

Minutes of a meeting of the Council held in the Council Chambers, Waipa District Council Offices, 101 Bank Street, Te Awamutu on Tuesday 25 July 2006 commencing at 9.00am.

Opening Prayer

1 ATTENDANCE

His Worship the Mayor AD Livingston

Members

EH Barnes, RJ Cooper, AJH Empson, GC Flay, PL Lee, EC Newlands – items 4-7.2 only, GG Scaramuzza, DL Sharpe, BJ Taranaki, BS Thomas

Staff

Chief Executive (JC Inglis), Deputy Chief Executive (GD Dyet) – from item 9, Group Manager Finance (S Kew) – item 14, Business Services Manager (B Blenkarne) – item 14, Business Analyst (J Meneer) – item 14, Financial Accounting Manager (Y Simpson) – item 14, Revenue Supervisor (M Galvin) – item 14, Customer Support Supervisor (A Smith) – item 14, Business Analyst – Corporate Software Review (Mare' Marais) – item 14, Consultant Project Manager (P Ward) – item 14, Group Manager Assets, Business & Community Services (JM Mills) – items 17-18, Property Manager (A Hampton) – items 17-18, Secretary (C Plowright)

Public - 1

Mayor Livingston mentioned the sad passing of Jean Gatton and Barry O'Connor in the last two weeks. He said they had both achieved a huge amount for Waipa District and Councillors stood in silence for a moment to acknowledge the service and contribution they both made.

2 APOLOGIES

RESOLVED

1/06/122

That apologies for absence be received from Councillors Jull and Webber.

Cr Cooper/Cr Lee

3 LATE ITEMS

The Chief Executive said a late item had been requested on the tenancy of the Thompson House and the Police House in Kihikihi. He said the matter had become urgent for the prospective tenants of the two properties and they require guidance from Council on the issue.

RESOLVED

1/06/123

That the proposed tenancy of the two Council houses in Kihikihi (the Thompson House and the Police House) be added to the agenda as a late item.

Cr Empson/Cr Sharpe

[Councillor Newlands joined the meeting at 9.15am.]

4 CONFIRMATION OF ORDER OF MEETING

File: 01-22-21

The Chief Executive said the order of business would need to be altered slightly to accommodate a group of staff joining the meeting to present item 14 and to take item 18 at 1.30pm.

RESOLVED

1/06/124

That the order of the meeting be confirmed subject to the above alterations.

Cr Lee/Cr Newlands

5 MINUTES OF PREVIOUS MEETINGS

File: 01-22-21

Minutes of meeting held on 27 June 2006 were included in the agenda.

RESOLVED

1/06/125

That the minutes of the meeting of the Waipa District Council held on 27 June 2006, having been circulated, be taken as read and confirmed as a correct record.

Cr Flay/Cr Empson

6 COUNCIL COMMITTEE MINUTES

6.1 Policy Committee

File: 01-85-12

Minutes of meeting held on 10 July 2006 were included in the agenda.

RESOLVED

1/06/126

That the unconfirmed minutes of the meeting of the Policy Committee held on 10 July 2006 be received.

Cr Empson/Cr Cooper

Matters Arising -

6.1.1 District Promotion Fund

File: 02-03-03

RESOLVED

1/06/127

That -

- a) *The current eligibility and assessment criteria for the funding of level 1 and 2 events be confirmed for the 2006/07 funding round, with the inclusion of a provision to signal funding support for events to be held in future years.*
- b) *Public notice be given calling for applications for funding from the 2006/07 District Promotion Fund, with applications being accepted until 5.00pm on Monday 14 August 2006.*
- c) *Applications be considered by the District Promotion Panel at a meeting to be convened in September 2006.*

Cr Taranaki/Cr Flay

6.2 Regulatory Committee

File: 01-89-04

Minutes of meeting held on 27 June 2006 will be included in the August Council agenda.

