

# **ATTACHMENTS**

**Ordinary Council Meeting**

**26 March 2024**

## Table of Contents

---

4.1	Ordinary Council Meeting - 27 February 2024	
	Attachment 1 Council Meeting Minutes - 27 February 2024 .....	3
5.1	Motutere Holiday Park Lease	
	Attachment 1 Motutere Reserve Title Plan .....	12
	Attachment 2 Aerial image of Motutere Holiday Park boundary .....	14
	Attachment 3 Reserves Act 1977 Consultation Requirements.....	15
5.2	Adoption of Dog Registration and Food Licensing Fees for Consultation	
	Attachment 1 Statement of Proposal for Food Licensing and Animal Control/Dog Registration Fees and Charges .....	18
5.3	Adoption of the Solid Waste Bylaw Proposal for Consultation	
	Attachment 1 Draft Solid Waste Bylaw 2024 .....	25
	Attachment 2 Solid Waste Bylaw 2024 Statement of Proposal .....	34
	Attachment 3 Terms of Reference for Ad-hoc Committee.....	36
5.7	Health, Safety and Wellbeing - Quarterly Update	
	Attachment 1 TDC Health, Safety and Wellbeing Policy .....	37
	Attachment 2 TDC Health, Safety and Wellbeing Strategy .....	38
5.9	Taupo District Council Performance Report - February 2024	
	Attachment 1 Performance Report February 2024.....	50

**TAUPŌ DISTRICT COUNCIL  
MINUTES OF THE ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, 107 TE HEUHEU STREET, TAUPŌ  
ON TUESDAY, 27 FEBRUARY 2024 AT 1.00PM**

**PRESENT:** Mayor David Trewavas (in the Chair), Cr Duncan Campbell, Cr Karam Fletcher, Cr Sandra Greenslade, Cr Kylie Leonard, Cr Danny Loughlin, Cr Anna Park, Cr Christine Rankin, Cr Rachel Shepherd, Cr Kirsty Trueman (until 1.59pm), 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 Operations and Delivery (A Moraes), General Manager Strategy and Environment (W Zander), Legal and Governance Manager (N McAdie), Environmental Services Manager (J Sparks), Project Management Office Manager (P Fletcher), District Customer Relations Manager (T Russell), Communications Manager (L McMichael), Finance Manager (J Paenga), Iwi and Co-Governance Manager (D Rameka), Policy Manager (N Carroll), Property Manager (S Attenborough), Executive Manager Mayor's Office (J Later), Team Leader Resource Management and Reserve Planning (E O'Callaghan), Compliance and Regulatory Manager (R McDonald), Environmental Impact Manager (B Aitken), Resource Consents Manager (H Williams), Project Manager Stakeholder Specialist (T Perry), Communications Team Leader (D Beck), Compliance Team Leader (C Tait), Digital Content Creator (C Hollinger), Senior Policy Advisor (H Samuel), Policy Advisor (H Wood), Policy Advisor Resource Management (F Bramwell), Executive Assistant (M Bennett), Executive Assistant (M Niva), Senior Project Manager (T Delich), Governance Quality Manager (S James), Senior Analyst Business Transformation (T Paget), Business Support Officer (D Cork-Peters), Committee Advisor (D Periam), Senior Committee Advisor (K Watts)

**MEDIA AND PUBLIC:** Two representatives from the Taupō Sculpture Trust, One member of the public, Taupō Times journalist and photographer.

Notes:

- (i) *His Worship the Mayor, David Trewavas welcomed everyone to the meeting and Cr Duncan Campbell opened and closed the meeting with a Christian song Jesus Walking on the Water.*
- (ii) *His Worship the Mayor noted that Cr Kevin Taylor would be joining the meeting late via MS Teams.*
- (iii) *Cr Kirsty Trueman left the meeting at 1.59pm. She was not present for resolutions TDC202402/20-21.*

**1 KARAKIA**

**2 WHAKAPĀHA | APOLOGIES**

**TDC202402/09 RESOLUTION**

Moved: Cr Anna Park

Seconded: Cr Christine Rankin

That the apology received from Cr Kevin Taylor for lateness be accepted.

**CARRIED**

Note: All members present at the Council meeting voted in favour of resolution TDC202402/09 above.

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

Cr Sandra Greenslade advised that she had a perceived conflict of interest for item 5.1 Notice of Motion – Motutere Top 10 Holiday Park Lease. She abstained from voting on this item.

Cr Yvonne Westerman advised that she had a conflict of interest for item 5.4 Appointment of Commissioners. She was removed from the proposed panel for a possible hearing and abstained from voting on this item.

**4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES****4.1 ORDINARY COUNCIL MEETING - 1 FEBRUARY 2024****TDC202402/10 RESOLUTION**

Moved: Cr Yvonne Westerman

Seconded: Cr Kylie Leonard

That the public and confidential minutes of the Council meeting held on Thursday 1 February 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 TDC202402/10 above.*

**5 NGĀ KAUPAPA HERE ME NGĀ WHAKATAUNGA | POLICY AND DECISION MAKING****5.1 NOTICE OF MOTION - MOTUTERE TOP 10 HOLIDAY PARK LEASE**

Cr Duncan Campbell thanked Council staff for their support processing the notice of motion and outlined his reasons for submitting it. He felt that the Motutere Top 10 Holiday Park owner Mr John Tilton had done well for the district and that Council and its constituents owed him by committing to the deadline of 30 July 2024 so that he could remain in business. Mr Tilton had been requesting a revised lease since 2017 and public consultation would be required as part of any new lease, as well as for the new Reserve Management Plan. Cr Campbell wanted to give surety to the current leaseholder to enable him to satisfy Overseas Investment Office requirements and stay in business. Cr Campbell was not aware of a valid reason as to why this timeline could not be met by July 2024. It was separate to the Reserve Management Plan (RMP) and in his view, the lease could still be done with the RMP in mind. He had not been asked by Mr Tilton to put forward this notice of motion.

In response to a question of clarification, the Chief Executive advised that additional information showing options analysis and addressing other Local Government Act 2002 requirements would be brought to the 26 March Council meeting.

Cr Rachel Shepherd seconded the motion to allow debate to proceed.

Members did not support the motion for the following reasons:

- They preferred to wait for the report to the 26 March Council meeting;
- There was a concern that Council should not be working so closely with a private investor in commercial matters;
- The notice of motion did not meet mandatory decision-making requirements contained in the Local Government Act 2002 and Standing Orders; and
- The Reserve Management Plan was a separate matter so this notice of motion undermined the objective of the Motutere Recreation Reserve Management Plan Committee.

**MOTION**

That Council directs officers to

1. present to Council for consideration no later than 30 July 2024, the public consultation findings and proposed details for any new lease for the Motutere Top 10 Holiday Park; and
2. include a clause on any new lease that states the lessee will be required to adhere to the recommendations of the Motutere Reserve Management Plan when it is completed and adopted by Council.

Moved: Cr Duncan Campbell

Seconded: Cr Rachel Shepherd

**LOST**

*Note: Cr Duncan Campbell voted in favour of the motion but all other members present except for Cr Sandra Greenslade voted against the motion. Cr Sandra Greenslade abstained from voting on this motion.*

**5.2 APPROVAL FOR SCULPTURES PROPOSED BY TAUPŌ SCULPTURE TRUST**

His Worship the Mayor invited Ms Christine Robb from the Taupō Sculpture Trust to address the elected members. She thanked Council for its support over the years and on behalf of the Taupō Sculpture Trust, assured members that Boom Boom would be a huge asset to Taupō town. It would appreciate in value, be an iconic feature and without it there would be no Sculpture Trail. The sculptor was one of few unique sculptors in New Zealand and she would love for members to embrace the sculpture.

The General Manager Operations and Delivery highlighted that members were not being requested to select the sculpture, the Taupō Sculpture Trust proposed the sculptures. The process was consistent with the Memorandum of Understanding between Taupō District Council and the Taupō Sculpture Trust and aligned with the Arts, Culture and Nga Toi Action Plan. He noted that no further funding approval was sought, the funds were allocated in the 2021-31 Long-term Plan. Council's decision on funding in the future was not being determined now, members would still have the 2024-34 Long-term Plan to determine future funding.

Members wanted to honour decisions and commitments made by previous Councils, and support the Taupō Sculpture Trust who had raised \$100k of funding to match the initial funding allocated. They agreed that if it was for future funding, they would not support it.

The motion was put in two parts and all members present were in favour of the installation of Flip at Riverside Park.

Crs Sandra Greenslade and Anna Park did not support the installation of the destination sculpture given the impact on rates at a time of fiscal pain in the community.

**TDC202402/11 RESOLUTION**

Moved: Cr Danny Loughlin

Seconded: Cr John Williamson

That Council, on the basis of the Memorandum of Understanding with Taupō Sculpture Trust, acknowledging that the Trust has fulfilled its role in selecting a sculpture, approves the installation of a destination sculpture at Riverside Park.

**CARRIED**

*Note: All members present at the Council meeting except for Cr Sandra Greenslade and Cr Anna Park voted in favour of resolution TDC202402/11 above. Crs Sandra Greenslade and Anna Park voted against resolution TDC202402/11 above.*

**TDC202402/12 RESOLUTION**

Moved: Cr Danny Loughlin  
Seconded: Cr John Williamson

That Council approves the installation of 'Flip' at Riverside Park.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202402/12 above.*

**5.3 FINAL CONSIDERATION OF PLAN CHANGE 39 (RESIDENTIAL BUILDING COVERAGE)**

The Senior Policy Advisor advised that this was a straightforward mechanical item. Members approved the decision in December 2023 and no appeals were received so this was the next step for final approval before the Plan Change was operative. Any consent requests received in the meantime could be treated as if the Plan Change was already operative.

Members commented that it was great to enable people to do what they wanted on their properties and thanked all staff involved in this work.

In answer to a question from a member, the Senior Policy Advisor clarified that in the second bundle of plan changes to be considered, a full review would be completed of the residential chapter. Coverage would be looked at in a wider context and it was possible that a further increase from 35% coverage could be considered. She confirmed that this Plan Change 39 would become operative from Friday 8 March 2024.

**TDC202402/13 RESOLUTION**

Moved: Cr John Williamson  
Seconded: Cr Anna Park

That Council

1. Gives final approval of Plan Change 39 (Residential Building Coverage) under clause 17 of the First Schedule of the Resource Management Act 1991. This shall be effected by affixing the Taupō District Council seal to the Plan Change; and
2. Pursuant to clause 20 of Schedule 1 to the Resource Management Act 1991, directs officers to publicly notify the date on which the Plan Change will become operative.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202402/13 above.*

**5.4 APPOINTMENT OF COMMISSIONER(S): DELEGATION OF PROPOSED LAND USE CONSENT/VARIATION TO CONSENT NOTICE FOR A DWELLING IN KINLOCH (RM230066/230067).**

The Resource Consents Manager summarised the report and noted that Cr Yvonne Westerman had indicated that she had a conflict of interest. Members supported the recommendation to appoint Mr Bill Wasley and also Cr Kevin Taylor should a panel be required.

**TDC202402/14 RESOLUTION**

Moved: Cr Danny Loughlin  
Seconded: Cr Kirsty Trueman

That Council as per section 34A of the Resource Management Act, delegates the hearing, consideration and decision-making powers of the Resource Consent for a land use and variation of Consent Notice for a proposed dwelling at 36 Locheagles Rise, Kinloch (reference RM230066 and RM230067) to Mr Bill Wasley, being an Independent Commissioner with the Chairperson accreditation, unless a hearing is required in

Ordinary Council Meeting Minutes

27 February 2024

which case the powers will be delegated to a panel consisting of Mr Bill Wasley as Chairperson and Cr Kevin Taylor.

**CARRIED**

*Note: All members present at the Council meeting except for Cr Yvonne Westerman voted in favour of resolution TDC202402/14 above. Cr Yvonne Westerman abstained from voting on this item.*

## 5.5 APPOINTMENT OF LOCAL CONTROLLERS

The General Manager People and Community Partnerships summarised the report and acknowledged that there was a lot of work for the Local Controllers to go through in terms of training and then appointment. It was clarified that the Local Controller position was for the entire Taupō District and that ideally four controllers would be appointed and spread across the district. Memoranda of Understanding between Taupō District Council and neighbouring councils Ruapehu District Council and South Waikato District Council were in place to spread resource should it be required.

Members thanked the Local Controllers for their hard work and effort to get to this point.

### TDC202402/15 RESOLUTION

Moved: Cr Anna Park  
Seconded: Cr Sandra Greenslade

That Council receives the information regarding the appointment of Local Controllers.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202402/15 above.*

## 5.6 ADOPTION OF REPORT ON DOG CONTROL POLICY AND PRACTICES

The Compliance and Regulatory Manager introduced the report and commented that he was thrilled with the high percentage of dogs registered. He wanted to publicly thank his team who were short staffed for much of the financial year and worked very hard.

Members acknowledged the phenomenal job that the team did and the team's good intentions of working with people.

### TDC202402/16 RESOLUTION

Moved: Cr Rachel Shepherd  
Seconded: Cr Christine Rankin

That Council adopts the Taupō District Council Annual Dog Control Report 2022/23.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202402/16 above.*

## 5.7 EXEMPTION OF LAKE TAUPŌ PROTECTION TRUST AS A COUNCIL CONTROLLED ORGANISATION - SECTION 7(3) LOCAL GOVERNMENT ACT 2002

The Senior Solicitor summarised the report.

Some members were dissatisfied with the direction of travel of the Trust and were concerned that by disestablishing the Lake Taupō Protection Trust Joint Committee, work would be left on a desk and not be completed.

**TDC202402/17 RESOLUTION**

Moved: Cr Danny Loughlin  
Seconded: Cr Rachel Shepherd

That Council:

1. Grants an exemption to Lake Taupō Protection Trust from the definition of council-controlled organisation for the 2023/24 financial year, and the two succeeding years (2024/25 and 2025/26) under section 7(4) of the Local Government Act 2002.
2. Reviews this exemption before, but in anticipation of, the 2026/27 financial year, and three-yearly thereafter.

**CARRIED**

*Note: All members present at the Council meeting except for Cr Kylie Leonard voted in favour of resolution TDC202402/17 above. Cr Kylie Leonard abstained from voting on resolution TDC202402/17 above.*

**5.8 TAUPŌ DISTRICT COUNCIL PERFORMANCE REPORT - JANUARY 2024**

The Chief Executive acknowledged that this was Andrew Moraes' (General Manager Operations and Delivery) last Council meeting as he was leaving to take up the role of Chief Executive at Rotorua Lakes Council. Taupō District Council was sad that he was leaving but wished him all the best.

The Finance Manager summarised the financial part of the report and corrected the typographical error in the Capital Expenditure to \$28.9m to match the graph.

The Project Management Office Manager advised that it was month nine of delivery of the financial year for significant projects. She highlighted that the Drinking Water Standards projects were closely linked and were affected by delays to the Kinloch upgrade which was the biggest project. As a result, Omori and Motuoapa were delayed. In answer to a question from a member, the Project Management Office Manager clarified that the contractor was signed on as part of a programme of works. The Drinking Water Standards projects for Omori and Motuoapa were expected to be finished within the following financial year.

