

<b>Document No:</b> A716099	
<b>Report To:</b>	<b>Council</b>
	<b>Meeting Date:</b> 30 April 2024
	<b>Subject:</b> <b>Hearing of Submitter to the Waitomo District Council draft Waste Management and Minimisation Plan 2024</b>
	<b>Type:</b> Hearing

## Purpose

- 1.1 The purpose of this business paper is–
- a) To set out the proposed timetable for Council to hear a Submitter speak in support of their submission to the draft Waste Management and Minimisation Plan 2024.
  - b) To formally accept any late submissions.
  - c) To refer the verbal submission, all written submissions, and any late submissions, for consideration as part of the deliberations process to be completed at a Council Meeting scheduled for 1.00pm on Tuesday 14 May 2024.
- 1.2 Distributed separately and forming part of this business paper is a Submission Booklet comprising copies of all submissions received to the draft Waste Management and Minimisation Plan 2024.

### **Important Notes for a Hearing:**

- 1 Elected Members are reminded of their responsibility to consider all submissions with an open mind and without any pre-determination.  
  
*This does not mean that Members' cannot have an opinion – it simply means that as an elected Member you must be prepared to listen to alternative views and to change your own views should you be convinced.*
- 2 Elected Members may only ask questions of Submitters for clarification purposes.
- 3 No debate is to be entered into between any Elected Member(s) and Submitter(s).

## Commentary

- 2.1 At the consultation closing deadline of midnight on Monday 8 April 2024 a total of six (6) submissions were received.
- 2.2 No late submissions have been received.
- 2.3 Of the six submissions received, only one Submitter (Submission 4 - Te Aomarama Anderson) has requested to be heard in support of their written submission.
- 2.4 The Submitter has been contacted and 9.00am on Tuesday 30 April 2024 has been confirmed for her to be heard in support of her written submission.
- 2.5 Once Council has heard the Submitter speak in support of her written submission, a resolution will need to be passed referring the verbal submission for deliberation along with all written submissions received.

**Suggested Resolutions**

- 1 The business paper on Hearing of Submitter to the Waitomo District Council draft Waste Management and Minimisation Plan 2024 be received.
- 2 Council note the verbal submission made by Te Aomarama Anderson (Submission 4).
- 3 The verbal submission and all six written submissions be referred for consideration as part of the deliberations process to be completed at a Council Meeting scheduled for 1.00pm on Tuesday 14 May 2024.



MICHELLE HIGGIE

**MANAGER – GOVERNANCE SUPPORT**

Separate Enclosure: Submissions Booklet – draft Waste Management and Minimisation Plan 2024

**Document No:** A717266

**Report To:** Council



**Meeting Date:** 30 April 2024

**Subject:** Presentation – Rangatahi Pathways Programme

**Type:** Information Only

## Purpose of Report

- 1.1 The purpose of this business paper is to advise Council that representatives from Aotahi (Naomi Hughes, Managing Director, Chalet Bidois, Rangatahi Pathways Lead Coordinator and Xavier Turner, Rangatahi Pathways Coordinator) will attend the meeting at 9.15am to provide Council with an update on delivery of the Rangatahi Pathways Programme.

## Background

### 2.1 **THREE WATERS – BETTER-OFF FUNDING**

- 2.2 Council applied for \$3.55M from the 3 Waters 'Better-Off' funding in September 2022. The funding was approved for the five projects (some of which were a combination of individual projects), Town Gateways, Te Kuiti Walkway, Community and Cultural Hub, Social Good Partnerships and Town Amenity Improvements.

- 2.3 The Rangatahi Pathways Programme (RPP) forms part of the Social Good Partnerships project, with \$600,000 allocated to the programme over a two year period.

### 2.4 **RANGATAHI PATHWAYS PROGRAMME**

- 2.5 The Rangatahi Pathways Programme is a community driven response to issues identified by stakeholders at a consultation hui led by Waitomo District Council in mid 2022. Issues identified included, but were not limited to:

- It was estimated that a large number of rangatahi were not in school or employed.
- Local employers had jobs, but rangatahi were not engaging well.
- Low attendance at schools was exacerbated by the impact of Covid.

### 2.6 **PURPOSE**

- 2.7 The overall purpose of the Rangatahi Pathways Programme is to support young people in the Waitomo District as they navigate their way through school for further education and/or employment.

### 2.8 **AIMS**

- 2.9 The aims of the Rangatahi Pathway Programme are to:

- Develop the skills, habits, and knowledge rangatahi need for employment and further training (to meet local employment needs).
- Facilitate exposure and work experience with employers.
- Prepare employers to be youth-ready.
- Have a career pathway plan for every rangatahi in the Waitomo District.
- Co-ordinate existing activities into a cohesive plan (each year).
- Create a baseline and method of measuring progress.

**2.10 MISSION**

2.11 The mission of the Rangatahi Pathways Programme is that upon leaving secondary school:

- All rangatahi in the Waitomo District go into further education or employment.
- They are confident and prepared for this step in their career pathway.
- They have been exposed to a wide range of career options and feel they can make an informed decision.
- They feel supported in their journey.
- They engage well in the next step of their pathway.

2.12 The intent is to improve the effectiveness of rangatahi engagement in employment and education, while also providing a coordinated approach to the delivery and evaluation of youth initiatives in the District.

**2.13 PARTICIPATING SCHOOLS**

2.14 All 17 schools in the Waitomo District are involved (three secondary schools, 14 primary schools), Te Wharekura o Maniapoto (Years 1 – 13) are participating, and rangatahi in alternative education are also participating.

**Suggested Resolution**

The Presentation – Rangatahi Pathways Programme be received.



SARAH MCELROY  
**MANAGER COMMUNITY DEVELOPMENT**

## WAITOMO DISTRICT COUNCIL

### MINUTES OF A MEETING OF THE WAITOMO DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON TUESDAY 26 MARCH 2024

- PRESENT:** Mayor John Robertson  
Deputy Mayor Allan Goddard  
Dan Tasker  
Eady Manawaiti  
Gavin Todd  
Janene New  
Janette Osborne
- IN ATTENDANCE:** Dr Bridget Mosley, Ben Stubbs and Ross O'Halloran (Waitomo Caves Discovery Centre)  
Matthew Cooper and Robbie Matthews (Sport Waikato)  
Nigel King, Team Leader – Transport Policy and Programmes (Waikato Regional Council) *via ZOOM*  
One member of the public
- Chief Executive, Ben Smit  
Manager – Governance Support, Michelle Higgie  
General Manager – Community Services, Helen Beever  
General Manager – Strategy and Environment, Alex Bell  
General Manager – Infrastructure Services, Shyamal Ram  
Manager – Strategy and Policy, Charmaine Ellery  
Senior Strategy and Policy Advisor, Alice Tasker  
Chief Financial Officer, Tina Hitchen  
Property and Facilities Manager, Liz Riley  
Local Roads Professional Services (Pinnacles Civil), Ryan Stanley  
Three Waters Manager, David Karrol  
Manager – Customer Services, Kat Merrin-Brown

<b>1. Karakia Tuwhera</b>
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<b>2. Declarations of Member Conflicts of Interest</b>
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No declarations made.

<b>3. Presentation: Waitomo Caves Discovery Centre – Reporting against Multi-Year Community Partnership Grant Agreement</b>
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Council received a presentation from Dr Bridget Mosley, Museum Director, , Ben Stubbs and Ross O'Halloran of the Waitomo Caves Discovery Centre to speak to the Centre's Multi-Year Community Partnership Grant Agreement.

#### Resolution

The Presentation from Waitomo Caves Discovery Centre – Reporting against Multi-Year Community Partnership Grant Agreement be received.

Robertson/Todd                      Carried

Dr Brigit Mosley, Ben Stubbs and Ross O'Halloran (Waitomo Caves Discovery Centre) left the meeting at 9.15am

**4. Presentation: Sport Waikato – Reporting against Multi-Year Community Partnership Grant Agreement**

Council received a presentation from Sport Waikato representatives Matthew Cooper, Chief Executive Officer, and Robbie Matthews, Regional Connectivity Coordinator, on the Sport Waikato Multi-Year Community Partnership Grant Agreement.

Nigel King, Team Leader – Transport Policy and Programmes, Waikato Regional Council joined the meeting via ZOOM at 9.30am.

**Resolution**

The Presentation from Sport Waikato – Reporting against Multi-Year Community Partnership Grant Agreement be received.

Robertson/Todd Carried

Matthew Cooper and Robbie Matthews (Sport Waikato) left them meeting at 9.50am.

The General Manager – Infrastructure Services entered the meeting at 9.55am.

**5. Presentation: Waikato Regional Council – Simplifying Public Transport Funding**

Council received a presentation via ZOOM from Nigel King, Team Leader – Transport Policy and Programmes, Waikato Regional Council to brief Council on the proposal for funding Public Transport across the Region (including the Te Kuiti Connector bus) ahead of Waikato Regional Council's formal Long Term Plan 2024-2034 consultation process.

**Resolution**

The Presentation from Waikato Regional Council on Simplifying Public Transport Funding be received.

New/Osborne Carried

Nigel King, Team Leader – Transport Policy and Programmes, Waikato Regional Council left the meeting at 10.24am.

The meeting adjourned for morning tea at 10.30am and reconvened at 10.43am.

**6. Confirmation of Minutes: 27 February 2024**

**Resolution**

The Minutes of the Waitomo District Council meeting of 17 October 2023 be confirmed as a true and correct record.

Robertson/Goddard Carried

**7. Receipt of Unconfirmed Te Raangai Whakakaupapa Koorero Minutes – 7 March 2024**

**Resolution**

The unconfirmed minutes of Te Raangai Whakakaupapa Koorero of 7 March 2024 be received.

Robertson/Manawaiti Carried

The Manager – Customer Services entered 10.45am.

<b>8. Mayor's Report – March 2024</b>
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Council considered a business paper presenting the Mayor's Report for March 2024.

The Mayor expanded verbally on the business paper and answered Members questions.

**Resolution**

The Mayor's Report – March 2024 be received.

Robertson/Tasker Carried

<b>9. Open for Business – Ombudsman's Report</b>
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Council considered a business paper presenting a summary of the findings and recommendations following an investigation carried out by The Ombudsman New Zealand to test concerns raised that councils are using workshops and other informal meetings to make decisions and seeking Council's guidance on how it wishes to convene workshops in the future.

The Manager – Governance Support expanded verbally on the business paper and answered Members questions.

**Resolution**

1 The business paper on The Ombudsman Investigation – Open for Business be received.

2 The following statement be included on the Waitomo District Council "Council Meetings" website page, on all agendas and on all meeting schedules published in the local newspaper:

*Waitomo District Council is committed to conducting its business in a manner that is open, transparent and facilitates accountability and public participation.*

*Any member(s) of the public wishing to address the Council at a Meeting or Workshop are asked to make arrangements through the Mayor's Office at least three clear working days before the scheduled Meeting or Workshop.*

3 A "Quick Link" to the Council Meetings page be added to the Waitomo District Council website home page.

4 Council adopt a principle of openness by default for all workshops (and briefings, forums, etc) including a commitment to record reasons should a workshop be closed to the public, on a case-by-case basis, and that workshops will not be recorded or livestreamed.

5 A Schedule of Workshops (similar to the Council Meetings Schedule) be included on the "Council Meetings" page of the Waitomo District Council website.

6 Workshop Order Papers shall be published on the Waitomo District Council website.

Robertson/Osborne Carried

<b>10. Co-Lab – Half-yearly Report to 31 December 2023 and Draft 2024-25 Statement of Intent</b>
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Council considered a business paper presenting the Half-yearly Report to 31 December 2023 for Co-Lab and the Draft 2024-25 Co-Lab Statement of Intent.

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

**Resolution**

- 1 The business paper on Co-Lab Half-yearly Report to the 31 December 2023 and the 2024-25 Statement of Intent be received.
- 2 The Co-Lab Half-yearly Report to 31 December 2023 be received and be published on Council's website.
- 3 The Draft 2024-25 Statement of Intent for the year ending 30 June 2025, be received.
- 4 No changes are suggested to the Draft 2024-25 Statement of Intent for Co-Lab.

Manawaiti/Tasker                      Carried

The General Manager – Strategy and Environment and Manager – Strategy and Policy entered the meeting at 11.15am.

**11.      Inframax Construction Ltd – Half Annual Report to 31 December 2023 and Draft Statement of Intent for Year Ending 30 June 2025**

Council considered a business paper presenting the Inframax Construction Ltd Half Annual Report to 31 December 2023 and the Inframax Construction Ltd draft Statement of Intent for the year ending 30 June 2025.

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

**Resolution**

- 1 The business paper on Inframax Construction Ltd – Half Annual Report to 31 December 2023 and the draft Statement of Intent for year ending 30 June 2025 be received.
- 2 The Half Annual Report for Inframax Construction Ltd for the period 31 December 2023, be received.
- 3 The Inframax Construction Limited – Half Annual Report to the 31 December 2023 be published on Council's website.
- 4 The draft Statement of Intent for Inframax Construction Ltd for year ending 30 June 2025, be received.
- 5 No changes are suggested to the draft Statement of Intent for the year ending 30 June 2025 for Inframax Construction Ltd.

Goddard/Robertson                      Carried

**12.      Review of Solid Waste Bylaw**

Council considered a business paper recommending that the 10 year review of the Solid Waste Bylaw 2009 (adopted 25 June 2014) not be completed in accordance with Section 160A of the Local Government Act 2002.



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

**Resolution**

- 1 The business paper on Solid Waste Bylaw 2009 (adopted 25 June 2014) – 10 Year Review be received.
- 2 In accordance with Section 160A of the Local Government Act 2002, Council agree not to complete the 10 year review of the Solid Waste Bylaw and for it to be revoked as of 25 June 2026 (unless revoked earlier by the Council).
- 3 A review of the current Solid Waste Bylaw be undertaken once Council makes a decision on the future of the Waitomo District Landfill to ensure ongoing consistency with Council's Waste Management Policies and Practices, and if required a new Bylaw be developed at that time and the existing Bylaw be revoked.
- 4 If a new Bylaw is not required as a result of Council's decision on the future of the Waitomo District Landfill, then a new Bylaw be scheduled for development to come into effect no later than 25 June 2026.
- 5 Council publicly notify that due to the significant changes to be implemented in the solid waste activity over the next two years, it will not be completing the 10 year review of the existing Solid Waste Bylaw 2009 and that it will be developing a new Solid Waste Bylaw prior to June 2026.

Manawaiti/Osborne                      Carried

The General – Strategy and Environment and Manager – Strategy and Policy left the meeting at 11.18am.

The Property and Facilities Manager and Local Roads Professional Services (Pinnacles) entered the meeting at 11.20am.

<b>13.      Community and Partnerships Bi-Monthly Activity Update Report</b>
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Council considered a business paper providing an update on activities that form part of the Community and Partnerships Group, including an update on a range of Council recreation services and activities.

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

**Resolution**

- 1 The business paper on Community and Partnerships Performance Reporting be received.
- 2 Council congratulate the Customer Services Team for being ranked near the top for performance of customer services teams in New Zealand Local Government.

Manawaiti/New                      Carried

The Three Waters Manager entered the meeting at 11.24am.

<b>14. Infrastructure Services Group Bi-Monthly Activity Update Report</b>
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Council considered a business paper providing an update on the activities that form part of the Infrastructure Services Group.

The General Manager – Infrastructure Services, Local Roads Professional Services (Pinnacles Civil), Three Waters Manager, and Property and Facilities Manager expanded verbally on the business paper and answered Members questions.

Local Roads Professional Services (Pinnacles Civil) left the meeting at 11.36am

The Three Waters Manager left the meeting at 11.43am

The Property and Facilities Manager left the meeting 11.51am

**Resolution**

The business paper on Infrastructure Services Group Activity Update Report be received.

Robertson/New Carried

The General– Strategy and Environment, Manager – Strategy and Policy, Senior Strategy and Policy Advisor, and Chief Financial Officer entered the meeting at 11.52am.

<b>15. Adoption of Supporting Information and Draft Consultation Document for the Long Term Plan 2024-2034 for Audit Purposes</b>
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Council considered a business paper presenting to Council for consideration and adoption for audit purposes only:

- (a) The Supporting Information (which provides the basis for preparation of the Council’s Draft Long Term Plan 2024-2034 and which is relied on to shape the Draft Consultation Document); and
- (b) The Draft Consultation Document for the Long Term Plan 2024-2034.

Council noted that all matters addressed in the Consultation Document and the Supporting Information are draft and may be subject to change until formally adopted by Council for public consultation on 9 April 2024.

The Manager – Strategy and Policy and Chief Financial Officer expanded verbally on the business paper and answered Members' questions.

Mayor Robertson suggested changes to the draft Consultation Document as follows:

- 1 Delete Section on Bridges
- 2 Delete Rate Simplification
- 3 Simplify discussion on the Landfill

Council discussed the pros and cons of the changes proposed by the Mayor and the Chief Executive, Manager – Strategy and Policy and Chief Financial Officer provided advice on those proposed changes.

**Resolution**

- 1 The business paper on Adoption of Supporting Information and Draft Consultation Document for the Long Term Plan 2024-2034 for Audit purposes be received.
- 2 The following Supporting Information which provides the basis for the Council's Draft Long Term Plan 2024-2034 and is relied on for the content of the Draft Consultation Document be adopted for audit purposes:
  - Draft Revenue and Financing Policy
  - Draft Infrastructure Strategy
  - Other Supporting Information:
    - (a) Draft Treasury Policy
    - (b) Draft Significance and Engagement Policy
    - (c) Draft Forecasting Assumptions
    - (d) Draft Performance Measures
    - (e) Draft Financial Statements
    - (f) Draft Accounting Policies
    - (g) Draft Funding Impact Statement and Rates Examples
    - (h) Draft Financial Reporting and Prudence Benchmarks
    - (i) Draft Council Controlled Organisations Statement
    - (j) Draft Finance Strategy

Osborne/Goddard Carried

- 3 The draft Consultation Plan as tabled for the Long Term Plan 2024-2034 for Audit purposes be amended by removal of the section on Bridges.

Robertson/Goddard Carried

*Councillor New and Councillor Osborne requested their opposition be noted in the minutes.*

- 4 The Draft Consultation Document for the Long Term Plan 2024-2034 as amended be adopted for audit purposes, noting that it is not final and may be subject to amendments after the audit process.
- 5 Council authorise the Mayor and Chief Executive to make any non-material amendments to the Draft Consultation Document, as well as any amendments that may be required to ensure the document meets auditing requirements in preparation for adoption for consultation.
- 6 Council authorise the Chief Executive to make any non-material amendments to the Supporting Information, as well as any amendments that may be required to ensure the documents meet auditing requirements in preparation for adoption for consultation.

Robertson/Tasker Carried

<b>16. Motion to Exclude the Public</b>
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Council considered a business paper enabling Council to consider whether or not the public should be excluded from the consideration of Council business.

Council noted that the Deloitte – Audit Plan paper published in this Agenda has been deferred to the Audit and Risk Committee meeting scheduled for Tuesday 14 May 2024.

**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:

<b>General Subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Section 48(1) grounds for the passing of this resolution</b>
Marokopa Holiday Park and Old School House Future	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)(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 Council with its decision making:

<b>Staff Member</b>	<b>Reason for Remaining in Attendance</b>
Chief Executive	Council CEO
Manager – Governance Support	Committee Secretary
General Manager – Strategy and Environment	Portfolio Holder
General Manager – Infrastructure Services	Portfolio Holder
General Manager – Community 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/New                      Carried

The meeting adjourned for lunch at 12.47pm.

The Manager – Strategy and Policy, Senior Strategy and Policy Advisor, and Chief Financial Officer left the meeting at 12.47am.

The meeting reconvened at 1.25pm.

