Waikato Regional Council
Council Agenda

Date: Thursday, 30 May, 2019
Time: 10:30 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street, Hamilton East

Members: Cr Livingston - Chairman
Cr T Mahuta - Deputy Chair
Cr J Hayman
Cr J Hennebry
Cr K Hodge
Cr S Husband
Cr S Kneebone
Cr F Lichtwark
Cr D Minogue
Cr B Quayle
Cr R Rimmington
Cr Simcock
Cr Vercoe
Cr K White

Notice of Meeting:
I hereby give notice that an ordinary Meeting of the Council will be held as detailed above.

VRJ Payne
Chief Executive Officer
1. Apologies

2. Confirmation of Agenda

3. Disclosures of Interest

4. Confirmation of Minutes

   4.1 Council Minutes

       Minutes of the meeting of Council held 30 April 2019.

5. Committees Reporting to Council

   5.1 Waikato Raupatu and Waikato Regional Council Co-Governance Committee

       Minutes of the meeting of the Waikato Raupatu River Trust and Waikato Regional
       Council Co-governance Committee held 5 April 2019.

   5.2 CE Employment and Remuneration Committee

       Minutes of the meeting of the CE Employment and Remuneration Committee held
       10 April 2019.

   5.3 Regional Transport Committee

       Minutes of the meeting of the Regional Transport committee held 6 May 2019.

   5.4 Strategy & Policy Committee

       Minutes of the meeting of the Strategy and Policy Committee held 7 May 2019.

   5.5 Finance Committee

       Minutes of the meeting of the Finance Committee held 8 May 2019.

   5.6 Environmental and Services Performance Committee

       Minutes of the meeting of the Environmental and Services Performance Committee
       held 9 May 2019.

   5.7 Audit and Risk Committee

       Minutes of the meeting of the Audit and Risk Committee held 13 May 2019.

       Report from the Chair of the Audit and Risk Committee.


       Decision reports from independent hearing commissioners for council to receive.
6.1 **Matamata Metal Supplies Ltd**
Waikato Regional Council web link to decision [here](#), and conditions [here](#)

6.2 **Waratah Farms**
Waikato Regional Council web link to decision [here](#)

6.3 **Van den Brink (2844) Limited**
Waikato Regional Council web link to decision [here](#)

6.4 **Fonterra Te Awamutu**
Waikato Regional Council Web link to decision [here](#), conditions [here](#)

7. **Ordinary Business**

7.1 **Health and Safety Council Report - April 2019**
Report on the monthly health and safety council dashboard and any other topics regarding health and safety of relevance to council.

7.2 **Chief Executive's submission to the 2019/20 Draft Annual Plan**
Report to set out a range of budget amendments requested to be made to the 2019/20 Draft Annual Plan, prior to its adoption and the setting of rates at the June 2019 council meeting.

7.3 **2019/20 Annual Plan Draft Non Financial Text**
Report to provide council with draft non-financial text for the 2019/20 Annual Plan document for review and feedback.

7.4 **Stock Truck Effluent Site Facilities Ownership**
Report to seek approval from council for new stock truck effluent (STE) disposal facilities in the Waikato region to be owned and operated by the Waikato Regional Council (WRC).

7.5 **Request from Hamilton City Council for financial contribution**
Report to seek council direction on the request from Hamilton City Council (HCC) for a financial contribution towards the engagement of a Queens Counsel.

7.6 **Candidate order on voting papers**
Report to provide council with the information required to make a decision with regard to the order of candidates’ names on voting documents for the 2019 local authority elections.
7.7 **Appointment of Alternate Regional On-Scene Commander**

Report to seek approval of Adrian John Heays (currently a Regional On-Scene Commander (ROSC) for Bay of Plenty Regional Council) as an Alternate ROSC for Waikato Regional Council’s marine oil spill response function.

8. **Resolutions to Exclude the Public**

8.1 **Council Minutes**

8.2 **CE Employment and Remuneration Committee**

8.3 **Strategy & Policy Committee**

8.4 **Finance Committee**

8.5 **Environmental and Services Performance Committee**

8.6 **Audit and Risk Committee**

9. **Public Excluded Section**

Recommended that the public be excluded from the following part/s of the meeting:

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

**Item Names:**

- **Council Meeting – 30 April**
- **CE Employment and Remuneration Committee – 9 April**
- **Strategy & Policy – 7 May**
- **Finance – 8 May**
- **Environmental and Services Performance Committee – 9 May**
- **Audit & Risk Committee – 13 May**

Good reason to withhold exists under Section 7.

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

- Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))
- Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who
supplied or who is the subject of the information (Section 7(2)(b)) would disclose a trade secret; or

- In the case only of an application for a resource consent, or water conservation order, or a requirement for a designation or heritage order, under the Resource Management Act 1991, to avoid serious offence to Tikanga Māori, or to avoid the disclosure of the location of waahi tapu (Section 7(2)(ba))

- Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information -
  
  i. would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or

  ii. would be likely otherwise to damage the public interest (Section 7(2)(c))

- Avoid prejudice to measures that prevent or mitigate material loss to members of the public (Section 7(2)(e))

- Maintain legal professional privilege (Section 7(2)(g))

- Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (Section 7(2)(h))

- Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))

- Prevent the disclosure or use of official information for improper gain or improper advantage (Section 7(2)(j))
Waikato Regional Council

Council

OPEN MINUTES

Date: Tuesday, 30 April, 2019, 10:30 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street
Hamilton East

Members Present: Cr T Mahuta - Deputy Chair
Cr J Hayman
Cr J Hennebry
Cr K Hodge
Cr S Husband
Cr S Kneebone
Cr F Lichtwark
Cr D Minogue
Cr B Quayle
Cr R Rimmington
Cr B Simcock
Cr H Vercoe
Cr K White

Staff Present: V Payne - Chief Executive Officer
C McLay - Director Resource Use
C Crickett - Director Integrated Catchment Management
J Becker – Chief Financial Officer
N Williams - Director Community and Services
J Cox – Team Leader Democracy Services
1. **Apologies**

Apologies were received from Cr Alan Livingston.

**WRC19/67**

Moved by: Cr B Quayle  
Seconded by: Cr J Hayman

**THAT the apologies of Cr Livingston be accepted.**

The motion was put and carried

2. **Confirmation of Agenda**

Cr Rimmington requested the late inclusion of a discussion for a decision on Council’s position with regard to the impact of the upcoming Employment Relations Act changes to Public Transport and the MOU being signed between central government, and representatives of the drivers unions and local government.

Members agreed with the inclusion of this item at 6.4.

**WRC19/68**

Moved by: Cr R Rimmington  
Seconded by: Cr F Lichtwark

**THAT the agenda of the meeting of the Waikato Regional Council of 30 April 2019, as circulated, be confirmed as the business for the meeting noting the inclusion at Item 6.4 Council’s position regarding changes to the Employment Relations Act with respect to Public Transport.**

The motion was put and carried

3. **Disclosures of Interest**

There were no disclosures of interest for the meeting.

4. **Confirmation of Minutes**

4.1 **Council Minutes - 28 March 2019**

Minutes of the meeting held on 28 March 2019

Matters for correctness noted were:

Cr White noted a correction within Item 8.3. The resolutions indicated that the alternate members were Crs Livingston and Kneebone, however members noted that the alternates were Crs Livingston and Mahuta. This required a correction to resolution WRC19/58 to reflect Cr Mahuta as the alternate.
Cr Hayman noted that her amendment within Item 8.3 had not been to the whole resolution (recommendations 1 to 5) but had been to simply amend the appointment of herself as the Waikato District representative and replace her name with Cr Lichtwark. It was confirmed the amendment would be appropriately amended to reflect that change.

With no further corrections the minutes were confirmed as a true and correct record.

WRC19/69
Moved by: Cr B Quayle
Seconded by: Cr F Lichtwark

THAT the Minutes of the Council Meeting of 28 March 2019 be approved as a true and correct record noting the correction within WRC19/58 to confirm Cr Mahuta as second alternate member for the Healthy Environments Committee.

The motion was put and carried

5. Committees Reporting to Council

5.1 Nga Wai O Waipa Co-Governance Forum

Minutes of the meeting held on 21 February 2019 were presented.

Cr Kneebone noted he is shown as present and as an apology, and Cr Hodge noted she was not a member on that committee however her details were recorded as an apology.

The corrections as noted would be made to the minutes.

The minutes (Doc #13871151) to be attached as Appendix 1.

WRC19/70
Moved by: Cr S Kneebone
Seconded by: Cr B Simcock

THAT the minutes of the Ngā Wai o Waipā Co Governance Forum meeting held on 21 February 2019 be received.

The motion was put and carried

5.2 Tuwharetoa Maori Trust Board & Waikato Regional Council Co-Governance Committee

Minutes of the meeting held on 27 February 2019 were presented.
Members noted that at the meeting Tuwharetoa did note that they too were looking for efficiencies. They would like to continue the discussion about the discussion with the Crown and the ongoing cost of treaty settlements. They had indicated they were seeking further information about Council’s estimation of the costs and whether they were an accurate reflection of the work.

Minutes (Doc#13908675) attached as Appendix 2.

WRC19/71
Moved by: Cr T Mahuta
Seconded by: Cr B Simcock

THAT the minutes of the Tuwharetoa Maori Trust Board and Waikato Regional Council Co Governance meeting held on 27 February be received.

The motion was put and carried

5.3 Te Arawa River Iwi Trust & Waikato Regional Council Co-Governance Committee

Minutes of the meeting held on 14 March 2019 were presented.

During questions, answers and related discussion the following points were noted:

- Page 84 of the agenda (Page 3 of the committee's minutes) referred to the Mercury Consent Review, and a sought further clarity on that section of the minutes. In response it was noted that the members had raised their concerns at a previous meeting that they had not been involved within the consent review process so the discussion within the meeting had related to how to appropriately involve stakeholders in that process, how council do involve stakeholders and a suggestion to Mercury that it may be in their interest to include a similar level of engagement within their processes.

The Minutes (Doc#14000811) to be attached as Appendix 3.

WRC19/72
Moved by: Cr K White
Seconded by: Cr K Hodge

THAT the minutes of the Te Arawa River Iwi Trust and Waikato Regional Council Co-Governance Committee meeting held on 14 March 2019 be received.

The motion was put and carried

5.4 Hamilton Public Transport Joint Committee

Minutes of the meeting held 15 March 2019 were presented.
Members were provided with a brief update on the matters discussed within the meeting from the Chair Cr Rimmington. He noted for members that the new bus service The Comet had been running since 1 April 2019 and an update on patronage and the uptake of the service would be provided to the next Joint Committee meeting.

The Minutes (Doc #14002308) to be attached as Appendix 4.

WRC19/73
Moved by: Cr R Rimmington
Seconded by: Cr H Vercoe

THAT the minutes of the Hamilton Public Transport Joint Committee meeting held on 15 March 2019 be received.

The motion was put and carried

5.5 Waikato Plan Leadership Committee

Minutes of the meeting held on 25 March 2019 were presented.

During questions, answers and related discussion the following points were noted:

- A member questioned what assurance council was getting value for money in terms of the time and funds spent on these meetings. It was noted that the meeting minutes recorded that the meeting had lasted less than an hour and had been held at an offsite venue which would have come at cost. Members were advised that the meeting had been held in the offsite location and had followed a facilitated workshop session that had commenced at 9.00am. Included in the workshop were the members of the committee and a number of extra stakeholders.

- The Waikato Local Authority Shared Services (LASS) ensured that council only paid a portion of the cost of the meetings.

- A member noted it would be helpful to see clearly the gains that were being made within the forum. Members were advised that information would be reported to them through the Strategy and Policy Committee.

- There had been a regional housing stock take undertaken and there was good buy in from a range of sectors on this report. It was recognised that this was a key issue for our communities and filled a gap that no other local government entity had filled.

- Members noted that it might be appropriate to consider including options for teleconference facilities to provide potentially cheaper options for holding meetings, as opposed to paying for offsite facilities. It was noted for member that council could consider this option when decisions were being made to determine the committee structure.
• A member noted the request from Te Waka for more funding to process more applications for the Provincial Growth Fund and had been challenged to seek funding through the commercial sector. The member asked if they had been facing any challenges with achieving funding through the commercial sector and was advised that there had been no indication at the time of the meeting of where the sector was at and what the challenges were that they were facing from the sector.

The Minutes (Doc # 1462008) attached as Appendix 5.

WRC19/74
Moved by: Cr K Hodge
Seconded by: Cr H Vercoe

THAT the minutes of the Waikato Plan Leadership Committee meeting held on 25 March 2019 be received.

The motion was put and carried

5.6 Future Proof Implementation Committee
Minutes of the meeting held 25 March 2019 were presented.

During questions, answers and related discussion the following was noted:

• members noted similar concerns around wanting to understand the efficiencies of the committee and where they were in the strategy and what the financial impact for council was to date. Members were advised that these matters would be reported through the Strategy and Policy Committee.

WRC19/75
Moved by: Cr T Mahuta
Seconded by: Cr B Simcock

THAT the minutes of the Future Proof Implementation Committee meeting held on 25 March 2019 be received.

The motion was put and carried

5.7 Regional Transport Committee
Minutes of the meeting held 1 April 2019 were presented.

Cr Vercoe spoke to the minutes, noting the conversation had around the NZ Transport Agency and the protection that the network receives from flooding. The meeting had been a short meeting and was followed by a workshop looking at speed management plans.
The change in priority for the committee came from discussions within the committee in 2018 noting the concerns of the district councils and the issues they had reducing speed limits on rural roads. At that time the response from the minister had been to acknowledge the concerns but there was no further action. The emphasis for central government seems to have changed and there is a review of speeds on state highways.

NZTA have been looking across the state highway network and safety is measured based on whether the road is two lane or four lane, has a median barrier and road side protection. This has included some suggestion that State Highway 3 may be decreased from 100km/hr to 80km/hr based on the modelling for safe speeds on this road.

Members acknowledged the concerns that there would be an economic impact of a decision like that. However it would also mean that by default the speed of the rural feeder roads would have to be reviewed and lowered as it was inappropriate for a feeder road to be at a higher speed than a state highway.

During questions, answers and related discussion the following was noted:

- members noted concern that the focus for the committee was only speed and felt that there were other causes that should be part of the focus. In response it was noted that while speed made up 24% of the fatalities and serious accidents, it was the first of the factors to be able to be addressed. It was acknowledged that impairment, distraction, drug and alcohol, driver ability and the state of the vehicle were also contributing factors towards many of the fatalities.

- A member noted that the committee had a non-voting member in the Waikato Road Policing Manager and asked whether there had been consideration to expanding the membership to include the Fire and Emergency Services or other sectors. Each Regional council is required to establish a Regional Transport Committee and its membership is set by legislation with one representative from each territorial authority, NZ Police and New Zealand Transport Agency. Members of council were welcome to attend the meeting, but unlike other standing committees of council did not have automatic speaking rights at the committee.

- A member noted concern about the series of fatal accidents near Atiamuri and noted that the area was a known black spot and concerns had been raised with NZTA for the past few years. There is a continual presence of speed restriction signs and cones, but it is clear that there has been no work happening for some time. The member noted they would like to ensure that the NZTA regarded the stretch of road as a priority. It was acknowledged that the crash was to be fully investigated and the report would be provided to the committee. Once the investigation reveals the reasons for the crash the committee would be able to make a decision on the priorities for the committee and for the area.
• A member noted concern that if speeds on rural roads were to be reduced, it wouldn't work unless it was going to be appropriately policed. It was acknowledged that the priorities for the Road Policing Manager was fatalities and serious injuries and there was not the manpower within the Waikato Police to enforce lower limits.

• Members noted concern that people still get killed on 80km/hr roads and that there may still be resistance from the public to the lowering of the speed limits, and people ignoring the speed limits as there may be the perception that it wouldn't be policed anyway.

• Within the committee had been further discussion that speed limits around schools may be lowered including in urban areas like Hamilton to 30km/hr during the assigned times.

Cr Lichtwark noted that he had been in attendance at the meeting and requested that this be recorded.

The Minutes (Doc # 14052128) to be attached as Appendix 6.

WRC19/75

Moved by: Cr H Vercoe
Seconded by: Cr K White

That the minutes of the Regional Transport Committee meeting held on 1 April 2019 be received.

The motion was put and carried

5.8 Integrated Catchment Management Committee

Minutes of the meeting held on 10 April 2019 were presented.

Cr Kneebone spoke to the minutes of the meeting and noted that the general work programme and forecast for budgets were on track. There were concerns raised by some within the Lower Waikato Catchment Committee that projects weren't being planned in advance sufficiently which meant work could face delays due to weather and those delays would increase the overall cost of the works. This matter had been left on the table as an item for further discussion.

All of the catchment committees would be invited to consider a preferred level of operational reserves appropriate for their zones.

During questions, answers and related discussion the following points were noted:

• the marine pest discussion document had been presented to the catchment committees and a member asked whether there had been any questions or discussion, particularly in relation to whether marine biosecurity was the work of the government and not the council. In response it was noted that it had been
explained to the committees that the discussion document was a joint initiative of a number of councils, was a consultation process and that there had been no extreme views expressed either way.

• a member spoke to the decision of the Committee ICM19/33 and noted that it had related to a recommendation coming out of the Franklin Waikato Drainage Advisory Subcommittee. The Integrated Catchment Management Committee had discussed the recommendation and had discussed the meaning of the wording as it had been presented. The Committee had determined rather than to dismiss the recommendation or return it to the subcommittee, noting the lengthy delay this would take, instead had drafted an amended version of the recommendation. The redrafted version still reflected the intention of the subcommittee, and ensured that it was not ultra vires for council.

Cr Husband noted concern that the matter had been presented to council as an amendment, and that the matter should have been returned for discussion with the subcommittee. Cr Husband proposed a procedural motion that the matter be left to lie on the table and returned to the Subcommittee. Cr Kneebone agreed to the matter being left to lie.

Cr Husband moved/Cr Kneebone seconded

Procedural Motion

_That the recommendation ICM19/33 "THAT staff consider opportunity to simplify the process for planning resource consents and speeding up decision making and bringing down costs" - be left to lie on the table for discussion with the Franklin Waikato Drainage Advisory Subcommittee._

Discussion ensued for and against the procedural motion. Speaking for the motion it was noted that the chair of the subcommittee had not been present at the committee meeting and it would have been appropriate to amend recommendations with the chair present.

Speaking against the motion it was highlighted that the matter had been thoroughly discussed within the committee prior to the amended wording being proposed as a recommendation from the committee. As the subcommittee did not meet again until September it would be more than five months before the matter could be considered again. It was a technical adjustment that had been made by the committee. This was the same process as had been followed by the committee previously to assist council in their decision making.

Members noted that the catchment committees and drainage advisory subcommittee would benefit from some further induction and education of the terms of reference for their committees to ensure they had appropriate understanding of their role. There was a need for the Democracy Advisor at those meetings to ensure clear advice was provided and considered when the committees were making recommendations. Upon reviewing the recommendation the CE advised he had no
concern with the proposed recommendation as it had been raised by the Integrated Catchment Management Committee.

Cr Husband withdrew the procedural motion.

Cr White noted her objection to the recommendation ICM19/28. The objection was that the wording should have included for clarity the term “various options” and not just the herpes virus.

Cr Simcock out of the meeting at 12.12pm.

The Minutes (Doc # 14116693) attached as Appendix 7.

WRC19/77

Moved by: Cr S Kneebone
Seconded by: Cr S Husband

That the minutes of the Integrated Catchment Management Committee meeting held on 10 April 2019 be received.

That the section A decisions be noted.

That the section B recommendations be adopted.

ICM19/20 - Approach to the Management of Integrated Catchment Management Reserves:

That the Committee request that each Catchment Committee and Land Drainage Sub-Committee consider the matters raised by this report and provide to this Committee their views on the management of their respective operational reserve, including those matters as identified as follows:

- The maximum operational reserve balance that should be allowed for (beyond which the balance will be proactively drawn down to fund planned or accelerated operational activities).

- The maximum operational reserve deficit that should be permitted (beyond which the balance will be proactively recovered through, for example, adjustments as part of the development of a Long Term Plan) or allocation of annual operational funds.

- The use of zone operational reserves to spread the funding of certain activities that are planned to occur periodically (e.g. the accumulation of funding for 10-yearly scheme reviews evenly over the preceding 10-year period, as is the current approach).

- The use of zone operational reserves for other purposes (e.g. the management of operational work programme risk, such as the provision of self-insurance where no other mechanism is provided for).

- Any other matters relevant to the zone.
ICM19/22  Amendment of Asset Management Policy - Flood Protection, River Management and Land Drainage Infrastructure Assets

THAT the amended Asset Management Policy (Doc #14042813) – flood protection, river management and land drainage infrastructural assets be recommended to council for adoption and that this incorporate direct reference to relevant national codes of practice where these exist.

The motion was put and carried

WRC19/78

Moved by: Cr S Kneebone
Seconded by: Cr S Husband

That the Section B recommendations from the Catchment Committees be adopted.

ICM19/27  Lower Waikato Catchment Committee 20 February

THAT the following recommendation contained in Section B of the report be endorsed:

Item 13: Dam Safety Management System - Update on Progress THAT the proposed increase to the Annual Plan budget for operational costs of $23,970 (each year) for the Mangawara Flood Protection area for the 2019/20, 2020/21 and 2021/22 financial years, as outlined in the Dam Safety Report, be included.

ICM19/28  Lower Waikato Catchment Committee February

Item 9  Issues and Actions from the Previous Meeting

THAT the Waikato Regional Council lobby the Department of Conservation and other central government agencies on the need to lead the investigation on the release of the herpes virus to eradicate Koi carp.

ICM19/32  Franklin Waikato Drainage Advisory Sub Committee 11 March 2109

Item 10: Works Status Report - 1 November 2018 to 31 January 2019

1. That staff be requested to investigate and report back to the Committee on the findings, options and outcomes with respect to:
   a. what type/s of chemicals are approved/available for use in drain weed spraying programmes to replace the current chemicals that have not proven to be effective;
   b. the current legislative requirements for agrichemical user certification to confirm who needs to hold the appropriate certified handler accreditation; and
   c. the operating practices being used to optimise the weather/wind conditions spraying ‘window’ available within any applicable rules and/or guidelines.

Item 14: Members Report - March 2019
1. That staff provide a breakdown of what it costs to hold a Franklin Waikato Drainage Advisory Subcommittee meeting.

2. That the Franklin Waikato Drainage Advisory Subcommittee requests that the Waikato Regional Council:
   a. Communicates with other Regional Councils and central Government on the need to reform the Resource Management Act so that it does not place New Zealand’s Drainage Districts with unsustainable cost increases.

ICM19/33

THAT staff consider opportunity to simplify the process for planning resource consents and speeding up decision making and bringing down costs.

ICM19/34 Coromandel Catchment Committee 12 March 2019

THAT the recommendations contained in Section B of the report for the 16 November 2018 Coromandel Catchment Committee be endorsed - being:

Item: Finance and Reserve Management Report

THAT the Coromandel Catchment Committee support the increase across the Coromandel Zone River Management and Improvement contracted services budgets of $80,000 from the Coromandel Zone Operating Reserve for the Annual Plan 2019/20 year.

1. That the Coromandel Catchment Committee support the Coromandel Operating Reserve to be managed to a target range of between $200,000 and $300,000, until such time that Council provides further guidance.

Item: Coromandel Flood Protection Scheme Review Service Level Report

1. THAT service levels for each major stop bank and flood wall within the Coromandel flood protection scheme are adopted (refer Figure 5.3 to 5.5 of the attached document).

2. THAT the Coromandel flood protection scheme design standard is formalised for the current design freeboard of 0.50 m be retained for the stop banks and flood wall.

3. THAT a gauging station be installed in the Coromandel flood protection scheme catchment.

Item: Harbour and Catchment Management Plan Step Changes

1. THAT the Coromandel Catchment Committee approve the transfer of $150,000 from the Coromandel Zone Reserve to the Coromandel Zone budgets to implement the HCMP Step-Changes for Wentworth, Wharekawa and Otahu River Catchments projects.

ICM19/36 Waihou Piako Catchment Committee 18 March 2019

THAT the recommendations contained in Section B of the report be endorsed - being:
**Item 8: Issues and Actions from the Previous Meeting**

THAT the Waikou Piako Catchment Committee recommends to the Council that the buildings owned by the Waikato Regional Council at the Paeroa Maritime Park (licence area W117), be transferred to the Paeroa Maritime Park.

**Item 14: Operational Agreement for Scheme Assets**

THAT the Waikou Piako Catchment Committee recommend to Council that the proposed Operational Agreement between Waikato Regional Council and Hauraki District Council for Scheme Assets (Doc #11739829) for signing, without amendments.

**Item 17: Upcoming Agenda Items**

THAT the Waikou Piako Catchment Committee recommends that the Waikato Regional Council declare Koi Carp a pest throughout the Waikato region.

**ICM19/41 Central Waikato Catchment Committee 27 March 2019**

THAT the recommendations contained in Section B of the report be endorsed - being:

**Item 7: Central Waikato Zone Status Report**

THAT staff prepare a report for the next Central Waikato Catchment Committee to provide oversight of how drainage is managed throughout the region and the issues arising as a result of the areas which are not currently managed by Council.

**Item 11: Central Waikato Catchment - Te Awa Lakes development Alligator Weed biosecurity restriction**

1. THAT when the economic impact assessment determining the costs of Alligator weed is received from the New Zealand Institute of Innovation Research by staff, council then use this as a leverage tool and advocate to central government for support to manage Alligator weed at a national, regional and local level; and

2. THAT staff present the Alligator Weed presentation presented at the 27 March 2019 Central Waikato Catchment Committee to the upcoming Waikato Central Drainage Advisory Subcommittee Meeting; and

3. THAT staff present the Alligator Weed presentation presented at the 27 March 2019 Central Waikato Catchment Committee to the upcoming Mayoral Forum

4. THAT staff investigate options for implementing Mayor King’s recommendation to implement a region wide rate to fund works to safeguard future generations against Alligator weed spread and its implications.

   **The motion was put and carried**

   Cr White voted against the motion (ICM19/28).

6. **Ordinary Business**

   During questions, answers and related discussion had by the Council the following points were noted:
6.1 Health & Safety

To report on the monthly health and safety council dashboard and any other topics regarding health and safety of relevance to Council.

The report was presented by the Manager People and Capability (N Ollington). The highlights of the report were covered for members.

Cr Simcock in the meeting at 12.15pm.

During questions, answers and related discussion the following points were discussed:

- A member noted interest in the level of health and safety protection that was offered to elected members while working in the community. In response an EGIS device has been provided for the use of elected members noting that when used the SOS function ensures that a call goes through to a monitored call centre. Mr Ollington noted he was more than happy to work through with elected members ideas to support them, such as training that is offered to staff around de-escalation.

- Members noted that as an elected member they were technically self employed and as their own PCBU were responsible for their health and safety. A member noted that the welfare and culture of staff must marry up to the welfare and culture of the elected members.

- Members confirmed their understanding that the Domestic Violence leave referred to in the report related to staff and their personal lives.

- A member noted that they would have expected council would be provided with the kind of health and safety information relating to contractors. In response it was noted that council’s obligation was to make sure they had systems and processes in place and to monitor the contractors from that perspective. There would be a level of privacy obligations that would bind council to an extent.

- A member asked how incorrect fuel in a vehicle related to health and safety. In response it was noted that the event was a record of property damage and the Vault system recorded all matters.

WRC19/79
Moved by: Cr T Mahuta
Seconded by: Cr S Husband

THAT the "Health and Safety Council Report - March 2019" report (Doc #14050538) dated 8 April 2019 be received.

The motion was put and carried

6.2 Local Government New Zealand Conference 2019 Attendance
To seek confirmation of council attendance at the 2019 Local Government New Zealand (LGNZ) Conference and representation at the Annual General Meeting in July 2019.

The report was taken as read by the members.

Members discussed the merits of those that had not attended in the past attending the conference.

Crs Lichtwark, Quayle, Minogue and Vercoe were identified as wanting to attend the conference. Cr Husband indicate his interest in attending however noted that he had other conflicts with the dates of the conference that would prevent his attendance.

Cr Quayle was nominated as the alternate presiding delegate for Cr Livingston at the Annual General Meeting.

WRC19/80

Moved by: Cr B Simcock
Seconded by: Cr T Mahuta

1. THAT the report ‘Local Government New Zealand Conference 2019 Attendance’ (Council meeting 30 April 2019) be received, and

2. THAT council confirms the following councillors to attend the 2019 LGNZ Conference:

   Cr Alan Livingston
   Cr Lichtwark
   Cr Quayle
   Cr Minogue
   Cr Vercoe

3. THAT council confirms the following councillors as its delegates for the Annual General Meeting:

   Cr Alan Livingston as the presiding delegate,
   Cr Quayle as the alternate presiding delegate
   Cr Lichtwark as a delegate
   Cr Minogue as a delegate
   Cr Vercoe as a delegate.

The motion was put and carried

6.3 Hamilton to Auckland Corridor Plan
To provide an update on the Hamilton to Auckland Corridor Plan (H2A) and the expanded Future Proof partnerships arrangements.

The report was presented by the Manager Integration and Infrastructure (M Tamura).

Cr Husband out of the meeting at 12.28pm.

During questions, answers and related discussion the following points were noted:

- A member asked whether the plan had a focus on the Hamilton to Auckland proposed passenger rail services. In response members were advised that the plan was closely related with the passenger rail service, and that both the start-up service and investigation into a rapid rail service are projects within the wider programme – but also subject to their own independent business case processes.

- A member asked why there would be work undertaken with regard to the waters investigation when local government was still waiting on the government waters report. In response members were advised that the work being undertaken steered away from governance and ownership matters under the remit of the Department of Internal Affairs (DIA) investigation. The work looked at the preferred technical solutions and what was best for the awa and what was best for the community. The officials involved in the DIA investigation were tied in to the 3-waters investigation and other corridor initiatives to avoid duplication.

- What was becoming evident to the neighbours and partners of Futureproof was that the region had areas that would be most specifically impacted with district and land use, and other areas who were impacted. These external councils were not interested in the whole programme but had an interest in those parts that do impact on their communities.

- The team of staff doing the modelling for the housing and population forecast for the Hamilton to Auckland Corridor Plan were the same team working on the modelling of the same information for the Waikato Plan. The advice of staff will be to rely on common forecasts and assumptions.

- Members noted the benefit in the alignment a plan such as this would make to the region and would ensure that private plan changes took in to account the corridor plan.

- A member noted concern that the corridor plan didn’t look far enough in to the hinterland and was too focussed on the urban view, and wondered whether the rural communities had a voice in this plan. There was an acknowledgement in the corridor and the parties to the plan had seen enthusiasm in those communities seeking to participate. The corridor plan was a subset of Futureproof that focussed on the whole districts of Future Proof Partners. Members noted it was the same governance group and same technical advisors for both the Corridor Plan and Future Proof.

Cr Husband in the meeting at 12.44pm.
Moved by: Cr H Vercoe  
Seconded by: Cr S Kneebone

1. THAT the report Hamilton to Auckland Corridor Plan (Council 30 April 2019) be received.
2. THAT the programme of initiatives as outlined in Hei Awarua ki to Oranga, Corridor for Wellbeing: A statement of shared spatial intent for the Hamilton-Auckland Corridor (Doc #13799445) is endorsed.
3. THAT the Council note the decision of the Future Proof Implementation Committee meeting of 25 March 2018 regarding the corridor partnership, and endorse:
   a) the proposal for an ongoing partnership.
   b) the joint Hamilton to Auckland housing and urban growth programme of key initiatives.

The motion was put and carried

6.4 Impact on Changes to Employment Relations Act on provision of Public Transport Services

A report was tabled for the benefit of members "Impact on Changes to Employment Relations Act on provision of Public Transport Services" Doc # 14187792.

Cr Rimmington spoke to the matters contained within the tabled item.

During questions, answers and related discussion the following points were noted:

- The Memorandum of Understanding (MOU) was being signed by the parties today - 30 April 2019.

- Council had the benefit of good will with the drivers following the strike. Through the MOU it would mean that an integrated approach to compliance with the new Employment Relations Act requirements for breaks as well as addressing driver wages and conditions would be taken.

- The MOU was being signed on behalf of Council by our representative, Greg Campbell (Chief Executive of Greater Wellington Regional Council). It provided a way for council to ensure implementation of changes to public transport services to give effect to the new Employment Relations Act conditions within 12 months in a manner that would minimise any potential disruption to services.

- Council were requested to acknowledge that there would be a funding impact through the proposed recommendation.

- The strength of the MOU was that NZTA were, as a funding agency, also a signatory. The cost to operators would ultimately pass to councils and the ratepayers, but the quantum of that actual cost would depend on what options council considered when looking for cost efficiencies.
• The MOU provided a steering group to work through the issues nationally.

• The MOU was a commitment to enter in to discussions around costs, including seeking assurances that costs have been minimised. The recommendation did not commit council to meeting costs.

• The decisions on route changes and rates impact would be a local decision and each region will take their own appropriate actions. The impact would be on Hamilton ratepayers. One way to reduce the costs would be to reduce services.

• Waikato Region needed only to negotiate with one company where as other regions needed to work through these matters with up to three service providers.

Cr Minogue proposed an amendment to the recommendation from staff:

THAT council agrees to participate in the process to address the issues associated with the implementation of changes to the Employment Relations Act in relation to the provision of Public Transport services.

Cr White seconded the amendment.

Original motion

Moved by: Cr R Rimmington
Seconded by: Cr B Quayle

THAT Council endorse the approach being taken to addressing the issues associated with the implementation of changes to the Employment Relations Act in relation to the provision of Public Transport Services.

Amendment:

WRC19/82

Moved by: Cr D Minogue
Seconded by: Cr K White

THAT council agrees to participate in the process to address the issues associated with the implementation of changes to the Employment Relations Act in relation to the provision of Public Transport services.

The motion was carried

In putting the motion a division was called, and results were recorded as:

For: Crs Minogue, Simcock, Hennebry, Hayman, White, Hodge and Mahuta.

Against: Crs Rimmington, Vercoe, Quayle, Kneebone, Lichtwark and Husband.

Substantive Motion

WRC19/83

Moved by: Cr D Minogue
Seconded by: Cr K White
THAT council agrees to participate in the process to address the issues associated with the implementation of changes to the Employment Relations Act in relation to the provision of Public Transport services.

The motion was put and carried on a show of hands

7. **Public Excluded Section**

The reasons to exclude the public were considered and the members of the public were asked to leave the meeting.

WRC19/84

**Moved by:** Cr B Simcock  
**Seconded by:** Cr R Rimmington

THAT the public be excluded from the following part/s of the meeting:

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Good reason to withhold exists under Section 7.

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

**Item Name: Minutes of Council 28 March 2019**

- Maintenance of the law and the right to a fair trial (Section 6(a)).

- Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))

- Protect information where the making available of the information (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Section 7(2)(b))

- In the case only of an application for a resource consent, or water conservation order, or a requirement for a designation or heritage order, under the Resource Management Act 1991, to avoid serious offence to Tikanga Māori, or to avoid the disclosure of the location of waahi tapu (Section 7(2)(ba))
• Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information -

(i) would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or

(ii) would be likely otherwise to damage the public interest (Section 7(2)(c))

• Avoid prejudice to measures that prevent or mitigate material loss to members of the public (Section 7(2)(e))

• Maintain legal professional privilege (Section 7(2)(g))

• Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (Section 7(2)(h))

• Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))

• Prevent the disclosure or use of official information for improper gain or improper advantage (Section 7(2)(j))

Item Name: Integrated Catchment Management Committee – 10 April 2019

• Protect the privacy of natural persons, including that of deceased natural persons (S7(2)(a)); and

• Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))

• Avoid prejudice to the maintenance of the law, including the prevention, investigation and detection of offences and the right to a fair trial (S6(a)); and

• Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (S7(2)(b)(ii)).

Item Name: Contract Extensions for Independent Appointees to Audit and Risk Committee

• Protect the privacy of natural persons, including that of deceased natural persons (S7 (a)).

Item Name: Connect 2020 Fitout Contract Tender

• Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information – section 7(2)(b)(ii);

• Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities – section 7(2)(h); and
- Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) – section 7(2)(i).

**Item Name: Lake Taupo Protection Project Joint Committee – 11 March 2019**

- Maintain legal professional privilege (section 7(2)(g))
- Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (section 7(2)(i)).
- Protect the privacy of natural persons, including that of deceased natural persons (section 7(2)(a)).

**Item Name: Lake Taupo Protection Project Joint Committee – Transition Principles**

- Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (section 7(2)(i)).

The motion was put and carried

9. **Return to Open Meeting**

The meeting returned to open section at 2.22pm.

Crs Husband, Lichtwark and Vercoe had left the meeting at 2.06pm.

10. **Lake Taupo Protection Project Joint Committee**

Minutes of the meeting held on 11 March 2019 were presented.

Noting the recommendations contained within the minutes the members noted the options that were presented to them.

Option 1 - Adopt the transition principles as proposed by the Lake Taupo Protection Project Joint Committee

Option 2 - Not adopting the proposed Transition Principles and sending the recommendation back to the Lake Taupo Protection Project Joint Committee for further work.

Option 3 - Leaving the recommendation lying on the table and writing to the Lake Taupo Protection Project Joint committee to:

i. Acknowledge the value of the current partnership

ii. Seek clarification that the preference for a co-governance model with the current partners does not preclude alternative arrangements in the future to provide for efficient, effective and appropriate catchment/local governance.
iii. Clarify that when applying the principles and recommending a governance structure for the project, provision be made for regular reviews of the model to ensure that it is appropriate for the needs of the catchment and takes into account any changes in local relationships.

Some members noted they were uncomfortable with any of the options. Other members noted that option three, leaving the matter to lie on the table and returning it to an extraordinary meeting of the Joint Committee was appropriate and allowed for the committee to consider all the options.

The minutes (Doc# 14) attached as Appendix 7.

WRC19/92

Moved by: Cr B Simcock
Seconded by: Cr S Kneebone

THAT the minutes of the Lake Taupo Protection Project Joint Committee open meeting held on 11 March 2019 be received.

THAT council leave the Lake Taupo Protection Project Joint Committee's recommendation LTJC19/10 lying on the table; and

Option 3 - write to the Lake Taupo Protection Project Joint Committee to:

i. Acknowledge the value of the current partnership

ii. Seek clarification that the preference for a co-governance model with the current partners does not preclude alternative arrangements in the future to provide for efficient, effective and appropriate catchment/local governance.

iii. Clarify that when applying the principles and recommending a governance structure for the project, provision be made for regular reviews of the model to ensure that it is appropriate for the needs of the catchment and takes into account any changes in local relationships.

The motion was put and carried

Crs Minogue and Hennebry voted against the motion.

Meeting closed at 2.25pm.

________________________________________
Chair
Waikato Regional Council

Ngā Wai o Waipā Co-Governance Forum

OPEN MINUTES

Date: Thursday, 21 February, 2019, 11.30 am
Location: Te Kopua Marae
213 Morgan Road
Pokuru
Te Awamutu

Members Present:
Cr A Livingston (Co-Chair - Waikato Regional Council)
Cr J Mylchreest (Deputy Co-Chair - Waipā District Council)
B Mania (Deputy Co-Chair - Maniapoto Māori Trust Board)
W Maag (Maniapoto Māori Trust Board)
R Takerei (Maniapoto Māori Trust Board)
D Wooster (Maniapoto Māori Trust Board)
Cr S Kneebone (Waikato Regional Council)
Mayor M Baxter (Otorohanga District Council)
Mayor B Hanna (Waitomo District Council)
Mayor A Sanson (Waikato District Council)

Others present:
N Williams (Director, Community and Services, Waikato Regional Council)
M Ahipene (Pou Tuhono, Tai Ranga Whenua, Waikato Regional Council)
M Carey (Kaiwhakarite, Tai Ranga Whenua, Waikato Regional Council)
G Dawson (Democracy Advisor, Waikato Regional Council)
N Herangi (Maniapoto Māori Trust Board)
W Tane (Maniapoto Māori Trust Board)
G Ormsby (Maniapoto Māori Trust Board)
H Denton (Maniapoto Māori Trust Board)
1. **Karakia**

The Co-Chair (B Manaia) opened the meeting and welcomed the Co-Chair (A Livingston) and everyone present. He explained the processes and meeting procedures that would be used for the meeting.

2. **Apologies**

Apologies were received from R Wi, Cr K Hodge, and Cr S Kneebone.

NWOW19/1
*Moved by: Cr J Mylchreest
Seconded by: W Maag*

**RESOLVED**

THAT the apologies from R Wi, Cr K Hodge, and Cr S Kneebone be received.

The motion was put and carried

3. **Confirmation of Agenda**

No amendments were requested.

NWOW19/2
*Moved by: W Maag
Seconded by: Mayor M Baxter*

**RESOLVED**

THAT the agenda of the meeting of the Ngā Wai o Waipā Co-Governance Forum of 21 February 2019, as circulated, be confirmed as the business for the meeting.

The motion was put and carried

4. **Disclosures of Interest**

There were no disclosures.

5. **Confirmation of Previous Minutes**

There were no amendments to the minutes requested.
NWOW19/3

Moved by: Mayor B Hanna
Seconded by: Mayor M Baxter

RESOLVED

THAT the minutes of the Ngā Wai o Waipā Co-Governance Forum meeting of 3 August 2019 be received and approved as a true and correct record.

The motion was put and carried

6. Upper Waipā River Integrated Management Plan

This report provided an update on the development of the Upper Waipā River Integrated Management Plan.

The Co-Chair (B Manaia) introduced the Project Advisor, Whanake Taiao Team (G Ormsby) and invited him to introduce the Upper Waipā River Integrated Management Plan. The Plan was explained in the context of the overarching scope and long-term aims, along with the approach that had been used to develop the Plan.

It was noted that the Plan was provided for in Ngā Wai o Maniapoto (Waipā River) Act 2012. It was emphasised that the purpose of the Plan was to provide the strategic context and framework for the prioritisation and coordination of activities. The aim was to deliver an integrated and sustainable approach to the management of aquatic life, habitats and natural resources in the Upper Waipā catchment area.

The legislative and operational context of the Plan was explained. There was a need for engagement with all agencies to achieve the desired outcomes outlined in the Plan in a meaningful way.

The existing management plans and attempts to work with other agencies was discussed. It was noted that there was a need for all agencies or organisations that implement other plans to do so in a co-ordinated manner and to a standard that enabled the effective performance of the wider operational context.

The application of Te Ao Māori and customary rights in the use of natural and/or physical resources was discussed. It was noted that there were statutory mechanisms that already allow for customary rights to be exercised.

Following the presentation, other territorial authorities were invited to make presentations on the Plan and other matters. They appeared in the following order. The full PowerPoint presentations had been made available on the Waikato Regional Council public website.

