



**I give notice that  
an Ordinary Meeting of Council will be held on:**

<b>Date:</b>	<b>Tuesday, 28 March 2017</b>
<b>Time:</b>	<b>2.00pm</b>
<b>Location:</b>	<b>Council Chamber 72 Lake Terrace Taupo</b>

# **AGENDA**

## **MEMBERSHIP**

**Chairperson** Mayor David Trewavas

**Deputy Chairperson** Cr Rosie Harvey

**Members**

- Cr John Boddy
- Cr Zane Cozens
- Cr Barry Hickling
- Cr Rosanne Jollands
- Cr Tangonui Kingi
- Cr Anna Park
- Cr Christine Rankin
- Cr Kirsty Trueman
- Cr John Williamson

**Quorum** 6

**Gareth Green**  
**Chief Executive Officer**

## Order Of Business

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**3.1 ORDINARY COUNCIL MEETING - 28 FEBRUARY 2017**


**Author:** Tina Jakes, Democracy & Community Engagement Manager

**Authorised by:** Brian Fox, Group Manager: Corporate and Community

**RECOMMENDATION(S)**

That the minutes of the Council meeting held on Tuesday 28 February 2017 be confirmed as a true and correct record.

**ATTACHMENTS**

1. Council Meeting Minutes - 28 February 2017 

**4.1 RECEIPT OF MINUTES AND CONSIDERATION OF RECOMMENDATIONS**

**Author:** Tina Jakes, Democracy & Community Engagement Manager

**Authorised by:** Brian Fox, Group Manager: Corporate and Community

**RECOMMENDATION(S)**

1. That Council receives the minutes of the following meetings:
  1. Taupo Airport Authority Committee Meeting – 13 February 2017
  2. Turangi/Tongariro Community Board Meeting – 14 February 2017
  3. Emergency Management Committee Meeting – 20 February 2017
  4. Mangakino/Pouakani Representative Group Meeting – 21 February 2017
  5. Audit & Risk Committee Meeting – 6 March 2017
  6. Turangi Reserves Management Plan Committee Meeting – 13 March 2017
  7. Turangi/Tongariro Community Board Meeting – 14 March 2017
2. That Council approves the recommendation from the Mangakino/Pouakani Representative Group meeting held on 21 February 2017, “that Cr Kirsty Trueman is appointed to represent the Mangakino/Pouakani Representative Group on the Emergency Management Committee for the 2016-19 Triennium [resolution MP201702/05].
3. That Council approves the recommendation from the the Mangakino/Pouakani Representative Group meeting held on 21 February 2017, “that Mrs Lisa de Thierry be eligible for a meeting fee of \$100 and be reimbursed in line with Council’s Expenses and Remuneration Policy 2016 [for her work as an observer on the Waikato River Trails Trust during the 2016-19 Triennium]” [resolution MP201702/06].
4. That Council approves the recommendation from the Turangi/Tongariro Community Board meeting held on 14 March 2017, “that the implementation of the proposed changes to the intersection at Omori be approved” [resolution TT201703/06].

**ATTACHMENTS**

1. Taupo Airport Authority Committee Meeting Minutes - 13 February 2017 
2. Turangi/Tongariro Community Board Meeting Minutes - 14 February 2017 
3. Emergency Management Committee Meeting Minutes - 20 February 2017 
4. Mangakino/Pouakani Representative Group Meeting Minutes - 21 February 2017 
5. Audit & Risk Committee Meeting Minutes - 6 March 2017 
6. Turangi Reserve Management Plan Committee Meeting Minutes - 13 March 2017 
7. Turangi/Tongariro Community Board Meeting Minutes - 14 March 2017 

**5.1 CONTRACT TDC/1516/179- ACACIA BAY WWTP DISPOSAL FIELD UPGRADE**

**Author:** Ramesh Sharma, Asset Manager Water & Wastewater

**Authorised by:** Kevin Strongman, Group Manager, Operational Services

**PURPOSE**

This report is to seek Council approval to award the tender for Contract TDC/1516/179 – Acacia Bay WWTP Disposal Field Upgrade.

**EXECUTIVE SUMMARY**

Tenders closed for the tender of Contract TDC/1516/179 – Acacia Bay WWTP Disposal Field Upgrade at 1.00pm on Monday 20 February 2017.

Three tenders were received. The tenders were evaluated in accordance with the Lowest Price Conforming Method.

**RECOMMENDATION(S)**

That the Tender for Contract TDC/1516/179 – Acacia Bay WWTP Disposal Field Upgrade submitted by E & J Contractors for the sum of \$311,203.00 plus GST be accepted and that His Worship the Mayor and the Chief Executive be authorised to sign the Contract Documents and attach the Council's Common Seal to them.

**BACKGROUND**

The proposal has not been presented previously.

Through the re-consenting process, Waikato Regional Council have requested that the capacity of the existing disposal system be increased by 25% to meet future failures /demand /growth.

Opus International Consultants (Opus) was engaged by Taupō District Council (TDC) to carry out a condition assessment of the disposal fields at Acacia Bay WWTP and assess the surrounding soils in relation to the relevant standards for treated effluent disposal. Subsequent to this condition assessment, a review of the new Resource Consent has been included to determine the cost effective methodology for optimisation of the existing disposal field and also for meeting discharge conditions.

During the condition assessment it was determined that there is significant subsidence around the soak holes and many of the soak holes are significantly out of alignment (by up to 700mm from vertical). One soak hole was observed to have collapsed from approximately 1.5m below ground level. It was reported that these defects could be either due to high infiltration rates 'flushing away' in-ground soils and/or possibly poor construction methodology.

The proposed upgrade to the disposal field is designed to ensure the pipe sizes and gradients are adequate to convey the peak design flows. Furthermore, the infiltration capacity of the soak holes is suitable as suggested by Waikato Regional Council (WRC) daily loading rate. The upgrade to the disposal field will also provide capacity to cater for growth in Acacia Bay.

The existing disposal fields at Acacia Bay WWTP will need to remain in use partially while the new disposal fields are being developed. The new disposal field could then connect to the discharge line and be fully tested while the existing site still operates. The Acacia Bay Wastewater Scheme has to be kept operational while the work is carried out.

This item is being presented to Council to make a decision in respect of the tender.

This work is required to be completed by 25 October 2017, as a result of new resource consent conditions for discharge of treated effluent at Acacia Bay WWTP.

**DISCUSSION**

This work was advertised earlier (October 2016) and only one tender received at \$384k. This tender was declined because it was much higher (\$54k) than engineers estimate.

This tender was advertised again on TenderLink on 20 January 2017 with tenders closing 20 February 2017. Three tenders were received:

- Enviro Water from Auckland.
- Spartan Construction Limited from Hamilton.
- E & J Contractors from Taupō.

The original tenderer did not resubmit a tender in the second round of tendering. The tender prices ranged from \$311,203.00 to \$372,881.99 plus GST

The Engineers Estimate was \$330,000.00 plus GST.

Tenders were evaluated in accordance with the Lowest Conforming Price Method as described in the Taupō District Council's procurement policy. The Tender Evaluation Team determined that the tender received from E & J Contractors \$311,203 plus GST is the lowest priced conforming tender.

Based on this information it is considered that there are two options:

- Option 1 – Do not accept this tender and retender.
- Option 2 – Accept the tender to upgrade the Acacia Bay WWTP Disposal Field.

**OPTIONS**

Analysis of Options

Option 1. – Do not accept this tender and retender.

