

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

Date:	Tuesday, 28 May 2019
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 Maggie Stewart
- Cr Kirsty Trueman
- Cr John Williamson

Quorum 6

Gareth Green
Chief Executive Officer

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3.1 ORDINARY COUNCIL MEETING - 30 APRIL 2019

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 30 April 2019 be confirmed as a true and correct record.

ATTACHMENTS

1. Council Meeting Minutes - 30 April 2019

4.1 ORDINARY MANGAKINO/POUAKANI REPRESENTATIVE GROUP MEETING - 19 MARCH 2019

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 Mangakino/Pouakani Representative Group meeting held on Tuesday 19 March 2019.

ATTACHMENTS

1. **Mangakino/Pouakani Representative Group Meeting Minutes - 19 March 2019**

4.2 ORDINARY TURANGI/TONGARIRO COMMUNITY BOARD MEETING - 9 APRIL 2019

Author: Shainey James, Democratic Services Officer

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

RECOMMENDATION(S)

That Council receives the minutes of the Turangi/Tongariro Community Board meeting held on Tuesday 9 April 2019.

ATTACHMENTS

1. Turangi/Tongariro Community Board Meeting Minutes - 9 April 2019

4.3 ORDINARY FENCES, ROADING, RESERVES & DOGS COMMITTEE MEETING - 16 APRIL 2019

Author: Shainey James, Democratic Services Officer

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

RECOMMENDATION(S)

That Council receives the minutes of the Fences, Roding, Reserves & Dogs Committee meeting held on Tuesday 16 April 2019.

ATTACHMENTS

1. Fences, Roding, Reserves & Dogs Committee Meeting Minutes - 16 April 2019

4.4 ORDINARY KINLOCH REPRESENTATIVE GROUP MEETING - 2 MAY 2019

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 2 May 2019.

ATTACHMENTS

1. Kinloch Representative Group Meeting Minutes - 2 May 2019

4.5 ORDINARY TAUPŌ AIRPORT AUTHORITY COMMITTEE MEETING - 13 MAY 2019

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 13 May 2019.

ATTACHMENTS

1. Taupō Airport Authority Committee Meeting Minutes - 13 May 2019

4.6 ORDINARY TURANGI/TONGARIRO COMMUNITY BOARD MEETING - 14 MAY 2019

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 Turangi/Tongariro Community Board meeting held on Tuesday 14 May 2019.

ATTACHMENTS

1. Turangi/Tongariro Community Board Meeting Minutes - 14 May 2019

5.1 TENDER CONTRACT TDC/1819/266 SYSTEM INTEGRATION SERVICES FOR WATER INFRASTRUCTURE

Author: Daniel McKay, Contracts and Procurement Specialist

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

To decide upon the provider of System Integration Services for Taupō District Council's water infrastructure network.

EXECUTIVE SUMMARY

Taupō District Council (TDC) has been considering how to best provide System Integration Services for its water infrastructure network. The market was approached, and five solutions were presented. Through the robust three-step evaluation process, it was determined that the CR Automation Limited offer provided the best value for TDC.

RECOMMENDATION(S)

That Council accepts the Tender for Contract TDC/1819/266 for System Integration Services for Water Infrastructure submitted by CR Automation Limited for the sum of \$1,980,000 [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.

DISCUSSION

Taupō District Council (TDC) own and manage the three water assets within the Taupō district, with the majority of these assets located around the perimeter of Lake Taupō within various communities.

Most of these water assets have electrical control systems that manage local operation, with the majority also connected to TDC head office (in Taupō) via telemetry systems.

In brief, the existing three waters infrastructure comprises of;

- Water Treatment Plants – 18
- Water Pump Stations/Reservoirs - 37/7
- Wastewater Treatment Plants - 11
- Wastewater Pump Stations - 105
- Stormwater assets – 3

Taupō District Council would like to engage a suitable contractor to provide system integration services for the water SCADA infrastructure.

This was a three-step evaluation process. The first step involved reviewing the submitted documentation and selecting the preferred respondents to present their solutions to the evaluation team. The second step involved evaluating the presentations. The third step involved seeking further clarification and assessing the price data. The top two submitters who advanced to the third step were: AFI Limited and CR Automation Limited.

Both submissions offered excellent value for Council. Whilst the scores are very close, CR Automation Limited were determined to have the superior offering. The main reasons for this were:

- CR Automation Limited are based in Napier and can provide physical support on an as required basis. AFI Limited are based out of Wellington, and they would be relying heavily on remote support.

- CR Automation Limited are the incumbent, and already know our plant and equipment.
- CR Automation Limited's offering is lower priced than AFI Limited's offering.

TENDERS RECEIVED

Tender documents were issued for a proposed contract on 5 December 2018. Tenders closed on 1 February 2019. Five conforming tenders were received from the following organisations:

- ACSIM Software & Systems Limited, Auckland
- AFI Limited, Wellington
- CR Automation Limited, Napier
- Combined Technologies Limited, Hamilton
- DWEENG Limited, Mangakino

Tender prices were based on hourly rates and ranged from \$90.00 to \$120.00 per hour for the top two ranking submitters. The other submitters price were not viewed.

The project was estimated at \$1,800,000 to \$2,200,000.

TENDER EVALUATION

Tenders were evaluated on a weighted attributes basis.

RECOMMENDED CONTRACT PRICE

The tender submitted by CR Automation Limited total value is \$1,980,000 based on the scheduled work and is over the three-year contract term.

OPTIONS

Council may choose to accept the preferred tender or not. If the tender is not accepted we can re-approach the market or offer the tender to the second placed bidder.

CONSIDERATIONS

Financial Considerations

The financial impact of the proposal is estimated to be \$1,980,000 over the three years of the contract.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for under the LTP & AP for Opex maintenance approximately 25%, Capex renewals approximately 40% & Capex upgrades approximately 35%.

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

There are no known policy implications.

