

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

Date:	Tuesday, 30 October 2018
Time:	1.30pm
Location:	Paakira Marae Paakira Drive Waitahanui

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 Maggie Stewart
- Cr Kirsty Trueman
- Cr John Williamson

Quorum 6

Gareth Green
Chief Executive Officer

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3.1 ORDINARY COUNCIL MEETING - 25 SEPTEMBER 2018

Author: Shainey James, Democratic Services Officer

Authorised by: Tina Jakes, Head of Democracy, Governance and Venues

RECOMMENDATION(S)

That the minutes of the Council meeting held on Tuesday 25 September 2018 be confirmed as a true and correct record.

ATTACHMENTS

1. Council Meeting Minutes - 25 September 2018

4.1 ORDINARY EMERGENCY MANAGEMENT COMMITTEE MEETING - 13 AUGUST 2018

Author: Raeleen Rihari, Democratic Services Support Officer

Authorised by: Tina Jakes, Head of Democracy, Governance and Venues

RECOMMENDATION(S)

That Council receives the minutes of the Emergency Management Committee meeting held on Monday 13 August 2018.

ATTACHMENTS

1. Emergency Management Committee Meeting Minutes - 13 August 2018

4.2 ORDINARY TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 17 SEPTEMBER 2018

Author: Raeleen Rihari, Democratic Services Support Officer

Authorised by: Tina Jakes, Head of Democracy, Governance and Venues

RECOMMENDATION(S)

That Council receives the minutes of the Taupō Airport Authority Committee meeting held on Monday 17 September 2018.

ATTACHMENTS

1. Taupō Airport Authority Committee Meeting Minutes - 17 September 2018

4.3 ORDINARY KINLOCH REPRESENTATIVE GROUP MEETING - 20 SEPTEMBER 2018

Author: Raeleen Rihari, Democratic Services Support Officer

Authorised by: Tina Jakes, Head of Democracy, Governance and Venues

RECOMMENDATION(S)

That Council receives the minutes of the Kinloch Representative Group meeting held on Thursday 20 September 2018.

ATTACHMENTS

1. Kinloch Representative Group Meeting Minutes - 20 September 2018

5.1 LAKE TAUPO PROTECTION PROJECT JOINT COMMITTEE MINUTES 17 SEPTEMBER 2018

Author: Tanya Wood, Policy Advisor
Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

To receive the public minutes of a meeting of the Lake Taupō Protection Project Joint Committee held on 17 September 2018.

DISCUSSION

A meeting of the Lake Taupō Protection Project Joint Committee was held on 17 September 2018.

RECOMMENDATION(S)

That Council receives the minutes of the Lake Taupo Protection Project Joint Committee meeting held on 17 September 2018.

ATTACHMENTS

1. Open Minutes of the LTPPJJC Meeting - 17 September 2018

5.2 TENDER CONTRACT TDC/1819/252 - TAUPŌ WATER TREATMENT PLANT CAPACITY UPGRADE

Author: Tom Swindells, Asset Manager Water
Authorised by: Kevin Strongman, Head of Operations

PURPOSE

The purpose of this report is to seek Council approval to award the tender for Contract TDC/1819/252 Taupō Water Treatment Plant Capacity Upgrade.

EXECUTIVE SUMMARY

Upgrade of the Taupō Water Treatment Plant (WTP) is required to ensure peak water demand can be supplied to the community. This project needs to be delivered prior to the connection of the Acacia Bay community to the Taupō water supply.

A sole source procurement process has been undertaken with the Taupō Water Consortium (TWC) a joint venture consisting of the Pall Corporation and Marshall Projects Limited who completed the original installation. Final contract negotiation is being completed with the TWC who have presented two options to deliver the project, with a maximum contract value of \$1,685,000.

The approved budget of \$1,750,000 is sufficient to complete the project.

RECOMMENDATION(S)

That Council accepts the Tender for Contract TDC/1819/252 for Taupō WTP Capacity Upgrade submitted by the Taupō Water Consortium up to a maximum contract value of \$1,685,000 [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.

BACKGROUND

The proposal has not been presented previously.

