

*Minutes of the meeting of the Council held in the Council Chambers, Waipa District Council Offices, 101 Bank Street, Te Awamutu on 22 February 2005 commencing at 9.00am.*

Opening Prayer

## **1 ATTENDANCE**

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His Worship the Mayor AD Livingston

### **Members**

EH Barnes, RJ Cooper, AJH Empson, GC Flay, GH Jull, PL Lee, EC Newlands – from item 6.10, GG Scaramuzza, DL Sharpe, BJ Taranaki, BS Thomas, GRP Webber

### **Staff**

Chief Executive (JC Inglis), Group Manager Finance (S Kew) –items 6.6-17.2, Communications Advisor (W Green), Committee Secretary (C Plowright)

**Public – 2**

## **2 APOLOGIES**

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Nil.

## **3 LATE ITEMS**

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Pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act, the following late item was requested -

### **3.1 Local Government New Zealand Special General Meeting**

File: 01-41-02

#### **Reason why item was not included in the Agenda:**

Notification of the Special General Meeting was received after the agenda had been sent out.

#### **Reason why discussion could not be delayed to a subsequent meeting:**

The Special General Meeting will take place before the next Council meeting.

**RESOLVED**

1/05/01

*That a late item be added to the agenda on the Local Government New Zealand Special General Meeting to be held on 11 March 2005.*

Cr Empson/Cr Jull

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**4 CONFIRMATION OF ORDER OF MEETING**

File: 01-22-21

**RESOLVED**

1/05/02

*That the order of the meeting be confirmed.*

Cr Cooper/Cr Taranaki

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**5 VISITORS**

Nil.

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**6 MINUTES OF PREVIOUS MEETINGS**

File: 01-22-21

**Minutes of meeting held on 21 December 2004 were included in the agenda.**

**RESOLVED**

1/05/03

*That the minutes of the meeting of the Waipa District Council held on 21 December 2004, having been circulated, be taken as read and confirmed as a correct record.*

Cr Cooper/Cr Flay

**Matters Arising**

**6.1 Delegations to Officers, Committees and Community Boards**

File: 02-01-40

Res: 1/04/350

Councillors were advised that the Community Boards and the Pirongia Ward Consultative Committee are being asked to comment on the way reserve development funds may be prioritised and allocated in future. It was explained that the proposed delegated authority to Community Boards would not be finalised until comment has been received from the Boards and the Pirongia Ward Consultative Committee.

**6.2 Rukuhia Hall**

File: 15-11-24  
Res: 1/04/302 & 303

Councillor Sharpe asked if the \$14,750 in the Rukuhia Hall Reserve account could be added to the proceeds from sale of the Hall, as this would allow it to earn interest. She suggested that \$14,000 be transferred to the account containing the net proceeds from sale of the Hall and the balance of \$750 could be provided to the Rukuhia Hall Incorporated Society for working capital. The Chief Executive said a report would be provided to the next Council meeting.

**6.3 Tarr Road Water Supply**

File: 85-27-03

The Chief Executive said the design work has been completed and, subject to the finalisation of some easements, it is anticipated the work will be tendered in April/May 2005.

**6.4 Pirongia Ward Consultative Committee**

File: 01-89-07

Councillor Sharpe said she was concerned the proposed changes to allocation of reserve development funds might compromise the \$9,400 signalled for expenditure by the Pirongia Ward Consultative Committee. This commitment is awaiting formal resolution by the Committee at its next meeting. The Chief Executive suggested that Council approve the expenditure so the funds can be committed.

**RESOLVED**

1/05/04

*That Council supports and approves the expenditure by the Pirongia Ward Consultative Committee within a budget of \$9,400.*

Cr Sharpe/Cr Thomas

[Councillor Newlands joined the meeting at 9.40am.]

**6.5 Financial Report for the period ended 30 November 2004**

File: 01-84-16

The Chief Executive said it should be clarified that the \$45,000 quoted on page 15 of the minutes was the portion of rates outstanding that was recoverable. He said total rates outstanding were \$139,000. Councillor Lee said staff should be congratulated for an exceptional effort to reduce outstanding rates.