Risks

Description	Risk Rating	Mitigation
The unsuccessful respondents could challenge the Process	Low	The Process was run in accordance to our Procurement Policy
The system integrator	Low	Innovation and training

<p>landscape is changing on a regular basis. How can TDC ensure that it is always getting the best value?</p>		<p>formed part of the evaluation. The preferred supplier demonstrated a robust training system.</p>
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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

No communication/media required.

CONCLUSION

Based on the weighted attribute scores of the RFP evaluation, it is recommended that the CR Automation Limited offer be accepted at an estimated cost of \$1,980,000 (excluding GST) for three years.

ATTACHMENTS

Nil

5.2 TENDER CONTRACT TDC/1819/265 WASTE SLUDGE CARTAGE

Author: Daniel McKay, Contracts and Procurement Specialist

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

To decide upon the provider, and the method, for Waste Sludge Cartage at Taupō District Council's Waste Water Treatment Plants.

EXECUTIVE SUMMARY

Taupō District Council (TDC) has been considering how to best provide services to cart waste sludge. The market was approached and several alternatives were presented; ranging from carting raw sludge, to dewatering the sludge before carting it. Through the evaluation process, it was determined that there were both process benefits and financial benefits to dewatering our sludge before carting it from site.

Of the received submissions from the three bidders, SiteCare Limited offered the best solution for onsite dewatering and cartage of sludge according to our weighted attributes.

RECOMMENDATION(S)

That Council accepts the Tender for Contract TDC/1819/265 for Waste Sludge Cartage submitted by SiteCare Limited for the sum of \$2,393,556 [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.

DISCUSSION

Taupō District Council own and manage eleven Wastewater Treatment Plants (WWTP), five of these plants require the waste sludge to be removed from the site regularly and another quarterly. This currently is done by carting the liquid sludge (approx. 2% solids) back to the Taupō WWTP for dewatering and disposal to the worm farm.

Bids were requested that investigated two options for this service. These being:

1. Continue the current practice and provide cartage of the dewatered sludge from the Taupō WWTP to the worm farm at View Rd Land Disposal Site (LDS) or
2. Dewater on site to greater than 15% solids discharging directly to TDCs worm farm and also provide cartage of the dewatered sludge from the Taupo WWTP to the worm farm.

Fundamentally, the difference between the 2 options is the cost for more trips for carting dewatered sludge (option 1) versus the cost for additional dewatering on site and having less trips for carting dewatered sludge (option 2).

Weighing up the costs and benefits of the two approaches, it was thought that the greatest benefit for Council is option 2 – whereby the supplier will do additional dewatering of sludge on site and undergo less cartage. This approach, while slightly more expensive than option 1, it has additional benefits as it will reduce the load on Council's waste water treatment processes, will reduce the amount of truck movements around the district and will ensure that the worm farm consistently receives a quality sludge product. This will result in both process benefits and intangible financial benefits to Council.

Noke Limited (the vermicast company) are aware of this proposed change in methodology and have confirmed that they can receive dewatered sludge as per option 2.

TENDERS RECEIVED

Tender documents were issued for a proposed contract on 25 January 2019. Tenders closed on 22 March 2019. Three conforming tenders were received from the following organisations:

- HydraCare Limited (Thames)
- Rainbow Septic Tank Cleaners Limited (Taupō)
- SiteCare Limited (Taupō)

Tender prices ranged from \$2,279,608.80 - \$2,512,548.00

The project was estimated at \$2,280,00.00

TENDER EVALUATION

Tenders were evaluated on a weighted attributes basis.

RECOMMENDED CONTRACT PRICE

The tender submitted by SiteCare Limited being \$2,393,556 (excluding GST) over the 6 year contract term.

OPTIONS

Council may choose to accept the preferred tender or not. If the tender is not accepted then we will need to either: a) go back to market; or b) accept one of the options that does not dewater on site.

CONSIDERATIONS

Financial Considerations

The financial impact of the proposal is estimated to be \$2,393,556 (excluding GST) over 6 years.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for under the 19/20 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 local infrastructure. (i.e. efficient, effective and appropriate to present and anticipated future circumstances).

Authorisations are not required from external parties.

Policy Implications

There are no known policy implications.

Risks

Description	Risk Rating	Mitigation
The unsuccessful respondents could challenge the Process	Low	The Process was run in accordance to our Procurement Policy
Changing the delivery model may result in suboptimal outcomes	Low	This is a tried and proven technology. TDC have done their due diligence and this should work well for our application.

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:

- The level of financial consequences of the proposal or decision;
- 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 required.

CONCLUSION

Based on the weighted attribute scores of the RFP evaluation, it is recommended that the Sitecare Limited offer be accepted at a cost of \$2,393,556 (excluding GST) for six years.

ATTACHMENTS

Nil

5.3 SPA RD AND KAIMANAWA ST 40KM/HR SPEED LIMIT SIGNS TIME CHANGE

Author: Woinshet Hailesilassie, Engineering Officer - Transportation Strategy

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

The purpose of this report is to request Council to approve changes to the 40km/hr variable school zone speed limit operating times change to better align with the new Taupō Nui Tia college time table.

EXECUTIVE SUMMARY

Taupō District Council originally installed the 40km/hr speed limit signs to improve the safety of the school children due the high traffic volume and speeds on Spa Road especially during schools starting and finishing times.

RECOMMENDATION(S)

That Council approves changes to the Spa Road and Kaimanawa Street 40km/hr variable school zone speed limit operating times from 8.15am – 8.50am and 3.15pm – 3.35pm currently to become 8.20am – 9.10am and 3.00pm – 3.20pm to better align with the new Taupō Nui Tia college time-table.

BACKGROUND

The proposal has not been presented previously.

As per the letter received from Taupō Nui Tia college (attached to this report) the college has as of February 2019 changed their school timetable which now starts at 8:50am and finishes at 3:10pm. The College is requesting council to reset the variable signs on Spa Road and replace the fixed school zone signs on Kaimanawa Street to mornings 8:40 to 9:10am and afternoons to 3 to 3:30pm.

