

Notice is hereby given that an ordinary meeting of the Horowhenua District Council will be held on:

**Date: Wednesday 8 September 2021**

**Time: 4.00 pm**

**Via Audio/Visual Link**

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## **Council**

# **OPEN AGENDA**

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### **MEMBERSHIP**

<b>Mayor</b>	Mr Bernie Wanden	
<b>Deputy Mayor</b>	Mrs Jo Mason	
<b>Councillors</b>	Mr David Allan	
	Mr Wayne Bishop	
	Mr Ross Brannigan	
	Mr Todd Isaacs	
	Mr Sam Jennings	
	Mrs Victoria Kaye-Simmons	
	Mr Robert Ketu	
	Mrs Christine Mitchell	
	Ms Piri-Hira Tukapua	
<b>Reporting Officer</b>	Mr David Clapperton	(Chief Executive)
<b>Meeting Secretary</b>	Ms Sue Hori Te Pa	

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**Full Agendas are available on Council's website**  
[www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)



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**1 Apologies**

**2 Public Participation**

Notification of a request to speak is required by 12 noon on the day of the meeting by phoning 06 366 0999 or emailing [public.participation@horowhenua.govt.nz](mailto:public.participation@horowhenua.govt.nz).

See over the page for further information on Public Participation.

**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 Declarations 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 Confirmation of Minutes**

**5.1 Meeting minutes Council, 11 August 2021**

**6 Announcements**

Public Participation (further information):

The ability to speak at Council and Community Board meetings provides the opportunity for members of the public to express their opinions/views to Elected Members as they relate to the agenda item to be considered by the meeting.

Speakers may (within the time allotted and through the Chairperson) ask Elected Members questions as they relate to the agenda item to be considered by the meeting, however that right does not naturally extend to question Council Officers or to take the opportunity to address the public audience be that in the gallery itself or via the livestreaming. Council Officers are available to offer advice to and answer questions from Elected Members when the meeting is formally considering the agenda item i.e. on completion of Public Participation.

Meeting protocols

1. All speakers shall address the Chair and Elected Members, not other members of the public be that in the gallery itself or via livestreaming.
2. A meeting is not a forum for complaints about Council staff or Council contractors. Those issues should be addressed direct to the CEO and not at a Council, Community Board or Committee meeting.
3. Elected members may address the speaker with questions or for clarification on an item, but when the topic is discussed Members shall address the Chair.
4. All persons present must show respect and courtesy to those who are speaking and not interrupt nor speak out of turn.
5. Any person asked more than once to be quiet will be asked to leave the meeting.

# Proceedings of the Community Wellbeing Committee 10 August 2021

File No.: 21/352

## 1. Purpose

To present to the Council the minutes of the Community Wellbeing Committee meeting held on 10 August 2021.

## 2. Recommendation

- 2.1 That Report 21/352 Proceedings of the Community Wellbeing Committee 10 August 2021 be received.
- 2.2 That the Council receives the minutes of the Community Wellbeing Committee meeting held on 10 August 2021.

## 3. Issues for Consideration

There are no items that require further consideration by Council.

## Attachments

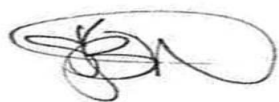

There are no attachments for this report.

### Confirmation of statutory compliance

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 advantages and disadvantages, 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.

## Signatories

Author(s)	Sharon Bowling <b>Executive Assistant</b>	
Approved by	Nicki Brady <b>Deputy Chief Executive</b>	

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# Community Wellbeing Committee

## OPEN MINUTES

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Minutes of a meeting of the Community Wellbeing Committee held in the Council Chambers, Horowhenua District Council, 126-148 Oxford Street, Levin, on Tuesday 10 August 2021 at 1.00 pm.

### PRESENT

<b>Chairperson</b>	Cr Victoria Kaye-Simmons	
<b>Deputy Chairperson</b>	Deputy Mayor Jo Mason	
<b>Members</b>	Ms Brooke Carter	(Dept of Internal Affairs - Horowhenua Community Advisor)
	Mr Mike Fletcher	(Oranga Tamariki – Partnering for Outcomes)
	Mr Richard Fry	(Ministry of Social Development)
	Ms Chiquita Hansen	(THINK Hauora)
	Mrs Jacqui Moynihan	(Oranga Tamariki)
	Ms Angela Rainham	(MidCentral DHB)
	Ms Tracey White on behalf of Ms Di Rump	(Muaūpoko Tribal Authority)
	Mayor Bernie Wanden	
	Ms Margaret Williams	{Older Persons’ Network Representative}

### IN ATTENDANCE

<b>Reporting Officer</b>	Ms Michelle Rogerson	(Community and Social Development Manager)
<b>Meeting Secretary</b>	Miss Sharon Bowling Mrs Nicki Brady	(Group Manager - Communities, Partnerships & Business Group)

### ALSO IN ATTENDANCE

Ms Rachel Blacher	(MidCentral District Health Board)
Ms Sue Price	(NZ Red Cross - Migration Manager South)
Jorge Quirarte	(NZ Red Cross - Migration Manager North)
Ms Maria McKenzie	(MSD (Regional Relationship Manager – Central Services & Contract Management)
Mr Patrick Rennell	(Horowhenua Learning Centre)
Ms Catriona McKay	(The Horowhenua Company)
Mr Liam McLeavey	(The Horowhenua Company)



## 1 Apologies

Apologies were received from Sgt Sam Gilpin, Daniel Gamboa, Mark Robinson, Keith Hilson, and Betty-Lou Iwikau.

NOTED

## 2 Public Participation

No requests for public participation had been received.

## 3 Confirmation of Minutes

MOVED by Ms Angela Rainham, seconded Ms Tracey White:

*THAT the minutes of the meeting of the Community Wellbeing Committee held on Tuesday, 15 June 2021, be confirmed as a true and correct record.*

**CARRIED**

## 4 Reports

### 4.1 Community Wellbeing Committee Report

#### Purpose

To give an update and overview on the current Community Wellbeing Committee activities, and provide an update on the district-wide Community Development work programme that directly contributes to the outcomes of the Community Wellbeing Framework.

MOVED by Mrs Jacqui Moynihan, seconded Ms Angela Rainham:

*THAT Report 21/322 Community Wellbeing Committee Report be received.*

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

**CARRIED**

Reporting Officer, Michelle Rogerson, requested that the report be taken as read.

The Chair provided an update on the Rangitahi hui:

- As part of the programmes discussed at hui of 8 July, the finer details are being worked on around skate park/skating programme in collaboration with Sport Manawatū.
- 5 August Hui was well attended, with great and not so great feedback.
- Next scheduled Hui 20 August, which will be run by a facilitator. Discussion will cover the introduction of an interagency partnership i.e. a Taskforce Working Group (preferred, less bureaucracy and less formal); and the crossover in activity in the CBD – e.g. kai provision, Elected Members / HDC Officers being present to connect with community.

In October the Chair and HDC Reporting Officer plan to meet with CWC members individually to gather comment/feedback on what is working / is not working at the table.