## **7 COUNCIL COMMITTEE MINUTES**

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### **7.1 Policy Committee**

File: 01-85-12

#### **7.1.1 Minutes of meeting held on 13 December 2004 were included in the agenda.**

##### **RESOLVED**

1/05/05

*That the confirmed minutes of the meeting of the Policy Committee held on 13 December 2004 be received.*

Cr Jull/Cr Empson

##### **Matters Arising**

#### **a) Iwi Consultation Arrangements**

File: 62-01-01

Res: 2/04/210

##### **RESOLVED**

1/05/06

*That Council reaffirm its current policy and process for Iwi consultation arrangements, which has worked well, but if there are administrative issues concerning workload these are to be reviewed.*

Cr Taranaki/Cr Webber

#### **b) Cambridge Swimming Pool**

File: 33-45-03

The Chief Executive said RDT Pacific has been engaged to progress the feasibility study on community amenities, including a covered pool for Cambridge.

#### **7.1.2 Minutes of meeting held on 14 February 2005 will be included in the March Council agenda.**

### **7.2 Regulatory Committee**

File: 01-89-04

#### **7.2.1 Minutes of meeting held on 14 December 2004 were included in the agenda.**

**RESOLVED**

1/05/07

*That the unconfirmed minutes of the meeting of the Regulatory Committee held on 14 December 2004 be received.*

Cr Sharpe/Cr Taranaki

**7.3 Maungatautari Reserve Committee**

File: 01-85-26

**Minutes of meeting held on 9 February 2005 were included in the agenda.**

**RESOLVED**

1/05/08

*That the unconfirmed minutes of the meeting of the Maungatautari Reserve Committee held on 9 February 2005 be received.*

Cr Cooper/Cr Webber

**Matters Arising**

**7.3.1 Public Access to Maungatautari Scenic Reserve**

File: 60-12-18

Res: 10/05/04

**RESOLVED**

1/05/09

*That Council investigate the existing legal access agreement with Hicks Road with a view to amendment in order to address the concerns of landowners and accommodate the effects of increased reserve usage.*

Cr Cooper/Mayor Livingston

The Chief Executive said the matter had been referred to staff and they will report in due course. Mayor Livingston said the issue required clarification to address the needs of the affected landowners.

[The meeting adjourned at 10.10am and reconvened at 10.35am.]

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**8 COMMUNITY BOARD MINUTES**

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**8.1 Cambridge**

File: 01-21-14

**8.1.1 Minutes of meeting held on 2 February 2005 were included in the agenda.**

**RESOLVED**

1/05/10

*That the unconfirmed minutes of the meeting of the Cambridge Community Board held on 2 February 2005 be received.*

Cr Scaramuzza/Cr Newlands

**Matters Arising -**

**a) Mowing of Verges**

File: 55-28-03

Res: 5/05/13

The Board's recommendation that Council mow rural road verges more frequently has been referred to staff for comment.

**b) Pedestrian Crossing – State Highway One**

File: 55-35-13

Res: 5/05/14

The Board's recommendation that Council investigate the installation of a pedestrian crossing on Queen Street has been referred to staff for comment.

**c) Walkways**

File: 60-16-03

Res: 5/05/15

The Board's recommendation that Council investigate the safety of the Dominion Avenue track has been referred to staff for action.

**d) Sri Lankan Tsunami Mission**

File: 01-21-02

Res: 5/05/033

Referring to the minutes, Mayor Livingston said he was enthusiastic about Operation Phoenix but had not commented on whether Council should provide any funding towards it. The Chief Executive mentioned that Council has already provided \$4,000 for Tsunami victims from the Mayoral Relief Fund.

**RESOLVED**

1/05/11

*That Council donates \$3,000 for Operation Phoenix from the Mayoral Relief Fund.*

Cr Taranaki/Cr Empson

**e) Cambridge Walkways**

File: 60-16-03

Councillor Webber said the footpath along Pope Terrace was severely broken and required attention.

