

*Minutes of a meeting of the Policy Committee held in the Council Chambers, 101 Bank Street, Te Awamutu on Tuesday 10 August 2010 commencing at 9.09am.*

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**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 three members of the public in attendance.

**Others**

Chief Executive, G Dyet; Deputy Chief Executive and Group Manager Planning & Community Relations, R McNeil; Group Manager Service Delivery, B Bergin; Group Manager Business Support, K Morris; Manager Community Relations, J Tyrrell; Senior Communications Advisor, J Humm; Manager Finance, K Perumal; Manager Strategy, G Knighton; Manager Legal & Corporate Support, J McFarlane; Manager Planning & Regulatory, W Allan; Environmental Team Leader, K Tutty; Property Services Team Leader, C Windleborn; Management Accountant, S Paterson; Financial Planner, D Frederick; Senior Planner, S Des Forges; Committee Secretary, S King.

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**2 DISCLOSURE OF MEMBERS' INTERESTS**

There were no disclosures.

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**3 APOLOGIES**

There were no apologies.

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**4 LATE ITEMS**

There were no late items.

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**5 CONFIRMATION OF ORDER OF MEETING**

File: 01-85-12

**RESOLVED**

2/10/57

*That the order of the meeting be confirmed with item 7 before item 6.*

Councillor Webber / Councillor Simmons

## **6 DEPUTATIONS**

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### **6.1 Mr Richard Paul attended the meeting to address the committee on the Community Grants Policy.**

Mr Paul provided comments on the community leases provided by Council for nominal rents and the Community Grants Policy. He requested Council remove the in-perpetuity 'peppercorn' leases and show clearly that the operating expenses are being rate funded.

Councillor Lee outlined Council's desire to encourage clubs to amalgamate in order to ensure financial viability through the Leisure Plan. Mr Paul said Council should sell any buildings that are being under-utilised.

### **6.2 Mr James Parlane was not in attendance to address the committee on parking issues.**

The Chief Executive, G Dyet will contact Mr Parlane to query if he still wishes to address the committee at a future meeting.

## **7 MINUTES OF PREVIOUS MEETINGS**

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File: 01-85-12

**Minutes of the Policy Committee meeting held on 8 June 2010.**

### **RESOLVED**

2/10/58

*That the minutes of the meeting of the Policy Committee held on 8 June 2010 be confirmed as a true and accurate record of proceedings.*

Mayor Livingston / Councillor Thomas

## **8 DRAFT ANNUAL REPORT FOR THE PERIOD ENDED 30 JUNE 2010**

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File: 01-85-24

The Chief Executive, G Dyet noted the economic climate which resulted in significantly less revenue than budgeted in the 10 Year Plan. He also highlighted the NRB survey results and the positive year-end balance.

Group Manager Business Support, K Morris outlined the report and spoke on the payment schedule for the Mighty River Domain sponsorship and its accounting treatment. Mr Morris noted the change in Council policy and subsequent removal of pensioner housing from the investment properties grouping. Deputy Chief Executive and Group Manager Planning & Community Relations, R McNeil said the non-financial information was also subject to Audit scrutiny, and to the same degree as the financials. He noted both performance standards and achievement levels were high.

**RESOLVED**

2/10/59

*That the information in the draft Annual Report for the period ended 30 June 2010 be received.*

Mayor Livingston / Councillor Cox

**9 PLANNING AND REGULATORY SERVICES – MONITORING AND ENFORCEMENT REPORT FOR THE PERIOD 1 APRIL 2010 – 30 JUNE 2010 AND END YEAR RESULTS**

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File: 02-01-52

**Report of Manager Planning Services dated 7 July 2010.**

Environmental Team Leader, K Tutty outlined and summarised the report. In response to questions, he provided further information on retail space on footpaths and signage such as sandwich boards encroaching on footpaths. Mr Tutty noted the pounds were running at near capacity over the past few months and the number of wandering dogs had increased over the quarter. In relation to all complaints received, he said the Resource Management Act requires Council to respond to all complaints in some way, and staff were reviewing the most appropriate combination of responses available.

Deputy Chief Executive and Group Manager Planning & Community Relations, R McNeil said the monitoring and enforcement programme was extensive and, while the work was often challenging, the level of community satisfaction with these services was reflected positively in the recent NRB survey results.

