



**HOROWHENUA
DISTRICT
COUNCIL**

AGENDA

ORDINARY MEETING

HOROWHENUA DISTRICT COUNCIL

8 DECEMBER 2010

NOTICE IS HEREBY GIVEN that a meeting of the Horowhenua District Council will be held in the Horowhenua District Council Chambers, 126-148 Oxford Street, Levin, on Wednesday, 8 December 2010 commencing at 4.15 p.m.

Members of the Horowhenua District Council are:

His Worship the Mayor, Mr B J Duffy (Chair)
Cr D A Allan
Cr G G Good
Cr A M Hunt
Cr B F Judd
Cr V Kaye-Simmons
Cr P K Keenan
Cr L E McMeeken
Cr N D H Murray
Cr A D Rush
Cr R N Shaw

Reporting Officer: Mr D G Ward (Chief Executive Officer)
Meeting Secretary: Mrs K J Corkill

Business will be according to the attached Agenda.

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AGENDA

8 DECEMBER 2010

ORDER OF BUSINESS:

1. Apologies
2. Public Speaking Rights
Notification to speak is required by 12 noon on the day of the meeting. Further information is available on www.horowhenua.govt.nz or by phoning 06 366 0999
3. Late Items:
To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.
Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:
 - (i) The reason why the item was not on the Agenda, and
 - (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.
4. Members' Conflict of Interest
Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.
5. Announcements

Citizenship Ceremony
At 2.30pm there will be a Citizenship Ceremony. 17 people are being naturalized. The ceremony will be followed by afternoon tea.

Levin East School
At 4.15pm students from Levin East School will perform a Kapa Haka.

Levin Community Centre
At 4.30pm there will be a presentation on the Levin Community Centre.
6. Confirmation of Minutes - Ordinary Meeting 10 November 2010 (Minute Items 1994-2007)
7. Matters Arising

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PROCEEDINGS OF COMMITTEES

Item-2011 Foxton Community Board Proceedings 15 November 2010

File No 4355

To: His Worship the Mayor and Councillors
Horowhenua District Council

From: Chief Executive Officer

Date: 8 December 2010

1. Purpose

- a. To present to the Horowhenua District Council the minutes of the Foxton Community Board meeting held on 15 November 2010.

2. Recommendation

- a. That Report 4355 be received.
- b. That the Horowhenua District Council **receive** the minutes of the Foxton Community Board meeting held on 15 November 2010.

3. Issues for Consideration

- a. The following items considered by the Foxton Community Board meeting held on 15 November 2010 will require further consideration by the Horowhenua District Council and will be included on a future Council agenda:

- (i) Item 507 - Foxton Beach Water Supply - Renewal of Edinburgh Street Bore - Alternative Proposal
"THAT a pipeline of 150mm internal diameter is provided between the raw water mains in Ladys Mile and Flagstaff Street, funded from the budget provided for the replacement of the Edinburgh Street Bore, which is to be completed by 31 March 2011, with a report to be brought back to the 13 December 2010 FCB meeting clarifying this time frame
AND FURTHER
THAT as part of this process the Ladys Mile Bore is to be serviced."

Prepared

D G Ward
Chief Executive Officer

4. Attachments

- a. Minutes Foxton Community Board meeting held on 15 November 2010.
-

**MINUTES OF THE ORDINARY MEETING OF THE HOROWHENUA DISTRICT COUNCIL'S
FOXTON COMMUNITY BOARD HELD IN THE CHAMBERS, MAIN STREET, FOXTON ON
MONDAY, 15 NOVEMBER 2010 COMMENCING AT 6:30 PM**

PRESENT

Mr N G Gimblett (Chair)
Ms N J Ellwood
Mrs P R Metcalfe
Mr D J Roache
Mr B P Vertongen
Cr D A Allan (HDC appointed representative)
Cr A M Hunt (HDC appointed representative)

IN ATTENDANCE

Mr D G Ward (Chief Executive Officer)
Mr W Potts (Community Assets Manager)
Mr T Thomas (Environmental Services Manager)
Mrs K J Corkill (Meeting Secretary)

ALSO IN ATTENDANCE

His Worship the Mayor, B J Duffy
Ms C Carlyle (Group Support Officer)

MEDIA IN ATTENDANCE

There were no media in attendance.

PUBLIC IN ATTENDANCE

There were eight members of the public in attendance at the commencement of the meeting.

ORDER OF BUSINESS

Apologies

There were no apologies recorded.

Public Speaking Rights

Item 506 Chief Executive Officer's Report
Page 39 - 3g. Taskforce Green - Mr T Murdoch

Item 507 Foxton Beach Water Supply
Mr G & Mrs C Paton

Late Items

There were no late items for consideration.

Members' Conflict of Interest

No members had declared an interest in any of the items on the Agenda.

Announcements

The Chair acknowledged receipt of the Foxton Tourist & Development Association Minutes.

Mr Gimblett acknowledged the role of the previous Chair, Mr Vertongen. Mr Vertongen had served on the Foxton Community Board for 21 years, with 15 of those years having been as Board Chair. Mr Vertongen's input to the Foxton community had been 'huge' and Mr Gimblett thanked him on behalf of the community.

Mr David Roache was sworn in before the Chief Executive Officer at this juncture and signed the Declaration of office.

RECEIPT OF MINUTES

Ordinary Meeting 4 October 2010 (Minute Items 494-499)

Resolved

(Allan / Roache)

"THAT the minutes of the Ordinary Meeting held on 4 October 2010 (Minute Items 494-499, as submitted, be received."

MATTERS ARISING

It was noted that the Surf Club Building was supposed to have been included in the Monitoring Report and this had not happened.

CONFIRMATION OF MINUTES

Inaugural Meeting 27 October 2010

Resolved

(Allan / Vertongen)

"THAT the minutes of the Inaugural Meeting held on 27 October 2010 be confirmed."

REPORTS

Item-501 Monitoring Report Foxton Community Board to 15 November 2010

File No 4343

Purpose

To provide an update on the Foxton Community Board Monitoring Report to 15 November 2010.

Resolved

(Roache / Allan)

“THAT Report 4343 be received.”

“THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.”

Page 2 Item 460 Foxton Pools - General Report

Mr Roache suggested that this item should not be regarded as completed, but should remain on the Monitoring Report. Whilst the outcome of discussions staff had had with the Swimming Club had been excellent, he believed there were still issues in relation to the schools who were major users and stakeholders.

Mr Ward advised it was his understanding that staff had had positive discussions with all stakeholders. Also this item was in response to a report that had been requested and procedurally it would not normally remain on the Monitoring Report. During the season, regular updates on the Foxton Pools operation would be done as part of the CEO's report.

Page 4 Item 486 BMX Track, Foxton Beach

Mr Vertongen noted that Board Members had not yet seen a plan for the proposed BMX Track.

Mr Potts advised that there was no definitive plan for the track but it was being developed in conjunction/consultation with the potential users. Local children were using the track and giving feedback to determine what would ultimately be the most acceptable configuration.

Page 5 Item 496 Foxton Recycling Station Relocation

Cr Hunt queried when Board Members were going to see copies of the plans and expressed her concern that members of the FTDA had already seen them.

Mr Ward said the plans would soon come to the Board and he would be surprised if members of the public had seen them as they had not yet been released.

Item-502 Adoption of Model Standing Orders

File No 4353

Purpose

To present to Board Members for discussion and adoption Model Standing Orders NZS 9202:2003, together with Amendments adopted by Horowhenua District Council on 31 October 2007.

Resolved

(Allan / Roache)

“THAT Report 4353 be received.”

Cr Hunt addressed the meeting in relation to this and the following item to adopt the Board's Code of Conduct. It was known that her views were sometimes different from those generally expressed and her stance had been supported by her legal advisor. She requested that Board Members give respect to her views as she had valid reasons for the concerns expressed. She reserved the right to leave Council or Board meetings if she felt legally unsafe and she reiterated her requested that other members respect her views.

Mr Ward did note that Council retained extremely good legal counsel who also provided legal advice to a large number of local authorities up and down the country. Council was well advised when it came to the legal requirements of the processes it followed. Council also went through a rigorous audit process annually. If Council was not following correct procedure this would have been picked up by our auditors.

Cr Hunt raised a point of order in relation to Mr Ward's comments.

Resolved

(Roache / Metcalfe)

"THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002."

"THAT in accordance with Section 27, Schedule 7, Part 1 of the Local Government Act 2002, with effect from 15 November 2010 the Standing Orders for the Horowhenua District Council, its Committees and Subcommittees shall be NZS 9202:2003 Model Standing Orders for Meetings of Local Authorities and Community Boards as expanded (or as amended by the New Zealand Standards Association from time to time) with Amendments made and adopted by the Horowhenua District Council at an Ordinary Meeting held on 31 October 2007."

Item-503 Code of Conduct

File No 4352

Purpose

To remind the Board of the existence of its Code of Conduct, and to identify any areas for amendment at the beginning of the new triennium.

Resolved

(Roache / Ellwood)

"THAT Report 4352 be received."

Mr Ward advised that there were no changes to the Code of Conduct that the Board adopted in November 2007 and it was the same as the Code of Conduct adopted by Council on 10 November 2010.

Cr Hunt in speaking to this item requested that she be permitted to speak without any points of order being raised. She noted that she had been through two Code of Conduct complaints. In the initial one, a lawyer appointed to the panel resigned from the process because of what he said was a breach of natural justice. In relation to the Foxton Code of Conduct complaint, her lawyer believed it was ultra vires and nothing had yet been done in mitigation. She reserved the right to take legal action as she believed a number of matters raised during the process had breached the hearsay rule as defined by the Court of Appeal. During the process she had been accused of fuelling the situation and her reputation had been damaged. In her view it would be very easy to take the matter to Court to seek damages. She had decided not to do so, but was concerned that neither Code of Conduct complaint had been handled very well which did not give her confidence should any complaints arise in the future.

Mr Roache said he had stood for the Board to serve the community to the best of his ability and was happy to take the CEO's advice in relation to legal matters. He did not want to sit around the table listening to a lot of legal jargon.

Resolved

(Roache / Vertongen)

“THAT the Foxton Community Board confirms its Code of Conduct.”

Item-504 Foxton Community Board Liaison Councillor

File No 4354

Purpose

To report on the role and responsibilities of the Councillor who was appointed as liaison Councillor to the Foxton Community Board as requested at the previous Council meeting.

Resolved

(Roache / Metcalfe)

“THAT Report 4354 be received.”

This matter had been discussed by Community Board members at an informal get together prior to the meeting and it was:

Resolved

(Allan / Hunt)

“THAT no Liaison Councillor be appointed.”

“THAT the Foxton Community Board Chair, or his nominee, represent the views of the Board at Horowhenua District Council meetings.”

CARRIED

Item-505 Appointment of Community Board Chairperson to the Hearings Committee

File No 4348

Purpose

To consider whether the Chairperson of the Foxton Community Board should sit on the Horowhenua District Council Hearings Committee for relevant matters.

Resolved

(Roache / Ellwood)

“THAT Report 4348 on Appointment of Community Board Chairperson to the Hearings Committee be received.”

At the Board Members' earlier informal discussions it had been unanimously agreed that the Board would decline the request in favour of acting as an advocate when required. It was then requested that Council advise the Board of all notified resource consents, including those from Regional Council, and these be included in an appropriate place on the Agenda.

Mr Thomas did point out that Council did not get notification of all Regional Council consents.

To ensure this was achievable the next step would be to request Horizons Regional Council to provide the information. It was felt that directing the request to the local Regional Councillor, who may not be part of the Horizons Hearing Committee, may not elicit the required response and the request should be directed to the CEO..

Resolved

(Gimblett / Hunt)

"THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002."

"THAT the Foxton Community Board declines Council's offer to have the Board Chair on the Hearings Committee on matters pertaining to the Community Board area."

"THAT the Foxton Community Board requests that all current notified consents for both the District and Regional Councils be included in the regular 'Resource Consents Issued' report."

CARREID

Item-506 Chief Executive Officer's Report to 15 November 2010

File No 4346

Purpose

To present to the Foxton Community Board, for information, issues relating to the Foxton Community Board area.

Resolved

(Allan / Roache)

"THAT Report 4346 be received."

The Chief Executive Officer expanded on the items included in his report.

3.a. New Zealand Community Boards and Local Boards Conference 5 May-7 May 2011

As the Board had a new Chair and Deputy Chair, it was suggested that they should represent the Board at the Conference.

Resolved

(Vertongen / Allan)

"THAT the Chair and Deputy Chair represent the Foxton Community Board at the 2011 Community Board and Local Boards Conference."

CARRIED

3.b. Foxton Townscape Plan

Cr Hunt had attended a FTDA meeting where a concern had been expressed about the slowness of the process. Another concern was that some parts of the project could commence before consultation had concluded. Cr Hunt also queried the amount that had been set aside to fund the project.

Cr Allan advised he had a Hearing on the date that the submissions would be heard and had formally given his apology. He would not take part in any of the subsequent deliberations.

3.c. Foxton Beach Freeholding Fund

Mr Ward tendered his apologies for not distributing information as he had undertaken to do and this would be forwarded to Board members tomorrow.

3.d. Community Board Boundary

In response to a query, Mr Ward confirmed that Hickford and Motuiti Roads were not within the Board's boundary.

Cr Hunt referred to the fact that in any representation review, including whether or not the Community Board was retained, would need to be considered following wide ranging consultation.

3.h. 2011/12 Draft Annual Plan

Monday 6 December 2010 at 6.30 pm was agreed as the date for a briefing on the 2011/12 Draft Annual Plan.

3.g. Taskforce Green

Mr Ward advised whilst at present there was not six months work available, he was hopeful this initiative would get underway prior to Christmas. There was plenty of work to be done, but the funding available was only for labour, not for machinery, materials and plant.

