



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

<b>Date:</b>	<b>Tuesday, 27 August 2024</b>
<b>Time:</b>	<b>1.00pm</b>
<b>Location:</b>	<b>Council Chamber 107 te Heuheu Street Taupō</b>

# **AGENDA**

## **MEMBERSHIP**

<b>Chairperson</b>	Mayor David Trewavas
<b>Deputy Chairperson</b>	Cr Kevin Taylor

<b>Members</b>	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 Cr Yvonne Westerman Cr John Williamson
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<b>Quorum</b>	7
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**Julie Gardyne  
Chief Executive**

## Order Of Business

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**4.1 ORDINARY COUNCIL MEETING - 30 JULY 2024**

**Author:** Shainey James, Governance Quality Manager

**Authorised by:** Nigel McAdie, Legal and Governance Manager

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That the minutes of the Council meeting held on Tuesday 30 July 2024 be approved and adopted as a true and correct record.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Council Meeting Minutes - 30 July 2024

**5.1 NOTICE OF MOTION - TRIAL MINI-ROUNDAABOUT FOR THE INTERSECTION OF ROBERTS STREET AND RUAPEHU STREET, TAUPŌ**

**Author:** Julie Gardyne, Chief Executive

**Authorised by:** David Trewavas, Mayor

**TE PŪTAKE | PURPOSE**

Councillor Duncan Campbell has given notice, in accordance with Standing Order 27, that he intends to move at this meeting (27 August 2024) the following motion:

*That Council directs officers to undertake the implementation of a trial mini-roundabout for the intersection of Roberts Street and Ruapehu Street no later than November 2024 (or a date to be decided).*

**NGĀ KŌRERORERO | DISCUSSION**

The Notice of Motion is attached.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

The Notice of Motion will be moved at the meeting.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Notice of Motion

**5.2 FINAL CONSIDERATION OF PLAN CHANGES 40 (TAUPŌ TOWN CENTRE) AND 41 (REMOVAL OF FAULTLINES)**

**Author:** Hilary Samuel, Senior Policy Advisor

**Authorised by:** Nick Carroll, Policy Manager

**TE PŪTAKE | PURPOSE**

To seek final approval from Council on Plan Change 40 (Taupō Town Centre) and Plan Change 41 (Removal of Fault Lines) under clause 17 of the First Schedule of the Resource Management Act 1991.

**NGĀ KŌRERORERO | DISCUSSION**

Council approved the decisions on Plan Changes 40 and 41 on 28 May 2024. The decision was then notified and was followed by a 30-day appeal period. The appeal period closed on 29 July 2024, and no appeals were received on Plan Change 40 or 41. This means that the Council can now give final approval and following notification the plan changes can then become operative.

Plan Change 40 made the following changes to the plan:

- Provision of increased building heights for that part of the Taupō Town Centre - Pedestrian Precinct as associated with the block between Roberts Street, Tongariro Street, Te Heuheu Street and fronting Ruapehu Street. The increase in maximum height limits provides for greater opportunities for redevelopment and to facilitate a compact town centre.
- Additional certainty that the many 'service lanes' that provide for back of house access for several businesses through the Taupō Town Centre Precincts are not subject to requirements for veranda provision where adjoining sites are redeveloped.
- An increase to the permitted number of operational days where any (single) temporary activity can occur and also increasing the non-operational days.

Plan Change 41 removed out of date fault lines from the Plan. Fault lines completed using Lidar data technology are already sitting within the public mapping system and within the plan for information purposes.

All Plan Change material can be viewed at [www.taupo.govt.nz/districtplanchanges](http://www.taupo.govt.nz/districtplanchanges).

The remaining three plan changes (Strategic Directions, General Rural and Rural Lifestyle and Industrial Rezoning) all received appeals. The period for parties to join the appeals (section 274 parties) closes on 26 August 2024. Officers will bring a summary of appeals and seek delegation to address them to the September Council meeting.

**WHAKAKAPINGA | CONCLUSION**

It is recommended that the Council gives final approval of Plan Change 40 and 41 and instructs officers to notify this. Following approval, the date that the plan change will become operative will be publicly notified. Notification will occur at least five working days prior to the plan change becoming operative.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That Council:

1. Gives final approval of Plan Change 40 (Taupō Town Centre) and Plan Change 41 (Removal of Fault Lines) 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 Changes; 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.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

**5.3 APPOINTMENT OF COMMISSIONER(S) AND DELEGATION OF DECISION-MAKING FOR PROPOSED LAND USE CONSENT FOR FOUR NEW TOWNHOUSES (RM230370)**

**Author:** Heather Williams, Resource Consents Manager

**Authorised by:** Jessica Sparks, Environmental Services Manager

**TE PŪTAKE | PURPOSE**

To seek approval for commissioners to hear and decide on one limited notified resource consent application.

**WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY**

Taupō District Council recently limited notified a resource consent application at 66 Rifle Range Road, Taupō for four new townhouses. The application received three submissions of which one is in opposition and wishes to attend and be heard at a hearing. Commissioners who hold the *Making Good Decisions* Accreditation are able to sit on Resource Management Act 1991 (RMA) hearings.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That, pursuant to s34A of the Resource Management Act 1991, Council delegates the hearing, consideration and decision-making functions and powers for a land use consent for four dwellings at 66 Rifle Range Road, Taupō to:

- Independent Commissioner with Chairperson accreditation, Mr Cam Twigley from BTW; and
- Cr Yvonne Westerman,

Noting that if Cr Westerman is unable to sit on the hearing, then Mr Twigley will hear, consider and decide alone.

