

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

Date:	Tuesday, 25 June 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 - 27 MAY 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 Monday 27 May 2019 be confirmed as a true and correct record.

ATTACHMENTS

1. Council Meeting Minutes - 27 May 2019

3.2 ORDINARY COUNCIL MEETING - 28 MAY 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 28 May 2019 be confirmed as a true and correct record.

ATTACHMENTS

1. Council Meeting Minutes - 28 May 2019

4.1 ORDINARY AUDIT & RISK COMMITTEE MEETING - 10 JUNE 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 Audit & Risk Committee meeting held on Monday 10 June 2019.

ATTACHMENTS

1. Audit & Risk Committee Meeting Minutes - 10 June 2019

4.2 ORDINARY TURANGI/TONGARIRO COMMUNITY BOARD MEETING - 11 JUNE 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 11 June 2019.

ATTACHMENTS

1. Turangi/Tongariro Community Board Meeting Minutes - 11 June 2019

5.1 RECEIPT OF LAKE TAUPŌ PROTECTION PROJECT JOINT COMMITTEE EXTRAORDINARY MEETING MINUTES AND CONSIDERATION OF RECOMMENDATIONS - 29 MAY 2019

Author: Tanya Wood, Policy Advisor

Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

To receive the public minutes of an extraordinary meeting of the Lake Taupō Protection Project Joint Committee held on 29 May 2019 and consider the recommendations of the Joint Committee.

DISCUSSION

An extraordinary meeting of the Lake Taupō Protection Project Joint Committee was held on 29 May 2019. The minutes are attached for Council's consideration.

RECOMMENDATION(S)

That Council receives the minutes of the Extraordinary Lake Taupō Protection Project Joint Committee meeting held on 29 May 2019 and adopts the recommendations of the Joint Committee set out in those minutes.

ATTACHMENTS

1. Minutes of extraordinary meeting of the Lake Taupo Protection Project Joint Committee - 29 May 2019

5.2 CONTRACT TDC/1819/280 KINLOCH WASTEWATER IRRIGATION

Author: Michael Cordell, Asset Manager Water and Waste

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

This report is to seek Council approval to award the tender for Contract TDC/1819/280 Kinloch Wastewater Irrigation.

EXECUTIVE SUMMARY

The discharge consent for wastewater disposal at Kinloch required Council to install a subsurface irrigation system to dispose of the treated effluent. This disposal method will provide a more dispersed discharge and give greater opportunity for nutrient uptake.

A Registration of Interest (ROI) process was used to shortlist three companies, followed by a closed tender process. One potential tender withdrew from the process and two Tenders were received on 27 May 2019. The Tenders were evaluated using the Weighted Attributes process and the highest scoring and preferred Tenderer is Enviro Water Ltd.

RECOMMENDATION(S)

1. That Council accepts the Tender for Contract TDC/1819/280 Kinloch Wastewater Irrigation submitted by Enviro Water Limited for the sum of \$ 1,348,618.89 [excl. GST] and authorises His Worship the Mayor and the Chief Executive to sign the Contract Document(s) and attach the Council's Common Seal to them.
2. The Council allows a contingency sum of \$ 130,000.00 [excl. GST] to cover any detailed design stage changes and any unforeseen conditions.

BACKGROUND

The proposal has not been presented previously.

In December 2015 Taupō District Council was granted a Consent to discharge treated wastewater from the Kinloch WWTP. The Consent requires that TDC install a sub-surface drip irrigation system in the public golf course to better disperse the discharge from the WWTP. Council had previously, in 2007, purchased the golf course for this purpose. There is also additional land around the WWTP site available for irrigation.

DISCUSSION

A two stage procurement process was used for this design and construct contract. A Registration of Interest (ROI) process was used to shortlist three companies, followed by a closed tender process. One potential tender withdrew from the process and two Tenders were received.

TENDERS RECEIVED

Tender documents were issued for a proposed contract on 29 April 2019. Tenders closed on 27 May 2019 conforming tenders were received from the following organisations:

- Water Force Ltd (Auckland)
- Enviro water Ltd (Auckland)

Both Tenders have offered alternative items that provide cost savings and additional cost depending on the options selected.

The project was estimated at \$2,000,000.

TENDER EVALUATION

Tenders were evaluated on a Weighted Attributes basis.

As the Tender called for a design and construct contract; pricing adjustments have been made, following clarification from tenders regarding any tags, to ensure a fair comparison of the tenders received.

The overall highest scoring Tender was provided by Enviro Water Ltd.

RECOMMENDED CONTRACT PRICE

After evaluation of the alternatives offered by Enviro Water Ltd, price adjustment has been made to the Tendered sum, taking into account the pricing of tags and any alternatives accepted.

The tender submitted by Enviro Water Ltd plus post tender adjustments being \$1,348,618.89 over the 24 week contract term.

A contract contingency is appropriate for this contract as during the detailed design review it is possible and to cover any unforeseen site conditions.

The following table provides the breakdown of the recommended contract sum.

Tendered Sum	\$ 1,192,690.89
Adjustment made for tender evaluation following evaluation of TAGs and clarifications for fair comparison	+ \$ 59,727.00
Total used for tender comparisons	\$ 1,252,417.89
Adjustment to value added items offered	+ \$ 96,201.00
CONTRACT VALUE	\$ 1,348,618.89
Contingency for identified risks to be addressed during design phase (provisional sum)	+ \$ 130,000.00
RECOMMENDED CONTRACT VALUE	\$1,478,618.89

OPTIONS

Council may choose to accept the preferred tender or not. If the tender is not accepted Council would still have to complete this project to be compliant with the resource consent. Not awarding the project would cause delay and Council would likely face scrutiny of Waikato Regional Council for delaying this work.

CONSIDERATIONS

Financial Considerations

The financial impact of the proposal is estimated to be \$1,600,000.

This includes allowance for the TDC/1819/280 Kinloch Wastewater Irrigation, design reviews and technical support, contact supervision.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted in the Long Term Plan as Kinloch Wastewater Land Disposal System with a budget of \$2,200,000.

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).

The following authorisations may be 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.

Risks

Potential risks identified include:

- health and safety of contractors and public
- financial risk / construction risk i.e. unforeseen conditions
- The electrical transformer may require upgrade. If required this work will be outside of this contract but funded from within the existing project budget.

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 has been prepared in consultation with the communications team.

Communication has occurred with:

- Kinloch Golf Club
- The affected community in proximity to the work site via public meeting and FAQ
- Tuwharetoa Maori Trust Board, Raukawa Trust Board, Mokai Marae.

CONCLUSION

The Tender, for Contract TDC/1819/280 Kinloch Wastewater Irrigation, by Enviro Water Ltd is the highest scoring tender and should be accepted.

A sum of \$ 1,348,618.89 [excl. GST] should be approved by Council for this Contract.

A contingency sum of \$ 130,000.00 [excl. GST] should be provided for this Contract.

ATTACHMENTS

Nil

5.3 VARIATIONS TO SECURITY CONTRACT

Author: Darren Penketh, Facilities Officer

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

This report seeks Council's approval to vary the current Security Guard and Noise Control Services contract.

DISCUSSION

Following an open tender process and a Council resolution in December 2017, Council entered into a new three year Security Guard and Noise Control Services contract (TDC/1718/216) with Senjo Security, commencing 01 February 2018. This contract was valued at \$833,400 for the life of the three year contract.

