

# WAITOMO DISTRICT COUNCIL

## MINUTES OF A MEETING OF THE WAITOMO DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON TUESDAY 31 MAY 2022 AT 9.00AM

**PRESENT:** Mayor John Robertson  
Deputy Mayor Guy Whitaker  
Councillor Phil Brodie  
Councillor Allan Goddard  
Councillor Lisa Marshall  
Councillor New  
Councillor Sue Smith

**IN ATTENDANCE:** Te Maramatanga Christine Toroa (Submitter)  
Wayne Jensen (Submitter)

Chief Executive, Ben Smit  
Manager – Governance Support, Michelle Higgie  
General Manager – Infrastructure Services, Shyamal Ram  
General Manager – Strategy and Environment, Alex Bell (for part only)  
Manager – Strategy and Policy, Charmaine Ellery (for part only)  
Shay Allen, Pinnacles (Roading) (for part only)

**Via Zoom:** General Manager – Community Services, Helen Beever  
General Manager – Business Support, Alister Duncan  
Special Projects Coordinator, Greg Boyle (for part only)

### 1. Council Prayer

### 2. Declarations of Member Conflicts of Interest

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

<b>Item(s) of Business on the Order Paper</b>	<b>Member and Reason for Declaration</b>	<b>Type of Conflict</b> <i>Financial / Non-Financial / Conflict of Roles / Pre-Determination</i>
Item 15: Progress Report: King Country Indoor Sport and Recreation Centre	<ul style="list-style-type: none"><li>Cr New (Trustee on Game On Charitable Trust)</li></ul>	Non-Financial

### 3. Hearing of Submitters - Review of Rates Remission Policy

The following Submitters were in attendance at the meeting to speak in support of their written Submissions to Council's Draft Rates Remission Policy (Including Remissions and Postponements of Rates on Māori Freehold Land):

#### 9.05am - Wayne Jensen

Wayne Jensen tabled a further written submission to replace the earlier written submission and spoke in support of the submission.

Council thanked Mr Jensen for his very comprehensive submission.

### 9.15am - Te Maramatanga Christine Toroa

Te Maramatanga Toroa spoke in support of her written submission advising that she agreed with everything Mr Jensen had submitted and the only additional item she wished to raise was the issues experienced with rate demands for property with multiple owners being sent to only one of the owners.

The Mayor advised the Submitters that their submissions would be deliberated on later in this meeting and they would receive written responses in due course.

#### Resolution

The verbal submissions from Wayne Jensen and Te Maramatanga Christine Toroa be received.

New/Smith Carried

Wayne Jensen and Te Maramatanga Christine Toroa left the meeting at 9.20am.

Note: The third submitter to be heard did not present.

#### 4. Confirmation of Minutes – 26 April 2022

##### Resolution

The Minutes of the Waitomo District Council meeting of 26 April 2022 be confirmed as a true and correct record.

Robertson/Whitaker Carried

#### 5. Receipt of Unconfirmed Audit, Risk and Finance Committee Minutes – 17 April 2022

##### Resolution

The Unconfirmed Minutes of the Waitomo District Council Audit, Risk and Finance Committee meeting of 17 April 2022 be received.

Robertson/Brodie Carried

The General Manager – Strategy and Environment and Manager – Strategy and Policy left the meeting at 9.23am.

#### 6. Verbal Reports: Elected Member Roles and Responsibilities

Elected members gave verbal reports on their individual portfolio roles and responsibilities as follows:

Council noted that due to the Covid restrictions in place, many scheduled meetings/events have been cancelled with some meetings being convened via Zoom.

