and "decisions" should be taken to include recommendations and advice:

- (a) that might significantly influence decisions that will be made by other people; or
- (b) on development of strategies and policies that will guide future WDC decision making on service provision, purchasing, contracting or staff employment.

WDC recognises that the professional and personal interests of employees mean that conflicts of interest sometimes cannot be avoided, and can arise without necessarily establishing a fault. Conflict need not cause difficulties, and can be managed so that the best interests of WDC and its ratepayers, residents or customers are served.

DEFINITION OF CONFLICT OF INTEREST

A **conflict of interest** exists when an employee could be influenced or could be perceived as being influenced by a personal or private interest in **any transaction** while performing their WDC duties and/or responsibilities. A personal or private interest is an interest that may bring benefit to an employee as an individual, or to others associated with the employee i.e. spouse or family member, to whom the employee may later benefit.

A **transaction** includes, but is not limited to:

- (a) the exercise or performance of a function, duty, or power of WDC; or
- (b) an arrangement, agreement, or contract to which WDC is a party; or
- (c) a proposal that WDC enter into an arrangement, agreement, or contract; or
- (d) development of a strategy or policy that will guide future decision making on service provision, purchasing, contracting or staff employment; or
- (e) the consideration of or decision made by or at a meeting of Council or its committees and subcommittees.

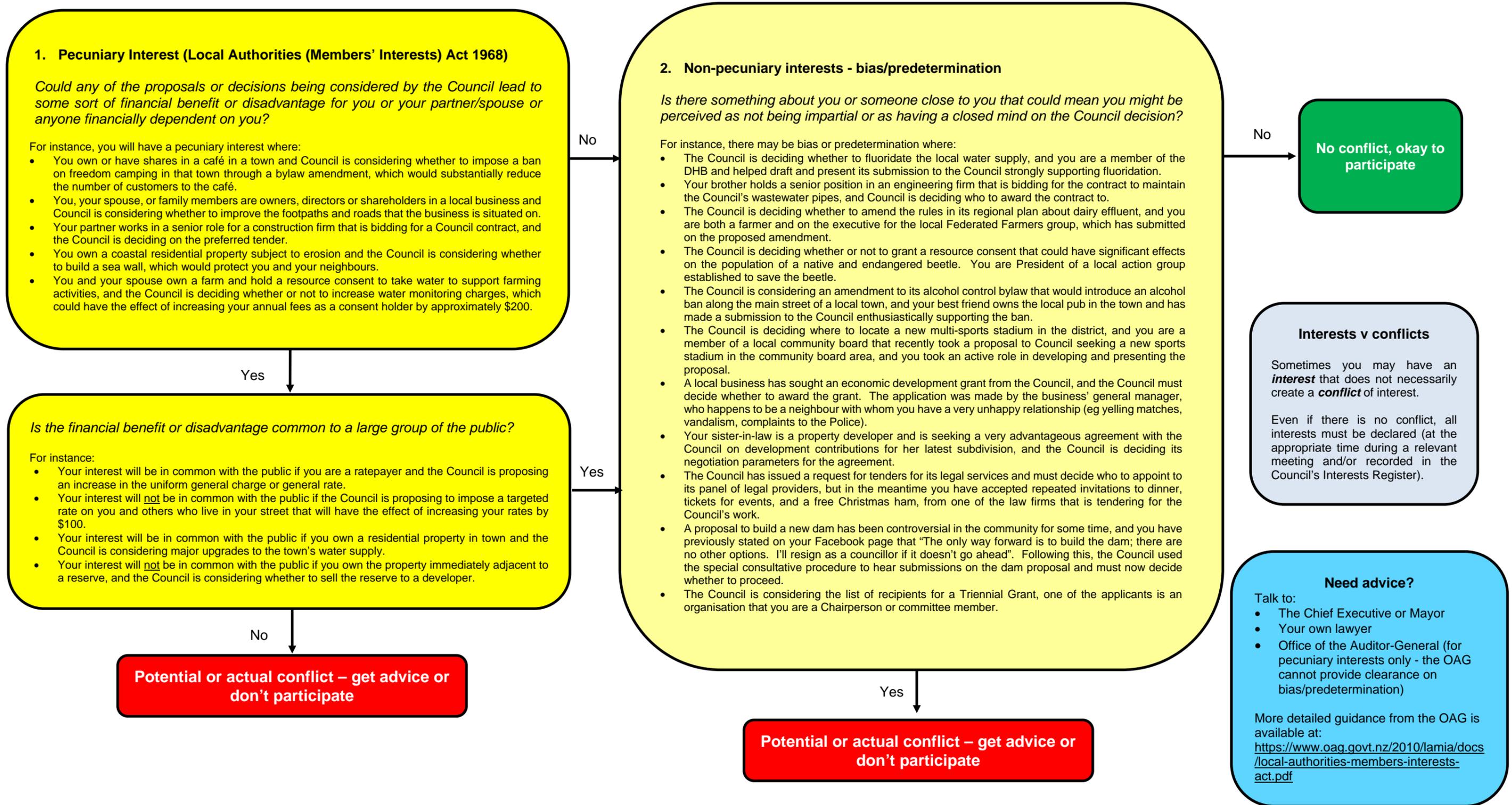
A Conflict of Interest may exist where the employee:

- will or may derive a benefit from the transaction – a financial, professional or personal benefit;
- has a financial interest in another party to a transaction;
- is a director, shareholder, officer or trustee of another party to the transaction, or is a person who will or may derive a financial benefit from the transaction;
- has an interest in another party tendering for work which WDC is considering; or
- is the partner, parent, child, spouse, sibling, or close friend of another party to the transaction, or a person who will or may derive a benefit from the transaction; or
- is an affected member or interested party in a proposal considered by Council.

Before you participate in any Council decision ...

CONFLICTS OF INTEREST

Check you don't have a pecuniary interest and that there is no bias or predetermination.



Remember: If in doubt, stay out!

WAITOMO DISTRICT COUNCIL

MINUTES OF A MEETING OF THE WAITOMO DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON TUESDAY 30 MARCH 2021 AT 9.00AM

PRESENT: Mayor John Robertson, Deputy Mayor Guy Whitaker, Council Members Phil Brodie, Allan Goddard, Janene New and Sue Smith

IN ATTENDANCE: Claire Grainer and Maree Tregoweth (Hillview Home and Hospital)
Jeremy Mayall and Des Ratima (Creative Waikato)
Matthew Cooper and Amy Marfell (Sport Waikato)

2 Members of the Public

Andy Campbell (Waitomo News)

Chris Ryan, Chief Executive; Michelle Higgie, Manager – Governance Support; Helen Beever, General Manager – Community Services (for part only) and Alister Duncan, General Manager – Business Support (for part only); Jenelle Burnell, Leader - Communications and Engagement (for part only)

The Mayor informed all attendees that this meeting is being recorded for the purpose of webcasting.

1. Council Prayer

2. Apologies

Resolved

The apology of Cr Marshall be received and leave of absence granted.

Robertson/New Carried

3. Deputation: The Hillview Trust Incorporated - Hillview Home and Hospital

Council received a Deputation from Claire Grainer and Maree Tregoweth on behalf of the Hillview Trust informing Council of the Trust's future plans including a proposal for parking on Hospital Road.

Resolved

The Deputation from Claire Grainer and Maree Tregoweth on behalf of the Hillview Trust Incorporated - Hillview Home and Hospital be received.

Robertson/Brodie Carried

Maree Tregoweth (Hillview Trust Incorporated) left the meeting at 9.14am.

4. Deputation: Creative Waikato - Waikato Arts Navigator (Regional Arts Strategy)

Council received a Deputation and PowerPoint Presentation from Creative Waikato representatives Jeremy Mayall, Chief Executive and Des Ratima, Strategy, Research and Regional Development in respect to the Waikato Arts Navigator (Regional Arts Strategy).

1 Member of the Public entered the meeting at 9.25am.

Resolved

The Deputation from Creative Waikato – Waikato Arts Navigator (Regional Arts Strategy) be received.

New/Brodie Carried

Jeremy Mayall and Des Ratima (Creative Waikato) left the meeting at 9.36am.

5. Declarations of Member Conflicts of Interest

Members declared interests/conflicts of interest in respect to the Agenda as set out below:

Cr New

Cr New noted a possible conflict of interest in the item of business relating to the North King Country Recreation Centre as follows:

Item of Business on Agenda	Reason for Declaration	Interest / Conflict
Item 12: North King Country Sport and Recreation Centre – Establishment of Project Steering Group	<ul style="list-style-type: none"> Trustee of the Game On Charitable Trust 	Conflict
Item 3: Deputation: The Hillview Trust Incorporated – Hillview Home and Hospital	<ul style="list-style-type: none"> Member of “Friends of Hillview” and past Chair of the Hillview Trust Incorporated 	Interest / Non-pecuniary

6. Verbal Reports: Elected Member Roles and Responsibilities

The Councillors gave verbal reports on their individual portfolio roles and responsibilities as follows:

Deputy Mayor Whitaker

- Brook Park
- Legendary Te Kuiti
- 3 Waters Reform Workshop in Rotorua
- Sister City

Sport Waikato representatives Amy Marfell, General Manager Regional Leadership and Cait Cresswell, Regional Connectivity Coordinator (South) entered the meeting at 9:39am.

Cr Smith

- Waitomo Museum
- 3 Waters Reform Workshop in Rotorua
- Waitomo Residents and Ratepayers Meeting

Cr Goddard

- Hillview Presentation
- Civil Defence Emergency Management Meeting
- Benneydale Hall Committee
- 3 Waters Reform Workshop in Rotorua

Cr New

- Legendary Te Kuiti
- Business After 5
- Creative Communities
- Sister City
- Game On Charitable Trust
- Number 12 Young Achievers Calendar Launch
- Hillview Trust - Annual General Meeting
- Vibrant Safe Waitomo

Cr Brodie

- Mokau Meetings
- Ian Whitaker Farewell
- Regional Land Transport Committee – Meeting
- Regional Land Transport Committee – Site Visits
- Regional Connections Meeting (Public Transport)
- 3 Waters Reform Workshop in Rotorua
- Waitomo Residents and Ratepayers Meeting
- St Helens Domain Board Meeting

Mayor

- Pokai on Te Kuiti Pa
- Rural and Provincial Sector Zoom Meeting
- 75th Anniversary of Piopio Cosmopolitan Club
- Mokau Museum
- North Island Regional Passenger Rail Services Workshop

Resolution

The verbal reports be received.

Robertson/Goddard

Carried

<p>7. Presentation: Sport Waikato – Reporting against Provision of Services Grant Agreement</p>
--

Council received a presentation from Sport Waikato representatives Amy Marfell, General Manager Regional Leadership and Cait Cresswell, Regional Connectivity

Coordinator (South) as per the Provision of Services Grant Agreement between Waitomo District Council and Sport Waikato.

2 Members of the Public left the meeting at 10.02am.
The General Manager – Business Support entered the meeting at 10.02am.

Resolved

The Presentation from Sport Waikato – Reporting against Provision of Services Grant Agreement be received.

Smith/Goddard Carried

Amy Marfell and Cait Cresswell (Sport Waikato) and the General Manager – Community Services left the meeting at 10.10am.

8. Mayor's Report: 30 March 2021

Council considered the Mayor's Report prepared for the 30 March 2021 Council Meeting.

Resolution

The Mayor's Report for the 30 March 2021 Council Meeting be received.

Robertson/Goddard Carried

9. Confirmation of Minutes – 24 November 2020

Resolution

The Minutes of the Waitomo District Council meeting of 24 November 2020 including the public excluded Minutes, be confirmed as a true and correct record subject to correcting the date in the Heading to read 24 November 2020.

Goddard/Whitaker Carried

10. Confirmation of Minutes – 12 March 2021

Resolution

The Minutes of the Extraordinary Waitomo District Council meeting of 12 March 2021 be confirmed as a true and correct record.

Brodie/Whitaker Carried

11. Receipt of Unconfirmed Audit Risk and Finance Committee Minutes: 16 February 2021
--

Resolution

The Unconfirmed Audit Risk and Finance Committee Minutes: 16 February 2021 be received.

Robertson/Whitaker Carried

The meeting adjourned for morning tea at 10.30am and reconvened at 10.48am.

12. North King Country Sport and Recreation Centre – Establishment of Project Steering Group

Council considered a business paper presenting for Council's consideration a letter received from Sport New Zealand seeking formal (written) confirmation of Council's willingness and commitment to being represented and participating on a Steering Group to be formed for the purpose of reviewing and addressing concerns raised by the stakeholders to the North King Country Sport and Recreation Centre proposal.

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

MOTION

- 1 The business paper on North King Country Sport and Recreation Centre – Establishment of Project Steering Group be received.
- 2 Council agree to participate on the Project Steering Group.
- 3 Council appoint the Mayor and Chief Executive to represent Council on the Project Steering Group and notify Sport New Zealand accordingly.

Robertson/

MOTION LOST**MOTION**

- 1 The business paper on North King Country Sport and Recreation Centre – Establishment of Project Steering Group be received.
- 2 Council agree to participate on the Project Steering Group.
- 3 Council appoint the Deputy Mayor and Chief Executive to represent Council on the Project Steering Group and notify Sport New Zealand accordingly.

New/Brodie

MOTION CARRIED**Resolved**

- 1 The business paper on North King Country Sport and Recreation Centre – Establishment of Project Steering Group be received.
- 2 Council agree to participate on the Project Steering Group.

- 3 Council appoint the Deputy Mayor and Chief Executive to represent Council on the Project Steering Group and notify Sport New Zealand accordingly.

New/Brodie Carried

Mayor Robertson abstained from voting on the Three Resolutions and requested his abstention be noted in the Minutes.

13. Inframax Construction Ltd – Draft Statement of Intent for Year Ending 30 June 2022

Council considered a business paper presenting the draft Statement of Intent for Inframax Construction Ltd for the year ending 30 June 2022.

The Chief Executive and General Manager – Business Support expanded verbally on the business paper and answered Members' questions.

Resolved

- 1 The business paper on Inframax Construction Ltd - Draft Statement of Intent for year ending 30 June 2022 be received.
- 2 The Inframax Construction Ltd draft Statement of Intent for the year ending 30 June 2022 be received.
- 3 Council request Inframax Construction Ltd to make the following amendments for the final Statement of Intent:
 - That high level financial statements be prepared and included in the final Statement of Intent 2022
 - That the non-financial measure "Number of Local Events supported" be reported as two separate items – (1) Events Supported in Waitomo District and (2) Events Supported in Other Areas of Operation.

Robertson/Goddard Carried

14. Waikato Local Authority Shared Services Ltd – Draft 2021 Statement of Intent for year ended 30 June 2022

Council considered a business paper presenting the Waikato Local Authority Shared Services Limited Draft 2021 Statement of Intent for year ended 30 June 2022.

The Chief Executive and General Manager – Business Support expanded verbally on the business paper and answered Members' questions.

Council expressed concern at the tone of the narrative contained in the draft Statement of Intent in relation to negative comments about unnamed councils and council staff.

Resolved

- 1 The business paper on the Waikato Local Authority Shared Services Limited draft 2021 Statement of Intent for the year ending 30 June 2022 be received.
- 2 Council note the Waikato Local Authority Shared Services Limited draft 2021 Statement of Intent for the year ending 30 June 2022.
- 3 The Mayor be authorised to advise the Chairperson of Waikato Local Authority Shared Services Limited of Council's concerns in respect to the negative tone of the narrative in the draft 2021 Statement of Intent for the year ending 30 June 2022 relating to unnamed councils and council staff.

Whitaker/Brodie Carried

15. Local Government Funding Agency – Draft Statement of Intent for year ended 30 June 2022

Council considered a business paper presenting the Local Government Funding Agency Draft Statement of Intent for year ended 30 June 2022.

The Chief Executive and General Manager – Business Support expanded verbally on the business paper and answered Members' questions.

Resolved

- 1 The business paper on Local Government Funding Agency - Draft Statement of Intent for the year ending 30 June 2022 be received.
- 2 The Local Government Funding Agency Draft Statement of Intent for the year ending 30 June 2022 be received.

Robertson/Smith Carried

16. Motion to Exclude the Public

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 and/or staff 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 The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Confidential

WAITOMO DISTRICT COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE WAITOMO DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON FRIDAY 16 APRIL 2021 AT 9.00AM

PRESENT: Mayor John Robertson, Deputy Mayor Guy Whitaker, Council Members Phil Brodie, Allan Goddard, Lisa Marshall, Janene New and Sue Smith

IN ATTENDANCE: Councillors Andrew MacPherson and Stu Kneebone and Acting Director – Resource Use, Greg Ryan, (Waikato Regional Council)

Bruno Dente and Matt Laing (Deloitte)

Chris Ryan, Chief Executive; Michelle Higgie, Manager – Governance Support; Alister Duncan, General Manager – Business Support; Ihsana Ageel, Manager – Strategy and Policy, Jenelle Burnell, Leader – Communications and Engagement

Note: Due to technical issues, the beginning of this meeting was not able to be recorded for Webcasting purposes.

