



# **ATTACHMENTS**

**Ordinary Council Meeting**

**30 July 2024**

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**TAUPŌ DISTRICT COUNCIL  
MINUTES OF THE ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, 107 TE HEUHEU STREET, TAUPŌ  
ON TUESDAY, 25 JUNE 2024 AT 1.00PM**

**PRESENT:** Mayor David Trewavas (in the Chair), Cr Duncan Campbell, Cr Karam Fletcher (via MS Teams), Cr Sandra Greenslade, Cr Kylie Leonard, Cr Danny Loughlin, Cr Anna Park, Cr Christine Rankin (via MS Teams from 1.11pm), Cr Rachel Shepherd, Cr Kevin Taylor, Cr Kirsty Trueman (via MS Teams), Cr Yvonne Westerman, Cr John Williamson

**IN ATTENDANCE:** Chief Executive (J Gardyne), General Manager Organisation Performance (S Matthews), General Manager People and Community Partnerships (L O'Brien), General Manager Strategy and Environment (W Zander), Acting General Manager Operations and Delivery (T Hale), Legal and Governance Manager (N McAdie), District Customer Relations Manager (T Russell), Communications Manager (L McMichael), Environmental Services Manager (J Sparks), People and Culture Manager (L Nienhuser), Project Management Office Manager (P Fletcher), Policy Manager (N Carroll), Property Manager (S Attenborough), Infrastructure Manager (R Stokes), Finance Manager (J Paenga), Digital Content Creator (C Hollinger), Team Leader Resource Management (E O'Callaghan), Team Leader Corporate Planning (A Smith), Programme Manager (J Walton), Policy Advisor (A Wilson), Infrastructure Project Manager (E May), Senior Policy Advisor (K Goode), Senior Financial Accountant (A Snell), Senior Solicitor (K Hollman via MS Teams), Asset Manager Transportation (C Sharland via MS Teams), Asset Engineer – Transport (I Nikitin via MS Teams), Senior Committee Advisor (K Watts)

**MEDIA AND PUBLIC:** No members of the public

- Notes:
- (i) All those present opened and closed the meeting with the Taupō District Council karakia.
  - (ii) Items were considered in the following order: 1, 2, 3, 4, 5.1-5.5, 5.8, 5.6-5.7.
  - (iii) Item 5.7 from the Supplementary Agenda was renamed to item 5.8. Item 5.8 from the Supplementary Agenda was a duplication of item 5.3.
  - (iv) Cr Christine Rankin entered the meeting at 1.11pm. She was not present for resolution TDC202406/03.

**1 KARAKIA**

The Taupō District Council karakia was said by all present at the meeting.

**2 WHAKAPĀHA | APOLOGIES**

**TDC202406/03 RESOLUTION**

Moved: Cr Anna Park  
Seconded: Cr John Williamson

That the apology received from Cr Christine Rankin (for lateness) be accepted.

**CARRIED**

Note: All members present at the Council meeting voted in favour of resolution TDC202406/03 above.

Ordinary Council Meeting Minutes

25 June 2024

**3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST**

Item 5.3 Civic Administration Building (CAB) Project Budget Transfer

Cr Danny Loughlin declared a conflict of interest with this item and did not participate in discussion of this item.

**4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES****4.1 ORDINARY COUNCIL MEETING - 23 MAY 2024**

The minutes were amended in the following manner:

Cr Sandra Greenslade was recorded as being present.

**TDC202406/04 RESOLUTION**

Moved: Cr Danny Loughlin  
Seconded: Cr Rachel Shepherd

That the minutes of the Council meeting held on Thursday 23 May 2024 be approved and adopted as a true and correct record, as amended.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/04 above.*

**4.2 ORDINARY COUNCIL MEETING - 28 MAY 2024**

The minutes were amended in the following manner:

Cr Kylie Leonard was removed from the list of those present.

