

Corporate and Operations Committee

Open Agenda



Notice is hereby given that an ordinary meeting of the Corporate and Operations Committee will be held on:

Date: Wednesday 28 March 2018
Time: 9:00am
Venue: Council Chambers
35 Kenrick Street
TE AROHA

Membership

Mayor

Jan Barnes, JP

Councillors

Donna Arnold
Teena Cornes
Paul Cronin
Neil Goodger
Brian Hunter
Peter Jager

James Sainsbury
Ash Tanner
Kevin Tappin
James Thomas, JP
Adrienne Wilcock

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1 Meeting Opening

2 Present

3 Apologies

At the close of the agenda no apologies had been received.

4 Notification of Urgent Business

Pursuant to clause 3.7.5 and 3.7.6 of the Standing Orders NZS 9202:2003 and Section 6A (7) of the Local Government Official Information and Meetings Act 1987, the Chairman to enquire from members whether there are any additional items for consideration which qualify as extraordinary or urgent additional business.

5 Confirmation of minutes

Minutes, as circulated, of the Ordinary Meeting of the Corporate and Operations Committee, held on 7 March 2018

Special Assessment Update for Norman's Transport - Keith Camp Place, Morrinsville

Trim No.: 1986666

Executive Summary

Development Contributions are a charge imposed on a developer by a council to recover some of the capital costs incurred by a council when providing infrastructure services for the development.

At its meeting on the 8 November 2017 Council resolved to waive the water and waste Development Contribution until such time as a connection is required. It was requested further information be provided with regards to the Roding details.

This report seeks a decision from Council whether it wishes to enter into a special assessment process with the applicant, Normans Transport, to waive or reduce the amount of Roding Development Contributions payable on the extension of their storage facilities.

Under the 2015-25 policy Council can make the decision as to whether a special assessment be undertaken for specific developments or whether the DC be upheld and the applicant can proceed with a reconsideration and/or objection process.

Recommendation

That:

1. Council receives the report; and
2. Council determine whether to enter into a special assessment with Normans Transport to waive or reduce the Development Contributions for Roding for the proposal to add a new storage shed at Avenue Road North/Keith Camp Place, Morrinsville.

Content

Background

Normans Transport have submitted a building consent for the construction of an addition to their existing storage shed to store goods, Keith Camp Place in Morrinsville. The total gross floor area of the extension to the existing building is 1,364m².

The purpose of Development Contributions is to recover the costs of growth related capital expenditure (e.g. roads, water, wastewater etc) from participants in the property development process, rather than from general rates or any other indirect funding source. In accordance with Council's Development Contributions Policy (Policy) the building consent application for the Development will trigger an assessment for Development Contributions (DC).

DCs for the Development have been assessed as the following (inclusive of GST).

Development Contributions – LTP 2015-25				
Activity	Total m2	Credit m2	Extra m2	Total incl. GST
Roading	1364m2	0	1364m2	\$15,292.35
Total to be paid	GST inclusive			<u>\$15,292.35</u>

Issues

The current policy allows for a reconsideration and objection process for Development Contributions but it is requested that Council consider this development as a special assessment under 7.6.2 under the policy. The reason for this being that it has the potential to lie outside the standard Household Equivalent unit (HEU) development requirement. This is also based on previous Council decisions for objections before the policy changed and made this an independent process.

Rule 7.6.2

Special assessment

Our policy on Development Contributions is based on the average infrastructure demands of a wide range of residential and non-residential developments. However, there may be instances where a development does not readily fit within the specified development categories, or where the infrastructure demands created by the development differ significantly from the averages upon which the policy is based. In these circumstances, we may undertake a special assessment at our sole discretion.

A decision on whether a special assessment will be undertaken will be made by Council at the application stage, once details of the development are known. Applicant will be expected to provide supporting information and detailed calculations of the likely demand for roading, water, wastewater and stormwater associated with the development. This information will be used to calculate the number of Household Equivalent Units for each activity for which the development will be liable.

Roading Contribution

The site is located off Avenue Road North and Keith Camp Place and it is proposed to construct an extension to their goods storage shed and increase their operation.