##### Deputy Mayor Whitaker

1. Wally Bain (Coroner) – Book Launch Evening
2. Brook Park
3. Legendary Te Kuiti
4. District Licencing Committee Hearing

Cr Smith

1. Tere Waitomo
2. Waitomo Museum

Cr Marshall

1. Kainga Ora Meeting for Lawrence St
2. Te Kuiti Community House
3. Te Kuiti High School
4. Hauora Expo at Les Munro Centre

Cr Goddard

1. Federated Farmers AGM
2. Benneydale Hall
3. Emergency Management and CD Joint Committee

Cr New

1. Wally Bain (Coroner) – Book Launch Evening
2. Legendary Te Kuiti
3. Waitomo Sister City – planning inbound and outbound exchanges for 2023

Cr Brodie

1. Mokau Ki Runga Meeting
2. Regional Transport Committee
3. Regional Public Transport Meeting in Hamilton
4. KC River Care Seminar
5. St Helens Domain Board AGM
6. Zone 2 Meeting

Mayor

1. King Country Indoor Sport and Recreation Centre PCG Meeting
2. MP Barbara Kuriger and Simon Watts
3. Composting Session at Maara Kai Ropu
4. Marokopa Site Visit with Chief Executive
5. NZ Police - Western Commander
6. Mayors Taskforce for Jobs Breakfast with involved local businesses
7. Meeting with new retailers
8. Introduced to The Lines Company Acting Chief Executive Mike Fox
9. Inframax Construction Ltd – meeting with new Chairperson
10. Tiki Tour – Opotiki, Katikati and Takanini (looking at arts, museums, libraries)

**Resolution**

The verbal reports be received.

Robertson/Marshall

Carried

**7. Mayor's Report – May 2022**

Council considered the Mayor's Report for May 2022.

**Resolution**

The Mayor's Report – May 2022 be received.

Robertson/Smith

Carried

## **8. Inframax Construction Ltd - Dividend Write-Off and Internal Loan Balance**

Council considered a business paper –

- 1 Recommending that Council consider the writing off of a historical dividend contribution shortfall from Inframax Construction Ltd; and
- 2 Providing details of the current loan balance relating to a loan raised for the purpose of injecting capital into Inframax Construction Ltd to improve the company's financial structure.

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

The General Manager – Strategy and Environment and Manager – Strategy and Policy re-entered the meeting at 9.47am.

### **Resolution**

- 1 The business paper on Inframax Construction Ltd - Dividend Write-Off and Internal Loan Balance be received.
- 2 That the internal loan of \$2.485M, raised to fund budgeted dividends which were not received from Inframax Construction Limited in the 2007/2008 and 2008/2009 financial years be written off.

Robertson/Whitaker Carried

## **9. Adoption of the Annual Plan 2022/2023**

Council considered a business paper -

- 1 Presenting a draft Annual Plan 2022/23 for Council consideration and adoption as per Section 95 of the Local Government Act 2002; and
- 2 Proposing the setting of rates for the 2022/23 financial year pursuant to Sections 23 and 24 of the Local Government (Rating) Act 2002.

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

Council noted that a final proofing of the document is to be undertaken prior to sending to print.

Mayor Robertson noted that a comment needs to be included in the Introduction from the Mayor and Chief Executive about the fact that Council has maintained the proportionality between groups of rates following the District property revaluations.

### **Resolution**

- 1 The business paper on Adoption of Annual Plan 2022-23 be received.
- 2 Council adopt the Annual Plan 2022-23 document.
- 3 The Chief Executive be authorised to make any final editorial amendments to the Annual Plan 2022-23 document and any changes directed by the Council at this meeting.
- 4 Pursuant to Sections 23 and 24 of the Local Government (Rating) Act 2002, Council set the rates, charges, and instalment due dates for the 2022/23 financial year commencing 1 July 2022 and ending on 30 June 2023 as follows:

## 1. GENERAL RATE

A General Rate set under section 13 of the Local Government (Rating) Act 2002 (LGRA) made on every rating unit across the District, assessed as a rate per \$100 of capital value. The General Rate is not set differentially. The General Rate will contribute to the funding of:

Leadership	Public Facilities	District Promotion
Other Land and Buildings	Parks and Reserves	Emergency Management
District Libraries	Community Halls	Regulatory Services
Aquatic Centre	Cemeteries	Waste Minimisation
Les Munro Centre	Community Development	Resource Management
Aerodrome	Economic Development	