Following changes in circumstances affecting the original scope of the contract, there is a need to review the contracted price to cover these additional items. The items to be included in the proposed variation to contract, and reasons for their inclusion are outlined below.

Variation Item	Reason for Variation	Cost Per Year	% of Total Contract
Turangi Cash Collections	ANZ Turangi closure	\$7,800	2.8%
Turangi-Taupō Cash Transportation	ANZ Turangi closure	\$16,640	6.0%
Lake Terrace Parking Checks	New parking time restrictions	\$9,125	3.3%
Secure Cherry Island Reserve	Missed from original contract	\$3,650	1.3%
Otumuheke Stream Toilets Locked	New asset	\$5,400	1.9%
Crown Park Toilets	Updated requirement (vandalism)	\$2,400	0.9%
	Total	\$45,015	16.2%

The activities included in the proposed variation are necessary for Council to continue operating effectively and to adequately discharge its safety and regulatory duties. These changes in circumstance are in part due to external factors beyond Council's control, and in part due to decisions made in execution of other activities for both community benefit and regulatory oversight. None of these situations could have been anticipated at the time of the original tendering of the security contract.

CONCLUSION

In order to continue effective operation of Council's security responsibilities it is recommended that the variation to the security contract as described in this report is approved.

RECOMMENDATION(S)

That Council approves unbudgeted expenditure of \$45,015 + GST for the purpose of varying the current Security Guard and Noise Control Services contract (TDC/1718/216) with Senjo Security; and authorises the Chief Executive to execute the contract variation documents.

ATTACHMENTS

Nil

5.4 WAIPAPA 9 TRUST - POUAKANI ROADWAYS, REQUEST THAT COUNCIL CONSENT TO CLOSE UNFORMED LEGAL ROAD

Author: Denis Lewis, Infrastructure Manager

Authorised by: Kevin Strongman, Head of Operations

PURPOSE

The purpose of this report is for Council to consider a request from Waipapa 9 Trust, that Council consent to the Maori Land Court making orders to close unused public road that runs across Waipapa 9 Trust land.

EXECUTIVE SUMMARY

There is an unformed public road that is vested in and controlled by Council that runs over farm land owned by Waipapa 9 Trust near the junction of Poihipi and Marotiri Roads. Waipapa 9 Trust wish for this unformed public road to be closed. The Trust has requested that Council consent to the Maori Land Court making orders to close the unused public road. The unformed public road is currently unused by the public, and existing formed road networks are considered appropriate for current and future needs.

This report recommends that Council consent to the Maori Land Court making an order to close the unformed public road.

RECOMMENDATION(S)

1. That Council receives the request from Waipapa 9 Trust, included in this report as Attachment 2, that Council consent to the Maori Land Court making orders to close unused public road that runs over land owned by Waipapa 9 Trust.
2. That Council consent to Maori Land Court making orders to close the unused public road that runs across Waipapa 9 Block as shown shaded in blue in Attachment 1, subject to the Waipapa 9 Trust being responsible for all costs associated with seeking the orders.

BACKGROUND

Waipapa 9 Trust ("the Trust") has requested that Council consent to the Maori Land Court closing an area of unused public road that runs over the Trust's land (shown in blue on the map attached at Attachment One). The unformed legal road runs through Trust land and then onto Tuaropaki Trust land before it meets Tirohanga Road.

The roadway was initially laid out as Maori roadway before it was proclaimed to be public road in 1966. Thereafter the road has never been formed or maintained by Council.

DISCUSSION

The Trust has submitted the request for the following reasons:

- The public right to pass over the road exposes the Trust's farm to health and safety risks and raises concerns for the security of stock and plant;
- The public interest in maintaining a safe and efficient roading network in the vicinity of the Trust's land is currently being met by the existing Poihipi and Tirohanga Roads;
- Given the distance from the Trust's land to the main centre and major highways, there will be no appreciable loss in utility for the public if the Council was to consent to the Maori Land Court making the desired orders.

Officers agree with the above reasons put forward by the Trust and recommend that Council consent to the Maori Land Court making orders to close the road.

The Te Ture Whenua Maori Land Act 1993 provides that the Maori Land Court has the discretion to make an order to close the road or any defined portion of it provided the consent of the Minister of Transport and the Taupo District Council, as the authority having control of the road provide consent. Upon receiving the request with the required consents, the Court may vest the land comprised in the road or portion of the road closed in such person or persons as it may determine or may amend any existing title to any Maori Land so as to include in it the whole or any part of the road or portion of the road that has been closed.

The adjoining landowner Tuaropaki E has consented to the proposal, and the Minister of Transport’s consent has been sought by the Trust.

The Trust is intending to make an application to the Maori Land Court for an order to stop the road. The Trust will be responsible for all costs associated with this process and as such it is not envisaged that there will be any costs for Council in providing its consent.

Based on this information it is considered that there are two options; decline to give consent or give consent.

If Council agree to consent to the closure of this unformed public road, it does not appear that it will affect legal access to private properties, as those adjoining properties can be accessed from Tirohanga Road. The unformed public road does continue through the adjoining land block owned by Tuaropaki E. It is therefore possible that Council will receive a subsequent future request from Tuaropaki E for the unformed road that runs across its land to be closed too. Council will need to assess each future road closure request on a case by case basis, and this decision will not set a legal precedent.

OPTIONS

Analysis of Options

Option 1. Consent to unformed road to be closed

Advantages	Disadvantages
<ul style="list-style-type: none"> • The Trust will be satisfied as they can then apply to the Maori Land Court to close the road and vest the land in the Trust. • If the Trust’s application to the Maori Land Court is successful it will have control of the land meaning that it can reduce health and safety risks and improve security for stock and plant. 	<ul style="list-style-type: none"> • Loss of unformed public road asset.

Option 2. Decline to give consent for the road to be closed

Advantages	Disadvantages
<ul style="list-style-type: none"> • Unformed public road asset maintained. 	<ul style="list-style-type: none"> • The Trust will not be satisfied. • The Trust will continue to have no control over the unformed road that runs through its farm. This means that there will continue to be health, safety, and security concerns (because of the right of the public to pass over this land).

Analysis Conclusion:

Based on the options analysis above, the recommended option is to provide consent for the unformed public road to be closed as there is not considered to be any appreciable loss in utility for the public if the road was closed. Further, health, safety, and security risks associated with there being an unformed public road that runs across farm land can be eliminated if the road is closed.

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

It is understood that the road automatically vested in Council when it was declared road by the 1966 proclamation, without payment. It is therefore not considered appropriate to request the Trust to pay money for the land. The financial impact of the proposal is estimated to be nil and it is expected that the Trust will cover costs associated with seeking the orders.

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 is the Te Ture Whenua Maori Land Act 1993 which has been analysed above in the discussions section.

Authorisations for the road to be closed are required from the Maori Land Court.

Policy Implications

The proposal has been evaluated against the following plans:

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

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

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 ō 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 ō 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.

Council has received the application from Waipapa 9 Trust, a Maori Land Trust, and has ensured that the adjoining land owner Taupopaki E consents to the proposal. The decision on whether the road should be closed rests with the Maori Land Court.

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

The decision will be communicated to the Maori Land Court and the applicant.