The assessment for roading is undertaken on a ward basis and assumes that a residential property (the basis for a Household Equivalent Unit) will generate 10 vehicle movements per day. This is multiplied for non-residential development by a factor of 0.4 for every additional 100 square metres of gross floor area.

Roading DCs are not effects based in the same way that an assessment of roading effects for a resource consent would be assessed. Roding DC's take a network wide approach. Roding DC's are calculated with network-wide supply and demand issues in mind. The additional floor area provided will increase the traffic volumes to and from the site, this traffic will not be confined to just state highways.

The Applicant has indicated that there will be an increase in traffic but as part of the original subdivision a new road was put in – Keith Camp Place, which required significant investment from the applicant and therefore the DC's should be reduced or waived.

The meeting on the 8 November 2017 the Applicant was present and advised Council that at the time of initial consent in 2007 the proposal was to only subdivide into 5 industrial lots and provide a private right of way. Council Staff had at the time advised that they would like to see some

connectivity to the land on the eastern side of the Morrinsville Stream and would like to see a public road constructed to provide for this connectivity.

A summary of the relevant applications for which a reduction has been applied for in the past are as following:

Piako Motors, 26 Thames Street, Morrinsville	New Car and Tractor workshop	50% reduction Improving traffic flow on Thames Street (SH26) - Entrance was shifting from Thames Street (SH26) to McRae Street. Not a Greenfield site so not full impact of additional traffic. The counter argument is that there is increased pressure on Thames/Avenue Road North/South intersection which is already at capacity during peak times. There is also additional traffic onto low volume local road (Mc Rae Street) which is not very wide and has thin road pavement. This could result in pavement failure much earlier than anticipated.
Landsdowne Road, Matamata	New shed	DC was upheld No additional traffic proposed, but future use of the building was considered.
Cullen Engineering, 1 Mills Street, Te Aroha	New Fabrication Workshop	50% reduction Improve traffic impact on Mills Street - New configuration of the site would decrease the number of trucks completing U-Turns on Hubbard Street and applicant advised surface will therefore have a longer life. The counter argument is that the site has the potential to increase activity and increase the traffic substantially in the future and there is no mechanism to receive further DC payments.
Andy Smith Limited, 2600 SH26, Morrinsville	Reassemble of shed from Thames Street	No DC – subject to Thames Street site confirming in writing that they surrender their credit. Credit from existing site on Thames Street was applied. No additional traffic proposed overall. The counter argument is that this proposal has no impact on local roads as site gains access off the SH.
Waharoa Properties Ltd, Dunlop Road, Waharoa	Relocation of existing coolstore and canopy to Waharoa Cold Store Site	DC was upheld Very minimal additional traffic proposed, but future use of the building was considered.
Garland Engineering, Waihou Street, Matamata	New Warehouse with a second level office/amenities	DC was upheld No additional traffic proposed, but future use of the building was considered.

D B & J F Holdings Ltd, 5 Anderson Street, Morrinsville	2 New Storage Sheds	DC was upheld Very minimal additional traffic proposed, but future use of the building was considered.
Mc Davitt, 54 Clothier Road, Te Aroha	2 new chicken sheds	DC was reduced to \$1,694.50 Very minimal additional traffic proposed. It was determined that the future use of the building was not likely to change and therefore should not be considered.
Inghams, 2 Banks Road, Matamata	Expansion of the chicken hatchery and additional plant areas	DC was upheld Very minimal additional traffic proposed, but future use of the building was considered.
Neil Wild & Associates / Oilseed Products NZ Ltd Dunlop Road, Waharoa	New storage shed with an office on new site	DC was reduced by 50% to \$16,429.34 Very minimal additional traffic proposed. It was determined that the future use of the building was not likely to change and therefore should not be considered. There was also external roading works done as part of the original subdivision. Hawes Street and Dunlop Road was widened and the pavement was strengthened.

Analysis

Options considered

1. Apply a special assessment to the development under Rule 7.6.2 in the policy which waives or reduces the Development Contributions required on the development; or
2. Uphold the Development Contributions and advise the applicant they can proceed with the reconsideration or objection process if they wish to pursue this matter further.