## **5 COVID-19 Immunisation – Rachel Blacher (MidCentral DHB)**

MDHB's overall programme coverage as of 08 August is as follows:

- 26% of MDHB residents are fully vaccinated; 37% have had at least one dose
- 15% of Maori are fully vaccinated as well as 20% of Pacific People in MDHB
- Tracking at 100% of health target for now
- Approximately 17,591 (round up to 17,600) doses have been delivered in Horowhenua.

The programme is growing, citing some of the successes:

- A successful partnership with Māori/Iwi providers throughout the rohe, including working closely with Raukawa Whanau Ora and Muaūpoko Tribal Authority in Levin
- In addition to the Māori/Iwi providers, local providers include Berry's Pharmacy, Primary Care (Horowhenua Community Practice until last week, and Te Waiora), and a DHB site.

Continuing to sustain and grow the programme is a priority – Horowhenua Community Practice has concluded its COVID19 vaccination to ensure BAU (with expanded programme availability at Levin Events Centre); MDHB is working to expand clinic hours.

Aware misinformation in the community is significant and MDHB is keen to work with the community/get champions to push back on the misinformation (MDHB FB videos and Ministry of Health resources).

What can MDHB do to support the community in this regard? Welcomes members thoughts on how to dial back on misinformation.

Margaret Williams enquired as to how many in the district received a letter to say they are eligible for immunisation, three weeks after first one. Rachel Blacher acknowledged there have been inefficiencies, qualifying that MCDHB would rather reach out to someone twice rather than not at all.

Margaret added that three people did not understand as to why national records did not indicate that they had already received their vaccinations. Rachel said there is no good answer; again acknowledged there was room for improvements and Margaret's comments were noted and appreciated.

Jo Mason had also received the notification, her experience being of a seamless process and others have commented to her on the same. Asking if MCDHB were using workplaces as a way of communications to people, Rachel said they were progressing at a couple of levels with both large and smaller employers. If you know an employer with a population base, happy for them to reach out to Rachel directly or the DHB.

Lastly Rachel added that MCDHB is keen to expand both presence and hours to accommodate the community.

## **6 Health Reform – Chiquita Hansen (Think Hauora)**

*[Powerpoint to be provided]*

## **7 Red Cross Community Resettlement – Sue Price**

*[Powerpoint to be provided]*

**8 Partnering for Outcomes – Mike Fletcher and Maria McKenzie**

*[Powerpoint to be provided]*

**9 Mayor’s Taskforce for Jobs – Patrick Rennell**

*[Powerpoint to be provided]*

**10 Pokohiwi ki te pokohiwi – Shoulder to shoulder**

Jacqui Moynihan – Oranga Tamariki is searching to recruit **local** social workers. Please share with your respective networks.

Angela Rainham – Tentatively scheduling a public forum for Tuesday 09 November, 5-6pm.

**Next meeting date: 09 November 2021**

2:55 pm

There being no further business, the Chairperson declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF THE COMMUNITY WELLBEING  
COMMITTEE HELD ON

**DATE:**.....

**CHAIRPERSON:**.....



# Proceedings of the Finance, Audit & Risk Committee 25 August 2021

File No.: 21/356

## 1. Purpose

To present to the Council the minutes of the Finance, Audit & Risk Committee meeting held on 25 August 2021.

## 2. Recommendation

- 2.1 That Report 21/356 Proceedings of the Finance, Audit & Risk Committee 25 August 2021 be received.
- 2.2 That the Council receives the minutes of the Finance, Audit & Risk Committee meeting held on 25 August 2021.
- 2.3 That, as recommended by the Finance, Audit & Risk Committee, the Horowhenua District Council approves \$1.87m of additional capital budget for 2021/22 with this being comprised of a carry forward of \$1.62m from 2020/21 and additional funding to complete the Foxton Beach Surf Club Building Upgrade of \$250,000  
AND FURTHER  
That the Horowhenua District Council notes that \$150,000 of the additional budget will be funded externally.

## 3. Issues for Consideration

The following item considered by the Finance, Audit & Risk Committee meeting held on the 25 August 2021 requires further consideration by the Horowhenua District Council:

The Finance, Audit & Risk Committee passed the following resolutions:

Twelve Month Report 1 July 2020 – 30 June 2021

*“THAT the Finance, Audit & Risk Committee recommends that the Horowhenua District Council approves \$1.87m of additional capital budget for 2021/22 with this being comprised of a carry forward of \$1.62m from 2020/21 and additional funding to complete the Foxton Beach Surf Club Building Upgrade of \$250,000.*

*THAT the Finance, Audit & Risk Committee notes that \$150,000 of the additional budget will be funded externally.”*

Council’s approval is now sought.

## Attachments



There are no attachments for this report.

### **Confirmation of statutory compliance**

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 advantages and disadvantages, 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.

## Signatories

Author(s)	Jacinta Straker <b>Chief Financial Officer</b>	
Approved by	Nicki Brady <b>Deputy Chief Executive</b>	

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# Finance, Audit & Risk Committee

## OPEN MINUTES

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Minutes of a meeting of the Finance, Audit & Risk Committee held via Audio Visual Link on Wednesday 25 August 2021 at 4.00 pm.

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### PRESENT

<b>Chairperson</b>	Mr P Jones
<b>Deputy Chairperson</b>	Mrs C B Mitchell
<b>Members</b>	Mr D A Allan
	Mr W E R Bishop
	Mr R J Brannigan
	Mr T N Isaacs
	Mr B J Jackson
	Mr S J R Jennings
	Mrs V M Kaye-Simmons
	Mr R R Ketu
	Mrs J F G Mason
	Ms P Tukapua
	Mayor B P Wanden

### IN ATTENDANCE

<b>Reporting Officer</b>	Mrs J Straker	(Chief Financial Officer)
	Mr D M Clapperton	(Chief Executive)
	Mrs N Brady	(Deputy Chief Executive)
	Mr D McCorkindale	(Group Manager – Customer & Strategy)
	Mr B Maguire	(Group Manager – Infrastructure Development)
	Mr D Yorke	(Horowhenua Alliance – Alliance Director)
	Mr J Paulin	(Financial Accountant)
	Mrs V Miller	(Compliance Manager)
	Ms M Leyland	(Consents Manager)
	Mr S Magi	(Information Services Manager)
	Mrs A Huria	(Business Performance Manager)
	Ms S Hori Te Pa	(EA to the Mayor and Chief Executive)
	Mrs K J Corkill	(Meeting Secretary)

#### 1 Apologies

There were no apologies.

#### 2 Public Participation

None requested.

### 3 Late Items

There were no late items.

### 4 Declarations of Interest

Cr Brannigan 21/333 - Twelve Month Report 1 July 2020 – 30 June 2021  
Community Support – Emergency Management (CS1 & CS2)

### 5 Confirmation of Minutes

MOVED by Mr Jackson, seconded Cr Allan:

*THAT the minutes of the meeting of the Finance, Audit & Risk Committee held on Wednesday, 30 June 2021, be confirmed as a true and correct record.*

**CARRIED**

### 6 Announcements

There were no announcements.

## Reports

### 7.1 Health & Safety Report

#### Purpose

To provide an update to the Finance, Audit and Risk (FAR) Committee on health and safety matters at Horowhenua District Council for the period 1 April to 31 July 2021.