The Senior Project Manager provided an update on the Wairakei Drive and Huka Falls Road roundabout. He advised that the site had been established on 12 February and there were currently cones on the road and reduce speed signs. In around the following two weeks, a detour would be required onto Huka Falls Road and all businesses affected would be contacted. He was working with the Council's Communications Team to get messages out to the public as well. The project was expected to go until the end of May but there was a possibility it would be delivered before this.

The Senior Project Manager clarified that the road would be closed for up to 2 days while the centre of the roundabout was completed but that it was a soft closure because the contract stipulated that businesses would be able to remain open.

The Senior Project Manager updated members on the Owen Delany Park Upgrade. He advised that the design had been completed and equipment was being procured. The resource and building consents had recently been granted but it was probably about two months before work onsite would be started. He clarified that the Community Engagement and Development team were working on sponsorship for the new poles and that the old poles could not be repurposed so all that could be would be recycled.

**TDC202402/18 RESOLUTION**

Moved: Cr Danny Loughlin  
Seconded: Cr Karam Fletcher

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

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202402/18 above.*



**5.9 COUNCIL ENGAGEMENTS, APPOINTMENTS AND TRAINING/CONFERENCE OPPORTUNITIES - MARCH 2024**

The Senior Committee Advisor advised that the Te Kōpu ā Kānapanapa meeting scheduled for 4 March had been cancelled and a new date would be rescheduled. The Rangitāiki River Fourm on 15 March would now finish at 12.30pm.

Cr Kylie Leonard advised that she would be attending the Dairy Environmental Leaders Forum in Wellington from 11 to 14 March 2024.

**TDC202402/19 RESOLUTION**

Moved: Cr John Williamson

Seconded: Cr Yvonne Westerman

That Council receives the information relating to engagements, appointments and training/conference opportunities for March 2024.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202402/19 above.*

**5.10 MEMBERS' PORTFOLIO UPDATES**

The following members' reports were received:

Cr Christine Rankin

- Had attended meetings with Amplify and Destination Great Lake Taupō and chaired the recent Kinloch Representative Group meeting. She was also meeting with the Kinloch Community Association on 11 March.

Cr Rachel Shepherd

- Attended the first hui of the Sports Advisory Council the previous week.
- Played a wonderful game of petanque at the new piste the previous week.
- Ironman was on at the weekend coming up and she was looking forward to it. There were many opportunities for sports groups to fundraise and 50% of participants were international.

Cr John Williamson

- Would attend the Creative Taupō strategic meeting the following month.

Cr Danny Loughlin

- Noted that Greening Taupō would hold a steering group meeting on 20 March that Cr Yvonne Westerman would attend.
- Greening Taupō day would be held on 7 June 2024.

Cr Anna Park

- Attended an Emergency Management strategy meeting in Hamilton.
- Visited Nukuhau pā which was valuable.
- Attended the Destination Great Lake Taupō meeting.
- Attended the Mangakino Pouakani Representative Group meeting.
- On 10 February celebrated Chinese New Year, the year of the dragon.

Cr Kylie Leonard

- Highlighted that Taupō-nui-a-Tia College would be re-zoned which would impact on the district and be of concern to food production in that there would not be a suitable school for families moving to the district. She was concerned that it was a pre-conceived decision even though it had been

indicated that community consultation would take place. It was noted that Tūrangi residents and families would also be affected by this.

Cr Yvonne Westerman

- Attended a meeting at Waiora House the previous week which was positive.
- Attended an Acacia Bay Residents' Association meeting and noted that they were still missing an entrance sign.

Cr Duncan Campbell

- Acknowledged the second anniversary of the vaccine mandate protests in Wellington. Employment mandates were regrettable and shameful and he hoped that they would be acknowledged in the future for the town and nation to move on.

Cr Sandra Greenslade

- Attended the opening of Kāinga Ora houses in Tūrangi on 9 February.
- Attended the Motutere Recreation Reserve Management Plan Committee site visit and workshop on 15 February.
- Chaired the Tongariro Representative Group meeting the previous week and also heard from Ministry of Education who advised that Tongariro School was under Statutory Management. A new principal had also been appointed and would work with the Statutory Manager.
- A representative from the Waikato Regional Council attended the meeting and would survey transport from Tūrangi to Taupō.
- Attended a function at the Tokaanu Returned Services Association on 23 February to bless and commemorate a bar leaner with medals inside it. It was in acknowledgement of those who had served in South East Asia from the 1960s to the 1980s.
- It was unacceptable that Waka Kotahi had closed the road between Tūrangi and Taupō in the week that schools opened.
- Advised that Animal Care Tūrangi were not taking in any new dogs because adoption numbers were down and they were at capacity. Animal Care Tūrangi was facilitating dog training and the next two courses were full.

#### **TDC202402/20 RESOLUTION**

Moved: Cr Anna Park

Seconded: Cr Karam Fletcher

That Council receives the portfolio updates from members.

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202402/20 above.*

**6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS**

**TDC202402/21 RESOLUTION**

Moved: Cr Christine Rankin  
 Seconded: Cr John Williamson

**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 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><b>Agenda Item No: 6.1</b>                      1-Year Extension of Kerbside Refuse and Collection Contract CN105</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>

**CARRIED**

*Note: All members present at the Council meeting voted in favour of resolution TDC202402/21 above.*

The meeting closed at 2.31pm with a Christian song sung by Cr Duncan Campbell.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 March 2024.

.....  
**CHAIRPERSON**



**COMPUTER FREEHOLD REGISTER  
UNDER LAND TRANSFER ACT 1952**



Search Copy

R. W. Muir  
Registrar-General  
of Land

**Identifier** 799999  
**Land Registration District** South Auckland  
**Date Issued** 28 July 2017

**Prior References**  
10861561.1 798336 S230743  
S77730 S88810

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**Estate** Fee Simple  
**Area** 31.8493 hectares more or less  
**Legal Description** Section 1-2, 4-5 Block II Tokaanu Survey  
District and Part Section 1 Block V  
Tokaanu Survey District  
**Purpose** Recreation Reserve

**Proprietors**  
Taupo District Council

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**Interests**  
Subject to a right of way not exceeding 20 metres in width around the margin of Lake Taupo pursuant to Section 14(3) of the Maori Land Amendment and Maori Land Claims Adjustment Act 1926  
Subject to the Reserves Act 1977

Transaction Id 51376670  
Client Reference rbarnaby001

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Register Only





**RESERVES ACT 1977: Public Notice & Consultation Requirements For Lease Matters****Section 54 Leasing powers in respect of recreation reserves (except farming, grazing, or afforestation leases)**

(2)

Before granting any lease or licence under subsection (1) ... the administering body shall give public notice in accordance with [section 119](#) specifying the lease or licence proposed to be granted, and shall give full consideration in accordance with [section 120](#) to all objections and submissions in relation to the proposal received pursuant to the said section 120.

**Section 119 Notices**

(1)

Where this Act requires anything to be publicly notified or refers to public notification, the subject matter shall, unless this Act specifically provides otherwise, be published as follows:

(a)

where the notification relates to a national reserve or proposed national reserve, or any part thereof, it shall be published—

(i)

once in the *Gazette*; and

(ii)

once in a newspaper circulating throughout the area in which the reserve or proposed reserve is situated; and

(iii)

once in each of 2 daily newspapers published in the cities of Auckland, Wellington, Christchurch, and Dunedin; and

(iv)

in such other newspapers (if any) as the Minister directs:

(b)

where the notification relates to any other reserve or proposed reserve, it shall be published—

(i)

once in a newspaper circulating in the area in which the reserve or proposed reserve is situated; and

(ii)

in such other newspapers (if any) as the administering body decides:

provided that any notification under [section 16\(4\)](#) relating to a nature reserve or scientific reserve or a proposed nature reserve or scientific reserve shall be published in the manner specified in paragraph (a):

provided also that where under this subsection a notification is required to be published in a newspaper circulating in the area in which the reserve or proposed reserve is situated and there is no such newspaper, the notification shall be published once in the *Gazette*.

(2)

Subject, in relation to Maori land owned in multiple ownership, to [section 181](#) of Te Ture Whenua Maori Act 1993, a notice required by this Act to be given to any person may be sent by registered post to the last-known place of abode or business of that person, and shall be deemed to have been delivered when in the ordinary course of post it would be delivered. If

any such person is absent from New Zealand, the notice may be sent to his or her agent, and, if he or she has no known agent, the notice may be given to him or her by publishing it in a newspaper circulating in the district in which the land the subject matter of the notice is situated.

(3)

Every notice by the Minister under this Act shall come into force on the day of the date thereof or on such later date as may be specified in the notice.

(4)

However, if the notice is published under the [Legislation Act 2019, section 26](#) of that Act applies instead of subsection (3).

### **120 Rights of objection and of making submissions**

(1)

Subject to [sections 13](#) and [47](#), where pursuant to any requirement of this Act (except [sections 24, 24A](#), and [41](#)) the Minister or any administering body gives public notice of his or her or its intention to exercise any power conferred by this Act—

(a)

any person or organisation may object to the Minister or administering body, as the case may be, against, or make submissions with respect to, the proposal; and

(b)

every such objection or submission shall be made in writing, and shall be sent to the Minister or administering body at the place specified in the notice and before a date specified in the notice, being not less than 1 month after the date of publication of the notice:

provided that, where the date of publication of the notice falls within the period commencing with 10 December in any year and ending with 10 January in the next succeeding year, the date before which objections and submissions shall be made shall be not earlier than 10 February next following that period; and

(c)

where the objector or person or organisation making the submission so requests in his or her or its objection or submission, the Minister or administering body, as the case may be, shall give the objector or that person or organisation a reasonable opportunity of appearing before the Commissioner (in the case of a notice given by the Minister) or, as the case may be, before the administering body or a committee thereof or a person nominated by the administering body in support of his or her or its objection or submission; and

(d)

the Minister or the administering body, as the case may be, shall give full consideration to every objection or submission received before deciding to proceed with the proposal; and

(e)

where the action proposed by an administering body requires the consent or approval of the Minister and is recommended to the Minister for his or her consent or approval under any provision of this Act, the administering body shall send to the Minister with its recommendation a summary of all objections and comments received by it and a statement as to the extent to which they have been allowed or accepted or disallowed or not accepted.

(2)



Every public notice to which subsection (1) applies shall specify the right to object or make submissions conferred by this section and the place to which and the date by which any objections or submissions are to be sent.

(3)

The person or administering body or committee before whom or which any person appears at any hearing in support of any objection or submission shall determine his or her or its own procedure at the hearing.



## **PROPOSED ANIMAL CONTROL, DOG REGISTRATION AND FOOD LICENSING FEES**

### **STATEMENT OF PROPOSAL**

#### **Introduction**

Taupō District Council requires payments for a range of services it provides. These fees are set in different ways depending on the associated legislation. The fees contained in this proposal are set by Council under the Dog Control Act 1996, Food Act 2014, and Local Government Act 2002 respectively.

#### **About the Fees**

Animal Control, Dog Registration, and Food Licensing are important Council activities which help ensure our community is kept healthy and safe. This is done by ensuring dogs and other animals can be effectively managed and the places where you go to eat are hygienic and practice good food safety.

As an example, the need for animal control is primarily generated by those who own animals but the community benefits from Council's animal control officers collecting those animals off the street or taking possession of aggressive animals that have attacked people. These activities are split based on the benefits to the community as a whole (rates) and to those who benefit or generate the need for it (fees and charges).

The fee increases in this proposal reflect the increases in operational costs for the associated activities. Fee increases across many Council activities have been minimal in the last few years so as costs have increased, revenue from fees and charges has not increased at the same rate. This means there has been a gradual departure from the revenue and rates splits outlined in Council's revenue and financing policy.

What this means is the community has had to pay for more of the activity rather than the users or those who generate the need for the activity. The proposed fee increases for animal control/dog registration are an important way to address this but won't be enough in the short term. Council will need to look at ways to address this through the Long-term plan.

This statement of proposal has been prepared in accordance with the requirements set out in section 83 of the Local Government Act 2002.

**Council’s Proposal**

**Proposed Animal Control Fees**

The proposed fees below represent an average increase of 15% (Note: Due to rounding the percentage changes vary). These increases are required to address the increasing costs of animal control over the last few years and to help move revenue collected from animal control fees back towards the bands set in our revenue and financing policy.

Fee / charge	2024/25 (proposed)	2023/24 (current)	Difference (\$)	(%)
Dog registration fees (in accordance with section 37 of the Dog Control Act 1996)				
Working dog	\$40.00	\$34.00	\$6.00	18%
Entire dog fee (if paid on or before 31 July)	\$110.00	\$95.00	\$15.00	16%
Entire dog fee (if paid on or after 1 Aug)	\$130.00	\$114.00	\$16.00	14%
Entire dog fee – Responsible Owner	\$80.00	\$70.00	\$10.00	14%
Responsible Owner application fee (payable upon initial application ONLY, unless owner circumstances change)	\$40.00	\$34.00	\$6.00	18%
De-sexed dog discount (off the full-year registration fee; not applicable to working dogs)	\$13.00	\$11.00	\$2.00	18%
Disability assist dog	No Fee	No Fee		
Pet therapy dog (as approved by Council Officers)	No Fee	No Fee		
Dangerous dog (*percentage of applicable Entire Dog Fee; before penalties are applied)	150%*	150%*		

Fee / charge	2024/25 (proposed)	2023/24 (current)	Difference (\$)	(%)
Replacement tag	\$15.00	\$12.00	\$3.00	25%
Multiple dog application fee for more than two dogs (urban area only)	\$125.00	\$110.00	\$15.00	14%
Dog Impounding fees (in accordance with section 68 of the Dog Control Act 1996)				
Dog – If registered and 1st impounding in any 12 months	\$90.00	\$80.00	\$10.00	13%
Dog – If unregistered or 2nd or more impounding in any 12 months	\$180.00	\$155.00	\$25.00	16%
After Hours Impounding Fee (5pm to 8.30am)	\$180.00	\$155.00	\$25.00	16%
Sustenance and Care Fee (per dog per day in Pound)	\$20.00	\$17.00	\$3.00	18%
Microchip Fee per Dog	\$30.00	\$25.00	\$5.00	20%
Sale of Dog to the Public (including microchipping and registration)	\$125.00 plus desexing cost	\$110.00 plus desexing cost	\$15.00	14%
Sale of Dog to Rescue Agencies	\$45.00	\$39.00	\$6.00	15%
Other animal fees (in accordance with section 14 of the Impounding Act 1955)				
Impounding Fee	\$90.00	\$80.00	\$10.00	13%
Sustenance (per animal per day)	\$20.00	\$17.00	\$3.00	18%

**Proposed Food Licensing Fees**

The proposed fees below represent the cost increases of running this Council activity, but they also represent the fact that Council has been undercharging for officers' time in the food licensing space. While there are benefits to community health the cost of this activity needs to be fairly split between the community and places handling food. This is why Council is also proposing the introduction of some new fees for previously unbilled officer time.