The current 40km/hr speed limit sign operating times are: in School days Mornings 8:15 to 8:50am and Afternoons 3:15 to 3:35pm. They only apply during school terms (not during school holidays).

DISCUSSION

After reviewing the request to align to the new timetable and as per the NZTA guide the transportation team is proposing the 40km/h speed limit times to be: 8:20 to 9:10am and 3:00 to 3:20pm. This requires adjustment to the two 40km/hr variable speed signs on Spa Road and a replacement of the fixed sign on Kaimanawa Street.

The afternoon time is shorter than requested by the school because the NZTA guideline recommends 20 minutes for school finishing times.

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

OPTIONS

Analysis of Options

Option 1. Approve the proposed changes to the operating times of the 40km/h variable school zone speed limit.

Advantages	Disadvantages
<ul style="list-style-type: none"> The school zone times will align with the new school time tables, and the NZTA guidance, and the safety of the students will be maintained. 	<ul style="list-style-type: none"> It will cost council to reset the times on the school zone variable signs on Spa Road and to replace the fixed sign on Kaimanawa Street. A slightly longer 40km/h speed limit operating time for motorists.

Option 2. Decline the request of the school.

Advantages	Disadvantages
<ul style="list-style-type: none"> Council will save cost of resetting the times on the school zone variable signs and replace fixed school zone sign. 	<ul style="list-style-type: none"> The school zone variable speed limit will not meet the intended goal of improving the safety of students.

Analysis Conclusion:

The preferred option is option 1 given the risk to safety compared to the low cost and minimal disadvantages for motorists.

CONSIDERATIONS

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 Council's Speed Limit Bylaw 2018 identifies the 40km/h variable speed limit area outside Taupō Nui a Tia college. This does not need to be changed. The operating conditions of the variable limit are recorded publicly in council's speed limit register (as required under the Setting of Speed Limits Rule 2017. It is appropriate that council approves changes to the operating conditions and that these are recorded in the speed limit register. For this change, consultation is not specifically required under transport statutes and rules, but should be considered in line with the Council's significance and engagement policy.

Policy Implications

The proposal has been evaluated against the following plans:

- Long Term Plan 2018-2028 Annual Plan Waikato Regional Plan
- Taupō District Plan Bylaws Relevant Management Plan(s)

The key aspects for consideration with regards to this proposal are as follows:

It is appropriate that council approves the change to the operating times. The Council's publicly available speed limit register will need to be updated.

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

The known risks are that the 40km/h speed zone will not apply at the appropriate new times and the safety of school children could be compromised.

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.

The main affected party is the school, who have put forward the suggested change in the letter attached. We have discussed our proposal with the school and advised that they have no issues with the proposed time. Further consultation is not required given the proposed change reflects a minor change to the operating times of the existing 40km/h variable school speed limit, with minimal impact on motorists.

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

Communication will be carried out as part of wider consultation with the community on this issue. Council will advise the wider public of the proposed changes and we will need to advise school and police of the changes.

CONCLUSION

The preferred option is to approve the proposed changes to the 40km/hr variable school zone speed limit operating times to better align with the new Taupō Nui Tia college time table.

ATTACHMENTS

1. Letter from Taupo nui tia Re Timetable Changes

5.4 E SCOOTER PROPOSAL FOR TAUPO

Author: Claire Sharland, Asset Manager Transportation

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

To give approval for electric scooters to be trialled over a period of 8 months in a specified area as shown in the attached map.

EXECUTIVE SUMMARY

Glide Scooters were proposing an original six month trial, however after discussions with Glide we consider at least an 8 month trial as a start to take into account summer months. The trial is planned to start 15 July 2019 and go through to 15 March 2020. The start date of July allows the e-scooters to be tested, branded, communication with key stakeholders such as Police, education and arrange a launch.

RECOMMENDATION(S)

- 1 That Council approves the trial of Glide Scooters for a period of 8 months from 15 July 2019 to 15 March 2020 at which time a detailed report on the evaluation of the trial be presented to Council to consider a further trial period or approve the use of Glide Scooters to operate in a specified area(s).
- 2 That the Chief Executive be given approval to negotiate conditions for the memorandum of understanding to use the scooters on the footpaths in road reserve for the duration of the trial period.
- 3 That the Chief Executive be given approval to negotiate conditions for the Licence to Occupy should that be required.

BACKGROUND

The proposal has not been presented previously.

Following a presentation by Glide Scooters in March 2019 regarding the concept of bringing E-scooters to Taupō Glide were to make an application to Council to consider undertaking a trial to use E-scooters within certain locations in Taupō.

NZTA have allowed e-scooters onto New Zealand footpaths by defining them as non-motor vehicles by a gazette noticed dated 18 September 2018. The purpose of this notice is to remove the requirement for scooter designed in the style of traditional children's toys to be registered as motor vehicles if they are also fitted with low powered electric auxiliary propulsion motors. For an e-scooter to be declared not to be a motor vehicle it must have the following apply;

- a) The electric scooter is comprised primarily of a footboard, two or three wheels, and a long steering handle;
- b) The electric scooter's wheels do not exceed 355mm in diameter;
- c) The electric scooter has one or more electric auxiliary propulsion motors; and
- d) The combined maximum power output of the electric auxiliary propulsion motors does not exceed 300 Watts.

DISCUSSION

The Glide scooter meets the above criteria as it primarily comprises a footboard, two wheels and a long steering handle (see attached picture). The electric scooter wheels are 8 inch (20mm) wheels, has one single propulsion motor of 250W. Maximum power output is determined by multiplying the battery voltage by the controller's maximum amperage output.

The range of speed for the e-scooters is between 10 to 28km/hr.

Glide E-scooters have provided a proposal to undertake an six month trial to use Glide Scooters in the Taupō CBD and outlying areas for residents and tourists alike. A memorandum of understanding will need to developed as we currently do not have a policy or bylaw which covers the use of e-scooters on footpaths. The memorandum of understanding will have conditions applied such as speed limit, times of operation, safety etc and will include what happens when we have events or footpath construction areas such as the Great Lake Walkway widening project. These conditions will need to be negotiated before the trial can commence.

