

# Council Meeting

## PUBLIC BUSINESS AGENDA

A Council Meeting  
will be held in the Council Chamber,  
Torphin Crescent, Tokoroa  
on Thursday 6 December 2018  
Commencing at 9.30am

### OUR VISION

“Healthy people thriving in a safe, vibrant and sustainable community.”



## Attendees

Members	Mayor (Chairperson)	J Shattock
	Deputy Mayor (Deputy Chairperson)	J Gash
	Councillors	G Baldwin A Bell W Cook M Glucina T Lee W Machen A Ngapo-Lipscombe P Schulte H Van Rooijen
Staff	Chief Executive	B Smit
	Group Manager Assets	T Anderson
	Group Manager Regulatory	S Robinson
	Acting Group Manager Community	H Gaby
	Acting Group Manager Corporate	G Naidoo
	Communications Manager	K Fabrie
	Executive Assistant (Minutes)	J Parr

## Agenda Confirmed by:

B Smit

### Chief Executive

## Presentations

Time	Item	Business
10.00am		Forest View High School - Certificate Presentation

## Prayer

The Mayor will lead the Council in Prayer.

*RECOMMENDATIONS contained in Reports are NOT to be construed as COUNCIL DECISIONS.  
Refer to Council Minutes for RESOLUTIONS.*

## Order of Business

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1. **Apologies**
2. **Confirmation of Agenda**
3. **Leave of Absences**
4. **Conflicts of Interest**
5. **Public Forum**

## **6. Confirmation of Minutes**

### **6.1 Confirmation of Minutes - Public**

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#### **Document Information**

Report To: Council  
Meeting Date: Thursday, 6 December 2018  
Author: J Shattock  
Author Title: Chairperson  
Report Date: Tuesday, 27 November 2018

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#### **Purpose of Report**

This report is for information purposes only.  
The purpose of this report is to present past Minutes.

#### **Recommendations**

##### **Council - Thursday 15 November 2018**

###### **Public Business**

*That the Minutes of the Public Business of the Council Meeting held on Thursday 15 November 2018 are confirmed as a true and accurate record and the Recommendations therein approved.*

##### **Tirau Community Board - Tuesday 9 October 2018**

*That the Minutes of the Tirau Community Board are received for information purposes only.*

#### **Attachments**

Council Public Minutes - 15 November 2018  
Tirau Community Board Minutes - 9 October 2018

# Council Meeting

## PUBLIC BUSINESS MINUTES

A Council Meeting  
was held in the Council Chamber,  
Torphin Crescent, Tokoroa  
on Thursday 15 November 2018  
Commencing at 9.30am

### Attendees

Members	Mayor (Chairperson)	J Shattock
	Deputy Mayor (Deputy Chairperson)	J Gash
	Councillors	G Baldwin A Bell W Cook M Glucina T Lee W Machen A Ngapo-Lipscombe P Schulte H Van Rooijen
Staff	Acting Chief Executive	B Smit
	Group Manager Assets	T Anderson
	Acting Group Manager Corporate	G Naidoo
	Group Manager Regulatory	S Robinson
	Acting Group Manager Community	H Gaby
	Communications Manager	K Fabrie
	Executive Assistant (Minutes)	J Parr

The Mayor led the Council in Prayer.

### 1. Apologies

**18/335 Resolved**

**Cr Van Rooijen / Cr Gash**

*That an apology from Cr Cook for lateness be received.*

### 2. Confirmation of Agenda

There were no changes to the agenda.

### 3. Leave of Absence

There were no leave of absence requested.

#### **4. Conflicts of Interest**

There were no conflicts of interest declared.

#### **5. Public Forum**

There were four people that spoke at the Public Forum.

#### **Following the Public Forum new staff were introduced to Council:**

Anthony Momoemausu – Communications Advisor

Kiri Diamond – Strategic Policy Manager

Bevan Wright – Compliance Officer

#### **Downer Open Spaces Contract**

Scott Russell from Downers had forwarded his apologies as he was unable to attend the meeting. Jason Parry from Downer was introduced to Council. Jason is the supervisor running the team.

#### **6. Confirmation of Minutes**

##### **6.1 Confirmation of Minutes - Public**

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#### **Matters of Fact**

Cr Van Rooijen referred to his comment regarding the Environment Report under Members Information Requests. The question related to whether Council would acknowledge and take action on the report relating to the environment being overloaded by human activity.