New fees are highlighted.

Fee / charge	2024/25 (proposed)	2023/24 (current)	Difference (\$)	Notes (%)
<b>Registration Fees</b>				
New Food Control Plan Registration – 1 Year Registration (excludes verification)	\$400.00	\$300.00	\$100.00	33%
New National Programme Registration (All Levels) – 2 Year Registration (excludes verification)	\$400.00	\$300.00	\$100.00	33%
<b>MPI Domestic Food Business Levy</b>				
Year One Levy (2025) (per Site)	\$57.50			Subject to change as these are based on Ministry for Primary Industries consultation and aren't set by Council
Year Two Levy (2026) (per Site)	\$86.25			As above
Year Three levy (2027) (per Site)	\$115.00			As above
<b>Miscellaneous Food Registration Fees</b>				
Significant Change Fee (FCPs & NPs)	\$150.00	\$150.00	\$0.00	0%
Significant Amendment Fee (FCPs Only) (excludes verification)	\$200.00			New fee to fulfil legislative function for significant amendments
<b>Renewal of Registration</b>	\$190.00	\$150.00	\$40.00	27%

Fee / charge	2024/25 (proposed )	2023/24 (current)	Difference (\$)	(%)	Notes
Late Payment Penalty for overdue invoices	10%				Introduced to incentive prompt payment and reduce non-payment of fees.
<b>Verification Fees</b>					
Verification Base Fee (NPs & FCPs) – Includes first two hours then hourly rate applies.	\$500.00	\$340.00	\$160.00	47%	
EHO/Verifier Hourly Rate - invoiced in 15 min blocks (includes email close out of corrective actions)	\$220.00	\$185.00	\$35.00	19%	
Late cancellation/postponement or failure to attend verification penalty (<48 hours' notice)	\$110.00				This fee is proposed to discourage late cancellations
Verification Revisit/failure to complete CARs Fee (second and subsequent visits)	\$200.00				This fee is for persistently non-complaint businesses who require multiple revisits. These businesses consume large amounts of time that has gone unbilled in the past.
<b>Enforcement Fees</b>					
Infringement for failing to register a food control plan or national programme with the appropriate authority in accordance with Food Act 2014	\$450.00	\$450.00	\$0.00	0%	Set in legislation
Other Food Act 2014 infringements in accordance with Food Regulations 2015 Schedule 2 Infringement Offences and Fees	As per schedule (\$300 - \$450)	As per schedule			As above

Fee / charge	2024/25 (proposed )	2023/24 (current)	Difference (\$)	Notes (%)	Notes
Food Safety Officer Hourly Rate (where enforcement action is required)	\$250.00	\$185.00	\$65.00	35%	
Request for review of enforcement	\$120.00				This is a new fee to cover time associated with reviews.

**Have Your Say**

The consultation period for the proposed fees will begin on March 27 and close on 3 May 2024.

This is your opportunity to let Council know what you think of the proposed fees and charges. There are many different ways for you to tell us what you think.

You can:

- Submit using our online consultation portal at [www.taupo.govt.nz](http://www.taupo.govt.nz);
- Email us at [feesandcharges@taupo.govt.nz](mailto:feesandcharges@taupo.govt.nz) ; or
- Drop your submission form into a Customer and Visitor Information Centre in Taupō, Tūrangi, or Mangakino.

Copies of the statement of proposal and the proposed fees are available online or from our offices.

If you have any questions about this proposal or about how to make a submission, please contact us via email at [feesandcharges@taupo.govt.nz](mailto:feesandcharges@taupo.govt.nz)

**Hearings**

Please tell us if you would like to attend the hearing to speak to Council in support of your submission and include a telephone number and email address to ensure we can contact you to arrange a time for your presentation. Hearings will be held on 23 May 2024 9.30am in the Council Chambers.

**What happens next?**

After the hearings, Council will consider all the submissions received and make decisions on any amendments to the fees as a result. As a submitter you will be notified of Council's decision.

Council will consider the final fees and charges for adoption on 23 May 2024.

Remember, you have until 3 May 2024 to send us your feedback.



First adopted:	
Next review date:	1 August 2034
Document number:	
Sponsor/Group:	General Manager - Strategy and Environment



## SOLID WASTE BYLAW 2023

### Purpose

- The purpose of the Bylaw is to regulate Waste Management Facilities and the collection, transportation, and disposal of Waste in Taupō District. From the commencement date all collectors, transporters, and disposers of Waste in excess of 30 (thirty) tonnes per annum and operators of Waste Management Facilities are to be subject to a licensing system. This is necessary to ensure that Council can manage Waste in a manner consistent with its statutory responsibilities and Waste management objectives.
- The objectives of this Bylaw are to:
  - promote the Council Waste Strategy and New Zealand Waste Strategy
  - ensure efficient and effective Waste management in accordance with legislative requirements.
  - impose performance standards for the benefit of the public.
  - monitor and regulate collectors and facility operators.
  - promote the safe collection and disposal of waste.

### Commencement

- The Bylaw will come into force throughout the district on 1 August 2024.

### Bylaws Revoked

- The Taupō District Council Solid Waste Bylaw 2012 is revoked at the time of the Solid Waste Bylaw 2023 coming into force.

### Definitions

- For the purposes of this Bylaw the following definitions shall apply

<b>Approved Receptacle</b>	means a container or bag used for the keeping of Waste approved by Council pursuant to the provisions of this bylaw.
<b>Commercial Waste</b>	means any scrap or Waste material resulting from the carrying on of any business, manufacture, process, trade, market, or other undertaking. Commercial Waste does not include Household Waste, Prohibited Waste, Hazardous Waste or Trade Waste.
<b>Council</b>	means the Taupō District Council constituted under the Local Government Act 2002 and shall include all Council officers authorised to act on Council's behalf.
<b>Deposit</b>	means in relation to Waste to: <ul style="list-style-type: none"> <li>cast, place, throw or drop; <del>and</del> or</li> <li>to cause or permit Waste or other material or thing to be cast, placed, thrown or dropped.</li> </ul>
<b>Green Waste</b>	means compostable plant material excluding flax and cabbage trees.
<b>Hazardous Waste</b>	means any waste that: <ol style="list-style-type: none"> <li>contains substances defined in Section 2 of the Hazardous Substances and New Organisms Act 1996, which exceed the minimum degree of</li> </ol>

	<p>hazard specified by the Hazardous Substances (Minimum Degrees of Hazard) Regulations 2000, or</p> <p>(b) meets the definition for infectious substances included in the Land Transport Rule: Dangerous Goods 1999 and the NZ Standard 5433: 1999 - Transport of Dangerous Goods on Land; or</p> <p>is publicly notified by the Council from time to time to be hazardous and to require special handling for the purposes of collection transportation or disposal</p>
<b>Household Waste</b>	<p>means Solid Waste resulting from domestic housekeeping operations. It includes Waste that the Council has agreed to take from retail premises, businesses, and offices where the Council provides a collection service. Household Waste does not include Recyclable Waste, Green Waste, Commercial Waste, Prohibited Waste, and Hazardous Waste, Trade Waste or liquid waste of any nature.</p>
<b>Landfill</b>	<p>means land set aside by Council upon which the deposit and disposal of Solid Waste can lawfully occur</p>
<b>Landfill Manager</b>	<p>means any person, whether or not employed by the Council, for the time being appointed by the Council to control or manage or assist in the control and management of a Landfill.</p>
<b>Licence</b>	<p>means a Licence granted by Council under this Bylaw.</p>
<b>Licensed Waste Collector</b>	<p>means a person or company which has a Licence to collect, transport or dispose of Waste.</p>
<b>Licensed Waste Operator</b>	<p>means a person or company which has a Licence to operate a Waste Management Facility.</p>
<b>Litter</b>	<p>includes refuse, rubbish, animal remains, glass, metal, garbage, plastic, debris, dirt, filth, rubble, ballast, stones, earth, or Waste matter, or any other thing of a like nature.</p>
<b>Multi-Unit Property</b>	<p>means a property comprising three or more separately occupied residential units or business units, whether in the same building or in separate buildings, and held either in common ownership or in separate ownership</p>
<b>Occupier</b>	<p>means any person who occupies any land or building and, if the land or building is unoccupied, includes the owner.</p>
<b>Person</b>	<p>includes a corporation sole and also a body of persons, whether corporate or unincorporate.</p>
<b>Prohibited Waste</b>	<p>means:</p> <p>(a) any <del>broken glass, broken china, broken plastic, hacksaw blade, razor blade, skewer, syringe, knife or any other</del> object or material capable by reason of its shape or sharpness of causing injury unless any such Waste is properly and sufficiently contained so as to prevent injury damage or loss; <del>such as broken glass, broken china, broken plastic, hacksaw blade, razor blade, skewer, syringe, knife</del></p> <p>(b) any sharp object or material capable of puncturing the Approved Receptacle or capable by reason of its brittleness of shattering in the course of collection; unless such Waste is properly and sufficiently wrapped or contained so as to prevent injury damage or loss;</p> <p>(c) <del>any explosive, hot ashes, flammable material, infectious material, or any</del> other matter, thing or Waste of any kind whatsoever that may endanger any person, animal or vehicle which may come into contact with it at any time prior to during or following collection, before or during collection or during or after disposal; <del>such as explosives, hot ashes, flammable material, infectious material.</del></p> <p>(d) any liquid or any viscous fluid;</p> <p>(e) any radioactive Wastes, but excluding domestic smoke detectors;</p>

	(f) any used oil, lead-batteries, refrigerators and / or freezers that have not been de-gassed; (g) any Hazardous Waste.
<b>Publicly Notified</b>	means published in a notice published in a newspaper or newspapers circulating in the District.
<b>Public Place</b>	means any place that, at any material time, is under the control of Council and is open to or being used by the public, whether free or on payment of a charge; and includes any road whether or not under the control of Council. It also includes every reserve, park, domain, beach, foreshore, and recreational grounds under the control of the Council.
<b>Recyclables</b>	means any rags, second hand or used clothing, textiles, wood, concrete, steel, paper, cardboard, steel cans, tin cans, aluminium cans, glass, plastic products including plastic containers and other items publicly notified by the Council from time to time.
<b>Regulation or Regulate</b>	as defined in Section 151 of the Local Government Act 2002 (LGA 2002).
<b>Resident</b>	means any person who resides in the District; or any person who operates a business from premises within the District; or any person temporarily visiting the District for the purpose primarily other than that of disposing of Waste at any sanitary landfill within the District.
<b>Solid Waste</b>	means any Waste generated as a solid or converted to a solid for disposal.
<b>Special Waste</b>	means any Waste which requires special disposal because of environmental considerations or the operational requirements of the Landfill at which disposal is to occur.
<b>Trade Waste</b>	means any sewage or liquid, with or without matters in suspension or solution, produced in the course of any trade or industrial process.
<b>Transfer Station</b>	means land or buildings to which Waste is delivered for sorting or consolidation before being taken away for treatment, processing, recycling or disposal.
<b>Waste</b>	means any solid, material or thing that is discarded, discharged or selected for disposal.
<b>Waste Management Facilities</b>	means facilities where Waste in excess of 30 (thirty) tonnes per annum is managed and includes, but is not limited to Landfill sites, Transfer Stations, tips, recycling and sorting centres, transfer points, waste pads, transportation points, cleanfill Sites, composting facilities or Waste consolidation points.

**Waste and Recyclables Collection**

**6. Accumulation and Storage of Household Waste and Recyclables**

(1) The Occupier and the Owner of a property must not permit or suffer any accumulation of Household Waste and / or Recyclables in or about that property to be or become a nuisance or likely to be injurious to health.

**7. Accumulation and Storage if Commercial Waste and Recyclables**

(1) The Occupier and the Owner of a property must not permit or suffer any accumulation of Commercial Waste and / or Recyclables in or about that property to be or become a nuisance or likely to be injurious to health.

**8. Household Waste and Recyclables Collection**

- (1) The Council may, by ordinary resolution, regulate the collection of Household Waste and/or Recyclables including determining:
  - (a) requirements for Approved Receptacles, including type of receptacle, weight, size, capacity, and the types of Waste that are appropriate for collection using such Approved Receptacles.
  - (b) requirements for storage and placement of Household Waste and/or Recyclables and Approved Receptacles by Occupiers.
  - (c) appropriate times and days for Occupiers to place Approved Receptacles for collection.
- (2) The Council may amend or revoke a resolution made under clause 9(1) at any time.
- (3) Before making or amending a resolution under clause 9(1)(a), the Council will consult with Licensed Waste Collectors a minimum of one month prior by providing draft amendments for comment.
- (4) The Council will publicly notify any resolution made or amended under clause 9(1)

**9. Provision of Approved Receptacles**

- (1) Every Occupier must use an Approved Receptacle for Household Waste and Recyclables.
- (2) Every Owner of a Multi-Unit Property is to provide Approved Receptacles for Household Waste and Recyclables to the Occupiers of units in the Multi-Unit Property.
- (3) Approved Receptacles for Household Waste and Recyclables include:
  - (a) paper bag approved by the Council and sold by or on behalf of Council or Licensed Waste Collectors;
  - (b) plastic bag approved by the Council and sold by or on behalf of Council or Licensed Waste Collectors;
  - (c) biodegradable bag approved by the Council and sold by or on behalf of Council or Licensed Waste Collectors;
  - (d) mobile bin approved by the Council and sold by or on behalf of Council or Licensed Waste Collectors;
  - (e) any receptacle provided by a Licensed Waste Collector and approved by Council for the purpose of collecting Household Waste;
  - (f) any other receptacle than currently accepted by Council for the purpose of collecting Household Waste and / or Recyclables.

**10. Maintenance of reusable Approved Receptacles**

- (1) Every Occupier using a reusable Approved Receptacle must keep it clean and in good repair, covered at all times with a close-fitting lid where provided and/or securely tied and the contents protected from rain or ingress or egress of flies, vermin and animals.

**11. Use of Approved Receptacles**

- (1) No Waste other than Household Waste and Recyclables shall be placed in an Approved Receptacle.
- (2) No person shall place or leave any non-recyclable materials in any Recyclables receptacle or at any recycling station.
- (3) It is an offence for Licensed Waste Collectors to mix sorted Waste types.

(4) Household Waste and Recyclables placed in a reusable Approved Receptacle must be placed in a manner which allows the whole of the contents to fall out easily and cleanly when the receptacle is emptied.

(5) Approved Receptacles must not contain Prohibited Waste or be overloaded.

**12. Placement of Household Waste and Recyclables for collection**

(1) Council will from time to time specify by public notice the days and earliest and latest time Household Waste and / or Recyclables, may be put out for collection during the specified periods. Every Occupier placing Household Waste and / or Recyclables for collection shall cause the Approved Receptacle or Approved Receptacles to be closed to prevent spillage and placed for collection in such situation as may be required by an authorised officer appointed on that behalf.

**13. Retrieval of uncollected Waste**

(1) Waste which is not collected on the day for collection must be removed from the specified location at the end of that day by the Occupier of the property from which the Waste was generated.