<b>17. 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 –

**1 Marokopa Holiday Park and Old School House Future**

The Resolutions only be made public following the meeting as follows:

**Resolution**

- 1     *The business paper on Marokopa Holiday Park and Old School House Future be received.*
- 2     *Council maintain ownership of the old Marokopa School House and Holiday Park until a decision is made on a proposal (yet to be received) by Mana Whenua o Marokopa (or similar entity) for the long term vision for the future of the land.*
- 3     *Council retain ownership of Lot 3 of 155m<sup>2</sup> permanently. This is the site of the Emergency Management Building.*
- 4     *A new contract be developed with Warren and Gale Keegan for operational management of the Marokopa Holiday Park for the next twelve months commencing 30 April 2024.*
- 5     *That opportunities be explored to provide a more sustainable business model for the Marokopa Holiday Park.*
- 6     *The old Marokopa School House be demolished in accordance with Tikanga provided by Mana Whenua o Marokopa.*
- 7     *The Marokopa community be publicly notified of the demolition prior to the work proceeding.*

*Manawaiti/Osborne                      Carried*

*Robertson/New                              Carried*

There being no further business the meeting closed at 2.05pm

Dated this        day of

JOHN ROBERTSON  
**MAYOR**

Confidential

Confidential

## WAITOMO DISTRICT COUNCIL

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### MINUTES OF A MEETING OF THE WAITOMO DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON TUESDAY 9 APRIL 2024 AT 9.00AM

**PRESENT:** Mayor John Robertson  
Deputy Mayor Allan Goddard  
Dan Tasker  
Eady Manawaiti  
Gavin Todd  
Janene New  
Janette Osborne

**IN ATTENDANCE:** Waikato Regional Council Representatives: Councillor Stu Kneebone and Manager – Science, Policy & Information, Tracy May  
  
Chief Executive, Ben Smit  
Manager – Governance Support, Michelle Higgie  
General Manager – Community Services, Helen Beever  
General Manager – Strategy and Environment, Alex Bell  
General Manager – Infrastructure Services, Shyamal Ram  
Manager – Strategy and Policy, Charmaine Ellery  
Chief Financial Officer, Tina Hitchen

<b>1. Karakia Tuwhera</b>
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Stu Kneebone and Tracy May (Waikato Regional Council) entered the meeting at 9.03am.

<b>2. Declarations of Member Conflicts of Interest</b>
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No declarations were made.

<b>3. Presentation: Waikato Regional Council – 2024-2034 Long Term Plan</b>
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Council received a presentation from representatives of the Waikato Regional Council (Councillor Stu Kneebone and Manager – Science Policy and Information, Tracy May) as part of their 2024-2034 Long Term Plan Roadshow.

The General Manager – Strategy and Environment entered the meeting sat 9.34am.

**Resolution**

The Presentation from Waikato Regional Council as part of their 2024-2034 Long Term Plan Roadshow be received.

Todd/New Carried

Stu Kneebone and Tracy May (Waikato Regional Council) left the meeting at 9.36am.

The Manager – Strategy and Policy and General Manager – Infrastructure Services entered the meeting at 9.36am.



**4. Setting of the 2024/25 Fees and Charges and Adoption of Statement of Proposal for Consultation**

Council considered a business paper presenting a Statement of Proposal including a draft Schedule of Fees and Charges proposed for 2024/2025 for public consultation.

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

**Resolution**

- 1 The business paper on Setting the 2024/25 Fees and Charges and Adoption of the Statement of Proposal for Consultation be received.
- 2 The Chief Executive be delegated authority complete any editorial, formatting, layout or font changes required to the 2024/25 Fees and Charges Statement of Proposal.
- 3 Council notes that the consultation for Fees and Charges 2024/25 and the Long Term Plan 2024-2034, will be run simultaneously from 16 April 2024 to 17 May 2024.

Robertson/Osborne Carried

The Chief Financial Officer entered the meeting at 9.50am.

**5. Adoption of Supporting Information and Consultation Document for the 2024-2034 Long Term Plan for Public Consultation**

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

- (a) Supporting Information (which provides the basis for preparation of the Council's Draft Long Term Plan 2024-2034, and which is relied upon to shape the Draft Consultation Document).
- (b) The Draft Revenue and Financing Policy 2024 and Supporting Documents.
- (c) A tabled updated version of the draft Consultation Document for the Long Term Plan 2024-2034.

The Manager – Strategy and Policy expanded verbally on the business paper and answered Members questions, noting corrections to the dates of some Drop-In Sessions.

**Resolution**

- 1 The business paper on Adoption of the Consultation Document and the Supporting Information for the Long Term Plan 2024-2034 for Public Consultation be received.
- 2 The following supporting information for the Long Term Plan 2024-2034 be adopted for public consultation:
  - Draft Revenue and Financing Policy
  - Draft Treasury Policy
  - Draft Significance and Engagement Policy
  - Draft Forecasting Assumptions
  - Draft Performance Measures
  - Draft Financial Statements
  - Draft Accounting Policies
  - Draft Prescribed Funding Impact Statement and Rates examples
  - Draft Financial Reporting and Prudence Benchmarks
  - Draft Council Controlled Organisations Statement
  - Draft Financial Strategy
  - Draft Infrastructure Strategy

- 3 The Consultation Document for the Long Term Plan 2024-2034 be adopted for public consultation.
- 4 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 16 April 2024.

Robertson/Manawaiti Carried

**6. Motion to Exclude the Public**

Council considered a business paper enabling Council to consider whether or not the public should be excluded from the consideration of Council business.

**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
Te Kuiti Aerodrome Commercial and Industrial Precinct Development	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)(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 Council with its decision making:

Staff Member	Reason for Remaining in Attendance
Chief Executive	Council CEO
Manager – Governance Support	Committee Secretary
General Manager – Infrastructure Services	Portfolio Holder
General Manager – Community 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/Tasker Carried

The meeting adjourned for morning tea at 10.30am and reconvened at 10.53am.

**7. Public Excluded Items to be made public following Council’s decision taking**

**Resolution**

Following Council's consideration and decision taking of the public excluded items -

**1 Te Kuiti Aerodrome Commercial and Industrial Precinct Development**

The Resolution only be made public as follows:

**Resolution**

- 1 *The business paper on Te Kuiti Aerodrome Commercial and Industrial Precinct Development be received.*
- 2 *Council approves debt funding of \$65,000 for a Development Suitability Assessment for the Te Kūiti Aerodrome.*

*Robertson/Manawaiti*      *Carried*

Robertson/New      Carried

There being no further business the meeting closed at 11.22am

Dated this      day of

JOHN ROBERTSON  
**MAYOR**

Confidential

**Document No:** A717787

**Report To: Council**



**Meeting Date:** 30 April 2024

**Subject:** Mayor's Report – April 2024

The Shearing Championships, Muster and Running of the Sheep in Te Kūiti earlier this month were each a resounding success.

The sun shone, the Prime Minister dropped into town, and the sheep added to the excitement. Rarely do we see crowds of this size in Te Kuiti.

This is our District's signature event. It puts us on the map nationally, even internationally thanks to a few wayward sheep who decided to detour into Liquorland. It brings us together as a community. Visitors have a reason to come to town.

Rural New Zealand is also showcased. Rural provinces struggle to compete with big city events, but ours is unique and can only be held in the "Shearing Capital of the World."

Retailers and accommodation providers should benefit from such occasions. Those retailers I spoke with were pleased with a boost in sales, including in the week leading up to the events. It is pleasing to see our district benefit from more discretionary spending after COVID and the recent tough economic climate.

Council puts considerable resource into making the Muster a success. Legendary Te Kūiti helps engage retailers. Service clubs, volunteers and street vendors get behind the event and sponsors provide support. We thank them all.

The Les Munro Centre was transformed into a fit for purpose shearing centre for the Championships. The Shearing Committee and its volunteers step up and get things done. Sponsors get behind them, year after year, for this reason.

The Running of the Sheep this year went well. Thank you to the Shearing Committee for delivering a safe and successful Muster for both sheep and people. Thank you to the farms that supplied the sheep, the stock trucks that delivered them, the shepherds who oversaw their care, and many more helpers.

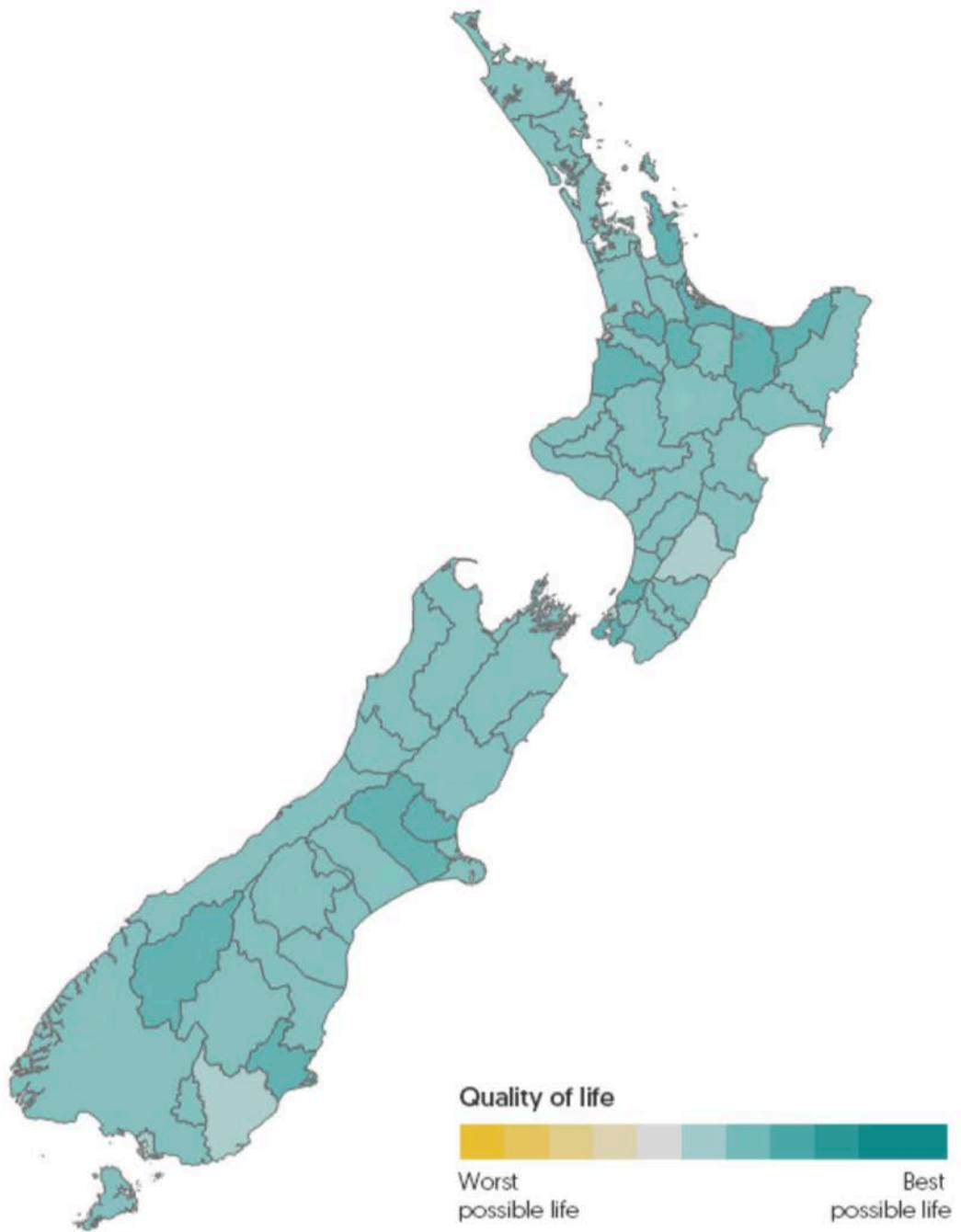
This was the thirty-eighth year of the Shearing Championships in Te Kūiti. The Championships, the Muster and the Running of the Sheep combine well together.

Some discussion is taking place about whether we can add to the event, perhaps with something celebrating wool. This is worth consideration.


Last week Landcare Research published their 2023 Survey of rural decision-makers. I was particularly interested in the results of how we feel about life by territorial authority. Waitomo District does well. In fact, we stand out in darker green as being more satisfied than most other authorities.

In a time of so much negative news, let's just pause and say hooray for us in Waitomo!

# Present life satisfaction



JOHN ROBERTSON, QSO  
**MAYOR**

<b>Document No:</b> A	
<b>Report To:</b> Council	
	<b>Meeting Date:</b> 30 April 2024
	<b>Subject:</b> Chief Executive Report
	<b>Type:</b> Information Only

**Purpose of Report**

1.1 The purpose of this business paper is to provide a Chief Executive oversight of the organisation and its progress toward achieving its vision, outcomes, and priorities.

**Commentary**

3.1 The Chief Executive’s oversight report follows. Financial oversight information to follow.

FINANCIAL		SIGNATURE PROJECTS	OPERATIONS	
Net Operating Position YTD		Report is a Work in Progress subject to development of the Project Management Framework		LTP Centennial Park Marokopa campground, aerodrome District Plan On-track Landfill future Flood Management Sludge Management Demand Management Rooding budget affordability, Mapara South
31 December 2023: 30 March 2024:	\$2.2m surplus		Leadership	
Variance to Revised Budget			Community/Partners	
31 December 2023: 30 March 2024:	\$1.7m more than forecast		Recreation/Property	
Capital Spend. YTD % of Revised Budget			Regulatory	
31 December 23: 30 March 2024:	21%		Resource Management	
Total YTD Spend to			Solid Waste	
31 December 2023: 30 March 2024:	\$7.3m		Stormwater	
Loan \$m at			Wastewater	
31 December 2023: 30 March 2024:	\$32.8m		Water	
Capital Spend. YTD % of Revised Budget		Rooding		
31 December 2023: 30 March 2024:	21%			

KEY DECISIONS / DISCUSSIONS	TOP OF MIND
<p>To be made by Council   for input</p> <ul style="list-style-type: none"> <li>• Long Term Plan involvement</li> </ul>	<p>Areas of focus or concern for CEO</p> <ul style="list-style-type: none"> <li>• Future of '3 Waters' and potential for Waikato Waters CCO</li> <li>• Forestry Roothing rates</li> <li>• Roothing programme and contract</li> <li>• Stormwater mitigation planning</li> <li>• Landfill and sludge future's planning</li> <li>• Release of property for housing</li> <li>• Improving administrative support structures</li> </ul>

BIG WINS / LEARNING
Getting LTP budget and engagement topics complete and initial good feedback

HEALTH & SAFETY
<p>Incidents, accidents and near misses</p> <ul style="list-style-type: none"> <li>• Nothing significant to report</li> </ul> <p>Staff wellbeing</p> <ul style="list-style-type: none"> <li>• Significant pressure on staff to prepare plans and deliver services and projects. Lots on.</li> <li>• Turnover more stable and now resolving recruitment difficulties.</li> </ul>

OTHER MATTERS REQUIRING ATTENTION
Nothing to note

### Suggested Resolution

The business paper on Chief Executive Report be received.



BEN SMIT  
**CHIEF EXECUTIVE**



**Document No:** A717615

**Report To:** Council



**Meeting Date:** 30 April 2024

**Subject:** Adoption of Community and Partnerships Fund Policy

**Type:** Decision Required

### Purpose of Report

- 1.1 The purpose of this business paper is make amendments to the Community and Partnerships Fund Policy to change the number of grants provided by Council.

### Background

- 2.1 At a Council meeting on 29 August 2023 the Policy was reviewed and reformatted to bring it into line with WDC's new policy template which included adding a scope and making other minor changes.
- 2.2 Amendments were made to include the Hall Hire Subsidy contributions. Amendments were made to make the Community Events Fund open to community groups wishing to run a community event that wasn't in partnership with Council, previously the fund had a focus on the Muster and the Christmas Parade.
- 2.3 It was agreed applicants will be able to apply to WDC for more than one fund each year.
- 2.4 It was noted that the draft Policy made reference to Council's proposed new community outcomes which will come into effect on 1 July 2024. The revised Policy comes into effect at the same time.

### Commentary

- 3.1 In subsequent workshops when discussing the Long Term Plan 2024-34 budget, elected members discussed the various grants under the Policy and whether there was an opportunity to reduce the budget spend on grants.
- 3.2 The Community Events Fund was established to encourage community groups to partner with WDC on Council events like the Christmas Parade and the Great NZ Muster. Although in 2023 Council made the decision to open up the criteria for the Community Events Fund, in recent years the events have been run by WDC without partners so there is an option to cancel this funding category.
- 3.3 The Single-Year Community Assistance Grant is not subscribed to as much as the Multi-Year Grant. There is an opportunity to reduce or cancel the Single-Year grant.
- 3.4 The Policy also covers the Hall Hire Subsidy Grant which provides a subsidy for community organisations hiring the Les Munro Centre, Piopio Memorial Hall or Railway Building 3 to reduce the cost of their hireage. Subsequently it has been proposed in the Fees and Charges for there to be tiered fees for these facilities, with a reduced fee for a community group. This negates the need for the Subsidy Grant.
- 3.5 These grants can be discontinued. A tracked changed version of the Policy has been attached to this paper to remove the references to these grants.

### Analysis of Options

- 4.1 Council has the following options with regard to the grants within the Community and Partnerships Fund Policy:

- a) Retain the existing Policy as is with the inclusion of the Single-Year Community Assistance, Hall Hire Subsidy, and Community Events Fund categories and budget for these as required.
- b) Remove any or all of the Single-Year Community Assistance, Hall Hire Subsidy, and Community Events Fund categories from the Policy and the associated budgets and amend the Policy accordingly.

### Considerations

#### 5.1 **RISK**

- 5.2 There is a risk that community organisations who rely on the grants will struggle to find funding elsewhere.

#### 5.3 **CONSISTENCY WITH EXISTING PLANS AND POLICIES**

- 5.4 This decision is consistent with existing Plans and Policies.

#### 5.5 **SIGNIFICANCE AND COMMUNITY VIEWS**

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

### Suggested Resolutions

- 1 The business paper on Adoption of Community and Partnerships Fund Policy be received.
- 2 Council agree to remove the Single-Year Community Assistance, Hall Hire Subsidy, and Community Events Fund categories from the Community and Partnerships Fund Policy.
- 3 Council adopt the Community and Partnerships Fund Policy (Effective 1 July 2024).
- 4 The Chief Executive be authorised to make any final editorial amendments to the Community and Partnership Fund Policy document.



HELEN BEEVER  
**GENERAL MANAGER – COMMUNITY AND PARTNERSHIPS**

30 April 2024

Attachment: Revised draft Community and Partnerships Fund Policy (effective 1 July 2024)  
(Doc A717616)

# **Waitomo District Council**

## **Community and Partnerships Fund Policy**

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<b>First Adopted:</b>	August 2009
<b>Review History:</b>	August 2014, May 2018, September 2020, August 2023
<b>Date of Next Review:</b>	August 2026
<b>Responsibility:</b>	General Manager - Community Services
<b>Adopted by:</b>	Council

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## INTRODUCTION | KUPU ARATAKI

Waitomo District Council (WDC) facilitates strong and sustainable partnerships to support improved outcomes for our community.

The Community and Partnerships Fund Policy (the Policy) sets out the funding allocation process for assistance provided through grants to community organisations.

This Policy does not apply to rates remissions, lease grant, or any other type of assistance provided by WDC.

## PURPOSE AND SCOPE | TE ARONGA ME TE KORAHĪ

1. The purpose of this Policy is to provide for fair and equitable distribution of WDC funding to assist organisations who deliver services that benefit communities within the Waitomo District. It ensures funding is distributed in a consistent, efficient, and effective manner which is transparent, fair, and accountable.
2. The scope of this Policy is to outline the Community and Partnerships Funds which WDC administers and the eligibility criteria for each. The Policy determines the process by which these funds are distributed.
3. This Policy is applicable to the following grants:

- ~~a) Single-Year Community Assistance Grant~~
- ~~b) Multi-Year Community Partnership Grant~~
- ~~c) Community Events Fund~~
- ~~d) Community Halls Grants~~
- ~~e) Hall Hire Subsidy Fund~~
- ~~f) Special Grants~~

## DEFINITIONS | NGĀ WHAKAMĀRAMATANGA

<b>Capital Expenditure</b>	<del>Expenditure that will provide benefits to the applying organisation for periods greater than one year and considered an asset to the organisation.</del>
<b>Community Organisations</b>	A not-for-profit that has the primary objective to provide programmes, services or activities that benefit any or all of the social, cultural, economic, and environmental wellbeing of communities in the Waitomo District. A community organisation must also be a legal entity as defined below.
<b>Contestable Fund</b>	Applications are invited during scheduled funding rounds, with publicly advertised opening and closing dates. Any eligible organisation has an equal opportunity to be considered for a grant. Clearly defined processes will be applied to all applications. Final allocation decisions are made in a public forum.
<b>Council</b>	Shall mean the elected members that form the governing body (Council) of the District Council.
<b>Financial Reserves</b>	These are cash reserves held by an organisation which are not tagged for any specific expense.
<b>Legal Entity</b>	A legal entity is an organisation that has its own legal identity separate from its members. Legal entity status includes incorporated societies, trusts registered under the Charitable Trusts Act 1957, companies with charitable purposes, school boards of trustees, and Māori trust boards.

