

Minutes of a meeting of the Policy Committee held in the Council Chambers, Waipa District Council, 101 Bank Street, Te Awamutu on Tuesday 8 June 2010 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, EC Newlands, GG Scaramuzza, DL Sharpe, GW Simmons, BJ Taranaki, BS Thomas, GRP Webber.

Public

There were no members of the public present other than the two submitters.

Others

Deputy Chief Executive and Group Manager Planning & Community Relationships, R McNeil; Group Manager Business Support, K Morris; Manager Finance, K Perumal; Manager Strategy, G Knighton; Manager Legal & Corporate Support, J McFarlane; Financial Planner, D Frederick; Management Accountant, S Paterson; Road Engineer (Planning & Design), P Strange; Governance Support Senior, C Shaw; Committee Secretary, S King.

2 DISCLOSURE OF MEMBERS' INTERESTS

There were no disclosures.

3 APOLOGIES

RESOLVED

2/10/49

That the apologies for non attendance for Councillors DL Sharpe & BJ Taranaki and, the apologies for early departure from Councillors PL Lee & GRP Webber (1pm), Councillor EC Newlands (1.30pm) and Councillor GG Scaramuzza (2pm), be received.

Councillor Thomas / Councillor Simmons

4 LATE ITEMS

The Chair accepted as a late item discussion on the remuneration notes outlined in the Local Government elections booklet recently distributed.

5 CONFIRMATION OF ORDER OF MEETING

File: 01-85-12

RESOLVED

2/10/50

That the order of the meeting be confirmed.

Councillor Hoverd / Mayor Livingston

6 VISITORS

There were no visitors, only submitters for items 8 & 9.

7 MINUTES OF PREVIOUS MEETINGS

File: 01-85-12

Minutes of the Policy Committee meeting held on 11 May 2010.

RESOLVED

2/10/51

That the minutes of the meeting of the Policy Committee held on 11 May 2010 be confirmed as a true and accurate record of proceedings, subject to the following changes:

- *Page 16, Draft Annual Plan, paragraph 5, word recorded as 'drat' to be change to read 'draft';*
- *Page 14, wording recorded as 'partial absence' to be changed to read 'absence for part of the day';*
- *Page 30, Pirongia Residents & Ratepayers Association paragraph, wording recorded as 'Inglefield Road to Collingwood Road' be changed to read 'Inglefield Street to Collinson Road'.*

Councillor Scaramuzza / Councillor Cox

8 PROPOSED WAIPA DISTRICT SPEED LIMITS BYLAW 2010 – CONSIDERATION OF SUBMISSIONS

File: 45-02-21

Report of Manager Strategy, G Knighton dated 31 May 2010.

Manager Strategy, G Knighton said the Local Government Act 2002 requires bylaws to be reviewed within 5 years of their adoption. He noted the Committee had approved the Statement of Proposal for the proposed Bylaw at the April meeting and outlined the background to the review process.

The Committee then heard from submitter Mr. Alastair Kerr. Mr Knighton outlined the second submission received as the submitter (Betty Plath) did not wish to be heard.

Members discussed the application of a bylaw at a district level when a national approach was indicated but absent. Deputy Chief Executive, R McNeil said staff would continue to advocate a national approach during continuing discussions with the New Zealand Transport Agency. He said the variable 40km zone was included in the bylaw for areas that are currently 50km/hour. Road Engineer (Planning & Design), P Strange spoke on the options available for electronic signage and noted an upcoming workshop would present to Councillors the results of an investigation into school zones.