With respect to option 2, people who have concerns about the Development Contributions they are being charged have two avenues through which they can seek to have their concerns addressed:

- a) a *reconsideration process* whereby the person can formally request Council to reassess a development contribution because the person believes an error has been made or information that needed to be considered was incomplete; and
- b) a *development contribution objection process* whereby a person, regardless of whether or not they had sought a reconsideration, can formally object to a development contribution charge and have their objection considered by a commissioner selected from a register of independent commissioners appointed by the Minister of Local Government. The commissioners will have the power to make binding recommendations that the development contribution be quashed or amended, or may dismiss the objection.

Previous Decisions

Roading

Development Contributions have tended to be waived where the applicant has submitted that the development will improve the adjoining roading network. This could be as a result of improvements made or by the re-configuration of the site. DCs have generally been upheld where additional traffic is created or the building has the potential to increase traffic in the future as a complying activity or there will be no trigger for a future DC.

Analysis of preferred option

Council should only collect income from DCs where the development has a growth related component; however it should also be mindful that a failure to consistently apply the Policy to growth related costs may result in lower income for growth related projects which will need to be funded by the ratepayer.

It is often difficult to accurately identify growth and the need for new infrastructure when considering individual projects. The demand for new infrastructure is usually the result of the cumulative effects of development. The Policy uses Household Equivalent Units (HEU's), Gross Floor Area and Impervious Surface Area as an indicator of the demand likely to be caused from a development, and refines this through the identification of different uses (residential, commercial etc.). The use of this indicator allows Council to estimate the demand potential of a development regardless of its current use.

Roading

The following assessment can be made:

- There is an increase in traffic proposed.
- The use of buildings is unlikely to change but could change its use in the future as a permitted activity and as there is no increase in Gross Floor area. A Development Contribution would not be triggered.
- The developer believes the requirement to construct a public road was beyond what the original proposal was. He therefore believes that by putting in Keith Camp Place the wider roading network was improved by providing an opportunity to provide a linkage to Page Street.

Keith Camp Place is an 18 metre wide public road with a 6 metre wide carriageway.

A private industrial private right of way, serving a total of between 50 – 800 vehicle movements a day, still needs to have a 6 metre wider carriageway width with a 10 metre wide minimum reserve width. If there are more than an average of 800 vehicle movements a day in total, it will also require an 18 metre wide reserve width under the District Plan.

*Note that 1 truck and trailer unit equals 10 vehicle movements per day.

The plan submitted for consent in 2007, it included a public road and a total of 15 additional Industrial lots with access off the new road. At the time Council also purchased 845m² of industrial land at the end for access to the Morrinsville Stream and a potential future road link across the Stream to service the land to the east and provide a linkage to Page Street.

At the time of consent, Development Contributions of 1 HEU per additional lot was charged. This included Roothing. In 2008 when the lots which make up the site were amalgamated, the developer was reimbursed the applicable HEU allocations, which included Roothing.

The Development Contribution policy includes a number of projects in the Morrinsville Ward which the development contributions fund. Specifically an upgrade to Avenue Road North was completed in 2009 on the eastern side of Avenue Road North and Avenue Road South and some further work is programmed for 2025/26 on the western side. This will include some widening and kerb and channel work.

Legal and statutory requirements

Council should make a decision that is consistent with the purpose of the Policy and follow the principles of natural justice. Should the Council consider that it requires a hearing to consider the views of Normans Transport more fully it should resolve to do so by upholding the DC's and advising the developer that they have the right to a reconsideration process or objection to an independent commissioner.

Impact on policy and bylaws

Council's decision should be consistent with its Development Contributions Policy at the time of building consent. The Policy has been reviewed as part of the 2015-2025 LTP.

Impact on Significance and Engagement Policy

If Council makes a decision in accordance with the Development Contributions Policy this matter is not considered significant in terms of Council's significance policy.

Background information provided with this report is intended to provide an indication of the potential impact of a decision to waive contributions as part of a special assessment. A decision to waive contributions that brings in to question the basis of past and future assessments may be considered significant.