The Taupō Water Treatment Plant (WTP) located on Lake Terrace was completed in 2014 and is able to provide up to 25 million litres per day (MLD) of drinking water to the Taupō water scheme. Due to growth in Taupō and the future connection of the Acacia Bay community, the plant is now at capacity and requires upgrade. The plant was originally designed and built with provision for two expansions to provide additional capacity using the existing technology utilised within the current plant.

The Stage 1 upgrade is to increase plant capacity from 25 - 30MLD. This upgrade was identified in the 2018-28 Long Term Plan with funding of \$1,750,000 allocated in year 1, 2018/19.

The Stage 2 upgrade is to increase plant capacity from 30 - 35MLD. This upgrade is not forecast to be needed for approximately 20 years.

DISCUSSION

A sole source model has been utilised to procure this project through the Taupō Water Consortium (TWC). The TWC are a joint venture consisting of the Pall Corporation and Marshall Projects Limited who completed the original Taupō WTP membrane supply and installation works. This approach was chosen as it provides:

- Considerably lower risk profile to Council (financial, operational and contractual)
- A shorter project implementation period
- Greater certainty of outturn cost
- The requirement for a lower level of internal project management

The scope of the upgrade includes design, procurement and installation of new pumps, strainers, compressors, membrane filters and all mechanical and electrical ancillaries, testing and commissioning. Two scope options have been investigated as follows:

- Option 1: Complete the Stage 1 upgrade, 25 – 30 MLD.

- Option 2: Complete all physical works for Stage 1 and 2 upgrades, 25 – 35 MLD, while only purchasing sufficient membranes for the Stage 1 upgrade.

Option 2 has the advantage that all physical works for the future upgrade would be undertaken now which will save remobilisation costs in the future. In addition the option provides advantages in terms of plant redundancy, improved speed and reduced disruption of completing the future capacity upgrade.

TENDERS RECEIVED

The pricing received from the TWC is as follows:

Option 1: \$1,294,000 including 10% contingency

Option 2: \$1,685,000 including 10% contingency

Contract negotiation is underway for delivery of Option 2 and we are working with TWC to explore cost savings in the contact where practicable. To ensure timely delivery of the project while negotiations continue, it is recommended to award the project up to a maximum contract value of \$1,685,000 [excl. GST].

The project budget is \$1,750,000.

TENDER EVALUATION

An open book pricing review has been completed of the TWC submission to validate the pricing against current market rates.

RECOMMENDED CONTRACT PRICE

The tender submitted by the Taupō Water Consortium for Option 2 being \$1,685,000.

Full financial considerations are presented later in the report.

OPTIONS

Council may choose to accept Option 1, Option 2 or to do nothing. If no tender is accepted the project will not proceed.

Not delivering this project will delay the future project to connect the Taupō water supply to Acacia Bay. Further it will likely result in water shortages due to lack of treatment capacity at the Taupō WTP. These issues will worsen as growth in Taupō continues.

Option 1.- Complete the Stage 1 upgrade to increase plant capacity from 25 - 30MLD.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Future proofing capacity of the Taupō water supply • Acacia Bay project can proceed • Can be delivered well within budget figure of \$1.75M 	<ul style="list-style-type: none"> • Significant CAPEX cost

Option 2. – Complete all physical works for Stage 1 and 2 upgrades, 25 – 35 MLD, while only purchasing sufficient membranes for the Stage 1 upgrade.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Future proofing capacity of the Taupō water supply • Acacia Bay project can proceed • Can be delivered well within budget figure of \$1.75M • Reduces future plant disruption and cost of stage 2 upgrade • Improved plant redundancy and flexibility 	<ul style="list-style-type: none"> • Significant CAPEX cost

Option 3.- Do nothing

Advantages	Disadvantages
<ul style="list-style-type: none"> • No upgrade cost to Council 	<ul style="list-style-type: none"> • Delay of provision of safe drinking water to Acacia Bay • High risk of water shortages

Analysis Conclusion:

Option 2 to accept the tender to upgrade the Taupō WTP including all physical works for Stage 1 and 2 upgrades, 25 – 35 MLD, while only purchasing sufficient membranes for the Stage 1 upgrade is preferred.