<b>Long Term Plan</b>	Council's adopted Long Term Plan (LTP) as defined by the Local Government Act 2002.
<b>Umbrella Organisation</b>	An umbrella group is usually a larger, incorporated organisation which can provide resources and backing to smaller groups that work in a similar area or share similar goals.
<b>Waitomo District Council (WDC)</b>	Shall mean the organisation established to administer Council affairs, conduct operations, and bring effect to Council's policies and strategies.
<b>WDC's Community Outcomes</b>	WDC's community outcomes are determined by the Council as part of the Long Term Planning process. These outcomes form the Council's vision and priorities over the next ten years.

## POLICY | KAUPAPA HERE

### 1. Funding Allocation

- 1.1 The total funding assistance provided to the community through grants and funding, in accordance with this Policy, is confirmed by the Council at the adoption of the Long Term Plan (LTP).
- 1.2 Funding should be made available to organisations ~~or projects~~ which are making a positive contribution to the Community Outcomes confirmed by Council at the adoption of the LTP:

#### **A district for all people**

Our district is a great place to live because it is accessible, safe, affordable, and inclusive. We promote health, wellbeing, and participation.

#### **A prosperous district**

We enable a thriving and sustainable economy to create greater benefits for everyone.

#### **A district that values culture**

We value the whakapapa of our district, and we promote cultural, creative, and recreational activities where traditions, heritage, and arts are celebrated.

#### **A district that cares for its environment**

We ensure the wise use and management of all land and resources now and for future generations.

### 2. Decision Making

- 2.1 ~~The Multi-Year Community Partnership Grant funds~~ will be awarded through a contestable process ~~(excluding Community Halls Grants, Special Grants, and the Hall Hire Subsidy Fund)~~. This process is the best process to enable decision-makers to compare the relative merits of the funding applications they receive and to allocate grants from the funding pools as fairly as possible.
- 2.2 In this context contestable means that:
- Applications are invited during scheduled funding rounds, with publicly advertised opening and closing dates.
  - Any eligible organisation has an equal opportunity to be considered for a grant.
  - Clearly defined processes will be applied to all applications.
  - Final allocation decisions are made in a public forum.

### 3. Eligibility Criteria

- 3.1 WDC grants are available for application by community organisations who align with, or contribute to, WDC's Community Outcomes.

~~3.2— Applicants may apply to WDC for more than one fund each year, but other funding received from WDC will be taken into consideration when assessing subsequent applications.~~

### ~~3.3.2~~ **Legal Structure**

~~3.4.3.3~~ Groups with no formal legal structure may apply for grants via nominating an 'umbrella' non-profit incorporated organisation which has agreed to receive and administer the grant on their behalf. -The umbrella organisation would be legally accountable to WDC for the expenditure of the grant.

### ~~3.5.3.4~~ **Financial Reserves**

~~3.6.3.5~~ It is acknowledged that it is prudent for organisations to carry financial reserves for their operations. -However, if an organisation is carrying reserves greater than a year of operating expenses with funding not tagged for specific projects, Council might not approve a grant to the organisation or group.

### ~~3.7.3.6~~ **Ineligible Applicants**

~~3.8.3.7~~ The below groups are ineligible for any WDC administered grants:

- a) For-profit groups
- b) Individuals
- c) Political organisations
- d) Social clubs
- e) Internal applicants
- f) Other local authorities, government agencies or public sector entities

~~3.9.3.8~~ WDC grants will not fund education-based activities which should, in the view of a reasonable person, be the responsibility of their primary funder e.g., Ministry of Education. ~~The fund only supports projects sponsored by education providers where there is a clear general community benefit that will be derived from such a project.~~

## **4. Grant Misuse by Recipients**

- 4.1 Grants are to be spent in accordance with the purpose for which they are allocated.
- 4.2 Failure to account for the use of a past grant will be sufficient cause for any subsequent application to be declined.
- 4.3 Using a past grant for any purpose other than that approved, may result in future applications being declined.
- 4.4 WDC reserves the right to request the repayment of any funds allocated to a group or organisation where grant misuse is identified.

## **5. Application Process**

- 5.1 All applications:
  - a) Must be made via the appropriate WDC Application Form.
  - b) Be fully completed with all accompanying information attached.
  - c) Must be submitted before the closing date.
- 5.2 Incomplete or late applications will be deemed ineligible and therefore not considered for funding.
- 5.3 All applications to the ~~Single-Year and~~ Multi-Year Grants must include the following:
  - a) Proof of legal entity (or support from an umbrella organisation).
  - b) The applicants latest annual financial accounts, the equivalent of a profit and loss statement and balance sheet.
  - c) Verified bank account details for the applicant.



- 5.4 In addition to the above, any other information required as outlined in the relevant application form.

## ~~SCHEDULE 1 | Single Year Community Assistance Grant~~

### ~~1. — Scope~~

- ~~1.1 — Waitomo District Council's Single Year Community Assistance Grant focuses on providing assistance for community organisations that support community led projects. These projects are aligned with Council plans and strategies and contribute to any or all of the social, cultural, economic, and environmental wellbeing of communities in the Waitomo District.~~
- ~~1.2 — Priority for funding will be given to community organisations that are delivering projects in collaboration with other organisations.~~
- ~~1.3 — The Single Year Community Assistance Grant is for one-off projects or initiatives that will be completed within the 12 month period after receiving the grant.~~

### ~~2. — Funding Allocation~~

<del>Indicative Timeline:</del>	<del>Fund Opens: 1 July Fund Closes: 1 August</del>
<del>Applicants advised:</del>	<del>Applicants will be advised in September or October.</del>
<del>Funding allocation:</del>	<del>Up to a maximum of \$10,000.</del>

- ~~2.1 — Applications for the Single Year Community Assistance Grant are assessed by the Council.~~

### ~~3. — Funding Priorities~~

- ~~3.1 — The following costs will be considered for funding:~~
- ~~a) — Resources that support the project or organisation.~~
  - ~~b) — Programme development and implementation.~~
  - ~~c) — Applications for capital projects may be accepted for grant requests over \$2,000.~~
- ~~3.2 — The following will not be considered for funding:~~
- ~~a) — Projects that have commenced or have been completed.~~
  - ~~b) — Loan/debt repayment.~~
  - ~~c) — Ongoing operational costs (e.g. wages/salaries, rent, utilities, etc.).~~
  - ~~d) — Organisations with outstanding projects from previous funding rounds (unless still within the 12 month delivery period or an extension has been approved).~~

### ~~4. — Requirements~~

- ~~4.1 — A Grant Agreement between WDC and the successful applicant will be in place where the grant value exceeds \$5,000. Conditions of the grant will be outlined in the Agreement.~~
- ~~4.2 — Projects must be completed within a 12 month period from receiving the grant.~~
- ~~4.3 — Successful applicants will be required to complete an accountability report upon completion of the project.~~
- ~~4.4 — Failure to complete the project within the 12 month period will result in funding being reimbursed to WDC, unless grounds for an extension are approved.~~
- ~~4.5 — When circumstances occur beyond the recipient's control which prevent the delivery of a project, Council may choose, at their discretion, to not seek reimbursement of funding.~~

## SCHEDULE 2-1 | Multi-Year Community Partnership Grant

### 1. Scope

- 1.1 Waitomo District Council's Multi-Year Community Partnership Grant supports community organisations whose work aligns with Council plans and strategies and contributes to any or all of the social, cultural, economic, and environmental wellbeing of communities in the Waitomo District.
- 1.2 The Multi-Year Community Partnership Grant is for a three-year period.

### 2. Funding Allocation

Indicative Timeline:	Fund Opens: 1 July Fund Closes: 1 August
Applicants advised:	Applicants will be advised in September or October.

- 2.1 Applications for the Multi-Year Community Partnership Grant are assessed by the Council.

### 3. Funding Priorities

- 3.1 Operational costs relating to services or facilities that complement WDC's Long Term Plan objectives.
- 3.2 The following costs will not be considered for funding:
- a) Capital projects.
  - b) Loan/debt repayment.

### 4. Requirements

- 4.1 Applicants will need to demonstrate within the application process how they will:
- a) Strengthen participation across diverse communities.
  - b) Build the capability of communities to become sustainable.
  - c) Work collaboratively across the community sectors.
- 4.2 Applicants must have a proven record of accomplishment in their area of service and a previous history of service delivery.
- 4.3 Applicants must be financially sustainable and be able to demonstrate a history of working collaboratively with other organisations.
- 4.4 A Grant Agreement between WDC and the successful applicant will be in place. Conditions of the grant will be outlined in the Agreement.

## ~~SCHEDULE 3 | Community Events Fund~~

### ~~1. Scope~~

~~1.1 Waitomo District Council's Community Events Fund supports community led events and cultural celebrations that create opportunities to build and celebrate community pride, and for the community to connect and celebrate.~~

### ~~2. Funding Allocation~~

<del>Indicative Timeline:</del>	<del>Fund Opens: 1 July Fund Closes: 1 August</del>
<del>Applicants advised:</del>	<del>Applicants will be advised in September or October.</del>

~~2.1 Applications for the Community Events Fund are assessed by the Council.~~

### ~~3. Funding Priorities~~

~~3.1 Costs relating to the delivery of community events, where the event is to take place within the Waitomo District.~~

~~3.2 The following costs will not be considered for funding:~~

- ~~a) Capital costs.~~
- ~~b) Loan/debt repayment.~~
- ~~c) Applications for events that have already taken place.~~

### ~~4. Requirements~~

~~4.1 A grant agreement between WDC and the successful applicant will be in place. Conditions of the grant will be outlined in the agreement and will include Health and Safety requirements where applicable.~~

~~4.2 Events must be held within 12 months from receiving the grant.~~

~~4.3 Successful applicants will be required to complete an Accountability Report upon completion of the event.~~

~~4.4 Failure to hold the event within the 12 month period will result in funding being reimbursed to WDC, unless grounds for an extension are approved.~~

~~4.5 When circumstances occur beyond the recipient's control which prevent the delivery of an event, Council may choose, at their discretion, to not seek reimbursement of funding.~~

**SCHEDULE 4-2** | Community Halls Grant**1. Scope**

1.1 Council currently supports 12 community halls within the Waitomo District by way of an annual grant. -Hall grants are paid in August of each year and are non-contestable.

1.2 Community Halls that receive funding are:

- a) Aria
- b) Awakino
- c) Benneydale
- d) Kinohaku
- e) Mahoenui
- f) Mairoa
- g) Marokopa
- h) Mōkau
- i) Mokauiti
- j) Mapiu
- k) Waitanguru
- l) Rangitoto

**2. Requirements**

2.1 An accountability report is required to be submitted annually by June of the following year. Hall Committees/Trusts are required to report on expenditure of the grant.

## **SCHEDULE 5 | Hall Hire Subsidy Fund**

### **1. Scope**

1.1 Waitomo District Council's Hall Hire Subsidy Fund focuses on providing financial assistance for community organisations that support community led projects and initiatives. These projects and initiatives must be aligned with Council's adopted plans and strategies and contribute to any or all of the social, cultural, economic, and environmental wellbeing of communities in the Waitomo District.

### **2. Funding Allocation**

2.1 This fund is available to community organisations to apply for a subsidy towards hall hireage fees. Applicants are advised to apply at least two weeks prior to the proposed hire date.

2.2 Following assessment of the application, WDC may grant a full or partial contribution to the hall hireage fee. A community organisation may be granted up to two subsidies per year.

Indicative Timeline:	Applicants are advised to apply at least two weeks prior to proposed hire date.
Applicants advised:	Applicants will be advised within one week of submitting an application.

### **3. Funding Priorities**

3.1 The fund is available for the hireage of the following WDC owned buildings:

- a) Les Munro Centre
- b) Piopio Memorial Hall
- c) Te Kuiti Railway Station Buildings

3.2 The fund is not available for the following:

- a) Private hall hire.
- b) Hall hire which has commenced or been completed at time of application.
- c) Organisations with overdue accountability reports from other WDC grant funding.

### **4. Requirements**

4.1 Following confirmation of a WDC venue booking applicants must complete the 'Waitomo District Council Hall Hire Subsidy' form at least two weeks prior to the hireage date.

4.2 Applicants should ensure any accountability reports due for other WDC funding have been submitted.

## SCHEDULE ~~6-3~~ | Special Grants

The following grants are administered by WDC on behalf of external organisations.

### 1. Creative Communities Scheme

- 1.1 Creative Communities NZ provides a grant to Council to encourage promotion of the arts within the district. -Organisations may apply to Council's Creative Communities Scheme Assessment Committee for funds based on the criteria supplied by Creative Communities NZ. The fund's objective is to support arts and cultural activities that encourage participation in a wide range of arts activities.
- 1.2 WDC administers two Creative Community Scheme funding rounds per year. -They fall in May and November of each year. The Creative Communities Scheme Assessment Committee consists of two Councillors, one iwi representative and up to 8 eight community representatives. WDC provides administrative support.

### 2. Sport NZ – Rural Travel Fund

- 2.1 Sport NZ provides a grant to Council.
- 2.2 The Fund's objective is to assist youth within the District who live in a rural area with the cost of travel to local sports competitions.
- 2.3 The allocation of the Fund is based on a population density formula for territorial authorities that have fewer than 10 people per square kilometre.
- 2.4 WDC administers one Sport NZ Rural Travel Fund per year. -This falls in October each year. Applications to the Sport NZ Rural Travel Fund are determined by an Assessment Committee, which comprises of two Councillors, a community representative, and a representative from Sport Waikato. WDC provides administrative support.

### 3. DC Tynan Grant

- 3.1 The late Daniel Circuit Tynan left a bequest to the Borough of Te Kuiti for the purpose of supporting organisations within the Te Kuiti Urban Ward that are involved with social, cultural, educational, or recreational activities. -The priority of this funding is given to projects of a capital nature.
- 3.2 The funds of the Trust are held and administered by Forgeson Law and WDC provides the administrative support associated with the funding application process. Applications are considered by the DC Tynan Trust Committee.
- 3.3 The income from the Trusts capital investment is available for distribution. -Distribution occurs in July/August each financial year.

**Document No:** A717374

## **Report To: Council**



**Meeting Date:** 30 April 2024

**Subject:** **Leadership/Governance, Finance and Information Services Activity Update Report**

**Type:** Information Only

### **Purpose of Report**

- 1.1 The purpose of this business paper is to update Council on activities that form part of the Leadership/Governance Group including Finance and Information Services.

### **Background**

- 2.1 This report incorporates commentary, as necessary, on activities including:

- 1 Finance
- 2 Information Services and Technology
- 3 Leadership/Governance
- 4 Inframax Construction Limited
- 5 CoLab
- 6 Council Owned Quarries
- 7 Fleet

### **Finance**

#### **3.1 CURRENT ACTIVITY**

- 3.2 A detailed Finance Report is contained elsewhere in this Agenda.
- 3.3 The focus of the Finance Team over the last two months has continued to be development of financial forecasts for the 2024-2034 Long Term Plan.
- 3.4 The invoices for the fourth rates instalment were sent out in April and are due at the end of May. Staff have been able to dedicate some time over recent weeks to review and progress arrears accounts.

#### **3.5 LOOKING FORWARD – THE NEXT 3 MONTHS**

- 3.6 The focus of the team continues with the budget development workstream for the Long Term Plan, and associated audit process. Preparation will also commence for the lead up to the Annual Report.

### **Information Services and Technology**

#### **4.1 CURRENT ACTIVITY**

- 4.2 Promapp applications is now replaced with Flowingly as this tool will provide the council with the process automation and e-forms capabilities as well as process mapping. The tool is being tested and the team is being trained so we can go-live with it by the end of April.

#### **4.3 CLOUD MIGRATION**

- 4.4 Objective migration to MagiQ Docs project started in November 2023 and is planned to be completed on 26 April 2024, however, due to MagiQ Development team working on the conversion scripts the go-live date has been pushed back and is to be confirmed by MagiQ based on their progress. Most of the preparations for data transfer are completed and two sets of training have been provided to the users since 26 February 2024.



**4.5 LOOKING FORWARD – THE NEXT 3 MONTHS**

- 4.6 Cloud migration, process mapping and development of the Business Improvement activities for the implementation of new systems (such as Flowingly – process mapping and electronic forms) will be a focus for the Information Services team.
- 4.7 Staff will look at the current strategic risks and develop staff workshops to consider the practical impact and mitigation of these risks.
- 4.8 The development of improved Information Management and the migration from Objective to MagiQ Docs. The only potential risk is the integration of MagiQ Docs to AlphaOne (Building Control system) which is going to happen after the go-live date. MagiQ is to optically character read (OCR) all none-OCR documents before migrating them to MagiQ Docs.
- 4.9 Implementing the Flowingly application presents an opportunity for WDC to enhance internal processes through e-forms, automation and improvement. As WDC's process mapping and automation tool, Flowingly can streamline and enhance processes as they are mapped out.

**Leadership/Governance****5.1 CURRENT ACTIVITY****5.2 AUDIT AND RISK COMMITTEE INDEPENDENT CHAIR**

- 5.3 Our Audit and Risk Committee Independent Chairperson, Bruce Robertson, has advised he will be retiring from this role at the end of June this year. Work has begun on the appointment of a new Independent Chair.

**5.4 2024-2034 LONG TERM PLAN**

- 5.5 The heavy workload associated with development of the 2024-2034 Long Term Plan (LTP), Workshops and Council Agendas continues with the LTP now out for public consultation. The key dates leading up to adoption of the LTP are as follows:

LTP Consultation/Drop-In Sessions	22 April at 11am (Te Kuiti at Railway Building 3)
	26 April at 11am (Mokau at Mokau Hall)
	29 April at 11am (Piopio at Piopio Hall)
	30 April at 6pm (Waitomo at Waitomo Museum)
	1 May at 5.30pm (Te Kuiti at Gallagher Rec Centre)
	2 May at 2.30pm (Maniaiti/Benneydale at the Hall)
Public Consultation	16 April to 17 May 2024
Hearing of Submitters	28 and 29 May 2024
Deliberation of Submissions	4 June 2024
Adoption of LTP	25 June 2024

**5.6 WASTE MANAGEMENT AND MINIMISATION PLAN**

- 5.7 Public Consultation has now closed for the Waste Management and Minimisation Plan (WMMP). The key days leading up to adoption of the WMMP are as follows:

Hearing of Submitters	30 April 2024
Deliberation of Submissions	14 May 2024
Adoption of LTP	25 June 2024

**5.8 ANZAC DAY SERVICES**

- 5.9 By the time of this meeting ANZAC Day Services will have been convened across the District. WDC and the Te Kuiti Branch of the Returned Services Association organise the Civic Service at the Les Munro Centre. Te Kuiti Pa convene the Dawn Service in Te Kuiti. The local Piopio Community organise their own local Service with WDC assisting with road closure requirements. WDC also provides the public notification for the ANZAC Day Services in Te Kuiti, Piopio and Awakino.

**5.10 FLEET RENEWAL**

5.11 Although there are still significant delays in receiving ordered motor vehicles, we are hopeful that the majority of the capital budget for fleet renewal for the current year will be expended within this financial year. New motor vehicle purchases are made through the All of Government procurement system and, where appropriate, we are moving to hybrid vehicles as the fleet is renewed.