CONCLUSION

It is recommended that Council consent to the Maori Land Court making orders to close the unformed public road that runs across the Trust's land, subject to the Trust being responsible for costs associated with seeking these orders.

ATTACHMENTS

1. Map showing area of unformed public road
2. Request from Waipapa 9 Trust
3. Letter from adjoining land owner, Tuaropaki Trust

5.5 HEALTH AND SAFETY REPORT

Author: Michelle McGill, Health & Safety Business Partner

Authorised by: Brian Fox, Head of Regulatory and Risk

PURPOSE

The reason for the report is to ensure Councillors understand Taupō District Council's Health and Safety strategy for 2018-19 and are kept up to date with current and future health and safety matters. To provide an assurance that Taupō District Council has systems and processes in place that comply with the duties and requirements under the Health and Safety at Work Act 2015 (HSWA).

DISCUSSION

The three key pathways in the strategy have provided the structural approach to managing the identified risk profiles across council with the action plan demonstrating the significant improvement opportunities in the way Taupō District Council manages Health and Safety.

The key focus areas are outlined in this report providing an update on the safety performance measures in place demonstrating continuous improvement in health and safety matters.

Safe People

1. Leadership, Culture and Engagement

- Health and Safety KPI's are currently under review for the CEO. Once established the KPI's are tracked in the performance management system and an integral part of how we work with an alignment to the council values.
- Worker engagement, participation and representation are a legislative requirement under the HSWA 2015 with prescribed duties imposed on the PCBU.

Part 3, subpart 1, Clause 58; *Duty to engage with workers*
Part3, subpart 1, Clause 61; *Duty to have worker participation practices*
The Health and Safety Representative structure is outlined in a council specific Employee Participation Agreement. A draft 2019 Employee Participation Agreement is to be presented to the two union groups for consideration.
- Gareth Green and Mayor David Trewavas promoted a healthy breakfast at the Great Lake Centre with a presentation by Dr Tom Mullholland to learn about the KYND Wellness programme and how it can benefit overall wellness.

2. Health and Wellness

The Health and Wellness focus has continued through 2019 demonstrating the commitment to Taupō District Council's values with the implementation of new Health and Wellness initiatives endorsing the current political climate around mental health in New Zealand.

- Under the HSWA Regulations 2016 it is the PCBU's duty to:
 - Monitor workers exposed to substances hazardous to health
 - Ensure results of monitoring carried out are recorded and kept for 30 years
 - Ensure monitoring of a worker includes monitoring of a type recommended by an occupational health professional.

Waikato Health Occupational Consultancy (WOHC) completed the baseline monitoring in 2018 and the 2019 monitoring programme commenced in May. The testing completed to monitor

employees health include audiometry, spirometry, vision and muscular skeletal assessments. Where required vaccinations and bloods were taken to complete the baseline tests.

May 2018- May 2019

- 10 employees -pre-employment for safety sensitive business units
- 119 employees across the safety sensitive business units
- 7 employees for asbestos monitoring

In addition, the leadership team offered general wellness checks (heart health) to the non - safety sensitive office employees.

- 73 employees for a general wellness check – non safety sensitive business units
- 43 participated in the voluntary asbestos monitoring programme for Waiora House tenants.

- Molemap by Dermatologists is offering continuation of the 2018 promotional deal for onsite skin checks at a discounted rate for 2019. Last year approximately 75 employees utilized the opportunity and the early detection was valuable for a small percentage of the employees screened with potentially malignant melanomas. The 2019 programme will run from July through to October and the promotion has been extended to include family members at a discounted rate.
- Presentation by Dr Tom Mullholland at the Great Lake Centre in March and employees were offered the code to download the KYND Wellness App. The KYND Wellness App is composed of **KYND Body**, **KYND Mind** and **KYND Life** and measures physical, mental and social wellness.

Taupō District Council extended the KYND Body testing performed by the KYND practitioners to TDC employees with 96 taking the physical assessment to date. Additionally, 50 employees participated in a Healthy Thinking Workshop presented by Dr Tom Mullholland.

- To further demonstrate the councils commitment to encourage a healthy workplace, over the months of June/July the fitness studio at the AC Baths is running a free fitness course over 6 weeks and complimented with the KYND Nutritionist giving a seminar on healthy eating habits.
- In May 2019 council employees were offered the annual influenza vaccination or to participate in the Buccaline programme.
Total number of influenza vaccinations across council employees: 104
Total number of Buccaline subscriptions: 44
- For the 2018- 2019 financial year, subsidized prescription eyewear reimbursement was utilized by 22 personnel.
- Drug and Alcohol testing is an integral part of recruitment and ensuring a drug and alcohol free workplace. This is supported with the TDC Drug and Alcohol Policy.

2018-2019 financial year:

Pre-employment	62
Reasonable Cause	0
Post Incident	8

3. Training

- Health and Safety Training across the organisation

2018-2019 financial year .

First Aid	108
HSR Training	11
Confined Space	2
Confined Space refresher	3
Breathing Apparatus	0
Working at Heights	2
Traffic Management (STMS)	12
Traffic Control (TC)	17
Certified Handlers -hazardous substances	3
GrowSafe /Approved Handlers	20

Resilience Training

Situational Safety & Tactical Communications	9
General Compliance & Enforcement	9
Thriving under Fire Training	3

4. Injury Management

TRIFR (Total Recordable Injury Frequency Rate) and benchmarked against an organisational target rate.

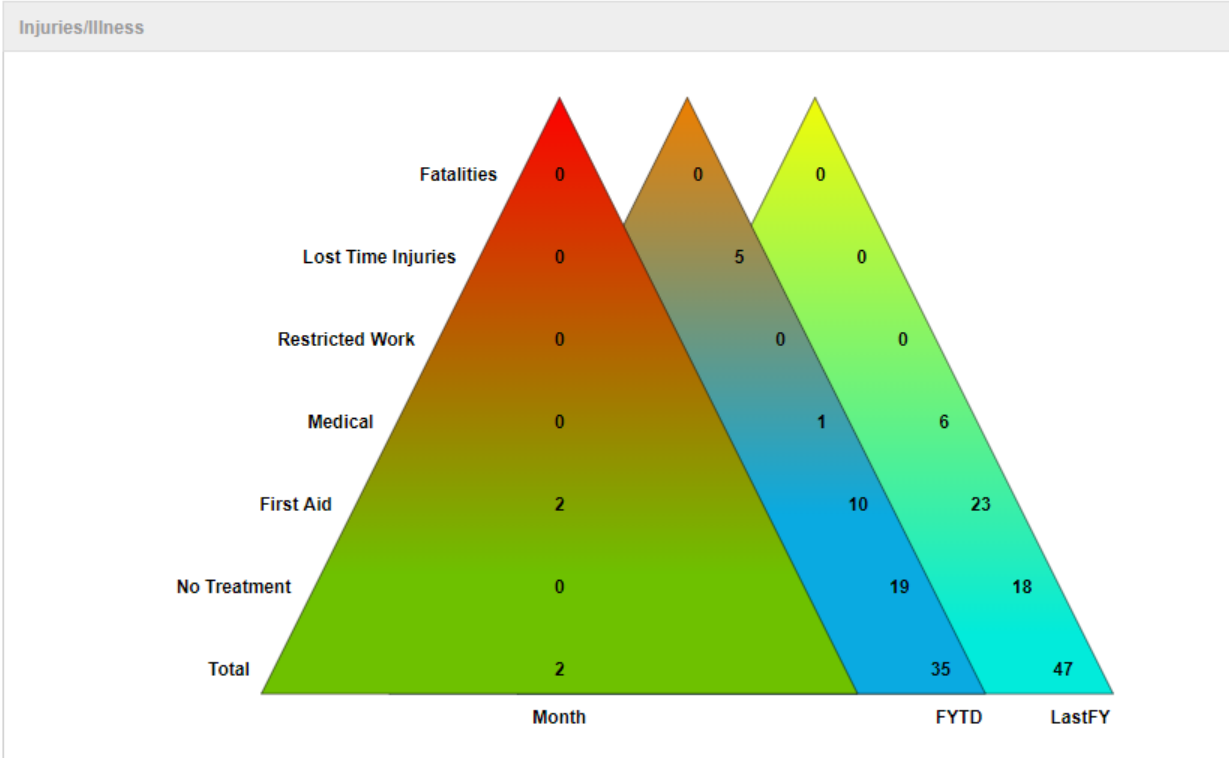
TRIFR = Total number of recordable injuries (Medical Injuries +Loss Time Injuries) X1,000,000 / number of hours worked