Communication, consultation and decision making processes

The Developer will be advised of Council's decision as per the policy.

Timeframes

In accordance with the Policy, once Council makes the decision on the special assessment and whether any DC's are reduced or waived, the applicant will be advised and issued the DC assessment accordingly.

If Council determines that no special assessment is completed for this development and the DC's are upheld, the applicant will be advised that they can request a reconsideration and/or objection. Once the final DC's are issued, the applicant has 10 working days to request a reconsideration and Council has 15 days to get back to them. For an objection this goes through the independent commissioner process and the applicant is required to lodge this within 15 days.

Contribution to Community Outcomes

Attachments

There are no attachments for this report.

Signatories

Author(s)	Susanne Kampshof Asset Manager Strategy and Policy	
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Approved by	Manaia Te Wiata Group Manager Business Support	
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Hauraki Gulf Forum, State of the Gulf 2017 Environment report

Trim No.: 1990144

Executive Summary

The Hauraki Gulf Forums State of the Gulf environment report for 2017 has been received from Katina Conomos for Councils information and will be circulated separately.

Recommendation

That:

1. The information be received

Attachments

There are no attachments for this report.

Signatories

Author(s)	Meghan Lancaster Committee Secretary	
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Approved by	Don McLeod Chief Executive Officer	
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Local Government Conference 2018

Trim No.: 1919789

Executive Summary

The Local Government New Zealand Conference is to be held in Christchurch, 15 – 18 July 2018. Consideration is to be given as to whom will be attending this conference. Councillors Arnold and Wilcock have been suggested as potential choices.

Recommendation

That:

1. **The Mayor, Deputy Mayor, Chief Executive Officer, and either 1 or 2 Councillors represent Matamata-Piako District Council at the 2018 Local Government Conference.**

Content

Background

Councillors Tappin and Cronin attended the Auckland conference in 2017 with the Mayor, Deputy Mayor and CEO.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Meghan Lancaster Committee Secretary	
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Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Health & Safety Report - February 2018

Trim No.: 1989497

Executive Summary

The Health & Safety Report for the month of February 2018 is attached.

The H&S Manager will be in attendance to discuss the report and record any due diligence activities members have completed during the last month.

Recommendation

That the report be received.

Attachments

A. Feb 2018 health and safety

Signatories

Author(s)	Sandy Barnes Health & Safety/Quality Manager	
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Approved by	Dennis Bellamy Group Manager Community Development	
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Spotlight on Safety presentation

Trim No.: 1980966

Executive Summary

10:15 a.m.

To recognise staff efforts in health & safety, Council present a “Spotlight on Safety award” to worthy recipients.

Daniel Wright from the Water & Waste Water team will be in attendance to receive this award.

Recommendation

That Daniel Wright be thanked for his contribution to health and safety within the organisation and congratulated on receiving the Spotlight on Safety Award.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Sandy Barnes Health & Safety/Quality Manager	
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Approved by	Dennis Bellamy Group Manager Community Development	
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Tuia Mayoral Rangatahi Mentoring Programme

Trim No.: 1990817

Executive Summary

This programme is an intentional, long term, intergenerational approach to develop the leadership capacity of young Maori in communities throughout New Zealand. It is believed that with the right support and right opportunities these young leaders could become in time, drivers of social and economic change in their respective communities.

This year after discussion and recommendations from iwi, Jahstice Wilson from Morrinsville has been selected as the candidate for the programme.

Jahstice is 19 and is a former Morrinsville college student and has just completed study at the NZ School of Tourism.

Jahstice is affiliated to Ngati Haua and meets all the criteria for the Tuia Programme. Jahstice has been to her first wananga in Otorohanga and I have invited her to the boardroom to share her experience with our elected members.

Recommendation

That:

1. That the information be received.

Content

Background

This is the fifth year council has supported this programme for travel to attend the five hui throughout the year which for the candidates has culminated in the establishment of a new network of like-minded Rangatahi across the country whom were supported by their Mayors to take part.