**TE WHAKAMAHUKI | BACKGROUND**

The proposal has not been presented previously.

**NGĀ KŌRERORERO | DISCUSSION**

Taupō District Council recently limited notified a resource consent application. RM230370 for four new two storey dwellings (Townhouses) at 66 Rifle Range Road requires a land use consent as a non-complying activity for:

- Maximum building coverage of 41.4%, an additional 6.4% or 64.8m<sup>2</sup>
- Maximum Plot Ratio of 73.5%, an additional 33.5% or 340m<sup>2</sup>
- Maximum Total Coverage of 67.9%, an additional 17.9%
- Front boundary infringement of 2m
- Maximum Height to boundary to the northern boundary
- Maximum equivalent vehicle movements of 32 evms, exceeding the maximum of 24evms by 8evms
- Maximum earthworks disturbance of 100% of the site
- Maximum earthworks cut inside the building setbacks up to 1.1m
- Parking, loading and access infringements (two vehicle crossings, within 15m of an intersection and unit 1 reverse manoeuvre into the street).

The proposal was limited notified and three submissions were received: 1 in support, 1 neutral and 1 in opposition. The submission in opposition wishes to attend and be heard at a hearing.

Under the RMA, Limited Notified Resource Consents may be heard by either councillors or independent commissioners with accreditation in the *Making Good Decisions (RMA)* programme. As currently no councillors are accredited with the chairperson qualification, they cannot make the decision on their own. Where a hearing is required, it is considered that one commissioner or a panel of commissioners (usually no more than three) are required. In this instance an independent commissioner with the Chairperson accreditation is required to Chair.

Councillors Yvonne Westerman and Kevin Taylor hold the *Making Good Decisions* accreditation (but not the Chairperson requirements). Councillors Westerman and Taylor would be able to sit on the hearing panel, however Councillor Taylor is not available to sit on the hearing.

Taupō District Council must appoint an Independent Chairperson as there is an additional accreditation for the role of chairperson that neither Cr Westerman nor Cr Taylor hold. Mr Cam Twigley, from the company BTW (Director- Planning and Environment) holds the chairperson accreditation. Mr Twigley is suitably experienced, qualified and available to be the Chairperson of the hearing.

## **NGĀ HĪRAUNGA | CONSIDERATIONS**

### **Ngā Aronga Ture | Legal Considerations**

The proposal is a matter for consideration under the Resource Management Act only.

Authorisations as follows are required for the proposal:

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

Authorisations are not required from external parties.

### **Ngā Hīraunga Kaupapa Here | Policy Implications**

There are no known policy implications.

### **Te Kōrero tahi ki te Māori | Māori Engagement**

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori and enable participation in Council processes. Alongside this, we recognise the need to work side by side with iwi, and hapū of our district.

The proposal was limited notified to adjoining properties only. In terms of decision-making delegation to Commissioners is required and it is considered there are no specific matters that require engagement of a specifically qualified commissioner and that the matters can be considered by a Hearings Commissioner and panel with general planning expertise.

### **Ngā Tūraru | Risks**

There are no known risks.

## **TE HIRANGA O TE WHAKATAU, TE TONO RĀNEI | SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council's Significance and Engagement Policy identifies matters to be taken into account when assessing the degree of significance of proposals and decisions.

Officers have undertaken an assessment of the matters in the [Significance and Engagement Policy \(2022\)](#), and are of the opinion that the proposal under consideration is of a low degree of significance.

## **TE KŌRERO TAHI | ENGAGEMENT**

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

## **TE WHAKAWHITI KŌRERO PĀPAHO | COMMUNICATION/MEDIA**

No communication/media required.

## **WHAKAKAPINGA | CONCLUSION**

It is recommended that an independent commissioner with the Chairperson qualification (Mr Cam Twigley) be appointed to hear, consider and decide alone and/or with Councillor Yvonne Westerman.

## **NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil





**5.4 TAUPŌ DISTRICT COUNCIL'S TE PAPAMĀREAREA MĀORI WARD**

**Author:** Shainey James, Governance Quality Manager

**Authorised by:** Nigel McAdie, Legal and Governance Manager

**TE PŪTAKE | PURPOSE**

To decide whether to retain Taupō District Council's Te Papamārearea Māori Ward for the 2025 elections and conduct a binding poll alongside the elections; or whether to disestablish Te Papamārearea Māori Ward and undertake a shortened representation review prior to the 2025 elections.

**WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY**

The Local Electoral Act 2001, the Local Government Electoral Legislation Act 2023, and the Local Electoral Regulations 2001 have been amended. As a result, Council is required to make decisions about the future of its Te Papamārearea Māori Ward. Council needs to decide whether to retain the ward and conduct a binding poll in 2025; or whether to disestablish the ward and undertake a shortened representation review.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That Council resolves to retain Taupō District Council's Te Papamārearea Māori Ward and conduct a binding poll alongside the 2025 elections, with the outcome of the poll to apply to the 2028 and 2031 elections.

**TE WHAKAMAHUKI | BACKGROUND**

The proposal has not been presented previously.

**NGĀ KŌRERORERO | DISCUSSION**

The Government has recently amended local electoral legislation, reinstating the ability for communities to petition their councils for binding polls on the establishment of Māori wards and (for regional councils) Māori constituencies. This reverses changes made in March 2021, which included removing the need for a binding poll to be conducted prior to establishment of Māori wards and constituencies.

Taupō District Council is a 'Group 1' council, being a council which established its Māori ward after March 2021. The ward, Te Papamārearea Māori Ward, has been in place since the 2022 elections.