TRIFR =11.70 Target = 10.79

LTIFR (Lost Time Injury Frequency Rate)

LTIFR =9.75 Target = 2.00

i Displays the distribution of Injuries/Illnesses types including Lost Time and Fatalities. All types are mutually exclusive.
 Note: Type "Lost Time Injuries" overrules types Medical-First Aid-No Treatment.
 Note: Type "Fatalities" overrules types Lost Time Injuries and Medical-First Aid-No Treatment.
 Note: Type "Medical" includes treatment type of Hospitalisation



Rehabilitation and Workplace Assessments

Waikato Occupational Health Consultancy (WOHC) services include workplace assessments to reduce any aggravation to injuries or medical conditions.

5 employees across council received a work place /work station consultation assessment in 2018-19

Safe Systems

5. Assurance

- Mental health in the workplace has been a strong focus at many conferences held both nationally and internationally. Safeguard Health and Safety Conference in Auckland last week was no exception with attendance to the conference and workshop by Michelle McGill - Health and Safety Business Partner.
- Michelle McGill is on the Bay of Plenty Asbestos Liaison Group facilitated by WorkSafe NZ, with representation from local authorities, DHB’s Fire and Emergency Services.

Meetings are held in Rotorua bi-monthly providing a forum to discuss the issues and the recent amendments to the Asbestos legislation in NZ. In addition, representation from the Health and Safety Representatives in Facilities Asset Management and the Building Inspectors have attended this forum.

- Waiora House

An independent asbestos consultant has been engaged to peer review our processes in the initial Waiora House Asbestos Removal in relation to the Asbestos Management Plan. The report is being presented to the Audit and Risk Committee on 10 June 2019

6. Incident Management

ICAM (Incident Cause Analysis Methodology) assists teams in ensuring the root causes of incidents are identified providing robust corrective actions.

14 Personnel across council trained in ICAM 2018 -2019

Serious Incidents / Near Miss

1. TDC -Great Lakes Centre
14-05-2019 Near misses.- High potential serious harm
Incident # 4544

An incident occurred at the GLC involving equipment failure involving the pully system lowering electrical cords from the bridge. Personnel were below to receive the lowered electrical cords and stepped out of the fall zone.

An ICAM investigation is currently underway to understand the causes of the equipment failure and to review procedures for personnel working under suspended loads.

Contractor Serious Incidents / Near Miss

No serious near misses or incidents reported.

Safe Workplace

7. Resources

Taupō District Council Senior Leadership group are committed to looking after their employees and indirect workers (contractors and volunteers and community) associated to the organisation. The provision to allocate resources to ensure continuous improvements in the health and safety performance is represented in the initiatives and proactive decisions outlined in this report.

RECOMMENDATION

That Council receives the June 2019 Health and Safety Report.

ATTACHMENTS

Nil

5.6 ADOPTION OF THE AMENDED LONG-TERM PLAN 2018-28

Author: Hadley Tattle, Senior Policy Advisor

Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

This item seeks Council's adoption of the Amended Long-term Plan 2018-28.

RECOMMENDATIONS

1. That Council receives the audit report from Audit New Zealand on the Amended Long-term Plan 2018-28. (*circulated separately*)
2. That Council adopts the Amended Long-term Plan 2018-28. (*circulated separately*)
3. That Council acknowledges the Amended Long-term Plan 2018-28 includes an average rate increase which is greater than the Financial Strategy limit of Local Government Cost Index (LGCI) + 1.5 per cent in years 2021/22 and 2022/23.

BACKGROUND

At the Council meeting on 19 March 2018, Council adopted a consultation document for the amendment of the Long-term Plan 2018-28 on the Council administration building and Taupo Museum (consultation document) for consultation in accordance with section 93A(1)(a) of the Local Government Act 2002 (LGA). Council also adopted a Proposed Amendment to the Long-term Plan 2018-28 at that meeting.

Consultation with the community was undertaken from 2 April – 3 May 2019. Council received 660 submissions on the consultation document, along with feedback from other sources. Council heard from 26 submitters at hearings held on 4 June 2019. Council then deliberated on all submissions on 5 June 2019, where resolutions were passed that confirmed changes to the proposed amendment and directed officers to prepare the amendment and provide it to Audit New Zealand to enable a final audit report to be produced. The Audit New Zealand report (*circulated separately*) is included in the Amended Long-term Plan 2018-28.

OPTIONS

Council can either adopt the Amended Long-term Plan 2018-28, or not.

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; Resilient; Vibrant; Quality; and Value.

Financial Considerations

The financial considerations and implications are included in the suite of financial statements in the Amended Long-term Plan 2018-28. Council acknowledged at the Council meeting on 5 June 2019, that with current modelling the average rate increase may be greater than the Financial Strategy limit of Local Government Cost Index (LGCI) + 1.5 per cent in years 2021/22 and 2022/23.

Legal Considerations

The Amended Long-term Plan 2018-28 has been prepared in accordance with the legislative requirements in the LGA.

Policy Implications

The Amended Long-term Plan 2018-28 is based on the policy direction in the Long-term Plan 2018-28.

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 significant.

ENGAGEMENT

Engagement with the community took place via the consultation document, with those views and preferences considered by Council through the hearings and deliberations process.

COMMUNICATION/MEDIA

Communication will be undertaken with the community following the adoption of the Amended Long-term Plan 2018-28. Letters will be sent to submitters advising them of Council's decisions.

CONCLUSION

It is recommended that Council adopts the Amended Long-term Plan 2018-28.

ATTACHMENTS

Nil

5.7 ADOPTION OF THE RESPONSE TO SUBMISSIONS RECEIVED ON THE CONSULTATION DOCUMENT FOR THE AMENDMENT OF THE LONG-TERM PLAN 2018-28

Author: Hadley Tattle, Senior Policy Advisor

Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

This report seeks Council's adoption of the response to submissions received on the consultation document for the amendment of the Long-term Plan 2018-28.

