

*Minutes of a meeting of the Policy Committee held in the Council Chambers,
101 Bank Street, Te Awamutu on Tuesday 11 March 2008 commencing at
9.00am*

1 PRESENT

Councillor GH Jull - Chairperson

Members

His Worship the Mayor AD Livingston; Councillors – EH Barnes, MEH Cox, LWE Hoverd, PL Lee, DL Sharpe, GW Simmons, BJ Taranaki, BS Thomas, GRP Webber

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

2/08/011

That the apologies for non attendance from Cr Newlands Cr Scaramuzza and Val Ingley be received.

Cr Simmons/Cr Lee

3 LATE ITEMS

There were no late items.

4 CONFIRMATION OF ORDER OF MEETING

File: 01-85-12

RESOLVED

2/08/12

That the order of the meeting be confirmed with representatives from Environmental Management Services attending at 1.30pm for item 11 item 15 be brought forward to before item 10.

Cr Webber/Cr Thomas

5 VISITORS

There were no visitors.

6 MINUTES OF PREVIOUS MEETINGS

File: 01-85-12

Minutes of Policy Committee meeting held on 12 February 2008

RESOLVED

2/08/013

That the minutes of the meeting of the Policy Committee held on 12 February 2008 be confirmed as a true and accurate record of proceedings.

Cr Sharpe/Cr Cox

RESOLUTION TO EXCLUDE THE PUBLIC

File: 01-37-01

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

RESOLVED

2/08/14

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

Cr Barnes/Cr Simmons

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
6.1	Matters Arising from Previous Meeting	Pensioner Rentals Housing	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		
6.1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2) (i)

6.1 **Pensioner Housing Rentals**

This item was taken with the public excluded.

Public were readmitted at 9.33am

**7 PROPOSED RESOURCE MANAGEMENT FEES AND CHARGES
2008/2009**

File: 75015093

**Report of Financial Planning Manager dated 18
February 2008**

The schedule of Resource Management Act (RMA) Fees and Charges have been reviewed as part of the annual estimates process. The fees and charges can only be charged by way of the special consultative procedure.

RESOLVED

2/08/015

That -

- a) *The report of Financial Planning Manager dated 18 February 2008 be received; and*
- b) *Pursuant to section 83 of the Local Government Act 2002 and section 36 of the Resource Management Act 1991, and by way of Special Consultative Procedure to be confirmed at the June 2008 Council Meeting, the proposed charges for Resource Management as attached as part of the Statement of Proposal become operative from 1 July 2008.*

Cr Webber/Cr Sharpe

STATEMENT OF PROPOSAL

Proposed Review of Fees and Charges 2008/2009 pursuant to the Resource Management Act.

Notice is hereby given, pursuant to section 83 of the Local Government Act 2002, of Waipa District Council's intention to review the Fees and Charges relating to Council's functions pursuant to the Resource Management Act 1991.

The purpose of reviewing the Fees and Charges is to ensure that each charge will recover the actual and reasonable costs of processing and making decisions in relation to resource consents, plan changes, and designations and of fulfilling certain other regulatory obligations under the Resource Management Act 1991.

The current level of Resource Management Fees and Charges are not recovering the actual and reasonable costs incurred in all respects. As the level of fixed charges is inadequate, Council is increasingly requiring additional charges to be paid by applicants. These additional charges are subject to formal objection and appeal processes. There are extra costs to Council when an applicant formally objects or appeals an additional charge.

The Resource Management Fees and Charges schedule is attached as Appendix 1. Proposed changes to existing fees and charges are highlighted.

The proposed changes to the Fees and Charges are to take effect from 1 July 2008. All fees and charges are GST inclusive.

SUBMISSIONS

The proposed Fees and Charges are notified for public comment and submissions, in writing, are invited from interested parties.

Submissions must be received at the Council Offices in Cambridge or Te Awamutu by 9.00am Friday 18 April 2008.

