



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

Date:	Tuesday, 28 November 2017
Time:	1.30pm
Location:	Council Chamber 107 Heuheu Street Taupō

AGENDA

MEMBERSHIP

Chairperson Mayor David Trewavas
Deputy Chairperson Cr Rosie Harvey

Members

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

Quorum 6

Gareth Green
Chief Executive Officer

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3.1 ORDINARY COUNCIL MEETING - 31 OCTOBER 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 31 October 2017 be confirmed as a true and correct record.

ATTACHMENTS

1. Council Meeting Minutes - 31 October 2017 

4.1 ORDINARY TURANGI/TONGARIRO COMMUNITY BOARD MEETING - 10 OCTOBER 2017

Author: Tina Jakes, Democracy & Community Engagement Manager

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

RECOMMENDATION(S)

That Council receives the minutes of the Turangi/Tongariro Community Board meeting held on Tuesday 10 October 2017.

ATTACHMENTS

1. Turangi/Tongariro Community Board Meeting Minutes - 10 October 2017 

4.2 ORDINARY MANGAKINO/POUAKANI REPRESENTATIVE GROUP MEETING - 17 OCTOBER 2017

Author: Raeleen Rihari, Democratic Services Support Officer

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

RECOMMENDATION(S)

That Council receives the unconfirmed minutes of the Mangakino/Pouakani Representative Group meeting held on Tuesday 17 October 2017.

ATTACHMENTS

1. **Mangakino/Pouakani Representative Group Meeting Minutes - 17 October 2017** 

4.3 ORDINARY AUDIT & RISK COMMITTEE MEETING - 30 OCTOBER 2017

Author: Tina Jakes, Democracy & Community Engagement Manager

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

RECOMMENDATION(S)

That Council receives the minutes of the Audit & Risk Committee meeting held on Monday 30 October 2017.

ATTACHMENTS

1. **Audit & Risk Committee Meeting Minutes - 30 October 2017** 

5.1 TENDER FOR CONTRACT TDC/1718/208 TURANGI & OMORI REFUSE TRANSFER STATION OPERATIONS

Author: Brent Aitken, Asset Manager - Storm Water & Solid Waste

Authorised by: Kevin Strongman, Group Manager, Operational Services

PURPOSE

This report is to seek approval to award the tender for TDC/1718/208 Turangi & Omori Refuse Transfer Station Operations.

EXECUTIVE SUMMARY

Tenders for the Contract closed on Friday 6 October 2017.

RECOMMENDATION(S)

That Council accepts the Tender for Contract TDC/1718/208 for Turangi & Omori Refuse Transfer Station Operations submitted by Metallic Sweepings Ltd for the sum of \$718,385.40 [excl. GST] for a period of three years commencing on 1 February 2018 and authorises His Worship the Mayor and the Chief Executive to sign the Contract Document(s) and attach the Council’s Common Seal to them.

BACKGROUND

The proposal has not been presented previously.

The tender allows for the continuing operation of the Turangi, Omori and Whareroa Refuse Transfer Stations for a period of three years commencing on 1 February 2018 with the possibility of two extensions of one year based on contract performance.

Metallic Sweepings Ltd are the incumbent contractor who employ local people to run the contract and have successfully operated the contract over the past five years.

DISCUSSION

Tenders for Contract TDC/1718/208 Turangi & Omori Refuse Transfer Station Operations were advertised on TenderLink and closed 1.00pm on Friday 6 October 2017.

Two tenders were received:

1. Metallic Sweepings Ltd
2. EnviroWaste Services Ltd

Budget has been provided in the relevant facility operational budget.

TENDER EVALUATION

Tenders were evaluated on a weighted attributes basis as described in the Taupō District Council procurement policy.

RECOMMENDED CONTRACT PRICE

The tender submitted by Metallic Sweepings Ltd was the highest-ranking tender with the price being \$718,385.40 excl. GST over the 3-year contract term.

OPTIONS

Option 1. Do not accept the tender

Advantages	Disadvantages
Could retest the market	Would be unable to operate the Southern Transfer Stations

Option 2. Accept the Tender

Advantages	Disadvantages
Would enable the facilities to provide refuse and recycling options for the local communities	none

CONSIDERATIONS

Financial Considerations

The financial impact of the proposal is estimated to be \$718,385.40 over the three-year period of the contract.