Waitomo District Council

This presentation was delivered by the Mayor of Waitomo District Council (B Hanna). The presenter discussed the District Plan Review and the related matters of customary rights, Plan Change one, and the permitted and consented activities that apply to Māori freehold land.
Waikato Regional Council

This presentation was delivered by the Policy Advisor, Policy Implementation (M Vare). The presenter discussed the Local Indigenous Biodiversity Strategy, highlighting the value that a holistic world view approach such as Te Ao Māori provided to the overall effectiveness of planning and implementation. It was emphasised that a collaborative approach was important between all the parties that were involved directly and indirectly.

Joint Management Agreement Update from the Chair of Waikato Regional Council – Cr A Livingston

This presentation was delivered by the Co-Chair (A Livingston). It was noted that there are ongoing resourcing and funding issues related to the implementation of Crown settlements. He noted that there is ongoing discussions with central government on the ability of local government to deliver was set down in settlements. The need to have adequate funding and resourcing to deliver was emphasised and vital to meeting those promises (verbal report only).

Waikato District Council

This report was presented by the Mayor of the Waikato District Council (A Sanson) and supporting staff. The presentation discussed how Waikato District Council was working to make Māori freehold land more productive through reforms in approaches to general land use, including for construction of papakainga developments. The identification and preservation of sites of cultural and historical significance throughout the District was also discussed.

Waipā District Council

This report was presented by Tony Roxburgh (Manager Waipā Heritage & Museum). In this presentation the Te Ara Heritage Centre project was discussed, which included matters related to the construction timeframes and the use of the facility once it was opened. Work programmes, which involved the Lake Ngaroto catchment and the Sainsbury Road project work programme was also discussed.

W Magg and Mayor Hanna left the meeting at 1.11pm

Mayor Sanson left the meeting 1.15pm

Otorohanga District Council

This report was presented by the Mayor of the Otorohanga District Council (M Baxter). He noted that a new Chief Executive Officer had started, adding that the new appointee was eager for the Council to develop in the area of co-governance. The need for quality water and a proactive approach to ensure that catchments are cared for to prevent further degradation was discussed. He updated those present on the progress to date of the cycleway project, and thanked the Marae for hosting the meeting (verbal report only).
NWOW19/4

Moved by: Co-Chair Cr A Livingston
Seconded by: Co-Chair B Mania

RESOLVED

THAT the report "Upper Waipā River Integrated Management Plan" (doc # 13725796 dated 7 February 2019) be received.

The motion was put and carried

Closing Statements by the Co-Chairs

Co-Chair – Cr A Livingston

The Co-Chair (Cr A Livingston) thanked everyone who had helped make the day a success and the people of the Marae for hosting the meeting. He emphasised the importance of a proactive approach to care and maintenance of the environment of the area. Finally, he thanked the speakers and the work they had produced and what it had achieved to date.

Co-Chair B Mania

The Co-Chair (B Mania) reflected on the cultural value and support that the Marae offered its people and the wider community, along with the role that the Marae would have in the future in the area of environmental management. Finally, he thanked those that made the day possible and for the hospitality extended to everyone present.

The meeting closed with a mihi and karakia.

Meeting closed at 1.23pm.
Tuwharetoa Māori Trust Board & Waikato Regional Council

Co-Governance Committee

MINUTES

Date: Wednesday, 27 February, 2019, 10:00 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street
Hamilton East

Members Present: Cr A Livingston (Waikato Regional Council)
M Nepia (Tuwharetoa Māori Trust Board)
D Loughlin (Tuwharetoa Māori Trust Board)
Cr K White (Waikato Regional Council)
Cr K Hodge (Waikato Regional Council)
Cr T Mahuta (Waikato Regional Council)

In attendance Cr F Lichtwark (Waikato Regional Council)

Waikato Regional Council staff: N Williams (Director – Community and Services)
B Sinclair (Manager – Resource Use)
M Ahipene (Pou Tuhono – Community and Services)
E Brown (Manager – Science and Strategy)
T Dobson (Senior Legal Advisor – Chief Executive’s Office)
U Trebilco (Principal Strategic Advisor – Science and Strategy)
T Bio (Democracy Advisor)
M Carey (Kaiwhakarite – Community and Services)

Tuwharetoa Māori Trust Board staff: N Hodgeson (Environmental Coordinator)
1. **Opening karakia**

Kaiwhakarite – Community and Services (M Carey) opened the meeting with a karakia. Co-Chair Livingston welcomed the members and staff present to the first Tuwharetoa Maori Trust Board and Waikato Regional Council Co-Governance Committee of 2019.

2. **Apologies**

Apologies were received from Tuwharetoa Maori Trust Board members H Biddle and J Harris.

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TMTBCG19/01
Moved By M Nepia
Seconded By Cr K Hodge
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**RESOLVED**

THAT the apologies of Tuwharetoa Maori Trust Board members H Biddle and J Harris be received.

The motion was put and carried

4. **Disclosures of Interest**

There were no disclosures of interest.

3. **Confirmation of Agenda**

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TMTBCG19/02
Moved By D Loughlin
Seconded By Cr K Hodge
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**RESOLVED**

THAT the agenda of the meeting of the Tuwharetoa Maori Trust Board and Waikato Regional Council Co-Governance Committee of 27 February 2019, as circulated, be confirmed as the business for the meeting.

The motion was put and carried

5. **Confirmation of Previous Minutes**

During discussion of the minutes of the previous meeting the following was noted:
• Members emphasised the importance of working together to achieve a common goal.
• The Committee noted that Council was applying to the Government for financial assistance in order to ensure the smooth progression of iwi related projects and settlements.
• It was understood that both Council and iwi bear costs of projects and settlements and therefore the Committee felt that this could be an item to discuss further at the next meeting.

TMTBCG19/03

Moved By Cr A Livingston
Seconded By D Loughlin

RESOLVED

THAT the minutes of the Tuwharetoa Maori Trust Board and Waikato Regional Council Co-Governance committee meeting 22 May 2018 be received and approved as a correct record.

The motion was put and carried

6. Significant Resource Consents Update

The Manager – Industry and Infrastructure (B Sinclair) presented a verbal update on consents within the Tuwharetoa takiwa that are considered significant.

The verbal update included the following:

• The resource consent application of the Turangi Wastewater treatment plant was on hold while Taupō District Council consult with iwi. The Tuwharetoa Maori Trust Board members emphasised that consultation should have occurred well before the application was made.
• Waikato Regional Council had sought more information on the Seven Oaks subdivision by Kinloch, in order to make a more informed decision. The Committee noted that this was of significant interest to iwi and locals. It was further noted that Taupō District Council had approved the consent.
• Work was progressing with the Paenoa Estate stormwater issues. The next step was for Tuwharetoa Maori Trust Board, Taupō District Council and Waikato Regional Council to have a broader conversation with the developer regarding options and solutions.
• Tuwharetoa Maori Trust Board felt that their feedback provided on the cultural components of the Rotokawa application was not adequately taken into consideration. The Committee understood that this application had been approved because staff believed the application met all components including cultural.
During discussion, the following was noted:

- A member asked how the Rotokawa consent had been approved, what avenues were there for Tuwharetoa Maori Trust Board to take, so that the cultural components of the application could be looked at again. Staff noted this concern and would look into this further.

- In light of the recent Contact Energy holding pond case in Taupō, staff assured the Committee that they, along with the team at the National Institute of Water and Atmospheric Research and Department of Conservation and DOC, would be monitoring the fish and prawn life in the river.

- That an update on the Contact Energy spill be provided at the next co-governance meeting.

TMTBCG19/04

Moved By Cr T Mahuta
Seconded By D Loughlin

RESOLVED

THAT the verbal report 'Significant Resource Consents Update' (Doc # 13818272 dated 18 February 2019) be received.

The motion was put and carried

The Committee agreed to receive Agenda item 8 – Update on Lake Taupō bathing water quality monitoring at this point, noting that the remainder of items would be received as outlined in the agenda.

Cr T Mahuta in meeting at 11.35am

8. Update on Lake Taupō bathing water quality monitoring

Waikato Regional Council Manager – Monitoring Science and Strategy (E Brown) and Tuwharetoa Maori Trust Board Environmental Coordinator (N Hodgeson) provided the Committee with a PowerPoint presentation (Doc # 13862946). They provided an update on recent joint monitoring of Lake Taupō bathing water quality.

During discussion, the following was noted:

- The summer of 2018/19 was the first summer where Waikato Regional Council and Tuwharetoa Maori Trust Board teamed up to complete joint monitoring of the Lake. It was clarified that the Tuwharetoa Maori Trust Board saw this joint work as an efficient use of time and resources as it not only provided training opportunities for staff but also up to date information on the Lake.
The issue of public notification of areas that were not considered satisfactory swimming places was discussed. Staff emphasised that the District Health Board held the responsibility for issuing this notification.

A member asked how staff chose where to monitor around the Lake. Staff indicated that there were several factors such as issues of resources, number of swimming locations, results of perception surveys and information from Councils that needed to be taken into account when choosing the most appropriate places to monitor. The reality was that monitoring would not reach all around the Lake. It was emphasised that there was a need to educate the public on what changes in the Lake to look out for and encourage them to report these findings.

TMTBCG19/05

Moved By Cr K Hodge
Seconded By Cr K White

RESOLVED

THAT the report 'Update on Lake Taupō bathing water quality monitoring' (Doc # 13809283 dated 15 February 2019) be received.

The motion was put and carried

7. Waikato Regional Council - Tuwharetoa RMA Section 33 Discussions

Waikato Regional Council Senior Legal Advisor (T Dobson) provided a verbal update on how the discussions have been proceeding and what points of note had been forthcoming.

During discussion, the following was noted:

• The focus was on types and extent of powers such as compliance, monitoring, RMA functions and how implementation would look. The intention was to hold a workshop in order to discuss this in detail.
• Staff had seven months remaining to complete these discussions and present an outcome to the Committee.

TMTBCG19/06

Moved By Cr K White
Seconded By D Loughlin

RESOLVED

THAT the report 'Update on Lake Taupō bathing water quality monitoring' (Doc # 13809283 dated 15 February 2019) be received.

The motion was put and carried
9. **Joint Management Agreement Obligations Implementation report**

Waikato Regional Council Director of Community and Services (N Williams) presented the report and sought feedback as to whether Co-Governance Committee found the draft template progress report as a useful way to present information.

During discussions, the following was noted:

- The Committee was directed to page 18 of the agenda pack. Staff sought feedback on whether this was useful way of reporting back information. The Committee agreed it was.
- Members noted that it was key to collaborate and create confidence between iwi and Council. They acknowledged that having this in place would give some sense of continuity.
- An error was noted on page 17 under bullet point two which should read ‘Te Arawa River Iwi Waikato River Act’.
- Members acknowledged that the JMA obligations impose costs on local authorities that are over and above councils’ business as usual costs. Therefore the feeling of the Co-Governance Committee was that funding to the Crown should be advocated for as a joint action. Three Waters was given as an example of good collaboration between council, iwi and crown with many of the issues agreed to by all involved. Members noted there was still a lot to do and felt that there needed to be an open and honest conversation of whether the JMA was working for both parties.
- That a copy of the LGNZ Treaty Settlement cost report be sent to Danny Loughlin.

**TMTBCG19/07**

Moved By Cr T Mahuta  
Seconded By M Nepia  

**RESOLVED**

1. THAT the report 'Joint Management Agreement Obligations Implementation report’ (Doc# 13814711 dated 11 February 2019) be received.
2. THAT the Committee provide feedback to staff on the draft template.  

The motion was put and carried

10. **Review of Regional Plan Chapter 3.10: Lake Taupō Catchment**

Waikato Regional Council Principal Strategic Advisor (U Trebilco) provided a PowerPoint presentation (Doc # 13844277) updating the Committee on the review of the Regional Plan Chapter 3.10: Lake Taupō Catchment.

During discussions, the following was noted:

- Trading of nitrogen was discussed. It was highlighted that making changes to the nitrogen caps would be difficult as the rigid legal framework mitigated the value of nitrogen and therefore changes were not encouraged at this point in time.
• It was understood that the water levels in the middle of the Lake were an adequate representation of the overall Lake levels.
• The rules in Chapter 3.10 were Taupō specific.
• The model looked at levels rather than the sources of nitrogen.
• The current science highlighted that there was insufficient evidence to justify extraction of nitrogen out of the Lake. This would be monitored as it could change in the future.
• The Committee encouraged Tuwharetoa Maori Trust Board to work with Waikato Regional Council staff on this plan. The report would be available by May 2019.

TMTBCG19/08

Moved By Cr K Hodge
Seconded By Cr K White

RESOLVED

THAT the report 'Review of Regional Plan Chapter 3.10: Lake Taupō Catchment' (Doc # 13073952 dated 30 January 2019) be received.

The motion was put and carried

The meeting closed with a karakia at 12.27pm
Te Arawa River Iwi Trust and Waikato Regional Council Co-Governance Committee

OPEN MINUTES

Date: Thursday, 14 March, 2019, 10:15 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street
Hamilton East

Members Present: A Livingston - Co-Chair (Waikato Regional Council)
E Forrest - Deputy Co-Chair (Te Arawa River Iwi Trust)
E George (Te Arawa River Iwi Trust)
P East (Te Arawa River Iwi Trust)
Cr K Hodge (Waikato Regional Council)

Te Arawa River Iwi Trust staff:
E Berryman-Kamp (Chief Executive Officer)

Waikato Regional Council staff:
N Williams (Director – Community and Services)

M Poole (Democracy Advisor)
1. Apologies

Apologies were received from Te Arawa River Iwi Trust - Trustee Roger Pikia - Co-Chair and Waikato Regional Council - Cr K White - Deputy Co-Chair.

TACG19/01
Moved by: Cr K Hodge
Seconded by: A Livingston

RESOLVED

THAT the apologies Te Arawa River Iwi Trust - Trustee Roger Pikia - Co-Chair and Waikato Regional Council - Cr K White - Deputy Co-Chair be accepted.

The motion was put and carried

2. Confirmation of Agenda

TACG19/02
Moved by: A Livingston
Seconded by: E Forrest

RESOLVED

THAT the agenda for the meeting of the Te Arawa River Iwi Trust and Waikato Regional Council Co-Governance Committee of 14 March 2019, as circulated, be confirmed as the business for the meeting.

The motion was put and carried

3. Disclosures of Interest

There were no disclosures of interest.

4. Confirmation of Previous Minutes

TACG19/03
Moved by: Cr K Hodge
Seconded by: E Forrest

RESOLVED

THAT the minutes of the Te Arawa River Iwi Trust and Waikato Regional Council Co-Governance Committee meeting of 16 October 2018 be received and approved as a true and correct record.

The motion was put and carried
5. **Matters arising:**

**IPOU and RiverSense Project update**

Te Arawa River Iwi Trust Chief Executive Officer (E Berryman-Kamp) provided an update on progress since the last co-governance meeting with these two initiatives, noting that:

- there has been some ‘slippage’ with the IPOU installation timetable, it is now expected to be completed and operational within the next 1-2 months. The success of the project relies on choosing the right locations for the Pou, engaging with the right people and ensuring that the right information/content has been sourced. Te Arawa River Iwi Trust proposed to provide a demonstration of the technology at the next co-governance meeting.

- the five remote water monitoring sensors have been installed and the challenge is their operational reliability in a river situation with variable current and water level conditions and debris during flood events. Te Arawa River Iwi Trust intended to provide a report for the next co-governance meeting on the challenges and learnings from this project.

- the 2019 water monitoring project involves working with Wairakei Pastoral to measure various parameters including nitrogen and phosphorus. Data received so far shows significant variations in nitrogen levels depending on the time of day/night.

**Mercury Consent Review**

With respect to a question about ongoing communication/dialogue and stakeholder relationships, members were advised that the message consistently delivered by Waikato Regional Council to all applicants, including Mercury Energy, was that proactively engaging with iwi partners was in everyone’s best interests. Waikato Regional Council were developing an online system with questions and information about engagement with iwi, including dialogue at the pre-application stage and the value of face to face meetings.

**Resource consent application processes**

Views were expressed that consultation with mana whenua should be more than ‘good practice’ it should be a ‘must do’ part of doing business in the resource consent application process. Members were advised that the Resource Management Act currently states that ‘applicants do not need to consult …’, so while Waikato Regional Council encourages consultation, it is not able to ‘require’ it. Many applicants do recognise the benefits of undertaking consultation at the early stages of preparing an application.

It was queried whether the Treaty of Waitangi section/provisions in the Resource Management Act can support consultation with iwi and/or if there is an opportunity for River Iwi to raise this issue via the Ministerial Forum.

Via the River Iwi Joint Management Act, resource consent application information is shared with each River Iwi. Te Arawa River Iwi Trust advised that this process works for them, and the system enables the Trust to filter through the applications and identify the ‘important’ ones to focus on.
Water Quality monitoring
At present, the focus of the water quality monitoring is on the ‘science’ parameters - pH, dissolved oxygen, temperature and conductivity. The data needs expertise to interpret what the measurements mean, and Te Arawa River Iwi Trust /the community rely on the Waikato Regional Council for that expertise and guidance. Given the recent Contact Energy Pond Spill (Item 6 on the Agenda) and the discharge of contaminants to the river, members noted that conditions in a waterway can change very quickly and people need to know who is/are the appropriate authority/ies to notify if they observe something.
Several questions arose such as when does the Health Board get notified/become involved and who is responsible for ensuring that all the ‘right’ people and organisations are advised when an incident occurs/is reported.

6. Update on Contact Energy Pond Spill
Manager of Industry and Infrastructure (B Sinclair) provided an update on the Contact Energy holding pond spill incident and progress to date/the current status of the project, with aerial photos showing the location of the pond and the visual impact on the Waikato River downstream of the discharge noting that:

- Immediately following advice of the incident, Waikato Regional Council deployed a helicopter to obtain an aerial picture of the situation and scientists were ‘on the ground’ to examine the scene and take samples. Staff also kept Te Arawa River Iwi Trust and the Waikato River Authority informed as well as providing media release updates.
- the source of the discharge/contaminants was a Contact Energy geothermal reinjection fluid contingency holding pond and the failure incident is the subject of an ongoing full investigation to determine the what happened, how and why and ‘where to from here’ from a Resource Management Act/ regulatory point of view.
- Contact Energy has engaged an Engineer to stabilise the holding pond site. That is the immediate action. There will also need to be medium and long-term responses and actions to avoid this happening again. It was a significant failure/discharge event.

Arising from questions, responses and discussion the following points were noted:

- Te Arawa River Iwi Trust was first contacted by Waikato Regional Council Manager of Monitoring (E Brown) regarding the discharge incident. The following day Contact Energy made contact and the two organisations have since met.
- It was accepted that while visually the River is now back to its ‘normal’ colour, there will be impacts from the discharge related to the volume of material discharged and its contaminant load/effects.
- Sediment was visible in the River/downstream for some 3-4 days after the incident and Waikato Regional Council also used a fixed wing plane to do a fly-over inspection. Waikato Regional Council scientists have taken a full range of samples as part of the investigation process and the data/results will form part of the evidence. The issues and questions about heavy metal contamination levels and adverse effects on water quality, the fishery and kai are part of the scientific investigation that is still ongoing.
• the investigation also seeks to establish what lead to/resulted in this incident, what alarm and safety systems were in place and why they “failed” leading to this incident. Waikato Regional Council investigators are interviewing appropriate personnel at Contact Energy and will be posing a wide range of questions to understand what happened and why.
• Taupō District Council took steps to temporarily shut off its water intake in the affected area as a water quality safeguard. Te Arawa River Iwi Trust and Taupō District Council have met to discuss the incident.
• It is understood that the Tūwharetoa Maori Trust Board have visited the location of the pond and the ‘path’ that the discharge took to the River and that Contact Energy and Tūwharetoa Maori Trust Board are in dialogue.

**TACG19/04**
**Moved by:** Cr K Hodge
**Seconded by:** P East

**RESOLVED**

THAT the verbal report Update on Contact Energy Pond Spill (Doc#13888197 dated 25 February 2019) be received.

The motion was put and carried

The Co-Governance would receive report resolutions at the end of the meeting.

7. **Update on the Whirinaki Arm Project**

The Zone Manager, Upper Waikato Zone (A Kirk) provided an update on progress to date/current status of the Whirinaki Arm project, noting that:

• This is a joint project between Waikato Regional Council and Te Arawa River Iwi Trust with a ten-year project plan. The funding application to the Waikato River Authority covers the first two year period.
• A Working Group, comprising of Waikato Regional Council, Te Arawa River Iwi Trust and Community representatives has been formed and is working effectively. To date four (4) soil conservation projects have been completed, one (1) is a ‘work in progress’, one (1) is approved/yet to commence and a large property with potentially 6-7 projects within it is being prepared for consideration.
• Tonkin & Taylor have completed an assessment of all waterways in the area and identified options of how to manage them going forward. Once a tried/tested ‘blueprint’ is in place landowners will be able to drive the process themselves, rather than needing to wait for Waikato Regional Council or Te Arawa River Iwi Trust to ‘start’ the process.

Arising out of questions, responses and discussion the following points were noted:
• Members noted the positive endorsement of the Whirinaki Arm initiative and work being done in that catchment. Members sought clarification on what comprises a “project” and what does “completed” mean. By way of example - a farm property with a stream, gully and flat land. The stream (from the headwaters) and the whole gully system fenced off and planted with soil conservation species. All projects to date have been in the Ngakuru area.

• There were interest expressed in seeing the work done/underway either via photos/video or a field visit to the area. Field visits were an opportunity to ‘socialise’ the issues and the soil conservation/water quality solutions. This was mainly aimed at the community and other landowners in order to show funding partners the progress made/results being achieved.

• The funding comprised of one third each from Waikato Regional Council, Waikato River Authority and the landowner/s concerned. The Upper Waikato Zone plan is the ‘starting point’ and from that work was done to priorities those areas/issues where the greatest gains for the investment could be made. Five (5) high priority catchment were identified (of which Whirinaki is one) and included in the application to the Waikato River Authority Waikato Restoration Plan.

• It is intended to make a case for the next Waikato Regional Council Long Term Plan to increase the level of funding/resources for these Upper Waikato Zone priority catchment areas.

8. Kearoa Marae Flooding Episode

Te Arawa River Iwi Trust Chief Executive Officer (E Berryman-Kamp) provided an update on the flooding event at Kearoa Marae, noting that since the last (October 2018) Te Arawa River Iwi Trust /Waikato Regional Council Co-Governance meeting considerable progress has been made to ascertain the likely cause of the flood damage at Kearoa Marae; and get advice on and take steps to reduce the potential for any future repeat of such river bank damage/loss.

The investigations have concluded that the extreme rainfall event in the Rotorua area on 29 April 2018 that also caused significant damage in the Waiotapu Stream is the most probable cause of the damage experienced at Kearoa Marae. Bay of Plenty Regional Council staff have inspected the dams on the Treetops property and advised there was no evidence of any breach or failure of those dams.

Given the probability that extreme weather events could occur on a more regular basis, the focus was now on ‘repairing’ the damaged riverbank area and considering the options/taking action to minimise the potential for future damage. Waikato Regional Council staff have provided good advice and assistance on riparian management, tree plantings and river bank stabilisation.

The Te Arawa River Iwi Trust were also looking at how it could communicate with its communities/marae about what could be done to be proactive and to ‘future proof’ sites/buildings that were potentially vulnerable to the impacts of extreme weather events.
Te Arawa River Iwi Trust proposed that at a future co-governance hui held in Rotorua, the Committee also visit a Marae to view the ‘on the ground’ issues and what is being done.

9. Joint Management Agreement Obligations Implementation report

Director of Community and Services (N Williams) presented, and sought feedback on, the draft template progress report for the Joint Management Agreement between Waikato Regional Council and Te Arawa River Iwi Trust, noting that Fig. 1 (on page 19) sets out an example of how the information could be provided.

Arising out of questions, responses and discussion the following points were noted:

- The proposal remains to establish a high level report to enable governance to undertake the actions as set out in clause 4 of the report.
- The reporting mechanism will assist governance to consider and address all issues, both current and strategic. The draft reporting template does not prejudge additional objectives being added if both parties agree. While no new objectives have been added since the 2012 Joint Management Agreement process, the Joint Management Agreements are subject to regular review.
- Members noted staff were looking at whether the Joint Management Agreement was strategically fulfilling what both parties thought it should be doing and whether the agreed prioritised actions are ‘on track’ and contributing to the overall objectives of the Joint Management Agreement. There are good communication links between staff at an operational level.

As a broader issue, Waikato Regional Council noted its concerns that the settlement process has not provided sufficient funding for it. From a Waikato Regional Council governance perspective this is an untenable situation and it is proposed to raise this with the Office of Treaty Settlements and the Crown. Members acknowledged that it is a national issue with both local government and iwi partners facing similar financial challenges.

Te Arawa River Iwi Trust acknowledged the issue and associated challenges and requested that this issue be included on the next Te Arawa River Iwi Trust agenda for discussion/feedback on how the two organisations can support each other to progress this issue with Office of Treaty Settlements /the Crown.

10. Overview of the 2019 local authority elections for Waikato Regional Council

Director of Community and Services (N Williams) presented an overview of the 2019 local authority elections for Waikato Regional Council, noting:

- the key dates within the electoral process;
- the outcomes of the representation review process undertaken by Council resulting in the existing arrangements (that is no changes) being adopted; and
- that population criteria does create some geographical challenges for the Maori seats.
11. **Update on Healthy Environments**

Verbal report to provide an update on the progress on these matters and the current status of the project.

Senior Policy Advisor (M Graham) presented an update on the Healthy Environments project, noting that:

- The Plan Review Committee membership includes six Councillors and six iwi representatives. The nomination processes for the iwi representatives is underway, with responses received to date from Te Arawa River Iwi Trust and Hauraki.
- Draft Terms of Reference has been circulated to iwi for feedback and was considered by Council in early March, with edits and changes made.
- The first meeting of the Plan Review Committee is proposed to be held in mid-April and the draft Terms of Reference will be an item on the agenda for consideration and recommendation to Council for adoption.
- The draft Engagement Strategy is currently a ‘work in progress’ and will also be an item on the first Plan Review Committee agenda.

12. **Update on Healthy Rivers Plan Change 1 Schedule 1 process**

Report to update the Te Arawa River Iwi Trust and Waikato Regional Council Co-Governance committee on the progress of Waikato Proposed Plan Change 1: Waikato and Waipa River Catchments.

Project Manager/Waikato Regional Council Contractor (A McKenzie) presented a progress update on the Waikato Proposed Plan Change 1 (Waikato and Waipa River Catchments) process, noting that:

- The Hearing Panel comprises of five (5) members being Greg Hill (Chair), Basil Morrison, Trevor Robinson, Sheena Tepania and Grey Ryder. Staff requested to provide details of the panel to Trustee East.
- The hearings commenced on Monday 11 March 2019 with the Waikato Regional Council presentation/evidence heard on the first two days.
- The hearings have been scheduled into three ‘blocks’ - first the framework/overview matters, followed by two blocks covering more specific topics/issues.
- the projected timing/aim is that the Hearing Panel will report with recommendations to Council in September 2019.

Arising out of questions, responses and discussion the following points were noted:

- It was disappointing to hear criticism of the Consultative Stakeholder Group process. Te Arawa River Iwi Trust’s view that it was a robust process that allowed all stakeholders including iwi and the community to contribute/provide valuable knowledge and expertise to the process. Consultative Stakeholder Group members made a significant commitment of their time over a two year period to participate/support this consultative process.
Central Government’s focus on freshwater sets a national direction that needs to be taken into account and put into effect at a regional/local level. This alignment would need to be reflected in local authority plans and policies as they are developed and/or reviewed.

The national level a freshwater Working Group has been formed through the Ministry for the Environment with work programmes/streams that include iwi, regional and freshwater user representation. Waikato Regional Council Chief Executive Officer V Payne is the Chair of the regional sector group, with Waikato Regional Council Chair A Livingston also a member of that group.

TACG19/05
Moved by: Cr K Hodge
Seconded by: E George

RESOLVED
THAT the:
(Item 7) report Update on the Whirinaki Arm Project (Doc#13888074 dated 25 February 2019) and verbal update;

(Item 8) report Kearoa Marae Flooding Episode (Doc#13770938 dated 11 February 2019) and verbal update;

(Item 9) report Joint Management Agreement Obligations Implementation report (Doc#13888188 dated 14 February 2019); and that the governance committee provide feedback to staff on the draft template.

(Item 10) report Overview of the 2019 local authority elections for Waikato Regional Council (Doc#13888925 dated 3 March 2019);

(Item 11) report Update on Healthy Environments (Doc#13887591 dated 25 February 2019) and verbal update;

(Item 12) report Update on Healthy Rivers Plan Change 1 Schedule 1 process (Doc#13881287 dated 04 March 2019;

be received for information.

The motion was put and carried

Meeting closed with a karakia and a blessing of the kai at 12.20pm.
Waikato Regional Council

Hamilton Public Transport Joint Committee

OPEN MINUTES

Date: Friday, 15 March, 2019, 10:00 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street
Hamilton East

Members Present:
Cr R Rimmington (Chair)
Cr D Macpherson (Deputy Chair)
Cr J Hennebry (Waikato Regional Council)
Cr L Tooman (Hamilton City Council)
Cr D Fulton (Waikato District Council)
Cr J Bannon (Waipa District Council)

Staff Present:
J Becker (Chief Financial Officer)
A Wilson (Manager Public Transport)
E Wright (General Manager City Infrastructure - Hamilton City Council)
M Clark (Hamilton City Council)
J Harrison (Hamilton City Council)
L Van Veen (Democracy Advisor)
SECTION A: COMMITTEE HAS DELEGATED AUTHORITY TO MAKE DECISION

1. **Apologies**

The apologies from Cr G Webber (Waipa District Council) and M Kettle (New Zealand Transport Agency) were received.

HPTJC19/01

**Moved by:** Cr L Tooman  
**Seconded by:** Cr D Macpherson

**RESOLVED**  
THAT the apologies of Cr G Webber and M Kettle be accepted.  

The motion was put and carried

2. **Confirmation of Agenda**

HPTJC19/02

**Moved by:** Cr J Henneybry  
**Seconded by:** Cr D Fulton

**RESOLVED**  
THAT the agenda of the meeting of the Hamilton Public Transport Joint Committee of 15 March 2019, as circulated, be confirmed as the business for the meeting.  

The motion was put and carried

The committee welcomed and endorsed Maurice Flynn from CCS Disability Action Waikato as the new Access and Mobility representative on the committee, replacing Gerri Pomeroy.

HPTJC19/03

**Moved by:** Cr R Rimmington  
**Seconded by:** Cr D Macpherson

**RESOLVED**  
THAT Maurice Flynn be endorsed as the new Access and Mobility representative on the committee, replacing Gerri Pomeroy.  

The motion was put and carried

3. **Disclosures of Interest**

There were no disclosures of interest.

4. **Minutes of Previous Meeting - 26 November 2018**

Members queried the “go live” date of 1 April 2019 for the new ticketing system. Staff advised that this date had shifted with a new target date of August 2019.
RESOLVED
Moved by: Cr R Rimmington
Seconded by: Cr M Macpherson
THAT the Minutes of the Hamilton Public Transport Joint Committee meeting of 26 November 2018 be received and approved as a true and accurate record.

The motion was put and carried

5. Hamilton Public Transport Update

The Manager Public Transport (A Wilson) presented to the Committee the report on matters relevant to the implementation and monitoring of the Waikato Regional Public Transport Plan 2018-28.

With respect to the “public transport implementation update” the following points were noted:

- Noted this committee meeting was the first opportunity for members to carry out their core function of overseeing the implementation and to monitor progress of the newly adopted Regional Transport Plan 2018-28 (the Plan).
- A member highlighted that the Plan may not be flexible enough to adapt to future regional network needs. Staff noted the amendments could be made during the life of the plan if needed.
- Members noted that endorsement from the Committee should be sought before initiatives are progressed under the Plan. Staff agreed, noting implications may arise where activities need to meet set timeframes which may not align with Committee meeting dates.
- Members expressed concern that the design of new infrastructure should incorporate dedicated “right of ways” at the very beginning stages of projects. This would safeguard against the growing demand for modes of transport that “right of ways” can accommodate. Appropriate connection to periphery networks also needs to be considered and confirmed in the early stages of projects to safeguard against costs of retrofitting and also to ensure positive public perception of the transport network is upheld after construction has been completed. Members further emphasised that connector design should be confirmed during the project scoping and design phase and not at the end of the project.
- Concern regarding the need for provision of cycleway networks and the associated risk of accommodating these around roundabouts was expressed.
- Staff advised of a meeting scheduled for 26 March involving key staff from Hamilton City Council (HCC), NZTA and the Waikato Regional Council. Staff advised that this meeting would provide good opportunity for discussion of key concerns regarding assurance that the initial stages of project planning of new transport infrastructure is all encompassing and in line with the new Waikato Regional Public Transport Plan principles. Members noted they were unavailable to attend this meeting. Staff agreed to ensure member concerns were raised and discussed at the meeting.
• Members queried the national standard for public transport timetabling. Staff confirmed that 10 minute intervals were the national standard and that mass transit corridors must meet this standard.

• A member expressed concern around the lack of clarity provided by NZTA with regards to their project timeframes. Staff to investigate and provide an update to committee members on behalf of NZTA within the next couple of weeks.

• A member highlighted the increasing need for public transport services connecting Tokoroa to Hamilton, due to Tokoroa’s growing retiree population and also the desire to provide for improved accessibility to tertiary education without needing to reside in Hamilton. Staff confirmed work is being undertaken to provide for the Tokoroa to Hamilton connection by early 2020 – timing is dependent on logistics of contract approvals.

• Hamilton City Council staff provided an update on the development of the Mass Transit Plan which is being developed in collaboration between Waikato Regional Council, Hamilton City Council, NZTA and other key stakeholders. Noted that the plan would provide the long term 50-100 year vision for modes of transportation. This will be worked simultaneously into the Metro Spatial Plan which outlines the shorter term targets.

With respect to the “new ticketing system update” the following points were noted:

• Members acknowledged the delay in project delivery – being shifted from a target date of April to August 2019.

• Members highlighted the need for customers to be reminded of the need to tag off whilst travelling on the bus. Staff are to investigate the best means of communicating this to customers and to bring these findings back to the committee.

• Staff noted there are 40,000 Busit cards to swap out as part of transition to the new system. Credit transfers from old cards to the new system will need to occur.

• Members were advised of the online, telephone and in person mechanisms being put in place to allow for ease of managing the change impact for a wide variety of customer needs.

• Members queried about the sensitivity of the new swipe card system in picking up a customer’s card. Staff explained the need for a robust system, deliberatively requiring close proximity for swiping of cards, to ensure the right card is detected.

• A member queried about the ability for SuperGold Card holders to register their cards so as to ensure the new ticketing concession is attached. Staff assured members that SuperGold Card holders will be supported during the project roll out. There was an opportunity to advertise the process for the new ticketing in upcoming editions of Grey Power Magazine.

With respect to the “patronage update” the following points were noted:

• Patronage numbers for Hamilton, Cambridge, Morrinsville and Raglan services were strong during January and February 2019. Additional capacity for Cambridge and Raglan services are currently being investigated to address the significant upward trends in passenger numbers for these services.

• Patronage numbers for Te Awamutu and Huntly services were low for the same period. Staff are investigating reasons for Te Awamutu performance currently. The low number for Huntly was due to a service reliability, however staff anticipate this will be improved
in April with a new bus timetable being introduced. Staff noted a member’s suggestion of an express service being provided direct from Hamilton to Huntly.

- The total average upward trend year to date is 1.68% which includes the impact of strike action. Staff noted the strike action resulted in approximately 30,000 less boarding’s - a lesser impact than what was expected. It was highlighted that the bus contracts safeguard against council paying for services not delivered.
- Members asked for trend data against other metro cities. Staff are to bring these statistics to the next committee meeting.

With respect to the “TEFAR (Targeted Enhanced Funding Assistance Rates) update” the following points were noted:

- A Wilson advised of the changes to the NZTA TEFAR, being increased from 51% to 75%. This applied only to the current NZTA Long Term Plan period. This provided opportunity to enhance and accelerate the planned public transport activities – particularly that of lifting the “Comet” service from 15 to 10 minutes and implementing the youth concession. Council are currently awaiting funding approval decisions from NZTA.
- A member queried what the critical success factors for the Public Rideshare Pilot are. Staff are to provide an update on this at the next committee meeting.

With respect to the “draft service change programme for endorsement update” the following points were noted:

- The item was to keep members informed of how the additional Long Term Plan $450,000 per annum funding, allocated for use in service improvements required to align with changing transport conditions, could potentially be used. Staff noted that actual use of the budget would depend on real time needs.
- Members discussed options creating a Cross-City Link. Options included a more direct link, with time saving benefits but there was a risk of exclusion of some residents, or a less direct route with wider coverage, encompassing the Bremworth/ Temple View areas. Noted that more consideration of the Temple View area was needed. Staff to bring a more detailed plan to the next committee meeting for further consideration.
- A Wilson advised of the potential alterations to bus services and also implementation of ride share services to resolve issues with the Rototuna Circular route.
- A Wilson highlighted that Comet Phase 1 is due to start on 1st April and advised further details of this will be circulated to members shortly.
- Implementation of the CBD fare zone and disestablishment of the CBD shuttle service would coincide with implementation of the new ticketing system.
- Members discussed the options for fare increase, one being a 5% increase in August to coincide with the new ticketing system roll out followed by another 5% increase in January 2020; the alternative being a one off 10% increase to coincide with the new ticketing system roll out. Members expressed support for the second option as it aligns with the new electronic ticketing system and implementation of zonal fares.
- Members queried whether the living wage had been provided to bus drivers. Staff advised that the Waikato Regional Council contribution remained on the table, however this has not been uplifted by Go Bus to date. Staff to re-engage with the contractor to confirm status of negotiations. Staff to liaise with the Waikato Regional Council Chair regarding a follow up letter from himself and Mayor King (Hamilton City Council) to Minister Twyford,
seeking an update on work being undertaken with respect to funding for the Living Wage for bus drivers.

With respect to the “Transport Centre – driver facilities update” the following points were noted:

- Hamilton City Council staff noted challenges with the negotiation of lease terms for the Transport Centre. Waikato Regional Council staff support a lease agreement between the two councils as the appropriate way forward.
- A member outlined the proposed Rotokauri public transport platform which was to incorporate a multi-mode transport hub including railway, cycle ways and scope for a bus interchange loop.
- A member expressed concern that the Anglesea Street public transport lane remains substandard due to accessibility issues around trees needing trimming. Members were advised that action was being taken to resolve these issues.

With respect to the District services update the following points were noted:

- Service reviews of Matamata-Piako and Waipa Districts were being undertaken. Updates regarding progress of these would be brought to future committee meetings.

HPTJC19/05

Moved by: Cr D Macpherson
Seconded by: Cr D Fulton

RESOLVED
THAT the report "Hamilton Public Transport Update" (Doc# 13874441 dated 6 March 2019) be received.

The motion was put and carried

Meeting closed 12.15pm
Waikato Regional Council

Waikato Plan Leadership Committee

OPEN MINUTES

Date: Monday, 25 March, 2019, 11:30 am
Location: The Link
6 Te Aroha Street
Hamilton East

Members Present:
Dr B Gatenby - Co-Chair (Business/Community Representative)
Mayor B Hanna - Deputy Co-Chair (Southern Sub-region)
Mayor A King (Hamilton City Council)
Cr T Adams (Eastern Sub-Region)
Mayor A Sanson (Futureproof Sub-region)
L Jeremia (Business/Community Representative)
E Berryman-Kamp (Te Arawa)
D Fisher (Business/Community Representative)

Non-Voting Members Present:
P Mahood - non-voting (Waikato District Health Board)
R l’Anson (New Zealand Transport Agency)

Others Present:
S McLeay - Democracy Advisor (Waikato Regional Council)
M Pemerika - Acting Regional Commissioner, present in place of T Papesch - Regional Commissioner (Ministry of Social Development)
G Ion - Chief Executive (Waikato District Council)
V Payne - Chief Executive (Waikato Regional Council)
T May - Director Science and Strategy (Waikato Regional Council)
K Bennett - Manager Office of the CE (Waikato Regional Council)
P Rawiri - Director of Education - Waikato (Ministry of Education)
M Paki - Senior Regional Advisor (Ministry of Business, Innovation and Employment)
M Bassett-Foss - Chief Executive (Te Waka Anga Whakamua Waikato)
H Brooks - Chief Operating Officer (Te Waka Anga Whakamua Waikato)
1. **Call for Order and Apologies**

The Chair opened the meeting at 11.49am.

Apologies were received from Cr A Livingston, R Schaafhausen, W Maag, V Eparaima and T Papesch. In the absence of T Papesch, M Pemerika attended to represent the Ministry of Social Development.

**WPLC19/1**  
Moved by: Cr T Adams  
Seconded by: Mayor B Hanna

**SECTION A: UNDER DELEGATIONS FOR THE INFORMATION OF THE MEMBERS' ORGANISATIONS**

**RESOLVED**

THAT the apologies of Cr A Livingston, R Schaafhausen, W Maag, V Eparaima and T Papesch be accepted.

The motion was put and carried

2. **Disclosures of Interest**

There were no disclosures of interest.

3. **Confirmation of Minutes from the Previous Meeting**

Minutes from the previous meeting of the Waikato Plan Leadership Committee.

There were no amendments recommended and the minutes were taken as a true and accurate record.

**WPLC19/2**  
Moved by: Mayor B Hanna  
Seconded by: L Ieremia

**RESOLVED**

THAT the minutes of the meeting of the Waikato Plan Leadership Committee held on 3 December 2018 be received, and accepted as a true and accurate record.

The motion was put and carried
4. **Confirmation of Agenda**

*WPLC19/3*

**Moved by:** L Ieremia  
**Seconded by:** Mayor B Hanna

**RESOLVED**

THAT the agenda of the meeting of Waikato Plan Leadership Committee of 25 March 2019, as circulated, be confirmed as the business for the meeting.

The motion was put and carried

5. **A membership update of the Waikato Plan Leadership Committee**

Presented by the Waikato Regional Council, Director Science and Strategy (T May) to recommend the appointment of Te Puni Kōkiri as a new non-voting member of the Committee, and to name the member representatives for Ministry of Education and New Zealand Transport Authority.

The following was noted:

- There was a vacancy in the number of members representing the business and community sector. The Committee was looking for a suitable person from the eastern part of the region.
- Representation from Pare Hauraki was considered important moving forward.
- There was a benefit in diverse ethnic representation.