**14. Retrieval of reusable Approved Receptacles**

(1) Reusable Approved Receptacles, whether full or empty, must be removed from the specified location before the expiry of the day for collection by the Occupier and the Owner of the property from which the reusable Approved Receptacle came.

**15. Ownership of the Waste stream**

(1) When an owner of Household Waste and / or Recyclables puts it out for collection, no other person shall interfere with or remove such Household Waste and / or Recyclables except in accordance with this bylaw or as authorised by Council.

**16. Multi-Unit Properties**

(1) Every Owner of any Multi-Unit Property built after 1 September 2007 must make adequate provision for Household Waste within the property to the satisfaction of the Council. Every building consent application for a Multi-Unit Property [Dwelling] lodged after that date must be accompanied by a Waste management plan which identifies: an adequate area for the storage of Approved Receptacles which is accessible to Occupiers and Licensed Waste Collectors; the methods to be employed to minimise noise and odour and to keep the area hygienic, free from vermin or other infestations and protected from theft and vandalism.

**17. Obstruction to Licensed Waste Collectors**

(1) No person shall obstruct or hinder any Licensed Waste Collector from removing Household Waste and / or Recyclables from a Public Place and from disposing such Waste into a collection vehicle.

**Disposal of Waste**

**18. Disposal of Waste**

(1) The disposal of Waste on any land or premises set aside by Council for the disposal of Waste shall be subject to such conditions as Council may from time to time decide in respect of:

- (a) the hours of opening and closing,
- (b) the nature of the Waste which may be disposed of therein,
- (c) the nature of the Waste to be directed to a recycling area,

- (d) the charges in respect of any disposal,
- (e) the position in any such place, in which Waste may be placed,
- (f) and any other matter which Council may consider necessary or desirable to determine by any such resolution.

**19. Waste Management Facilities**

- (1) The Council may own and operate Waste Management Facilities.
- (2) Any person wishing to operate a Waste Management Facility must obtain a Licence to do so under this Bylaw.
- (3) No person shall :
  - (a) Deposit or dispose of any Waste at a Waste Management Facility which is not permitted to be disposed of at that facility;
  - (b) Deposit or dispose of any particular type of Waste at any location within a Waste Management Facility which has been marked off and designated for the depositing or disposal of a different type of Waste;
  - (c) Deposit or dispose of any Hazardous Waste, Prohibited Waste, Special Waste or Trade Waste at a Waste Management Facility unless authorised to do so by the operator of that facility;
  - (d) enter a Waste Management Facility without authorisation from the operator of that facility; or
  - (e) move or remove any article, material or Waste found in a Waste Management Facility without the permission of the operator of that facility.

**20. Out of District Waste**

- (1) Entry to Landfill shall be refused to persons, except with the permission of Council or an authorised officer, who have brought into the District Waste for the purpose of depositing at or disposing such Waste, whether in its original or some other form at any Landfill in the District.
- (2) The opinion of the Landfill Manager shall be conclusive as to whether any person shall have a right of entry to a Landfill

**21. Hazardous Waste**

- (1) No person shall place any Hazardous Waste in a Public Place.

**22. Disposal of Green Waste**

- (1) Green Waste may only be disposed of at the Landfill and / or Waste Management Facilities within a designated Green Waste area.

### Waste Management for Events

#### 23. Obligations on organisers of special events

- (1) The organiser of a special event held in or on a Public Place shall at the time of making application to Council for consent to the use of that Public Place provide, to the satisfaction of Council, a Waste management plan produced for the special event.
- (2) The Waste management plan shall identify:
  - (a) an estimate of the types and volumes of Waste to be generated by the event;
  - (b) any opportunities for Waste minimisation;
  - (c) the steps to be taken to maximise the use and collection of Recyclables or re-usable materials;
  - (d) the Waste and Recyclables collection, storage and transportation equipment to be provided;
  - (e) the method of and person responsible for the collection and disposal of Waste generated by the event;
  - (f) the arrangements made for the provision of post-event Waste analysis and reporting of that information to the Council.

### Licensing of Waste Collectors and Waste Operators

#### 24. Waste Collectors and Operators to be Licensed

- (1) No Person shall remove, collect, transport or dispose of more than 30 (thirty) tonnes per annum of Waste within the district administered by the Council without a Licence from the Council to do so.
- (2) Only a Licensed Waste Operator may operate a Waste Management Facility.

#### 25. Application for Licences

- (1) Applications for Licences must be made in the prescribed form, describe the activities in respect of which the Licence is sought and be accompanied by the application and processing fees and such further supporting information as the Council may require to enable processing of the application.
- (2) The Council will process an application for a Licence and make its decision under clause 26(3) within 20 (twenty) working days of receiving an application. If the Council requires further information that is necessary to enable it to process an application it must, within 10 (ten) working days of receiving the application request information from the applicant, and the 20 (twenty) working day period will be suspended from the date of the Council's request and recommence on the date the applicant provides the information to the Council.
- (3) Licences shall be granted in the discretion of the Council, upon and subject to such terms and conditions as the Council thinks reasonable.
- (4) Where the Council decides not to grant a Licence, it will notify the applicant and provide reasons for its decision.
- (5) A Licence is personal to the holder and not transferable.

#### 26. Matters to be considered

- (1) When exercising its discretion to grant a Licence and the conditions to be imposed under it, the Council will take into account such matters as may bear upon the suitability to hold a Licence including but not limited to the following:

- (a) the extent to which the licensed activities will promote public health and safety and achievement of the Council's Waste management plan and Waste reduction initiatives;
- (b) the type of Waste to be removed collected or transported;
- (c) the manner of treatment (if any) and disposal of the Waste type, and the identity of the Waste Management Facility at which it is proposed that treatment or disposal will occur;
- (d) the frequency and location of the Waste collection, removal, transportation or disposal services;
- (e) the specifications of the vehicles, equipment and Approved Receptacles to be used for the collection, removal, transportation or disposal of Waste;
- (f) the applicant's experience, reputation and track record in the Waste industry, including any known past operational issues which may affect, or may in the future affect, the applicant's performance;
- (g) the applicant's financial position, but only in so far as it is relevant to demonstrating the applicant's solvency;
- (h) the terms and conditions under which such disposal of Waste is permitted and the existence of or need for any statutory approvals, authorisations or consents required to be held or complied with in respect of such disposal.

**27. Licence conditions**

- (1) The terms and conditions upon which a Licence may be granted include, but are not limited to the following:
  - (a) Term – A Licence may be granted for a term of up to five (5) years together with a right of renewal for a maximum of five (5) further years.
  - (b) Licence Fee - The licensee must pay an annual Licence fee in the amount determined by the Council from time to time and publicly notified.
  - (c) Bond – The licensee must post a bank guaranteed (or cash, at the licensee's election) performance bond for an amount not exceeding \$20,000 or such amount as determined by the Council from time to time on an individual case by case basis and be publicly notified.
  - (d) Compliance with standards – The licensee must comply with the Council's standards and policies for Waste collection, removal, transportation, or disposal services including, in respect of collection services:
    - i. the collection of any Litter spillage within 5 (five) metres of an Approved Receptacle awaiting collection by the licensee and any Litter spillage from the licensee's vehicle during the collection, removal, transportation or disposal process;
    - ii. provision of Waste collection services on such days and at such times as Council may from time to time nominate;
    - iii. provision of Approved Receptacles.
  - (e) Provision of information – The licensee must provide Waste data to the Council during the term of the Licence in such form and at such times as Council may reasonably require from time to time as to the quantity, source, destination, and types of each Waste collected and transported.



**Offences**

**~~28-28~~ Provisions implied**

~~(1) The provisions of the Taupo District Council General Bylaw No. 1 apply to this Bylaw and in the event if any inconsistency the provisions of the Taupo District Council General Bylaw No. 1 shall prevail~~

**~~29-28~~ Breach of Bylaw**

- (1) Any consistent and/or material breach of this Bylaw shall:
  - (a) Entitle the Council to suspend any Licence for such period as it considers appropriate or to cancel any Licence having regard to the nature and circumstances of any breach.
  - (2) Before suspending or cancelling a Licence under clause 30(1), the Council will notify the licensee of its proposed decision and the reasons for its decision and give the licensee five (5) working days from date of receipt of such notice to provide written and oral submissions on the proposed decision.
  - (3) In the event of a serious default by a licensee, Council may suspend a Licence immediately by serving the licensee with an interim suspension notice. In that case the licensee shall have five (5) working days from the date of receipt of the interim suspension notice within which to make submissions to Council. Within five (5) working days of receipt of those submissions Council must provide the licensee with a determination as to lifting the suspension, extending it for a specified period or cancelling the Licence.

**Public Availability**

~~30-29~~ This Bylaw, and any supporting documentation, is available for public inspection.

THIS BYLAW WAS MADE BY RESOLUTION ~~TDCXXXXXX~~XOF COUNCIL AT AN ORDINARY MEETING OF THE TAUPŌ DISTRICT COUNCIL HELD ON

The Common Seal of Taupo District Council was hereto affixed in the presence of:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Executive

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## **PROPOSED SOLID WASTE BYLAW**

### **STATEMENT OF PROPOSAL**

#### **Introduction**

Taupō District Council has an existing Solid Waste Bylaw to manage different type of waste across the district. The bylaw provides the framework for waste management and disposal and regulates commercial waste disposal operators.

#### **About the Bylaw**

Bylaws are enacted under the Local Government Act 2002 which requires that all bylaws be reviewed five years after the day when first enacted and then every 10 years after that. If a bylaw is not reviewed within the required timeline, it is then revoked two years after the review due date and is no longer applicable.

We have reviewed our Solid Waste Bylaw because it is due for review. We have found no major issues with the current bylaw.

The bylaw in its current form works well so we are proposing no substantive changes. There are two minor changes that are proposed, these are the removal of a clause referring to the since revoked Taupō District General Bylaw No 1 and an adjustment to some of the definitions to improve clarity.

This statement of proposal has been prepared in accordance with the requirements set out in section 83 of the Local Government Act 2002.

#### **Council's Proposal**

##### **Appropriateness of the Bylaw**

The Solid Waste Bylaw plays a key role in the management of solid waste locally and helps ensure waste is disposed of appropriately, so our communities remain clean and healthy.

Council has considered the proposed Solid Waste Bylaw included with this Statement of Proposal and has determined that:

- The proposed bylaw is the most appropriate form of bylaw for the purposes of consultation, and
- That the proposed bylaw has no implications under the New Zealand Bill of Rights Act 1990

**Purpose of the Bylaw**

The purpose of this Bylaw is to:

- promote the Council Waste Strategy and New Zealand Waste Strategy
- ensure efficient and effective waste management in accordance with legislative requirements.
- impose performance standards for the benefit of the public
- monitor and regulate collectors and facility operators
- promote the safe collection and disposal of waste

**The Proposed Bylaw Change**

Proposed Change	Rationale
Edits to definitions section	Editorial changes to definitions section to improve clarity.
Removal of section referencing revoked bylaw	This section is no longer relevant as the referenced bylaw has since been revoked.

**Have Your Say**

The consultation period for the bylaw will begin on 2 April and close on 3 May 2024.

This is your opportunity to let Council know what you think of the Solid Waste Bylaw. There are many different ways for you to tell us what you think.

You can:

- Read the bylaw and submit using our online consultation portal at [www.taupo.govt.nz](http://www.taupo.govt.nz);
- Email us at [bylawreview@taupo.govt.nz](mailto:bylawreview@taupo.govt.nz); or
- Drop your submission into the Taupō Customer and Visitor Information Centre at 30 Tongariro Street, Taupō

Copies of the statement of proposal and the proposed bylaw are available online or from our offices.

If you have any questions about this proposal or about how to make a submission, please contact us via email at [bylawreview@taupo.govt.nz](mailto:bylawreview@taupo.govt.nz).

**Hearings**

Please tell us if you would like to attend the hearing to speak to Council in support of your submission, and include a telephone number and email address to ensure we can contact you to arrange a time for your presentation. Hearings will be held on 28 May 2024 10.30am in the Council Chambers.

**What happens next?**

After the hearings, Council will consider all the submissions received and make decisions on any amendments to the bylaw as a result. As a submitter you will be notified of Council's decision.

Council will consider a final Solid Waste Bylaw for adoption on 25 June 2024.

Remember, you have until 3 May 2024 to send us your feedback.

**Terms of Reference for Ad-hoc Committees**

**Objective:** To consider issues and hear submissions on the Solid Waste Bylaw review

**Membership: LGA Committees**

Schedule 7 clause 31(6) LGA requires a minimum of 3 members for a committee and 2 members for a sub-committee (unless provided for in other legislation). The committee must include at least 1 Councillor and the Mayor

**Quorum:** As per standing orders

**Meeting frequency:** Proposed hearing 28 May 2024

**Reports to:***Scope of activity*

To hear matters relating to the 2024 review and consultation on the Solid Waste bylaw review and to make a recommendation regarding its adoption.

*Power to act*

1. Hear matters relating to a specific matter and make recommendations to council

*Delegation of powers:*

No power to sub-delegate

*Limits on Authority*

The committees 'power to act' pursuant to these delegations is subject to:

1. Council acting within the requirements of the Local Government Act
2. An overriding responsibility to ensure that its actions and decisions are within the law.

*Term*

The committee remains in force until the proposed bylaw is adopted in 2024

# Safety by choice, *not by chance*



**We are committed to keeping ourselves, workmates, contractors, volunteers and customers safe through living a strong, positive health and safety culture.**

## Our commitment to you

- ✓ A work environment that weaves health, safety and wellbeing into everything we do.
- ✓ We'll continuously report on our performance, and look for improvements.
- ✓ That we'll take incidents and risks seriously, investigate and learn from them.
- ✓ That we'll listen and work with you so that everyone goes home safe and well.

## What our staff can expect from us

**An engaged, supportive health, safety and wellbeing culture driven by leaders who:**

- ✓ Listen and empower you to make good safety choices.
- ✓ Recognise and celebrate when safety is done well.
- ✓ Lead by example.
- ✓ Set you up to be safe by providing:
  - Enough time to do your work safely and contribute to a safer working environment.
  - The right training and equipment.

**To be personally looked after by:**

- ✓ Monitoring your health to ensure you are being kept safe.
- ✓ Helping you rehabilitate back to work after an injury or illness.
- ✓ Providing free access to our Employee Assistance Program (EAP) so you can confidentially chat with someone if things are tough at work or home.

## What we expect from our contractors and volunteers

**If you're volunteering follow TDC processes which will be advised through our induction process.**

- ✓ Know your responsibilities. Understand and adhere to your own organisations' health and safety policies, procedures and processes.
- ✓ Make sure you're familiar with health and safety requirements in the contract or agreement your organisation has signed and respect these.
- ✓ Contractors - make yourself familiar with TDC's 'Contracting to Council' handbook [www.taupo.govt.nz/healthandsafety](http://www.taupo.govt.nz/healthandsafety)
- ✓ Consult, coordinate and cooperate with us so we can clearly understand our respective responsibilities.
- ✓ Be proactive - if you think something isn't safe, let us know.