Advantages	Disadvantages
	<ul style="list-style-type: none"> <li>• Non compliance with resource consent conditions due to delay in completion of project</li> </ul>

Option 2. - Accept the tender to upgrade the Acacia Bay WWTP Disposal Field

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• The discharge consent condition is met in a timely fashion.</li> </ul>	Cost
<ul style="list-style-type: none"> <li>• The issue with the limitation and unreliability of the disposal field is addressed and risk minimised.</li> </ul>	

Analysis Conclusion:

Accept the tender to upgrade the Acacia Bay WWTP Disposal Field Upgrade.

**CONSIDERATIONS**

**Financial Considerations**

The financial impact of the proposal is estimated to be \$311,203 plus GST.

Long-term Plan/Annual Plan

The budget for this currently sits within current BowWave monies and draft Annual Plan 2017/18.

**Legal Considerations**

Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of Section 10 of the Local Government Act 2002. The matter will enable the Council to meet the current and future needs of communities for good quality local infrastructure. (i.e. efficient, effective and appropriate to present and anticipated future circumstances).

The proposal has been evaluated with regards to a range of legislation. The key legislation applicable to the proposal has been reviewed and the relevant matters for consideration are as follows:

The proposal has been evaluated against the Long Term Plan, Annual Plan, Asset Management Plan and the Procurement Policy and is consistent with these plans.

The following authorisations may be required for the proposal:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Resource Consent | <input type="checkbox"/> Building Consent  | <input type="checkbox"/> Environmental Health |
| <input type="checkbox"/> Liquor Licencing | <input type="checkbox"/> Licence to occupy |   |

Authorisations are not required from external parties.

### **Policy Implications**

The proposal has been evaluated against the Long Term Plan, Annual Plan, Asset Management Plan and the Procurement Policy and is consistent with these plans and policy.

### **Risks**

If Council does not accept the tender to upgrade the Acacia Bay WWTP Disposal Field, a delay in completing this work will cause non-compliance with consent conditions.

The reliability of the existing disposal field is poor and will only get worse as performance of existing disposal field decreases.

### **SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council's Significance and Engagement policy identifies the following matters that are to be taken into account when assessing the degree of significance of proposals and decisions:

- a. The level of financial consequences of the proposal or decision;
- b. Whether the proposal or decision will affect a large portion of the community or community of interest;
- c. The likely impact on present and future interests of the community, recognising Maori cultural values and their relationship to land and water;
- d. Whether the proposal affects the level of service of an activity identified in the Long Term Plan;
- e. Whether community interest is high; and
- f. The capacity of Council to perform its role and the financial and other costs of doing so.

Officers have undertaken a rounded assessment of the matters in clause 11 of the Significance and Engagement Policy (2016), and are of the opinion that the proposal under consideration is of low importance.

### **ENGAGEMENT**

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

### **COMMUNICATION/MEDIA**

Decisions made by Council should be communicated in the appropriate manner. It is considered that communication should be undertaken via the following methods:

- Newspaper and letter drop notification to property owners and residents affected by the work.

These methods of communication are recommended because there may be significant activity in the vicinity of the Acacia Bay WWTP out to Acacia Bay Road which may attract interest.

### **CONCLUSION**

E & J Contractors have provided the lowest price conforming tender of \$311,203 plus GST which is close to the Engineers Estimate (\$330,000.00) plus GST.

**ATTACHMENTS**

Nil



**5.2 CONTRACT TDC/1112/069 - STREETLIGHT MAINTENANCE 2012-2015 REQUEST FOR INCREASE IN CONTRACT VALUE AND EXTENSION OF TERM OF CONTRACT**

**Author:** Colin Giles, Transport & Projects Manager

**Authorised by:** Kevin Strongman, Group Manager, Operational Services

**PURPOSE**

This report is to seek Council approval to increase the value of Contract TDC/1112/069 Streetlight Maintenance for the fifth year of the contract term and to authorise the CEO to negotiate an extension of the contract for up to 12 months whilst LED lighting upgrade is undertaken.

**EXECUTIVE SUMMARY**

The contract sum for Contract TDC/1112/069 Streetlight Maintenance was not increased at the time the extension was approved in February 2016. It has now become apparent that due to the extent of streetlight maintenance and renewal work carried out over the first eight months of the 2016/17 financial year the contract value will exceed the approved contract value and an additional \$100,000 is required to fund expected work for the final four months of the contract to 30 June 2017.

The commencement of the proposed upgrade to LED lights coincides with the end of the 5 year term of the existing Streetlight Maintenance Contract. The most cost effective option is to tender a new streetlight maintenance contract on completion of separate supply and upgrade contracts for the LED installation.

**RECOMMENDATIONS**

1. That Council approves an increase for the contract sum of Contract TDC/1112/069 Streetlight Maintenance by \$100,000 to a total sum of \$1,152,916.01 plus GST to 30 June 2017.
2. That Council authorises the CEO to negotiate the extension of Contract TDC/1112/069 Streetlight Maintenance for a further period of up to 12 months with Broadspectrum by \$300,000 to a total sum of \$1,452,916.01 plus GST to 30 June 2018.

**DISCUSSION**

There are two proposals for Council to consider.

- Increase the value of Contract TDC/1112/069 Streetlight Maintenance for the fifth year of the contract term
- Authorise the CEO to negotiate an extension of the contract up to 12 months whilst LED lighting upgrade is undertaken.

**Increase Contract value for 5<sup>th</sup> year of Contract TDC/1112/069**

At a Council meeting on 23 February 2016, item number (4), the following resolution was made: That Council approves the extension of Contract TDC/1112/069 Streetlight Maintenance 2012-2015 with Broadspectrum (Previously Transfield Services) to 30 June 2017 with the Contract Sum remaining at the then, current total sum of \$1,052,916.01 plus GST

The Contract sum was not increased at the time the extension was approved as it was estimated that the contract value remaining at that time would be sufficient for the final year, based on the average annual spend over the prior four years. It has now become apparent that due to the extent of streetlight maintenance and renewal work carried out over the first eight months of the 2016/17 financial year the contract value will exceed the approved contract value and an additional \$100,000 is required to fund expected work for the final four months of the contract to 30 June 2017.

The works undertaken during this period were additional to the normal streetlight maintenance and included renewal of underpass lighting in Turangi, renewal of a number of parks & reserves lights, renewal of poles and lanterns due to condition or vehicle damage and capital upgrades through the minor improvement programme.

**Extension of Contract TDC/1112/069 for 6th year**

Council also needs to determine whether to extend the contract for a further period of up to twelve months in accordance with the terms and conditions of the existing contract.

The reason this extension is requested is NZTA has recently advised that an 85% FAR (Financial Assistance Rate) for the installation of LED streetlights has been approved with funding only available until 30 June 2018. A separate funding request is to be lodged with NZTA for the upgrade of TDC street lights. A business case has been prepared for consideration by NZTA to support this funding request. Funding has been allocated in the draft AP 2017/18 to enable uptake of the NZTA offer.

As the proposed upgrade commencement coincides with the end of the 5 year term of the existing Streetlight Maintenance Contract, it is considered that the most cost effective option is to complete the supply and upgrade of the streetlights to LED as a separate contract before tendering a new streetlight maintenance contract as it is anticipated that there will be a significant reduction in the maintenance requirements resulting from the longer life and lower maintenance of LED lighting.

There are benefits in continuing with the existing Contractor due to the level of understanding and knowledge held by the current contracted staff. This may be lost if Council were to call for tenders.

The extension and value of the existing Streetlight Maintenance Contract would need to be negotiated and will depend on when the LED bulk upgrade starts and how long it takes. While the bulk upgrade occurs, the existing streetlights will still need to be maintained, and the scope will reduce each month as more lights are changed to LED. It is estimated that a 12 month extension of the contract would require an increase in the contract sum by up to \$300,000 to a total of \$1,452,916.01 plus GST.