RECOMMENDATION

That Council adopts the response to submissions received on the consultation document for the amendment of the Long-term Plan 2018-28.

BACKGROUND

At the Council meeting on 19 March 2018, Council adopted a consultation document for the amendment of the Long-term Plan 2018-28 on the Council administration building and Taupo Museum (consultation document) for consultation in accordance with section 93A(1)(a) of the Local Government Act 2002 (LGA). Council also adopted a Proposed Amendment of the Long-term Plan 2018-28 at that meeting.

Consultation with the community was undertaken from 2 April – 3 May 2019. Council received 660 submissions on the consultation document, along with feedback from other sources. Council heard from 26 submitters at hearings held on 4 June 2019. Council then deliberated on all submissions on 5 June 2019 where resolutions were passed that confirmed changes to the proposed amendment and directed officers to prepare the amendment and provide it to Audit New Zealand to enable a final audit report to be produced.

The response to the submissions have been prepared based on discussions and decisions made during deliberations.

OPTIONS

Council can either adopt or amend the response to the submissions. This allows for Council's decisions to be communicated to the submitters in line with the expectations of section 82 of the LGA.

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; Resilient and Value.

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.

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

Engagement with the community took place via the consultation document, with those views and preferences considered by Council through the hearings and deliberations process.

COMMUNICATION/MEDIA

Letters will be sent to submitters advising them of Council's decisions.

CONCLUSION

It is recommended that Council adopts the response to submissions received on the consultation document for the amendment of the Long-term Plan 2018-28.

ATTACHMENTS

1. Letter - response to submitters - LTP amendment June 2019 (A2483458)

5.8 ADOPTION OF THE ANNUAL PLAN 2019/20

Author: Hadley Tattle, Senior Policy Advisor

Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

This item seeks Council's adoption of the Annual Plan 2019/20.

RECOMMENDATION

That Council adopts the Annual Plan 2019/20 [A2456280].

DISCUSSION

Section 95 of the Local Government Act 2002 (LGA) requires Councils to have an Annual Plan and the plan must include all the information as per part 2 of schedule 10. The draft Annual Plan 2019/20 was presented to Council at a workshop on 28 May 2019.

OPTIONS

Council can either adopt the Annual Plan 2019/20, or not. It is preferred that Council adopts the Annual Plan 2019/20 to ensure it meets its legal obligations under the LGA.

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; Resilient and Value.

Financial Considerations

The financial considerations and implications associated with the final Annual Plan 2019/20 are included in the suite of financial statements and the funding impact statement of the Annual Plan 2019/20.

Legal Considerations

The Annual Plan 2019/20 has been prepared in accordance with the legislative requirements under the LGA. Council is required to adopt an Annual Plan by the end of June in advance of the new financial year beginning on 1 July 2019.

Policy Implications

The Annual Plan 2019/20 continues the strategic policy direction and levels of service in the Long-term Plan 2018-28 (LTP).

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

If Council chooses to not adopt the Annual Plan 2019/20, it will not be able to meet its obligations under the LGA.

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 decision to adopt the Annual Plan 2019/20 is significant.

ENGAGEMENT

The Annual Plan 2019/20 does not contain significant or material differences from the LTP, therefore as per section 95 (2A) of the LGA, no consultation was undertaken.

COMMUNICATION/MEDIA

The Annual Plan 2019/20 will be published on the Council website. In addition, a media release will also be prepared.

CONCLUSION

Section 95 of the LGA requires Council to have an Annual Plan and the plan must include all the information as per part 2 of schedule 10. It is recommended that Council adopt the Annual Plan 2019/20.

ATTACHMENTS

1. Annual Plan 2019/20

5.9 RATES RESOLUTION 2019-20

Author: Toni Wilkinson, Revenue Manager
Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

This report recommends for the Council to set rates for 2019-20 in accordance with section 23 of the Local Government (Rating) Act 2002, the due dates for payment in accordance with section 24 of the Local Government (Rating) Act 2002, and to authorise the addition of penalties in accordance with sections 57 and 58 of the Local Government (Rating) Act 2002.

RECOMMENDATION(S)

That, pursuant to section 23 of the Local Government (Rating) Act 2002, and in accordance with the Taupō District Council’s Annual Plan 2019-20, including the Funding Impact Statement the Taupō District Council hereby sets the rates and charges as set out in this resolution; (and in accordance with sections 24 and 57 states the due dates for payment of rates and authorises the addition of penalties to unpaid rates) for the period commencing on 1 July 2019 and ending on 30 June 2020:

The rates and charges are as follows:

1. General Rate

A General Rate, set under section 13 of the Local Government (Rating) Act 2002 on every rating unit in the district and calculated on the capital value of each rating unit. This rate is set on a differential basis as follows:

Rating Unit Category	Rate per \$ of CV 2019/20 GST incl
Residential	0.0028056/\$
Rural	0.0028056/\$
Utility Assets and Networks	0.0028056/\$
Electricity generators	0.0028056/\$
Industrial/Commercial	0.0050501/\$
Accommodation	0.0050501/\$
Other	0.0028056/\$

Uniform Annual General Charge

A Uniform Annual General Charge set under section 15 of the Local Government (Rating) Act 2002 assessed on every separately used or inhabited part of a rating unit in the district.

Per SUIP	2019/20 GST incl
Uniform Annual General Charge	\$250.00

2. Sewage Disposal

A targeted rate for sewage disposal, set under section 16 of the Local Government (Rating) Act 2002, assessed on every rating unit connected or available to be connected (serviceable) to an accessible Council scheme on the basis of one charge per pan or urinal (with the exception of the residence of a single household – which shall be assessed only one charge). For the avoidance of doubt the words ‘a single household’ do not restrict the charge to one pan/urinal in the situation where a rating unit has separately used or inhabited parts. In such a situation each separately used or inhabited part is regarded as a separate household, and a charge applied, at the sliding scale, for each separately used or inhabited part of the rating unit. (Serviceable - rating units within 30 meters of an accessible sewage drain).

The sewer schemes are: Taupō Township, Acacia Bay, Kinloch, Whakamaru, Mangakino, Atiamuri, Turangi Township/Tokaanu, Omori/Kuratau/Pukawa, Motutere, Whareroa and Motuoapa.

Targeted Sewer Disposal charges per SUIP are:

Factor	2019/20 GST incl
Connected (1st pan/urinals) per pan/urinal	\$720.24
Connected (2 – 10 pans/urinals) per pan/urinal	\$540.18
Connected (10 + pans/urinals) per pan/urinal	\$360.12
Connected (schools 10 + pans/urinals) per pan/urinal	\$180.06
Serviceable (available to be connected) per rating unit	\$360.12

3. Targeted Rates for water supply

Water Schemes with fixed charge targeted rates.

A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act, assessed on each separately used or inhabited part of a rating unit, and being a rating unit which is connected, or is available to be connected (serviceable), to an accessible Council scheme. A full charge will be made for each connected separately used or inhabited part of the rating unit and a half charge for serviceable separately used or inhabited parts of a rating unit (those within 100 meters of any part of the water scheme).