RESOLVED

2/10/52

That

- a) *the report of the Manager Strategy, Gary Knighton dated 31 May 2010 be received;*
- b) *in accordance with sections of 145 & 158 of the Local Government Act 2002, the Policy Committee recommends to Council that it makes the Waipa District Speed Limits Bylaw 2010 (to become operative from 1 July 2010), as publicly notified in April 2010 and it revokes the Waipa District Speed Limits Bylaw 2005 as at 1 July 2010.*

Mayor Livingston / Councillor Newlands

**9 PROPOSED WAIPA DISTRICT STOCK DROVING BYLAW 2010 –
CONSIDERATION OF SUBMISSIONS**

File: 45-02-11

Report of Manager Strategy, G Knighton dated 31 May 2010.

Manager Strategy, G Knighton said the 5 year review of the bylaw was required by the Local Government Act 2002.

The Committee then heard from submitter Mr. Gordon Kirkham who was the only submitter during the public consultation phase.

Deputy Chief Executive, R McNeil suggested that in light of the submission by Mr. Kirkham, staff investigate schedule 2, clause 10 to assess if there is merit in introducing discretion for the enforcement officer to accommodate the types of crossings outlined in Mr Kirkham's submission. He said there may be other factors that may warrant consideration before the Committee makes a recommendation to Council.

Mayor Livingston requested stock droving and underpasses are reviewed simultaneously to ensure consistency despite the different review processes.

RESOLVED

2/10/53

That the report of Manager Strategy, Gary Knighton dated 31 May 2010 be received.

Councillor Barnes / Councillor Hoverd

RESOLVED

2/10/54

That the Policy Committee request staff investigate road crossings for dairy cattle on low traffic roads, traffic management plans, stock underpasses and, stock droving and road safety for further review at a future meeting.

Councillor Hoverd / Councillor Webber

The meeting adjourned for the morning tea break at 10.12am and reconvened at 10.37am.

10 DRAFT 2010/11 ANNUAL PLAN – AMENDMENTS FOLLOWING THE CONSIDERATION OF SUBMISSIONS

File: 01-91042/1

Amended Draft 2010/11 Annual Plan

Deputy Chief Executive, R McNeil referred the Committee to page 116 of the amended draft Annual Plan, a summary of the decisions and recommendations following the consideration of submissions. He noted the notified rate increase of 5.2% and that following the submission deliberations the Committee had recommended this increase to 5.4%.

Mr McNeil commented on a revenue item relating to the costs associated with the Mighty River Domain and the forthcoming World Rowing Championships. He said the draft assumed revenue of \$200,000 and was still subject to discussion with the event organisers. He recommended the assumed revenue item was left in the document and staff would continue discussions before Council adopts the Annual Plan at its June meeting. Members queried the composition of the \$200,000 and Group Manager Service Delivery, B Bergin outlined the calculations and assumptions used. Mr McNeil said further information would be provided at the next Councillors' workshop.

Councillor Jull noted the photos of the Mighty River Domain were now out of date.

Members discussed the funding of the proposed Cambridge / Karapiro cycleway, time constraints and how to increase public awareness of the project. Mr McNeil said the Crow's Nest section was the critical part of the design and geotechnical work was to commence immediately.

Mr Bergin outlined the expected timelines from the proposed procurement plan, engagement of design consultants, tentative design, tender, final design and pricing confirmation followed by the actual build. Until the geotechnical report was received, he indicated staff were unable to confirm if the project would be able to proceed within the extremely tight deadlines. Mr Bergin noted that some partial road closures would be expected during the construction phase. Members discussed sponsorship and Mr McNeil said the Brian Perry Trust submission had indicated the 2/3 of the cost would be raised through community funding agencies.

Mr McNeil said the wording on page 116 needed to be refined following Council's resolution at its May meeting to fund one-third of the project.

Group Manager Business Support, K Morris spoke on the change of GST from 12.5% to 15% and the resulting impact on rates collection. He said the assessment notice sent with the first instalment would be very specific so that ratepayers were clear about the options and benefits regarding the timing of rates payments. Members requested an additional reference be included in the Annual Plan to highlight the impact on the change to GST. Members also requested further information be provided to clarify the operating projects deferred from 09/10 to 10/11. Councillor Webber noted a submission had been made to Matamata-Piako District Council in relation to Piarere Hall and once a decision has been made a change may need to be made. Mr McNeil said a decision should be notified before Council's meeting on 29 June.