Mr Tony Murdoch congratulated Council and the Community Board on behalf of Save Our River Trust, which he said was very much in support of what Council was endeavouring to achieve. He also noted the very good relationship SORT had with the Horizons Regional Council Environmental team. He suggested the following could be considered by Council to be included for Taskforce Green: maintenance of the walkway; maintenance of the board walks along the front of the town, Seaview Gardens; along the river front where was a huge weed problem. This was a great opportunity to go forward together to clean up the townscape.

3.h. Board Appointments to Local Organisations

In relation to appointing a representative to the Foxton Tourist & Development Association, Cr Hunt noted that the FTDA's rules only allowed for five members and the five vacancies had been filled.

Cr Allan expressed his view that it was important that the organisations concerned were approached directly to seek their views. Firstly a letter should go to each of these organisations to enquire whether they still felt that the Community Board should have a representative on their organisation. Secondly, with regard to FTDA, SORT and MAVtech, a strategic relationship should be explored as strong partnerships could be forged for the benefit of both parties.

Resolved

(Allan / Roache)

"THAT the following groups be invited to consider whether they wish to have Community Board representation on their organisation:

- *Foxton Area Community Medical Trust;*
- *MAVtech;*
- *Foxton Tourist & Development Association;*
- *Save Our River Trust;*
- *Manawatu Estuary Trust."*

CARRIED

Mr Roache expressed his willingness to continue as a representative on MAVtech.

Resolved

(Allan / Vertongen)

"THAT we invite the Foxton Tourist & Development Association, Save Our River Trust and MAVtech to explore with us a potential strategic relationship."

CARRIED

3.j. **Public Forum**

Members discussed the possibility of introducing a public forum at the start of each meeting. It was suggested this be instituted early in 2011 and reviewed after three months.

Resolved

(Roache / Vertongen)

"THAT the Foxton Community Board adopts the introduction of a public forum at the commencement of Board meetings, with meetings to start at 6.15 pm and with the formal meeting Agenda to commence at 6.30 pm, with this process to begin in early 2011 and be reviewed after three months."

3.j. **Proposed Meeting Schedule**

Resolved

(Allan / Roache)

"THAT the Foxton Community Board adopts the proposed 2011 meeting schedule."

Item-507 Foxton Beach Water Supply - Renewal of Edinburgh Street Bore - Alternative Proposal

File No 4349

Purpose

The Edinburgh Street Water Supply bore has deteriorated significantly and the town is currently dependant upon a single bore. This was taken into account during planning for the LTCCP and the Annual Plan, but an alternative option is being proposed in this report for the consideration of the Community Board and Council.

Resolved

(Roache / Vertongen)

“THAT Report 4349 on Foxton Beach Water Supply - Renewal of Edinburgh Street Bore - Alternative Proposal be received.

Mr Potts, in speaking to this report, stressed that water resources in Foxton and Foxton Beach were constrained, and the budget was also constrained. What was proposed was a pipeline to join two water resources together, and this should get both areas through the summer.

A correction was also noted in the Executive Summary of the report. The second line of 2.a. should read “in excess of 40 cubic metres per hour”.

Mr Roache queried the current status of the Ladys Mile bore. He believed servicing of this bore should proceed and had suggested that funding should be sourced from surplus funds held over when the water schemes had been harmonised.

Mr Potts said that he understood that there had been an attempt to recondition the Ladys Mile bore but this had not come back to full capacity. He also confirmed that all bores were regularly serviced.

In response to a concern expressed that relying on less bores was compromising Foxton’s water supply, Mr Potts said from the calculations that had been done this was not the case. He also noted, in relation to requirements under the Fire Services Act, that this came down to the sizing of the pipes and also there was reliance on reservoirs for fire fighting.

The following was also raised in discussion:

- concern that the draw off of water from the aquifer by farmers was compromising supply;
- concern that salt water infiltration was still being talked about;
- even if a pipe line was put out to the Beach there was still the need to look at a new well;
- a well drilling contractor had commented that the reason why wells were failing was that sand was clogging the pipes.

In addressing this item, Mrs Paton suggested that if the Foxton Beach and Foxton water supplies were linked then universal water metering should be installed in Foxton or removed from Foxton Beach to address any equity issues. Mrs Paton’s comments also covered:

- the value of water metering when it came to water conservation;
- the possibility of including a sewer line in the same trench if the water supply proposal was implemented;
- the possibility of piping Shannon bore water to Foxton and Foxton Beach.

Mrs Paton noted that a few years ago a regular report on water usage in Foxton and Foxton Beach was included in the Board Agenda and it would be helpful if this was reinstated.

A copy of Mrs Paton’s submission is **attached** to the official minutes.

In response to the suggestion of including a sewer line at the same time that the water pipeline was installed, Mr Potts advised that, although the idea had merit, it would not be possible in the timeframe proposed because of consenting and other issues.

After further discussion on the merits of the proposal and what would be required to meet Council's obligations in the future, which would be covered during briefing sessions on the 2011/12 Draft Annual Plan, it was:

Resolved

(Roache / Allan)

"THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002."

"THAT a pipeline of 150mm internal diameter is provided between the raw water mains in Ladys Mile and Flagstaff Street, funded from the budget provided for the replacement of the Edinburgh Street Bore, which is to be completed by 31 March 2011, with a report to be brought back to the 13 December 2010 FCB meeting clarifying this time frame

AND FURTHER

THAT as part of this process the Ladys Mile Bore is to be serviced."

CARRIED

Item-508 September 2010 Storm Event in Foxton and Foxton Beach

File No 4351

Purpose

To update members on the storm water issues for Foxton and Foxton Beach townships following the storm event on 5 and 6 September and heavy rainfall throughout August / September 2010.

Resolved

(Roache / Ellwood)

"THAT Report 4351 on Storm Water in Foxton and Foxton Beach be received."

Mr Potts reiterated the main points of his report, also noting that no discussions had taken place with Horizons Regional Council on the issues covered.

Board members agreed that advocacy needed to take place with Regional Council on behalf of affected residents as some of the drainage issues were clearly the responsibility of the organisation.

The following was raised in discussion:

- as Council had allowed people to build in these areas, it had a responsibility to address flooding issues;
- it was not just a case of putting in extra drains. There had been significant rain events over several months and the water table was higher than the ground level. Putting in extra drains would not lower the water table in the whole catchment;
- building controls should be put in place so that building platforms were not lower than the water table;
- it was important to ensure development did not take place in areas that were flood prone;
- Coley Street School had been closed because of flooding, which was of concern;
- there appeared to be a lack of maintenance at Kings Canal;
- there was a flooding issue for one Taylor Street resident at Foxton Beach which had been caused by Council and should be addressed.

Resolved

(Allan / Hunt)

"THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002."

"THAT the Foxton Community Board engages with Horizons Regional Council in relation to its responsibility when it comes to the Motuiti Road drainage issue."

"THAT further work is undertaken on defining the levels of service and costs for the LTP 2012-22."

Mr Potts advised he would report back to the February 2011 Board meeting on the survey of roadside drain inverts that was being undertaken at Motuiti and Hickford Roads.

NOTED

Item-509 Council Resolutions Relating to Foxton Community Board

File No 4345

Purpose

To inform the Board of resolutions that the Horowhenua District Council passed at its meetings on 6 October 2010 and 28 October 2010 relating to the Foxton Community Board.

Resolved

(Allan / Vertongen)

"THAT Report 4345 be received."

"THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002."

Item-510 Resource Consents Issued

File No 4347

Purpose

To receive the listing of land use and subdivision resource consent applications approved under delegated authority.

Resolved

(Allan / Roache)

"THAT Report 4347 be received."

"THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002."

"THAT the list of land use and subdivision resource consents be received."

**Foxton Subdivision Resource Consents Granted Under Delegated Authority
24/09/10 to 02/11/10**

Date	File Ref	Subdivider	Address
		None during this period.	

**Foxton Land Use Resource Consents Granted Under Delegated Authority
24/09/10 to 02/11/10**

Date	File Ref	Applicant	Address
		None during this period."	

MOTION TO EXCLUDE THE PUBLIC

Resolved

(Roache / Metcalf)

"THAT the Foxton Community Board pursuant to Section 48, Local Government Official Information and Meetings Act 1987, resolves that the public be excluded from the following parts of the proceedings of this meeting.

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 or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public."

Receipt of Minutes Ordinary Meeting 4 October 2010 (Minute Item 500)

Item 511 - In Committee Foxton Community Board Monitoring Report to 15 November 2010

Item 512 - Property Issues

Reason for Confidentiality

These reports are **CONFIDENTIAL** in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, which permits the meeting to be closed to the public for business relating to the following grounds: -

48(1a) *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.*

Subject to sections 6, 7 and 17 of the Local Government Official Information Act 1987, the withholding of the information is necessary to:

7(2a) *Protect the privacy of natural persons, including that of deceased natural persons.*

7(2b) *Protect information where the making available of the information-*

(i) *Would disclose a trade secret; or*

(ii) *Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.*

7(2f) *Maintain the effective conduct of public affairs through-*

(ii) *The protection of such members, officers, employees, and persons from improper pressure or harassment.*

7(2i) *Enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).*

7(2j) *Prevent the disclosure or use of official information for improper gain or improper advantage.*

Resolved

(Roache / Metcalf)

"THAT His Worship the Mayor be requested to remain in the meeting to take advantage of his knowledge in relation to an item on the In Committee Agenda."

MEETING CLOSURE

There being no further business the meeting concluded at 9.15 pm.

CONFIRMED this day of

.....
Chairperson

**Item-2012 Proceedings Kapiti Horowhenua Joint Regional Economic Development Forum
17 November 2010**

File No **4375**

To: **His Worship the Mayor and Councillors
Horowhenua District Council**

From: **Strategic & Corporate Services Manager**

Date: **8 December 2010**

1. Purpose

- a. To present to the Horowhenua District Council the minutes of the Kapiti Horowhenua Joint Regional Economic Development Forum held on 17 November 2010

2. Recommendation

- a. That Report 4375 be received.
- b. That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- c. That the Horowhenua District Council **receive** the minutes of the Kapiti Horowhenua Joint Regional Economic Development Forum held on 17 November 2010.

3. Issues for Consideration

- a. The following items considered by the Kapiti Horowhenua Joint Regional Economic Development Forum held on 17 November 2010 will require further consideration by the Horowhenua District Council and will be included on a future Council Agenda:

There are no items that need further consideration.

Prepared

Approved for Release

D M Clapperton
Strategic & Corporate Services Manager

D G Ward
Chief Executive Officer

4. Attachments

- a. Minutes Kapiti Horowhenua Joint Regional Economic Development Forum - 17 November 2010
-

MINUTES OF A MEETING OF THE KAPITI HOROWHENUA JOINT REGIONAL ECONOMIC DEVELOPMENT FORUM HELD IN THE HOROWHENUA DISTRICT COUNCIL CHAMBERS, 126-148 OXFORD STREET, LEVIN, ON WEDNESDAY, 17 NOVEMBER 2010 AT 1. 00 PM

PRESENT:

Mayor B Duffy	Horowhenua District Council
Mayor J Rowan	Kapiti Coast District Council (Chair)
Cr L E McMeeken	Horowhenua District Council
Cr G G Good	Horowhenua District Council (alternate)
Cr R Church	Kapiti Coast District Council
Cr T Lester	Kapiti Coast District Council

IN ATTENDANCE:

Mr D G Ward	Chief Executive Officer, Horowhenua District Council
Mr D M Clapperton	Strategic & Corporate Services Manager, Horowhenua District Council
Ms T Evans	Strategic Projects Manager, Kapiti Coast District Council
Mrs K J Corkill	Meeting Secretary, Horowhenua District Council

ALSO IN ATTENDANCE

Mr C Barber	Chief Executive, Nature Coast Enterprise
Mr G Smellie	Board Chair, Nature Coast Enterprise
Mr E Paynter	Board Member, Nature Coast Enterprise
Ms H Wooding	Kapiti Coast District Council Representative, Nature Coast Enterprise
Ms L Hoggard	Nature Coast Enterprise Business Development Manager
Ms H Judge	Nature Coast Enterprise Business Development Manager
Ms Daphne Luke	Te Aho
Ms Kara Kearney	Te Aho

MEDIA IN ATTENDANCE

There were no media in attendance.

APOLOGIES:

Apologies were recorded for Mr P Dougherty and Cr Tony Rush.

Resolved

(Rowan / Rush)

"THAT the apologies, as recorded, be received."

Mayor Duffy opened the meeting and invited those in attendance to introduce themselves for the benefit of the two new Kapiti Coast District Councillors. Cr Hillary Wooding was welcomed back as the Kapiti Coast District Council's Nature Coast Enterprise representative.

CONFIRMATION OF MINUTES - 25 AUGUST 2010

Resolved

(McMeeken / Lester)

"THAT the Minutes of the Kapiti Horowhenua Joint Regional Economic Development Forum held on 25 August 2010 be received and confirmed as a true and correct record.."

MATTERS ARISING

Cr McMeeken said she hoped Nature Coast Enterprise would be covering the Business Retention and Attraction Strategy that had been mentioned at the last meeting.

NATURE COAST ENTERPRISE QUARTERLY REPORT

Mr Barber acknowledged those present, introducing the Nature Coast team, which included Lorraine Hoggard and Helene Judge, for the benefit of new members. He apologised that the Quarterly Report had not been available to be circulated with the Agenda. The report was tabled and Mr Barber supported that with a PowerPoint presentation. A copy of the Nature Coast Quarterly Report and Power Point presentation is **attached** to the official minutes.