**TDC202406/05 RESOLUTION**

Moved: Cr Kevin Taylor  
Seconded: Cr Anna Park

That the public and confidential portions of the minutes of the Council meeting held on Tuesday 28 May 2024 be approved and adopted as a true and correct records, as amended.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/05 above.*

**4.3 ORDINARY COUNCIL MEETING - 31 MAY 2024****TDC202406/06 RESOLUTION**

Moved: Cr Rachel Shepherd  
Seconded: Cr John Williamson

That the minutes of the Council meeting held on Friday 31 May 2024 be approved and adopted as a true and correct record.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/06 above.*

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#### 4.4 EXTRAORDINARY COUNCIL MEETING - 11 JUNE 2024

##### TDC202406/07 RESOLUTION

Moved: Cr Yvonne Westerman  
Seconded: Cr Danny Loughlin

That the minutes of the extraordinary Council meeting held on Tuesday 11 June 2024 be approved and adopted as a true and correct record.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/07 above.*

#### 5 NGĀ KAUPAPA HERE ME NGĀ WHAKATAUNGA | POLICY AND DECISION MAKING

##### 5.1 HEARING AND DELIBERATION OF SUBMISSIONS RECEIVED AND ADOPTION OF TRAFFIC BYLAW

The Policy Advisor introduced the item and noted that the definitions of the Cycle Path, Footpath and Roadway had been updated to the same meaning as the Land Transport (Road User) Rule 2004. In addition, a clarification to the language in clause 13 was suggested following feedback from the Outdoor Access Commission Herenga ā Nuku Aotearoa. It was suggested that this be changed to make it really clear and prevent any unforeseen consequences by clarifying that it was in residential areas rather than in rurally zoned areas.

In answer to a question, the Policy Advisor confirmed that anyone who observed heavy vehicles parking over the permitted time limit should contact Council to raise a service request.

*Cr Christine Rankin entered the meeting at this point (1.11pm).*

##### TDC202406/08 RESOLUTION

Moved: Cr Kevin Taylor  
Seconded: Cr Anna Park

That Council

1. hears and deliberates on submissions received through the Traffic Bylaw consultation process; and
2. adopts the attached Traffic Bylaw with two amendments:
  - a. update the definitions of Cycle Path, Footpath and Roadway to have the same meaning as in the Land Transport (Road User) Rule 2004, and
  - b. replace the words 'in residential areas' with 'except in rurally zoned areas' in clause 13.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/08 above.*

##### 5.2 FUNDING AND EXPENDITURE ARRANGEMENTS FOR THE FIRST QUARTER OF 2024/25

The Team Leader Corporate Planning summarised the report including the criteria for expenditure and the key risks.

The Policy Manager added that there were three key projects members could have concerns about and gave extra context and information:

Airport Apron - This was funded by both Council and the Ministry of Transport (MoT). The funding from MoT

could only be received if the project was completed by January 2025. In order to adhere to this timing requirement, design work needed to start in the first quarter of the financial year.

Hawai Reserve detention pond and Mobil Station Improvement Device were both related to stormwater. It was important that design work was commenced in the first quarter of the financial year. In deliberations of the Long-term Plan 2024-34 there could be discussions around the timing of the delivery of these projects which the design work did not impact on.

In answer to a question, the Chief Executive advised that a lot of Council's services were regulatory required so closing down for three months was not an option.

#### **TDC202406/09 RESOLUTION**

Moved: Cr Danny Loughlin

Seconded: Cr Kylie Leonard

That Council, for the period between the expiry of the Annual Plan 2023/24 and the adoption of the Long-term Plan 2024-34:

1. Approves capital expenditure and operating expenditure within the limits set out in the proposed budgets for the Long-term Plan 2024 – 34, subject to the following criteria:
  - a. Expenditure is required to maintain service levels, as set out in the Long-term Plan 2021; or
  - b. Expenditure is for capital projects or operating activities where there are no practical alternative options. For example, where it is needed to meet legislative, regulatory, contractual, risk minimisation, or growth requirements; or
  - c. Expenditure is for capital projects or operating activities where the views and preferences of the public have already been canvassed and a decision made, or with a low degree of significance. i.e. where we would not usually expect to re-consult the public; or
  - d. Expenditure is for capital projects or operating activities that it is financially prudent to continue. For example, where Council has obligations, or it would be impractical or inefficient to suspend activities; or
  - e. Expenditure is for capital projects or operating activities relating to prudent asset management. For example, timely maintenance and renewals.
2. Agrees that capital and operating expenditure will not be undertaken where it relates to a new proposal, or proposed new service level, for the Long-term Plan 2024 – 34 that is discretionary. This work will not be progressed until that decision has been agreed through the Long-term Plan consultation and decision-making process. For example, the decision around rubbish and recycling collection.
3. Approves appropriate borrowing to support operational and capital expenditure levels in accordance with recommendations 1 and 2 above.
4. Delegates to the Chief Executive the power to approve operational and capital expenditure in accordance with recommendations 1 and 2 above.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/09 above.*