Our previous Rangatahi have been worthy representatives of the Matamata-Piako District and has attended numerous meetings, functions and events both with Mayor Jan and on her behalf.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Jan Barnes Mayor	
Approved by	Don McLeod Chief Executive Officer	

Liability Management Policy Amendment

Trim No.: 1984639

Executive Summary

Council's definition of 'net debt' in the current Liability Management Policy does not allow for investments of between 3 and 12 months to be included in the calculation. At 30 June 2017, Council had significant term deposits in this category. As such their exclusion from the net debt calculation in the Annual Report resulted in a reported net debt figure that, without further explanation, would have been quite misleading to the reader considering Council's overall financial position.

Council's current policy definition differs from the more commonly understood definition of 'net debt' and from the definitions we understand are used by most other Councils. Council's policy is also significantly more conservative than the definition used by the New Zealand Local Government Funding Agency (LGFA), where the majority of Council's loan funding is sourced. At the 12 December 2017 meeting, the Audit and Risk Committee have recommended that the definition of 'net debt' in Council's Liability Management Policy is updated to more closely align with the LGFA.

Recommendation

That:

1. **The definition of 'net debt' set out in the Liability Management Policy is amended as recommended by the Audit and Risk Committee on 12 December 2017.**

Content

Background

'Net debt' is an indicator of an entity's ability to pay off all its debts, using its available cash and highly liquid assets. Net debt as a percentage of total revenue was selected to be used in the LTP as a benchmark against which to monitor and report Council's borrowing against budgets and prior periods.

Council's current Liability Management Policy

In the current policy, Council, (with the guidance of our independent treasury advisors) have set a range of limits on borrowing which are considered to be conservative and prudent for a Council of our size and nature. The limits are as follows:

Item	Borrowing limit
Net external debt as a percentage of total revenue	<150%
Net interest on external debt as a percentage of total revenue	<15%
Net interest on external debt as a percentage of annual rates income (debt secured under debenture)	<20%

Council's policy defines 'net external debt' as *"total debt less unencumbered cash and cash equivalents"*. Unencumbered cash and cash equivalents generally means cash held at the bank, plus any term deposits of terms less than 30 days. The 30 day cut-off relates to a minimum notice

period for early return of invested funds which Council could potentially invoke for financial hardship reasons.

LGFA's financial covenants

99% of Council's current borrowings are sourced through the LGFA. The LGFA have a set of financial covenants with which Council must comply with in order to source funding. The LGFA's financial covenants include the following:

Financial covenant	Required performance
Net debt : Total revenue	<175%
Net interest : Total revenue	<20%
Net interest : Annual rates income	<25%

The LGFA define 'net debt' as *"gross debt less liquid financial assets and investments. Liquid financial assets and investments are defined as cash, bank deposits and any fixed interest and equity investments that are held (these need to be assets that the council could realise in the short term rather than strategic equity stakes in a company that is intended to be held for the long term)."*

The LGFA's definition of net debt is wider and less conservative than Council's policy, in that it allows for term deposits of up to 12 months to be included in the calculation.

Issues

At 30 June 2017, net debt as a percentage of total revenue was reported in the Annual Report using our current definition of 'net debt' at 55%. At the time, we also held term deposits with maturities of between 3-12 months of \$18.3 million. With these deposits taken into account, the reported percentage would have been 18%. This difference was reported in the commentary.

In the annual return to the LGFA, the covenant was reported at 17.2% in line with their criteria.

Analysis

Options considered

Practical options are status quo or to update our policy definition in line with the LGFA definition.

Analysis of preferred option

Staff recommend that the definition of 'net debt' in Council's Liability Management Policy is updated to more closely align with the LGFA - "external debt less liquid financial assets and investments. Liquid financial assets and investments are defined as cash, bank deposits and any fixed interest and equity investments that are held for other than strategic purposes".

Legal and statutory requirements

Council is not required to consult on amendments to the Liability Management Policy unless they were considered to be matters of significance.