CONSIDERATIONS

Financial Considerations

The financial impact of the proposal is estimated to be \$1,685,000.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for under the LTP budget, Taupō WTP Capacity Upgrade 2018-19 of \$1,750,000.

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).

Authorisations are not required from external parties.

Policy Implications

The proposal has been evaluated against the Long-term Plan, Annual Plan, Asset Management Plans and Reserve Management Plans and is consistent with these plans.

Risks

Likelihood	Consequence
Possible	Low
Unlikely	Medium
Rare	High

Risk	L	C	Rating	Mitigation action	Responsible
<ul style="list-style-type: none"> Challenge from other Contractors that this Procurement was not competitively tendered. 	P	L	Medium	Justification has been reviewed against Council Procurement Policy and is consistent with this document.	Daniel McKay Tom Swindells
<ul style="list-style-type: none"> Health and Safety considerations in the delivery of the works 	R	H	Medium	Development of Health and Safety Plan in accordance with our Health Safety and Environment Agreement	Tom Swindells Jason Ewert
<ul style="list-style-type: none"> Works not being done and the current capacity of 25MLD does not service the Taupō peak loading 	R	H	Medium	Approval of works and Procurement justification; so that works can commence in a timely manner.	Tom Swindells
<ul style="list-style-type: none"> As this has not been competitively priced, how can TDC ensure that optimal value is being achieved. 	U	M	Medium	This is a collaborative, open book process. TDC has a good understanding of Contract rates, and the proposed pricing has been validated against this.	Daniel McKay Tom Swindells

				Audit and Risk Chair is comfortable with this approach.	
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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.
- Advice to NZ Fire Service

These methods of communication are recommended because there may be disruption to the water supply.

CONCLUSION

Contract TDC/1819/252 for Taupō WTP Capacity Upgrade submitted by the Taupō Water Consortium up to a maximum contract value of \$1,685,000 [excl. GST] should be accepted.

ATTACHMENTS

Nil

5.3 NEW ROAD NAMES - WHAREWAKA EAST SUBDIVISION

Author: Louise Wood, Senior Resource Consents Planner

Authorised by: Brian Fox, Head of Regulatory and Risk

PURPOSE

This item is being presented to Council to make a decision on a new public road name within the Wharewaka East subdivision.

EXECUTIVE SUMMARY

Within Stage 2 of the Wharewaka East subdivision there is a new public road that requires a name. The developers have selected their preferred names in consultation with Tauhara hapu. Stage 2 is under construction and nearing completion.

Consultation has been undertaken with emergency services and Tauhara hapu.

The proposed road name is considered to be appropriate given that there are no duplications or similarities to other road names in the Taupō District therefore the preferred option is to approve the road name proposed by developers.

RECOMMENDATION(S)

That Council approves the following road name for the Wharewaka East Subdivision, Taupō:

- Kiwai Place

BACKGROUND

This item is being presented to Council to make a decision on a road name within the Wharewaka East subdivision. Subdivision consent RM060488 was granted in 2008 (and subsequently varied) for the creation of 490 residential lots on land to the east of Lake Terrace and west of the East Taupo Arterial. Construction of Stage 2 is nearing completion.

Proposals for other road names within the subdivision have been presented previously.

DISCUSSION

The developers for the Wharewaka East Subdivision has put forward a name for a public road within this subdivision as follows:

- Kiwai Place

Kiwai means 'handle of a basket or a shoot, runner of a guard plant' and is within the overall theme of the road names within Stage 1 being plant / resource based.

These road names have been put forward to the Emergency Services – New Zealand Fire Service, New Zealand Police and St John Ambulance. No objections were raised by these parties.

Based on this information it is considered that the name presented is appropriate. Council has the following options:

1. Accept the name
2. Reject the name
3. Select alternative name

OPTIONSAnalysis of Options

The developers have selected their preferred road name and the name is considered to be appropriate given that there are no duplications or similarities to other road names in the Taupō District. It is not considered effective to reject or select alternative road names given the level of acceptance by key parties.