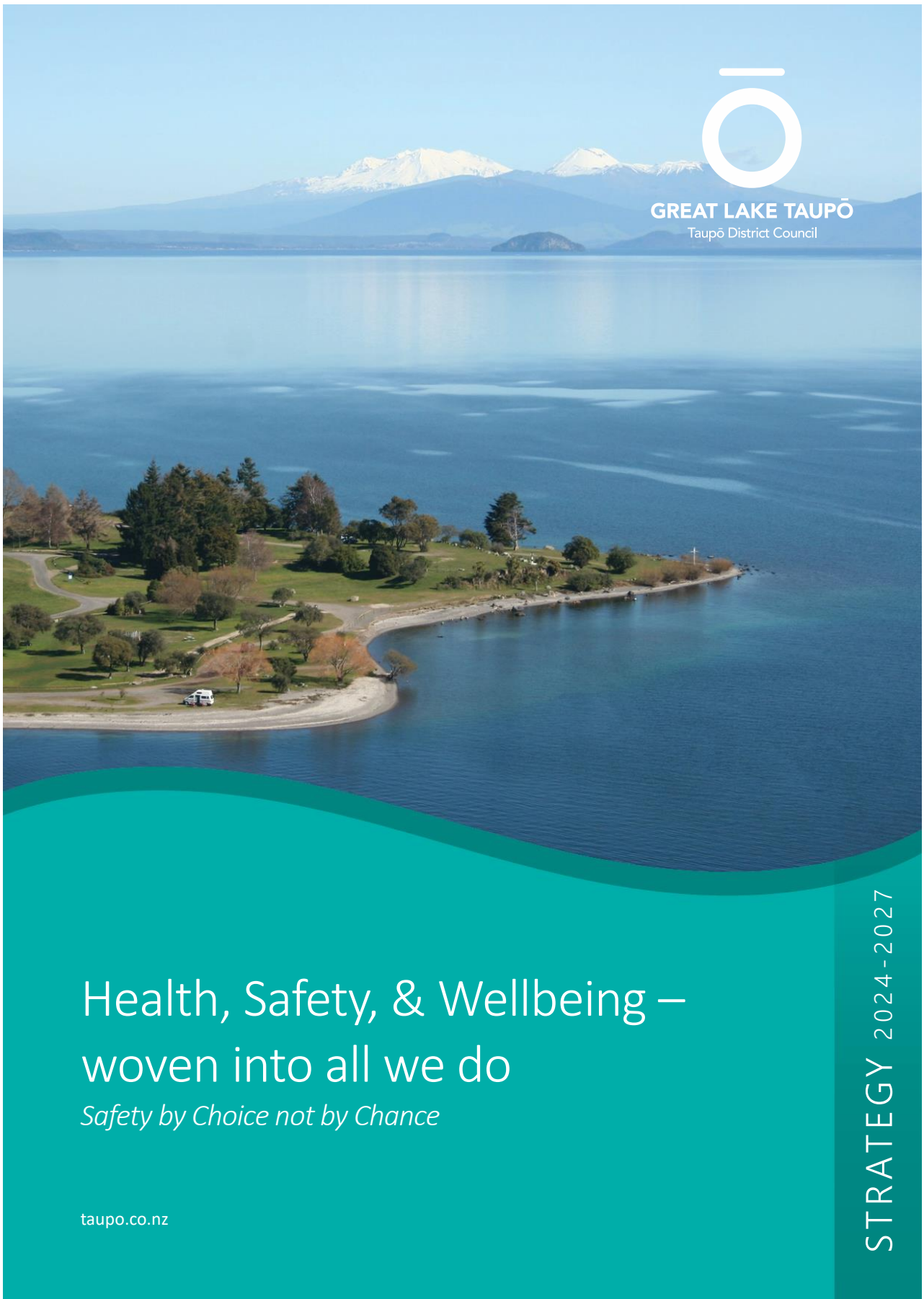


## What we expect from our staff

- ✓ Think about health, safety and wellbeing in everything you do.
- ✓ Know what you need to do to keep yourself and others safe.
- ✓ Comply with our system and processes.
- ✓ Step up when needed. If you think something isn't safe, say so. Report safety events and near misses on our safety system.
- ✓ Be part of the solution - tell us what you think we can do better.
- ✓ Participate in safety training when offered - it's important.
- ✓ Come to work fit and capable of working safely.
- ✓ Own it. Know that workplace health, safety and wellness is everyone's responsibility, at every level of TDC.



POLICY DATE: 1.11.23 REVIEW DATE: 1.11.25



GREAT LAKE TAUPŌ  
Taupō District Council

# Health, Safety, & Wellbeing – woven into all we do

*Safety by Choice not by Chance*



[taupo.co.nz](http://taupo.co.nz)

STRATEGY 2024-2027

### DOCUMENT CONTROL

VERSION	DATE	COMMENTS	DOC REFERENCE
DRAFT	26 Oct 2023	For issue to GM Organisational Improvement	AXXXXXX
DRAFT	6 Nov 2023	For issue to Acting GM Strategy & Environment	
DRAFT	21 Nov 2023	For reissue to GM Organisational Improvement	

### DOCUMENT APPROVALS

	NAME	SIGNATURE	DATE
REVIEWER	Business Excellence Manager Louise Chick		22-Dec-23
APPROVER	Group Manager – Organisational Performance Sarah Matthews		22-Dec-23

### DOCUMENT CUSTODIAN AND REVIEW DATE

	NAME	REVIEW PERIOD	NEXT REVIEW DATE
CUSTODIAN	Health, Safety & Wellbeing Manager Michelle McGill	3 yearly.	Dec 2027

# Introduction

The purpose of this strategy is lay out an overarching strategic approach for TDC to achieve the highest standard of safety and wellbeing for our people we employ, work alongside, and those that use the range of facilities and services we provide.

## TDC context

TDC employs over 400 staff, and every year has thousands of contractors that work on TDC jobs and visitors enjoying our venues, events and facilities. We have a responsibility to keep these people safe and well.

TDC strives to create an environment and systems that allow for safe working across the hugely diverse mahi that we do – from building new playgrounds, providing roads and pipes facilitating growth in our district, operating and maintaining public pools, to hosting international sporting competitions. All these events, projects and operational activities bring inherent health, safety and wellbeing risks which need to be understood and managed – we need to protect our people to preserve their futures. We want everyone going home safe and well. **Keeping people safe, healthy and well must become intrinsic and be woven into all that we do.**

This strategy, and its supporting improvement plan, demonstrate our renewed commitment to keeping our people safe, and enabling them to keep others safe. We will continue to keep a clear focus on this through reporting and safety focussed communication throughout TDC and our partners.

## TDC H&S Vision and Values

### VISION

Weaving  
Health, Safety & Wellbeing  
into all we do

### VALUES

TDC's corporate values are:

We're in this together | **Kia kōtāhi mai**

Unite Connect Deliver | **Kotahitanga**

In the health and safety context, this reflects that health and safety is everyone's responsibility – together we're responsible for ensuring we stay safe and well at TDC.

Page 3

Taupō District Council Health, Safety and Wellbeing Strategy | December 2023  
Document number: A3474805



# What we know

## National Health, Safety and Wellbeing Insights

WorkSafe's Health and Safety at Work Strategy Outcomes Dashboard highlights the following:

- **Work-related ill-health far outweighs the burden from work-related acute injuries** (15x number of deaths). The two most significant contributors are attributed to **musculoskeletal disorders and mental ill health** which make up nearly half of all health risks at work<sup>1</sup>.
- Factors that can contribute to **work related stress** include:
  - high & low demand jobs
  - low job control
  - poor support
  - poor workplace relationships (e.g. bullying)
  - poor role clarity
  - poor organisational change management
  - low reward & recognition
  - poor organisational justice
  - poor environmental conditions (design, layout, and environmental conditions of the workplace)
  - remote and isolated work
  - violent or traumatic events.
- Employers typically only recognise half of those workers stressed by work.
- **Historical exposure to asbestos is the number one cause of ill-health deaths** and most ill-health risks can be controlled e.g. by using masks etc.
- **Fatalities are most commonly caused by vehicle accidents**, followed by falling from height<sup>2</sup>.
- The **construction sector has the highest number of injuries** and the third highest fatality rate.
- **Workers over 55 are about 4 x more likely to die from work-related acute injuries** than other age groups.
- A high proportion of workers say they have input into decisions about health and safety, but **far fewer say they get feedback from employers** about how their views are taken into account.
- **Bullying and Harassment** – Younger workers are more susceptible to bullying. Bullying is especially high among disabled workers (52%), bisexual (39%), and Pacific workers (26%).<sup>3</sup>.

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<sup>1</sup> [New Zealand Health & Safety at Work Strategy Outcomes Dashboard](#)

<sup>2</sup> <https://data.worksafe.govt.nz/>

<sup>3</sup> NZ Human Rights Commission. Report: [Experiences of Workplace Bullying & Harassment in Aotearoa](#) (Aug, 2022).

## Taupō District Council (TDC)

TDC is made up of approximately 40 different operations. Some of the notably higher risk activities include:

- Spend over \$58M in 2023/24 on capital projects, most of which are construction related.
- Operate three community pools with over 400,000 visits per year.
- Operate 12 wastewater treatment systems and 17 water supply schemes, some of which operate in high-risk environments with use of chemicals, confined spaces, methane gas etc.
- Have 6,000 visits to our climbing wall every year.
- Operating mowers and machinery every day.
- Undertaking compliance activities every day.
- Working alongside external parties to have our district host hundreds of events every year.

TDC also:

- owns 115 facilities of which 60 have asbestos and 55 tested negative. Although these represent no risk while these buildings remain intact, future building works will require careful management.
- has experienced an increase of aggressive or violent behaviour.
- an increase in the number of staff utilising EAP (visits nearly doubled from late 2022 to late 2023).

Like many other organisations our staff are also exposed to insidious hazards like driving for work, and managing busy workloads which can lead to poor wellbeing.

We rely on staff, contractors and volunteers<sup>4</sup> to help us deliver these activities in a way that keeps them, and our customers, safe and well.

## Health, safety & wellbeing performance

The key ingredients of health, safety and wellbeing performance are determined by:

- Risk:** The state of our *risk control*
- Relationships:** The quality of our relationships with *employees and contractors*
- Resourcing:** The sufficiency of the *resources applied to health, safety, and wellbeing* (people, plant and processes).

Applying sufficient resources, with good relationships and staff engagement, will enable us to develop and maintain a high level of control over our health, safety & wellbeing risks.

## Implications for TDC

These national insights and TDC's context means that our health, safety & wellbeing strategy needs an approach that recognises:

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<sup>4</sup> From time to time, TDC also relies on volunteers, e.g. our Love Taupō Town Ambassadors, which are considered Volunteer Workers under the Health and Safety at Work Act 2015, and TDC has responsibilities to manage their health and safety like we would other Workers (e.g. Staff), with the exception of worker engagement.

- We live in a geographically spread district and staff spend a lot of time in vehicles on roads that are challenging to drive. **As the number one cause of workplace deaths, we need to carefully manage vehicle associated risks.**
- Each year TDC spends around 50% of its annual budget on capital projects, a significant proportion of which are delivered by contractors working in the high-risk construction industry – **we need to carefully manage our contractors to ensure our respective health and safety roles and responsibilities are well understood, particularly where there are overlapping duties.**
- Work related ill-health is a significantly bigger problem than acute injuries, and mental health is the second largest contributor at around 20% of the overall health burden created by health and safety incidents (behind musculoskeletal disorders). **Looking after the mental health and wellbeing of our staff is key.**

Anecdotally TDC front line staff are impacted by aggressive behaviour more frequently over recent years, and as an organisation we probably have underestimated the impact this may have on staff stress levels.

By considering how TDC can design mentally healthy work (by considering the factors that can contribute to work related stress outlined above), we can help *prevent* stress in the workplace, rather than relying upon managing the symptoms (e.g. through EAP services).
- Although asbestos is the number one cause of ill-health deaths in NZ, of the 115 buildings owned by TDC, 60 contain asbestos. Exposure to this is well controlled as TDC knows where asbestos is and uses suitability qualified contractors for removal.
- We offer a diverse range of services to our communities and the significant number of visitors to our town. This makes managing health and safety more complex.
- Health, safety and wellbeing communication needs to be two-way. Our staff should receive feedback about how their views are taken into account so that we can develop strong relationships and a high degree of trust. **The role of Health and Safety Representatives and strong engagement on health and safety matters by our people leaders are key to developing a strong health, safety and wellbeing culture.**

# Safety and Wellbeing at TDC

How does this Strategy fit into TDC’s Health, Safety and Wellbeing Management System?