1. Council Prayer

2. Deputation – Waikato Regional Council -

Council received a Deputation by way of PowerPoint Presentation from Waikato Regional Councillors Andrew MacPherson and Stu Kneebone and Greg Ryan, Acting Director, Resource Use on the Waikato Regional Council 2021-2031 Long Term Plan.

Bruno Dente and Matt Laing (Deloitte) entered the meeting at 9:25am.

The meeting adjourned for morning tea at 10:00am and reconvened at 10:30am.

Andrew MacPherson, Stu Kneebone and Greg Ryan (Waikato Regional Council) left the meeting at 10.30am.

Recording of the meeting for webcasting purposes was commenced.

Resolved

The Deputation from Waikato Regional Council on its 2021-2031 Long Term Plan be received.

Robertson/Brodie

Carried

3. Declarations of Member Conflicts of Interest

Members declared interests/conflicts of interest in respect to the Agenda as set out below:

Cr New

Item of Business on Agenda	Reason for Declaration	Interest / Conflict
Item 6: Adoption of Supporting Information and Draft Consultation Document for the 2021-2031 Ten Year Plan for Audit Purposes	Game On Charitable Trust Representative (Grant)	Conflict (Non-Pecuniary)

Deputy Mayor Whitaker

Item of Business on Agenda	Reason for Declaration	Interest / Conflict
Item 6: Adoption of Supporting Information and Draft Consultation Document for the 2021-2031 Ten Year Plan for Audit Purposes	<ul style="list-style-type: none"> Shareholder/Director of Timber Trail Adventures Ltd 	Conflict (Pecuniary)

4. Mayor's Report: 16 April 2020

Council noted the Mayor's Report 16 April 2021 and provided comment on its content.

Resolution

The Mayor Reports be received.

Robertson/Goddard Carried

5. Adoption of the Statement of Proposal for consultation on Council's proposed Fees and Charges Schedule for 2021/2022

Council considered a business paper presenting a Statement of Proposal for consideration and adoption to enable public consultation on the proposed changes to the Fees and Charges Schedule for the 2021/22 financial year.

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

Resolution

- The business paper on Adoption of the Statement of Proposal for consultation on Council's proposed Fees and Charges Schedule for 2021/22 be received.
- Council adopt the Statement of Proposal for the proposed amendments to the Fees and Charges 2021/22 for public consultation between 21 April to 21 May 2021.

Robertson/Marshall Carried

<p>6. Adoption of Supporting Information and Draft Consultation Document for the 2021-2031 Ten Year Plan for Audit Purposes</p>
--

Council considered a business paper presenting for consideration and adoption for public consultation:

- (a) The Supporting Information (which provides the basis for preparation of the Council's Draft 10 Year Plan 2021-2031 and which is relied upon to shape the Draft Consultation Document).
- (b) The Draft Revenue and Financing Policy 2021 and the Draft Rates Remission Policy 2021.
- (c) The Consultation Document for the 10 Year Plan 2021-2031.

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

Council worked through the Consultation Document and made amendments.

Resolved

- 1 The business paper on Adoption of the Consultation Document and the Supporting Information for the 10 Year Plan 2021-2031 for Public Consultation be received.
- 2 The following Supporting Information for the 10 Year Plan 2021-2031 be adopted for public consultation:
 - a. Treasury Policy
 - b. Significance and Engagement Policy
 - c. Forecasting Assumptions
 - d. Performance Measures
 - e. Financial Statements
 - f. Accounting Policies
 - g. Prescribed Funding Impact Statement and Rates examples
 - h. Prospective Funding Impact Statements
 - i. Financial Reporting and Prudence Benchmarks
 - j. Council Controlled Organisations Statement
 - k. Financial Strategy
 - l. Infrastructure Strategy
- 3 The Draft Revenue and Financing Policy 2021 and the Draft Rates Remission Policy 2021 be adopted for public consultation.
- 4 The Consultation Document for the 10 Year Plan 2021-2031 be adopted for public consultation with the following amendments:
 - Page 6, 3rd Paragraph – Delete the first sentence which reads: "This is not the case for Waitomo District Council."
 - Page 6, Delete the 4th Paragraph which reads" "We are confident our three waters (water supply, wastewater and stormwater) networks are resilient, robust and infrastructure is in good shape."

- Page 10, Bullet Point – Roads and Footpaths – amend the first sentence to read: “It is predicted that in the next 80-100 years parts of Kawhia Harbour Road, Marokopa Road, Soundy Road and Te Mahoe Road will be below sea level.”
 - Page 10, “Our Proposal”, Paragraph 3 – delete the last sentence which reads: “Phasing this change helps keep rates affordable.”
 - Page 12, “Te Kuiti Alternative Source of Water”, Paragraph 2, 1st Sentence – delete the words “caused by climate change”
- 5 The Chief Executive be delegated authority to make any final editorial amendments to the Consultation Document and the Supporting Information, if required, prior to commencement of the consultation period on 21 April 2021.

Robertson/Marshall

Carried

7. Motion to Exclude the Public

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 and/or staff 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 The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987 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 the passing of this resolution
1. Receipt of Audit Report for the 10 Year Plan 2021-2031 Consultation Document	Section 7(2)(i) – To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);	Section 48(1)(a)(i)

- 3 Council agree the following staff, having relevant knowledge to assist in the consideration of the items of business to be public excluded, remain in attendance to assist the Committee with its decision making:

Staff Member	Reason for Remaining in Attendance
Chief Executive	Council CEO
Manager – Governance Support	Committee Secretary

Confidential

Document No: A520457	
Report To:	Council
	Meeting Date: 27 April 2021
	Subject: Mayor's Report

Elected members are aware of law and protocols surrounding conflicts of interest around the Council table. The way those of us working in the public sector should interpret these laws and protocols was the subject of a report by the Office of the Auditor General in 2020.

At our last Council meeting, two members declared conflicts of interest. These are worth reviewing to help us understand best practice.

Councillor New declared a conflict with respect to the Game on Trust of which she is a Trustee. Her interest is a **non-pecuniary** interest and is correctly declared. She secures no private benefit from this conflict, but must manage the conflict. She wears two hats - one as a Councillor with duties to the Council, and one as a Trustee with duties to the Game on Trust. Where there is business between the two organisations – like a grant made, she is conflicted.

Councillor New has listed this conflict in the Council's interest's register. If business surrounding this Trust comes up in the order paper for a particular meeting, she should declare her conflict at the meeting. If not, she does not need to do so.

Deputy Mayor Guy Whitaker declared a conflict with respect to a company that he is a director and shareholder of. This company owns the Timber Trail Lodge. At the meeting elected members were considering the 2021 / 31 Long Term Plan that includes a grant to promote the timber trail. His interest is a **pecuniary** one. He correctly declared his interest. He potentially would secure private benefit from any grant made by Council to promote the timber trail.

Once an interest is declared, elected members must next consider how to manage their conflict. The options depend on the nature of the interest. The Auditor General places duties on the Mayor and CEO to provide guidance to members. I quote from the 2020 report:

"Leaders and senior managers need to model behaviour to the highest standard. It is not enough to have clear policies and processes. These must be seen to be strictly observed and enforced by those in senior positions."

The two conflicts declared at our last meeting were straight forward. Other conflicts can be less clear-cut. As the guidance suggests:

"It is better to err on the side of openness when deciding whether something should be disclosed. Many situations are not clear-cut. If you are not sure whether

something constitutes a conflict of interest, it is safer and more transparent to disclose the interest anyway. The matter is then out in the open."

That guidance is a good one for us to follow.

There is specific legislation on the matter - see the "Local Authorities (Members' Interests) Act 1968."

<https://www.legislation.govt.nz/act/public/1968/0147/latest/DLM390003.html>

The new guidelines from the Office of the Auditor General, "Managing Conflicts of Interest: a guide for the public sector" can be found at:

<https://oag.parliament.nz/2020/conflicts/docs/conflicts-of-interest.pdf>

A handwritten signature in blue ink, appearing to read 'John Robertson', written in a cursive style.

JOHN ROBERTSON, QSO
MAYOR

Document No: A505007

Report To: Council



Meeting Date: 27 April 2021

Subject: Receipt of Minutes: Civil Defence
Emergency Management Joint Committee
Minutes – 7 September 2020 and 30
November 2020

Type: Information Only

Purpose of Report

- 1.1 The purpose of this business paper is to provide Council with information relating to the Civil Defence Emergency Management (CDEM) Joint Committee meetings of 7 September 2020 and 30 November 2020.

Background

- 2.1 The Waikato Civil Defence Emergency Management (CDEM) Group is a consortia of local authorities, emergency services, lifeline utilities, welfare organisations, Government departments and non-government organisations.
- 2.2 The role of the group is to work in partnership with communities ensuring effective and efficient delivery of emergency management within the Waikato region.
- 2.3 The Waikato CDEM Group boundary is based largely on Waikato Regional Council's boundary. The CDEM Group area covers approximately 24,000 square kilometres of the central North Island extending from Mt Ruapehu in the south to Port Jackson (at the tip of the Coromandel Peninsula) in the north.
- 2.4 Eleven local authorities within the Waikato region have joined together to establish a CDEM Joint Committee. Each council is represented by one elected member who is the Mayor/Chair or delegated elected representative.
- 2.5 The Waikato CDEM Joint Committee member Councils comprise; Waikato Regional Council, Hamilton City Council, Hauraki District Council, Matamata-Piako District Council, Otorohanga District Council, South Waikato District Council, Taupo District Council, Thames-Coromandel District Council, Waikato District Council, Waipa District Council and Waitomo District Council.
- 2.6 The Joint Committee works together to minimise the potential effects of emergencies, prepare the people to respond to emergencies and help the community to recover as quickly as possible following an emergency.

Commentary

- 3.1 Attached to and forming part of this business paper are the confirmed minutes of the Committee meetings convened on 7 September 2020 and 30 November 2020.

Suggested Resolution

The Civil Defence Emergency Management Joint Committee Minutes of 7 September 2020 and 30 November 2020 be received.



HELEN BEEVER

GENERAL MANAGER – COMMUNITY SERVICES

27 April 2020

- Attachment:
1. Joint Committee Minutes – 7 September 2020
 2. Joint Committee Minutes – 30 November 2020

Waikato Civil Defence and Emergency Management Group Joint Committee

MINUTES

Date: Monday, 7 September, 2020, 1:00 pm

Location: Te Puia Room, Genesis Building
94 Bryce Street
Hamilton

Members Present: Cr H Vercoe - (Waikato Regional Council)
Cr A Park (Taupō District Council) - Deputy Chair
Cr P Buckthought (Hauraki District Council)
Cr A Williams (Otorohanga District Council)
Cr T Lee (South Waikato District Council)
Cr S Christie (Thames - Coromandel District Council)
Cr N Smith (Waikato District Council) (via Teams – from 2.05 pm)
Cr L Brown (Waipa District Council)
Cr A Goddard (Waitomo District Council)

Others Present: L Cavers – Chair (Co-Ordinating Executive Group)
J Snowball – Group Controller
M Bang – Team Leader (Waikato Group Emergency Management Office)
S Vowles – NEMA
L Bartley – Democracy Advisor
N Hawtin – Democracy Advisor
J Tetlow – TOA Consulting
T Thompson-Evans – Waikato Group Po Ārahai

1. **Apologies**

Apologies were noted from alternates Cr Rimmington (Waikato Regional Council) and Mayor Toby Adams (Hauraki District Council) and Mr Thornton, NZ Police.

2. **Confirmation of Agenda**

WCDEM20/25

Moved by: Cr A Park

Seconded by: Cr S Christie

RESOLVED (SECTION A – under delegated authority)

THAT the agenda of the meeting of the Waikato Civil Defence and Emergency Management Group, as circulated, be confirmed as the business of the meeting noting that Item 9 Covid-19 Debrief would be considered after item 3.

The motion was put and carried

4. **Confirmation of Minutes - 8 June 2020**

WCDEM20/26

Moved by: Cr T Lee

Seconded by: Cr L Brown

RESOLVED (SECTION A – under delegated authority)

That the minutes of the Waikato Civil Defence and Emergency Management Joint Committee's meeting dated 8 June 2020 be received and accepted as a true and accurate record.

The motion was put and carried

5. **Joint Committee Terms of Reference**

Chair Vercoe introduced the report. Legislation currently determines who should be appointed to committee. The recommended changes provide for the Joint Committee to appoint individuals to the Committee, non-voting but allows in principle the appointment of externals.

WCDEM20/27

Moved by: Cr L Brown

Seconded by: Cr P Buckthought

RESOLVED (SECTION A – under delegated authority)

1. That the report Change to Waikato Civil Defence Group Terms of Reference (Waikato Civil Defence and Emergency Management, 7 September 2020) be received.

2. That the Waikato Civil Defence Emergency Management Group Terms of Reference be amended to express the power to appoint representatives of relevant agencies as subject matter experts to the Group.

The motion was put and carried

9. Covid-19 Debrief

Report presented by Te Pora Thomson-Evans and Jim Tetlow

An overview of the debriefing was provided to members noting:

- Terms of reference for the feedback
- variety of meetings held with partners to gather information
- A distinct feedback process for iwi partners
- Iwi discussions noted their level of involvement / participation in their capacity of their EOC
- There was strong effective leadership at all levels throughout the response
- Existing relationships were strong: The effectiveness of these relationships were most evident within PIM, Welfare and Emergency Services
- Conflict existed between BAU for council staff and redeployment to CDEM
- Observed that non-trained staff were deployed to response, but trained staff were kept back for council and agency BAU
- Need to be prepared for this as COVID will last at least 2 years. Need to work on training more staff to be available
- Fortunate that this event was a slow burner as staff had time to come on board and get trained on the go - if the event had been a rapid on-set event, then there would have been challenges in effectively resourcing the response
- Need to relook at who is trained - need to have a conversation with TLA's about who they are prepared to release and ensure they have training. Not only Council's but also other agencies who stepped up
- Acknowledged that every event will be different and will require different staff
- Way forward is the role-out of the iwi framework developed during the response
 - Māori involvement; clarity of role between all parties
 - Strong leadership; good welfare
- Area for development identified:
 - Staffing of the response at the group level
 - Staffing of BAU/Local Authority IMT verses CDEM response requirements
 - Ability to scale up for long term sustained response – structural and staffing
 - Improved cross-boundary co-ordination with neighbouring CDEM Groups

Outcomes:

- Development of procedures to support the GECC response capability
- Improvement of intelligence gathering
- Application of the planning process across all levels of group
- Unification of response systems across the GECC and local EOC's
- Strengthening the Māori/iwi relationships
- Need to work on ensuring right staff are trained and available.
- Acknowledgment that each event is different and will require different staff

WCDEM20/28

Moved by: Cr A Williams

Seconded by: Cr T Lee

RESOLVED (SECTION A – under delegated authority)

That the report COVID-19 Regional after-action report (Waikato CDEM Group Joint Committee 7 September 2020) be received

The motion was put and carried

6. Long Term Plan 2021 - 2031 - Business Case Studies

The reports were presented by Team Leader, GEMO M Bang

6.3 Capability Development

This proposal is to provide additional resource in training and development

The Committee received a strategic outline of this proposal in June and this has now been scoped more fully, including proposed costs.

- The significant change between the outline and this report was that the outline requested additional 2 FTE and the subsequent report requests an increase to 1 FTE, with supporting budget for the provision of specialist training from external providers
- Compared to the strategic outline: The proposal shows an increase of \$50,000 in year 1, but scales down over 5 years. The proposal recommends training fewer staff, but to a higher level.
- Training to include both emergency management and leadership skills.
- Need to ensure the quality of training is higher and that specialties are defined.
- Members also noted that GEMO staffing during the response in accessing staff particularly from WRC was not acceptable. Groups needs to identify sufficient staff and training.

6.1 Public Warnings and Responder Notifications

This business proposal is for an investment of up to \$68,000 next financial year to maintain and service the technology solution which will automate and provide public warnings via social media and other web based platforms in a timely manner and to provide effective and consistent systems for notifying staff who are required to attend an event.

- The funds sought will be for the licence fee of the automated software. Capital costs will be met by operational budgets.

- The System will offer a common subscription which will allow each TLA to utilise.
- It is proposed to negotiate with an existing provider who already supports neighbouring CDEM Groups and National Agencies. (An Intl company with good track record in NZ with a number of other parties).
- Ongoing annual cost.

6.2 Community Resilience

This business case relates to community resilience. COVID 19 has highlighted that more of the community is vulnerable than had been identified.