Submissions will be considered by Council's Policy Committee at a meeting to be held in Te Awamutu on 13/14 May 2008, commencing at 9.00am. Submitters wishing to be heard in support of their submission must clearly state this in their submission.

Copies of the proposed fees and charges and submission forms will be available from:

<i>Te Awamutu</i>	<i>Council Offices, Bank Street, Te Awamutu 07-872-0030 Council Library, Roche Street, Te Awamutu</i>
<i>Cambridge</i>	<i>Council Offices, Wilson Street, Cambridge 07-823-3800 Council Library, Wilson Street, Cambridge</i>

[Cr lee left the meeting at 9.40 and returned at 9.42am]

8 PROPOSED DEVELOPMENT CONTRIBUTION FEES AND CHARGES 2008-09

File: 50-01-07

Report of Financial Planning Manager dated 18 February 2008.

The Committee were advised that Council's Development Contribution Policy (DCP) became operative on 1 July 2007. Since that time it has become apparent that specific fees and charges are required to recognise the time spent on the administration, assessment, monitoring and enforcement of development contributions to be recovered by the applicant.

The Fees and Charges will be reviewed and updated as part of the annual plan process, and must be adopted by Council using the special consultative procedure under section 83 of the Local Government Act 2002 (LGA).

RESOLVED

2/08/016

That -

- a) The report of Financial Planning Manager dated 18 February 2008 be received; and*

- b) *Pursuant to section 83 of the Local Government Act 2002, and by way of Special Consultative Procedure to be confirmed at the June 2008 Council meeting, the proposed charges for the administration of Councils Development Contributions Policy attached as part of the statement of proposal become operative from 1 July 2008.*

Mayor Livingston/Cr Cox

STATEMENT OF PROPOSAL

Proposed Fees and Charges for the administration of Council's Development Contribution Policy for 2008/2009

Notice is hereby given, pursuant to section 83 of the Local Government Act 2002, of Waipa District Council's intention to have Fees and Charges relating to Council's functions in implementing Council's Development Contribution Policy.

The purpose of the Fees and Charges is to ensure that each charge will recover the actual and reasonable costs of implementing Council's Development Contribution Policy.

The Development Contribution Fees and Charges schedule is attached as Appendix 1.

The Fees and Charges are to take effect from 1 July 2008. All fees and charges are GST inclusive.

SUBMISSIONS

The proposed Fees and Charges are notified for public comment and submissions, in writing, are invited from interested parties.

Submissions must be received at the Council Offices in Cambridge or Te Awamutu by 9am Friday 18 April 2008.

Submissions will be considered by Council's Policy Committee at a meeting to be held in Te Awamutu on 13/14 May 2008, commencing at 9.00am. Submitters wishing to be heard in support of their submission must clearly state this in their submission.

STATEMENT OF PROPOSAL

Proposed 2008/09 Fees and Charges relating to Waipa District Council Bylaws

Notice is hereby given, pursuant to section 83 of the Local Government Act 2002, of Waipa District Council's intention to have fees and charges relating to Council's functions in implementing the Waipa District Public Places Bylaw 2007, Stock Droving Bylaw 2005, Wastewater Drainage Bylaw 2005 and the Trade Waste Bylaw 2005.

The purpose of the Fees and Charges is to ensure that each charge will recover the actual and reasonable costs associated with the issuing or monitoring of permits, inspections and other approvals.

The proposed Fees and Charges 2008/2009 schedule is attached as Appendix 1.

The Fees and Charges are to take effect from 1 July 2008. All fees and charges are GST inclusive.

SUBMISSIONS

The proposed Fees and Charges are notified for public comment, and submissions, in writing, are invited from interested parties.

Submissions must be received at the Council Offices in Cambridge or Te Awamutu by 9.00 am, Friday 18th April 2008.

Submissions will be considered by Council's Policy Committee at a meeting to be held in Te Awamutu on 13/14 May 2008, commencing at 9.00am. Submitters wishing to be heard in support of their submission must clearly state this in their submission.