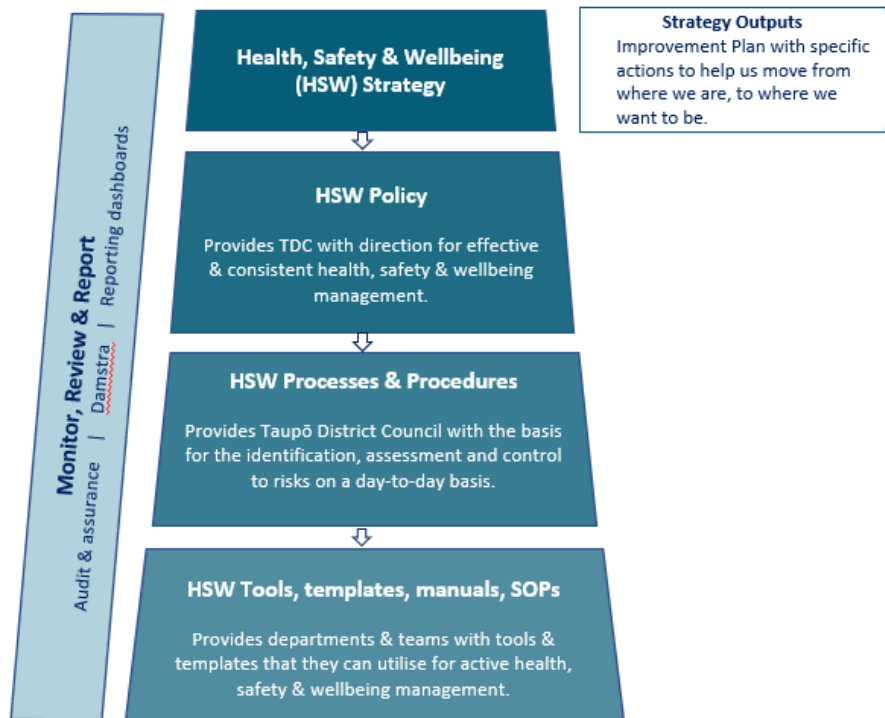
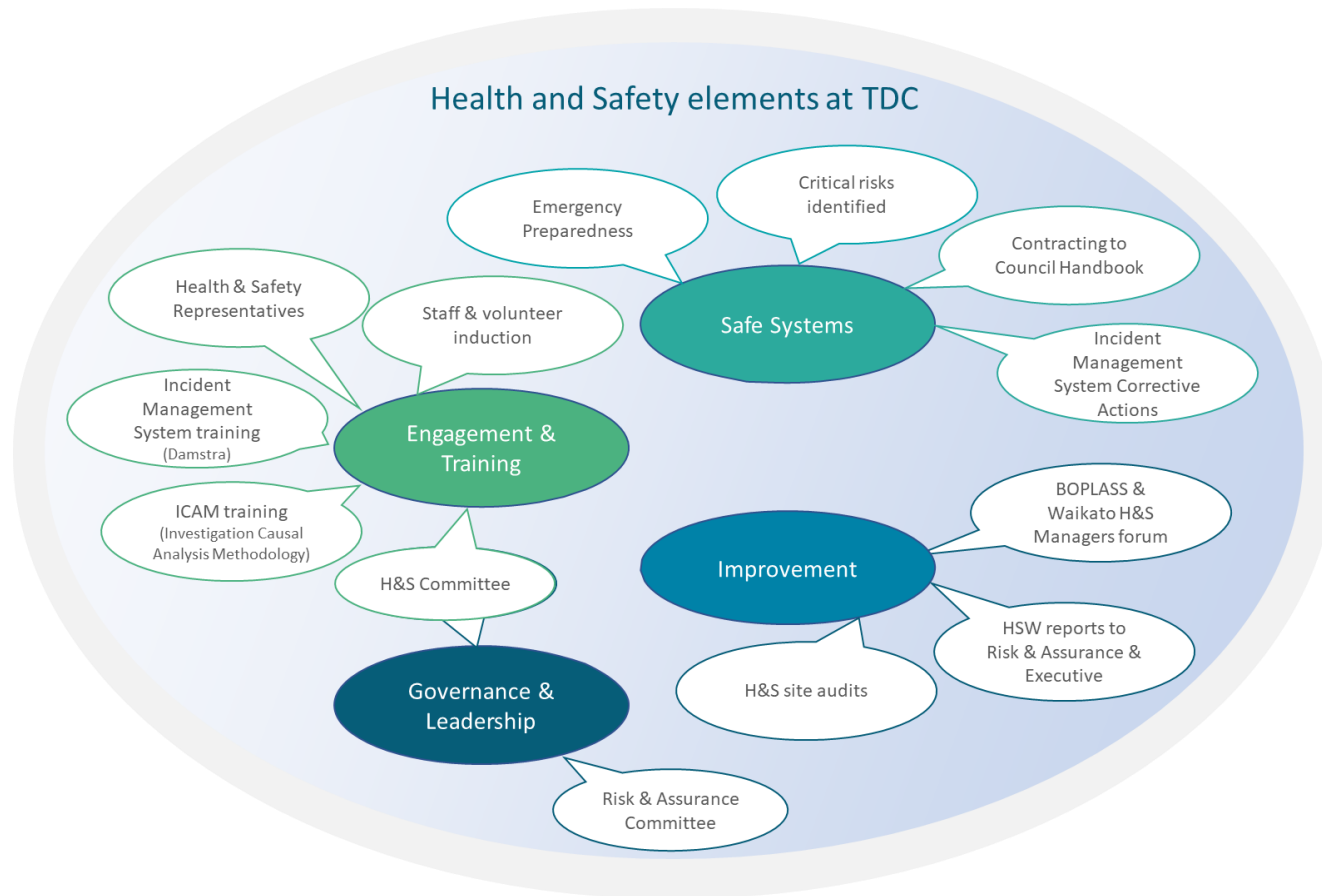


Figure 1 – Key elements of TDC’s Health, Safety and Wellbeing Management System.

## Existing building blocks – demonstrating our commitment to safety



## The Opportunity to be Safer

**In the second half of 2023 TDC commissioned an independent review of its health and safety management system. The review was to help TDC gain a deeper understanding of levels of compliance with good practice and the status of its safety culture.**

### The independent reviewers noted:

- There is a strong desire for leadership to connect with its workers. This is currently demonstrated by the executive team members who take time to visit work sites and engage with the workers, and this practice was recognised and appreciated by the workers.
- TDC communicates regularly with other councils in the region and shares lessons on how health and safety can be improved across the region. This includes how they manage work and work processes so that they are done consistently and safely.
- TDC has implemented focused training to manage role specific risks and engaged with interns to create videos of standard operating procedures (SOP) as part of their training for non-office-based roles.
- TDC engages with its workers through a number of different mediums. Departments we engaged with during this review demonstrated a strong culture of consulting with workers to complete standard operating procedures and engaging with workers in regular meetings.

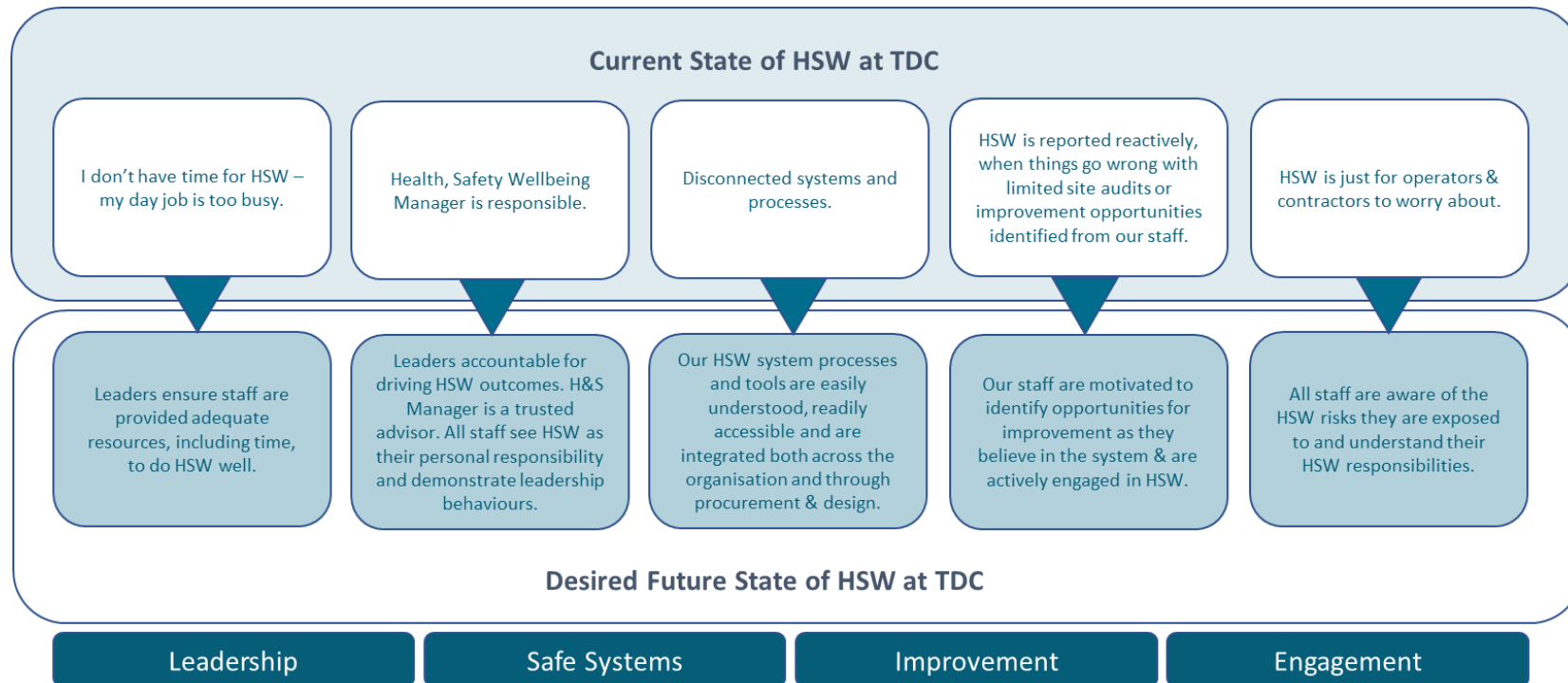
That said, there remains opportunity to improve by implementing recommendations to strengthen the use of risk registers, by ensuring the critical risk controls are captured and ensuring consistent assessments and rankings. Other recommendations included the need for formal assurance practices, both internally and with regards to contractor health and safety risk management.

Overall, the report highlighted the need to focus on consistent application of risk management systems.

## Where do we want to be?

TDC seeks to shift HSW behaviours from the 'current state' (described in Figure 2) to 'future state'. These future state attitudes and behaviours can be achieved with a fully effective Health, Safety and Wellbeing System underpinned by a leader lead, engaged HSW culture where staff have sufficient resources for health, safety and wellbeing.

We will move from our current state to our future state by focussing upon our four key pillars of Health, Safety and Wellbeing (HSW): Leadership, Safe Systems, Improvement and Engagement.



**Figure 2** – Outline of the outcomes and behaviours TDC seeks to embed in its HSW culture.

	Leadership	Engagement	Safe Systems	Improvement
Objectives	<ul style="list-style-type: none"> <li>Health, safety and wellbeing is a priority at all levels of TDC &amp; leaders commit to and support these outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Our staff actively participate in HSW, and feel involved and heard on HSW matters.</li> </ul>	<ul style="list-style-type: none"> <li>We understand our critical risks &amp; obtain assurance over our controls, focussing on those we know are the most significant, e.g. mental health and .</li> <li>We have good quality HSW advice and tools.</li> <li>Health &amp; Safety is reflected in procurement &amp; throughout our supply chain.</li> </ul>	<ul style="list-style-type: none"> <li>We understand our HSE risks &amp; obtain insight about where improvements are required.</li> <li>We learn from our mistakes.</li> <li>We learn from others &amp; get insight into what works.</li> <li>Each staff member and suppliers understand their HSW responsibilities.</li> </ul>
Commitments	<ul style="list-style-type: none"> <li>Develop schedule of Leadership Safety Walks.</li> <li>Develop a roles, accountabilities &amp; responsibilities framework &amp; implement training to ensure staff understand their responsibilities.</li> <li>Management training will include specific content aimed at helping design mentally healthy work as a means of minimising stress in the workplace and improving staff wellbeing.</li> </ul>	<ul style="list-style-type: none"> <li>Develop internal H&amp;S Engagement Plan that highlights HSW affects everyone, not just construction.</li> <li>People leaders hold their staff to account for HSW matters.</li> <li>Develop internal staff survey to assess TDC HSW culture.</li> </ul>	<ul style="list-style-type: none"> <li>Refresh our HSW management system – roles, tools, policies &amp; processes – to ensure enterprise coverage &amp; easy to use.</li> <li>Integrate HSW outcomes within TDC’s procurement processes &amp; supply chain management.</li> <li>Develop a contractor Health &amp; Safety Management Framework.</li> <li>Develop a new Intranet portal that becomes the source of all HSW ‘truth’.</li> <li>Response to incidents are proactively managed.</li> </ul>	<ul style="list-style-type: none"> <li>Identify what is important to TDC in the HSW space, develop measures &amp; benchmarked targets &amp; report on these.</li> <li>Develop/rollout Safety Leadership Training for all managers &amp; team leaders.</li> <li>Develop a HSW Assurance Programme.</li> </ul>
Measure	<ul style="list-style-type: none"> <li>Executive conduct &gt; 9 Leadership Safety Walks per annum.</li> <li>All ELT members attend annual HSW Leadership training and self-report that they understand their HSW responsibilities.</li> <li>&gt;90% of HSR self-report that they have sufficient time to deliver on HSW responsibilities.</li> </ul>	<ul style="list-style-type: none"> <li>Cumulative number of days of open incidents is declining.</li> <li>&gt; 70% of TDC staff self-report that they feel involved &amp; heard on HSW matters, via 6 monthly staff survey.</li> <li>&gt; 95% of staff have completed H&amp;S induction.</li> <li>All parts of TDC have active worker engagement &amp; have an active HSW Committee representative.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; 90% of actions planned in the HSW Improvement Plan are delivered to schedule.</li> <li>By 31 March 2024 - Contracting to Council Handbook is understood by relevant TDC staff and incorporated into TDC’s procurement activities.</li> <li>Following a reported incident, corrective actions are assigned in &lt;5 days.</li> </ul>	<ul style="list-style-type: none"> <li>At any time &gt;95% of TDC staff with direct reports have undertaken Safety Leadership Training within the previous 2 years.</li> <li>&gt; 70% of TDC staff self report that they understand their HSW responsibilities &amp; have the knowledge &amp; capability to deliver on these.</li> </ul>

Figure 3 – Key strategic objectives for the development of HSW within TDC and associated critical success measures.



## Doing the hard mahi

This health, safety and wellbeing strategy outlines there is plenty to be done. We have started on the hard mahi to bring it to life by developing a Health, Safety and Wellbeing Improvement Plan which details exactly how we'll go about delivering the changes in this strategy.

Achieving the vision set out in this Strategy will require a cultural shift that embraces the behaviours and attitudes outlined below.

We will measure our progress against this strategy through quarterly dashboard monitoring and assurance activities.



**Figure 4** – The attitudes and behaviours we need to foster in our staff to ensure we can achieve our HSW vision.



TAUPŌ DISTRICT COUNCIL

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# PERFORMANCE REPORT

February 2024

FEBRUARY 2024

## JULIE GARDYNE

TUMU WHAKARAE | **CHIEF EXECUTIVE**

Work across the organisation in February included a focus on the draft Long-term Plan (LTP), preparing information for elected members' decisions. The team involved have been working hard to try and balance the demands from the community, against the preparation of a budget that's affordable for the community, within a challenging economic environment.

This LTP has been made even more difficult by the changes in central government direction. Direction has shifted from three waters services being regionalised by central government reforms, through to a complete reversal, followed by indications of alternatives to be investigated via Local Waters Done Well, to different arrangements such as a Council-Controlled Organisations. These legislative changes have made the LTP process almost impossible in the timeframes allowed, and resulted in multiple versions of work within the organisation.

Across the sector, councils are all facing budget challenges. Council's budgets are being squeezed just the same way that household budgets are, with increased finance costs, increases to items like insurance, and a sustained period of inflation. The team have been looking for cuts across every single budget line and every Council operation. The Council will be asked to make decisions on draft budgets in March/April, before community consultation.

Outside of the work on the LTP, I wish to acknowledge that the historical cycle trail was a finalist in the Waikato Sport and Active Recreation Awards – Active Space Initiative. The trail was listed within the top three at the awards evening, out of more than 120 applications, which is great recognition for the team involved, and the interest from the community in learning about our history.

Finally, I want to welcome Tony Hale to the Executive team as Acting General Manager Operations and Delivery, supporting the team after Andrew Moraes' departure from the organisation to take up the role as Chief Executive at Rotorua Lakes District Council.

Ngā mihi - Julie



FEBRUARY 2024 • PERFORMANCE REPORT • 2



FEBRUARY 2024

## SARAH MATTHEWS

KAIWHAKAHAERE MATUA – WHAKATUTUKI WHAKAHAERE  
**ORGANISATION PERFORMANCE**  
**GENERAL MANAGER**



### What were your group highlights of the month?

The legal and governance team are preparing for national privacy week 13-19 May with various activities planned to raise awareness of privacy matters among staff. They have also provided an update to the Chief Ombudsman regarding progress on the action points relating to the Council's meeting and workshop practices.

