
Minutes for a meeting of the Waikato District Council held in the Council Chambers, 15 Gallileo Street, Ngaaruawaahia on **MONDAY, 12 FEBRUARY 2024** commencing at **9.30am**.

Present:

Her Worship the Mayor, Mrs JA Church (Chairperson)
Cr C Beavis
Cr C Eyre (Deputy Mayor)
Cr J Gibb
Cr M Keir
Cr P Matatahi-Poutapu
Cr K Ngataki
Cr M Raumati
Cr V Reeve (*from Item 4 - 9.32am*)
Cr L Thomson
Cr P Thomson
Cr D Whyte

Attending:

Mr GJ Ion (Chief Executive)
Mr TG Whittaker (Chief Operating Officer)
Ms M May (General Manager, Service Delivery)
Mr W Gauntlett (General Manager, Community Growth)
Ms A Diaz (Chief Financial Officer)
Mr W Durning (Mayoral Strategy Manager)
Ms J Bishop (Contracts & Partnering Manager)
Ms M Wilson (Contracts & Partnering Advisor)
Ms K Ridling (Senior Solicitor)
Ms N Lee (Solicitor)
Mrs GJ Kanawa (Democracy Manager)

The Council and staff opened the meeting with a joint karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Ngataki/Gibb)

THAT the Waikato District Council accepts the apologies from:

- a. Cr E Patterson & Cr T Turner for non-attendance; and
- b. Cr Reeve for lateness.

CARRIED

WDC2402/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Agenda Item 2

Resolved: (Crs P Thomson/Beavis)

THAT the agenda for a meeting of the Waikato District Council held on Monday, 12 February 2024 be confirmed:

- a. with all items therein being considered in open meeting with the exception of those items detailed at agenda items 8, which shall be considered with the public excluded; and
- b. all reports be received.

CARRIED

WDC2402/02

DISCLOSURES OF INTEREST

Agenda Item 3

Cr Ngataki noted she would not participate in Item 6.2 as she had been nominated to replace Cr Raumati on the Risk & Assurance Committee.

CONFIRMATION OF MINUTES

Agenda Item 4

The report was received [*WDC2402/02 refers*] and no further discussion held.

Resolved: (Crs Eyre/Beavis)

THAT the Waikato District Council confirms the minutes as a true and correct record for meeting held on Monday, 18 December 2023.

CARRIED

WDC2402/03

Cr Reeve arrived at 9.32am following the above resolution.

ACTIONS REGISTER

The report was received [*WDC2402/02 refers*] and no further discussion was held.

REPORTS

Zero Harm Update

Agenda Item 6.1

The report was received [*WDC2402/02 refers*] and the following discussion was held:

- The Zero Harm Manager highlighted the positives reflected in the attached dashboard in regard to the increased trend in zero harm engagement conversations and completion of the second year of reporting against critical risks which showed a good reporting culture in place.
- It was noted workplace violence had increased which was a combination of previous unreported incidents (acceptance by staff of these behaviours) and societal changes.
- Other Councils and businesses are also experiencing unpleasant experiences in regard to workplace violence and are trying certain measures to keep staff and elected members safe.

ACTION: Refresher course for tactical safety training.

- A query was raised in regard to what mitigations we had in place for online violence/abuse towards our staff/elected members. It was noted that as part of the Work Safe, Home Safe week the two new policy/processes for dealing with this would be highlighted. These processes clearly outline what is not appropriate.
- Further concerns were raised regarding the LTP engagement and what consideration had been provided towards mitigations for staff/elected member safety.

ACTION: Risk assessment on LTP engagement would be undertaken by the Zero Harm Team and reported on with a list of mitigations at the next Council meeting.

- It was requested that all graphs on the dashboard have their related key below.
- Is someone tracking violence and aggression nationally to enable a benchmark for Council to identify how we are performing.

ACTION: Zero Harm Manager would investigate with peers what other Councils' are doing in this area to enable benchmarking.

Alterations to Governance Structure & Staff Delegations Register
Agenda Item 6.2

The report was received [*WDC2402/02 refers*] and no further discussion was held.