RESOLVED

2/10/55

That:

- a) *The information on the amended draft Annual Plan 20010/11 be received;*
- b) *The Annual Plan 20010/11, with the amendments to the schedule on page 116 and minor editorial changes, be recommended to Council for adoption on 29 June 2010 in accordance with Section 95 of the Local Government Act 2004, and further recommend that in adopting the Annual Plan, Council:*
 - i. *Approve the financial estimates for the 20010/11 financial year with a rate requirement of \$36.9 million (GST exclusive), as amended following consideration of public submissions.*
 - ii. *Pursuant to Schedule 7 clause 32(1)(c) of the Local Government Act 2002, and in accordance with the Annual Plan 20010/11, approve borrowing from external sources of \$38.9 million.*
 - iii. *Pursuant to Sections 23 and 24 of the Local Government (Rating) Act 2002, and in accordance with the 2009-19 Long Term Council Community Plan and the following Funding Impact Statement for the 2010/11 year, set the rates for the 2010/11 financial year.*

Mayor Livingston / Councillor Lee

RATES INFORMATION 2010/11

The rates requirement figures quoted in the section below are plus GST at the prevailing rate.

GENERAL RATE

Council proposes to set a general rate based on the capital value of each rating unit in the District with no differential being set. The rate for 2010/11 is 0.0957 cents in the dollar, plus GST, on the capital value of each rating unit.

Additional activities funded District-wide out of the general rate only include building control, swimming pools, public car parking, commercial properties, waste management, roading, and district stormwater.

Amount to be raised: \$12,967,188 plus GST

UNIFORM ANNUAL GENERAL CHARGE

Council does not propose to set a uniform annual general charge.

TARGETED RATES

Targeted rates will be set under Sections 16 and 19 of the Local Government (Rating) Act 2002 for the activities listed below. Utilities are not recorded in the District Valuation Roll as being located in any particular Ward and will therefore not be assessed for targeted rates.

The targeted rates for water, recycling and some of the community centre halls are set for every separately used or inhabited part of a rating unit. This includes any portion of a rating unit inhabited or used by a person other than the owner, and who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence or other agreement.

DISTRICT-WIDE ACTIVITIES

Council proposes to set a targeted rate on each rating unit in the District. The targeted rate will be a fixed amount per rating unit. This rate will be set on a differential basis based on location with the categories being the wards of Te Awamutu, Kakepuku, Cambridge, Maungatautari and Pirongia. The rates for the 2010/11 year are shown below:

	RATE (GST EXCL)	RAISING:
<i>Te Awamutu Ward</i>	\$ 663.10	\$ 3,961,807
<i>Takepuku Ward</i>	\$ 619.60	\$ 718,736
<i>Cambridge Ward</i>	\$ 664.90	\$ 4,754,700
<i>Maungatautari Ward</i>	\$ 622.20	\$ 797,660
<i>Pirongia Ward</i>	\$ 602.70	\$ 1,642,960

Both the general rate and the targeted District-wide rate will be used to fund the District-wide activities of governance, resource management, animal control, environmental health, libraries, civil defence, public toilets, cemeteries, community buildings, community grants, Te Awamutu Events Centre, District halls, water supply and sewerage.

Activities funded District-wide out of the targeted District-wide rate include parks and reserves, community services support (grants), litter control, public safety, camping grounds, Cambridge Town Hall (Cambridge ward only) and Kihikihi Memorial and Town Halls (Te Awamutu ward only).

Amount to be raised: \$11,875,863 plus GST

TE AWAMUTU EVENTS CENTRE

Council proposes to set a targeted rate to fund the loan charges for the development of the Te Awamutu Events Centre. The targeted rate is a fixed amount per rating unit. A rate of \$8.90, plus GST, is set for each rating unit in the Te Awamutu and Takepuku wards as well as the rating units referred to in rolls 04582, 04601, 04603 and 04605.