As part of the transitional arrangements, Group 1 councils must now decide whether to retain their Māori wards and constituencies and conduct a binding poll alongside the 2025 elections; or whether to disestablish their wards and constituencies. This must be done by resolution no later than 6 September 2024. A flow-chart of the options available to Group 1 councils is **attached** (Attachment 1).

The Local Government Commission has advised that if Taupō District Council disestablishes its Māori ward, then it cannot revert to the representation arrangements that applied at the 2019 election, as it cannot meet the requirements set out in the legislation. Therefore, if Council decides to disestablish the ward, a shortened representation review will be required. The shortened representation review timeframes are tight, with the latest date to resolve on an initial proposal being 13 September 2024 and the review to be completed by 23 December 2024.

Note that the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 also adjusts key election dates which means that, for the 2025 elections, voting will open on 9 September 2025, and voting papers will be delivered from 9 to 22 September 2025. Voting will close at 12pm on 11 October 2025.

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

**NGĀ KŌWHIRINGA | OPTIONS**Analysis of Options

Option 1 – preferred option – retain Taupō District Council's Te Papamārearea Māori Ward and conduct a binding poll alongside the 2025 elections. Under this option the existing Māori ward would remain in place for the 2025 election, with the outcome of the poll to apply to the 2028 and 2031 elections.

If the outcome of the poll (50% or more of valid votes) is “yes” then the Māori ward would remain in place for the 2028 and 2031 elections. The Council must then undertake a representation review by 2030/31.

If the outcome of the poll is “no” then Council must undertake a representation review in 2027/28, but a Māori ward cannot be established for at least 2028 and 2031.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>An opportunity to engage further with the community throughout the elections period, to raise awareness of the Māori ward and inform electors to have their say by either voting yes or no in the poll.</li> <li>An opportunity for the Māori ward to continue for a second term of Council to further demonstrate value to the community.</li> <li>Avoids the need for an early representation review.</li> <li>Aligns with Council's previous policy decision via its submission to select committee (see analysis conclusion and Attachment 2).</li> <li>Having a Māori ward is one method to recognise Council's obligation under the Local Government Act 2002 (LGA) to establish and maintain opportunities for Māori to participate in decision-making and to recognise the diversity of its communities.</li> </ul>	<ul style="list-style-type: none"> <li>Will require additional expenditure.</li> </ul>

Option 2 - disestablish Te Papamārearea Māori Ward and undertake a shortened representation review.

If this option is taken, the Council would have to undertake another review process by 2030/31. Council would still have the option of carrying out a representation review in 2027/28 if it wished to, but Māori ward/s could not be considered until 2030/31.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>Earlier certainty around the status of the Māori ward.</li> </ul>	<ul style="list-style-type: none"> <li>Will require additional expenditure.</li> <li>No opportunity for the community to ‘have a say’ on the continuation of Te Papamārearea Māori Ward.</li> <li>Forgoes the opportunity for the benefits of the Māori ward to be evidenced further through at least one further term of Council.</li> <li>The shortened representation review timeframes are challenging and would require immediate diversion of officers’ attention to support the review process.</li> <li>Due to the tight timeframes of the shortened representation review, the process would not be as thorough as a regular representation review (for example, limited opportunity to develop and</li> </ul>

	<p>consider representation options; limited time for community consultation).</p> <ul style="list-style-type: none"> <li>• May be perceived as inconsistent with the Council's obligation under the LGA to establish and maintain opportunities for participation of Māori in decision-making and to recognise the diversity of its communities.</li> </ul>
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#### Analysis Conclusion:

It is recommended that Council resolves to retain Te Papamārearea Māori Ward and conduct a binding poll alongside next year's local government elections. Retention of the ward is consistent with Council's recent stance via submission to select committee as part of the legislative amendment process (Attachment 2).

### **NGĀ HĪRAUNGA | CONSIDERATIONS**

#### **Ngā Aronga Pūtea | Financial Considerations**

Both options would incur costs. While we have a relatively firm estimate of \$50k to conduct a poll, we expect a shortened representation review will also incur costs in relation to communications, postage, public notices and mapping cost, plus staff time.

These amounts are not expected to be dissimilar in the context of Council budgets, therefore cost is not considered to be a determinative factor.

#### Long-term Plan/Annual Plan

The expenditure outlined has been included in Council's draft Long-term Plan 2024-34, which is due to be adopted by 30 September 2024.

#### **Ngā Aronga Ture | Legal Considerations**

##### Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that social and cultural well-beings are of relevance to this particular matter.

The key legislation applicable to the proposal is the Local Electoral Act 2001 and the options available to Council are summarised in this report and Attachment 1.

#### **Ngā Hīraunga Kaupapa Here | Policy Implications**

There are no known policy implications.

#### **Te Kōrero tahi ki te Māori | Māori Engagement**

Council's iwi partners have provided their views on this matter. The Tūwharetoa Māori Trust Board, Te Kotahitanga o Tūwharetoa, Ngāti Tūrangitukua and Ngāti Tahu Whaoa, have all indicated their support of the preferred option to retain Te Papamārearea Māori Ward and conduct a poll.

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori and enable participation in Council processes. Alongside this, we recognise the need to work side by side with iwi, and hapū of our district.

#### **Ngā Tūraru | Risks**

Māori wards has been a topic of much debate throughout the country in recent years, including in the Taupō district. Regardless of Council's decision, there is a risk that parts of the community will disagree with it. The risk can be mitigated by keeping the community informed and supported to 'have their say', either via the poll or via the shortened or future representation reviews.