#### **5.3 CIVIC ADMINISTRATION BUILDING (CAB) PROJECT BUDGET TRANSFER**

The Finance Manager advised that this item was connected to item 5.2 and pointed out that funds were required to make contractual payments before the end of the current financial year.

The Property Manager confirmed that these payments were for fitout costs to Watts & Hughes and to the landlord Ngāti Tūwharetoa. As a result of choosing Watts & Hughes as a sole contractor in December 2023, some timings of payment and work had been brought forward. The total project cost was not affected.

**TDC202406/10 RESOLUTION**

Moved: Cr Yvonne Westerman  
Seconded: Cr Sandra Greenslade

That Council approves bringing forward a portion of 2024/25 budgeted expenditure for the Civic Administration Building Project in the amount of three hundred and ninety four thousand, four hundred dollars plus GST [\$394,400 + GST] for the purpose of paying suppliers for June expenditure for fitout costs.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/10 above.*

**5.4 ADOPTION OF THE SOLID WASTE BYLAW**

The Policy Advisor summarised the report and reiterated that further changes could be required as an outcome of the Long-term Plan process. He added that if there was no bylaw in place, it compromised the ability for enforcement and to regulate contractors.

**TDC202406/11 RESOLUTION**

Moved: Cr Kevin Taylor  
Seconded: Cr Sandra Greenslade

That Council adopts the Solid Waste Bylaw attached to the agenda as recommended by the Ad-hoc Committee - Bylaws at their meeting held on 28 May 2024.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/11 above.*

**5.5 APPROVAL OF SUBMISSION TO THE RESOURCE MANAGEMENT (FRESHWATER AND OTHER MATTERS) AMENDMENT BILL**

The Team Leader Resource Management summarised the report and the inclusions in the submission.

Members requested paragraph 6.2 be more forceful in the language to convey the concerns of the fast pace of change by the government.

The Team Leader Resource Management advised that Council had not asked to be heard by the Select Committee because this would largely affect the regional council. Council was comfortable that sector leads Taituarā and Local Government New Zealand would speak on behalf of councils.

**TDC202406/12 RESOLUTION**

Moved: Cr Danny Loughlin  
Seconded: Cr Kevin Taylor

That Council approves the submission on the Resource Management (Freshwater and Other Matters) Amendment Bill as amended at the meeting.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/12 above.*

## 5.6 TAUPŌ DISTRICT COUNCIL PERFORMANCE REPORT - MAY 2024

The Chief Executive acknowledged the General Manager summaries in the Performance Report, and in particular the awards that had been won and were great achievements for the following:

- Airport terminal redevelopment project
- Te Kapua Papa Tākaro, Tūrangi
- Waiora House
- Swim School – awarded platinum status by Swimming New Zealand.

The Senior Financial Accountant summarised the financial summary. He advised that Council was currently compliant with the Treasury Management Policy. The exception was investment maturity which was deliberate to facilitate some capital purchase.

The Project Management Office Manager advised that the end of the financial year was very near, and that Council was close to the forecasted capital expenditure project spending.

The Infrastructure Project Manager – Operations provided updates on the drinking water standards projects in Kinloch, Omori, Motuoapa and Hatepe.

The timeline of the Kinloch project had been re-baselined and there would be a penalty for the contractor if the new project completion date was exceeded.

The timeline of the Omori project had been extended to May 2025.

The original site of the water treatment plant at Motuoapa was too close to the lake so it had been relocated near the waste water treatment plant.

There had been significant challenges with land acquisition for the water treatment plant at Hatepe because Council did not own much land in the area. Council had completed an assignment of concession application with the Department of Conservation which was being assessed and would be publicly notified in the next few months.