Requesting that the report be taken as read, Mrs Glavas noted that with the country now being in Alert Level 4, the Incident Management Team had been activated at HDC.

In terms of recent behavioural issues in and around the Levin CBD and more in-depth reporting on that, Mrs Glavas said it had been an intense time and she outlined the steps being taken to support staff, which included crisis resilience training and developing appropriate strategies, increased security at facilities, with staff also reminded that EAP services were available. With Council also responsible to keep people in the community safe, there was a multi-agency approach being taken, the Police had responded supportively, and it had also been a focus for the Community Wellbeing Committee.

As there was a large group of volunteers who supported a lot of the work that happened in the various facilities, it was requested that they also be included in any future training to spread capability more broadly across the service.

Chair of the Community Wellbeing Committee, Cr Kaye-Simmons, also provided comment on what was happening to address the behavioural issues.

Mrs Glavas was complimented on the quality of the report, with the Chair saying it would be useful, over a period of time, to have enhanced risk management reporting noting the comment in the SafePlus report that “some risk control were being monitored but effectiveness of controls were not being verified”.

MOVED by Mayor Wanden, seconded Cr Kaye-Simmons:

*THAT Report 21/337 Health & Safety Report be received.*

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

**CARRIED**



## 7.2 Horowhenua Alliance - Activity Update

### Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects being undertaken by the Horowhenua Alliance.

The following was raised in relation to the recent heavy rainfall event:

- would there be a report on the impact that had on the water treatment plant and what had been done to mitigate that happening again?
- was the clarifier that had been put in place fit for purpose and the right size?
- what was the main reason for the restricted access to water across the district during the event?

Also raised was the lack of information in the report on stormwater.

With Mr Yorke having issues with sound, Mr Clapperton undertook that responses to these queries would be brought back, by way of updates, to the FAR Committee.

Referencing 3.2 – KPI Update - it was noted that the graph for the 3 Waters Programme Works had been incorrectly calculated and it should show that 90% of the jobs were completed, not 60%.

MOVED by Cr Mitchell, seconded Cr Allan:

*THAT Report 21/332 Horowhenua Alliance - Activity Update be received.*

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

**CARRIED**

## 7.3 Customer and Strategy - Activity Update

### Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects and activities being undertaken within the Customer and Strategy portfolio of Council.

Ms Leyland, Mrs Miller and Mr McCorkindale spoke to the report and responded to queries.

Ms Leyland pointed out an error in the report – page 55 (and also in the text on page 56) – the number of subdivision resource consents approved should show a decrease, not an increase, of 11.8% from last year.

Responding to a query re improvements identified to the conflicts of interest processes, Ms Leyland said Council had introduced a more robust process relating to conflicts that could be either perceived or actual and could cover where a consent was applied for by a staff member or by an elected member, or where a staff member had some kind of financial interest or personal interest in an application to get that documented and get some mitigation steps established in advance in relation to those consents.

In terms of what happened when the statutory timeframes for consents were not met, Ms Leyland said for resource consents Council followed the process set out in the RMA Discount Regulations, being a discount of 1% of the total cost per day that the consent was over the statutory timeframe. That was not the case for building consents, but as Council was accredited to provide that service, that was a real motivator to ensure consents were processed within the timeframe.

Mrs Miller responded to queries in relation to earthquake-prone buildings:

- initially there had been quite a number of enquiries from building owners as to what

this would mean for them, with queries now about where Council was in terms of the process;

- Council did not record how many of the building owners were local or from out of the district, but that was something that could be looked into.

Ms Leyland, Mr Clapperton and Mr McCorkindale responded to queries and comments in relation to the risks for Council with the increased level of activity for building and resource consents and the constraints in terms of retaining and recruiting staff, outlining the risks and the steps that were being taken to retain and attract staff and whether Council needed to reset some of its assumptions.

MOVED by Cr Isaacs, seconded Cr Kaye-Simmons:

*THAT Report 21/326 Customer and Strategy - Activity Update be received.*

*THAT this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.*

**CARRIED**

#### **7.4 Twelve Month Report 1 July 2020 - 30 June 2021**

##### **Purpose**

To present to the Finance, Audit & Risk Committee the financial report for the twelve months to 30 June 2021.

Requesting the report be taken as read, Mrs Straker noted the following:

- Council was now at the stage that the results for the year were included in the numbers with the exception of some of the reserves and resulting internal interest figures. These would soon be finalised and would be reported on in the annuals results.
- In terms of the audit of the Annual Report, the timing of this had been delayed until late October so the full Annual Report would not be available until late November.
- What was currently planned was to present the unaudited Annual Report to the September FAR meeting to provide a full view of the year's results.
- The year's results were looking good in terms of the capital programme with Council meeting its 2.1% growth for the number of new dwellings, so from a rating perspective leading into next year, that was a good result.
- In terms of the operating result, not including the impact of the capital grants, Council would end up with a surplus of around \$800,000, with money not having been spent unnecessarily, and some extra depreciation would come through from the Three Waters.

Mrs Straker then responded to queries in relation to:

- Tracking of capital projects from the previous year's Annual Plan - these would be addressed in the Annual Report where there would be a reconciliation at a more detailed level with the original capital programme.
- Why there was a major increase in equity and what were the risks going forward – the majority of the increase was driven by the increase in Council's Three Waters assets. An external audit was done on the value of the Three Waters Assets and they had almost doubled in terms of value. This would be audited as part of the Annual Report. In terms of risk, this was around the on-going cost of providing for these assets and around the depreciation impact, as well as the cost of maintenance and capital expenditure.
- Additional Grant Funding and how this was managed – for projects that went over a number of years, it was ensured that the revenue was recorded in the appropriate year when the spending was going to occur.
- Stormwater Activity (Note 6 – page 75) being \$266k under the revenue due to low interest income – this interest had not as yet been recorded appropriately in the accounts and did not change the bottom line.

- Cancelled Assessments for Rates Debtors – in certain circumstances assessments were cancelled. These would be addressed as the accounts were finalised.

With two additional recommendations added to include carry forwards, which would be presented to the 8 September 2021 Council meeting for approval, it was:

MOVED by Mr Jackson, seconded Cr Mitchell:

*THAT Report 21/333 Twelve Month Report 1 July 2020 - 30 June 2021 be received.*

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

*THAT the Finance, Audit & Risk Committee recommends that the Horowhenua District Council approves \$1.87m of additional capital budget for 2021/22 with this being comprised of a carry forward of \$1.62m from 2020/21 and additional funding to complete the Foxton Beach Surf Club Building Upgrade of \$250,000.*

*THAT the Finance, Audit & Risk Committee notes that \$150,000 of the additional budget will be funded externally.*

**CARRIED**

## **7.5 Treasury Report**

### **Purpose**

To present to the Finance, Audit & Risk (FAR) Committee the Bancorp Treasury Report for the June 2021 quarter.

Mrs Straker spoke to the report and responded to queries.

In terms of how robust Council's cashflow planning was to ensure money was used in the best possible way, Mrs Straker said Council's forecasting had improved over the last six months in terms of the tools used and the understanding of what projects were happening and when.