Copies of the proposed fees and charges and submission forms will be available from:

*Te Awamutu Council Offices, Bank Street, Te Awamutu
 07-872-0030
 Council Library, Roche Street, Te Awamutu*

*Cambridge Council Offices, Wilson Street, Cambridge
 07-823-3800
 Council Library, Wilson Street, Cambridge*

Freephone 0800 924 723

Submissions can be made:

By mail to Waipa District Council, Private Bag 2402, Te Awamutu

By email to info@waipadc.govt.nz

By fax to 07-872-0033 By delivery to Council Offices.

10 DRAFT ANNUAL PLAN

File: 01-91-37

The Annual Plan document is distributed separately for Councillors

Council is required to adopt an annual plan in those years when a Long Term Council Community Plan (LTCCP) is not adopted. Council adopted an LTCCP in June 2006, and must adopt an annual plan for the 2008/09 financial year and must do this by 30 June 2008.

Group Manager Policy and Strategy introduced the Draft Annual Plan and answered questions from the Committee. There were general comments with regard to statements that were incorrect and some typographical and grammatical errors that had been noted. Some changes suggested were:

- Cambridge Covered Pool – Project Manager and Costing analysis had been done.
- The table on Financials Summary required a note referring the reader to the full financials in Section 4 of the Annual Plan.
- Photograph of the sale ring and sale to be replaced as outside the District.
- Reference to water metering to be included on page 55.

RESOLVED

2/08/18

That the \$200,000 allocated for Business Development be reduced by \$170,000 for the 2008/09 financial year. The sum of \$30,000 be retained in the business development budget but the reduction in the budget should in no way affect the progress to be made in this particular item.

Cr Lee/Cr Cox

RESOLVED

2/08/19

That -

- a) *The draft Annual Plan 2008/09 be notified in accordance with the requirements of the Local Government Act 2002 and released for public comment on Friday 14 March 2008 subject to the following changes: Cambridge Covered Pool – Project Manager and Costing analysis had been done; The table on Financials Summary required a note referring the reader to the full financials in Section 4 of the Annual Plan; Photograph of the sale ring and sale to be replaced as outside the District; Reduction of the \$200,000 by \$170,000 for the business development budget; Reference to water metering to be included on page 55 and typographical and grammatical errors as identified.*
- b) *Submissions on the draft Annual Plan 2008/09 be received until 9.00am on Friday 18 April 2008.*
- c) *Submissions be considered by the Policy Committee at meeting to be held on 13-14 May 2008.*
- d) *Following consideration of the submissions on the draft Annual Plan 2008/09 Council adopt the Annual Plan 2008/09 at a meeting scheduled for 24 June 2008.*

Cr Taranaki/Cr Webber

STATEMENT OF PROPOSAL - DRAFT ANNUAL PLAN 2008/09

Notice is hereby given, pursuant to Sections 83 and 85 of the Local Government Act 2002, of Waipa District Council's intention to adopt, on 24 June 2008, an Annual Plan for 2008/09.

SUMMARY OF INFORMATION

The draft Annual Plan has been prepared in accordance with the requirements of the Local Government Act 2002. The Draft Plan sets out the services, activities and projects to be undertaken during the period 1 July 2008 to 30 June 2009.

The draft Annual Plan largely reconfirms the programmes and projects indicated in the Long Term Council Community Plan (LTCCP) for the coming year. The draft Plan restates the programmes and projects indicated in the LTCCP, but also reflects a rescheduling of some projects in line with current priorities and infrastructure requirements.

The draft Plan proposes a total rate requirement of \$33 million, which represents an average rate increase of around \$3.50 per property per week after taking into account growth in the number of new rateable properties. This is illustrated in the rates for a number of individual indicator properties in the district and shows the differences that occur between individual properties.