The water schemes and targeted water charges on any separate part of a rating unit described above are:

Water Scheme	2019/20 GST incl Serviceable (available to be connected)	2019/20 GST incl Connected
Taupō (includes Taupō township, Waitahanui, Wairakei Village, Acacia Bay and the wider Mapara area.	\$246.55	\$493.10
Kinloch	\$301.23	\$602.46
River Road	\$426.56	\$853.12

Mangakino Township	\$257.65	\$515.30
Atiamuri	\$553.52	\$1,107.04
Whakamaru	\$635.90	\$1,271.80
Turangi Township/Tokaanu	\$188.43	\$376.86
Motuoapa	\$313.64	\$627.28
Omorī/Kuratau/Pukawa	\$173.47	\$346.94
Hatepe	\$488.88	\$977.76
Whareroa	\$250.04	\$500.08

Water schemes with charges based on land value.

All rating units within the water supply areas listed below (whether connected or not) are assessed on the basis of land value without differentials. These are targeted rates, set under section 16 of the Local Government (Rating) Act 2002.

The water schemes and targeted water rates are:

Water scheme	Rate of land value per \$ 2019/20 GST incl
Whakaroa	0.0023603/\$
Rakaunui Road	0.0028720/\$
Centennial Drive (untreated)	0.0062715/\$
Bonshaw Park	0.0049784/\$
Whakamoenga Point	0.0015136/\$
Waihaha	0.0032760/\$
Tirohanga	0.0012054/\$

4. Metered Water Supply

Targeted rates for metered water supply, set under section 19 of the Local Government (Rating) Act 2002, and assessed on the volume of water supplied to every rating unit with a water meter. These metered water charges apply for supply over and above the equivalent supply allocation provided under the relevant fixed charge for water schemes, where the equivalent supply allocation is the amount of the relevant fixed charge, divided by the relevant rate per m³.

The targeted water meter rates are:

Water Scheme	2019/20 GST incl
	cents/m ³
Taupō (includes Taupō township, Waitahanui, Wairakei Village, Acacia Bay and the wider Mapara area.	227
Kinloch	173
Whakaroa	229
Bonshaw Park	291
Whakamoenga Point	161
River Road	194
Mangakino Township	178
Tirohanga	93
Turangi Township	69
Motuoapa	110
Tokaanu	131
Hatepe	259
Omori/Kuratau/Pukawa	148
Whakamaru	152
Atiamuri	178
Rakaunui Road	63
Centennial Drive (untreated)	51

5. District Refuse Disposal Charge

A targeted rate for district refuse disposal, solid waste operations and waste minimization initiatives, set under section 16 of the Local Government (Rating) Act 2002 and assessed on each separately used or inhabited part (SUIP) of each rateable rating unit in the district on the basis that properties categorized as residential, rural or other shall be assessed with one charge per SUIP, and industrial/commercial, accommodation, electricity generator and utility assets and network rating units shall be assessed with twice the charge per SUIP. For the avoidance of doubt, where a rating unit is divided into separate parts for rating purposes, each separate part is treated as if it were a separate rating unit for the application of this District Refuse Disposal Charge.

The targeted District Refuse Disposal Charge is:

	2019/20 GST incl Accommodation, Industrial/Commercial, Electricity Generators, Utility Assets & Networks	2019/20 GST incl Residential, Rural or Other
District Refuse Disposal Charge	\$98.64	\$49.32

6. Whakamaru Fire Protection Rate

A targeted Whakamaru Fire Protection Rate, set under section 16 of the Local Government (Rating) Act 2002, assessed on specified rating units within the Whakamaru Village as a fixed amount per rating unit.

The targeted Whakamaru Fire Protection Rate is:

	2019/20 GST incl
Whakamaru Fire Protection	\$168.40

7. Whareroa Refuse Rate

A targeted Whareroa Refuse Rate, set under section 16 of the Local Government (Rating) Act 2002, assessed on all rating units in the Whareroa rating area as a fixed amount per rating unit.

The targeted Whareroa Refuse Rate is:

	2019/20 GST incl
Whareroa Refuse Rate	\$90.90

8. Town Centre Taupō Management Rate

A targeted Town Centre Taupō Management Rate, set under section 16 of the Local Government (Rating) Act 2002, assessed on each separately used or inhabited part of industrial/commercial rating units within the defined central business district of Taupō town.

The targeted Town Centre Taupō Management Rate is:

	2019/20 GST incl
Town Centre Taupō Management	\$350.13

9. Turangi Tongariro Community Board Rate

A targeted Turangi Tongariro Community Board Rate, set under section 16 of the Local Government (Rating) Act 2002, assessed on each separately used or inhabited part of all rateable rating units within the Turangi-Tongariro ward.

	2019/20 GST incl
Turangi Tongariro Community Board Rate	\$17.24

10. Goods and Services Tax (GST)

15% GST is included in the rates.

11. Due dates for payment

The due dates for the four instalments for rates assessed (excluding rates for metered water supply) are set out in the table below:

Instalment	Due Dates
One	20 August 2019
Two	20 November 2019
Three	20 February 2020
Four	20 May 2020

The due dates for the targeted rates for metered water supply are set out in the table below:

Meter area	A/c numbers	Due dates from 1 July 2019 to 30 June 2020
Taupō Town	015115 - 015970	20 February & 20 August
Taupō Town	017950 - 018910	
Taupō Town	012375 - 015100	20 March & 20 September
Wairakei	018915 - 018955	
Taupō Town	019000 - 019999	
Acacia Bay	020000 - 029999	
Taupō Town	015985 - 017640	20 April & 21 October
Turangi	050015 - 055000	
Mapara	100000 - 109999	
Tokaanu	130000 - 130482	
Omori	160015 - 160355	
Broadlands Rd/TMP	301000 - 399999	
Mangakino	040000 - 040580	20 May & 20 November
Centennial Drive	080000 - 089999	
Bonshaw Park	120000 - 129999	
Waitahanui/Hatepe	140000 - 159999	
River Road	170000 - 179999	
Serenity Cove	400010 - 400510	
Taupo Town	017650 - 017935	22 June & 20 December
Kinloch	030000 - 039999	
Whakaroa	060000 - 069999	
Tirohanga	110000 - 119999	
Taupō Town	010015 - 012325	22 July & 20 January
Ashwood Park	300000 - 300999	
Various (read monthly)	090000 - 099999	20th of each month (or next working day)
Various (read monthly)	200000 - 299999	
Various (read quarterly)	180000 - 189999	20 March, 22 June, 20 September, 20 December

(unless otherwise noted in the table, meters are read six monthly)

12. Penalty Charges

A 10% penalty will be added to any part of the rates instalment that remains unpaid by the due date as shown in the table below as provided for in Section 57 and 58(1)(a) of the Local Government (Rating) Act 2002.

Due Date	Penalty added
20 August 2019	27 August 2019
20 November 2019	27 November 2019
20 February 2020	27 February 2020
20 May 2020	27 May 2020

A further 10% penalty on any rates that are unpaid from previous years on 1 July 2019 will be added on 3 July 2019 being 5 working days after this resolution is made, as provided in Section 58(1)(b)(ii) of the Local Government (Rating) Act 2002.

BACKGROUND

Council reviewed the Annual Plan 2019-20; being year 2 of the 2018 – 28 Long Term Plan, on 28 May 2019. In a prior item today Council adopted the Annual Plan 2019-20 including the Funding Impact Statement.

OPTIONS

The two options Council has are to either set the rates, set the due dates and authorise penalties in accordance with the Local Government (Rating) Act 2002, or not. If Council chose not to do so Council would not have the ability to assess and collect rates for 2019-20.

