

# COMMITTEE MINUTES



**Committee:** Strategic Planning and Policy Committee  
**Time:** 9.00am  
**Date:** Monday 20 May 2024 and Tuesday 21 May 2024  
**Venue:** Council Chambers, Waipā District Council  
101 Bank Street, Te Awamutu

## PRESENT

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### Chairperson

EM Stolwyk

### Members

Her Worship the Mayor SC O'Regan, AW Brown, LE Brown, PTJ Coles, RDB Gordon (joined the meeting at 11.10am), ML Gower, MG Montgomerie, DM Morgan, MJ Pettit, CS St Pierre, BS Thomas, B Harris- Te Kanohi

*Opening Karakia – Committee Member Harris*

Committee Members and staff stood for a minute's silence to acknowledge the passing of Alan Empson.

## 1 APOLOGIES

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### RESOLVED

2/24/31

*That the apology for lateness from Councillor Gordon be received.*

Councillor L Brown / Councillor Morgan

## 2 DISCLOSURE OF MEMBERS' INTERESTS

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Mayor O'Regan – Sport Waikato.

Councillor L Brown – Te Awamutu and Kihikihi Community Board and Cambridge Community Board funding for ANZAC day and Armistice funding.

Councillor Coles - Cambridge Community Board and Cambridge Safer Community Charitable Trust.

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Councillor St Pierre -Taiea te Taiao and Waikato Screen.

Councillor St Pierre requested that it was noted that she is a member of the Pirongia Ward Committee. However, she abstained from the decision of the Pirongia Ward Committee to make a submission to the Enhanced Annual Plan

Councillor Thomas – requested that it was noted that he is a member of the Te Awamutu and Kihikihi Community Board and the Pirongia Ward Committee. However, he abstained from the decision of the Te Awamutu and Kihikihi Community Board and the Pirongia Ward Committee to make a submission to the Enhanced Annual Plan.

Councillor Montgomerie – requested that it was noted that he is a member of the Cambridge Community Board. However, he abstained from the decision of the Cambridge Community Board to make a submission to the Enhanced Annual Plan.

Chairperson Stolwyk read out the following statement from Councillor Gordon in his absence:

I have a conflict of interest with the submission of Grey Power Cambridge. As treasurer and a member of the governing committee, I was complicit in the decision and approval of the organisation’s submission which reflects Grey Power Cambridge’s advocacy manifesto produced in 2021.

The second is a matter of pre-determination on the issue of the Cambridge i-Site funding. I am on public record in the media as voting against the removal of funding of the i-Sites. I have also been vocal in community comment to encourage submissions on the matter.

### 3 LATE ITEMS

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Nil

### 4 CONFIRMATION OF ORDER OF MEETING

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**RESOLVED**

2/24/32

*That the order of the meeting be confirmed.*

Mayor O’Regan / Councillor St Pierre

# COMMITTEE MINUTES



## 5 FEES AND CHARGES 2024/25 HEARINGS

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The purpose of this report was to support the hearing of submissions on Waipā District Council's Draft Schedule of Fees and Charges 2024/25.

Chairperson Stolwyk granted the submitter 10 minutes speaking rights including questions from the Committee.

The following organisation spoke to their submission:

Alcohol Healthwatch - Andrew Galloway & Jennifer Lamm via Zoom

### **RESOLVED**

2/24/33

*That the Strategic Planning and Policy Committee*

- a) *Receives the report of Melissa Russo, Manager Strategy titled 'Fees and Charges 2024/25 Hearings' (document number 11218659); and*
- b) *Hears the verbal submission of Alcohol Healthwatch (submission 556) on the Fees and Charges 2024/25 and supporting information.*

Councillor Pettit / Councillor Thomas

## 6 2024/25 ENHANCED ANNUAL PLAN HEARINGS

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The purpose of this report was to support the hearing of submissions on Waipā District Council's 2024/25 Enhanced Annual Plan Consultation Document and supporting information.

Chairperson Stolwyk granted each submitter 10 minutes speaking rights including questions from the Committee.