Option 1. Accept the road name

Advantages	Disadvantages
<ul style="list-style-type: none"> The road name is unique 	<ul style="list-style-type: none"> Selection of alternative road names would require further consultation
<ul style="list-style-type: none"> There are no other similar road names within the District 	
<ul style="list-style-type: none"> There has not been any negative feedback on the name 	

Option 2. Reject the road names

Advantages	Disadvantages
<ul style="list-style-type: none"> Opportunity to select potential alternative road names that may be more suitable 	<ul style="list-style-type: none"> Selection of alternative road names would require further consultation

Option 3. Select alternative names

Advantages	Disadvantages
<ul style="list-style-type: none"> Opportunity to select potential alternative road names that may be more suitable 	<ul style="list-style-type: none"> Selection of alternative road names would require further consultation
	<ul style="list-style-type: none"> The item would be required to be presented to Council again

Analysis Conclusion:

It is considered appropriate to accept the road name presented by the developers.

CONSIDERATIONS

Financial Considerations

There are no financial impacts associated with the proposed road names.

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 matter assists Council in the performance of Council's regulatory function.

The proposed road name have been evaluated with regards to the relevant road naming regulations and are consistent with these requirements.

Policy Implications

There are no known policy implications.

Risks

There are no known risks associated with the selection of the road name.

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.

CONSULTATION

In addition to the consultation that is outlined above, consideration and internal consultation has been completed to ensure that the relevant matters are covered.

- Tangata Whenua consultation is complete with no objections raised.
- Community views and preferences consultation is complete with no objections raised by the following parties:
 - Emergency Services - New Zealand Fire Service, New Zealand Police and St John Ambulance

COMMUNICATION/MEDIA

No communication/media is required.

CONCLUSION

It is recommended that Council approves the road name as presented.

ATTACHMENTS

1. Wharewaka East Stage 2 - Proposed Road Name Kiwai Place

5.4 COUNCIL'S SEPTEMBER 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 September 2018.

The biggest news this month was Taupō winning the rights to host the IRONMAN 70.3 World Championships in November 2020 – and the fact it will be the biggest event the district has ever seen. The announcement was made in the lead-up to this year's IRONMAN World Championship event at Kailua-Kona, Hawaii. Taupō was selected over the other finalist, Perth, Australia, following a robust application process and a visit by IRONMAN Global representatives in June. It is estimated the event on November 28 and 29, 2020 will bring an economic return of \$20 million to the district, which is two thirds of the return the district's events normally attracts over the whole year. It is the first time the 70.3 World Championship will be held in New Zealand and only the second time in Oceania. This year the event was hosted in Nelson Mandela Bay, South Africa. Next year it will be held in Nice, France.

Community feedback on the proposed four masterplan options for the Cultural Precinct Project has closed and we received around 500 pieces of feedback. This feedback will be collated and, along with the raw data, will be presented to the Council for your consideration. A workshop will be held in the near future for you to talk about the options and identify the next steps going forward.

Repairs to Arrowsmith Avenue following damage caused by a sinkhole in August has been completed however heavy rain caused some flooding and some soil washed out of the gully earlier this month. This has since been reinstated and plants replaced. Creating a swale flood path has been discussed and agreed to by neighbouring property owners. Planting has also been done to beautify the area.

Stage one of the upgrade to the Kinloch wastewater treatment plant is nearing completion with the new access and flood protection works complete. Significant effort has been made to appease adjacent residents with earth bunding and planting now completed to reduce the visual and noise effects of the new access. The new road crossing, hydroseeding and mulching will be completed within the next few weeks. Spartan Construction has now established on site and have commenced the preparatory works for Stage 2 of the project, which should be complete by early 2019. This will involve the construction of a new concrete balancing tank to be poured on site, however is expected to have minimal adverse effects on the adjacent residents.

The Keep New Zealand Beautiful Awards, in which Taupō is a finalist against Timaru in the 'Most Beautiful Large Town' category, would have been held in Auckland the Friday prior to the meeting. Regardless of the outcome, I am sure we all agree that we have done some fantastic work in this area over the past 12 months and it is certainly making a difference in the community.