Funds have been budgeted in the relevant waste facility operational budgets.

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

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

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

Once the tender has been approved, residents will be advised accordingly.

CONCLUSION

Metallic Sweepings Ltd are an experienced contractor who have successfully operated this contract over the past five years. Metallic Sweepings Ltd obtained the highest score using the weighted attributes tender evaluation method.

Council staff are satisfied that the high level of performance provided by Metallic Sweepings will continue if the contract was awarded to them.

ATTACHMENTS

Nil

5.2 TENDER CONTRACT TDC 1718/212 MANGAKINO SEWER RENEWAL

Author: Graeme Jackson, Network Engineer

Authorised by: Kevin Strongman, Group Manager, Operational Services

PURPOSE

The purpose of this project is to seek Council approval to award a contract for the Mangakino Sewer Relining project.

EXECUTIVE SUMMARY

Sewer cleaning and CCTV condition assessment of the entire sewer network in Mangakino (approximately 18.5 kilometres) was undertaken due to known problems with highly degraded and broken pipework, a history of sewer blockages, high infiltration and exfiltration rates causing operational problems at the wastewater treatment plant, and leaching of effluent to the environment. A renewal plan has been put in place to address these issues.

A registration of interest (ROI) process was undertaken to shortlist three companies to tender for a contract to carry out relining of the sewer lines in Mangakino.

Tenders closed for the Contract TDC 1718/212 for the Mangakino Sewer Relining Project on 10 November 2017. Three tenders were received with RelineNZ from Hamilton being the highest scoring conforming tender using the weighted attributes method.

RECOMMENDATION(S)

1. That Council accepts the Tender for Contract TDC 1718/212 for Mangakino Sewer Relining Project submitted by RelineNZ for the sum of \$1,259,476.13 [excl. GST] and authorises his Worship the Mayor and the Chief Executive to sign the Contract Document(s) and attach the Council's Common Seal to them.
2. That an amount of \$250,000 [excl GST] be approved for contingencies.

BACKGROUND

The proposal has not been presented previously.

Mangakino is a small town of approximately 750 properties and with a declining permanent population. The town is also used as a summer holiday destination mainly due to its location next to Lake Maraetai.

The Mangakino Township was established in the late 1940's as a Ministry of Works village to house construction workers and their families, employed on hydro-electricity schemes on the Waikato River.

It was intended that the village should be dismantled at the completion of the construction and therefore much of the infrastructure in the town was of a temporary nature, designed to last 20-25 years. The layout of the sewer mains was not designed to be serviceable being temporary so many of the sewer mains run through sections and under properties with the bulk of the pipework in the town being earthenware.

The item came about due to a history of sewer blockages, high infiltration and exfiltration rates causing operational problems at the wastewater treatment plant, and risk of leaching of effluent to the environment.

CCTV condition assessments carried out on the whole town has shown that 60% of the network is in dire need of renewal within the next 1-5 years.

DISCUSSION

While any immediate repairs such as pipe and manhole collapse, root intrusions, blockages, and debris removal were carried out to keep the network operational, the potential for further pipe collapses and sewer blockages remains high.

An external engineer's cost estimate of 7.0 million dollars was received for the entire renewal of the sewer network in the town. With this potential cost being so high a strategy was developed to determine the true extent and most cost effective type of renewal for the sewer network. The strategy included a staged process to ensure the highest priority sewer pipes are addressed first. The updated and more accurate engineers

cost estimate now puts the renewal cost at 2.9 million dollars with the worst pipes being renewed first through this project and the remaining in the next 2-5 years.

There are some risks involved in this project such as sewers running under properties and deep lateral connections. While every effort has been made to determine exact quantities for the renewals, as the work progresses there may be some changes needed in the quantities, to allow for contingencies that were not identified in the condition assessment work.

Accordingly approval is also being sought to approve an additional \$250k to cover these contingencies. This would only be expended if and when it was required.

Based on this information it is considered that there are just two options, carry out the sewer renewals or do nothing.