CONSIDERATIONS

Financial Considerations

The rates resolution sets the rates to be assessed.

Legal Considerations

The Local Government (Rating) Act 2002 provides Council with the mandate to set and collect rates. Section 23 of the Local Government (Rating) Act 2002 requires the Council to set rates by a resolution of the local authority.

Policy Implications

The rates resolution is a complete statement of the rates to be set and is in accordance with the Funding Impact Statement.

Risks

There are no risks identified.

SIGNIFICANCE OF THE DECISION OR PROPOSAL

Officers have undertaken an assessment of the matters in clause 11 of the Significance and Engagement Policy (2016) and are of the opinion that the decision to set the rates, set the due dates for payment and authorise the addition of penalties to unpaid rates for 2019-20, is a significant decision.

ENGAGEMENT

The 2019-20 Annual Plan does not include significant or material differences from the content of the 2018-28 Long Term Plan and therefore was not part of a consultation process.

COMMUNICATION/MEDIA

The Annual Plan and the revised rates will be published on the Council website and in hard copy.

CONCLUSION

The Annual Plan 2019-20 has been adopted, including the Funding Impact Statement. Under Section 23 of the Local Government (Rating) Act 2002, rates need to be set for 2019-20 as set out in this resolution.

ATTACHMENTS

Nil

5.10 DISPOSAL OF 72 LAKE TERRACE, TAUPŌ

Author: Flash Sandham, Commercial Manager

Authorised by: Alan Menhennet, Head of Finance and Strategy

PURPOSE

To request Council approval to market and sell the former Council office site at 72 Lake Terrace, Taupō.

EXECUTIVE SUMMARY

Council has resolved to build a new Council Office within the town centre thereby leaving the former site redundant. It is appropriate that the disposal of the site is carried out in a timely manner to maximise any financial returns and reduce any un-necessary costs and operational risks to Council.

The proposed method of disposal is by Expression of Interest to enable a full exploration of any offers and opportunities that may be presented.

RECOMMENDATION(S)

That Council:

1. Directs officers to carry out an 'Expressions of Interest' process for the sale of 72 Lake Terrace, Taupō.
2. Delegates authority to the Chief Executive Officer to enter into a sales agreement for 72 Lake Terrace, Taupō subject to appropriate conditions and financial return.

BACKGROUND

The proposal has come about as a result of Council's decision to construct the new Council Offices on Tūwharetoa Street. As 72 Lake Terrace is no longer an option for the Office location, it is now appropriate to consider its disposal.

The site comprises of several titles and is predominantly vacant since the demolition of the former Council offices. Due to the shape and layout of these sites it would be inappropriate to attempt to dispose of them separately.

During the public submission process and throughout the deliberations it has been proposed that if 72 Lake Terrace was not to be the chosen location then the income from its sale would contribute towards any alternative proposal.

The site currently houses a small number of Council staff, the Emergency Operations Centre (EOC) and some of the Council records across two separate buildings. The relocation of these activities will need to be incorporated into any disposal plan.

DISCUSSION

Before any disposal takes place the remaining Council activities on the site need to be addressed and the following approach is proposed;

The relocation of staff is a logistical exercise and can be carried out in the same way as we have moved the rest of the main office occupants. The only factors that may alter are the length of time this takes and the eventual place of relocation.

The records building has some specialised equipment due to the rules around the correct maintenance of records. Work around moving these records to alternative locations is currently underway.

The EOC is slightly more complicated as this building has been specially converted for its purpose but is potentially relocatable.

There are several options Council can consider to deal with these issues;

1. The site could be sold with a delayed settlement, thereby enabling us to continue to use the current buildings while alternatives are explored
2. The site could be sold and the currently used buildings leased back to Council for a period of time, thereby allowing alternative sites to be organised.
3. Council could delay the sale until the issues have been dealt with.
4. Council could retain the site and continue to use it as it presently does.

Due to the issues around relocation of the remaining staff and activities, the method of disposal needs to allow for a high level of negotiation therefore it is proposed that an expression of interest (EOI) is the most efficient method of bringing this property to the market as it allows Council the most flexibility. An auction would imply that only the highest price is relevant and does not give the opportunity for negotiation and a conventional market sale would give the same impression with little encouragement for a potential purchaser to think creatively.

OPTIONS

Analysis of Options

Option 1. Delayed settlement sale

Advantages	Disadvantages
<ul style="list-style-type: none"> • Council has the certainty of future income from the sale 	<ul style="list-style-type: none"> • Ongoing running cost of maintaining the site
<ul style="list-style-type: none"> • No additional rental or relocation costs 	<ul style="list-style-type: none"> • Delayed access to any sales funds
<ul style="list-style-type: none"> • Council has more time to plan future options 	<ul style="list-style-type: none"> • Development of the site is delayed

Option 2. Sale and lease back

Advantages	Disadvantages
<ul style="list-style-type: none"> • Council has the benefit of immediate access to any sales funds 	<ul style="list-style-type: none"> • Ongoing lease costs
<ul style="list-style-type: none"> • Council has more time to plan future options 	<ul style="list-style-type: none"> • Development of the site is delayed
<ul style="list-style-type: none"> • More immediate financial return 	

Option 3. Vacant possession market sale

Advantages	Disadvantages
<ul style="list-style-type: none"> • More immediate financial return 	<ul style="list-style-type: none"> • Current uses of the site would need rapid relocation at a potentially high cost
<ul style="list-style-type: none"> • Development of the site can proceed 	

Option 4. Delay sale

Advantages	Disadvantages
<ul style="list-style-type: none"> • Planning for alternatives has no time pressure 	<ul style="list-style-type: none"> • No revenue for some considerable time
	<ul style="list-style-type: none"> • Possible lost opportunities if the market for commercial properties changes
	<ul style="list-style-type: none"> • Development of the new site is delayed

Option 5. Retain site

Advantages	Disadvantages
<ul style="list-style-type: none"> • Current usages can remain unchanged 	<ul style="list-style-type: none"> • No revenue generated
	<ul style="list-style-type: none"> • In direct conflict with the signals given during the public process

	<ul style="list-style-type: none"> • The site is highly underutilised
	<ul style="list-style-type: none"> • This is in contradiction to the direction indicated during the consultation period for the office relocation process

Analysis Conclusion:

Options 1, 2 and 3 would be preferable depending on the sale price or any lease arrangements negotiated. Based on this it is proposed that the site is placed on the market, initially by Expression of Interest thereby enabling the best possible outcome to be chosen.

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: Value.

Financial Considerations

The financial returns from the sale would help fund the new Council office building.

Long-term Plan/Annual Plan

Any expenditure would be funded from the eventual sale.

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:

Public Works Act

The property is exempt from the offer back process of the Public Works Act.

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 ō 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 ō 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 a risk that if the property does not sell then there is no financial return to Council and alternative uses may need to be sought. Inversely, if the property does sell and Council changes its position on the relocation of the new office then this site will no longer be available.

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

An appropriate level of communication will take place as part of the expression of interest process, should that be Council's decision.

CONCLUSION

Taking into account all of the factors it would appear that an Expression of Interest would be the most appropriate method to dispose of this asset as it enables the greatest level of flexibility and opportunity. The potential to achieve positive benefits in both timing and monetary outcomes can be fully explored.