**RESOLVED**

2/10/60

*That the fourth quarter Planning and Regulatory Services Monitoring and Enforcement Report from Wayne Allan, Manager Planning and Regulatory dated 7 July 2010 be received.*

Councillor Sharpe / Councillor Simmons

The meeting adjourned for the morning tea break at 10.25am and recommenced at 10.41am.

**10 PROPOSED FEES AND CHARGES – OCTOBER 2010**

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File: 75-15-03

**Report of Financial Planner dated 2 August 2010.**

Group Manager Business Support, K Morris said the purpose of the increase was to accommodate the increase in GST. He noted fees and charges for the Te Awamutu Events Centre were still to be confirmed prior to Council's confirmation.

**RESOLVED**

2/10/61

*That -*

- a) *The report of the Financial Planner, Deborah Frederick dated 2 August 2010 be received; and*
- b) *The Fees and Charges as per the "Fees and Charges 2010/2011 Schedule" attached as Appendix 1 of the report, be recommended to Council for adoption, effective 1 October 2010.*

Councillor Scaramuzza / Councillor Webber

**11 WASTE MANAGEMENT AND MINIMISATION PLAN REVIEW**

File: 92-03-02

**Report of Senior Planner dated 19 July 2010**

Manager Strategy, G Knighton said the review was signalled in the Annual Plan and there was a requirement of the Waste Minimisation Act to ensure a revised plan was adopted by July 2012. Senior Planner, S Des Forges said a waste assessment was required and an assessment of future requirements. She noted that the waste levy commenced in 2009 and was collected by the Ministry for the Environment. Half of the levy received is provided to local authorities to support waste minimisation initiatives, and Council had received 3 payments to date.

**RESOLVED**

2/10/62

*That*

- a) *The report of the Senior Planner Sandra Des Forges dated 19 July 2010 be received;*
- b) *The Policy Committee endorse the proposed process, as outlined below, for reviewing the Waipa District Waste Management Plan 2005 as required under the Waste Minimisation Act 2008.*

Councillor Barnes / Councillor Taranaki

| <b>ACTIONS</b>  | <b>KEY DATES</b>                   | <b>STATUS</b>   |
|---|------------------------------------|-----------------|
| <i>Establish project team</i>   | <i>June 2010 - July 2010</i>       | <i>Achieved</i> |
| <i>Form reference group</i>   | <i>June 2010 - August 2010</i>     | <i>Underway</i> |
| <i>Develop scoping document, project plan and communications plan</i> | <i>December 2009 - August 2010</i> | <i>Underway</i> |

|   |   |                 |
|---|---|-----------------|
| <i>Present process to Council</i>   | <i>August 2010</i>                                | <i>Underway</i> |
| <i>Conduct waste assessment (3 months)</i>  | <i>June – September 2010</i>                      | <i>Underway</i> |
| <i>Draft Waste Assessment, including identification of options</i>  | <i>June – October 2010</i>                        | <i>Underway</i> |
| <i>Present outcome of waste assessment and confirm direction with Council, identify preferred options</i> | <i>September-November 2010</i>                    |                 |
| <i>Prepare draft WMMP</i>   | <i>October 2010-February 2011</i>                 |                 |
| <i>Draft WMMP approved by Policy Committee for consultation</i>   | <i>March 2011 (with draft Annual Plan)</i>        |                 |
| <i>Consultation period</i>  | <i>March/April 2011 (with draft Annual Plan)</i>  |                 |
| <i>Council hearings of submissions</i>  | <i>May</i>  |                 |
| <i>Feedback reviewed and WMMP updated (if required)</i>   | <i>May-June 2011</i>                              |                 |
| <i>WMMP presented to Policy Committee for approval to go through to Council for adoption</i>              | <i>June 2011 (with amended draft Annual Plan)</i> |                 |
| <i>WMMP adopted by Council</i>  | <i>June 2011</i>                                  |                 |

There being no further business the meeting closed at 11.00am.

**CONFIRMED AS A TRUE AND CORRECT RECORD**

**CHAIRPERSON:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Completed and dispatched: 10 August 2010