The following organisations and individuals spoke to their submissions:

Sport Waikato – Matthew Cooper and Hadon Westbury

Cambridge Community Board – Chairperson Jo Davies Colley

Waikato and Hamilton Tourism – Nicola Greenwell and Steve Gow

Te Awamutu and Kihikihi Community Board – Chairperson Ange Holt

Pirongia Ward Committee – Ruth Webb (Via Zoom)

Hamilton Regional Airport – Mark Morgan

Destination Cambridge – Lucy Young and Ruth Crampton

Cambridge Town Hall Trust – Kirsty Johnson and Simon Brew

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[The meeting adjourned at 10.42am and reconvened at 11.10am]

[Councillor Gordon joined the meeting at 11.10am]

[Councillor Montgomerie rejoined the meeting at 11.17am]

Destination Te Awamutu – Shane Walsh

Te Awamutu Chamber of Commerce – Shane Walsh

Waikato Screen – Tracy Hampton (Via Zoom)

Creative Waikato – Dr Jeremy Mayall

Pirongia Heritage and Information Centre – Marilyn Yeates, Charlie Coles and Jenny Mortland

[Councillor Morgan left the meeting at 12.01pm and rejoined the meeting at 12.04pm]

Cambridge Safer Community Charitable Trust – Eileen Hawkins

Leamington Rugby Sports Club – Steve Kidd, Garry Thomas and Bruce Cahalane

Te Awamutu AFC Incorporated – Simon Brdanovic (via Zoom) and Sean Stringfellow in person

[The meeting was adjourned at 12.44pm and reconvened at 1.25pm]

Thriving Communities Collaboration – Harvey Brookes and Holly Snape

Askel Bech

Antanas Procuta

Phil MacKay

Taisha Music Enterprises – Taisha Tari

Peter Fulton

Sharon Stirling

Tayla McHardie

Tom Davies via Zoom

[The meeting adjourned at 2.52pm and reconvened at 3.20pm]

Kira Krieg

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Brian Winter – (Via Zoom)

James Parlane

Robert McQueen

Jennie Gainsford

## **RESOLVED**

2/24/34

*That the Strategic Planning and Policy Committee*

- a) *Receives the report of Melissa Russo, Manager Strategy titled '2024/25 Enhanced Annual Plan hearings' (document number 11202233); and*
- b) *Hears the verbal submissions on the 2024/25 Enhanced Annual Plan Consultation Document and supporting information.*

Councillor St Pierre / Councillor Montgomerie

## **7 EXTENSION OF THE MEETING BEYOND 6 HOURS**

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This item was taken at 2.33pm after submitter Sharon Stirling and before submitter Tayla McHardie.

## **RESOLVED**

2/24/35

*That it is acknowledged that the hearings for the 2024/25 Enhanced Annual Plan will continue beyond 6 hours.*

Mayor O'Regan / Councillor Gordon

## **8 ADJOURNMENT OF MEETING**

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## **RESOLVED**

2/24/36

*The Strategic Planning and Policy Committee adjourns until 9am on Tuesday 21<sup>st</sup> May 2024.*

Committee Member Harris/ Councillor L Brown

*Closing Karakia – Councillor Morgan*

[The meeting was adjourned at 4.12pm]



# COMMITTEE MINUTES



**RECONVENED TUESDAY 21 MAY 2024 – 9.00AM**

## **PRESENT**

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### **Chairperson**

EM Stolwyk

### **Members**

Her Worship the Mayor SC O’Regan (via Zoom), AW Brown, LE Brown, PTJ Coles, RDB Gordon (via Zoom), ML Gower, MG Montgomerie, DM Morgan, MJ Pettit, CS St Pierre, BS Thomas, B Harris- Te Kanohi

*Opening Kakakia – Councillor Morgan*

## **8 APOLOGIES**

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There were no apologies.

## **9 FEES AND CHARGES 2024/25 DELIBERATIONS AND ADOPTION**

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The purpose of this report was to enable deliberations and adopt the Draft Schedule of Fees and Charges 2024/25.

Manager Strategy, Melissa Russo provided an overview of the report, including staff commentary and recommendations on each Fees and Charges topic.

The Committee sought clarification regarding Titanium Park wastewater charges and agreed that an internal meeting would be arranged with affected parties, staff and elected members to discuss further. Manager Strategy, Melissa Russo clarified this matter would be covered during the Enhanced Annual Plan deliberations due to the wastewater charge being a targeted rate.

The Committee requested an update on LIM reports being automated with feedback to also go back to those submitters that had raised this matter in their submissions.