Council would also require approval from NZTA as the extended contract period will exceed 5 years which they have previously approved.

A tender for the supply of LED luminaires and a separate tender for the installation of these LED luminaires is currently being prepared in anticipation of the funding being approved by Council through the 2017/18 Annual Plan process.

**OPTIONS**

**PART One**

**Increase Contract sum for 5<sup>th</sup> year of TDC/1112/069**

Based on the information above it is considered that there are two options:

1. Do not Increase the Contract sum.
2. Increase the Contract sum.

Analysis of Options

Option 1.- Do not Increase the Contract sum.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Reduction in expenditure.</li> </ul>	<ul style="list-style-type: none"> <li>• Unable to achieve desired outcome of maintaining the Streetlight network to the current standard and provide the level of service to the community which is provided by Broadspectrum.</li> <li>• Likely safety and security issues if lighting falls below the required levels.</li> <li>• Likely to be in breach of the Conditions of Contract.</li> </ul>

Option 2. - Increase the Contract sum.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Able to achieve desired outcome of maintaining the Streetlight network to the</li> </ul>	<ul style="list-style-type: none"> <li>• Nil.</li> </ul>

current standard and provide the level of service to the community which is provided by Broadspectrum.	
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Analysis Conclusion:

The preferred option is Option 2 to increase the Contract sum for Contract TDC/1112/069 Streetlight Maintenance by \$100,000 to a total sum of \$1,152,916.01 plus GST.

**PART TWO**

**Authorisation to negotiate extension of Contract TDC/1112/069 for up to 12 months**

Based on the information above it is considered that there are three options:

1. Extend the existing contract
2. Prepare and tender an interim Streetlight Contract.
3. Prepare and tender an all-encompassing Streetlight Contractor to include the ongoing maintenance as well as the installation/upgrade of the LED lights.

Analysis of Options

Option 1 - Extend the existing contract

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Able to achieve desired outcome of maintaining the Streetlight network to the current standard and provide the level of service to the community which is provided by Broadspectrum.</li> <li>• Utilise efficiencies Broadspectrum have developed over the past 4 years and 8 months</li> <li>• Requires minimal Council staff time and costs which would be required during the tendering process.</li> <li>• Negotiation will allow the scope and period of the contract to be changed as the number of streetlights replaced with LED lights increases each month</li> <li>• Will enable the uptake of the 85% NZTA funding for the upgrade to LED lights</li> </ul>	<ul style="list-style-type: none"> <li>• Does not test the market</li> </ul>

Option 2 - Prepare and tender an interim Streetlight Contract

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Will test the market.</li> </ul>	<ul style="list-style-type: none"> <li>• Will require significant Council staff time and costs associated with the tendering process.</li> <li>• With the nation-wide LED upgrade programme, there is uncertainty with the availability of electrical Contractors to tender for this work.</li> <li>• Some difficulty to accurately scope the work due the number of lights being upgraded to LED lights.</li> <li>• A new Contractor may take some time to get familiar with the Streetlight network.</li> </ul>

Option 3 - Prepare and tender an all-encompassing Streetlight Contractor to include the ongoing maintenance as well as the installation/upgrade of the LED lights.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• One Contractor involved with the District Streetlight network.</li> </ul>	<ul style="list-style-type: none"> <li>• Insufficient time to prepare and award tender prior to 1 July 2017</li> <li>• Will require significant Council staff time and costs associated with the tendering process.</li> <li>• With the nation-wide LED upgrade programme, there is uncertainty with the availability of electrical Contractors to tender for this work.</li> <li>• Some difficulty to accurately scope the work due the number of lights being upgraded to LED lights.</li> <li>• A new Contractor may take some time to get familiar with the Streetlight network.</li> <li>• Could involve two contractors with potential to overlap some activities.</li> </ul>

Analysis Conclusion:

The preferred option is Option 1 for CEO to negotiate the extension of Contract TDC/1112/069 Streetlight Maintenance for a further period of up to 12 months with Broadspectrum by \$300,000 to a total sum of \$1,452,916.01 plus GST to 30 June 2018.

**CONSIDERATIONS**

**Financial Considerations**

Adoption of the recommendations will increase the contract sum for Contract TDC/1112/069 Streetlight Maintenance by \$100,000 for the fifth year of the contract and extension of Contract TDC/1112/069 for up to 12 months at a maximum cost of \$300,000.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for in the Transportation budgets for AP2016/17 and the draft AP 2017/18.

**Legal Considerations**

Local Government Act 2002

The matter comes within scope of the Council’s lawful powers, including satisfying the purpose statement of Section 10 of the Local Government Act 2002. The matter will enable the Council to meet the current and future needs of communities for good quality local infrastructure. (i.e. efficient, effective and appropriate to present and anticipated future circumstances).

**Policy Implications**

NZTA approval for the extension of the contract for up to 12 months will be required.

**Risks**

There is a risk that agreement may not be reached with Broadspectrum over the terms of the extension of the contract.

**SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council’s Significance and Engagement policy identifies the following matters that are to be taken into account when assessing the degree of significance of proposals and decisions:

- a. The level of financial consequences of the proposal or decision;
- b. Whether the proposal or decision will affect a large portion of the community or community of interest;
- c. The likely impact on present and future interests of the community, recognising Maori cultural values and their relationship to land and water;
- d. Whether the proposal affects the level of service of an activity identified in the Long Term Plan;
- e. Whether community interest is high; and
- f. The capacity of Council to perform its role and the financial and other costs of doing so.

Officers have undertaken a rounded assessment of the matters in clause 11 of the Significance and Engagement Policy (2016), and are of the opinion that the proposal under consideration is of low importance.

### **ENGAGEMENT**

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

### **COMMUNICATION/MEDIA**

No communication/media is required regarding the decisions being recommended in this report. A communications plan will be developed for the roll out of LED lighting.

### **CONCLUSION**

The contract sum for Contract TDC/1112/069 Streetlight Maintenance was not increased at the time the last extension was approved by Council. It has now become apparent that due to the extent of streetlight maintenance and renewal work carried out over the first eight months of the 2016/17 the approved contract value will be exceeded and an additional \$100,000 is required to fund expected work for the final four months of the contract to 30 June 2017.

The proposed upgrade to LED lights coincides with the end of the 5 year term of the existing Streetlight Maintenance Contract. The most cost effective option is to complete the supply and upgrade of the streetlights to LED as a separate contract before tendering a new streetlight maintenance contract as it is anticipated that there will be a significant reduction in the maintenance requirements by the longer life and low maintenance of the LED lighting. It is expected this new maintenance contract will commence from 1 July 2018.

### **ATTACHMENTS**

Nil

### 5.3 RECEIPT OF DRAFT STATEMENTS OF INTENT

**Author:** Sue Shaw, Business Development Coordinator

**Authorised by:** John Ridd, Group Manager: Business and Technology

#### PURPOSE

For Council to receive the draft Statements of Intent from its Council-Controlled Organisations [CCOs] and instruct staff to undertake a review of these documents [to be supplied to Council for consideration in April].

#### EXECUTIVE SUMMARY

A number of accountability documents from various Council Controlled Organisations are required to be formally received by Council including draft Statements of Intent.

The purpose of this item is to allow Council to formally receive these documents. This item includes the following draft Statements of Intent:

- Taupō Airport Authority [TAA];
- Local Authority Shared Services [LASS];
- Bay of Plenty LASS [BOPLASS];
- Destination (Great) Lake Taupō [DGLT];
- New Zealand Local Government Funding Agency Limited [LGFA].

