

# Corporate and Operations Committee

## Open Minutes



Minutes of a meeting of the Corporate and Operations Committee held in the Council Chambers, 35 Kenrick Street, TE AROHA on Wednesday 12 December 2018 at 9:00.

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## Present

<b>Mayor</b>	Jan Barnes, JP	
<b>Councillors</b>	Donna Arnold	James Sainsbury
	Teena Cornes	Ash Tanner
	Paul Cronin	Kevin Tappin
	Neil Goodger	James Thomas, JP
	Brian Hunter	Adrienne Wilcock
	Peter Jager	

## Apologies

Cr Brian Hunter

## Also Present

		Item No.
Don McLeod	Chief Executive Officer	
Meghan Lancaster	Committee Secretary	
Sandra Harris	Acting Strategic Policy Manager	6.1b, 6.2, C2
Niall Baker	Acting Senior Policy Planner	6.2, C2
Ellie Mackintosh	Graduate Policy Planner	6.1b 6.2,
Manaia Te Wiata	Group Manager Business Support	6.5, 6.6, C1
Mark Naudé	Parks and Facilities Planner	6.5
Chelsea Cannell	Assistant Management Project Coordinator	6.6, C1
Danny Anglesey	Finance and Business Service Manager	6.1b
Larnia Weir	Deputy Finance Manager	6.1b
Tim Donaldson	Online Services Developer	6.1b

## In Attendance

	Time In	Time Out
Dianne Drummond – Hauraki Rail Trail	8:57am	9:22am
Eric Hamilton – Xyst consultant	10:00am	10:41am
Felicity Brough – Walking Access New Zealand	10:00am	10:29am

**1 Meeting Opening**

Chairman Ash Tanner welcomed everyone and declared the meeting open at 9:04am

**2 Present**

**3 Apologies**

That the apology from Councillor Brian Hunter be accepted and leave of absence from the meeting be granted.

**Moved by: Cr A J Wilcock**

**Seconded by: Cr D C Arnold**

**CARRIED**

**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**

**COMMITTEE RESOLUTION**

That the minutes of the meeting of the Ordinary Meeting of the Corporate and Operations Committee held on Wednesday, 28 November 2018, be confirmed as a true and correct record of the meeting.

**Moved by: Cr A J Wilcock**

**Seconded by: Cr D C Arnold**

**CARRIED**

**OFFICER REPORTS**

**6 Executive**

**6.1 Hauraki Rail Trail Charitable Trust 2017-2018 Annual, Performance and Audit NZ Reports**

**Executive Summary**

Diane Drummond, General Manager, Hauraki Rail Trail Charitable Trust (HRTCT) in attendance 9am to give HRTCT quarterly update.

Council to receive HRTCT Annual Report, Performance Report and Audit NZ Independent Auditor's Report of the financial statements ending 30 June 2018.

**COMMITTEE RESOLUTION**

**That:**

- 1. The information be received.**
- 2. Council receive the following for the year ended 30 June 2018:**
  - a. Hauraki Rail Trail Charitable Trust Annual Report**
  - b. Hauraki Rail Trail Charitable Trust Performance Report**
  - c. Audit NZ Report on Hauraki Rail Trail Charitable Trust's financial statements.**
- 3. The Committee lease the Ute won by Council to the Hauraki Rail Trail Trust.**

**Moved by: Cr K R Tappin**  
**Seconded by: Cr T M Cornes**

**CARRIED**

As Diane Drummond was in attendance and this is the last meeting of Council for the year, it felt appropriate to resolve to lease the Ute to the Hauraki Rail Trail Charitable Trust while members were present.

## **6.2 Gambling and TAB Board Venue Policies approval for consultation**

### **Executive Summary**

Council is required by legislation to review and adopt their Gambling Venue Policy and TAB Board Venue Policy (Policies) every three years. This involves assessing the social impacts of gambling to evaluate the effect it has on the district.

Consultation must follow the Special Consultative Procedure under the Local Government Act 2002 and is planned to occur in March/April 2019.

Copies of the draft Gambling Venue Policy, TAB Board Venue Policy and Statement of Proposal are attached to the Agenda for approval to consult.

### **COMMITTEE RESOLUTION**

**That:**

- 1. The Committee receives the information.**
- 2. The Committee has considered to adopt a relocation policy, in doing this considered the social impact of gambling in high-deprivation communities within its district.**
- 3. The Committee determines to include a relocation policy within its draft Gambling Venue Policy as per section 101(4) of the Gambling Act 2003.**
- 4. The Committee approves the draft Gambling Venue Policy, draft TAB Board Venue Policy and corresponding Statement of Proposal to be released for public consultation alongside a number of other documents also requiring consultation in March/April 2019.**

**Moved by: Cr N C Goodger**

**Seconded by: Cr P Cronin**

**CARRIED**

**6.3 Documents executed under Council seal - October/November 2018**

**Executive Summary**

The schedule of documents executed under Council Seal for October and November 2018 is attached to the Agenda.

**COMMITTEE RESOLUTION**

**That:**

1. The information be received

**Moved by: Cr J A F Thomas**

**Seconded by: Cr D C Arnold**

**CARRIED**

**6.4 Health and Safety Report - November 2018**

**Executive Summary**

The health & safety report for the period 1 – 20 November 2018 is attached to the Agenda. The Health & Safety Manager in attendance to discuss the report with Council.