**18/336 Resolved**

**Cr Baldwin / Cr Lee**

*That the Minutes of the Public Business of the Council Meeting held on Thursday 25 October 2018 are confirmed as a true and accurate record and the recommendations therein approved.*

#### **Matters Arising**

Cr Van Rooijen advised that he would like further discussion on the matter of electric vehicles being used as part of the Council fleet. It was suggested this could be part of a future Workshop for the 2019/20 Annual Plan. **Action**

Councillors asked for an update on the progress with tidying up the roundabout South of Tirau. **Action -** The Acting Corporate Manager advised that NZTA are undertaking this work.

**18/337 Resolved**

**Cr Lee / Cr Schulte**

*That the Minutes of the Public Business of the Tirau Community Board meeting held on Tuesday 28 August 2018 are received.*

#### **7. Reports**

##### **7.1 Mayoral Report - October/November 2018**

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The Report was taken as read.

**18/338 Resolved**

**Her Worship / Cr Gash**

*That Report No 2018-460080, Mayoral Report October/November 2018 be received.*

## 7.2 Citizenship Report

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The Report was taken as read.

A correction to the date of the ceremony under 'Background' from 30 May 2018 to 30 November 2018 was noted.

**18/339 Resolved**

**Cr Bell / Cr Machen**

*That Report No 2018-460726, Mayoral Report October/November 2018 be received.*

## 7.3 Stopping and Sale of Unformed Road Puketura

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The Report was taken as read.

The Legal Services Administrator advised that the road is not used by the public and that the owner of the adjoining land has indicated they would like to purchase it.

Cr Baldwin queried why the valuation price was not in the report and asked if this could be considered in the future.

Cr Van Rooijen queried where the proceeds from the sale are go to and was advised that any sales go into a reserve fund to purchase other land and buildings in the future.

**18/340 Resolved**

**Cr Gash / Cr Bell**

1 *That Report No 2018-459826, Stopping and sale of unformed Road Puketurua, be received.*

2 *That the stopping process for the Rural Unformed Road situated between Huihuitaha Road and old Taupo Road at Pukeurua commence under Schedule 10 of the Local Government Act 1974 and agreements for sale are negotiated with the adjoining owners.*

*All in favour / carried*

## 7.4 Leith Place Re-development Update

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The Report was taken as read.

Her Worship referred to her interview on Raukawa Radio the previous day where she had spoken about the Leith Place redevelopment and apologised to Council that she had not alluded to the fact that no decision had been made at that time.

The Acting Chief Executive advised that four options were outlined in the report as a result of the cost forecast overrun of \$852,000. This is a significant issue for Council and the community.

There was in-depth discussion from Councillors and the following comments were noted.

- Despite the outcome the civil works will still need to be carried out.
- Councillors felt strongly that a new modern toilet block was still needed.
- At the time of the formal consultation a clear design was agreed with a space that indicated something would be done there however, the building has always been the most controversial part of the project.
- Still need to have an iconic 'wow' space to pull people off the highway.
- I-Site – how do we provide information to the district? Is it through a building or technology? We need to go back to objectives and see how we can achieve them.
- Need to take a step back and listen to what the community has to say about the space.
- There are a lot of pressures on rate payers at the moment.



- Cost of the project to date has been \$496,564.55. This includes tree removal, SH1 one laning, building consent, temporary I-site, project management, design, review of civils, quantity survey and traffic engineering.
- Good support was received from businesses for the project.
- Removal of trees has opened up Leith Place and made it more attractive. It is now visible to passing traffic.
- The project has already been around for many years, we need to get on with it.
- After a long period of decline in the district the town is now re-generating and moving forward.
- Need to attract businesses and people and turn the town centre into a fantastic place.

**18/341 Resolved**

**Her Worship / Cr Machen**

- ~~1. That Report No 2018-460616, Leith Place Development Update, be received.~~
- ~~2. That the civil work in Leith Place that has been consulted on will be continued but no new building is to be built at this stage and the toilets will be demolished with the Information Centre.~~
- ~~3. A new concept plan for toilets is to be presented to elected members by 31 March 2018.~~

Four voted in favour / six against – **Motion lost.**

**18/342 Resolved**

**Cr Schulte / Cr Baldwin**

1. That Report No 2018-460616, Leith Place Development Update, be received.
2. That Option 1 - to continue with the original Leith Place Development project which will require extra funding of \$852,000, be approved.