Public/stakeholder meetings have been arranged as follows

Date	Time	Venue	Address
Tuesday 18 March	2.30pm	Te Awamutu Grey Power public meeting	Te Awamutu Workingmen's Club
Wednes day 19 March	3-6pm	Cambridge Open Day	Cambridge Town Hall
Wednes day 19 March	7pm	Cambridge Community Board public meeting	Large Committee Room - Cambridge Service Centre
Wednes day 26 March	3-6pm	Te Awamutu Open Day	Te Awamutu Council Chambers
Tuesday 1 April	6.00pm	Te Awamutu Community Board public meeting	Te Awamutu Council Chambers
Wednes day 2 April	2.00pm	Cambridge Grey Power public meeting	Health and Community Centre, Taylor Street, Cambridge
Wednes day 2 April	7.30pm	Pirongia Ratepayers	Memorial Hall, Pirongia

SUBMISSIONS

The draft Annual Plan 2008/09 is notified for public comment. Submissions, in writing, are invited from interested parties.

Submissions must be received at the Council Offices in Cambridge or Te Awamutu by 9.00am Friday 18 April 2008.

Submissions will be considered by Council's Policy Committee at meetings to be held in Te Awamutu on 13-14 May 2008, commencing at 9.00am. Submitters wishing to be heard in support of their submission must clearly state this in their submission. Copies of the Draft Annual Plan, Summary and submission forms are available from:

*Te Awamutu Council Offices, Bank Street, Te Awamutu
07-872-0030
Council Library, Roche Street, Te Awamutu
Cambridge Council Offices, Wilson Street, Cambridge
07-823-3800
Council Library, Wilson Street, Cambridge*

*All documents are available on Council's website
www.waipadc.govt.nz*

Submissions:

Post - Waipa District Council. Private Bag 2402, Te Awamutu

E-mail - info@waipadc.govt.nz

Fax - 07 872 0033

Or deliver to Council Offices in Cambridge or Te Awamutu.

11 KARAPIRO DEVELOPMENTS

File: 60-06-12

11.1 KARAPIRO DEVELOPMENTS SITE LAYOUT REVIEW

Report of Senior Project Manger dated 11 March 2008

[Cr Webber left at 1.35pm and returned at 1.36pm]

[Cr Newlands arrived at 1.35pm]

The Chief Executive introduced this report which outlined the process that had been taken when adopting the Karapiro Domain Strategic Plan and Reserve Management Plan in 2005. He said the site layout and programming of the Karapiro Domain Development has been carefully considered and widely consulted.

There was some discussion regarding the layout and the Chief Executive introduced consultant Mark Chrisp who has had a long history with Karapiro. In response to discussion that he had heard, Mr Chrisp said that there was potential for other types of events both on and off the water but at the moment Rowing dominated the venue for a training venue.

Considerable discussion was held on various aspects of the plans and the fact that this was a once in a lifetime opportunity to access outside funding for the project.

The Chief Executive said that the Development Plan was based on the plan adopted in 2005 and the only changes were to shift the house, site office and implement shed. He reiterated that most of the items discussed have been addressed and the one or two not on the wish list should not compromise the project. He said that one way to progress with this without compromising the resource consent was for the review to be continued in a series of workshops.

RESOLVED

2/08/20

That

- a) *The report of the Senior Project Manager dated 29 February 2008 be received and the site plan and proposed work programme for the Karapiro Development be received.*
- b) *The review (as described in resolution 1/08/022) be continued in a series of Council workshops & meetings to accommodate, as much as possible, any changes within the current resource consent application and process. And,*
- c) *That this review include consideration of funding of all components of development and associated possible projects*

Cr Lee / Cr Newlands

Note: Workshop to be held on Tuesday 18 March 2008 at Karapiro commencing at 8.30am and a formal meeting if required to commence at 11.00am to finalise any changes as a result of the workshop.

11.2 AMEND KARAPIRO DOMAIN STRATEGIC PLAN AND RESERVES MANAGEMENT PLAN FEB 2005 TO REFLECT THE APPLICATIONS FOR RESOURCE CONSENT AND GRANT LEASE TO ROWING NEW ZEALAND

Report of Senior Project Manager dated 11 March 2008

The Committee were informed that having resource consent applications made by three different applicants (Rowing New Zealand, Karapiro 2010 Ltd and Waipa District Council), if one is held up by a submission, the others can still go ahead.