Amount to be raised: \$71,485 plus GST

CAMBRIDGE COMMUNITY SPORTS HALL

Council proposes to set a targeted rate to fund the loan charges for the grant made for the development of the sports hall.

The targeted rate is a fixed amount per rating unit. A rate of \$26.70, plus GST, is set for each rating unit in the Cambridge and Maungatautari wards.

Amount to be raised: \$225,700 plus GST

CAPITAL WORKS

Council proposes to set a targeted rate to fund capital costs in connection with improvements and extensions to footpaths, kerbing and channelling of roads and street lighting for each ward as follows.

The capital works rate is based on the capital value of each rating unit in the District. The capital works rate is set on a differential basis based on location, with the categories being the wards of Te Awamutu, Kakepuku, Cambridge, Maungatautari and Pirongia. The rates in cents per dollar of capital value are shown on the following page:

	RATE (GST EXCL)	RAISING:
<i>Te Awamutu Ward</i>	<i>0.0020</i>	\$ 47,069
<i>Kakepuku Ward</i>	<i>0.0001</i>	\$ 2,623
<i>Cambridge Ward</i>	<i>0.0027</i>	\$ 97,704
<i>Maungatautari Ward</i>	<i>0.0001</i>	\$ 2,787
<i>Pirongia Ward</i>	<i>0.0003</i>	\$ 9,298

Amount to be raised: \$159,481 plus GST

STORMWATER

Council proposes to set a targeted rate to fund the operating costs and loan charges for stormwater in urban and rural areas of the District. The stormwater rate is based on the capital value of each rating unit in the District. The stormwater rate is set on a differential basis based on location, the categories being urban and rural. Urban is identified as being the urban drainage areas of Cambridge, Te Awamutu, Kihikihi, Ohaupo, Pirongia and Karapiro. Rural is identified as the remaining area of the District not identified in the urban category. The rates for 2010/11 in cents per dollar of capital value are shown in the following table:

	RATE (GST EXCL)	RAISING:
<i>Urban</i>	<i>0.0308</i>	\$ 1,397,382
<i>Rural</i>	<i>0.0028</i>	\$ 246,919

Amount to be raised: \$1,644,301 plus GST

RURAL FIRE MANAGEMENT

Council proposes to set a targeted rate to fund the costs of rural fire management in rural areas of the District. The rural fire management rate is based on the capital value of each rating unit in the rural category defined in the paragraph entitled "Stormwater" above. The rate for 2010/11 in cents per dollar of capital value is 0.0007, plus GST.

Amount to be raised: \$60,500 plus GST

SEWERAGE CHARGES

Council proposes to set a targeted rate for sewerage disposal costs and loan charges for each rating unit in the areas of the Cambridge sewerage scheme and the Te Awamutu sewerage scheme.

The targeted rate is set on a differential basis based on the provision of service, the categories of service being connected and serviceable. Connected means any rating unit that is connected to the Cambridge sewerage scheme or the Te Awamutu sewerage scheme. Serviceable means any rating unit situated within 30 metres of a public sewerage drain in one of the above Council sewerage scheme areas to which it is capable of being effectively connected but which is not so connected. The rates for the 2010/11 year are:

	RATE (GST EXCL)	RAISING:
Connected	\$ 421.30	
Serviceable	\$ 210.70	\$ 111,460

Rating units that are neither connected to the scheme nor serviceable are not liable for this rate.