Six voted in favour / five voted against - **Motion carried**

The following elected members asked for their votes against the resolution to be recorded – Councillors Glucina, Ngapo-Lipscombe, Van Rooijen, Machen and Her Worship.

**8. Members Information Requests**

Cr Van Rooijen asked for an update on residential valuations. The Acting Chief Executive advised that these are now available on line. Communications have gone out through the media and valuations are available on the Council Website.

Cr Van Rooijen asked for an update on the relationship with our Sister City. Her Worship advised that she will be attending a meeting at the Chinese Consulate with the Economic Development Manager at the end of November. Her Worship also advised that two visits have been held with delegations from the Sister City.

**9. Public Excluded—Resolution to Exclude the Public**

Section 48, Local Government Official Information and Meetings Act 1987.

**18/343 Resolved**

**Cr Machen / Cr Lee**

1. That the Council Public Excluded Business will commence at the conclusion of the Community and Assets Public Excluded Business.
2. 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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution</b>	<b>Ground(s) Under Section 48(1) for the passing of the resolution</b>
<i>Council - 25 October 2018 Public Excluded</i>	<i>Reason(s) for excluding the public are recorded in the Public Minutes of the Meeting 25 October 2018.</i>	<i>The public conduct of this part of the meeting would be likely to result in the disclosure of information for which there is good reason for it being withheld. Section 48(1)(a)</i>
<i>Solid Waste Consultation Summary</i>	<i>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to maintain the effective conduct of public affairs through the free and frank expression of opinions by, or between, or to members or officers or employees of any local authority, or any persons to whom section 2(5) of the Local Government Official Information and Meetings Act 1987 applies, in the course of their duty – Section 48(1)(a); Section 7 (2)(f)(i)</i>	<i>The public conduct of this part of the meeting would be likely to result in the disclosure of information for which there is good reason for it being withheld. Section 48(1)(a)</i>

*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.*

The meeting closed at 11.15 am.

J Shattock

**MAYOR**

# Tirau Community Board Meeting

## PUBLIC BUSINESS MINUTES

A Tirau Community Board Meeting  
was held in the Tirau War Memorial Hall,  
Main Road, Tirau  
on Tuesday 9 October 2018  
Commencing at 5.30pm

### Attendees

Members	Chairperson	C Robinson H Blair S Burling-Claridge
	Council Representative Councillor Her Worship the Mayor	P Schulte A Ngapo-Lipscombe J Shattock
Staff	Acting Chief Executive Acting GM Assets Economic Development Manager Marketing Officer Executive Assistant	B Smit G Naidoo Paul Bowden Andrew Chapman J Parr

### 1. Apologies

**T18/46 Resolved**

**C Robinson / S Burling-Claridge**

*Apologies were received from Mr Clive Collingwood (leave of absence and the Acting Chief Executive for lateness.*

The Chairperson gave a special welcome to the Hon Louise Upston who was attending the meeting for the SH1 Expressway discussion, Cr Ngapo-Lipscombe and Ms Holly Blair the new Community Board member.

### 2. Confirmation of Agenda

**T18/47 Resolved**

**C Robinson / S Burling-Claridge**

*That the agenda as circulated be confirmed.*

### 3. Leave of Absence

There were no leave of absence requested.

#### **4. Conflicts of Interest**

No conflicts of interest were declared.

#### **5. Public Forum**

Mr Kevin Slater raised concern that issues (service requests) he had raised at the last Public Forum had not been actioned.

The Southtech Manager responded to advise that all matters have now been addressed:

- The owner of Ronnie's who has been parking on the berm has been spoken to on two occasions and will be ticketed if he continues to do so.
- The topsoil on the berm is being addressed through Downers.
- The damage to the footpath has been addressed.
- The truck sign had been removed because it was on a service lane. A sign will be erected on the BP side.

#### **6. Confirmation of Minutes**

##### **6.1 Confirmation of Minutes**

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#### **Matters of Fact**

There were no matters of fact.

#### ***T18/48 Resolved***

***C Robinson / P Schulte***

1. *That the Minutes of the Public Business of the Tīrau Community Board Meeting held on Tuesday 28 August 2018 are confirmed as a true and accurate record and the Recommendations therein approved.*
2. *That the Action Sheet, as attached, be received.*

#### **Matters of Arising**

There were no matters arising.

#### **7. Reports**

##### **7.1 Member's Declaration**

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The report was taken as read.