**f) Cambridge Traffic Islands**

File: 55-35-13

Councillor Taranaki asked when the traffic islands on the intersection of Victoria Street and State Highway One and on the St Andrews Church corner would be attended to. Mayor Livingston said the Chief Executive would look into the matter.

**8.2 Te Awamutu**

File: 01-21-13

**8.2.1 Minutes of meeting held on 18 January 2005 were included in the agenda.**

**RESOLVED**

1/05/12

*That the confirmed minutes of the meeting of the Te Awamutu Community Board held on 18 January 2005 be received.*

Cr Barnes/Cr Empson

**Matters Arising**

**a) Te Awamutu Rugby Sports and Recreation Club**

File: 04492/046.00

Res: 6/05/004

The Board's recommendation that Council allocate funding to Stage One of the Albert Park proposal has been referred to staff and they will report to Council in due course.

**b) Delegations to Community Boards**

File: 01-22-18

Res: 6/05/028

The Board's recommendation that it receive an allocation of \$30,000 per annum from reserve contributions has been referred to staff and will be noted with the schedule of projects eligible for reserve contribution funding.

**c) Te Awamutu Croquet Club – New Clubrooms in Victoria Park**

File: 01-51-14

Councillor Newlands said the Croquet Club's proposal to build new clubrooms was not in line with the goals of Council's Leisure Plan, which is to encourage clubs to amalgamate and share facilities. He said Council should be careful about the signal it would be sending if it provided financial support for a new facility.

Councillor Empson said that at the 15 February Community Board meeting it had been explained to the Croquet Club that Council had put a hold on all reserve contribution expenditure by the Community Boards but the Board might be able to consider a contribution from its Minor Community Works funds.

**8.2.2 Minutes of meeting held on 15 February 2005 will be included in the March Council agenda.**

**9 COUNCILLORS REPORTS FROM CONFERENCES, SEMINARS AND MEETINGS ATTENDED ON BEHALF OF COUNCIL**

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File: 75-09-06

Councillors Jull and Lee gave a verbal report on the LGNZ Zone 2 meeting held the previous week. Councillor Lee also spoke about the recent Pipe Band Competition which he attended as Council's representative. Mayor Livingston updated Council on meetings he has attended concerning the proposed North Island power transmission line upgrade and Transit New Zealand's draft 10 year capital works programme. He also provided an update from the last Waikato Mayoral Forum. Councillor Thomas reported on the Polo International held at Kihikihi Domain the previous weekend.

## **10 USE OF COUNCIL SEAL**

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File: 01-22-30

### **RESOLVED**

1/05/13

*That the following schedule of documents to which the Common Seal of the Waipa District Council has been applied under delegated authority be received.*

### **Documents Sealed by Chief Executive**

#### **Sale & Purchase Agreements**

- a) *Sale & Purchase Agreement– WC & BA Leckie (for 0.0213 ha of unformed road in Pirongia being part UR 25/31*  
*File: UR Pts 25/31*  
*Res: 1/03/324*
- b) *Sale & Purchase Agreement – NJ & TE Edger (for an unformed road off Smith Road Extension comprising 0.5720 ha, Karamu, Te Pahu)*  
*File: UR 5/183*  
*Res: 8/96/056*

#### **Transfer Documents**

- c) *Transfer Document – RE, WG & PG Garland and JG Payne (for an unformed section of Maru Road, Roto o Rangi comprising approximately 1.9840 ha being Section 2 SO 6146)*  
*File: UR 11/262*  
*Res: 8/97/081*
- d) *Transfer Document – WG & SM Garland and S Makgill (for an unformed section of Maru Road, Roto o Rangi comprising approximately 2.9010 ha being Section 1 SO 61466).*  
*File: UR 11/262*  
*Res: 8/97/081*
- e) *Transfer Document – RA & JV Yarndley (for an unformed road off Strong Road Extension comprising 0.3446 ha, Te Pahu)*  
*File: UR 5/147*  
*Res: 8/96/022*