**TE HIRANGA O TE WHAKATAU, TE TONO RĀNEI | SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council's Significance and Engagement Policy identifies matters to be taken into account when assessing the degree of significance of proposals and decisions.

Officers have undertaken an assessment of the matters in the [Significance and Engagement Policy \(2022\)](#). The Policy sets out a range of criteria of equal weight, to be considered as a whole. The financial consequences in relation to this decision are expected to be expenditure of an additional \$50k or less incurred. Council has previously undertaken engagement and understands the views and preferences of the community on this matter. The outcome of the previous engagement showed that there are a range of views in the community regarding the establishment of the Māori ward. Council decided on 27 April 2021 to confirm its establishment of the Māori ward following receipt and consideration of all feedback on the proposal. Considering all factors together, officers are of the view that this matter is of low significance in terms of the Policy.

**TE KŌRERO TAHI | ENGAGEMENT**

The amended legislation provides that the use of the special consultative procedure is not required prior to Council making a decision in relation to its Māori ward.

Taking into consideration the above significance assessment, and that the special consultative procedure is not required, officers are of the opinion that no further engagement is required prior to Council making a decision.

**TE WHAKAWHITI KŌRERO PĀPAHO | COMMUNICATION/MEDIA**

If Council resolves to retain Te Papamārearea Māori Ward and conduct a poll alongside next year's triennial local elections, the elections communications plan will be expanded to incorporate information relating to the poll.

If Council resolves to disestablish Te Papamārearea Māori Ward and undertake a shortened representation review, a new communications plan will be developed to support that process.

A media release outlining Council's decision will be issued shortly after the meeting.

**WHAKAKAPINGA | CONCLUSION**

It is recommended that Council retains Te Papamārearea Māori Ward and conducts a binding poll in conjunction with the local triennial elections in 2025.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Māori Wards Flow Chart for Group 1 Councils
2. Taupō District Council Submission on the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill

**5.5 WAIKATO WATER DONE WELL PROPOSAL**

**Author:** Joanne Walton, Programme Manager

**Authorised by:** Tony Hale, General Manager Community Infrastructure and Services

**TE PŪTAKE | PURPOSE**

To consider the Waikato Water Done Well recommendations and decide on Taupō District Council's commitment to the next stage of the process.

**WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY**

Taupō District Council has been a participant since July 2023 in the Waikato Mayors and Chairs Joint Forum. Under the banner 'Waikato Water Done Well', the Forum seeks to support individual councils and iwi to make informed decisions on the merits of aggregating water services, regionally or sub-regionally. As a result of the work mandated by the Forum, a proposal and recommendations has been put forward to all participating councils to seek endorsement of the next steps of the process.

The proposal is that Council agree the strategic vision and outcomes, and commit to co-designing an aggregated model that seeks to achieve those outcomes. The process will be for Chief Executives to negotiate a Heads of Agreement (HoA), to bring back for Council approval by the end of October 2024. The HoA will be a non-binding agreement between participating councils, entered into on a good faith basis to show a commitment to progress in the manner proposed.

Our recommendation is we agree to participate in the next stage, namely negotiating the Heads of Agreement. The benefits of being actively involved in the process outweigh potential risks. Being part of the negotiation gives us the opportunity to influence the outcome. As the next stage of the agreement being entered into is non-binding, we will have opportunity following the negotiation to consult and make a decision at that point on whether we are in or out before entering into a binding agreement.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That Council:

1. Receives this report and the attached recommendations from the Waikato project team.
2. Agrees to the vision, outcomes and success measures for Waikato Water being adopted in principle, as stated in the attached report.
3. Agrees to continue participating in the Waikato Joint Forum, co-designing an aggregated model for the delivery of water services, staged by function and governed by a professional board from the outset.
4. Directs the Chief Executive to negotiate a Heads of Agreement with other participating Councils, to be brought back for Council approval at a subsequent meeting, planned for October 2024.

**TE WHAKAMAHUKI | BACKGROUND**

Over the last three years, water services reform proposals have changed significantly but the need to provide safe, resilient, and affordable water services remains the same. Taupō District Council has been consistent in its view that the status quo is becoming unsustainable, due to ever increasing costs, higher regulatory and environmental compliance standards, and challenges in the workforce capacity and capability. Yet, we have equally maintained that retaining local influence and control over three waters assets is critical in any potential collaboration arrangements or aggregated entities.

As evidence of our commitment to the ongoing improvement of water services delivery and affordability for customers, Taupō has been part of the Waikato joint collaboration efforts. The Waikato Mayors / Chairs of Councils and Iwi leaders came together in July 2023 to discuss how they could provide collective leadership for the people of the Waikato in the context of water services. From this the Waikato Mayors and Chairs Joint Forum (Forum) was formed. Taupō District Council has been an active participant in this process, and we have kept the Council informed of these activities over the last few months. In March 2024 we agreed to co-fund our share of six months of discovery work into what a potential Waikato entity model could look like.

The funding source was the remaining unspent transitional funding received from DIA under the previous Three Waters Reform.

The Waikato Water Done Well project team have now prepared a final report and recommendations which was presented to the Waikato Mayors and Chairs Joint Forum on 22 July 2024. This proposal was presented to Council at a workshop on 8 August 2024.

The Waikato project team is now asking councils to make a commitment to the next stage of the process.

The strategic vision is Te Mana o Te Wai, Te Mana o Te Tangata. Healthy Water, Healthy People.