Bancorp was Council's Treasury advisor and Miles O'Connor, from Bancorp, would be in attendance at the September FAR meeting to give an overview of how Treasury, including risk, was managed within the organisation. Some strategy sessions had been held with Mr O'Connor in terms of what Council needed to have in place in terms of its borrowings.

Mrs Straker then outlined the actions Council would undertake to ensure it had the funding available to repay borrowings that would become due in 2022 and to ensure that the timing of the borrowings fitted in with the Debt Policy and there was a reasonable amount of fixed debt versus floating debt so Council was not exposed to changes in interest rates.

MOVED by Mr Jones, seconded Deputy Mayor Mason:

*THAT Report 21/334 Treasury Report be received.*

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

**CARRIED**

## **7.6 Monitoring Report - Audit Recommendations 2019/2020**

### **Purpose**

To present to the Finance, Audit & Risk (FAR) Committee the Monitoring Report relating to issues identified in the Audit New Zealand Management Report for the year ended 30 June 2020.

Speaking to the report, Mrs Straker said this would be provided to the FAR committee every two months to provide an update in terms of the status of the various items, with a different colour suggested to make it easy to see any changes from update to update.

The Landfill valuation timing was queried as to why it was necessary rather than urgent. Mrs Straker said Audit labelled the items from their perspective, but Council had made sure that all the valuations for the Annual Report had been completed so there would be no issue with valuations going forward.

Risk reporting generally was raised, particularly as the FAR Committee had not had any recent reporting in relation to risk and how Members could be assured that the Risk Register was an effective tool and providing guidance in terms of the work programme.

Mr Jones agreed that whilst risk may have been well managed within the organisation, the Committee had not had that assurance, which was part of its role. He did note that there had been a very recent appointment to a role that had more emphasis on risk and that should ensure there would be more regular and consistent reporting on risk for the whole organisation, including the Alliance.

With regard to the recording of complaints not in line with DIA guidelines, this was not just an issue for HDC and it was being worked on.

MOVED by Cr Kaye-Simmons, seconded Cr Allan:

*THAT Report 21/336 Monitoring Report – Audit Recommendations 2019/2020 be received.*

*THAT this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.*

**CARRIED**

## **7.7 FAR Committee - Actions**

### **Purpose**

To report back to the Finance, Audit & Risk Committee on requested actions.

MOVED by Cr Brannigan, seconded Cr Kaye-Simmons:

*THAT Report 21/335 FAR Committee - Actions be received.*

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

**CARRIED**

4.20 pm

There being no further business, the Chairperson declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF THE FINANCE, AUDIT & RISK  
COMMITTEE HELD ON

**DATE:**.....

**CHAIRPERSON:**.....

File No.: 21/344

## Mayoral Report - August 2021

### 1. Purpose

For His Worship the Mayor to report to Council on the community events and Council-related meetings attended;

AND FURTHER

To provide Councillors the opportunity to give a brief verbal update on conference/forums attended, or the activities of those organisations/groups for which they are a Council representative.

### 2. Recommendation

- 2.1 That Report 21/344 Mayoral Report - August 2021 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of S76 of the Local Government Act.

### 3. Mayoral Report – August 2021 Meetings and Events

Meetings, events and functions that Mayor Wanden attended during the month of August 2021 were:

- Levin RDA 40<sup>th</sup> Anniversary
- Council Zoom - Representation Review
- Horowhenua Heritage - Walk of Fame – unveiling function
- LGNZ/EQUIP Tony Crewdson and Mark McKeag
- Cancer Society - Bowel Screening – Mayoral Champions and focus on Foxton
- Te Tumatakahuki Monthly Hui
- Pasifika Youth Jandal Jam Show
- Aqua K Meeting
- Three Waters Update – Mayors, Chairs and Chief Executives
- Accessing Central NZ Governance Group Meeting, Palmerston North
- PNCC Event - A complete history of Palmerston North
- Council Webinar - Three Waters
- Horowhenua Community Health Shuttle Meeting
- Wellington Regional Growth Framework presentation to Horizons Regional Council
- Community Wellbeing Committee Meeting
- Te Takeretanga o Kura-hau-pō Staff Meeting
- Council Briefing - Ō2NL
- Council Meeting
- HLC Business Class Visit
- Levin Arts Society
- Council Briefing – Levin Landfill
- Regional Leadership Team Update Teleconference
- Three Waters Update – Mayors, Chairs and Chief Executive
- Regional Leadership Team Update via Zoom
- Regional Leadership Team Update via Zoom
- Finance, Audit & Risk Committee Meeting via Zoom
- Regional Leadership Team (Covid-19) update via Zoom
- Foxton Community Board meeting via Zoom.

**Confirmation of statutory compliance**

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 advantages and disadvantages, 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. Appendices**

There are no attachments for this report.

Author(s)	Bernie Wanden <b>Mayor</b>	
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Approved by	Bernie Wanden <b>Mayor</b>	
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# Monitoring Report to 8 September 2021

File No.: 21/345

## 1. Purpose

To present to Council the updated monitoring report covering actions arising from resolutions from previous Council meetings and also requested Officer actions.

## 2. Recommendation

- 2.1 That Report 21/345 Monitoring Report to 8 September 2021 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

## Attachments



No.	Title	Page
A	Horowhenua District Council Monitoring Report	24

### Confirmation of statutory compliance

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 advantages and disadvantages, 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.

## Signatories

Author(s)	David Clapperton Chief Executive	
Approved by	David Clapperton Chief Executive	

MONITORING – Substantive Council Resolutions						
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Progress Status	Officer Comment
21/290	30 June 2021	Lincoln Place Reserve - Levinable	<i>THAT the Horowhenua District Council resolves that Lincoln Place Reserve becomes a mixed option of reserve land, home to the Levinable accessible playground, and medium density residential housing. THAT the Horowhenua District Council authorises Officers to pursue revocation of the current reserve status of the Lincoln Place Reserve under Section 24 of the Reserves Act, and initiate a plan change for the site to facilitate affordable medium density housing.</i>	Arthur Nelson		Officers met with the organisers of Levinable on 22/07/2021 to discuss the project. Further actions are ongoing.