**5.12 OTHER ACTIVITIES****5.13 Citizenship Ceremony**

5.14 On 7 March 2024 a Citizenship Ceremony was convened with five candidates becoming New Zealand citizens.

**5.15 Hosting of Waikato Mayoral Forum and Iwi Leaders**

5.16 On 11 March 2024, Waitomo District Council hosted the Waikato Mayoral Forum and Iwi Leaders meetings at the Les Munro Centre.

**5.17 LOOKING FORWARD – THE NEXT 3 MONTHS**

5.18 Significant organisation-wide projects (Stormwater Planning, Waitomo District Landfill, Centennial Park Concept Plan, Engagement and implementation of the Māori Representation Model and Service Reviews) continue to be a lot of work for the wider Senior Management Team.

5.19 The development of Waikato Waters' options and analysis is ongoing.

5.20 We will begin planning and then engaging on options for enhancing the use of the Les Munro Centre and the Representation Review.

<b>Suggested Resolution</b>
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The business paper on Information Services, Finance and Leadership/Governance Activity Update Report be received.



TINA HITCHEN  
**CHIEF FINANCIAL OFFICER**



SAEED JOUZDANI  
**CHIEF INFORMATION OFFICER**



BEN SMIT  
**CHIEF EXECUTIVE**

Document No: 717721

**Report To: Council**



**Meeting Date:** 30 April 2024  
**Subject:** **Regulatory Activity Update Report**  
**Type:** Information Only

## Purpose of Report

- 1.1 The purpose of this business paper is to update the Council on work programmes that form part of the regulatory activity.

## Background

- 2.1 At its meeting of 28 February 2023, the Council adopted a new reporting framework detailing bi-monthly financial reporting and Council group activity reporting.
- 2.2 A reporting schedule was agreed, with Infrastructure and Community reporting on the same bi-monthly agenda and Business Support and Leadership / Governance and Regulatory reporting on the other month.
- 2.3 The Regulatory Activity report incorporates commentary on its present activities, short term planned work and the associated gains and/or risks involved with this work.

## Commentary

- 3.1 The activities undertaken by the Regulatory Services are governed and directed by legislation, national, regional and local policies and bylaws. We undertake many activities that contribute to keeping our Community and District a safe place to be.
- 3.2 Day to day operations include building control, alcohol licensing, environmental health, bylaw administration, animal and dog control, planning and district planning (Proposed District Plan). The functions of these activities were set out in the business paper on 27 June 2023 (A672658).
- 3.3 The activities of these units are 'business as usual' in that the activities undertaken are prescribed in the various legislation and planning / policy documents, which control the day-to-day operations.
- 3.4 **RISKS AND OPPORTUNITIES**
- 3.5 In terms of risks and opportunities, the risks relate to our ability to perform our regulatory functions in line with the various statutes that the group administers. In terms of the regulatory staff capacity, the Senior Building Control Officer has recently resigned, as he is retiring, and his last day of work was 26 April 2024. He will continue to assist WDC on a casual contract basis with a focus on training and development of building staff. At this stage, we are looking to recruit his replacement in the 3<sup>rd</sup> quarter of this year when construction activity is higher. However, in the interim we have a shared services agreement with Waipa District Council to provide cover when needed, and we are still exploring opportunities for how building services can be delivered with our neighboring northern Council's (Otorohanga and Waipa) and using external support where necessary.
- 3.6 The freedom camping education programme has now finished. The programme was funded by the Freedom Camping Transition Fund from the Ministry of Business, Innovation and Employment. The programme ran from December 2023 to 7 April 2024. We received positive feedback from retailers, tourism operators and users of the freedom camping pamphlet, which provided guidance on our freedom camping bylaw.

3.7 **LOOKING FORWARD NEXT 3 MONTHS**

3.8 **PROPOSED WAITOMO DISTRICT PLAN**

3.9 Following discussions with the Independent Hearings Commissioner (Greg Hill) it was agreed that the Proposed Waitomo District Plan hearings should be split into two tranches. The first tranche of hearings is scheduled for 16-19 July (the chapters are listed at the bottom of the hearing schedule). The second tranche will be in late October / early November. The splitting of the hearing allows for decisions to be issued on a large portion of the Plan, while allowing staff to meet with submitters to discuss some complex issues ahead of the second tranche with the idea of having a largely agreed position ahead of the hearing. I have enclosed as **Attachment 1** the Commissioner Direction.

3.10 **CHANGES TO THE BUILDING ACT 2004 – EARTHQUAKE PRONE BUILDINGS**

3.11 The Government has announced that it intends to amend the Building Act 2004 to extend all non-lapsed earthquake prone building remediation deadlines, as of 2 April 2024, by four years, with an option to extend by a further two years if required. This will not change anything for those building owners who have been identified as having an earthquake prone building but have not provided Council with their assessment yet. I will provide further information once the legislation has been passed.

3.12 **MOKAU COASTAL HAZARDS WORKSHOP**

3.13 WDC and Waikato Regional staff will be holding a workshop in Mokau at the Mokau Hall from 1-2.30pm on 21 May 2024 to discuss areas prone to erosion regarding compliance with the various planning and legislative requirements (Building Act 2004, District Plan, Regional Plan and Coastal Plan).

3.14 **IANZ BUILDING CONSENT AUTHORITY ACCREDITATION ASSESSMENT**

3.15 IANZ have scheduled their accreditation assessment for 11-14 June 2024. Effectively this is an audit of our processes and procedures for building consent processing and inspections.

<b>Suggested Resolution</b>
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The business paper on the Regulatory Activity Performance Reporting be received.



ALEX BELL  
**GENERAL MANAGER – STRATEGY AND ENVIRONMENT**

19 April 2024

Attachment: Hearing Direction 1 – Proposed Waitomo District Plan (A717726)

**IN THE MATTER OF** the Resource Management Act 1991 (the RMA)

**AND**

**IN THE MATTER OF** The Proposed Waitomo District Plan

**DIRECTION 1 FROM THE HEARING PANEL –**

**HEARING DATES AND EVIDENCE EXCHANGE FOR THE FIRST TRANCHE OF HEARINGS.**

1. Pursuant to sections 34 and 34A of the RMA, Waitomo District Council (the Council) has appointed a Hearing Panel consisting of four independent hearing commissioners – Greg Hill (Chair), Phil Brodie, Councillor Allan Goddard and an Iwi Commissioner (to be confirmed), to hear and make recommendations to the Council on the submissions made to the Proposed District Plan (PDP). The delegations include addressing any procedural matters.
2. The hearing of submissions will be heard in tranches (mostly likely two). This is due to both Council resourcing and the availability of the Hearing Commissioners. The hearing topics for the first tranche are attached in Appendix 1 to this Direction. Subsequent hearing topics, including the likelihood of an alternative dispute resolution (ADR) process for some of those topics, will be announced later in a separate Direction.
3. The hearing of submissions to the tranche 1 hearing topics is scheduled to commence on **Tuesday 16 July 2024** starting at **9.00am**, at the Council Chambers, 15 Queen Street, Te Kuiti. A hearing schedule will be developed closer to this time once the Council knows who is appearing and how much time each submitter may need to present their submission(s). This will determine how many hearing days will be required, but it is unlikely to extend beyond 19 July 2024.
4. The Council’s Hearing Administrator, Kayla Hemara, will shortly make contact with submitters who indicated in their submission that they wished to be heard, and ask:
  - Do you still wish to be heard;
  - How much time you request to present your submission or evidence (see more on this below);
  - If you are a lay submitter, whether you require the assistance of a “friend of submitters” to help navigate the procedural process;

- Will you present in-person (preferred) or virtually (by remote facilities); and
  - If you intend to be represented by legal counsel and/or calling expert witnesses (eg transport, landscape, planning experts)<sup>1</sup>.
5. In terms of procedural matters, Section 42A of the RMA provides that the Council may prepare a report on the matters to be considered and be provided prior to the hearing. Also, section 41B of the RMA provides that the Hearing Panel may direct evidence from any expert to be provided before the hearing.
6. Accordingly, the Hearing Panel directs as follows:
- (a) Pursuant to section 42A of the RMA, the section 42A hearing report(s) is to be made available to parties on-line no later than **5.00 pm, Friday 7 June 2024**;
  - (b) Submitters' expert evidence (evidence given by a professional with specialist qualifications and experience) is to be emailed to the Council (at the email address below), no later than **midday, Friday 21 June 2024**. It will then be made available to parties on-line no later than **5.00 pm, Friday 21 June 2024**.
  - (c) Pursuant to sections 41B of the RMA, any rebuttal evidence is to be emailed to the Council (at the email address below), no later than **midday, Friday 5 July 2024**. It will then be made available to parties on-line no later than **5.00 pm, Friday 5 July 2024**.
7. While these Directions do not strictly apply to lay or non-expert statements/evidence, the Hearing Panel would appreciate any written statements to be presented at the hearing to be emailed to the Council (at the email address below) no later than, **midday, Wednesday 10 July 2024**. It will then be made available to parties on-line no later than **5.00 pm, Wednesday 10 July 2024**.
8. The Hearing Panel also requests that parties pre-circulate their legal submissions (if any) in advance of the hearing, to be emailed to the Council (at the email address below), preferably no later than no later than, **midday, Wednesday 10 July 2024**. They will then be made available to parties on-line no later than **5.00 pm, Wednesday 10 July 2024**.
9. The opportunity for remote appearance (via AVL) for submitters/witnesses will also be made available subject to prior arrangement with the Council. Details of this will be communicated closer to the commencement of the hearing.

<sup>1</sup> Submitters are not required to have legal counsel or expert witness, and can speak to your submission at the hearing if you have indicated an intention to appear at the hearing.

10. The purpose of these Directions is to provide the opportunity for the Hearing Panel and the other parties to have read and considered any legal submissions, evidence or statements in advance of the hearing to assist in understanding the case being presented. As the Hearing Panel will have read all the pre-circulated material before the hearing, there will be no need for it to be read out. An executive summary may be read out or the key points highlighted.
11. Any correspondence relating to this Direction and related matters should be sent to the Council's Hearing Administrator, Kayla Hemara via email [kayla.hemara@waitomo.govt.nz](mailto:kayla.hemara@waitomo.govt.nz).



Greg Hill (Chair)  
for the Hearing Panel  
23 April 2024

## **Appendix 1 – Tranche 1 Hearing Topics**

### **HAZARDS AND RISKS**

- 21. Contaminated land - CL
- 22. Hazardous substances - HS
- 23. Natural hazards - NH

### **SUBDIVISION**

- 29. Subdivision - SUB

### **GENERAL DISTRICT-WIDE MATTERS**

- 30. Activities on the surface of water - ASW
- 31. Amateur radio - AR
- 32. Coastal environment - CE
- 33. Earthworks - EW
- 34. Financial contributions - FC
- 35. Hapori whānui (Provisions for community wellbeing, safety and amenity) - HW
- 36. Light - LIGHT
- 37. Noise - NOISE
- 38. Relocated buildings and shipping containers - RLB
- 39. Signs - SIGN
- 40. Temporary activities - TEMP

## **PART 3 – AREA-SPECIFIC MATTERS**

### **ZONES PRECINCTS**

#### **Residential**

- 41. Residential zone - RESZ
  - Railway Cottage Cluster Precinct – PREC1
  - Te Kumi Commercial Precinct – PREC2

#### **Rural**

- 42. General rural zone - GRUZ
  - Aerodrome Precinct – PREC3
- 43. Rural production zone - RPROZ
- 44. Rural lifestyle zone - RLZ
- 45. Settlement zone - SETZ
  - Mokau Commercial Precinct – PREC4



**Commerce**

- 46. Commercial zone - COMZ  
Te Kūiti CBD Precinct - PREC5

**Industrial**

- 47. Industrial zone - INZ

**Open space and recreation**

- 48. Natural open space zone - NOSZ
- 49. Open space zone - OSZ

**Special purpose**

- 50. Future urban zone - FUZ
- 51. Māori purpose zone - MPZ
- 52. Tourism zone - TOUZ

**Multi-zone precincts**

- 53. Amenity Precinct – PREC6
- 54. Te Maika Precinct – PREC7

**PART 4 – APPENDICES AND MAPS****SCHEDULES**

- SCHED10 Areas of outstanding natural character
- SCHED11 Areas of high/very high natural character
- SCHED13 Coastal environment overlay

**APPENDICES**

APP1 Information requirements for resource consent applications

APP5 Structure plan requirements

Please note; where it is necessary for completeness, plan definitions and mapping provisions may be included in the above topics.

**Document No:** A717678

**Report To:** Council



**Meeting Date:** 30 April 2024

**Subject:** Potential Release of Council Property for Housing Development – Eketone Street, Te Kuiti

**Type:** Decision required

## Purpose of Report

- 1.1 The purpose of this business paper is two fold:
1. To present to the Council the feedback that has been received on the three options that Council consulted on for the development of a property that Council owns on Eketone Street; and
  2. To seek a decision from Council on the sale of this land.

## Background

### 2.1 **POTENTIAL PROPERTIES FOR DISPOSAL**

2.2 Waitomo District Council (WDC) owns a property on Eketone Street, Te Kuiti that it could release to enable additional land for housing in Te Kuiti. It is noted that currently there are very few vacant sections available within Te Kuiti. This was highlighted in a recently completed Housing Needs Assessment (**Attachment 1**).

### 2.3 **EKETONE STREET, TE KUITI**

2.4 This property is 1.3792 hectares and is located on the western side of Eketone Street. An aerial of the property is included as Figure 1.

2.5 WDC sought advice on whether there are any restrictions on its ability to sell the land (i.e. was it acquired under the Public Works Act 1981, or subject to any encumbrances on the Record of Title that would restrict it from being sold). The advice is included as **Attachment 2** to this Business Paper. The property was purchased from the Crown (Lands and Survey Department) by way of a 30 year deferred licence payment of \$40,000.00 in 1982.

2.6 The property is unencumbered, apart from mineral and conservation interests retained by the Crown. However, these interests would not restrict future residential development of the site.

2.7 The property is currently vacant of development, and is grazed.

2.8 The property is located in the Residential Zone and a portion of the site is located in Hazard Area B of the Operative Waitomo District Plan (ODP). A copy of the zoning map is included as Figure 2. The Hazard Area notation means that buildings located in this area would require a resource consent before a building could be constructed on site.



**Figure 1:** Aerial photograph of the site and surrounding area



**Figure 2:** Operative District Plan – Zoning Map

2.9 **DEVELOPMENT OF EKETONE STREET, TE KUITI**

2.10 In order to develop the property, a subdivision consent would need to be applied for. As the site has not previously been subdivided and developed, the site would be considered a 'Green Field' development (District Plan Rule 26.5.2) and therefore the minimum Lot size for a sewerred site would be 600m<sup>2</sup>. Any developer of the property would also need to comply with the other provisions of the District Plan subdivision chapter and the Resource Management Act 1991 (RMA) before a subdivision consent could be granted subject to conditions.

2.11 A developer would be responsible for the provision of all infrastructure on-site as part of the subdivision consent. In regards to the portion of the site that is identified within Hazard Area B, a land use consent would need to be obtained before these sites could be built on. The land use consent would need to demonstrate how the sites will not be effected by natural hazards (i.e. geotechnical report with recommendations for foundation design).

2.12 If Council wishes to subdivide the property before selling, it would incur the following costs:

- Surveying the parcels it wishes to create;
- Preparation of the subdivision consent application;
- Geotechnical report (if more than one Lot, there would need to be individual geotechnical testing for each Lot); and
- Servicing (entranceways, right of way if required, electricity, telecommunications, water, waste water and stormwater).

2.13 The approximate cost for completing the subdivision consent and accompanying specialist reports would be \$40,000 excluding GST.

2.14 It should be noted that if Council obtained a subdivision consent for what it considers to be the best option for development the purchaser is not obligated to complete the subdivision, and could apply to either change the conditions of the subdivision to a different layout, or not give effect to the subdivision at all.

2.15 It is important to also consider whether there is any legal mechanism for us to require a potential purchaser to develop the site with Council's preferred option. Council as the Vendor could include a covenant to build (within a certain time and a certain number of houses). This could be entrenched by an encumbrance for a nominal sum (\$100,000) in favour of Council or a land covenant in gross. An encumbrance could be progressively released following subdivision, construction and sale of each part of the land (if the land is capable of being subdivided into the preferred option once further analysis and testing has been completed by the purchaser), or wholly released upon construction of an agreed number of units if the land is not subdivided. However, it should be noted that this option may deter potential developers, and would cost approximately \$5,000 - \$7,000 excluding GST to complete.

2.16 **COUNCIL RESOLUTION 23 MARCH 2023**

2.17 Council considered this matter at the Council meeting on 23 March 2023 in the publicly excluded section of the meeting due to the commercial sensitivity of the matter being discussed (i.e. the value of the property and potential for development). Council resolved as follows at the meeting:

*Council authorise the Chief Executive to proceed with the development of housing opportunities for Te Kumi Road, Te Kuiti property.*

2.18 **COUNCIL RESOLUTION 30 MAY 2023**

2.19 As Council had considered the previous paper in publicly excluded, Council sought to record its resolution on this matter in the public meeting. Council resolved as follows at the meeting:

- 1 *The business paper on Release of Council Property for Housing Development – Eketone Street, Te Kuiti be received.*
- 2 *The confirmed public excluded Council Minutes of 28 March 2023, Item 1 "Proposal to Release Council Properties for Housing Development", Resolution 2 be corrected as follows:*

*Council authorise the Chief Executive to proceed with the development of housing opportunities for the Te Kumi Road Eketone Street, Te Kuiti property.*

- 3 *Council authorise the Chief Executive to investigate and report back on the following three options for the Eketone Street, Te Kuiti property:*

*Option 1: Do nothing*

*Option 2: The development of housing opportunities for the entire Eketone Street, Te Kuiti property.*

*Option 3: The development of a plan and costings for the subdivision of four sections only at the bottom of the site adjacent to Eketone Street.*

- 4 *Council request the Chief Executive to provide advice on the process and cost of transferring the remaining Council owned land into the Brook Park Reserve.*

2.20 **COUNCIL MEETING AND RESOLUTION 27 FEBRUARY 2024**

2.21 Council was presented with the subdivision suitability assessment that had been completed for the site, the findings for which are set out below in paragraph 2.28 – 2.30.

2.22 Council considered a business paper presenting a Subdivision Suitability Assessment prepared for the Council owned freehold land (Lot 46 DP 389272) at Eketone Street, Te Kuiti and seeking a decision from Council on the future of the property.

**Resolution**

- 1 The business paper on Release of Council Property for Housing Development – Eketone Street, Te Kuiti, be received.

- 2 Council consult with the wider community on three options for the future of the Council owned freehold land (Lot 46 DP 389272) at Eketone Street as follows:

Option One: The property not be subdivided and released for residential development purposes.

Option Two: Council subdivide off and sell three residential lots adjacent to Eketone Street leaving adequate area for an accessway to the rear of the property.

Option Three: Council enable subdivision of the entire freehold property into twelve residential lots.

2.23 **CONSULTATION UNDERTAKEN POST COUNCIL MEETING ON 27 FEBRUARY 2024**

2.24 The following was undertaken to consult on the resolution from the Council meeting on 27 February 2024:

- A media release was published on the Council website and Facebook page on 6 March 2024;
- Letters were sent to ratepayers on Colin Brook Place, Robin Azariah Place and Eketone Street;
- There were 4 Facebook posts in total (including the media release) and total reach/engagement was 10,327;
- A drop in session at the Les Munro Centre on 26 March from 2.30-5pm.

2.25 17 submissions were received in total. Of those submissions:

- Option 1: 13 submissions in support
- Option 2: 2 Submissions in support
- Option 3: 1 submission in support
- No preferred option – 1 submission received

2.26 A summary of the submissions is enclosed as **Attachment 3** and a copy of all of the submissions is enclosed as **Attachment 4**.