TENDERS RECEIVED

Tenders closed on 10 November 2017. Tenders were received from the following organisations:

- Reline NZ: (based in Hamilton)
- Interflow NZ Limited: (based in Auckland)
- Pipeworks: (based in Auckland)

Tender prices ranged from \$1,259,476.13 to \$1,499,287.46.

The engineers estimate was \$1,261,980.

TENDER EVALUATION

Tenders were evaluated using the weighted attributes method. The highest scoring Tender was that of RelineNZ.

RECOMMENDED CONTRACT PRICE

The tender submitted by RelineNZ being \$1,259,476.13 excluding GST.

OPTIONS

Council may choose to accept the preferred tender or not. If the tender is not accepted then alternative options will need to be looked at which are highly likely to cost more and carry an elevated risk of further sewer overflows and effluent discharges to the environment.

Analysis of Options

Option 1. - Accept tender

Advantages	Disadvantages
<ul style="list-style-type: none"> • Reduce blockages and overflow • Reduced expenditure on reactive maintenance • Maintain level of service 	<ul style="list-style-type: none"> • Significant renewal cost

Option 2.- Do nothing

Advantages	Disadvantages
<ul style="list-style-type: none"> • No renewal cost to Council 	<ul style="list-style-type: none"> • Increase routine and reactive maintenance costs • Increased risk of blockage and overflow

Analysis Conclusion:

Option 1 to accept a tender to reline wastewater pipes in Mangakino.

CONSIDERATIONS

Relining and internal pipe patch method form of pipe renewal is popular due to the reduced cost and disruption likely to be caused. However problems with manhole access, and lateral sewer connections can lead to additional excavations being required and potential unexpected cost. Some of the pipes requiring renewal run under buildings.

An allowance of 250k should be allowed on the contact sum for any contingencies if they are encountered.

Financial Considerations

The financial impact of the proposal is estimated to be \$1,259,476.13 plus GST.
A contract contingency of \$250k is recommended.
The budget for this contract is \$1,560,000.

The project will be funded from existing wastewater renewals budgets.
Funding for this work was included in the 2015 LTP. There is sufficient funding in the wastewater renewals budgets

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

There are no known policy implications.

Risks

There is a risk that despite the extensive CCTV investigations undertaken to develop the scope of works there may be contingencies that are encountered during construction. It is proposed to mitigate this risk with an allowance of \$250k for such contingencies.

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

Once approved, a communications plan will be developed prior to commencing the works to inform the community of the project and progress updates as required.

The project is scheduled for April to October 2018 to avoid peak holiday times and to reduce disruption.

CONCLUSION

It is recommended that Contract TDC 1718/212 for Mangakino Sewer Relining Project be let to the highest scoring tender by RelineNZ from Hamilton.

ATTACHMENTS

Nil

5.3 COUNCIL'S OCTOBER 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.

RECOMMENDATION(S)

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

Heavy rain caused some flooding in Kinloch on Kenrigg Road earlier this month but swift action from staff and contractors helped limit the potential for any damage. It is believed the flooding was caused from a subdivision that did have some stormwater controls but the level of rainfall bypassed those and flowed down the road, through some reserves and on to several properties. There was no water damage to any dwellings. Staff have discussed the issues with developers and the silt was tidied up within a couple of days.

Spring has also brought challenges for some of our outdoor staff this year. Grass growing conditions have been at the optimum with the high rainfall and warm daytime temperatures. This, alongside some staff shortages, has resulted in the reserves team struggling to be able to keep up with the mowing required, and therefore some of our reserves have noticeably longer grass than what we normally maintain. I know that the team are doing all they can to try and get on top of this, and with the days getting hotter, the grass will start to burn off soon which will allow the team to catch up again.

Our former local controller for Civil Defence Shamus Howard received a ministerial award at this month's emergency management committee acknowledging his more than 15-year commitment to the role. Doug Wilcox has been nominated to take up a local controller role and this is expected to be confirmed within the next few weeks.

Last week at an extraordinary council meeting, Council unanimously agreed not to establish Māori wards in the Taupō District and to look for alternative options, working alongside iwi. Staff will now develop a plan to research options and refine them to seek agreement on what the best representation should be. We will keep you informed as our work progresses.