MONITORING – Officer Actions							
Item/ Report No.	Meeting & Date	Item/Report Description	Query/Action	Responsible Officer	Date to Action by	Progress Status	Officer Comment
20/405	23/09/20	Three Waters Service Delivery Reforms/Stimulus	Criteria to be defined for the allocation of funding under the Resource	Asli Crawford			Interviews completed and conditional offers have been made to 5 students and 1



MONITORING – Officer Actions							
Item/ Report No.	Meeting & Date	Item/Report Description	Query/Action	Responsible Officer	Date to Action by	Progress Status	Officer Comment
		Programme	Matauranga Māori project.				student is already at university. Memorandum of Understanding will be signed once 5 students accepted by respective universities within the subjects outlined.
20/469	09/12/20	CE's Report – 3.2 <u>Growth Dashboard</u>	Provision of data on the following to be explored: <ul style="list-style-type: none"> <li>• build-ready lots</li> <li>• infrastructure (wastewater/water supply) capacity</li> <li>• housing affordability</li> </ul>	David McCorkindale		In progress	Growth Reporting is a key focus area for 2021/22 within the Chief Executive's Key Performance Indicators. As part of delivering on this the Chief Executive has announced a new Group Manager Housing and Business Development role which will be recruited and be responsible for developing the growth reporting data that will be used by elected members and officers to track growth trends and progress against the LTP 2021-41 forecasting assumptions.
21/319	11/08/21	<u>FCB Minutes – FB Reserves Plan – Holben Reserve</u>	Elected Members to be given the opportunity to attend the second workshop to be held on Holben Reserve	David Clapperton		In progress	

MONITORING – Officer Actions							
Item/ Report No.	Meeting & Date	Item/Report Description	Query/Action	Responsible Officer	Date to Action by	Progress Status	Officer Comment
			development options				
21/314	11/08/21	<u>Mayoral Report – Future of Local Government Workshop – Palmerston North</u>	Meeting notes to be circulated to Elected Members when available	David Clapperton	8/09/21	Completed	Notes circulated to Council.
21/316	11/08/21	<u>CE's Report – Long Term Plan Monitoring Report</u> <ul style="list-style-type: none"> <li>• <u>Transport</u></li> <li>• <u>Foxton Beach Signage</u></li> <li>• <u>Butterfly Pathway</u></li> </ul>	<p>It was requested, if not already included, that the pedestrian safety investigation also cover the area from Salisbury S/Bath St corner to the Bath St lights</p> <p>The Foxton Community Board and the Foxton Beach Progressive Association to be added to the list of stakeholders re this discussion.</p> <p>Clarification requested on the differing wording between the resolution and action.</p>	<p>James Wallace</p> <p>Arthur Nelson</p> <p>Arthur Nelson</p>		In Progress	The forwards works programme of safety improvement investigations is in progress, and encompasses all issues identified from LTP submissions.

# Chief Executive's Report to 8 September 2021

File No.: 21/346

## 1. Purpose

For the Chief Executive to update Councillors, or seek endorsement on, a number of matters being dealt with.

## 2. Recommendation

- 2.1 That Report 21/346 Chief Executive's Report to 8 September 2021 be received.
- 2.2 That these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Horowhenua District Council approves the amended Wellington Regional Leadership Committee Agreement and Terms of Reference dated July 2021.
- 2.4 That the Horowhenua District Council adopts the Subsidised E-Waste Recycling Proposal (Attachment D).

## 3. Chief Executive Updates

### 3.1 Wellington Regional Leadership Committee – Proposed Amendments to the Agreement and Terms of Reference

#### Background/Context

1. The Committee is a Joint Committee established under section 30A of the Local Government Act 2002 (LGA).
2. Clause 30A of Schedule 7 of the LGA provides that a local authority may not appoint a Joint Committee unless it has reached agreement with every other local authority or public body that is to appoint members of the committee.
3. The agreement was made in early 2021 by each of the ten councils which are party to the Agreement and which formally agreed to appoint and establish the Wellington Regional Leadership Committee as a Joint Committee under clause 30 (1) (b) of Schedule 7 of the Local Government Act 2002 on the terms set out in the Joint Committee Agreement.
4. The Agreement provides for all partners including iwi and the Crown to sign the Agreement and Terms of Reference.
5. Subsequent to the Agreement being signed off by each council, a number of possible changes and improvements to the Agreement have been identified. These are shown in the attached WRLC Agreement and Terms of Reference with tracked changes, with a clean copy of the Agreement and Terms of Reference also attached.
6. Any update to the Agreement and Terms of Reference need to be signed off individually by all ten councils at a Council meeting and so it is considered prudent to identify all possible changes to the Agreement and Terms of Reference at one time.
7. Council's agreement is now sought to the amendments to the Wellington Regional Leadership Committee Agreement and Terms of Reference.

### 3.2 Quarterly Economic Monitor June 2021

The quarter economic monitor demonstrates the Horowhenua economy is recovering well from the COVID-19 shock although it has a mixed bag of indicators relative to the national economy. Infometrics provisionally estimates that GDP grew by 3.5% in the June 2021 year,

an abnormally strong result as the previous year includes the lockdown-affected June 2020 quarter. The local economy is now larger than its pre-pandemic level. The full report is **attached**.

### 3.3 HDC Subsidised E-Waste Recycling Proposal

Horowhenua District Council's (HDC) Waste Minimisation and Management Plan (WMMP) sets goals to manage waste responsibly by making it easy to recycle and safely dispose of materials, reduce illegal dumping of rubbish and reduce the potential fire risks associated with inappropriate e-waste disposal.

The **attached** proposal for e-waste recycling will directly contribute to these goals and Council's adoption of the proposal is sought. There will be no impact on the Financial Policy as it is funded through the Waste Levy Fund.

## Attachments



No.	Title	Page
A	WRLC Agreement and TOR - updated post 1 July 2021 WRLC meeting - track changes	29
B	WRLC Agreement and TOR - updated post 1 July 2021 WRLC meeting - clean copy	52
C	Infometrics Quarter Economic Monitor Report June 2021	71
D	Subsidised E-Waste Recycling Proposal - September 2021	82

### Confirmation of statutory compliance

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 advantages and disadvantages, 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.

## Signatories

Author(s)	David Clapperton <b>Chief Executive</b>	
Approved by	David Clapperton <b>Chief Executive</b>	

# **Wellington Regional Leadership Committee**

## **Joint Committee Agreement**

**July 2021**

## Wellington Regional Leadership Committee

### Joint Committee Agreement

#### Purpose

This aAgreement is made pursuant to Clause 30A, Schedule 7 of the Local Government Act 2002 (LGA 2002). The purpose is for a Joint Committee of Carterton District Council, Greater Wellington Regional Council, Hutt City Council, Kapiti Coast District Council, Masterton District Council, Porirua City Council, South Wairarapa District Council, Upper Hutt City Council, Wellington City Council, Horowhenua District Council and mana whenua to take responsibility for key matters of regional importance where a collective voice and collective regional planning and action is required.

The parties are wanting to work together with central government on matters that are of regional importance and are cross boundary and inter-regional in nature. The role of the Joint Committee is to set direction and monitor activities from those plans related to the direction on all matters, with particular focus on:

- Regional economic development
- Regional recovery
- Wellington regional growth framework (joint spatial plan under the Urban Growth Partnerships and Urban Growth Agenda)

The Joint Committee does not undertake delivery activity – this is undertaken elsewhere by entities such as local authorities and Council-Controlled Organisations.

~~The Joint Committee allows for observers from entities such as Waka Kotahi, Ministry of Housing and Urban Development and/or Kāinga Ora, Department of Internal Affairs and Ministry of Business, Innovation and Employment. It also allows for observers from private sector organisations and groups. These observers will be entitled to speak at meetings but will not be members of the Joint Committee.~~

~~Some of the parties to the Joint Committee are not intended to have any input or responsibility in respect of particular Joint Committee programmes. On this basis, it is expected that those members of the Joint Committee who represent those parties will not exercise their voting rights in certain circumstances.~~

~~This is set out in further detail below and in the Terms of Reference attached to this Agreement as Appendix 1.~~

This aAgreement focuses on the Joint Committee, including its membership and delegations.