At this stage it is unclear whether an area for operation is required either in the road reserve or parks and reserves. Should this be required then a Licence to Occupy will need to be negotiated with the operators.

Other locations have or are currently trialling e-scooters and are operating these under a licence to occupy or a memo of understanding. The Auckland trial ends 31 October 2019, Wellington has a trial starting in June once a code of practice is finalised, Christchurch has a 12 month trial lease from 1 March 2019, Dunedin has no lease or licences as there is no policy or bylaw to include e-scooters so have a memorandum of understanding with Lime Scooters, and Lower Hutt has a permit with Lime Scooter until 30 November 2019.

Glide scooters have provided a brief proposal which is attached.

Glide Scooters were proposing an original six month trial, however after discussions with Glide, we consider at least an 8 month trial as a start to take into account summer months. The trial is planned to start 15 July 2019 through to 15 March 2020. The start date of July allows the e-scooters to be tested fully, branded, communication with key stakeholders such as Police, run some education campaign and arrange a launch. Glide scooters will be arranging scooter “champions” to assist users with the operation of the scooter and provide users education on behaviour. Following the trial a report will be provided to Council and so Council can decide to whether this continues, as an extended trial period or full time.

E-scooters will be available 7 days a week, with hours of operation (still to be confirmed) and Glide are proposing to have summer hours between 6am to 12am and in winter months between 7.30am to 10.30pm. All scooters will be monitored and their locations known. This will mean it makes it easier to pick up the scooters at midnight and deployment them back out at 6am. The team will check and charge the scooters daily. With the scooters being taken in overnight it will reduce unwanted behaviour. Scooters that may become out of the geofence area such as being in the Lake, Glide will be notified via an alert.

Based on this information it is considered that there are 3 options.

OPTIONS

Analysis of Options

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Option 1. Allow a trial for Glide Scooters for an 8 month period

Advantages	Disadvantages
<ul style="list-style-type: none"> • Will be able to gauge interest of the community throughout the trial including summer peak times • Will allow an alternative transport for short trips • May reduced parking demand • Minimal impact on Council staff during this period responding to complaints • No cost to Council • Allows new business opportunity • Scooters can be geofenced and speed limited • A trial allows the community an opportunity to robustly assess the trial 	<ul style="list-style-type: none"> • Safety of pedestrians using footpaths particularly where we have paths of 1.4m and those who are mobility impaired. • Narrow paths already compete with other road users such as post vehicles and mobility scooters • Scooters left on footpaths for other people to pick up could create hazard (could look at this during trial for parking areas for scooters). • Increase in ACC claims and complaints

Option 2. Not allow a trial for Glide Scooters to operate

Advantages	Disadvantages
<ul style="list-style-type: none"> • Pedestrian safety is not compromised • Will allow time to develop a code of practice and a council bylaw in place 	<ul style="list-style-type: none"> • Business opportunity will be missed

<ul style="list-style-type: none"> • Private use of e-scooters is still permitted • Wait until the new legislation to be developed 	
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Option 3. Defer the decision until legislation is developed

Advantages	Disadvantages
<ul style="list-style-type: none"> • Will allow Central Government to develop some tighter rules/legislation around the use and safety of e-scooters and other road users on the footpaths. • Would have time to develop a code of conduct similar to Hamilton City and Wellington City. 	<ul style="list-style-type: none"> • Delays the business opportunity for Glide Scooters

Analysis Conclusion:

Option 1 is recommended at this stage, however we suggest undertaking a trial period but for a longer period than originally proposed by Glide.

The reason for this is it will allow the summer months to be included (which we would assume this to be the peak use) and may allow Government legislation to progress which will see some legislation around the use of helmets, speed of low powered vehicles which e-scooters in this category and some code of conduct. While we would prefer the e-scooters to be allowed only on shared paths due to their widths it does restrict the area e-scooters would be allowed. If issues arise with safety on narrow paths, the scooters can be programmed to have a lower speed to 10km/hr where footpaths are 1.4m in width to reduce the risk to pedestrians.

Where scooters are left on the footpath there should be a number to contact or Glide Scooters will need to look at other options such as specified scooter parking areas. In discussion with Glide Scooters we will be developing a code of practice similar to what Auckland City and Hamilton City are developing. This will be done during the trial period.

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.

Financial Considerations

The financial impact of the proposal is estimated to be nil to Council.

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 public services. (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:

Authorisations as follows are required for the proposal:

- Resource Consent Building Consent Environmental Health
- Liquor Licencing Licence to occupy

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

Concerns about the safety of e-scooters has been voiced as they can travel up to speeds of 28km/h and the NZTA does not require users to wear helmets. While NZTA have said there is no evidence to suggest people be concerned, based on the number of ACC claims and incidents occurring, to mitigate this we suggest the e-scooters are limited to 10km/hr on narrow footpaths and in the CBD areas we have high pedestrian volumes.

Note: The Government is looking at further legislation of low powered vehicles including the speed limit to 10km/hr so this may become the norm for all footpaths and we should consider this speed on all footpaths as part of this trial.

Footpaths are already highly used by other low powered vehicles such as post delivery vehicles, mobility scooters and the width of existing paths are the issue. We already field a number of complaints from pedestrians using the shared path and being hit or startled by cyclists, therefore part of the trial should be to record all complaints which Glide will do via their Facebook page and need to respond to and how they will minimise these risks and incidents and this can form part of their report.

Scooters left on footpaths will be required to be moved by others and a contact number should be provided so these should be lodged as an incident and picked up. We have asked Glide Scooters to provide a safe work/risk register which should cover these risks and discuss mitigation. There is an opportunity to undertake some education about the issue around pedestrians and cycles/scooters on footpaths.

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 significance.

ENGAGEMENT

Taking into consideration the above assessment, that the decision has a low degree of significance.

Glide scooters will be engaging with the community around the launch of the scooters, running a competition for a name for the scooters. No other details of engagement have been provided. It is suggested key stakeholders such as the Police, Taupō Access group, Age concern should be provided with an update on the proposed trial and how they will assist with the public safety etc.