2.27 A summary of the matters raised in the submissions can be broadly summarised as follows:

Concerns raised in submissions	Staff comments
Concerns regarding flooding and that the area is very wet	<p>If option 3 is preferred there is considerable opportunities for stromwater mitigation and management to enable the wider development including earth bunds and drain widening. The developer would also need to ensure that they address all natural hazards as part of their subdivision consent application. These earthworks, at the top of the potential subdivision would also help protect existiting propertis from storm events.</p> <p>In terms of option 2, the subdivision consent would address natural hazards, and would be required to ensure that the Lots being created are not effected by natural hazards.</p>
Queries in relation to how the land became owned by WDC	WDC purchased the land from the Crown (Land and Surveys Department) in 1982.
Community perception that the site was part of Brook Park	<p>The site is zoned residential in the ODP and PDP, and is held in a fee simple Record of Title. The site was not identified in the Resereve Management Plan as being part of Brook Park.</p> <p>Walkers will still have access to and through Brook Park and the Disc Golf area is able to be relocated, which would be discussed with the Brook Park Committee if either option 2 or 3 is preferred.</p>

Concerns raised in submissions	Staff comments
Do not consider there is a housing shortage	<p>Refer to the housing strategy which sets out the analysis on this matter.</p> <p>In addition to the Eketone Street development, there is still planning to support the development of affordable housing in other areas.</p> <p>Indications are there is still a shortage of housing and sections. The current interest rate levels and bank's criteria for lending appear to be constraining sales.</p>
Risk of costs of development to the ratepayer	<p>If option 3 is preferred, Council would not have any financial risk, as Council is proposing to work with a developer who would be responsible for undertaking the development.</p> <p>In terms of option 2, given the location of services, this would be a relatively low cost subdivision. As part of the subdivision process, exact costs would be identified (i.e. natural hazard management, and cost of connections).</p>
Submission and consultation process was too short	<p>The proposal was not subject to any legislative timeframe. Council wrote to all immediate land owners around the site and published information on Facebook and the website and held a drop in session for people to come in and discuss the proposal with staff and elected members. The timeframe for responses was approximately three weeks, and it was considered that there was sufficient time for people to provide feedback on the three options available.</p>

## 2.28 **SUBDIVISION SUITABILITY ASSESSMENT**

2.29 Council staff have now obtained a Subdivision Suitability Assessment ('the Assessment') on development options and infrastructure requirements for the site. The Assessment addresses the following matters:

- Geotechnical analysis;
- High level flooding analysis;
- Stormwater and wastewater disposal;
- Water supply;
- Roading and entranceway requirements.

2.30 The key findings from the Assessment can be summarised as follows:

- Geotechnical – from the testing undertaken good ground was generally met, and would mean that both timber and ribraft (concrete) foundations would be suitable for all lots. However, as is consistent with all other geotechnical assessments of this nature, a site specific geotechnical report would be required at the time of building consent to confirm the appropriate foundations.
- Flooding - A high-level calculation has been carried out to determine the catchment run-off for a 1 in 100 year rainfall event (1% AEP), and it was noted that there is the potential for the open drain that runs through the site to over top during a 1 in 100 year event. Therefore, the Assessment recommends that during detailed design, a catchment analysis and hydraulic modelling is completed. Following hydraulic modelling it would be determined whether the house sites would need to be lifted (either through an earthworks/fill platform or by being built on piles).
- Stormwater - The stormwater from the proposed houses on the lots could be captured on site via detention tanks and released into a reticulated system within the right of way at a rate of run-off which does not exceed the pre-development

run-off rate. There are two options for the stormwater disposal from the proposed subdivision. One is to connect to the existing reticulation in Eketone Street. However, there was no visible manhole so it is likely that a new manhole would need to be constructed within the existing road surface and new reticulation then constructed within the berm. The other option is to discharge directly to the existing open drain. This could be completed with the installation of new reticulation in the berm with a headwall outlet structure discharging to the existing open drain. However, consent from the Waikato Regional Council will likely be required for this option.

- Water and Wastewater – The site is able to be connected to existing reticulated services.
- Roading – There are various roading options, which have been assessed based on the density of the development.

### Analysis of Options

3.1 There are three options for Councils consideration set out below, which were consulted on.

#### 3.2 **OPTION 1 - DO NOTHING**

3.3 Council could resolve to not develop the land for housing, and allow the continuation of grazing the site. However, this would mean that the social and economic potential of the land to be utilised for housing would not be realised.

#### 3.4 **OPTION 2 - COUNCIL SUBDIVIDES THE PROPERTY TO CREATE THREE LOTS OFF EKETONE STREET**

3.5 The proposal would see Council subdivide the property and create three Lots off Eketone Street (as shown on Figure 3 below). This would allow Council to benefit from the sale of the three Lots, but would mean it would assume the development risk. This option would mean that Council is responsible for all development costs (planning, infrastructure, legal, survey etc), holding costs (interest on loans) and risks if the properties do not sell, but it would have control over the subdivision and sales process to maximise the benefit to the Council and the community. However, given that the proposal is only seeking to create three lots, there would be minimal financial risk to Council, as the sale price would be set to ensure that at the very least costs of development are recovered.



Figure 3: Potential 3 Lot development



3.6 **OPTION 3 – ENABLE THE WHOLE SITE TO BE DEVELOPED FOR RESIDENTIAL PURPOSES**

3.7 This option would see the entire site developed for residential purposes. Under this option, it is anticipated Council would work with a developer on a proposal that would be the most beneficial for Council and the community. This would allow Council to have more control over the final subdivision layout and sale process, through a development agreement. This agreement would help to ensure that the Developer and Council's objectives are aligned.

3.8 **ADDITIONAL INFRASTRUCTURE OPPORTUNITIES**

3.9 Council staff have obtained high level advice from a suitably qualified and experienced Civil Engineer who specialises in water services design and advice. We sought advice on two aspects; how we could maximise development on-site to ensure that it is not impacted by flooding, or storm water over flows, and whether there were any down stream measures to assist with stormwater and flood hazard management within the wider network.

3.10 However, these options would only be feasible if the entire site was developed, as we would need to utilise the soil that would be generated as part of the development and the capital that would be generated by the sale of the land, and also some of the works would be imposed on the Developer through consent conditions.

<b>Considerations</b>
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4.1 **RISKS**

4.2 **OPTION 1 – DO NOTHING**

4.3 There is no risk if this option is chosen, as there will be no change to the current land use.

4.4 **OPTION 2 – COUNCIL DEVELOPS THE SITE INTO THREE SECTIONS**

4.5 The risks with this option are that Council is responsible for all development costs (planning, infrastructure, legal, survey etc), holding costs (interest on loans) and risks if the properties do not sell, but it would have control over the subdivision and sales process to maximise the benefit to the Council and the community.

4.6 Council could go to the market to look for development options and work with a chosen developer as suggested in Option 3. The question would be – would a developer be interested in such a proposal for just three sections.

4.7 **OPTION 3 – ENABLE THE WHOLE SITE TO BE DEVELOPED FOR RESIDENTIAL PURPOSES**

4.8 Council could go out to the market to look for development options and work with a chosen developer with similar goals to Council for the development of the land. A Memorandum of Understanding or other legal instrument can be drawn up to help ensure the Council's subdivision wishes are achieved. Developers may not be willing to enter into this type of arrangement given the level of control they lose.

4.9 **CONSISTENCY WITH EXISTING PLANS AND POLICIES**

4.10 A decision by Council to consider this matter is in accordance with Council's Plans and Policies.

4.11 **SIGNIFICANCE AND COMMUNITY VIEWS**

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

<b>Suggested Resolutions</b>
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1 The business paper on the Potential Release of Council Property for Housing Development – Eketone Street, Te Kuiti be received.

2 Council endorse:

Option 1 Do nothing – leave the property as is.

**OR**

Option 2 Council subdivide three sections along the front of Eketone Street and leave sufficient room so an accessway can be created to allow for access to the land behind.

**OR**

Option 3 Enable the whole site to be developed for residential purposes.

**If Council endorses Option 2 then –**

3 Council authorise the Chief Executive to proceed with the subdivision and sale of three sections on Eketone Street.

**OR**

**If Council endorses Option 3 then -**

3 Council authorise the Chief Executive to engage with potential purchasers on Council's preferred development option and to proceed with the sale of the Eketone Street property.

ALEX BELL

**GENERAL MANAGER – STRATEGY AND ENVIRONMENT**

22 April 2024

Attachments:

- 1 Land Research advice (A657219)
- 2 Summary of submissions (A717679)

Separate Enclosures:

- 1 Housing Needs Assessment (A657216)
- 2 Submissions Booklet (A717716)

## MEMORANDUM

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TO **Waitomo District Council**  
Attention Alex Bell < [alex.bell@waitomo.govt.nz](mailto:alex.bell@waitomo.govt.nz) >

FROM RW Barnaby  
Date 18 March 2022

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SUBJECT **TE KUMI ROAD, TE KUITI [Record of Title 356992]**

Yesterday's request refers. First though, I think this Council holding is 1 Sutherland Street.

**Status and Comment**

As Lot 46, DP 389272 of 1.3792 hectares in Record of Title 356992, the fee simple is held by the Waitomo District Council. The parcel is unencumbered except for mineral and conservation interests retained by the Crown. Apart from securing resource consents, there is nothing to preclude Council undertaking a development.

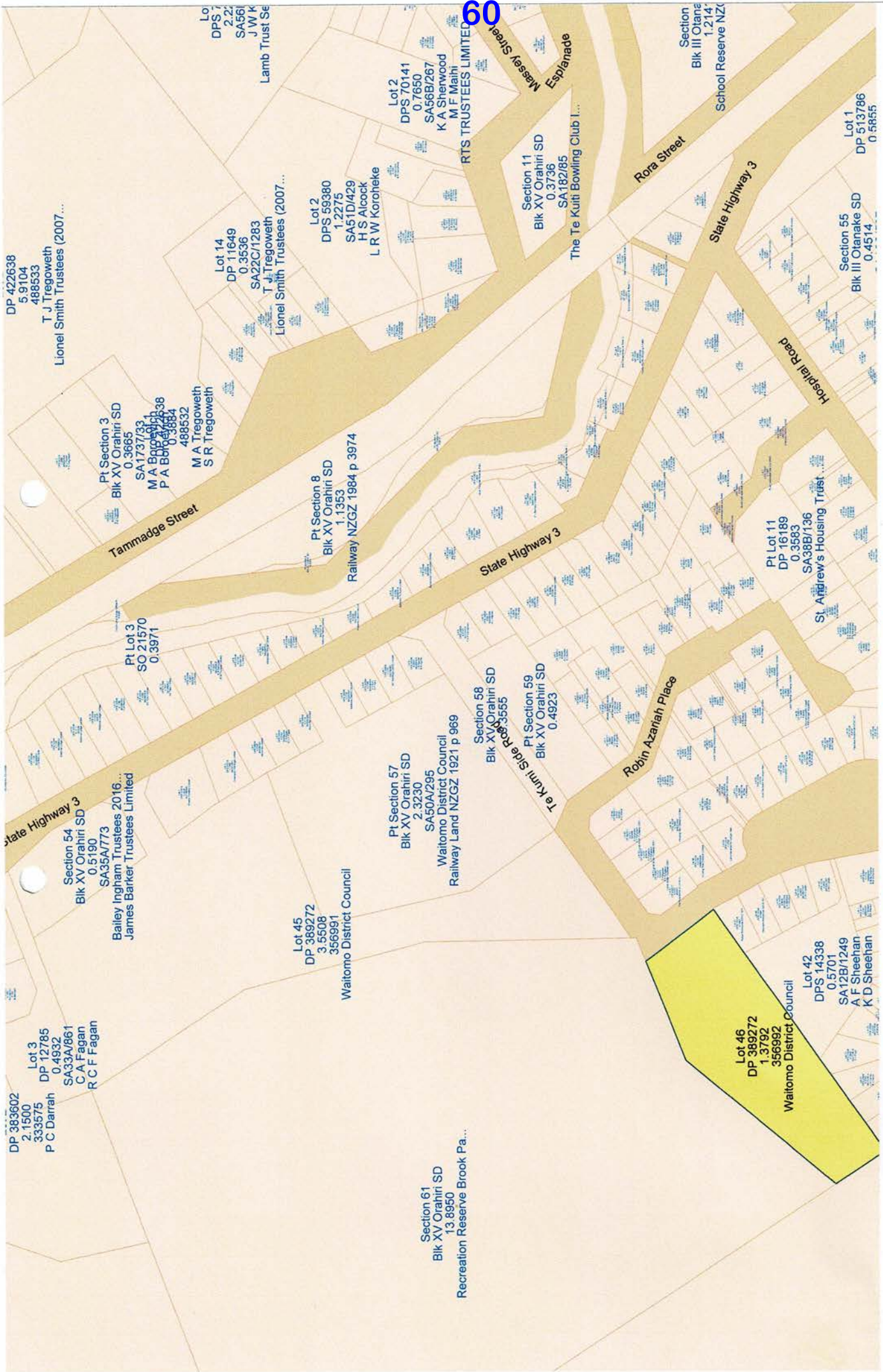
**History**

1. This holding was Crown owned [Lands & Survey Department] but was sold in 1982 to the Waitomo District Council for \$40,000 by way of a 30 year deferred payment licence. The licence was for 5.6868 hectares.
2. In 1987 on the disestablishment of Lands & Survey, the fee simple of the licence transferred to State-owned enterprise Landcorp Investments Limited.
3. In 1990 Council paid off the licence and took over the fee simple in Certificate of Title 47C/690. I suspect a discount was offered to Council by Landcorp to encourage Council to complete purchase. Council records will hold the reason for that early settlement.
4. In 2008 Council subdivided part of the land, establishing Sutherland Street and Lot 100, DP 389272. Lot 100 as Certificate of Title 356993 was sold to Inframax Construction Limited. Lot 100 today comprises 2, 4, 6, 8 and 10 Sutherland Street, ie Lots 40 to 44, DP 400517, now in private ownership.
5. The balance of the deferred payment licence, Lots 45 and 46, DPS 389272, remain in Council ownership. Lot 45 appears to be part of Brook Park. Lot numbering on DP 389272 is unusual. Cadastral maps are attached by way of illustration.

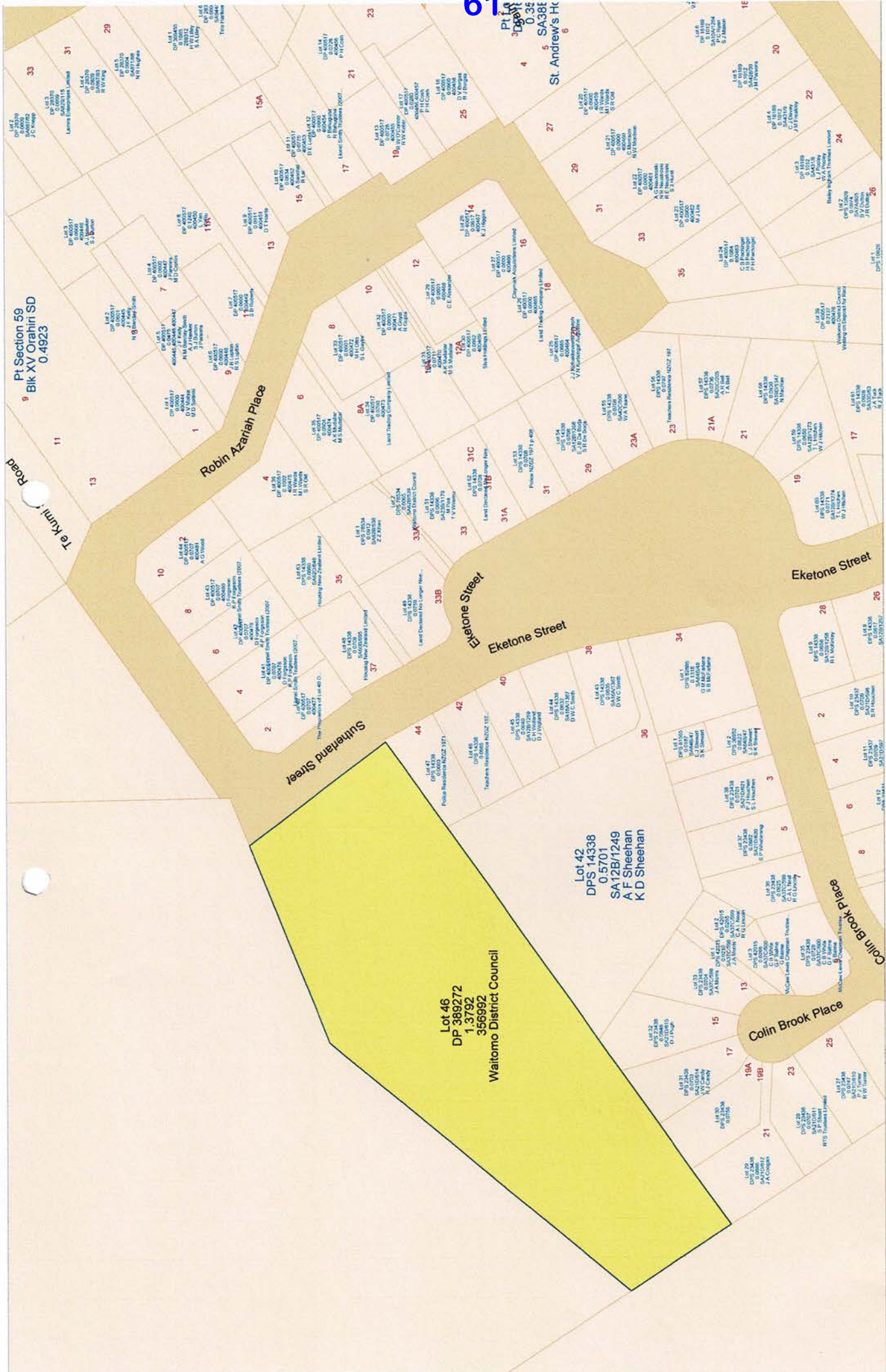


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Any person wishing to rely on the information shown on this map must independently verify the information  
 Topographical and Cadastral map derived from LINZ data. Printed: 17-Mar-2022 02:48.  
 Scale 1:3500



Any person wishing to rely on the information shown on this map must independently verify the information  
 Scale 1:1750 Topographical and Cadastral map derived from LINZ data. Printed: 17-Mar-2022 02:44.