The Joint Committee is a formal Joint Committee pursuant to the LGA 2002 (Clauses 30 and 30A, Schedule 7). The Joint Committee will be deemed to not be discharged at or following each triennial local government election (in line with Clause 30 (7) of Schedule 7, LGA 2002).

There are some parties to this agreement (ie Crown and iwi) who do not appoint members to the Joint Committee directly.

## Membership

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council
- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The members of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by ~~Rangitāne Tū Mai Rā Trust~~~~Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa)~~ and appointed by the Administering Authority
- a person jointly nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) ~~and Ngāti Kahungunu ki Wairarapa Tamaki Nui ā Rua Settlement Trust~~ and appointed by the Administering Authority
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the Joint Committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the Joint Committee. This is so that those Mayors are counted for the



purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meeting~~s~~, is entitled to attend that Joint Committee meeting~~s~~ as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

~~The iwi that are parties to this agreement may, in addition to the appointment of the person nominated for each iwi and appointed by the Administrating~~Administering Authority, each nominate appoint an alternate for appointment by the Administering Authority who, in exceptional circumstances where the Appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

~~The Ministers, that are party to this agreement may, in addition to the appointment of the person nominated by the Crown and appointed by the Administrating~~Administering Authority, may each appointnominate an alternate for appointment by the Administering Authority who, in exceptional circumstance where the Appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Joint Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the Chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

#### *General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the independent Chairperson). In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

The standing orders of the Administering Authority apply to the Joint Committee. The Joint Committee will adopt a memorandum of understanding setting out the principles that guide the Joint Committee's work and the approach that the Joint Committee will take.

*Expectations around member voting based on Joint Committee programme and agenda*  
When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the following members of the Joint



~~Committee~~ Ministers of the Crown will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings):

- ~~• the Mayor of Horowhenua District Council~~
- ~~• the person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)~~
- ~~• the person nominated by Raukawa ki te Tonga~~
- ~~• the persons nominated by the Crown (Cabinet)~~

This is illustrated in the below table (where the absence of a tick indicates that the relevant member is not expected to exercise voting rights in respect of the relevant programme):

Relevant members	Relevant programme		
	Wellington Regional Growth Framework	Regional Economic Development	Regional Economic Recovery
Independent chairperson	✓	✓	✓
Chair of Wellington Regional Council	✓	✓	✓
Mayor of Wellington City Council	✓	✓	✓
Mayor of Porirua City Council	✓	✓	✓
Mayor of Kapiti Coast District Council	✓	✓	✓
Mayor of Hutt City Council	✓	✓	✓
Mayor of Upper Hutt City Council	✓	✓	✓
Mayor of South Wairarapa District Council	✓	✓	✓
Mayor of Masterton District Council	✓	✓	✓
Mayor of Carterton District Council	✓	✓	✓
Person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira)	✓	✓	✓
Person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui)	✓	✓	✓
Person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa)	✓	✓	✓
Person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa)	✓	✓	✓
Person nominated by Raukawa ki te Tonga	✓	✓	✓
Person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai)	✓	✓	✓

Relevant members	Relevant programme		
	Wellington Regional Growth Framework	Regional Economic Development	Regional Economic Recovery
Person nominated by Muaupoko Tribal Authority Inc (Muaupoko hapū)	✓		
Persons nominated by the Crown (Cabinet)	✓		
Mayor of Horowhenua District Council	✓		

#### Observers

The Joint Committee allows for observers. Observers will be entitled to speak at meetings but will not be members of the Joint Committee.

#### *Regional economic development programme*

In respect of the Regional Economic Development programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from the Ministry of Business, Innovation and Employment
- Any other persons as the Joint Committee may consider necessary

*Regional economic recovery programme*

In respect of the Regional Recovery programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from key government entities.
- One or more representative(s) from key private sector organisations on a required basis.
- Any other persons as the Joint Committee may consider necessary

*Wellington Regional Growth Framework programme*

In respect of the Wellington Regional Growth Framework programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One representative of Waka Kotahi
- One representative from Ministry of Housing and Urban Development (HUD) and/or Kāinga Ora
- Any other persons as the Joint Committee may consider necessary

At each meeting, the independent cChairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the independent cChairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the independent cChairperson.

**Meeting Frequency**

Meetings will be held once every two months, or as necessary and determined by the independent cChairperson.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the Administering Authority.

**Specific Responsibilities**

The Wellington Regional Leadership Committee has the following specific responsibilities in support of its overall purpose:

*Wellington Regional Growth Framework*

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Wellington Regional Growth Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.

7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

Regional Economic Development

1. Provide leadership in regional, sustainable economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.
3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

Regional Economic Recovery

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.
3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

**Delegations**

Each local authority delegates to the Joint Committee, in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - Wellington Regional Growth Framework and the Wellington Regional Growth Framework Implementation Plan
  - Regional Economic Development Plan
  - Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee
- 2.3. The setting of the Joint Committee's meeting schedule.

### Responsibilities

The table below identifies key parties related to this agreement and the Wellington Regional Leadership Committee and their responsibilities.

Party	Responsibilities
Wellington Regional Leadership Committee	Decision making related to the Specific Responsibilities in this <u>a</u> Agreement and TOR; Joint regional voice and advocacy; Select and nominate the <u>i</u> Independent <u>c</u> Chairperson (for appointment to the <u>J</u> oint <u>C</u> ommittee by the Administering Authority); Agree 3 year rolling work programme consistent with WRGF, Economic Plan and other relevant directional documents.
Independent Chairperson	Chair the <u>Joint Committee</u> meetings; Approve attendance as required in public excluded sessions; Approve speaking rights as required at <u>Joint Committee</u> meetings; Liaise with members of the <u>Joint Committee</u> as required Approve (in consultation with the Senior <u>Managers Staff Group</u> ) content of meeting agendas.
Chief Executives Group	Provide support and advice to the Joint Committee; Agree funding amounts and splits (rolling 3-year programme).
Senior <u>Managers Staff</u> Group (2 <sup>nd</sup> Tier Managers)	Recommend work programme to the Joint Committee; Recommend funding arrangements and allocations; Manage reports to the <u>Joint Committee</u> ; Review work being undertaken and recommend changes if required; Align work programmes within home organisations.
Joint Secretariat	Coordinate the work of the Joint Committee (in consultation with the <u>independent c</u> Chairperson); Provide administrative support to the Joint Committee on all aspects of its business; Lead work streams as required; Manage joint communications and consultation; Support the work of the Joint Committee, including monitoring, research and independent advice as required.
Delivery agencies e.g. Councils, Council Controlled Organisations	Provide information and research; Draft papers for the Joint Committee; Attend meetings as required; Deliver aspects of the work programme (e.g. economic development activities).
Administering Authority	Administer standing orders; Employing joint secretariat staff; Payment of the meeting fees and <u>independent Chairpersons</u> honorarium; Appointing members to the Joint Committee (who are to be appointed by the Administering Authority).