In speaking to the Report and presentation, Mr Barber noted that the statistics used had been provided by BERL. It was not currently the norm to use GDP as a measure of economic activity.

Mr Barber's PowerPoint presentation covered:

Labour Market:

- Unemployment Beneficiaries
 - there were 1,340 unemployment beneficiaries on the Nature Coast in September 2010;
 - as would be seen from the stats provided, the Kapiti/Horowhenua regions had been particularly hard hit compared with other regions;
 - whilst unemployment numbers had continued to grow (13.5% from the same quarter last year), in the last few months the rate of growth had slowed;

Domestic Spending & Confidence

- Housing Sector sales
 - the housing market in the Nature Coast area had shown some signs of recovery, although the number of sales had fallen back in the last quarter;
 - prices and days to sell had improved;
 - house prices were still below the peaks of early 2008;
 - the length of time taken to sell a house had fallen sharply, perhaps as a result of fewer houses on the market, with owners waiting out the downturn.
- Vehicle Registrations
 - to September 2010 almost 1,700 new vehicles had been registered in the area, with this figure being well up on the figure for the previous year but down compared with September 2000 year;
 - this result was much in line with national trends;
 - perhaps this was a signal that the economy was improving following the recent economic downturn;
 - Horowhenua showed the largest improvement with registrations up 22% on the previous year.

Infrastructure and Investment

- Consents (residential floor area)
 - total floor area up by 46%; ahead of the national trend, appearing to indicate a recovery in this sector;
- Consents (non-residential floor area):
 - some recovery in this area, particularly in the Kapiti area (which could be due to the Mitre 10 store).
 - nationally, however, there had been decline in non-residential consents.

Tourism

- Guest Nights:
 - down 21.3% in Kapiti, up slightly in the Horowhenua.

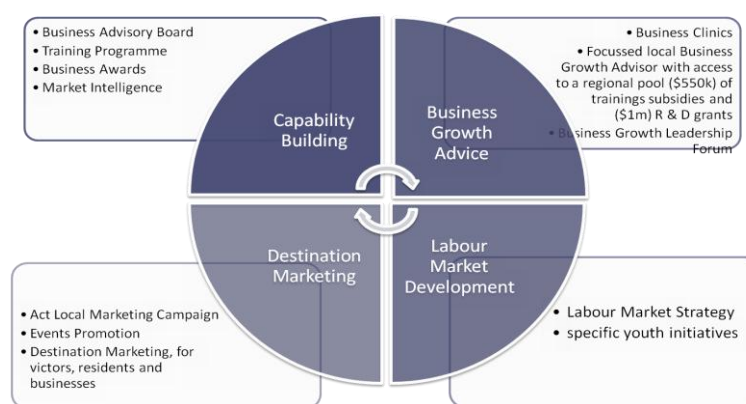
Biz enquiries

- the way Biz was now handled throughout the country had significantly changed;
- enquiries 25% less than last year;

Training Courses

- four run this quarter;
- the provision of training had been affected by the change in funding from central government.

The following provided an illustration of what Nature Coast did, breaking down into four key areas:



Capability building - included assisting business to develop the skills necessary to be sustainable and grow.

Business Growth - included providing one-on-one business advice, whether for new or existing business and also administering central government support.

Business clinics had been started with a programme underway for clinics on Ohau, Otaki, Shannon, etc. A new Business Growth Manager had been appointed jointly with NZTE. The Business Attraction and Retention Strategy had been renamed the Business Growth Strategy as it was just as important to help existing businesses to grow as it was to attract new businesses to the area.

A Business Growth Leadership Forum was being put in place, which would meet four times a year.

Labour Market Development - this would focus on building an appropriate labour market and ensuring government agencies, businesses, training providers, etc, were communicating and working together. Labour market needs and appropriate training responses would be identified, with the aim of providing a skilled workforce for the present and into the future.

Destination marketing - this was not only about attracting visitors, but aimed to also engender local pride and attract investment to the region. A local marketing campaign was being put together and Nature Coast was engaging with many groups within community. Whilst consultation was still underway, this was coming together very well.

In response to queries arising from his presentation, Mr Barber commented:

- In relation to the Business Growth Leadership Forum, there was a proposal with Electra Trust currently to fund the Forum. Nature Coast intended to seek advice from stakeholders

- as to who would be an appropriate chairperson and Nature Coast would sit down with the Chairperson to chart an appropriate way forward;
- According to information obtained from BERL, the increase in GST could have been a key driver to the increase in new vehicle registrations. In relation to the Horowhenua, optimism in the rural sector could also have played a part.
 - It would be up to the Business Growth Leadership Forum over the next 12 months to identify road blocks/disincentives in the business sector and put systems in place to address those. Nature Coast did not want to predict what those road blocks were.

Mr Clapperton raised the fact that the appointment of a Business Growth Manager was a Grow Wellington initiative. He queried what Nature Coast was doing to support the Horowhenua in that regard.

Mr Barber acknowledged that this was a joint venture, with 50/50 funding. Vision Manawatu was the agency in the Manawatu/Wanganui region that they would engage with for this service. Vision Manawatu had yet to come to an agreement with NZTE. Nature Coast would then work with them to identify and foster growth within the Horowhenua. Nature Coast had provided

Mayor Duffy enquired if there was potentially a hole there, with Mr Clapperton expressing his concern that this was the only region in the whole country that did not have an agreement in place with NZTE.

Mr Barber said Nature Coast had endeavoured to provide assistance to Vision Manawatu to move the matter forward and he believed that an agreement between Vision Manawatu and NZTE would happen as there was goodwill on both sides. It would not be possible for Nature Coast to 'go it alone'.

Mr Smellie said this matter had been discussed at Board level and noted that the challenge had been that Vision Manawatu had had changes in governance, status and finance, which had created problems.

At the conclusion of the presentation, Cr McMeeken requested that for future meetings it would be helpful to have the Quarterly Report distributed with the Agenda.

TE AHO REPORT

Mayor Duffy welcomed Daphne Luke and Kara Kearney..

Ms Luke congratulated the two Mayors for retaining the confidence of their respective electors for another term. It was also good to see so many familiar faces returned and she looked forward to getting to know new faces.

Ms Luke acknowledged the Nature Coast team and commended the work they were undertaking for the region.

In tendering apologies from Professor Winiata, Ms Luke respectfully noted the passing of two kuia who were currently lying on a local marae.

For the benefit of new members, and as a recap for existing members, Ms Luke gave a background to Te Aho. She felt this was an important statement at this juncture rather than focusing on the activity report for the last quarter. A copy of Ms Luke's presentation is **attached** to the official minutes, as is a copy of Te Aho's Quarterly Report which was tabled.

GENERAL BUSINESS

Proposed Meeting Dates for 2011

In considering meeting dates for 2011, Mayor queried the relevance of the Forum and whether it should proceed in its present form. It was proposed to hold discussions in the near future in relation to “where to from here” in terms of the review of Nature Coast. Whilst reporting from both agencies was important, was this the most appropriate forum for that to happen.

Because of the congestion of participants’ calendars, it was suggested it was prudent to have provisional dates in place for 2011

Mayor Duffy supported the adoption of provisional dates in the meantime. Whilst this meeting format may not continue next year, it was the responsibility of the participants to find a forum that was appropriate and added value.

Resolved

(Rowan / Good)

"THAT the following dates be tentatively scheduled for meetings of the Kapiti Horowhenua Joint Economic Development Forum for 2011:

*Wednesday 16 February 2011;
Wednesday 18 May 2011;
Wednesday 17 August 2011;
Wednesday 16 November 2011.*

CARRIED

MEETING CLOSURE

There being no further business the meeting concluded at 1.50 pm.

CONFIRMED this day of

.....
Chairperson

Item-2013 Minutes Major Event Grant Subcommittee Meeting 2 December 2010

File No **4374**

To: **His Worship the Mayor and Councillors
Horowhenua District Council**

From: **Strategic & Corporate Services Manager**

Date: **8 December 2010**

1. Purpose

- a. To present to the Horowhenua District Council the minutes of the Major Events Grant Subcommittee meeting held on 2 December 2010.

2. Recommendation

- a. That Report 4374 be received.
- b. That the Horowhenua District Council **receive** the minutes of the Major Events Grant Subcommittee meeting held on 2 December 2010. .

3. Issues for Consideration

- a. The following items considered by the Major Events Grant Subcommittee meeting held on 2 December 2010 will require further consideration by the Horowhenua District Council and will be included on a future Council agenda:

- (i)

Prepared

Approved for Release

D M Clapperton
Strategic & Corporate Services Manager

D G Ward
Chief Executive Officer

4. Attachments

- a. The Minutes from the Major Events Grant Subcommittee will be available prior to the meeting.
-

REPORTS

Item-2014 Monitoring Report Horowhenua District Council to 8 December 2010

File No 4357

To: His Worship the Mayor and Councillors
Horowhenua District Council

From: Chief Executive Officer

Date: 8 December 2010

1. Purpose

- a. To present to Council the updated monitoring report covering requested actions from previous meetings of Council.

2. Recommendation

- a. That Report 4357 be received.
- b. That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

	Name and title of signatories	Signature
Prepared by	D G Ward Chief Executive Officer	
<u>Confirmation of statutory compliance</u>		
In accordance with section 76 of the Local Government Act 2002, this report is approved as: <ol style="list-style-type: none">a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.		

3. Attachments

- a. HDC Monitoring Report to 8 December 2010

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
28.11.02 21.8.02	2802 2918	Hokio Water and Rating Issues	1) <i>Committee recommended to Council that this issue be negotiated with new Hokio A Trustees when they take up their appointments</i> 2) <i>Supply of water continue meantime</i>	D Ward	June 2010		Further engagement took place during the week of 15 November 2010, the outcomes to which will be verbally reported at tonight's meeting.
2 Sep 2009	Item 1764	Local share funding of proposed Hokio and Waitarere water supplies.	<i>"THAT Council instruct the Chief Executive Officer to have officers continue to meet and consult with water committees that wish to continue to have an active role in water scheme implementation."</i>	R R Nicholson E Ganley	Ongoing		No further action on this matter is likely pending direction from Central Government on subsidised funding.
7 Oct 2009	Item 1782	Environmental Vision for Coastal Lakes and Lowlands	<i>"THAT Council develop a strategic plan setting out how it will achieve its vision statements for community well being"</i>	T Thomas			Work likely to commence early in 2011.
5 May 2010	Item 1893	Kuku Piped Water Race - Proposed Upgrade to Potable Standard	<i>"THAT no further investigations be undertaken relating to meeting a potable standard for the Kuku Piped water race."</i>	R Nicholson	February 2011		Staff are still awaiting a proposal from a firm that specializes in water treatment

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>"THAT officers continue to investigate appropriate works to reduce sediment risk to the existing supply, and report back by November 2010."</i>				equipment for the provision of a Tube silter. It will take out any settleable particles that get through the slots in the intake pipe. This will mean that run-off from rain storms will affect the water quality a bit less.
5 May 2010	Item 1894	Provision of Toilets in the Levin CBD	<i>"THAT Council approve the provision of an Exaloo type toilet in the south-east corner of The Warehouse carpark adjacent to Caffeinate Coffee Shop."</i>	P Shore		Completed	Toilets opened on 20 th November.
5 May 2010	Item 1895	Foxtton Beach Coastal Sand Dune Management	<i>"THAT Council re commit Capex and maintenance funding (via the LTCCP process) to the ongoing conservation and management of Coastal "reserve" dunes, with particular emphasis placed on those dune fields adjacent to residential properties."</i>	P Shore			Waiwaste environmental consultants are lodging a consent application with Horizons Regional Council. Reshaping and replanting is planned for May 2011.

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>“THAT Council liaise with the affected landowners over the issues.”</i>	P Shore			Liaison has occurred and is continuing via the Parks Manager (Mr Tate)
			<i>“THAT officers explore an appropriate walkway on the top of the dunes.</i>	P Shore			Investigation work will commence early in 2011. This will be considered as part of a wider Foxton Beach walking/cycling plan, which will be reported back to Council via the Foxton Community Board. Landowner consultation now planned to commence following the application being submitted. Consultation will commence with

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
							the Manawatu Estuary Management Group, followed by correspondence and then meetings with property owners.
5 May 2010	Item 1899	Chief Executive Officer's Report to 5 May 2010	<i>"THAT the issue of Council's forestry holdings be included on the Monitoring Report."</i>	D Ward			The requested information has been received and will be verbally reported on at tonight's meeting.
4 Aug 2010	Item 1943	Proposal for Recycling Stations Relocation	<i>"THAT Officers negotiate the relocation and operation of the Levin Recycling Station from the Long Term Carpark, corner Salisbury and Bath Streets to a suitable site on Sheffield Street, Levin."</i>	W Potts D de Burgh			The contract has been forwarded to contractor for signing. Opening date for the new Levin Resource Recovery Facility is 23 December 2010. A Communication Plan has been implemented. The existing facility is to be dismantled on 23 December 2010.

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
1 Sep 2010	Item 1969	Active Signage - Weraroa Road	<i>“THAT procedures, commencing with consultation with the schools, are initiated for the application of variable speed limits in the vicinity of the schools on Weraroa Road – (Horowhenua College and St Joseph’s) and Manawatu College, with the use of Active Signage, funded from Council’s Minor Safety Improvements allocation.”</i>	R R Nicholson			An Officer has met with Horowhenua College and a meeting date has been set for a meeting with St Josephs Primary School.
6 Oct 2010	Item 1979	Horowhenua District Plan. Plan Change 23: Financial Contributions	<i>“THAT in relation to Proposed Plan Change 23 (being an amendment to the Horowhenua District Council Operative District Plan) the Council, pursuant to Clause 10 of the First Schedule to the Resource Management Act, adopt the recommendation of the Hearing Committee and approve the amendment of the Operative Horowhenua District Council District Plan as set out in Attachment A to the</i>	T Thomas			Notification to take place during December 2010.