Resolved: (Her Worship the Mayor, Mrs JA Church/Cr Reeve)

THAT the Waikato District Council:

- a. notes the resignation of Cr Marlene Raumati from the Risk & Assurance Committee; and
- b. confirms Cr Kandi Ngataki be appointed to the Risk & Assurance Committee; and
- c. confirms the Staff Delegations Register be updated to reflect the Chief Executive's increase in delegated authority to enable authorisation of expenditure up to two (2) million dollars (\$2M).

CARRIED

WDC2402/04

ACTION: Democracy Manager to update the changes above for the Governance Structure on the Council's website.

Alterations to Annual Schedule of Meetings 2024

Agenda Item 6.3

The report was received [*WDC2402/02 refers*] and no further discussion was held.

Resolved: (Crs Ngataki/Beavis)

THAT the Waikato District Council confirms the alterations to the 2024 Annual Schedule of Meetings as follows:

- a. **Waters Governance Board meeting scheduled for Tuesday, 19 March 2024 now scheduled for Wednesday, 27 March 2024; and**
- b. **Infrastructure Committee meeting scheduled for Tuesday, 16 April to Wednesday, 17 April 2024; and**
- c. **Chief Executive Performance Review Committee meeting scheduled for Monday, 26 February to Friday, 1 March 2024.**
- d. **Long-Term Plan meetings will be altered as follows:**
 - i. **Council Meeting (Adoption of Draft LTP Budgets) – Wednesday, 21 February rescheduled to Wednesday, 28 February 2024;**
 - ii. **Sustainability & Wellbeing Committee meeting – Wednesday, 28 February rescheduled to Monday, 26 February 2024;**
 - iii. **Council Meeting (Adoption of LTP Consultation Documents) – Wednesday, 13 March rescheduled to Tuesday, 19 March 2024.**
 - iv. **LTP Hearings 6-8 May rescheduled to 14-17 May 2024.**
 - v. **LTP Deliberations 20-21 May rescheduled to 4-5 June 2024.**
 - vi. **Additional Council Meeting (Reserve Day for Adoption of LTP) – Wednesday, 26 June 2024.**

CARRIED

WDC2402/05

ACTION: Democracy Team to updated appointments in diaries and on website.

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs P Thomson/Keir)

- a. THAT the public be excluded from the following parts of the proceedings of this meeting:**

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item PEX 2 Minutes for confirmation	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 3 Actions Register		
Item PEX 4.1 Implementation of Phase 2 – Watercare Contract		
Item PEX 4.2 Options for Variation 3 to the Proposed Waikato District Plan (Decision Version)		

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:

Item No.	Section	Interest
Item PEX 2 Minutes for confirmation	Refer previous minutes for reasons for exclusion.	
Item PEX 3 Actions Register		
Item PEX 4.1 Implementation of Phase 2 – Watercare Contract	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person’s commercial position.
	7(2)(g)	To maintain legal professional privilege
	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.
Item PEX 4.2 Options for Variation 3 to the Proposed Waikato District Plan (Decision Version)	7(2)(g)	To maintain legal professional privilege

CARRIED

WDC2402/06

Resolutions WDC2402/07-WDC/2402/10 are contained in the public excluded section of these minutes.

Having concluded the public excluded meeting the following items were released into open meeting:

REPORTS (CONTINUED)

Options for Variation 3 to the Proposed Waikato District Plan (Decision Version)
PEX Agenda Item 4.2

It was resolved [*Resolution No. WDC2402/09*] during the public excluded section of the meeting that the following resolution be released into open meeting but the report remain confidential and unavailable to the public:

Resolved: (Crs Whyte/Keir)

THAT the Waikato District Council:

- a. continues to proceed with Variation 3 to the Proposed Waikato District Plan, consider the recommendations of the Independent Hearing Panel, and notify decisions by 31 March 2024; and*
- b. release the resolution to the open section of the meeting but retain the report as confidential and unavailable to the public on the basis that it is legally privileged.*

CARRIED

There being no further business the meeting was declared closed with a karakia at 11.15am.

Minutes approved and confirmed this 28th day February 2024.

JA Church
CHAIRPERSON