We received one objection to the final proposed representation review and this will be forwarded to the Local Government Commission for consideration. We also received a letter of support from the Turangi Community Board. As the final proposal did not comply with the plus/minus 10 per cent representation requirement, there is likely to be further developments in this space and we will keep you informed.

The spring grass growing season is definitely upon us and as we saw on Labour Weekend it looks as though the district is going to be in for an extremely busy summer season. Following on from last year's issues, the team have worked on a plan to help ensure mowing and rubbish collections are regular in all parts of the district. We will be encouraging people to contact us with any issues so we can deal to them in a timely way with minimum disruption to the community.

The upgrade of Otumuheke Stream is proving popular with locals and visitors alike. There have been thousands of visitors to the area since it was reopened and lots of positive feedback has been received.

The annual staff awards were held successfully earlier this month and I would like to thank the Mayor and Councillors for their attendance. It was a visible sign that we are united in the way we deliver our activities and services, and that governance plays an important part in our everyday work. As I said on the night, we have an ambitious work programme to deliver going forward, with similar resources, and this will require us as an organisation to be more agile and flexible than ever before. The night was a great opportunity to celebrate some of our many successes, and to build enthusiasm for our work programme going forward.

ATTACHMENTS

1. Treasury Report Sept 18 (A2330934)
2. September 2018 Project and Service Council Performance Report (A2317415)

5.5 RENEWAL OF DISTRICT LICENCING COMMITTEE MEMBERS

Author: Scott Devonport, Consents and Regulatory Manager

Authorised by: Brian Fox, Head of Regulatory and Risk

PURPOSE

This report seeks Council's reappointment of some of the current Taupō District Licensing Committee members for a further five years; and approval to seek additional members via a public process.

EXECUTIVE SUMMARY

In 2013, Council established Taupō's District Licensing Committee (DLC) and approved list of members, to manage alcohol licensing within the district in accordance with the Sale and Supply of Alcohol Act (the Act).

The following candidates were identified as appropriate to be members of the approved list:

- Louise Foley
- Wenda Morton
- Judy James
- Eric Foley
- Murray Clearwater – Commissioner
- Mike Knowles
- Kathleen Sunderland
- Councillor Boddy
- Councillor Hickling

They were approved for an initial period of two years to ensure that it gave the members sufficient time to settle into their roles, while allowing Council time to assess how this new committee operated in practice.

The initial two year period expired on 17 December 2015 which was subsequently extended for a further three years on 2 February 2016 through to 2 February 2019.

Council officers consider that the DLC and its Commissioner are working well. Feedback has also been positive from the two elected members on the DLC, Councillors Hickling and Boddy.

It is recommended that Council reappoints the following members for a further five years in accordance with section 192(4) of the Act, where members can be approved for a period up to 5 years:

- Eric Foley
- Murray Clearwater – Commissioner
- Mike Knowles
- Judy James
- Louise Foley

Wenda Morton and Kathleen Sunderland are both located outside of the District and have not been used as members of a DLC hearing since their appointment.

It is also recommended that Council reappoints Councillors Boddy and Hickling until 12 October 2019, the next local body elections.

RECOMMENDATION(S)

That Council

1. reappoints the following approved members for a further period of five years, in accordance with section 192 of the Sale and Supply of Alcohol Act 2012;
 - a. Eric Foley
 - b. Murray Clearwater

- c. Mike Knowles
 - d. Judy James
 - e. Louise Foley
2. reappoints Councillors Boddy and Hickling as approved members to 12 October 2019, in accordance with section 192 of the Sale and Supply of Alcohol Act 2012;
 3. recommends to the Chief Executive that the Commissioner (Mr Murray Clearwater) is re-appointed to the Taupō District Licencing Committee to act as chairperson in accordance with section 193 of the Sale and Supply of Alcohol Act 2012 for a further five years;
 4. Reappoints Councillor Boddy to act as Deputy Chairperson to 12 October 2019, in accordance with section 189(3) of the Sale and Supply of Alcohol Act 2012;
 5. Seeks additional new members for the DLC through a public process.