**COMMITTEE RESOLUTION**

**That:**

1. The report be received.

**Moved by: Cr J A F Thomas**

**Seconded by: Cr A J Wilcock**

**CARRIED**

## 6.5 Request to commemorate the late Don Stanley at Matamata pools

### Executive Summary

The Matamata Swimming Club has proposed that a sign be erected on Muera Street welcoming patrons to the 'Don Stanley Aquatic Centre' to commemorate the late Don Stanley.

Don Stanley was a local councillor for more than 30 years, served as mayor of the former Matamata Borough and Deputy Mayor of the combined Matamata-Piako District. He was involved in swimming for many years and held various roles at local and national level. This included terms as president of the Matamata Swimming Club and the New Zealand Amateur Swimming Association.

The report outlines potential commemoration options for Council to consider. Options Council has used in the past for commemorating individuals include:

- Plaques
- Signage
- Memorial furniture
- Memorial trees and gardens
- Naming of rooms or pools
- Naming of facilities
- Naming of streets.

### COMMITTEE RESOLUTION

That:

1. The report be received;
2. The Committee determines it wishes to commemorate the late Don Stanley at the Matamata pool complex;
3. The Committee determines its preferred form of commemoration as the Muera street at the swimming club entrance.

Moved by: Cr K R Tappin  
Seconded by: Cr A J Wilcock

**CARRIED**

The meeting adjourned for morning tea 9:58am reconvened 10:15am

## **6.6 Morrinsville River Walk - Gazetting of Walkway under Walkways Act 2008**

### **Executive Summary**

Council is working with a number of landowners in developing the Morrinsville River Walkway. Greenlea's Limited wish to retain ownership of their land where the walkway is proposed to cross. The Walking Access Commission recommends that Council seek to have the walkway established under the Walking Access Act 2008. This will protect all landowners and allow for closures on an as required basis for maintenance, development of farming activities.

### **This report seeks Council approval:**

1. To enter into a Walking Access agreement with Greenlea's Limited for walking access over their land on Eynon Road, Morrinsville.
2. To Gazette the Morrinsville River Walkway between Avenue Road South (western entrance of walkway) to Thames Street – SH26 (eastern entrance of walkway) as a Walkway under the Walking Access Act 2008.

### **COMMITTEE RESOLUTION**

#### **That:**

1. **The report be received**
2. **Council enter into a Walking Access easement agreement with Greenlea's for walking access along the river edge of their property on Eynon Road, Morrinsville**
3. **Council seek to have the Morrinsville River Walkway gazetted as a walkway under the Walking Access Act 2008.**

**Moved by: Cr N C Goodger**

**Seconded by: Cr D C Arnold**

**CARRIED**

Item 6.1b was taken out of order and considered after Item C1 and C2.



## **6.1b Annual Plan 2019/20 total rates increase and consultation requirements**

### **Executive Summary**

Council is required to produce an Annual Plan each year with the exception of the years when a Long Term Plan (LTP) is produced. The Annual Plan is council's budget for the financial year 1 July to 30 June.

The purpose of this report is to present the proposed variations to year 2 of the LTP and approve the proposed total rates increase of 3.86% compared to the forecast rate increase in the LTP of 3.01%. Council is asked to consider if this represents a significant or material difference from year 2 of the LTP, and determine if it wishes to formally consult on its Draft Annual Plan 2019/20.

The proposed variations to year 2 of the LTP will be circulated separately prior to the meeting.

Please note the proposed variations and proposed total rates increase does not include the additional up to \$70,000 Council resolved to provide towards the Public Transport Service Amendment on 5 December 2018. If Council wish to include this, it would increase the proposed total rates increase to 4.08%.

### **COMMITTEE RESOLUTION**

**That:**

- 1. The report be received.**
- 2. The Committee approves the proposed variations to year 2 of the LTP and the proposed total rates increase detailed of 3.96% compared to the forecast rate increase in the LTP of 3.01%.**
- 3. Council confirms there is not a significant or material differences from year 2 of the Long Term Plan.**
- 4. Council confirms it will not conduct formal consultation on its Annual Plan 2019/20 considering the legislative requirements for consultation.**
- 5. Staff won't prepare a communication plan for the Annual Plan 2019/20 and a Consultation Document.**

**Moved by: Mayor J E Barnes**

**Seconded by: Cr D C Arnold**

**CARRIED**

Item 6.1b was taken out of order and considered after Item C1 and C2.

Cr Neil Goodger voted against the motion  
Cr Kevin Tappin voted against the motion  
Cr Paul Cronin voted against the motion

7 Urgent Additional Business

8 Procedural motion to exclude the public

**COMMITTEE RESOLUTION**

That the public be excluded from the following part(s) of the proceedings of this meeting.

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

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

**Morrinsville River Walk Extension - Esplanade Reserve Access, Piako Park Lane**

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

**Online Voting**

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.  By request of the online voting working party.  s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.  By request of the online voting working party.  s7(2)(i) - The withholding of the	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

	information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).  By request of the online voting working party.	
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The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

**Moved by: Cr J A F Thomas**  
**Seconded by: Cr D C Arnold**

**CARRIED**

10:29am The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not public available.

11:26 am

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF CORPORATE AND  
OPERATIONS COMMITTEE HELD ON 12  
DECEMBER 2018

**DATE:**

**CHAIRPERSON:**.....  
Ash Tanner