*WPLC19/4*

**Moved by:** D Fisher  
**Seconded by:** Cr T Adams

**RESOLVED**

1. THAT the report 'A membership update of the Waikato Plan Leadership Committee' (Waikato Plan Leadership Committee 25 March 2019) be received.
2. THAT Te Puni Kōkiri endorse a non-voting member of the Waikato Plan Leadership Committee and that, R Jones be noted as the Te Puni Kōkiri member representative on the Waikato Plan Leadership Committee.
3. THAT P Rawiri be noted as the member representative for the Ministry of Education on the Waikato Plan Leadership Committee.
4. R I’Anson be noted as the new member representative for the New Zealand Transport Agency on the Waikato Plan Leadership Committee.

The motion was put and carried
6. **Final update on the Waikato Plan Project Refresh**

   Presented by the Waikato Regional Council, Director Science and Strategy (T May) to provide a final update on the project to refresh the Waikato Plan.

   **WPLC19/5**
   **Moved by:** L Ieremia
   **Seconded by:** E Berryman-Kamp

   **RESOLVED**

   THAT the report ‘Final update on the Waikato Plan Project Refresh’ (Waikato Plan Leadership Committee 25 March 2019) be received.

   The motion was put and carried

7. **Te Waka: Anga Whakamua Waikato (Waikato Moving Forward) update**

   Presented by member D Fisher to provide the Committee with an update on Te Waka: Anga Whakamua Waikato (Waikato Moving Forward).

   The following was noted:
   
   - It was felt that iwi representation on the Te Waka: Anga Whakamua (Te Waka) Board was critical, ideally including participation from Pare Hauraki alongside other iwi in selecting a Board member.
   - Applications to the Provincial Growth Fund (PGF) needed to be more substantial especially in relation to profit and loss.
   - Te Waka required increased resourcing to progress applications to the PGF so as to achieve successful outcomes.
   - A letter of support from the Committee was requested for this additional resource.

   **WPLC19/6**
   **Moved by:** Cr T Adams
   **Seconded by:** L Ieremia

   **RESOLVED**

   THAT the report ‘Te Waka: Anga Whakamua Waikato (Waikato Moving Forward) Update’ (Waikato Plan Leadership Committee 25 March 2019) be received.

   The motion was put and carried

   **WPLC19/7**
   **Moved by:** Mayor B Hanna
   **Seconded by:** Mayor A Sanson
RESOLVED

THAT the Waikato Plan Leadership Committee agree in principle to provide a letter of support to the Te Waka: Anga Whakamua Board for the resourcing of two staff members to assist with the processing, and achievement of successful outcomes, of applications to the Provincial Growth Fund.

The motion was put and carried

8. Priority actions update

Presented by Waikato Regional Council Principal Advisor, Science and Strategy (J Bromley) and member L Ieremia in relation to the Regional Housing Initiative, to update the Committee on the progress against priority actions.

The following was noted:

- It was intended that a database be developed to act as a single source of information about housing status and need across the region.
- The next step would be to convey approaches to regional housing affordability.
- There would be a report and presentation on regional mental health at the next meeting.
- There was a working group to advance the project focused on youth and employment. An initial stock take had been completed. Issues with youth addiction had an impact on employment when pre-employment testing produced positive results. It was possible that the Ministry of Social Development could assist in this area.

WPLC19/8

Moved by: Cr T Adams
Seconded by: Mayor A King

RESOLVED

THAT the report 'Priority actions report' (Waikato Plan Leadership Committee 25 March 2019) be received.

The motion was put and carried

9. Waikato Plan Advocacy

Presented by Waikato Regional Council Manager, Strategy (E McKenzie-Norton) to update the Committee on projects the Waikato Plan had supported and to provide a platform for discussion on potential advocacy initiatives.
The following was noted:

- Members found it useful to be informed of the outcomes of submissions made on behalf of the Committee.
- Members were keen to be informed of topics suitable for Committee advocacy.
- The Waikato mayors were working on a submission to the Tertiary Education Review. The Ministry of Education offered to assist to pull together a collective message.
- The Committee was supportive of an alcohol and other drug treatment court in Hamilton.
- It was requested that a process for deciding on matters of advocacy be developed and brought to the Committee for discussion. Advocacy could be undertaken in a more strategic manner.

WPLC19/9
Moved by: Dr B Gatenby
Seconded by: Mayor A Sanson

RESOLVED
1. THAT the report ‘Waikato Plan Advocacy’ (Waikato Plan Leadership Committee 25 March 2019) be received.
2. THAT the Waikato Plan Leadership Committee sends a letter of support in principle for the Alcohol and Other Drug Treatment Court in Hamilton

The motion was put and carried

10. Report to the Mayoral Forum – Waikato Wellbeing Project

Presented by the Waikato Regional Council, Manager Office of the CE (K Bennett) to provide the Committee with an update on the Waikato Wellbeing Project. This report went to the 14 February 2019 Waikato Mayoral Forum for information.

The following was noted:

- The Committee was seen as best placed to be the governance body for the Waikato Wellbeing Project.
- Phase 1 of the Project had commenced. There was some concern that the Phase 1 could take too long and that some of the work to be undertaken in Phase 1 had been completed by other organizations. If this was the case then it could be utilized to compress Phase 1.

WPLC19/10
Moved by: D Fisher
Seconded by: Mayor A King
RESOLVED

1. THAT the report 'Report to the Mayoral Forum – Waikato Wellbeing Project' (Waikato Plan Leadership Committee 25 March 2019) be received.

2. THAT the Waikato Plan Leadership Committee provide governance to the Waikato Wellbeing Project.

The motion was put and carried

The meeting was closed at 12.47 with a karakia.

_________________________
Chair
Waikato Regional Council

Regional Transport Committee

OPEN MINUTES

Date: Monday, 1 April, 2019, 9:30 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street
Hamilton East

Members Present:
Cr H Vercoe (Chair - Waikato Regional Council)
Cr T Adams (Hauraki District Council)
Cr D Macpherson (Hamilton City Council)
Mayor Baxter (Otorohanga District Council)
Cr B Machen (South Waikato District Council)
Cr S Christie (Thames Coromandel District Council)
Cr D Fulton (Waikato District Council)
Cr G Webber (Waipa District Council)
Cr P Brodie (Alt. Waitomo District Council)
Inspector M Lynam (New Zealand Police)
R l’Anson (New Zealand Transport Agency)

Staff Present:
M Tamura (Manager - Integration and Infrastructure)
N King (Team Leader - Transport and Infrastructure)
B McMaster (Special Projects Advisor - Integration and Infrastructure)
G Dawson (Democracy Advisor)

In Attendance: Cr E Patterson (Waikato District Council)
SECTION A: UNDER DELEGATION AND FOR THE INFORMATION OF COUNCIL

1. **Apologies**

   Apologies were received from Cr J Thomas, Cr R Rimmington, Cr A Park, and Mayor Barnes.

   **RTC19/13**
   **Moved by:** Cr Macpherson  
   **Seconded by:** Cr Fulton

   **RESOLVED**

   THAT the apologies of Cr J Thomas, Cr R Rimmington, Cr A Park, and Mayor Barnes be accepted.

   The motion was put and carried

2. **Confirmation of Agenda**

   The agenda was confirmed with no amendments.

   **RTC19/14**
   **Moved by:** Cr Vercoe  
   **Seconded by:** Cr Machen

   **RESOLVED**

   THAT the agenda of the meeting of the Regional Transport Committee of 1 April 2019, as circulated, be confirmed as the business for the meeting.

   The motion was put and carried

3. **Disclosures of Interest**

   There were no disclosures of interest.

4. **Confirmation of Minutes**

   The minutes were confirmed with no amendments requested.

   **RTC19/15**
   **Moved by:** Cr Vercoe  
   **Seconded by:** Cr Christie

   **RESOLVED**

   THAT the minutes of the Regional Transport Committee dated 4 March 2019 (Regional Transport Committee 1 April 2019) be confirmed as a true and accurate record.
The motion was put and carried

5. **New Zealand Transport Agency - Long Term View**

Report to provide the Committee with information on the New Zealand Transport Agency’s Long Term View. It was presented by the New Zealand Transport Agency (The Agency) Committee Representative and the Manager, Strategic Long Term View (K Mayes).

The following matters were raised:

- The benefit of road safety plan was discussed. It was noted that the region would benefit from increased safety through the structures and initiatives that the Plan brings.
- The funding of the Hamilton to Auckland rail project was discussed. It was noted that work was ongoing and would be reported back on in due course, and funding for the project was not part of the review.
- Funding of regional infrastructure was discussed. It was noted that there were differences in priorities between the former and current government. The change in Central Government had required the Agency to review the types of projects that are funded and this work was ongoing. More information would be reported as decisions were made.
- The role of all levels of government in relation to infrastructure planning and investment was discussed. It was noted that the Agency would work with the existing Regional Land Transport Plan process.
- It was emphasised that there was a need for the Agency to read all the report, plans, and strategies on the rationale behind the infrastructure plans completed to date.
- The need for the Agency to work with local government in a meaningful way was discussed. It was noted there was a high level of frustration on the matter of slow decision making processes at the Agency, which has caused some delays in the delivery of key infrastructure projects.
- Tools that would be helpful to the decision making process of the Committee was discussed.
- The challenges that climate change presented to future infrastructure planning and funding priorities were discussed.
- The involvement of the Agency in the Waikato flood protection scheme was discussed. It was noted the scheme protected a number of Agency assets and the Agency was queried as to whether they had considered making a contribution to its maintenance.
- Public health impacts that result due to emissions was discussed. It was emphasised that holistic approach to resolving the matter would be needed to get the best outcome possible.
RTC19/16
Moved by: Cr Adams
Seconded by: Cr Brodie

RESOLVED

THAT the report New Zealand Transport Agency – Long Term View (Regional Transport Committee 1 April 2019) be received.

The motion was put and carried

6. Transport Emissions

Report to provide the Committee with information on transport emissions that has been collected by the Science and Strategy Directorate of Waikato Regional Council. It was presented by the Senior Scientist, Strategy and Science (J Caldwell).

The following matters were discussed:
- The sites and types of the emissions sensors was described and discussed.
- It was noted that the emissions were tracked and assessed against World Health Organisation standards and National Environment Standards.
- Mitigation measures to reduce the negative impacts of emissions was described and discussed.
- The range of causes of emissions was described and discussed in the Hamilton context.
- The relationship between traffic counts and emissions rates was discussed. It was noted that they have not made that correlation between the two, although that piece of work may happen in the future.
- The amount of emissions discharged by buses was discussed. It was noted that testing had taken place in the past through a variety of measures included in contracts with bus service providers.

RTC19/17
Moved by: Cr Christie
Seconded by: Mayor Baxter

RESOLVED

THAT the report Transport Emissions (Regional Transport Committee 1 April 2019) be received.

The motion was put and carried
7. **Regional Resilience Strategy**

Report to provide the Committee with current information on regional resilience issues. It was presented by the Team Leader Regional Hazards and Environmental Compliance (R Liefting).

The following matters were raised:

- It was noted that there was a need to identify risks and how they interconnect with each other, especially through climate change.
- The goal of building resilient communities in relation from natural hazards was discussed. It was noted that communities and government must work together to adapt and mitigate natural hazards using an appropriate risk management framework.
- It was emphasised that Regional Policy Statement provided guidance around the approach to natural hazards throughout the Waikato region.
- The online hazard portal was introduced and it was noted that it would provide the public and government agencies with information on natural hazards.
- The impacts of natural events such as king tides and flood events was discussed.
- Climate Change management on natural hazards was described and discussed.
- Models of community engagement was discussed. It was noted that there was a need for it to be meaningful and develop genuine levels of resilience, based on system wide approaches.
- The matter of managing the expectations and perceptions of what was considered a risk was discussed. It was emphasised that there is need to work with central government to look at how property buy outs, if ever required, and insurance coverage was managed in the future.

**RTC19/18**

**Moved by:** Cr Macpherson  
**Seconded by:** Cr Machen

**RESOLVED**

THAT the report Regional Resilience (Regional Transport Committee 1 April 2019) be received.

The motion was put and carried

8. **Variations to the 2018 Update to the Waikato Regional Land Transport Plan 2015-2045**

Report to the Committee for the consideration and approval of the requests from the New Zealand Transport Agency to vary the operative 2018 Update to the Waikato Regional Land Transport Plan 2015 – 2045. The report was taken as read by the Team Leader, Transport and Infrastructure (N King).
The following matters were discussed:

- The Committee agreed that benefits to the Waikato region that may result from the variation had high levels of public benefit and support was voiced in favour of the proposed recommendations.

RTC19/19
Moved by: Cr Christie
Seconded by: Cr Macpherson

RESOLVED

1. That the report *Variations to the 2018 Update to the Waikato Regional Land Transport Plan 2015-2045* (Regional Transport Committee 1 April 2019) be received.

2. That the Committee vary the operative *2018 Update to the Waikato Regional Land Transport Plan 2015-2045* to include a Waikato State Highway Speed Management Guide implementation activity.

The motion was put and carried

9. Regional Transport Issues Forum

This provided an opportunity for the Committee to raise and discuss regionally significant transport issues in an open forum.

The following matters were raised:

- It was requested that the matter of Marotiri School and the New Zealand Transport Agency could be removed from the register as the matter was being dealt with between the two organisations.
- Information on the relationship between the work of the Committee and work on Coastal Management Plans was sought.
- It was noted that the number of roadworks around the Waikato region was quite high and many sites appear to not be as safe as they could be for all motorists. It was added that brief profiles on the range of works that were being done would add clarity and understanding for all road users regarding what was being done and why.

RTC19/20
Moved by: Cr Adams
Seconded by: Cr Webber

RESOLVED

THAT the report Regional Transport Issues Forum (Regional Transport Committee 1 April 2019) be received.
The motion was put and carried.

The meeting closed at 11.25am.
Waikato Regional Council

Integrated Catchment Management Committee

OPEN MINUTES

Date: Wednesday, 10 April, 2019, 10:00 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street
Hamilton East

Members Present:
Cr S Kneebone - Joint-Chair Integrated Catchment Management Committee South
Cr F Lichtwark (Waikato Regional Council)
Cr D Minogue (Waikato Regional Council)
Cr J Hayman (Waikato Regional Council)
Cr K Hodge (Waikato Regional Council)
Cr K White (Waikato Regional Council)
Cr A Livingston - ex-officio (Waikato Regional Council)
S Yerex (Chair - Lake Taupo Catchment Committee)
R Stokes (Deputy Chair - Upper Waikato Catchment Committee)
M Moana-Tuwhangai (Chair - Central Waikato Catchment Committee)
K Holmes (Chair - Lower Waikato Catchment Committee)
R Barton (Chair - Waipa Catchment Committee)
R Hicks (Chair - Waihou-Piako Catchment Committee)
J Sanford (Chair - Coromandel Catchment Committee)

In Attendance:
J Morrison (Deputy Chair - Coromandel Catchment Committee)
Cr T Mahuta - ex-officio Deputy Chairperson (Waikato Regional Council)

Staff Present:
C Crickett (Director Integrated Catchment Management)
G Ryan (Manager Business and Technical Services)
P Whaley (Manager Integrated Catchment Services)
A McLeod (Manager Upper Waikato/Taupo Catchments)
B Toohey (Manager Lower Waikato, Waipa, West Coast Catchments)
L Van Veen (Democracy Advisor)
J Cox (Democracy Advisor)
1. **Terms of Reference**

2. **Apologies**

   Apologies were received from Cr Husband, Weo Maag and Sally Strang. Cr K Hodge’s request to leave the committee meeting at 12pm was accepted.

   The Chair acknowledged Keith Holmes being recently appointed as Chair of Lower Waikato Catchment Committee. The Chair endorsed the comments noted within the 20 February 2019 Lower Waikato Catchment Committee meeting minutes regarding Malcolm Lumsden’s contribution over many years as the previous Chair of this committee.

   ICM19/13
   Moved by: Cr S Kneebone
   Seconded by: J Sanford

   RESOLVED (SECTION A):

   THAT the apologies of Cr Husband, Weo Maag and Sally Strang be accepted.

   The motion was put and carried

3. **Confirmation of Agenda**

   Members approved the agenda as it was presented to them, noting corrections to the agenda copy previously circulated.

   ICM19/14
   Moved by: Cr S Kneebone
   Seconded by: Cr K White

   RESOLVED (SECTION A):

   THAT the agenda of the meeting of the Integrated Catchment Management Committee, as tabled, be confirmed as the business for the meeting.

   The motion was put and carried

4. **Disclosures of Interest**

   There were no disclosures of interest.

5. **Confirmation of Minutes**

   5.1 **Confirmation of minutes of previous meeting**

   Minutes of the Integrated Catchment Management Committee of 13 February 2019 and Extract of the Council meeting held on 28 February 2019

   The minutes were accepted with a correction to Cr F Lichtwark’s name within motion ICM19/03.

   M Moana-Tuwhangai queried whether feedback relating to the Flood Campaign had been taken up, in particular ensuring relevance to Maori audiences. Chair invited M Moana-Tuwhangai and relevant staff to meet outside of meeting to follow-up.
ICM19/15
Moved by: Cr D Minogue
Seconded by: Cr A Livingston

RESOLVED (SECTION A):

THAT the Minutes of the Integrated Catchment Management Committee meeting of 13 February 2019 be approved as a true and correct record noting correction to Cr F Lichtwark’s name within motion ICM19/03.

The motion was put and carried

6. Issues/Actions from Integrated Catchment Management Meetings

Report on the actions and issues discussed from the previous committee meeting held on 13 February 2019.

The report was presented by the Director of Integrated Catchment Management (C Crickett).

During questions, answers and related discussion the following was noted:

- A member requested an update on the process being carried out to resolve the Mill drain situation. B Toohey advised that the drain has been cleaned to the boundary of Conservation land and that a concession for cleaning of the drain on Department of Conservation land had been lodged. The Mill’s stormwater resource consent is on hold awaiting further information. A decision on the concession application to clean the drain on Department of Conservation land was expected soon. It was hoped that the Mill’s discharge consent would address the contaminants within the drainage system.
- The member (Lower Waikato) expressed frustration that the matter was taking so long to resolve.
- Integrated Catchment Management staff had been liaising with Lumber Corp to resolve effects on the council’s drainage services as a result of Lumber Corp’s activities.

ICM19/16
Moved by: S Yerex
Seconded by: J Sanford

RESOLVED (SECTION A):

THAT the report “Issues/Action from Integrated Catchment Management Meetings “(Integrated Catchment Management Committee 10 April 2019) be received.

The motion was put and carried
7. **Integrated Catchment Management Groups of Activities Financial Status Report to the end of February 2019**

Report to provide the committee with the financial status of programmes and activities that fall within the scope of the committee. The report covered the 2019/2020 financial year to end of February 2019.

The report was presented by the Manager Business and Technical Services (G Ryan).

During questions, answers and related discussion the following was noted:

- In general there were no significant issues raised in terms of forecasting and meeting budgets by the end of the financial year.
- It was noted that the costs associated with the Pauls Wharf Floodgate that have been accumulated to date, including those associated with the contractual dispute, were to be allocated to the Piako Zone operational budget.
- A member asked for detail of how Pauls Wharf had been funded. Staff undertook to provide these details to the Waihou-Piako Catchment Committee, noting that legal costs associated with pursuing contract performance would be identified.
- A member queried the status of the Kuratau project. A McLeod advised that approval sign off by the Tuwharetoa Maori Trust Board is still pending. General consensus existed between the parties subject to specific conditions being applied. It was expected that work could occur this financial year. Engineers were working on the design and vegetation was being trialled.
- A member raised a question regarding how biosecurity was funded querying how much central government funding was applied.
- A member queried the criteria for “carry forwards”. Staff advised that “carry forwards” were restricted to projects which were committed and/or not completed in time for the end of financial year cut off period and would therefore be completed during the following financial year.
- Members expressed the need for projects to be planned in advance to ensure they were completed within the construction season and not impacted by wet weather. Staff assured members that they were confident that the current practice followed for planning, procurement and execution of projects was appropriate. Staff undertook to provide a paper to the next committee meeting, outlining the framework and processes in place to ensure adequate project scoping and implementation across multi funding years.
- A member requested that the next financial status report brought to the committee include graphs illustrating previous financial status compared to current. Staff undertook to provide this.
- Staff advised that they would provide an update on the Muggeridges project at the next committee meeting.
ICM19/17
Moved by: Cr F Lichtwark
Seconded by: M Moana-Tuwhangai

RESOLVED (SECTION A):

THAT the report “Integrated Catchment Management Financial Status Report” (Integrated Catchment Management Committee 10 April 2019) be received

The motion was put and carried

8. Consent condition review - the regulatory process

Verbal presentation to provide the committee with an understanding of the process undertaken when a resource consent is subject to a formal review pursuant to s128 of the Resource Management Act.

The presentation was presented by the Manager Industry and Infrastructure (B Sinclair). Refer doc# 14112218 for the presentation. An oversight within the title of the report was noted, "content" should be "consent".

During questions, answers and related discussion the following was noted:

• Staff advised that regulatory staff were gathering technical evidence to inform the s128 review of the Whangamarino weir. This would then inform the process of identifying affected parties.

• Staff explained that consideration of effects on affected parties identified through the review process would exclude effects on parties already permitted under the current consent.

• A member raised concerns re the timeliness of the regulatory process followed. Staff undertook to arrange a meeting between K Holmes and relevant staff to ensure understanding of the regulatory process. Staff also noted they would cover off any questions K Holmes had regarding the Mill drain process during this meeting.

• Staff advised that they had put in place mechanisms to ensure politics did not adversely affect regulatory processes.

ICM19/18
Moved by: R Hicks
Seconded by: M Moana-Tuwhangai

RESOLVED (SECTION A):

THAT the report “Consent condition review – the regulatory process” (Integrated Catchment Management Committee 10 April 2019) be received.

The motion was put and carried
9. **Approach to the Management of Integrated Catchment Management Reserves**

Report to provide an overview of the various financial reserves that the Integrated Catchment Management activities operate, such as those related to operational expenditure, capital investment and disaster recovery.

The report was presented by Manager Business and Technical Services (G Ryan).

During questions, answers and related discussions the following was noted:

- A member queried how operational reserves were managed. Staff advised they were managed under general accounting guideline principles and best practice.
- Members highlighted the need to ensure reserve management guidelines allow for flexibility. It was noted that flexibility is needed in order to utilize reserves to their full potential and also when working to accommodate stakeholders’ needs.
- A member noted that staff recommendation 2 referring to paragraph 15 of the report should instead specify the matters to be considered by Catchment Committee and Land Drainage Sub-committee members. Staff undertook to include the matters (noted as bullet points in paragraph 15 of the report) in the relevant report recommendation when this was brought to members for consideration and feedback during the next committee round.
- A member asked what discretion council had with regards to the intentional drawing down or accumulation of reserves (e.g. for periodic expenditure that has funding spread over a period of time). Staff noted that, if required, this issue formed part of long-term and annual planning discussions, but also undertook to include this aspect for consideration in the report being brought to the Catchment Committees and Land Drainage Sub-committees.

**ICM19/19**

**Moved by:** J Sanford  
**Seconded by:** S Yerex

**RESOLVED (SECTION A):**

THAT the report “Approach to the Management of Integrated Catchment Management Reserves” (Integrated Catchment Management Committee 10 April 2019) be received.

The motion was put and carried

**ICM19/20**

**Moved by:** J Sanford  
**Seconded by:** S Yerex

**RECOMMENDED (SECTION B):**

THAT the Committee request that each Catchment Committee and Land Drainage Sub-committee consider the matters raised by this report and provide to this Committee their
views on the management of their respective operational reserve, including those matters identified as follows:

- The maximum operational reserve balance that should be allowed for (beyond which the balance will be proactively drawn down to fund planned or accelerated operational activities).
- The maximum operational reserve deficit that should be permitted (beyond which the balance will be proactively recovered through, for example, adjustments as part of the development of a Long Term Plan) or allocation of annual operational funds.
- The use of zone operational reserves to spread the funding of certain activities that are planned to occur periodically (e.g. the accumulation of funding for 10-yearly scheme reviews evenly over the preceding 10-year period, as is the current approach).
- The use of zone operational reserves for other purposes (e.g. the management of operational work programme risk, such as the provision of self-insurance where no other mechanism is provided for).
- Any other matters relevant to the zone.

The motion was put and carried

10. Amendment of Asset Management Policy - flood protection, river management and land drainage infrastructure assets

Report to request that the committee recommend to Council that the proposed changes to the Asset Management Policy - flood protection, river management and land drainage infrastructural assets be adopted.

The report was presented by Manager Business and Technical Services (G Ryan).

During questions, answers and related discussion the following was noted:

- A member highlighted that the Policy should make specific reference to relevant national codes of practice where these exist. Staff undertook to update the draft policy to reflect this.
- A member queried whether the Policy provided for sustainable use of assets based on future needs. Staff advised that the Policy Objective "ensure that an integrated catchment management approach was taken to the planning, delivery, operation, renewal and disposal of infrastructure assets" addresses this point. Staff also highlighted the work currently being undertaken to determine an infrastructure sustainability work programme going forward.
- A member highlighted the need to take into account effects on the wider catchment when amalgamating assets. Staff advised that budget had been set aside to scope the current level of service of our assets and determine the best way forward for ensuring our assets were sustainable for future use. This work would take into account the wider catchment issues and effects.

ICM19/21
Moved by: Cr A Livingston
Seconded by: Cr K Hodge
RESOLVED (SECTION A):

THAT the report “Amendment of Asset Management Policy – flood protection, river management and land drainage infrastructure assets” (Integrated Catchment Management Committee 10 April 2019) be received, and

The motion was put and carried

ICM19/22
Moved by: Cr A Livingston
Seconded by: Cr K Hodge

RECOMMENDED (SECTION B):

THAT the amended Asset Management Policy (Doc #14042813) – flood protection, river management and land drainage infrastructural assets be recommended to council for adoption and that this incorporate direct reference to relevant national codes of practice where these exist.

The motion was put and carried

11. **Better ways to manage marine pests’ discussion document**

Report to advise the committee that Waikato Regional Council, along with Northland and Bay of Plenty Regional Councils and Auckland Council, is consulting on the discussion document ‘Better ways to stop marine pests? Ētahi tikanga pai atu mō te ārai orotā ō te moana?’

During questions, answers and related discussion the following was noted:

- Members requested consideration of the anticipated costs that council would incur should they implement the work programme. Staff advised the consultation process would inform how a future work programme might look which would then enable staff to calculate anticipated costs. It was noted that 50k had been allocated under the current Long Term Plan to carry out the consultation process.
- Staff highlighted that the other partnering regional councils already operated a high level programme of works to mitigate the effects of marine pests within their region - meaning a potential significant increase in service by our council if the consultation process highlighted a need for this.
- A member noted the view that central government should address the issues.
- A member raised the need for New Zealand Maritime Authority to be consulted with.
- Staff advised that individual councillors and committee members were able to submit as part of the consultation process.
- Staff questioned whether marinas were able to put in place rules to control / restrict fouling. Staff advised marinas had the ability to put in place their own rules however a wider approach to marine pest management was required for adequate control.
- Staff advised that communications regarding opportunity to submit during the consultation process had been varied to ensure a wide range of stakeholders were reached.
• A member raised the wider implications on boat owners and the need to include harbour masters in the project.

ICM19/23
Moved by: S Yerex
Seconded by: Cr J Hayman

RESOLVED (SECTION A):

THAT the Integrated Catchment Management Committee receive the report ‘Seeking feedback on better ways to manage marine pests’ (Doc# 13970840 dated 20 March 2019)

The motion was put and carried

12. Catchment Committee Meetings

12.1 Aka Aka Otaua Drainage Advisory Subcommittee 8 February 2019

Minutes of Aka Aka Otaua Drainage Advisory Subcommittee meeting of 8 February 2019.

Cr J Hayman spoke to the minutes.

Cr J Hayman highlighted that the Aka Aka drainage area was also experiencing frustration with regards to delay in consent application processing and suitability of consent conditions. Education with regards to technicalities of resource consenting was sought for the Subcommittee members.

ICM19/24
Moved by: Cr J Hayman
Seconded by: Cr A Livingston

RESOLVED (SECTION A):

1. THAT the report of the Aka Aka Otaua Drainage Advisory Subcommittee meeting held on 8 February 2019 be received; and
2. The decisions in Section A of the report be noted.

The motion was put and carried

12.2 Aka Aka Otaua Drainage Advisory Subcommittee 8 March 2019

Minutes of Aka Aka Otaua Drainage Advisory Subcommittee meeting of 8 March 2019.

ICM19/25
Moved by: Cr J Hayman
Seconded by: Cr A Livingston

RESOLVED (SECTION A):
1. THAT the report of the Aka Aka Otaua Drainage Advisory Subcommittee meeting held on 8 March 2019 be received; and
2. The decisions in Section A of the report be noted.

The motion was put and carried

12.3 Lower Waikato Catchment Committee 20 February 2019

Minutes of Lower Waikato Catchment Committee meeting of 20 February 2019.

K Holmes spoke to the minutes.

During questions, answers and related discussion the following was noted:

- Members discussed the motion to lobby/engage with appropriate government agencies with respect to promoting the need for release of the Koi carp herpes virus.
- A member expressed that lobbying/engagement should highlight alternative options for eradication of Koi carp. Noted an option could be to work with iwi on net harvesting. Also noted that NIWA held information to inform the decision on the best option for eradication and provided specific staff names of who would be beneficial to engage with over the matter. Cr T Mahuta undertook to engage with iwi on the points raised and to ensure they engaged with NIWA staff to work through all possible alternative options for eradication.
- It was noted that the following recommendation was left to lie on the table:

  Moved by Matthew Dean
  Seconded by Ian McDougall

  **RECOMMENDED**

  THAT unless the tendering and appointment of contractor processes to undertake the works concerned have been finalised before 1 November, that the project be delayed until the following construction season, unless there are specific circumstances that require urgency.

  ICM19/26
  Moved by: K Holmes
  Seconded by: Cr S Kneebone

  **RESOLVED (SECTION A):**

  1. THAT The minutes of the Lower Waikato Catchment Committee meeting held on 20 February 2019 be received; and
  2. THAT the decisions in Section A of the report be noted

  The motion was put and carried

  ICM19/27
  Moved by: K Holmes
  Seconded by: Cr S Kneebone

  **RESOLVED (SECTION A):**
**Item 7: Election of Chair to Lower Waikato Catchment Committee**

THAT Keith Holmes be appointed as the Chair, Lower Waikato Catchment Committee.

**RECOMMENDED (SECTION B):**

THAT the following recommendation contained in Section B of the report be endorsed:

**Item 13: Dam Safety Management System - Update on Progress**

THAT the proposed increase to the Annual Plan budget for operational costs of $23,970 (each year) for the Mangawara Flood Protection area for the 2019/20, 2020/21 and 2021/22 financial years, as outlined in the Dam Safety Report, be included.

The motion was put and carried

**12.4 Lake Taupo Catchment Committee 22 February 2019**

Minutes of Lake Taupo Catchment Committee meeting of 22 February 2019.

**RESOLVED (SECTION A)**

1. THAT The minutes of the Lake Taupo Catchment Committee meeting held on 22 February 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried

**12.5 Waikato Central Drainage Advisory Subcommittee 1 March 2019**

Minutes of Waikato Central Drainage Advisory Subcommittee of 1 March 2019.
M Moana-Tuwhangai spoke to the minutes and highlighted the following:

- The need for vegetation setback from drainage networks was discussed. It was noted that the rules in the regional plan specified setbacks which were being ignored by some croppers.
- The matter of Lake Rotokauri drainage area no longer being maintained by Waikato District Council and the implications on surrounding landowner drainage networks was discussed.
- The effects on surrounding landowners of the Porters stormwater pond which needs clearing was discussed. Noted Mayor King was present for this discussion.

ICM19/30
Moved by: Cr S Kneebone
Seconded by: M Moana-Tuwhangai

RESOLVED (SECTION A):

1. THAT The minutes of the Waikato Central Drainage Advisory Subcommittee meeting held on 1 March 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried

12.6 Franklin Waikato Drainage Advisory Subcommittee 11 March 2019

Minutes of Franklin Waikato Drainage Advisory Subcommittee of 11 March 2019.

J Hayman spoke to the minutes.

J Hayman highlighted her abstaining from voting on motion FWDAS19/12 at the Subcommittee. Noted that the recommendation was inappropriate due to Plan Change No.1 being a statutory process and there being no ability to influence statutory matters through the advisory Subcommittee mandate. The members discussed motion FWDAS19/12 and determined it would be more suitable to recommend to Council for decision. The recommendation was reworded prior to being put to Council.

ICM19/31
Moved by: Cr J Hayman
Seconded by: Cr S Kneebone

RESOLVED (SECTION A):

1. THAT The minutes of the Franklin Waikato Drainage Advisory Subcommittee meeting held on 11 March 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried
ICM19/32
Moved by: Cr J Hayman
Seconded by: Cr S Kneebone

RECOMMENDED (SECTION B):

THAT the recommendations contained in Section B of the report be endorsed - being:

Item 10: Works Status Report - 1 November 2018 to 31 January 2019
1. That staff be requested to investigate and report back to the Committee on the findings, options and outcomes with respect to:
   a) what type/s of chemicals are approved/available for use in drain weed spraying programmes to replace the current chemicals that have not proven to be effective;
   b) the current legislative requirements for agrichemical user certification to confirm who needs to hold the appropriate certified handler accreditation; and
   c) the operating practices being used to optimise the weather/wind conditions spraying ‘window’ available within any applicable rules and/or guidelines.

Item 14: Members Report - March 2019
1. That staff provide a breakdown of what it costs to hold a Franklin Waikato Drainage Advisory Subcommittee meeting.
2. That the Franklin Waikato Drainage Advisory Subcommittee requests that the Waikato Regional Council:
   a) communicates with other Regional Councils and central Government on the need to reform the Resource Management Act so that it does not place New Zealand’s Drainage Districts with unsustainable cost increases.
      The motion was put and carried

ICM19/33
Moved by: Cr J Hayman
Seconded by: Cr S Kneebone

RECOMMENDED (SECTION B):

THAT staff consider opportunity to simplify the process for planning resource consents and speeding up decision making and bringing down costs.

The motion was put and carried

12.7 Coromandel Catchment Committee 12 March 2019

Minutes of Coromandel Catchment Committee of 12 March 2019 and Section B recommendations of Minutes of Coromandel Catchment Committee of 16 November 2018.

J Sanford spoke to the minutes. It was noted that due to an administrative oversight a number of Section B recommendations had been noted as Section A items within the 16 November 2018 Coromandel Catchment Committee meeting minutes. This
meant that these had not been highlighted to the Integrated Catchment Management Committee previously for endorsement. The 12 March 2019 Coromandel Catchment Committee determined to correct the oversight through a motion to present the Section B recommendations to the 10 April 2019 Integrated Catchment Management Committee.

ICM19/34

Moved by: J Sanford
Seconded by: Cr D Minogue

RESOLVED (SECTION A):

1. THAT The minutes of the Coromandel Catchment Committee meeting held on 12 March 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried

ICM19/35

Moved by: J Sanford
Seconded by: Cr D Minogue

RECOMMENDED (SECTION B):

THAT the recommendations contained in Section B of the report for the 16 November 2018 Coromandel Catchment Committee be endorsed - being:

Item: Finance and Reserve Management Report

1. THAT the Coromandel Catchment Committee support the increase across the Coromandel Zone River Management and Improvement contracted services budgets of $80,000 from the Coromandel Zone Operating Reserve for the Annual Plan 2019/20 year.
2. That the Coromandel Catchment Committee support the Coromandel Operating Reserve to be managed to a target range of between $200,000 and $300,000, until such time that Council provides further guidance.

Item: Coromandel Flood Protection Scheme Review Service Level Report

1. THAT service levels for each major stop bank and flood wall within the Coromandel flood protection scheme are adopted (refer Figure 5.3 to 5.5 of the attached document).
2. THAT the Coromandel flood protection scheme design standard is formalised for the current design freeboard of 0.50 m be retained for the stop banks and flood wall.
3. THAT a gauging station be installed in the Coromandel flood protection scheme catchment.

Item: Harbour and Catchment Management Plan Step Changes

1. THAT the Coromandel Catchment Committee approve the transfer of $150,000 from the Coromandel Zone Reserve to the Coromandel Zone budgets to
implement the HCMP Step-Changes for Wentworth, Wharekawa and Otahu River Catchments projects.

The motion was put and carried

12.8 Waihou Piako Catchment Committee 18 March 2019

Minutes of Waihou Piako Catchment Committee of 18 March 2019.

R Hicks spoke to the minutes and highlighted the following:

- Muggeridges project was progressing well.
- Official opening and blessing of the Paeroa office was held this week. The new office provided a greatly improved working space for staff and the public.

ICM19/36
Moved by: R Hicks
Seconded by: J Sanford

RESOLVED (SECTION A):

1. THAT The minutes of the Lower Waikato Catchment Committee meeting held on 18 March 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried

ICM19/37
Moved by: R Hicks
Seconded by: J Sanford

RECOMMENDED (SECTION B):

THAT the recommendations contained in Section B of the report be endorsed - being:

**Item 8: Issues and Actions from the Previous Meeting**

THAT the Waihou Piako Catchment Committee recommends to the Council that the buildings owned by the Waikato Regional Council at the Paeroa Maritime Park (licence area W117), be transferred to the Paeroa Maritime Park.

**Item 14: Operational Agreement for Scheme Assets**

THAT the Waihou Piako Catchment Committee recommend to Council that the proposed Operational Agreement between Waikato Regional Council and Hauraki District Council for Scheme Assets (Doc #11739829) for signing, without amendments.

**Item 17: Upcoming Agenda Items**

THAT the Waihou Piako Catchment Committee recommends that the Waikato Regional Council declare Koi Carp a pest throughout the Waikato region.
The motion was put and carried

12.9  West Coast Catchments Committee 19 March 2019

Minutes of West Coast Catchments Committee of 19 March 2019.

ICM19/38
Moved by: Cr S Kneebone
Seconded by: Cr A Livingston

RESOLVED (SECTION A):
1. THAT The minutes of the West Coast Catchments Committee meeting held on 20 February 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried

12.10 Upper Waikato Catchment Committee 22 March 2019

Minutes of Upper Waikato Catchment Committee of 22 March 2019.

Cr K White advised of receiving Cr S Husband’s apologies prior to the 22 March 2019 Upper Waikato Catchment Committee, however this was not highlighted during the meeting and recorded in the minutes.

ICM19/39
Moved by: R Stokes
Seconded by: Cr S Kneebone

RESOLVED (SECTION A):
1. THAT The minutes of the Upper Waikato Catchment Committee meeting held on 22 March 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried

12.11 Thames Valley Drainage Advisory Subcommittee 25 March 2019

Minutes of Thames Valley Drainage Advisory Subcommittee of 25 March 2019.

R Hicks spoke to the minutes.

During questions, answers and related discussions the following was noted:

- Members discussed effects of sediment from cropping operations, particularly where cropping was occurring close to waterways and shifting from one area to another. Noted that more education was needed to resolve the issues. Staff undertook to investigate the issues and options for improvement.
- A member asked that the matter be brought to the attention of the Vegetable Growers Federation and relevant contractors to ensure good practice was followed.
ICM19/40
Moved by: R Hicks
Seconded by: Cr S Kneebone

RESOLVED (SECTION A):

1. THAT The minutes of the Thames Valley Drainage Advisory Subcommittee meeting held on 25 March 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried

12.12 Central Waikato Catchment Committee 27 March 2019

Minutes of Central Waikato Catchment Committee of 27 March 2019.

M Moana-Tuwhangai spoke to the minutes.

During questions, answers and related discussion the following was noted:

• The issue of drainage clearance at Lake Ngaroto and impacts on adjacent landowners was highlighted.
• A member advised that Cr P Southgate was seeking to strengthen the relationship between Hamilton City Council and Waikato Regional Council by attending the committee.

ICM19/41
Moved by: M Moana-Tuwhangai
Seconded by: Cr S Kneebone

RESOLVED (SECTION A):

1. THAT The minutes of the Lower Waikato Catchment Committee meeting held on 20 February 2019 be received; and
2. THAT the decisions in Section A of the report be noted.

The motion was put and carried

ICM19/42
Moved by: M Moana-Tuwhangai
Seconded by: Cr S Kneebone

RECOMMENDED (SECTION B)

THAT the recommendations contained in Section B of the report be endorsed - being:

Item 7: Central Waikato Zone Status Report
THAT staff prepare a report for the next Central Waikato Catchment Committee to provide oversight of how drainage is managed throughout the region and the issues arising as a result of the areas which are not currently managed by Council.

Item 11: Central Waikato Catchment - Te Awa Lakes development Alligator Weed biosecurity restriction

1. THAT when the economic impact assessment determining the costs of Alligator weed is received from the New Zealand Institute of Innovation Research by staff, council then use this as a leverage tool and advocate to central government for support to manage Alligator weed at a national, regional and local level; and

2. THAT staff present the Alligator Weed presentation presented at the 27 March 2019 Central Waikato Catchment Committee to the upcoming Waikato Central Drainage Advisory Subcommittee Meeting; and

3. THAT staff present the Alligator Weed presentation presented at the 27 March 2019 Central Waikato Catchment Committee to the upcoming Mayoral Forum

4. THAT staff investigate options for implementing Mayor King’s recommendation to implement a region wide rate to fund works to safeguard future generations against Alligator weed spread and its implications.

The motion was put and carried

13. Resolutions to Exclude the Public

ICM19/43
Moved by: Cr S Kneebone
Seconded by: Cr F Lichtwark

RESOLVED (SECTION A):

THAT the public be excluded from the following part/s of the meeting:

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Minutes of Waihou Piako Catchment Committee 18 March 2019:

- To protect the privacy of natural persons, including that of deceased natural persons [S7(2)(a)]; and

- Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(i))

Priority Possum Control Area pest control operation:

- To avoid prejudice to the maintenance of the law, including the prevention, investigation and detection of offences and the right to a fair trial (S6(a)); and
• To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (S7(2)(b)(ii)).