- It had previously been identified to start in year 3, but is now proposed for commencement in year 1.
- Request for \$91,000 (1 additional FTE) to bring Group community engagement capacity up to a level that meets the requirements of CDEM Group Plan, responds to Govt stated intentions in their Emergency Management system reforms and implements National Disaster Resilience Strategy.
- It was noted that in each of the projects, there is a higher first year cost of \$6,000 due to onboarding of new staff.
- Community resilience will bring together all partners in community and also target education via schools/ministry of education.
- Total cost to ratepayer is \$1.91 per ratepayer's = year 1, \$1.71 for years 2-5, \$1.42 for years 6 onwards. Costs based on all project starting in year 1 of the LTP.
- Need to be a service level agreement with TLA's that if the training is provided and paid for, then the staff will need to be released in the event of an incident.

2.05 pm Cr N Smith joined the meeting via Teams

WCDEM20/29

Moved by: Cr A Park

Seconded by: Cr P Buckthought

RECOMMENDED (SECTION B – for Council approval)

1. **That the three reports LTP – 2021-2031 Business Case – Community resilience (Waikato CDEM Joint Committee – 7 September 2020); Business Case - Capability Development and Business Case - Public Warnings be received, and**
2. **That the Optimal option for increased investment, contained in business case – CDEM Group community resilience, be approved and recommended to Waikato Regional Council for inclusion in its Long Term Plan 2021-2031.**

3. That the Optimal option for increased investment, contained in business case – CDEM Group CDEM Group Capability Development, be approved and recommended to Waikato Regional Council for inclusion in its Long Term Plan 2021-2031.
4. That the Optimal option for increased investment, contained in business case – CDEM Group public warning and responder notification, be approved and recommended to Waikato Regional Council for inclusion in its Long Term Plan 2021-2031.

The motion was put and carried

7. Long Term Plan - Key Performance Indicators - 1st Quarter

Report presented by Group Controller J Snowball.

- It was noted that all Council's undertake training and preparedness exercises and therefore it is appropriate that a common KPI's be adopted for measuring the outcomes of the training of the annual exercise.

WCDEM20/30

Moved by: Cr L Brown

Seconded by: Cr A Goddard

RESOLVED (SECTION A – under delegated authority)

That the report Long Term Plan – Group wide Key Performance Indicators (Waikato CDEM Group Joint Committee 9 September 2020) be received

That the CEG decision made 21 August 2020, to have the measure "the evaluation of annual exercises as a measure of effectiveness of training delivery" and KPIs included in Group member LTPs 2021-2031 is endorsed.

The motion was put and carried

8. Covid-19 Response Cost Recovery - 1st Quarter

The report was presented by Group Controller J Snowball.

- It was outlined that the CDEM Group does not maintain a contingency budget for emergencies
- The report identified the need for cost-recovery due to unbudgeted emergency expenses during the COVID Emergency.
- It was noted that it had been determined that the costs incurred during the GECC response provided a regional benefit and therefore were considered to be a group cost that should be met by the group and not split across the region.

- The costs have in part been offset against GEMO work not undertaken due to emergency and any uncommitted financial reserves have also been offset against the emergency.
- Leaves a balance of \$345,000 and CEG recommends that this be recovered in one year and that it be included in WRC in LTP. Works out at \$1.65 per ratepayer for one year.
- Some welfare related reimbursement has been provided by WRC to external third-party partners. This amounts to a total of \$1.6 million, which is now being claimed back from NEMA. Due diligence has been undertaken to ensure any expenditure meets the reimbursement criteria. There is still a risk is that some of the NEMA claim is determined not to be reimbursable.
- Any financial short-fall between the amount paid to third-party providers by WRC and the amount reimbursed by NEMA, will need to be met by the CDEM Group.

There was discussion around the building of an emergency fund and how that would be implemented and funded and to what level. It was considered that communities may expect CDEM to have an emergency fund that can be drawn on in the event of an emergency without having to incur a further cost each year. It was also discussed whether it was fair and equitable to rate today for tomorrow's problems.

- The COVID debrief has highlighted that we have done very well but there are areas for improvement that will require funding resources.
- Staff believe that WRC would support a reserve so that the amount of financial risk exposure is reduced in future significant emergency events

The joint committee have requested CEG to report back on an appropriate level of reserve for the next LTP process.

WCDEM20/31

Moved by: Cr L Brown

Seconded by: Cr P Buckthought

RECOMMENDED (SECTION B – for Council approval)

1. That the report COVID-19 – Recovery of COVID-19 Response Costs (Waikato CDEM Group Joint Committee 7 September 2020) be received
2. That the joint committee endorses the Group Controller's recommendation, that unbudgeted costs are met by the Group; and;
3. That total unbudgeted costs relating to the Group Emergency Coordination Centre responding to COVID-19 be recovered from a targeted rate in the 2021/22 financial year and that Waikato Civil Defence Emergency Management Joint Committee request WRC to include a targeted rate of \$1.65 per rateable property in the LTP for year 1 to offset debt incurred by COVID and then continue in years 2-3 to build a reserve.

The motion was put and carried

10. Covid-19 Resurgence Planning

Report presented by Group Controller J Snowball.

An update on the planning from central and local government was presented.

- The update for resurgence planning is that there is a NEMA COVID Resurgence Planning document.
- Origins of content are from a cabinet paper.
- NEMA have provided NEMA/CDEM groups of the relevant parts of the cabinet paper for their sector.
- Within planning document is a new structure for how the emergency is going to be managed:
- Hierarchy of PM/Cabinet on top, national leadership group in middle, with NEMA under central leadership, NEMA allocate down to regions. CDEM sits under NEMA and role is to co-ordinate. CDEM won't be under conventional CEG or Joint Committee structures
- It is the intent of Central Govt that CDEM will be supported by a Regional Leadership Group – To include JC and CEG members, iwi groups, central govt agencies to provide guidance and support to resurgence planning and response.
- For the purposes of providing legal protections of the CDEM Act and clarity: Staff would have preferred to see the wider non-traditional CDEM partners co-opted onto a sub-committee of the Joint Committee.
- Work is ongoing with partner agencies to agree a Regional Leadership Group structure and membership
- Updates will be provided to the members as available.
- Operational planning for a COVID resurgence is underway irrespective that the regional leadership group structure and membership is still under development. Lots of meetings being held with partners at all levels to ensure preparedness based on last lockdown evidence.
- Trigger for CDEM leading the operational coordination will be moving to level 3 or 4.
- Any emergency response to a COVID resurgence is intended to be managed under the COVID Public Health Response Act 2020 and not the CDEM Act.
- CDEM Group is working with partners to provide advice to the Ministry of Health or central Govt on the most effective use of the powers within the COVID Public Health Response Act. The Minister of Health has signalled that, currently, any movement restrictions would be regionally based and not a town or city.

WCDEM20/32

Moved by: Cr P Buckthought

Seconded by: Cr S Christie

RESOLVED (SECTION A – under delegated authority)

That the report COVID-19 Resurgence planning (Waikato CDEM Group Joint Committee 7 September 2020) be received.

The motion was put and carried

11. Tsunami Siren Withdrawal - FENZ

Report presented by Group Controller J Snowball.

There is a proposal by FENZ to remove their legacy sirens for tsunami warnings by end of 2020 calendar year.

Due to BOP incident where the alarms were accidentally set off, FENZ have reviewed the use of sirens and have decided to remove sirens for the purposes of Civil Defence. This will affect 19 sirens in the Thames Coromandel DC area which have isolated areas without cell phone coverage or wifi. It was noted that the Chief Executive of Thames Coromandel District Council has written to NEMA and FENZ challenging the decision and CEG have decided to support this. It is recommending that a phased withdrawal of the sirens based on risk with a caveat that sees a time bound plan from TCDC that is a firm plan and timeline with a replacement system.

WCDEM20/33

Moved by: Cr S Christie

Seconded by: Cr A Park

RESOLVED (SECTION A – under delegated authority)

That the report “FENZ proposal to withdraw use of sirens” (Waikato CDEM Group Joint Committee 7 September 2020) be received.

The motion was put and carried

12. CEG Minutes

CEG Chair L Cavers presented the report as read.

- GIS data agreement template has been adopted
- COVID Debrief - formed a subcommittee - had a meeting this morning to finalise TOR and made changes to business process which have been very beneficial. Review business process from a CDEM point of view - what have we observed, learnt and what could be better implemented.
- Formal plan to be coming back to Joint Committee on how to implement changes - need to put in place learnings very quickly.

WCDEM20/34

Moved by: Cr P Buckthought

Seconded by: Cr T Lee

RESOLVED (SECTION A – under delegated authority)

That the report Summary Report – CEG Meeting – 21 August 2020 (Waikato Civil Defence Emergency Management Group Joint Committee 7 September 2020) be received.

The motion was put and carried

13. Group Work Plan

Report presented by Group Controller J Snowball.

- No significant deliberate progress on the workplan since last meeting due to COVID.

WCDEM20/35

Moved by: Cr L Brown

Seconded by: Cr A Williams

RESOLVED (SECTION A – under delegated authority)

That the report Group Work Plan – Progress towards completion of priority 1 actions (Waikato Civil Defence Emergency Management Group Joint Committee 7 September 2020) be received.

The motion was put and carried

14. National Emergency Management Agency Update

A verbal update was presented by Suzanne Vowles, NEMA

- COVID levels change plus planning for resurgence
- Planning on capability of NEMA
- Review of legislation.
- Tsunami Dart buoys that the Govt has funded have been deployed around NZ coastline and out into Pacific Ocean. They will give warning of what is happening in the ocean.
- Planning is being undertaken in the event that Wellington would need to move to Auckland due to COVID or an emergency.

WCDEM20/36

Moved by: Cr S Christie

Seconded by: Cr P Buckthought

RESOLVED (SECTION A – under delegated authority)

That the report Update from the National Emergency Management Agency (Waikato CDEM Group Joint Committee 7 September 2020) be received.

The motion was put and carried

15. Items for Next Meeting

There were no items requested.

The Chair thanked members for their attendance and also noted his thanks to Group Controller J Snowball as leader of CDEM and highlighted that very positive feedback acknowledged by central government of his capabilities.

WCDEM20/37

Moved by: Cr H Vercoe

Seconded by: Cr A Park

RESOLVED (SECTION A – under delegated authority)

That a vote of thanks be extended to Group Controller J Snowball for his exemplary work undertaken throughout the Covid-19 emergency.

The motion was put and carried

3.35 pm The meeting closed.

Waikato Civil Defence and Emergency Management Group Joint Committee

MINUTES

Date: Monday, 30 November, 2020, 1:00 pm

Location: Te Puia Room, Genesis Building
94 Bryce Street
Hamilton

Members Present: Cr H Vercoe - (Waikato Regional Council)
Cr A Park (Taupō District Council) - Deputy Chair – Appeared via Teams
Cr K Tappin (Matamata Piako District Council)
Cr A Williams (Ōtorohanga District Council)
Cr T Lee (South Waikato District Council)
Cr S Christie (Thames - Coromandel District Council)
Cr L Brown (Waipā District Council)
Cr A Goddard (Waitomo District Council)
Mayor T Adams (Alternate - Hauraki District Council)

1. **Apologies**

WCDEM20/37

Moved by: Cr S Christie

Seconded by: Cr T Lee

Resolved (Section A in accordance with delegations)

That the apologies of Cr N Smith (Waikato District Council) and Cr P Buckthought (Hauraki District Council) be accepted.

The motion was put and carried

2. **Confirmation of Agenda**

WCDEM20/38

Moved by: Cr S Christie

Seconded by: Cr L Brown

Resolved (Section A in accordance with delegations)

That the agenda of the meeting of the Waikato Civil Defence and Emergency Management Group Joint Committee, as circulated, be confirmed as the business of this meeting subject to any change or order to reflect the order set out in these minutes.

The motion was put and carried

3. **Disclosures of Interest**

There were no disclosures of interest.

4. **Confirmation of Minutes - 7th September 2020**

WCDEM20/39

Moved by: Mayor T Adams

Seconded by: Cr K Tappin

Resolved (Section A in accordance with delegations)

That the minutes of the Waikato Civil Defence and Emergency Management Group Joint Committee meeting of 7 September 2020 be received and accepted as a true and accurate record.

The motion was put and carried

5. **Appointment of Local Controller – Hauraki District Council**

The report was taken as read. It was noted that the newly appointed Controller would initially work solely with Hauraki District Council (Tier 3 Controller). Once the Controller was familiar with, and competent in the role, they could be asked to be a Tier 2 Controller and act for all territorial authorities.

WCDEM20/40

Moved by: Cr A Goddard

Seconded by: Mayor T Adams

Resolved (Section A in accordance with delegations)

1. **That the report Appointment of Local Controller – Hauraki District Council (Waikato Civil Defence Emergency Management Group Joint Committee 30 November 2020) be received.**
2. **That the Joint Committee appoint Mr Campbell Moore as a Local Controller for Hauraki District Council.**

The motion was put and carried

6. **LTP key performance indicator measurement framework**

The report was taken as read. The following was noted:

- a. The framework does not define exercise duration, however, provides guidance. The framework allowed flexibility so Councils can meet their needs and still have a consistent system of KPI measurement.
- b. Some councils were already considered experienced and could run full exercises immediately. However, others would take time to gain experienced capacity in this area. The objective was to have all council's equally capable as measured by an accurate tool.

WCDEM20/41

Moved by: Cr A Goddard

Seconded by: Cr T Lee

Resolved (Section A in accordance with delegations)

1. **That the report LTP key performance indicator measurement framework (Waikato Civil Defence Emergency Management Group Joint Committee 30 November 2020) be received.**
2. **That the Civil Defence Emergency Management Training Assessment Framework be endorsed.**

The motion was put and carried

7. COVID-19 – Resurgence planning

The report was taken as read.

Cr A Park left the meeting at 1:25pm due to technical issues.

WCDEM20/42

Moved by: Cr L Brown

Seconded by: Cr K Tappin

Resolved (Section A in accordance with delegations)

That the report COVID-19 – Resurgence planning (Waikato Civil Defence Emergency Management Group Joint Committee 30 November 2020) be received.

The motion was put and carried

8. COVID-19 – After Action Report (AAR) Update: CEG Transformation Committee

The report was taken as read. The following was noted:

- a. If there was a sudden requirement for staff in an emergency, all members would contribute resource. If more assistance were required, there would be a focus on volunteers. Long term additional cover would need to be addressed separately.
- b. The type of event and the area in the region affected would determine where costs would fall. For instance, if it were a flood event, costs would fall on the zone affected. Costs would fall to all, where the issue was region wide.

WCDEM20/43

Moved by: Mayor T Adams

Seconded by: Cr A Goddard

Resolved (Section A in accordance with delegations)

That the report COVID-19 – After Action Report (AAR) Update: CEG Transformation Committee (Waikato Civil Defence Emergency Management Group Joint Committee 30 November 2020) be received.

The motion was put and carried

9. Welfare Managers – confirmation of appointments

The report was taken as read.

WCDEM20/44

Moved by: Cr S Christie

Seconded by: Cr K Tappin

Resolved (Section A in accordance with delegations)

1. That the report **Welfare Managers – confirmation of appointments (Waikato Civil Defence Emergency Management Group Joint Committee 30 November 2020)** be received.

2. That the appointment of the following Welfare Managers be endorsed:

P Clear Hamilton City - Local Welfare Manager

K Browne Alternate Group Welfare Manager

T Oliver Alternate Group Welfare Manager

The motion was put and carried

10. Summary Report – CEG Meeting – 13 November 2020

CEG Chair (L Cavers) presented a report taken as read.

WCDEM20/45

Moved by: Cr T Lee

Seconded by: Cr A Goddard

Resolved (Section A in accordance with delegations)

That the report **Summary Report – CEG Meeting – 13 November 2020 (Waikato Civil Defence Emergency Management Group Joint Committee 30 November 2020)** be received.

The motion was put and carried

11. Group Work Plan – Progress towards completion of priority 1 actions

The report was taken as read. The following was noted:

- a. The volunteer recruitment activity is well advanced, and interest occurs from across the region. Where it is identified coverage is not consistent across the region, additional local measures are required.

WCDEM20/46

Moved by: Cr A Williams

Seconded by: Cr L Brown

Resolved (Section A in accordance with delegations)

That the report **Group Work Plan – Progress towards completion of priority 1 actions (Waikato Civil Defence Emergency Management Group Joint Committee 30 November 2020)** be received.

The motion was put and carried

12. Update from the National Emergency Management Agency

The report was taken as read. The following was noted:

- a. Reminded the members that government has made funding available for drought affected communities with a particular focus on rural communities with difficulty accessing potable water tank supplies.

WCDEM20/47

Moved by: Cr K Tappin

Seconded by: Mayor T Adams

Resolved (Section A in accordance with delegations)

That the report Update from the National Emergency Management Agency (Waikato Civil Defence Emergency Management Group Joint Committee 30 November 2020) be received.

The motion was put and carried

Meeting concluded at 2:42pm

Document No: A520238

Report To: Council



Meeting Date: 27 April 2021

Subject: Waitomo District Play, Active Recreation and Sport Plan

Type: Decision Required

Purpose of Report

- 1.1 The purpose of this business paper is to present the Waitomo District Play, Active Recreation and Sport Plan to Council for consideration and adoption.