Her Worship welcomed Ms Holly Blair to the Tīrau Community Board and Ms Blair was sworn in.

#### ***T18/49 Resolved***

***C Robinson / P Schulte***

*That Report No 2018-451491, Member's Declaration, be received.*

## 7.2 Resource Consent Report - 17 August to 30 September 2018

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The report was taken as read.

**T18/50 Resolved**

**C Robinson / P Schulte**

*That Report No 2018-456520, Resource Management Report – 17 August to 30 September 2018, be received.*

## 7.3 SH1 Expressway

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The report was taken as read.

Ms Upston advised that she would be meeting with NZTA the following day and was asking for feedback from the Board to take to that meeting. She will be raising with NZTA that there have already been significant increases in traffic through Tīrau as a result of the Tauranga Port Road and Hobbiton, that there have been significant fatalities in the area and the small amount of safety work that is planned to be carried out will not be enough. She advised the Board that although the road had been planned and everything finalised the change of Government meant a change of priorities and the funding is now going into other areas.

The Southtech Manager commented that although the safety improvements that were already committed to are happening now, Council does not believe that these are sufficient. Safe crossings and signage will be a priority and there is a need to be able to manage traffic to enable good access on and off the road. There is an intention to narrow the road going into Tīrau and add planting to make traffic slow down before vehicles enter the town - the environment needs to suit the speed. He also commented that signage can be implemented within the next couple of months.

Ms Upston was asked to discuss at the NZTA meeting the need for a parking median before a turning area into Hillcrest and Rose Streets. The Southtech Manager will forward to Ms Upston the turn in area from Ms Judith Makinson's plan. There is also a recommendation in the report around speed. **Action - Southtech Manager**

Representatives from Downers were also present at the meeting and commented that signage was important to slow down vehicles before vehicles hit the built up area in Tīrau.

Mayor Jenny commented that a combined concerted effort will be required at all levels to start making some inroad into the traffic issues.

The Southtech Manager suggested to initially have a Workshop with the Board before going to Council and then going to NZTA to see what can be fast tracked. He commented that if there is a good business case Council will be able to get funding. He also suggested having another look at the Traffic Management Plan to see what has already been done.

The Acting Chief Executive advised that the Community Planning Manager will be having a conversation with the Board around updating the Concept Plan. Although the current plan is okay it just needs a few tweaks.

The Chairperson commented that time is of the essence as the Waikato expressway is due to be completed in two years and there is every chance it could be completed six months earlier.

Discussion followed on the plans for the railway walkway, domain access and railway crossing. Money has been set aside but there is a need to look at sensible options and then determine how long this will take.

The design for the crossing was done by Kiwi Rail but only half the job has been done so a meeting with Kiwi Rail is to be set up. Ms Louise Upston asked to be kept updated on progress on this. **Action - Southtech Manager**

Ms Upston distributed a survey for local businesses to get broader feedback and advised that this could also be completed on-line. She also advised that another coffee morning will be set up for Tīrau and will be advertised on the Tīrau Community Board Facebook page.

**T18/51 Resolved**

**C Robinson / P Schulte**

*That report No 2018–456501, SH1 Expressway, be received.*

#### **7.4 Tīrau Community Board Meeting Dates - 2019**

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The report was taken as read.

**T18/52 Resolved**

**C Robinson / P Schulte**

1. *That Report No 2018–456414, Tīrau Community Board Meeting Dates - 2019, be received.*
2. *That the scheduled meeting dates for 2019 be adopted.*

### **8. Members Information Requests**

The Economic Development Manager and Marketing Officer were welcomed to the meeting.

They commented that they are looking at how to bring a point of focus to Tīrau as the town has an exciting future from a commercial perspective with a lot of potential and from an economic development point of view there are a lot of big opportunities. A few projects are currently being worked on and they updated the Board on SWEAP (Southern Waikato Economic Action Plan) which is a joint strategy between South Waikato, Waitomo and Otorohonga where we can collaborate and work together. The prime work is around tourism and the work will be completed by February next year.

They are also working on the Southern Waikato Economic strategy - specifically for the South Waikato. This will give a distinct understanding of each community on how we leverage opportunities and attract other businesses and new residents. This is being done for all the communities. They will report back in February.

They also advised that new district signage has now gone in around all boundary entrances to the district.