Mark Chrisp advised that the applicant can submit an amended layout plan and it was noted in the discussion that if any changes are required, as proposed from the workshops, then these will need to be made quickly before the Resource Consent is considered by the Commissioner. Otherwise a new Resource Consent will need to be lodged, and due to the timeframe involved before the Rowing World Championship this would take valuable time.

The difference between a change to the existing consent and the requirement for a new consent for any changes proposed was discussed in depth.

RESOLVED

2/08/21

That

- a) *Waipa District Council, being the administering body of the Karapiro Domain (being the land described in the schedule hereto) (the Domain), as part of its obligations to keep an operative reserves management plan under continuous review pursuant section 41(4) of the Reserves Act 1977 (the Act), reviews and amends the Karapiro Domain Strategic Plan and Reserve Management Plan (February 2005) (the RMP) so that the RMP reflects those elements in the applications for resource consent dated January 2008 made by Rowing New Zealand, Karapiro 2010 Ltd and Waipa District Council in respect of the Domain which are not already in the RMP provided that this amendment shall be effective only if such resource consents are granted; and*
- b) *Pursuant to section 41(5a) of the Act, no invitation for written suggestions on the amendment to the RMP proposed in resolution (a) be extended pursuant to section 41(5); and,*

- c) Pursuant to section 41(9) of the Act, Council considers that the amendment proposed does not constitute a comprehensive review of the RMP and elects not to follow the procedure specified in 41(6) of the Act on the grounds that:
- (i) The amendments are the subject of a comprehensive resource consent applications; and,
 - (ii) Those applications for resource consent will be publicly notified and submissions invited; and,
 - (iii) Written suggestions on the proposed amendment to the plan would not at this stage materially assist in its preparation; and,
 - (iv) There are no material considerations required under the Reserves Act procedure which will not be considered under the RMA procedure triggered by the applications for resource consent.
- d) In the event of the resource consent being granted and the amendment to the RMP is approved, Council will pursuant to section 54 of the Act:
- (i) Grant a lease to Rowing New Zealand of that part of the Domain for the High Performance Centre; and,
 - (ii) Grant a license to Karapiro 2010 Ltd to occupy the Domain and charge admission for entry during the World Rowing Championships in September 2010

Schedule

The Karapiro Domain comprises 19.01 hectares (approximately 47 acres and is legally described as follows:

- Section 2 BLK XIV Cambridge Survey District comprising 17.8479ha
- Section 6 BLK XIV Cambridge Survey District comprising 2,656m²
- Section 16 BLK XIV Cambridge Survey District comprising 252m²
- Section 5 BLK XIV Cambridge Survey District comprising 1,138m²
- Section 7 BLK XIV Cambridge Survey District comprising 121m²
- Lot 1 DPS 75489 held in CT 58A/822 comprising 4,832m²
- Sec1 SO58323 held in CT 58A/822 comprising 2,540m²

Cr Lee/Cr Cox

12 DRAFT LAKE NGAROTO MANAGEMENT PLAN

File: 50-01-07

Report of Project Manager Heritage Development & Reserves Planning dated 13 February 2008

The proposed draft Reserve Management Plan for Lake Ngaroto signals Council's intention to meet its statutory obligations as reviewing and updating the Management Plan is a requirement of the Reserves Act 1977.

In response to questions Project Manager Heritage Development & Reserves Planning Tony Roxburgh advised that the land that had previously been earmarked as a further access point was no longer on the table and alternatives had not yet been identified.