Background

- 2.1 Sport, active recreation, physical activity, and play have a crucial role in building communities that are healthy, connected, and vibrant. It provides people with opportunities to improve their physical health while also creating a sense of community and connection that helps to improve mental, social, and emotional health.
- 2.2 In mid 2019, a Project Team was established to oversee the development of a plan to grow participation in play, active recreation and sport for the Waitomo District. The Project Team included members of staff from Sport Waikato and the Waitomo District Council (WDC). The Waitomo District Play, Active Recreation and Sport Plan (the Plan) closely aligns with the Council Vision, Vibrant Safe Waitomo and with the partnered strategies; Moving Waikato and the Waikato Regional Active Spaces Plan.
- 2.3 The Plan is designed to help guide decision making and priority of workstreams (and in some cases, investment) in sport and active recreation for Waitomo District Council, Sport Waikato and Sport providers in the Waitomo District. It seeks to identify opportunities for strategic growth and development for partners who provide sport and recreation services that will help to contribute to community outcomes. Guidance is based on feedback provided by Waitomo District sport and recreation providers, secondary schools, community members, Sport New Zealand, sector data and demographic information.
- 2.4 The draft Plan was discussed with Council at a Workshop held on 20 April 2021.
- 2.5 A copy of the final Plan is attached to and forms part of this business paper.

Commentary

3.1 The Plan features the following recommendations.

3.2 OUR PEOPLE

3.2.1 Rangatahi, Tamariki and Tamariki Mokokuna

Rangatahi are a key priority group for Moving Waikato and WDC. There are three high schools within the Waitomo District. To promote continued participation in sport, active recreation, physical activity and play, Sport Waikato and WDC should work with schools and other key community partners to promote quality experiences in sport and recreation settings.

3.2.2 Māori

The ethnic makeup of Waitomo District has some significant differences from the Waikato region and New Zealand populations. The percentage of the Waitomo population who identify as Māori is significantly higher than regional and national figures. Future delivery of opportunities needs to consider Māori participants' wants and needs.

3.2.3 Women and Girls

Research shows that there are clear inequalities in participation rates in sport and active recreation for women and girls. Sport and recreation opportunities that are inclusive and accommodating of the wants and needs of women and girls are critical to increasing participation.

3.3 BUILDING COMMUNITIES

3.3.1 Closer Connections and Collaboration between Clubs, Education, Health, Sport Waikato and Waitomo District Council

Sport Waikato has a focus on strengthening relationships between ourselves, community and clubs to enable Sport Waikato to act as a conduit between community, clubs and WDC. This is supported by '3.4.1 Strengthening relationships between Sport Waikato and Waitomo District Council'.

3.3.2 Active Recreation and Play Settings

Nationally, research shows that participation preferences are changing, this is reflective of local trends within the District. A key focus must be on connecting the community with opportunities beyond sport – for play, active recreation and physical activity in natural landscapes including the development of cycling and walking trails in these settings.

3.3.3 Club Development (Capability Support)

Through the community and survey consultation processes it was identified that many of the clubs, in particular clubs with decreasing memberships, would benefit from club development or capability support.

3.3.4 Development of a Sport and Active Recreation Advisory Group

To help promote a connected approach to facilities, funding applications, and sharing of knowledge the development of a Waitomo District Sport Council, advisory group or coalition would be beneficial for clubs, community organisations, providers and individuals within the community. This group would connect with the Vibrant Safe Waitomo Regional Coalition representative, providing information and ideas regarding theme 3 of Vibrant Safe Waitomo, Hakinakina (recreation).

3.4 REGIONAL LEADERSHIP

3.4.1 Strengthening relationships between Sport Waikato and Waitomo District Council

Sport Waikato has a focus on strengthening their relationship with WDC to achieve better outcomes for the Waitomo District communities. This is supported by '3.3.1 Closer connections and collaboration between clubs, education, health, Sport Waikato and Waitomo District Council'.

3.4.2 Working towards a King Country Collaborative Approach

Based on insights gathered through the development of this Plan, it was found that opportunities exist for WDC and Ōtorohanga District Council to provide a collaborative approach to the provision of sport, recreation and physical activity for their communities.

3.4.3 Connection to Regional Safety Strategies

Through Vibrant Safe Waitomo, WDC has outlined their commitment to making the Waitomo community a safer place to live. Opportunities exist for WDC to connect to and leverage from regional safety strategies: The Waikato Regional Cycle Education Plan and The Waikato Regional Water Safety Strategy.

3.4.4 Facilities

A large number of club survey respondents (69%) reported that their facility was not currently utilised to capacity. This is despite the majority of the clubs (69%) sharing their facilities with other clubs. Focus should be given to maximising the capacity of existing facilities through the exploration of current use of facilities and investigation into additional capacity.

<h2>Considerations</h2>

4.1 RISK

4.2 No significant risks have been identified.

4.3 CONSISTENCY WITH EXISTING PLANS AND POLICIES

4.4 The adoption of the Waitomo District Play, Active Recreation and Sport Plan is consistent with existing plans and policies.

4.5 SIGNIFICANCE AND COMMUNITY VIEWS

4.6 This decision is not a significant decision in terms of Council's Significance and Engagement Policy.

Suggested Resolutions

1. The business paper on Waitomo District Play, Active Recreation and Sport Plan be received.
2. Council adopt/not adopt the Waitomo District Play, Active Recreation and Sport Plan.



HELEN BEEVER
GENERAL MANAGER – COMMUNITY SERVICES

April 2021

Attachment: 1. Waitomo District Play, Active Recreation and Sport Plan

Executive Summary

Sport, active recreation, physical activity, and play have a crucial role in building communities that are healthy, connected, and vibrant. It provides people with opportunities to improve their physical health while also creating a sense of community and connection that helps to improve mental, social, and emotional health. As a collective, New Zealanders value the role that physical activity plays in their life. More specifically, in the Waitomo District, 80% of adults (18 years or older) feel that being physically active in the great outdoors is an important part of New Zealanders' lives (Sport New Zealand, 2017).

The Waitomo District Play, Active Recreation and Sport Plan (The Plan) is designed to help guide decision making and investment in sport and recreation for Council, Sport Waikato and Sport providers in the Waitomo District. It seeks to identify opportunities for strategic growth and development for partners who provide sport and recreation services that will help to contribute to community outcomes. Guidance is based on feedback provided by Waitomo District sport and recreation providers, Secondary Schools, community members, Sport New Zealand, sector data and demographic information.

Waitomo District Council and Sport Waikato work in partnership for the delivery of programmes and services that support all age groups' access to sport, recreation and physical activity opportunities within the Waitomo District. By working together, we will deliver a coordinated and clear plan for future provision of sport and recreational opportunities for the people of the Waitomo District.

Strategic priorities and recommendations

Our People

Rangatahi, Tamariki and Tamariki Mokopuna

Rangatahi are a key priority group for Moving Waikato and Waitomo District Council. There are three high schools within the Waitomo District. To promote continued participation in sport, active recreation, physical activity and play, Sport Waikato should work with schools and other key community partners to promote quality experiences in sport and recreation settings.

Māori

The ethnic makeup of Waitomo District has some significant differences from the Waikato Region and New Zealand populations. The percentage of the Waitomo population who identify as Māori is significantly higher than regional and national figures. Future delivery of opportunities needs to consider Māori participants' wants and needs.

Women and Girls

Research shows that there are clear inequalities in participation rates in sport and active recreation for women and girls. Sport and recreation opportunities that are inclusive and accommodating of the wants and needs of women and girls are critical to increasing participation.

Building communities

Closer connections and collaboration between clubs, education, health, Sport Waikato and council

Sport Waikato has a focus on strengthening relationships between Sport Waikato, community and clubs to enable Sport Waikato to act as a conduit between community, clubs and council.

Active recreation and play settings

Nationally research shows that participation preferences are changing. A key focus must be on connecting the community with opportunities beyond sport – for play, active recreation and physical activity in natural landscapes including the development of cycling and walking trails in these settings.

Club development (capability support)

Through the community and survey consultation processes it was identified that many of the clubs, in particular, clubs with decreasing memberships, would benefit from club development or capability support.

Further detail provided in the 'Strategic priorities and recommendations' section of the plan.

Development of a sport and active recreation advisory group

To help promote a connected approach to facilities, funding applications, and sharing of knowledge the development of a Waitomo District Sport Council, advisory group or coalition would be beneficial for clubs, community organisations, providers and individuals within the community. This group would connect with the Vibrant Safe Waitomo Regional Coalition representative, providing information and ideas regarding theme 3 of Vibrant Safe Waitomo, Hakinakina (recreation).

Regional leadership

Strengthening relationships between Sport Waikato and Waitomo District Council

Sport Waikato has a focus on strengthening their relationship with Waitomo District Council to achieve better outcomes for the Waitomo District communities.

Working towards a King Country collaborative approach

Based on insights gathered through the development of this plan, it was found that opportunities exist for the Waitomo District Council and Ōtorohanga District Council to provide a collaborative approach to the provision of sport, recreation and physical activity for their communities.

Connection to regional safety strategies

Through Vibrant Safe Waitomo, Waitomo District Council has outlined their commitment to making the Waitomo community a safer place to live. Opportunities exist for Waitomo District Council to connect to and leverage from regional safety strategies: The Waikato Regional Cycle Education Plan and The Waikato Regional Water Safety Strategy.

Facilities

A large number of club survey respondents (69%) reported that their facility was not currently utilised to capacity. This is despite the majority of the clubs (69%) sharing their facilities with other clubs. Focus should be given to maximising the capacity of existing facilities through the exploration of current use of facilities and investigation into additional capacity.

Further detail of facility projects provided in the 'Strategic priorities and recommendations' section of the plan.

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1 Introduction

1.1 Overview

Sport, active recreation, physical activity, and play have a crucial role in building communities that are healthy, connected and vibrant. It provides people with opportunities to improve their physical health while also creating a sense of community and connection that helps to improve mental, social and emotional health. As a collective, New Zealanders' value the role that physically activity plays in their life. More specifically, in the Waitomo District, 80% of adults (18 years or older) feel that being physically active in the great outdoors is an important part of New Zealanders' lives (Sport New Zealand, 2017).

New Zealand has an abundance of natural resources available for people to get out there and active, but we also have high rates of obesity. In 2017/18 32% of New Zealand's adult population was recorded as obese. National and international trends show that our physical activity levels have been in decline and in the 2017 Active New Zealand survey only 46% of Waitomo adults and 61% of Waitomo young people did enough physical activity each week to positively impact on their health.¹ In 2019, the Waitomo District Council, through the formation of Vibrant Safe Waitomo, also noted the need to increase the number of safe recreational (hakinakina) opportunities available to the community to enhance wellbeing outcomes and foster community connection.

The decline in participation reflects rapid changes within our societies, people are increasingly time-poor and cash-poor and the way that they want to participate is changing because of this. Future planning needs to recognise these changing needs and wants and help community providers adjust to engage with participants in a way that promotes play, physical activity and sport for life.

The Waitomo District Council's Vision for the District is:

"Waitomo – a vibrant district"

The main focus for the vision is an intent to make sure that the District is an attractive place that people would want to visit, work, and live in. All services and activities that are delivered by council should align with this vision.

The Waitomo District's economic base is largely premised on agriculture and tourism. Sheep and beef farming is the largest agricultural industry, although in the last 10 years dairy farming has been a growing industry within the district. Waitomo's tourism industry has also continued being developed over the last 20 years. Most tourists are from overseas rather than domestic and often do not stay in the area, instead choosing to visit as a day excursion.

The usual resident population for Waitomo District was 9,303 as at the 2018 Census. The median age for the Waitomo District is 38.2 years (Statistics New Zealand, 2018). This is slightly higher than the median age regionally and nationally (37.4 years). Waitomo also has a significantly higher Māori population compared to regional and national figures (discussed in greater depth later in The Plan).

1.2 Purpose of The Plan

Waitomo District Council and Sport Waikato work in partnership for the delivery of programmes and services that support all age groups' access to play, active recreation and sport opportunities within the Waitomo District. By working together, we will deliver a coordinated and clear plan for future

¹ Adults (18 years and older) need to do greater than 150 minutes of physical activity a week to positively impact their health. Young people (5-17 years of age) need to do greater than 420 minutes of exercise per week to positively impact their health.

provision of play, active recreation and sport opportunities for the people of the Waitomo District. This supports Vibrant Safe Waitomo’s framework of community led collaboration providing connected leadership and direction, with everyone working in partnership to create a safer community for all.



Figure 1: Vision of the Waitomo District Play, Active Recreation and Sport Plan - excerpt from Waitomo District Sport Evenings

The Waitomo District Play, Active Recreation and Sport Plan (The Plan) is designed to help guide decision making and investment in sport and recreation for Council, Sport Waikato and Sport providers in the Waitomo District. It seeks to identify opportunities for strategic growth and development for partners who provide sport and recreation services that will help to contribute to community outcomes. Guidance is based on feedback provided by Waitomo District sport and recreation providers, Secondary Schools, community members, Sport New Zealand, sector data and demographic information.

More specifically for Council, The Plan provides guidance about current facility provision and potential future needs. For both Sport Waikato and Council, The Plan provides guidance on the priorities for delivery opportunities and strategic approaches to delivery of services to improve experiences of participants and ultimately grow participation.

There is a diverse population within the Waitomo District, which are in need of a diverse range of opportunities for participation. This is reflected in the wide range of clubs currently functioning within the Waitomo District (refer to section five). Where possible The Plan supports and supplements other plans developed for the District.

The Plan offers a series of proposed projects and priorities for consideration and implementation by partners in the District.

1.3 Trends driving the development of this plan

Waitomo District (not unlike the Waikato Region and New Zealand as a whole) face a number of challenges in the future that necessitate the use of a planned and collaborative approach to sport and recreation delivery. These challenges include:

1.3.1 A stable population with significant differences from regional or national figures

For the 2018 Census the usual resident population of the Waitomo District was 9,303 people. This has remained relatively stable with a shift from a usual resident population of 8,907 in 2013 to 9,303 in 2018 (Statistics New Zealand, 2013 & 2018). Differences from regional and national populations show that the Waitomo population clusters within the older and younger age brackets with less people within working age. Another significant difference seen in the makeup of the Waitomo population is the large percentage (45%) of the Waitomo population who identify as Māori.

1.3.2 Maintaining assets, facility sustainability and service levels

In many communities in the Waitomo District (and nationally) facilities are aging and maintenance costs to keep these facilities functioning can become increasingly burdensome. The ongoing sustainability of facility and service provision is likely to become increasingly difficult in some locations, especially in locations where populations are decreasing or aging.

1.3.3 Changing sport and recreation participation preferences

Sport and recreation participation preferences are constantly changing. Sport, recreation providers and facilities need to be able to adapt to suit these changing preferences and meet the needs of the communities. Facilities should be developed with this in mind and not be reliant on use from a single activity.

1.3.4 Improving collaborative approaches

Historically decision making in the sport and recreation sector, particularly around facility development, has been made on an ad hoc basis. As discussed above it becomes increasingly burdensome to maintain aging facilities. Collaborative approaches to facility provision and combining of current clubs should be considered in future to boost participation and help relieve financial burdens. Collaboration should also be considered as an option between local authorities, communities, and schools.

1.3.5 Working with neighbouring local authorities

As the population gets increasingly mobile, community members' participation will cross district boundaries more and more. The Waitomo District neighbours Ōtorohanga, Taupo, Ruapehu and New Plymouth Districts but also has close links with Waipa District. Collaborating with other district council's will become increasingly necessary to make sure that quality facilities, experiences and services are provided for our community while reducing unnecessary duplication.

1.3.6 COVID-19

In 2020 New Zealand and the world experienced significant and unprecedented challenges in the form of a global pandemic called Covid-19. The pandemic had considerable effects on individuals and the active recreation and sport sectors, including disruption to the delivery of sport, changes in the patterns and types of participation of people, as well as increased fiscal strain at both individual and sector levels. From this major global event, there were many learnings that need to be taken forward into the future when thinking about the systems, structures and models of sport and the provision of play and active recreation opportunities for people and communities.

1.3.7 The emergence of play

2020 also saw the emergence of play² as a priority within the strategic context of the physical activity sector.