The strategic outcomes are:

1. Create scale and change to enable the significant investment required to deliver efficient and financially sustainable services that comply with regulatory requirements and enable urban development.
2. Create the conditions to build and sustain a highly skilled, adaptable and world-leading water workforce that can innovate and collaborate to drive outcomes for Waikato.
3. Be customer-focused, leveraging new technologies, while also building customer awareness of their role in the water system and the value of water.
4. Ensure local voice is represented in critical decision-making around water investment and management across the region, including decisions in relation to water takes and water discharges.
5. Meet the expectations of key partners and stakeholders including those represented in Treaty settlements and protecting public health and the environment.

## NGĀ KŌRERORERO | DISCUSSION

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

1. Do nothing (do not accept the recommendations and exit the Waikato collaboration workstream), or
2. Accept the recommendations from the Waikato Forum and commit to the next steps as specified in their proposal.

Other options such as wait for more information before deciding were considered but discarded given the need for the Waikato team to get indicative agreements to move forward from all councils in a short timeframe.

Taupō District Council acknowledges that challenges exist in our current delivery of water services. However, with the change of direction from central government, the path forward remains unclear. Unlike some councils in the rohe, the primary drivers for change for Taupō District Council are not debt capacity. Our challenges such as the ability to deliver our capital programme, and the capacity and capability of our workforce and available suppliers, are potentially more challenging to solve, and require a longer term and nuanced view of improvements. The below table demonstrates the different drivers for change across the region.

Council / key problem	Debt capacity	Community affordability	Workforce availability	Capital works delivery	Business continuity	Compliance <sup>2</sup>	Consenting
Hamilton City	✓	✓	✓				✓
Waikato District	✓	✓	✓	✓	✓	✓	✓
Waipā District	✓	✓					

Taupō District		✓	✓	✓		✓	✓
Thames-Coromandel District	N/A	N/A	N/A	✓	N/A	✓	N/A
Matamata-Piako District			✓	✓		✓	✓
Hauraki District		✓	✓	✓	✓	✓	✓
South Waikato District		✓	✓	✓		✓	✓
Waitomo District		✓	✓	✓		✓	
Ōtorohanga District			✓	✓		✓	✓

Table 7.1 Water services drivers for each Council

An aggregated model has the potential to deliver benefits such as:

- Balance sheet separation is achieved together with ability to borrow in a practical and cost-effective manner.
- Achieve more with the same amount of revenue – efficiency savings.
- Working together to foster and promote innovation. Better local career paths for the regional waters workforce and enhancing attractiveness for others to enter the sector.
- Increased leverage for procurement and contracting. Supply chain has longer-term certainty, providing confidence to invest.
- Standardised data and consistent technology for better analysis and confidence in decision-making.
- Consenting - Taking a whole of catchment or 'river view' is likely to improve environmental outcomes and save money.
- Forming sound and effective relationships with Iwi at a level that aligns with current entities (Waikato River Authority, Hauraki Gulf Forum and Waihou, Piako, Coromandel Catchment Authority). Note this approach would not change any existing commitments to Iwi from any Council.

Waikato Forum have presented a proposal to this Council and are now asking us to approve the following recommendations.

1. **Strategic direction:** That the Council agrees to the vision, outcomes and success measures for the Waikato to be adopted in principle. These are included in the attached report from Waikato project.
2. **Co-design a staged aggregated model:** That the Council agrees to being a participating council that will co-design an aggregated model for the delivery of water services staged by function and governed by a professional board from the outset. Stage 1 will be the establishment of an entity providing functional services to participating councils. The end point (to deliver on the vision, outcomes and success measures) is an aggregated, fully regulated water services entity.
3. **Advise Forum Chairs of decision:** That the Council formally advise the Joint Chairs of the Waikato Joint Mayors and Chairs Forum (via the Co-Lab project team) of their decision in relation to the above recommendations by mid-September 2024.
4. **Heads of Agreement:** That the Council formally instruct its Chief Executive to negotiate a Heads of Agreement (HoA) to bring back for Council approval by the end of October 2024 (with the intention of the HoA being signed in November 2024). The HoA will be a non-binding agreement between participating councils, entered into on a good faith basis to show a commitment to progress in the manner proposed. The framework will inform the development of more formal documentation.

**Next steps:** subject to the above recommendations being approved, a HoA will be negotiated and brought back to Council for approval before the end of October 2024. It is expected the negotiation process will last through until early 2025, at which point the outcome in terms of governance agreements will be brought back to Council for a decision.



If Council does not approve being a participating council in the proposed aggregated model, it will exit the Waikato Water Done Well workstream but be kept informed of the work underway. Taupō District Council will continue to progress its own analysis of options in parallel.

## NGĀ KŌWHIRINGA | OPTIONS

### Analysis of Options

Option 1. Do nothing – Do not accept the recommendations of the Waikato joint proposal and opt out of any further Waikato collaboration.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>We don't commit to a fundamental change programme where we are uncertain of the value proposition for Taupō District Council communities.</li> <li>We maintain our independent decision-making.</li> <li>We can set our own pace and appetite for change.</li> <li>We give certainty to our community and staff by making a clear decision.</li> </ul>	<ul style="list-style-type: none"> <li>We lose our voice in co-designing a regional solution.</li> <li>We risk becoming isolated in the region.</li> <li>Any possible push from central government to encourage aggregation is still unknown. Opting out of the process early risks putting us on the back foot.</li> <li>We have not done enough to understand the potential benefits and opportunities for our communities.</li> </ul>

Option 2. Accept the recommendations from the Waikato Forum and commit to the next steps as specified in their proposal.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>We are able to have our say in co-designing the solution.</li> <li>We are supporting the need for change.</li> <li>We are committing only to the next stage which is a non-binding agreement. This will give us more information and time to understand our comparative options, at which time we may choose to exit the workstream or consult and decide on the proposed model.</li> </ul>	<ul style="list-style-type: none"> <li>Diversion of organisation resources from committed priorities.</li> <li>Risk of committing to this work without engagement so soon after LTP consultation, however this is mitigated by the fact that we are agreeing only to non-binding discussions, and we plan to consult at the next stage of the process.</li> </ul>

### Analysis Conclusion:

Option 2 is the recommended option, as it gives us the most flexibility to continue exploring our options while maintaining a future exit strategy.