Consistency with the Long Term Plan / Annual Plan

If Council were to amend the net debt definition, we would need to explain the change in definition in our future reporting.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Larnia Weir Deputy Finance Manager	
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Approved by	Manaia Te Wiata Group Manager Business Support	
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Water Supply to Rural Property, Tower Road, Matamata

Trim No.: 1984809

Executive Summary

An application has been received to connect a rural property in Tower Road, Matamata to the water supply which passes the property.

There is adequate capacity in the main and most other similar properties in the vicinity have a water connection.

Recommendation

That:

1. That the report be received
2. That approval be given for proposed lot 2 Tower Road being a subdivision of Part Lots 1 & 2, Section 39 Matamata Settlement, to be allowed a water connection

Content

Background

Council has a general rule to not supply rural and rural residential properties with water and waste services.

The supply of services to rural and rural residential land is evaluated on a case by case basis and is at Council's discretion.

This property, which is on the north side of the Tower Museum, is being subdivided into 4 lots with lots 3 & 4 being 8 ha & 61.3 ha respectively. There is an existing water connection which will be utilised for the house on lot 1. Lot 2 (6000 m²) is being created for rural lifestyle use and a new water connection has been requested for this lot.

Most other similar properties in the vicinity have a water connection and there is adequate capacity in the main for another connection.



Issues

The town strategies and the district plan review made it clear that Council utility services would not be provided to rural-residential subdivisions.

It is considered this application is a special case in that the main passes the property and has the capacity to supply a further property. It is also noted most other similar properties in the area have a water supply.

The owner will need to pay the cost of a new connection to the main and the provision of a meter and an approved testable backflow preventer; as well as the normal connections fees.

It would be expected Council would decline a request for a rural residential subdivision that involved an extension of a main(s).

Analysis

Options considered

Council has the option of approving or declining the extension of water services to this lot.

In this instance it is considered that grounds exist for this to be treated as a special circumstance.

Analysis of preferred option

There is a good case to grant the application as it does not involve an extension to the existing reticulation.

Legal and statutory requirements

N/A

Impact on policy and bylaws

Council is under no obligation to supply services to rural residential subdivisions, but has approved the extension of services in a number of instances which were considered to be special cases, and had an acceptable impact on existing services

Consistency with the Long Term Plan / Annual Plan

This proposal is not inconsistent with the Long Term Plan/Annual Plan.

Impact on Significance and Engagement Policy

It is not considered that granting this application will have any significant impact as it is assessed as a special case.

Communication, consultation and decision making processes

N/A

Consent issues

N/A

Timeframes

N/A

Financial Impact

i. Cost

There are no cost impacts on Council

ii. Funding Source

Not applicable

Attachments

There are no attachments for this report.

Signatories

Author(s)	Graham Robertson Senior Utilities Engineer	
Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	

Item 6.8

Water Supply to Rural Residential Property Lovegrove Road, Te Aroha

Trim No.: 1984739

Executive Summary

Recommendation

That:

1. That the report be received
2. That approval be given for lot 7, DPS 29360, Lovegrove Road to be allowed a water connection

Content

Background

Council has a general rule to not supply rural and rural residential properties with water and waste services.

The supply of services to rural and rural residential land is evaluated on a case by case basis and is at Council's discretion.

This property has been used for grazing, however it is now intended to construct a dwelling on the property and the owners wish to have a connection to the water supply.

Most other properties in the vicinity have a water connection and there is adequate capacity in the main for another connection.



Issues

The town strategies and the district plan review made it clear that Council utility services would not be provided to rural-residential subdivisions.

It is considered this application is a special case in that the main passes the property and has the capacity to supply a further property. It is also noted most other properties in this area zoned rural residential have a water supply.

The owner will need to pay the cost of a new connection to the main and the provision of a meter and an approved testable backflow preventer; as well as the normal connections fees

It would be expected Council would decline a request for a rural residential subdivision that involved an extension of a main(s).

Analysis

Options considered

Council has the option of approving or declining the extension of water services to this lot.

In this instance it is considered that grounds exist for this to be treated as a special circumstance.

Analysis of preferred option

There is a good case to grant the application as it does not involve an extension to the existing reticulation.