For each connected property the liability for the targeted rate will be calculated as follows:

i)	A charge of \$421.30 plus GST per pan for rating units with 3 or less pans connected	\$ 4,662,329
ii)	A charge of \$358.10 plus GST per pan for rating units with 4 to 10 pans connected	\$ 343,060
iii)	A charge of \$294.90 plus GST per pan for rating units with 11 to 15 pans connected	\$ 89,650
iv)	A charge of \$257.00 plus GST per pan for rating units with 16 to 20 pans connected	\$ 62,965

v)	<i>A charge of \$231.70 plus GST per pan for rating units with 21 to 35 pans connected</i>	\$ 69,742
vi)	<i>A charge of \$202.20 plus GST per pan for rating units with 36 to 45 pans connected</i>	\$ 49,135
vii)	<i>A charge of \$189.60 plus GST per pan for rating units with 46 or more pans connected</i>	\$ 67,877

A rating unit used primarily as a residence for one household will be treated as having one pan.

Amount to be raised: \$5,456,218 plus GST

WATER CHARGES

- a) *Council proposes to set a targeted rate to fund water supply costs and loan charges to non-metered consumers in the areas of the Cambridge water supply and the Te Awamutu water supply.*

The targeted rate is set on a differential basis based on the provision of service, the categories of service being connected and serviceable. Connected means every separately used or inhabited part of a rating unit that is connected to the Council water works in the Cambridge water supply area or the Te Awamutu water supply area. Serviceable means any rating unit that is within 100 metres of a supply pipe in either of the above water supply areas and is capable of being effectively connected but which is not so connected. The rates for the 2010/11 year are:

	RATE (GST EXCL)	RAISING:
<i>Connected</i>	\$ 384.90	\$ 4,101,058
<i>Serviceable</i>	\$ 192.40	\$ 171,621

Rating units that are metered and are neither connected to the scheme, nor serviceable are not liable for this rate.

Amount to be raised: \$4,272,679 plus GST

- b) *Council proposes to set a targeted rate for the supply of water to metered water consumers.*

The targeted rate includes a flat charge and a charge based on the cubic metres of water consumed and is set on a differential basis based on the provision of service, the categories of service being potable and raw water. The rates for the 2010/11 year are:

	RATE (GST EXCL)	RATE (GST EXCL)
<i>Potable Water</i>	\$ 204.50	0.7220 per cu mtr
<i>Raw Water</i>	\$ 204.50	0.1805 per cu mtr

Amount to be raised: \$3,111,300 plus GST

RECYCLING CHARGES

Council proposes to set a targeted rate to fund the provision of a kerbside recycling service to each household in the District.

The targeted rate is a fixed amount per separately used or inhabited part of a rating unit. A rate of \$50.70, plus GST, is set for every separately used or inhabited part of a rating unit.

Amount to be raised: \$ 878,500 plus GST

COMMUNITY CENTRE CHARGES

Council proposes to set a targeted rate on each rating unit in the Community Centre areas. The charge is set on a differential basis based on location and will be charged to rating units within the Community Centre areas as follows:

The targeted rate is a fixed amount per rating unit.

HALL CHARGE PER RATING UNIT	RATE (GST EXCL)	RAISING:
<i>Paterangi Hall</i>	\$26.70	\$4,270
<i>Pukeatua Hall</i>	\$22.20	\$2,985
<i>Parawera Hall</i>	\$17.80	\$1,470
<i>Rukuhia Hall</i>	\$22.20	\$5,980
<i>Te Miro Hall</i>	\$22.20	\$3,795
<i>Maungatautari Hall</i>	\$31.10	\$4,100
<i>Rangiaowhia Hall</i>	\$13.30	\$1,440
<i>Monovale Hall</i>	\$17.80	\$2,450
<i>Pirongia Sports and Recreation Centre</i>	\$8.90	\$9,680

The targeted rate is a fixed amount per separately used or inhabited part of a rating unit.