NB: Lake Taupō Protection Trust (LTPT)

The Lake Taupō Protection Project Joint Committee received the Lake Taupō Protection Trust six-monthly report and draft SOI at its meeting on 20 March 2017. It will review these under the requirements of the Local Government Act 2002.

#### RECOMMENDATION(S)

That Council receives the draft Statements of Intent and instructs staff to undertake a review of these documents [to be supplied to Council for consideration in April] for the 2017/18 financial year from the:

- a. Taupō Airport Authority;
- b. Local Authority Shared Services;
- c. Bay of Plenty Local Authority Shared Services;
- d. Destination (Great) Lake Taupō; and
- e. NZ Local Government Funding Agency Limited.

#### BACKGROUND

The proposal has not been presented previously.

The Local Government Act 2002 places three key accountability requirements on CCOs:

1. A six monthly report on operations – due by 1 March each year (circulated via CWU)
2. An annual report – due within 3 months of the end of the financial year i.e. by 1 September
3. A Statement of Intent – draft due by 1 March each year and finalised by 30 June each year

The purposes of these reports are as follows:

**1. Six monthly report on operations:**

The report is required to include information relating to the CCOs achievement against its performance targets as stated in its Statement of Intent.

**2. Annual report**

This report must include the following:

- Information that is required by its Statement of Intent;
- Information that is necessary to enable an informed assessment of the operations of the organisation, including a comparison of the performance of the organisation with the statement

of intent and an explanation of any material variances between the performances and the statement of intent. It must also state the dividend, if any, authorised to be paid or the maximum dividend proposed to be paid by that organisation for its equity securities (other than fixed interest securities) for the financial year;

- Audited consolidated financial statements for that financial year; and
- An auditors report on those financial statements and the performance targets and other measurers by which performance was judged in relation to the organisation’s objectives.

**3. Statement of Intent** – for the following year

The purpose of a statement of intent is to:

- state publicly the activities and intentions of a council-controlled organisation for the year and the objectives to which those activities will contribute; and
- provide an opportunity for shareholders to influence the direction of the organisation; and
- provide a basis for the accountability of the directors to their shareholders for the performance of the organisation.

The draft is due by 1 March to allow Council time to provide feedback and comments by 1 May. Having considered any comments from Council, the CCOs must then deliver their final SOIs to Council before 30 June. The SOI must cover the aspects listed in Attachment 1.

**DISCUSSION**

Council is receiving the draft SOIs for five CCOs:

- Taupō Airport Authority [TAA];
- Local Authority Shared Services [LASS];
- Bay of Plenty LASS [BOPLASS];
- Destination (Great) Lake Taupō [DGLT];
- New Zealand Local Government Funding Agency Limited [LGFA].

The draft Statements of Intent will be reviewed with any proposed recommendations for consideration at the April meeting.

A workshop to review DGLT’s SOI is scheduled for 28 March 2017.

Based on this information it is considered that there are 2 options.

**OPTIONS**

Analysis of Options

*Option 1 - Receive the draft SOIs*

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Complies with our obligations as a CCO shareholder under the Local Government Act 2002.</li> </ul>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
<ul style="list-style-type: none"> <li>• Allows Council to progress to reviewing and providing commentary on the draft SOIs within the specified timeframes.</li> </ul>	

*Option 2 - Do not receive the draft SOIs*

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• Would not comply with our obligations as a CCO shareholder under the Local Government Act 2002.</li> </ul>
	<ul style="list-style-type: none"> <li>• Would not allow Council to progress to reviewing and providing commentary on</li> </ul>

	the draft SOIs within the specified timeframes.
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**Analysis Conclusion:**

Option 1 is considered the preferred option as this fulfils Council's requirements under the Local Government Act.

Not receiving the draft SOIs would not comply with our obligations as a CCO shareholder under the Local Government Act 2002 and would not allow Council to progress to reviewing and providing commentary on the SOIs within the specified timeframes.

**CONSIDERATIONS****Financial Considerations**Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for under the Long Term Plan and Annual Plan.

**Legal Considerations**Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of Section 10 of the Local Government Act 2002. The matter will enable the Council to meet the current and future needs of communities for good quality performance of Council's regulatory functions. (i.e. efficient, effective and appropriate to present and anticipated future circumstances).

**Policy Implications**

The CCOs are included in the Long Term Plan and Annual Plan.

**Risks**

If not formally received the Council will not be complying with the Local Government Act 2002 obligations as a CCO shareholder.

**SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council's Significance and Engagement policy identifies the following matters that are to be taken into account when assessing the degree of significance of proposals and decisions:

- a. The level of financial consequences of the proposal or decision;
- b. Whether the proposal or decision will affect a large portion of the community or community of interest;
- c. The likely impact on present and future interests of the community, recognising Maori cultural values and their relationship to land and water;
- d. Whether the proposal affects the level of service of an activity identified in the Long Term Plan;
- e. Whether community interest is high; and
- f. The capacity of Council to perform its role and the financial and other costs of doing so.

Officers have undertaken a rounded assessment of the matters in clause 11 of the Significance and Engagement Policy (2016), and are of the opinion that the proposal under consideration is of low importance.

**ENGAGEMENT**

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

**COMMUNICATION/MEDIA**

No communication/media is required.



**CONCLUSION**

Council is obliged to receive the draft Statements of Intent from its CCOs in accordance with the Local Government Act 2002.

**ATTACHMENTS**

1. Items to be covered in CCO Statements of Intent (under separate cover) [⇒](#) 
2. Taupo Airport Authority for draft SOI for 1 July 2017 - 30 June 2018 [A1875819] (under separate cover) [⇒](#) 
3. Local Authority Shared Services draft SOI 1 July 2017 - 30 June 2018 [A1882315] (under separate cover) [⇒](#) 
4. Bay of Plenty Local Authority Shared Services draft SOI for 1 July 2017 - 30 June 2018 [A1877475] (under separate cover) [⇒](#) 
5. Destination (Great) Lake Taupo draft SOI for 1 July 2017 - 30 June 2018 [A1882052] (under separate cover) [⇒](#) 
6. NZ Local Government Funding Agency Ltd draft SOI for 1 July 2017 - 30 June 2018 [A1877540] (under separate cover) [⇒](#) 

**5.4 ADOPT STATEMENT OF PROPOSAL FOR THE FEES AND CHARGES 2017/18**

**Author:** Ariell King, Senior Policy Advisor

**Authorised by:** Alan Menhennet, Group Manager: Finance and Strategy

**PURPOSE**

This report seeks Council's adoption of the statement of proposal of the draft fees and charges for consultation.

**EXECUTIVE SUMMARY**

Council sets fees and charges annually for the various activities and services it provides. We are required to consult on fees and charges for regulatory services (animal control, building services, planning services, and inspection services), water supply, parks and reserves, trade waste and solid waste.

It is recommended that Council adopts the statement of proposal of the draft fees and charges for consultation.

**RECOMMENDATION(S)**

That Council adopts the statement of proposal of the draft fees and charges in Attachment 1 (A1875484) for consultation using the special consultative procedure set out in section 83 of the Local Government Act 2002.

**BACKGROUND**

Council sets fees and charges annually for the various activities and services it provides. We are required to consult annually on the fees and charges for regulatory services (animal control, building services, planning services, and inspection services), water supply, parks and reserves, trade waste and solid waste. These fees are included in the Statement of Proposal (attachment 1).

The remaining fees and charges are set by Council. There are proposed changes to several of these fees (attachment 2). The changes are minor in nature and in several cases are a result of Council decisions from the Long-term Plan 2015 – 25. These proposed changes are not significant and consultation is not required when assessed against Council's significance and engagement policy.