Play allows children to experience fun, joy and laughter in a way that is important to them. It is also where they develop and practice life skills. Play is a vital part of our tamariki's physical and cognitive development. It has been taken for granted that play has always been, and will always be, part of the childhoods of those growing up in Aotearoa New Zealand. However, levels of play are in decline due to shifting values, increasingly sedentary lives, and changes in urbanisation resulting in fears about the safety of our tamariki.³

Specifically, in a places and spaces context we need to consider the particular environmental⁴ impacts on play. Including;

- Design of the built environment, [e.g.] streetscapes, urban design, playgrounds & parks
- The existence and accessibility of natural environments including water, bushland and open space.⁵

1.4 Plans influencing the development of this plan

The following plans have been reviewed to ensure that the Waitomo District Play, Active Recreation and Sport Plan supports and aligns with their main objectives and aims:

- Moving Waikato
- Vibrant Safe Waitomo 2019-2024
- Waikato Plan 2017
- Waikato Regional Active Spaces Plan 2018
- Waitomo District Council Long Term Plan (LTP) 2018-2028
- Waitomo District Council Annual Plan 2019
- Waitomo District Council Reserve Management Plan (in REVIEW at time of writing)
- Maniapoto - Our strategic direction 2019-2024
- Waikato Regional Cycle Education Plan 2019
- Waikato Regional Water Safety Strategy (in DRAFT)

² Play is: • *intrinsically motivated – it is spontaneous and will happen anywhere* • *personally directed – it has limited or no adult involvement* • *freely chosen – it is self-determined and has no pre-determined outcome* • *fun, accessible, challenging, social and repeatable.*

³ Sport NZ Strategy 2020-24.

⁴ Recreation Aotearoa, Wild Play Series 2020.

⁵For more information refer to this key case study incorporating wild play and traditional Maaori play elements <https://nzila.co.nz/showcase/mara-hupara-playground>

1.5 Methodology

In mid-2019, a project team was established to oversee the development of a plan to grow participation in sport for the Waitomo District with representatives from Waitomo District Council and Sport Waikato.

The process of developing The Plan included three areas of focus including survey assessment, secondary data analysis (trends in sport and district demographics) and community consultation. This approach provided the best means to gather a comprehensive range of information to inform decisions made in developing The Plan. Key work components included:

1. A community consultation with sport and recreation providers, community members, Council representatives and Sport Waikato to assess potential priorities and recommendations. Two sessions were held in Te Kuiti and Piopio.
2. Survey analysis of current sport and recreation providers in the district: the survey had a low level of respondents with a response rate of 40% or 33 out of 83 clubs responding.
3. A review of participation and volunteer data, as well as a review of facility ownership and lease details, facility aspirations and a report of club perceptions of financial sustainability (Appendix B).
4. A review of the Waikato Regional Sports Facilities Plan with a specific focus on recommendations for the Waitomo District.
5. A review of regional trends in sport, recreation and physical activity through Sport Waikato's Moving Waikato 2020 Insights and Sport New Zealand's Active New Zealand survey results.
6. A review of local demographic trends and growth forecasts with a specific focus on the implications for the provision of sport through the jointly published local district demographic profiles and Statistics New Zealand Census information.
7. A review of existing plans prepared by Waitomo District Council related to community wellbeing, sport and recreation.
8. The development of a draft plan.
9. Draft plan adopted, workshoped with Councillors.
10. Draft plan distributed for public consultation.
11. Final plan completed.
12. Plan adopted by Council and Sport Waikato.
13. Recommendations of plan distributed into relevant work programmes based on priority. This includes putting forward items for consideration for funding in the next Waitomo District Council's Long-Term Plan and future annual plans.

Note: Additional methodology information and a review of survey participants are provided in Appendix A, B, C and D of the Appendices document provided to Waitomo District Council.

1.6 Limitations

The Plan has been prepared based on available data at the time of writing. Given the reliance on data from third parties and a survey response rate from sport and recreation providers of 40%, it is likely that some data emissions do exist. However, The Plan represents the most comprehensive data source currently available. The Plan does not replace the need for additional assessment and focused planning in an ongoing manner to support and connect with communities in an interactive and live setting. As sporting codes update existing national and regional facility plans, and participation trends and community demographics change, it is envisaged that this plan will require updating, with formal review every 3 years or in alignment with the 10 Year Plan.

2 Background

2.1 Moving Waikato Strategy

Moving Waikato is a unified strategy for physical activity through play, active recreation and sport for the Waikato region, and gives focus and clarity towards 2030. It seeks to build on the positive momentum of existing partnerships and to increase the provision of opportunities for both participation and quality experiences for the people of the region. A strategy in which partnerships achieve results.

The strategy has been developed in collaboration and consultation with key partners regionally and nationally, and follows on from evidence gathered to guide and inform strategic decisions.

Based on the evidence, insights and changing environment, the Moving Waikato advisory group resets the targets in each three-year horizon to meet the needs of the communities. We are now moving into horizon two.



Figure 1. Moving Waikato Strategy overview.

STRATEGIC PRIORITIES HORIZON 2 (2020 TO 2025)

Horizon Two priorities have been identified as;

- **Our People** - Rangatahi (12-18 years), Tamariki (5-11 years) and Tamariki Mokopuna (0-5 years); with a focus on Maori, Disadvantaged², Women and Girls and Low-participants
- **Building Communities** - Education Settings, Active Recreation, Physical Activity and Play settings, and Sport Settings; with a focus on Locally led delivery³, Policies and Practices⁴, Facilities, Spaces and Places and Coaching
- **Regional Leadership** - Decision-maker influence, Spaces and Places and Facilities, Regional Strategies

2.2 Vibrant Safe Waitomo 2019-2024

Vibrant Safe Waitomo is a community led collaboration that provides leadership and direction with everyone working in partnership to create a safer community for all. The vision for Vibrant Safe Waitomo is ‘To create safe and vibrant communities where people want to live and do business.’

Vibrant Safe Waitomo looks at harm prevention across the life span of community members, identifying instances where community members are at a higher risk of harm. Māori and young people are identified as key priority groups for the Waitomo Council in this document.

Hakinakina (recreation) is identified as a priority theme for Vibrant Safe Waitomo, including promotion of hakinakina activities that can extend your body, mind and feed your soul. It is linked to a goal to foster community connections through providing safe and stimulating environments for the Waitomo District communities. Hakinakina is linked to reducing obesity, improving wellness, reducing falls and building leadership within the community, therefore, contributing toward Vibrant Safe Waitomo’s outcomes.

Other themes include:

- Whānau /families: to support and foster a caring and safe place to live for every resident.
- Mahi/workplace: to support and enable economic development with a clear agenda on health and safety.
- Kotahitanga/ connected leadership: to provide stewardship to manage meaningful partnerships within the community.

2.3 Waikato Regional Active Spaces Plan

Sport Waikato and partners created the first Waikato Regional Sports Facilities Plan (WRSFP) in November 2014, the WRSFP (Jones & Cessford, 2014) was endorsed by the Waikato Mayoral Forum as a guiding document for the provision of sports facilities to grow participation in play, active recreation and sport activity across the region.

A review of this plan was undertaken in 2018 and again in 2020. The updated Waikato Regional Active Spaces Plan (Sport Waikato, 2020) provides a high-level strategic framework for regional sports facilities planning and optimisation of existing facilities. It also provides direction on what should be done and crucially, what should not be done. The Plan focuses thinking at a network-wide sports, play and active recreation facilities level with emphasis on national, regional and sub-regional sport assets, while also capturing local level play, active recreation and sport facility data. The 2020 iteration of The Waikato Regional Active Spaces Plan (in draft at the time of writing) has included play and active recreation definitions and recommendations, these concepts and facilities have previously not been included.

Current funding and delivery partners of The Plan include: Hamilton City Council, Hauraki District Council, Matamata-Piako District Council, Ōtorohanga District Council, South Waikato District Council, Taupō District Council, Thames Coromandel District Council, Waikato District Council, Waipa District Council, Waitomo District Council, Sport Waikato and Sport New Zealand.

The Waikato Regional Active Spaces Plan consolidates the key principles that underpin facility planning and provision. This Waitomo District Play, Active Recreation and Sport Plan is a local level plan sitting under The Waikato Regional Play, Active Recreation and Sport Facilities Plan.



Figure 2: Key principles of The Plan. Adapted from The New Zealand Sport Facilities Framework (Sport New Zealand, 2017).

The Waikato Regional Active Spaces Plan featured this key priority project for the Waitomo District:

Table 1: Waitomo District Priority Projects from The Waikato Regional Sport Facility Plan		
Indicative Timeframe	Proposed Facility Development	Key Partners
1-3 years	2 Court Indoor Facility (two full sized netball courts)	Waitomo District Council, potentially in partnership with Ōtorohanga District Council

2.4 Waitomo District Council Community Outcomes

The Waitomo District Council's vision guides its strategic planning. Council defines community outcomes that are areas of focus to help them achieve their vision. The community outcomes that relate to this plan are listed below.

2.4.1 Vibrant Communities

- A place where the multicultural values of all its people and, in particular, Māori heritage and culture are recognised and valued.
- A place where all age groups have the opportunity to enjoy social, cultural and sporting activities within our District.
- A place where young people feel valued and have opportunities for input into the decisions for the District.
- A place where we preserve the natural environment for future generations, ensuring that natural resources are used in a sustainable manner.

2.4.2 Effective leadership

- A place where the development of partnerships for the delivery of programmes and services is encouraged and pursued.

2.5 Maniapoto – Our strategic direction 2019-2024

The Maniapoto Māori Trust Board has created a set of documents with the purpose of supporting the new tribal entity for settlement. These documents will ensure Maniapoto Rangatiratanga will be advocated across a broad spectrum of areas.

The key aims of the strategic direction are that:

- The vision and values of Maniapoto are maintained and constant in all decisions;
- The work and experience of the Maniapoto Māori Trust Board continues to contribute to the development of strategy; and
- There is an avoidance of duplication of work, where possible and appropriate by the new entity.

In the 2013 census 35,358 people identified that they belonged to Maniapoto iwi, this makes up 5.3% of the Māori population within New Zealand. Less than 10% of these people live within the rohe (displayed in figure 4).

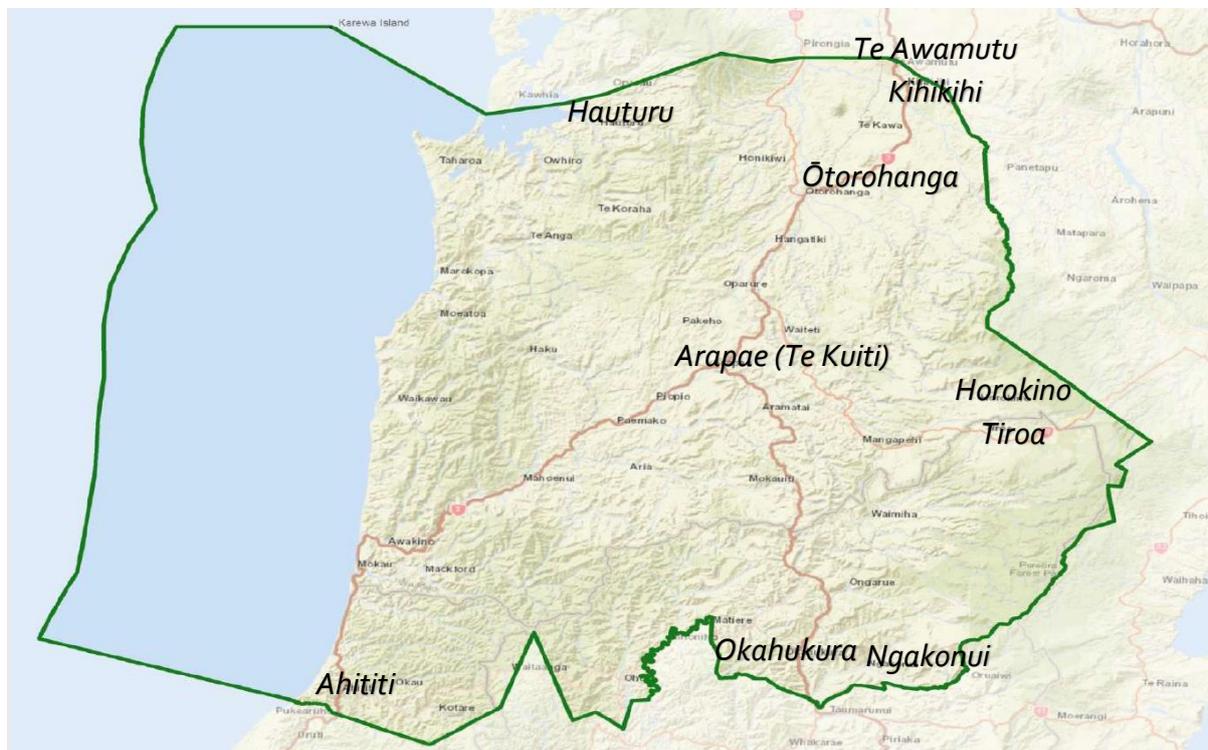


Figure 3: Maniapoto Rohe

2.6 Waikato Regional Cycling Education Plan – Finalised May 2019

The Waikato Regional Cycling Education Plan was developed through 2018 and 2019 with partners from Hamilton City, Hauraki, Matamata-Piako, Ōtorohanga, South Waikato, Taupo, Thames-Coromandel, Waikato, Waipa, and Waitomo District Councils, Waikato Regional Council, Sport Waikato, Cycling New Zealand, The Home of Cycling Trust and New Zealand Transport Agency.

The objective of the Waikato Regional Cycling Education Plan is to develop a coordinated and collaborative approach for sector stakeholders in the Waikato region to improve cycle safety, build participant confidence and create a partnered approach to the provision of Bikes in Schools and Cycling Education as part of the national BikeReady system.

The Waikato Regional Cycling Education Plan identifies operational activities for delivery, assign responsibility for leadership and co-ordination, identifying the resources required and potential funding sources. It identifies two main activity areas for cycle safety across the Waikato region:

Bikes in Schools – enabling more children across the region to regularly ride a bike within schools. Improving outcomes for health, fitness and education through opportunities to exercise and improving cycle confidence and skills.

Cycle Skills Training – a coordinated regional approach to education and training programs aimed at improving confidence, safety and skill for riders of all ages and abilities; delivery will align to the national BikeReady Guidelines.

Proposed partners in the delivery of the Waikato Regional Cycling Education Plan include: Hamilton City, Hauraki, Matamata-Piako, Ōtorohanga, South Waikato, Taupo, Thames-Coromandel, Waikato, Waipa, and Waitomo District Councils, Waikato Regional Council, Sport Waikato, Cycling New Zealand, The Home of Cycling Trust, Community and Philanthropic Funders.

2.7 Waikato Regional Water Safety Strategy – finalised December 2019

The Waikato Regional Water Safety Strategy began development in late 2018 and is estimated to be finalised in late 2019. The Waikato plan is part of Water Safety New Zealand's (WSNZ) initiative to develop Regional Water Safety Strategies in three regions across New Zealand including Bay of Plenty, Auckland and Waikato. The purpose of the Regional Strategy approach is to develop collaborative approaches with key local partners that focus on the local context and utilise local knowledge to create solutions. The Waikato plan has been developed in partnership with WSNZ and Sport Waikato.

The Waikato Regional Water Safety Strategy recommends a series of actions targeting agreed focus areas through to 2023. The desired outcome is to improve coordination of drowning prevention resource, focus and capability, and to ensure regional ownership and leadership of Water Safety in the Waikato, ultimately reducing drowning deaths, incidents and injuries in and on the water, and building a culture of safe enjoyment of the Waikato's valued water resources.

This Strategy seeks to leverage existing services in the Waikato provided by Coastguard and Surf Life Saving and funded by the collective Local Authority partnership. It has the objective of providing additional focus and emphasis on fresh waters-based incidents and drownings with a specific focus on river safety.

2.8 Active New Zealand Survey Results (2017)

2.8.1 Adults (18 years and over)

46% of Waitomo adults do more than 150 minutes of physical activity a week (enough to positively impact their health).

The most likely place where Waitomo adults are active is in private property, homes, gardens or pools (63%). Followed by on the road or footpath (43%). To a lesser extent, Waitomo adults are also active on walkways (17%), on/in/beside sea or coast (15%), and on/in/beside rivers/lakes/streams (12%).

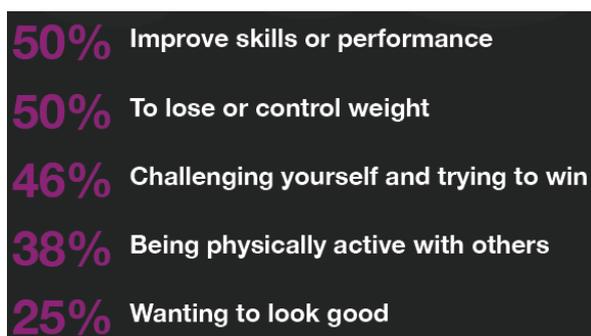
The top five activities that Waitomo adults take part in are:



Waitomo adults top 10 sports where adults are active are:

1 Horse riding/equestrian	6 Touch
2 Golf	7 Football/soccer
3 Rugby	8 Tennis
4 Table tennis	9 Cricket
5 Outdoor bowls	10 Netball

The top five motivations for Waitomo adults being active are:



The main barriers for Waitomo adults are:



2.8.2 Young people (5-17 years unless further specified)

61% of Waitomo young people do more than 420 minutes of physical activity a week (enough to positively impact their health).