HALL CHARGE PER SEPARATELY USED OR INHABITED PART OF A RATING UNIT	RATE (GST EXCL)	RAISING:
<i>Kaipaki Hall</i>	<i>\$17.80</i>	<i>\$4,425</i>
<i>Koromatua Hall</i>	<i>\$17.80</i>	<i>\$4,285</i>
<i>Ohaupo Hall</i>	<i>\$11.60</i>	<i>\$4,195</i>
<i>Ngahinapouri Hall</i>	<i>\$17.80</i>	<i>\$5,400</i>
<i>Fencourt Hall</i>	<i>\$12.40</i>	<i>\$4,010</i>
<i>Hautapu Hall</i>	<i>\$17.80</i>	<i>\$6,935</i>

The rate is to fund part of the costs of the community centre halls.

Amount to be raised \$65,420 plus GST

HALL CHARGES

Council proposes to set a targeted rate on each rating unit within the area of benefit. The targeted rate is based on the capital value of each rating unit listed below. The rate is set on a differential basis based on location. The rates for 2010/11 in cents per dollar of capital value are:

HALL CHARGE PER RATING UNIT	RATE (GST EXCL)	RAISING:
<i>Karapiro Hall</i>	<i>0.0020</i>	<i>\$7,090</i>
<i>Horahora Hall</i>	<i>0.0015</i>	<i>\$3,040</i>
<i>Piarere Hall</i>	<i>0.0019</i>	<i>\$ 450</i>

The rate is to fund part of the costs of the halls.

Amount to be raised \$10,580 plus GST

EARLY PAYMENT OF RATES

Sections 55 and 56 of the Local Government (Rating) Act 2002 empower Council's to accept early payment of rates.

Council proposes to accept payment in full of all rates assessed in each year on or before the due date for the first instalment of the year. Any payment of rates on this basis will be given a discount of 5%. This discount is not applicable to the targeted rate for the supply of water to metered water consumers.

RATES PAYABLE BY INSTALMENTS

Rates are payable by four equal instalments due on the 21st day of August, November, February and May each year. Where the due date falls on a weekend or public holiday, the due date is extended until the next working day.

PENALTIES ON RATES NOT PAID BY THE DUE DATE

A penalty of 10% will be added to all instalments or part thereof remaining unpaid six days after the expiration of the date on which that instalment is required to be paid.

Additional penalties of 10% will be added to any unpaid rates relating to a previous year or years that are still unpaid on 6 July and 6 January during the current rating year.

11 DISTRICT PROMOTION FUND – PROPOSED CHANGE OF CLOSING DATE

File: 02-03-01-004

Deputy Chief Executive, R McNeil said the proposal would ensure a better integration between community board and Pirongia ward funding. He said one staff member was now overseeing all funding applications ensuring internal coordination and administration which would allow prospective applicants to be directed to the appropriate funding mechanism. In response to a question about community grants criteria, Mr McNeil said existing policy is subject to review as part of the Policy Manual review.

RESOLVED

2/10/56

That -

- a) The information be received;*
- b) The Policy Committee recommend to Council that the closing date for applications to the District Promotions Fund be brought forward to 31 July each year; and,*

- c) *The Policy Committee recommend to Council that application forms for both funds be amended to state that "groups cannot apply for funding support from both the Community Board Discretionary Grants and the District Promotion Fund for the same activity".*

Mayor Livingston / Councillor Lee

12 LATE ITEM - REMUNERATION

File: 75-09-02

Deputy Chief Executive, R McNeil said there was no opportunity prior to the local elections to review the remuneration arrangements as the Remuneration Authority had issued its determination for the period 1 July until the new Council had reviewed the current arrangements.

He said Council recommended the current year's remuneration to the Authority which was subsequently confirmed. He indicated that Council's position was reflected in an advisory note included in the local candidates booklet. Members reiterated that it was the current Council's intention to review and reset the remuneration. Mr McNeil said staff would review Council's previous deliberations and provide recommendations on process and timing to a future meeting.

There being no further business the meeting closed at 12.00pm.

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON: _____

DATE: _____

Completed and dispatched: 11 June 2010