

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 22 November 2017 at 9:15am.



Present

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

Also Present

Manaia Te Wiata	Out at 11.45am
Caroline Hubbard	
Niall Baker	Item 6.1
Michelle Staines-Hawthorne	Items
	6.1,6.2,6.3,7.1,7.2
Susanne Kampshof	Items 7.1,7.2,
Danny Anglesey	Item 7.1
Dennis Bellamy	In at 11.45am

In Attendance

Lou Beer – Sport Waikato	In at 9.22am, out at 9.48am
Rexine Hawes-MM chronicle	In at 9.48am, out at 11.58am
Gavin Harris - Barr + Harris surveyors	In at 10.28am, out at 11.42am

1 Meeting Opening

Chair Ash Tanner welcomed everyone and declared the meeting open at 9.15am

2 Present

3 Apologies

That the apology from Cr N Goodger be accepted and leave of absence from the meeting be granted.

Moved by: Cr Donna Arnold
Seconded by: Cr Kevin Tappin

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 qualified as extraordinary or urgent additional business.

Item 9.1 Te Aroha Events Centre

Moved by: Cr Paul Cronin
Seconded by: Cr Donna Arnold

CARRIED

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, 25 October 2017, be confirmed as a true and correct record of the meeting.

Moved by: Cr Brian L Hunter
Seconded by: Cr Donna C Arnold

CARRIED

OFFICER REPORTS

6 Executive

6.1 Appointment of electoral officer

Executive Summary

Every Council must have an appointed Electoral Officer (EO) at all times, in accordance with Section 12 of the Local Electoral Act 2001 (the Act). This report seeks Council approval for the appointment of a new EO being Mr Dale Ofsoske of Independent Election Services Limited.

An EO, unless he or she dies, resigns, is dismissed from office, or becomes incapable of acting, remains in office until his or her successor comes into office.

COMMITTEE RESOLUTION

That:

1. The information be received.
2. That in accordance with Section 12 of the Local Electoral Act 2001, Council appoints Dale Ofsoske of Independent Election Services Limited as Electoral Officer replacing Ms Sandy Barnes.
3. Council notes the intended appointment of Mr Niall Baker as Deputy Electoral Officer (to be appointed by the Electoral Officer) replacing Mr Dennis Bellamy.

Moved by: Cr James P Sainsbury

Seconded by: Cr James A F Thomas

CARRIED

6.2 Sport Waikato Update

Executive Summary

9.30am Lou Beer was in attendance to give an update on Matamata-Piako activities supported by Sport Waikato.

Comments

Mayor Jan thanked Lou Beer for working at the grass roots with different sports clubs around the district.

COMMITTEE RESOLUTION

That:

1. The information be received.

Moved by: Cr Donna C Arnold

Seconded by: Cr Adrienne J Wilcock

CARRIED

6.3 Draft Policies on the Remission and Postponement of Rates - for consultation

Executive Summary

This purpose of this report is to seek adoption by Council of the Rates Remissions and Postponement Policies for consultation. The statement of proposal and draft policies have been circulated separately to Councillors.

Policies on the Remission and Postponement of Rates must be reviewed at least every six years. Council can only remit rates if they have adopted a rates remission policy under section 85 of the Local Government (Rating) Act 2002.

Remission of rates involves reducing the amount owing or waiving collection of rates altogether. Postponement of rates means that the payment of rates is not waived in the first instance but delayed for a certain time, or until certain events occur. The overall objective of remissions is to provide rates relief in situations to support both the fairness and equity of the rating system and the overall wellbeing of the community.

In order to allow rates relief where it is considered fair and reasonable to do so, Council is required to adopt policies specifying the circumstances under which rates will be considered for remission. There are various types of remission, and the circumstances under which a remission will be considered for each type may be different. The conditions and criteria relating to each type of remission are set out in the various remissions policies.