The Marketing Officer advised he is working on a business attraction website. Along with this he is also doing market research. The website should be completed at the end of January.

They commented that there is a lot of exciting work going on and they are keen to understand from the Board what is important to them to build the community and make it more successful as Tīrau has an exciting future ahead if the right investments are made now. They would also welcome any feedback from the community:

- The Chairperson commented that Tīrau used to have fantastic boutique shops and it would be great to get these back again. She also commented that a social media entry was needed for photo opportunities that capture Tīrau.
- Her Worship advised that the gentleman who owned the Sheep wanted to name it. This got a lot of hype going but it went away. This could be looked into - using the iconic Sheep and Lamb.
- Tīrau used to be an events place, every month there was something on with regular events in the weekend. It was suggested looking at major events being held in Rotorua and Taupo and doing smaller events to coincide with these to capture the through traffic.

- Ms Upston said that it is very important to get an ATM back in Tīrau especially if you want to attract overseas tourists to stop and the community will have to fight to get it back. The Economic Development Manager commented that this is on the list to be looked at.
- The Chairperson commented that she is worried about what is in Tīrau for locals.
- The Marketing Officer also advised that he would be starting up a Tīrau Business Facebook page. The Acting Chief Executive commented that this would be a good catalyst for creating a business association community.

The Chairperson thanked Cr Ngapo-Lipscombe for attending the meeting and commented that she would like to see more Councillors attending as they do represent the South Waikato.

Cr Ngapo-Lipscombe responded that Tīrau has always been a significant part of the South Waikato and that Her Worship is always very clear that they are Councillors for the entire district. Councillors are inclusive and Tīrau is very much a part of the decisions that they make.

Hohepa attended the meeting and the Chairperson advised that he had been given an award at the Community Awards night. Unfortunately he was unable to attend but she will arrange to have the award for the next meeting so it can be presented to him. **Action - Chairperson**

It was advised that the next Council meeting will be held in Tīrau on 25<sup>th</sup> October - a reminder for anyone interested in attending.

**The meeting closed at 7.18 pm**

**The next meeting will be held on 20 November 2018**

C Robinson  
**CHAIRPERSON**

## **7. Reports**

### **7.1 Mayoral Report - November 2018**

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#### **Document Information**

Report To:	Council
Meeting Date:	Thursday, 6 December 2018
Author:	J Shattock
Author Title:	Mayor
Report Date:	Monday, 26 November 2018

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#### **Purpose of Report**

This report is for information purposes only.

To inform Councillors of appointments and fund allocations undertaken during the month.

#### **Background**

The issues discussed in this report are aligned with the Council vision, community outcomes and Council policies but are currently not included in the Council Strategy.

#### **Tuesday 6 November**

Met with Raewyn Thorne from PIP  
Attended Leith Place design meeting  
Attended Firestation Activate & Incubate graduation evening

#### **Wednesday 7 November**

Raukawa Radio interview  
Met with David Sadler  
Attended Putāruru Senior Prizegiving – awarded Mayoral Scholarship  
Attended Forest View High Prizegiving

#### **Thursday 8 November**

Met with Ken Reid  
Met with Cr Schulte  
Attended LGNZ CE recruitment workshop

#### **Friday 9 November**

Conducted final CE interviews

#### **Saturday 10 November**

Attended Putāruru Volunteer Fire Brigade Honours evening

#### **Sunday 11 November**

Attended Armistice Day celebrations

#### **Monday 12 November**

Attended LGNZ Good Employer Governors' webinar



**Tuesday 13 November**

Attended Rangiura Board meeting  
Met with Matt Clement re Putāruru Growth Plan

**Wednesday 14 November**

Raukawa Radio interview  
Attended Tīrau Our Neighbourhood Party

**Thursday 15 November**

Chaired Council meeting  
Attended Community & Assets meeting  
Attended Workshop  
Met with Matthew Cooper from Sport Waikato  
Attended South Waikato District Sports Awards

**Monday 19 November**

Attended Rangiura Residents meeting  
Attended Civil Defence Emergency Management meeting

**Tuesday 20 November**

Met with Geoff Addison  
Met with SWIFT Board  
Attended Leith Place design meeting  
Attended Tīrau Community Board meeting

**Wednesday 21 November**

Raukawa Radio interview  
Met with Colin Drane  
Attended TCOSS Board meeting  
Attended Iwi engagement meeting  
Met with Barbara Lewis  
Attended Putāruru College Supporters evening

