

*Minutes of a meeting of the Policy Committee held in the Council Chambers,
101 Bank Street, Te Awamutu on Tuesday 12 February 2008 commencing at
9.00am*

1 PRESENT

Councillor GH Jull - Chairperson

Members

His Worship the Mayor AD Livingston; Councillors –MEH Cox, LWE Hoverd, PL Lee, EC Newlands (11.15am), GG Scaramuzza, DL Sharpe, GW Simmons, BJ Taranaki, BS Thomas, GRP Webber and Committee Member V Ingley

Other

Chief Executive JC Inglis; Group Manager Policy & Strategy R McNeil; Community Planning & Governance Manager – S des Forges; Group Manager Finance – S Kew, Financial Planning Manager – D Frederick; Secretary – C Shaw

2 APOLOGIES

RESOLVED

2/08/001

That the apologies received from Cr Barnes for absence and Cr Newlands for lateness be received.

Cr Taranaki/Cr Thomas

3 LATE ITEMS

There were no late items.

4 CONFIRMATION OF ORDER OF MEETING

File: 01-85-12

RESOLVED

2/08/002

That the order of the meeting be confirmed.

Cr Taranaki/Cr Lee

5 VISITORS

Nil.

6 MINUTES OF PREVIOUS MEETINGS

File: 01-85-12

Minutes of Policy Committee meeting held on 10 December 2007

RESOLVED

2/08/003

That the minutes of the meeting of the Policy Committee held on 10 December 2007 be confirmed as a true and accurate record of proceedings.

Cr Webber/Cr Scaramuzza

7 COMMUNITIES FOR CLIMATE CHANGE – NEW ZEALAND PROGRAMME

File: 04-03-50

Group Manager Policy and Strategy reminded the Committee that they had agreed to participate in the New Zealand Programme and that it was now necessary to appoint one Councillor to be the liaison person for the Programme.

In response to questions regarding cost, Mr McNeil said that while some of the larger milestones may require some funds and there was a possibility that some Government funding may be available. However, the exact nature of the action plan would need to be confirmed by Council, and cost versus benefit would be a key consideration in that process. He indicated that there may well be initiatives, such as reviewing the efficiency/effectiveness of Council's vehicle fleet, that could provide reduced emission and cost savings, and at little or no cost.

RESOLVED

2/08/004

That

- a) The information be received.*
- b) The Policy Committee nominate Cr Hoverd as Councils representative to act as a contact for the Communities for Climate Protection – NZ programme.*

Cr Lee/Cr Webber

**8 A PLAN FOR THE MANAGEMENT OF PEAT LAKE RESERVES AND
RESERVE LAND ADJOINING THE PEAT LAKES: PUBLIC SUBMISSIONS**

File: 50-01-07

**Report of Project Manager, Heritage Development and Reserve
Planning.**

The Committee were advised that following the public consultation period, no submissions were received on the draft Management Plan and it can now be recommended to Council for adoption.

For the sake of consistency, it was asked that the use of Maori names for Lake Cameron and Lake Serpentine be applied consistently throughout the document.

RESOLVED

2/08/005

That following the public consultation process required by the Reserves Act 1977, the draft Plan for the Management of Peat Lakes and Associated Reserves administered by the Waipa District Council (Council document reference number 07813909) be recommended to Council for adoption.

Cr Hoverd/Cr Sharpe

**9 WAIPA DISTRICT COMMUNITY OUTCOMES REVIEW AND
PARTNERSHIP PROCESS**

File: 01-89-18

**Report of the Community Planning and Governance Manager &
Group Manager Policy and Strategy**

Group Manager Policy and Strategy Ross McNeil said that the 10-year Plan (Long Term Council Community Plan – LTCCP) is a key component of the community planning framework introduced by the Local Government Act 2002 (LGA) - a primary tool for promoting community well-being. Underpinning the LTCCP are community outcomes, and these are required to be reviewed on a 6-yearly basis. Council has facilitated this process and the revised outcome statements are the result.

There was discussion around the range and diversity of outcomes and how Council can achieve these. In response to the questions, Mr McNeil said the Council may not have an active service delivery role across all outcomes but can facilitate and support the work of other agencies, and this was the philosophy behind the partnerships initiatives. Council has a role in monitoring progress towards the achievement of community outcomes, so is in a unique position to identify gaps in service delivery within the District and work with other agencies to address these.