COMMUNICATION/MEDIA

Direct communication has been/will be carried out with affected parties/key stakeholders but no wider communication is considered necessary. Glide Scooters are considering doing some radio advertisements to reach the wider community and all media is to feature appropriate safety gear and correct operation of the e-scooters.

CONCLUSION

Glide Scooters were proposing an original six month trial, however we have discussed with Glide and consider at least an 8 month trial as a start to take into account summer months. The trial is planned to start 15 July 2019 and go to 15 March 2020. The start date of July allows the e-scooters to be tested fully, branded, communication with key stakeholders such as Police, run some education campaign and arrange a launch. Glide scooters will be arranging scooter "champions" to assist users with the operation of the scooter and provide users education on behaviour. Following the trial a report will be provided to Council and a decision can be made by Council as to whether this continues, as an extended trial period or full time.

ATTACHMENTS

1. Glide E Scooter Proposal
2. E Scooter Proposed Operation Area

5.5 FUTURE OPTIONS FOR MARKET

Author: Nathan Mourie, Senior Reserves Planner

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

To consider the future options for continuation of a weekly market activity in Taupō.

EXECUTIVE SUMMARY

The current licence for the Taupō Market on Riverside Park is due to expire on 31 December 2019. Assuming that a market is a desirable activity to continue in Taupō; decisions need to be made about how to ensure this activity carries on, and what is the best location for the long term success of a market.

RECOMMENDATION(S)

1. That Council approves the process to procure an external operator for a market operation on Council administered land through a request for proposal.
2. That Council acknowledges that the Northcroft Domain is the preferred location for a farmers and craft market operation.
3. That officers will bring back the most suitable requests for proposal to Council or the Fences, Roding, Reserves and Dogs Committee at a future date for consideration.

BACKGROUND

The proposal has not been presented previously.

The licence for Taupō Market, currently operating on Riverside Park, is due to expire on 31 December 2019. The current licence to occupy was granted to Sue Rauch on 1 January 2013 for a period of 5 years. A subsequent variation extended the licence term by a further two years so that the final expiry would be 31 December 2019. A deed of assignment was completed effective 1 June 2015 assigning the licence to occupy to Monika and Hermann Geister.

Council has not been successful negotiating an extension of the licence term or ongoing market location with the current concession holder.

Given the obvious success and popularity of the market, it is considered a desirable activity to continue in Taupō. Council needs to decide however on the best way to ensure that a successful market activity continues to be provided.

At a previous series of meetings Council agreed that Northcroft Domain on Lake Terrace was the best Council administered space to cater for the long term accommodation and success of a market activity. Budget was set aside in the long term plan (LTP) to make improvements to the space to accommodate a market activity within a shared space (\$25k 2018/19 and \$75k 2019/20).

This determination was made as the current location at Riverside Park is unsustainable. This is primarily due to the increasing popularity of the market and the significant number of events placing unmanageable demands on the wider Tongariro Domain; and the pressures and safety considerations associated with vehicle congestion around the site, being located on one of the main entries to town.

As a result of the negotiations with the current operators, Council developed a number of points for consideration with regard to any new or extended LTO for the market activity. These are included in attachment 1. These considerations are thought necessary to provide for an unambiguous agreement which clearly outlines the respective responsibilities of both parties.

DISCUSSION

There are a number of options open to Council to maintain a market activity in Taupō; as well as a few issues to consider to try and ensure the long-term success of any market.

The first consideration is to decide on the form of the market operation. There are two basic options available; either Council operates a market with internal resources, or engages a separate party to carry out the activity.

Council Operated

- Total control of operation
- Minimal chance for conflict with other council operations e.g. events and parks operations
- Able to make changes and adapt to new considerations or to try different activities if desired, e.g. location, night market, street market etc. without needing co-operation of a licence holder
- Would require an employee to be made responsible for managing this, which is a considerable undertaking. This may require a new employee; this could however be offset by revenue from the market
- Is not necessarily council's core business

External Operator

- Removes operational responsibility from Council
- Requires management of the licence and licence-holders by Council
- Greater opportunity for conflict with operator
- Fewer opportunities for operational changes or trials and co-operation with other council groups
- Council is not responsible for managing the operation or third party vendors

If council chooses to go with an external operator, the next decision is how to decide who that operator should be. The Reserves Act 1977 (the Act) provides for licencing commercial operation on reserves. It does not however, prescribe the process for determining how to choose a licensee. We can assume then that Council is free to choose whichever process it deems most suitable. Subsequently, there are three main procurement options available to council.

Single Source

- Choose an individual operator without any competitive considerations

Expressions of Interest

- Council invites expressions of interest to determine a future step in the process, usually a restricted tender or a presentation of selected proposals

Request for Proposal (RFP)

- Council invites proposals for consideration based on the best fit for council
- An RFP can be distributed in one of two ways:

Restricted/Invited Tender

- Council invites selected operators to submit a tender based on known evaluation criteria

Open Tender

- Council carries out an open tender process whereby an open invitation is available to any interested party to provide information based on known evaluation criteria

From an officers perspective, there are two main criteria which would influence the decision around who is an appropriate licence holder; these being the applicants ability to successfully run a market, and the prospect of there being a successful and open working, operational relationship between the operator and Council.

The working relationship is more important in this instance than in some other reserve licencing situations; mainly due to the large amount of day-to-day interactions between the operator and operational staff that are necessary to manage a weekly market. If this relationship is not working well, then there is the opportunity for the success of the market to be severely diminished; as well as for significant operational difficulties to occur.

The second part of the market decision is to confirm the most appropriate location for the market. There was a previous decision that Riverside Park is not a viable long-term option, and that Northcroft Domain is a more

suitable location. To this end budget was set aside in the LTP for developing Northcroft Domain. However, during prior discussions with the current operator, it was also considered that there may be an option to offer a split of operating locations. This was proposed with the market operating on Northcroft Domain for nine months of the year over the summer (during the busiest events period), and making lower Riverside Park available during three winter months. This may be suitable for a few reasons; Northcroft is currently very open, and may be vulnerable to the cold lake winds over winter, and in addition it may provide an opportunity to allow for renovation of the grounds at Northcroft over an extended period while the market is not using it.