6.3 Maungatautari Reserve Committee

File: 01-85-26

6.3.1 Minutes of meeting held on 14 June 2006 were included in the agenda.

RESOLVED

1/06/128

That the confirmed minutes of the meeting of the Maungatautari Reserve Committee held on 14 June 2006 be received.

Cr Cooper/Cr Flay

6.3.2 Minutes of meeting held on 5 July 2006 were included in the agenda.

RESOLVED

1/06/129

That the unconfirmed minutes of the meeting of the Maungatautari Reserve Committee held on 5 July 2006 be received.

Cr Cooper/Cr Flay

6.4 District Promotions Committee

File: 01-85-03

Minutes of meeting held on 24 May 2006 were included in the agenda.

RESOLVED

1/06/130

That the unconfirmed minutes of the meeting of the District Promotions Committee held on 24 May 2006 be received.

Cr Barnes/Cr Empson

7 COMMUNITY BOARD MINUTES

7.1 Cambridge

File: 01-21-14

7.1.1 Minutes of meeting held on 5 July 2006 were included in the agenda.

RESOLVED

1/06/131

That the unconfirmed minutes of the meeting of the Cambridge Community Board held on 5 July 2006 be received.

Cr Taranaki/Cr Scaramuzza

RESOLVED

1/06/132

That -

- a) *Council confirm the following road names for the subdivision off Watkins Road as proposed by the developers -*

Road Name

Explanation/Location

Tulip Drive

Lot 1 - DPS 77180 Name provided by developer to provide a flower theme throughout the subdivision

Carnation Court

Lot 1 - DPS 77180 Name provided by developer to provide a flower theme throughout the subdivision

Jasmine Place Lot 1 - DPS 77180 Name provided by developer to provide a flower theme throughout the subdivision

Lilac Close Lot 1 - DPS 77180 Name provided by developer to provide a flower theme throughout the subdivision

b) *Council confirm the following road names for Stage Two of Norfolk Drive as proposed by the developers -*

Road Name Explanation/Location

Honiss Place Lot 1 DPS 77180 & Pt lot 26 DP 172 – Named after the developer

Naomi Place Lot 1 DPS 77180 & Pt lot 26 DP 172 – Named after a well known horse

Brancaster Place Lot 1 DPS 77180 & Pt lot 26 DP 172 – Named after the original horse stud on that site.

Isobel Hodgson Drive Lot 1 DPS 77180 & Pt lot 26 DP 172 – Named after the original land owner who recently died.

Cr Taranaki/Cr Cooper

[Councillor Lee asked for his vote to be recorded against the resolution.]

RESOLVED

1/06/133

That the Community Boards each be provided with the lists of road names for review.

Cr Empson/Cr Lee

7.1.2 Minutes of extraordinary meeting held on 19 June and 5 July 2006 were included in the agenda.

RESOLVED

1/06/134

That the unconfirmed minutes of the extraordinary meeting of the Cambridge Community Board held on 19 June and 5 July 2006 be received.

Cr Taranaki/Cr Lee

[The meeting adjourned at 10.24am and reconvened at 10.46am. Councillor Newlands did not rejoin the meeting.]

7.2 Te Awamutu
File: 01-21-13

7.2.1 Minutes of meeting held on 13 June 2006 were included in the agenda.

RESOLVED

1/06/135

That the confirmed minutes of the meeting of the Te Awamutu Community Board held on 13 June 2006 be received.

7.2.2 Minutes of meeting held on 11 July 2006 were included in the agenda.

RESOLVED

1/06/136

That the unconfirmed minutes of the meeting of the Te Awamutu Community Board held on 11 July 2006 be received.

Cr Empson/Cr Flay

Matters Arising –

a) Reserve Development Funds

File: 60-12-32

Res: 6/06/147

Councillors were advised that the Community Board has asked for the development of Selwyn Park, including the land formerly known as the Wilson property and the Walk of Fame, to be added to the schedule of commitments from reserve development funds. The Chief Executive said a report providing end of year results on the programme of reserve development work would be provided to Council in August.

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

File: 75-09-06

The Chief Executive provided a verbal report on the Local Government Conference held in Wellington during the previous week.