**Thursday 22 & Friday 23 November**

Attended Rural & Provincial meeting in Wellington

**Saturday 24 November**

Attended Flying NZ Central rally

**Monday 26 November**

Hosted CE Welcome  
Attended Waterpark Upgrade session  
Attended Lions Club Calf dinner

**MAYORAL FUND**

\$2,000.00	Tokoroa Sports Fishing Association	Take a Kid Fishing
\$735.00	Geoff Addison	Supply of wooden bowls for Mayoral gifts

**Recommendation**

*That Report No 2018-462240, Mayoral Report November 2018, be received.*

## 7.2 Abandoned Land Sale 15 Nevis Crescent, Tokoroa

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### Document Information

Report To:	Council
Meeting Date:	Thursday, 6 December 2018
Author:	Vikki Moore
Author Title:	Legal Services Administrator
Report Date:	Monday, 26 November 2018

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### Purpose of Report

This report is for information purposes only.

The purpose of the report is to inform Council of the decision of the District Court in regard to an application for the property at 15 Nevis Crescent Tokoroa to be declared abandoned.

### Background

The issue discussed in this report is aligned with the Council vision, community outcomes and Council policies but is currently not included in the Council Strategy.

There are significant rates and penalties outstanding on the property, which date from the 2009/2010 rating year.

The property at 15 Nevis Crescent Tokoroa, is owned by an Australia company FINCHOICE PTY LIMITED, which has been removed from the Australian Register.

Council had previously attempted to have the property transferred into Council's name via ASIC (Australian Securities & Investments Commission). Land Transfer declined the transfer because the New Zealand Legislation in this case only applies to New Zealand statutes.

### Issues

This left Council in a position where there were only two options available to try and recover the rates on the property.

The first was applying to the Courts for a Rating Sale under Section 68 of the Local Government (Rating) Act 2002. This is a High Court action and involves a longer time frame.

The Second option was to apply to the District Court for the property to be declared abandoned under Section 77 of the Act, as it is believed that all the conditions were fulfilled and the process was less involved and costly.

### Discussion

An application was made to the District Court under Section 77 of the Local Government (Rating) Act 2002 for the property to be declared abandoned and authorising the Council to sell or lease it.

An order was made on 9 November 2018 by the District Court Judge that declared the land abandoned and that South Waikato District Council is authorised to sell or lease it.

Section 79 of the Act describes how the land is to be sold.

79(1) A sale or lease of abandoned land must be by public auction or public tender.

Council will start the process of sale by public tender as soon as possible.

### Recommendation

*That Report No 2018-462317, Abandoned Land Sale 15 Nevis Crescent, Tokoroa, be received.*

### 7.3 Local Government 2019 Triennial Election Timetable

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#### **Document Information**

Report To: Council  
Meeting Date: Thursday, 6 December 2018  
Author: Ben Smit  
Author Title: Chief Executive  
Report Date: Monday, 26 November 2018

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#### **Purpose of Report**

This report is for information purposes only.

To provide Elected Members with the Local Government 2019 Triennial Election Timetable for their information.

#### **Recommendation**

*That Report No 2018-461980, Local Government 2019 Triennial Election Timetable, be received.*