There is currently the Segway activity on Northcroft Domain which operates during long weekends and school holidays. During previous market discussions and negotiations the Segway operator has consistently committed to working co-operatively with Council, and is happy to share the space in such a way that ensures success for both operations.

Any decision on licence details would be provided for during future negotiation stages; it is however important for Council to provide a preferred market site to potential interested parties to allow them to provide the best proposal possible.

We anticipate that there may be a transitional period during which both sites are used to a greater or lesser degree while development plans and physical works are carried out on Northcroft Domain.

Council are also open to proposals from interested parties who may wish to operate on different sites; as the previous location study was carried out based on the requirements of the current operator. A different proposal may have different requirements or be more flexible in their operation.

Based on this information it is considered that there are three primary options relating to the form of the market operation, and five secondary options depending on the first option decision.

OPTIONS

Market Operation

Option 1 – No Market

Advantages	Disadvantages
<ul style="list-style-type: none"> • Reduce reserves management workload • Reduce physical impacts on reserve used • Eliminate conflicts with other events 	<ul style="list-style-type: none"> • Taupō would lose a popular and vibrant activity which provides a significantly different experience for locals and visitors to the district than many other activities • Would impact some local small businesses and crafts providers who have stalls at the market

Option 2 – Council Operated Market

Advantages	Disadvantages
<ul style="list-style-type: none"> • Market retained • Would allow for more hands-on management of the activity and market development • Would allow council to determine the scope and quality of the market and goods provided by stallholders • Would reduce conflict with other council operational activities and events • Would not require an LTO • Revenue would come straight to council 	<ul style="list-style-type: none"> • Would likely require an additional employee to manage this activity • Is not really a core council business activity

Option 3 – Licenced Market Operator

Advantages	Disadvantages
<ul style="list-style-type: none"> • Market retained 	<ul style="list-style-type: none"> • Increased potential for conflict and operational

<ul style="list-style-type: none"> • Management would be handled by an external party • Provides an opportunity for a local business to be developed • Council would gain rental revenue 	<ul style="list-style-type: none"> management issues • Less control over the way the market chooses to operate
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Analysis Conclusion:

From this perspective, given the requirements of the Act and that the financial aspect is secondary to the success of the operation and the community benefits derived from a vibrant market; officers feel that on balance an external operator is probably the best operational format for a market; and that a request for proposal is the best procurement method. This gives council the most flexibility to choose an operator, while making the opportunity available to any interested parties. As council is free to determine its own procurement method, each of these may be developed to provide for the best outcome.

A potential timeline for the recommended process is presented below.

Date	People	Item
May 28	Council	Approval of preferred market procurement method and location
Jun 1	Staff	Prepare RFP
Jun 14	Staff	Release RFP (4-6 weeks)
Jul 2	FRRReD	-
Jul 30	Council	Presentation of most suitable RFP's. Council selects preferred RFP
Aug 1	Staff	Public notification of proposed LTO
Aug 27	Council	-
Sep 3	FRRReD (final)	LTO submitter hearing and potential confirmation of LTO
Sep 4	Staff	LTO negotiation of terms
Sep 24	Council (final)	Last chance if needed

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: Authentic; Charming; Vibrant & Quality.

Financial Considerations

The financial impact of the preferred proposal would result in Council gaining a commercial rental for the market site. A rental valuation commissioned in November 2018 resulted in a market rental valuation of \$43,000+gst per annum for the Northcroft Domain site and \$30,000+gst per annum for the upper Riverside site.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for in the LTP.

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 public services. (i.e. efficient, effective and appropriate to present and anticipated future circumstances).

Authorisations as follows are required for the proposal:

- Resource Consent Building Consent Environmental Health
 Liquor Licencing Licence to occupy

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 is some risk around the public perception of the process. However, Council has already navigated much of this ground during the negotiations with the current operators around the location and LTO discussions. There is also a small risk that Council does not receive any suitable applications, or is unable to reach an agreement with a preferred operator.

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

A communications plan will be prepared in consultation with the communications team.

CONCLUSION

A farmers and craft type market is a valuable part of Taupō's community activity base; and it is desirable for a successful market to operate in town. The most suitable format for Council to support a market appears to be through supporting an external operator to provide the activity on Northcroft Domain. Council is looking for the operator that fits best and provides the best experience; and the best chance of getting this is to allow for

potential operators to make suggestions for operation without some of the traditional limits put in place during traditional tender processes. Consequently officers feel that an open request for proposal from any interested parties is the best first step towards making a decision on the best potential operator. This way we can evaluate the proposals, and work with potential operators to develop and define the best market operation.

ATTACHMENTS

1. Market LTO Considerations

5.6 PUBLIC ART - UPANE SCULPTURE SITE

Author: Jessica Simpson, Economic Relationship Manager

Authorised by: John Ridd, Head of Economic Development and Business Transformation

PURPOSE

The Taupō Sculpture Trust (TST) are purchasing 'Upane' by Steuart Welch and seek permission from Council to leave it on its temporary site on the lake front, permanently.

EXECUTIVE SUMMARY

In its 2018 - 2028 Long Term Plan (LTP) Council indicated its intention to develop a public art collection and to create a sculpture trail which will form another attraction for both residents and visitors to enjoy.

'Upane' was installed in 2015 on the lakefront as a temporary sculpture however, the TST has now been given the opportunity to purchase it and seek the permission from Council to leave it installed on the site permanently as it has become an iconic feature of the Taupō lakefront.

RECOMMENDATION(S)

That Council grants permission for 'Upane' to remain on the current site [above the water treatment plant on Lake Terrace] once purchased by the Taupō Sculpture Trust thus becoming a permanent addition to the public art collection.