9 USE OF COUNCIL SEAL

File: 01-22-30

RESOLVED

1/06/137

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

Transfer Documents

- a) *Transfer Document – RJ & CE Turner (for Sections 1 & 2 SO 60921 comprised in Certificates of Title SA 23176 and 23177 respectively being sections of stopped road.*
File: UR 31/63 & UR 31/64
Res: 8/96/123 & 8/96/146

Other Documents

- b) *Deed of Lease – Farm Engineering Services Limited (for part Lots 1 & 2 DPS 6506 CT SA 388/294 – 106 Mahoe Street, Te Awamutu).*
File: 04492/026.00
Delegation: 5.1(b) Leases with a term up to 5 years
- c) *Variation of Lease – RF Clothier/DOC (Allotment 336 Parish of Pirongia West CT SA 1294/16)*
File: 04603/021.00
Delegation: 5.1(a)
- d) *Consent pursuant to s116 Public Works Act 1981 – Pfalz Investments Ltd (stopping of Sections 1 & 2 SO 368761 as road)*
File: 04445/460.06
Res: 1/06/44

Liquor Licenses

- e) *On Licence – Absolute Coffee House, 1907 Hamilton Road, Cambridge*
File: 4445/113.00
Pol Ref: 1.7.19
- f) *On Licence – Elevations Café and Restaurant, 13 Roche Street, Te Awamutu*
File: 4492/185.00
Pol Ref: 1.7.19
- g) *Notice of Renewal of On Licence – Indian Palace Restaurant, 407 Alexandra Street, Te Awamutu*
File: FO4402/140.00-2
Pol Ref: 1.7.19
- h) *Notice of Renewal of On Licence – The Woolshed Theatre, 246 Mahoe Street, Te Awamutu*
File: H4492/015.00B
Pol Ref: 1.7.19

- i) *Notice of Renewal of BYO On Licence – Persimmon Tree Café, Franklin Street, Pirongia*
File: 4605/022.00
Pol Ref: 1.7.19
- j) *Notice of Renewal of Club Licence – Cambridge Soccer Club, Vogel Street, Cambridge*
File: 4351/400.00
Pol Ref: 1.7.19
- k) *Special Licence – Cambridge Cosmopolitan Club, 88-94 Burns Street, Cambridge*
File: 04510/721.00
Pol Ref: 1.7.19
- l) *Special Licence – Cambridge Plunket, (event at Cambridge Town Hall, Victoria Street, Cambridge)*
File: 04370/517.00
Pol Ref: 1.7.19
- m) *Special Licence – Hautapu School, (event at Cambridge Town Hall, Victoria Street, Cambridge)*
File: 33-52-03
Pol Ref: 1.7.19
- n) *Special Licence – Ohaupo School, (event at Cambridge Town Hall, Victoria Street, Cambridge)*
File: 4581/351.00
Pol Ref: 1.7.19
- o) *Special Licence – The Clubhouse Sports Bar & Café, Taylor Street, Cambridge*
File: 4351/406.00
Pol Ref: 1.7.19
- p) *General Manager's Certificate – CA Gibson*
File: 33-26-02
Pol Ref: 1.7.19
- q) *Notice of Renewal of General Manager's Certificate – LT Martin*
File: 33-26-02
Pol Ref: 1.7.19
- r) *General Manager's Certificate – AM Kokshoorn*
File: 33-26-02
Pol Ref: 1.7.19

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

- s) *Caveat – Kairidale Ltd*
File: 4641/471

Memorandum of Agreement to enter on Land to Lay Sewer Pipes

Memorandum of Agreement between Council and property owners in Kihikihi, allowing Council to enter onto land and lay pipes for the sewerage reticulation project currently being undertaken.

There are approximately 700 individual properties involved and they are progressively being attended to. To date 796 memoranda have been sealed.