Our assessment under the CouncilMark LGNZ excellence programme benchmarking initiative is underway. We are one of 18 territorial authorities who have been involved since the initiative started in June 2016 and organisations are scored on an AAA to C rating scale. This allows them to compare feedback and ratings with others in their group. Two independent assessors were here last week to meet with staff at all levels of the business to find out more about what we do and how we do it. They base questions on the self-assessment responses and seek to find out more about the Council journey. It is expected that the benchmarking initiative will identify some areas where the Council is doing well and other areas where we need to work harder. A schedule of work and priorities is expected to come out of the report findings.

At this month's rural and provincial meeting, there were presentations and discussions with new Local Government Minister Nanaia Mahuta and Housing and Urban Development Minister Phil Twyford. It sounds as though there are some very interesting and exciting developments ahead for the local government sector and the regions generally and we look forward to receiving further information as it develops.

A communications plan is being developed following the adoption of the Taupō District Freedom Camping bylaw. The bylaw comes into effect on Friday, December 1 and is likely to require a large education component over the summer months when freedom camping numbers are at their peak.

ATTACHMENTS

1. Treasury Report October 2017 (A2078612) 
2. October 2017 Project and Service Council Performance Report (A2077241) 

5.4 ADOPTION OF MEETINGS SCHEDULE 2018

Author: Tina Jakes, Democracy & Community Engagement Manager

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

PURPOSE

To approve a schedule of meetings for the 2018 calendar year.

DISCUSSION

Council may choose to adopt a schedule of meetings, the benefit of which is to provide certainty for elected members, staff and the public. A draft schedule for 2018 is attached for consideration. If adopted the schedule constitutes formal notification of every meeting on the schedule [clause 19(6)(b), Schedule 7, Local Government Act 2002 (LGA)]. The schedule if approved will be available on the Council's website.

Additional meetings can be scheduled during the year as required, in accordance with the LGA and the Local Government Official Information and Meetings Act 1987.

It should be noted that meeting dates proposed for Long-term Plan 2018-28 hearings and deliberations are indicative only and may not all be required.

CONCLUSION

It is recommended that Council adopts a schedule of meetings for the 2018 calendar year.

RECOMMENDATION(S)

That Council adopts the attached meeting schedule 2018 (A2075644).

ATTACHMENTS

1. Draft Meetings Schedule 2018 (A2075644) 

5.5 COUNCIL ENGAGEMENTS DECEMBER 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
Lake Taupō Protection Project Joint Committee workshop (Council Chamber 107 Heuheu Street, Taupō)	Friday	1	10.30am-2pm
Union College New Zealand Study Tour (Council Chamber 107 Heuheu Street, Taupō)	Monday	4	3pm-4pm
Fences, Rooding, Reserves & Dogs Committee meeting (Council Chamber 107 Heuheu Street, Taupō)	Tuesday	5	10am-1pm
Citizenship Ceremony (East Wing, Great Lake Centre, Taupō)	Tuesday	5	10am-11am
Kinloch Representative Group inaugural meeting (Kinloch Community Hall, Mata Place, Kinloch)	Monday	11	12.30pm-1.30pm
Public forum (Council Chamber 107 Heuheu Street, Taupō)	Tuesday	12	1pm-1.30pm
Council meeting (Council Chamber 107 Heuheu Street, Taupō)	Tuesday	12	1.30pm-5pm
Lake Taupō Protection Project Joint Committee meeting (Council Chamber 107 Heuheu Street, Taupō)	Thursday	15	10am-2.30pm

Conference and Professional Development Opportunities

To approve, either prior or retrospectively, Councillor attendance at conferences and professional development courses – none received at the time of writing.

RECOMMENDATION(S)

That Council receives the information relating to engagements for December 2017.

ATTACHMENTS

Nil

5.6 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>Agenda Item No: 6.1 Confirmation of Confidential Portion of Ordinary Council Minutes - 31 October 2017</p>	<p>Section 7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</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 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>Agenda Item No: 6.2 Receipt of Confidential Portion of Minutes - Audit & Risk Committee - 30 October 2017</p>	<p>Section 7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</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>
<p>Agenda Item No: 6.3 Consideration of offer to purchase Part of Taupo's East Urban Lands</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]*.