The motion was put and carried

Meeting closed 1.05pm
Decision report of Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee

Meeting date: 5 April 2019

Section A – Decisions made under delegation

<table>
<thead>
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<th>Meeting agenda item and resolutions</th>
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<tr>
<td>Item 5 Confirmation of Minutes from the Previous meeting</td>
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</tr>
<tr>
<td>THAT the minutes from the Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee meeting dated 7 December 2018 be accepted as a true and accurate record, with the following amendment: insert comment under Agenda Item 6 –</td>
<td></td>
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<tr>
<td>• It was emphasised that there was a need for greater clarity on what criteria make up the monitoring standards, and a need for an increased monitoring of the health of the Waikato River.</td>
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<tr>
<td>Item 6 Contact Energy Incident</td>
<td>3</td>
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<tr>
<td>• THAT the verbal report ‘Update on Contact Energy Pond Spill’ (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee 5 April 2019) be received.</td>
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</tr>
<tr>
<td>Item 7 Strategic Work Programme</td>
<td>4-5</td>
</tr>
<tr>
<td>• THAT the report ‘Waikato-Tainui / Waikato Regional Council strategic work programme planning’ (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee, 5 April 2019) be received.</td>
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<tr>
<td>• 2. THAT the Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee endorse the draft strategic work programme.</td>
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<tr>
<td>Item 8 Joint Management Agreement Obligations and Implementation Plan</td>
<td>5</td>
</tr>
<tr>
<td>• THAT the report ‘Joint Management Agreement Obligations Implementation report’ be received for information (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee 5 April 2019) be received.</td>
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<tr>
<td>• THAT the Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee provide feedback to staff on the draft template.</td>
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<tr>
<td>Item 9 2019 Local Government Elections</td>
<td>5-6</td>
</tr>
<tr>
<td>• THAT the report ‘Overview of the 2019 local authority elections for Waikato Regional Council’ (Waikato Raupatu River Trust and Waikato Regional Council Go-Governance Committee 5 April 2019) be received.</td>
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<tr>
<td>Item 10 Regional Plan Change</td>
<td>6</td>
</tr>
<tr>
<td>• THAT the verbal report ‘Update on Healthy Environments’ (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee 5 April 2019) be received.</td>
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<tr>
<td>Item 11 Healthy Rivers Wai Ora Update</td>
<td>7</td>
</tr>
</tbody>
</table>
- THAT the verbal report ‘Update on Healthy Environments’ (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee 5 April 2019) be received.

<table>
<thead>
<tr>
<th>Item 12 Review of the Vision and Strategy of the Joint Management Agreement</th>
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</thead>
<tbody>
<tr>
<td>- THAT the verbal report and discussion on the Review of the Vision and Strategy of the Waikato Tainui River Settlement be received.</td>
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</tbody>
</table>
Waikato Regional Council
Waikato Raupatu River Trust and Waikato Regional Council
Co-Governance Committee
OPEN MINUTES

Date: Friday, 5 April, 2019, 10:00 am
Location: Hiinau Boardroom
Waikato Tainui Offices
2 Bryce Street
Hamilton

Members Present: R Schaafhausen – Co-Chair (Trustee, Waikato Rautapu River Trust)
Cr T Mahuta – Deputy Co-Chair (Councillor, Waikato Regional Council)
H Rau (Trustee, Waikato Rautapu River Trust)
J Colliar (Trustee, Waikato Rautapu River Trust)
D Turner (Trustee, Waikato Rautapu River Trust)
Cr J Hayman (Councillor, Waikato Regional Council)
Cr F Lichtwark (Councillor, Waikato Regional Council)

Others present: N Williams (Director, Community and Services)
T Quickfall (Manager, Policy, Strategy and Policy)
M Graham (Senior Policy Advisor, Science and Strategy)
M Carey (Kaiwhakarite, Tai Ranga Whenua)
B McAuliffe (Team Leader, Waiter Policy, Science and Strategy)
Marae Tukere (Waikato Tainui)
Taro Rawiri (Waikato Tainui)
G Dawson (Democracy Advisor, Waikato Regional Council)
1. **Introductions and Opening Karakia**

   The meeting was opened with a mihi and karakia.

2. **Call for Order and Apologies**

   The meeting was opened at 10.04am.

   Apologies were received from Trustee D Turner and Cr J Hayman for lateness, and Cr Alan Livingston for absence.

   WTCG19/01

   **Moved by:** Trustee H Rau  
   **Seconded by:** Cr F Lichtwark

   **SECTION A: UNDER DELEGATION AND FOR THE INFORMATION OF COUNCIL**

   **RESOLVED**

   THAT the apologies Trustee D Turner and Cr J Hayman for lateness, and Cr Alan Livingston for absence, be accepted.

   The motion was put and carried

3. **Confirmation of Agenda**

   The agenda was accepted and confirmed as presented.

   WTCG19/02

   **Moved by:** Cr T Mahuta  
   **Seconded by:** Cr F Lichtwark

   **RESOLVED**

   THAT the agenda of the meeting of the Waikato Raupatu River Trust and Waikato Regional Council of 5 April 2019, as circulated, be confirmed as the business for the meeting.

   The motion was put and carried

4. **Disclosures of Interest**

   There were no disclosures of interest.
Cr J Hayman entered the meeting at 10.10am.

5. **Confirmation of Minutes from the Previous Meeting**

The minutes of the previous meeting were confirmed with the following amendments:

- Insert comment under Agenda Item 6 as follows:

  *It was emphasised that there was a need for greater clarity on what criteria make up the monitoring standards, and a need for increased monitoring of the health of the Waikato River.*

**WTCG19/03**

Moved by: Cr F Lichtwark  
Seconded by: Trustee R Schaafhausen  

**RESOLVED**

THAT the minutes from the Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee meeting dated 7 December 2018 be accepted as a true and accurate record, with the following amendment: insert comment under Agenda Item 6 –

*It was emphasised that there was a need for greater clarity on what criteria make up the monitoring standards, and a need for an increased monitoring of the health of the Waikato River.*

The motion was put and carried

6. **Contact Energy Incident**

Report to update the Committee on the incident involving Contact Energy and the spill of materials into the Waikato River on 19 February 2019. The verbal report was presented by the Kaiwhakarite, Tai Ranga Whenua (M Carey).

The following matters were raised:

- The background to the incident was described and discussed.
- It was noted that the matter was still under investigation and no further comment was able to be made. A report would follow, once due process had taken place.

**WTCG19/04**

Moved by: Cr F Lichtwark  
Seconded by: Trustee J Colliar  

**RESOLVED**

THAT the verbal report ‘Update on Contact Energy Pond Spill’ (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee 5 April 2019) be received.
Trustee D Turner entered the meeting at 10.50am.

7. **Strategic Work Programme**

Report to provide the Committee with an update on the progress of the Waikato-Tainui / Waikato Regional Council strategic work programme, and to seek endorsement of the approach and prioritised initiatives. The discussion was facilitated by Cr T Mahuta.

The following matters were discussed:

- The governance and management work programme was discussed. It was noted that the programme was generally underway and dates could now be allocated to the various aspects of the work programme.
- The Committee agreed that content and phasing of the Plan as presented was suitable to move to the next stage of implementation.
- The involvement of Waikato-Tainui Representatives on Council catchment committees was discussed. It was noted that both the catchment committees and Waikato-Tainui could benefit from working together in those settings.
- It was emphasised that Waikato Tainui need to present clear position on matters that impact on them. It was noted that it assisted Council to better plan and anticipate the needs of Waikato-Tainui.
- Waikato-Tainui was in the process of making appointments to catchment committees and the Council would be advised in due course.
- Democracy Advisor to provide Waikato-Tainui with 2019 dates of all catchment committees and drainage advisory subcommittees.
- The important role that Waikato-Tainui appointed Hearings Commissioners have in the hearing process was discussed. It was noted that Waikato-Tainui was in the process of making appointments, as part of a wider goal of building Iwi capacity and engaging with other stakeholders.
- There was a need for a table that demonstrated how the strategic plan aligned with the conditions set out in the Joint Management Agreement.
- The role of Waikato-Tainui in developing the resilience of the Waikato region was discussed. It was noted that the areas of involvement were wide ranging, and important in the areas of Civil Defence and Emergency Management due to the role of Marae throughout the region.

**WTCG19/05**

**Moved by:** Trustee R Schaafhausen  
**Seconded by:** Cr F Lichtwark
RESOLVED

1. THAT the report ‘Waikato-Tainui / Waikato Regional Council strategic work programme planning’ (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee, 5 April 2019) be received.

2. THAT the Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee endorse the draft strategic work programme.

The motion was put and carried

8. Joint Management Agreement Obligations and Implementation Plan

Report to provide the Committee with information on the draft template progress report of the Joint Management Agreement between Waikato Regional Council and the Waikato Raupatu River Trust. The report was presented by the Director, Community and Services (N Williams).

The following matters were raised:

- It was noted that there is a need to ensure that both parties were working and communicating together in a meaningful and efficient manner.
- The need to have an holistic model that was fit for purpose for the Waikato region was emphasised. The wellbeing model used by the current Government and the Treasury was described and discussed.

WTCG19/06

Moved by: Trustee H Rau
Seconded by: Cr J Hayman

RESOLVED

1. THAT the report ‘Joint Management Agreement Obligations Implementation report’ be received for information (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee 5 April 2019) be received.

2. THAT the Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee provide feedback to staff on the draft template.

The motion was put and carried

9. 2019 Local Government Elections

Report to provide the Committee with an overview of the 2019 local authority elections for Waikato Regional Council. This report was presented by the Director, Community and Services (N Williams).
The following matters were raised:

- Voter turnout and demographics from previous local body elections was described and discussed.
- It was noted that there was a need to ensure that all eligible voters were encouraged to vote and understand the process.
- Voting methods, and the General and Māori electoral rolls were described and discussed.
- The importance of encouraging candidates to stand was emphasised.

WTCG19/07

Moved by: Cr F Lichtwark  
Seconded by: Trustee J Collier

RESOLVED

THAT the report ‘Overview of the 2019 local authority elections for Waikato Regional Council’ (Waikato Raupatu River Trust and Waikato Regional Council Go-Governance Committee 5 April 2019) be received.

The motion was put and carried

10. Regional Plan Change

A verbal update to provide the Committee with information on the progress on the Regional Plan Change. This was presented by the Senior Policy Advisor (M Graham).

The following matters were raised:

- The background to the reasons for the Committee structure and related issues was described and discussed.
- The Council advised the Committee that it had appointed it is representatives.
- The need to avoid consultation fatigue was emphasised. It was noted that any consultation needed to be co-ordinated and conducted in the most efficient manner possible.
- The need to have the Committee involved in the consultation process was discussed. It was noted that the Committee would be able to provide another useful perspective on a range of issues that impacted on it, along with promoting the intent of the Treaty Settlement.
- The need for a dispute resolution process that was tikanga based was emphasised.

WTCG19/08

Moved by: Trustee R Schaafhausen  
Seconded by: Cr T Mahuta

RESOLVED
THAT the verbal report ‘Update on Healthy Environments’ (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee 5 April 2019) be received.

The motion was put and carried

11. Healthy Rivers Wai Ora Update

Report to update the Committee on the progress of Waikato Proposed Plan Change One: Waikato and Waipā River Catchments. The report was presented by the Team Leader, Water Policy (B McAuliffe).

The following matters were discussed:

• The Committee was advised that the proceedings were running to schedule and still ongoing.
• Access to the reports and other hearing information was described and discussed. It was noted that these could be accessed through the Council’s public website.

WTCG19/09

Moved by: Trustee H Rau
Seconded by: Trustee J Colliar

THAT the report ‘Update on Healthy Rivers Plan Change 1 Schedule 1 process’ (Waikato Raupatu River Trust and Waikato Regional Council Co-Governance Committee, 5 April 2019) be received.

The motion was put and carried

12. Review of the Vision and Strategy of the Joint Management Agreement

Verbal discussion to update the Committee on the reporting criteria in relation to the Vision and Strategy of the Joint Management Agreement between the Council and Waikato-Tainui. This discussion was facilitated by the Cr Tipa Mahuta.

The following matters were raised:

• The Committee was advised that the Council would assist Waikato-Tainui with the reporting standards and framework that apply to the settlement legislation.
• Action point: the Council to provide information on how progress to date is reported.

WTCG19/10

Moved by: Cr T Mahuta
Seconded by: Trustee J Colliar

RESOLVED
THAT the verbal report and discussion on the Review of the Vision and Strategy of the Waikato Tainui River Settlement be received.

The motion was put and carried

The meeting closed at 12.05pm with a karakia.
### Decision report of CE Employment and Remuneration Committee

Meeting date: 9 April 2019

#### Section A – Decisions made under delegation

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<tr>
<td>3. THAT the Agenda be confirmed</td>
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<tr>
<td>5. THAT the public be excluded from the following part/s of the meeting:</td>
<td>2-3</td>
</tr>
<tr>
<td>The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:</td>
<td></td>
</tr>
<tr>
<td>Item Names:</td>
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<tr>
<td>2018/19 CE KPI results as at 21 March 2019</td>
<td></td>
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<tr>
<td>CE Key Performance Indicators for 2019/20</td>
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<tr>
<td>Succession/Key Role Continuity Planning</td>
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<tr>
<td>Remuneration Budget 2019</td>
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<tr>
<td>Discussion on Full Time Equivalent Roles</td>
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</tbody>
</table>
Waikato Regional Council
CE Employment and Remuneration Committee

OPEN MINUTES

Date: Tuesday, 9 April, 2019, 9:00 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street
Hamilton East

Members Present: Cr A Livingston - Chairman
Cr T Mahuta - Deputy Chairperson
Cr R Simcock
Cr J Hennebry
Cr H Vercoe

Staff Present: Cr B Quayle
2. **Apologies**

The meeting opened at 9.48am, by agreement of all the members present.

There were no apologies for the meeting.

3. **Confirmation of Agenda**

The Chair accepted the agenda as presented.

CEERC19/ CEERC19/09

Moved by: Cr A Livingston
Seconded by: Cr R Simcock

**RESOLVED (SECTION A)**

THAT the agenda of the meeting of the CE Employment and Remuneration Committee of 9 April 2019, as circulated, be confirmed as the business for the meeting.

The motion was put and carried

4. **Disclosures of Interest**

There were no disclosures of interest.

5. **Public Excluded Section**

CEERC19/10

Moved by: Cr A Livingston
Seconded by: Cr R Simcock

Resolution to Exclude the Public

THAT the public be excluded from the following part/s of the meeting:

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item Names:

- 2018/19 CE KPI results as at 21 March 2019
- CE Key Performance Indicators for 2019/20
- Succession/Key Role Continuity Planning
- Remuneration Budget 2019
- Discussion on Full Time Equivalent Roles
Good reason to withhold exists under Section 7.

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

- Protect the privacy of natural persons, including that of deceased natural persons (Section 7(2)(a))

THAT Paul Loof - Loof Consulting be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the CE Performance. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because his role as advisor to Council.

The motion was put and carried

The meeting returned to open section at 12.12pm.

The meeting closed at 12.12pm.
## Decision of Regional Transport Committee

**Meeting date:** 6 May 2019

### Section A – Decisions made under delegation

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<tr>
<td><strong>Item 2 Confirmation of Agenda</strong></td>
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</tr>
<tr>
<td>• THAT the agenda of the meeting of the Regional Transport Committee of 6 May 2019, be confirmed as the business for the meeting, with the removal of item 6 Government Policy Statement - Ministry of Transport.</td>
<td></td>
</tr>
<tr>
<td><strong>Item 4 Minutes of previous meeting</strong></td>
<td>3</td>
</tr>
<tr>
<td>• THAT the minutes of the Regional Transport Committee, dated 1 April 2019, be confirmed as a true and accurate record.</td>
<td></td>
</tr>
<tr>
<td><strong>Item 5 New Zealand Transport Agency Report</strong></td>
<td>3</td>
</tr>
<tr>
<td>• THAT the Regional Transport Committee write a letter to the Minister for Transport to express deep concern regarding the delay in funding and low levels of clarity on the available funding required to plan and complete road infrastructure and other safety projects in the Waikato region. Also that a media release be drafted and released by the Council.</td>
<td></td>
</tr>
<tr>
<td>• THAT the report ‘New Zealand Transport Agency – Quarterly Report’ (Regional Transport Committee 6 May 2019) be received.</td>
<td></td>
</tr>
<tr>
<td><strong>Item 6 Road Safety Monitor Report</strong></td>
<td>4</td>
</tr>
<tr>
<td>• THAT the report ‘Regional Road Safety Monitor Report – May 2019’ (Regional Transport Committee 6 May 2019) be received.</td>
<td></td>
</tr>
<tr>
<td><strong>Item 7 Regional Speed Management Approach Update</strong></td>
<td>5-6</td>
</tr>
<tr>
<td>• That the report ‘Regional Speed Management Update’ (Regional Transport Committee 6 May 2019) be received.</td>
<td></td>
</tr>
<tr>
<td>• That the Committee receives the report ‘Regional Speed Management – Institutional Arrangement Options’ (Attachment 2).</td>
<td></td>
</tr>
<tr>
<td>• That the Committee endorses the draft regional principles and policies for discussion and feedback from the ten territorial authorities in the region and key stakeholders (Attachment 1).</td>
<td></td>
</tr>
<tr>
<td>• That the Committee endorses preferred options for speed management institutional arrangements for discussion and feedback from the territorial authorities in the region and the New Zealand Transport Agency.</td>
<td></td>
</tr>
<tr>
<td>• That the Committee note that the speed management project team will hold a series of roadshows with the territorial authorities in May and June 2019. 6. That the Committee nominate a reference group of no less than three of its members, including the Chair, to provide a sounding-board for the speed management project team as they develop the draft Regional Speed Management Plan following engagement with territorial authorities and key stakeholders</td>
<td></td>
</tr>
</tbody>
</table>
stakeholders - Hamilton City Council, Waikato District Council, Hauraki District Council.

- That the Committee notes that the draft Regional Speed Management Plan and recommended institutional arrangement will be brought to the 1 July 2019 meeting for endorsement
- That the Committee approves the RTC submission on the Hamilton Speed Management Plan (Doc # 14097614) for lodging with Hamilton City Council by 8 May 2019.

**Item 8 Variations to the 2018 Update to the Waikato Regional Land Transport Plan 2015-2045**

- THAT the report ‘Variations to the 2018 Update to the Waikato Regional Land Transport Plan 2015-2045’ (Regional Transport Committee 6 May 2019) be received

**Item 9 Regional Public Transport Update**

- THAT the report “Regional Public Transport Projects Update” (Regional Transport Committee 6 May 2019) be received.

**Item 10 Waikato Stock Truck Effluent Disposal Programme**

- THAT the report ‘Waikato Stock Truck Effluent Disposal Programme’ (Regional Transport Committee 6 May 2019) be received

**Item 11 Transport Projects and Planning Report**

- THAT the report ‘Transport Planning and Projects Report – May 2019’ (Regional Transport 6 April 2019) be received.

**Item 12 Submission on Matamata-Piako District Council Transport By-law Change**

- THAT the report ‘Submission on Matamata-Piako District Council Transport by-law change’ (Regional Transport Committee 6 May 2019) be received

**Item 13 Regional Transport Issues Forum**

- THAT the report Regional Transport Issues Forum (Regional Transport Committee 6 April 2019) be received.
Waikato Regional Council

Regional Transport Committee

OPEN MINUTES

Date: Monday, 6 May, 2019, 9:30 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street
Hamilton East

Members Present:
Cr H Vercoe (Chair - Waikato Regional Council)
Cr R Rimmington (Deputy Chair - Waikato Regional Council)
Cr D Macpherson (Hamilton City Council)
Cr T Adams (Hauraki District Council)
Cr J Thomas (Alt. Matamata-Piako District Council)
Mayor Baxter (Otorohanga District Council)
Cr B Machen (South Waikato District Council)
Cr A Park (Taupo District Council)
Cr S Christie (Thames Coromandel District Council)
Cr D Fulton (Waikato District Council)
Cr G Webber (Waipa District Council)
Mayor B Hanna (Waitomo District Council)
R l’Anson (New Zealand Transport Agency)
Inspector M Lynam (Waikato Police)

Staff Present:
M Tamura (Manager - Integration and Infrastructure)
N King (Team Leader - Transport and Infrastructure)
B McMaster (Special Projects Advisor – Integration and Infrastructure)
G Dawson (Democracy Advisor)
1. **Apologies**

Apologies were received from Mayor Barnes and Mayor Goudie.

**RTC19/21**

Moved by: Cr Vercoe  
Seconded by: Cr Adams

THAT the apologies of Mayor Barnes and Mayor Goudie be accepted.

The motion was put and carried

2. **Confirmation of Agenda**

**RTC19/22**

Moved by: Cr Vercoe  
Seconded by: Cr Rimmington

THAT the agenda of the meeting of the Regional Transport Committee of 6 May 2019, be confirmed as the business for the meeting, with the removal of item 6 Government Policy Statement - Ministry of Transport.

The motion was put and carried

3. **Disclosures of Interest**

There were no disclosures of interest.

4. **Confirmation of Minutes**

The minutes were confirmed without amendments.

**RTC19/25**

Moved by: Cr Webber  
Seconded by: Cr Fulton

THAT the minutes of the Regional Transport Committee, dated 1 April 2019, be confirmed as a true and accurate record.

The motion was put and carried

5. **New Zealand Transport Agency Report**

Report to provide the Committee with the New Zealand Transport Agency’s Quarterly Report to 6 May 2019.

The report was presented by the New Zealand Transport Agency Representative (R I’Anson).
The following matters were raised:

- That there were ten projects that were in the business design phase prior to the end of the last election and change in government, which will follow the initial agreed timeframes.
- The need to improve the quality of roads in the region was emphasised and viewed as an effective way to reduce the road toll and associated injuries.
- The New Zealand Transport Agency stated that it took the matter seriously and was in the process of the development of a working through a plan to address the matter.
- Factors that lead to road accidents were described and discussed.
- It was emphasised that road safety was a region wide matter and must be managed with a region wide approach.
- The need for a secure and durable approach to funding safety improvements was emphasised.
- The need for a political solution and pressure was discussed. The committee requested that a letter be drafted to the Minister for Transport which deep concern over the delay and lack of clarity on the funding of road infrastructure throughout the Waikato region. A motion was put and carried to that effect.
- The New Zealand Transport Agency advised the Committee that they would advise local government of the type and value of funding they would be entitled to in due course.

RTC19/23

Moved by: Cr Macpherson
Seconded by: Cr Adams

THAT the Regional Transport Committee write a letter to the Minister for Transport to express deep concern regarding the delay in funding and low levels of clarity on the available funding required to plan and complete road infrastructure and other safety projects in the Waikato region. Also that a media release be drafted and released by the Council.

The motion was put and carried

RTC19/24

Moved by: Cr Macpherson
Seconded by: Cr Adams

THAT the report ‘New Zealand Transport Agency – Quarterly Report’ (Regional Transport Committee 6 May 2019) be received.

The motion was put and carried
6. **Road Safety Monitor Report**

Report to update the Committee on road safety issues and trends on regional progress towards the actions outlined in national and regional road safety strategies.

The report was presented by the Team Leader, Transport and Infrastructure (N King), the New Zealand Police Waikato Road Policing Manager (M Lynam), and the Projects Education Advisor (J Davis).

The following matters were raised:

- The motorcycle driver education programme was discussed. It was noted that the programme has had good uptake and been successful in reducing crash statistics.
- Child restraint checks and education was discussed. It was noted that it would benefit the Waikato region very much.
- Heavy transport traffic training education described and discussed.
- Ruben the Bear was discussed and the related story books and other resources that go with the participants.
- Road fatalities in the Waikato region to date, along with contributing factors and circumstances were described and discussed.
- It was noted that the crashes and incidents dis require a lot of public spend for hospitals and other support services.
- It was noted that there is a deep focus on road safety and trying to change negative road user behaviours by the New Zealand Police.
- Approaches to speed enforcement was described and discussed.
- Safety ratings of cars in relation to accidents was discussed.

**RTC19/26**

**Moved by:** Cr Park  
**Seconded by:** Mayor Baxter  

THAT the report ‘Regional Road Safety Monitor Report – May 2019’ (Regional Transport Committee 6 May 2019) be received.  

The motion was put and carried

7. **Regional Speed Management Approach Update**

Report to provide the Committee with an update on regional speed management and seek the Committee’s endorsement of draft regional speed management policies and preferred institutional arrangements for regional speed management.
The report was presented by the consultants from WSP Opus (R Speers), Morrison Low (T McGregor), New Zealand Transport Agency (J Stewart), Special Project Advisor (B McMaster), and the Senior Policy Advisor (M Alderton).

The following matters were raised:

- The approach and methodology of speed reductions to around schools and other places of high public use was discussed. It was noted that a variable speed zone around schools was the best option which depended on whether a school was in session or on holiday.

- The need to have the speed management approach aligned with other related legislation, regulation, strategies, and plans from across local and central government was emphasised.

- Road design and safe speeds was described and discussed.

- The service delivery and governance models was described and discussed. The need for a streamlined and consistent approach to speed management approach was emphasised. However, it was noted that there is a need to consider the circumstances of each council involved.

RTC19/27

Moved by: Cr Park
Seconded by: Cr Macpherson

1. That the report ‘Regional Speed Management Update’ (Regional Transport Committee 6 May 2019) be received.

2. That the Committee receives the report ‘Regional Speed Management – Institutional Arrangement Options’ (Attachment 2).

3. That the Committee endorses the draft regional principles and policies for discussion and feedback from the ten territorial authorities in the region and key stakeholders (Attachment 1).

4. That the Committee endorses preferred options for speed management institutional arrangements for discussion and feedback from the territorial authorities in the region and the New Zealand Transport Agency.

5. That the Committee note that the speed management project team will hold a series of roadshows with the territorial authorities in May and June 2019. 6. That the Committee nominate a reference group of no less than three of its members, including the Chair, to provide a sounding-board for the speed management project team as they develop the draft Regional Speed
Management Plan following engagement with territorial authorities and key stakeholders - Hamilton City Council, Waikato District Council, Hauraki District Council.

7. That the Committee notes that the draft Regional Speed Management Plan and recommended institutional arrangement will be brought to the 1 July 2019 meeting for endorsement.

8. That the Committee approves the RTC submission on the Hamilton Speed Management Plan (Doc # 14097614) for lodging with Hamilton City Council by 8 May 2019.

The motion was put and carried.

8. Variations to the 2018 Update to the Waikato Regional Land Transport Plan 2015-2045

Report to the Committee to consider and approve a request from the New Zealand Transport Agency to vary the operative 2018 Update to the Waikato Regional Land Transport Plan 2015–2045.

The report was presented the Team Leader, Transport and Infrastructure (N King).

The following matters were raised:

- It was noted that the variations and plans included in the paper outlined the changes and invited questions.
- Design matters of the cycleway near the Burger King in Silverdale and other parts of the cycleway was described and discussed.
- The need for open consultation on projects throughout the region was emphasised.

RTC19/28

Moved by: Cr Adams
Seconded by: Cr Christie

THAT the report ‘Variations to the 2018 Update to the Waikato Regional Land Transport Plan 2015-2045’ (Regional Transport Committee 6 May 2019) be received.

The motion was put and carried.

9. Regional Public Transport Update

Report to provide the Committee with an update on the implementation of the Waikato Regional Public Transport Plan 2018-28 and key regional public transport projects.

The report was presented by the Special Project Manager (M Garret) and the Senior Policy Advisor (V Kuo).

The following matters were raised:
• The impact around the region that the reforms to the work contract conditions for bus drivers was discussed, such as any changes to bus timetables and service level changes.

• It was noted that the work on the passenger rail project was ongoing with New Zealand Transport Agency.

RTC19/29

Moved by: Cr Park
Seconded by: Cr Webber

THAT the report “Regional Public Transport Projects Update” (Regional Transport Committee 6 May 2019) be received.

The motion was put and carried

10. Waikato Stock Truck Effluent Disposal Programme

Report to provide the committee with information on the progress towards the implementation of new stock truck effluent facilities in the Waikato Region.

The report was presented by the Team Leader, Education (A Satterfield).

The following matters were raised:

• The ownership model of the scheme was discussed. It was noted that there was need for careful consideration of the impacts that the status quo model may have on ratepayers such as depreciation, and ongoing funding and maintenance.

• It was noted that there is current investigations into the impacts that governance and funding may have. This will come back to the committee once more is known.

RTC19/30

Moved by: Cr Rimmington
Seconded by: Cr Macpherson

THAT the report ‘Waikato Stock Truck Effluent Disposal Programme’ (Regional Transport Committee 6 May 2019) be received

The motion was put and carried

11. Transport Projects and Planning Report

Report to provide the Committee with an update on current regional transport plans and projects as at 14 April 2019. The report was presented by the Team Leader Transport and Infrastructure (N King).

There were no matters raised.
RTC19/31

Moved by: Cr Webber
Seconded by: Cr Fulton

THAT the report ‘Transport Planning and Projects Report – May 2019’ (Regional Transport 6 April 2019) be received.

The motion was put and carried

12. Submission on Matamata-Piako District Council Transport By-law Change

Report to update the Committee on Matamata-Piako District Council’s Statement of Proposal ‘Shared Pathways’ Land Transport Bylaw, and to seek approval of a submission in support of the proposed by-law.

The report was presented by the Team Leader Transport and Infrastructure (N King).

There were no matters raised.

RTC19/32

Moved by: Cr Thomas
Seconded by: Cr Adams

THAT the report ‘Submission on Matamata-Piako District Council Transport by-law change’ (Regional Transport Committee 6 May 2019) be received

The motion was put and carried

13. Regional Transport Issues Forum

Report to provide the Committee with an opportunity to raise and discuss regionally significant transport issues.

The report was presented by the Team Leader Transport and Infrastructure (N King).

The following matters were raised:

- That there was a need for more regular and timely communication between all council’s in the Waikato region and the New Zealand Transport Agency.

- The dangers that cars left or abandoned on the side of roads was discussed. It was noted that there was a need for improved clarity around the mechanisms that could be used to remove them, and how they could be improved.

- The proposed temporary roundabout at the intersection of SH26 and Avenue Rd in Morrinsville was discussed.
RTC19/33

Moved by: Cr Vercoe
Seconded by: Mayor Hanna

THAT the report *Regional Transport Issues Forum* (Regional Transport Committee 6 April 2019) be received.

The motion was put and carried

The meeting closed at 12.22pm.
### Decision report of Strategy & Policy Committee

Meeting date:

**Section A – Decisions made under delegation**

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<tr>
<td>• THAT the report ‘A summary of the Environment Aotearoa 2019 report’ (Strategy and Policy Committee 7 May 2019) be received.</td>
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</tr>
<tr>
<td><strong>Item 6. Te Waka Six Monthly Report</strong></td>
<td>3</td>
</tr>
<tr>
<td>• THAT the report ‘Te Waka six-monthly performance report and update’ (Strategy and Policy Committee 7 May 2019) be received.</td>
<td></td>
</tr>
<tr>
<td><strong>Item 4. Momentum Waikato Update on the Waikato Regional Theatre Project</strong></td>
<td>4</td>
</tr>
<tr>
<td>• THAT the report ‘Project update – Waikato Regional Theatre’ (Strategy and Policy Committee 7 May 2019) be received.</td>
<td></td>
</tr>
<tr>
<td><strong>Item 7. Resolution to Exclude the Public</strong></td>
<td>4</td>
</tr>
<tr>
<td>• THAT the Committee move into closed session.</td>
<td></td>
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<tr>
<td><strong>Item 9. Submissions Quarterly Update</strong></td>
<td>5</td>
</tr>
<tr>
<td>• THAT the report ‘Submissions summary report’ (Strategy and Policy Committee 7 May 2019) be received.</td>
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</table>
Waikato Regional Council
Strategy and Policy Committee

OPEN MINUTES

Date: Tuesday, 7 May, 2019, 10:00 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street, Hamilton East

Members Present: Cr B Simcock - Chair
Cr J Hennebry
Cr F Lichtwark
Cr A Livingston
Cr D Minogue
Cr S Kneebone
Cr B Quayle
Cr R Rimmington
Cr K White

Staff Present: V Payne - Chief Executive
T May - Director - Science and Strategy
S McLeay - Democracy Advisor
1. **Call to Order and Apologies**
   
The meeting commenced at 10.03am. Apologies were received from Crs Hodge, Husband, Vercoe and Mahuta.

   **SPC19/14**  
   ** Moved by:** Cr R Rimmington  
   ** Seconded by:** Cr A Livingston

   **THAT the apologies of Crs Hodge, Husband, Vercoe and Mahuta be accepted.**  
   
The motion was put and carried

2. **Confirmation of Agenda**
   
The agenda, subject to order changes was confirmed. The Waikato Regional Council Manager, Communications and Engagement (N Chrsp) provided an update on public usage of Council digital platforms including social media.

   **SPC19/15**  
   **Moved by:** Cr S Kneebone  
   **Seconded by:** Cr R Rimmington

   **THAT the agenda of the meeting of Waikato Regional Council's Strategy and Policy Committee of Tuesday 7 May 2019, as circulated, be confirmed as the business of the meeting, subject to changes in item order to the order set out in the minutes.**

   The motion was put and carried

   
   Report to summarise the key findings of ‘Environment Aotearoa 2019’ recently released by the Ministry for the Environment and Statistics New Zealand.

   The report was presented by Waikato Regional Council Principal Strategic Advisor (B Huser). The following was noted:

   - There was a need to proactively reverse environmental trends and to recognize sustainable thresholds in the use of environmental resources.
   - Habitat protection was an area of significant concern.
   - Future Proof had taken into account pressure on soils with urban expansion.
   - The use of language that emphasised people as part of, rather than separate to, the environment may provide benefits.
   - Levels of river Ecoli had, in part, been addressed by stock exclusion, but not the level of nitrogen.
• The high use of water per person in the region was concerning. Water metering was the most effective way to address the issue. However, it was acknowledged that water metering was a topic that has been politically charged.

SPC19/16
Moved by: Cr F Lichtwark
Seconded by: Cr R Rimmington

THAT the report ‘A summary of the Environment Aotearoa 2019 report’ (Strategy and Policy Committee 7 May 2019) be received.

The motion was put and carried

6. Te Waka Six Monthly Report
Report to present the first report of Te Waka, covering the period July 2018 to March 2019.

The report was presented by Te Waka’s Chief Executive Michael Bassett-Foss and covered activity during the period July 2018 - March 2019. The following was noted:

• Applications to the Provincial Growth Fund had lacked sufficient regional cohesion. As a result, many had been declined.

• The Provincial Growth Fund recognised the need of sub-regions, but wanted investment to fit with a cohesive regional approach.

• It was great to see Te Waka up and running and acting as a coherent regional body to promote regional issues and projects.

• It was noted that a key criteria of the Regional Development Fund was that benefits needed to be across more than one part of the region.

• The South Waikato Economic Development Action Plan (SWEAP) linked to the larger Waikato region. South Waikato did not just cover the South Waikato district boundary, but encompassed Waitomo and Otorohanga.

SPC19/17
Moved by: Cr R Rimmington
Seconded by: Cr A Livingston

THAT the report ‘Te Waka six-monthly performance report and update’ (Strategy and Policy Committee 7 May 2019) be received.

The motion was put and carried

4. Momentum Waikato Update on the Waikato Regional Theatre Project
Report to provide an update on the Waikato Regional Theatre project.

The report was presented by the Chief Executive of Momentum Waikato Community Foundation (K Eglington). The following was noted:
The theatre project was now in design phase.

A plan was in place to cover the possibility that the application to the Provincial Growth Fund was unsuccessful.

The hotel development was separate to the theatre project. The hotel would be on a separate title and have separate ownership and management.

It was important that messaging was clear that the project was for the development of the theatre alone.

SPC19/18
Moved by: Cr A Livingston
Seconded by: Cr K White

THAT the report ‘Project update – Waikato Regional Theatre’ (Strategy and Policy Committee 7 May 2019) be received.

The motion was put and carried

7. Resolution to Exclude the Public

This resolution was made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987. The interest protected by section 6 and 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows - Waikato Regional Approach to Natural Hazard Risk Management - Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Section 7(2)(g)).

The meeting moved into closed session at 12.30pm

SPC19/19
Moved by: Cr S Kneebone
Seconded by: Cr R Rimmington

THAT the Committee move into closed session.

The motion was put and carried

The meeting moved back into open session at 1.15pm

9. Submissions Quarterly Update

Report on submissions made to consultation processes, and upcoming opportunities for Waikato Regional Council involvement.

SPC19/22
Moved by: Cr A Livingston
Seconded by: Cr R Rimmington
THAT the report ‘Submissions summary report’ (Strategy and Policy Committee 7 May 2019) be received.

The motion was put and carried

10. **Meeting Closed**

   The meeting was closed at 1.16pm
### Decision report of Finance Committee

Meeting date: 8 May 2019

**Section A – Decisions made under delegation**

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<tr>
<td><strong>Item 5. Issues and Actions from Finance Committee Meetings</strong></td>
<td>2-3</td>
</tr>
<tr>
<td>• That the report “Matters arising from previous meetings minutes” (Finance Committee 8 May 2019) be received.</td>
<td></td>
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<tr>
<td><strong>Item 6. 2018/19 Rates Information to 31 March 2019</strong></td>
<td>3</td>
</tr>
<tr>
<td>• That the report “2018/19 Rates information to 31 March 2019” (Finance Committee 8 May 2019) be received</td>
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<tr>
<td>• That the request to process remission of $11,231.37 to fourteen rating units under the Uncollectable Rates policy is approved.</td>
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<tr>
<td><strong>Item 8. 2018/19 Third Quarter Non-Financial Performance and Financial Forecast</strong></td>
<td>6</td>
</tr>
<tr>
<td>• That the report “2018/19 third quarter non-financial performance results” (Finance Committee 8 May 2019) be received.</td>
<td></td>
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<tr>
<td><strong>Item 9. Tenders Board Contracts Quarterly Report</strong></td>
<td>6-7</td>
</tr>
<tr>
<td>• That the report “Tenders Board Contracts for the period 1 January to 31 March 2019” (Finance Committee 8 May 2019) be received.</td>
<td></td>
</tr>
<tr>
<td><strong>Item 10. &quot;Procurement policy and practice overview- &quot;Buy local&quot; policy provisions and trend in performance- Contractor performance review processes&quot;</strong></td>
<td>7</td>
</tr>
<tr>
<td>• That the report “Buy Local Procurement and Contract Review Processes” (Finance Committee 8 May 2019) be received.</td>
<td></td>
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<tr>
<td><strong>Item 11. CE &amp; Councillor expenses to 31 March 2019</strong></td>
<td>7-8</td>
</tr>
<tr>
<td>• That the report “Councillor and Chief Executive Expenses for the quarter ended 31 March 2019” (Finance Committee 8 May 2019) be received for information.</td>
<td></td>
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<tr>
<td><strong>Item 12. Treasury Management &amp; Monitoring report to 31 March 2019</strong></td>
<td>8</td>
</tr>
<tr>
<td>• That the report “Treasury Management and Monitoring Report to 31 March 2019” (Finance Committee 8 May 2019) be received</td>
<td></td>
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<tr>
<td><strong>Item 14.1 Minutes of Contracts Subcommittee (Open)</strong></td>
<td>8-9</td>
</tr>
<tr>
<td>• That the minutes of the Contracts Sub Committee meeting held on 10 April 2019 be received and confirmed as a true and correct record.</td>
<td></td>
</tr>
</tbody>
</table>
### Item 13. Mercer update: Fund manager review

- That the report Mercer Investment Monitoring Report to 31 March 2019 be received.

Section B – Recommended to Council

<table>
<thead>
<tr>
<th>Meeting agenda item and resolutions</th>
<th>Minutes page #</th>
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</thead>
<tbody>
<tr>
<td><strong>Item 7. 2018/19 Third Quarter Financial Performance and Financial Forecast</strong></td>
<td>5</td>
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<tr>
<td>- That the report “Financial performance monitoring and forecast as at 31 March 2019” (Finance Committee 8 May 2019) be received,</td>
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<tr>
<td>- That the committee recommend to council the approval of the forecast budget adjustments as set out in this report (paragraph 7).</td>
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<tr>
<td><strong>Date:</strong></td>
<td>Wednesday, 8 May, 2019, 10:00 am</td>
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<tr>
<td><strong>Location:</strong></td>
<td>Council Chamber</td>
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<td>Waikato Regional Council</td>
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<td>401 Grey Street</td>
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<td>Hamilton East</td>
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<tr>
<td><strong>Members Present:</strong></td>
<td>Cr H Vercoe - Deputy Chair</td>
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<td></td>
<td>Cr D Minogue</td>
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<td></td>
<td>Cr S Kneebone</td>
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<td>Cr B Quayle</td>
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<td>Cr A Livingston - Ex Officio</td>
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<tr>
<td><strong>Staff Present:</strong></td>
<td>J Becker - Chief Financial Officer</td>
</tr>
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<td></td>
<td>J Cox Team Leader - Democracy Services</td>
</tr>
</tbody>
</table>
2. **Apologies**

Apologies were received from Jane Hennebry.

**FC19/16**  
**Moved by:** Cr Quayle  
**Seconded by:** Cr Kneebone

**RESOLVED (Section A)**

THAT the apologies of Cr Hennebry be accepted.

The motion was put and carried

3. **Confirmation of Agenda**

Members noted the absence of the minutes from the previous meeting from the agenda. It was noted that the minutes of the committee were confirmed and approved by Council at the March meeting and were not reported back to the committee. This was the process for all of the committees of council that did not have external members.

**FC19/17**  
**Moved by:** Cr Quayle  
**Seconded by:** Cr Minogue

**RESOLVED (Section A)**

THAT the agenda of the meeting of the Finance Committee on 8 May 2019, as circulated, be confirmed as the business for the meeting.

The motion was put and carried

4. **Disclosures of Interest**

There were no disclosures of interest as it related to the agenda.

5. **Issues and Actions from Finance Committee Meetings**

Report to review the actions and issues raised from the previous Finance Committee meetings.

The report was spoken to by the Chief Financial Officer (J Becker) and the key points were highlighted for members.

During questions, answers and related discussion the following points were noted:

- The peat soil survey will be comprehensive and provide a view of the impact of different activities on peat. The outcomes of the review and the report will be to provide a scientific basis for the Peat Soils section of the plan changes and policy reviews.

- A member noted the action to consider providing buses to the field days and asked how this could happen at no cost. In response it was noted that one of the ways that this
could be supported was through the funding contribution from Field Days, as well as utilising existing services. Another of the options was to speak with NZTA to consider funding towards the service to match the funding received from Field days.

- A member noted that the concerns from NZTA over the congestion on the highway during the field days would support the proposed action to approach them for funding.

**FC19/18**  
Moved by: Cr Livingston  
Seconded by: Cr Minogue

**RESOLVED (Section A)**

That the report “Matters arising from previous meetings minutes” (Finance Committee 8 May 2019) be received.

The motion was put and carried.

---

### 6. **2018/19 Rates Information to 31 March 2019**

Report to provide 2018/19 rates information as at 31 March 2019.

During questions, answers and related discussion the following was noted:

- Section 11 of the report set out the 14 rating units that the recommendation was seeking remission for under the uncollectible rates remission policy.

- A member asked whether there would be a decrease in public contact if more of the rates were collected by way of automatic payment. It was noted that council's preferred method of payment was by direct debit and many of the calls are received when penalties are applied. 20% of the region's ratepayers are paying by direct debit which differs to the figures for the territorial authorities who have a much higher uptake of direct debit.