Cr Cooper/Cr Empson

10 FINANCIAL REPORTS

File: 01-84-16

Councillors were advised that no routine monthly financial report is available for the period ending 30 June 2006 because the Annual Report will cover this period and it is being prepared at present.

RESOLVED

1/06/138

That the information be received.

Cr Thomas/Cr Scaramuzza

11 WAIKATO REGIONAL AIRPORT LIMITED – STATEMENT OF INTENT FOR 2006/2007

File: 40-13-01

Waikato Regional Airport Statement of Intent 2006/07 was included in the agenda.

The Chief Executive said Council had raised two issues with the draft Statement of Intent when it was considered in March. He said Council's comment regarding preparation of a business plan to increase the runway length had been acknowledged in item 4.2 of the Statement of Intent but Council's other comment, concerning performance targets, has not been mentioned. He said that, in the absence of an assurance in the Statement of Intent, Council would have to rely on the process set out in the Local Government Act should the Airport Company decide to change its performance targets.

RESOLVED

1/06/139

That the completed Statement of Intent for 2006/2007 for the Council Controlled Organisation, Waikato Regional Airport be received.

Cr Scaramuzza/Cr Taranaki

There was discussion regarding the possible development of land around the airport for commercial/light industrial use and the recent suggestion of a “big box” retail development at Tamahere. Deputy Chief Executive, Garry Dyet, said staff have been working on a Commercial Growth Strategy which is scheduled for presentation to the September Policy Committee meeting. He said the Policy Committee would be asked to make a policy decision on the development of those areas at that time.

12 WAIKATO REGIONAL AIRPORT LIMITED – ANNUAL GENERAL MEETING

File: 40-13-01

RESOLVED

1/06/140

That Council confirms His Worship the Mayor (Alan Livingston), and in his absence the Deputy Mayor (Peter Lee), be appointed as Council's proxy for the Waikato Regional Airport Limited to vote on behalf of Council at the Airport Company's Annual General Meeting to be held on 19 October 2006 and any adjournment of that meeting and any other meetings of the Airport Company's shareholders that may be held prior to the next Annual General Meeting in September 2007.

Cr Sharpe/Cr Scaramuzza

[At 11.51am item 14 was taken and then the meeting adjourned for lunch at 1.15pm. The meeting reconvened at 1.55pm when items 17 and 18 were taken. The meeting returned to consideration of items 13, 15 & 16 and 19 & 20 at 3.08pm.]

13 LOCAL AUTHORITY SHARED SERVICES (LASS) – STATEMENT OF INTENT

File: 01-22-38

Local Authority Shared Service Limited Statement of Intent 2006/07 was included in the agenda.

The Chief Executive reminded Council that it had provided the following comments to the LASS concerning its draft Statement of Intent -

“That

- a) *Council agree to the Local Authority Shared Service Ltd's Statement of Intent for 2006/2007, subject to –*
- *The relationship between the LASS and the SVDS be explained.*
 - *The estimate of the shareholders' investment be provided.*
 - *Inconsistencies in terminology be removed.*
 - *An assurance from the Directors that the statement that performance targets will change as new products are developed will not remove or affect the Board's requirement under the Local Government Act with respect to modifications of the Statement of Intent”.*

He said those suggestions had been made because it was felt they would be helpful to readers of the document. However, aside from the inconsistencies in terminology being amended, he said the other points had not been addressed in the final Statement of Intent.

The Chief Executive said that although there was nothing wrong with the Statement of Intent it was disappointing that the explanations and additional information requested by Council had not been included.

RESOLVED

1/06/141

That the completed Statement of Intent for 2006/2007 for the Local Authority Shared Service Limited be received subject to the above comments from the Chief Executive being recorded in the minutes.

Cr Empson/Cr Scaramuzza

14 CORPORATE SOFTWARE SUITE

File: 75-08-66

Council staff involved with the corporate software review and consultant, Paul Ward, gave a presentation on the new system. The Chief Executive said the project, which became operational on Monday 3 July, was completed on time and within the budget of \$1.1 million. He said the timetable was extremely challenging and it was a credit to everyone involved that it had been completed on time.