**OPTIONS**

Council can either choose to adopt the statement of proposal of the fees and charges for 2017/18 or not. It is preferred that Council adopts the statement of proposal so that Council can continue to collect them.

**CONSIDERATIONS****Financial Considerations**

The financial considerations and implications of the fees and charges have been included in the budgets for the Annual Plan 2017/18.

**Legal Considerations**

Council is able to set the majority of its fees through resolution. For those fees which Council must consult on this must be done using the special consultative procedure as set out in section 83 of the LGA.

**Policy Implications**

The fees and charges may be set at Council's discretion taking into account the Revenue and Financing Policy and the cost of the activity.

**SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council's Significance and Engagement Policy identifies the matters that are to be taken into account when assessing the degree of significance of proposals and decisions. The decision to adopt the statement of proposal of the fees and charges is considered a significant decision in accordance with Council's policy.

**ENGAGEMENT AND COMMUNICATION**



Consultation on the statement of proposal will take place from 4 April – 5 May 2017. A public notice will be included in the local newspaper on 4 April 2017 advising the community that the Council is seeking feedback

on the fees and charges included in the statement of proposal. The statement of proposal will be available on Council's website and information will also be included in Council's weekly updates in the Taupō Times over April 2017.

### **CONCLUSION**

Council sets its fees and charges annually for the various activities and services it provides. We are required to consult on fees and charges for regulatory services, water supply, parks and reserves, trade waste and solid waste. The attached Statement of Proposal includes these charges and outlines the reasons for the proposed changes.

### **ATTACHMENTS**

1. Statement of proposal for draft fees and charges for 2017/18 (under separate cover) [⇒](#) 
2. Draft fees and charges 2017/18 (which do not require consultation). (under separate cover) [⇒](#) 

**5.5 KINLOCH ESPLANADE RESERVE VEHICLE ACCESS**

**Author:** Nick Carroll, Policy Manager

**Authorised by:** Alan Menhennet, Group Manager: Finance and Strategy

**PURPOSE**

This report is intended to provide Council with requested information on two potential options and enable further decision making.

**RECOMMENDATION(S)**

That Council...

**BACKGROUND**

Council has been considering how best to manage the interaction of vehicles, people and the protected trees on the Kinloch Esplanade Reserve. At the Council meeting on 7 February 2017 Council decided to revoke an earlier decision and then directed officers to provide additional information:

***TDC201702/07 RESOLUTION***

*That Council instructs officers to bring back an assessment of the Kinloch Action Group's plan for the Kinloch Lakefront Reserve including costings and how it would be funded, along with staff plans / drawings of the Reserve without vehicles to the March or April 2017 Council meeting.*

This report presents that requested information.

**PROPOSED CAR PARKING ON THE KINLOCH ESPLANADE**

One of the options that Council has previously considered involved closing the reserve to the east of the Scotsman's ramp to regular vehicle use. In recognition of the potential displacement of vehicles that such a closure might create Council decided to reconfigure the existing car parking on the Kinloch Esplanade to allow for additional car parking.

There are a number of ways in which this outcome can be achieved, but they ultimately depend on balancing the desire to maximise the potential car parking with the desire to provide amenity. Initial estimates suggest that turning the existing parallel car parking along the lakeside of the street into angled car parks would cost approximately \$90,000.

Ideally the ability to parallel park on the opposite side of the street, outside the houses, would be retained. To make that as easy as possible the new angled car parks would be pushed into the existing grassed area.

Variations on this design can be made depending on exactly what outcomes Council wishes to achieve.

**ASSESSMENT OF THE ACTION GROUP PROPOSAL**

A community group has come together and produced a multifaceted proposal for the Kinloch Esplanade Reserve and adjacent car parking area on the Kinloch Esplanade. Officers have reviewed the proposal and identified some of the potential costs associated with its implementation. A description of the different costs associated with each element of the plan are attached. These are only estimates based on the conceptual nature of the proposal. More accurate costs could be developed if a specific design is agreed.

The proposed movement of sand from the western side of the marina to the Kinloch Esplanade Reserve has not been costed at this point. In many respects that work is a very separate issue that needs to be considered within the context of the Long Term Plan and the wider work programme looking at responses to lakeshore erosion.

In relation to the rest of the proposal, there are relatively few elements that would raise issues:

- a. The children's playground at the far eastern end of the reserve would need to be relatively small given the limited recreational space available. It is also noted that there is an existing playground on the western side of the marina.

- b. The design of the turning area at the end of the reserve road should be sufficient to allow vehicles to easily turn. This might reduce the ability to provide car parking in that vicinity as shown on the concept plan.
- c. The nature of the underlying soil where the road is intended to be extended will not be known until excavations are undertaken. The presence of soft unconsolidated material would likely increase the cost of the road construction.
- d. The proposed parallel car parking would be better located on the left hand side of the road as you enter the reserve. Having it on the lake side creates a potential safety concern with people turning across the oncoming traffic to try and park. Alternatively, a better outcome might be achieved by using angled car parking bays. These could be spaced out in a series of blocks with green space in between. Such an approach could also better utilise the area between the road and the adjacent properties which is too narrow for most recreational uses. The other challenge with parallel car parking is that it may be used by cars with trailers therefore providing reduced capacity for cars to park.
- e. While speed bumps and a pedestrian crossing have been proposed, there is a range of ways to achieve a slower speed environment for vehicles along the road. The quality of the design will drive the likely costs, for example a raised and paved pedestrian walkway will cost more than a plastic speed bump.
- f. Careful consideration should be given to the replanting on the reserve. The value associated with the notable poplar trees on the reserve partly comes from the fact they are clustered together as a group. Consideration should be given to maintaining that group value by replanting further poplar trees to replace those that progressively die.
- g. The installation of an irrigation system would have initial capital costs and then ongoing operational costs. This would become the only lakefront reserve that was irrigated raising questions about differing levels of service across communities.

## **FINANCIAL IMPLICATIONS**

A provisional sum of \$100,000 (exclusive of GST) has been placed in the draft Annual Plan for 2017/18. Depending on what decisions Council makes it may be appropriate to change that amount. In relation to the proposal by the Action Group, a set of indicative costs has been attached to this report to provide a guide to potential costs if elements of their proposal were pursued.

It is unlikely that the proposed works could be funded via the use of development contributions. Council would need to identify an appropriate project in the long-term plan that had a clear growth component as opposed to lifting the existing level of service.

## **POLICY DIRECTION**

The current reserve management plan covering this area creates a tension between a stated desire to maintain vehicle access and an acknowledgement that there are notable trees on the reserve that should be protected. Previous advice has indicated that ongoing vehicle movement in the root zone of the trees is likely to impact the health of the trees. Council has yet to come to agreement on how to resolve this tension.

The concept plan proposed by the Action Group would assist in moving vehicles further away from the notable trees. It should be acknowledged that while the District Plan creates an area of at least 4m around each tree what should be free of vehicles, a wider area of exclusion would be more beneficial to the long term health of the trees.

In relation to the car parking on the Kinloch Esplanade, the concept plan in the reserve management plan notes a desire for an improved car parking layout and amenity. This suggests that the proposal to adjust the car parking layout is consistent with the existing reserve management plan.

## **CONCLUSION**





This report provides Council with the approximate costs associated with upgrading the car parking on the Kinloch Esplanade. There is the potential for Council to direct elements of the design process to achieve certain outcomes depending on whether Council wishes to maximise the potential car parking or increase the amenity in the area.