The most likely place where Waitomo young people are active is at school or in the school ground (80%). This is closely followed by home (70%) and playgrounds, parks, fields, astroturfs or outdoor pools (64%). To a lesser extent, Waitomo young people are also active at the beach, lake, bush or footpath (44%), and gym, community halls, churches, marae or indoor pools (42%).

The top five activities that Waitomo young people take part in are:



Top 10 sports where Waitomo young people were active in the past 7 days:

- | | |
|------------------------------|--------------------------------|
| 1 Basketball or mini-ball | 6 Athletics or track and field |
| 2 Football, soccer or futsal | 7 Netball |
| 3 Rugby or rippa rugby | 8 Volleyball or kiwi volley |
| 4 Hockey or floorball | 9 Parkour |
| 5 Touch | 10 Tennis |

Top reasons for being active (12-17 years):



77% participate for fun
38% participate to hang out with family or friends
38% to physically challenge myself or to win
32% I have to (*my parents/caregiver or school make me*)
29% to learn or practice a new skill
23% for fitness or health
10% I'm good at it
4% to lose or maintain weight
0% to look good

Top barriers to being active (12-17 years):



3 Local Demographics

3.1 District actual and forecast resident population changes

The usual resident population for Waitomo District was 9,303 as at the 2018 Census. The median age for the Waitomo District is 38.2 years (Statistics New Zealand, 2018), this is slightly higher than the median age regionally and nationally (37.4 years).

Population projections based on the 2013 Census suggested that Waitomo District's population would peak in 2018, then slowly decline from 2018-2043. The results of the 2018 Census show that the population has not increased as projected and instead has remained relatively stable with a shift from a usual resident population of 8,907 in 2013 and 9,303 in 2018 (Statistics New Zealand, 2013 & 2018).

3.2 Ethnic diversity

The ethnic makeup of Waitomo District has some significant differences from the Waikato Region and New Zealand populations. The percentage of the Waitomo population who identify as Māori is significantly higher than regional and national figures. Whilst the percentage of the population who identify as European, Pacific, Asian and Other are lower than regional and national figures.

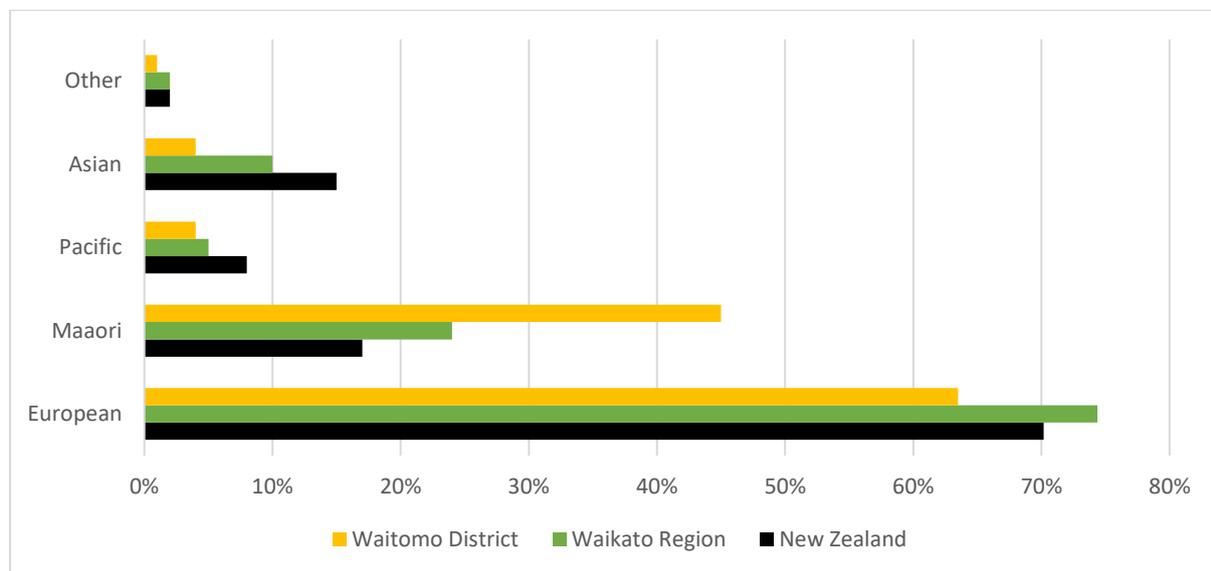


Figure 4: Identified ethnicity - District, Region and National comparisons (Statistics New Zealand, 2018)⁶

3.3 Economic Profile

The Waitomo District's economic base is largely based on agriculture and tourism. Sheep and beef farming are the largest agricultural industry, although, in the last 10 years, dairy farming has been a growing industry within the district. Waitomo's tourism industry has also continued being developed over the last 20 years. Most tourists are from overseas rather than domestic and often do not stay in the area, instead choosing to visit as a day excursion.

⁶ Please note that percentages do not add up to 100% as people are able to identify with more than one ethnicity.

4 Sporting trends and participation profiles

4.1 Waikato Region vs. National trends

Sport New Zealand's Active New Zealand Survey data allows us to compare Regional participation preferences in sport, physical activity and play, to preferences from other regions and national averages. Thanks to the boosted data set that Sport Waikato invested in for the 2017 survey, information is now available at a district level as shown above in section 2.8 Active New Zealand Survey Results (2017). **Error! Reference source not found.** However, the understanding of regional vs. national trends is still crucial for planning of future delivery of sport, active recreation, physical activity and play opportunities.

In the Waikato:

- 68% of young people participate in greater than 420 minutes of physical activity, the same as nationally. 420 minutes of physical activity is enough to positively impact young peoples' health
- Less adults participate in greater than 150 minutes of physical activity than nationally (57% vs. 60%). 150 minutes of physical activity is enough to positively impact adult health
- There is a higher percentage of Waikato adults that are non-participants (29% vs. 27%)
- Less young people participate in physical activity or sport for fun (70% vs. 76%)
- Less adults participate in physical activity or sport to lose weight or to look good (15% vs 17%)
- More adults participate in physical activity or sport to challenge themselves or win (13% vs 11%)

	Young people	Adults
Do more than nationally	 Rugby/Rippa  Biking (all types)	 Biking  Tramping  Fishing  Sailing  Horse riding  Hunting
Do less than nationally	 Swimming	 Walking  Snow sports  Running  Group fitness  Yoga/Pilates

4.2 The economic value of Sport and Recreation in the Waikato Region

The Economic Value of Sport and Recreation to the Waikato Region report identifies that between 2009 and 2013, the economic value of sport and recreation declined by \$98 million (Sport New Zealand, 2015). 17 industries are necessary for the sport and recreation sector to function. The valuation of these industries was the biggest contributor to this decline as these reduced by \$113 million in this same time period.

Despite the decline within the sport and recreation sector, valuation of other occupations, school's investment and Council expenditure increased their valuation by \$8.9 million and volunteer services valuation, alone, increased by \$4.9 million.

A total of 4.3 million hours were attributed to sport and recreation in 2013/2014 and the Hamilton City sport and recreation sector contributes 30.1% of regional contribution to GDP.

Regionally, since 2011, there has been a decrease in Council spending on new sport and recreation facilities from \$47.6 million (2011) to \$32.8 million in 2013. This contributed \$11.5 million to the value of the construction sector in 2013.

4.3 Waitomo Secondary Schools

Waitomo District has three secondary schools Piopio College, Te Kuiti College and Te Wharekura o Maniapoto. Two sources of information are available specifically in the Secondary School space: The New Zealand Secondary School Sport Census and a recent survey undertaken by Sport Waikato to look at facility provision and community use of Secondary Schools within the Waikato Region.

4.3.1 New Zealand Secondary School's Census

The New Zealand Secondary School Sport Census (NZSSSC) gathers information about the participation of students and volunteering of staff within organised sports. Both Te Kuiti High School and Piopio College have been involved in the NZSSSC. Both schools have recorded higher participation than the regional average since 2012. From this survey we could also see that in 2018:

- 62% of students within Waitomo Secondary Schools meet the NZSSSC requirements for involvement in sport. This is higher than the national average (52%) and the Waikato Regional average (57%).
- 55% of female students within Waitomo Secondary Schools meet the NZSSSC requirements for involvement in sport. This is higher than both the national (49%) and regional (53%) averages.
- 59% of male students within Waitomo Secondary Schools meet the NZSSSC requirements for involvement in sport. This is higher than the national average (56%), but slightly less than the Waikato Regional average (61%).
- 33% of total staff were involved in sport. This is higher than the national and regional average (29%). Additionally, 19% of total staff were involved in coaching sport, higher than the national and regional average (16%).

4.3.2 Waikato Regional Secondary School's Facilities Survey

Te Kuiti High School responded to the Waikato Regional Secondary Schools Facilities Survey. This table shows the type of facilities provided at the High School.

School Name	Grass sports fields	Artificial sports fields	Outdoor courts	Covered courts	Indoor courts	School pool length
Te Kuiti High School	Yes	Yes	Yes	No	Yes	No

There is community use of school sport facilities outside of school hours by primary school, hockey, gymnastics and bootcamp groups.

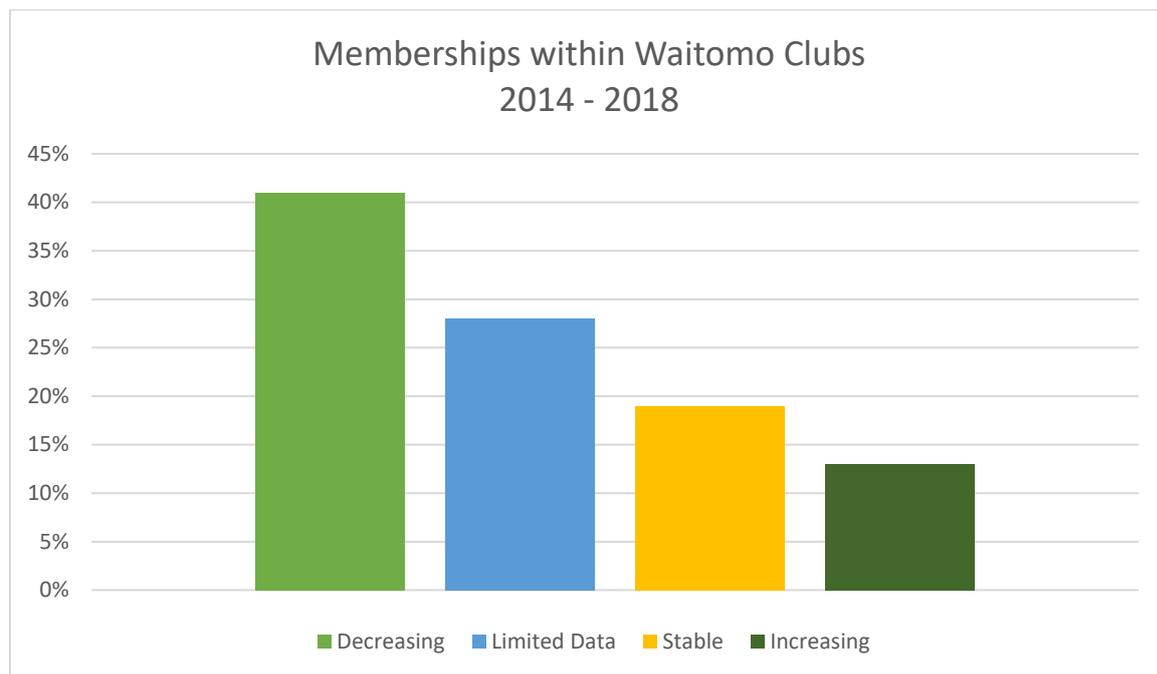
The development plans for new indoor courts/gymnasium were discussed. Plans are supported by the average state of the current indoor court, which is not a full basketball court (which is the most popular sport within Waitomo District)

The school uses community facilities yearly for cross country events at Brooke Park and squash courts at Te Kuiti Squash. The High School would like to have more use of indoor and outdoor bowls facilities.

5 Waitomo District Club participation trends and profiles from survey results

The Waitomo District Sport and Recreation survey had a response rate of 40%. The clubs were predominantly based in Te Kuiti (75%), with the remaining throughout the wider Waitomo district. A total of 32 clubs completed the survey, capturing 23 different sport and recreation activities.

26 clubs provided their membership numbers for 2018 which totalled 2413 members. Of the clubs that responded, 41% had experienced a decrease in memberships. These clubs had an average decrease of 8% since 2014. 19% reported stable⁷ membership numbers and 13% had an increase in members. The clubs that did see growth in numbers were Basketball, Shooting, Ki-O-Rahi and Croquet. The remaining 28% did not supply membership numbers.



Based on the recorded male and female membership numbers, 51% were male and 47% were female. Clubs also estimated a breakdown of their memberships into young people (0 – 18 years) and adults (19+ years). Approximately 53% were young people and 47% were adults.

15 clubs recorded casual participation⁸ at an estimated 1495 participants. However, with 89% of the casual participants linked to only four clubs, casual participation across the remaining clubs was very low.

Many of the clubs identified a collaborative approach with 18 clubs indicating they share facilities with other clubs/organisations. Another five clubs indicated that they would be open to partnering with any other user-groups to increase the use of their facilities. However, of these five, three were not open to moving to another facility. The largest local relationship from clubs was to schools with 20 clubs indicating engagement with local schools.

Clubs requested assistance with (in order of popularity): Increasing participants (19); Finances and sponsorship (10); Coach development (10); Volunteers (9); Facility development (8); Ways to target

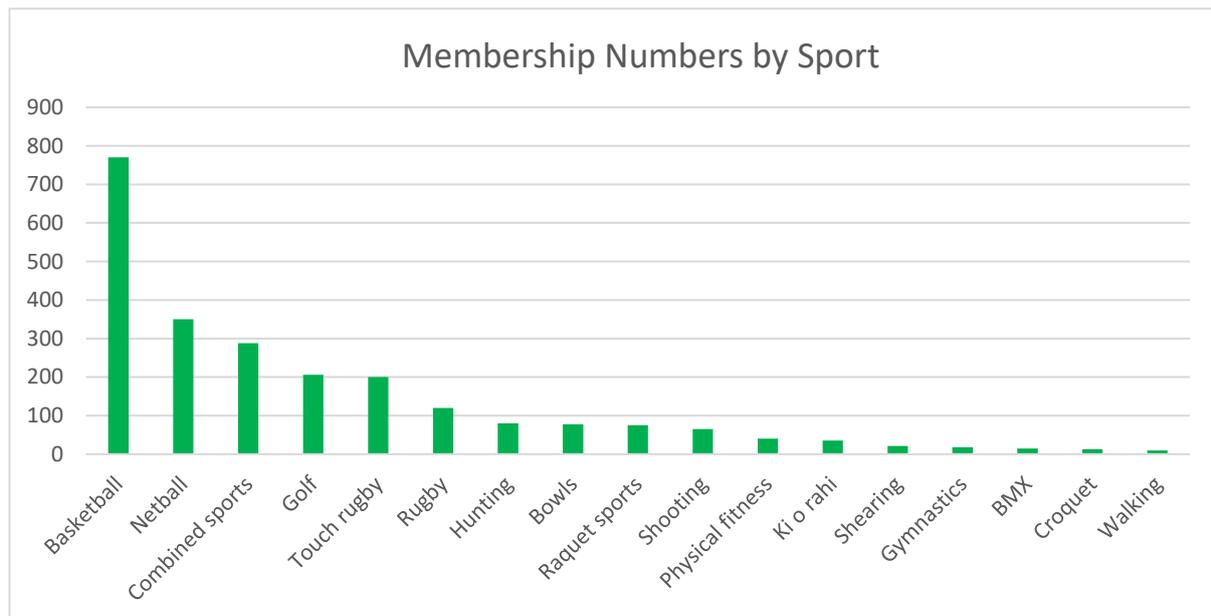
⁷ Stable membership is defined as an increase or decrease within -5 to 5 members.

⁸ For the purpose of the survey, casual participation includes casual, drop in and pay-to-play participants.

women and girls (8); Delivery for inclusion (7); Club structure and governance (5); Community sport partnerships (4); Health and safety (4); Marketing and communications (4); Event management (4); Development of club programmes (3); Facility management (3); Delivery of cultural diversity (2); and Side-line behaviour (1).

5.1 Sport participation by activity

Basketball has the highest membership numbers, followed distantly by Netball, Combined Sports⁹, Golf and Touch Rugby.



Please note graph does not include Dog Trials and Swimming as no data was available.

Implications:

- When clubs work together growth in membership and volunteer numbers are evident. Nationally it is recognised that Community Hubs promote strength in administration, efficiencies in delivery and develop stronger community connections for sports. Future planning should emphasise the importance of this.
- Changing sport and recreation participation preferences and the introduction of new sport and recreation opportunities, including e-sports, mean as community needs change, future sports and recreation clubs will need to consider adapting their delivery of opportunities to sustain or grow membership numbers.