Mayor Livingston thanked the staff involved, on behalf of Council, for the time put into the presentation which he said was a reflection of their commitment to a major Council project.

15 REGULATORY DELEGATIONS TO PLANNING CONSULTANTS

File: 01-88-07

Report of Senior Planner dated 6 July 2006 was included in the agenda.

Councillors were advised that the Planning Department has reviewed the role of Planning Consultants in processing resource consent applications, District Plan Changes and requirements for designations or heritage orders under the provisions of the Resource Management Act on Council's behalf. As part of this process the levels of delegations were investigated and subsequently legal advice was sought. The legal advice recommended that appropriate delegations need to be established for the Planning Consultants.

RESOLVED

1/06/142

That -

- a) *The report of the Senior Planner dated 6 July 2006 be received.*
- b) *That pursuant to Section 34A(2) of the Resource Management Act 1991 delegation be granted to the Planning Consultants listed in the Schedule (Schedule A) below to carry out and undertake the following of the Council's functions, powers and duties under the Act –*
- *the processing of applications made to the Council for resource consent pursuant to Section 88 of the Act;*
 - *the processing of a request for a Plan Change made pursuant to Clause 21 of the First Schedule to the Act and the subsequent processing of that Plan Change, and the preparation and processing of a Plan Change introduced by the Council*
 - *the processing of requirements for designations pursuant to Sections 168, 168A or 181 of the Act*
 - *the processing of requirements for heritage orders pursuant to Sections 189 and 189A of the Act*
 - *the granting of waivers and extensions of time limits pursuant to Section 37 of the Act;*
 - *the issuing of requests for information pursuant to Section 92 of the Act;*
 - *the attendance on behalf of Council at pre-hearing meetings pursuant to Section 99 of the Act;*
 - *the processing of extensions of time for consents pursuant to Section 125 of the Act;*
 - *the processing of applications for the change or cancellation of consent conditions pursuant to Section 127 of the Act;*
 - *the processing of the review of consent conditions pursuant to Section 128 of the Act; and*
 - *preparing reports and recommendations and presenting and speaking to those reports before Council's Regulatory Committee, Council's Policy Committee or Hearings Commissioners.*

SCHEDULE A

Consultancy	Planning Consultant
<i>Beca Planning</i>	<ul style="list-style-type: none"> • <i>Cathy O'Callaghan</i> • <i>Richard Douch</i> • <i>John Duffy</i>
<i>Bloxam Burnett & Olliver</i>	<ul style="list-style-type: none"> • <i>Steve Bigwood</i> • <i>Chris Dawson</i> • <i>Ben Inger</i> • <i>John Olliver</i> • <i>Cate Southworth</i>
<i>C & M Planning</i>	<ul style="list-style-type: none"> • <i>Gillian Cockerell</i>
<i>Focus Surveying & Resource Management</i>	<ul style="list-style-type: none"> • <i>Jude Marsden</i>
<i>Harrison Grierson</i>	<ul style="list-style-type: none"> • <i>Jeff Hextall</i> • <i>David Needham</i> • <i>Todd Whittaker</i>
<i>Lawrence, Cross and Chapman</i>	<ul style="list-style-type: none"> • <i>Kathryn Drew</i>
<i>Opus International Consultants</i>	<ul style="list-style-type: none"> • <i>Tim Lester</i> • <i>Rebecca Mehrtens</i> • <i>Sara Pattison</i> • <i>Tanya Running</i>
	<ul style="list-style-type: none"> • <i>David Bayley</i>

Cr Taranaki/Cr Sharpe

16 DISTRICT YOUTH AWARDS

File: 01-88-07

Councillors were reminded that the Waipa District Youth Awards began in 2003 through an initiative of the Waipa District Youth Council. Since then they have been held annually and have been well received by all concerned. Council has met the costs of administration and an award function as well as prizes for one of the categories. The cost of the category sponsorship has been in the order of \$500 and the total cost to Council has been \$7000 to \$8000 per year.