Similarly, an assessment of the proposal by the Action Group shows that there will be a range of costs depending on which elements of the design are favoured. Fundamentally there are no elements of the

proposed concept that cannot be achieved, however there could be the need for some design changes such as the placement of car parking to maintain manoeuvring or the design of bollards to minimise maintenance.

This information can be added to the existing information that Council has gathered over the last two years to assist in decision making.

#### **ATTACHMENTS**

1. Kinloch Action Group Submission (27 January 2017) [A1885340]  
2. Potential car parking layout - Kinloch Esplanade (A1885336)  
3. Kinloch Lakefront Reserve Development, Southern End - Estimated Development Costs

**5.6 HAWKE'S BAY TRIENNIAL AGREEMENT 2016-19**

**Author:** Jane Budge, Senior Policy Advisor

**Authorised by:** Alan Menhennet, Group Manager: Finance and Strategy

**PURPOSE**

The purpose of this report is to adopt the 2016-2019 Hawke's Bay Triennial Agreement.

**EXECUTIVE SUMMARY**

The Local Government Act 2002 (LGA) requires all local authorities within each region to enter into a triennial agreement for the period until the next triennial general election. This agreement must be entered into not later than 1 March after each election.

The Taupō district is within the Waikato, Bay of Plenty, and Horizons (Manawatu-Whanganui) regions and Council adopted their triennial agreements at the Council meeting on 28 February 2017.

We are also a non-primary signatory to the 2016-19 Hawke's Bay Triennial Agreement, having a small area within the Hawke's Bay region.

As mentioned at the meeting on the 28 February, the Hawke's Bay councils had initially had some issues which have now been resolved. The Hawke's Bay councils have now agreed to adopt the 14 February teleconference version of the Triennial Agreement. Attached are copies of the marked up version and the agreed version.

It is recommended that Council adopt the 2016-2019 Hawke's Bay Triennial Agreement.

**RECOMMENDATION(S)**

That Council adopts the Triennial Agreements for the Hawke's Bay Region as a non-primary signatory.

**BACKGROUND**

The Local Government Act 2002 (LGA) requires all local authorities within each region to enter into a triennial agreement for the period until the next triennial general election. This agreement must be entered into not later than 1 March after each election.

These agreements contain protocols for communication and co-ordination amongst the authorities until the next triennial general election of members. Each agreement must also include a statement of the process for consultation of proposals for new regional council activities. The agreements are intended to maximise efficiency, promote wellbeing collaboratively, and increase cooperative approaches to local governance.

The Taupō district is within the Waikato, Bay of Plenty, and Horizons (Manawatu-Whanganui) regions and Council adopted their agreements at the Council meeting on 28 February 2017.

Taupō district also has a small area within the Hawkes Bay region. Taupō District Council is considered a non-primary signatory to this Triennial Agreement, meaning that Council need only be involved with the agreement when an area under its jurisdiction is affected.

As Council was made aware at its meeting on 28 February the Hawke's Bay councils have re-written their agreement compared to the 2013-16 Agreement. However, the intent and content is in line with the previous agreement. They have also added amendments to ensure that it meets the changes to section 15 of the LGA.

As mentioned at the meeting on the 28 February, the Hawke's Bay councils had initially had some issues which have now been resolved. The Hawke's Bay councils have now agreed to adopt the 14 February teleconference version of the Triennial Agreement. Attached are copies of the marked up version and the agreed version.

**DISCUSSION**

It is recommended that Council adopt the 2016-2019 Hawke's Bay Triennial Agreement.

## CONSIDERATIONS

### Financial Considerations

There are no financial implications associated with this paper.

### Legal Considerations

Section 15 of the LGA sets out the minimum requirements for triennial agreements, which were outlined at last month's council meeting when the other regions triennial agreements were adopted.

### Policy Implications

There are no policy implications associated with this paper.

### Risks

There is a risk if Council chooses not to adopt the Hawke's Bay Triennial Agreement of not meeting its legal obligations under the LGA. We have already missed the deadline of 1 March and Council is likely to receive some criticism from the other councils if we choose not to adopt the revised agreement.

## SIGNIFICANCE OF THE DECISION OR PROPOSAL

Council's Significance and Engagement policy identifies the following matters that are to be taken into account when assessing the degree of significance of proposals and decisions:

- a. The level of financial consequences of the proposal or decision;
- b. Whether the proposal or decision will affect a large portion of the community or community of interest;
- c. The likely impact on present and future interests of the community, recognising Maori cultural values and their relationship to land and water;
- d. Whether the proposal affects the level of service of an activity identified in the Long Term Plan;
- e. Whether community interest is high; and
- f. The capacity of Council to perform its role and the financial and other costs of doing so.

Officers have undertaken a rounded assessment of the matters in clause 11 of the Significance and Engagement Policy (2016), and are of the opinion that the proposal under consideration is of low importance.

## ENGAGEMENT

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no engagement is required prior to Council making a decision.

## COMMUNICATION/MEDIA



No communication/media is required.

## CONCLUSION

The proposed amendments to the Hawke's Bay Triennial Agreement are to ensure compliance with the changes to section 15 of the LGA and are in line with the intent of the changes to the LGA.

It is recommended that Council adopt the 2016-2019 Hawke's Bay Triennial Agreement.

## ATTACHMENTS

1. Draft 2016 Triennial Agreement - HB region marked up version - 14 February 2017 (A1867923) [⇒](#) 
2. Final 2016 Triennial Agreement - HB region (A1869465) [⇒](#) 



**5.7 COUNCIL'S FEBRUARY PERFORMANCE REPORT**

**Author:** Gareth Green, Chief Executive Officer

**Authorised by:** Gareth Green, Chief Executive Officer

**PURPOSE**

This report provides Council with an overview on the performance of the organisation in relation to:

- Our financial performance for the month;
- How projects are progressing with respect to time, budget and delivery
- Whether services are meeting the desired performance measures
- Any emerging challenges or opportunities.

**RECOMMENDATION(S)**

That Council notes the information contained in the Council Performance report for the month of February 2017.

**HIGHLIGHTS FROM THE PAST MONTH**

Our new vision for the organisation 'Making a Better Life for You and Your Families – We're in this together, Let's make it work' has been launched. This will be the filter for our decision making and the values that flow out from sessions with staff will set the benchmark for how we work across the organisation.

There has been a good response to the campaign we are running around the neutering of menacing dogs. We attracted Government funding for the campaign which includes desexing and microchipping of dogs in the menacing category. So far more than 20 dog owners have taken up the offer, with follow-up contacts planned for those who have not yet responded.

Work on the planning stages for the extension of the Taupō water supply to Waitahanui is progressing. Four proposals were received during the expression of interest phase and three of those have been selected to put in a request for proposal to carry out the work.

There have been 674 building consents issued for the year-to-date, with a total value of \$125.3 million. That is an increase in value of 35 per cent, and a 10 per cent increase in number, for the same time the previous year.

**EMERGING CHALLENGES AND OPPORTUNITIES**

Forensic testing of the wastewater pressure main that failed at Kowhai Road revealed the pipe is at the end of its useful life. Due to the pipe's proximity to the lake and the size of the catchment, the decision was made to replace it immediately. This work began last week.

Submissions on the draft freedom camping bylaw and the review of the Reid's Farm Management Plan are open until April 18. At the time of preparing the agenda, we had received 36 freedom camping submissions and nine on the Reid's Farm review. To encourage more community involvement, consultation events have been held in Kinloch, Turangi and Omori. We will be visiting Mangakino this week and will have a stall at the Taupō Market on April 8.

To retain the Garden of Significance status for the gardens in the South Domain, it is likely we are going to have to make some improvements before the next assessment in 2017/18. Funding for some improvement works has been included in the draft Annual Plan.