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>report.” “THAT the required notification of the decision be undertaken.”</i>				
6 Oct 2010	Item 1980	Foxton Recycling Station Relocation	<i>“THAT the Foxton Community Board recommends the relocation of the Foxton Recycling Centre to the Foxton Waste Transfer Station in such a way as to ensure the general public has continued access to recycling facilities at no cost between 7.00 am and 5.00 pm, seven (7) days a week.</i>	D de Burgh			The opening date is 22 December 2010. A Communication Plan has been implemented. The existing facility is to be dismantled on 22 December 2010.
6 Oct 2010	Item 1981	Multisport Development at Playford Park	<i>“THAT Council directs Officers to work with the various Playford Park Sports clubs/codes and plan a strategy for the future development of the Park including a project funding plan, and recommendations for inclusion in the next LTCCP review.”</i>	P J T Shore			Officers have held preliminary discussions with Rugby, league, Softball and College officials. An outline plan for the strategy is being developed at officer level for consideration by Council and to understand potential funding

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
							implications. The first meeting of the planning group is scheduled to be held on 3 December 2010.
6 Oct 2010	Item 1982	Application For Funding - Aquatic Disability Hoists	<i>"THAT Council resolve to apply for funding of \$29,969 (excluding GST) to the Horowhenua Community Trust for the purchase and installation of Disabled Access Hoists for the Levin Aquatic Centre and Foxton Pools'."</i>	D J Tate			Officers have now submitted an application for funding and as at 1 December 2010 are still awaiting a response.
10 Nov 2010	Item 1994	Foxton Community Board Proceedings 4 October 2010	<i>"THAT the Horowhenua District Council receive the minutes of Foxton Community Board meeting held on 4 October 2010."</i>	D G Ward		Completed	
10 Nov 2010	Item 1995	Audit Subcommittee Proceedings 28 October 2010	<i>"THAT the Horowhenua District Council receive the minutes of the Audit Subcommittee meeting held on 28 October 2010."</i>	D G Ward		Completed	
10 Nov 2010	Item 1996	Monitoring Report Horowhenua District Council to 10 November 2010	<i>"THAT Report 4322 be received."</i>	D G Ward		Completed	

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
10 Nov 2010	Item 1997	Levin Community Centre	<i>"THAT Report 4337 on the Levin Community Centre be received.</i>	D Clapperton M		Completed	
10 Nov 2010	Item 1998	Community Wellbeing Committee	<i>THAT Deputy Mayor Judd, and Councillors Good, Hunt, Murray and Kaye-Simmons be appointed to the Community Wellbeing Committee of Council."</i>	D Clapperton M		Completed	
10 Nov 2010	Item 1999	Appointment of Public Members to the Creative Communities Scheme Local Assessment Special Committee	<i>"THAT Council approves of the composition of Council's CCS Local Assessment Special Committee in conforming with the new criteria to comprise at least 7 and no more than 11 members (appointed and public) for the ensuing 3 year term."</i>	D C Cole D Clapperton M		Completed	
10 Nov 2010	Item 2000	Leaky Homes Financial Assistance Package	<i>"THAT Council declines to participate in the Leaky Homes Financial Assistance package until such time as further details are available from central government and that a further report be submitted at that time including the matters raised by submitters, and including an analysis on</i>	T Thomas			Department of Building & Housing advised of decision of council and requested to provide information when available.

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>the costs and benefits of the scheme."</i>				
10 Nov 2010	Item 2001	Hearing Committee: Appointment of Chairperson and Confirmation of Delegations	<i>"THAT the Council resolves that the voting method to be use to appoint a Chairperson and Deputy Chairperson for the Hearing Committee be System B, also known as 'first past the post'.</i>	T Thomas		Completed	
10 Nov 2010	Item 2002	Horowhenua District Plan : Private Plan Change 19 : Stevenson's Engineering, Tokomaru	<i>"THAT in relation to Proposed Plan Change 19 (being an amendment to the Horowhenua District Council Operative District Plan) the Council, pursuant to Clause 10 of the First Schedule to the Resource Management Act, adopt the recommendation of the Hearing Committee and approve the amendment of the Operative Horowhenua District Council District Plan as set out in Attachment A to this report."</i>	T Thomas		Completed	

**MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL**

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
10 Nov 2010	Item 2003	Proposed Road Name for the Su Properties Limited Stage 3, Barry Curtis Place, Levin	<i>"THAT the new road name for the public road in Stage 3 of the Su Properties Limited subdivision (Council reference SUB/2996/2010) be Suden Street."</i>	D Hayman J Molloy		Completed	
10 Nov 2010	Item 2004	Code of Conduct	<i>"THAT Council confirms its Code of Conduct."</i>	D G Ward		Completed	
10 Nov 2010	Item 2005	Chief Executive Officer's Report to 10 November 2010	<i>"THAT the Education Scholarship fund for the 2011 financial year be increased to \$7,500 from within existing budgets." "THAT an Officer report be brought back to Council detailing funding streams to increase the education scholarship fund to a maximum of \$15,000 at any one time."</i>	D G Ward		Completed	This report will be incorporated into discussions on Council's 2011/2012 Annual Plan
10 Nov 2010	Item 2006	Resource Consents Considered Under Delegated Authority	<i>"THAT the Land Use and Subdivision Resource Consents be received:"</i>	T Thomas		Completed	
10 Nov 2010	Item 2007	Documents Executed and Electronic Transactions Authorities Signed	<i>"THAT the Horowhenua District Council hereby ratifies the signing of the documents and electronic transactions authorities as scheduled."</i>	D M Clapperton		Completed	

Item-2015 Levin Community Centre

File No 4368

To: His Worship the Mayor and Councillors
Horowhenua District Council

From: Strategic and Corporate Services Manager

Date: 8 December 2010

1. Purpose

- a. The purpose of this report is to present to Council a business case analysis of the proposed Levin Community Centre (Te Takere) planned for development within the old Countdown building and existing library on Bath Street, Levin.

2. Executive Summary

The Te Takere Project Steering Group believes a multi-purpose community centre utilising the Countdown building and existing library would be feasible given the following conditions:

- Much of the required capital for the construction of the Levin Community Centre (\$5.2m) will be contributed in the form of grants, donations and Council funding.
 - The major projects expenditure for the Levin Library shown in the 2009-2019 LTCCP (\$4.5 m), page 94, would be amended in the draft 2010/11 Annual Plan to \$7.0m. Of this amount \$1.8m has been expended for the purchase of the Countdown building.
 - Existing equity (i.e. Council owned Countdown building and existing library) is either unencumbered (existing library) or being funded by loan (Countdown building). This loan has been funded through the library rate for the last four years.
 - Any funding shortfall for the construction cost of the new facility will be funded by a maximum loan of \$1.5m.
 - Whilst there will be an increased impact on rates from the loan funding for the shortfall in construction costs and operating costs from Te Takere, these will be reduced through the opportunity to increase non-rate revenue sources from Te Takere operations.
 - The economic benefit to the community during the construction phase of the project is significant and is further enhanced as a result of increased activity through Te Takere.
 - The facility is designed and built as a showcase of a Community Centre that will:
 - be a community facility for local people to visit, use and enjoy;
 - Te Takere will be a "third space" - a community centre in its fullest sense;
 - Te Takere will be an affordable family destination;
 - Te Takere will connect well with its surrounding environment;
 - Te Takere will reflect the richness and diversity of the community;
-

- Te Takere will contribute to the economic and social prosperity of the community.
- The facility is programmed and managed as a destination location rather than as a simple library or community centre or visitor information centre.
- The Council agrees to utilise the entire Countdown and existing library site for Te Takere.
- That the operations of Te Takere will be governed, managed and staffed to best practice expectations.

3. Recommendation

- a. That Report 4368 on the Levin Community Centre Business Case be received.
- b. That this matter or decision be recognised as significant in terms of s76 of the Local Government Act 2002.
- c. That Council supports the development of Te Takere utilising the existing Countdown building and existing Levin library on Bath Street, Levin.
- d. That the draft Annual Plan 2011/12 shows the total project cost for the Levin Community Centre to be \$ 7.0m.
- e. That Council commences the marketing campaign associated with this project to:
 - (i) Encourage organisations and groups to support the Te Takere project and run their own fundraisers;
 - (ii) Encourage businesses, funding organisations and philanthropists to provide financial support for the project.

4. Levin Community Centre Business Case Analysis

The Levin Community Centre Business Case analysis accompanies the Council agenda.

	Name and title of signatories	Signature
Prepared by	D M Clapperton Strategic & Corporate Services Manager	
<u>Confirmation of statutory compliance</u>		
In accordance with section 76 of the Local Government Act 2002, this report is approved as: <ol style="list-style-type: none"> a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and, b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision. 		
Approved by	D G Ward Chief Executive Officer	

4. Attachments

- a. Levin Community Centre Business Case Analysis (These accompany the Agenda).

Item-2016 Significance Policy

File No **4376**

To: **His Worship the Mayor and Councillors
Horowhenua District Council**

From: **Chief Executive Officer**

Date: **8 December 2010**

1. Purpose

- a. To consider matters of significance in relation to Section 76 of the Local Government Act 2002 and Council's Significance Policy.

2. Recommendation

- a. That Report 4376 be received.

3. Issues for Consideration

- a. Each report considered by a local authority must have regard to the decision making provisions contained within Section 76 of the Local Government Act 2002.
- b. That Section of the Act requires that a local authority:
 - must ensure that its decision making processes promote compliance with the following sections of the Act:
 - Section 77 Requirements in relation to discussions
 - Section 78 Community Views in relation to decisions
 - Section 80 identification of inconsistent decision
 - Section 81 Contributions to decision making processes by Maori
 - Section 82 – Principles of Consultation

A local authority is also required to develop and publish in its Long Term Council Community Plan a Policy of Significance.

- c. Questions in regard to what is deemed significant relate to the processes that a local authority follows with regard to the sections of the Act noted above and in regard to a local authority's own significance policy.
 - d. A copy of Council's Significance Policy is **attached** to this report. Specifically I draw Councillors attention to Sections 5 and 6 of this policy.
 - e. Section 5 of Council's significance policy identifies, by way of guidance that a proposal or decision will not be deemed to be significant unless it is of similar importance to
 - an activity significantly affecting capacity or cost of Council
 - alteration to level of service
 - transfer of ownership
-

- changes to the LTCCP

- f. Section 6 of Council's Significance Policy identifies what are not considered to be strategic assets whereby significance is triggered. Councillors will not with interest that included in this list is the Levin Library – which is subject to a separate paper with regard to the Community centre proposal on today's agenda.
- g. Council's Annual Audit traverses a number of aspects of our business specific to process and statutory compliance. During the course of an audit consideration is given to the manner in which we prepare templates for Council reports and that we deal with matters in relation to our Significance Policy. Audit have raised no issues in this regard.
- h. Council will be reviewing its Significance Policy in conjunction with the consultation process associated with our Draft 2012 to 2022 Long Term Plan (formerly LTCCP).
- i. It is my recommendation that Council request staff to discuss the contents of the existing Significance Policy with community groups and organisations as part of the Long Term Plan preparation process.

Prepared by

D G Ward
Chief Executive Officer

4. Attachments

- a. Policy on Determining Significance

Item-2017 Councillors Remuneration

File No 4370

To: His Worship the Mayor and Councillors
Horowhenua District Council

From: Chief Executive Officer

Date: 8 December 2010

1. Purpose

- a. To recommend to the Remuneration Authority an allocation of the Councillors' remuneration pool for the 2010/2011 financial year based on the remuneration pool advised by the Authority.
- b. To give consideration to the unallocated portion of the 2009/2010 remuneration pool.
- c. To adopt guidelines specific to a position description for the Deputy Chair of the Hearings Committee.

2. Recommendation

- a. The Report 4370 be received.
- b. That this matter or decision be recognised as not significant in terms of s.76 of the Local Government Act 2002.
- c. That Council recommend to the Remuneration Authority that the allocation of the 2010/2011 remuneration pool be as tabulated within this report.
- d. That 30% of the unallocated portion of the 2009/2010 remuneration pool specific to the Hearings Committee be rolled forward to the 2010/2011 pool specific to District Plan hearing related matters.
- e. That the position description for the Deputy Chair of the Hearing Committee is acknowledged.