The digital solutions team wrapped up work on our new intranet (Tui) with a successful go live. Procurement planning is underway for technology fit out in the new Council administration building. Project Quantum User Acceptance Testing (UAT) is progressing well across current module implementation, and engagement sessions for "protecting our information assets" has also been a key highlight. The team is currently testing the new document management solution before it goes to the wider organisation later this year.

The property team have been working on new contractual arrangements to recommence the Tirohanga Forest Harvest and have co-ordinated various parties to develop an Electrical Harvest Management Plan.

The business excellence team finalised the Risk Management Policy and Framework as adopted by the Risk and Assurance Committee. The new Health, Safety and Wellbeing portal launched successfully in Tui. The procurement policy and procedures has been refreshed and is awaiting the approval of the Executive team.

The finance team has continued their focus on delivering Council's Long-term Plan financials, while undertaking ongoing system implementations / improvements, including the new rating system, asset module, and reporting and forecasting systems.

### What were your group challenges of the month?

- Long-term Plan financials continue to be challenging to balance affordability with continued pressure on Council's costs.
- Project Quantum rates testing has been extended to accommodate extra testing to ensure a good outcome for Council.
- The Risk Advisor role, Financial Accountant role, and Knowledge Management Team Leader role remain vacant with recruitment still underway.

### What is coming up in the next quarter for your team?

- Harvesting of the Tirohanga Forest to commence in March and Omori Forest to be confirmed for April/May.
- Project Quantum go live for revenue modules, assets module, and e-invoicing.
- Governance process improvements – policy updates and system change management
- Roll out training on TDC's Health, Safety and Wellbeing system and new Procurement Procedures.
- Renewal of TDC's Supplier Panels.

FEBRUARY 2024 • PERFORMANCE REPORT • 4

FEBRUARY 2024

## LIBBY O'BRIEN

KAIWHAKAHAERE MATUA –  
HONONGA TĀNGATA, HAPORI  
**GENERAL MANAGER - PEOPLE AND COMMUNITY  
PARTNERSHIPS**



### **What were your group highlights of the month?**

After a big push internally to connect with teams across the organisation, our community-facing teams have been able to get in front of messaging around recycling, events and road closures. Leading the charge has been reminders to the community of our recycling dos and don'ts via print, radio and social media which was relatively well-received. With February and March busy months for events, our teams have been busy letting the community know what the impact would be, particularly around road closures and reserves. Communications around significant TDC infrastructure projects, including the Wairākei Drive roundabout and the Lake Terrace sewer trunk main and water network upgrade also kicked off.

Inbound contact from our community and customer has seen a 30% increase with our contact centre tracking over 12,000 customer interactions per month with a stable 87% closed at first point resolution. Our big five service requests remain the same, being dogs (roaming/fouling/lost/attacks), water (flowing/blocked), transport (roading/berms/lighting), parks (reserves/mowing) and rubbish/refuse/recycling coming in fifth with building/resource consents being a close sixth.

The instigation of hapū cluster hui convened by Te Kotahitanga o Ngāti Tūwharetoa commenced in February, providing an opportunity for council staff to share details of range of projects with hapū and our Community Development team has been making great strides in supporting community groups to get their hands on thousands of dollars of funding.

The other highlight as referred to in Sarah's update has been the successful rollout of our new intranet, Tui. This has become a staff hub for our team spread across the rohe and we are seeing positive feedback to the new look and feel of this space.

### **What were your group challenges of the month?**

Our teams have begun planning key messages and communications for the Long-term Plan 2024-34 but the lack of clarity on timeframes and issues for consultation is making this challenging. Avoiding a crunch on time and workload before consultation begins is looking less and less likely and there is a chance the engagement we would love to be able to do will not be as far-reaching as we would like.

Two pieces of work have been particularly challenging: retro-fitting communications to unexpected changes to kerbside recycling and rubbish collection, and communicating the council decision to honour its commitment of \$100,000 to the Taupō Sculpture Trust. Recycling changes also saw 670 phone interactions in one day (double what we would usually handle) and we are working with teams across Council to be better at supporting our community through these changes.

With the upcoming Long-term Plan consultation and engagement we are looking at ways we can reduce the ways these issues have a significant negative effect on staff wellbeing for those who work to manage the negativity these decisions can create.

FEBRUARY 2024 • PERFORMANCE REPORT • 5

FEBRUARY 2024

In the people and culture space we are seeing an increase in employee relations issues across several teams absorbing a significant amount of time, and our Community Development team have been scoping a piece of work focused on Diversity, Equity and Inclusion (DEI) which has some interesting challenges.

Finally, queries around emergency management community response planning and community funding are continuing to rise – especially as the funding landscape across New Zealand is changing rapidly and groups need more support.

**What is coming up in the next quarter for your team?**

Engagement and communication are high priorities for our leadership team this quarter, and our key piece of work is preparing for the Long-term Plan 2024-34 consultation and communication. Planning for the impact of Supercars on the local community and residents is also a significant team project and a difficult one to define, given this is an unprecedented event for the Taupō District.

From a recruitment perspective, we are still busy but are seeing more applications, and many of a higher quality than what we have seen in the past. We are continuing to roll out training for people leaders, including a Managers Essentials programme and Mental Health First Aid training.

There is also a large suite of community development and engagement work taking place, with community funding rounds opening in March – both Council funds and central government funds and work to evolve our community funding system. We will also see community engagement around a road crossing and footpath in Kinloch, a speed hump in Wharewaka, continued engagement for the future of Pukenu Road in Wharewaka, ongoing engagement for the Motutere Reserve Management Plan and preparedness work around emergency management at marae across the rohe.

The big theme will continue to be the Long-term Plan, and managing staff wellbeing around competing priorities as the light at the end of the tunnel slowly gets brighter as we work through the year.

FEBRUARY 2024 • PERFORMANCE REPORT • 6

FEBRUARY 2024

## WARRICK ZANDER

KAIWHAKAHAERE MATUA - RAUTAKI, TAIAO  
**STRATEGY AND ENVIRONMENT GENERAL MANAGER**

### What were your group highlights of the month?

This month we held our first Mangakino-Pouakani Representative group meeting of the year at the Whakamaru Settlers hall. We had a selection of presentations from staff, community members and Waikato Regional Council (WRC). Topics included an update on the basketball court project; and water quality of Maraetai and Whakamaru lakes. We heard from WRC about what work is being done to reduce the algae blooms and spread of gold clams. As a result of this update, a joint workshop has been proposed between TDC, WRC, MPI and key stakeholders including Mana Whenua, to look at how we can effectively manage the spread long term.

I attended the regional Civil Defence Controllers quarterly briefing and annual Controller hazard familiarisation tour in Hamilton. These sessions led by WRC are an integral part of ensuring a collaborative approach across the region when responding to civil defence emergencies.

TDC staff, members of Ngati Te Rangiita hapū, Department of Conservation (DOC) and campground staff attended a site visit of the Motutere reserve and campground. The site visit helped inform the Motutere Recreation Reserve Management Plan Committee on the potential for how we best manage the reserve. This was followed by a constructive workshop held at the Motuoapa Fishing and Boating Club where we analysed feedback from consultation completed over December and January. The next workshop is to be held on 21 March where we will receive an update and work through hapū feedback. A separate paper is prepared for the 26 March Council meeting to discuss the lease for the Motutere Holiday Park.

The Building Control team have completed internal audits as part of the BCA quality assurance system and continuous improvement requirements. The results found fewer findings than previously, indicating the team are working well within requirements and providing improved consistency in decision making. An additional benefit is that this positions us well for the 2025 bi-annual external audit conducted by IANZ.

### What were your group challenges of the month?

Our most significant challenge has been progressing the Long-term Plan project as we navigate the changes in Central Government direction and subsequent legislative changes. There have also been multiple financial challenges emerging as the modelling of the proposed work programme has progressed. A key outcome is to find the right balance between affordability and costs.

The Building Control team has been looking into consent processing times and how we can improve service delivery in this area. Consent processing times are a legislated and organisational Key Performance Indicator (KPI) and we must achieve 100% processing under 20 working days. Whilst we achieve requirements set out in the quality assurance system, there is potentially room for improvement in the time taken to process a consent. The results of this review have been received and a decision on next steps is expected in March.





FEBRUARY 2024

**What is coming up in the next quarter for your team?**

Next month we welcome the Parks and Reserves team who will form part of Strategy and Environment group as an interim reporting line arrangement. The team hasn't stopped following Ironman, they are now busy preparing our beautiful district for the Supercars and Anzac Day events in April.

FEBRUARY 2024 • PERFORMANCE REPORT • 8

FEBRUARY 2024

## TONY HALE

KAIWHAKAHAERE TUKU MAHI  
**OPERATIONS AND DELIVERY GENERAL MANAGER (ACTING)**



### What were your group highlights of the month?

Wairakei Estate IronKidz triathlon provided a great lead up to Ironman New Zealand (40th anniversary), which saw a number of domestic and international visitors in town. Based on the feedback from the staff on the ground, it is estimated that 90% of the residents expected road closures, whereas another 10% were upset. Learnings from the March event will be passed onto the Ironman Worlds team for the December event.

AC Baths and Turtle Pool in Tūrangi successfully passed their pool safety audits. Although Mangakino pool is not required to go through the audit process, it operates to the same safety standards as the other two; the pool had over 4700 users through the summer and is now closed for the season.

Te Atea induction tours explaining the various meanings of the sculptures and their cultural purpose and environmental context have been well received by staff.

Kinloch water treatment plant piling, Wairākei Drive roundabout and Tūrangi street revitalisation works continue.

### What were your group challenges of the month?

Delivery of the Ironman required a significant effort from the events team. The team are now focusing on the Supercars in April.

Preparing for the Long-term Plan 2024-34 has required significant amount of work across the group and organisation.

Taupō Airport has received some noise complaints from Wharewaka residents. The airport team is engaging with the community to raise awareness around the airport operations and what to expect.

Tūrangi cemetery gates continue to experience vandalism, and the team is working on identifying a better long-term solution to avoid future issues.

### What is coming up in the next quarter for your team?

I have been appointed as the Acting General Manager of Operations and Delivery. During this interim period, the Parks and Reserves team will form part of Strategy and Environment group, and Events and Venues will be reporting direct to the Chief Executive. The Operations and Delivery group will consist of Three Waters, Project Management Office, Infrastructure and Airport.

Lake Terrace rehabilitation project commenced after the Ironman, starting with resealing of Lake Terrace between Titiraupenga Street and Rifle Range Road. The second section between Rifle Range Road and Mere Road is scheduled for later in March and is to be completed prior to the Supercars event in April. Detours will be in place and residents' access is maintained at all times.

FEBRUARY 2024 • PERFORMANCE REPORT • 9

FEBRUARY 2024

Fulton Hogan are gearing up to start installing the Southern Trunk Sewer Pipeline in early April along Lake Terrace. Several water mains have already been renewed in advance of this project to minimise disruption to the community.

Preparations for the Supercars championship have ramped up across the group with the event organiser and drivers visiting Taupō ahead of the event in April.

During March, some of the AC Baths pools will be temporarily closed while we service the filter pumps. These are important to make sure the pool water stays clean and safe. Customer feedback survey regarding opening hours continues.

Wharewaka Road speed hump community engagement will take place in March and inform the team on the next steps.

Watts Construction have been nominated for the New Zealand Commercial Project Awards in May 2024 for their management of the Taupō Airport Terminal project.

FEBRUARY 2024 • PERFORMANCE REPORT • 10



### 3. FINANCIAL SUMMARY

#### 3.1 REVENUE & EXPENDITURE PERFORMANCE

Figure 1 below sets out the Revenue & Expenses for the financial year to February 2024.

Revenue is ahead of budget across most key revenue lines. In particular, our subsidies and grants revenue is higher than budget because of revenue from central Government in relation to Tūrangi Kerb & Channel funding \$3,375,000, Better-off Funding carried forward of \$484,000, 3 waters transition funding \$127,500, funding for the weighbridge at Tūrangi of \$103,000 and other grant revenue being ahead of plan by \$81,500.

Development Contribution revenue is ahead of plan by \$1,408,000, mainly due to timing of when we estimated the contributions would fall due.

Revenue from fees and charges is also tracking higher than budget by \$896,000. This is mainly due to building consents revenue being higher by \$263,000 with higher consent numbers than forecast, resource consents higher than plan by \$71,000, Solid waste revenues being ahead of plan by \$184,000, AC Baths & Turtle Pool revenue being ahead of plan by \$233,000 due to timing, revenue from venues being ahead of plan by \$169,000.

Other revenue is ahead of plan by \$628,000, this is due to insurance recoveries of \$125,000, infringements & fines ahead of plan by \$108,000 and gains on financial assets of \$394,000.

\$000	YTD Actual	YTD Budget	YTD Variance	Full year Annual	Full Year Forecast	Forecast changes	Note
<b>REVENUE</b>							
Rates	62,871	61,678	1,193	92,517	93,681	1,164	
Subsidies and Grants	7,930	3,758	4,172	7,786	7,786		
Development	4,794	3,386	1,408	5,079	5,079		
Fees and Charges	9,338	8,442	896	12,449	12,449		
Finance Revenue	4,574	4,683	(109)	7,024	7,024		
Other Revenue	2,754	2,125	629	8,487	8,487		
<b>TOTAL REVENUE</b>	<b>92,261</b>	<b>84,072</b>	<b>8,189</b>	<b>133,342</b>	<b>134,506</b>	<b>1,164</b>	
<b>EXPENDITURE</b>							
Personnel Costs	20,778	20,207	(571)	30,311	30,739	428	
Depreciation	19,873	19,870	(3)	29,804	29,804		
Finance Costs	7,425	7,787	362	11,681	11,681		
Other Expenses	35,402	33,604	(1,798)	50,461	51,377	916	
<b>TOTAL OPERATING</b>	<b>83,478</b>	<b>81,468</b>	<b>(2,010)</b>	<b>122,257</b>	<b>123,601</b>	<b>1,344</b>	
<b>NET SURPLUS /(DEFICIT)</b>	<b>8,783</b>	<b>2,604</b>	<b>6,179</b>	<b>11,085</b>	<b>10,905</b>	<b>(180)</b>	

Figure 1: Statement of Revenue & Expenses at 29 February 2024

Total operating expenditure is greater than budget year to date by \$2,010,000. Personnel costs are higher than budget by \$571,000 due in part to timing of the summer students and the personnel cost related to the engineering issue, the remainder relates to capitalisation of wages, we are still investigating a shortfall and have made a conservative accrual to account for known missing data, this has been offset by Finance costs being lower than budget by \$362,000 due to timing of loan raising. Other expenses are \$1,798,000 higher than plan due to budget timing on roading maintenance \$500,000, 3 waters maintenance higher than budget by \$334,000, \$125,000 of costs related to insurance claims, \$205,000 of approved unbudgeted costs relating to the Engineering Issues matter which are included in the forecast. We have also realised losses on shares sold by Forsyth Barr as part of the rebalancing of the TEL portfolio this equates to \$865,000 these losses were already

FEBRUARY 2024

accounted for when Forsyth Barr took over the shares this represents the actual realisation of those losses. There are favourable offsets of cost across other areas of \$228,000.

