

Minutes for a meeting of the Waikato District Council held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaaruawaahia on **TUESDAY, 4 JUNE 2024** commencing at **9:30 AM**.

PRESENT

Mr P Stubbs (Chairperson)
Cr J Gibb
Cr E Patterson
Cr P Thomson

ATTENDING

Cr M Keir
Mr W Gauntlett (General Manager, Community Growth)
Mrs H Coalter (Growth & Analytics Manager)
Mr D Sheron (Infrastructure Development Manager)
Ms K Nicholson (Infrastructure Development Manager)
Mr P Mwene (Infrastructure Development Manager)
Ms C Wratt (Principal Planner - Contractor)

The meeting opened with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Gibb/Thomson)

THAT the Development Agreements Committee accepts apologies from:

- a. Her Worship the Mayor, Mrs JA Church & Mr G Akehurst for non-attendance.**

CARRIED

DAC20246/1

CONFIRMATION OF STATUS OF AGENDA

Resolved: (Mr P Stubbs/Cr Patterson)

THAT the Development Agreements Committee held on Tuesday, 4 June 2024 be confirmed:

- a. with all items therein being considered in open meeting with the exception of those items detailed at agenda items 7, which shall be considered with the public excluded; and**
- b. all reports be received.**

CARRIED

DAC20246/2

DISCLOSURE OF INTEREST

There were no disclosures of interest.

MINUTES FOR CONFIRMATION

Confirmation of minutes

Resolved: (Crs Gibb/Patterson)

THAT the minutes for a meeting of the Development Agreements Committee held on Tuesday, 9 April 2024 be confirmed as a true and correct record.

CARRIED

DAC20246/3

ACTIONS REGISTER

The report was received (*DAC20246/2 refers*) and the following discussion was held:

- The Growth & Analytics Manager provided an update on the User Pay framework and advised that the report from Deloitte is due to be received in the middle of June and the team are aiming towards the 1st of September as per the previous report. A template is currently being drafted up in conjunction with the Legal team but overall development on the framework hasn't moved very far as the report from Deloitte is required.

ACTION: User Pay Framework: An update to be provided at the next meeting including the report from Deloitte and the draft template that is being worked on with the Legal Team.

- It was noted that the Resource Consenting team is going through an update with new staff members however the Growth & Analytics Manager has had conversations with the new Consents Manager in regards to the infrastructure in Te Kauwhata.
- It was queried whether the team are confident that when a cost regime is introduced whether they will be able to show that the material impact on Developers will be better? It was noted that the team would like to help Developers from the very start of a project, not just the start of a consent. The team will be looking to work with developers to ensure they are consent ready and are able to proceed with Council processes. It was further noted that whilst the team can help a developer be consent ready the relevant legislation will still need to be complied with.
- It was queried whether the framework will mean that only one Planner or one Infrastructure Development Manager will oversee a whole project for the developer? It was advised that the aim is to have one person from the Growth & Analytics team working with a developer to provide advice and rather than having multiple people involved across the business.
- It was noted in relation to the Resource Consenting team that it feels as though the team are doing a great job with processing consents however the consenting system and process is laborious and drawn out. It was advised that both the Consenting team and the Growth & Analytics team need to be on the same page to mitigate any risk that would see the new system become ineffective.

ACTION: A Further conversation to be had at the next meeting with the Customer Support General Manager in attendance to discuss the services provided by both the Resource Consenting team and the Growth & Analytics team and ensuring they are in line with each other before the User Pay Framework comes into effect.

- It was queried whether the User Pay Framework will ensure customers get a consent approval or decision quickly? It was advised that the aim is to get a decision reached quickly and efficiently regardless of what that decision may be.

REPORTS

6.1 Frequency of Meetings & Delegations Register

The report was received (*DAC20246/2 refers*) and the following discussion was held:

- It was confirmed in response to a query that if an out of cycle meeting is required for the Development Agreements Committee than this can be done.

Resolved: (Mr P Stubbs/Cr P Thomson)

THAT the Development Agreements Committee recommends to Council:

- a. amends the **Governance Structure 2022-2025** to adjust the frequency of the **Development Agreements Committee** from bi-monthly to quarterly; and
- b. amends the **Delegations Register** be to extend the **Chief Executive's** delegation to including the authority to enter into a development agreement under s207A of the **Local Government Act 2002** where:
 - i. the development agreement is for the purpose of capturing development contributions that would otherwise be applicable if the development were in a development contribution catchment; and/or
 - ii. the development agreement is for the purpose of facilitating infrastructure works associated with a development where no other council process regulates the delivery of the infrastructure work

EXCLUSION OF THE PUBLIC**7.1 Exclusion of the Public**

Resolved: (Cr Patterson/Mr P Stubbs)

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 1 Minutes from meeting held on Tuesday, 9 April 2024. Item PEX 2 Actions Register		
Item PEX 3.1 Development Agreement - Completion Report May 2024	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 3.2 Development Agreement Status Update - June 2024		
Item PEX 3.3 Development Contributions Payment Plan Update - May 2024		

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
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Item PEX 1 Minutes from meeting held Tuesday, 9 April 2024.	Refer to the previous Public Excluded reason in the agenda for this meeting.	
Item PEX 2 Action Register		
Item PEX 3.1 Development Agreement - Completion Report May 2024	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a persons commercial position.
Item PEX 3.2 Development Agreement Status Update - June 2024	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a persons commercial position.
Item PEX 3.3 Development Contributions Payment Plan Update - May 2024	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a persons commercial position.

CARRIED

DAC20246/5

Resolutions DAC20246/6 to DAC20246/7 are contained in the public excluded section of these minutes.

CLOSE OF MEETING

The chairperson finished the meeting with a karakia.

There being no further business the meeting was declared closed at 11:22 am

Minutes approved and confirmed this day of 2024.

Insert name

CHAIRPERSON