### Administration Funding

Funding will be provided by the Wellington Region's local authorities for the administration of the Joint Committee, a new joint secretariat, and iwi participation in the Joint Committee through a regional targeted rate set by Greater Wellington Regional Council. ~~(subject to confirmation as part of the 2021 Long Term Plan).~~

Horowhenua District Council will make an annual funding contribution on a proportional population basis. This funding contribution is calculated by dividing the total annual amount levied through the Wellington Region targeted rate by the total population of the Wellington Region, to arrive at a per capita amount, and then multiplying that per capita amount by the population of Horowhenua District to determine the annual Horowhenua District Council contribution.

Funding will be provided by central government as a contribution to the administration of the Joint Committee and the joint secretariat at an amount to be agreed.

The funding will support the administration of the Joint Committee and the joint secretariat that supports the Joint Committee which will undertake the following:

1. Providing administrative support to the Joint Committee and the Senior Managers-Staff Group
2. Managing the work programme of the Joint Committee, including policy advice function and monitoring and research as required
3. Provision of independent advice to support the work programme as required

~~Funding will be provided by central government as a contribution to the administration of the Committee and the joint secretariat at an amount to be agreed.~~

### Variation of this Agreement

This aAgreement may be varied by the parties from time to time but only with the endorsement of the Wellington Regional Leadership Committee.

### EXECUTION

**SIGNED** for and on behalf of  
**CARTERTON DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**HOROWHENUA DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **HUTT CITY  
COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **KĀPITI  
COAST DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**MASTERTON DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **PORIRUA  
CITY COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing



**SIGNED** for and on behalf of **SOUTH  
WAIRARAPA DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **UPPER  
HUTT CITY COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**WELLINGTON CITY COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**WELLINGTON REGIONAL COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **NGĀTI TOA  
RANGATIRA:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **TARANAKI  
WHĀNUI:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of RANGITĀNE  
TŪ MAI RĀ TRUST RANGITĀNE O  
WAIRARAPA:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of NGĀTI  
KAHUNGUNU KI WAIRARAPA TRUST  
(NGĀTI KAHUNGUNU KI WAIRARAPA)  
ORAND NGĀTI KAHUNGUNU KI  
WAIRARAPA TAMAKI NUI Ā RUA  
SETTLEMENT TRUSTNGĀTI  
KAHUNGUNU KI WAIRARAPA:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **RAUKAWA  
KI TE TONGA:**

\_\_\_\_\_  
Signature

\_\_\_\_\_

## Appendix 1: Wellington Regional Leadership Committee Terms of Reference

### Purpose

The purpose of the Wellington Regional Leadership Committee is to take responsibility for key matters of regional importance – Wellington Regional Growth Framework, Regional Economic Development, and Regional Recovery - where a collective voice and collective planning and action is required.

The Wellington Regional Leadership Committee (Joint Committee) is a Joint-Committee, established in accordance with clauses 30 and 30A of Schedule 7 to the Local Government Act 2002.

The Joint Committee has members from all the nine councils wholly within the Wellington Region and the Horowhenua District Council, mana whenua and members from central Government.

### Specific Responsibilities

The Wellington Regional Leadership Committee specific responsibilities include:

#### Wellington Regional Growth Framework

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Wellington Regional Growth Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

#### Regional Economic Development

1. Provide leadership in regional economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.

3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

#### Regional Economic Recovery

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.
3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

#### **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council
- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The members of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by [Rangitāne O Wairarapa Inc \(Rangitāne O Wairarapa\)](#) ~~Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa)~~ and appointed by the Administering Authority

- a person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) [erand Ngāti Kahungunu ki Wairarapa Tamaki Nui ā Rua Settlement Trust](#) and appointed by the Administering Authority
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the [Jjoint Ccommittee](#) in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the [Jjoint Ccommittee](#). This is so that those Mayors are counted for the purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meetings, is entitled to attend that Joint Committee meetings as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

The iwi that are parties to this agreement may, in addition to the appointment of the person nominated for each iwi and appointed by the Administering Authority, each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstances where the appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

The Ministers, nominated by the Crown and appointed by the Administering Authority, may each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstance where the appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

~~The iwi that are parties to this agreement may, in addition to the appointment of the person nominated for each iwi and appointed by the Administrating Authority, appoint an alternate who, in exceptional circumstances where the Appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.~~

~~The Ministers that are party to this agreement may, in addition to the appointment of the person nominated by the Crown and appointed by the Administrating Authority, appoint an alternate who, in exceptional circumstance where the Appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.~~

A Deputy Chairperson is to be appointed by the Joint Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the independent Chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

*General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the independent Chairperson).

*Expectations around member voting based on Joint Committee programme and agenda*

~~When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the Ministers of the Crown will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings) When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the following members of the Joint Committee will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings):~~

- ~~• the Mayor of Horowhenua District Council~~
- ~~• the person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)~~
- ~~• the person nominated by Raukawa ki te Tonga~~
- ~~• the persons nominated by the Crown (Cabinet)~~

~~This is illustrated in the below table (where the absence of a tick indicates that the relevant member is not expected to exercise voting rights in respect of the relevant programme):~~

Relevant members	Relevant programme		
	Wellington Regional Growth Framework	Regional Economic Development	Regional Economic Recovery
Independent chairperson	✓	✓	✓



Chair of Wellington Regional Council	✓	✓	✓
Mayor of Wellington City Council	✓	✓	✓
Mayor of Porirua City Council	✓	✓	✓
Mayor of Kapiti Coast District Council	✓	✓	✓
Mayor of Hutt City Council	✓	✓	✓
Mayor of Upper Hutt City Council	✓	✓	✓
Mayor of South Wairarapa District Council	✓	✓	✓
Mayor of Masterton District Council	✓	✓	✓
Mayor of Carterton District Council	✓	✓	✓
Person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira)	✓	✓	✓
Person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui)	✓	✓	✓
Person nominated by Rangitāne o Wairarapa Inc (Rangitāne o Wairarapa)	✓	✓	✓
Person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa)	✓	✓	✓
Person nominated by Raukawa ki te Tonga	✓	✓	✓
Person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai)	✓	✓	✓
Person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū)	✓		
Persons nominated by the Crown (Cabinet)	✓		
Mayor of Horowhenua District Council	✓		



### Observers

The Joint Committee allows for observers. Observers will be entitled to speak at meetings but will not be members of the Joint Committee.

#### *Regional economic development programme*

In respect of the Regional Economic Development programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from the Ministry of Business, Innovation and Employment
- Any other persons as the Joint Committee may consider necessary

#### *Regional economic recovery programme*

In respect of the Regional Economic Recovery programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One or more representative(s) from key government entities.
- One or more representative(s) from key private sector organisations on a required basis.
- Any other persons as the Joint Committee may consider necessary

#### *Wellington Regional Growth Framework programme*

In respect of the Wellington Regional Growth Framework programme, the Joint Committee may invite the following observers to attend and speak at meetings (as relevant):

- One representative of Waka Kotahi
- One representative from Ministry of Housing and Urban Development (HUD) and/or Kāinga Ora
- Any other persons as the Joint Committee may consider necessary

At each meeting, the independent cChairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the independent cChairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the independent cChairperson.

### Voting

Each member has one vote. In the case of an equality of votes the independent cChairperson has a casting vote.