3. Issues for Consideration

- a. The Remuneration Authority has provided its proposed Indicative Pool for elected member payments for the period October 2010 to June 2011.
 - b. In setting its determinations the Authority has given recognition to two significant recent events:
 - the economic circumstances that emerged globally from late 2008, and
 - the changes in governance arrangements in the Auckland region.
-

- c. The Authority has taken the opportunity to undertake a review of Mayoral remuneration, implementation of which commenced with the release of the Authority's interim determination for the post-election period.
- d. The Authority have advised that they have commenced further work on the Remuneration of Councils and Community Boards. These will be consulted on over coming months for possible implementation in the 2011/2012 year.
- e. For the period from the October election the Authority has not made any changes to the basis for calculating the indicative pools as they apply to members of Council, other than the Mayor.
- f. At today's meeting Council will consider and make recommendations to the Remuneration Authority on how the balance of the pool is to be split.
- g. When Council last considered the allocation of the remuneration pool, it discussed and reaffirmed the indicative ratios.
- h. In January 2010 Council gave consideration to the workload of the Hearings Committee with respect to Plan Change 20 and 21. The outcome was a recommendation to the Remuneration Authority that the position of Deputy Chairperson of the Hearings Committee be remunerated at a salary level of \$22,667.
- i. Council has in its allocation of duties for the 2010/2011 year identified the position of Deputy Chair of the Hearings Committee. It is acknowledged that no position description has been written for this position. There is a need to adopt the position description for Deputy Chair to reflect those occasions when the occupier of this position will need to act in a higher capacity and the manner in which the position is to be remunerated.
- j. Those specific reasons for making recommendation to the Remuneration Authority for a higher level of payment in January 2010 to the position of Deputy Chair of the Hearings Committee are now deemed not to be applicable. As such the attached table identifies the sum of \$18,300 in payment to the Deputy Chair.
- k. The matter of a position description for the Deputy Chair of the Hearings Committee is to be discussed today. It is proposed that the position description encompass the following duties:
 - Deputy Chair of the Hearings Committee will assume the role of Chair of the Hearings Committee in the following situations:
 - where the Chair of the Hearings Committee has leave of absence
 - where the Chair of the Hearings Committee declares a conflict of interest
 - Where the Deputy Chair of the Hearings Committee is acting in the capacity of the Chair of the Hearings Committee the Office bearer will receive the same level of remuneration (apportioned) as would be paid to the Chair of the Hearings Committee
 - In any such event where the Deputy Chair is acting in the capacity of the Chair of the Hearings Committee the Chair will receive a level of remuneration (apportioned) that would have been payable to the Deputy Chair. The amount required to remunerate will be deducted from the Chair's salary.
 - at all other times the Deputy Chair of the Hearings Committee will rank equal to and be remunerated At the same level as other members of the Hearings Committee

This position description will be subject to regular review in acknowledgement of Council's commitment to District Plan hearings that are scheduled to be held over the next few years and the work load that will be determined in association with these hearings.

- l. Whilst looking forward it is difficult to give an accurate estimate of the likely level of commitment for the Hearings committee associated with the District Plan review hearings, we would reasonably expect a minimum of 20 to 25 days. Naturally this figure will depend on levels of interest and numbers of submissions and complexity of the issues that are raised in these submissions.
- m. It will be financially prudent for council in giving consideration to this work load to commence planning now for the cost of these meetings to the Hearings Committee. We remind ourselves that we are only able to remunerate elected members from the pool identified by the Remuneration Authority. We cannot provide for funding sources for hearings of this nature from any other source of Council funds.
- n. Council previously identified the sum of \$8,754 to be allocated to members of the Hearings Committee for those situations when no meeting fee was applicable. Council also resolved that any unallocated portion of the sum of \$8,754 would be distributed equally to all elected Councillors.
- o. During the 2009/2010 financial year the sum of \$4,668 was paid to members of the Hearings Committee. Therefore the sum of \$4,086 remains for allocation to Councillors from the 2009/2010 pool.
- p. Statutorily local authorities are able to carry forward up to 30% of the unallocated portion of the part of the remuneration pool set aside for meeting fees. Ostensibly this is the portion that we have set aside for the Hearings Committee. Whilst Council has previously resolved to distribute unallocated funds amongst elected members I would like today's meeting to give consideration to the manner in which we may consider developing a remuneration pool for work associated with the hearing of District Plan which will commence during the 2011/2012 financial year.
- q. It is in my view prudent to commence the establishment of a pool of funds to assist with these additional expenses. I therefore propose that the sum of \$2,626 (30% of \$8,754) be transferred to a funding pool to meet the hearings costs associated with the District Plan Review.
- r. I propose that the remaining unallocated sum of \$1,460 be paid equally to those 9 Councillors who were serving at 30 June 2010.

- s. The following table leaves unchanged at \$8,754 the estimated remuneration paid to the Hearings Committee for the 2010/2011 financial year.

		Current 2009/10		Proposed 2010/11	
Total Remuneration Pool		\$316,100		\$322,208	
Mayor's Salary		\$72,192		\$78,300	
Balance of pool, divided as below		<u>\$243,908</u>		<u>\$243,908</u>	
	Ratio	Total	Each		Each
Deputy Mayor	Cr+45%	\$26,535		\$26,535	
Chair of Hearings Committee	Cr+45%	\$26,535		\$26,535	
Deputy Chair Hearings Committee		\$22,667		\$18,300	
Councillors (7)		\$128,100	\$18,300	\$128,100	\$18,300
Hearing Committee		\$8,754		\$8,754	
Chair of Foxton Community Board	83% of Cr	\$15,188		\$15,188	
Members of Foxton Community Board (4)	28% of Cr	\$20,496	\$5,124	\$20,496	\$5,124
		<u>\$243,908</u>		<u>\$243,908</u>	

Please note the allocation for 2009/2010 will not add directly to \$243,908. The reason for this is due to Council's decision in January 2010 to increase the payment to the Deputy Chair of the Hearings Committee, funded by savings effected by Council from the resignation of the previous Deputy Mayor in December 2009.

The funding columns in this table are for comparative position information only.

Prepared

D G Ward
Chief Executive Officer

Item-2018 Review of Policy on Road Names and Associated Delegations

File No **4362**

To: **His Worship the Mayor and Councillors
Horowhenua District Council**

From: **Environmental Services Manager**

Date: **8 December 2010**

1. Purpose

To review the Council's policy on naming roads and to consider options to delegate these functions to the Foxton Community Board (within the Community Board area) and officers in other locations, with a review role for the Hearing Committee.

2. Executive Summary

- a. The Council has authority under the still active provisions of the Local Government Act 1974 to name roads. The Council's policy on naming roads for this purpose was last considered in 2001 and is in need of review. This report proposes an extensively modified policy which brings this Council into line with those researched policies currently used in some other Councils.

The report also proposes that the authority to name roads be delegated to the Foxton Community Board and officers as appropriate with a review provision in the case of objections. Reviews are proposed to be resolved by the Hearing Committee with full delegated Authority to do so.

3. Recommendation

- a. That Report 4362 on Review of Policy on Road Names and Associated Delegations be received.
- b. That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- c. That the Council adopt the policy as set out in Attachment D to this report in relation to road names subject to any amendments considered appropriate.
- d. That under the provisions of Clause 32 of Schedule 7 of the Local Government Act 2002 the authority to name roads (under Sections 319 and 319A of the Local Government Act 1974) be delegated as follows with a right of review to the Hearing Committee by any objector within 10 working days of being notified of the decision. Delegations approved shall be exercised in accordance with the policy approved by the Council.
- i) Road names within the geographical area of the Foxton Community Board be delegated to the Foxton Community Board.
 - ii) Road names elsewhere in the District be delegated to the Chief Executive.
-

4. Context

The Local Government Act 1974 authorises Councils to name and to alter the name of any road and to place signage bearing the name of the road (Sections 319 and 319A). It also requires that where a road is named for the first time or altered then the Registrar General of Land must be notified as well as the Surveyor General (**Attachment A**).

In the normal course of events at present a number of other bodies are also normally notified of this decision by staff including the Fire Service, Ambulance, New Zealand Post and the Police (**Attachment B**).

The current procedures and protocols for road naming are in need of review and it is suggested that it might be appropriate at the same time to delegate the authority to approve road names to the Foxton Community Board (insofar as their area is concerned) and officers in any other case provided that where their decision is not accepted by an applicant then there should be a review process at the Hearing Committee level.

Officers have discussed the proposed delegation to the Foxton Community Board with the Chair of the Board who has indicated that he is comfortable with the proposal.

The current policy was last considered at a Council meeting of August 2001 (**Attachment C**). Ongoing developments since that time have shown that a review of the policy on naming roads since that time would be useful.

Officers have sought information on how other councils deal with this and have had responses from Palmerston North City Council and Kapiti Coast, Waikato and Timaru District Councils.

Copies of the information received from these Councils will be **circulated** with the Agenda. The policies have a good degree of consistency in terms of the process and naming protocols although vary in where the delegation to make the decision lies, this ranging from officers to full Council (as is the case at Horowhenua District Council at present).

Attachment D to this report contains a recommended policy for the Horowhenua District Council. The document is based on a consolidation of the information received from other Councils together with that previously adopted by our Council. Councillor's attention is drawn to the following features:

1. The policy makes no reference to any delegation of authority, this being the subject of a separate resolution in this report. The policy if adopted then becomes a point of reference regardless of delegations.
2. The policy provides for persons undertaking new developments to suggest road names which will be assessed under criteria listed. The final decision lies with the Council or persons delegated with that authority.
3. The policy does not cover road numbering. This is already done by officers using an urban and rural numbering system which works well (notwithstanding historical problems that arise from time to time and periodic problems inserting numbers as a consequence of subdivisions).
4. The Policy also refers to private rights of ways. Whilst the Council has no authority to name these they can be named by developers with or without the consent of Council.

It is appropriate to adopt a consistent approach to this particularly as it can affect numbering.

Legal or statutory requirements

The authority to name roads is governed by the provisions of Sections 319 and 319A of the Local Government Act 1974 as attached.

Authority to delegate these functions is provided for under Schedule 7 of the Local Government Act 2002, Clause 32 (Attachment A). That section allows the Council to delegate its functions with certain exceptions (not relevant here) and subject to any conditions it sees fit. The Council is bound by decisions arising from such delegations.

Consenting issues

There are no consenting issues required for this matter.

Consultation process

The Council is not required to undertake any consultation on this matter nor is it recommended. The document is prepared for the reference of persons making decisions or reviewing decisions on road naming. It is more in the nature of a guideline.

5. Analysis

Options considered

Officers have reviewed the various options sourced from other councils who have provided reference material as attached to the agenda. What is proposed in this case is an amalgamation of what officers consider to be the best features of those documents. There are no guidelines in the Act itself and consequently the Council is at liberty to formulate its own approach.

Preferred Options.

The Council needs to consider two aspects of this matter, one being the nature of the guideline or policy and the second being the extent of any delegations.

The officer's preferences in relation to the policy itself are self evident in Attachment D.

With regard to the delegations the preferred option is that where there is a Community Board in place that Board should have delegated authority to approve road names on receipt of a report from officers. In the absence of a decision from the Community Board for any reason then the delegation should sit with the Chief Executive or a Senior Manager. This potentially creates something of an anomaly in that some decisions are taken at an elected member level and others at a staff level. The alternatives are that all delegations are to staff or are retained with full Council.

Given that there is a Council representative who sits with the Foxton Community Board and on the Hearing Committee (Councillor Allan) it would be recommended that any such person should stand aside when the Community Board considers road names so as to allow the review process to be impartial if and when the need arises.

There may also be instances where a subdivision would lie on or across the Community Board area. In such cases officers will work with the Board before making any decisions.

Where a delegation is provided for, officers recommend that there be provision for a review on receipt of any objections within a specified period and that such matters be determined by the Hearing Committee. This would go some way to resolving the above anomaly.

Cost.

There are no costs associated with this matter other than for meetings where necessary.

Timeframe.

The policy can be adopted by way of resolution as can the delegations and consequently both can be implemented without delay.

Impact on Significance Policy.

The Council policy on significance is set out in the Councils LTCCP 2009. Under that policy proposals or decisions are not considered significant unless they are of similar importance to examples given. These include, for example, matters which have a significant effect on capacity or cost to Council, the alteration of a level of service or an amendment to the LTCCP. The matter for consideration under this report is not considered to be comparable to the examples given in the LTCCP and is not considered significant by officers.

Impact on LTCCP and Relevant Policies.

This is not considered applicable.

Relevance to Annual Plan.

The proposal is not relevant to Annual Plan targets.

Financial Impact.

None.

6. Conclusions

Preferred option.

Officers recommend that the Council adopt the policy as set out in Attachment D to this report subject to any amendments they consider suitable.

It is also recommended that the authority to name roads be delegated as follows with a right of review to the Hearing Committee by any objector within 10 working days of being notified of the decision. Delegations approved shall be exercised in accordance with the policy approved by the Council.

- a. Road names within the area of the Foxton Community Board be delegated to the Foxton Community Board.
- b. Road names elsewhere in the District be delegated to the Chief executive or in his absence the Environmental Services Manager or Community Assets Manager.

Communication Strategy.

Officers will communicate the resolution to all relevant parties once taken.

Timetable.

The policy will take immediate effect on the Council resolution without any further formality.

	Name and title of signatories	Signature
Prepared by	T Thomas Environmental Services Manager	
<u>Confirmation of statutory compliance</u>		
In accordance with section 76 of the Local Government Act 2002, this report is approved as: a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and, b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.		
Approved by	D G Ward Chief Executive Officer	

5. Attachments

- a. Extracts from the Local Government Act 1974
- b. List of other bodies to be notified of any decision
- c. Current policy on Road Names and Associated Delegations
- d. Proposed Road Naming Policy

ACCOMPANIES THE AGENDA

Responses from Palmerston North City Council and Kapiti Coast, Waikato and Timaru District Councils.

ATTACHMENT A:

EXTRACTS FROM THE LOCAL GOVERNMENT ACT 1974 (HIGHLIGHTS ADDED).

319 General Powers of councils in respect of roads

(1) The council shall have power in respect of roads to do the following things:

- (a) To construct[, upgrade], and repair all roads with such materials and in such manner as the council thinks fit:
- (b) *Repealed.*
- (c) To lay out new roads:
- (d) To divert or alter the course of any road:
- (e) To increase or diminish the width of any road subject to and in accordance with the provisions of the [district plan], if any, and to this Act and any other Act:
- (f) To determine what part of a road shall be a carriageway, and what part a footpath or cycle track only:
- (g) To alter the level of any road or any part of any road:
- (h) To stop or close any road or part thereof in the manner and upon the conditions set out in section 342 and Schedule 10 to this Act:
- (i) To make and use a temporary road upon any unoccupied land while any road adjacent thereto is being constructed or repaired:
- (j) To name and to alter the name of any road and to place on any building or erection on or abutting on any road a plate bearing the name of the road:**
- (k) To sell the surplus spoil of roads:
- (l) For the purpose of providing access from one road to another, or from one part of a road to another part of the same road, to construct on any road, or on land adjacent to any road, elevators, moving platforms, machinery, and overhead bridges for passengers or other traffic, and such subways, tunnels, shafts, and approaches as are required in connection therewith.