## Summary of Submissions Received to Eketone Street Subdivision Proposal

Submitter	Preferred Option	Submission Points
1. Alannah Batger	Option 1	<ol style="list-style-type: none"> <li>1. Area too wet and prone to flooding.</li> <li>2. Risk &amp; cost of development too high for ratepayers.</li> <li>3. More flood mitigation required.</li> <li>4. Option 2 could be considered when downstream retention pond is on current plan.</li> </ol>
2. Allan Marsden & Jacquie Coogan	Option 1	<ol style="list-style-type: none"> <li>1. Dispute the lack of housing and cites a 15-25% drop in demand. There is not a housing shortage and no projected growth that warrants housing development, ample sections already available.</li> <li>2. The Housing Strategy states that rental housing is most required, it is doubted that these houses will help with rental housing in the community.</li> <li>3. In 2008 Council intended to classify the area as a reserve - the land has always been considered by residents as part of Brook Park.</li> <li>4. Many locals believe the land at some point belonged to iwi and was confiscated. Because of the significance of the area (Motakiora Pa site) it is imperative the land be kept free of housing for future generations.</li> <li>5. The land is owned by ratepayers rather than Council, the consultation process was poorly handled, with minimal information and limited promotion. No formal iwi consultation.</li> <li>6. The Council is not keeping up to date on climate change, attached to the submission is the Helen Clark foundation's report 'Sponge Cities' (2023) which offers suggestions for adapting urban areas to the impacts of climate change, including things like restoring wetlands and creating space for waterways to flood safely.</li> <li>7. It is questioned why Council would build somewhere that required stopping the natural flow of water, the land floods and soaks up water before it hits neighbouring houses.</li> <li>8. There has been no historical inquiry into the ownership of the land.</li> </ol>

Submitter	Preferred Option	Submission Points
3. Andrea Hanna	Option 1	<ol style="list-style-type: none"> <li>1. Badly managed consultation process, it should have been publicly notified. Only selected neighbouring households and Facebook consulted with.</li> <li>2. Suggestion that there are already many houses and sections on the market - WDC could do something to help landowners overcome cost of development.</li> <li>3. Part of the Disc Golf course will be affected by the proposal.</li> <li>4. Considerable resource consent costs to bring these sections up to standard, as a Hazard B classification, the developer would be liable for this cost. Not core business for WDC to pay for this, the cost would have to be recovered which would make the cost to purchaser too much to make it viable. Then with high building costs, plots could sit unsold for years.</li> <li>5. Stormwater/flooding issues should be dealt with urgently. Brook Park committee would like to input into how this would affect the park.</li> <li>6. Questions the choice to not fund Maru Energy Trust despite Housing Strategy objectives.</li> <li>7. Brook Park should be included in Recreation and Culture section on the website.</li> </ol>
4. Brook Park Incorporated Society	Option 1	<ol style="list-style-type: none"> <li>1. Stormwater issues raised in the media release should be addressed regardless.</li> <li>2. The proposed development is classified Hazard B so the sections will need resource consent (so why do it?)</li> <li>3. There is no shortage of land and houses available already.</li> <li>4. The development is part of the Disc Golf course which is part of Brook Park so should not be taken for development.</li> <li>5. Is it WDC's core business to be developers? Can this be shown to be in the best interests of the community?</li> <li>6. Concerned about selective consultation, why only some households and Facebook groups? Was there a public notice?</li> </ol>
5. Bruce Spurdle	Option 3	<ol style="list-style-type: none"> <li>1. Based on experience as a real estate agent strongly favour development of the entire site. There has never been a supply of modern homes for families considering a move to town for work or to retire. Buyers have therefore sought better options in Ōtorohanga or Te Awamutu.</li> <li>2. Prices have improved for recently sold Robin Azariah sections so should return to Council more than what those last sections sold for (these can set minimums attainable).</li> <li>3. These should not be used for low-cost or 'group-housing'. Landlords can buy and renovate existing homes for rentals.</li> <li>4. A new plan has been attached to the submission of how the site could be divided into 15 lots. The same covenants and standards used for Robin Azariah Place should apply.</li> <li>5. Completing the development in one go could encourage buyers who can choose to purchase more than one lot.</li> </ol>

Submitter	Preferred Option	Submission Points
6. Carey Monaghan	Option 1	<ol style="list-style-type: none"> <li>1. The net profit margin is small and less than what it might be in the future when housing market is stronger.</li> <li>2. The profit from subdivision would not help to reduce forecasted rate rises.</li> <li>3. Not enough financial information available to help make a more knowledgeable vote.</li> <li>4. If it was to go ahead in the future, the whole area should be subdivided into the 13 section subdivision.</li> <li>5. These types of proposals are the correct direction toward adding quality housing to the area in future. More debate and more forecasted financials needed.</li> </ol>
7. D Reid	Option 1	<ol style="list-style-type: none"> <li>1. Area only provides for three expensive sections for wealthy investors not providing for low income families. It is designated Hazard B so cost to build could be expensive.</li> <li>2. Area currently used by Disc Golf, trail walkers and the public.</li> <li>3. Council should instead be assisting with development of future urban zone as stated in Annual Plan 2022.</li> <li>4. Council previously passed resolution to vest this area as a Parks and Reserves property in the future.</li> <li>5. How does Eketone St development meet the goals of the Housing Strategy to provide affordable healthy homes and to promote 'appropriate varied and quantity of housing venues'?</li> </ol>
8. Guy Whittiker	Option 1	<ol style="list-style-type: none"> <li>1. Stormwater issues raised by council in media release should be addressed regardless, Brook Park is a significant catchment area that feeds down into residential area where events have caused damage in the past.</li> <li>2. Three sections will not address housing shortage, this should be left to the private sector.</li> <li>3. Housing Strategy stated building is not economically viable and less attractive to property developers.</li> <li>4. New sections will not help affordable housing, Council missed an opportunity to help address damp housing by funding Maru Energy but chose not to. Questions why Maru wasn't funded despite outcomes in strategy.</li> </ol>
9. Jean Norris	Option 1	<ol style="list-style-type: none"> <li>1. Can't see how selling land at \$250,000 per plot will relieve housing problems, only fill Council coffers.</li> <li>2. Plenty of empty plots and derelict buildings around town that could be bulldozed for low cost housing.</li> <li>3. Feel community is being held to ransom saying they will do work to address stormwater issues if community agree to development – work should be done anyway for existing residents where this is needed (especially Robin Azariah Place).</li> </ol>
10. Jennifer Morris	Option 1	<ol style="list-style-type: none"> <li>1. This area is a wetland and extremely swampy, it should stay that way to absorb the considerable amount of water run-off from the mountain.</li> <li>2. Unsuitable for building.</li> </ol>



Submitter	Preferred Option	Submission Points
11. Meryl Lile	Option 1	<ol style="list-style-type: none"> <li>1. Undertaking additional stormwater management to existing new properties should be a priority after 2023 overflows and high rates on these properties.</li> <li>2. Area has very poor drainage.</li> <li>3. Brook Park much enjoyed as a recreation area for residents and visitors.</li> <li>4. Other existing developers should be persuaded to hasten the development of their land for building on.</li> <li>5. Dispute that there's a housing shortage as there are unsold sections on Robin Azariah Place and in township, household incomes are also too low for the cost of these proposed properties. The need for more rental properties should be addressed.</li> <li>6. Info on consultation poorly advertised and consultation shouldn't close on same day as drop in session.</li> </ol>
12. Phil Brodie	No preferred option	<ol style="list-style-type: none"> <li>1. Dismayed reading the Housing Strategy and seeing Action 13 to incentivise healthy homes but Council's decision to not fund Maru Energy to do this.</li> <li>2. Ambivalent toward selling land on Eketone St due to lack of information and evidence. Questions – does the land have reserve status? How many vacant residential sections are there in Te Kūiti? For sale data for the last few years? Is the proposal a realistic use of council resource in view of critical infrastructure challenges it faces? Is it a priority for Waitomo community?</li> </ol>
13. Rhonda Borgas	Option 1	<ol style="list-style-type: none"> <li>1. Area is extremely wet and heavily shaded. Drainage on this side of town needs to be vastly improved before ideas like this should proceed.</li> <li>2. Three sections will hardly help with a supposed housing shortage.</li> </ol>
14. Robin McKinlay	OPTION 1	<ol style="list-style-type: none"> <li>1. Doesn't seem to be the case that there's a housing shortage in town when looking at current sales and developments.</li> <li>2. There is probably a rental shortage, but sale of this land will not address this.</li> <li>3. The time for development would be if the population were to grow but the current situation with the land being used as part of Brook Park seems best use.</li> <li>4. Work should be undertaken to mitigate flooding issues that have troubled the area recently, no other costs should be incurred to ratepayers at this time.</li> </ol>
15. Russell & Annette Shearer	Option 2	<ol style="list-style-type: none"> <li>1. Option two including stormwater management to mitigate flooding risk to existing and new properties near the development.</li> <li>2. If option 1 or 2 are chosen, remaining land should become part of Brook Park, the area is integral to the park, locals and visitors use the area for recreation and for access to the rest of the park – this should remain for the future.</li> </ol>
16. Sally Stuart	Option 2	<ol style="list-style-type: none"> <li>1. Proposal supported as work is needed on drainage in the park. Submitters back section floods with water running through property to the gutter. The drain running along the back of these sections bordering the park is shallow and overgrown. Improvements in this area would help mitigate flooding risks to these local properties and enhance Brook Park.</li> </ol>

Submitter	Preferred Option	Submission Points
17. Sue & Mike Wagstaff	Option 1	<ol style="list-style-type: none"> <li>1. Disagree with presentation at drop-in session that we are short of executive housing – a new home in Te Kūiti is out of reach for most of the population.</li> <li>2. Being developers is not a function of Council and recent development of Robin Azariah Place doesn't give confidence in council's abilities.</li> <li>3. Council should encourage development and work with those in the Housing Strategy to provide housing, an honest approach is needed to provide affordable rentals.</li> <li>4. New housing at Fabia and Hillview Rest home is providing new homes for those that can afford them.</li> <li>5. Council assumes old homes are damp and mouldy, but this can be fixed with proper ventilation. Heat pumps are expensive, many people use wood burners because there is affordable and free wood.</li> <li>6. Disappointed in consultation process, before article in paper only a few people knew what was happening, the media release Brook Park Committee were told would be published has not been.</li> </ol>

**Document No:** A718039

**Report To:** Council



**Meeting Date:** 30 April 2024

**Subject:** Submission on the Waikato Regional Council Long Term Plan 2024-2034

**Type:** Decision Required

## Purpose of Report

- 1.1 The purpose of this business paper is to seek endorsement of the draft submission on the Waikato Regional Council Long Term Plan 2024-2034.

## Background

- 2.1 The Waikato Regional Council (WRC) is consulting on its Long Term Plan 2024 – 2034 (LTP) from 2 April 2024 – 2 May 2024.

- 2.2 WRC sets out the following proposals in their consultation document:

1. ***Increasing the natural heritage rate*** - to provide funding to more community groups carrying out work to protect and restore our region's biodiversity.

WRC introduced a natural heritage rate of \$5.80 in 2005, but has not adjusted this rate to align with the growth in growing number of community programmes or take into account increased costs of the work. WRC has proposed three options in its consultation document for this proposal:

- Option 1 - Council increases the natural heritage rate to \$8.68 per property per annum, with further increases for the proposed work programme after this rate to \$8.68 per property per annum, with further increases for the proposed.
- Option 2 - Council increases the natural heritage rate to \$15 per property per annum (to enable more work to be done sooner to improve biodiversity).
- Option 3 - Council keeps the natural heritage rate at \$5.80 per property per annum.

2. ***Collecting a regional rate for public transport*** – to help enable strategic planning to deliver consistent public transport region-wide.

Currently, WRC only rates for public transport services in Hamilton, Thames-Coromandel, Hauraki and Matamata-Piako. Generally, outside of these areas, district councils rate for these services. WRC then invoice each council for the funds they need to plan and operate the region's public transport network. WRC is the only region in New Zealand to work in this way.

For Waitomo District Council, the Te Kuiti Connector, which was started last year was funded by the public initiatives budget. WRC is proposing the following options for simplifying public transport investment:

- Option 1 - 80 percent of the funding required from rates comes from properties within 5 kilometres of a bus route. 20 percent of the funding required from rates is paid by all other properties in the area.
- Option 2 - 80 percent of the funding required from rates comes from properties within 800 metres of a bus stop. 20 percent of the funding required from rates comes from properties between 800 metres and 5 kilometres of a bus stop.

3. ***Discontinuing the Regional Development Fund – To redirect resources to strategic priorities that may have a greater impact as economic enablers.***

The Regional Development Fund (RDF) was created through the 2015-2025 WRC Long Term Plan to enable investment in regionally significant projects with economic outcomes achieved in a way that also enhance the environment.

Since being set up, just three grants totalling \$3.14 million have been approved. With the fund undersubscribed, staff time required to administer the fund and an opportunity cost to holding the fund in its current form, WRC councillors decided in October 2023 to close it to applications pending a review through the LTP.

WRC are now proposing to disestablish the fund. This will allow unallocated funds totalling \$3.979 million and staff time to be redirected to strategic priorities that may have a greater impact as economic enablers. This in turn would enable the current investment fund returns set aside for the RDF to be repurposed – noting the overall reduction in fund returns that will be available over the period of this plan.

WRC have provided two options for this proposal:

- Option 1 - WRC discontinues the Regional Development Fund.
- Option 2 - WRC continues to operate the Regional Development Fund.

4. ***Funding for Te Waka, the regional economic development agency – to champion and lead the region's collective voice for economic and business needs.***

Te Waka is the region's economic development agency. It was established in 2018 by the Waikato Mayoral Forum which brings together the region's mayors and the regional council chair.

The agency's aim is to champion and lead the region's collective voice for economic and business needs by working in partnership with iwi, business, government and community organisations.

Over the last three years WRC have been providing Te Waka with \$750,000 per annum.

WRC plans to continue funding Te Waka to the same amount, using the unallocated money from the Regional Development Fund to pay for it over the next three years. No long-term funding is currently provided for beyond these three years.

WRC is proposing the following options:

- Option 1 - WRC provides \$750,000 per annum over three years to Te Waka using unallocated money from the Regional Development Fund.
- Option 2 - WRC does not continue to fund Te Waka.

2.3 WRC is proposing an increase in rates revenue from current ratepayers of 6 per cent in 2024/25, 8 per cent in 2025/26 and 3 per cent in 2026/27.

### **3 Commentary**

#### **3.1 SUBMISSION COMMENTS**

#### **3.2 Increasing the Natural Heritage Rate**

3.3 WDC is supportive of option 1, as given the considerable amount of reserve and covenanted land in the District, the ability to have additional funding made available for predator and pest control would be beneficial not only to Council, but the wider community. Staff consider that funding could be applied for Brook Park and the Mangaokewa Reserve.

#### **3.4 Collecting a regional rate for public transport**

3.5 From 13 February 2023, the trial Te Kuiti Connector bus service commenced, which was initiated with WDC funding from its public initiatives budget. The bus service ran from Te Kuiti to Hamilton, with stops in towns along the way. Given that the service has had relatively low patronage (142 (7.5 per day) boarded in Te Kuiti in March 2024. The average for the previous year was 4.5), and with Waka Kotahi ceasing its subsidy, WDC will not be funding this service from its own rates for 2024/25 onward. As the WRC is not funding this service regionally until 2025/26, we expect the service will cease from 1 July 2024.

3.6 Given the importance of public transport services to enabling affordable transportation to a wide range of people for various reasons (health, community, whanau etc), WDC considers that option 1 should be supported provided that the district only pays for its share of the public transport service in our district. WDC does not support ratepayers paying for services delivered to other councils.

3.7 WDC also notes that if there is a public transport service available for the District in the future then Option 2, which rates 80% of the cost of the service to ratepayers within 800m of the bus stop, would not be preferred as this would place the burden on retailers and commercial ratepayers in Te Kuiti. This is because the bus stop is in the middle of the Te Kuiti central business district. These are people, in their capacity as retail and commercial ratepayers, would be low users of the bus service. WDC's preference would be to rate 80% of any future bus service cost from the ratepayers in the Te Kuiti township rather than 5km from the bus stop. This is likely to have more equitable application of rates rather than an arbitrary 5km zone which would take in some rural and some urban ratepayers.

### **3.8 Te Waka Funding**

- 3.9 WDC supports the discontinuation of the Regional Development Fund (Option 1), as for the reasons noted it has not had the uptake to be beneficial to region, and the repurposing of the remaining funds to Te Waka (Option 1). WDC considers that Te Waka is best placed to champion regional economic growth, and supports the intent of imposing accountability measures to help ensure outcomes.

## **Considerations**

### **5.1 Risk**

- 5.2 It is important for WDC to comment on the WRC LTP as this has an impact on the District's communities, and the services which are provided to our community. There is a risk by not lodging a submission that we are not providing a voice for our ratepayers at a targeted overall community level.

### **5.3 Consistency with Existing Plans and Policies**

- 5.4 A decision by Council to lodge a submission on the Waikato Regional Council Long Term Plan 2024-2034 will not be inconsistent with any of Council's plans or policy.

### **5.5 Significance and Community Views**

- 5.6 This decision is not a significant decision pursuant to Council's Significance and Engagement Policy.

## **Recommendation**

- 6.1 Council receive the business paper on Submission on the Waikato Regional Council Long Term Plan 2024-2034.
- 6.2 Council approve the submission on the Waikato Regional Council Long Term Plan 2024 – 2034.

## **Suggested Resolutions**

- 1 Council receive the business paper on Submission on the Waikato Regional Council Long Term Plan 2024-2034.
- 2 Council approve the submission on the Waikato Regional Council Long Term Plan 2024 – 2034 subject to alterations approved by the Mayor and Chief Executive after this Council meeting.

ALEX BELL

**GENERAL MANAGER – STRATEGY AND ENVIRONMENT**

23 April 2024

## **Draft Submission to Waikato Regional Council 2024-2034 Long Term Plan**

### **Waikato Public Transport**

The trail and WDC funding for the Te Kuiti Connector service from Te Kuiti to Hamilton, with stops in towns along the way, have had low patronage from Te Kuiti and with Waka Kotahi ceasing its subsidy WDC will not be funding this service from its own rates for 2024/25 onward. With WRC not funding these services regionally until 2025/26 we expect that this service will stop from 1 July 2024.

Specifically answering the two WRC submission questions:

**1. Do you support Waikato Regional Council rating for public transport services across the region?**

Suggested response: Yes. As long as the district only pays for its share of the public transport service that service its district. We do not support ratepayers paying for services delivered for other councils.

**2. If Waikato Regional Council started rating for public transport across the region, which rating option would you prefer?**

Suggested response: Option 1:

- » 80 per cent of the funding required from rates comes from properties within 5km of a bus route.
- » 20 per cent of the funding required from rates is paid by all other properties in the area.

If there was to be a public transport service in the future then Option 2, which rates 80% of the cost of the service to ratepayers within 800m of the bus stop, would place the burden on retailers and commercial ratepayers in Te Kuiti. This is because the bus stop is in the middle of the CBD. These are people, in their capacity as retail and commercial ratepayers, would be low users of the bus service. Our preference would be to rate 80% of any future bus service cost from the ratepayers in the Te Kuiti township rather than 5km from the bus stop. This is likely to have more equitable application of rates rather than an arbitrary 5km zone which would take in some rural and some urban ratepayers.

### **Predator Control**

This question is about the level of funding for Predator Control. Options are:

- Option 1: \$8.68 (which is the inflation adjusted current \$5.80 per ratepayer)
- Option 2: \$15 per ratepayer.
- Option 3: current \$5.80 per ratepayer

Option 1 would mean that there is more funding so that WDC good apply for predator control. Thoughts for where this could be applied are - Brook park and the area planted in pines up at the landfill would be a couple of bigger areas and along the Mangaokewa river for rats.

### **Te Waka Funding**

WDC supports the continued funding of Te Waka by WRC to the value of \$750,000 pa.

### **Funding of primary industry compliance**

Proposed Response: WDC supports increasing the minimum size of properties captured by this rate from 2ha to 20ha given the properties under 20ha given the majority of the work is undertaken on larger properties.

WDC would suggest that a more equitable rating model would be to fund this using capital value rather than a set targeted rate per property. The size of the property would have a significant impact on the amount of work required to monitor Farm Plans.

Document No: A717222

**Report To: Council****Meeting Date:** 30 April 2024**Subject:** **Better off Funding Projects – Financial Update and Funding Alternatives****Type:** Decision Required**Purpose of Report**

- 1.1 The purpose of this business paper is to:
1. Provide a financial update on Better off Funding (BOF) Projects.
  2. Seek approval to reprioritise Gateways Funding and utilise the unallocated funds for stormwater infrastructure improvements and costs attributable to delivering on Local Water Done Well Reforms.
  3. Seek approval to utilise uncommitted funding from the Methamphetamine Programme for a new Sports' Development Role.
  4. Seek approval to realign uncommitted funding within the Town Amenity Project grouping.
- 1.2 The paper also introduces the opportunity to consider whether uncommitted funds, within existing project groups, should also be prioritised for water infrastructure and Local Waters Done Well (LWDW) delivery.

**Background**

- 2.1 A status report on BOF Projects was provided in the Council paper, 2024-02-27 Better off Funding Project Updates. Budget details, including committed and uncommitted funds have been updated to include Quarter Three figures to inform this paper.
- 2.2 For the purposes of this paper, uncommitted funds are defined as BOF related activities or services that are budgeted for but the services have not yet been procured. Uncommitted funds will be used to achieve existing project milestones, which is distinct from unallocated funds that only become available through a project change process and remain unutilised until drawn on through a new project application.