Legal and statutory requirements

N/A

Impact on policy and bylaws

Council is under no obligation to supply services to rural residential subdivisions, but has approved the extension of services in a number of instances which were considered to be special cases, and had an acceptable impact on existing services

Consistency with the Long Term Plan / Annual Plan

This proposal is not inconsistent with the Long Term Plan/Annual Plan.

Impact on Significance and Engagement Policy

It is not considered that granting this application will have any significant impact as it is assessed as a special case.

Communication, consultation and decision making processes

N/A

Consent issues

N/A

Timeframes

N/A

Contribution to Community Outcomes

Financial Impact

i. Cost

There are no cost impacts on Council

ii. Funding Source

Not applicable

Attachments

There are no attachments for this report.

Signatories

Author(s)	Graham Robertson Senior Utilities Engineer	
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Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	

Hamilton & Waikato Tourism - Six Monthly Report

Trim No.: 1964521

Executive Summary

11.30am Jason Dawson from Hamilton & Waikato Tourism Limited (HWTL) will be in attendance to update Council with the Six Monthly Report, 1 July – 31 December 2017.

The Six Monthly Report relates to the schedule of services and key performance indicators to be achieved by HWTL under the current Service Level Agreement.

Recommendation

That:

1. The information be received.

Content

Background

As part of its 2011/12 Annual Plan and subsequent 2012-22 Long Term Plan process, Council identified funding of \$100,000 per year for HWTL to undertake tourism initiatives for the benefit of the district. As part of its subsequent 2015-25 Long Term Plan process, Council increased its funding to \$150,000 per year for HWTL to undertake expanded services in the tourism area. This funding has continued to be provided every financial year since.

A Service Level Agreement was entered in to between Council, HWTL and the neighbouring councils to fund the initiative.

Issues

As per the Service Level Agreement a Six Monthly Report has been provided to Council. At 11.30am Jason Dawson, Chief Executive for HWTL will present the Six Monthly Report for July to 31 December 2017. A copy of the report has been attached.

The Six Monthly Report relates to the schedule of services and key performance indicators to be achieved by HWTL under the current Service Level Agreement. A copy of the current schedule of services is also attached for Council's reference.

Analysis

Analysis of preferred option

That the information be received.

Legal and statutory requirements

The Six Monthly Report relates to the schedule of services and key performance indicators to be achieved by HWTL under the current Service Level Agreement.

Impact on policy and bylaws

There are no policy or bylaw implications.

Consistency with the Long Term Plan / Annual Plan

Council has allocated funding in each year of the Long Term Plan for 2018-28.

Impact on Significance and Engagement Policy

This matter is not considered significant.

Consent issues

There are no consent issues.

Contribution to Community Outcomes

3.d) The tourism potential in our district will be recognised and encouraged.

Financial Impact

i. Cost

Council's share of funding under the current service level agreement is \$150,000. \$150,000 per year has also been included in the draft Long Term Plan 2018-28, the Long Term Plan will be adopted in June 2018 for the following financial years.

ii. Funding Source

This is funded from the general rate.

Attachments

- A. Six Monthly Report - 1 July to 31 December 2017
- B. Schedule of Services for Local Government 2017-18

Signatories

Author(s)	Meghan Lancaster Committee Secretary	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Waikato Regional Council Long Term Plan Presentation

Trim No.: 1983327

Executive Summary

1:00pm Chairperson Alan Livingston and representatives from Waikato Regional Council will be in attendance for the presentation of their Long Term Plan Consultation Document. Attached is a copy of their 2018-2028 Long Term Plan Consultation Document.

Recommendation

That:

1. The information be received.

Attachments

- A. WRC 2018-2028 LTP. Consultation document. March 2018

Signatories

Author(s)	Jesse Gooding Graduate Policy Planner	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Chief Executive Officers Report for February 2018

Trim No.: 1990294

A copy of the Chief Executive Officer's report for February 2018 is attached.

Recommendation

That the report be received.

Attachments

- A. Chief Executive Officers Report for February 2018
- B. Consents Received for February 2018

Signatories

Author(s)	Don McLeod Chief Executive Officer	
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Approved by	Don McLeod Chief Executive Officer	
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