COMMITTEE RESOLUTION

That:

1. The information is received.
 2. Council adopts the following policies and Statement of Proposal:
 - Policy on the remission of rates on land protected for conservation purposes
 - Policy on the remission of penalties on unpaid rates
 - Policy on the remission of rates: other categories
 - Policy on the remission of small rates balances
 - Policy on the remission of rates on Maori freehold land
 - Policy on the postponement of rates on Maori freehold land
 - Policy on remissions for metered water leaks
 - Policy on remissions of pan charge targeted rates based on water use
 - Policy on remissions of pan charge targeted rates for Educational Establishments
 - Draft Policy on the remission of rates on abandoned land
 - Draft Policy on the remission and postponement of rates for natural disasters and emergencies
- (a) for public consultation purposes and proceed through the special consultative process in accordance with the Local Government Act 2002:
- (b) in accordance with section 93G of the of the Local Government Act 2002, as information:
- (i) relied on by the content of the Consultation Document

- (ii) that provides the basis for preparing the Long Term Plan
 - (iii) is necessary to enable the auditor to give the opinion on the Consultation Document.
- 3. Council resolves that using this process will give effect to the 'Principles of consultation' set out in section 82 of the Local Government Act 2002.
- 4. The Statements of Proposal for the above policies be approved for consultation alongside the Consultation Document for the Long-Term Plan 2018-28

Moved by: Cr James A F Thomas
Seconded by: Cr Kevin R Tappin

CARRIED

7 Business Support

7.1 Request for Special assessment for additional Storage Sheds at Waihou Street, Matamata

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. This report seeks a decision from Council whether it wishes to enter into a special assessment process with the applicant, Storage Solutions, to waive or reduce the amount of Development Contributions payable on the construction of a storage shed.

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.

The applicant requests that the Water and Wastewater Development Contributions be waived. It also requests to waiver or reduce the Roding Development Contributions.

Council previously considered a request for special assessment for an earlier stage of the development. The resolution was to waiver the Water and Wastewater Development Contributions and to uphold the Roding Development Contribution.

COMMITTEE RESOLUTION

That:

1. Council receive the report; and
2. Council determine to enter into a special assessment with Kevin Thomas to waiver the Development Contributions for Water and Wastewater for the proposal to add a new storage shed at Waihou Street, Matamata.
3. Council determine to uphold the Development Contributions for Roding (\$4,277.87) for the proposal to add a new storage shed at Waihou Street, Matamata

Moved by: Cr Paul Cronin
Seconded by: Cr James P Sainsbury

CARRIED

Cr Tappin declared a Conflict of Interest and took no part in the discussion or voting in Item 7.1.

7.2 Request for Special Assessment - Longlands Freedom Village

Executive Summary

A report was brought to a Council meeting on the 13 September 2017. There was some information that came in late so it was recommended to defer the report so that there was adequate time to review all the supporting information. Further to this Council has also asked for some professional advice from an external consultant which has also been attached to this report.

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. This report seeks a decision from Council whether it wishes to enter into a special assessment process with the applicant, Longlands Land Holdings Ltd, to waive or reduce the amount of Development Contributions payable on the construction of a lifestyle village.

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.

The applicant requests that the Water, Wastewater and Rooding Development contribution be reduced by 36% due to the lower occupancy of the dwellings.

Comments

Any decisions to be applied consistently to other similar developments.

Council were advised that the fixed cost for water and wastewater is about 70%, therefore suggest that any discount be applied to the variable cost.

Rooding - reduction of 36%. So rooding charge is DC x 64%

= \$318,663

Water and Waste - to charge 70% at 100% and 30% at 64%

Water = \$582,123.72 + \$159,668.22 = \$741,791.94

WasteWater = \$801,038.15 + \$219,713.32 = \$1,020,751.47

TOTAL \$2,081,206.41 (incl GST) (not including the parks and reserves)

Three councillors agreed with the applicants request that a 36% discount be applied to the Water, Wastewater and Rooding development contributions.

COMMITTEE RESOLUTION

That:

1. Council receives the report;
2. Council wishes to enter into a special assessment with Longlands Land Holdings Ltd to reduce the water, waste and rooding development contributions for the new lifestyle village off Burwood Road in Matamata as follows;
 - i) Rooding (\$318,663) – reduction of 36%,
 - ii) Water (\$741,791.94) and Waste (\$1,020,751.47), charge 70% of development contributions at 100% and 30% at 64%.

Moved by: Cr Paul Cronin
Seconded by: Mayor Jan E Barnes

CARRIED

Crs Cornes, Hunter and Tappin recorded their votes against the resolution.
This item was taken out of order and considered after Item 7.3 and before Item 8.3

7.3 Request for Special Assessment - Mathan Ltd for additional chicken sheds on Maiseys Road, Waharoa

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. This report seeks a decision from Council whether it wishes to enter into a special assessment process with the applicant (Mathan Limited) to waive or reduce the amount of Development Contributions payable on the construction of one new Chicken Shed.

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.

The applicant requests that the Roding Development Contribution be reduced to \$1,413.17 (incl. GST) for the additional shed based on a Roding Impact Assessment Report.