BACKGROUND

The proposal has not been presented previously.

DISCUSSION

The Sale and Supply of Alcohol Act 2012 (the Act) came into effect on 18 December 2013. The objective of the Act is to ensure that the sale, supply and consumption of alcohol is undertaken safely and responsibly, and to ensure that harm caused by excessive or inappropriate alcohol consumption is minimised.

The Act allows more local decision making with the appointment of district licensing committees to deal with licensing matters for their district. The members are drawn from an approved list that Council is required to establish, maintain and publish in accordance with section 192. There are a number of controls around who can and cannot be on this approved list:

- They must have experience relevant to alcohol licensing matters
- They can be approved for inclusion on the list for a period of up to 5 years
- They must not be on the list if Council believes that they have, directly or by virtue of their relationship with another person, such an involvement or appearance of involvement with the alcohol industry that he or she could not perform his or her duties without actual bias or the appearance of bias
- They cannot be a constable, a medical officer of health, a liquor licensing inspector, or an employee of the Council.

Council considered applications, in 2013 and subsequently extended in 2016, for membership of the approved list. The following candidates were identified as appropriate to be members of the approved list of licensing committee members:

- Louise Foley
- Wenda Morton
- Judy James
- Eric Foley
- Murray Clearwater
- Mike Knowles
- Kathleen Sunderland

Council approved these members at the August 2012 and February 2016 meeting.

A chairperson was also to be appointed. The chairperson can be either an elected member or a commissioner. Council recommended to the Chief Executive that a Commissioner, Murray Clearwater, be appointed due to the necessary skills required for the role.

Councillors Boddy and Hickling were also appointed to the approved list at the December 2013 and February 2016 Council meeting. Councillor Boddy was also appointed as the Deputy Chairperson.

Council indicated that the members of the approved list should be initially appointed for a period of two years. This gave the members sufficient time to settle into the role, while allowing Council time to assess the effectiveness of the members and understand how this new committee operated in practice. The initial two year period expired on 17 December 2015 and the current members list expires 2 February 2019.

Council officers consider that the DLC is working well. Feedback has also been positive from the two elected members on the Committee, Councillors Hickling and Boddy.

It is recommended that Council reappoint the following members for a further five years in accordance with section 192(4) of the Act:

- Eric Foley;
- Murray Clearwater – Commissioner;
- Mike Knowles;
- Judy James;
- Louise Foley;

as they may be approved for a period up to 5 years and may be approved for any one or more further periods of 5 years. Councillors Boddy and Hickling will also need to be reappointed until the next local government elections on 18 October 2019.

Based on this information it is considered that there are three options

OPTIONS

Analysis of Options

Option 1. Reappointment of members

Advantages	Disadvantages
<ul style="list-style-type: none"> • The current members and chair have worked well providing consistent and well-reasoned decisions, by keeping the current active members will continue to provide consistency to the community • The current members have good knowledge of the District and local operators of large scale events and licenced premises that couldn't be replicated immediately with new members. 	<ul style="list-style-type: none"> • Some parties may consider that a bias is given to the existing members by not re-advertising the positions or seeking some new appointments.

Option 2. Reappointment of some members and advertise for additional members

Advantages	Disadvantages
<ul style="list-style-type: none"> • This option would provide for some consistency of existing members while enabling some new members and experience. • The existing members could be approved immediately while advertising for new members to provide a balance of consistency. • New members to the pool would ensure any conflicts of interest can be better managed with a small pool of local members. 	<ul style="list-style-type: none"> • Would require some additional officer time and cost to advertise, interview, appoint and train new members.

Option 3. Advertise for all members positions

Advantages	Disadvantages
<ul style="list-style-type: none"> New members may provide some additional knowledge and viewpoints around the sale and supply of alcohol. 	<ul style="list-style-type: none"> Provides uncertainty for the community and may result in additional resource and training on staff and new members. Uncertainty with large event operators around liquor licencing may result is some risk to events choosing other locations. Existing members and chair may be concerned about lack of certainty in this process and may seek appointments in other District's and no longer be available. In particular the Chair has appointments already in Thames and Queenstown.