### Requirement in 2022/23 (incl. GST)

General Rate	Rate per \$100 capital value	Total Revenue Requirement (\$000)
All rating units in the District	0.19504	8,450

## 2. UNIFORM ANNUAL GENERAL CHARGE

A Uniform Annual General Charge (UAGC) per separately used or inhabited part of a rating unit across the District, set under Section 15(1)(b) of the LGRA. The UAGC will contribute to the funding of:

Leadership	Other Land and Buildings	Community Development
Parks and Reserves	Public Facilities	Emergency Management
District Libraries	Community Halls	Regulatory Services
Aquatic Centre	Cemeteries	Resource Management
Les Munro Centre	Aerodrome	Waste Minimisation

### Requirement in 2022/23 (incl. GST)

Uniform Annual General Charge	Charge per SUIP	Total Revenue Requirement (\$000)
All rating units in the district	\$423	2,341

### Definition of SUIP

A separately used or occupied part of a rating unit includes any part of a rating unit that is used or occupied by any person, other than the ratepayer, having a right to use or inhabit that part by virtue of a tenancy, lease, licence, or other agreement, or any part or parts of a rating unit that are used or occupied by the ratepayer for more than one single use. This definition includes separately used parts, whether or not actually occupied at any particular time, which are provided by the owner for rental (or other form of occupation) on an occasional or long-term basis by someone other than the owner.

For the avoidance of doubt, a rating unit that has only one use (i.e. does not have separate parts or is vacant land) is treated as being one SUIP.

## 3. TARGETED RATES

Targeted Rates are set on categories of land defined by some factor, such as geographic location or provision of service. The titles of 'Targeted Rate' (TR) and 'Targeted Fixed Rate' (TFR) are used by this Council. Targeted Fixed Rates are based on a uniform amount set per separately used or inhabited part of a rating unit (SUIP) or set per rating unit. Targeted Rates are assessed based on capital value or water consumption.

### Targeted Rates Differentiated on Location

Council will use location (Schedule 2(6) LGRA) to define the land liable for the Aquatic Centre TFR, Piopio Retirement Village Contribution TFR, Rural Stormwater TFR, and Te Kuiti Urban Stormwater TFR and targeted rate.

The following location definitions for the respective rating areas will apply:

Te Kuiti Urban Rating Area	All rating units situated within the Te Kuiti Urban Rating Area (Refer to Revenue and Financing Policy for further details)
Te Kuiti Urban and Periphery Rating Area	All rating units situated within a 5km radius, all around, from the Information Centre (deemed to be the centre of town), in Te Kuiti. (Refer to Revenue and Financing Policy for further details)
Rural Rating Area	All rating units situated within the Rural Rating Area (Refer to Revenue and Financing Policy for further details)

Piopio Township	All rating units connected or with the ability to connect to the Piopio Wastewater System (Refer to Revenue and Financing Policy for further details)
Piopio Wider Benefit Rating Area	All rating units situated in the rural areas around Piopio Township (excluding Rating units/SUIPs connected or with the ability to connect to the Piopio Wastewater System) that are deemed to indirectly benefit from the Piopio Wastewater reticulation network. (Refer to Revenue and Financing Policy for further details)

### 3.1 Aquatic Centre TFR

An Aquatic Centre TFR set under section 16 of the Local Government (Rating) Act 2002 per separately used or inhabited part of a rating unit in the District, differentiated by rating areas, to part fund the Aquatic Centre Activity. The rating areas for the purpose of assessing the Aquatic Centre TFR will be the Te Kuiti Urban and Periphery Rating Area and Rating Units in the District not in the Te Kuiti Urban and Periphery Rating area.