- The challenge for council was that the rates bill remains relatively small and it is only issued once a year. The uptake of the direct debit option has often not been considered by the ratepayers, but is consistently offered.

- Where staff are working with ratepayers to clear rates arrears, often the establishment of a payment arrangement by direct debit is a condition of any penalty remission.

**FC19/19**  
Moved by: Cr Minogue  
Seconded by: Cr Kneebone

**RESOLVED (Section A)**

1. That the report “2018/19 Rates information to 31 March 2019” (Finance Committee 8 May 2019) be received

2. That the request to process remission of $11,231.37 to fourteen rating units under the Uncollectable Rates policy is approved.
7. **2018/19 Third Quarter Financial Performance and Financial Forecast**

Report to provide an overview of the Council’s financial performance for the period to 31 March 2019, together with the outcome from the third quarter financial forecast.

The report was presented by the Chief Financial Officer (J Becker) and the Manager Integrated Catchment Management Business & Technical Services (G Ryan).

During questions, answers and related discussion the following was noted:

- the funding had been committed to capital works that were either delayed, unplanned, or intended to span multiple years, and it was required to be carried over in order for the work to be completed.

- a member noted their concern regarding matters that had been reported through other committees, where members had highlighted that there were areas where tenders were not being let at the appropriate time and works were being held up by bad weather in the construction season. In response it was noted that there was to be a report back to those committees to highlight those processes that related to the delivery of the asset renewal programme of work (including tendering of works).

- staff were improving the forecasting for the budgets and when funding would be required for works to be undertaken. The capital profile was highlighted for members and it indicated that expenditure was working through all of the different stages of delivery, starting with investigation and design and moving through to procurement, construction and completion.

- the carry forward for capital works has been at a similar value year on year.

Mr Ryan referred to page 11 of the agenda and went through the items one by one with the members. He noted with one project, a risk-based decision had been made to defer during the planning phase. Another project was planned for delivery across multiple years, meaning the budget for this would carry forward over those financial years. Projects such as the Mangawhero Pump Station was an investigation and design project that had been designed to go over two financial years and was not constrained by construction season restrictions. In addition, two unplanned pump replacements had become necessary and had been able to be accommodated by the available budget.

During questions, answers and related discussion the following was noted:

- A member noted that there was a worldwide demand for pumps. In response, staff noted that Council’s need for pumps was not large, and that staff worked closely with suppliers during the planning of projects to determine lead times for delivery. This also included the identification of the necessary progress payments to confirm procurement and delivery.
the Lower Waikato Catchment Committee had noted their frustration at the cost of contracts and the lead in time for tenders and contracts to be in place for contractors to commence work in the zone. In response it was noted that a report would be going back to the committees through the Integrated Catchment Management Committee to highlight how the asset renewal work programme is delivered, in order to provide clarity for the members.

staff had been improving in the area of general investigation and estimates before going to tender. There were still variations within the market, these are expected and were navigated as they happened through the control of individual projects and overall programmes. A member noted that while they were sure it was happening the perception was that the letting of contracts and works hadn't been well timed. It was important that answers given were provided to give the reasons for the delays. An observation had been made that suggested starting the process earlier to let the contract and commence the works in an ideal environments would prevent overruns and cost escalation.

with regard to new Muggeridges Pump Station members were advised that staff were continuing to deliver the project according to an agreed Project Management Plan and within the funding that had been approved by Council. Of the funding that had been approved by Council ($6m), there was still 10-15% contingency available based on the best advice from the project at this time. There had been some variances due to issues such as exchange rate fluctuations and the need to import some additional fill material. Is was also currently expected that the project would be completed within the budget provided and would be operational by March 2020.

a member noted there had been an offer made by Fonterra through Phillippa Fourie for council to "piggyback" on procurement of pumps, which may provide financial benefits to the council. This was not something staff had been aware of and would be investigated.

the budget adjustments proposed did not have an impact on the proposed 2019/20 annual plan rates revenue requirement.

FC19/20

Moved by: Cr Minogue
Seconded by: Cr Quayle

RESOLVED (Section A)

1. That the report “Financial performance monitoring and forecast as at 31 March 2019” (Finance Committee 8 May 2019) be received, and

RECOMMENDED TO COUNCIL (Section B)

2. That the committee recommend to council the approval of the forecast budget adjustments as set out in this report (paragraph 7).

The motion was put and carried
8. **2018/19 Third Quarter Non-Financial Performance and Financial Forecast**

Report to provide the 2018/19 third quarter non-financial performance results.

The report was presented by Corporate Planning Manager (N Hubbard) and key highlights of the report were covered.

During questions, answers and related discussion the following was noted:

- members sought further information regarding measure 4.4 to determine what the delays were and what the variation in times was. The measure related to acknowledgement of the complaint and advising the informant of the process that would be taken to address the concern.

- a member asked whether it was possible to do modelling to measure the impact of industrial action to assess what the patronage trend may have been over that time to determine whether the target would have been met. In response members were advised that the assessment had indicated that the measure would not have been met regardless of the industrial action.

- the fare structure was in place and changes were tied to the implementation of a new ticketing system that was planned for August 2019.

- members noted concern that Public Transport was not performing in two areas. In response it was noted that these measures were new from the Long Term Plan. All performance measures would be considered again within the next Long Term Plan, with a view to different performance measures being considered.

**FC19/21**

Moved by: Cr Quayle  
Seconded by: Cr Kneebone  

**RESOLVED (Section A)**

That the report “2018/19 third quarter non-financial performance results” (Finance Committee 8 May 2019) be received.

The motion was put and carried

9. **Tenders Board Contracts Quarterly Report**

Report to provide the contracts awarded by the Tenders Board for the period 1 January to 31 March 2019.

The report was taken as read and there were no further questions or discussion on the report.

**FC19/21**

Moved by: Cr Livingston  
Seconded by: Cr Quayle  

**RESOLVED (Section A)**
That the report “Tenders Board Contracts for the period 1 January to 31 March 2019” (Finance Committee 8 May 2019) be received.

The motion was put and carried

10. "Procurement policy and practice overview- "Buy local" policy provisions and trend in performance- Contractor performance review processes"

Report to provide an update on procurement spend within the Waikato region, and an overview of the contract review processes employed by Council staff.

The report was presented by the Chief Financial Officer (J Becker) and the highlights of the report were provided.

During questions answers and related discussion the following was noted:

- A member noted that page 38 of the agenda (page 2 of the report) was clear in terms of what council was doing with respect to "Buy Local" and felt that the graph would be valuable for the public view.
- Hamilton City Council had a 5% margin to supply local. The council’s policy was that, all other things being equal, there was a preference to buy local but extra weighting was not applied to the vendor selection process in favour of local suppliers.
- Members noted while a number of businesses could sit under Waikato for analysis as they had local offices, they were reported as out of region spend as their head office was recorded in Auckland.

FC19/22
Moved by: Cr Livingston
Seconded by: Cr Kneebone

RESOLVED (Section A)

That the report “Buy Local Procurement and Contract Review Processes” (Finance Committee 8 May 2019) be received.

The motion was put and carried

11. CE & Councillor expenses to 31 March 2019

Report to provide a summary of the Councillors and Chief Executive’s expenses for the quarter ended 31 March 2019.

The report was taken as read. During questions answers and related discussion the following was noted.

- Cr Minogue indicated his March expenses were processed in April, which was reflected in the information provided.
a member highlighted their efforts to make contact with members of committees, where an extraordinary meeting may be required, to ensure that quorum is met, appropriate and efficient decisions are made, but without the added expense of travel for the members.

FC19/23
Moved by: Cr Minogue
Seconded by: Cr Livingston

**RESOLVED (Section A)**

That the report “Councillor and Chief Executive Expenses for the quarter ended 31 March 2019” (Finance Committee 8 May 2019) be received for information.

The motion was put and carried

12. **Treasury Management & Monitoring report to 31 March 2019**

Report to provide an update on the performance of the Council's investment fund and cash management for the period ended 31 March 2019 and the status of the Council’s external borrowing programme for the same period.

The report was presented by the Chief Financial Officer (J Becker) and the key highlights were noted. There were no further questions or discussion on the report.

FC19/24
Moved by: Cr Kneebone
Seconded by: Cr Quayle

**RESOLVED (Section A)**

That the report “Treasury Management and Monitoring Report to 31 March 2019” (Finance Committee 8 May 2019) be received.

The motion was put and carried

14. **Committees Reporting to Finance Committee**

14.1 **Minutes of Contracts Subcommittee (Open)**

Minutes of the Contracts Sub Committee meeting held on 10 April 2019

The minutes of the Contracts Subcommittee were received without further discussion.

FC19/25
Moved by: Cr Vercoe
Seconded by: Cr Livingston

**RESOLVED (Section A)**
That the minutes of the Contracts Sub Committee meeting held on 10 April 2019 be received and confirmed as a true and correct record.

The motion was put and carried

13. Mercer update: Fund manager review

Report to provide an update on the quarterly investment monitoring report to 31 March 2019 provided by Mercer.

Brian Kearney of Mercer presented the report. Members received a verbal update on the recent changes within the organisation noting that the Wellington office not a satellite office of Australia, but had retained their autonomy.

Members received a presentation (Doc#14273183).

During questions, answers and related discussion the following was noted:

- in response to a question about the proposed tariffs on trade with China members were advised that the primary driver would be what the quantum of the tariff was, the timing, and then the probability of the order. The primary driver had been priced into the market since the conversation had started. A trade tariff would limit supply of goods, slowing the economy down.

- the work relating to the annual review of the fund managers would be completed sufficiently to report it to the committee by August 2019.

- the strong outperformance has continued in the March quarter and members noted the information represented 9 months. Members were advised that they would need to look at three or more years of performance to see the benefit of active management.

FC19/26
Moved by: Cr Livingston
Seconded by: Cr Minogue

RESOLVED (Section A)

That the report Mercer Investment Monitoring Report to 31 March 2019 be received.

The motion was put and carried

15. Resolutions to Exclude the Public

FC19/27
Moved by: Cr Quayle
Seconded by: Cr Kneebone

THAT the public be excluded from the following part/s of the meeting:
The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987. The particular interest or interests protected by section 6 and 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

**Contract Extension for Strategic Investment Fund Adviser**

**Non-Rates Debtors**

- Protect the privacy of natural persons, including that of deceased natural persons (Schedule 7(2)(a)); and

- Protect information where the making available of the information: (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Schedule 7(2)(b))

**Minutes of Contracts Subcommittee**

- Protect information where the making available of the information: (i) would disclose a trade secret; or (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Schedule 7(2)(b)); and

- Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities (Schedule 7(2)(h)).

The motion was put and carried

**Return to Open meeting**

In the closed section of the meeting the following decisions were made:

**Contract extension for Strategic Investment Fund Advisor**

1. That the committee approve an extension to the contract with Mercer (NZ) Ltd for a further three years from 1 September 2019

Meeting closed at 12.20pm.
### Section A – Decisions made under delegation

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<tbody>
<tr>
<td><strong>Item 6. Resource Use Directorate Consent Statistics March 2019</strong></td>
<td>3</td>
</tr>
<tr>
<td>• That the report Resource Use Directorate Consent Statistics March 2019  (Environmental and Services Performance Committee 9 May 2019) be received</td>
<td></td>
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<tr>
<td><strong>Item 7. Environmental Protection Authority Approval and Reassessment Process for Hazardous Substances and New Organisms Regulations</strong></td>
<td>3-4</td>
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<tr>
<td>• That the report Environmental Protection Authority approval and reassessment process for hazardous substances (Environmental and Services Performance Committee 9 May 2019) be received.</td>
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<tr>
<td><strong>Item 10. Ministry for the Environment Update</strong></td>
<td>5</td>
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<tr>
<td>• That the report Ministry for the Environment update (Environmental Services Performance Committee 9 May) and the presentation by Ministry for the Environment staff, be received for information.</td>
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<tr>
<td><strong>Item 8. Update on Business Intelligence Capabilities</strong></td>
<td>6</td>
</tr>
<tr>
<td>• That the report Update on business intelligence capabilities May 2019  (Environmental and Services Protection Committee 10 May 2019) be received.</td>
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<tr>
<td><strong>Item 11. Development and Application of Sediment Source Tracking</strong></td>
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<tr>
<td>• That the report Development and application of sediment source tracking (Environmental and Services Performance Committee 9 May 2019) and the presentation by Dr M Gibbs be received.</td>
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<tr>
<td><strong>Item 9 Feedback and Complaints</strong></td>
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<tr>
<td>• That the report Feedback and Complaints (Environmental and Services Performance Committee 9 May 2019) be received.</td>
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Waikato Regional Council

Environmental and Services Performance Committee

OPEN MINUTES

Date: Thursday, 9 May, 2019, 10:00 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street, Hamilton East

Members Present: Cr K White (Chair)
Cr J Hayman
Cr S Husband
Cr F Lichtwark
Cr B Quayle
Cr A Livingston (ex officio) (from 11.10 am until 12.45pm)
Cr T Mahuta (ex officio) (from 11.22am)

Staff Present: N Williams - Director - Community and Services
B Sinclair - Manager Industry and Infrastructure
P Lynch - Manager Investigations and Incident Response
J Caldwell - Senior Scientist, Land and Soil
G Stratton - Team Leader Business Intelligence
M Poole - Democracy Advisor
L Van Veen – Democracy Advisor
1. **Apologies**

Apologies were received from Cr K Hodge (Committee Deputy Chair) and from Cr A Livingston (for late arrival).

ESP19/10

Moved By Cr F Lichtwark
Seconded By Cr S Husband

RESOLVED (Section A)

That the apologies from Cr K Hodge (Committee Deputy Chair) and from Cr A Livingston (for late arrival) be received.

The motion was put and carried

2. **Confirmation of Agenda**

ESP19/11

Moved By Cr B Quayle
Seconded By Cr S Husband

RESOLVED (Section A)

THAT the agenda of the meeting of the Environmental and Services Performance Committee on 9 May 2019, as circulated, and with the inclusion of Public Excluded Item 5.2 - Regional Sector 2017/18 Compliance, Monitoring and Enforcement Metrics report, be confirmed as the business for the meeting.

The motion was put and carried

3. **Disclosures of Interest**

There were no disclosures of interest.

4. **Public Excluded Session**

ESP19/12

Moved By Cr K White
Seconded By Cr B Quayle

RESOLVED (Section A)

That the public be excluded from the following part/s of the meeting:

That the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government and Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

5.1 Update on Prosecutions - Conclusive reasons to withhold exist under Section 6(a) - maintenance of the law and the right to a fair trial; Good reasons exist under Section 7(2)(a) - to protect the privacy of natural persons, including that of deceased natural persons and Section 7(2)(g) to maintain legal professional privilege.

5.2 Regional Sector 2017/18 Compliance Monitoring and Enforcement Metrics - Good reason to withhold exists under Section 7(2)(c)(i) - to protect information which is subject to an obligation of confidence, where the making of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is
in the public interest that such information should continue; and Section 7(2)(j) to prevent disclosure or use of official information for improper gain or advantage.

The motion was put and carried.

Return to Open Meeting 11.12am


Report provided an overview of recent work within the consenting section of the Resource Use Directorate.

Arising out of questions, responses and discussion the following points were noted:

- with respect to the Fonterra Te Awamutu consent application, the Hearing Panel decision has been made to grant the consents.
- with respect to the Matamata Metal Supplies consent application, the Hearing Panel decision has been made to grant the consents, currently in appeal period.
- with respect to the Happy Valley Milk water take application. The applicant has requested that processing of the consent be suspended.
- that in addition to the Mercury Bay spat catching application, there are several other proposals ‘in the pipeline’ - at Aotea and Colville (both ‘on hold’ under s92 for further information) and Raglan (pre-lodgement consultation being undertaken). Spat catching is a pre-cursor activity to support mussel farming.
- with respect to the Wairakei Pastoral Ltd land use change application, the decision has been made to publicly notify the application if the process proceeds. It is currently ‘on hold’ at the applicant’s request.
- with respect to the Whangamarino weir s128 review initiated by Council, the remaining aspects of the technical review is expected to be completed shortly, after which the next step would be to make the notification decision.

Arrive Cr T Mahuta 11.22am

**ESP19/16**

Moved By Cr S Husband

Seconded By Cr F Lichtwark

**RESOLVED (Section A)**

That the report Resource Use Directorate Consent Statistics March 2019 (Environmental and Services Performance Committee 9 May 2019) be received.

The motion was put and carried.

7. **Environmental Protection Authority Approval and Reassessment Process for Hazardous Substances and New Organisms Regulations**

Senior Scientist Land and Soil (J Caldwell) provided an overview of the EPA’s approval and reassessment processes for the importation and use of hazardous substances in New Zealand, noting:
• the Hazardous Substances and New Organisms (HSNO) Act 1996 definition of a hazardous substance and the role and responsibilities of the EPA; and

• that while Regional councils have an ability under the Resource Management Act (RMA) to set more stringent controls on hazardous substances that relate to their functions in certain circumstances, the EPA chemical reassessment process to review hazardous substances already approved in NZ is the preferred method.

• as a result of the EPA’s internal chemical screening process, a decision has been made that grounds exist for the reassessment of the pyrethroid insecticide alpha-cypermethrin which has been potentially implicated in the deaths of koura in the Oraka Stream on two occasions.

• it is anticipated that there will be a call for submissions during the reassessment process and WRC will be able to lodge a submission and have a contributory role in the process.

Arising out of questions, responses and discussion the following points were noted:

• the reassessment process could take some time to complete and staff will report back to the Committee as appropriate.

• view expressed that the EPA’s decision to reassess the group of synthetic pyrethroids recognises the concerns raised about their use/environmental impacts via this Committee/WRC.

• requested that the EPA decision/process be reported to the next round of Forestry Liaison Committee meetings for information.

• understood that brodifacoum is on the EPA list for reassessment. Staff to advise Cr White the priority Group classification and any other known process information (e.g. likely timing).

• as a broader issue there are numerous ‘sprays’ used in everyday life with unknown potential implications for all manner of insects, including native species such as weta. Is this an issue to consider as part of the Regional Plan review/change process?

ESP19/17
Moved By Cr K White
Seconded By Cr B Quayle

RESOLVED (Section A)
That the report Environmental Protection Authority approval and reassessment process for hazardous substances (Environmental and Services Performance Committee 9 May 2019) be received.

The motion was put and carried

ESP19/18
Moved By Cr K White
Seconded By Cr S Husband

RESOLVED (Section A)
That the order of agenda be changed to consider Item 10 - Ministry for the Environment Update next.

The motion was put and carried
10. Ministry for the Environment Update

Report and presentation from MfE personnel N Donovan (Senior Analyst) and J Uden (Investment Manager/Analyst) to provide an update on the National Environmental Standard for Tyres, the Waste Levy Expansion, the Waste Minimisation Fund and Waste to Energy, noting that:

- the staff team is growing as the waste management/response area of work expands.
- activities in the waste minimisation area include compliance monitoring and visits to operators and territorial authorities; waste disposal levy spend reporting; expansion of the waste levy and the development of draft guidelines on landfill best practice.
- the waste levy (currently Class 1 at $10 per tonne) is not being effective at minimising waste. Proposal to expand the waste levy parameters and charges.

Out of meeting Cr S Husband 11.53am

- technical work is ongoing to classify landfill disposal facilities. WRC Senior Scientist J Caldwell is on the stakeholder reference group, providing expert local government advice to the project.
- the waste levy expansion planned for August 2019 will utilise the landfill classification work and include a cost benefit analysis.
- the waste minimisation fund is a contestable fund, the applications for 2019 opened on 1 May and close on 28 May. Information about making an application is available on MfE’s website.

Return to meeting Cr S Husband 11.59am

- strategic outcomes of the waste projects include moving towards a circular economy and encouraging greater product stewardship. Current projects include used and end of life tyres and used plastics.
- work is also ongoing on the waste to energy project noting that there is no single solution to address New Zealand’s waste issues. There are complex considerations and issues and any solution/s need to take account of other environmental commitments and goals, e.g. to reduce emissions.

Arising out of questions, responses and discussion the following points were noted:

- the Waikato has been/is being used as a waste disposal ‘solution’ by Auckland. Historically some landfills were located close to the Waikato River and currently there is a major landfill at Hampton Downs. Auckland needs to take greater responsibility for the stewardship and management of its waste streams within its own boundaries.
- view expressed that if waste is ‘exported’ across local government boundaries in this way, then the levies should follow the waste. The exporter needs to be part of the waste minimisation and disposal solutions.
- while the Olivine/Meremere power station waste incineration proposal in the 1990s did not proceed, has consideration been given to the possibility of Huntly power station being utilised in a waste to energy venture?
- historically people/communities just ‘buried’ (in landfills), “flushed” (into waterways) or burnt waste materials. Landfill leaching will be a long term containment and
management issue. Do modern incineration technologies provide another option for some waste types? Depending on the material burnt, ash can be used as a fertiliser.

- is there an opportunity to design/build mobile bio-digestors that could be transported to and economically process suitable waste streams e.g. forestry slash and ‘harvested’ aquatic weeds? Could the Waste Minimisation Fund support such projects?
- the Portland cement proposal for used tyres is still being worked on, with a resource consent application (air discharge) lodged with Northland RC.
- development of large scale waste to energy facilities may not be economically viable given the first objective is to reduce/minimise waste.

ESP19/19
Moved By Cr B Quayle
Seconded By Cr F Lichtwark

RESOLVED (Section A)
That the report Ministry for the Environment update (Environmental Services Performance Committee 9 May) and the presentation by Ministry for the Environment staff, be received for information.

The motion was put and carried

Out of meeting Cr S Husband and Cr A Livingston 12.45pm

8. **Update on Business Intelligence Capabilities**

Team Leader Business Intelligence (G Stratton) provided a progress update on the strategic roadmap to grow business intelligence awareness and capabilities at council, noting that:

- the Business Intelligence (BI) mission is to enable staff to better use data and information, to inform decision making and to tell WRC’s story. The ‘Beyond 2020 Strategy’ is a key part of the enabling processes.
- to date the BI team has built the foundation, identified gaps in data quality and developed a ‘road map’, with the key outputs as outlined in the written report.
- the focus for 2019/20 is to enable BI self-service capability, improve access to data and improve data quality.
- the focus for 2020/21 will be around analytics and to explore how artificial intelligence ‘tools’ may assist BI processes and data (for example visual imagery).

ESP19/20
Moved By Cr B Quayle
Seconded By Cr F Lichtwark

RESOLVED (Section A)
That the report Update on business intelligence capabilities May 2019 (Environmental and Services Protection Committee 10 May 2019) be received.

The motion was put and carried
ESP19/21

Moved By Cr K White
Seconded By Cr S Husband

RESOLVED (Section A)
That the order or agenda items be changed to consider Item 11 - Development and Application of Sediment Source Tracking NIWA update next.

The motion was put and carried

Out of meeting Cr F Lichtwark 12.59pm

11. Development and Application of Sediment Source Tracking

Report to provide information on Sediment Source Tracking as requested at the Environmental and Services Performance Committee meeting held on 19 February 2019.

Report and presentation by Dr M Gibbs, NIWA to provide information on Sediment Source Tracking as requested at the Environmental and Services Performance Committee meeting held on 19 February 2019, noting that:

- soil erosion is a global problem and sediment a major contaminant of freshwater. New Zealand occupies 0.2 percent of the global land area but produces more than 1.7 percent of the sediment discharged into the oceans.
- under the National Policy Statement (NPS) for freshwater Councils will become responsible for managing sediment. To achieve this need to know where the sediments are coming from - how do you ‘track’ sediment?
- land use is defined by the plants growing on that land. All plants produce characteristic biomarkers that are used to identify the specific plant/s. In many situations more than one sediment source contributes to the sediment ‘pool’.

Return to meeting Cr F Lichtwark 1.12pm

- the compound specific stable isotope (CSSI) technique is used around NZ, is endorsed by the NZ Environment Court and is internationally endorsed and used in more than 40 countries worldwide.
- the CSSI results can be used to inform land/soil use management decisions.

Arising out of questions, responses and discussion the following points were noted:

- with respect to Whaingaroa (Raglan) harbour, some work has been done in the Waitetuna Valley/Stream. The ‘crops’ and the associated land management have a significant impact on soil erosion e.g. mature/unharvested pine trees are relatively stable, however at harvest, crossing streams and for the post-harvest/ early replant years need to have strategies/plans in place. For maize soil erosion management needs to be an integral part of the cropping cycle.
9. Feedback and Complaints

Report to provide an update on Council’s feedback and complaints performance.

The report providing an update on Council’s feedback and complaints performance was taken as read.

ESP19/25
Moved By Cr K White
Seconded By Cr B Quayle

RESOLVED (Section A)
That the public be excluded from the following part/s of the meeting:

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:
5.2 Regional Sector 2017/18 Compliance Monitoring and Enforcement Metrics. Good reason to withhold exists under Section 7 (Section 48(1)(a). To protect information which is subject to an obligation of confidence, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied (Section 7 (c)(i) and to prevent disclosure or use of official information for improper gain or advantage (Section 7(2)(j).

The motion was put and carried

Returned to Public Excluded at 1.37 pm.

Returned to open meeting at 1.42pm.

Meeting closed at 1.47pm.
# Decision report of Audit and Risk Committee

**Meeting date:** 13 May 2019

## Section A – Decisions made under delegation

<table>
<thead>
<tr>
<th>Agenda item and resolutions</th>
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<tbody>
<tr>
<td>Item 5. Matters arising from Audit and Risk Committee minutes 7 March 2019</td>
<td>2-3</td>
</tr>
<tr>
<td>• That the report Matters arising from Audit and Risk Committee minutes 7 March 2019 (Audit and Risk Committee 13 May 2019) be received.</td>
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<tr>
<td>• THAT the minutes of the Audit and Risk Committee meeting held on 7 March 2019 be confirmed as a true and correct record.</td>
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<tr>
<td>Item 6. Risk Management Activity Update</td>
<td>4</td>
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<tr>
<td>• THAT the report Risk Management Activity Update (Audit and Risk Committee 13 May 2019) be received, subject to the review of the proposed Waikato Regional Council Risk Management Framework being undertaken by KPMG.</td>
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<tr>
<td>Item 7. Key Projects Update</td>
<td>6</td>
</tr>
<tr>
<td>• That the report Key Projects Update (Audit and Risk Committee 13 May 2019) be received.</td>
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</tr>
<tr>
<td>Item 8. Policy Review Schedule Update</td>
<td>6</td>
</tr>
<tr>
<td>• That the report Policy Review Schedule Update (Audit and Risk Committee 1 May 2019) be received</td>
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</tr>
<tr>
<td>Item 9. Business Continuity Activity - Update</td>
<td>7</td>
</tr>
<tr>
<td>• THAT the Business Continuity Activity - Update (Risk and Audit Committee 13 May 2019) be received.</td>
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<tr>
<td>Item 10. Annual Conflict of Interest and Gifts Declaration and Staff Gifts Register for the period 1 October 2018 to 31 March 2019</td>
<td>7</td>
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<tr>
<td>• That the report Annual Conflict of Interest and Gifts Declaration and Staff Gifts Register for the period 1 October 2018 to 31 March 2019 (Audit and Risk Committee 13 May 2019) be received.</td>
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<tr>
<td>Item 11. Annual Leave, Wellbeing and Health and Safety Indicators</td>
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<tr>
<td>• THAT the report Annual Leave, Wellbeing and Health &amp; Safety Indicators (Audit and Risk Committee 13 May 2019) be received.</td>
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<tr>
<td>Item 12. Internal Audit Programme Update</td>
<td>9</td>
</tr>
<tr>
<td>• THAT the report Internal Audit Programme Update (Audit and Risk Committee 2 May 2019) be received.</td>
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</tbody>
</table>
**Item 13. Waikato Regional Council flood protection asset risk management**

- THAT the report Waikato Regional Council flood protection asset risk management (Audit and Risk Committee 13 May 2019) be received.

**Item 14. 2018/19 Annual Report - Accounting Estimates and Judgements**

- That the report 2018/19 Annual Report - Accounting Estimates and Judgements (Audit and Risk Committee 13 May 2019) be received and endorsed.

### Section B – Recommended to Council

<table>
<thead>
<tr>
<th>Agenda Item and recommendations</th>
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<tbody>
<tr>
<td><strong>Item 6. Risk Management Activity Update</strong></td>
<td>4</td>
</tr>
<tr>
<td>• THAT the updates to the Risk Management Framework as set out in the report Risk Management Activity Update (Audit and Risk Committee 13 May 2019) be approved, subject to the review of the proposed Waikato Regional Council Risk Management Framework being undertaken by KPMG; and</td>
<td></td>
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<tr>
<td>• THAT the updates to the Corporate Risks as set out in the report Risk Management Activity Update (Audit and Risk Committee 13 May 2019) be approved.</td>
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</table>
Waikato Regional Council
Audit and Risk Committee

OPEN MINUTES

Date: Monday, 13 May 2019, 9 am
Location: Council Chamber
Waikato Regional Council
401 Grey Street, Hamilton East

Members Present: H Stevens (Chair – Independent Member)
Cr J Hennebry (Deputy Chair)
G Naylor (Independent Member)
Cr H Vercoe
Cr B Simcock
Cr A Livingston (ex-officio)
Cr Mahuta (ex-officio)

Staff Present: J Becker (Chief Financial Officer)
L Van Veen (Democracy Advisor)
J Cox (Team Leader Democracy Services)
1. **Terms of Reference**

2. **Apologies**
   
   There were no apologies received.

3. **Confirmation of Agenda**
   
   The agenda of the meeting was accepted.

   AR19/16
   
   Moved by: H Stevens
   
   Seconded by: Cr Hennebry

   **RESOLVED (SECTION A):**

   THAT the agenda of the Audit and Risk Committee of 13 May 2019 as circulated be confirmed as the business for the meeting.

   The motion was put and carried

4. **Disclosures of Interest**

   There were no disclosures of interest noted.

5. **Matters arising from Audit and Risk Committee minutes 7 March 2019**

   Report to receive the minutes of the open session of the previous meeting and review the actions and matters arising.

   The report was presented by J Becker (Chief Financial Officer).

   During questions, answers and related discussion the following points were noted:

   - With respect to point four, a member requested trends over time for Employee Assistance Programme uptake. Staff undertook to provide this as part of reporting on this matter moving forward.
   - With respect to point five, a workshop had been held with key staff and three options had been presented as a way forward. A member requested that an assessment of the risks associated with each option be provided by way of a report at the next committee meeting. Staff undertook to provide this.
   - A member referred to the “Submission on the Productivity Commission’s inquiry into Local Government Funding and Financing” and its mention of treaty settlements which had been brought to the recent Strategy and Policy Committee. Staff undertook to circulate this to members.
   - David Walker (Audit NZ) provided a verbal update on materiality levels applied by Audit NZ. It was noted that materiality is determined on a case by case basis dependent on a range of factors. The materiality for sensitive expenditure is set at $0.
   - Members expressed that they had been provided with more specific detail of materiality when involved with other organisations. Mr Walker undertook to include considerations of materiality into the annual audit plan moving forward.
   - Members queried regarding the nature of the pre-election report. Staff advised that it was authorised by the Chief Executive and targeted to inform potential candidates for. Members were assured that the report was politically neutral and would not require council sign off. Staff undertook to provide a copy of the upcoming pre-election report to
committee members once it was ready for release to ensure it addressed areas of potential risk for the council.

- With respect to reporting on capital new works projects, staff advised that reporting was now included in Finance committee agendas to ensure governance oversight of these projects.

- A member queried the status of the Infrastructure Sustainability review of which staff advised that the scope was being defined. Findings from this review would be a key input that would inform the next Long Term Plan.

- With respect to the target for measuring customer satisfaction (NPS), members were advised that this had been agreed to be reported to the Environmental and Services Performance Committee. An annual trend in performance would also be reported to the Audit and Risk committee.

AR19/17

Moved by: Cr Vercoe
Seconded by: G Naylor

RESOLVED (SECTION A):

That the report Matters arising from Audit and Risk Committee minutes 7 March 2019 (Audit and Risk Committee 13 May 2019) be received.

RESOLVED (SECTION A):

THAT the minutes of the Audit and Risk Committee meeting held on 7 March 2019 be confirmed as a true and correct record.

The motion was put and carried

6. Risk Management Activity Update

Report to update the Audit and Risk Committee on Waikato Regional Council’s risk management activities and key project risks.

The report was presented by the Senior Legal Advisor (S Jones) and Strategic Risk Advisor (J Kana).

During questions, answers and related discussion the following was noted:

- A member noted there were a number of items marked as “in progress” and sought more detail to determine how these were being managed. This was to provide assurance that mitigation measures were appropriate and being undertaken in a timely manner. Staff undertook to provide this level of detail going forward by way of undertaking “deep dives” on particular risk areas at each future committee meeting.

- In response to a member’s query regarding whether treaty settlements had been included in the risk register, staff advised this was covered generally under corporate risk # 3 and also more specifically within the proposed risk register which was being put to the committee for consideration.

- A member referred to the corporate risk identified as “off track” and sought clarification of the status. Staff advised that the status was due to its dependence on the review of the Regional Pest Management Plan.
• A member highlighted a lack of consistency between the scores within the high level summary table compared to the break down detail provided for the corporate risk status. Staff undertook to take this feedback on board as part of their work to roll out reporting under the proposed corporate risk register. It was noted that a review of current residual risk criteria and pre and post risk controls would also be undertaken.
• A member queried regarding the level of risk within the iwi relationship space. Staff noted that controls would be in place to manage those aspects that council had control over, however they would be unable to manage risks associated with external factors. It was highlighted that as council operated within a political environment, the medium risk assigned to this risk was expected and unavoidable.
• Staff noted the direction from central government to lift compliance amongst Territorial Authority activity under regional council jurisdiction. Staff highlighted this would test regional and territorial authority relationships, particularly where enforcement would be required.
• A member raised the need for the proposed risk register to retain commentary regarding consequences, as this informed the level of risk.
• A member highlighted the Submission on the Productivity Commission’s inquiry into Local Government Funding and Financing’s insight into the risks associated with climate change and financial sustainability.
• A member highlighted there was opportunity for council to improve its uptake of electrical vehicles in its fleet.
• With respect to Corporate Risk #1.3, members queried the level of commitment required by council and its role in supporting the Civil Defence Emergency Management Group (CDEM). Staff undertook to seek clarification of the level of involvement needed to support the proposed Funding Policy for emergency response, as it was thought this might be outside scope for regional council.
• Members queried if KPMG had reviewed the proposed Risk Management Framework. Staff undertook to have this review completed as part of the process to finalise the Risk Management Framework.
• Staff advised the results of recent culture survey results. It was noted a high response rate achieved (being 83% compared to 60% when the survey was first undertaken in 2017). Culture was measured through the survey based on three behaviour types; aggressive/defensive, passive/defensive and constructive. Survey results had been positive, showing that the organisation is above the median range for humanistic and encouraging behaviour. Staff were investigating options to conduct the survey more regularly than the current two yearly cycle. This would provide more real time data.
• In response to a member’s question regarding whether the survey had tested staff engagement levels, staff advised that culture was the main focus of the survey. This focus had been informed by key research recommending culture as more relevant to lifting performance compared to engagement.
• A member raised potential risk associated with central government policy initiatives impacting on upcoming reviews by council. Staff undertook to review upcoming policy from central government in light of the work being undertaken on the regional plan review and to provide their findings at the next committee meeting.

AR19/18
Moved by: Cr Vercoe
Seconded by: Cr Simcock

RESOLVED (SECTION A):
THAT the report Risk Management Activity Update (Audit and Risk Committee 13 May 2019) be received, subject to the review of the proposed Waikato Regional Council Risk Management Framework being undertaken by KPMG.

The motion was put and carried

AR19/19
Moved by: Cr Vercoe
Seconded by: Cr Simcock

RECOMMENDED TO COUNCIL (SECTION B):

- THAT the updates to the Risk Management Framework as set out in the report Risk Management Activity Update (Audit and Risk Committee 13 May 2019) be approved, subject to the review of the proposed Waikato Regional Council Risk Management Framework being undertaken by KPMG; and

- THAT the updates to the Corporate Risks as set out in the report Risk Management Activity Update (Audit and Risk Committee 13 May 2019) be approved.

The motion was put and carried

7. Key Projects Update

Report to update the committee on 3 key projects being, Healthy Rivers, Hamilton to Auckland Commuter Rail and Project Reboot.

The report was presented by the Chief Financial Officer (J Becker).

During questions, answers and related discussion the following was noted:

- The Chief Executive (V Payne) noted a meeting had been held with the Healthy Rivers Plan Change 1 Hearings panel chair who had advised that more people had requested to be heard as part of the hearings process than originally anticipated and that this would impact on timing of the final decision. A final decision was now likely to occur after the triennial election.

- A member highlighted submitter feedback regarding the high cost to them of being engaged in the Healthy Rivers Plan Change 1 hearings process. The member undertook to provide the committee with more details of these costs. Members requested the submitter also provide details of costs associated with involvement with other related regional council plan change processes.

- Staff assured members that the New Zealand Transport Agency board targeted funding assistance rate of 75.5% for funding of the Hamilton to Auckland Start-up Passenger Rail Service pre-implementation work had been secured.

- Staff advised they had chosen to implement the current Waikato ticketing system as part of the new railway service, however this was subject to negotiations with our key partners. It was considered that this ticketing system would provide stronger control over fares and concessions. Buy-in from key partners was critical to the success of the ticketing system as this would ensure a streamlined approach across the service, maximising patronage uptake.
• Initiation of the Corporate Systems Replacement Project had commenced, with the mobilisation of resources occurring through to the end of May.
• A member queried regarding the timing of the next KPMG review of the Corporate Systems Replacement Project and noted the importance of the committee keeping abreast of key items of interest. Staff advised that the next KPMG review would be scheduled to review the initiation processes of the implementation project.
• A member requested whether updates on key projects could be provided in an easy to read table templated format. Staff undertook to provide this going forward.

AR19/20
Moved by: Cr Livingston
Seconded by: G Naylor

RESOLVED (SECTION A):
That the report Key Projects Update (Audit and Risk Committee 13 May 2019) be received.

The motion was put and carried

8. Policy Review Schedule Update

Report to provide an update on the Waikato Regional Council policies that are due for review/renewal this quarter.

The report was presented by the Senior Legal Advisor (S Jones). There were no questions or further discussion on the item.

AR19/21
Moved by: H Stevens
Seconded by: Cr Livingston

RESOLVED (SECTION A):
That the report Policy Review Schedule Update (Audit and Risk Committee 1 May 2019) be received

The motion was put and carried

9. Business Continuity Activity - Update

Report to update the Audit and Risk Committee on Waikato Regional Council’s business continuity activity.

The report was presented by the Strategic Risk Advisor (J Kana).

During questions, answers and related discussion the following was noted:

• A member noted that work to establish a better Business Continuity Plan was needed. Staff advised that recent workshops facilitated by external experts with key staff had highlighted gaps and that this had provided the direction needed to progress to a more desired state. Three workshops with the crisis management team had been scheduled over the remainder of the year to progress the work.
A member highlighted the need for the Business Continuity Plan to consider the impact of a new location and building next year, including proximity to the Civil Defence Emergency Management Team and facilities.

Staff undertook to provide an update on the Business Continuity activity at the next committee meeting.

AR19/22
Moved by: Cr Livingston
Seconded by: Cr Hennebry

RESOLVED (SECTION A):

THAT the Business Continuity Activity - Update (Risk and Audit Committee 13 May 2019) be received.

The motion was put and carried

10. Annual Conflict of Interest and Gifts Declaration and Staff Gifts Register for the period 1 October 2018 to 31 March 2019

Report on the annual staff conflict of interest and gifts declaration process, and to provide a summary of gifts received by staff during the period 1 October 2018 to 31 March 2019.

The report was presented by the Chief Financial Officer (J Becker).

During questions, answers and related discussion the following was noted:

- In response to a member’s query regarding the number of staff who had attended a client relationship morning tea, staff advised this had involved approximately 30 staff.

The meeting adjourned at 10.35am and reconvened at 10.45am

AR19/23
Moved by: G Naylor
Seconded by: Cr Hennebry

RESOLVED (SECTION A):

That the report Annual Conflict of Interest and Gifts Declaration and Staff Gifts Register for the period 1 October 2018 to 31 March 2019 (Audit and Risk Committee 13 May 2019) be received.

The motion was put and carried

11. Annual Leave, Wellbeing and Health and Safety Indicators

Report to update the Audit and Risk Committee on management of annual leave balances, staff wellbeing and key health and safety indictors.

The report was presented by the Manager People and Capability (N Ollington).

During questions, answers and related discussion the following was noted:
Chief Executive (V Payne) advised of the recently established Careers page on the council website. This was to showcase staff and their day to day work in a way which would create enthusiasm and pride amongst staff and support staff retention.

In response to a member’s question regarding the work undertaken to implement the new central government domestic violence leave legislation, staff advised that a council policy had been drafted and that adequate measures to protect staff privacy under the new policy had been implemented.

A member requested that Employee Assistance Programme trend data be provided to the committee going forward. Staff undertook to provide this.

In response to a member's request for a status update of the incident reported to WorkSafe, staff advised that an internal ICAN investigation to understand the causal factors had been completed. Staff undertook to provide a more comprehensive update regarding the findings of the review at the next committee meeting.

In response to a member’s query regarding whether staff are able to cash out high leave balances staff advised that council are in favour of leave being used and that cashing out leave was only approved in exceptional circumstances such as financial hardship.

A member highlighted the contradiction between the policy, noting that no more than six weeks leave could be accumulated, however the report provided to the committee had highlighted staff accumulation of leave beyond this limit.

A member queried the maximum leave staff were permitted to take at any one time. Staff advised that this would be negotiated between staff and their manager on a case by case basis.

AR19/24
Moved by: Cr Livingston
Seconded by: Cr Hennebry

RESOLVED (SECTION A):

THAT the report Annual Leave, Wellbeing and Health & Safety Indicators (Audit and Risk Committee 13 May 2019) be received.

The motion was put and carried

12. Internal Audit Programme Update

To provide the Audit and Risk Committee with a status update on the internal audit programme.

The report was presented by the Strategic Risk Advisor (J Kana).

During questions, answers and related discussion the following was noted:

• In response to a member’s query regarding reference to a change to the proposed KPMG internal audit programme, staff advised that this change would see staff and KPMG working together to develop a tool that could assist with the management of key recommendations from completed audits. The member was satisfied with this change provided the committee maintained adequate oversight of KPMG’s audit findings.
• A member queried the costs of the cyber penetration test. Staff undertook to investigate and provide this cost to the committee.
A member asked whether KPMG could provide the committee with updates on any concerns arising through in-progress audit reviews. It was noted that this would be particularly helpful when KPMG were unable to attend committee meetings. Staff undertook to investigate this with KPMG and report back to the committee.