5.2 Workforce

5.2.1 Volunteers

26 clubs provided information about their volunteer numbers, with a total of 675 volunteers recorded.

- 33% of respondents reported that their volunteer base has increased over the past five years.

⁹ Combined sports are clubs that have listed that they are involved with more than one sport. Sports included in this category are: Rugby, Ki-O-Rahi, Volleyball, Netball, Softball, Mixed martial arts, Wood chopping, Clay target shooting, and Wananga reao/hitori.

- 42% reported a decrease in their volunteer base in the past five years.
- 25% reported their volunteer base has stayed the same.

Volunteer numbers for clubs ranged between 2 – 102¹⁰, with an average of 17 volunteers per club. Volunteers covered a wide range of roles supporting the function of clubs/providers and their events. Roles included but were not limited to:

- Committee member
- Kitchen and bar staff
- Officials
- Manager
- Groundskeeper
- Cleaner
- Administrators
- Event support
- Facebook administrator

Of those clubs that had an increase in members:

- 50% had an increase in volunteers
- 25% had a decrease in volunteers and
- 25% had the 'same' number of volunteers.

Of those clubs that saw a decrease in memberships; 55% had a decrease in volunteers, 18% had an increase and 27% had a stable volunteer base.

Multiple clubs stated that due to family and work responsibilities as well as families moving away, it is difficult to recruit and retain volunteers. One club also stated they currently cannot fill three necessary volunteer roles.

Waitomo Miniball has had 600 members consistently since 2014. Despite their 'at capacity' membership numbers, they have experienced an increase in volunteers. This is reflective of the popularity of Miniball in the Waitomo District. Waitomo Basketball is relatively new to the Waitomo community and they have also experienced growth in members and volunteers over the last three years since establishment in 2016. The pathway from Miniball to Basketball is an opportunity to encourage volunteering and build capability within Waitomo's tamariki and rangatahi.

5.2.2 Paid employees

Of the 26 respondents, 5 indicated they have paid employees to undertake specific duties. The roles identified included:

- Bar staff
- Club manager
- Greenkeeper
- Cleaner

One club has one main annual event. They did not have full-time paid employees but did contract paid staff for the duration of their event.

¹⁰ One club recorded 300 volunteers. As this was an outlier, they have been excluded.

6 Summary of community consultation

6.1 Te Kuiti Community Consultation 14 October 2019

6 individuals from 10 clubs/organisations attended, with a range of facility and support needs. Many of the people who attended the evening were associated with multiple clubs/organisations and were able to provide detail about both club and community activities.

Key themes included:

- The iwi games are a key event for the community.
- There are a number of passionate people who begin casual sport modules or clubs (for example social tennis) but often these are unsustainable due to lack of volunteers.
- Basketball is very popular for the community.
- Cost of traditional sports can be a barrier, particularly for school-aged children.

6.2 Piopio Community Consultation 15 October 2019

3 individuals from 2 clubs/organisations attended, with a range of facility and support needs. Two of the individuals who attended were rangatahi so were able to provide a youth voice to the consultations. This was invaluable due to both Sport Waikato and Waitomo District Council's focus on tamariki and rangatahi.

Key themes included:

- Clubs provide a sense of connection for rural communities so play a crucial role in maintaining wellness of community members.
- Teams (both in Te Kuiti, Piopio, and Ōtorohanga) can often be built by cross boundary collaboration when there are low numbers in a grade.
- Indoor courts in the district struggle to provide spaces for basketball, the District's most popular sport.
- Access to indoor facility space outside of school hours could help promote rangatahi participation in physical activity. Currently rangatahi in the community often spend large amounts of time online gaming instead.
- Rangatahi are largely influenced by peer pressure when it comes to sport participation and often struggle to self-motivate in sport settings.

7 Strategic priorities and recommendations

Moving Waikato, the regional partner strategy to grow participation in sport, recreation and physical activity proposes three strategic priorities to grow participation in the region and a number of focus areas for each strategic priority. These focus areas set the scene for targeted delivery until 2030.

The pillars from Moving Waikato, Waitomo District Council community outcomes and priority groups within Vibrant Safe Waitomo have all helped to inform the strategic priorities and recommendations detailed in this section.

7.1 Our people

7.1.1 Rangatahi, Tamariki and Tamariki Mokopuna

Rangatahi, Tamariki and Tamariki Mokopuna are a key priority group for Moving Waikato and Rangatahi are a priority group through Waitomo District Council through Vibrant Safe Waitomo. To promote continued participation in play, active recreation, and sport, Sport Waikato should work with schools and other key community partners to promote quality experiences for rangatahi, tamariki and tamariki mokopuna through professional development for teachers in delivery of quality Health and PE curriculum experiences.

Additionally, for rangatahi there are three high schools within the Waitomo District. For rangatahi leaving school, pathways should be developed to help them transition from participation in school settings, where options are often more accessible, to options outside of school (whether this is for sport, recreation, or community opportunities).

7.1.2 Māori

Māori are identified as a priority group in Moving Waikato and by the Waitomo District Council in Vibrant Safe Waitomo and other key documents.

Future delivery of opportunities needs to consider Māori participants' wants and needs. Research shows that a *by Māori, for Māori, in Māori* settings approach enhances the quality of experiences and participation rates of Māori. Promotion and development of sports that are popular for Māori can provide opportunities for increased participation (popular sports include Basketball, Rugby, Rugby League and Netball). Basketball is the most popular sport within the Waitomo District, continued support and growth of the sport can help to promote participation for Māori within the District.

Within Waitomo District there is also growth in traditional Māori games, culminating in the display of these at the bi-annual Maniapoto Iwi games event. The Iwi games are a significant event for people within the area and also members of Maniapoto who live outside the district, attracting approximately 2000 participants. Council should provide support to Maniapoto Iwi to ensure that the event continues to provide opportunities for quality experiences for participants into the future.

There are strong Māori leaders within the community who promote participation in sport, active recreation, physical activity and play. Sport Waikato Regional Connectivity Coordinator will connect closely with these strong community leaders. They will also focus on developing their cultural capability and ensuring that delivery approaches are incorporating Māori worldviews and are applied across codes within the district.

7.1.3 Women and girls

Research shows that there are clear inequalities in participation rates in sport and active recreation among women and girls. Sport and recreation opportunities that are inclusive and accommodating of the wants and needs of women and girls are critical to increasing participation. Representation of

women in leadership roles within the sector can also provide an opportunity for women and girls to have more say in sport and active recreation design.

The Waitomo District Council and Sport Waikato should work together to increase the participation of women and girls in sport and active recreation. The Sport Waikato led programme This is ME® (Sport Waikato's women and girl's participation initiative) is a participation initiative that aims to reduce barriers to female participation in sport and active recreation. The initiative currently functions in Waitomo District in both the community and school setting (as discussed in the young people/rangatahi recommendation).

This is ME® secondary school programme promotes the development of projects and events *by* female rangatahi, *for* female rangatahi, with the aim of reducing barriers for female rangatahi to participate in physical activity. The approach aligns with Waitomo District Council's goal to promote youth leadership of projects and events to give them a sense of contributing something of value to society. Piopio College and Te Kuiti High School are both currently connected with This is ME®. Opportunities may become available in the future for expansion of this initiative and more connection between secondary school and community leaders.

7.2 Building communities

7.2.1 Closer connections and collaboration between clubs, education, health, Sport Waikato and Council

The Central government's focus on the four wellbeings has broadened the role of Sport Waikato, expanding the focus to more than just traditional forms of sport. Sport Waikato recognises the important role sport, active recreation, physical activity and play opportunities can have in improving wellbeing and building stronger and healthier communities. Essential partners to achieve this include the Waitomo District Council, sport, recreation, education and health partners.

Connections need to be strengthened between Sport Waikato, community and clubs to enable Sport Waikato to act as a conduit between community, clubs and council. The combination of decreasing membership of most clubs, low response to the survey and community sport evenings suggests that the community is disengaging with sport and more specifically with Sport Waikato. Whilst there are clubs and community groups who are engaged with Sport Waikato and Waitomo District Council, significant work is needed within the community to improve and broaden community and club engagement.

7.2.2 Active recreation and play settings

Nationally, research shows that participation preferences are changing. A key focus must be on connecting the community with opportunities beyond sport – for example, play, active recreation and physical activity in natural landscapes including the development of cycling and walking trails in these settings. The focus, endorsed through Vibrant Safe Waitomo's Hakinakina (recreation) theme, should be on providing safe facilities, venues and spaces for play and active recreation participation.

7.2.2.1 Urban space planning and design

Planning and design are crucial in the development of urban spaces that enable physical activity. Footpaths, roads, town centres, reserves, and playgrounds all provide a unique low-cost and accessible opportunity for participation due to their proximity to people's homes. Specifically, in the Waitomo District, 43% of adult participation occurs on the road or footpath and 44% of young people's participation occurs on the beach, lake, bush or footpath. However, due to increasing traffic and poor development of roads and footpaths in some areas, safety concerns have limited play and active recreation opportunities. Future planning and design of urban spaces should consider how we can

connect spaces to improve accessibility, enabling our tamariki and rangatahi space to play and recreate in their neighbourhoods.

7.2.2.2 *Play spaces*

When play is discussed, often adults focus on playgrounds as the main vehicle for play. Whilst playgrounds are a great resource for tamariki and rangatahi (41% of Waitomo's young people have been active by playing on a playground in the last 7 days¹¹), there are also other spaces or facilities that could be included to encourage play. In the case of built facilities, it is suggested that the co-location of playgrounds, skateparks, pump tracks, and basketball courts can provide opportunities for a range of interests, ages and abilities to participate together. This can create a vibrant environment that promotes and attracts participation.

Due to the high Māori population within the Waitomo District, future development of playgrounds and play spaces should consider the incorporation of Maori play elements, nature play, local legends and stories. The Auckland based park Māra Hūpara¹² is an example of how Maori play elements can be incorporated. The natural elements used in these types of playgrounds are often low cost and are less structured than traditional playgrounds, providing more opportunity for imagination and unstructured play.

7.2.2.3 *Walkways and cycleways*

Nationally, we have seen an increase in the percentage of the population that participate in physical activity through walking and cycling. A significant number of Waitomo adults (77%) participate in physical activity through walking and 31% participate through running/jogging. Walkways and cycleways provide opportunities for community members to participate in these activities in nature, away from traffic. A collaborative approach between councils and Department of Conservation is necessary for future development of walkways and cycleways to create a connected network that provides quality opportunities for communities to participate in ways that are easily accessible for all.

7.2.3 Club development (capability support)

Through the community and survey consultation processes it was identified that many of the clubs, in particular, clubs with decreasing memberships, would benefit from club development or capability support.

Key areas for improvement include:

- Increasing participation:
 - Changing delivery model to meet community needs.
 - Adaptation to delivery approaches which incorporate Māori worldviews are applied across codes within the district to cater for the high percentage of the population who are Māori.
 - Clubs should partner to deliver events to maximise opportunities to fundraise and to increase membership of their club.
 - Delivery of casual or pay to play options for participants.
 - Targeting women and girls due to lower participation at secondary school and slightly lower membership in clubs.
- Volunteers:

¹¹ According to the 2017 Active New Zealand Survey.

¹²More information available at: <https://ourauckland.aucklandcouncil.govt.nz/articles/news/2019/04/mara-hupara-ancient-innovation-in-play-learning-and-exercise/>

- Sport Waikato to work with sport sector to help ease pressure on volunteers – e.g. shorter seasons for greater opportunities to recruit and retain volunteers.
- Health and Safety:
 - Connection of clubs to providers who can ensure that they are meeting current and future health and safety standards.
- Funding and grants:
 - Assistance with funding and grants to help pay for facility needs and keep cost of membership accessible.
- Use of technology:
 - Ways of promoting events.
 - Communication to members and community.
 - Online booking systems for facilities.
- Low cost options:
 - The cost of participation in sport can act as a barrier for many people. Emphasis should be put, where possible, on development of low-cost options for sport and recreation opportunities.
- Casual participation and pay to play:
 - Casual participation is used well in golf, shearing and bowls but there is significant room for improvement in other codes.

7.2.4 Development of a sport and active recreation advisory group

To help promote a connected approach to facilities, funding applications, and sharing of knowledge the development of a Waitomo District Sport and Recreation Council, advisory group or coalition would be beneficial for clubs, community organisations, providers and individuals within the community. This would allow for enhanced sharing of knowledge and provide opportunities for collaboration and enhanced opportunities for sport and active recreation.

The development of an advisory group can be supported through existing approaches. For example, This is ME® (Sport Waikato initiative discussed in ‘Young People’ and ‘Women and Girls’ sections) identifies leadership groups both in the community and secondary school setting. Additionally, Waitomo District Council has an existing youth council and the Vibrant Safe Waitomo Regional Coalition, established in 2019. Representatives from these groups (and others) could be linked to form a Sport and Active Recreation Advisory Group to ensure that priority groups (rangatahi and women and girls) are represented and that enhanced information sharing occurs. This group would connect with the Vibrant Safe Waitomo Regional Coalition representative, providing information and ideas regarding theme 3 of Vibrant Safe Waitomo, Hakinakina (recreation).

7.3 Regional Leadership

7.3.1 Strengthening relationships between Sport Waikato and Waitomo District Council

With a focus on strengthening relationships between Sport Waikato and Waitomo District Council better outcomes can be achieved for the Waitomo District communities. Linking closely to the Kotahitanga theme of Vibrant Safe Waitomo, Sport Waikato and Waitomo District Council will work closely, developing a partnership that helps to inform decision making and creates a collaborative approach to service delivery. Opportunities for more collaborative approaches include improvements in facility provision, and sport and recreation delivery to enhance experiences in and opportunities for sport, active recreation, physical activity and play options that are available for the community.

7.3.2 Working towards a King Country collaborative approach

Opportunities exist for the Waitomo District Council and Ōtorohanga District Council to provide a collaborative approach to the provision of sport, active recreation, physical activity and play for their communities. Collaboration across service providers is also a key outcome promoted through the Kotahitanga theme in Vibrant Safe Waitomo. Collaborative approaches already exist regionally (Waikato Regional Active Spaces Plan as an example) and across other Local Authority initiatives.

Collaborative approaches, based on the insights collected to inform this plan, include increased connection and collaboration between a number of key organisations who influence play, active recreation and sport, including Territorial Local Authorities (Waitomo District Council and Ōtorohanga District Council), Sport Waikato, Community Organisations, Clubs and Recreation providers. This type of approach reduces duplication of resources, reduces barriers to cross boundary collaboration and enables the sharing of learning and connections. It also allows a broader range of support (i.e. workshops, programme delivery, events) to be available to both communities.

Joining of clubs from neighbouring areas can help to provide a stronger membership and volunteer base. This is already occurring within the districts and through the consultation it was observed that in the case of strong clubs (i.e. Basketball in Waitomo and Football in Ōtorohanga) the communities already travel between districts to participate. A joint approach to service delivery would ensure that clubs with membership from both districts are provided with support from Sport Waikato and connections to both councils.

7.3.3 Connection to regional safety strategies

Through Vibrant Safe Waitomo, Waitomo District Council has outlined their commitment to making the Waitomo community a safer place to live. Opportunities exist for Waitomo District Council to connect to and leverage from regional safety strategies: The Waikato Regional Cycle Education Plan and The Waikato Regional Water Safety Strategy.

7.3.4 Facilities

7.3.4.1 Maximising use of facilities

A large number of club survey respondents (69%) reported that their facility was not currently utilised to capacity. This is despite the majority of the clubs (69%) sharing their facilities with other clubs. Focus should be given to maximising the capacity of existing facilities through the exploration of current use and investigation into additional capacity. Due to the large number of traditional sports clubs with little casual participation, there may be opportunities to expand participation through use of facilities during what would traditionally have been the off season. Promoting opportunities for more clubs to share facilities and maximising use of facilities will help to improve the financial sustainability of current facilities.

In the case of the proposed North King Country Indoor Sport & Recreation Centre, current indoor facility use is largely at capacity. For Waitomo Miniball, a strong and growing sport in the district, the lack of facility capacity is limiting participation. The Waikato Regional Sport Facilities Plan supports the development of a new indoor facility for the Waitomo District as a priority project.