RESOLVED

2/08/006

That -

- a) *The report of the Community Planning and Governance Manager/Group Manager Policy and Strategy dated 18 January 2008 be received;*
- b) *The revised community outcomes (contained in Council's document number 08860139) be received; and*
- c) *The Community Outcomes partnership project proceed on the basis of the process and timeframes as set out below:*

Milestone	Completed by:
<i>Confirm scope and process</i>	<i>June 2007</i>
<i>Conduct workshops with invited key stakeholders</i>	<i>August 2007</i>
<i>Confirm draft community outcome statements with stakeholders and general community (Word on Waipa)</i>	<i>September 2007</i>
<i>Report to Council outlining partnership process</i>	<i>February 2008</i>
<i>Partnership workshop preparation</i>	<i>January - March 2008</i>
<i>Undertake workshop(s)</i>	<i>March/April 2008</i>
<i>Council confirms strategic direction (strategic plan) and priority areas – aligned to achievement of community outcomes</i>	<i>May 2008</i>
<i>Community Outcomes and strategic direction feeds into 10-year Plan process</i>	<i>June 2008</i>

10 LEVELS OF SERVICE REVIEW: SCHEDULE OF COUNCIL SERVICES

File: 01-91-33

Schedule of Levels of Service 2006/07

Group Manager Policy and Strategy Ross McNeil said that the committee had discussed this item at its December meeting and requested further information on all of Councils Levels of Service. The Committee also acknowledged that the Community Boards had a key role in the review process. A schedule listing Council key services was provided which presented the services in a Significant Activity framework, which is the same as is used in the Annual Plan, and sets out the target level of service for each service.

Mr McNeil said that the Community Boards had been included in the consultation and review process as indicated and would be considering the Levels of Service at their forthcoming meetings.

In response to questions of clarification, Mr McNeil said that some levels of service, particularly those related to building control and the like, were set by statute and these levels of service were reported through the Annual Plan process.

Considerable discussion was held with regard to the provision of signage and advertising space or acknowledgement of any Council sponsorship and indeed how and who decides where Council will sponsor. Mr McNeil advised that the process of Council sponsorship was through the District Promotions Committee and funding proposals had to meet criteria set by Council.

RESOLVED

2/08/007

That the information be received.

Cr Thomas/Cr Cox

[Adjourned for morning tea at 10.15am and reconvened at 10.37]

11 GOVERNANCE STATEMENT

File: 50-01-07

Governance Statement was included in the agenda.

Group Manager Policy and Strategy Ross McNeil said that Council is required by Section 40 of the Local Government Act 2002 (LGA) to prepare and make publicly available a local governance statement. The statement is to be in place within 6 months following each triennial election, but that it could be updated at any time. He said that Council's last Governance Statement was prepared in 2004 in accordance with LGA requirements, but had been updated as required since that time.

Following the 2007 local elections, the Statement has been reviewed and updated. There is no requirement for Council to adopt the Governance Statement, but it is presented for the Committee's information and consideration.

[Cr Newlands arrived at 11.15am]

Cr Cox said that written requests/complaints to Council should receive an acknowledgement within three days of receipt, and this should be reflected in relevant section of the Governance Statement.

RESOLVED

2/08/008

That all written enquiries received by Council, be responded to within three days of receipt.

Cr Cox/Cr Lee

RESOLVED

2/08/009

That the Waipa District Council Governance Statement dated December 2007, be received.

Cr Simmons/Cr Thomas

12 RESOLUTION TO EXCLUDE THE PUBLIC

File: 01-37-01

(Section 48, Local Government Official Information and Meetings Act 1987)

RESOLVED

2/08/010

That the public be excluded from the following parts of the proceedings of this meeting.

Cr Sharpe/Cr Scaramuzza

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 Nos	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
13	Report provided separately	Draft Annual Plan 2007/08 and Proposed Fees and Charges	Good reason to withhold exists under section 7	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Item No		
13	Prevent the disclosure or use of official information for improper gain or improper advantage	Section 7(2) (j)

13 DRAFT ANNUAL PLAN 2007/08 AND PROPOSED FEES & CHARGES

This item was taken with the public excluded.

The public were readmitted to the meeting at 3.17pm

There being no further business the meeting closed at 3.18pm

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON: _____

DATE: _____