RESOLVED

2/08/22

That -

- a) The report of the Project Manager Heritage Development & Reserves Planning be received; and,*
- b) The proposed draft Reserves Management Plan for Lake Ngaroto Recreation Reserve be approved for release for public comment in accordance with the Reserves Act 1977, subject to the cadastral map and LINZ information being included; and,*
- c) The draft Reserve Management Plan be available for public comment from 17 March to 19 May 2008*

Mayor Livingston/Cr Barnes

[Item 14 was taken prior to item 13]

**13 IMPROVING PUBLIC SAFETY UNDER THE DOG CONTROL ACT 1996:
POLICY OPTIONS**

File: 50-01-07

Proposed Submission was included in the agenda.

The Government are seeking feedback on a discussion document outlining policy directions in relation to improving dog control. A draft submission prepared by the Environmental Safety Manager was included in the agenda.

After discussion about the implications of the Government's suggested directions and options, and the current practices of Council's Animal Control staff, the Committee endorsed the draft submission and approved it being sent on behalf of Council.

RESOLVED

2/08/23

That the submission prepared by the Environmental Safety Manager be endorsed by Council and be submitted.

Cr Barnes/Cr Sharpe

[Adjourned at 12.30pm and reconvened at 1.04pm]

**14 TO DECLARE LOT 2 DPS 25694 SA25A/572 BEING PART
KAKEPUKU MOUNTAIN AS RECREATION RESERVE**

File: 60-12-38

Report of Property Manager dated 15 February 2008.

The Committee were advised that in July 1995 Council purchased title to a parcel of land comprising 63.6910 hectares on the eastern slopes of Kakepuku Mountain. The south western and western boundary of the property adjoins the Kakepuku Mountain Historic Reserve. The land was acquired with the intention that it become recreation reserve pursuant to s.14 of the Reserves Act 1977.

In response to questions Property Manager Colin Windleborn advised that the reserve is to be vested in Council and administered as a Council reserve. Project Manager Heritage Management & Reserves Development Tony Roxburgh said that there is a lot of benefit for it to be a reserve and to developing in a way that meets the desire of the community and meets long term recreational needs. He said there was support from the Department of Conservation but not of a monetary nature.

[Cr Webber left the meeting at 12.14pm and returned at 12.16pm]

RESOLVED

2/08/24

That -

- a) *The report of the Property Manager dated 15 February 2008 be received; and,*

- b) *Pursuant to Section 14 and Section 17 of the Reserves Act 1977 and to a delegation from the Minister of Conservation, the Waipa District Council declares the land in the Schedule to be set apart as Recreation Reserve subject to the provisions of the said Act.*

Schedule

63.6910 Hectares being Lot 2 DPS 25694 SA25A/572

Cr Sharpe/Cr Hoverd

15 NOTICE OF MOTION: - BUSINESS DEVELOPMENT

File: 50-01-07

The following Notice of Motion has been received from Cr Cox:

“That the Business Development expenditure of \$200,000 be approved subject to:

- A business plan for the Business Development Project be formulated*
- Job descriptions be formulated for both positions*
- Research into other “Business Development models” be investigated.”*

Cr Cox/Cr Lee

[Adjourned at 10.37am for morning tea and reconvened at 10.56am]

[This item was taken at 10.56am as it was important for consideration of the Annual Plan discussion]

Cr Cox outlined his reasons for including this notice of motion and said that it was imperative that things were underway as soon as possible and certainly in place during 2008.

In seconding the motion, Cr Lee concurred with this and said that the Business Development Officers were only part of the big picture and he did not want to see the project lapse for lack of funding.

In response to discussion, the Chief Executive said that a review has commenced and that he was looking for expertise from the University of Waikato with the necessary skills to complete this review. He said with respect to this the full extent of what has been budgeted for will not be expended until the review has been finalised.

After hearing the explanation from the Chief Executive, the mover and seconder were happy to withdraw the notice of motion but requested that the intentions remain.

RESOLVED

2/08/25

That the notice of motion be withdrawn but the intention of the bullet points stand.

Cr Cox/Cr Lee

There being no further business the meeting closed at 3.25pm

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON: _____

DATE: _____