[(2) Before exercising a power under this section to do anything that will or is likely to interfere with any pipe, line, or other work associated with wastewater or the supply of water, electricity, gas, or telecommunications, the council must give not less than 10 working days' notice in writing of the proposed interference to the owner of the pipe, line, or other work, except in the case of any emergency or danger.]

319A Naming of roads

If the council names any road for the first time, or alters the name of a road, the council must as soon as practicable send a copy of the relevant resolution to the Registrar-General of Land and the Surveyor-General.

Local Government Act 2002

Schedule 7, Part 1 32 Delegations

- (1) Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers except—
 - (a) the power to make a rate; or
 - (b) the power to make a bylaw; or
 - (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term council community plan; or
 - (d) the power to adopt a long-term council community plan, annual plan, or annual report; or
 - (e) the power to appoint a chief executive; or
 - (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term council community plan or developed for the purpose of the local governance statement; or
 - (g) *Repealed.*
- (2) Nothing in this clause restricts the power of a local authority to delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority the power to do anything precedent to the exercise by the local authority (after consultation with the committee or body or person) of any power or duty specified in subclause (1).
- (3) A committee or other subordinate decision-making body, community board, or member or officer of the local authority may delegate any of its responsibilities, duties, or powers to a subcommittee or person, subject to any conditions, limitations, or prohibitions imposed by the local authority or by the committee or body or person that makes the [original] delegation.
- (4) A committee, subcommittee, other subordinate decision-making body, community board, or member or officer of the local authority to which or to whom any responsibilities, powers, or duties are delegated may, without confirmation by the local authority or committee or body or person that made the delegation, exercise or perform them in the like manner and with the same effect as the local authority could itself have exercised or performed them.
- (5) A local authority may delegate to any other local authority, organisation, or person the enforcement, inspection, licensing, and administration related to bylaws and other regulatory matters.
- (6) A territorial authority must consider whether or not to delegate to a community board if the delegation would enable the community board to best achieve its role.
- (7) To avoid doubt, no delegation relieves the local authority, member, or officer of the liability or legal responsibility to perform or ensure performance of any function or duty.
- (8) The delegation powers in this clause are in addition to any power of delegation a local authority has under any other enactment.

ATTACHMENT B:
BODIES NOTIFIED BY HOROWHENUA DISTRICT COUNCIL ON NAMING OF NEW ROAD.

Company	Address1	Address2	City
Emergency Management Officer	C/- Horowhenua District Council	126 – 148 Oxford Street	LEVIN 5510
The Fire Service	Queen Street	LEVIN 5510	
Levin Police Station	7 Bristol Street	LEVIN 5510	
Levin Ambulance Station	C/- Horowhenua Health Centre	62 Liverpool Street	LEVIN 5510
Horizons Regional Council	Private Bag 11025	PALMERSTON NORTH 4442	
Electra Limited	PO Box 244	LEVIN 5540	
Contracts supervisor – Graham Lamond	Horowhenua District Council	126 – 148 Oxford Street	LEVIN 5510
Waitarere Beach Fire Brigade	Forest Road	WAITARERE BEACH 5510	
New Zealand Automobile Association	Cartography Department	PO Box 101-001	AUCKLAND 1330
Terralink Ltd	PO Box 2872	WELLINGTON 6140	
New Zealand Minimaps Ltd	PO Box 2472	CHRISTCHURCH 8140	
Foxton Fire Service	PO Box 55	FOXTON 4848	
Levin Delivery Branch	New Zealand Post	PO Box 141	LEVIN 5540
Foxton Beach Volunteer Fire Brigade	PO Box 173	FOXTON 4848	
Shannon Fire Service Rates Department	C/- 57 Vogel Street Horowhenua District Council	SHANNON 4821 Private Bag 4002	LEVIN 5540
Ian Tate – GIS officer	Horowhenua District Council	Private Bag 4002	LEVIN 5540
Otaki Fire Service	PO Box 106	OTAKI 5542	
Otaki St Johns	C/- Levin St Johns	Private Bag 4003	LEVIN 5540
Quotable NZ	PO Box 242	PALMERSTON NORTH 4440	
Downer EDI Works	PO Box 642	Levin 5540	
Fulton Hogan Roding	PO Box 422	Levin 5540	
Fulton Hogan OSM	c/- Craig Jones	PO Box 422	LEVIN 5540
Animal Control	Horowhenua District Council	126 – 148 Oxford Street	LEVIN 5510
Kerry Stewart Risk Management Coordinator	Western Fire Region	PO Box 148	PALMERSTON NORTH 4440
Roding Manager – Mike Pond	HDC	126-148 Oxford Street	Levin 5510
Yvonne Grant	Area Manager – Land Information New Zealand	Private Bag 4721	Christchurch 8140
New Zealand Fire Service Commission	c/- Beca Carter Hollings and Ferner Ltd	PO Box 3942	Wellington 6140

ATTACHMENT C:
Previous Council resolution and report

INTERNAL MANAGEMENT POLICY NOMENCLATURE OF ROADS

Manager of Environmental Services submitting Report MES 1269 to ensure that the matter of road/street naming complies with Council policy.

A copy of Report MES 1269 is attached to the Official Minutes.

RESOLVED (Allan/Griffen)

“THAT Report MES 1269 be received.”

Cr Scott noted that an example of a “lane” had not been included in the “nomenclature of streets” attachment, and input was sought from committee members as to their understanding and definition of a lane.

The following points were noted in discussion:

- It was requested that the words “that includes verbal definitions” be included in recommendation 1.2(a).
- It was felt that the nomenclature of streets policy should be included in the District Plan.
- It would be best to seek the dictionary definition as to the usual understanding of a “lane”.

RESOLVED (Allan/Griffen)

“THAT the Committee adopt the following Internal Management Policy:

- (a) That when deciding the name of an access route be it road, street etc, the choice of whether it shall be road or street etc shall be determined by Council generally in terms of the nomenclature as attached, including verbal definitions.
- (b) That developers in new subdivisions be requested to provide three alternative “street names” ie Garry Street, Robyn Street etc in order of preference for consideration by Council.
- (c) That if the developers first choice is not recommended by staff, the developer be advised prior to the Committee considering the recommendation.”

RESOLVED (Allan/Griffen)

“THAT interested parties be provided with this policy.”

RESOLVED (Allan/Burnell)

“THAT the Regulatory Committee promote a change to the District Plan to include this policy.”

RESOLVED (Griffen/Burnell)

“THAT the definition for lane as stated in a previous order paper be included in this policy.”

To: Chairperson & Members
Regulatory Committee

From: Senior Planner

Subject: Internal Management Policy
Nomenclature of Roads etc

Date: 5 July 2001

1.0 Recommendations

1.1 That Report MES 1269 be received.

1.2 That the Committee adopt the following Internal Management Policy.

- (a) That when deciding the name of an access route be it road, street etc, the choice of whether it shall be road or street etc shall be determined by Council generally in terms of the nomenclature attached.
- (b) That developers in new subdivisions be requested to provide three alternative "street names: i.e. Garry Street, Robyn Street etc in order of preference for consideration by Council.
- (c) That if the developers' first choice is not recommended by staff, the developer be advised prior to the Committee considering the recommendation.

2.0 Purpose of Report

2.1 To ensure that the matter or road/street naming complied with Council Policy.

3.0 Background

3.1 Over recent year the matter or naming new roads has followed an unwritten policy of the developer providing 3 alternative names in the order of preference for the consideration of this Committee.

3.2 From researching sub divisional files, there does not appear to have been any problems in this procedure until recently.

3.3 As a result, staff have been requested to review the procedure and formulate an internal policy.

4.0 Considerations

4.1 The matter of determining road/street names, which is whether it should be called road street etc should be Council responsibility.

4.2 This is consistent with Clause 24.4.5 (f) of the Approved Horowhenua District Plan "Details of the Proposed Subdivision to be supplied:-"

- (f) Roads: New roads shall be shown as "road to vest" or "road to be constituted" as appropriate. No road name should be shown on any subdivision plan unless it is a natural extension of a road already named. Council will determine the necessary names for new roads on any proposed subdivision. The applicant shall submit a list of names for any new roads to vest"

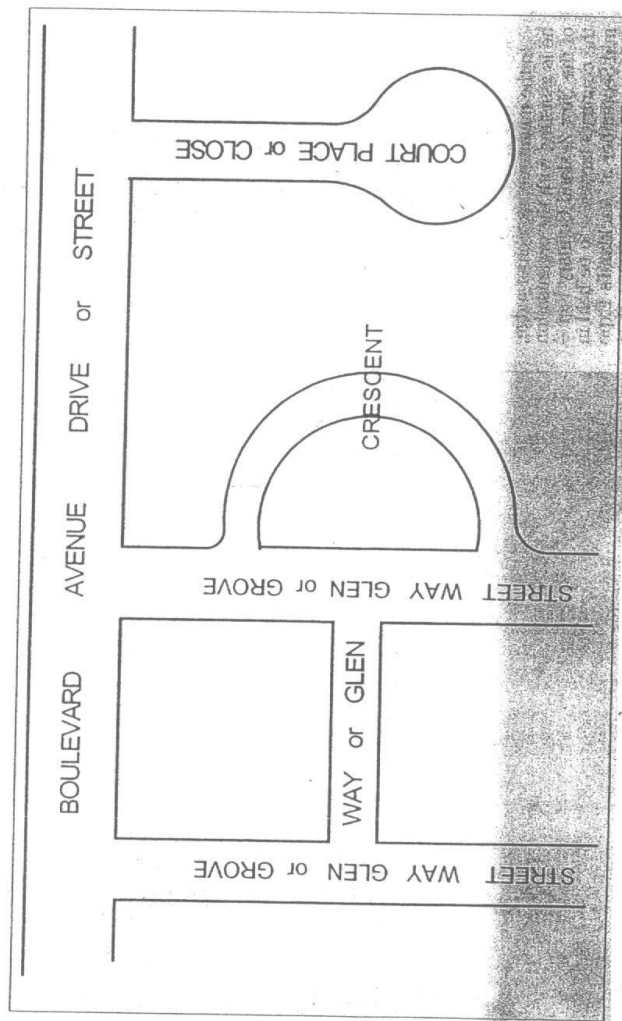
And Clause 24.4.9(xi) (f) "Engineering Drawings to be supplied

- (f) Street Names – as suggested by the Owner and as approved by Council.”

5.0 Discussion

- 5.1 To ensure consistency it is suggested that Council adopt the nomenclature of roads etc as attached to ensure consistency in selecting suitable names.

W R Pearson
Senior Planner



ATTACHMENT D:
Proposed Road Naming Policy: Horowhenua District Council

ROAD NAMING POLICY OF THE HOROWHENUA DISTRICT COUNCIL

Introduction.

This policy is to assist decision makers in the Horowhenua District Council to meet their responsibility in the naming of roads within the District. This relates to new roads, unnamed existing roads (e.g. paper roads) and to private roads and accessways. It does not relate to road numbering, that function being the responsibility of officers of the Council already.

As well as preventing potential confusion or mistakes for users a consistent approach to road names can provide a transparent and balanced process for the naming of key infrastructural assets, and provide a way of recognising and enhancing our District's history, culture and identity,

Naming of Streets, Roads and Private Ways

Council has the authority under section 319(j) and 319A of the Local Government Act 1974 to name roads. New names are usually needed for new roads in subdivisions, or when a previously unformed road is constructed.

New Road Names

Where new roads need to be named as a result of a new subdivision or development the subdivider/developer shall be given the opportunity of suggesting up to three options, in order of preference. When submitting the preferred options comment should be given on why the names have been chosen, including any meaning and historical background and consultation undertaken, in support of the application.

In cases where subdividers/developers do not wish to submit preferred options for road names, Council officers will prepare a list of options for consideration and a decision.

Before submitting a name, a developer should review names in use with staff and/or Land Information New Zealand and provide evidence of having done so. Failure to provide such background information may lead to delays whilst staff confirm the suitability of the proposed name/s.

Similarly, when a developer proposes a Maori name confirmation of the views of local Iwi must be provided. If this is not provided there may be some delay while staff seek this confirmation.

Ideally the road names are to be submitted at the time of the application for consent for the subdivision or development, or no later than application for approval of the Land Transfer Plan.

The full costs of the signs and their erection are to be paid for by the subdivider/developer.

Where a new road name is required as a result of a Council subdivision it shall be referred to an ordinary Council meeting for a decision provided that prior consultation with the Foxton Community Board shall be undertaken where appropriate.

Private Ways

It is not the Council policy to directly name private ways. If however names are to be endorsed for private ways then the names shall be in accordance with the Approval Criteria and Style Guide and subject to the specific criteria below.

Whilst the Council has no responsibility in naming private accessways it does have a responsibility to number properties within it, hence the following criteria.

Where the Council is requested to endorse the name of a private right of way it will apply the following criteria.

1. The Council will not endorse the use of any name for a private right of way serving four or less properties by direct access off it. In such cases it will number those properties off the parent street in the normal way.
2. Where a private right of way provides direct access to five or more properties then the Council may endorse the selected name of that property and if it does so will number the properties off that right of way as for a new street.

Renaming Roads and Naming of Existing Legal but Previously Unformed Roads

The Council does not encourage the changing of road names because of the cost of the procedures and the inconvenience and cost caused to the public.

A name change will only be made if Council considers that there is a very good reason to change the name, that the change will result in a clear benefit to the community and, the owners of land fronting the road are generally in agreement with the proposal.