## NGĀ HĪRAUNGA | CONSIDERATIONS

### **Ngā Aronga Pūtea | Financial Considerations**

The financial impact of the end point of the proposal is currently unknown. The immediate decision (to continue in the discussions) has a small financial impact, primarily programme management and consultant costs. As of 27 August 2024 there is remaining funding of \$194,575 that was received from DIA under the previous Three Waters Reform transition funding, which we are able to use for this work.

### Long-term Plan/Annual Plan

Expenditure of \$150,000 per year for years one and two was a late amendment to the Long-term Plan 2024-34.

However, this funding will primarily be used to assist in submitting a Water Services Delivery Plan for Taupō District Council, to comply with the Local Government (Water Services Preliminary Arrangements) legislation. There will be little available to support any entity start-up costs.

It is difficult to predict what these costs are likely to be until the negotiation between councils begins and there is a clearer picture of who is in and who is out.

### **Ngā Aronga Ture | Legal Considerations**

#### Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that social, economic, environmental and cultural well-beings are all of relevance to this particular matter.

The proposal has been evaluated with regards to a range of legislation. The key legislation applicable to the proposal has been reviewed and the relevant matters for consideration are as follows:

#### Local Government (Water Services Preliminary Arrangements) Bill 2024

The proposal is consistent with the Bill (not yet enacted) and its purpose that Territorial Authorities consider how they can best deliver water services for their communities.

### **Ngā Hīraunga Kaupapa Here | Policy Implications**

The proposal has been evaluated against the following plans:

- ✓ Draft Long Term Plan 2024-2034      ☐ Annual Plan    ☐ Waikato Regional Plan  
☐ Taupō District Plan              ☐ Bylaws              ☐ Relevant Management Plan(s)

Council will continue to implement Long Term Plan 24-34. There will be no change to implementation unless legislation requires it, or agreements are in place.

### **Te Kōrero tahi ki te Māori | Māori Engagement**

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori and enable participation in Council processes. Alongside this, we recognise the need to work side by side with iwi, and hapū of our district.

Several of our important iwi partners are members of the Waikato Mayors and Chairs Joint Forum and have been party to these discussions, namely Tūwharetoa Māori Trust Board, Raukawa Charitable Trust, and Te Arawa River Iwi Trust. However, due to the rapidly evolving situation we have not yet had substantial discussions. Further engagement and discussion are required. Due to the size and scale of the potential change, we will need to engage at a high level with all iwi/hapū across the rohe.

### **Ngā Tūraru | Risks**

There is a risk that opting out early will be perceived negatively by others, and impact our relationships with other districts, iwi partners, Waikato Regional Council, and central government. We risk becoming isolated at an uncertain time.

There is still a high level of uncertainty across the sector and of central government direction. Given this uncertainty, it makes sense to remain open to all options at this stage.

There is an organisational risk of diverting resources to this work from already agreed priorities. Considering and comparing our options will take significant internal resources to assess and decide, which may impact delivery of other priorities.

There is a risk around committing to a scope of work which we have not yet fully understood or agreed the benefits of. However, this risk is mitigated by the opt out option that remains as we get further along the process.

There is a financial risk as the costs involved in forming a new entity could be substantial and are unknown at this point. Any further agreement will require more substantial information on these costs for council to be able to make decisions.

**TE HIRANGA O TE WHAKATAU, TE TONO RĀNEI | SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council's Significance and Engagement Policy identifies matters to be taken into account when assessing the degree of significance of proposals and decisions.

Officers have undertaken an assessment of the matters in the [Significance and Engagement Policy \(2022\)](#), and are of the opinion that the proposal under consideration is of a low degree of significance.

As stated above, the initial decision is only to agree to be a participant in ongoing, non-binding talks. However, given the likelihood that council will soon be asked to make further decisions on this matter, officers will begin working on an engagement strategy that is in line with our policy.

**TE KŌRERO TAHI | ENGAGEMENT**

Further engagement will be done before Council makes any final, binding decisions on the future of water services delivery.

**TE WHAKAWHITI KŌRERO PĀPAHO | COMMUNICATION/MEDIA**

A media release will be sent out after the meeting.

The Waikato project team made a media release on key points of the Waikato Water Done Well proposal on 5 August 2024.

**WHAKAKAPINGA | CONCLUSION**

The decision being made to agree to the Waikato Water proposal is a non-binding one and allows Council to continue participating in discussions at a regional level and influence the outcomes, while maintaining the option to exit the workstream at a future point. It is recommended that Council agrees to the proposal.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Waikato Water Done Well Technical Report August 2024

**5.6 PROPOSED RATING UPDATES TO DELEGATIONS MANUAL**

**Author:** Fiona Bramwell, Corporate Solicitor

**Authorised by:** Nigel McAdie, Legal and Governance Manager

**TE PŪTAKE | PURPOSE**

To seek Council's approval to update Council's Delegations Manual (**Manual**) for the delegations pertaining to the Local Government (Rating) Act 2002, Rates Rebate Act 1973, Rating Valuations Act 1998, and Rating Valuation Regulations 1998 (**Rating Acts**).

**WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY**

Rating delegations to Council staff are currently included in the 2021 Rates Remission & Postponement Policies. In a move toward consolidating all delegations into one document, the proposal is to move rating delegations that were included in the former Policies and add them to the Manual.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That Council resolves to incorporate into Council's Delegation Manual all delegations to Council officers under the Local Government (Rating) Act 2002, Rates Rebate Act 1973, Rating Valuations Act 1998, and Rating Valuation Regulations 1998, as set out in Attachment 1.

**TE WHAKAMAHUKI | BACKGROUND**

The proposal has not been presented previously.

**NGĀ KŌRERORERO | DISCUSSION**

Most Acts requiring local government decision-making give the Chief Executive the power to sub-delegate to council staff. However, under the Local Authority (Rating) Act 2002, the Chief Executive may not sub-delegate, and the power of delegation may be exercised by Council only.

Currently the Chief Executive has a blanket delegation (resolution 4669/2011) that covers those delegations set out in Part A of Attachment 1.

Powers under the Rating Acts are delegated by the 2021 Rating Remission & Postponement Policies which were adopted by Council with the Long-Term Plan in 2021.

The delegations in the 2021 Policies are stated in broad terms without reference to relevant legislation. An example:

*Approval relating to remission qualification is delegated to the Revenue and Finance Officers...*

To consolidate all delegations into the Delegations Manual, the Draft Rating Remission and Postponement Policy 2024 provides:

***Relevant Delegations***

*Decisions under the rates remission and postponement policies included in this document are delegated to officers as set out in the Council's Delegation Manual.*

There is no legal requirement to have the rating delegations in the Rating Remission and Postponement Policy.

Council's approach has previously been to state delegations broadly. To make it easier for staff and other readers of the Manual, many councils have preferred to detail each delegation rather than apply a broad-brush approach. We have external legal advice that supports, as best practice, such detailed approach.

Accordingly, Attachment 1 details delegations from Council to both the Chief Executive (Part A) and to other Council officers (Part B). Part B details each Local Government (Rating) Act 2002 section, the delegation, and the position titles with the proposed delegation.

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

## NGĀ KŌWHIRINGA | OPTIONS

### Analysis of Options

#### **Option 1: Approve Attachment 1 for incorporation into the Delegations Manual**

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>Provides staff with clarity and certainty about the scope of their roles and empowers them to make decisions to achieve Council objectives.</li> <li>Specific delegations provide the public with clarity.</li> <li>Standardises the way in which Council records delegations that is consistent with councils across the motu.</li> <li>Is simple and straightforward to use and understand.</li> <li>Begins the process of moving all delegations into one document.</li> </ul>	<ul style="list-style-type: none"> <li>A broader approach that captures all powers capable of being delegated may reduce any dispute in the event of a challenge.</li> <li>A broader delegation, in some instances, may avoid any issues where a statutory provision has been overlooked or is incorrectly recorded in the delegation.</li> <li>Changes to Acts can occur with regular frequency meaning the delegations need to be constantly reviewed and updated.</li> <li>Broad delegations avoid a piece-meal approach or responses to an Act or issue as it arises.</li> </ul>

#### **Option 2: Do not approve Attachment 1 for incorporation into the Delegations Manual and instead amend the Draft Rating Remission and Postponement Policy 2024 to provide broad Rating Act delegations.**

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>Broad delegations avoid a piece-meal approach or responses to an Act or issue as it arises.</li> <li>Captures all powers capable of being delegated and may reduce any dispute in the event of a challenge.</li> <li>Reduces the risk of any gap or error in the delegations, which could arise if a statutory provision is omitted or incorrectly recorded.</li> </ul>	<ul style="list-style-type: none"> <li>Delegations are spread across multiple documents.</li> <li>Staff have less clarity and certainty about the scope of their roles.</li> </ul>

### Analysis Conclusion:

**Preferred option is Option 1: Approve Attachment 1 for incorporation into the Delegations Manual.**

## NGĀ HĪRAUNGA | CONSIDERATIONS

### **Ngā Aronga Pūtea | Financial Considerations**

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

### Long-term Plan/Annual Plan

There is no expenditure to be budgeted for.

### **Ngā Aronga Ture | Legal Considerations**

#### Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local

government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that economic well-being is of relevance to this matter.

The proposal has been evaluated with regards to a range of legislation. The key legislation applicable to the proposal has been reviewed and the relevant matters for consideration are as follows:

1. Section 132(1) of the Local Government (Rating) Act 2002 permits the Council to delegate the exercise of functions, powers, or duties under the Act to the Chief Executive Officer or any other specified officer of the Council.
2. Section 132(1) of the Local Government (Rating) Act 2002 does not permit the Council to delegate the power to delegate; i.e. the Chief Executive may not sub-delegate the powers under this Act.
3. The Rates Rebate Act 1973 does not contain a delegation section but clause 32(1) of the Local Government Act 2002 permits Council, for the purposes of efficiency and effectiveness in the conduct of its business, to delegate to any officer, any of Council's responsibilities, duties, or powers (with certain exceptions not relevant here).
4. Section 58 of the Rating Valuations Act 1998 permits the Council to delegate to any officer or employee of the Council any of its functions and powers under the Act.

Authorisations are not required from external parties.

### **Ngā Hīraunga Kaupapa Here | Policy Implications**

There are no known policy implications.