- f) *Transfer Document – ID, BT and CI Parlane (for an unformed section of Allen road, Kihikihi comprising approximately 150m<sup>2</sup>)*  
File: UR 13/511  
Res: 8/97/131
- g) *Transfer Document – PL & LE Caldwell (for an unformed section of St Ledger Road, Kihikihi comprising approximately 5710m<sup>2</sup>)*  
File: UR 13/214  
Res: 8/97/042

**Other Documents**

- h) *Encroachment Easement – Jatin Patel & Trustee Nominees Ltd/3 Guys (easement in gross for a period not in excess of 20 years over approximately 35m<sup>2</sup> of Council car park in Jacobs Street, Te Awamutu for the purpose of providing and formalising the encroachment of the supermarket veranda and pedestrian access onto the Council car park)*  
File: 04492/135.00  
Res: 1/03/323
- i) *Renewal of Lease – E & B Barraclough (for a Glasgow lease on the land situated at 312 Roche Street, Te Awamutu being SA32A/285, lot 9 DPS 35638 comprising 513m<sup>2</sup>)*  
File: 04482/254.00  
Pol Ref: 4.4.2 eid
- j) *Transmission of Ownership from Waikato County to Waipa District Council (freehold title held for drainage purposes being pt 157 and pt 158 DP 4824 comprising 3.2605ha Hanlin Road, Cambridge held in the names of the former local authority)*  
File: 04445/135.00  
Pol Ref: 1.71
- k) *Deed of Covenant – Boyds Asparagus Industries Ltd (for construction of a coolstore without a firewall)*  
File: 04445/022.01  
Pol Ref: 1.7.1
- l) *Deed of Lease – Culleybackey Trust (for lease of the top floor of the property located at 41 Bank Street, Te Awamutu)*  
File: 04492/174.00  
Def Ref: 5.2 (a)

- m) *Grazing Lease – A & J Nelson (for Section 1 SO 49238 comprising approximately 8.462ha, a portion of land commonly known as Keeleys Landing)*  
*File: 04660/207.00*  
*Del Ref: 5.1b lease with a term up to five years*
- n) *Licence to Occupy – Stuart Law Ltd (for portion of Lot 1 DPS 6506 being a part of 106 Mahoe Street, Te Awamutu)*  
*File: 04492/026.00*  
*Del Ref: 5.1b licences with a term up to five years*
- o) *Licence to Occupy – Tasman Developments Ltd (for Part Lot 7 DPS 72654, a portion of land off Matos Segedin Drive to be used for storage of landscaping products)*  
*File: 4641/107.40*  
*Del Ref: 5.1b licences with a term up to five years*
- p) *Variation of Grazing Lease – DJ & LI Roigard (for a portion of land in Lamb Street, Cambridge - Pt Allotments 84 Town of Cambridge Town Belt comprising approximately 2.7ha)*  
*File: 04530/176.00*  
*Del Ref: 5.1b lease renewal with a term up to five years*
- q) *Grazing Lease – AJ Butler (for a portion of land on the corner of Taylor, King and Vogel Street Cambridge leased for grazing – Allotments 505, 506, 507, 508 & 510 Town of Cambridge East comprising approximately 1.6503 ha)*  
*File: 04351/404.00*  
*Del Ref: 5.1b lease with a term up to five years*
- r) *Variation Grazing Lease – AR Paton (for a portion of land in Wordsworth Street, Cambridge leased for grazing – Pt Allotments 55 Town of Cambridge Town Belt comprising approximately 2.15 ha)*  
*File: 04521/437.00*  
*Del Ref: 5.1b lease with a term up to five years*

#### **Liquor Licenses**

- s) *General Manager's Certificate – K Rogers*  
*File: 33-26-02*  
*Pol Ref: 1.7.19*
- t) *General Manager's Certificate – RA Geraghty*  
*File: 33-26-02*  
*Pol Ref: 1.7.19*
- u) *General Manager's Certificate – KL Mathers*  
*File: 33-26-02*  
*Pol Ref: 1.7.19*

