

Document No: A653773

Report To: Council



Meeting Date: 28 March 2023

Subject: Community and Partnerships 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 Community and Partnerships Group.
- 1.2 The business paper also provides an update on emergency management activities and a range of council recreation services activities.

Background

- 2.1 At its meeting of 28 February 2023, 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 Community and Partnerships report incorporates commentary and its activities, along with commentary on the Aquatic Centre, Libraries, Les Munro Centre, Stadium and Emergency Management.

Community Support and Development

- 3.1 The Community Support and Development group of activities incorporates Safe Communities, Community Grants, Youth Engagement, Events and Emergency Management.

3.2 CURRENT ACTIVITY

3.3 Vibrant Safe Waitomo Refresh

- 3.4 Vibrant Safe Waitomo has been active since December 2019, and three Action Plans have been developed under the VSW Strategy 2019-2024. When the VSW Strategy and the first Action Plan were developed and adopted it was halfway through 2019/20 financial year, and as such it predominantly covered activities and projects that were already underway or planned. Then COVID-19 hit, priorities pivoted, and the first half of 2020 was focussed on the national and local response to the Pandemic.
- 3.5 The second VSW Action Plan was developed with a temporary change in focus for the 2020/21 years. While still aligning with the VSW Strategy, the focus became supporting the districts recovery from the effects of the COVID-19 Pandemic.
- 3.6 Supporting communities to cope with COVID-19 was maintained in the 2021/22 Action Plan, however the focus shifted to resilience and communities being equipped to strengthen their own wellbeing.

3.7 The 2022/23 Action Plan is a transitional plan as Vibrant Safe Waitomo moves from operational Action Planning to Strategic Action Planning.

3.8 The VSW Strategy is currently being reviewed along with themes and focus areas. The intent is to transition to a higher-level strategic approach, with actions focused on what the coalition partners can work on together to achieve.

3.9 The following themes are:

- Whānau / Families
- Kāinga / Homes
- Communities
- Education & Employment

3.10 Mayor's Taskforce for Jobs

3.11 In 2020, the Mayors' Taskforce for Jobs (MTFJ) Programme was launched as a trial, with the goal of connecting young people who are at risk, and those who have lost their jobs as a result of COVID-19, with employment possibilities in certain localities.

3.12 The Programme was continued in 2021-2022, but the scope was enlarged to include people with disabilities and young people between the ages of 18 and 24 who are receiving benefits or who are at risk of receiving them.

3.13 The Programme, which was once again extended for the fiscal year 2022-2023, aims to locally accomplish at least 50 Sustainable Employment Objectives.

3.14 As of 28 February 2023, 50 placements had been made in the Waitomo District; 34 of these were classified as sustainable results, meaning they had been working full time for more than a month.

3.15 Novice Driver Training Programme

3.16 The Novice Driver Training Programme has been operating in some form since 2013, encouraging and supporting young people in the Waitomo and Otorohanga Districts to obtain their driver's license, whether it be a Learner's, Restricted, or Full Licence.

3.17 Key objectives for the 2022/2023 financial year include:

- Achieving the following pass rates with students aged 16-24 years of age with a target pass rate of 90% achieved:

Learners	30 students per annum
Restricted	50 students per annum
Full	30 students per annum

3.18 As of the second quarter of this financial year, the following has been achieved:

Learners	23 students
Restricted	23 students
Full	14 students

3.19 Ongoing issues with testing continues to be a problem due to lack of resourcing.

3.20 Bikes in Schools

3.21 On 6 October 2022, Waitomo District Council (WDC) applied for the Sport New Zealand Tū Manawa funding, of \$50,000. This funding is to contribute to the implementation of 'Bikes in Schools'. The funding proposal was submitted on behalf of the Waitomo Arotahi Kāhui Ako (WAKA) and reflected the collective partnership of WDC and WAKA supporting the wellbeing of tamariki across the Waitomo District.

- 3.22 The proposal was accepted by Sport New Zealand and supported by Sport Waikato, and the funds were received by WDC to manage and administrate. To ensure the Tū Manawa funding terms and conditions agreement is followed, WDC and WAKA signed a memorandum of understanding on 2 March 2023.
- 3.23 The funding will purchase a bespoke trailer and bicycles that will cater for all ages, including disability needs. These assets will lay the foundation for the WAKA to build their own individual school's capacity for 'Bikes in Schools' in the future.
- 3.24 At the completion of the funding contract in March 2024, the assets purchased will be gifted by WDC to WAKA. This is supported by Sport Waikato on behalf of Sport New Zealand.