### **Te Kōrero tahi ki te Māori | Māori Engagement**

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori and enable participation in Council processes. Alongside this, we recognise the need to work side by side with the ahi kaa / resident iwi of our district. Engagement may not always be required by law, however meaningful engagement with Māori allows Council to demonstrate good faith and our commitment to working together as partners across our district.

We don't believe that engagement or involvement of Māori on the proposed recommendation in this report is required.

### **Ngā Tūraru | Risks**

Not approving the preferred option risks the draft Rating Remission and Postponement Policy 2024 lacking the delegations necessary for officers to implement the new Policy once adopted.

### **TE HIRANGA O TE WHAKATAU, TE TONO RĀNEI | SIGNIFICANCE OF THE DECISION OR PROPOSAL**

Council's Significance and Engagement Policy identifies matters to be taken into account when assessing the degree of significance of proposals and decisions.

Officers have undertaken an assessment of the matters in the [Significance and Engagement Policy \(2022\)](#), and are of the opinion that the proposal under consideration is of a low degree of significance.

### **TE KŌRERO TAHI | ENGAGEMENT**

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

### **TE WHAKAWHITI KŌRERO PĀPAHO | COMMUNICATION/MEDIA**

No communication/media required.

**WHAKAKAPINGA | CONCLUSION**

For the above reasons, we recommend that Council include all delegations in one document and incorporate the detailed delegations in Attachment 1 to Council's Delegation Manual.

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Rating Insert for Delegations Manual

**5.7 TAUPŌ DISTRICT COUNCIL PERFORMANCE REPORT - JULY 2024**

**Author:** Julie Gardyne, Chief Executive

**Authorised by:** Julie Gardyne, Chief Executive

**TE PŪTAKE | PURPOSE**

This report provides Council with an overview of the performance of the organisation including updates from the Executive team and a Significant Projects report.

There is no financial report as it is the end of the financial year, and the Finance team are working on the Annual Report.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

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

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

1. Monthly Performance Report July 2024
2. Significant Projects Report July 2024



<b>5.8</b>	<b>COUNCIL ENGAGEMENTS SEPTEMBER 2024, APPOINTMENTS, AND TRAINING AND CONFERENCE OPPORTUNITIES</b>
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**Author:** Karen Watts, Senior Committee Advisor

**Authorised by:** Nigel McAdie, Legal and Governance Manager

### **ENGAGEMENTS**

ENGAGEMENT	DAY	DATE	TIME
Hui with LGNZ President and Chief Executive (Council Chamber)	Tuesday	3	10.30-11.30am
Tūrangi Co-Governance Committee workshop (Te Mataapuna, Tūrangitukua Park, Hirangi Road, Tūrangi)	Wednesday	4	9.30am-10.30am
Tūrangi Co-Governance Committee meeting (Te Mataapuna, Tūrangitukua Park, Hirangi Road, Tūrangi)	Wednesday	4	10.30am-12.30pm
Tongariro Representative Group meeting (Te Mataapuna, Tūrangitukua Park, Hirangi Road, Tūrangi)	Wednesday	4	1pm-2.30pm
Workshop: Community Funding – distribution and limits (Council Chamber)	Thursday	5	10am-10.45am
Kinloch Representative Group meeting (Kinloch Community Hall, Mata Place, Kinloch)	Thursday	5	3pm-4.30pm
Regional Transport Committee meeting (Waikato Regional Council Chambers, 160 Ward Street, Hamilton)	Friday	6	9.30am-1pm
Waikato Civil Defence Emergency Management Group (Waikato Regional Council Chambers, 160 Ward Street, Hamilton)	Monday	9	10am-1pm
Taupō Reserves and Roding Committee meeting (Council Chamber)	Tuesday	10	1pm-2.30pm
Risk and Assurance Committee meeting (Council Chamber)	Tuesday	17	10.15am-1.15pm
Te Arawa River Iwi Trust (TARIT) and Taupō District Council Co-Governance hui (Council Chamber)	Wednesday	18	10.30am-1pm
Taupō Airport Authority (Taupō Airport, ANZAC Memorial Drive, Taupō)	Monday	23	10.30am-12pm
Public Forum (Council Chamber)	Tuesday	24	12.30pm-1pm
Council meeting (Council Chamber)	Tuesday	24	1pm-3pm
Closed Performance Monitoring Group meeting (Council Chamber)	Thursday	26	10.15am-3pm
Te Kōpu ā Kānapanapa meeting (Council Chamber)	Monday	30	10am-1pm
Council meeting – adopt the Long-term Plan 2024-34 (Council Chamber)	Monday	30	1.30pm-2.30pm

### **APPOINTMENTS**

No new requests for appointments have been received.

### **TRAINING AND CONFERENCE OPPORTUNITIES**

No new requests for training and conference attendance have been received.

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

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

**NGĀ TĀPIRIHANGA | ATTACHMENTS**

Nil

6     NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS

RESOLUTION TO EXCLUDE THE PUBLIC

I move that the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Plain English reason for passing this resolution in relation to each matter
<b>Agenda Item No: 6.1</b> Confirmation of Confidential Portion of Ordinary Council Minutes - 30 July 2024	Section 7(2)(d) - the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public	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	A health and safety issue has been identified in relation to crushed concrete at the Broadlands Road landfill. The matter needs to be considered with the public excluded to avoid prejudice to measures protecting the health or safety of members of the public.

I also move that [\[name of person or persons\]](#) be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of [\[specify\]](#). This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because [\[specify\]](#).