#### **Requirement in 2022/23 (incl. GST)**

Aquatic Centre (TFR)	Charge per SUIP	Total Revenue Requirement (\$000)
Te Kuiti Urban and Periphery Rating Area	\$105	247
Rating Units in the District not in the Te Kuiti Urban and Periphery Rating Area	\$19	62

### 3.2 Piopio Retirement Village Contribution TFR

Council set a TFR under section 16 of the Local Government (Rating) Act 2002 per rating unit situated within the Piopio Township and the Piopio Wider Benefit Rating Area to fund the support of the continued delivery of elderly housing accommodation services provided by the Piopio Retirement Trust Board through the remission of service charges.

#### **Requirement in 2022/23 (incl. GST)**

Piopio Retirement Village Contribution (TFR)	Charge per Rating Unit	Total Revenue Requirement (\$000)
Piopio Wider Benefit Rating Area and Piopio Township	\$20	15

### 3.3 Rural Stormwater TFR

Council set a TFR under section 16 of the Local Government (Rating) Act 2002 per separately used or inhabited part of a rating unit in the Rural Rating Area of the District to fund the Rural Stormwater Activity.

#### **Requirement in 2022/23 (incl. GST)**

Rural Stormwater (TFR)	Charge per SUIP	Total Revenue Requirement (\$000)
Rural Rating Area	\$8	26

### 3.4 Te Kuiti Urban Stormwater TFR and Targeted Rate.

- (i) Council set a TFR under section 16 of the Local Government (Rating) Act 2002 per rating unit in the Te Kuiti Urban Rating Area to partly fund the Te Kuiti Urban Stormwater Activity.
- (ii) Council set a Targeted Rate under section 16 of the Local Government (Rating) Act 2002 to partly fund the Te Kuiti Urban Stormwater Activity, to be assessed as a rate per \$100 of Capital value on every rating unit in the Te Kuiti Urban Rating Area excluding those in respect of which there is a current resource consent to discharge stormwater into the Mangaokewa Stream, and so are not using any part of the urban reticulated stormwater or drainage network.

#### **Requirement in 2022/23 (incl. GST)**

Te Kuiti Urban Stormwater (TFR)	Charge per rating unit	Total Revenue Requirement (\$000)
Te Kuiti Urban Rating Area	\$173	310

Te Kuiti Urban Stormwater Targeted Rate (TR)	Rate per \$100 Capital Value	Total Revenue Requirement (\$000)
Te Kuiti Urban Rating Area (excluding rating units not using network)	0.02830	208

### 3.5 Water Rates

Council set a TFR under section 16 of the Local Government (Rating) Act 2002 for Water Supply differentiated on the basis of supply area. The TFR is set per separately used or inhabited part of a rating unit within Te Kuiti and Rural Communities (Piopio, Maniaiti / Benneydale and Mokau), with liability calculated based on whether the SUIP is connected, or merely serviceable (Serviceable means the rating unit is within 100m of water main and practicably serviceable in the opinion of Council).

#### Requirement in 2022/23 (incl. GST)

Water Supply (TFR)	Charge		Total Revenue Requirement (\$000)
	Per Connected SUIP	Per Serviceable SUIP	
Te Kuiti	\$719	\$360	1,485
Piopio	\$989	\$494	242
Maniaiti / Benneydale	\$989	\$494	118
Mokau	\$989	\$494	217

### 3.6 Extraordinary Water Supply Rate

Council set a TR under section 19 of the Local Government (Rating) Act 2002 per cubic metre of water consumed over and above an annual consumption of 292m<sup>3</sup> per SUIP, differentiated by supply area that has been fitted with a water meter and/or is defined as having an extraordinary supply (in accordance with Council's Water Services Bylaw). The rates are:

#### Requirement in 2022/23 (incl. GST)

Water Supply Rate (TR)	2022/23 Charge per cubic metre (including GST) above 292m <sup>3</sup>
Te Kuiti	\$3.05
Piopio	\$3.33
Maniaiti / Benneydale	\$3.67
Mokau	\$4.88
<b>Total Revenue Requirement (\$000)</b>	<b>1,124</b>

#### Metered Water Supply Due Dates

	Reading Period	Due Date
Te Kuiti Meat Companies	Monthly	15 <sup>th</sup> of the month following invoice
Te Kuiti, Piopio, Mokau and Maniaiti / Benneydale	Jul – Dec 2022 Jan – Jun 2023	15 <sup>th</sup> of the month following invoice

### 3.7 District Wide Benefit Rate for Water Supply

Council set a TFR under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the District to part fund the water supply activities.