COMMITTEE RESOLUTION

That:

- 1. Council receive the report; and**
- 2. Council determine to enter into a special assessment with Mathan Limited to reduce the Development Contributions for Roding based on the Roding Impact Assessment Report. The assessment has been calculated at \$1,413.17 (incl. GST) for the additional shed.**

Moved by: Cr James A F Thomas

Seconded by: Cr Paul Cronin

CARRIED

This item was taken out of order and considered after Item 7.1 and before Item 7.2

The meeting adjourned for morning tea at 10.10am and reconvened at 10.28am

8 Community Development

8.1 Role of Hauraki Gulf Forum - Formalise Council Position

Executive Summary

The purpose of this report is to formally record Council's position in relation to its preferred role for the Hauraki Gulf Forum following a Forum request to provide options into its operation under The Hauraki Gulf Marine Spatial Plan. Councillor Cronin will brief Council on this report.

COMMITTEE RESOLUTION

That:

Council formally record its position in support of the status quo, for the Hauraki Gulf Forum.

Moved by: Cr Paul Cronin

Seconded by: Cr Teena M Cornes

CARRIED

This item was considered after Item 8.3 and before Item 8.2

8.2 Waikato Regional Council Draft Implementation Plan for the Hauraki Gulf Marine Spatial Plan.

Executive Summary

The Hauraki Gulf Marine Spatial Plan – Sea Change was released in December 2016. The Waikato Regional Council subsequently drafted an implementation plan to identify actions to facilitate Sea Change and circulated it to territorial authorities for their comment. This report seeks approval for a response to the Waikato Regional Council draft Implementation Plan for Sea Change.

COMMITTEE RESOLUTION

That:

Council approve the draft response to Waikato Regional Council for their draft Implementation Plan for Sea Change - the Hauraki Gulf Marine Spatial Plan.

**Moved by: Cr Paul Cronin
Seconded by: Cr Teena M Cornes**

CARRIED

8.3 Hauraki Rail Trail Charitable Trust - Annual Report 2016-2017

Executive Summary

The purpose of the report is to receive the Annual Report for the Hauraki Rail Trail Charitable Trust.

COMMITTEE RESOLUTION

That:

- 1. The report be received.**

Moved by: Cr Adrienne J Wilcock

Seconded by: Cr Donna C Arnold

CARRIED

This item was taken out of order and considered after Item 7.2 and before Item 8.1

8.4 Health & Safety report - October 2017

Executive Summary

The health & safety report for the month of October 2017 is attached.

The H&S/Quality Manager, Sandy Barnes was in attendance to discuss the report with Council.

COMMITTEE RESOLUTION

That the information be received.

Moved by: Cr Kevin R Tappin

Seconded by: Cr Brian L Hunter

CARRIED

8.5 Chief Executive Officers Report for October 2017

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

COMMITTEE RESOLUTION

That the report be received.

Moved by: Cr Brian L Hunter
Seconded by: Cr James P Sainsbury

CARRIED

9 Urgent Additional Business
9.1 Silver Ferns Farm Event Centre

Mayor Jan Barnes read out a letter from the Trustees of the Te Aroha Event Centre Charitable Trust asking Matamata Piako District Council to waive the outstanding balance of \$199,420 having raised/donated \$2,811,050. The committee feels that “further possibilities for fundraising are pretty much exhausted”.

Councillors agreed in principle and recommended that the letter be brought with a report to the December Council meeting for final approval.

It was acknowledged that money had been set aside at the Council meeting 5 October 2016;

“Council notes that a transfer of \$1,361,000 from accumulated funds to the Community Purposes Reserve has been made at 30 June 2016 to fund any potential future shortfall in funding from that already provided in respect of the Silver Fern Farms Events Centre in Te Aroha and Matamata-Piako Civic and Memorial Centre capital projects.”

COMMITTEE RESOLUTION

THAT

- 1. the letter be received.**
- 2. The committee agree in principle that Matamata Piako District Council waive the \$199,420.00 owing.**
- 3. A report with the request be brought to the December Council meeting for approval.**

Moved by: Cr Brian L Hunter
Seconded by: Cr Teena M Cornes

CARRIED

Cr Jager left the room at 12.09pm declaring a Conflict of Interest as a member of the Te Aroha Events Centre Charitable Trust.

12.23 pm

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

DATE: 28 February 2018

CHAIRPERSON:.....

A B Tanner