Analysis Conclusion:

The preferred option is considered to be Option 2. This would enable current active members to be reappointed immediately and enable adequate time to seek additional members through a robust process not overly constrained by time. This provides a balance of consistency to existing operators and event organisers, while increasing our pool of members to deal with any perceived conflicts of interest.

CONSIDERATIONS

Alignment with Council's Vision

Council's vision is 'to be the most prosperous and liveable district in the North Island by 2022'. This is accompanied by a core set of values to underpin decision-making, the following of which are relevant to this particular proposal: World Class; Authentic; Charming; Vibrant; Quality; and Value.

Financial Considerations

The financial impact of the proposal is estimated to be \$2500 for advertising, interviews and training.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for under existing 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 performance of Council's regulatory functions. (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:

Sale and Supply of Alcohol Act 2012, in particular section 189(3), 192 and 193 as detailed in the discussion section above.

Authorisations are not required from external parties.

Policy Implications

There are no known policy implications.

Māori Engagement

Council is bound by various Acts to consult and/or engage with Māori, including a duty to act reasonably and in good faith as a Te Tiriti o Waitangi partner. Equally, Council has a responsibility to develop and proactively foster positive relationships with Māori as key stakeholders in our district, and to give effect to the principles of Te Tiriti o Waitangi including (but not limited to) the protection of Māori rights and their

rangatiratanga over tāonga. While we recognise Māori in general, we also need to work side by side with the three ahi kaa / resident iwi of our district.

Although good faith does not necessarily require consultation, it is a mechanism for Council to demonstrate its existence and commitment to working together as district partners. Appropriately, the report author acknowledges that they have considered the above obligations including the need to seek advice, guidance, feedback and/or involvement of Māori on the proposed recommendation/s, objective/s, project/s or service/s outlined within this report.

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

Direct communication has been/will be carried out with affected parties/key stakeholders but no wider communication is considered necessary.

CONCLUSION

The current members of Taupō's DLC were appointed for a three year period will expire on 2 February 2019.

Council officers consider that the DLC is working well and recommend that Council reappoints the current members:

- Eric Foley;
- Murray Clearwater – Commissioner;
- Mike Knowles;
- Judy James;
- Louise Foley;

for a further five years in accordance with section 192(4) of the Act.

It is also recommended that Councillors Boddy and Hickling be reappointed to the next local government elections in October 2019.

It is recommended that the CEO reappoints Mr Murray Clearwater as the commissioner and Councillor Boddy as Deputy.

It is also recommended that additional members are sought through a public process to add to the pool of available members in order to deal effectively in the situation of perceived conflicts of interest.

ATTACHMENTS

Nil

5.6 COUNCIL ENGAGEMENTS NOVEMBER 2018 AND CONFERENCE OPPORTUNITIES**Author:** Tina Jakes, Head of Democracy, Governance and Venues**Authorised by:** Gareth Green, Chief Executive Officer**Engagements**