#### Requirement in 2022/23 (incl. GST)

District Wide Benefit Rate for Water Supply (TFR)	Charge per Rating Unit	Total Revenue Requirement (\$000)
All Rating Units in the District	\$50	229

### 3.8 Wastewater Rates

Council set a TFR under section 16 of the Local Government (Rating) Act 2002 to provide for the collection and disposal of sewage. The TFR is set per separately used or inhabited part of a rating unit

within the District, with liability calculated based on whether the SUIP is connected to the wastewater network, or merely serviceable (Serviceable means the rating unit is within 30m of sewer reticulation and practicably serviceable in the opinion of Council).

**Requirement in 2022/23 (incl. GST)**

Wastewater (TFR)	Charge		Total Revenue Requirement (\$000)
	Per connected SUIP	Per serviceable SUIP	
Maniaiti / Benneydale	\$824	\$412	92
Te Waitere	\$824	\$412	14
Te Kuiti	\$824	\$412	1,394
Piopio	\$824	\$412	175

**3.9 Wastewater rates for non-residential properties in Te Kuiti**

For all non-residential properties in Te Kuiti, Council set a TFR under section 16 of the Local Government (Rating) Act 2002 per SUIP set on a differential basis based on the following Categories

- **Category 1** - All Businesses
- **Category 2** - Education & Community Childcare, Places of Worship, Marae, Clubs and Societies and Emergency Services. This category consists of organisations that are generally deemed 'not for profit'. For avoidance of doubt, Category 2 only covers properties with uses listed within this category and no others.
- **Category 3** - Government Department use, Rest Homes and Hospitals.

All non-residential SUIPs will be charged one base charge for up to four pans and per pan (Pan Charge) for every pan over and above this threshold on the following basis:

**Base Charge:**

**Requirement in 2022/23 (incl. GST)**

Non-Residential Targeted Rate (TFR)	Base Charge per SUIP (up to 4 pans)	Per serviceable SUIP	Total Revenue Requirement (\$000)
Category 1	\$412	\$412	84
Category 2	\$412	\$412	14
Category 3	\$824	\$412	7

**Pan Charge:**

**Requirement in 2022/23 (incl. GST)**

Non-Residential Targeted Rate (TFR)	Number of pans	Charge per pan (Pan Charge)	Total Revenue Requirement (\$000)
Category 1	5th pan and over	\$577	59
Category 2	5-10 Pans	\$247	2
	Over 10 Pans	\$165	20
Category 3	5th pan and over	\$577	26

**3.10 Trade Waste Contribution TFR**

Council set a Trade Waste Contribution TFR under section 16 of the Local Government (Rating) Act 2002 per rating unit in the District in recognition of the contribution made to the social and economic well-being of the District by the large industrial users of the Te Kuiti Wastewater Network.

**Requirement in 2022/23 (incl. GST)**

Trade Waste Contribution (TFR)	Charge Per rating unit	Total Revenue Requirement (\$000)
All Rating Units in the District	\$40	182

### 3.11 District Wide Benefit Rate for Wastewater

Council set a TFR under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the District to part fund the wastewater activities.

#### **Requirement in 2022/23 (incl. GST)**

District Wide Benefit Rate for Wastewater (TFR)	Charge Per Rating Unit	Total Revenue Requirement (\$000)
All rating units in the District	\$46	210

### 3.12 District Roding Rate

Council set a District Roding targeted rate under section 16 of the Local Government (Rating) Act 2002 as a rate per \$100 of capital value on every rating unit across the District to part fund the Roads and Footpaths Activity.