3.25 EnviroSchools Programme

- 3.26 The EnviroSchools Programme supports and empowers children and young people to plan, design and implement sustainability actions that are important to them and their communities. It provides relevant life contexts for learners to relate to their environment and their communities, and how to be actively involved in social, cultural, economic, and environmental change. The programme is guided by Māori perspectives and respect for the diversity of people and cultures is actively celebrated.
- 3.27 We currently have 6 schools within our district signed up to EnviroSchools, with a reach of 345 students through years 1-6. Pukenui School has developed an in-depth cross-curricular plan to incorporate EnviroSchools and education for sustainability into their teaching.

3.28 Youth Council Refresh

- 3.29 A meeting with our 2023 Tuia Reps has been held and an agreement has been made for them to work alongside the Manager of Community Development to lead the Youth Council.
- 3.30 Meetings have been set up with local High Schools to engage with them and present students' with information about the Waitomo District Youth Council.

3.31 Emergency Management

- 3.32 State of (Local) Emergency – Waitomo District 28 January 2023
- 3.33 A severe weather event passed over the Central North Island between the 28 – 30 January affecting all three of the Western Waikato Councils with large areas of Waitomo, Ōtorohanga and Waipā affected by significant surface flooding and slips. The Waitomo District was the most severely impacted.
- 3.34 The Emergency Operation Centre (EOC) was opened at Waitomo District Council at 4pm on Saturday the 28 January 2023. Wayne Allan was the Local Controller on 28 January followed by David Simes on the morning of the 29 January. A full EOC activation was initiated from the outset on the 28 January with all functions operating.
- 3.35 A Local State of Emergency was declared by Mayor John Robertson in Waitomo at 7.30pm as the river level rose to 52.4m which was 410mm short of the 2004 level (52.81m) which saw massive flooding through the township. The township of Te Kuiti was completely shut off overnight, with State Highway 3 being closed due to flooding at Te Kumi and a massive slip/tree on the Southern hill north of the Z Energy Service Station.
- 3.36 In addition to the flooding, the town had a large area impacted by a water leak on Mangarino Road and View Terrace, resulting in this area having no water for approximately one day. There were also several slips and trees down throughout the district.
- 3.37 Evacuations took place in low lying streets. The Te Kuiti Marae, with the help of volunteers and the local food bank, opened its doors to residents and visitors who were displaced, and while nobody required the accommodation services, the Marae was utilised by those people without water to have showers and breakfast on Monday and Tuesday.

- 3.38 A Community Hub was set up by members of the Local Welfare Committee and Waitomo District Council Staff in the main street, to help residents with support regarding applying for the Civil Defence one off payment and other appropriate services from the Ministry for Social Development. This service was in place for a week and was positively received by the residents.
- 3.39 Waitomo District Council Building Control Staff undertook rapid assessments of 45 buildings with 16 being deemed to be affected by water and 3 by slips.
- 3.40 Several properties that were affected by flooding were within the areas that have been identified as areas susceptible to flooding in the Proposed Waitomo District Plan. However, it is noted that a number of these properties are outside of the areas identified that are susceptible to flooding. It is considered that the flooding in these areas may have been caused by several factors.
- 3.41 **RISK AND OPPORTUNITIES**
- 3.42 Key findings from the event in relation to water services
- 3.43 The major issues that were identified during the event:
- More than 80 stormwater-related Service Requests were received for Te Kuiti in relation to the one in 150-year heavy rainfall on 28 January and Cyclone Gabrielle on 6 February.
 - The stormwater network system is designed to cater for a 1 in 2-year rainfall event, with most of the pipe sizes ranging between 200mm to 600mm, a few larger sizes range from 900 to 1800mm.
 - The terrain surrounding the Te Kuiti township is characterised by hills and steep slopes, which do result in overland surface flow coming down from farmland and lifestyle blocks to residential areas.
- 3.44 A series of minor issues were also identified:
- Manholes and lids were reported to have popped out caused by inadequate capacity of the manhole and pipes, as some of these pipes were designed and installed many years ago to only cater for 1 in 2 years rainfall event. One example of this was at the corner of Kent and South Streets.
 - Most open drains/watercourses in Te Kuiti are typically found running along, or within property boundaries, with some being restricted by overgrown in-channel vegetation, causing flow to slow down and flow over the banks into properties.
 - WDC will continue to communicate to property owners of their responsibilities under the Land Drainage Act 1908 and the Waitomo District Council Water Services Bylaw.
- 3.45 Action Plan to address identified issues across the network
- 3.46 Immediate actions identified:
- 3.47 The process of clean-up began after the floodwaters had receded to normal levels, giving WDC maintenance teams safe access to the impacted properties, assets and locations.
- The 3 Waters Team and its contractors have inspected all the water and wastewater treatment plants and pumping stations, and responded to the burst water main, manhole overflows and residential flooding to ascertain what needs to be completed in future to address these issues. The actions to be taken are:
 - Open drain cleaning, pipe networks being flushed and jetted at areas where reported stormwater blockages have occurred.
 - CCTV were also carried out to determine causes of blockages and mitigation measures were implemented.
- 3.48 Short term actions (12 Months) identified:
- Conduct site investigations such as CCTV of pipes and of the areas where there may be a risk of upstream contamination/silt entering the stormwater network and determine suitable mitigation measures such as installing wingwalls with screenings.