- v) *General Manager's Certificate – A Gupta*  
*File: 33-26-02*  
*Pol Ref: 1.7.19*
- w) *General Manager's Certificate – KW Parsons*  
*File: 33-26-02*  
*Pol Ref: 1.7.19*
- x) *General Manager's Certificate – LJ McMillan*  
*File: 33-26-02*  
*Pol Ref: 1.7.19*
- y) *General Manager's Certificate – RD Atkinson*  
*File: 33-26-02*  
*Pol Ref: 1.7.19*
- z) *Off Licence– Bottle King Holdings, Shop 3, Rewi Street, Te Awamutu*  
*File: 33-25-18*  
*Pol Ref: 1.7.19*

***Survey Plans sealed by Environmental Services Manager,  
Planning Services Manager or Senior Planner***

- aa) *Easement Instrument – Riviera Sales (NZ) Ltd*  
*File: 04530/555.16*

Cr Cooper/Cr Empson

## **11 NOTIFIABLE CONTRACTS LET**

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File: 02-12-01

**11.1 Contract No 27-04-30 – Shape Correction Treatment Reynolds Road, Ariki Street (Karapiro), Roto O Rangi Road and Cambridge Road**

File: 27-04-30

Contract for the shape correction treatment of 0.60km of Reynolds Road, 0.44km of Ariki Street (Karapiro), 0.77km of Roto O Rangi Road and 1.22kms of Cambridge Road. Five tenders were received ranging from \$1,002,805.00 - \$2,105,857.23. The contract was let to the tender of \$1,002,805.00 (excluding GST) from McFall Enterprises Ltd.

**11.2 Contract No 27-04-31 – 2004/05 Shape Correction Treatment – Park, Golf and Frontier Roads**

File: 27-04-31

Contract for the shape correction treatment of 0.95kms of Park Road, 1.18kms of Golf Road and 0.47kms of Frontier Road. Four tenders were received ranging from \$1,120,660.70 - \$1,200,947.40. The contract was let to the tender of \$1,149,685.83 (excluding GST) from Inframax Construction Ltd.

The Chief Executive explained that the tender of \$1,200,947.40 was non-conforming and did not receive consideration. The lowest tender received was from Inframax Construction Ltd (\$1,149,685.83).

**RESOLVED**

1/05/14

*That the information be received.*

Cr Taranaki/Cr Jull

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**12 FINANCIAL REPORTS**

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File: 01-84-16

**12.1 Financial Report to Council for the Period Ended 31 January 2005 was included in the agenda.**

**RESOLVED**

1/05/15

*That the report of Group Manager Finance for the period ended 31 January 2005 be received.*

Cr Scaramuzza/Cr Empson

Mayor Livingston congratulated Group Manager Finance, Shelagh Kew, and her staff for the low level of outstanding rate arrears and the large proportion of ratepayers on automatic payments (23-25%).

**12.2 Six Months Report for the period Ended 31 December 2004 was included in the agenda.**

**RESOLVED**

1/05/16

*That the Six Months Report for the period ended 31 December 2004 be received.*

Cr Cooper/Cr Empson

Mayor Livingston asked that the Pirongia portion of Waipa's endowment funds be recorded separately so it can be identified.

The Chief Executive asked Councillors to note an amendment to page 27 of the report concerning the review dates for water supply resource consents. The next reviews for Alpha Street and Pukerimu are in 2024 and Church Street, Kihikihī's next review is 2016.

Councillor Taranaki queried the non-compliance with Council Policy in relation to investments with ASB, ANZ and BNZ Banks. Mrs Kew said it was intended to review Council's Treasury Management Policy during the 2006 LTCCP process when it might be possible to change the policy limit to a percentage rather than a dollar amount.

Councillor Empson suggested that staff look again at adding Kiwi Bank to its list of registered investment banks.