Reasons for changing road names may include;

- spelling correction,
- prevention of duplication in spelling or sound,
- prevention of confusion arising from major layout changes to roading,
- geographical corrections,
- issues of cultural sensitivity,
- is requested to do so by emergency services.

Council will only institute a name change if a budget is available to meet the costs or suitable arrangements have been made to meet the costs.

Where an owner or occupier of a property in a particular road or a member of the public seek to have a road name changed and the change does not meet the above criteria for changing road names, Council will only consider initiating the change if:

- The request takes the form of a petition signed by at least 80% of the owners whose properties front the road.
- The name suggested by the applicants must be acceptable to the Council in terms of the criteria for naming new roads.
- The applicants or petitioners agree to meet the all costs and disbursements incurred by the Council (including costs of signs, renumbering, administration etc).

Decisions to change road names will be made by the Council at an ordinary meeting.

Consequential changes to property numbers (where necessary) will be undertaken by Council in its customary manner.

Approval Criteria

The following factors shall be taken into account when selecting street and road names:

- a Names of local historical or geographical significance.
- b Well known, or previously well known, names of farms or properties.
- c Maori names of local significance. Appropriate consultation and advice may be required.
- d Names of local residents who have achieved prominence in their chosen fields such as arts, sport, commerce, politics, local government, military, etc. Naming after persons living is generally avoided. Permission of surviving relatives should be obtained where appropriate.
- e Continuing an established theme in a neighbourhood.
- f Where more than one road is being created in a subdivision, a common theme is recommended for the names.
- g A significant feature in the area (for example, geographical feature, landscape, flora, fauna). Naming after features which do not exist in the area should be avoided (for example, naming after native trees or plants that are not evident in the area, or views that can not be identified).
- h Where an existing street is being extended, the street extension will be the same as that of the existing street.
- i Names cannot be offensive, insensitive or commercially based.
- j All road signs for private ways shall be annotated "Private" at the applicants expense.
- k The Council may not necessarily accept the marketing name for a development as a road name for any road within a development.
- l A new road shall not be named the same, or similar to a road already in existence within the District.
- m It is desirable for short roads to have short names (for reasons of printing the names on maps).
- n Individuals full names will only be used where the name is of reasonable length and the first name needs to be used to correctly identify the individual being commemorated. Full names longer than 15 letters will not usually be considered. In these instances, consideration will be given to using only the surname.
- o Diacritical marks such as macrons should not be used, to ensure the clarity of signs is maximised.
- p The use of hyphenated names should be avoided if possible.

- q Where possible it is desirable that the thematic nature of road names be retained in any new developments in an area

Note that the proposed road names will be checked against Council’s database to avoid duplication.

Style Guide for Names

To ensure a consistent standard of road naming, the following style guide should be applied:

- a In general the “road type” of a road/private way will reflect the public/private nature of a road, or the geography of the area and in accordance with the naming guide below:

Type of Road	Road Name
Relatively short, dead-end Roads, Cul-de-sacs	Place, Court, Close, Grove, Way, Courtyard, Rise, Mews, View
Loop Road to same Street	Crescent, Loop, Circle, Terrace
Rural Road	Road, Track, Terrace
Long cul-de-sacs, Through Roads	Road, Street, Drive, Ridge, Terrace
Narrow Road, Service Lane	Lane
Wide spacious roads	Avenue, Boulevard, Parade, Street
Street in Commercial areas	Arcade, Mall, Plaza, Square, Street, Road
Private Rights of Way/roads	Court, Lane, Grove, Place.

NOTE: The above is a guide only and people are welcome to make other suggestions. However, it is Council’s prerogative to name streets and the Council may refuse to approve names considered unsuitable for any reason.

Additional Notes

When the new name is confirmed, the standard format Council name sign shall be erected. For new roads in subdivisions the developer shall pay Council for the required sign(s) and installation. For existing legal but previously unformed roads and roads being renamed the Council shall meet the cost of sign(s) and installation.

If a developer erects its own ornamental name sign(s) and/or post, in addition to the Council name sign, and that ornamental name sign is damaged or stolen, then the Council shall not be responsible for the repair or replacement of that name sign.

These sign types should ordinarily be positioned on private property (or the property boundary).

If a developer requires a sign to be positioned within the road reserve, an application must be submitted to the Council’s Community Assets Department for consideration. They may, or may not, approve the application in their sole discretion.

Notification:

Where a new road name is approved the Council will notify statutory bodies as required under section 319A of the Local Government Act 1974 as well as emergency services operating in the District (Fire, Police, Ambulance, New Zealand Post in particular) and any other agencies of relevance at officer discretion.

Item-2019 Chief Executive Officer's Report to 8 December 2010

File No 4359

To: His Worship the Mayor and Councillors
Horowhenua District Council

From: Chief Executive Officer

Date: 8 December 2010

1. Purpose

- a. This report is prepared to update Councillors on a number of current matters that the Chief Executive Officer is dealing with.

2. Recommendation

- a. That Report 4359 be received.
- b. That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- c. That Council consider appointing one or more nominated Councillors to work with Officers to prepare a submission on the Alcohol Reform Bill and that the submission be brought back to the 2 February 2011 meeting of Council for ratification and submission thereafter.

3. Issues for Consideration

a. Alcohol Reform Bill

We have recently received a copy of the above Government Bill that implements the Government's decisions on the reform of alcohol legislation. These decisions were made in response to the Law Commissions 2010 report, *Alcohol in Our Lives : Curbing the Harm*. As well, an overview on the key features of the Bill has been received from Brookfields Lawyers.

Accompanying the agenda is a copy of the explanatory notes received with the Bill that provide a clause by clause analysis of this Bill, together with the overview from Brookfields Lawyers.

Whilst Officers have not as yet had an opportunity to review and analyse the Bill and therefore have not considered the implications and requirements on Council, there would appear to be some proposals that may significantly impact on Council – specifically around 'Local Alcohol Policies' and the functions of 'District Licensing Committees'.

Council previously submitted on this Liquor review last year in respect of the Law Commissions Report, *Alcohol in Our Lives : Curbing the Harm*. A Subcommittee of Councillors Good, Rush and McMeeken were appointed to work with Officers and prepare the submission at that time.

If Council is desirous of making a submission on this matter it is suggested that Council may wish to appoint the previous Subcommittee of Councillors Good, Rush and McMeeken

to work with Officers to prepare a submission on this Bill on behalf of Council. Submissions close on 18 February 2011.

b. One Plan Appeals.

The closing date for appeals against the Horizons Regional Council One Plan has now passed.

In all 20 appeals have been lodged with the Environment Court. These appeals cover a wide range of issues including some with potential implications for HDC. The list of appellants include various energy companies, Federated Farmers, the Historic Places Trust, Department of Conservation, the New Zealand Transportation Agency and forestry companies.

Although HDC did not lodge an appeal against any of the decisions on the One Plan applications to be a party to any of the appeals may be made up to 20 January 2011. Officers are currently reviewing the appeals with a view to making a decision on whether to lodge such an application.

The only Council to lodge an appeal was Wanganui District Council. Officers have not see the appeal at the time of writing but it is understood to be in relation to matters particular to that Council.

c. 2010/2011 Annual Plan Monitoring Report

The Monitoring Report prepared for those items raised by submitters during the 2001/2011 Annual Plan submission period, in ensuing discussion or passed by way of resolution, is **attached**.

	Name and title of signatories	Signature
Prepared by	D G Ward Chief Executive Officer	
<u>Confirmation of statutory compliance</u>		
<p>In accordance with section 76 of the Local Government Act 2002, this report is approved as:</p> <ul style="list-style-type: none"> a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and, b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision. 		

4. Attachments

- a. A copy of the explanatory notes to the Alcohol Reform Bill **accompanies** the agenda.
- b. 2010/2011 Annual Plan Monitoring Report

**MONITORING REPORT
Annual Plan 2010/2011**

Item	Item Description	<i>Resolved</i>	Responsible Officer	Date to Action By	Date Completed	Officer Comment
2	Development of Foxton Cemetery	<i>“THAT Officers prepare and present a report to the Foxton Community Board on opportunities to extend the life of the existing cemetery and that the report give consideration to bringing forward funding of \$100,000.00 for the development of new land at Foxton Cemetery from years 2013/14 to 2012/13 and also the option for the provision of a toilet at Foxton Cemetery.”</i>	P Shore	15 December 2010		A report will be presented to the December meeting re possible changes to the roading. Officers confirm that there is enough burial capacity to provide for a minimum of 5 years. The cemetery extension will be addressed (for design and implementation funding) as part of the LTCCP process
3	BMX Mountain Bike Adventure Area, Holben Reserve	<i>“THAT funding of \$30,000.00 sourced from the Foxton Beach Freeholding Account is committed to the construction of a BMX/Mountain Bike Adventure Area</i>	P Shore	31 July 2010		The “BMX Park” is nearing completion, and subject to minor changes that the School kids might suggest it is looking likely for opening within a few of weeks time. The kids will also be offered a training session by a experienced mountain bike rider and track builder. They will also

MONITORING REPORT
Annual Plan 2010/2011

Item	Item Description	<i>Resolved</i>	Responsible Officer	Date to Action By	Date Completed	Officer Comment
						<p>officers regarding the Waiwarara Stream. Officers will review the existing budgets and identify a range of options for revitalizing the stream and forming a walkway. This will occur as part of AMP and LTCCP review process (2010-2012)</p> <p>A temporary solution has been agreed to with regard to the existing walkway and a long term solution has been promoted utilising a section of foot bridge (C/o and thanks to Cr Murray)</p>
14	Deterioration of Donnelly Park Netball Courts and future commitment to netball	<i>"THAT Officers work with the Horowhenua Netball Association to determine the best options for repair or renewal of the courts; and that Officers report back to Council as part of the LTCCP review process with recommendations and accurate renewal requirements."</i>	P Shore	30 June 2011		A trial spray of the Netball Courts has been completed. The effect (success) is still being monitored and a second spray is possible before the new season begins.

**MONITORING REPORT
Annual Plan 2010/2011**

Item	Item Description	Resolved	Responsible Officer	Date to Action By	Date Completed	Officer Comment
		<i>"THAT Officers report back to Council with funding options, should an opportunity exist before the next LTCCP review to rectify the Courts faults."</i>				
15	Levin BMX Club	<i>"THAT funding of \$5,000.00 for the 2010/11 be provided to the Levin BMX club, administered by Council for track maintenance and that the Club work with Council officers to develop a robust business plan emphasising the maintenance needs in the years ahead, and that corporate sponsorship is sought."</i>	D Tate	31 December 2010		BMX have been provided with a draft lease which they helped develop. They are still reviewing this. Officers (through Sport Horowhenua) have provided the BMX Club with a draft business plan which they can adapt to suit their specific needs.
16	Manakau Soccer - use of Manakau Domain and assistance to the Manakau United Football Club	<i>"THAT Officers develop a formal lease arrangement with the Manakau United Football Club."</i>	D Tate	31 December 2010		This matter is now being discussed directly between the Football Club and the Manakau Domain Board.
17	Proposed Fees and Charges - for cricket wickets	<i>"THAT Council officers liaise with the Levin Sports Foundation to obtain funding to assist with the renewal of the existing artificial wickets at Donnelly Park."</i>	P Shore	31 December 2010		Officers have met with the HKCA CEO - Cricket Development Officer. A joint funding application will be prepared and

MONITORING REPORT
Annual Plan 2010/2011

Item	Item Description	<i>Resolved</i>	Responsible Officer	Date to Action By	Date Completed	Officer Comment
		<i>"THAT Council officers work with the Horowhenua Kapiti Cricket Association with the objective of establishing funding sources for additional wickets."</i>				submitted to coincide with their strategic review and player needs. The HKCA have indicated that their first priority is to get one of the current artificial wickets relocated on Donnelly park.
18	Manakau Playground	<i>"THAT the provision of playground equipment is reviewed as part of the next LTCCP review for Manakau/Waikawa area."</i>	P Shore	30 June 2011		Staff will continue to liaise with the public of Manakau and Waikawa in regard to appropriate recreational facilities. A review of Playgrounds which is planned for the new year will assist in determining the relative need for this general area.
31	Margaret Street/Ballance Street Intersection	<i>"THAT a 'No Entry' sign as appropriate be installed following consultation with the New Zealand Transport Agency."</i>	M Pond	30 September 2010		A sign will be installed early next year. A meeting with NZTA has been programmed to be

**MONITORING REPORT
Annual Plan 2010/2011**

Item	Item Description	Resolved	Responsible Officer	Date to Action By	Date Completed	Officer Comment
						held on site on 1 December 2010.
32	Ballance Street/Plimmer Terrace Intersection	<i>"THAT officers engage with NZTA to determine the need for, or not, for pedestrian improvements."</i>	M Pond	30 September 2010		A pedestrian safety barrier will be installed early next year.
33	Plimmer Terrace Facilities	<i>"THAT Council acknowledges that funding of \$29,500.00 is provided in the 2010/11 year for the work on Ballance Street & Plimmer Terrace. "THAT staff ensure that international signage be installed to identify existing toilet facilities in Shannon."</i>	P Shore	30 September 2010		The same landscape Architect that developed Te Maire Park and the Plimmer Terrace theme has been commissioned to prepare draft plans for consultation with Shannon people/businesses in the New Year.
50	Taiao Raukawa Environmental Resource Centre	<i>"THAT the submitter be congratulated on obtaining the funding and advised that the Council looks forward to being able to assist as and when appropriate." "THAT Council seek the opportunity for a site visit." "THAT Councillors and Senior Staff meet with the submitter to understand the governance role of the proposed Centre."</i>	D Ward	30 November 2010		The Chief Executive is contacting Raukawa to establish an appropriate date for a site visit.