The Local Government and Environment Select Committee has reported back on the Resource Legislation Amendment Bill (the Bill). The Bill's intended purpose is to create a resource management system that achieves the sustainable management of natural and physical resources in an efficient and equitable way. The Select Committee is recommending that the Bill be passed with various amendments.

**FINANCIAL PERFORMANCE**

This financial report is for the eight months to 28 February 2017. Overall Council is \$5.3m ahead of plan primarily due to development contributions (\$0.4m), operating revenues (\$1.3m), extra other operating revenue (\$2.6m) all being above plan and other operating expenses (\$0.4m) below plan.

Our year end forecast is a surplus of \$7.3m which is \$2.8m ahead of plan, income is forecasted to be \$4.4m above plan offset by expenses \$1.6m above plan.

**ATTACHMENTS**

1. February 2017 Project and Service Council Performance Report [A1879947] [⇨](#) 
2. Treasury Management Report [A1889981] [⇨](#) 

**5.8 ELECTRIC VEHICLE CHARGING STATIONS**

**Author:** Denis Lewis, Infrastructure Manager

**Authorised by:** Kevin Strongman, Group Manager, Operational Services

**PURPOSE**

To consider a proposal from Unison to establish an EV charging station on Kaimanawa Street, Taupō.

**EXECUTIVE SUMMARY**

Council at its November meeting allocated two parks in the carpark between Roberts Street and Tuwharetoa Street for the purpose of establishing an EV charging station. The selected supplier declined the offer primarily due to costs associated with reticulation of power to the site.

Unison has subsequently approached Council with a proposal to establish an EV charging station site on Kaimanawa Street.

**RECOMMENDATION(S)**

1. That Council approves Unison's proposal to establish an EV Charging station on Kaimanawa Street adjacent to the fire station.
2. That Council revokes resolution TDC201611/11 in relation to Electric Vehicle Charging Stations, as set out below:

*TDC201611/11 RESOLUTION*

*Moved: Cr Zane Cozens*

*Seconded: Cr John Boddy*

*That Council allocates 2 Council carparks in the carpark between Roberts Street and Tuwharetoa Street to Charge.net for the purpose of an EV charging station.*

*CARRIED*

**BACKGROUND**

The proposal has been before Council at a prior meeting 29 November 2016, item number 4.3 and the following resolution was made: That Council allocates 2 Council carparks in the carpark between Roberts Street and Tuwharetoa Street to Charge.net for the purpose of an EV charging station.

In February Council received advice from Charge.net that they were not going to take up the offer of the two carparks due to costs associated with reticulation of power to the site. (See attached letter)

Charge.net indicated that they had been working with Unison for the provision of power to the site and that Unison was keen to explore further opportunities. Unison was one of those that expressed an interest in Council's proposal.

**DISCUSSION**

Unison have since made contact with Council officers and submitted a proposal to establish a number of EV charging stations on road reserve along Kaimanawa Street in the vicinity of the fire station. The primary reason for this location is the close proximity to an under utilised transformer on the Colonel Roberts Reserve. (See attached proposal).

A number of other CBD and CBD fringe areas were considered but discounted primarily due to the costs associated with either upgrading transformers or transmission lines from transformers to an EV charging site.

There are two options:

- Accept the proposal from Unison
- Decline the proposal from Unison.

**OPTIONS**

Analysis of Options

Option 1. Accept the proposal from Unison

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>An EV charging station is established in Taupō</li> <li>The site selected does not impact on parking demand</li> </ul>	<ul style="list-style-type: none"> <li>Site selected is not Council's preferred site</li> </ul>

Option 2. Decline the proposal from Unison

Advantages	Disadvantages
	<ul style="list-style-type: none"> <li>Unlikely that EV charging station available to the public will be established in Taupō in the short term</li> </ul>

Analysis Conclusion:

The preferred option is to accept Unison's proposal to establish an EV charging station on Kaimanawa Street. If Council accepts the proposal, it is recommended that the previous resolution approving the use of two Council car parks in the carpark between Roberts Street and Tuwharetoa Street to Charge.net be revoked.

**CONSIDERATIONS**

**Financial Considerations**

The financial impact of the proposal is the cost of a standard EV charging sign in the order of \$150 installed.

**Legal Considerations**

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of Section 10 of the Local Government Act 2002. The matter will enable the Council to meet the current and future needs of communities for good quality local public services. (i.e. efficient, effective and appropriate to present and anticipated future circumstances).

Resource consent will be required for the signage shown on page 4 of the attachment.

**Policy Implications**

There are no known policy implications

**Risks**

There are no known risks.

**SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council's Significance and Engagement policy identifies the following matters that are to be taken into account when assessing the degree of significance of proposals and decisions:

- a. The level of financial consequences of the proposal or decision;
- b. Whether the proposal or decision will affect a large portion of the community or community of interest;
- c. The likely impact on present and future interests of the community, recognising Maori cultural values and their relationship to land and water;
- d. Whether the proposal affects the level of service of an activity identified in the Long Term Plan;

- e. Whether community interest is high; and
- f. The capacity of Council to perform its role and the financial and other costs of doing so.

Officers have undertaken a rounded assessment of the matters in clause 11 of the Significance and Engagement Policy (2016), and are of the opinion that the proposal under consideration is of low importance.

### **ENGAGEMENT**

Unison has made contact with the Fire service and has verbal agreement for the siting of the EV Station. They are awaiting written confirmation.

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

### **COMMUNICATION/MEDIA**

A communications plan will be developed in conjunction with Unison.

### **CONCLUSION**

The uptake of Council's preferred site for the location of an EV charging station has not found favour with the market. An alternate proposal has been presented that would see up to 6 EV charging stations installed over time in a location that has little parking demand.

### **ATTACHMENTS**

1. Advice from Charge.net on EV Charging Station 
2. Unison EV Charging proposal Kaimanawa St 15 march 2017 

**5.9 FUNDING REQUEST FROM GO TONGARIRO**

**Author:** John Ridd, Group Manager: Business and Technology

**Authorised by:** Gareth Green, Chief Executive Officer

**PURPOSE**

For Council to decide if Go Tongariro should receive additional funding for the 2017/18 financial year over and above the amount already allocated in the Long-term Plan 2015-25.

**EXECUTIVE SUMMARY**

Go Tongariro is an independent economic development trust based in Turangi. The trust provides business growth and events support as well as retail and tourism promotion.

Go Tongariro received a grant of \$20,000 in 2015/16 and the intent was for their grant to gradually reduce over three years to \$14,000 in 2016/17 and then \$7000 in 2017/18.

Go Tongariro are seeking an additional \$20,000 in addition to the \$7000 currently allocated for the 2017/2018 financial year.

**RECOMMENDATION(S)**

That Council declines the request from Go Tongariro for additional funding of \$20,000 for the 2017/18 financial year.

**BACKGROUND**

Go Tongariro was established in 2013 with a mission to provide “a strong, sustainable and proactive group that represent the interests of all stakeholders in the greater Turangi/Tongariro region and deliver on the base camp promise”. The group’s activities are currently funded by Taupō District Council, Destination Great Lake Taupō and Enterprise Great Lake Taupō. Go Tongariro’s current strategic plan, prepared in 2013, is attached (attachment 1). The strategic plan outlines six key strategic areas including building a sustainable entity that has long term, viable financial and operational outcomes. This included an expectation that Go Tongariro would develop a targeted rate model and secure the necessary support to implement, and that they would seek financial support from Trusts and other entities. Go Tongariro has indicated that they are in the process of creating a self sustaining funding strategy.

Council has a service contract in place with Go Tongariro which sets out the expectations and deliverables on an annual basis (attachment 2).