BACKGROUND

The proposal has not been presented previously.

The Taupō Sculpture Trust has the charitable purpose "to encourage the acquisition and installation of a collection of contemporary sculptures in public areas within the Taupō District to foster appreciation, participation and expression of art and to enhance the urban environment". Council, under its Public Art Policy determined that its involvement in Public Art was not to decide on the appropriateness of artwork, merely the agreement as to site and dollar for dollar funding. Approval of Councils contributory funding has been delegated to staff. All art will be owned and maintained by Council for the benefit of its communities. Council will become the owners of the sculptures and be responsible for the maintenance.

Council's 2018 - 2028 LTP provides (contestable) funding of up to \$25,000.00 plus GST per annum to be applied by Council towards developing a public art collection, and \$100,000.00 plus GST the in financial year 2020-2021 for a notable sculpture. The contestable funding shall accumulate year on year should it not be spent.

DISCUSSION

Previous Councils have determined several sites for the location of public art:

Site 1: Corner of Lake Terrace and Titiraupenga Street

Site 2: Lake Terrace Reserve – Opposite Great Lake Motel, west of 'Hole in One'

Site 3: Taharepa Reserve – Corner Lake Terrace and Taharepa Road

Site 4: Ferry Road

Site 5: South Domain, 20m south of Superloo.

These now all have significant works of public art displayed, except for the Taharepa site. The Lake Terrace site was originally designated for temporary installations, however the opportunity for 'Upane' to become a permanent fixture is an excellent opportunity to utilise the public art fund without having to pay installation costs for a new work.

'Upane' is a hotspot for selfies with the lake and mountain vista framed perfectly through the circular hole and has become yet another iconic piece of public art.

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

OPTIONS

Analysis of Options

Option 1. Accept the TST proposal.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Already installed – no additional costs. • The sculpture will continue to add to the vibrancy and attraction of Taupō. • The expansion and enhancement of the public art collection. 	<ul style="list-style-type: none"> • Council will acquire another art asset to be maintained, although the maintenance will be low cost due to the nature of the cor-ten steel.

Option 2. Reject the TST proposal.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Council will not acquire an asset that needs to be maintained. 	<ul style="list-style-type: none"> • The public art collection will not be expanded. • The Taupō lake front will lose an iconic sculpture. • Another sculpture will need to be sourced and installed at an additional cost to the public art fund.

Analysis Conclusion:

Previous Councils have determined through policy that Council will not determine whether it likes or dislikes a proposed sculpture but merely whether or not it will fund them, and where they will be installed. The proposed permanent site for 'Upane' will add vibrancy and enhancement to the public art collection in Taupō.

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 \$11,000 + GST, which is Council’s S50% contribution to the total purchase price of \$22,000.

There is \$25,000 per annum budgeted for public art. The sculpture will be paid for from the 2019/20 budget allowance.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for under the Public Art Fund.

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 following plans:

- ✓ Long Term Plan 2018-2028 Annual Plan Waikato Regional Plan
- Taupō District Plan Bylaws Relevant Management Plan(s)

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 as the sculpture is already installed and part of the infrastructure on the lake front.

SIGNIFICANCE OF THE DECISION OR PROPOSAL

Council's Significance and Engagement policy identifies the following matters that are to be considered 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 believe no further engagement is required prior to Council making a decision.

COMMUNICATION/MEDIA

No communication/media required.

CONCLUSION

Public art in Taupō is successful for many reasons, but mostly because of the strong partnership between the Taupō Sculpture Trust and Taupō District Council. Taupō Sculpture Trust have been active in engaging local businesses to help fund this sculpture creating a strong sense of community ownership and pride. 'Upane' is a fantastic addition to the collection.

ATTACHMENTS

1. TST Flyer - Upane
2. Upane

5.7 COUNCIL'S APRIL 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 April 2019.

This month the speed limit was reduced on Control Gates Hill and work began on the northern corridor improvement project. This will be completed in five phases. The first phase is the installation of new signage and islands at the northern end by Huka Falls Road. There will also be traffic calming measures introduced, the addition of an uphill on-road cycle lane and the widening of the shared path on Control Gates Hill. The final phase will be the installation of traffic signals at the Norman Smith Street and Wairakei Drive intersection. The work is expected to take around 10 weeks to complete.

A public meeting was held in Turangi to report back to the community on the requests made in February. While we were unable to report back on the results of the financial review as we are still waiting the outcome, all other items had either been progressed or are on track. We will be working with the Turangi Tongariro Community Board in the next few months to begin the development of a master plan for the town.

It was pleasing to see a great response to our recent Long-term Plan amendment. When consultation closed on May 3, there were over 600 submissions with a number of people wanting to be heard.

April saw the level of building consents and applications remain strong, so our teams in that area have been busy. Our quality assurance team has also been working with our insurer to devise an insurance strategy in regard to rising insurance costs. At the same time, our engagement team has been assisting with the LTP Amendment by visiting secondary schools, and our Civil Defence coordinator Ian Cannon was working with local marae on preparedness for natural disasters.

In Turangi, the water pipe renewal programme continued and we began the installation of a stormwater device at Kohineheke Reserve. A contract was also let to replace the roof on the i-Site building. Our Turangi Customer Relations manager Andy Hema has been busy out and about in the community, and a number of outstanding service requests have been resolved.

April also saw the start of the hydroslide replacement at the AC Baths. The current slide is currently closed and the work is expected to be completed in July.

Work is also progressing on the demolition of Waiora House. The internal, non-contaminated walls have been stripped and excavators started on the heavier work, including the removal of the top sheet of the roof. All contaminated materials have been identified and isolated, and a negative pressure system employed to safely remove them. WorkSafe have been on site and have approved the methodologies Ward Demolition are using to remove the asbestos. The demolition is expected to be complete by the end of June.