MONITORING REPORT
Annual Plan 2010/2011

Item	Item Description	Resolved	Responsible Officer	Date to Action By	Date Completed	Officer Comment
59	Speed Limit - Bruce Road	<i>That Bruce Road be considered by Council for a speed limit reduction.</i>	M Pond	June 2010		The original testing for a speed limit reduction did not meet the criteria. This will be retested with the inclusion of farm entrances to raise its chances of meeting the criteria. The retesting results are now with NZTA awaiting approval from NZTA in writing.
60	On site water storage	<i>That officers provide a report around the implications of implementing a policy that all new homes have on site water storage.</i>	Erin Ganley Glen O'Connor	April 2011		New Water Services Manager to provide report in April 2011
61	Waste Management	<i>That consideration be given to a timeframe for zero-waste proposals during the review of the Solid Waste Management Plan.</i>	D de Burgh	30 June 2012		The Waste Management Plan is being reviewed. Timeframe will be specified for initiatives that work toward the concept of "Zero Waste".

Item-2020 Liquor Licensing Matters from 21 July 2010 to 20 November 2010

File No 4369

To: His Worship the Mayor and Councillors
Horowhenua District Council

From: Liquor Licensing Inspector

Date: 8 December 2010

1. Purpose

- a. To update matters relating to liquor licensing for the period 21 July 2010 to 20 November 2010.

2. Recommendation

- a. That Report 4369 be received.
b. That the Licences and Managers' Certificates as scheduled in Part 3(a) of this report, which have been granted or renewed under delegation, be ratified.
c. That the information in Part 3(b) of this report be noted.

3. Issues for Consideration

a. New and Renewed Applications

New	New/On/Off Club Licences	To Expire
Foxton Rugby Club (Replacement - name Change)	040/CL/2010/4	04.08.13
Focal Point (Levin) Limited	040/ON/2010/4	04.11.11
Renewed Licence		
The Partnership of Xiao Fang Nie and Jian Liang Nie	104/ON/09/2003	22.09.13
The Partnership of Francis de Porres Taylor and Elizabeth Newman	040/OFF/2008/11	08.09.13
Rayoni Ellen Phillips	040/ON/2009/4	02.10.13
Rayoni Ellen Phillips	040/OFF/2009/3	02.10.13
Sharjeet Wano Limited	040/ON/2009/5	16.10.13
Laughing Foxes Café 2000 Limited	040/ON/11/2000	26.10.13
Oxalb Limited	040/ON/2009/7	11.11.13
Oxalb Limited	040/OFF/2009/4	11.11.13
Levin Lawn Tennis & Squash Club Inc	040/CLUB/21/2001	16.07.13
Tokomaru RSA & Country Club Inc	040/CI/2001/23	14.09.13
Oxalb Limited	040/ON/2009/8	11.11.13
Oxalb Limited	040/OFF/2009/5	11.11.13
Harris Stores Limited	040/OFF/2009/7	30.11.13
Horowhenua Hockey Association	040/CL/1/2000	31.10.13

New Certificate

Jeannie Barbarella Timms	040/GM/2010/5	06.08.11
Glendys Eileen Ritson	040/GM/2010/6	10.08.11
Lesley Te Tomo	040/GM/2010/7	18.08.11
Rosemarie Barlow	040/GM/2010/8	10.08.11
Axel Nielsen	040/GM/2010/9	10.08.11
Crystal Dandelion Maxine Phoenix Jackson	040/GM/2010/10	10.08.11
Cherie Margaret Stewart	040/GM/2010/11	10.08.11
Alisha Michelle Polson	040/GM/2010/12	11.08.11
Kim Maree Hassall	040/GM/2010/13	11.08.11
Pamela Lois Ranson	040/GM/2010/14	11.08.11
Lorraine Mary Ann Burfield	040/GM/2010/15	11.08.11
Marie Namana	040/GM/2010/16	20.08.11
Flore Leveille Nizerolle	040/GM/2010/17	20.08.11
Maegan Alexis Orr	040/CM/2010/15	26.08.11
Susan Joan August`	040/CM/2010/16	26.08.11
Raymond Bruce Perry	040/GM/2010/18	10.09.11
Alan Brian Morgan	040/CM/2010/17	04.10.11
Regina Maria Pedersen	040/CM/2010/18	12.11.11
Donald Ross McPherson	040/GM/2010/19	16.11.11

Renewed Certificate

Robert Jon Palmer	040/GM/2009/14	20.08.13
Wallace James Cooper	040/CM/00/10	12.09.13
Michelle Lisa Easton	040/GM/2006/27	28.08.13
Deborah Feary	040/GM/2003/16	29.08.13
Hineteihi Glenda Maree Pitcher	040/GM/2004/24	28.08.13
Francis de Porres Taylor	040/GM/03/20	03.10.13
Ngairi Gail Hunter	040/CM/2009/10	21.08.13
Terina Mai Clifton	040/GM/2004/26	30.08.13
Caroline Wallace Blacklock	040/Gm/2009/18	22.09.13
Wendy Jane Batt	040/GM/2009/17	22.09.13
Gwendoline Jane Bailey	040/GM/2009/16	22.09.13
Daniel Bartlett	045/GM/889/2003	06.10.13
Brian Mann	040/GM/2006/37	12.09.13
Lisa Moana Roiri	040/GM/1997/2941	22.09.13
Cherie Ann Bedford	040/GM/2006/40	20.10.13
Tania Aroha Edlin	040/GM/00/15	11.10.13
MacGregor Neil Scott	040/GM/2009/15	22.09.13
Barry Brazendale	040/CM/03/07	23.10.13
Kirten Sonya Smith	040/GM/00/14	04.10.13
Paul Joseph McIntyre	040/CM/2009/11	20.10.13
Janice Ryan	GM/041/116/2003	25.11.13
Xiao Fang Nie	040/GM/03/23	03.10.13
Michelle Louise Corskie	040/GM/2006/42	20.11.13
William Paul Ray	040/CM/2006/8	27.11.13
Nicola Jane Keighley	040/GM/156/2009	19.11.13
Matthew Peter Conibear	040/GM/2009/9	06.11.13
Rebecca Joy Harris	045/GM/599/2006	18.12.13

Special Licence

	Number
Tokomaru RSA & Country Club	1966
Levin Cosmopolitan Club	1967
Levin Waiopehu Lioness Club	1970
Levin Rural Volunteers Fire Force	1968

HDC Social Club	1969
Neil Stuart McLean	1971
Foxton RSA	1972
Foxton Rugby Club	1973
Foxton RSA	1974
Keep Shannon Beautiful Ball	1975
Foxton RSA	1976
Business Kapiti Horowhenua Inc	1977
Foxton RSA	1979
Athletic Rugby Football Club	1978
Levin Cosmopolitan Club	1980
Karen Joyce Dykstra	1981
Mark John Verran	1982
Raewyn Olive Robinson	1983
Central Bowling Club Levin Inc	1984
Elizabeth M Redmayne	1985
Lynette Anne Wolfenden	1986
Foxton RSA	1987
Amanda Illston	1988
Levin Club Inc	1989
Foxton RSA	1990
Central Bowling Club Levin Inc	1991
W Crighton & Son Ltd	1992
Manawatu Marine Boating Club	1995
Foxton RSA	1994

b. Work in Progress

The following applications are under action:

1. Under Action - 5
2. Applications granted ex Liquor Licensing Authority, Wellington - Nil
3. Applications awaiting determination ex Liquor Licensing Authority, Wellington - Nil
4. Applications awaiting determination ex Horowhenua District Licensing Agency - Nil
5. Premises inspected for compliance under the Act - 19.

General/Club Manager's Certificate

1. Under Action - 8
2. Applications granted ex Liquor Licensing Authority, Wellington - Nil
3. Applications awaiting determination ex Liquor Licensing Authority, Wellington - Nil

Special Licences/Temporary Authorities Pending

1. Special Licences Pending - 3
2. Temporary Authorities Pending - Nil.

Prepared

Approved for Release

Lisa Roiri
Liquor Licensing Inspector

T Thomas
Environmental Services Manager

Item-2021 Documents Executed and Electronic Transactions Authorities Signed

File No **4361**

To: **His Worship the Mayor and Councillors
Horowhenua District Council**

From: **Chief Executive Officer**

Date: **8 December 2010**

1. Purpose

- a. To present to Council the documents that have been executed and Electronic Transactions Authorities and Contracts that have been signed by two elected Councillors, which now need ratification.

2. Recommendation

- a. That Report 4361 be received.
 - b. That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
 - c. That the Horowhenua District Council hereby ratifies the signing of the documents and electronic transactions authorities as scheduled:
 - Electronic Transaction Authority relating to encumbrance for Security of payment of Development Contributions for Certificate of Titles 394515, 394516 and 394517 DP 398871 in the name of Tiro Tiro Visions Limited
 - Electronic Transaction Authority relating to encumbrance for annual rent charges in respect of Certificate of Titles 476116 and 476117 in the name of the Masonic Villages Trust
 - Transmission application in respect to Certificate of Title WN5B/316 at 13 Chaffey Street, Foxton Beach in the name of NI & RJ Penn
 - Electronic Transaction Authority regarding transmission authority for Certificate of title WN5B/316 at 13 Chaffey Street, Foxton Beach
 - Lease Renewal Agreement relating to Tram Station at Foxton between Horowhenua District Council and Adele Patricia Parson, for a period of one year from 1 October 2010
 - Electronic Transaction Authority regarding the registering of a new lease for 13 Chaffey Street, Foxton Beach between Horowhenua District Council and Neville Ian and Rosemary Joanne Penn being Certificate of Title WN5B/316
 - Electronic Transaction Authority relating to water/sewage easement in the Su Properties Limited subdivision, Barry Curtis Drive, Levin
 - Variation of lease and review of rental relating to lease between Horowhenua District Council and Harold William Haley, operator of the Waitarere Beach Motor Camp
 - New lease between Horowhenua District Council and Focal Point (Levin) Limited relating to the Levin Cinema, Salisbury Street, Levin from 1 November 2010
-

3. Issues for Consideration

- a. This report provides a mechanism for notifying the execution of formal documents by two elected Councillors and signing of Electronic Transactions Authorities:

	Name and title of signatories	Signature
Prepared by	D M Clapperton Strategic and Corporate Services Manager	
<u>Confirmation of statutory compliance</u>		
In accordance with section 76 of the Local Government Act 2002, this report is approved as: <ol style="list-style-type: none">a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.		

Item-2022 Resource Consents Considered Under Delegated Authority

File No **4360**

To: **His Worship the Mayor and Councillors
Horowhenua District Council**

From: **Environmental Services Manager**

Date: **8 December 2010**

1. Purpose

- a. To receive the Land Use and Subdivision Resource Consent applications approved under delegated authority by the Environmental Services Department.

2. Recommendation

- a. That Report 4360 be received.
- b. That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

3. Issues for Consideration

- a. That the Land Use and Subdivision Resource Consents be received as listed:

**All Subdivision Resource Consents Granted Under Delegated Authority
03/11/10 to 25/11/10**

Granted Date	File Ref	Subdivider	Address
17-Nov-10	3023	Waikawa Glen Limited	117-151 Waikawa Beach Road, Manakau Rural
25-Nov-10	3025	Robert & Nicola Buckland, Barbara Kennedy, & Kennedy Investments Ltd	68 & 72 Sorenson Road, Levin Rural
16-Nov-10	3026	D'Arcy & Nancy Woolford	214 Heatherlea East Road, Levin Rural

**All Land Use Resource Consents Granted Under Delegated Authority
03/11/10 to 25/11/10**

Granted Date	File Ref	Applicant	Address
4-Nov-10	3013	Leslie Montgomery & Fay Prince	153 Park Avenue, Waitarere Beach
17-Nov-10	3018	Leigh Benfell	6 Gladstone Street, Foxton Beach
22-Nov-10	3021	Nicholas & Stephanie Lovell	23 Strathnaver Drive, Waikawa Beach Rural
16-Nov-10	3027	Jillian McKenzie & Mark Ridley	51 Johnston Street (SH1), Foxton
25-Nov-10	3028	Hugh & Jean Barbour	41A Edinburgh Terrace, Foxton Beach
22-Nov-10	3030	Quin Steel Limited	20-22 Coventry Street, Levin

	Name and title of signatories	Signature
Prepared by	T Thomas Environmental Services Manager	
<u>Confirmation of statutory compliance</u>		
<p>In accordance with section 76 of the Local Government Act 2002, this report is approved as:</p> <ul style="list-style-type: none"> a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and, b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision. 		

MOTION TO EXCLUDE THE PUBLIC

“THAT the Horowhenua District Council pursuant to Section 48, Local Government Official Information and Meetings Act 1987, resolves that the public be excluded from the following parts of the proceedings of this meeting.

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 or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.”

Confirmation of Minutes Ordinary Meeting 10 November 2010 (Minute Items 2008-2010)

Item 2023 - In Committee Proceedings Foxton Community Board 15 November 2010

Item 2024 - In Committee HDC Monitoring Report to 8 December 2010

Item 2025 - Horowhenua District Council Tertiary Scholarships 2011

Reasons for Confidentiality

These Reports are **CONFIDENTIAL** in accordance with Section 48(1) of the Local Government Official Information and Meetings Act 1987, which permits the meeting to be closed to the public for business relating to the following grounds: -

48(1a) 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.

Subject to sections 6, 7 and 17 of the Local Government Official Information Act 1987, the withholding of the information is necessary to:

7(2a) Protect the privacy of natural persons, including that of deceased natural persons.

7(2i) Enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

7(2j) Prevent the disclosure or use of official information for improper gain or improper advantage.