AR19/25
Moved by: H Stevens
Seconded by: G Naylor

RESOLVED (SECTION A):

THAT the report Internal Audit Programme Update (Audit and Risk Committee 2 May 2019) be received.

The motion was put and carried

13. **Waikato Regional Council flood protection asset risk management**

Report to provide the committee with an update on the work areas currently underway to manage the risk associated with the flood protection assets managed by the Waikato Regional Council.

The report was presented by the Manager Integrated Catchment Management Business and Technical Services (G Ryan).

During questions, answers and related discussion the following was noted:

- A member queried the type of conversations that were occurring in the community after release of the “Come High Water” flood protection and awareness communications campaign. Staff undertook to investigate and provide feedback regarding this at the next committee meeting.
- Staff highlighted the opportunity that the Mystery Creek Field Days presented with regards to promotion of council assets and better educating the community of the way in which they could partner with council towards achieving best possible flood protection outcomes.
- The Chief Executive (V Payne) advised of the recently developed hazards portal which provided an online user interface enabling the public to retrieve property-specific natural hazard information. The second phase in the project would include providing the public with the ability to generate property-specific natural hazard reports, which would replace the current manual process of requesting information through staff.
- A member sought clarification regarding the recently appointed reliability engineer and maintenance planner and whether these roles were to fill the two roles sought to service the Reboot project. Staff advised that the two asset management roles were approved through the recent Long Term Plan to support the operations staff with planning and implementation of their works programmes. The Reboot project roles had been filled by one existing Asset Management Team member to enable the transition to the new system, as well as one new fixed term staff member. The existing staff member had been backfilled through another fixed term role.
- A member requested information to better understand the condition of council assets and to identify where the highest risk was within the network, particularly under high rainfall events. Staff undertook to investigate the best way to provide this information to the committee.
• A member queried whether staff held robust information regarding asset condition as well as maintenance and improvement needs. Staff advised this was part of the business case approved by council through the recent Long Term Plan and had resulted in the reliability engineer and maintenance planner roles being approved. These roles would provide the level of oversight sought.

AR19/26
Moved by: Cr Hennebry
Seconded by: Cr Livingston

RESOLVED (SECTION A):

THAT the report Waikato Regional Council flood protection asset risk management (Audit and Risk Committee 13 May 2019) be received.

The motion was put and carried

14. 2018/19 Annual Report - Accounting Estimates and Judgements

Report to provide the committee with an overview of the process for the preparation and approval of the accounting estimates and judgements that underpin the financial statements to be included in the 2018/19 Annual Report.

The report was presented by the Chief Financial Officer (J Becker).

During questions, answers and related discussion the following was noted:

• Staff noted that there were a number of items which are yet to be finalised. It was noted that these would be worked through between staff and the independent members ahead of the next committee meeting, to ensure that a review of these estimates and judgement had been undertaken before they were included in the annual report to be provided to Audit NZ.
• A member queried whether consideration had been given to the more frequent turnover of council vehicles and the potential for more favourable sales proceeds as a consequence. Staff undertook to investigate and provide feedback to the committee.

AR19/27
Moved by: G Naylor
Seconded by: Cr Hennebry

RESOLVED (SECTION A):

That the report 2018/19 Annual Report - Accounting Estimates and Judgements (Audit and Risk Committee 13 May 2019) be received and endorsed.

The motion was put and carried

15. Resolutions to Exclude the Public

AR19/28
Moved by: H Stevens
Seconded by: Cr Hennebry
RESOLVED (SECTION A):

THAT the public be excluded from the following parts of the meeting:

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

Good reason to withhold exists under Section 7.

That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

2018/19 Annual Report - Public Excluded Accounting Estimates and Judgements

- To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (7(2)(b)(ii)).

Fraud Risk Management Framework Activity - Update

- To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (7(2)(i)).
- To prevent the disclosure or use of official information for improper gain or improper advantage 7(2)(j).

Fraud Trends - Presentation by Audit New Zealand

- To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (7(2)(i)).
- To prevent the disclosure or use of official information for improper gain or improper advantage 7(2)(j).

Potential Liability Claims

- To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information, Section 7(2)(b)(ii)
- To maintain legal professional privilege, Section 7(2)(g)
• To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations), Section 7(2)(i).

Drainage and Flood Control Liability Issues

• To maintain legal professional privilege, Section 7(2)(g).

Public Excluded Minutes of the Previous Meeting of the Audit and Risk Committee

• To enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities, Section 7(2)(h).
• To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information, Section 7(2)(b)(ii).
• To maintain legal professional privilege, Section 7(2)(g).
• To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations), Section 7(2)(i).

Key Projects Update - Hamilton Accommodation Tristram Precinct (Connect 2020) Project Update

• To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information, Section 7(2)(b)(ii).

Meeting returned to open session at 12.30pm.

Meeting closed at 12.30pm.
Report to the Waikato Regional Council

From Hamish Stevens, Chair, Audit and Risk Committee

23 May 2019

Dear Councillors

This report sets out the material items arising from the Audit and Risk Committee meeting held on 13 May 2019. This report should be read in conjunction with the minutes of that meeting.

1. Risk Management

The Committee received the risk activity report from management, including an update on specific key risks. Key points were:

- A risk workshop was held following the March Committee meeting at which the risk register was reviewed. The Committee approved the revised register incorporating recommended changes from that review. Most risks were changed only in respect of wording, but two new risks were added to the register: the risk of not having a fit for purpose funding framework, and the risk of not providing an adequate response to potential climate change effects.
- The Committee also approved an updated risk management framework for the council which sets out the obligations and responsibilities around risk oversight and management.
- In respect to the risk relating to climate change, the Committee received a report on actions being undertaken to date, many of which relate to the risk and consequences of unusually high rainfall within the region. The Committee noted that Council is developing a draft climate change risk assessment which will address a greater range of potential climate change risks.
- Plan Change 1 hearings in respect of the Healthy Rivers Wai Ora initiative have commenced. No new material risks have emerged in relation to this project.
- The Committee received a report on risks relating to the Hamilton to Auckland passenger rail service. This project still has a degree of uncertainty around it and many key actions and deliverables rest with parties external to the Council. The Committee was however overall satisfied that the process being followed (including the gateway approval decision mechanism and the cost allocation model) will help mitigate any potential financial and reputational risk to the Council.
- The Committee received a report on the Corporate Systems Replacement project. While the project has only just commenced, the Committee emphasised the need for effective and transparent regular reporting against the key aspects of the project (completion date, financial cost, functionality) to Council and the Committee. The proposal to have KPMG undertake twice-yearly independent reviews of the project was seen as a key risk mitigation factor by the Committee.
- The Committee received an update on the potential risk to Council from its obligations under Treaty of Waitangi settlements which was raised at the previous meeting. The Committee noted that a full assessment of the risks as requested is still to be undertaken.
The Committee received the full report of the Business Continuity plan simulation test which raised four medium and four high level matters to be actioned. This was a desktop simulation and did not involve a physical relocation of staff. While this form of testing is valuable, the Committee felt additional consideration needs to be given to plans around working from different locations and relocating staff. The plans will also need to be revised once Council has relocated to its new premises.

The Committee received a report on activities to mitigate fraud risk, including the development of a fraud risk register outlining 11 specific key fraud risks.

2. **Policy update**
The Committee was advised that several finance policies around sensitive expenditure are currently being reviewed and will be formed into a single sensitive expenditure policy. This relates to expenditure such as travel, gifts, entertainment, and purchasing cards. The Committee approved a set of guiding principles that should be applied when developing this policy. In particular, any sensitive expenditure must pass the ‘could it be justified to a ratepayer’ test, the one-up approval policy must apply to all sensitive expenditure, and a transparent reporting system must be in place.

3. **External Audit**
   - There were no Audit reports due to be presented from Audit New Zealand at the May meeting. The Chair of the Committee had spoken with the auditor David Walker privately prior to the meeting and no material audit issues had been raised.
   - Audit New Zealand provided a presentation to the Committee around fraud risk issues using data from the OAG. This report emphasised the need for all entities to be aware of fraud risk and the ways in which this can be best mitigated.

4. **Internal Audit**
   No reports were due at this meeting from the Internal auditor KPMG. Three internal audit reviews are currently in progress (cyber security, suspicious transactions review, accommodation project review) and will be provided to the August Committee meeting.

5. **Flood control assets**
   - The Committee received a further update on the various work streams underway to improve the management of Council’s flood control assets. The Committee noted that the communication plan with landowners and urban residents (Come High Water) has commenced and asked to be updated on the reactions to this campaign.
   - The Committee received a report and presentation from James MacGillivray of Tompkins Lake Lawyers on the potential liability to Council arising from the failure of drainage and flood control assets. The report highlighted several areas where Council’s potential liability may be greater than previously thought. Given the potential for increased high rainfall events, Council will need to take these potential liability issues into account when assessing the risk of asset failure and the options around increased infrastructure expenditures.
6. **Project Connect 2020**
   The Committee received an update on the project to relocate the Council’s Hamilton offices. The Committee was pleased to note that the project remains on track, within timetable and budget and that the full tender and construction contingency of $613k remains intact. The Committee will receive regular updates on performance of this project as it runs its full course.

7. **Overall work plan**
   I am overall satisfied that the Committee is currently on track with its work plan.

Hamish Stevens  
Chair, Audit & Risk Committee  
Waikato Regional Council
Report to Council

Date: 6 May 2019

Author: Nick Ollington, Manager People and Capability

Authoriser: Neville Williams, Director - Community and Services
          Vaughan Payne, Chief Executive

Subject: Health and Safety Council Report – April 2019

Purpose
1. To report on the monthly health and safety council dashboard and any other topics regarding health and safety of relevance to council.

Executive Summary
2. There were a total of 17 incidents reported in April. Of this number, 11 were events and 6 were near misses.
3. There was no lost time injuries for April.
4. There were no notifications to WorkSafe in April.
5. There were 5 near-miss reports against the vehicle use critical risk in April.
6. Events held in the pending file for greater than one week increased slightly; 10.30% in March to 11.68% in April.

Staff Recommendation:

Background
7. The health and safety dashboard is reported to council each month. It is designed to enable council to exercise due diligence with regard to health and safety governance and provides a general summary of health and safety risk and activities within council. Additionally, from time to time other topics regarding health and safety of relevance for council will also be included.

Responses to requests for information/questions from council
8. Request for information – concerns reported following councillor visit
   Following a site visit a councillor requested a health and safety assessment of a specific site to determine whether appropriate controls, infrastructure and practices are in place. The assessment has been completed and has determined that systems are in place to manage the work in question. Ongoing monitoring is undertaken as part of contractor management requirements.
**Written Report – Dashboard for April 2019**

12. **Lost Time Injuries (LTI)** – There were no LTIs recorded in April 2019.

13. **Report to WorkSafe** – There were no reports to WorkSafe in April.

14. **Critical Risks** – The dashboard provides a table showing the organisational critical risks, the raw (pre control), and residual (post control) risk scoring, and the date that the risk was last reviewed. There were 5 near-miss reports against the vehicle use critical risk in April.

15. **Health and Safety Summary Chart (pyramid)** – In April, there were 8 ‘no treatment’ reports, and 1 medical treatment report: 3 strains, 1 illness and 2 overuse reports, 1 laceration and 2 reports of bruising.

16. **Near Miss Events versus All Other Events** – Near-miss reporting continues to fluctuate. There were 6 near miss reports in April.

17. **Sick Leave Taken** – The sick leave chart has been improved to include data from 2017 to enable year on year comparison. There has been a sustained downward trend in sick leave throughout 2018 and 2019, though in April, sick leave hours absence did increase slightly compared to April 2018. The reported level in April 2019 remains within the targeted benchmark level. The general trend of diminished use of sick leave is indicated in the rolling average for the year of 4.5 hours per employee, comfortably within the targeted benchmark range of 3.0 to 5.0.

18. **Pending Events** – The events pending greater than 1 week has increased slightly 10.30% in March to 11.68% in April. Figures show an ongoing reduction in the number of incidents remaining in ‘pending’ over the last 2 years.

19. **Event Corrective Actions (excl. Near Miss Corrective Actions)** – In April there were a total of 7 events reported, of which 3 corrective actions were assigned, and completed. No corrective actions are overdue for completion.

20. **Near Miss Corrective Actions** – In April there were 6 near miss reports; of the 6 near misses, 4 corrective actions have been assigned, 3 completed and 1 not yet started. 1 corrective action is now overdue.

21. **Health and Safety Training FYTD** – A range of organisational health and safety training is available and advertised on the workforce development calendar. There is a focus on managers attending accident investigation training in 2019.

22. **Audits FYTD** – The ‘overlapping duties of health and safety-systems’ (contractor management) recommendations have been assigned to responsible owners.

**Attachments**

Appendix 1 - Doc #14183608 Council Dashboard – April 2019
Council Health and Safety Indicators – Monthly Dashboard
Reporting Month: April 2019

Lost Time Injuries
There were no lost time injuries for April 2019.

Critical Risk Events
There were 5 near-misses reported against vehicle use critical risk; 2 incidents where cars ran the red light in Grey Street, 1 witness to a traffic accident, 1 witness to a child on a bike performing unsafe act on a busy road, 1 requiring a fit-for-purpose vehicle. There was no reports of property damage or personal injury.

Organisational Critical Risks – Critical risks with a residual score of ‘High’

Risk Effective Levels – Effectiveness of existing systems and processes, expressed in the following 5 categories; Excellent, Good (strong), Fair (some strength), Poor (weak), and Very Poor (very weak) – Reference information obtained from: Risk Management Framework – Corporate Risk Policy (DM # 2151810).

<table>
<thead>
<tr>
<th>Critical and High Risks (those with a risk score of 10 or higher)</th>
<th>Raw Risk Score</th>
<th>Residual Risk Score</th>
<th>Risk Effectiveness Levels</th>
<th>Insights</th>
<th>Reported incidents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicle use Risk: Personal injury – multiple injuries (self and others), fatality, property damage. Impact: Physical harm, property damage.</td>
<td>15 - Critical</td>
<td>15 - High</td>
<td>Good (strong)</td>
<td>Fulfills requirements. Controls are adequate. Risk review completed April 2019.</td>
<td>5</td>
</tr>
</tbody>
</table>

Risks are reviewed at least annually or after a system / process change, or after a critical event.

Health and Safety Summary

Injuries/Illnesses

<table>
<thead>
<tr>
<th>ID</th>
<th>Injury</th>
<th>Category</th>
<th>Body Location</th>
<th>Event</th>
<th>Event Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2604</td>
<td>No treatment</td>
<td>Sprain/strain</td>
<td>Lifting – hurt lower back</td>
<td></td>
<td>Not started</td>
</tr>
<tr>
<td>2595</td>
<td>No treatment</td>
<td>Sprain/strain</td>
<td>Uneven terrain - rolled ankle</td>
<td></td>
<td>Not started</td>
</tr>
<tr>
<td>2593</td>
<td>No treatment</td>
<td>Illness</td>
<td>Sudden onset – as a result, fainted</td>
<td></td>
<td>Completed</td>
</tr>
<tr>
<td>2590</td>
<td>No treatment</td>
<td>Strain/strain</td>
<td>Aggravation of back pain following extended period of driving</td>
<td></td>
<td>Underway</td>
</tr>
<tr>
<td>2586</td>
<td>No treatment</td>
<td>OOS</td>
<td>Pre-existing condition exacerbated with long periods of sitting</td>
<td></td>
<td>Underway</td>
</tr>
<tr>
<td>2605</td>
<td>No treatment</td>
<td>OOS</td>
<td>Pain in back and hip</td>
<td></td>
<td>Completed</td>
</tr>
<tr>
<td>2603</td>
<td>No treatment</td>
<td>Laceration</td>
<td>Scratched arm on staple</td>
<td></td>
<td>Completed</td>
</tr>
<tr>
<td>2600</td>
<td>Medical</td>
<td>Bruising</td>
<td>Hit on right side by a car that was backing (in car park)</td>
<td></td>
<td>Underway</td>
</tr>
</tbody>
</table>

Near miss summary

<table>
<thead>
<tr>
<th>ID</th>
<th>Category</th>
<th>Subject</th>
<th>Event Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2602</td>
<td>Vehicle</td>
<td>Car ran red light [Grey St]</td>
<td>Not started</td>
</tr>
<tr>
<td>2601</td>
<td>Vehicle</td>
<td>Young cyclist - unsafe act on road</td>
<td>Completed</td>
</tr>
<tr>
<td>2599</td>
<td>Vehicle</td>
<td>Required fit for purpose vehicle</td>
<td>Underway</td>
</tr>
<tr>
<td>2598</td>
<td>Vehicle</td>
<td>Ran red light [Grey St] no plate ID’ed</td>
<td>Not Started</td>
</tr>
<tr>
<td>2589</td>
<td>Human</td>
<td>Almost hit by cyclist riding on footpath</td>
<td>Not started</td>
</tr>
<tr>
<td>2588</td>
<td>Vehicle</td>
<td>Witness to traffic accident</td>
<td>Underway</td>
</tr>
</tbody>
</table>

All other events summary

<table>
<thead>
<tr>
<th>ID</th>
<th>Category</th>
<th>Subject</th>
<th>Event Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2596</td>
<td>Facility / condition</td>
<td>Found substance spill</td>
<td>Completed</td>
</tr>
<tr>
<td>2584</td>
<td>Property damage</td>
<td>Damage to chainsaw</td>
<td>Underway</td>
</tr>
</tbody>
</table>

Health and Safety Summary

Org wide - Near Miss Events vs All Other Events
• In April, sick leave decreased to 4.1, which is slightly higher than the hours recorded in April 2018 (3.7). In 2018 the Easter break fell during April.
• The rolling average for the YTD is 4.5, within the benchmark range of 3.0 to 5.0.
• The data excludes sick leave donated, sick leave credited from the sick leave bank and sick leave taken as a recreation or wellness day.

Events pending >1 week have increased from 10.30% in March to 11.68% in April.

Figures show a significant reduction in the number of incidents remaining in the pending section, over the last 2 years. There were 4 events remaining in the pending register at the time of running this report.

• In April 2019, a total of 7 events (excluding near misses) reported. Refer to red line in previous graph.
• Of the 7 events, 3 corrective actions have been assigned and completed.

• In April 2019, a total of 6 near misses were reported. Refer to green line in above graph.
• Of the 6 near misses 4 corrective actions have been assigned, 3 completed and 1 not yet started. 1 corrective action is now overdue.

---

**Health & Safety Training**

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident Investigation (managers)</td>
<td>1 day</td>
<td>May, June 2019</td>
</tr>
<tr>
<td>Customer Conflict and Awareness</td>
<td>3.5 hours</td>
<td>16 May 2019</td>
</tr>
<tr>
<td>Emergency Wardens</td>
<td>6 hours</td>
<td>2018/19 Training – ongoing as required</td>
</tr>
<tr>
<td>First Aid Training</td>
<td>1 day</td>
<td>2018/19 Training – ongoing as required</td>
</tr>
<tr>
<td>Vault training for Managers, Team Leaders and Supervisors</td>
<td>1 hr</td>
<td>1:1 Skype training with HR Systems &amp; Reporting Advisor</td>
</tr>
<tr>
<td>Vault training for Business Support staff</td>
<td>1 hr</td>
<td>1:1 Skype training with HR Systems &amp; Reporting Advisor</td>
</tr>
</tbody>
</table>

---

**Internal / External Audit**

<table>
<thead>
<tr>
<th>Auditor</th>
<th>Section/Audit</th>
<th>Audit Classification</th>
<th>Date of audit</th>
<th>Findings</th>
<th>Completion date</th>
<th>Completed Actions</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Audits</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>KPMG</td>
<td>ICM and RUD</td>
<td>Overlapping duties of health and safety - systems review (contractor management)</td>
<td>15 August 2018</td>
<td>1 medium</td>
<td>September 19</td>
<td>Actions loaded into Vault and underway</td>
<td></td>
</tr>
<tr>
<td>External Audit</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Report to Council

Date: 10 May 2019

Author: Janine Becker, Chief Financial Officer, Finance Office

Authoriser: Vaughan Payne, Chief Executive

Subject: Chief Executive's submission to the 2019/20 Draft Annual Plan

Purpose
1. To set out a range of budget amendments requested to be made to the 2019/20 Draft Annual Plan, prior to its adoption and the setting of rates at the June 2019 council meeting.

Executive Summary

3. This proposed budget resulted in a projected increase in rates revenue from current ratepayers of 7.8 per cent. This was less than the increase forecast for this year in the 2018 – 2028 LTP of 8.8 per cent.

4. Subsequent to the approval of the budget in March 2019, a range of matters have been identified that need to be reflected in the final budget before it is adopted in June 2019 and the council sets the rates for the year commencing 1 July 2019.

5. In total, the budget changes identified in this report result in a projected increase in rates revenue from current ratepayers of 7.5 per cent (being 4.5 per cent in all property rates and 11.2 per cent in targeted rates).

Staff Recommendations:
1. That the report “Chief Executive’s submission to the 2019/20 Draft Annual Plan (Doc #14173083 dated 30 April 2019) be received, and

2. That the council approves the update to the performance measure for the Maritime services activity as outlined in this report.

3. That the council approves the changes as set out in this report for inclusion in the 2019/20 Annual Plan, noting that as a result of these changes the projected increase in rates revenue from current ratepayers is 7.5 per cent (being 4.5 per cent in all property rates and 11.2 per cent in targeted rates).

Background
6. The review of the 2019/20 Draft Annual Plan budget commenced in mid-September 2018. The starting point for this budget review was the pre-inflation Long Term Plan (LTP) budget for the 2019/20 financial year. As this budget had only recently been signed off by council, the budget process focussed on the identification of any key changes that have been identified since the LTP was approved.

7. The proposed budget for 2019/20 already contained an increase in rates revenue from current ratepayers for the LTP year of 8.8 per cent. This fell just within the limit on increases in rates revenue from current ratepayers in any year (set within the Financial Strategy) of 9 per cent.
8. At its March 2019 meeting, the council approved the Draft Annual Plan budget. This budget proposed a total increase in rates revenue from current ratepayers of 7.8 per cent (being 4.5 per cent in all property rates and 11.8 per cent in targeted rates). This position included the application of $161,000 of operating surpluses from the 2017/18 financial year to offset the general rate requirement, which reduced the proposed increase in all property rates from 4.6 per cent to 4.5 per cent.

9. The following table provides a comparison of the Draft Annual Plan budget to the 2018 – 2028 LTP position proposed for 2019/20, together with the outcome should all matters contained in this report be approved by council.

<table>
<thead>
<tr>
<th>Rate</th>
<th>Draft Annual Plan</th>
<th>Proposed Final Annual Plan based on CE submission</th>
<th>Long Term Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General rate</td>
<td>35,321</td>
<td>35,338</td>
<td>34,953</td>
</tr>
<tr>
<td>Uniform annual general charge</td>
<td>14,890</td>
<td>14,918</td>
<td>15,014</td>
</tr>
<tr>
<td>Natural heritage</td>
<td>1,047</td>
<td>1,047</td>
<td>1,047</td>
</tr>
<tr>
<td>Regional services fund</td>
<td>715</td>
<td>715</td>
<td>715</td>
</tr>
<tr>
<td>Civil defence emergency management</td>
<td>1,882</td>
<td>1,882</td>
<td>1,838</td>
</tr>
<tr>
<td><strong>Total all property rates</strong></td>
<td><strong>53,855</strong></td>
<td><strong>53,900</strong></td>
<td><strong>53,567</strong></td>
</tr>
<tr>
<td></td>
<td>4.5%</td>
<td>4.5%</td>
<td>5.3%</td>
</tr>
<tr>
<td>Targeted rates</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stock truck effluent</td>
<td>115</td>
<td>115</td>
<td>134</td>
</tr>
<tr>
<td>Regional facilities</td>
<td>182</td>
<td>-</td>
<td>182</td>
</tr>
<tr>
<td>Biosecurity</td>
<td>7,658</td>
<td>7,658</td>
<td>7,535</td>
</tr>
<tr>
<td>Public transport</td>
<td>9,326</td>
<td>9,326</td>
<td>9579</td>
</tr>
<tr>
<td>Asset management schemes</td>
<td>28,534</td>
<td>28,456</td>
<td>28,283</td>
</tr>
<tr>
<td>Permitted activity monitoring</td>
<td>1,524</td>
<td>1,524</td>
<td>1,430</td>
</tr>
<tr>
<td><strong>Total targeted rate revenue</strong></td>
<td><strong>47,339</strong></td>
<td><strong>47,079</strong></td>
<td><strong>47,143</strong></td>
</tr>
<tr>
<td></td>
<td>11.8%</td>
<td>11.2%</td>
<td>13.2%</td>
</tr>
<tr>
<td><strong>Total rate revenue</strong></td>
<td><strong>101,194</strong></td>
<td><strong>101,024</strong></td>
<td><strong>101,530</strong></td>
</tr>
<tr>
<td>Estimated increase in rates revenue</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>from current ratepayers</td>
<td>7.8%</td>
<td>7.5%</td>
<td>8.8%</td>
</tr>
</tbody>
</table>

**Financial changes requested**
10. The following section provides an overview of key budget changes requested.
   a. Waikato Regional Theatre rating
   b. Hamilton to Auckland passenger rail
   c. Electronic ticketing
   d. Public transport budget impacts, including fare revenue assumptions, impacts of Employment Relations Act changes and delivery of the new electronic ticketing system
   e. Elected member remuneration determination
   f. Connect 2020 budget phasing

**Waikato Regional Theatre rating**
11. As part of the 2018 – 2028 Long Term Plan (LTP) the council resolved to make a $5 million capital contribution to the proposed Waikato Regional Theatre. This contribution was contingent on a number of funding conditions being met.

12. The budget assumption in the LTP includes the release of $2.5 million of the capital contribution in the 2019/20 financial year. The funding of the $2.5 million is via external borrowing. A targeted rate assessed over a 20 year period commencing from 1 July 2019 (rating impact equivalent to half a rating year), with
the full rating impact being recognised in the 2020/21 financial year, was proposed in order to repay this borrowing.

13. In March 2019, staff indicated to council that, should the funding deed not be signed prior to May 2019, council would need to consider a delay to the commencement of rating to 1 July 2020 instead. The due diligence undertaken by Hamilton City Council (HCC) has drawn out the timeframes and WRC will not be able have the funding deed signed prior to May 2019. It should be noted that:
   - there is no impact on WRC's approach to ensuring that ALL funding conditions are met (except 9.2 to post-build insurance of the theatre) to the satisfaction of council prior to any funding being released.
   - As funding for council's contribution is via external borrowing, funding could still be facilitated during the 2019/20 financial year ahead of the commencement of the targeted rate the following financial year.

14. Staff are still working towards having a signed Funding Deed prior to July 2019. However it is recommended that rating is deferred until 1 July 2020.

Risk
15. Potential risks to council are mitigated through the following mechanisms:
   - All funding conditions being met (except 9.2 relating to post build insurance of the theatre) prior to any funds being released.
   - The Funding Deed being subject to council approval.
   - Waikato Regional Council representation on the appointments panel for the Property Trust.
   - Periodic updates provided by Momentum Waikato on the project.
   - The requirement for the pre-approval of any significant or material changes to the theatre proposal.
   - Following the HCC timeframe and process whereby HCC are undertaking a more stringent due diligence review to reflect their larger funding commitment and ongoing funding contribution, the risks to WRC are mitigated.
   - Alignment of funding deeds with HCC, and HCC being a signatory on the funding deed with WRC.

Elected member remuneration determination
16. In March 2019, the Remuneration Authority sent correspondence to councils setting out proposed remuneration provisions to be applied following the 2019 triennial elections. Based on this information, staff estimate that the required provision for elected member remuneration will need to increase by $28,000 from what is currently provided in the Draft Annual Plan. Actual total remuneration costs will depend on committee structures and the allocation of available funds to the roles of deputy chair, committee chair and councillor.

Hamilton to Auckland passenger rail
17. The council consulted on the Hamilton to Auckland Start-Up Passenger Rail Project with the public as part of the 2018 – 2028 Draft Long Term Plan (LTP) between March and April 2018. Following deliberations in May 2018 the project was approved for inclusion in the 2018-2028 LTP subject to a number of conditions being met and matters being resolved.

18. Following Council’s LTP resolution, staff worked in collaboration with the NZ Transport Agency (NZTA), Hamilton City Council (HCC) and Waikato District Council (WDC) to resolve the conditions agreed by WRC.

19. WRC engaged Stantec NZ to complete a Single Stage Business Case (SSBC) for the service in July 2018. Stantec NZ worked with WRC staff and partner organisations to deliver a comprehensive SSBC following the NZTA business case approach.
20. The SSBC was endorsed by WRC on 21 November 2018 subject to the following conditions being resolved:
   • That Council confirm funding allocated in the 2018-2028 Long Term Plan (LTP) for the Hamilton to Auckland start-up passenger rail service operations that will likely commence in March 2020 subject to:
     a. Hamilton City Council and Waikato District Council endorsing the SSBC and confirming capital funding for the railway stations (Completed).
     b. NZTA’s Board approving the SSBC and confirming the release of funding for the start-up rail service at their meeting on 14 December 2018 (Partially resolved – funding for pre-implementation confirmed and for rolling stock partly released).
     c. NZTA providing an enhanced Financial Assistance Rate of 75.5% for public transport operations and infrastructure and of 100% for transitional rail activities for the period of the current (2018-2021) National Land Transport Programme (Partially resolved – subject to implementation stage gate way review).
     d. An open book price audit of KiwiRail costs being carried out by a suitably qualified and experienced person to the satisfaction of the Chief Executive (Underway).
     e. Finalisation of Client Contract Management arrangements with Auckland Transport to the satisfaction of the Chief Executive (Underway).
     f. Final resolution of the preferred ticketing option and its costs (Underway).
     g. A review of the project implementation phasing is undertaken and reported back to Council by March 2019 (Completed).
     h. A purchase sales agreement being signed between WRC, NZTA and KiwiRail to protect the rolling stock investment for future Public Transport usage (Completed).

21. WRC submitted the SSBC to NZTA for review in November 2018. The NZTA board considered the SSBC for endorsement and the project’s pre-implementation phases for funding at their meeting on 14th December 2018. The SSBC was endorsed and funding approved subject to following conditions:
   • Endorses the Hamilton to Auckland Passenger Rail start up service Single Stage Business Case, subject to a condition subsequent that independent Stage Gate Reviews are undertaken during Pre-implementation to consider and approve: revised and updated costs (capital and operating), improved demand forecasts, robust Customer Service & Marketing Plan, updated Project Delivery & Assurance Plans, and full operational safety sign off.
   • Approves funding to Waikato Regional Council (fully funded Transitional Rail activity class) for purchase of rolling stock; subject to a condition precedent where the costs are agreed and signed off by the NZ Transport Agency Chief Executive.
   • Approves funding to Waikato Regional Council (fully funded Transitional Rail activity class) for Pre-implementation work associated with refurbishment of the rolling stock, subject to:
     i. a condition precedent where the NZ Transport Agency Chief Executive reviews and approves the proposed level of funding; and
     ii. a condition subsequent that the right of Transport Agency to re-use the asset should the start-up service not proceed, or be withdrawn during or at the end of the five year period.
   • Approves funding to Waikato Regional Council (funded from Public Transport infrastructure at a targeted funding assistance rate of 75.5%) for Pre-implementation work associated with the operation of the service, including integrated ticketing, subject to a condition precedent where the NZ Transport Agency Chief Executive reviews and approves the proposed level of funding.
22. Since the NZTA Board decision in December 2018, project co-investors have worked collaboratively to meet NZTA investment requirements and obtain NZTA Board support for construction and pre-implementation funding for the service.

23. As noted for council in November 2018 (when WRC adopted the SSBC), the project’s set-up cost and operational expenditure were subject to further review and validation by WRC staff and KiwiRail. This exercise has been completed and the following sections present the key 2019/20 budget changes.

24. The key funding assumptions (Financial Assistance Rate - FAR) made for the following sections are as follows:
   - WRC’s project set-up costs are funded at 75.5% FAR by NZTA
   - Service operational items are funded at 75.5% FAR by NZTA.

**Project Set-Up Costs**
25. In the update to the Annual Plan presented to council in December 2018, the total set-up cost to provide the service in 2019/20 was $1.09 million, which included all the pre-implementation and implementation costs. The key financial assumption made was that most of the pre-implementation phase for WIFI and ticketing would be completed after July 2019.

26. It is important to note that this budget includes a range of activities that will be carried out by WRC as part of the implementation of the service leading up to the start of operations in 2020. It includes the capital expenditure on WiFi and ticketing, marketing, internal labour costs, programme manager costs and other minor consultancy works.

27. The pre-implementation phases for ticketing, WIFI, marketing, branding and other cost items were brought forward to 2018/19 to enable the NZTA funding approval conditions to be met and thus paid for within the current year’s budget. The updated 2019/20 project set up costs are $1.1 million, a small increase of $20,000. Key changes in the budget are:
   - the delivery of a marketing implementation plan for $90,590
   - internal labour costs associated with carrying out these activities. Internal labour includes provision of a part time project co-ordinator and a customer/marketing co-ordinator role to support the set-up of the ticketing system and marketing plan implementation.
   - A contingency allowance of $50,000.
   - The increase in total set-up WRC internal costs is offset by savings of $144,400 in the external Programme Manager allocation.

28. The table below sets out the updated set-up costs compared to the DRAFT Annual Plan figures:

<table>
<thead>
<tr>
<th>Cost Type</th>
<th>Project - Set Up Costs 2019/20</th>
<th>DRAFT Annual Plan</th>
<th>CE submission 2019/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Expenditure</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Implementation WIFI *</td>
<td>$100,000</td>
<td>$100,000</td>
<td></td>
</tr>
<tr>
<td>Implementation Ticketing*</td>
<td>$300,000</td>
<td>$300,000</td>
<td></td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>$400,000</strong></td>
<td></td>
<td><strong>$400,000</strong></td>
</tr>
<tr>
<td>Operational Expenditure</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Management (PM)</td>
<td>$400,000</td>
<td>$255,600</td>
<td></td>
</tr>
<tr>
<td>AT Contract Setup**</td>
<td>$25,000</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Pre-Implementation WIFI Setup**</td>
<td>$10,000</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>Pre-Implementation Ticketing**</td>
<td>$25,000</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>WRC Internal Costs (Labour and others)**</td>
<td>$225,000</td>
<td>$361,731</td>
<td></td>
</tr>
<tr>
<td>Implementation of Marketing Plan</td>
<td>$0</td>
<td>$90,590</td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>$0</td>
<td>$50,000</td>
<td></td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>$685,000</strong></td>
<td></td>
<td><strong>$757,921</strong></td>
</tr>
<tr>
<td><strong>Total Costs</strong></td>
<td><strong>$1,085,000</strong></td>
<td></td>
<td><strong>$1,157,921</strong></td>
</tr>
</tbody>
</table>
29. All the costs outlined above are funded via the public transport infrastructure activity class at a FAR of 75.5%, which means the council funds the balance of 24.5%.

30. At the 13 May 2019 PGWG meeting a request was made to increase the marketing implementation budget to $250,000 (from $90,590) to ensure the success of the service from day one of operation. This request was supported by the PGWG subject to professional advice as to what an appropriate marketing implementation budget would be for the launch of the service. Staff are seeking this advice and will update council on the cost of the advice received.

31. As there is a budget deficit of $45,500 (net repayment sum above) across the current’s year expenditure due to costs being brought forward to meet the NZTA approval conditions and WRC having to fund 49% of the SSBC instead of 24.5% as we have not received confirmation of an enhanced FAR from NZTA, the local share required for 2019/20 year is $241,547 and NZTA funding of $863,874.

32. The capital expenditure for ticketing and WIFI hardware of $400,000 is being funded from the public transport reserve (NZTA is contributing $302,000). The cost of depreciation is being calculated as the value of the asset ($400,000) spread over an estimated asset life of 5 years. The ticketing cost of $300,000 is an initial estimate subject to detailed design and confirmation by our ticketing supplier. Staff hope to provide an update on this cost estimate at the Council meeting.

### Operational Costs: Part year 2019/20 and full year 2020/21 estimate

33. In the update to the Annual Plan in December 2018 the total operational costs to provide the service in 2019/20 was $2.36 million, which included all operational costs presented to council on 21 November 2018. The key assumption was that the service would commence in March 2020 which meant a part-year of operations from March to June 2020 (4 months).

34. WRC engaged a Programme Manager in February 2019 who has been working closely with KiwiRail, Hamilton City Council and Waikato District Council to update the detailed delivery programme. Delays in ordering long-lead items to fit out the passenger carriages pending NZTA funding approval and project scheduling associated with other work streams means that the service as per the SSBC will not be ready to commence by March 2020.

35. KiwiRail has confirmed to the Project Governance Working Group (PGWG) that the 13 carriages required for 2 daily full consist services will not be delivered by March 2020. At the time of writing this report KiwiRail are still working through the detailed carriage refurbishment schedule. It is possible that a lower level of service could be provided from April/May 2020 onwards.

36. WRC staff have made a conservative assumption of an April 2020 start date thus reducing the part-year of operation to three months. Prior to the May 2019 council meeting staff will receive a more definitive

<table>
<thead>
<tr>
<th>Cost Type</th>
<th>Project - Set Up Costs 2019/20</th>
<th>DRAFT Annual Plan</th>
<th>CE submission 2019/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>NZTA Share (excl. rate collection costs)</td>
<td>$809,175</td>
<td>$863,874</td>
<td></td>
</tr>
<tr>
<td>WRC Share (includes rate collection costs)</td>
<td>$275,825</td>
<td>$241,547</td>
<td></td>
</tr>
<tr>
<td>Net Repayment of 2018/19 Deficit</td>
<td>$0</td>
<td>$45,500</td>
<td></td>
</tr>
<tr>
<td>Total Funding</td>
<td>$1,085,000</td>
<td>$1,105,421</td>
<td></td>
</tr>
</tbody>
</table>

*These costs have been treated as capital expenditure instead of operational, thus they will be funded out of the transport reserve fund and through depreciation over the 5-year start up period.

** These are the budgeted costs (in light yellow) that have been brought forward to 2018-2019 (funded from the Transport Reserve Fund).

*** These costs cover the existing and forecasted burdened labour costs until June 2020. They include an executive project sponsor, a full FTE that will be employed for marketing/customer engagement, project support officer and ongoing PT Operations technical support.
delivery schedule from Kiwirail and an update will be provided at the meeting on any recommended changes to the service start date assumption and corresponding financial implications following a teleconference with the PGWG members on 27 May 2019.

37. The total operational cost to run the service for 3 months is estimated at $1.83 million for 2019/20. It is important to note that KiwiRail staff have confirmed following a recent review that the assumptions underpinning these costs and the figures have not changed since the SSBC was completed, with the exception of fuel costs where they recommended an additional $100,000 full year contingency provision be made.

38. Therefore, the total operating cost for 2019/20 has decreased by $530,000 ($2.36 million draft annual plan versus $1.83 million) as we are providing a service for three instead of four months. Consequently the local share (24.5%) required has decreased by $131,000, when compared to the Draft Annual Plan (after accounting for fare revenue).

39. Below are the start-up rail operational costs for the 2019/20 part-year and the full 2020/21 year:

<table>
<thead>
<tr>
<th>Operational Expenditure</th>
<th>Annual Cost ($m)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hook and tow (locomotive and engineer costs)</td>
<td>$0.69</td>
</tr>
<tr>
<td>Other labour and related costs</td>
<td>$0.17</td>
</tr>
<tr>
<td>Track access</td>
<td>$0.15</td>
</tr>
<tr>
<td>External services</td>
<td>$0.04</td>
</tr>
<tr>
<td>Materials and supplies</td>
<td>$0.07</td>
</tr>
<tr>
<td>Generator fuel</td>
<td>$0.07</td>
</tr>
<tr>
<td>Other costs</td>
<td>$0.06</td>
</tr>
<tr>
<td>TOTAL (includes 7% margin)</td>
<td>$1.25</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OPEX Contingency</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fuel Contingency*</td>
<td>$0.03</td>
</tr>
<tr>
<td>Additional Contingency Costs (para. 41 for full break-down)</td>
<td>$0.06</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>WRC Other OPEX</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Carriage Maintenance Costs</td>
<td>$0.25</td>
</tr>
<tr>
<td>Wi-Fi allowance (cost dependent on service level)**</td>
<td>$0.09</td>
</tr>
<tr>
<td>Management contract allowance***</td>
<td>$0.03</td>
</tr>
<tr>
<td>Ticketing OPEX</td>
<td>$0.02</td>
</tr>
<tr>
<td>Ongoing Marketing</td>
<td>$0.03</td>
</tr>
<tr>
<td>Contingency Margin (5% of total WRC OPEX)</td>
<td>$0.08</td>
</tr>
<tr>
<td>WRC Internal Burdened Labour Costs</td>
<td>$0.02</td>
</tr>
<tr>
<td>** Total Costs</td>
<td>$1.83</td>
</tr>
</tbody>
</table>

* We have provisioned an extra $100,000 per annum for unhedged fuel prices (contingency) on the advice of KiwiRail.
** WiFi OPEX will be confirmed after the Request for Proposal is carried out and price offer from a WIFI supplier is secured.
***$100,000 provision for AT to act as agent in behalf of WRC through a support agency agreement which is still to be negotiated.
40. As per the table above, the cost for the part-year of operations is $1.83 million and the full year is $7.32 million. The WRC internal labour cost relates to 0.5 FTE from March to June 2020 for customer service and ticketing support at a cost of $16,666 for 2019/20 and $50,000 ongoing per annum.

41. The other adjustment made to the budget is an increase of $70,000 (originally $30,000 allocated) in ongoing marketing costs for the service as the PGWG identified that the existing budget was insufficient to assure the continued success of the service.

42. The current budget accounts for the following contingency costs (up to a value of $250,000):

<table>
<thead>
<tr>
<th>Contingency Cost Item</th>
<th>Unit Cost</th>
<th>Total Units</th>
<th>Total Cost 2019/20</th>
<th>Total Cost 2020/21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replacement bus services</td>
<td>$10,200</td>
<td>5</td>
<td>$12,750</td>
<td>$51,000</td>
</tr>
<tr>
<td>Insurance for engine failures</td>
<td>$34,160</td>
<td>1</td>
<td>$8,540</td>
<td>$34,160</td>
</tr>
<tr>
<td>Insurance for turbocharger replacement</td>
<td>$10,500</td>
<td>1</td>
<td>$2,625</td>
<td>$10,500</td>
</tr>
<tr>
<td>Graffiti Removal</td>
<td>$5,000</td>
<td>6</td>
<td>$7,500</td>
<td>$30,000</td>
</tr>
<tr>
<td>Unpriced items (security of carriages, CCTV, Heavy Maintenance, Inventory purchase)</td>
<td>-</td>
<td>-</td>
<td>$31,085</td>
<td>$124,340</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$62,500</strong></td>
<td><strong>$250,000</strong></td>
</tr>
</tbody>
</table>

43. No allowance has been made for any CPI increase to these costs which will be a requirement of the KiwiRail operating agreement and the costs are still subject to an open book pricing review as part of the NZTA gateway approval process. Accordingly an additional 5% contingency allowance has been made pending this review which will be updated prior to the 2020/21 Annual Plan budget is set.