Ms Russo also advised the Committee that staff were looking at a wholesale review of fees and charges alongside the next Long Term Plan.

### **RESOLVED**

2/24/37

*That the Strategic Planning and Policy Committee*

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- a) **RECEIVES** the report of Melissa Russo, Manager Strategy, titled 'Fees and Charges 2024/25 Deliberations and Adoption' (document number 11219439); and
- b) **CONSIDERS** verbal and written submissions received on the Draft Schedule of Fees and Charges 2024/25 (Appendix 1, document number 11224950); and
- c) **APPROVES** amendments to the Draft Schedule of Fees and Charges 2024/25 as included in the Schedule of Fees and Charges 2024/25 – post consultation draft (Appendix 2, document number 11112185) to incorporate changes as a result of submissions received and staff recommendations as detailed in this report; and
- d) **ADOPTS** the Schedule of Fees and Charges 2024/25 (Appendix 2, document number 11112185), to take effect from 1 July 2024; and
- e) **DELEGATES** to the Group Manager Strategy authority to make any final minor editorial amendments to the 'Schedule of Fees and Charges 2024/25' (Appendix 2, document number 11112185).

Councillor Pettit / Councillor St Pierre

## 10 2024/25 ENHANCED ANNUAL PLAN DELIBERATIONS

The purpose of this report was to enable deliberations on Waipā District Council's 2024/25 Enhanced Annual Plan.

Manager Strategy, Melissa Russo provided a high-level summary of submissions received on topic one of the Enhanced Annual Plan – Do we have the balance right?

The Committee acknowledged the number of submissions made on the cycleway projects and commented that the reason that a commitment was made to three larger projects was due to the significant funding support received by Central Government of \$12.7 million, with a further council contribution of \$5.3 million. This equated to a total \$18 million in assets for the community. It was noted that the cycleway projects had been made a priority due to the funding having to be spent by 30 June 2024. It was also noted that local contractors were used on the work required for the cycleway projects.

The Committee acknowledged that the 14.8 percent rate increase was a hard decision to make but wanted to reassure the community that staff had looked at all budgets, and that cost savings that could be made have been made.

Ms Russo provided a high-level summary of topic two of the Enhanced Annual Plan – Should we demolish the Cambridge Water Tower? Ms Russo advised the Committee



that 62 percent of submitters wanted the water tower removed with 38 percent of submitters wanting the water tower restored.

After discussion the Committee agreed that Council should proceed with the Cambridge Water Tower option 1 which is removal, but to progress an application for a resource consent for demolition, while maintaining an open mind to alternatives, and with any further progression past obtaining resource consent to be subject to approval by the Committee, potentially through the 2025-34 Long Term Plan process.

[The meeting adjourned at 9.58am and reconvened at 10.15am]

Deputy Chief Executive and Group Manager Business Support, Ken Morris provided the Committee with a financial update.

Mr Morris clarified under the staff comments and recommendations with regards to i-Site funding, that if Council wished to fully restore funding for both i-Sites to the 2023/24 level, there would be an increase in rates of 0.32 percent. Mr Morris advised however, that both i-Sites were collectively seeking \$120,000 in funding and with this being a lesser amount to the full restoration of funds this would result in an increase in rates of 0.14 percent.

Mr Morris advised an overall increase in the forecast capital expenditure for the 2024/2025 year of \$5.5 million due to recent changes to projected capital expenditure, in particular in waters services for the 2024/2025 year.

Mr Morris also discussed debt capacity including debt headline considerations and updated the Committee that the debt to revenue headline metric for the 2024/25 Enhanced Annual Plan now provided \$14.9 million of buffer. Mr Morris clarified that on this basis there was effectively no capacity for additional capital expenditure nor capacity for a decline in revenue.

Mr Morris highlighted to the Committee the staff recommendation to increase the Cambridge Town Hall operational funding by \$103,000 and to re-introduce \$7,500 of funding to Cambridge Community Board for ANZAC day.

The Committee sought clarification on how staff would report back to them with forward projections for the debt to revenue headline metric. Mr Morris advised that a live spreadsheet had been developed to enable reporting back to Elected Members as required and that an update would be presented to the Audit and Risk Committee each quarter.