ATTACHMENTS

1. April 2019 Project and Service Council Performance Report (A2460347)
2. Treasury Report Apr 2019

5.8 ELECTION PROTOCOLS FOR ELECTED MEMBERS 2019

Author: Tina Jakes, Head of Democracy, Governance and Venues
Authorised by: Gareth Green, Chief Executive Officer

PURPOSE

To adopt a set of protocols as a reference document ahead of the local authority elections on 12 October 2019.

EXECUTIVE SUMMARY

The local authority elections will take place on 12 October this year. SOLGM have developed a template based on Office of the Auditor-General guidelines. A draft document entitled "Election Protocols for Elected Members 2019" is attached for adoption.

RECOMMENDATION(S)

That Council adopts the Taupō District Council "Election Protocols for Elected Members 2019" [A2425941]

BACKGROUND

The proposal has been presented to Council by the Electoral Officer – Warwick Lampp at a workshop on 2 April 2019.

The local authority elections will take place on 12 October 2019. The Office of the Auditor-General [OAG] recommends that every Council consider adopting a formal communications policy to guide members in the lead-up to the elections. A draft document entitled "Election Protocols for Elected Members 2019" is attached for adoption.

DISCUSSION

The OAG has published a set of guidelines "Good Practice for Managing Public Communications by Local Authorities" for managing Council communication particularly during the pre-election period of the triennial elections [refer to the OAG's website: <http://www.oag.govt.nz/2004/public-communications/docs/public-communications.pdf>]

The statements of good practice in the guide are designed to meet three objectives in relation to a Council's communication practices:

- To ensure that Council communications resources are applied effectively and efficiently and in a manner that produces good value for money;
- To ensure that those who are permitted to use Council communications facilities do so for legitimate purposes; and
- To promote appropriate standards of conduct by those who consume Council communication resources, or use Council facilities, or otherwise communicate on behalf of the Council.

The attached Taupō District Council protocols for elected members incorporates key elements of the OAG's publication to ensure that there are no allegations of bias and public confidence in the election process is maintained.

OPTIONS

It is recommended that Council adopts the attached protocols in relation to communications during the election period.

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; Quality; and Value.

Financial Considerations

The financial impact of the proposal is estimated to be Nil

Legal Considerations

There are no legal considerations.

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

The OAG's guidelines around election and communication protocols have been developed to assist local authorities in managing risk during local authority elections, particularly during the pre-election period.

Adoption of the "Election Protocols for Elected Members 2019" is one mechanism Council can use to minimise risk or the potential for risks especially around the use of Council resources for communication and re-election purposes; to ensure that there are no allegations of bias; and to maintain public confidence in the election process.

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 (2019), 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 required.

CONCLUSION

It is recommended that Council adopts the "Election Protocols for Elected Members 2019" [A2425941].

ATTACHMENTS

1. Election Protocols for Elected Members 2019 (A2425941)

5.9 COUNCIL ENGAGEMENTS JUNE 2019 AND CONFERENCE OPPORTUNITIES

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

Authorised by: Gareth Green, Chief Executive Officer

Engagements

ENGAGEMENT	DAY	DATE	TIME
Council meeting – Long-term Plan 2018-28 amendment hearings & deliberations (Council Chamber)	Tuesday-Friday	4-7	9.30am start each day
Audit & Risk Committee meeting (Council Chamber)	Monday	10	10am-1pm
Turangi/Tongariro Community Board meeting (Boardroom, Turangi Service Centre)	Tuesday	11	1pm-3.30pm
Closed workshop – Turangitukua Mana Whakahono a Rohe (Boardroom, Turangi Service Centre)	Tuesday	11	3.30pm-4pm
Workshop – Transport Strategy (Council Chamber)	Thursday	13	10am-11am
Workshop - Regional Speed Management Plan & NZTA update (Council Chamber)	Thursday	13	11am-12.30pm
Workshop – Smokefree Action Plan	Thursday	13	1pm-1.30pm
Emergency Management Committee meeting (Council Chamber)	Monday	17	11am-12.30pm
Taupō Airport Authority Committee meeting (Taupō Airport, ANZAC Memorial Drive)	Monday	24	10.30am-noon
Workshop - Waikato Regional Council passenger transport update (Council Chamber)	Tuesday	25	10.30am-11.30am
Workshop – District Plan review (Council Chamber)	Tuesday	25	11.30am-12.30pm
Public forum (Council Chamber)	Tuesday	25	1pm-1.30pm
Council meeting (Council Chamber)	Tuesday	25	1.30pm-5pm
Kinloch Representative Group public forum (Kinloch Community Hall, Mata Place, Kinloch)	Thursday	27	2.30pm-3pm
Kinloch Representative Group meeting (Kinloch Community Hall, Mata Place, Kinloch)	Thursday	27	3pm-4.30pm

Conference and Professional Development Opportunities

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

- *Local Government New Zealand Annual General Meeting and Conference being held in Wellington on 7-9 July 2019 – His Worship the Mayor, David Trewavas and Cr(s) _____.*

- *His Worship the Mayor, David Trewavas or Deputy Mayor, Rosie Harvey – travel to the World 70.3 IRONMAN Championships taking place in Nice, France on 7-8 September 2019. Contractually at least one senior member of host cities Council must attend the previous year's World Championship event, hence the invitation from IRONMAN to the Mayor or Deputy Mayor, ahead of Taupō District's hosting of the event in 2020. Accommodation and other costs will be paid for by IRONMAN.*

RECOMMENDATION(S)

1. That Council receives the information relating to engagements for June 2019.
2. That Council approves the attendance of His Worship the Mayor, David Trewavas and Cr(s) _____ at the Local Government New Zealand Annual General Meeting and Conference taking place in Wellington on 7-9 July 2019.
3. That Council gives approval for His Worship the Mayor, David Trewavas or Deputy Mayor, Rosie Harvey to travel to the World 70.3 Ironman Championships taking place in Nice, France on 7-8 September 2019.

ATTACHMENTS

Nil

5.10 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 - 30 April 2019</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 Confidential Portion of Minutes - Taupō Airport Authority Committee - 13 May 2019</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>Agenda Item No: 6.3 Bad Debt Write-Offs</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 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]*.