#### **Requirement in 2022/23 (incl. GST)**

District Roding Rate (TR)	Rate per \$100 Capital Value	Total Revenue Requirement (\$000)
All rating units in the District	0.11875	5,145

### 3.13 Solid Waste Collection Rate

Council set a TFR under section 16 of the Local Government (Rating) Act 2002 per separately used or inhabited part of a rating unit to which Council provides a kerbside collection and recycling service differentiated by service areas where Council operates kerbside collection and kerbside recycling services (Te Kuiti, Piopio, Mokau (including Awakino) communities and Waitomo Village and some surrounding parts).

#### **Requirement in 2022/23 (incl. GST)**

Solid Waste Collection (TFR)	Charge per SUIP	Total Revenue Requirement (\$000)
Te Kuiti	\$67	135
Waitomo	\$71	48
Piopio	\$148	34
Mokau	\$147	45

### 3.14 Solid Waste Rate

Council set a TFR under section 16 of the Local Government (Rating) Act 2002 per separately used or inhabited part of a rating unit District wide to part fund the Solid Waste activity.

#### **Requirement in 2022/23 (incl. GST)**

Solid Waste (TFR)	Charge per SUIP	Total Revenue Requirement (\$000)
All rating units in the District	\$177	975

### 3.15 District Development Rate

Council set a District Development Targeted Rate under section 16 of the Local Government (Rating) Act 2002 as a rate per \$100 of capital value differentiated between Commercial and Industrial Businesses, and Rural Businesses, to part fund Economic Development and District Promotion.

#### **Requirement in 2022/23 (incl. GST)**

District Development Rate (TR)	Rate per \$100 Capital Value	Total Revenue Requirement (\$000)
Commercial and Industrial Businesses	0.04204	177
Rural Businesses	0.00686	177

#### 4. RATES PAYMENTS

Rates will be payable in four equal instalments with the due dates for payments being:

1st Instalment	31 August 2022 (Wednesday)
2nd Instalment	30 November 2022 (Wednesday)
3rd Instalment	28 February 2023 (Tuesday)
4th instalment	31 May 2023 (Wednesday)

Note: The due date for payment of each instalment is the last working day in each of the months specified above. Rates payments will be allocated to the oldest debt first.

#### 5. RATES REMISSIONS AND POSTPONEMENTS

Council has developed a rates remissions policy as per LGA (section 102 (3)(a), 108 and 109) and LGRA (Section 85). Remission categories include Properties Used Jointly as a Single Unit, Community Organisations and Clubs and Societies, Organisations Providing Care for the Elderly, New Residential Subdivisions, Maori Freehold Land, Cases of Land Affected by Natural Calamity, New Businesses, Penalties, and Rates and/or penalties following a Rating Sale or Abandoned Land Sale. The estimated value of these remissions is \$268,000 for the 2022/23 year.

Under the Policy on Remission of Rates, Council will not offer any permanent postponements of rates.

#### 6. PENALTIES

Pursuant to sections 57 and 58 of the Local Government (Rating) Act 2002, Council may apply penalties as follows:

- (a) A penalty charge of 10 percent (10%) on any part of an instalment that has been assessed for the financial year commencing 1 July 2022 and which remains unpaid after 5pm on the due date for payment of that instalment, to be added on the penalty dates below:

Instalment 1	5 September 2022
Instalment 2	5 December 2022
Instalment 3	3 March 2023
Instalment 4	5 June 2023

A further penalty charge of 10 percent (10%) on any part of any rates assessed before 1 July 2022 that remains unpaid on 1 July 2022, to be added on 7 July 2022.

No penalties will be charged where a ratepayer is paying rates by direct debit or where there is an approved payment arrangement in place

Robertson/Brodie Carried

Council noted a vote of thanks to the staff for their work on the 2022/2023 Annual Plan.

The Manager – Strategy and Policy left the meeting at 10.07am.