The Committee deliberated on the i-Sites funding matter and agreed to a one year grant of \$30,000 (excluding GST) to both Destination Cambridge and Destination Te



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Awamutu on the condition they maintained their current online presence with the funding for this already provided in the \$65,000 already included in the draft Enhanced Annual Plan for a tourism online presence.

[The meeting adjourned at 11.25am and reconvened at 12pm].

The Committee discussed the level of funding for the Cambridge Community Board, Te Awamutu and Kihikihi Community Board and Pirongia Ward Committee Discretionary grants. It was agreed to increase the Cambridge Community Board funding by \$7,500 (excluding GST) for ANZAC Day commemorations; additional funding of \$5,500 (excluding GST) was approved for the Te Awamutu and Kihikihi Community Board (recognising the continuing Council contribution of around \$2,000 per annum to provision of the sound system for the Te Awamutu Anzac service), and additional discretionary funding of \$3,000 (excluding GST) was approved for the Pirongia Ward Committee.

Ms Russo provided information regarding the Titanium Park wastewater rate and acknowledged this was a change to how the wastewater activity in that area had been funded. The affected property owners were advised of this change by letter which resulted in two submissions being received regarding the proposal. Manager Water Services, Martin Mould advised the Committee there had been no cost to Titanium Park for waste water since it was developed and there was now an opportunity to correct this with the Enhanced Annual Plan. The charge would be a district wide cost for charging industrial wastewater services. The Committee requested further communication be provided to affected businesses.

Amendments were made to recommendations e) through to f) to reflect the Enhanced Annual Plan Deliberations.

## **RESOLVED**

2/24/38

*That the Strategic Planning and Policy Committee:*

- a) *Receives the report of Melissa Russo, Manager Strategy titled '2024/25 Enhanced Annual Plan deliberations' (ECM #11214512);*
- b) *Receives the written submissions for the draft 2024/25 Enhanced Annual Plan as outlined in Appendix 1 (ECM #11225244);*
- c) *Notes that verbal submissions on the draft 2024/25 Enhanced Annual Plan were heard by the Committee on 20 May 2024;*
- d) *Considers all verbal and written submissions on the draft 2024/25 Enhanced Annual Plan as referred to in recommendations b) and c) and summarised further in this report;*

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- e) *Approves the draft 2024/25 Enhanced Annual Plan subject to the following changes and considerations:*
- i. *Council proceeds with the Cambridge Water Tower option 1 – removal, so far as to progress an application for a resource consent for demolition, while maintaining an open mind to alternatives, and with any further progression past obtaining resource consent to be subject to approval by this Committee, potentially through the 2025-34 Long Term Plan process*
  - ii. *Additional funding requests are declined, except for:*
    - *additional Cambridge Community Board funding of \$7,500 (excluding GST) for ANZAC day commemorations;*
    - *additional Te Awamutu and Kihikihi Community Board funding of \$5,500 (excluding GST) for their discretionary funds;*
    - *additional Pirongia Ward Committee funding of \$3,000 (excluding GST) for their discretionary funds;*
    - *increased funding for the Cambridge Town Hall for total operating funding of \$502,999 (excluding GST);*
    - *a one year grant to Destination Cambridge and Destination Te Awamutu of \$30,000 (excluding GST) each on the condition they maintain their current online presence with the funding source for this already provided in the \$65,000 that was already included in the Draft Annual Plan for a tourism online presence;*
  - iii. *Notes the overall increase in the forecast capital expenditure for the 2024/2025 year has changed to \$5.5 million due to recent changes to projected capital expenditure, largely in waters services for the 2024/2025 year;*
  - iv. *No other significant changes are made to budgets;*
- f) *Delegates authority to Group Manager Business Support and Group Manager Strategy to make amendments to the draft 2024/2025 Enhanced Annual Plan to put into effect the amendments required under recommendation e) prior to presentation of the Enhanced Annual Plan to Council; and*
- g) *Recommends to Council that it adopts the draft 2024/25 Enhanced Annual Plan, as amended under recommendation e) and f).*

Councillor A Brown / Councillor Pettit

*Closing Karakia - Councillor Morgan*



There being no further business the meeting closed at 12.43pm

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**CONFIRMED AS A TRUE AND CORRECT RECORD**

**CHAIRPERSON:** .....

**DATE:** .....