Council has received a request from Go Tongariro for additional funding of \$20,000 for the 2017/18 financial year (see attachment 3). The additional funding is to provide for the co-ordinator role with Go Tongariro noting that the funding is important for the continuation of the organisation.

**DISCUSSION**

Council clearly indicated in the Long-term Plan 2015 – 25 that the funding from Council to Go Tongariro would reduce over a three year period from \$20,000 in 2015/16, \$14,000 in 2016/17 and \$7,000 in 2017/18.

Go Tongariro has a set of obligations as provided for in their service contract. At this point in time Go Tongariro has not met these obligations including the lack of a performance report for 2015/16. Limited progress has been made towards a self sustaining funding strategy.

Based on this information it is considered that there are two options. Council can choose to either agree to the funding request or decline it.

**OPTIONS**

*Option 1: Council agrees to provide additional funding of \$20,000 to Go Tongariro for the 2017/18 financial year.*

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>Go Tongariro have indicated that the funding is required to ensure the continuation of the coordinator role.</li> </ul>	<ul style="list-style-type: none"> <li>Council’s Long-term Plan 2015 – 25 clearly indicated that the funding provided for Go Tongariro would reduce over a three year period to a total of \$7,000 in 2017/18. Go Tongariro’s request would require additional funding of \$20,000 to be included in the Annual Plan 2017/18.</li> <li>Council does not have an understanding of the community view regarding providing an additional \$20,000 to Go Tongariro.</li> </ul>

*Option 2: Council declines Go Tongariro request for additional funding of \$20,000 for the 2017/18 financial year.*

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>This option would be consistent with the direction set out in Council’s Long-term Plan 2015 – 25 that the funding provided for Go Tongariro would reduce over a three year period to a total of \$7,000 in 2017/18.</li> </ul>	<ul style="list-style-type: none"> <li>The Go Tongariro coordinator role may be disestablished. This is likely to have a negative impact on Go Tongariro’s ability to meet the expectations set out in a service contract.</li> </ul>

Analysis Conclusion:

Based on the information outlined above the recommended option is option 2. Council’s Long-term Plan 2015 – 25 clearly indicated the level of funding that would be available for the 2017/18 financial year. This was based on an understanding that Go Tongariro would seek other funding sources to become a sustainable entity. Go Tongariro has also not met its obligations set out in the service contract with Council.

**CONSIDERATIONS**

**Financial Considerations**

Based on the preferred option there is no financial impact. The Annual Plan 2017/18 will include a funding grant of \$7,000 for Go Tongariro.

**Legal Considerations**

There are no legal considerations associated with the preferred option.

**Policy Implications**

There are no known policy implications.

**Risks**

The preferred option does not create a risk to Council.

**SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council’s Significance and Engagement policy identifies the matters that are to be taken into account when assessing the degree of significance of proposals and decisions. Officers have undertaken an assessment of the matters in the Significance and Engagement Policy (2016), and are of the opinion that the proposal under consideration is of low importance. If Council chooses to provide the additional funding a further assessment against the Significance and Engagement Policy to determine the significance of that decision will be required. This will include an assessment regarding the need for consultation as part of the Annual Plan 2017/18.

**ENGAGEMENT**

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

**COMMUNICATION/MEDIA**

No communication/media is required.



**ENGAGEMENT**

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

**CONCLUSION**

Council's Long-term Plan 2015 – 25 clearly set out the funding for Go Tongariro over a three year period. This was based on the expectation articulated in their strategic plan that funding would be sought from other parties including the development of a targeted rate. Council has also not yet received the performance report for 2015/16. Based on this information it is recommended that Council declines the request for additional funding.

**ATTACHMENTS**

1. Go Tongariro Strategic Plan 2013 [⇒](#) 
2. Go Tongariro service contract 2016/17 [⇒](#) 
3. Request for funding from Go Tongariro



**5.10 COUNCIL ENGAGEMENTS APRIL 2017 AND CONFERENCE OPPORTUNITIES**

**Author:** Tina Jakes, Democracy & Community Engagement Manager

**Authorised by:** Brian Fox, Group Manager: Corporate and Community

**Engagements**

ENGAGEMENT	DAY	DATE	TIME
Workshop – Long-term Plan 2018-28: Strategy direction	Tuesday	4	11am – 1pm
Workshop – Water funding	Tuesday	4	1.30pm – 3.00pm
Turangi/Tongariro Community Board workshop – water funding [Boardroom, Turangi]	Tuesday	11	11am – 12pm
Turangi/Tongariro Community Board meeting [Boardroom, Turangi]	Tuesday	11	1pm – 4pm
Mangakino/Pouakani Representative Group meeting [Mangakino Service Centre]	Tuesday	18	10am – 12pm
Mangakino/Pouakani Representative Group workshop – water funding [Mangakino Service Centre]	Tuesday	18	1pm – 2pm
Council meeting	Wednesday	26	2pm – 5pm

**Conference and Professional Development Opportunities**

To approve, either prior or retrospectively, Councillor attendance at conferences and professional development courses as provided for in the TDC Code of Conduct clause 10.1(i).

Councillor Tangonui Kingi has indicated his interest in attending an Advanced Reading Skills course for newly elected members. The ARS programme is a one-day course being held on 12 April at Rotorua-Lakes Council and the cost is \$450.00 per person.

The course is designed to help to:

- Absorb and digest critical readings in less time
- Reduce reading fatigue
- Confidence in processing large volumes of reading material

Retrospective approval is also sought for Councillor Kingi to attend the Zone 2 meeting in Hamilton on 3 March 2017.

**RECOMMENDATION(S)**

1. That Council receives the information relating to engagements for April 2017.
2. That Council approves the attendance of Councillor Kingi at the Advanced Reading Skills course in Rotorua on 12 April 2017 and also the Zone 2 meeting in Hamilton on 3 March 2017 [retrospective].

**ATTACHMENTS**

Nil

**5.11 MEMBERS' REPORTS**

**Author:** Tina Jakes, Democracy & Community Engagement Manager

**Authorised by:** Brian Fox, Group Manager: Corporate and Community

**PURPOSE**

This item permits members to report on meetings/functions they have attended as Council's representative, or on behalf of Council, since the last Council meeting.

The item also provides an opportunity for members to report back, either verbally or by way of tabled information, specifically on conferences, seminars and professional development courses that they have attended.

No debate and/or resolution is permitted on any of the reports.

**CONCLUSION**

Members' reports will be presented at the meeting for receipt.

**RECOMMENDATION(S)**

That Council receives the reports from members.

**ATTACHMENTS**

Nil

## 6 CONFIDENTIAL BUSINESS

### RESOLUTION TO EXCLUDE THE PUBLIC

I move that the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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:

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
<p><b>Agenda Item No: 6.1</b> Confirmation of Confidential Portion of Ordinary Council Minutes - 28 February 2017</p>	<p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>Section 48(1)(a)(i)- the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 7</p>
<p><b>Agenda Item No: 6.2</b> Receipt of Confidential Portion of Minutes</p>	<p>Section 7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public</p>	<p>Section 48(1)(a)(i)- the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 7</p>
<p><b>Agenda Item No: 6.3</b> Consideration of Options - East Urban Lands Expressions of Interest Process</p>	<p>Section 7(2)(h) - the withholding of the information is necessary to enable [the Council] to carry out, without prejudice or disadvantage, commercial activities</p> <p>Section 7(2)(i) - the withholding of the information is necessary to enable [the Council] to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Section 48(1)(a)(i)- the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 7</p>

I also move that *[name of person or persons]* be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of *[specify]*. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because *[specify]*.