Members commended the Infrastructure Project Manager and his team for their mahi in Motuoapa and Hatepe. They had heard the appreciation from members of those communities.

### TDC202406/13 RESOLUTION

Moved: Cr Sandra Greenslade

Seconded: Cr Kevin Taylor

That Council notes the information contained in the Performance Report for the month of May 2024.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/13 above.*

## 5.7 COUNCIL ENGAGEMENTS JULY 2024, APPOINTMENTS, AND TRAINING AND CONFERENCE OPPORTUNITIES

The Senior Committee Advisor added the Long-term Plan engagement sessions that were being held before or after representative group meetings the following week as follows:

- Tuesday 2 July 11.30am – 12.30pm (following the Mangakino Pouakani Representative Group meeting)
- Thursday 4 July 12.30pm – 1.30pm (following the Taupō East Rural Representative Group meeting)
- Thursday 4 July 2pm – 3pm (prior to the Kinloch Representative Group meeting).

In addition, the starting time for the welcome and morning tea prior to the Taupō East Rural Representative Group on Thursday 4 July was amended to 9.45am.



**TDC202406/14 RESOLUTION**

Moved: Cr Yvonne Westerman  
 Seconded: Cr John Williamson

That Council receives the information relating to engagements for July 2024.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/14 above.*

**5.8 SUBMISSION TO THE LOCAL GOVERNMENT (WATER SERVICES PRELIMINARY ARRANGEMENTS) BILL - RETROSPECTIVE APPROVAL**

The Acting General Manager Operations and Delivery summarised the report and submission. Members appreciated that their feedback had been incorporated and thanked council officers for the work that had gone into the beautifully written submission.

**TDC202406/15 RESOLUTION**

Moved: Cr Anna Park  
 Seconded: Cr Rachel Shepherd

That Council retrospectively approves the submission on the Local Government (Water Services Preliminary Arrangements) Bill.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202406/15 above.*

**6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS**

Nil

**The meeting closed at 2pm with a karakia from all present.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 30 July 2024.**

.....  
**CHAIRPERSON**

Extracts from Standing Orders 2022-2025

## **15. Public Forums | Ngā Matapakinga a te Marea**

Public forums are a defined period of time, usually at the start of an ordinary meeting, which, at the discretion of a meeting, is put aside for the purpose of public input. Public forums are designed to enable members of the public to bring matters of their choice, not necessarily on the meeting's agenda, to the attention of the local authority.

In the case of a committee, subcommittee, local or community board, any issue, idea, or matter raised in a public forum, must fall within the terms of reference of that body.

### **15.1 Time limits | Ngā tepenga wā**

A period of up to 30 minutes, or such longer time as the meeting may determine, will be available for the public forum at each scheduled local authority meeting. Requests must be made to the chief executive (or their delegate) at least one clear day before the meeting; however this requirement may be waived by the chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

Speakers can speak for up to 5 minutes. Where the number of speakers presenting in the public forum exceeds 6 in total, the chairperson has discretion to restrict the speaking time permitted for all presenters.

### **15.2 Restrictions | Ngā Herenga**

The chairperson has the discretion to decline to hear a speaker or to terminate a presentation at any time where:

- A speaker is repeating views presented by an earlier speaker at the same public forum;
- The speaker is criticising elected members and/or staff;
- The speaker is being repetitious, disrespectful or offensive;
- The speaker has previously spoken on the same issue;
- The matter is subject to legal proceedings; and
- The matter is subject to a hearing, including the hearing of submissions where the local authority or committee sits in a quasi-judicial capacity.

### **15.3 Questions at public forums | Ngā pātai i ngā matapakinga a te marea**

At the conclusion of the presentation, with the permission of the chairperson, elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker.

### **15.4 No resolutions | Kāore he tatūnga**

Following the public forum, no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda. (See the LGNZ Guide to Standing Orders for suggestions of good practice in dealing with issues raised during a forum).

### **15.5 Application of restrictions | Te hāngaitanga o ngā Herenga**

Clause 15.2 above applies to members of the public addressing meetings at any time, not just as part of a scheduled public forum session.























































































































































































































































































