- Communicate with property owners about maintenance of privately owned stormwater drains.
- Inspection and recording of the condition of critical assets to begin immediately. The water services team, in collaboration with the maintenance contractor, will begin establishing a maintenance programme to identify, inspect, and maintain key assets proactively.
- Council have approved a budget in the next financial year, 2023/24 to go toward cleaning out and install wingwalls with screens on council owned open drains. To water blast and CCTV pipes that were blocked causing flooding, install non-return flap valves on outlet pipes to the Mangaokewa Stream, and repair broken pipes and damaged manholes at identified locations.
- Carry out infiltration and inflow investigations to determine the location of increased stormwater intrusion during rainfall events.

3.49 Medium term actions (2-3years) identified:

- GIS data of stormwater assets to be updated in conjunction with the current maintenance contractor.

3.50 Long terms actions (3 more years) identified:

- Develop the 2-year, 10-year, and 100-year Average Recurrence Interval (ARI) hydrology model and allow for climate change to 2100.

3.51 Evacuation Response Plans

3.52 The Western Waikato Council's partnership with Waikato District Council and TOA Consulting, Jim Tetlow and Natasha Blundell, to provide Response and Resilience Plans for the four Districts is underway. The core focus of the Plan will be the coordination of the response across all hazards, with specific arrangements identified for the main hazards identified within each area.

District Promotion / Development

4.1 The District Promotion / Development group of activities incorporates Economic Development, Visitor Information Centre, District and Regional Promotion and Sister City.

4.2 CURRENT ACTIVITY

4.3 Housing Strategy Workshop

4.4 As part of the Better Off Funding, Social Good Partnership Projects, a Housing Strategy Development was rated of very high priority.

4.5 WDC partnered with Veros Property Services to assist with the development of the housing strategy and commenced with a Housing and Business Current State Assessment. The assessment was completed in September 2022, and identified the key housing issues and drivers across the district. These key issues formed the basis to clearly understand and prioritise the districts housing needs.

4.6 In March 2023, a Housing Strategy Workshop was conducted and was well received with over fifty personnel in attendance. The attendees ranged from the Ministry of Housing and Urban Development agencies, housing developers, local service providers, businesses, WDC Staff and Elected Members. A summary report of the workshop will be provided by Veros to be reviewed and shared with all attendees in March 2023.

4.7 The Housing Strategy is projected to be completed for review in June 2023, within the estimated budget and timeframe. An important factor in the timeframe is the number of key housing partners who are engaged and contribute to the project.