#### 10. Adoption of Draft Updated Procurement Policy 2022

Council considered a business paper presenting a draft updated Procurement Policy for consideration and adoption.

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

Council noted that the financial level to which reporting is made to the Audit, Risk and Finance Committee on procurement also needs to be revised.

#### Resolution

- 1 The business paper on the draft updated Procurement Policy 2022 be received.
- 2 The draft updated Procurement Policy 2022 be adopted as amended.

Goddard/New Carried

**11. Adoption of Statement of Proposal for Consultation on the Waitomo District Council Local Alcohol Policy Review**

Council considered a business paper presenting a Statement of Proposal to Council for consideration and adoption to enable public consultation on the proposed changes to the Waitomo District Council Local Alcohol Policy.

The General Manager – Strategy and Environment expanded verbally on the business paper and answered Members’ questions.

**Resolution**

- 1 The business paper on Adoption of Statement of Proposal for Consultation on Council’s Local Alcohol Policy be received.
- 2 Council adopts the Statement of Proposal for the proposed amendments to the Local Alcohol Policy for public consultation from 3 June to 1 July 2022.

Robertson/Whitaker Carried

**12. Review of the Rates Remission Policy - Submissions**

Council considered a business paper presenting to Council the submissions received on the Rates Remission Policy review and providing analysis on these submissions for deliberation.

The General Manager – Strategy and Environment expanded verbally on the business paper and answered Members’ questions.

The Special Projects Coordinator entered the meeting at 10.40am.

Council noted that the analysis of submissions and draft Policy as presented address the matters raised in the submissions received.

Council noted that the issuing of rate demands for properties under multiple ownership would need to be addressed on a case by case basis when requested.

**Resolution**

- 1 The business paper on the Review of the Rates Remission Policy - Submissions be received.
- 2 Council receive and acknowledge the written and verbal submissions from Te Maramatanga Christine Toroa and Wayne Jensen and the written submission from Charles Taituha.
- 3 Following deliberation of the written and verbal submissions, Council adopts the Rates Remission Policy as presented.

Robertson/Marshall Carried

Cr New thanked staff for a very clear and concise business paper which provided a good understanding of the new legislation.

**13. Draft 2022/23 Fees and Charges Schedule for Adoption**

Council considered a tabled business paper presenting to Council the draft 2022/23 Fees and Charges Schedule for adoption.

The General Manager – Strategy and Environment, General Manager – Business Support and Chief Executive expanded verbally on the business paper and answered Members’ questions.

Shay Allen (Pinnacles) entered them meeting at 10.54am.

**Resolution**

- 1 The business paper on 'Draft 2022/23 Fees and Charges schedule for adoption' be received.
- 2 Council adopt all fees and charges referred to in Attachment 1: Proposed Fees and Charges Schedule for 2022/23, to become effective on 1 July 2022.

Robertson/New Carried

**14. Progress Report: King Country Indoor Sport and Recreation Centre**

Council considered a progress report on the King Country Indoor Sport and Recreation Centre project.

The General Manager – Community Services and Special Projects Coordinator expanded verbally on the business paper and answered Members' questions.

**Resolution**

The Progress Reporty on the build phase of the King Country Indoor Sport and Recreation Centre be received.

Robertson/Smith Carried

The Special Projects Coordinator left the meeting at 11.08am.

**15. Progress Report: Cyclone Dovi Road Reinstatement – May 2022**

Council considered a business paper providing updates on the progress of the Cyclone Dovi roading reinstatement works.

The General Manager – Infrastructure Services and Shay Allen of Pinnacles expanded verbally on the business paper and answered Members' questions.

Council noted the importance of making regular communication releases to keep the residents and ratepayers briefed on progress also.

**Resolution**

The Progress Report: Cyclone Dovi Road Reinstatement – May 2022 be received.

Robertson/Smith Carried

Shay Allen (Pinnacles) left the meeting at 11.21am.

**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.

Council noted the Amended Order Paper and tabled items of business and agreed to re-order the public excluded business after moving the 2021 Resident Survey into the public part of this meeting.