On 10 July 2006 Council's Policy Committee considered a report on expenditure on promotion and commitments affecting future years. Because of the nature and amount of this expenditure it was suggested that it be authorised by a Council resolution.

RESOLVED

1/06/143

That Council approve funding of up to \$8000 per year from Council's District Promotion Fund budget for the Waipa District Youth Awards and that within this amount up to \$1000 may be paid as a cash prize or other prize for one or more award categories.

Cr Lee/Cr Flay

17 RESOLUTION TO EXCLUDE THE PUBLIC

File: 01-37-01

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

RESOLVED

2/06/144

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

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 No	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
18	Property Manager	Council Funding for the Construction of Proposed Community Hall at Rukuhia Primary School	Good reason to withhold exists under section 7	Section 48(1)(i)

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		
18	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2) (i)

And further, in reliance on section 4-8 (5) & (6) of the Local Government

Official Information and Meetings Act 1987, Ron Ingram (Chairman of the Rukuhia Hall Society) and Bruce Tocker (Chairman of the Rukuhia School Board of Trustees) may attend part of these public excluded proceedings because they possess knowledge on possible changes in design of the hall, associated amenities and funding options that may assist Council in relation to the matter being discussed.

Cr Cooper/Cr Empson

18 COUNCIL FUNDING FOR THE CONSTRUCTION OF PROPOSED COMMUNITY HALL AT RUKUHIA PRIMARY SCHOOL

File: 15-11-31

Report of Property Manager dated 10 July 2006 was distributed separately to Councillors and the item was taken with the public excluded.

[The public were readmitted to the meeting at 3.08pm.]

19 OTHER MINUTES

19.1 Waipa Heritage Council

File: 65-11-02

Minutes of meeting held on 15 June 2006 were included in the agenda.

RESOLVED

1/06/145

That the minutes of the meetings of the Waipa Heritage Council held on 15 June 2006 be received.

Cr Taranaki/Cr Thomas

20 RATEPAYER ASSOCIATION REPORTS

20.1 Ohaupo Ratepayers Association

File: 01-08-37

Minutes of meeting held on 29 June 2006 were included in the agenda.

RESOLVED

1/06/146

That the minutes of the meeting of the Ohaupo Ratepayers Association held on 29 June 2006 be received.

Cr Sharpe/Cr Thomas

20.2 Pirongia Residents and Ratepayers Association

File: 01-08-07

Minutes of ordinary meeting and Annual General Meeting held on 7 June 2006 were included in the agenda.

RESOLVED

1/06/147

That the minutes of the meetings of the Pirongia Residents and Ratepayers Association held on 7 June 2006 be received.

Cr Thomas/Cr Sharpe

21 LATE ITEM - TENANCY OF THE THOMPSON HOUSE AND THE POLICE HOUSE IN KIHIKIHI

File: 4552/100.00 & 4552/048.00

[Councillor Taranaki left the meeting at 3.43pm.]

The Chief Executive said the late item had been requested because the prospective tenants of the Thompson House and the Police House in Kihikihi, formerly occupied by the Children's Art House Foundation, wish to have some direction on the proposed tenancy of those buildings.

Councillor Barnes said the Maori Women's Welfare League applied to Council in April 2006 for tenancy of the Thompson House and would like a response to their request. She said the Police are hoping to lease a room in the house which would be used to co-ordinate community patrols.

[Councillor Taranaki rejoined the meeting at 3.47pm.]

The Chief Executive said that prior to use by the Children's Art House the Thompson House was leased as a commercial rental. He said Council needs to decide whether the house should continue to be used for community purposes. Following discussion it was suggested that community use for the two houses is more appropriate than residential and the possibility of a Museum being established in the Police House would be appropriate in an area of historic reserve.

The Chief Executive said staff would lease the buildings to the most suitable community groups.

There being no further business the meeting closed at 4.00pm.

CONFIRMED

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MAYOR

Completed and despatched 28 July 2006

Next Meeting: 29 August 2006