Project grouping	Project Name	BOF Grant	Committed costs as at 31 Mar 24	Uncommitted funds as at 31 Mar 2024
<b>Town Gateways</b>	Traffic calming	450,000		450,000
	<b>Total Town Gateways (post project change request)</b>	<b>450,000</b>		
<b>Walkways</b>	Walkways and Brook Park	396,000	396,000	
	<b>Total Walkways</b>	<b>396,000</b>		
<b>LMC Revitalisation</b>	Business case and Scoping	200,000	20,000	180,000
	<b>Total Les Munro Revitalisation</b>	<b>200,000</b>		
<b>SG Partnerships</b>	Methamphetamine Programme	200,000		200,000
	Housing Strategy	80,000	80,000	
	Mokau Museum	30,000	30,000	



Project grouping	Project Name	BOF Grant	Committed costs as at 31 Mar 24	Uncommitted funds as at 31 Mar 2024
	Rangatahi Pathways coordination	600,000	600,000	
	Centennial Park Concept Development	50,000	50,000	
	<b>Total Social Good Partnerships</b>	<b>960,000</b>		
<b>Town Amenity</b>	Piopio, Benneydale Hall & SH30	525,000	466,000	
	TK Bowling Club		14,000	45,000
	Marokopa Campground	50,000		50,000
	<b>Total Town Amenity Projects</b>	<b>575,000</b>		
<b>Unallocated Tranche</b>	<b>Ex Town Gateways</b>	<b>969,000</b>		<b>969,000</b>
	<b>TOTAL</b>	<b>3,550,000</b>	<b>1,656,000*</b>	<b>1,894,000</b>

*\*Any costs under \$20,000 have been included as committed costs*

- 2.3 Most projects are tracking well and meeting milestone targets and budgets. As of 31 March 2024, roughly a third of the way through the project timelines<sup>1</sup>, nearly 50% (\$1,656,000) of the total BOF funds (\$3,550,000) has been committed across the five project groups.
- 2.4 The \$1,894,000 defined as uncommitted includes \$969,000 from the Gateways Project which, post approval, would move that amount into the unallocated tranche for alternative use. This paper outlines proposals to utilise that.

## Commentary

- 3.1 **ALTERNATIVE USE FOR APPROVED BETTER OFF FUNDED PROJECTS**
- 3.2 The Minister of Local Government has provided confirmation, on 5 April 2024, that:
1. Approved BOF Projects can continue as determined by each Council.
  2. Councils can submit project change requests to redirect any uncommitted BOF funds to increase investment in water infrastructure.
  3. There is no new Crown funding available - Councils are able to utilise unallocated or uncommitted BOF and Three Waters Reform Transition (TWR) Grants to assist in the establishment of Council Controlled Organisations (CCOs) or any other arrangements required to implement the LWDW Programme of Reforms.
- 3.3 The Local Government Water Services (Transitional Provisions) Bill will spell out the obligations around service delivery planning and provide a bespoke process for local authorities wanting to establish CCOs. This legislation is expected in early May 2024 with enactment scheduled by the end of June 2024.
- 3.4 With confirmation of the Options listed in paragraph 3.2 now available for uncommitted and unallocated BOF Grant money, it is appropriate to consider which range of alternatives Council wants to take.
- 3.5 **Option 1** – Approved BOF projects can continue as determined by each Council, requires no further action at this time.
- 3.6 **Option 2** - Councils can submit project change requests to redirect any uncommitted BOF funds to increase investment in water infrastructure. This Option requires project by project consideration of progress against milestones and opportunities lost or gained through repurposing funding away from original outcomes and goals. DIA approval is granted through the existing project change process in the BOF Grant Management Portal.

<sup>1</sup> WDC projects are all designed to be delivered by the original deadline of 30 June 2026. The deadline to use BOF grants was extended to 30 June 2027 by DIA Variation Agreement dated June 2023.

- 3.7 **Option 3** - Councils can utilise unallocated or uncommitted BOF and TWR Grants to assist in the establishment of CCOs or any other arrangements required to implement the LWDW Reforms. This Option would also require project by project consideration of progress against milestones and opportunities lost or gained through repurposing funding away from original outcomes and goals. A new process is being added to the BOF Grant Management Portal to facilitate this Option.
- 3.8 Council will retain discretion to exercise Options 2 and 3 before the projects are completed, however the funding pool reduces as projects achieve milestone goals and funds are committed.
- 3.9 **GATEWAYS PROJECT CHANGE REQUEST**
- 3.10 The option to rescope the Gateways Project to deliver traffic calming outcomes only, was raised through a Workshop reader dated 12 March 2024. Staff were asked to confirm whether a DIA project change is required to formalise that process.
- 3.11 Advice from WDC's Relationship Manager has been taken, and staff can confirm that a project change request is required to be lodged through the DIA Grant Management Portal. The DIA process is required because the amended scope will change existing milestone outcomes and budget allocations.
- 3.12 This business paper is required to allow elected members to formalise their position on this proposal. The following summary information from the Workshop reader is provided for ready reference.
- 3.13 Meeting key milestone targets under the original project scope will result in the following being installed by 26 June 2026:
1. New traffic calming solutions at 11 sites.
  2. Improved signage and gateway markers at significant district boundary points.
  3. Township specific identity markers.
- 3.14 The Gateways Project has had first milestone dates extended as scope of the project was defined to get a balance between traffic calming and the gateway statement pieces. Recruitment for the Manager - Programme Delivery Role that was to support the project remains vacant which has not helped the development of the project. Momentum is required if all deliverables under the original proposal are to be met by 30 June 2026.
- 3.15 The project was approved for \$1,419,000, however more recent amended projected costs against the project components has been worked through with figures coming in under that budget. The details are provided in the table below:

Priority	Component	Scope of works	Budget
1.	Traffic calming	11 sites across the district with a range of traffic calming methods used - signage, road markings, speed management and medium strip delineation.	\$450,000
2.	Gateways	Artworks and signage will be installed at the entry points of our district boundaries at Hangatiki, Mokau and northern Te Kuiti (Rora/Carrol Street).	\$540,000
3.	Town identity	Artworks and signage will be installed at various locations within the four townships of Waitomo Village, Maniaiti/Benneydale, Piopio, and Mokau.	\$240,000
		<b>TOTAL</b>	<b>\$1,230,000</b>

- 3.16 Using the updated costs, the Gateways Project could be delivered for \$189,000 under the funding allocation. However, with confirmation that there will be no new Crown funding to deliver LWDW Reforms, the ability to now prioritise BOF Grants towards water infrastructure, and the fact that this project has not yet made any material progress, staff seek approval to focus the Gateways deliverables to traffic calming only and enable the

surplus of \$969,000 to be released into WDC's unallocated tranche for the alternative priorities.

3.17 Staff are confident approval for the rescope will be granted by the DIA as the priority change is consistent with directions from the Minister of Local Government and discussions with John Mackie, WDC's DIA Relationship Manager.

### 3.18 **STORMWATER RETENTION PONDS**

3.19 This paper also seeks approval to utilise \$719,000 from the unallocated tranche, which would be created by the Gateways rescope, for new stormwater infrastructure projects. DIA approval to draw from the unallocated tranche is required but again staff are confident that approval will be given as the outcomes of the new project are consistent with BOF funding criteria and new DIA directions.

3.20 The \$719,000 would be supplementary to the proposed draft Long Term Plan 2024-34 Year 1 stormwater budget.

3.21 Retention Ponds have been identified as a medium term solution to help address stormwater network issues affecting Te Kuiti residents. Creating these stormwater assets will involve several stages, including identification of potential sites, working with landowners, wider community consultation, obtaining Regional Council resource consent and securing sufficient budget for the project, procurement and construction.

3.22 Utilising a significant portion of the proposed unallocated tranche for these new stormwater assets will ensure the benefit can be realised within the 12 to 24 months Council is aiming for and reduce the impact of costs being debt funded and borne by ratepayers.

3.23 Priority areas are in the Te Kuiti West Catchment, early investigations have identified Stage 1 sites for two ponds.

### 3.24 **WAIKATO WATERS DONE WELL**

3.25 WWDW is the collective group of Councils within the Waikato region sharing resources to work through implications of the LWDW Reforms. This includes development of the Water Service Delivery Plans which are required under the new legislation, and considering models that will enable water services to be provided efficiently and cost-effectively, in a way that best suits our communities.

3.26 WDC has contributed \$30,000 from the TWR Grant towards the professional services required for this project. The role is providing strategic leadership and thinking for WWDW Councils. The TWR Grant has now been fully utilised.

3.27 As advised under paragraph 3.2 there is no new source of Crown funding available for the LWDW Reforms. It is difficult to determine delivery costs at this time given the degree of unknowns.

3.28 There is an opportunity to set aside uncommitted portions of the BOF Grant in an unallocated tranche to act as a 'reserve fund'. The reserve fund will then be available for establishment costs once the enabling legislation is enacted and/or used to develop Water Service Delivery Plans.

3.29 Approval of the Gateways Project change and proposed Stormwater Retention Ponds Project will enable \$250,000 to remain in the unallocated tranche to act as the LWDW reserve fund.

### 3.30 **METHAMPHETAMINE PROGRAMME CHANGE**

3.31 The option to repurpose funding from the Methamphetamine Programme to a Sports' Development Role was discussed in the 12 March 2024 Workshop. Staff were asked to confirm whether a DIA project change is required to formalise that process.

3.32 Advice from WDC's Relationship Manager has been taken. Staff can confirm that repurposing the uncommitted \$200,000 to a Sports' Development Role can be done without DIA approval as long as two criteria can be met:

1. The new sub-project will further overall goals of the group.
  2. The new sub-project can meet milestone targets and budget allocations.
- 3.33 At this early stage, staff consider both criteria can be achieved for the following reasons:
1. Co-ordination of programmes that deliver positive change in our communities is a key goal for the group. The proposal to establish a Waitomo-based Sports' Development Role is a good fit within that Programme Delivery space.
  2. If internal approval is given, it is expected that this new sub-project could gain momentum quickly. Based on the information provided in the Proposal there are two models which staff could draw on to scope out a 'fit for purpose' Waitomo Role.
- 3.34 This paper seeks approval to close out the Methamphetamine Programme sub-project and reallocate the funding to a new sub-project, Sports' Development Role, under the Social Good Partnership grouping.
- 3.35 **TOWN AMENITY PROJECT UPDATE**
- 3.36 Sealing works at Piopio and Maniati/Benneydale was projected to come in \$89,000 under the total budget. Approval was given at the Council Meeting 29 August 2023, to utilise remaining funds on contingency projects at the Mokau Museum and Te Kuiti Bowling Club Carparks.
- 3.37 Project costs have been updated to confirm the Piopio and Maniati/Benneydale Projects will be delivered \$59,000 under budget. Of that \$14,000 for scoping and design plans on one of the contingency sites has been committed, leaving \$45,000 for physical works. Early estimates are that works could cost \$130,000, including kerb and channelling, for the Te Kuiti Bowling Club site alone.
- 3.38 Options to make up the shortfall within the BOF Grant will require DIA approval and are not considered a prudent use of the Grant at this time.
- 3.39 The Marokopa Campground Project sits within this project grouping. Site investigations have begun, with early reports indicating demolition and disposal works could cost significantly more than the \$50,000 allocated for this sub-project.
- 3.40 A sound alternative is to reallocate the \$45,000 from the under budget sealing works to increase the Marakopa Campground budget to \$95,000. Staff advise this could be achieved without DIA approval as the milestones and budget remains the same at the Town Amenity group level.

<h3><b>Analysis of Options</b></h3>
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- 4.1 Six options exist:
1. Retain all BOF Projects as per original agreement.
  2. Approve Gateways Project change to release \$969,000 into the unallocated tranche.
  3. Utilise the \$969,000 made available under Option 2 for stormwater infrastructure improvements and reserve funds for LWDW Reforms.
  4. Reallocation of the \$200,000 uncommitted Methamphetamine Programme funds to a new Social Good Partnerships sub-project Sports' Development Role.
  5. Reallocation of the under budget sealing project works to increase the budget of the Marokopa Campground project to \$95,000.
  6. Utilise uncommitted funds from other BOF Projects for water infrastructure and reserve funds for LWDW Reforms.

<b>Considerations</b>
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5.1 **RISK**

5.2 Option 4.1, points 1, 4 and 5 have no BOF Grant related risk, they only present an opportunity lost risk in terms of not being able to use Central Government funding for water infrastructure improvements and LWDW Reforms.

5.3 From a BOF Grant perspective there are limited risks with Options 4.1, points 2, 3 and 6 which essentially involve rescoping projects to repurpose uncommitted funds for water infrastructure and LWDW Reforms. Staff ensure funding allocations are consistent with DIA agreements, directions and processes. All proposals are checked against WDC's Relationship Manager advice before implementation.

5.4 Option 4.1, point 2 presents some degree of reputational risk that communities will be left unsatisfied that the place making opportunities, including district gateway and township identity markers, was not taken. Staff consider delivery expectations will be low given there has been no progress made on this project and no public discussions since the application development stages. It can also be expected that disappointment may be offset with the understanding that any repurposed BOF grant will reduce LWDW Reform and water infrastructure costs being more directly borne by ratepayers.

5.5 Option 4.1, point 6 requires further analysis across the other projects with over \$20,000 of uncommitted funds, to determine whether there are any specific risks or community opportunities lost if those projects were unable to proceed until completion.

5.6 **CONSISTENCY WITH EXISTING PLANS AND POLICIES**

5.6 Staff ensure any proposed changes to BOF Projects are consistent with DIA directions and processes.

5.7 Council has identified Retention Ponds as being the preferred option in the medium term to improve the capacity of the stormwater network to cope with high intensity rain events. Community feedback on this Option is being sought through the draft Long Term Plan 2024-2034 consultation process.

5.8 Refocusing the Gateways Project to traffic calming only, is consistent with commitments to improve road safety and better define entrance points to our towns and villages.

5.9 **SIGNIFICANCE AND COMMUNITY VIEWS**

5.10 **Gateways** - Staff consider the proposed changes to the Gateways Project does not trigger the Significance and Engagement Policy because very little expectation has been raised with regards to the broader project goals. There has been no stakeholder or wider public engagement beyond the initial BOF application process through 2021-2022.

5.11 **Stormwater Retention Ponds** – Community views are heard through ongoing social media channels and were raised during the public meeting held in October 2023 post the storm events which lead to significant flooding in the Te Kuiti West Catchment. Early investigations have identified two potential sites for Stage 1 ponds. Discussions with affected property owners has been positive.

5.12 **Sports' Development Role** – It is unknown what level of community support there may be for this new role, however, there was support for the previous Sport Coordinator Role that was disestablished during the last Sport Waikato restructure in favour of a more strategic role by Sport Waikato.

5.13 **Repurposing other BOF Projects** – There has been no analysis at this time as to the implications of repurposing uncommitted funds from other BOF Projects. This analysis can be undertaken if Recommendation 6.7 is approved, with outcomes discussed with Council at a future meeting.

## Recommendation

- 6.1 Council receive the business paper on Better off Funding Projects – Financial Update and Funding Alternatives.
- 6.2 Council approve the Gateways Project Change to focus on traffic calming only and release \$969,000 into the BOF unallocated tranche.
- 6.3 Council approve utilising \$719,000 from the unallocated BOF tranche for stormwater infrastructure improvements.
- 6.4 Council approve retaining \$250,000, in the unallocated BOF tranche for delivery of the Local Waters Done Well Programme of Reforms.
- 6.5 Council approve repurposing \$200,000 allocated for Methamphetamine Programme delivery to a new sub-project Sports’ Development Role.
- 6.6 Council approve reallocating \$45,000 from the under budget Town Amenity sealing projects to the Marokopa Campground sub-project.
- 6.7 Council staff undertake project evaluations on the Social Good, Town Amenity and Les Munro Centre Revitalisation Projects to provide future recommendation to Council as to whether uncommitted funds from these projects should be redirected to water infrastructure improvements and LWDW Reforms.

## Suggested Resolutions

- 1 The business paper on Better of Funding Projects – Financial Update and Funding Alternatives be received.
- 2 Council approve Gateways Project Change to focus on traffic calming only and release \$969,000 into the BOF unallocated tranche.
- 3 Council approve utilising \$719,000 from the unallocated BOF tranche for stormwater improvements.
- 4 Council approve retaining \$250,000, in the unallocated BOF tranche to act as a reserve fund for delivery of the Local Waters Done Well Programme of Reforms.
- 5 Council approve repurposing \$200,000 allocated for Methamphetamine Programme delivery to a new sub-project Sports’ Development Role.
- 6 Council approve reallocating \$45,000 from the under budget Town Amenity sealing projects to the Marokopa Campground sub-project.
- 7 Council approve initiating project evaluations on the Social Good, Town Amenity and Les Munro Centre Revitalisation project groupings to provide recommendations at a future meeting as to whether uncommitted funds from these projects should be redirected to water infrastructure improvements and LWDW Reforms.



BEN SMIT  
**CHIEF EXECUTIVE**

30 April 2024

**Document No:** A717995

**Report To:** Council



**Meeting Date:** 30 April 2024

**Subject:** Update on Waikato Waters Done Well Project

**Type:** Information Only

## Purpose of Report

- 1.1 The purpose of this business paper is to provide an update on progress with the 'Waikato Waters Done Well' (WWDW) project and the recent information on '3 Waters Reforms'.

## Background

- 2.1 3 Waters Reforms (3W) by Central Government have had many changes over the last four years.
- 2.2 The most recent changes are detailed in Department of Internal Affairs document released in April 2024 and previously circulated to Elected Members by email. That document "Local Water Done Well (LWDW): Information for Councils" is attached to this business paper (**Attachment 1**).
- 2.3 A Waikato Mayoral Forum initiative (WWDW) was developed to respond to the opportunity to consider the development of a combined 3 Waters operating and asset ownership entity. This was largely in response to Central Government wishes and local Waikato needs to have a larger entity managing 3 Waters. A briefing paper on this project is also attached to this business paper (**Attachment 2**). The writer won't summarise the report because it gives a great summary of scope and progress so worth reading in full.
- 2.4 The Local Government Water Services (Transitional Provisions) Bill is expected to be enacted between April and June 2024. This legislation will set out councils requirement to develop a Water Services Delivery Plan within one year of the Bill's enactment. At that time (mid 2025) the Local Government Water Services Bill will also be enacted.

## Commentary

- 3.1 The LWDW: Information for councils summarises advice on the need for councils to deliver Water Services Plans (WSP). In short, the WSP will require each council to:
1. Do an assessment of their water infrastructure. A lot of this is detailed in the current LTP and Asset Management Plans and includes operation delivery, performance measures, pricing structures, and policies.
  2. Provide details of how much they will need to invest. Looking for debt and rates / operating statement projections and more importantly affordability in the long term to meet infrastructure and regulatory standards.
  3. Preferred service delivery model e.g. on their own or in combination with other councils.
- 3.2 These WSP need to be very well developed because they will be critiqued by DIA. Given the likely extent of potential change they now require community engagement.

- 3.3 A key date in the process is three months after the enactment of the Local Government Water Services (Transitional Provisions) Bill – so probably September 2024. At this time each council will need to indicate whether they will be submitting a WSP on their own or in combination with other councils.
- 3.4 This is where the WWDW project becomes key. The project plans to get resolution from each council in July/August 2024 whether they are interested in being part of a combined 3 Waters entity or not. This leaves little time before the expected September Central Government deadline for WDC to decide in what format to deliver a WSP.
- 3.5 There is significant risk that a combined Waikato-wide entity will not form which would leave WDC in the difficult position of either presenting a WSP on its own or looking at other options e.g. an alternative form of combined service delivery.
- 3.6 A council proposing to 'go alone' will receive significant challenge from DIA. It is really unknown what the outcome of that situation would be e.g. would Central Government intervene and force aggregation of water services with other councils or step in to take over the development of a WSP that they find acceptable.
- 3.7 It is conceivable that WDC could continue on its own in the medium to long term but as articulated in the WWDW update there is a strong case for a combined strategic approach to the delivery of 3 Water services in the Waikato.

### **Suggested Resolution**

The business paper on Update on Waikato Waters Done Well Project received.



BEN SMIT  
**CHIEF EXECUTIVE**

23 April 2024

Attachments:

- 1 Waikato Waters Done Well Status Report – 11 March 2024
- 2 Local Water Done Well: Information for Councils





April 2024

## Local Water Done Well: Information for councils

This document provides an overview of policy decisions that will be reflected in the proposed Local Government Water Services (Transitional Provisions) Bill, which will soon be considered for introduction to Parliament. It also contains information on other transitional matters that may be of interest to councils.