4.8 Visitor Information Centre

- 4.9 In 2019 i-SITE NZ announced that there would be a restructuring and rebranding of the Network to ensure they are meeting the changing needs of the visitor market, along with streamlining the i-SITE networks services and processes.
- 4.10 A request to Tourism NZ for funding assistance was made to contribute towards the refreshed direction of the i-SITE network. Tourism NZ are supportive of the proposed Future Network Strategy that was presented and have provided funding of \$2.975 million over 4 years. The Future Network Strategy, Final Proposal document will be released by 30 May 2023.
- 4.11 The rebranding of the network has been approved and will start to be implemented at i-SITE's this year. i-SITE NZ will pay for the external signage design and installation, whilst Waitomo District Council will cover any internal signage updates.

Customer Services and Library

5.1 CURRENT ACTIVITY

5.2 Relocation of Customer Services

- 5.3 The Te Kuiti i-SITE has been offering Council services for the past year. This has been well received. The Rora Street location makes parking and access to Council services easily accessible.
- 5.4 The relocation will also contribute to WDC Customer Service Vision of being a one-stop shop for ratepayers and customers.
- 5.5 i-SITE services will be available from the WDC Administration Building whilst building work is being undertaken.

5.6 Library Technology

- 5.7 The library has reinstated its Stepping Up Programme. Initiated in early 2020, this programme had to be suspended due to the pandemic. The programme will be run across 2 half days per week and allows members of the public to be taught various technical skills such as email, Google, internet security, smartphones, connecting online, etc. The topics covered will be decided upon by the needs of those attending these sessions.
- 5.8 The library has been approached by a few community groups recently regarding collaboration and sharing of space for community needs. This includes the census team, genealogy society, connected.govt.nz and other outside agencies coming into town to have one-on-one meetings with members of the public. This shows that the library space is seen as comfortable, safe, and welcoming to all members of the public.

Council Recreation Services

- 6.1 Council Recreation Services incorporates the Waitomo Aquatic Centre, Les Munro Centre, and Gallagher Recreation Centre.
- 6.2 CURRENT ACTIVITY**
- 6.3 Aquatic Centre**
- 6.4 WDC and CLM held a Waitomo Waitangi Day Pool Party which was well supported by the community. The next Community Day will be Saturday 8 April 2023. CLM are organising the pool inflatables for this day.

- 6.5 Being open seasonally has challenges with staffing and training. Employing people for seasonal work has been this year has been particularly difficult as more people are looking for permanent work.
- 6.6 The local schools continue to be high users of the Aquatic Centre, utilising the facility daily, along with regular early morning swimmers.
- 6.7 Swimming lessons resumed this season, with a new swimming instructor being employed.
- 6.8 The facility is an outdoor, seasonal, unheated pool which means locals do utilise Otorohanga Aquatic Centre.
- 6.9 Les Munro Centre**
- 6.10** Les Munro Centre bookings have decreased since COVID-19 as large events had been limited. A review of the utilization, service offerings, pricing and facilities will be done in conjunction with the Long term Plan to ensure the facility is providing the best service to our community.
- 6.11** Work is being undertaken on the air conditioning, fob access and improved of technology.
- 6.12 Gallagher Recreation Centre**
- 6.13 The official opening of the Gallagher Recreation Centre took place on Saturday 11 February 2023.
- 6.14 The Centre is proving to be a popular destination for many in the community. As of 2 March 2023, membership numbers to the gym are 267.
- 6.15 Discussions are underway with several sporting organisations regarding the use of the courts. These groups include local netball, basketball, futsal (7-a-side-soccer) and Sport Waikato who are representing several sporting codes.
- 6.16 Te Kuiti High School makes good use of the courts during school hours and has booked courts for both volleyball and basketball practices outside of school hours.
- 6.17 The Les Mills virtual exercise classes commenced in the second week of March.
- 6.18 Over the coming months advertising/promotion of the Gallagher Recreation Centre will be a focus, with the development of new programmes and activities for the community.

Human Resources

- 7.1 From the period 1 July 2022 to date WDC has been successful in recruiting the following positions:
- Customer Services Team Leader
 - Facilities Officer
 - Rates Officer
 - Strategy and Policy Advisor
 - Transfer Station Support
 - Three Waters Engineer
 - Executive Assistant – Strategy and Environment
 - Executive Assistant – Governance Support
 - Legal Officer
 - Administrator – Programme Delivery
 - Property and Facilities Manager
 - Placemaking and Development Lead
 - Animal Control Officer
- 7.2 At the time of writing this business paper, 2 positions remain vacant: Graduate – IT Business Analyst and a Fixed Term Administration role in the Infrastructure Services Group.