### **12.3 Treasury Report – Pirongia Ward**

**Report of Group Manager Finance for the period ended 31 January 2005 was included in the agenda.**

**RESOLVED**

1/05/17

*That the report of Group Manager Finance for the period ended 31 January 2005 be received.*

Cr Sharpe/Cr Thomas

## **13 SALE OF "OWN YOUR OWN" SECTION**

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File: 04471/141.00

**Report of Tenancy Officer dated 13 January 2005 was included in the agenda.**

**RESOLVED**

1/05/18

*That -*

- a) *The report of the Tenancy Officer dated 13 January 2005 be received.*
- b) *Council approves the sale of Lot 10 DP72219, CT SA 58D/594 situated at 78 Delaney Court, Te Awamutu to the existing dwelling owners L and M Oliver for the sum of \$39,000 being Council's interest in the property as determined by Quotable Value NZ.*

- c) *The Council seal is applied to the sale and transfer documents.*  
Cr Empson/Cr Newlands

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**14 KARAPIRO DOMAIN STRATEGIC PLAN AND RESERVE MANAGEMENT PLAN**

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File: 04-03-02

**Karapiro Domain Strategic Plan and Reserve Management Plan was attached separately.**

**RESOLVED**

1/05/19

*That the Karapiro Domain Strategic Plan and Reserve Management Plan publicly notified on 4 August 2004 and amended following the Policy Committee's consideration of submissions on 15 November 2004 be adopted.*

Cr Cooper/Cr Newlands

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**15 GOVERNANCE STATEMENT**

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File: 01-22-12

**Waipa District Council Governance Statement dated December 2004 was attached separately.**

**RESOLVED**

1/05/20

*That Council receive the updated Waipa District Council Governance Statement dated December 2004.*

Cr Taranaki/Cr Scaramuzza

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**16 OTHER COMMITTEE MINUTES**

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**16.1 Waipa Heritage Council**

File: 65-11-02

Minutes of meeting held on 17 February 2005 will be included in the March Council agenda.

## **17 RATEPAYER ASSOCIATION REPORTS**

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### **17.1 Te Pahu Ratepayers & Residents Association**

File: 01-08-06

**Minutes of Community Meeting held on 25 November 2004 were included in the agenda.**

**RESOLVED**

1/05/21

*That the minutes of the community meeting of the Te Pahu Ratepayers and Residents Association held on 25 November 2004 be received.*

Cr Thomas/Cr Newlands

### **17.2 Ohaupo Ratepayers Association**

File: 01-08-37

**Minutes of meetings held on 25 November 2004 and 27 January 2005 were included in the agenda.**

**RESOLVED**

1/05/22

*That the minutes of the meetings of the Ohaupo Ratepayers Association held on 25 November 2004 and 27 January 2005 be received.*

Cr Sharpe/Cr Thomas

### **17.3 Pirongia Residents & Ratepayers Association**

File: 01-08-07

**Minutes of meeting held on 2 December 2004 were included in the agenda.**

**RESOLVED**

1/05/23

*That the minutes of the meeting of the Ohaupo Ratepayers Association held on 2 December 2004 be received.*

Cr Thomas/Cr Newlands

Councillor Thomas asked if a date had been set for the hearing on the Pirongia Playcentre carpark resource consent. The Chief Executive said he would find out.

**18 LATE ITEM – LOCAL GOVERNMENT NEW ZEALAND SPECIAL GENERAL MEETING**

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File: 01-41-02

The Chief Executive said Local Government New Zealand (LGNZ) rules allow a president to be elected to office more than once but not for two consecutive terms. He said Council had received notice of a special general meeting, to be held on 11 March, to consider a rule change that would allow a president to serve a maximum of two consecutive terms. He said the easiest way to progress the issue would be to exercise Council's vote by proxy. No strong opinions were expressed for or against the suggestion although several Councillors spoke in support of it. The Chief Executive said it was not possible for Council to make a decision on the matter, because it is a late item, but he was able to progress the matter on Council's behalf having received an indication of how Councillors felt on the matter.

There being no further business, the meeting was declared closed at 12.35pm.

**CONFIRMED**

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**MAYOR**

Completed and despatched 25 February 2005  
Next Meeting: Tuesday 29 March 2005