## 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. Annual Report and Summary Annual Report 2021/22 – Audit Engagement, Plan and Timeline	Section 7(2)(c)(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)(1)
2. Taumatotara Wind Farm Limited (RM190041 and 200019) - Objection to Recovery of Costs for Resource Consent	Section 7(2)(g) – To maintain legal professional privilege;	Section 48(1)(a)(1)
3. Proposal to Dispose of Council Properties for Housing Development	Section 7(2)(c)(h) – To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities;	Section 48(1)(a)(1)
4. Procurement of Contract 500/21/068– 3 Waters Reticulation Maintenance	Section 7(2)(c)(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)(1)
5. Procurement of Contract 500/22/001 Waitomo District Landfill Operations	Section 7(2)(c)(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)(1)
6. Proposed District Plan: Flood Hazard Management – Landowner Engagement	Section 7(2)(c)(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)(1)

- 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
General Manager – Business Support	Portfolio Holder
General Manager – Strategy and Environment	Portfolio Holder
General Manager – Infrastructure Services	Portfolio Holder

- 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.

Robertson/Marshall      Carried

<b>17. Consideration of Public Excluded Items to be made public following Council's decision taking</b>
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### **Resolution**

Following Council's consideration and decision taking of the public excluded items of business, Council agreed:

#### **1 Annual Report and Summary Annual Report 2021/22 – Audit Engagement, Plan and Timeline**

The Resolution only be made public as follows:

##### ***Resolution***

- 1 *The business paper on Annual Report and Summary Annual Report 2021/22 – Audit Engagement, Plan and Timeline be received.*
- 2 *The Deloitte Audit Engagement Letter be accepted as presented.*
- 3 *The Deloitte Draft Confirmation of Engagement – Limited Independent Assurance Report in respect to the Waitomo District Council's Debenture Trust Deed be accepted as presented.*
- 4 *The Deloitte Audit Planning Report be accepted as presented.*
- 5 *In accordance with the delegation contained in the Terms of Reference of the Audit, Risk and Finance Committee, the Chief Executive be delegated authority to sign on behalf of the Waitomo District Council –*
  - a) *The Deloitte Audit Engagement Letter; and*
  - b) *The Deloitte Confirmation of Engagement – Limited Independent Assurance Report in respect to the Waitomo District Council's Debenture Trust Deed, subject to no material changes from the draft enclosed.*

Goddard/Robertson      Carried

#### **2 Procurement of Contract 500/21/068 – 3 Waters Reticulation Maintenance**

The Resolutions only be made public after the Contractor has been notified.

#### **3 Procurement of Contract 500/22/001 – Waitomo District Landfill Operations**

The Resolutions only be made public after the Contractor has been notified.

#### **4 Proposal to Dispose of Council Properties for Housing Development**

The Resolution only be made public as follows:

##### ***Resolution***

- 1 *The business paper on the potential housing development of two Council properties be received.*
- 2 *Council agree to investigate opportunities for future housing development of the properties at Eketone Street and Ward Street, Te Kuiti for consultation with the community.*

Robertson/Marshall      Carried

**5 Taumatotara Wind Farm Limited (RM190041 and 200019) - Objection to Recovery of Costs for Resource Consent**

The Resolution only be made public as follows:

***Resolution***

*The business paper on Taumatotara Wind Farm Limited (RM190041 and 200019) - Objection to Recovery of Costs for Resource Consent be received.*

Robertson/Goddard Carried

**6 Proposed District Plan: Flood Hazard Management – Landowner Engagement**

The Resolution only be made public as follows:

***Resolution***

*1 The business paper on flood hazard management landowner engagement be received.*

*2 Council agree to write to affected landowners as part of the Proposed District Plan notification process.*

Whitaker/Robertson Carried

Robertson/Marshall Carried

There being no further business the meeting closed at 12.15pm.

Dated this                      day of                      2022

JOHN ROBERTSON  
**MAYOR**