ENGAGEMENT	DAY	DATE	TIME
LGNZ Zone 2 meeting (Waipa)	Friday	2	9am-3pm
Taupō Airport Authority Committee meeting (Taupō Airport, ANZAC Memorial Drive)	Monday	5	10.30am-noon
Kinloch Representative Group public forum (Kinloch Community Hall, Mata Place, Kinloch)	Thursday	8	2.30pm-3pm
Kinloch Representative Group meeting (Kinloch Community Hall, Mata Place, Kinloch)	Thursday	8	3pm-4.30pm
Emergency Management Committee meeting (Council Chamber, 107 Heuheu Street, Taupō)	Monday	12	11am-12.30pm
Workshop - Cultural Precinct Project: review of community feedback and selection of a preferred master plan option (Council Chamber, 107 Heuheu Street, Taupō)	Monday	12	1pm-3pm
Turangi/Tongariro Community Board pre-meeting catch up (Boardroom, Turangi Service Centre, Turangi)	Tuesday	13	11am-noon
Turangi/Tongariro Community Board meeting (Boardroom, Turangi Service Centre, Turangi)	Tuesday	13	1pm-4pm
Ad Hoc Committee meeting – Alcohol Bylaw hearings & deliberations (Council Chamber, 107 Heuheu Street, Taupō)	Monday	19	9.30am-4.30pm
Fences, Rooding, Reserves & Dogs Committee meeting (Council Chamber, 107 Heuheu Street, Taupō)	Tuesday	20	10am onwards
Workshop – TEL fund (Council Chamber, 107 Heuheu Street, Taupō)	Wednesday	21	9.30am-10am
Workshop – Water Strategy and Water Funding (Council Chamber, 107 Heuheu Street, Taupō)	Wednesday	21	10am-11.30am
Workshop – Wood First (TBC) (Council Chamber, 107 Heuheu Street, Taupō)	Wednesday	21	11.30am-noon
Workshop – Annual Report presentations from Destination Great Lake Taupō; Enterprise Great Lake Taupō; and Towncentre Taupō (Council Chamber, 107 Heuheu Street, Taupō)	Wednesday	21	12.30pm-2pm
Workshop – District Plan review (Council Chamber, 107 Heuheu Street, Taupō)	Wednesday	21	2pm-3pm
Public forum (Council Chamber, 107 Heuheu Street, Taupō)	Tuesday	27	1pm-1.30pm
Council meeting (Council Chamber, 107 Heuheu Street, Taupō)	Tuesday	27	1.30pm-5pm
District Youth Awards (Great Lake Centre, Taupō)	Tuesday	27	7pm-9.30pm
Citizenship ceremony (Great Lake Centre, Taupō)	Thursday	29	9am-10am
Lake Taupō Protection Project Joint Committee meeting (Council Chamber, 107 Heuheu Street, Taupō)	Friday	30	10.30am-4pm

Conference and Professional Development Opportunities

To approve, either prior or retrospectively, Councillor attendance at conferences and professional development courses:

- **Zone 2 meeting, Friday 2 November 2018, 9am-3pm, Waipa** –
Councillor(s) _____

- *Crs Boddy, Hickling, Park and Williamson, Friday 2 November – Thursday 8 November 2018 at the **Shaoxing Friendship City Conference in China**. Note that all international travel, meals and accommodation will be covered by the hosts. Any additional expenses will be reimbursed in accordance with Council policy.*

RECOMMENDATION(S)

1. That Council receives the information relating to engagements for November 2018.
2. That Council approves the attendance of Cr(s) _____ at the Zone 2 meeting taking place on Friday 2 November 2018, 9am-3pm, in Waipa.
3. That Council approves the attendance of Crs Boddy, Hickling, Park and Williamson at the Shaoxing Friendship City Conference in China between 2 and 8 November 2018 and notes that any additional expenses will be reimbursed in accordance with the Expenses and Remuneration Policy.

ATTACHMENTS

Nil

5.7 ADOPTION OF MEETINGS SCHEDULE 2019

Author: Shainey James, Democratic Services Officer

Authorised by: Tina Jakes, Head of Democracy, Governance and Venues

PURPOSE

To approve a schedule of meetings for the 2019 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 2019 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.

CONCLUSION

It is recommended that Council adopts a schedule of meetings for the 2019 calendar year.

RECOMMENDATION(S)

That Council adopts the attached meeting schedule 2019 (A2307319).

ATTACHMENTS

1. Draft Meetings Schedule 2019 (A2307319)

5.8 MEMBERS' REPORTS

Author: Tina Jakes, Head of Democracy, Governance and Venues

Authorised by: Gareth Green, Chief Executive Officer

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 - 25 September 2018</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 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: 6.2 Receipt of Lake Taupo Protection Project Joint Committee Publicly Excluded Minutes - 17 September 2018</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)(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 Receipt of Confidential Portion of Minutes - Taupō Airport Authority Committee - 17 September 2018</p>	<p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the</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</p>

	<p>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 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>of information for which good reason for withholding would exist under section 7</p>
<p>Agenda Item No: 6.4 Update Proposal for Area A EUL offer to purchase</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]*.