It is based on Cabinet decisions announced by the Minister of Local Government in April 2024.

### Introduction

Measures to be introduced through new legislation in mid-2024 will establish the Local Water Done Well framework and the transitional arrangements for the new water services system.

The measures include requirements for councils to develop Water Services Delivery Plans, steps towards future economic regulation, and streamlined processes for setting up water services council-controlled organisations (water services CCOs).

### Water Services Delivery Plans

#### What are they?

The overarching purpose of the Plans is for councils – individually or jointly – to publicly demonstrate their intention and commitment to deliver water services in ways that are financially sustainable, meet regulatory quality standards for water network infrastructure and water quality, and unlock housing growth.

#### What do they mean for councils?

Through the development of these Plans, councils will provide an assessment of their water infrastructure, how much they need to invest, and how they plan to finance and deliver it through their preferred service delivery model.

Ringfencing of water services and revenue from other council activities is a key feature of the Plans.

The Plans will be a way for councils to provide transparency to their communities about the costs and financing of water services, and empower them to make decisions about managing and delivering high-quality water services that reflect their local needs and circumstances.

The Plans can also be prepared jointly, and so provide an opportunity for councils to have conversations with other councils about joint arrangements for water services delivery.

## What information do they need to cover?

The Plans cover information across three key areas:

<b>1. Financial and asset information</b>	Information about each council’s financial and asset information and performance measures, pricing and other related policies, methodologies, and assumptions
<b>2. Investment required</b>	Planned levels of investment, approach to operations, and whether these are sufficient to deliver proposed level of service, meet infrastructure standards and meet regulatory standards
<b>3. Service delivery arrangements</b>	Councils’ proposed service delivery arrangements – including proposals for joint arrangements, across more than one council

To demonstrate financial sustainability, councils will have to show what needs to be invested to deliver water services to regulated standards and to provide for growth. They will also have to show how they will fund and finance long-term investment in water infrastructure, including renewals and operating costs.

## What is the process and timeline for producing a Plan?

Activity	Indicative timing / milestone
DIA releases Plan guidance Councils formally begin development of Plans	Mid-2024   Local Government Water Services (Transitional Provisions) Bill enacted
<b>DIA/council check-in</b> Councils identify contact point(s), whether they will be submitting an individual or joint Plan, whether they need technical support	+ 3 months (following Bill enactment)
DIA/council check-in(s) to monitor progress	+ 6-9 months (following Bill enactment)
<b>Councils submit final Plan to DIA</b>	Within 12 months (of Bill enactment)
DIA accepts the Plan meets statutory requirements or refers back to council for further work	Following submission of Plan
Council publishes Plan on council website	Once Plan is accepted by DIA

## What happens if council(s) don’t submit a Plan?

There will be a series of check-ins by the Department of Internal Affairs throughout the Plan development process to ensure councils are on track in preparing and submitting an acceptable plan. There will be guidance and some ‘light touch’ technical support provided by DIA.

During the Plan preparation process, councils may request, and the Minister of Local Government will be able to appoint, a Crown Facilitator who could provide additional assistance (at councils’ expense). For example, the Crown Facilitator could assist and advise a council on how to prepare a Plan, or work across a group of councils to facilitate or negotiate a joint Plan (including providing an arbitration role if requested and agreed by councils).

If a council fails to submit a plan by the statutory deadline, the Minister of Local Government will be able to appoint someone to prepare a Plan on that council's behalf, and (if necessary) to direct the council to adopt and submit this Plan (a 'regulatory backstop' power). Again, any expenses associated with this appointee and the preparation of the Plan would be covered by the council.

### Key information



Plans are one-off, transitional documents, to set a pathway forward to sustainability.



Plans can be developed by individual councils, or jointly where groups of councils are planning to jointly establish a water organisation.



Plans must include drinking water, wastewater and stormwater – but councils have flexibility about transferring stormwater in proposed new service delivery arrangements.



It will be up to councils to determine how best to engage with their communities as part of the Plan development process.



Plans have no regulatory function – LTPs continue to be councils' primary planning and accountability document.



Plans cover a 10-year timeframe, with detailed information provided on the first three years.

## Steps towards future economic regulation

Economic regulation is a key feature of Local Water Done Well. It is intended to ensure consumers pay efficient, cost-reflective prices for water services, that those services are delivered to an acceptable quality, and that water services providers are investing sufficiently in their infrastructure.

Development of an economic regulation system for water services will be led by the Ministry of Business, Innovation and Employment. Relevant provisions would be included in the third Local Water Done Well Bill (to be passed in mid-2025), and implemented by the Commerce Commission after that point.

Through the Water Service Delivery Plans, councils will be asked to provide baseline information about their water services operations, assets, revenue, expenditure, pricing, and projected capital expenditure, as well as necessary financing arrangements.

This is not a regulatory information gathering exercise, but is a useful first step to build the capability of councils and prepare the Commerce Commission ahead of the full economic regulation regime being introduced from the middle of next year.

All councils that have water service delivery responsibilities (either directly or through existing council-controlled organisations) will be subject to these requirements. As well as the Plans being published, information collected through them will be shared with the Commerce Commission, to help them with the development of the future regulatory regime.

The Bill will also provide for some councils to be subject to an early form of information disclosure by the Commerce Commission, prior to the full economic regulation regime.

This will build on the information collected through the Plans, and is intended to be for councils that have more advanced asset/financial management practices, or those that moved quickly to establish new organisations and are ready for a faster track toward more detailed oversight.

## **Streamlined processes for establishing council-controlled organisations**

Under Local Water Done Well, a range of structural and financing tools will be available to councils to use for water services including a new class of financially independent council-owned organisations.

These options will be included in the third Local Water Done Well Bill, with policy decisions expected to be announced in mid-2024. This Bill is expected to be introduced in December 2024, and passed in mid-2025.

However, it is recognised that some councils may want to move quickly to start shifting the delivery of water services into more financially sustainable models. The Local Government Water Services (Transitional Provisions) Bill will include provisions that help streamline the process for establishing water services CCOs, as currently provided for under the Local Government Act 2002.

The Bill will contain a bespoke set of consultation and decision-making arrangements that will enable councils to streamline this process, while continuing to provide the opportunity for community input. These streamlined arrangements are voluntary for councils to choose to use, as an alternative to some of the standard requirements in the Local Government Act.

The arrangements include provisions that:

- Clarify that councils can set up joint committees that can consult on a proposal across multiple districts (instead of each council carrying out separate consultation), and to make recommendations to participating councils
- Set minimum consultation and information requirements – so one round of consultation is required, and information only needs to be provided on the analysis of two options (status quo + preferred option)
- Enable councils to consider the collective benefits/impacts of a proposal (across multiple districts), in addition to the interests of their individual districts – and to factor in the view of other participating councils.

## **Current Better Off and Transition Support funding arrangements will be retained**

Cabinet has agreed to retain existing funding arrangements under the previous Government's water reform programme, and has asked the Department of Internal Affairs to work with councils and Iwi Collectives to align these to Local Water Done Well.

This includes:

- Retaining current Better Off funding for all councils, but for the Department of Internal Affairs to work with councils to identify opportunities to redirect unspent Better Off funding to increase investment in water infrastructure or to help establish new water services delivery organisations.
- Retaining current Council Transition Support funding to enable councils to use this funding for work relating to Local Water Done Well, including supporting the establishment of new water services delivery organisations, or other planning work to support the transition to Local Water Done Well.

The Department of Internal Affairs will work with councils on any changes to current contractual arrangements to reflect decisions in relation to aligning funding to LWDW.

The Department of Internal Affairs will follow up with individual councils to provide further details.

## Next steps

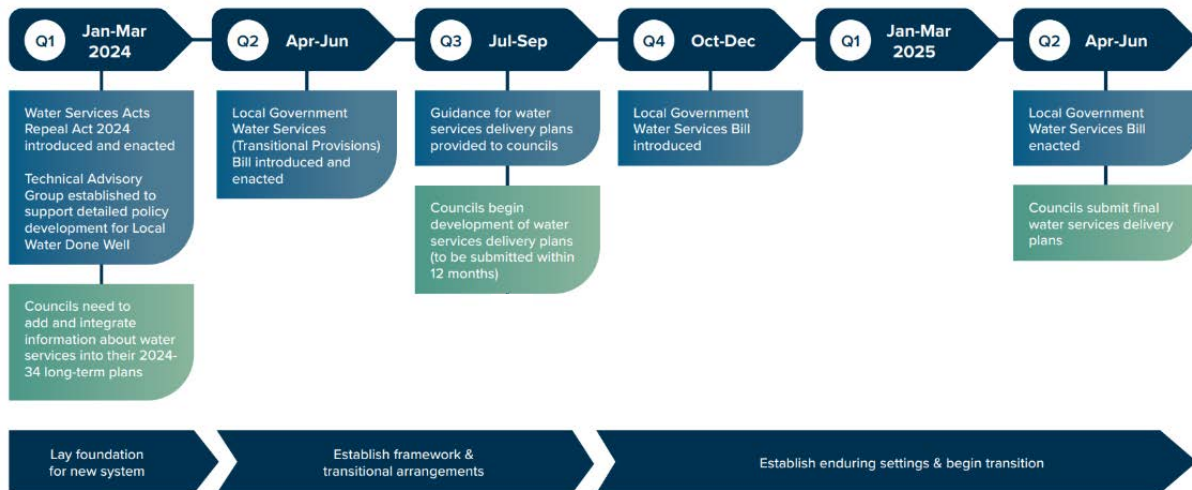
The Government will provide details in mid-2024 on the broader range of structural and financing tools, including through the New Zealand Local Government Funding Agency (LGFA), which will be available to councils to ensure they can access the long-term debt required for investment in water services infrastructure. These tools will be implemented through further legislation that will establish the enduring settings for the new system.

Policy areas to be included in further legislation include:

- Setting long-term requirements for financial sustainability
- Providing for a range of structural and financing tools, including a new class of financially independent council organisations
- Planning, accountability and reporting frameworks for water services
- Considering the empowering legislation for Taumata Arowai to ensure the regulatory regime is efficient, effective, and fit-for-purpose, and standards are proportionate for different types of drinking water suppliers
- Providing for a complete economic regulation regime
- Considering additional Ministerial powers of assistance and intervention in relation to water services, and regulatory powers to ensure effective delivery of financially sustainable water services.

## Indicative timeline

The below timeline provides an indicative outline of policy, legislation and related council activity. It is subject to parliamentary processes and timetables.



## Further information

Once the proposed Local Government Water Services (Transitional Provisions) Bill has been introduced to Parliament, it will be available at [www.legislation.govt.nz](http://www.legislation.govt.nz).

For further information about Local Water Done Well, visit [www.dia.govt.nz/Water-Services-Policy-and-Legislation](http://www.dia.govt.nz/Water-Services-Policy-and-Legislation)

**Questions?** Contact [waterservices@dia.govt.nz](mailto:waterservices@dia.govt.nz)

## Waikato Water Done Well Status Report

### Waikato Mayors and Chairs Joint Forum

11 March 2024

#### 1. Introduction

The health and wellbeing of water equals the health and wellbeing of communities.

Over the last three years, water services reform proposals have changed significantly but the need to provide safe, resilient, and affordable water services remains the same. In light of this need, the Waikato Mayors / Chair of Councils and Iwi leaders came together in July 2023 to discuss how they could provide collective leadership for the people of the Waikato in the context of water services (drinking water, wastewater and stormwater). From this the Waikato Mayors and Chairs Joint Forum (**Forum**) was formed.

The Forum's current focus is supporting individual councils making informed decisions on whether the aggregation of Waikato water services can deliver on the needs of Waikato communities, either regionally or sub-regionally. The exercise is to empower each Council to make informed decisions about their future water services delivery. On its own, the Forum has no mandate to make decisions on behalf of individual councils.

#### 2. Key factors in any decision

To enable councils to make decisions that address the root cause of problems with water services delivery, not just the symptoms, it is recommended that the following key factors be kept in mind:

- a) **There is no quick fix:*** any restructuring of water services delivery will not result in an immediate solution to current nor future challenges. However, it is a necessary first step. The pathway forward needs to be looked at through at least a 10-to-15-year lens.
- b) **This is not just about financials:*** Any assessment of the benefits of scale needs to be balanced with communities continuing to have input into decisions that impact them.
- c) **Status quo is not an option:*** The government's 'Local Water Done Well' programme is clear. 'Local Water Done Well' will require councils to fundamentally review water services delivery operations, whether water services are retained in-house or transitioned into a separate organisation. The status quo, where individual councils operate water services independently and do not have the benefits of scale, is simply not an option.

### 3. Does Local Water Done Well affect the work of the Forum?

Since the Forum was formed, the national context for water services reform has changed, with Local Water Done Well being the current Government's policy. Local Water Done Well seeks to empower local decision-making about future water services delivery but in the context of increased government oversight requirements.

These future requirements will see water services move to whole of system regulation rather than the current 'end of pipe' regulation. Simply put:

- a) The taking of water and discharge of water (end of pipe) will continue to be regulated (Regional Council)
- b) Drinking water and wastewater treatment will become more heavily regulated (Taumata Arowai)
- c) New requirements will be introduced covering investment in network and treatment plants - whether over investment or under investment (investment rules)
- d) The cost of providing water services will be regulated through robust information disclosure requirements imposed on water services delivery providers and scrutiny of the price charged to end users (economic regulation)

The above will be achieved through two tranches of legislation; one will be passed into law by mid-2024 and the second by mid-2025. At its heart, the objectives of Local Water Done Well align with the objectives of the Forum.

### 4. Should the Forum not wait until legislation is introduced?

In advance of legislation being introduced, regions such as the Waikato have the opportunity to proactively define how regional water services could meet existing and future challenges and, therefore, influence the legislation. All work carried out around options will feed into the analysis that councils will be required to do in any event as they consider how to complete the required water services plans (due mid 2025).

### 5. Why should councils consider aggregation?

To understand why aggregation is being considered, it is necessary to recap on the challenges facing council and the benefits that aggregation can provide in this context.

#### (a) Challenges

The challenges are significant and will increase as the whole of system regulation mentioned above starts to be implemented. By mid-2025, Local Water Done Well will require water services delivery plans to be submitted regionally, sub-regionally or individually. These plans will require, among other things, that Councils (again whether regionally, sub-regionally or individually) demonstrate they can in fact deliver water services to meet new regulatory requirements and in a way which is financially sustainability. These plans will need to set out how the challenges to delivering levels of service will be addressed.

As per the below figure, the challenges are inextricably linked and are likely to be beyond the means of any one council to address alone.





**Financial constraints:** Revenue and borrowing are highly connected. Borrowing can be increased if revenue is increased (debt to revenue ratios). However, where the need for revenue is greater than acceptable increases in rates, affordability concerns arise and this has an impact on access to borrowing.

**Increasing compliance:** The increased central oversight will result in whole of system regulation (including investment rules and economic regulation) and will put more pressure on the other challenges in the cycle.

**Workforce availability:** While the Government is working on structural and financing tools that may assist with funding constraints, this will not address the risk of the market being unable to deliver on the work programme. The risk is significantly heightened if councils continue to compete for the same resources (internal and external) at the same time.

**Increasing investment:** Waikato Councils are projecting a capital works programme (circa \$5.4billion based on the draft 2024 Long Term Plans) over the next decade, with this projected to peak in 2029. In just three years the cost of the projected capital works has more than doubled (2021 LTP was \$2.8billion). This is significant but is also likely to be conservative.

## (b) Benefits of an aggregated model:

The benefits of an aggregated model include:

- **A stable revenue path:** aggregation provides the opportunity to achieve pricing stability (aligned to long term investment needs) by an organisation having a single focus on water services.
- **Preparing for regulation:** once economic regulation is effective, the ability of councils to influence the price of water services (whether in a separate vehicle or in-house within councils) will be limited as the regulator will put increasing pressure on the Council / organisation on how consumer charges are set. An aggregated model provides councils with a ring-fencing solution as they can remove water services activity from their main

activities and transfer into an organisation designed to respond to regulatory requirements. It will also enable councils to put the larger residual activity of councils at arms-length to water services - thereby safeguarding the residual business of councils from being tainted by economic regulation.

- **Single capital works programme:** as noted above, Waikato councils are projecting a capital works programme (circa \$5.4billion) over the next decade, with this projected to peak in 2029. Aggregation will enable a collective focus group to manage this extensive capital works programme and ensure not only that the work is done but that it is done at the best price. Aggregation creates scale and scale will enable greater efficiency in overheads, planning and procurement.
- **Achieving Agreed Outcomes:** Enabling the Waikato to achieve each of the agreed outcomes identified by the Forum (refer to next section for detail).

## 6. What has the Forum been up to?

Against this backdrop, the Forum members have been working together to identify and work through options on how these challenges can potentially be addressed in the context of Waikato communities. The Forum’s work is effectively moving through the seven-step roadmap set out below; this seeks to help councils identify who they are willing to work with (if anyone) to deliver water services and submit a water services plan to the Minister for approval. The timeframes between July 2024 and July 2025 included below are indicative only and are dependent on council decisions and Government direction.

The Forum seeks to support individual councils making informed decisions on whether the aggregation of Waikato water services can deliver on the needs of Waikato communities, either regionally or sub-regionally. The exercise is to position each Council to understand how water services could look for their communities and make decisions on this basis. Currently the Forum is currently working through step 3 and step 4, with a view to each member bringing something to their respective organisations (should they so wish) in August 2024.

### Draft Roadmap to an approved Water Plan



Prepared in the context of Waikato region – not government policy

What the Forum seeks to achieve is to support Councils achieve the following outcomes:

- (a) create **scale** and change to **enable the significant investment required** that is out-of-reach of individual councils alone
- (b) create the conditions to build and sustain a **highly skilled and adaptable water workforce** that can innovate and collaborate to drive outcomes for Waikato and is seen as world-leading
- (c) be **customer-focused**, leveraging new technologies, while also building customer awareness of their role in the water system and the value of water
- (d) ensure **local voice is represented** in decision-making around water investment and management across the region, including decisions in relation to water takes and water discharges
- (e) meet the **expectations of key partners and stakeholders** including those represented in Treaty settlements.

The Forum met on 11 March 2024 to consider:

- (a) vehicle options (e.g. shared services; CCOs) for any aggregation of water services and identified;
- (b) three spatial options to be considered namely: whole of Waikato (all 10 Councils); Waikato River and West Coast Harbours (Waitomo, Otorohanga, Taupo, South Waikato, Waipa, Hamilton and Waikato councils), and Hauraki-Coromandel catchment (Matamata-Piako, Hauraki and Thames-Coromandel councils); and
- (c) “show stoppers” being a summary of the concerns that have been raised by Forum members in relation to an aggregated entity e.g. position to be applied in relation to stranded costs, prioritisation and cross-subsidisation

## 7. What has the Forum been up to?

The next steps agreed by the Forum on 11 March 2024 were:

- 1) Further work to be carried out on the spatial options, including a workshop with the key Council staff to test the outputs from the financial modelling done to date
- 2) Developing design parameters to address the “show-stoppers”
- 3) Preparation of a final report to be submitted to the Forum on 22 July 2024 for the members’ consideration and for them then to bring to their respective organisations for feedback and / or agreement.

**Document No:** A716311**Report To: Council****Meeting Date:** 30 April 2024**Subject:** **Motion to Exclude the Public****Type:** Decision Required**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.

Note: It is Council's choice whether to consider any of the business 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 Council the right, by resolution, to exclude the public from the whole or any part of the proceedings of any meeting, only on one or more of the grounds contained within that Section.

**Suggested Resolutions**

- 1 The public be excluded from the following part of the proceedings of this meeting.
- 2 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:

<b>General Subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Section 48(1) grounds for the passing of this resolution</b>
RM22—26 – Bond Dispute	Section 7(2)(g) – To maintain legal professional privilege.	Section 48(1)(a)(i)
Te Kuiti Water Reservoir Upgrades	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)(i)
Vacancy - Audit and Risk Committee Independent Chairperson	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)
Mapara South Road – Roading Damage Update	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 Council with its decision making:

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

MICHELLE HIGGIE

**MANAGER – GOVERNANCE SUPPORT**