Fare Revenue Estimates

44. Below are the updated one-way demand estimates by station and boardings per annum for a 3-month 2019/20 operation and a full year 2020/21 operation:

<table>
<thead>
<tr>
<th>Year</th>
<th>2019 - 2020</th>
<th>2020 - 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>One-way Demand</td>
<td></td>
</tr>
<tr>
<td>Council</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hamilton City (Frankton and Rotokauri)</td>
<td>96</td>
<td>24</td>
</tr>
<tr>
<td>Waikato District (Huntly)</td>
<td>22</td>
<td>5</td>
</tr>
<tr>
<td>Sub-Total</td>
<td>118</td>
<td>29</td>
</tr>
<tr>
<td>Total boardings per annum</td>
<td>14,689</td>
<td>765</td>
</tr>
<tr>
<td>Grand total boardings per annum</td>
<td>15,453</td>
<td>82,417</td>
</tr>
<tr>
<td>Total Revenue (excl. of GST)</td>
<td>$153,145</td>
<td>$816,768</td>
</tr>
</tbody>
</table>

45. The fare revenue estimate is based on the final base demand model and is $153,145 for 2019/20. For the first full year of operation, the total revenue hasn’t changed from the update to the 2019/20 annual plan and the November 2018 Council report. The fare revenue estimate for 2020/21 is $816,768.

2019/20 and 2020/21 Rail Budget Summary

46. Overall, the WRC share (Targeted Rate – Public Transport) required for 2019/20 has decreased by $171,000 (subject to confirmation of the estimated service start date and feedback on the implementation marketing budget requirement) and in 2020/21 increased by $8,000, as per the table.
below. The main drivers for the 2019/20 reduction are the deferral in the start date of the service, reducing operational expenditure and the set-up costs budget have been updated.

<table>
<thead>
<tr>
<th>Rail P&amp;L - Total ($000)</th>
<th>Year</th>
<th>2019/20</th>
<th>2020/21</th>
<th>LTP</th>
<th>Updated estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Draft Annual Plan</td>
<td>CE submission to Annual Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Targeted Rate – Public Transport (WRC share)</td>
<td>2019/20</td>
<td>$834</td>
<td>$663</td>
<td>$1,651</td>
<td>$1,659</td>
</tr>
<tr>
<td>Other Income (HCC and WDC)*</td>
<td>2019/20</td>
<td>$0</td>
<td>$37</td>
<td>$0</td>
<td>$147</td>
</tr>
<tr>
<td>Fares Revenue</td>
<td>2019/20</td>
<td>$82</td>
<td>$153</td>
<td>$1,505</td>
<td>$817</td>
</tr>
<tr>
<td>NZTA share</td>
<td>2019/20</td>
<td>$2,528</td>
<td>$2,246</td>
<td>$5,658</td>
<td>$5,404</td>
</tr>
<tr>
<td>TOTAL FUNDING</td>
<td>2019/20</td>
<td>$3,445</td>
<td>$3,099</td>
<td>$8,815</td>
<td>$8,026</td>
</tr>
<tr>
<td>Labour Cost</td>
<td>2019/20</td>
<td>$100</td>
<td>$222</td>
<td>$0</td>
<td>$25</td>
</tr>
<tr>
<td>Travel</td>
<td>2019/20</td>
<td>$5</td>
<td>$5</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Contracted Services **</td>
<td>2019/20</td>
<td>$3,220</td>
<td>$2,364</td>
<td>$8,788</td>
<td>7,870</td>
</tr>
<tr>
<td>Management Costs</td>
<td>2019/20</td>
<td>$61</td>
<td>$94</td>
<td>$0</td>
<td>$25</td>
</tr>
<tr>
<td>Corporate Labour Burden</td>
<td>2019/20</td>
<td>$44</td>
<td>$44</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Depreciation</td>
<td>2019/20</td>
<td>$0</td>
<td>$20</td>
<td>$0</td>
<td>$80</td>
</tr>
<tr>
<td>Rate Collection Costs</td>
<td>2019/20</td>
<td>$14</td>
<td>$14</td>
<td>$26</td>
<td>$26</td>
</tr>
<tr>
<td>TOTAL EXPENDITURE</td>
<td>2019/20</td>
<td>$3,445</td>
<td>$2,762</td>
<td>$8,815</td>
<td>$8,026</td>
</tr>
<tr>
<td>Net Surplus / (deficit)</td>
<td>2019/20</td>
<td>$0</td>
<td>$337</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

*This is the HCC and WDC shares to pay for station maintenance and lease costs. WRC will act as a funding conduit but no local share will go towards this.

** This costs includes a sum of $150,000 in the part-year ($600k per annum) for station maintenance and lease costs which WRC is a funding conduit for but NZTA and HCC/WDC co-fund together (not WRC).

47. In summary, the WRC rates share (24.5%) for 2019/20 is $663,000 and for 2020/21 is $1.659 million. NZTA’s share (75.5%) is $2.25 million for 2019/20 and $5.4 million for 2020/21. Both project set-up costs and operational items are funded at the same FAR rate. This is the funding required to fund a total expenditure of $2.76 million and a net surplus of $337,000 in 2019/20.

48. The make up of the 2019/20 net surplus is as follows:

<table>
<thead>
<tr>
<th>Reserve transfers</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>NZTA Revenue for the Capital costs transferred to reserve ($400,000 x 75.5%) **</td>
<td>$302,000</td>
</tr>
<tr>
<td>Repayment of the 2018/19 deficit **</td>
<td>$45,500</td>
</tr>
<tr>
<td>Less deficit relating to unfunded depreciation on capital items ($20,000 depreciation x 51%)</td>
<td>($10,200)</td>
</tr>
<tr>
<td>** Total</td>
<td>$347,500</td>
</tr>
<tr>
<td>Less deficit relating to unfunded depreciation on capital items ($20,000 depreciation x 51%)</td>
<td>($10,200)</td>
</tr>
<tr>
<td>** Total</td>
<td>$337,300</td>
</tr>
</tbody>
</table>

* The set up costs include $400,000 of capital costs for which WRC will receive $302,000 NZTA funding at 75.5%. This is treated as revenue in the council’s accounts and results in an accounting surplus

** Cost relating to WIFI and ticketing pre implementation activities brought forward to the current year to meet NZTA approval requirements

49. The total full year operating costs have decreased in comparison to the LTP. However, fare revenue has also decreased due to improvements made to the base demand model through the SSBC process, Tuakau station being removed by the PGWG from the start-up proposal and taking a conservative approach to potential patronage uptake of the service. Therefore the reduction in operational costs has
been offset by a reduction on fare revenue thus increasing marginally the net cost of this service from $1.651 million to $1.659 million.

NZTA Approval process

50. As noted in paragraph 20, the December 2018 NZTA Board meeting Endorsed the Hamilton to Auckland Passenger Rail start up service Single Stage Business Case, subject to a condition subsequent that independent Stage Gate Reviews are undertaken during Pre-implementation to consider and approve: revised and updated costs (capital and operating), improved demand forecasts, robust Customer Service & Marketing Plan, updated Project Delivery & Assurance Plans, and full operational safety sign off.

51. The requirements of the stage gate reviews are currently being worked through by the partner organisations and an update was provided to the 13 May 2019 PGWG chaired by Councillor Vercoe. At that meeting NZTA staff presented an outline for the stage gate approval review process enabling a recommendation to the July 2019 NZTA Board meeting to proceed to implementation should the required information be provided.

52. What this means is that WRC will be setting a rate for the 2019/20 rail operations local share contribution on the assumption that the NZTA Board will approve the project to proceed to implementation and that the service will commence in the 2019/20 year and that the New Zealand Transport Agency will be expected to fund 75.5% of the total operating costs.

53. The total local share rates required to fund the project set-up costs and the operations of the service is $663,000 in 2019/20, which is intended to be raised through a new differential under the Public Transport rate.

54. The basis of rating adopted by the council as part of the LTP proposed a uniform rate per property of $20 per property and $1.013 million in total (for a full year of operations), with the balance of funding assessed based on the capital value of a property. Adopting this approach for a part year of service would result in a Uniform charge of $5 per property which would collect approximately $253,000. This is greater than the rates revenue requirement for the first part year of service.

55. Given the 2019/20 service is only for a part year, the uncertainty over the service start date and the relatively low amount of the local share to be collected, staff recommend that the 2019/20 local share is rated for using the capital value basis only, with no uniform rate component. This will mean the 2019/20 rate collected will be on the same basis as the existing Hamilton public transport indirect benefit rate, enabling any adjustment required between funding years to be managed in a more efficient manner.

Public transport

Employment Relations Act 2000 changes regarding meal breaks

56. As noted for council in April 2019, changes to the Employment Relations Act 2000 (ERA) which came into effect on 6 May 2019 have an impact on the delivery of current passenger transport services. In order to support the implementation of the required changes to driver duties and service scheduling, a change to the Land Transport Rule (Work Time in Large Passenger Service Vehicle Services), supported by a Memorandum of Understanding signed by regional councils and Auckland Transport, bus operators and unions provide a 12 month transition period over which full compliance with new meal break requirements will need to be achieved.

57. To be able to give effect to the new provisions (including the transitional arrangements) immediately, where required breaks are not able to be accommodated within schedules, these will be added to either the beginning or end of driver shifts, with drivers receiving compensation for this additional time. Where possible, break times will be built into schedules. Based on modelling done to date in conjunction with bus operators, staff estimate that additional cost to comply with the new legislation is in the order of $250,000. Additional transition costs are also anticipated of up to $150,000 for third party scheduling
review costs, marketing and consultation costs as well as updates to electronic timetables. These cost estimates are significantly lower than the $1.0 million impact initially signalled by operators, following work done between operators and unions to determine how best to manage breaks in accordance with the Memorandum of Understanding executed in May 2019. The additional rates contribution required to address these matters is estimated at $196,000. This assumes that NZTA funding is available.

58. Over the next year, staff will be working through a review of the network with a view to identifying potential service improvements, including the potential removal of poorer performing off-peak services. This work will serve to not only optimise the current public transport network, but will potentially provide cost offsets to address the impacts of the ERA changes. Depending on the extent of these network changes, the council may need to consult on level of service changes as part of the development of the 2020/21 annual plan.

Bus driver wages and conditions

59. Following industrial action undertaken by First Union bus drivers in November 2018, a funding package was proposed by the council which would make funds available to bus operators to increase driver wages. This funding mechanism considered an 18 month period (from 1 January 2019 to 30 June 2020), over which full funding to address the current wage gap would be sought.

60. The council submitted this proposal to NZTA for funding approval, as being able to address the wage gap in full requires NZTA funding support. The request for funding was declined, however the council retained its commitment to advance its share of funding to Go Bus.

61. Subsequent to these discussions, engagement across the sector has occurred as a consequence of the changes to the ERA. The resulting Memorandum of Understanding commits all parties to work collaboratively to progress workforce development issues and to achieve a living wage as a minimum standard for bus drivers.

62. Under current budget provisions, the council can continue to provide its share of funding that is targeted towards addressing the current wages gap over the 18 month transition period as agreed last year. However in light of additional budgetary pressures arising as a consequence of the changes to the ERA, staff have not currently made any additional provision to accelerate this matter. A letter, signed by both Chair Livingston and Mayor King, has been sent to Minister Twyford seeking support for the resubmission of a funding request to NZTA. Timing of a response to this request is uncertain. Should the council wish to move faster on this matter in advance of a response from the Minister, an increase in the public transport rate as currently proposed would be required. Guidance from council is sought on this matter.

Other budget changes

63. In addition to the funding requirements as a result of the ERA changes there are a number of other factors contributing to additional public transport rate requirements:

- Patronage growth across the network in the current year has been 1.23 per cent for the period to 31 March 2019, against a target of 2 per cent. This lower patronage level results in a lower baseline on which fare revenue for 2019/20 is calculated.
- In addition to this, more detailed fare modelling including the application of new zonal fares, fare increases across the network to coincide with the implementation of the new ticketing system and timing of new services and service improvements, means that fare revenue is projected to be $328,000 below the previously budgeted revenue of $7.091 million.
- Indexation for the first two quarters of 2018/19 has been 2.85 per cent compared to the 1.6 per cent budgeted. This results in higher baseline contract costs on which indexation is calculated in 2019/20. The effect of this is an estimated gross increase in contract costs of $642,000.
- After taking into account NZTA and territorial authority funding, the net effect on rates requirements of these two matters is an increase of $313,000.
64. Offsetting this are savings as a result of delays with the implementation of the electronic ticking system of $222,000 resulting in a rate requirement saving of $142,000.

65. Overall the additional rate requirement for public transport is $366,000.

66. The Public Transport reserve currently has a forecast balance of $1.191 million at 30 June 2019. This is after funding for the electronic ticking system has been provided for, with the council’s share of these costs ($2.111 million) recovered via depreciation funding over the next 4 years. The long-term projection of the reserve balance is $2.5 million. The target reserve position as a contingency fund to address variability in service delivery costs and manage business continuity risks is $2.0 million. In light of the additional funds held, staff recommend that the net increase in the public transport rate requirement (including the reduction in funding for the Hamilton to Auckland passenger rail service) of $178,000 is funded from the public transport reserve.

**Capital expenditure**

67. An enhanced customer feedback and complaints system is currently being implemented in relation to public transport services. This system makes this information visible for both council and operators. In the Draft Annual Plan, a provision was made for capital expenditure of $150,000. The system implementation does not require any capital investment, rather costs are captured in operating expenditure. As a result the budgeted capital expenditure can be removed.

68. Expenditure of $400,000 for ticketing and WIFI for the Hamilton to Auckland passenger rail service has been reclassified as capital expenditure, resulting in an increased capital expenditure budget requirement. Of this, $302,000 is funded from NZTA at 75.54% with the balance funded from the public transport reserve and repaid over 5 years through the funding of depreciation.

69. The timing of capital expenditure requirements for the Connect 2020 project has been rephased, with $471,000 of the budget brought forward to 2018/19 through the third quarter forecast. There is consequently an equivalent reduction in the capital requirement for 2019/20.

**Non-financial changes requested**

**Maritime Services performance measures**

70. Staff have identified that the wording of a performance measure in the Resource Use group of activities needs to be updated. The suggested revised wording is included in the table below.

71. The measure is being updated to reflect our delegation from Maritime NZ which only requires Council to notify them if we are unable to have a grade 1 aid to navigation operational within 24 hours of failure.

72. The suggested change is to remove ‘and’ from the measure and replace it with ‘or’ as shown with strike through text in the table below.

73. Audit NZ has advised that updating this measure is not significant.

74. The updating wording for this measure would be reported on from 2019/20 onwards.
LEVEL OF SERVICE
To maintain safe and navigable waterways in the region to protect the people using them.

PERFORMANCE MEASURE
Percentage of time grade 1 aids* to navigation are operational within 24 hours of failure and or notified to Maritime NZ

BASELINE RESULT
2016/17 100%

TARGETS
2018/19 2019/20 2020/21 2021 - 2028
100% 100% 100% 100%

*Considered to be of primary navigational significance.

Assessment of Significance
75. Having regard to the decision making provisions in the LGA 2002 and Council’s Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance.

Policy Considerations
76. To the best of the writer’s knowledge, this decision is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.
Report to Council

Date: 7 May 2019
Author: Anthea Sayer, Senior Corporate Planner
Authoriser: Janine Becker, Chief Financial Officer
Vaughan Payne, Chief Executive
Subject: 2019/20 Annual Plan draft non-financial text

Purpose
1. To provide council with draft non-financial text for the 2019/20 Annual Plan document for review and feedback.

Staff Recommendation:
That the report 2019/20 Annual Plan draft non-financial text (Doc #14216878 dated 7 May 2019) be received.

Background
2. The council’s annual plan sets out our work programme and budget for the year ahead. The plan also outlines any changes from the council’s long term plan (LTP), which is prepared every three years and covers a 10 year period.

Issue
3. Staff are providing council with the opportunity to provide feedback on the draft non-financial text prior to adoption of the plan at the June 2019 council meeting. Full financial statements will be provided as part of the completed annual plan to be adopted.

Conclusion
4. A full copy of the non-financial text for the 2019/20 Annual Plan is included for information and feedback.

Attachment
Doc 14237065 2019/20 Annual Plan draft non-financial text.
CHAIR AND CE MESSAGE

For the first time, Waikato Regional Council has agreed the annual budget and work programme without consulting the public.

That’s because we consulted extensively on our 10 year plan and have stuck closely to the 2019/20 programme we signalled in the plan which we adopted in June last year. In such circumstances the Local Government Act now enables us to set the budget without further consultation.

Excluding targeted rates, the $101.355 million budget means an average rates increase of 4.5 per cent for all properties, slightly below that proposed in the 2018-2028 Long Term Plan.

As planned through the Long Term Plan, average targeted rates have risen 11.8 per cent, mainly driven by increases to biosecurity, public transport (Hamilton only) and catchment work.

For biosecurity, more funding is being put into pest control, including management of possums, wallabies and kauri dieback.

The regional council is collecting rates from Hamilton ratepayers for the start-up Hamilton-Auckland passenger rail service, due to rollout in 2020.

Construction of a new regional theatre is planned to commence in 2019/20, with completion anticipated in 2020/21. The council has committed to a funding contribution of $5 million, which will be paid when all funding conditions have been met.

We’ve been conscious of the financial impact of increasing investment in the Lower Waikato and Waihou-Piako catchments, so decided 12 months ago to spread the burden of rates increases over three years.

Maintaining our ageing flood protection assets comes at an increasing cost. That’s because construction costs are continually rising, the climate is changing, land is subsiding and there are more health and safety requirements and environmental considerations that didn’t exist when such assets were designed and constructed.

There are other cost drivers identified in 2018 that still remain such as central government expecting us to do more, yet we are receiving no extra national funding. This is especially an issue when it comes to paying for the administrative, planning and implementation costs associated with meeting new and existing Treaty settlement obligations.

The Government is also undertaking a number of reviews into such issues as fresh water, three waters, biosecurity and biodiversity, resource management and good farming practices, which all have the potential to affect the way we do our work, and adding to our costs.

We haven’t let these issues hold us back. Where we can, we’ve looked to other funding sources to enable us to do more at no extra cost to the ratepayer.

Over the past eight years, funding worth more than $8.5 million has been provided by the Waikato River Authority (WRA) to partner with Waikato Regional Council to achieve work on the ground. This work – often carried out with landowners, groups or other agencies – goes a long way to achieving the Vision and Strategy for the Waikato River.
The WRA has told us it’s one of their largest partnerships and they are incredibly grateful for the amount of support this council has provided.

Not for the first time, we’ve had a valuable reminder of the success that comes from collaboration. And that’s why “working together” has been included in our mission – because together we can make the mighty Waikato the best it can be: a healthy and sustainable environment, an economy that’s going places, and communities that are as resilient as they are vibrant.
OUR PRIORITIES

We have seven strategic priorities that guide our work. They are reviewed at the beginning of each council term to ensure we effectively address current and emerging issues. Our priorities are to:

- support communities to take action on agreed outcomes
- forge and strengthen partnerships to achieve positive outcomes for the region
- positively influence future land use choices to ensure long term sustainability
- manage fresh water more effectively to maximise regional benefit
- increase communities’ understanding of risks and resilience to change
- enhance the values of the region’s coasts and marine areas
- shape the development of the region so it enhances our quality of life.

Here’s a snapshot of what we’ve been doing to achieve our priorities, as well as some of the work we will be doing in 2019/20 to make further gains.

Support communities to take action on agree outcomes

A lot of what we do is geared towards improving the quality of life in the Waikato, and we know the challenges faced by our community are varied. That’s why we are doing work like controlling pest plants and animals which threaten our region’s native ecosystems, ensuring we’re better prepared for natural disasters, and keeping people safer on our roads and waterways.

However, it’s people who are key to the success of our rohe. Typically, local communities know their own issues best and are best placed to do something about them. That’s why we focus on supporting landowners and communities to take action. In particular, we have a number of funds that support landowners and community groups to improve their natural environment and catchments.

Working with communities is especially important in our catchment planning and management. By including communities in the development and implementation of catchment plans, and encouraging landowners to take ownership, we get quality environmental outcomes. As a result, we’re seeing an increased demand for this type of work.

We also give funding support to other organisations doing good work. Throughout 2019/20, we will continue to support groups such as Maungatautari Ecological Island Trust, Surf Life Saving, Coastguard, Philips Search and Rescue Trust and Coromandel Rescue Helicopter Trust.

Meanwhile, local government elections will be held in 2019. This is your chance to help build on the mighty Waikato, either by voting for the people who you think will make the right decisions to shape the region or by standing for election yourself. During the build up to the elections, there will be an opportunity to speak to the candidates about what’s important to you, your whānau and local community. Make sure you get involved.

Forge and strengthen partnerships to achieve positive outcomes for the region

Delivering on our programme of work requires collaboration and good partnerships. Our partnerships with iwi Māori and various organisations including education, community and business are vital to achieve positive economic, environmental and social outcomes for the region.
We play a vital role in the implementation of Treaty settlement arrangements. We already have five joint management agreements with iwi throughout the region, and these mean we work together to ensure mutually beneficial environmental and resource management outcomes. Co-governance committees have been set up for collaborative decision making on our environmental issues and challenges. Central government expects us to do more in this space, but meeting the obligations of current and new Treaty settlements comes with administrative and planning costs. Of course we want to be successful in co-governance, so we are currently working with the Crown for appropriate financial contributions to achieve long term effective implementation.

Waikato Regional Council is one of 12 councils who own the company Waikato Local Authority Shared Services (Waikato LASS). This company promotes the sharing of services between local authorities in the region to gain efficiencies, reduce costs and remove duplication of effort. Waikato LASS has recently launched the Waikato Data Portal, a public platform on which we share data with each other and our ratepayers. Having this data freely available promotes progress, unlocks innovation and results in economic value for the region.

In the coming year, we will also continue to foster our relationship with Beef + Lamb NZ by holding workshops for farmers to support the completion of farm environment plans, we’ll continue working with territorial authorities in our region to encourage and support them in giving effect to the Regional Policy Statement through their district plans, and we’ll work with schools to implement our Enviroschools programme to encourage sustainable habits in children.

**Positively influence future land use choices to ensure long term sustainability**

Soil health, erosion, biodiversity and water quality are all interconnected when it comes to land use. Communities want the best from our land use, both environmentally and economically. Our natural resources support our economy and communities in the long term, so we need to think about the potential impacts and benefits of land use and everyone’s needs, including iwi Māori values and aspirations.

We have a number of policies and rules to improve management of land use and ensure the preservation of our natural resources for future generations, while also sustaining a strong economy. Two of these plans, the *Waikato Regional Coastal Plan* and the *Waikato Regional Plan*, are currently being reviewed in a process called Healthy Environments. This long term project is expected to be completed in 2028. It has to take into account changes to the Resource Management Act, which are yet to be proposed by central government, and updated or new national policy directives.

On the ground, there are many landowners, community groups and other agencies working to restore our region’s environment so native plants and animals can thrive, or improving the quality of our waterways. We give them all the support we can, and we want to bring attention to the projects they’re working on. Therefore, we’re looking at ways to publically promote the scale and investment of the work being done.

Waikato River Authority, a major funder of works to improve the Waikato River, is one such organisation doing good mahi to improve our natural environment. We partner with them to support communities and landowners undertaking work to protect our natural resources and improve water quality in the Waikato River catchment. Joint projects we’re working on include realising the *Waipa Catchment Plan*, improving the Whirinaki catchment in the Upper Waikato Zone,
and working alongside landowners in the Central Waikato Zone and Lower Waikato Zone (particularly to reduce erosion and improve water quality in the Matahuru, Mangapiko, Naike, Mangawara and Lake Waahi catchments). Partnering with Waikato River Authority means we can achieve more together.

**Manage fresh water more effectively to maximise regional benefit**

Communities and our economy need water. Clean water. So it’s hardly surprising that water quality is what the majority of our communities tell us they care most about. In response to this, we worked with our communities to develop the *Waikato Freshwater Strategy*, a roadmap to achieve an integrated water management regime which will enable us to deliver the best use of fresh water over the next 30-50 years.

We’ve also undertaken a lot of work prioritising where in our various catchments we will get the best return on investment to improve water quality, biodiversity and soil stabilisation. Such mapping is informing both our regulatory and non-regulatory interventions.

*Healthy Rivers/Wai Ora: proposed Waikato Regional Plan Change 1* is one way we are trying to make noticeable improvements to water quality. The proposed plan seeks to reduce the amount of contaminants entering the Waikato and Waipa catchments and achieve the *Vision and Strategy for the Waikato River/Te Ture Whaimana o Te Awa o Waikato*, which is making the river swimmable and viable for food collection along its entire length. The regional council’s hearing and decisions process for *Healthy Rivers* is likely to be completed in 2019/20, and then submitters will have the opportunity to lodge any appeals. *Plan Change 1* is essential for implementing the *National Policy Statement for Freshwater Management*.

The management of water is certainly a hot topic for central government. Among its initiatives, the Government has released a paper, *Essential Freshwater*, which outlines its plan to restore and protect fresh water in New Zealand. The Government is also reviewing how improvements can be made to the regulation and supply of drinking water, wastewater and stormwater. The outcome of these reviews may have an impact on our business, therefore we are actively involved in the review process in order to have a good understanding of how any changes will affect our functions and communities.

Elsewhere, with the help of other funders, we’ve started a three-year project to improve fish passage through our flood pumps. We need flood protection infrastructure to support the economic activities in our communities but they pose a barrier to native fish migration.

**Increase communities’ understanding of risks and resilience to change**

Change is inevitable. It has the potential to increase people’s vulnerability and impact on quality of life. We’re facing declining and ageing populations in some areas, changes to jobs and technology, and climate change.

We are aware of the many challenges these may present going forward. As populations decline we may see issues with access to services; as sea levels rise and we get more frequent and intense weather patterns, we’ll need to address that in flood management.
To ensure you’re prepared, we’re working to improve the quality of information and advice that we provide, and make it more accessible. This includes making it easy to find out what the hazards and risks are for all properties in the Waikato, and increasing our understanding of what climate change means for our region.

Part of this is investigating the sustainability of our flood protection and drainage infrastructure, and the ability of communities to continue to pay for this required service. However, this is not just in response to climate change but also to address increasing expectations that our assets be environmentally sustainable.

**Enhance the values of the region’s coasts and marine areas**

We monitor and protect the health of our marine environment to 12 nautical miles offshore. What happens on the land has an effect on this environment, with things like pollutants in run off, sedimentation and erosion causing negative impacts. Intensification of land use exacerbates these problems.

That’s why our work to positively influence land use choices is extremely important. Healthy Environments, the review of both the *Regional Coastal Plan* and the *Waikato Regional Plan*, will consider the regulatory framework we use to ensure we protect our natural resources such as the marine environment.

We’re also working with communities in a non-regulatory space to improve our harbour and catchments. We’re fast-tracking non-statutory harbour and catchment plans for across the region. These plans, which are developed with the communities of our catchments, identify the issues and priorities to guide the work that we, other agencies, iwi and landowners do to improve freshwater quality, reduce sedimentation, stabilise river and catchment systems and enhance biodiversity.

We already have plans for Tairua, Whangamatā, Whangapoua and Wharekawa. In 2019/20 we will be working on completing plans for Whitianga/Mercury Bay and Coromandel/Manaia. We’ll also be developing sub-catchment plans for the west coast harbours of Aotea, Kāwhiā and Whaingaroa.

**Shape the development of the region so it enhances our quality of life**

The Waikato region is a place of powerful possibilities. To harness all our potential, we connect people, ideas and information to be as strong as we can be. We make sure development happens within environmental limits and not at the expense of our quality of life.

As part of this priority, we signed up to support the development and implementation of the *Waikato Plan*. The *Waikato Plan*, a collaborative effort by local government, central government, iwi, businesses and communities, is a region wide overarching strategic plan to address the challenges we all face. It has a 30 year focus and supports a coordinated approach to plan for population and demographic change and investment in infrastructure such as rail, key roading networks, walkways and cycleways. It focuses on partnerships with iwi/Māori, protecting ecosystems, responding to climate change and addressing water allocation and quality issues. The plan seeks to advance the four wellbeings – social, economic, environmental and cultural – by championing regional economic development through attracting visitors.
Elsewhere, we’re supporting a startup rail service between Hamilton and Auckland. Hamilton City Council asked us to rate for the new service in our 2018-2028 Long Term Plan and, after consultation with the community and confirmation of a significant subsidy from NZTA, we’ve agreed to support this venture. The service is in response to congestion on the state highway between Hamilton and Auckland. It is anticipated to start in March 2020.

The regional council has also, through the development of our 2018-2028 Long Term Plan, agreed to support a community initiative driven by Momentum Waikato to build a new theatre and creative precinct in Hamilton for the Waikato region. Having a regional theatre supports our goals of promoting social connections, enhancing the quality of life of Waikato residents, fostering economic development and attracting visitors to our region. Construction of the theatre is planned to begin in 2019/20, and it is anticipated that the new theatre will open in 2020/21. The council has committed to a funding contribution of $5 million, which will be paid when all funding conditions have been met.

As a council, we are always looking to improve the quality of life of our communities. We keep this priority fresh by developing a new three-year strategic direction after every new council is formed. This will happen again after the local government elections in October 2019. Our new councillors will set their priorities for the triennium, taking into consideration the challenges and opportunities faced by the current council and the work that is already underway to respond to these challenges.
GROUPS OF ACTIVITIES TEXT

Community and services

Activities
- Community partnerships
  The community partnerships activity provides support and advice within council and externally to build awareness, encourage involvement and engagement, and provide education programmes that support the community to achieve shared outcomes. Education programmes focus on multi-agency relationships to bring about behavioural change to enhance sustainability and road safety.

  This activity is also focused on creating clarity, transparency and consistency across our stakeholder relationships and partnerships so the organisation is best placed to identify emerging opportunities and new revenue streams.

- Iwi Maori participation
  We build the council’s capability and confidence to effectively partner with iwi Māori. By strengthening these relationships we increase the ability of iwi Māori to meaningfully participate in mutually beneficial collaborative initiatives.

- Governance
  The governance activity supports the chairman and councillors in their roles, ensures council processes such as triennial elections and meetings are run correctly, and decision making processes are robust and transparent. This includes providing for iwi, community and key stakeholder representation on the council’s standing subcommittees and councillor representation on other local government, key stakeholder and community groups.

  Maintaining the integrity of the council’s processes is also supported by the provision of timely and appropriate responses to official information requests and Ombudsman’s office enquiries.

- Planning and reporting
  This activity includes the development of statutory plans and reports required by the Local Government Act 2002 to improve transparency and accountability to our community. These include long term plans, annual plans and annual reports.

Key highlights and priorities for 2019/20
Some of the key work these activities will focus on in 2019/20 include the local government elections and the induction of the new council. Council will undertake a robust election process and encourage the community to vote so everyone can have their say in how their Waikato is governed and who best represents their interests.

  Work will also go into ensuring that those elected fully understand the intricacies of our business and are properly briefed on all challenges and opportunities that will face council not only in the immediate term, but also over the longer term.

  In response to new Treaty of Waitangi settlements we will be establishing a number of new co-governance committees. We will continue to work with the Crown to seek assurance that appropriate financial contributions are provided to support the effective implementation of these new settlement arrangements.
Construction of the new regional theatre, a community initiative driven by Momentum Waikato, is planned to begin in 2019/20. It is anticipated that the theatre will open in 2020/21.

### Levels of service

<table>
<thead>
<tr>
<th>Activity</th>
<th>Level of service</th>
<th>Performance measures</th>
<th>Baseline result (2017/18)</th>
<th>Year 2 target (2019/20)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community partnerships</td>
<td>To collaborate with other agencies and the people of the Waikato to deliver new and current initiatives that achieve economic, environmental and social outcomes</td>
<td>Number of initiatives implemented as a result of working together with our key stakeholders and partners to achieve mutually beneficial outcomes</td>
<td>New measure</td>
<td>Maintain or increase the number of initiatives</td>
</tr>
<tr>
<td>Governance</td>
<td>To provide and promote governance processes that are robust and transparent for the regional community</td>
<td>Percentage of official information requests responded to within statutory timeframes</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Iwi Māori participation</td>
<td>To support a Treaty based partnership approach in our engagement with iwi Māori</td>
<td>Completion of key actions identified in the Māori Partnership Approach</td>
<td>New measure</td>
<td>Number of actions completed as per schedule</td>
</tr>
<tr>
<td>Planning and reporting</td>
<td>To produce high quality and fit for purpose long term plans and amendments to long term plans to encourage participation in decision making by the regional community</td>
<td>Long term plans and amendments to long term plans receive ‘unmodified’ audit opinions</td>
<td>Achieved</td>
<td>Unmodified opinion received</td>
</tr>
</tbody>
</table>
Waikato Civil Defence Emergency Management Group

The Waikato CDEM Group is responsible for delivering on the 4 Rs, readiness, response, reduction and recovery. The Group Emergency Management Office (GEMO), administered by Waikato Regional Council, coordinates all activities but takes direction from the CDEM Joint Committee, an elected body representing all councils in the Waikato.

This activity includes facilitation of community, organisational and business readiness; the provision of an appropriate emergency response and coordination capability; identification and promotion of reduction activities that ultimately reduce the impacts on our communities from an emergency; and the coordination of recovery efforts to ensure the best outcome for the community.

Key highlights and priorities for 2019/20

Although it will be largely business as usual for this group of activity, we will be responding and implementing key aspects of the government’s emergency management systems reform. A review of the CDEM Group Plan will also begin in 2019/20.

Levels of service

<table>
<thead>
<tr>
<th>Activity</th>
<th>Level of Service</th>
<th>Performance measures</th>
<th>Baseline result (2017/18)</th>
<th>Year 2 target (2019/20)</th>
</tr>
</thead>
</table>
| CDEM     | To provide the community with a region-wide coordinated response from government, NGOs and community based responders in the event of a civil defence emergency to reduce the impact on people and the economy | The time taken for the Group Emergency Coordination Centre to be activated in response to a civil defence event / emergency | Achieved - 60 minutes*  
*no differentiation was made between business hours and after hours | ≤30 mins during business hours, ≤60 minutes after hours |
|          |                   |                      | New measure               | New measure             | Begin a review of the Group Plan |
|          |                   |                      | New measure               | No assessment required  |
Regional hazards and emergency response

Activities

- Resilient development
Resilient development involves the collection and provision of strategic information and advice to district councils, the Waikato Civil Defence Emergency Management (CDEM) Group and landowners on a range of hazards. The information is used to help identify the region’s areas most at risk from hazard events, and to minimise risk and damage to people, homes, businesses and infrastructure. This ensures communities can prepare for or avoid hazards so that risks are reduced over time, and that sound decisions are made about the future development of hazard prone areas.

- Waikato Regional Council emergency response
The Waikato Regional Council emergency response activity provides strategic regional hazard information and advice to key stakeholders, prepares for and responds to marine oil spills, flood events and other natural hazard events. Support is also provided by this activity to the Waikato CDEM Group during a natural hazard event.

Key highlights and priorities for 2019/20
The regional council’s hazards portal will be launched in 2019/20 to provide relevant and up to date hazard information to stakeholders and communities. This will enable them to make better decisions on managing existing and proposed development to minimise risk and damage to people, homes, businesses and infrastructure.

A new, enhanced version of the coastal inundation tool will also be released in 2019/20 in collaboration with Bay of Plenty Regional Council.

Levels of service

<table>
<thead>
<tr>
<th>Activity</th>
<th>Level of Service</th>
<th>Performance measures</th>
<th>Baseline result (2017/18)</th>
<th>Year 2 target (2019/20)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resilient Development</td>
<td>To provide technical support to the Waikato CDEM Group to enable resilient Waikato communities</td>
<td>Percentage of agreed Waikato CDEM Group requests responded to within specified timeframes</td>
<td>New measure</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>To provide hazard information to communities and stakeholders to ensure they are well informed</td>
<td>Provide relevant and up to date hazard information to communities and stakeholders via the online hazards portal</td>
<td>New measure</td>
<td>Data updated quarterly</td>
</tr>
<tr>
<td>WRC Emergency response</td>
<td>To provide the community with timely flood event information and situation reports and to respond</td>
<td>Percentage of customers satisfied with the Waikato Regional Council’s flood warning service</td>
<td>94%</td>
<td>90%</td>
</tr>
<tr>
<td>Activity</td>
<td>Level of Service</td>
<td>Performance measures</td>
<td>Baseline result (2017/18)</td>
<td>Year 2 target (2019/20)</td>
</tr>
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<td>-------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------</td>
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</tr>
<tr>
<td>Effectively to flood events to lessen the adverse effects</td>
<td>(source: contact database survey)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To reduce the environmental impact of marine oil spills by having a safe, coordinated and effective plan in place and maintain effective readiness to respond</td>
<td>A marine oil spill plan is in place and two exercises are undertaken per year</td>
<td>New measure</td>
<td></td>
<td>Plan in place and two exercises undertaken</td>
</tr>
</tbody>
</table>
Flood protection and control works

Activities
- Flood protection
  The flood protection activity reduces the likelihood that flooding will impact our communities by establishing, maintaining and renewing flood protection infrastructure such as stopbanks, floodgates and pump stations. This infrastructure is designed to meet levels of service that are agreed with the community, and is maintained by a programme of regular inspections, routine maintenance and in some cases major renewals.

- Land drainage
  Waikato Regional Council manages a system of natural and built infrastructure to provide adequate land drainage to support productive pastoral (and other) farming. The council has oversight of 92 land drainage schemes which were set up based on a historic network of drains. Each scheme is fully funded under its own targeted rate.

- River management
  The river management activity is responsible for managing rivers and streams in the Waikato region. This activity includes erosion control, gravel management and management of vegetation, but also seeks to achieve broader environmental outcomes such as habitat restoration and biodiversity enhancement. Programmes are based on priority and the level of risk to people and property.

Key highlights and priorities for 2019/20
The Regional Infrastructure Fish Passage Project will continue in 2019/20 to try to mitigate the impacts of land drainage and flood control infrastructure on migratory native fish. The project, done in partnership with others, involves research and development including a series of safe fish passage trials over a three year period.

We will continue to work towards delivering an infrastructure sustainability strategy by the end of 2019/20. The purpose of the strategy is to explore the various issues that are, or that may, affect the sustainability of council’s land drainage and flood protection infrastructure, including looking at options to respond to these issues over the coming decades.

Work on constructing the new Muggeridge’s pump station near Ngatea will continue with completion due by the end of 2019/20. This new capital project together with a $27.3m programme of renewals and maintenance of flood protection assets remains the focus of our asset management programme.

Levels of service

<table>
<thead>
<tr>
<th>Activity</th>
<th>Level of Service</th>
<th>Performance measures</th>
<th>Baseline result (2017/18)</th>
<th>Year 2 target (2019/20)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flood protection</td>
<td>To provide the standard of flood protection agreed with communities as set out in zone plans and associated documents</td>
<td>Major flood protection and control works are maintained, repaired and renewed to the key standards defined in relevant planning documents (such</td>
<td>Achieved</td>
<td>Achieved</td>
</tr>
<tr>
<td>Activity</td>
<td>Level of Service</td>
<td>Performance measures</td>
<td>Baseline result (2017/18)</td>
<td>Year 2 target (2019/20)</td>
</tr>
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</tr>
<tr>
<td>Land drainage</td>
<td>To provide reliable water table management on land within drainage schemes for the purpose of maintain pastoral production</td>
<td>Number of reported incidences where it takes more than three days to remove surface water after events with up to a 10% annual exceedance probability</td>
<td>One (achieved)</td>
<td>≤5</td>
</tr>
<tr>
<td>River management</td>
<td>To maintain channel capacity and stability of</td>
<td>Percentage of planned maintenance</td>
<td>New measure</td>
<td>85%</td>
</tr>
<tr>
<td>Note: The two elements to this measure are described in more detail in parts one and two below</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part one: Percentage of planned mandatory maintenance* actions achieved each year</td>
<td></td>
<td>93%</td>
<td>85%</td>
<td></td>
</tr>
<tr>
<td>Part two: Percentage of stopbanks maintained to above designed flood height, as agreed within each zone</td>
<td></td>
<td>93.1% (combined urban and rural)</td>
<td>Rural: 93% Urban: 93%</td>
<td></td>
</tr>
<tr>
<td>Percentage of flood recovery plans** implemented after all major events</td>
<td></td>
<td>New measure</td>
<td>80% compliant</td>
<td></td>
</tr>
<tr>
<td>Activity</td>
<td>Level of Service</td>
<td>Performance measures</td>
<td>Baseline result (2017/18)</td>
<td>Year 2 target (2019/20)</td>
</tr>
<tr>
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<td>---------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>priority rivers and streams in each management zone</td>
<td></td>
<td>actions achieved each year</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Percentage of enquiries acknowledged within two working days</td>
<td>New measure</td>
<td>95%</td>
</tr>
</tbody>
</table>

* Maintenance can mean repair, renew or maintain.
** The plans set out timeframes under which flood response actions are to be completed.
**Integrated catchment management**

**Activities**

- **Biodiversity**
The biodiversity activity carries out three main functions:
  - providing support, funding and advice to environmental projects driven by community groups, iwi and members of the public.
  - focusing on the many benefits Waikato Regional Council activities bring to the region’s biodiversity.
  - leading ecosystem restoration, collaborating with other government organisations and stakeholders to yield significant, long term protection of vulnerable ecosystems.

- **Biosecurity**
The biosecurity activity includes the exclusion, eradication or management of pests and diseases that pose a risk to the economy, environment and cultural and social values, including human health. The council collaborates and works in partnership with a wide range of national, regional and local organisations/communities to deliver pest management throughout the region.

  The activity is achieved through direct and biological control of animal and plant pests including community based initiatives, providing information and advice on plant and animal pest control, monitoring of pest animals and plants throughout the region, as well as developing strategy and rules for the protection and enhancement of the environment.

- **Catchment planning and management**
The catchment planning and management activity provides for the management of catchments throughout the region. Key priorities for this activity include maintaining existing soil conservation schemes, promoting, planning and implementing new catchment protection projects aimed at improving water quality, protecting biodiversity, managing shallow lakes, and planning for zones, catchments and harbours. These activities are undertaken collaboratively with landowners, community groups, iwi and other agencies. The council also undertakes zone, catchment and harbour management planning, including the development and review of eight zone management plans.