**Changes to year-end forecast**

Changes to forecast reported in prior months:

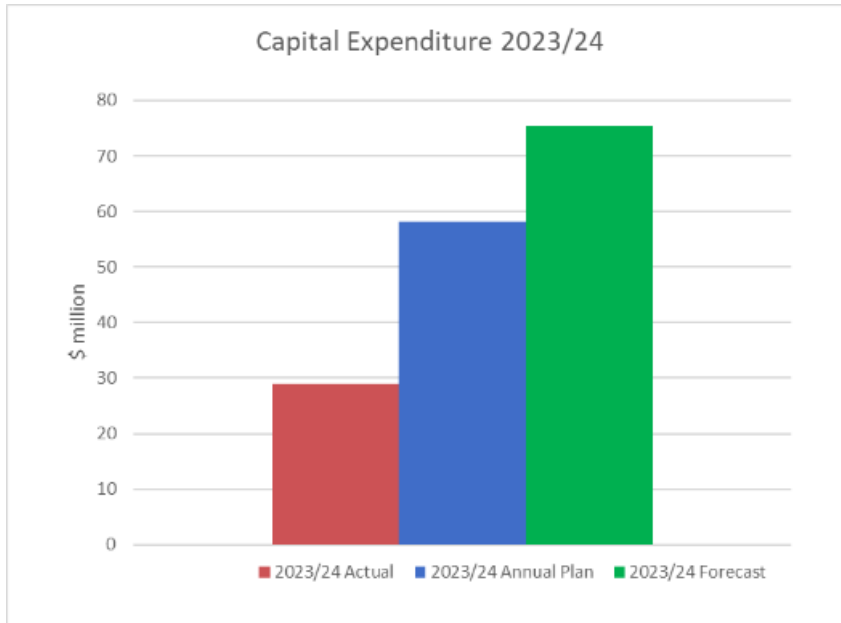
Increase in rates	1,164,000
Business Excellence team	(48,000)
DGLT support (budget error)	(107,000)
Supercars support	(480,000)
Engineering issue	(569,920)
Riskpool further call	(138,871)
<b>Net increase/(decrease) in surplus</b>	<b>(179,791)</b>

**Changes to forecast in current month: Nil**

The effect of these forecasted changes decreases our 2023/24 Annual Plan surplus by \$179,791.

**3.2 CAPITAL INVESTMENT PERFORMANCE**

We have deployed \$35.4m of capital expenditure for the eight months to 29 February 2024. The Annual Plan budget for 2023/24 of \$58m plus an estimated bow wave<sup>1</sup> from 2022/23 of \$52m, giving a total capital budget for 2023/24 of \$111m.



<sup>1</sup> Bow wave is the portion of unspent capital & renewals budget carried forward from last financial year.

## 4. TREASURY REPORT

### 4.1 TREASURY COMPLIANCE

The table below details our compliance with the Treasury Management Policy at 29 February 2024.

DEBT MANAGEMENT		
Measure	Compliance Status	Required by
Interest Rate Risk	✓	TMP
Funding Maturity	✓	TMP
Carbon unit coverage/ hedging	✓	TMP
Liquidity	✓	LGFA
Net Debt	✓	LGFA
Debt/ Revenue	✓	LGFA
Interest Cost/ Rates Revenue	✓	LGFA
Interest Cost/ Total Revenue	✓	LGFA
Debt affordability	Measured at the end of the financial year only	LGA
Balanced budget benchmark		LGA
Debt servicing benchmark		LGA

INVESTMENT MANAGEMENT		
Investment Maturity	✓	TMP
Counterparty Credit Limit	✓	TMP
Strategic Asset Allocation	x	TMP

TMP= Treasury Management Policy  
 LGFA= Local Government Funding Agency  
 LGA= Local Government Act

**Note:**

Strategic Asset Allocation is outside of benchmark due to the transition of cash to Forsyth Barr who are awaiting confirmation of the Statement of Investment Policy and Objectives (SIPO) in order to invest funds appropriately.

Carbon Units have been purchased to ensure our obligations for the 2024 financial year are covered. The cost of these units aligns to the total cost of carbon set out in the 2024 Annual Plan.



FEBRUARY 2024

#### 4.2 TEL UPDATE

Funds transferred to Forsyth Barr:

NZD \$36.87m

AUD \$3.456m

GBP \$0.304m

All New Zealand and foreign shares have been transferred.

#### 4.3 CEO DELEGATIONS REPORTING













**CEO approval of budgeted expenditure over \$500,000: Nil to report.**

**CEO approval of unbudgeted expenditure over \$50,000: Nil to report.**



















FEBRUARY 2024 • PERFORMANCE REPORT • 16





















## SIGNIFICANT PROJECTS

PROJECT	TIME	SCOPE	COST	RAG STATUS <i>(Required if change in rag status, or if it's red)</i>	COMMENTS
<b>WATER</b>					
<b>Kinloch Drinking Standards NZ Upgrade</b>  <i>February 2024:</i>				<b>Time:</b> Red due to challenges with design and extremely technical foundation/piling solution to meet the contractual requirements.  Contractor has submitted an extension of time - the project team is currently reviewing the draft.  <b>Cost:</b> Costs are expected to be higher due to increased cost fluctuations and the technical foundation/piling solution being significantly more costly than anticipated - Additional funds are requested in the LTP for next financial year.	<b>Upcoming Milestones:</b> Completion of piling and acceptance of detailed design report planned for late March.  <b>Other key details:</b> Piling is underway and progressing well - on track to be completed in late April/early May
<i>January 2024:</i>					
<b>Omori Drinking Standards NZ Upgrade</b>  <i>February 2024:</i>				<b>Time:</b> Red due to the flow on impact from the delays with Kinloch being the same contractor and their availability for resource.  Contractor has submitted an extension of time - the project team is currently reviewing the draft.  <b>Cost:</b> Costs are expected to be higher due to increased cost fluctuations being significantly more costly than anticipated - Additional funds are requested in the LTP for next financial year.	<b>Upcoming Milestones:</b> Acceptance of design report, site establishment planned for late March 2024.  <b>Other key details:</b> Design is progressing well, works to commence in late March.
<i>January 2024:</i>					

FEBRUARY 2024

PROJECT	TIME	SCOPE	COST	RAG STATUS <i>(Required if change in rag status, or if it's red)</i>	COMMENTS
<b>WATER</b>					
<b>Tauhara Ridge Reservoir &amp; Airport Connection</b>  <i>February 2024:</i>				<b>Time:</b> Red due to design delays.	<b>Upcoming Milestones:</b> Reservoir and reservoir pipeline tender to market.  <b>Other key details:</b> Reservoir pipeline on track for tendering in March. Reservoir tender will follow in April. Pump station design underway and airport pipeline designs ongoing.
<i>January 2024:</i>					
<b>Motuoapa Drinking Water Standards NZ Upgrade</b>  <i>February 2024:</i>				<b>Time:</b> Red due to the flow on impact from the delays with Kinloch being the same contractor and their availability for resource.  Contractor has submitted an extension of time - the project team is currently reviewing the draft.  <b>Cost:</b> Costs are expected to be higher due to increased fluctuations and Geotech design - Additional funds are requested in the LTP for next financial year.	<b>Upcoming Milestones:</b> Submission of design report from Contractor.  <b>Other key details:</b> Draft Geotech design has been supplied and peer reviewer has supplied feedback.
<i>January 2024:</i>					
<b>Bonshaw Park Drinking Water Standards NZ project.</b>  <i>February 2024:</i>					<b>Upcoming Milestones:</b> Installation of air valves and hydrants.  <b>Other key details:</b> Continuing with drilling and installation of pipeline towards the SH1/SH5 roundabout. Installation of heat resistant pipe through hot ground.
<i>January 2024:</i>					

FEBRUARY 2024

PROJECT	TIME	SCOPE	COST	RAG STATUS <i>(Required if change in rag status, or if it's red)</i>	COMMENTS
<b>WASTEWATER</b>					
<b>View Road Stage 2 Land Disposal Expansion</b> <i>February 2024:</i>					<b>Upcoming Milestones:</b> Commissioning planned to be complete by late March / early April.  <b>Other key details:</b> Stage 2 integration to Stage 1 via SCADA is underway.
<i>January 2024:</i>					
<b>Taupō Wastewater Southern Trunk Main Upgrade – Stage 1.</b> <i>February 2024:</i>					<b>Upcoming Milestones:</b> Physical works to commence late March 2024.  <b>Other key details:</b> Contracts have been awarded for the project. Blessing with Waipahihi Marae have been completed. Traffic Management Plan being developed.
<i>January 2024:</i>					
<b>Taupō Wastewater Treatment Plant Primary Clarifier 3</b> <i>February 2024:</i>					<b>Other key details:</b> Currently in scoping stage, design to start in April.
<i>January 2024:</i>					

FEBRUARY 2024



















PROJECT	TIME	SCOPE	COST	RAG STATUS (Required if change in rag status, or if it's red)	COMMENTS
<b>WASTEWATER</b>					
<b>SCADA Upgrade</b>					<b>Upcoming Milestones:</b> Centennial Drive Water and Acacia Bay Water to be converted by end March 2024.  <b>Other key details:</b> The plan is to get many of the water sites completed by the end of June, including the Taupō Wastewater Treatment Plant. The other Wastewater sites will push the project out to the end of 2024.
February 2024:					
January 2024:					
<b>TRANSPORT</b>					
<b>Tūrangi Street Revitalisation</b>					<b>Upcoming Milestones:</b> Contractor aiming to complete Te Rangitautahanga Road by end of April.  <b>Other key details:</b> All trees removed and stumps grinded in Te Takinga Street and Te Aonini Road. New trees have been planted positive community feedback.
February 2024:					
January 2024:					
<b>Wairakei Drive and Huka Falls Road Roundabout</b>					<b>Upcoming Milestones:</b> Wairakei Drive road closures start on 14 March.  <b>Other key details:</b> Work underway, however Unison lead-times are not in line with project timelines.
February 2024:					
January 2024:					

FEBRUARY 2024 • PERFORMANCE REPORT • 21

FEBRUARY 2024

























PROJECT	TIME	SCOPE	COST	RAG STATUS <i>(Required if change in rag status, or if it's red)</i>	COMMENTS
<b>TRANSPORT</b>					
<b>Whangamata Road Improvements</b> <i>February 2024:</i>					<b>Upcoming Milestones:</b> Survey around the design is with the community. Due for completion end of March. Kinloch community meeting mid-March.
<i>January 2024:</i>					
<b>Northern Access Investigation</b> <i>February 2024:</i>					<b>Upcoming Milestones:</b> Steering group meeting to confirm preferred bridge option and complete final assessment.  <b>Other key details:</b> Draft traffic modelling has been complete to inform LTP.
<i>January 2024:</i>					
<b>COMMUNITY FACILITIES</b>					
<b>Owen Delany Park Upgrade</b> <i>February 2024:</i>					<b>Other key details:</b> Significant site works will start in May 2024. Sports ground lighting has been ordered.
<i>January 2024:</i>					
<b>COMMUNITY FACILITIES</b>					
<b>Tūrangi Recreation &amp; Activities Centre (TRAC)</b> <i>February 2024:</i>					<b>Other key details:</b> Following some feasibility work late last year, some viable alternative town centre locations have been identified that are worthy of further consideration. From here, discussion with town centre landowners, hapū and the co-governance committee will continue as part of the Long-term Plan (LTP) planning process.
<i>January 2024:</i>					

FEBRUARY 2024






PROJECT	TIME	SCOPE	COST	RAG STATUS <i>(Required if change in rag status, or if it's red)</i>	COMMENTS
<b>COMMUNITY FACILITIES</b>					
<b>Mangakino Lakefront Upgrade Project.</b> <i>February 2024:</i>				<b>Time:</b> Moved to green as phase 1 is complete.	<b>Other key details:</b> Phase 1 complete – Phase 2 will be dependent on the outcome of the LTP.
<i>January 2024:</i>					
<b>PROPERTY</b>					
<b>Civic Administration Building - Fit out.</b> <i>February 2024:</i>					
<i>January 2024:</i>					
<b>DEMOCRACY AND PLANNING</b>					
<b>Long-term Plan</b> <i>February 2024:</i>				<b>Cost:</b> Ongoing time challenges.	<b>Upcoming Milestones:</b> Audit in May  <b>Other key details:</b> Revising adoption date from 30 August to likely 30 September. This allows additional time to work through financial situation and balance delivery while also managing rates impacts. This timeframe may be updated again as dependent on Audit NZ resourcing and timing.
<i>January 2024:</i>					



FEBRUARY 2024

PROJECT	TIME	SCOPE	COST	RAG STATUS <i>(Required if change in rag status, or if it's red)</i>	COMMENTS
<b>REFORM, INVESTMENTS</b>					
<b>3 Waters Reform Activities</b> <i>February 2024:</i>				<b>Cost:</b> Moved to green as received confirmation of NTU funding continuance.	
<i>January 2024:</i>					
<b>204 Crown Road – Subdivision Earthworks &amp; Civil</b> <i>February 2024:</i>					<b>Upcoming Milestones:</b> Obtaining consents and signing a civil contractor.
<i>January 2024:</i>					
<b>REFORM, INVESTMENTS</b>					
<b>Project Quantum &amp; Tech one</b> <i>February 2024:</i>					<b>Upcoming Milestones:</b> Completion of round 4 of user acceptance testing 2 April. Steering group meeting to confirm scope of phase 4 to move to planning phase.  <b>Other key details:</b> Testing underway for phase 3 configuration as well as planning for the cutover. Phase 4 initiation processes are almost complete. Discussion with steering group later this month.
<i>January 2024:</i>					
<b>EUL Stage 1 Lot 20 – Earthworks &amp; Civil</b> <i>February 2024:</i>				<b>Time:</b> Need resolution to lodge resource consent and may result in delays with the project, and negotiation with hapū is required, outing new constraints into the program.	<b>Upcoming Milestones:</b> Lodging consents and starting civil contractor procurement.
<i>January 2024:</i>					

FEBRUARY 2024

PROJECT	TIME	SCOPE	COST	RAG STATUS <i>(Required if change in rag status, or if it's red)</i>	COMMENTS
<b>PARKS &amp; RESERVES</b>					
<b>Erosion control- Taupō Bay, Lake Terrace Cliffs &amp; Tapuaeharuru Bay</b>  <i>February 2024:</i>					<b>Upcoming Milestones:</b> Agreement and confirmation of design which will lead to an assessment of environmental effects and consent.  <b>Other key details:</b> Concept design is currently being developed by Tonkin & Taylor.
	<i>January 2024:</i>				



ON TRACK



ON TRACK  
(MAY NOT  
MEET TARGET)



WILL NOT  
MEET TARGET



ACHIEVED