#### **Attachments**

Local Government 2019 Triennial Election Timetable

## LOCAL GOVERNMENT 2019 TRIENNIAL ELECTION TIMETABLE 12 OCTOBER 2019

15-16 October 2018	SOLGM Electoral Officer Training Forum
On/after Friday 1 February 2019	Declaration of electoral officer (sec 14, LEA)
Saturday 2 March 2019 – Tuesday 30 April 2019	Ratepayer roll enrolment confirmation forms issued (reg 16, LER)
Saturday 2 March 2019 – Saturday 6 July 2019	Preparation of ratepayer roll (reg 10 LER)
Monday 11 March 2019	EC questionnaire sent to electoral officers
Monday 8 April 2019	EC questionnaire due
Wednesday 10 April 2019	LGC final representation review decisions (sec 19R LEA)
May 2019	Regional Electoral Officers Fora National ratepayer roll qualifications and procedures campaign (sec 39 LEA)
Wednesday 8 May 2019	EC test data sent to electoral officers
Monday 1 July 2019	EC enrolment update campaign commences
Sunday 7 July 2019	Residential electoral roll closes (reg 10 LER)
From Monday 8 July 2019	Receive residential roll data from EC
Monday 8 July 2019 – Wednesday 17 July 2019	Compile preliminary electoral roll (sec 38 LEA)
Say Wednesday 17 July 2019 (no later than Friday 19 July 2019)	Public notice of election, calling for nominations, roll open for inspection (sec 42, 52, 53 LEA)
<b>Friday 19 July 2019</b>	<b>Nominations open/roll open for inspection (sec 42 LEA)</b>
Not later than Wednesday 31 July 2019	Appointment of Justice(s) of the Peace
<b>Fri 16 August 2019</b>	<b>Nominations close (12 noon)/ roll closes (sec 5 LEA, reg 21 LER)</b>
Not later than Monday 19 August 2019	Resolution to be passed on optional order of candidate names on voting paper (reg 31 LER). If pseudo-random order chosen, information required to be included in public notice under sec 65(1), LEA
Say Wednesday 21 August 2019 (or as soon as practicable)	Public notice of day of election, candidates' names (sec 65, LEA)
Not later than Friday 23 August 2019	Receive final data from EC
Not later than Saturday 31 August 2019	Ratepayer roll insert with rates notice (sec 39 LEA)
Not later than Monday 16 September 2019	Electoral officer certifies final electoral roll (sec 51, LEA, reg 22, LER)
Friday 20 September 2019	EC letter sent to unpublished roll electors
<b>Friday 20 September 2019 – Wednesday 25 September 2019</b>	<b>Delivery of voting documents (reg 51, LER)</b>
Friday 20 September 2019 – Saturday 12 October 2019	Progressive roll scrutiny (sec 83, LEA) Special voting period (sec 5, LEA, reg 35, LER) Early processing period (sec 80 LEA)
Not later than 12 noon, Friday 11 October 2019	Appointment of scrutineers (sec 68, LEA)
<i>continues over page</i>	

Saturday 12 October 2019	<b>Election day</b> (sec 10, LEA) Voting closes 12 noon – counting commences (sec 84, LEA), progress/preliminary results available as soon as practicable after close of voting (sec 85, LEA, reg 80A, LER)
PM Saturday 12 October 2019 – Thursday 17 October 2019	Official count (sec 84, LEA)
Thursday 17 October 2019 – Wednesday 23 October 2019 (or as soon as practicable)	Declaration of result/public notice of results (sec 86, LEA)
December 2019 (TBC)	Electoral Officer Debrief Forum
Mid December 2019 (depends on date results published)	Return of election expenses forms (sec 112A, LEA)

EC = Electoral Commission LGC = Local Government Commission LEA = Local Electoral Act 2001  
LER = Local Electoral Regulations 2001 Prepared by Dale Ofoske SOLGM Electoral Subcommittee, August 2017

## 8. Members Information Requests

## 9. Public Excluded—Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987.

### Recommendations

1. *That the Council Public Excluded Business will commence at the conclusion of the Finance, Audit and Risk Public Excluded Business.*
2. *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:*

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution</b>	<b>Ground(s) Under Section 48(1) for the passing of the resolution</b>
<i>Council - 15 November 2018 Public Excluded</i>	<i>Reason(s) for excluding the public are recorded in the Public Minutes of the Meeting 15 November 2018.</i>	<i>The public conduct of this part of the meeting would be likely to result in the disclosure of information for which there is good reason for it being withheld. Section 48(1)(a)</i>
<i>Assignment of Rail Terminal Management Agreement</i>	<p><i>This report is <b>CONFIDENTIAL</b> in accordance with section 46A(8) and 46A(9) of the Local Government Official Information and Meetings Act 1987, being a report that the Chief Executive of the South Waikato District Council reasonably expects will be discussed with the public excluded.</i></p> <p><i>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist– Section 48(1)(a);</i></p> <p><i>Unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information; Section 7(2)(b)(ii)</i></p>	<i>The public conduct of this part of the meeting would be likely to result in the disclosure of information for which there is good reason for it being withheld. Section 48(1)(a)</i>

*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.*



## Council Outcomes

**Growth** - Activities and strategies that facilitate sustainable economic growth and lift community pride.

**Resilience** - A resilient district with good infrastructure, services, a sound financial position, rates affordability and a healthy environment that has the ability to anticipate, resist, respond to and recover from significant change or events.

**Relationships** - Strong relationships with Iwi and Māori, Pacific Peoples and community and business groups that can achieve growth and a resilient community.