Suggested Resolution

The business paper on Community and Partnerships Performance Reporting be received.

HELEN BEEVER
GENERAL MANAGER – COMMUNITY SERVICES

Document No: A657385

Report To: Council



Meeting Date: 28 March 2023

Subject: Adoption of the Consultation Document Annual Plan 2023/24 for Public Consultation

Type: Decision Required

Purpose of Report

- 1.1 The purpose of this business paper is to present to Council, for consideration and adoption for public consultation, the Consultation Document (CD) for the Draft Annual Plan (dAP) 2023/24 and the Fees and Charges 2023/24.
- 1.2 The supporting information which provides further detail to the consultation is also presented for consideration.

Background

2.1 REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 2002

- 3.1 The Local Government Act 2002 (LGA) requires local authorities to prepare and adopt an Annual Plan (AP) for each financial year. The purpose of the AP, as defined by the section 95 of the LGA is to:
 - Contain the proposed annual budget and funding impact statement for the year to which the annual plan relates; and
 - Identify any variation from the financial statements and funding impact statement included in the local authority's 10 Year Plan (10YP) in respect of the year; and
 - Provide integrated decision making and coordination of the resources of the local authority; and
 - Contribute to the accountability of the local authority to the community.
- 2.2 The AP must be adopted before the commencement of the year which it relates to (s95(3) LGA).
- 2.3 An AP is an exceptions focused document, which addresses any changes between the 10YP and the proposed Annual Plan. Consultation on the AP is only required where there are 'significant or material differences from the content of the 10YP for the financial year to which the proposed annual plan relates to.'
- 2.4 The level of 'significance' and 'materiality' is determined by assessing any change/proposal against Council's Significance and Engagement Policy and the definitions in the LGA.
- 2.5 The purpose of the consultation document under section 82A(3) of the LGA is to provide a basis for effective public participation in the decision-making processes relating to the activities to be undertaken by a local authority in the coming year, and the effects of those activities on costs and funding, as proposed for inclusion in the annual plan, by—

- (a) identifying significant or material differences between the proposed annual plan and the content of the long-term plan for the financial year to which the annual plan relates; and
- (b) explaining the matters in paragraph (a) in a way that can be readily understood by interested or affected people; and
- (c) informing discussions between the local authority and its communities about the matters in paragraph (a).

2.6 The supporting information needs to be included by providing links or references to Councils Internet site. The documents are included as attachments to this business paper. Council has elected to consult on the dAP using the [special consultative procedure](#) under section 83 of the LGA.

2.7 PROCESS

2.8 The dAP has been developed over the last 6 months with Council considering the priorities within the current local and economic environment, while being mindful of rates affordability for the community.

2.9 To begin the process, overall variations to the 2022/23 AP were calculated to provide an early indication of the increase in the Total Rates Requirement. This amount indicated a 16% increase in rates. This level of rate increase was not considered affordable, so Council has worked through a process of prioritising expenditure and finding other methods to reduce costs.

2.10 A further 3 Council workshops were held in February and March 2023 where strategies were considered by Council, specific details refined and then modelled for impact on the overall Total Rates Requirement.

2.11 This process has provided opportunities for Council to consider its priorities for the AP including the capital works programme and levels of service while reducing the total rates increases.

2.12 The outcome of these discussions form the basis of the CD so that the community can also consider the changes proposed met their expectations.

2.13 The CD contains a focus on:

- The average rate increase for the District proposed at 5.91%;
- Delivering on work programmes for priority levels of service;
- Retaining critical projects that improve resilience;
- Policy on 3 waters depreciation;
- Use of the UAGC and retaining rate proportions; and
- Recovering costs through fees and charges

2.14 The dAP reflects optimal balance between financial sustainability, risk management/mitigation and service delivery to the community.

Commentary

3.1 CONSULTATION DOCUMENT

3.2 The CD outlines the consultation proposal, where the Council is asking for community feedback before making a final decision. The proposal includes options and general feedback questions on the proposed changes.

3.3 In deciding what should be included in the CD, Council considered the requirements under its Significance and Engagement Policy.

3.4 There are some additional documents included as supporting information that provide further financial and policy information. These are included so that the community can understand the impact of the proposed changes and provide feedback should they wish to.