- **Land management advisory services**
This activity works with others to deliver a range of non-regulatory services to support the agriculture industry, including community engagement and extension programmes aimed at building farmer awareness of good practices and developing capability and capacity within the industry. This includes supporting policy implementation by raising awareness of regulatory requirements. In particular it coordinates farm environment planning within the Waikato and Waipā (Healthy Rivers) catchments. It also works in the Hauraki catchments to prepare for the implications of its plan change.

  This service complements regulatory functions by engaging with the agriculture sector and ensuring it has the systems, capability and capacity to manage the effect of agriculture on water and soil values.

**Key highlights and priorities for 2019/20**
The review of the Regional Pest Management Plan will continue in 2019/20 with a focus on engaging with our stakeholders. Extra biosecurity funding will be put into pest management for kauri dieback, possums and wallabies.
Work will continue on developing harbour and catchment management plans for the region. Whitianga/Mercury Bay and Coromandel/Manaia are due for completion by the end of 2019/20. Development of sub-catchment plans will also continue for the West Coast harbours of Aotea, Kawhia and Whaingaroa.

Increasing capacity in the catchment planning and management activity will also continue in response to community demand. This includes working with communities as well as supporting projects we undertake with partners including the Waikato River Authority and Department of Conservation.

Levels of service

<table>
<thead>
<tr>
<th>Activity</th>
<th>Level of service</th>
<th>Performance measure</th>
<th>Baseline result (2017/18)</th>
<th>Year 2 target (2019/20)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biodiversity</td>
<td>To work in partnership with others to maintain and enhance indigenous biodiversity</td>
<td>Percentage of projects funded through Natural Heritage Partnership Programme that achieve milestones as per the funding agreement</td>
<td>Not achieved</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Number of on the ground projects in action to protect and restore indigenous biodiversity per zone</td>
<td>New measure</td>
<td>≥2 per zone</td>
</tr>
<tr>
<td>Biosecurity</td>
<td>To reduce animal pest populations in identified sites with assessed biodiversity values</td>
<td>Increasing long term trend in the number of tūī in Hamilton</td>
<td>Not applicable – measured biennially</td>
<td>Not applicable – measured biennially</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Average rat tracking index (RTI) for all rat control operations</td>
<td>New measure</td>
<td>≤5%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Average number of possums* caught for every 100 traps set for possum operations</td>
<td>2.49%</td>
<td>&lt;5% residual trap catch for ground control</td>
</tr>
<tr>
<td></td>
<td>To control low density, high threat plant pests to minimise impacts on primary industry and human health</td>
<td>Reducing trend in the coverage of eradication pest plants** at known sites</td>
<td>New measure</td>
<td>Reducing trend</td>
</tr>
<tr>
<td>Catchment planning and management</td>
<td>To maintain existing historic scheme works to ensure gains are preserved</td>
<td>Percentage of sampled catchment works maintained in effective condition to the standards set out in zone plans***</td>
<td>90.6%</td>
<td>70%</td>
</tr>
<tr>
<td>Activity</td>
<td>Level of service</td>
<td>Performance measure</td>
<td>Baseline result (2017/18)</td>
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</tr>
<tr>
<td></td>
<td><strong>To implement agreed plans (catchment new works) with landowners and land managers for reduced erosion, improved water quality and enhanced biodiversity</strong></td>
<td>Percentage of catchment new works undertaken in priority catchments and/or at priority sites across all zones</td>
<td>New measure</td>
<td>80%</td>
</tr>
<tr>
<td><strong>Land management advisory services</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>To work with partners, stakeholders and community to improve soil conservation and water quality</strong></td>
<td>Percentage of people (as surveyed) participating in Waikato Regional Council extension programmes who make a change in agricultural practice within 12 months of attendance</td>
<td>70%</td>
<td>66%</td>
</tr>
<tr>
<td></td>
<td><strong>Number of farmers attending farm environment planning workshops</strong>** (Healthy rivers)**</td>
<td>Number of farmers attending farm environment planning workshops**** (Healthy rivers)</td>
<td>New measure</td>
<td>300</td>
</tr>
</tbody>
</table>

* Possums are targeted as they have a detrimental impact on our native flora and fauna, including devastating native forests and impacting on pasture, horticulture and forestry.

** Eradication pest plants are those with limited distribution or density. Eventual goal is eradication at known sites in the region, although ‘zero density’ is more practical to achieve. Includes African feather grass, cathedral bells, Chilean flame creeper, evergreen buckthorn, horse nettle, Chinese knotweed, lantana, Manchurian wild rice, mile-a-minute, nassella tussock, fire stemmed needle grass and Chilean needle grass, noogoora bur, purple loose strife, rhododendron ponticum, sagittaria, sea spurge, Senegal tea, spartine, variegated thistle, water poppy and white bryony.

*** A sample of at least 10% of all catchment scheme and non-scheme works (Individual work agreements legally protected on property title outside schemes) are inspected to assess works condition every year. Works include fencing, planting and erosion control structures.

**** A total of 3000 farm environment plans must be delivered over 10 years. The first set of plans for priority 1 sub-catchments must be completed by 1 March 2022 with the second set of plans for priority 2 sub-catchments completed by 1 March 2025. Workshops to aid farmers in this process will begin in 2018/19.
Public transport

Waikato Regional Council provides comprehensive public bus services within Hamilton and to satellite towns around Hamilton. There are also a number of rural centres within the region serviced by the council’s public transport network. In addition, the council provides Total Mobility services in Hamilton, Tokoroa and Taupō, which provides door to door transport services for people with disabilities.

Key highlights and priorities for 2019/20
A new public transport integrated ticketing system will be implemented in late 2019. The new system will enable access to better fare revenue and patronage data and be more customer-friendly.

The five year trial of the rail service between Hamilton and Auckland will begin in May 2020. The service will stop at Frankton, Rotokauri, Huntly, Papakura and Auckland and has capacity for about 150 passengers to travel each way.

A new public transport service will begin between Tokoroa and Hamilton to help improve regional access to essential services, employment opportunities, tertiary education and social opportunities.

Levels of service

<table>
<thead>
<tr>
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<th>Year 2 target (2019/20)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public transport</td>
<td>To provide the Waikato community with an efficient and reliable public transport system that enables an alternative to private vehicle travel and access to essential services</td>
<td>Percentage of customers surveyed who are ‘satisfied’ or better with passenger transport service Source: Customer satisfaction survey</td>
<td>96%</td>
<td>&gt;95%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Percentage of surveyed passengers who believe fares represent good value for money Source: Customer satisfaction survey</td>
<td>New measure</td>
<td>&gt;74%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Percentage of scheduled service trips that depart timing points* on time compared</td>
<td>New measure</td>
<td>&gt;95% scheduled service trips depart between 59 seconds before and 4 minutes and 59</td>
</tr>
<tr>
<td>Activity</td>
<td>Level of service</td>
<td>Performance measure</td>
<td>Baseline result (2017/18)</td>
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<tr>
<td>-------------------------------------------------------------------------</td>
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<td>---------------------------------</td>
</tr>
<tr>
<td>to public timetable</td>
<td></td>
<td>seconds after the scheduled departure time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percentage of households in Hamilton within 800m of public transport bus stop</td>
<td></td>
<td>New measure</td>
<td></td>
<td>&gt;98%</td>
</tr>
<tr>
<td>Rail service is implemented by the agreed date as per agreed levels of service**</td>
<td></td>
<td>New measure</td>
<td></td>
<td>Service is up and running by October 2019 as per agreed level of service</td>
</tr>
</tbody>
</table>

*A timing point is defined as a key interval along a route (it is less frequent than a bus stop). The number of timing points varies for each route.

**Once the rail service has commenced council will be in a better position to set specific targets for agreed levels of service. These metrics are likely to be similar to the metrics currently measured in relation to bus passenger transport services.
Resource use

Activities
- Consent processing and compliance
The consent processing and compliance activity is responsible for both the issuing of resource consents under the Resource Management Act, which allow people to use the region’s natural resources, and subsequent monitoring of those consents. Consents typically contain a number of conditions which make sure the effects of the activity are appropriately controlled. These consents are monitored by the council on a prioritisation basis. The council also proactively monitors compliance with some activities that are only permitted under the Waikato Regional Plan, subject to compliance with a range of conditions.

This activity is also responsible for processing resource consent applications under the Building Act for large dams on behalf of all North Island regional councils, and responding to identified non-compliance with Building Act requirements as these relate to large dams within the Waikato region.

- Investigations and incident response
Waikato Regional Council runs a 24 hour 7 day a week response service to ensure the environment, people or property are not seriously affected by pollution incidents or activities that are non-compliant with environmental regulation. The council also investigates serious breaches of environmental or maritime regulation and where significant non-compliance has been found to occur, formally investigates the incident to enable decisions to be made on appropriate action, including enforcement.

- Maritime services
This activity is split into three work streams, namely policy and procedures, compliance with the navigation safety bylaw and education, and operations. Operations include compliance activities, debris removal, and inspecting and maintaining the region’s network of navigation aids.

Key highlights and priorities for 2019/20
It will largely be business as usual for this group of activities, however council will continue to follow a more risk-based monitoring programme targeting the 19 per cent of Waikato dairy farms that have inadequate effluent storage, as well as earthworks related activities, forestry harvesting and vegetation clearance as these pose a higher risk of effecting our waterways.

Work will also continue on preparing for the implementation of Healthy Rivers/Wai Ora.

Levels of service

<table>
<thead>
<tr>
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<th>Baseline result (2017/18)</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Consent processing and compliance</td>
<td>To efficiently and effectively deliver consenting and compliance monitoring processes under the Resource Management Act 1991 (RMA) to enable the lawful use of natural and physical resources.</td>
<td>Percentage of resource consents processed in accordance with RMA timeframe discount regulations</td>
<td>99.8%</td>
<td>≥ 95%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Percentage of highest priority (P1) consented sites monitored each year</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Activity</td>
<td>Level of service</td>
<td>Performance measure</td>
<td>Baseline result (2017/18)</td>
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</tr>
<tr>
<td>Investigations and incident response</td>
<td>To provide a dedicated incident response service to ensure the environment, people or property are not seriously affected by pollution incidents or non-compliant activities</td>
<td>Percentage of the 24 hour 7 day a week response service for reporting environmental incidents is available</td>
<td>96% (not achieved)</td>
<td>100%</td>
</tr>
<tr>
<td>To take appropriate action in response to notifications of serious non-compliance</td>
<td>Percentage of serious non-compliance incidents that are actioned</td>
<td></td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Maritime services</td>
<td>To maintain safe and navigable waterways in the region to protect the people using them</td>
<td>Percentage of time grade 1 aids* to navigation are operational within 24 hours of failure or notified to Maritime NZ Maintain a 24 hour 7 day a week response for navigational incidents**</td>
<td>Achieved</td>
<td>100%</td>
</tr>
</tbody>
</table>

* Considered to be of primary navigational significance.
** Navigational incidents are those Waikato Regional Council has jurisdiction over, for example an oil spill or debris in a river. Incidents are reported to us from Maritime NZ or NZ Police.
Science and strategy

Activities
- Environmental monitoring
This activity focuses on the collection, storage, management and analysis of quality-assured data on the current state of air, water, land, coastal resources and ecosystems. Data is collected to support the operation of flood warning systems, use and allocation of surface and ground freshwater resources, setting water quality limits, identifying changes in water quantity and quality, soil, fresh water ecology, coastal ecology and air quality. Data is used to support the setting of policies and rules and inform resource consent decisions.

- Environmental science and information
This activity works closely with the environmental monitoring activity to gather, analyse and communicate environmental information related to air, biodiversity, coasts, existing and emerging contaminants, geothermal resource, groundwater, lakes, rivers and streams, wetlands, impacts of past and present land use, and soil. This information provides science-based evidence to support understanding of how the environment functions, changes and sustains life, which underpins the council’s decision making on the allocation and sustainable management of the region’s natural resources.

- Social and economic science information
The activity supports evidence based planning and decision making by gathering, analysing and reporting on social and economic data and information and linking this to environmental knowledge. These functions provide the council with a better understanding of the social and economic qualities, opinions and aspirations of our communities, which contributes to informed decision-making about the allocation of natural resources.

The activity also undertakes research and advises on best practice engagement and consultation processes and monitors people’s understanding, awareness and attitudes in regards to the work that the council does.

- Integration and infrastructure
This activity supports the development and implementation of policy ensuring there is a connector between the science information, strategy and policy developed by the organisation and the community. It focuses on strengthening internal and external relationships and ensures key stakeholders throughout the region are aware of current science, strategy and policy projects and are able to effectively contribute.

This activity also provides oversight for the development of transport and infrastructure policy and implementation, as well as supporting stakeholders to understand implementation responsibilities and ensuring there is multi-agency consistency with regional policy.

- Regional strategy and development
This activity involves working together to lead the Waikato region to be more strategic and future focused. Waikato Regional Council determines its role and priorities via its strategic direction and undertakes strategic thinking with key regional stakeholders.

The activity supports collaborative regional and inter-regional development issues, including UNISA, the Waikato Mayoral Forum and Waikato Means Business. The activity is also about building relationships with and influencing other agencies including iwi, local and central government, and the private sector to inform sector and inter-regional strategies and national policy and regulation.
Resource management policy
This activity is responsible for the development and review of resource management plans and the regional policy statement under the Resource Management Act 1991. These documents ensure natural resources are sustainably managed while enabling economic development and growth, and communities to thrive. This activity also provides future focused, effective resource management policy and planning information, advice, analysis and solutions under other relevant legislation.

Key highlights and priorities for 2019/20
The hearings and decisions process for Healthy Rivers/Wai Ora: proposed Waikato Regional Plan Change 1 will likely be completed in 2019/20. Following the release of the independent hearing panel decision, submitters will have the opportunity to lodge an appeal.

The review of the Regional Coastal Plan and the Regional Plan (Healthy Environments) will continue in 2019/20. The focus for this year will be on information and data gathering and engagement with stakeholders.

Council will also respond to the new requirements of the anticipated National Policy Statement on Freshwater Management.

A key piece of work following the local government elections in October 2019 will be the development of a strategic direction for the triennium. This will allow councillors to set their priorities, taking into consideration the challenges and opportunities faced by council and work that is already underway to respond to these challenges.

Waikato Regional Council will also continue to support the implementation and refresh of the Waikato Plan in 2019/20.

Levels of service

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<thead>
<tr>
<th>Activity</th>
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<th>Performance measure</th>
<th>Baseline result (2017/18)</th>
<th>Year 2 target (2019/20)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental monitoring</td>
<td>Provide high quality and timely data to key decision makers and the public</td>
<td>External audit of one environmental domain each year shows good quality control of data collection and analysis</td>
<td>Achieved</td>
<td>1 domain audited</td>
</tr>
<tr>
<td></td>
<td>To provide high quality, independent and timely information on the allocation and management of natural resources to key decision makers and the community</td>
<td>During flood events the maximum contiguous period without data is 70 minutes for flood alarmed hydrology sites</td>
<td>New measure</td>
<td>&lt;70 minutes without data</td>
</tr>
<tr>
<td>Environmental science and information</td>
<td>To provide high quality, independent and timely information on the allocation and management</td>
<td>Percentage of indicators on the changes and trends in natural resource availability are</td>
<td>Achieved</td>
<td>100%</td>
</tr>
<tr>
<td>Activity</td>
<td>Level of service</td>
<td>Performance measure</td>
<td>Baseline result (2017/18)</td>
<td>Year 2 target (2019/20)</td>
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<tr>
<td>of natural resources to key decision makers</td>
<td>analysed and reported on as per the indicator monitoring schedule</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>and the community</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To provide a policy framework that leads</td>
<td>Positive annual progress is made toward the regional target for swimmable</td>
<td>New measure</td>
<td>Increasing trend</td>
<td></td>
</tr>
<tr>
<td>to better swimming water quality in rivers</td>
<td>lakes, as required by the NPS freshwater management</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>and lakes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social and economic information</td>
<td>To provide high quality and timely</td>
<td>Percentage of indicators on the changes and trends in social and economic</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>indicators expertise and advice to support the Council’s decision making</td>
<td>indicators analysed and reported on as per the indicator monitoring schedule</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>processes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Integration and infrastructure</td>
<td>To provide certainty to the regional community</td>
<td>Update the Regional Policy Statement (RPS) as per the scheduled programme</td>
<td>New measure</td>
<td>No target</td>
</tr>
<tr>
<td></td>
<td>through robust and integrated land use and infrastructure planning</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regional strategy and development</td>
<td>To ensure the Council is making progress towards its strategic direction</td>
<td>Report annually on progress made against the Council’s strategic direction</td>
<td>Achieved</td>
<td>Progress reported in the WRC annual report</td>
</tr>
<tr>
<td></td>
<td>priorities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resource management policy</td>
<td>To provide certainty to the regional community</td>
<td>Compliance with Resource Management Act and Treaty settlement legislative planning</td>
<td>New measure</td>
<td>All legislative requirements are met</td>
</tr>
<tr>
<td></td>
<td>through a robust, integrated and consistent environmental planning framework</td>
<td>requirements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Activity</td>
<td>Level of service</td>
<td>Performance measure</td>
<td>Baseline result (2017/18)</td>
<td>Year 2 target (2019/20)</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>To provide opportunities to be involved in planning processes</td>
<td></td>
<td>Percentage of Resource Management Act (RMA) planning documents made available for consultation that meet RMA legislative requirements</td>
<td>New measure</td>
<td>100%</td>
</tr>
<tr>
<td>To provide a Regional Policy Statement and a Regional Plan(s) that ensure natural and physical resources are managed sustainably</td>
<td></td>
<td>State of the Environment reporting is undertaken annually</td>
<td>New measure</td>
<td>Reported annually</td>
</tr>
</tbody>
</table>
Report to Council

Date: 13 May 2019

Author: Noel Robinson, Project Manager

Authoriser: Neville Williams, Director Community and Services

Vaughan Payne, Chief Executive

Subject: Stock Truck Effluent Site Facilities Ownership

Purpose
1. To seek approval from council for new stock truck effluent (STE) disposal facilities in the Waikato region to be owned and operated by the Waikato Regional Council (WRC).

Executive Summary
2. The Stock Truck Effluent Strategy 2010-16 (the strategy) noted a number of actions including the identification of a network of disposal facilities. In 2012, WRC established a targeted rate to collect funds for the local share of building and maintaining the new disposal sites identified in the strategy. As at 13 May 2019, WRC has $429,000 held in a dedicated stock truck effluent reserve fund.

3. The strategy seeks to establish a network of 10 new disposal sites in the Waikato region. A detailed business case was approved by the NZTA in February 2018 along with subsequent funding to build up to three sites this coming financial year, dependent on the cost.

4. WRC has prioritised the delivery of two of the three priority sites by June 2020: Kaimai (SH29/SH24) and Taupō (SH1/SH5). Work is currently underway.

5. The three territorial authorities (TA) who have participated in the planning processes for the establishment of the first tranche of disposal sites have clarified that for a variety of reasons they do not want the ongoing responsibility of site ownership and maintenance. NZTA has also clarified that it is not practical for them to own and operate disposal facilities. All parties regard WRC as the ideal owner of the sites recognising that there are also a number of strategic benefits to WRC owning the disposal facilities. These are outlined in option 2.

6. For the project to progress, the issue of ownership needs to be resolved. The report outlines two options for council’s consideration.

Staff Recommendations:
1. That the report ‘Stock Truck Effluent Site Facilities Ownership’ (Doc #14259487 dated 13 May 2019) be received, and

2. That council approve option 2 (WRC ownership and operation of stock truck effluent disposal facilities) to enable the timely progress of the stock truck effluent programme.
Background

7. There has been a long history behind the development of the STE programme in the Waikato region. During 2009 and 2010, WRC in collaboration with regional partners and stakeholders, developed a Regional Stock Truck Effluent Strategy 2010-16 outlining the issues from STE either accidently or deliberately being discharged onto the road.

8. During the life of the strategy, two new disposal facilities were built (Morrinsville sale yards and adjacent to the Te Kuiti sale yards) along with the rollout of a number of education programmes (including effluent field days).

9. The issues and actions identified in the strategy remain relevant today including the identification of a network of disposal facilities around the Waikato region to minimise the incidence of effluent spills.

10. Despite the addition of the two new disposal facilities, education programmes and stakeholder discussions the issue of STE dumping from trucks on route continues to be a problem across the region. Whilst the strategy identified a number of actions including the identification of a network of disposal facilities, there wasn’t the funding available to construct new disposal facilities.

11. In 2012, to address the funding shortfall, WRC resolved to rate properties in the region, using a targeted rating system, to collect funds for the local share of building and maintaining the new disposal sites identified in the strategy. The rates collection was calculated on the average cost of construction and maintenance, where WRC would pay 50% of the facility construction and maintenance costs and NZTA would pay 100% for the roading costs and 51% of facility and maintenance costs.

12. In September 2016 a Memorandum of Understanding (MOU) was developed between NZTA and WRC for the development of the STE sites. It reflected a high level way of operating between the two agencies for the programme.

13. A significant step towards addressing the problem of STE dumping occurred in late 2016, with NZTA approving the development of a Detailed Business Case (DBC) to investigate a network of disposal sites in the region. The subsequent DBC identified ten sites around the region and sought feedback from stakeholders including the livestock trucking industry, NZTA and TAs. The Waikato RTC had stated that they agreed it was important work that needed to be prioritised and get started as soon as possible and (2 Oct 2017 RTC Minutes).

14. The strategy seeks to establish a network of 10 new disposal sites. The ten sites identified, in most cases confirmed the sites identified over the last decade in the strategy. The DBC draws on the strategic direction from the strategy and details the costings of each site and the funding investment required for 10 new sites in the Waikato region. The DBC had estimated a total cost for all of the 10 sites at $17.487 million. This includes both the roading costs (in, out and through the facility) and the facility itself.

15. The DBC was approved by NZTA in February 2018 along with subsequent funding to build up to 3 sites this coming financial year, dependent on the cost. These sites were identified as high priority sites going forward based on their viability (and least amount of constraints) including criteria such as land ownership, geo-technical/ground conditions, safety issues, ease of implementation, and cost. They also provide a geographical spread across the Waikato region and also have strong support from key stakeholders in the region.

16. As at 13 May 2019, WRC has $429,000 held in a dedicated stock truck effluent reserve fund collected since 2012 from the targeted rate. These funds will provide the WRC local share to begin construction on the first tranche of sites. The need to review the total funding available is discussed below.
STE site ownership and operation

17. The new disposal facilities under the strategy require legal ownership, asset management planning, maintenance and operation. Under the current model, once the construction of the facility is completed, ownership is transferred to the relevant TA, including the operation and maintenance of the site. WRC pays 50% of the construction cost on behalf of the TA and pays the cost of maintenance and operation for the TA as per their Funding Assistance Rate (FAR), maintaining a cost neutral position for the TA.

18. Recently, there has been a mixed reaction to the prospect of disposal facility ownership from those TAs involved early in the STE programme. NZTA has also indicated that it is not practical for NZTA to own STE disposal facilities. WRC is now the preferred option for disposal facility ownership and operations by TAs and NZTA. The chief executive through councillor updates (30 April 2019), foreshadowed WRC ownership of STE disposal facilities.

19. WRC ownership is likely to be in the form of a license to occupy (NZTA or TA land). Maintenance and operations of disposal facilities could likely be contracted out to a third party.

Impact of ownership on WRC

20. WRC ownership will require
   • external contractor engagement.
   • asset management planning (provision for depreciation and renewal).
   • maintenance, modification (if required) and operation of facilities.
   • consideration of potential liabilities.
   • funding of 50% contribution towards construction and, 49% of maintenance and operations costs (51% paid by NZTA as per FAR) – noting that these costs are already born by WRC regardless of ownership.
   • resource consent for land use (consent has to be obtained regardless of whether TA or WRC owns the facility).

Options

| Option 1: Ownership and operating model to be retained status quo, i.e. TAs own and operate, WRC commitment to retain cost neutrality for TAs |
|---|---|
| **Pros** | **Cons** |
| • Maintains status quo. | • For construction to proceed, the Multi Party Funding Agreement (MPFA) has to be signed. Development of the MPFA with Matamata Piako District Council has been paused due to an inability to resolve outstanding issues – ownership being one of the key issues. Should WRC decide not to take ownership, there is a high potential that there will be further delays to the project. |
| • WRC is not involved in the operational matters of the facility; no additional staff time is required. | • Taupō District Council and Waitomo District Council have also indicated they have issues with asset ownership. These issues are associated with TA capability and reluctance to take responsibility for additional assets. This view is likely to be consistent across other TAs and will likely create delays in the future, when we commence the establishment of the remaining regional disposal sites. |
Option 2: WRC ownership and operation (staff recommended option)

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>• WRC ownership aligns with and supports the Regional Stock Truck</td>
<td>• WRC staff time will be required to</td>
</tr>
<tr>
<td>Effluent Strategy for the Waikato region.</td>
<td>o oversee the contract for maintenance and operations.</td>
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<tr>
<td>• Creates a consistent ownership model across the region, which</td>
<td>o asset management and planning.</td>
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<tr>
<td>will streamline the implementation of STE sites, including Kaimai</td>
<td>o consideration of liabilities under the RMA, Health and Safety at Work Act, any consent</td>
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<tr>
<td>and Taupō.</td>
<td>conditions imposed (some of these risks can be mitigated contractually).</td>
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<tr>
<td>• Enables market competitiveness (and reduced costs) through a</td>
<td>• As an approved organisation under NZTA policy, WRC is eligible for a FAR rate of 51%.</td>
</tr>
<tr>
<td>regional approach to procurement (one contract).</td>
<td>While most of the planned facilities are within TA boundaries with similar FAR %, there are some TAs that</td>
</tr>
<tr>
<td>• Creates the scale required for a potentially innovative disposal</td>
<td>are eligible for higher FAR %. For these specific sites, WRC ownership will mean that WRC will only be</td>
</tr>
<tr>
<td>solution to be attractive to service providers.</td>
<td>eligible to collect the 51% from NZTA as opposed to the higher rate eligible to those specific TAs. For the</td>
</tr>
<tr>
<td>• Provides a greater ability to implement changes to facilities,</td>
<td>10 sites, the difference is approximately $80,000 per annum.</td>
</tr>
<tr>
<td>such as technological improvements and also to manage ‘end of life’ issues.</td>
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<tr>
<td>• Provides WRC with control of the facilities and how they are</td>
<td></td>
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<tr>
<td>operated. This is beneficial for a number of reasons. It is likely</td>
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<tr>
<td>that WRC will be looked to politically in the event that there are</td>
<td></td>
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<tr>
<td>issues with the facilities or their operation. Having control of</td>
<td></td>
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<tr>
<td>the facilities means WRC has more ability to ensure that nothing</td>
<td></td>
</tr>
<tr>
<td>goes wrong.</td>
<td></td>
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<tr>
<td>• WRC ownership will enable the MPFA negotiations to move forward</td>
<td></td>
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<tr>
<td>with the only other party being NZTA.</td>
<td></td>
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<tr>
<td>• Other TAs may have issues with asset ownership. These maybe linked</td>
<td></td>
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<tr>
<td>to capability or TA preference.</td>
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</tbody>
</table>

Financial considerations

21. At the March 2019 council meeting, an update on work to understand the ongoing maintenance and operational costs of disposal sites was provided. This included the foreshadowing that additional funding may be required through future Long Term Plans (LTP) to meet requirements.

22. A cost estimate analysis is being conducted for operations and maintenance of the Kaimai site in order to understand the difference in costs. This information will inform a site maintenance and operations RFP process for tenders to provide more detailed costs. The Kaimai site will have a telemetry system that will enable the regional council to track how much effluent is being collected and will establish baseline data to enable the regional council to come up with a more realistic funding requirement.

23. Since the identification of these 3 sites, there has been additional work undertaken on the detailed design which indicates an increased cost of construction for the Kaimai (SH29/SH24) and potentially for the Taupō (SH1/SH5) site than indicated earlier in the DBC. The increased cost of construction and operation means that the project will deliver 2 sites rather than the 3 sites indicated in the DBC. These 2 sites are on track to be built by 30 June 2020. NZTA will shortly go to market seeking tenders from contractors to construct the facilities for the Kaimai (SH29/SH24) site.
24. Staff will bring the new cost framework for council’s consideration once the costs have been identified to prepare for future planning. Staff do not envisage a change to the targeted rate will be required through the 2019/20 Annual Plan, however wish to foreshadow the probability that an increase may be required at the next LTP to fund future increases in construction costs and the maintenance and disposal costs for the remaining sites.

Assessment of significance
25. Having regard to the decision-making provisions in the LGA 2002 and council’s Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance.

Policy considerations
26. WRC ownership is consistent with the Regional Stock Truck Effluent Strategy for the Waikato region.

Conclusion
27. Although up until recently WRC had considered TA ownership of STE site facilities as the only ownership option, a fresh view and recognition of the strategic alignment and the advantages to council that WRC ownership provides, makes option 2 the preferred option. The appropriate business unit within WRC that will be the business owner of the STE disposal sites and responsible for the assets management and operations is in the process of being confirmed.
Report to Council

Date: 3 May 2019
Author: Ihsana Ageel, Principal Advisor, Community and Services
Authoriser: Vaughan Payne, Chief Executive
Subject: Request from Hamilton City Council for financial contribution

Purpose
1. To seek council direction on the request from Hamilton City Council (HCC) for a financial contribution towards the engagement of a Queens Counsel.

Executive Summary
2. Hamilton City Council is seeking a financial contribution from each local authority towards the engagement of Queens Counsel (QC) representation as well as expert witnesses to create, manage and deliver a submission to the Gambling Commission concerning SKYCITY’s proposed changes to the Hamilton casino’s license.

3. The report outlines 2 options for council’s consideration:
   - Option 1: Support Hamilton City Council’s submission with financial support to engage a Queens Counsel, or
   - Option 2: Support Hamilton City Council’s submission by way of letter and not provide a financial contribution.

Staff Recommendations:
1. That the report “Request from Hamilton City Council for financial contribution” (Doc #14205019 dated 3 May 2019) be received, and
2. That council approves option 2.

Background
4. In February 2019, Hamilton City Council approved a submission to oppose the proposal by SKYCITY Hamilton to exchange 3 blackjack tables for 60 ‘Pokie’ gaming machines.

5. Concern was raised with the Mayor of Hamilton city by retired District Court Judge David Wilson QC, that HCC’s submission alone may not be enough to sway the Gambling Commission to dismiss the application.

6. Mr Wilson has highlighted to the Mayor that this would be a landmark decision from the Gambling Commission and the issue needs to be robustly debated. The outlined risk is that should the application be approved, it would create a precedent that will make it difficult to decline applications in the future.

7. The commission’s own statement acknowledges that this is the first time the commission has considered this type of application and that there is national interest on the issue.
8. The perspective laid out is that SKYCITY will have their lawyers and QCs representing them through the submission process offering rebuttal and reply, they will be wanting a positive decision not just for their Hamilton casino operations, but for their other casino holdings.

9. SKYCITY has chosen the SKYCITY Hamilton casino to test this provision of the legislation. Hamilton has the opportunity to fight this to ensure that the Gambling Commission hears well-resourced arguments from both sides.

10. A request has been received from Mayor Andrew King, asking Waikato Regional Council to make a financial contribution towards the engagement of a Queens Counsel. It is understood that similar requests have been made to other councils.

Options

<table>
<thead>
<tr>
<th>Option 1: Support Hamilton City’s submission with a financial contribution towards engaging a Queens Counsel</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pros</strong></td>
</tr>
</tbody>
</table>
|  • Gambling is a social issue that impacts the community as a whole and 35% of our residents are located in Hamilton city.  
  • By supporting HCC’s submission, WRC will be supporting HCC’s position on reducing gambling through their sinking lid policy. |  • The city council is mandated with addressing issues related to the social harm of gambling and is not a core service or mandate of WRC.  
  • Councils regularly make decisions of interest to but independently of another council. A financial contribution may set future funding expectations between councils.  
  • Financial cost to council. |

<table>
<thead>
<tr>
<th>Option 2: Support Hamilton City’s submission with a letter of support (no financial contribution)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pros</strong></td>
</tr>
</tbody>
</table>
|  • Same as option 1  
  • No financial cost to council. |  • Same as above |

Attachment
Letter from Mayor Andrew King, Hamilton City Council
Tuesday 16 April 2019

Chair Alan Livingston
Waikato Regional Council

Dear Alan,

Hamilton City Council has recently resolved to engage a Queens Counsel to present evidence in opposition to the application to introduce 60 gaming machines in exchange for 3 blackjack tables at SKYCITY Casino Hamilton.

The Casino and gambling affects our respective communities, with both visible and hidden effects.

The Council has given me instruction to ask if you with others would contribute to the legal fees to oppose the SKYCITY application.

The budget has been set at $150,000. Given the population of Hamilton and location of the Casino in our region, Hamilton City Council would see it fit to fund, at a minimum, half the cost.

I am asking Waikato Regional Council to make a financial contribution to ensure the greater community is united in challenging the SKYCITY application

Please contact my office to discuss further

Regards,

Andrew King
Mayor of Hamilton
Report to Council

Date: 21 May 2019
Author: Mali Ahipene, Pou Tuhono
Authoriser: Neville Williams, Director Community and Services
           Vaughan Payne, Chief Executive Officer
Subject: Order of candidate names on voting documents

Purpose
1. To provide council with the information required to make a decision with regard to the order of
   candidates’ names on voting documents for the 2019 local authority elections.

Executive Summary
2. Local Authority elections are scheduled to occur in October 2019. Council may determine the order in
   which the candidate names appear on the voting documents. The options available are alphabetical,
   pseudo-random or fully random.

Staff Recommendation:
1. That the report Order of candidate names on voting documents (Council 30 May 2019) be received.
2. That pursuant to section 31 of the Local Electoral Regulations 2001, council resolves that the names
   of the candidates for Waikato Regional Council 2019 local authority election voting documents shall
   be in (select one of the following options only):
   a) Alphabetical order of surname; or
   b) Pseudo-random order; or
   c) Fully random order.

Background
3. The key dates for the 2019 election are:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>Friday 12 July 2019</td>
<td>Pre-election period commences</td>
</tr>
<tr>
<td>Friday 19 July</td>
<td>Nominations open / electoral roll open for inspection</td>
</tr>
<tr>
<td>Friday 16 August</td>
<td>Nominations close / electoral roll closes</td>
</tr>
<tr>
<td>Friday 20 September – Wednesday 25 September</td>
<td>Voting documents delivered to electors</td>
</tr>
<tr>
<td><strong>Saturday 12 October (noon)</strong></td>
<td><strong>Election day</strong></td>
</tr>
<tr>
<td><strong>Saturday 12 October – Thursday 17 October</strong></td>
<td><strong>Official count</strong></td>
</tr>
</tbody>
</table>

Issue
4. In accordance with section 31 of the Local Electoral Regulations 2001 (the Regulations) Council may
   determine the order in which the candidate names appear on the voting documents.

Options and analysis
5. The options available are:
   a. Alphabetical order: the candidates’ names are arranged in alphabetical order of surname.
   b. Pseudo-random order: the order of candidates’ names is determined randomly and all voting
      documents use that order.
c. Fully random order: the order of candidates’ names is arranged randomly for each voting document.

6. If council determines that pseudo-random order is to be used, the electoral officer must give notice of the date, time and place at which the order of candidates’ names will be arranged.

7. The order of candidates’ names for the last three elections are identified in the table below.

<table>
<thead>
<tr>
<th>Previous council decisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
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<tr>
<td>2013</td>
</tr>
<tr>
<td>2016</td>
</tr>
</tbody>
</table>

8. With respect to the candidate profile book, the candidate statements appear in alphabetical order, no matter what order the candidates are listed on the voting documents.


10. The cost of all the options are the same.

11. In the absence of a formal Council decision, then by default the candidates’ names must be arranged in alphabetical order of surname.

Assessment of Significance
12. Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance.

Legislative context
13. The Local Electoral Act 2001 (LEA), its amendments and regulations, is the presiding legislation for elections. It covers all matters relating to the conduct of the elections including voting methods, voting systems, nomination requirements, length of voting period and progressive voting period, candidate profiles, campaign expenditure limits and order of candidate names on voting papers.

Policy Considerations
14. To the best of the writer’s knowledge, this decision is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.

Conclusion
15. Council may determine the order in which the candidate names appear on the voting documents The options available are alphabetical, pseudo-random or fully random.

Attachments
Section 31 of the Local Electoral Regulations
Attachment 1: Local Electoral Regulations 2001

Section 31 Order of candidates’ names on voting documents

(1) The names under which each candidate is seeking election may be arranged on the voting document in alphabetical order of surname, pseudo-random order, or random order.

(2) Before the electoral officer gives further public notice under section 65(1) of the Act, a local authority may determine, by a resolution, which order, as set out in subclause (1), the candidates’ names are to be arranged on the voting document.

(3) If there is no applicable resolution, the candidates’ names must be arranged in alphabetical order of surname.

(4) If a local authority has determined that pseudo-random order is to be used, the electoral officer must state, in the notice given under section 65(1) of the Act, the date, time, and place at which the order of the candidates’ names will be arranged and any person is entitled to attend.

(5) In this regulation,—

pseudo-random order means an arrangement where—

(a) the order of the names of the candidates is determined randomly; and

(b) all voting documents use that order
Report to Council

Date: 17 May 2019

Author: Derek Hartley - Senior Emergency Management Officer

Authoriser: Vaughan Payne - Chief Executive

Subject: Appointment of Alternate Regional On-Scene Commander

Purpose
1. To seek approval of Adrian John Heays (currently a Regional On-Scene Commander (ROSC) for Bay of Plenty Regional Council) as an Alternate ROSC for Waikato Regional Council’s marine oil spill response function.

Executive Summary
2. There are currently two staff members within ICM who are appointed as ROSC’s and have the current required qualifications. They are Richard Barnett and Adam Munro.

3. In addition, James Peter Buell, a ROSC for the Bay of Plenty Regional Council has been approved to act as an alternate ROSC for the Waikato region. This helps with ensuring depth and expertise in cases of complex, protracted and/or large marine oil spill events.

4. Adrian John Heays, successfully completed Maritime NZ approved ROSC training on 9-14 June 2014. He is currently acting as ROSC for Bay of Plenty Regional Council (BOPRC).

5. To further enhance Waikato Regional Council’s capability and capacity with regards to marine oil spill response, it is recommended that Adrian John Heays also be appointed as alternate ROSC for the Waikato region.

6. Adrian’s addition to the Waikato region’s ROSC team will reinforce council’s marine oil spill response capacity and capability.

7. Council should note that although Adrian holds a warrant to act as ROSC for Waikato Regional Council, and is suitably qualified, it has recently been discovered that there is no record of him having been formally appointed by council resolution. This decision is required to address that administrative shortcoming.

Staff Recommendations:
1. That the report “Appointment of Alternate Regional On-Scene Commander” (Doc #14292058 dated 17 May 2019) be received, and

2. That Adrian John Heays (ROSC – Bay of Plenty Regional Council), be appointed as Alternate Regional On-Scene Commander for the Waikato Region under section 318 (1) (b) of the Maritime Transport Act 1994.

Background
8. Waikato Regional Council has responsibilities under the Maritime Transport Act 1994 to prepare for and manage marine oil spill events within the Waikato region. In addition to regional responsibilities, Waikato Regional Council also forms a part of the national response capacity for large marine oil spill events.
A key role within the marine oil spill response function is that of the ROSC. The principle objective of the ROSC is to manage the prevention of further pollution from an oil spill incident and lead the containment and clean-up of the oil spill in accordance with marine oil spill contingency plans.

Issue
9. There are currently two staff members within council who are appointed as ROSC’s and have current required qualifications. One of the appointed staff however is of limited availability, therefore council is in need of alternatives who can lead a response.

Assessment of Significance
10. Having regard to the decision-making provisions in the LGA 2002 and council’s Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance.

Costs and cost recovery
11. In the event that the alternate ROSC is engaged, it is anticipated that costs to cover travel and accommodation will be incurred by council. Those costs will be recovered from the ‘spiller’ (directly or through their insurance company) or if not practicable, then Maritime New Zealand will reimburse council.

Legislative context
12. ROSC’s are trained by Maritime New Zealand and appointed by regional councils under section 318 of the Maritime Transport Act 1994. A copy of section 318 is attached as Appendix 1. To be appointed, ROSC’s must obtain the ROSC qualification by achieving a pass grade at the Maritime New Zealand ROSC course.

13. Under existing policy, regional councils can only appoint persons to be a ROSC with the approval of the Director of Maritime New Zealand (section 318(5) of the Maritime Transport Act 1994). In order to gain the approval of the Director of Maritime New Zealand, a person must attend and pass the regional on-scene commander training course. In order to retain their qualification, a ROSC is required to revalidate their training by attendance at an on-scene commander course every six years.

Preferred Option
14. To maintain capability and capacity to respond to marine oil spills within the Waikato region, the preferred option is to have alternate ROSC’s available to assist as and when necessary.

Policy Considerations
15. To the best of the writer’s knowledge, this decision is not significantly inconsistent with nor is anticipated to have consequences that will be significantly inconsistent with any policy adopted by this local authority or any plan required by the Local Government Act 2002 or any other enactment.

Conclusion
16. The appointment of a further alternate ROSC will assist to mitigate the following risks -
   - Unavailability of Waikato region based ROSC’s, and
   - Continuous unreasonable demand made of current ROSC’s in the event of a complex and/or protracted marine oil spill event.

Attachments
Appendix 1 Maritime Transport Act 1994, section 318
Appendix 1

Maritime Transport Act 1994, section 318

318 Appointment of regional on-scene commanders

(1) Every regional council shall from time to time appoint—

(a) a regional on-scene commander for its region; and

(b) a person or persons, who shall perform the functions and duties and may exercise the powers of a regional on-scene commander, if the office of regional on-scene commander is vacant or the regional on-scene commander is absent, for so long as that vacancy or absence continues.

(2) Any person appointed under subsection (1)(b) shall, subject to the terms of appointment, be deemed to be a regional on-scene commander during any vacancy or absence.

(3) The regional on-scene commander of a regional council shall manage and co-ordinate the response of, and direct the use of the resources available to, that regional council, in relation to any marine oil spill in respect of which the council is taking action.

(4) A regional council shall, in appointing any person or persons under paragraph (a) or paragraph (b) of subsection (1), appoint only such person or persons as are qualified under the marine protection rules to act as regional on-scene commanders.

(5) If the marine protection rules do not prescribe qualifications for a regional on-scene commander, a regional council shall appoint, under paragraph (a) or paragraph (b) of subsection (1), only those persons who are approved by the Director.