7.3.4.2 Facility projects

Table 3: Facility projects identified through the Waitomo District Sport Club Survey

Table 3: Facility projects identified through the Waitomo District Sport Club Survey		
Club:	Facility challenges identified in club surveys:	Action required:

Waitomo Miniball	Proposed North King Country Indoor Sport & Recreation Centre	Sport Waikato to provide support and assistance with future funding applications, as needed.
Waitomo Basketball	Proposed North King Country Indoor Sport & Recreation Centre	Sport Waikato to provide support and assistance with future funding applications, as needed.
	<u>Current facility:</u> New goals Roof repairs	Further investigation into roof repair and clarification of support needs.
Maniapoto Netball Centre	Resurfacing of courts Addition of new lights	Sport Waikato to provide support and assistance with future funding applications, as needed.
Te Kuiti BMX Club	Facility does not meet health and safety requirements (not further defined in survey)	Clarification of needs and actions required by Sport Waikato.
Piopio Rugby Club	Roof over grandstand Request for council to mow grounds	Recommend self-funded roof over grandstand. Sport Waikato to connect club with council to facilitate discussions about mowing.

8 Action plan

Table 4: Action plan				
Strategic Priority	Focus	Actions	Responsibility	Timelines
Our people	Rangatahi, Tamariki and Tamariki Mokopuna	Transition Pathway developed with Sport Advisory Group (details below) to help young people transition from participation in school settings to options outside of school	Sport Waikato	Yr 2-3
		Sport Waikato to work with schools and early childhood education to professionally develop teachers to deliver quality Health and PE curriculum experiences	Sport Waikato	Yr 2-3
		Sport Waikato to work with other community partners/providers to ensure that young people have access to quality experiences in play, active recreation and sport.	Sport Waikato	Yr 1-3
		Support rangatahi/young people to have their say and participate in decision making through their inclusion on the District Sport Advisory Group (details below)	Sport Waikato	Yr 1
	Māori participation	Continued support and growth of Basketball	Sport Waikato and Waitomo District Council	Yr 1-3
		Emphasis on building of relationship between Council, Iwi and Sport Waikato to support Māori participation in play, active recreation and sport.	Sport Waikato and Waitomo District Council	Yr 1-2
		Sport Waikato Regional Connectivity Coordinator to focus on developing exceptional cultural capability and connecting clubs to development opportunities to ensure that opportunities for participation as Māori are available across codes within the district	Sport Waikato	Yr 1-3
	Women and Girls	Future expansion of This is ME®, including greater connection between secondary school and community leaders.	Sport Waikato	Yr 2
		Connection between This is ME® and community providers to provide quality opportunities for wahine from Waitomo District to access quality opportunities to move in their way	Sport Waikato	Yr 1-3
		Facilitate connection between Piopio bowling club and female Piopio College students	Sport Waikato	Yr 1
		Work with bowling clubs to take a whānau approach to delivery, connecting and involving other age groups in the club to enhance sustainability	Sport Waikato	Yr 2

Building communities	Closer connections and collaboration between Clubs, Education, Health, Sport Waikato and Council	Improve and broaden community and club engagement through provision of strategic development opportunities with specific focus on increasing participation (as highlighted in Club Development section).	Sport Waikato	Yr 1-3
		Two Community Action workshops held annually within the district to support licenced premises to better understand their legal obligations under the Sale and Supply of Alcohol Act 2012 (SASA).	Club Champs, New Zealand Police	Yr 1
	Active recreation and play settings	Sport Waikato to support Waitomo District Council with future planning and design of urban spaces that considers how we can connect spaces to improve accessibility to physical activity	Sport Waikato and Waitomo District Council	Yr 1-3
		Sport Waikato to support Waitomo District Council roading team with future planning and design of roads and footpaths that considers play and active recreation opportunities	Sport Waikato and Waitomo District Council	Yr 1-3
		Sport Waikato to support Waitomo District Council to consider play in planning and design of community spaces	Sport Waikato and Waitomo District Council	Yr 1-3
		Sport Waikato to support Waitomo District Council to connect with other Councils in the Waikato Region to create a connected network of cycle and walkways	Sport Waikato and Waitomo District Council	Yr 1-3
		For walkways and cycleways in the district to be inputted and regularly updated in the Walking Access Commission Online Interactive tool	Waitomo District Council	Yr 1-2
		Club development	<p>Increasing participation: Support clubs with development of Strategic plans to promote and increase participation. Considering:</p> <ul style="list-style-type: none"> • Low-cost options for whanau • Whanau memberships • Pay to play and casual options (casual participation is used well in golf, shearing and bowls but there is significant room for improvement in other codes) • The use of social media • Adaption of delivery methods to incorporate Maori worldview • Delivery of events to maximise opportunities to fundraise and to increase membership of their club • Improving opportunities for women and girls due to lower participation at secondary school and slightly lower membership in clubs 	Sport Waikato

		<ul style="list-style-type: none"> • Good Sports and Balance is Better philosophies to be introduced in the district to support positive sideline behaviour and opportunities that meet youth needs 		
		<p>Volunteers: Sport Waikato will work with the sport system to help ease pressure on volunteers – implementing things like shorter seasons to enable greater opportunities to recruit and retain volunteers</p>	Sport Waikato and Regional Sporting Organisations	Yr 1-3
		<p>Health and Safety: Connecting clubs with providers to make sure that they are meeting current and future health and safety standards</p>	Sport Waikato and Regional Sporting Organisations	Yr 1-3
		<p>Funding and grants: Promotion of funding and grant opportunities to sport and recreation clubs</p>	Sport Waikato and Waitomo District Council	Yr 1-3
	Development of a sport and active recreation advisory group	Development of group facilitated by Sport Waikato– inviting key codes and including representation from target populations	Sport Waikato	Yr 1 -2
		Advisory group to connect with the Regional Connectivity Coordinator and Sport Waikato Vibrant Safe Waitomo Regional Coalition representative, providing information and ideas regarding theme 3 of Vibrant Safe Waitomo, Hakinakina (recreation).	Sport Waikato and Waitomo District Council	Yr 2-3
		Advisory group to work together to support the development of new competition structures and participation opportunities that encourage participation from target populations	Sport Waikato	Yr 3
Regional leadership	Strengthening relationships between Sport Waikato and Waitomo District Council	Strengthening relationships between Sport Waikato and Waitomo District Council through the development of the Regional Connectivity Coordinator role which will be based in Waitomo District Council offices one day a week.	Sport Waikato and Waitomo District Council	Yr 1
		Inclusion of Sport Waikato representatives on the Coalition and working groups for Vibrant Safe Waitomo.	Sport Waikato and Waitomo District Council	Yr 1-3
	Working towards a King Country collaborative approach	Joint delivery approach with Ōtorohanga District Council to provide Strategic connections through the Regional Connectivity Coordinator role.	Sport Waikato, Waitomo District Council, Ōtorohanga District Council	Yr 1-3
	Connection to regional safety strategies	Waitomo District Council to partner with their provider of Water Safety Education, CLM Waitomo, to promote water safety, in particular, river safety.	Waitomo District Council	Yr 1

		Sport Waikato's Regional Cycling Education Advisor and Waitomo District Council to apply for 100% ACC funding available for the 20/21 year for delivery of cycle education in four Waitomo Schools – approximately 167 students.	Sport Waikato and Waitomo District Council	Yr 1
		Sport Waikato's Regional Cycling Education Advisor to work alongside Te Kuiti Primary to support them with their Bikes in Schools project.	Sport Waikato	Yr 1-2
	Facilities	Proposed North King Country Indoor Sport & Recreation Facility: Sport Waikato to provide support and assistance with future discussions as needed.	Sport Waikato	Yr 1-3
		Exploration of current use of facilities and investigation into additional capacity – where possible focus on youth led solutions.	Sport Waikato	Yr 2-3
		Investigation of facility requests by the BMX Club, Maniapoto Netball and Piopio Rugby from the Waitomo District Club Survey	Sport Waikato	Yr 1

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Document No: A518204

Report To: Council



Meeting Date: 27 April 2021

Subject: Progress Report: North King Country Sport and Recreation Centre – Establishment of Project Steering Group

Type: Decision Required

Purpose of Report

- 1.1 The purpose of this business paper is to provide Council with an update on the North King Country Sport and Recreation Centre Project Steering Group proposal.

Commentary

- 2.1 Following Council's consideration of this matter its meeting on 30 March 2021, the Chief Executive has met with and/or liaised with some of the key stakeholders who make up membership of the Project Steering Group.
- 2.2 As a result of those meetings/liasons, and the importance of this project to the wider Waitomo community, it is important that going forward the Waitomo District Council is represented on the Project Steering Group by Elected Members of the Council and not staff.

Suggested Resolutions

- 1 The Progress Report: North King Country Sport and Recreation Centre – Establishment of Project Steering Group be received.
- 2 Council substitute its current representation on the North King Country Sport and Recreation Centre Project Steering Group with the Mayor and Councillor Goddard.


CHRIS RYAN
CHIEF EXECUTIVE

21 April 2021

Document No: A520476

Report To: Council



Meeting Date: 27 April 2021

Subject: Submission to Waikato Regional Council's 2021-31 Long Term Plan Consultation Document

Type: Decision Required

Purpose of Report

- 1.1 The purpose of this business paper is to present the Waitomo District Council's draft Submission to Waikato Regional Council (WRC) on the Consultation Document (CD) for their 2021-2031 Long Term Plan.

Background

- 2.1 Council received a deputation from WRC at its meeting on 16 April 2021 presenting WRC's proposals for its 2021-2031 Long Term Plan (LTP).
- 2.2 WRC representatives presented eight proposals outlined in the CD.

Commentary

- 3.1 At Councils workshop on 20 April 2021, direction was sought from Council on the key proposals presented by WRC.
- 3.2 The draft Submission (Attachment 1) incorporates feedback received and outlines WDC's approach to the following proposals.
- Proposal 1: Protecting our biodiversity
 - Proposal 2: Sustainable homes schemes
 - Proposal 4: Passenger rail services
 - Proposal 5: Regional economic development funding
 - Proposal 7: Rates remission and postponement
 - Proposal 8: Cost recovery changes for consent holders

Recommendation

- 4.1 It is recommended that –
- (a) Council approve the draft Submission (subject to feedback).
 - (b) Council appoint an Elected Member to appear and speak in support of the Submission at the WRC Hearings scheduled for 10 – 13 May 2021.

Suggested Resolutions

- 1 The business paper on Submission to Waikato Regional Council's 2021-31 Long Term Plan Consultation Document be received.
- 2 Council approve the Submission to Waikato Regional Council's 2021-31 Long Term Plan Consultation Document.
- 3 If Council wishes to be heard in support of its Submission –

Council appoint _____ to appear and speak in support of Council's Submission at the Waikato Regional Council's 2021-31 Long Term Plan Hearings scheduled for 10 – 13 May 2021.



IHSANA AGEEL
MANAGER STRATEGY AND POLICY

21 April 2021

Attachment(s): 1 Draft Submission to Waikato Regional Council's 2021-2031 Long Term Plan (A520467)

21 April 2021

**Digitally Delivered**Sent by Email to: haveyousay@waitakoregion.govt.nz**Submission by Waitomo District Council****Waikato Regional Councils Draft 2021-2031 Long Term Plan**

Waitomo District Council (WDC) would like to thank representatives of the Waikato Regional Council (WRC) for the opportunity to make a submission to its Draft 2021-2031 Long Term Plan.

We would also like to thank Councillor Stu Kneebone, Councillor Andrew MacPherson and Greg Ryan (Acting Integrated Catchment Management Director) for making a presentation on WRC's proposals at WDC's Council meeting on 16 April 2021.

WDC considers having its views represented to WRC on behalf of the District's residents to be extremely important.

WDC would therefore like to provide feedback on the following proposals:

- Proposal 1: Protecting our biodiversity
- Proposal 2: Sustainable homes schemes
- Proposal 4: Passenger rail services
- Proposal 5: Regional economic development funding
- Proposal 7: Rates remission and postponement
- Proposal 8: Cost recovery changes for consent holders

Proposal 1: Protecting our biodiversity

WDC acknowledges the increased responsibility for councils to manage the Region's biodiversity driven by the Proposed National Policy Statement for Indigenous Biodiversity (NPS).

WDC supports WRC's work in relation to protecting our biodiversity in the Waikato Region and considers this a high priority for the Region. It is WDC's view that this work should be commenced as soon as possible, noting that it is also a core function of the Regional Council.

WDC notes that all District and Regional Plans are required to implement the NPS, and therefore WDC supports WRC's proposal to develop a biodiversity accord.

Further to this, the data collected under this proposal will need to be accessible and available to councils in the Region for mutual benefit to allow for more informed decision making.

WDC therefore **supports Option 2**, as outlined in WRC's Consultation Document. i.e., commence new services in Year One (2021/22).

Proposal 2: Sustainable homes scheme

WDC supports in principle that everyone in the Waikato Region should have a healthy home to live in. However, WDC does not support WRC being the service provider for this scheme.

WDC would encourage WRC to work with service providers who have the right skills to work in this area and support these providers to deliver the service.

Should the proposal go ahead, WDC notes the inconsistency in the following two statements in the proposal "the scheme is designed to be cost neutral to the general ratepayer over the longer term" and "rating impacts will be specific to those properties participating in the scheme. For those other ratepayers, there will not be any rating impact."

It is WDC's view that this is not the core business of regional councils, noting that the proposal is unclear on the total cost of the scheme.

WDC therefore **supports Option 2** (status quo), as outlined in WRC's Consultation Document. i.e., WRC does not provide a sustainable homes programme.

Proposal 4: Passenger rail services

WDC is in general support of the passenger rail services proposal. WDC is also supportive of WRC's commitment to ongoing improvements.

However, WDC would urge caution to WRC's approach to expanding the service to include additional interpeak services on weekdays and investigating extending the service from Papakura further to Auckland, as the uptake of the current Te Huia services are still unknown.

WDC also expresses concern in relation to rates creep into rural district councils to support a service between two metro cities.

WDC therefore **supports Option 2** as outlined in WRC's Consultation Document. i.e., maintain current arrangements.

Proposal 5: Regional economic development funding

WDC is supportive of WRC's approach to consider providing funding for Te Waka: Anga Whakamua Waikato.

WDC agrees that more support is required to support Te Waka to enable a stronger voice in Wellington and to attract more funding to the Waikato Region.

WDC requests that clear tangible outcomes be outlined as a result of this investment.

WDC also requests that WRC consider revising the funding model for Te Waka where there is regional funding made available to Te Waka through WRC. The current model, if retained will mean ratepayers are potentially paying twice to support the same agency.

WDC therefore **supports Option 1**, as outlined in WRC's consultation document. i.e., Te Waka receives funding of up to \$750,000 per annum for three years, funded from investment returns.

Proposal 7: Rates remission and postponement

WDC supports WRC's proposed changes to its Rates Remission Policy. **WDC supports Option 1**, as outlined in WRC's Consultation Document, i.e., update the Rates Remission Policy to reflect the changes identified.

Proposal 8: Cost recovery changes for consent holders

WDC acknowledges the responsibility on WRC to manage the Region's natural resources and the requirement for consenting to manage this responsibility.

WDC also acknowledges the work undertaken by WRC to monitor the state of our environment to assess the impact of consents.

WDC supports WRC's approach to balancing how this work is funded by ratepayers and consent holders. It is important that WRC is able to resource compliance monitoring for these activities to ensure that impacts on the environment are avoided, mitigated and minimised.

WDC therefore **supports Option 1** as outlined in WRC's Consultation Document. i.e., update the charges to reflect the proposed changes.

Other comments

WRC is proposing an increase in rates across all property types in Waitomo. WDC notes that the proposals outlined in the Consultation Document account for approximately 2% of the increase. The percentage increase for the property samples outlined in the Consultation Document range between 9% and 42%, and no explanation is provided.

WDC also notes that Catchment Rates are proposed to be increased by 10% across all property types. This increase is significant for the Waitomo District's ratepayers and WDC notes that there are no details or proposals made available for our ratepayers to engage on or have an input to.

WDC also notes that Waitomo is the only District in the Region with a 10% increase in Catchment Rates (noting slight increases in TCDC). WDC therefore is **not supportive of the proposed increase to the targeted Catchment Rates**.

WDC **wishes to speak** at the WRC hearings in support of this submission.

Yours sincerely

IHSANA AGEEL
MANAGER – STRATEGY AND POLICY

Document No: A520453

Report To: Council



Meeting Date: 27 April 2021

Subject: Motion to Exclude the Public for the Consideration of Council Business

Purpose

- 1.1 The purpose of this business paper is to enable Council to consider whether or not the public should be excluded from the consideration of Council business.
- 1.2 Council may choose whether or not to consider any of the items listed below in the public or public excluded portion of the meeting.

Commentary

- 2.1 Section 48 of the Local Government Official Information and Meetings Act 1987 gives 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 The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987 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 the passing of this resolution
1. Verbal Progress Report: Investment Oversight Working Party	Section 7(2)(i) – To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);	Section 48(1)(a)(i)

- 3 Council agree the following staff, having relevant knowledge to assist in the consideration of the items of business to be public excluded, remain in attendance to assist the Committee with its decision making:

Staff Member	Reason for Remaining in Attendance
Chief Executive	Council CEO
Manager – Governance Support	Committee Secretary

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



MICHELLE HIGGIE
MANAGER – GOVERNANCE SUPPORT