ATTACHMENTS

1. 72 Lake Terrace, Taupo - outline

5.11 COUNCIL'S MAY 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 May 2019.

Work on the improvements to the northern entrance to Taupō are steaming ahead with traffic signals now in place at the intersection of Norman Smith Street and Wairakei Drive. The remodelling of the intersection is also nearing completion. It looks like the project may be completed earlier than expected with the signals likely to be commissioned in the next couple of weeks.

Some crushed asbestos was discovered by a contractor crushing concrete at the Turangi Transfer Station earlier this month after it had been disposed of incorrectly. As soon as the asbestos was discovered the contractor notified our staff and the affected areas were cordoned off to the public. Water was used to wet down the crushed material to reduce the risk of particles becoming airborne. Work Safe New Zealand was notified and an asbestos expert was commissioned to undertake testing. The test results confirmed there was asbestos in the uncrushed concrete pile, the crushed concrete pile and in the soil around where the piles are, and where the loader and excavator were operating. We are now working through the options to decontaminate the site and reopen the affected areas. We are confident we have done all we can to minimise any risk of harm to the public. The contractor was offered a precautionary health check. Initial indications are that the removal of the contaminated material is likely to be costly and will require approval of unbudgeted expenditure.

Water pipe renewals in Turangi are well ahead of schedule and are expected to be completed in the next 4-6 weeks. At the time of writing this report, 50 per cent of the project was complete. Once the work in Turangi is completed, replacements will start in Tokaanu.

May was an incredibly busy month for our building team with inspections up 39 per cent on the previous month. At the start of the year it was initially thought things were starting to slow down a bit in the building space, but it's actually accelerated with growth in all sectors and particularly in the non-residential sector with some big commercial jobs underway.

Dog registrations are due by July 1 and in the two weeks of invoices going out 1450 dogs were registered, which was quite an increase on the same time last year. There are more than 7300 dogs required to be registered in the Taupō District.

The council's decision earlier this month to build a new council administration building on 61-67 Tuwharetoa Street heralded the end of two years of work exploring the best options for our organisation's future. The next phase, following the amendment of the Long-term Plan to reflect the council's chosen site and additional carparking, will be getting detailed planning, design and procurement underway.

Planning is well underway for the October local body elections with nominations being called for from July 19. Nominations will close on August 16 at noon with voting papers delivered to houses between September 20 and 25. As council will be aware, following the representation review determination by the Local Government Commission, there will be an extra council position representing the Taupō East Rural Ward for the next triennium. The seat will represent Oruanui north of Poihipi Road, Broadlands, Rangitaiki, Taharua, and Wairakei-Aratiatia including Ohaaki and Wairakei Village. There will also be a subdivision introduced for the Turangi Tongariro Community Board which will result in four community board members representing Turangi town and two members for the remaining Tongariro ward. Election day is Saturday, October 12.

Good news on the economic front. The Taupō economy grew at a reasonably healthy rate of 2.5 per cent in the year to March 2019, according to provisional estimates from Infometrics. Other broad indicators of economic activity support the view that the Taupō economy is in reasonable health. Traffic flows were up 2.6 per cent, compared to growth of 0.6 per cent nationally. Consumer expenditure, as measured by Marketview, was up 3.5 per cent in the 12 months to March 2019, compared with 4.1 per cent in the national economy.

Softer New Zealand-wide tourist arrivals have flowed through to Taupō, with guest nights in commercial accommodation down 3.1 per cent over the 12 months to March 2019. This compares with a growth rate of 7.4 per cent the previous year. Total tourism expenditure was up 6.3 per cent in the 12 months to April 2019, which was above the national growth rate of 3.3 per cent .

ATTACHMENTS

1. April 2019 Project and Service Council Performance Report (A2480371)
2. Treasury Report May 2019

5.12 2019-22 EXPENSES POLICY FOR ELECTED MEMBERS

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

Authorised by: Gareth Green, Chief Executive Officer

PURPOSE

To adopt an 2019-22 Expenses Policy for Elected Members.

EXECUTIVE SUMMARY

Council must revise its Expenses for Elected Members policy every three years. The current policy expires 30 June 2019.

In previous years, approval of the policy from the Remuneration Authority was required. This is no longer the case.

The existing policy has been reviewed and still meets the Council's requirements.

The following changes have been made along with some minor formatting changes.

- Removal of the threshold for payment of vehicle mileage (as per updated Determination)
- Pro-rata of travel time allowance for part hours of travel
- A maximum of 8 hours able to be claimed for travel time in a 24 hour period
- Includes retrospective approval for travel
- In order meet the requirements of the Public Records Act, only council issued I-pads for use by elected members.

The updated document is attached to this report [Attachment 1].

RECOMMENDATION(S)

That Council adopts the 2019-22 Expenses Policy for Elected Members [A2469614]

BACKGROUND

The proposal has been presented to Council at a workshop on 13 June 2019.

Council needs to adopt an Expenses Policy that is consistent with Remuneration Authority policy in providing equipment and/or allowances for elected members in their official capacity, and which is cost-effective for ratepayers.

DISCUSSION

Council's Expenses for Elected Members is set for a three-year term, effective from 1 July 2019.

The Remuneration Authority has indicated the maximum amount it will authorise for a range of allowances and expenses. Council may choose to pay allowances or reimbursements at lower rates, if it considers that the allowances are higher than actual costs for elected members in this district.

OPTIONS

The only practicable option for Council is to adopt the attached draft policy.

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: Quality; and Value.

Financial Considerations

Funding for allowances and expenses as outlined in the Policy has been included in the LTP.

Legal Considerations

Council cannot pay any allowances or expenses without the appropriate policy in place.

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 if council adopts a policy that is consistent with the Remuneration Authority's policy guidelines.

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 external communication required. The Policy will be included on Council's website.

CONCLUSION

This updated policy will come into effect from 1 July 2019.

ATTACHMENTS

1. Expenses Policy 2019-22

5.13 COUNCIL ENGAGEMENTS JULY 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
Closed Performance Monitoring Group meeting (Council Chamber)	Monday	1	1.30pm-3pm
Fences, Roding, Reserves & Dogs Committee meeting (Council Chamber)	Tuesday	2	10am-noon
Council meeting - hearings & deliberations: Water Supply Strategy & Road Encroachment Policy	Thursday	4	9.30am-3pm
Turangi/Tongariro Community Board meeting (Boardroom, Turangi Service Centre)	Tuesday	9	1pm-3pm
Mangakino/Pouakani Representative Group meeting (Mangakino Service Centre)	Tuesday	16	10am-11.30am
Mokai Marae – pohiri, hapū hui, Council meeting	Tuesday	30	10am-4pm

Conference and Professional Development Opportunities

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

RECOMMENDATION(S)

That Council receives the information relating to engagements for July 2019.

ATTACHMENTS

Nil

5.14 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 - 28 May 2019</p>	<p>Section 6(b) - the making available of the information would be likely to endanger the safety of any person</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 6 and 7</p>
<p>Agenda Item No: 6.2 Receipt of Confidential Portion of Minutes - Audit & Risk Committee - 10 June 2019</p>	<p>Section 7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>Section 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 - Performance Monitoring Group - 27 May 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 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]*.