3.5 **CONSULTATION**

3.6 A draft CD was discussed by Council at a workshop on 28 February 2023.

3.7 The consultation period will run from Friday 31 March 2023 to Monday 1 May 2023. The key information/messages will be communicated to the community through a notice in the newspaper then promoted via social media and will be available on the website.

3.8 Printed copies of the CD will be made available at key locations:

- Waitomo District Council Main Office, 15 Queen Street, Te Kuiti
- Waitomo District Library, 28 Taupiri Street, Te Kuiti
- i-Site, 160 Rora Street, Te Kuiti

3.9 **SUPPORTING INFORMATION**

3.10 The Supporting Information that the CD relies upon is listed below:

- Attachment 2:
 - (a) Prospective Statement of Funding Sources
 - (b) Prospective Funding Impact Statements
 - (c) Summary Prospective Financial Statements
- Attachment 3: Draft Fees and Charges Schedule 2023/24

3.11 Additional links provided on the website will be the Rates Calculator where the public can input their property details find the 2023/24 rates for that residence. Council's Revenue and Financing Policy will also be made available via a link on the CD page.

3.12 **KEY DATES**

Key Milestone	Timeframe
Adoption of CD and supporting information	28 March 2023 (Council meeting)
Community Consultation (1 month)	31 March – 1 May
Hearings and deliberations	18 May
Final Financial Forecasts presented	30 May (Council workshop)
Adoption of AP	27 June 2023 (Council meeting)

Analysis of Options

4.1 Option 1: Adoption of the Consultation Document for the Annual Plan 2023/24 for Public Consultation using the Special Consultative Procedure (recommended).

4.2 Option 2: Adoption of the Consultation Document for the Annual Plan 2023/24 for Public Consultation with amendments using the Special Consultative Procedure.

4.3 Option 3: Council does not adopt the Consultation Document for the Annual Plan 2023/24 for Public Consultation.

Considerations

5.1 **RISK**

5.2 There are no substantive risks associated with the preferred option (Option 1). Council has considered the material and significance of the changes as a whole as individually they do not trigger the requirement for consultation.

5.3 **CONSISTENCY WITH EXISTING PLANS AND POLICIES**

5.4 The Consultation Document dAP 2023/24 is consistent with Council's direction, existing plans, and policies.

5.5 **SIGNIFICANCE AND COMMUNITY VIEWS**

5.6 An assessment under Council's Significance and Engagement Policy was undertaken and Council considers that consultation should be undertaken in accordance with the Special Consultative Procedure under LGA.

Recommendation

6.1 It is recommended that Council adopt the CD for the dAP 2023/24 for public consultation using the special consultative procedure.

Suggested Resolutions

- 1 The business paper on Adoption of the Consultation Document and the Supporting Information for the Draft Annual Plan 2023/24 for Public Consultation be received.
- 2 The Consultation Document for the Draft Annual Plan 2023/24 be adopted for public consultation.
- 3 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 31 March 2023.




CHARMAINE ELLERY
MANAGER – STRATEGY AND POLICY



ALEX BELL
GENERAL MANAGER – STRATEGY AND ENVIRONMENT

Separate Enclosures: (to be circulated under separate cover)

- 1 Consultation Document for Draft Annual Plan 2023/24
- 2 Supporting Information
- 3 Draft Fees and Charges Schedule 2023/24

Document No: A656949	
Report To: Council	
	Meeting Date: 28 March 2023 Subject: Motion to Exclude the Public for the Consideration of Council Business 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 items listed below in the public or public excluded portion of the meeting.

Commentary

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

Suggested Resolutions

- 1 The public be excluded from the following part of the proceedings of this meeting.
- 2 The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

General Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Section 48(1) grounds for the passing of this resolution
1. Illegal Seawalls – Mokau	Section 7(2)(g) – Maintain legal professional privilege	Section 48(1)(a)(1)
2. Proposal to Release Council Properties for Housing Development	Section 7(2)(c)(h) – To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 48(1)(a)(1)

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

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

A handwritten signature in blue ink, appearing to read 'Michelle Higgie', with a stylized, cursive script.

MICHELLE HIGGIE

MANAGER – GOVERNANCE SUPPORT