### Meetings

The Joint Committee will arrange its meetings in separate parts, relating to the specific focus areas of: Wellington Regional Growth Framework; Regional Economic Development; and Regional Recovery.

Meetings will be held once every two months, or as necessary and determined by the independent cChairperson.

Need to add para re ability of WRLC to agree its own meeting datesThe Joint Committee will set its own meeting schedule.

### Quorum

In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the administering local authority.

### Delegations

Each local authority delegates to the Joint Committee, and in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - a. Wellington Regional Growth Framework and Wellington Regional Leadership Committee Implementation Plan
  - b. Regional Economic Development Plan
  - c. Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee.
3. The setting of the Joint Committee's meeting schedule.

### Remuneration and expenses

Each party shall be responsible for remunerating its representative(s) on the Joint Committee.

Members who represent organisations or entities other than local authorities (for instance being iwi members) shall be eligible for compensation for Joint Committee activity including travel, meeting time, and preparation for meetings paid by the administering local authority. This amount is to be agreed in advance.

An alternate, attending the Joint Committee on behalf of an iwi member, shall be eligible to receive the meeting fee and travel allowances payable to the member in respect of the meeting the alternate formally attends.

### Standing Orders

The Joint Committee shall apply the standing orders of the Administering Authority.

### Duration of the Joint Committee

In accordance with clause 30(7) of Schedule 7 of the Local Government Act 2002, the Wellington Regional Leadership Committee is not deemed to be discharged following each triennial local government election.

### Servicing

The Joint Committee is serviced by a joint secretariat. The administering local authority shall be responsible for the administration of the Committee.

### Council decisions on the Joint Committee's recommendations

Where a Council makes specific decisions on the Joint Committee's recommendations, these will be reported to the Joint Committee. Where the decision is materially different from the [Joint](#) Committee's recommendation the report will set out the reasons for that decision.

**Variation of this Terms of Reference**

These terms of reference may be varied from time to time. It is envisaged that changes may be made to add or remove specific responsibilities as the circumstances require. Changes will be approved by the [parties to the agreement establishing the Wellington Regional Leadership Committee members](#) on the recommendation of the Joint Committee.

**Wellington Regional Leadership  
Committee  
Joint Committee Agreement  
July 2021**

## **Wellington Regional Leadership Committee - Joint Committee Agreement**

### **Purpose**

This agreement is made pursuant to Clause 30A, Schedule 7 of the Local Government Act 2002 (LGA 2002). The purpose is for a Joint Committee of Carterton District Council, Greater Wellington Regional Council, Hutt City Council, Kapiti Coast District Council, Masterton District Council, Porirua City Council, South Wairarapa District Council, Upper Hutt City Council, Wellington City Council, Horowhenua District Council and mana whenua to take responsibility for key matters of regional importance where a collective voice and collective regional planning and action is required.

The parties are wanting to work together with central government on matters that are of regional importance and are cross boundary and inter-regional in nature. The role of the Joint Committee is to set direction and monitor activities from those plans related to the direction on all matters, with particular focus on:

- Regional economic development
- Regional recovery
- Wellington regional growth framework (joint spatial plan under the [Urban Growth Partnerships](#) and [Urban Growth Agenda](#))

The Joint Committee does not undertake delivery activity – this is undertaken elsewhere by entities such as local authorities and Council-Controlled Organisations.

This agreement focuses on the Joint Committee, including its membership and delegations.

The Joint Committee is a formal Joint Committee pursuant to the LGA 2002 (Clauses 30 and 30A, Schedule 7). The Joint Committee will be deemed to not be discharged at or following each triennial local government election (in line with Clause 30 (7) of Schedule 7, LGA 2002).

There are some parties to this agreement (ie Crown and iwi) who do not appoint members to the Joint Committee directly.

### **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council

- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The members of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by Rangitāne Tū Mai Rā Trust and appointed by the Administering Authority
- a person jointly nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) and Ngāti Kahungunu ki Wairarapa Tamaki Nui ā Rua Settlement Trust and appointed by the Administering Authority
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the Joint Committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the Joint Committee. This is so that those Mayors are counted for the purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

The iwi that are parties to this agreement may, in addition to the appointment of the person nominated for each iwi and appointed by the Administering Authority, each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstances where the appointed person is not able to attend a Joint Committee meeting, is entitled to



attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

The Ministers, nominated by the Crown and appointed by the Administering Authority, may each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstance where the appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Joint Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the Chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

#### *General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the independent chairperson). In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

The standing orders of the Administering Authority apply to the Joint Committee. The Joint Committee will adopt a memorandum of understanding setting out the principles that guide the Joint Committee's work and the approach that the Joint Committee will take.

#### *Expectations around member voting based on Joint Committee programme and agenda*

When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the Ministers of the Crown will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings).

#### **Observers**

The Joint Committee allows for observers. Observers will be entitled to speak at meetings but will not be members of the Joint Committee.

At each meeting, the independent chairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the independent chairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the independent chairperson.

#### **Meeting Frequency**

Meetings will be held once every two months, or as necessary and determined by the independent chairperson.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the Administering Authority.

### **Specific Responsibilities**

The Wellington Regional Leadership Committee has the following specific responsibilities in support of its overall purpose:

#### Wellington Regional Growth Framework

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Wellington Regional Growth Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

#### Regional Economic Development

1. Provide leadership in regional, sustainable economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.
3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

#### Regional Economic Recovery

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.



3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

#### Delegations

Each local authority delegates to the Joint Committee, in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - Wellington Regional Growth Framework and the Wellington Regional Growth Framework Implementation Plan
  - Regional Economic Development Plan
  - Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee
3. The setting of the Joint Committee's meeting schedule.

#### Responsibilities

The table below identifies key parties related to this agreement and the Wellington Regional Leadership Committee and their responsibilities.

Party	Responsibilities
Wellington Regional Leadership Committee	Decision making related to the Specific Responsibilities in this agreement and TOR; Joint regional voice and advocacy; Select and nominate the independent chairperson (for appointment to the Joint Committee by the Administering Authority); Agree 3 year rolling work programme consistent with WRGF, Economic Plan and other relevant directional documents.
Independent Chairperson	Chair the Joint Committee meetings; Approve attendance as required in public excluded sessions; Approve speaking rights as required at Joint Committee meetings; Liaise with members of the Joint Committee as required Approve (in consultation with the Senior Staff Group) content of meeting agendas.
Chief Executives Group	Provide support and advice to the Joint Committee; Agree funding amounts and splits (rolling 3-year programme).
Senior Staff Group (2 <sup>nd</sup> Tier Managers)	Recommend work programme to the Joint Committee;

Party	Responsibilities
	Recommend funding arrangements and allocations; Manage reports to the Joint Committee; Review work being undertaken and recommend changes if required; Align work programmes within home organisations.
Joint Secretariat	Coordinate the work of the Joint Committee (in consultation with the independent chairperson); Provide administrative support to the Joint Committee on all aspects of its business; Lead work streams as required; Manage joint communications and consultation; Support the work of the Joint Committee, including monitoring, research and independent advice as required.
Delivery agencies e.g. Councils, Council Controlled Organisations	Provide information and research; Draft papers for the Joint Committee; Attend meetings as required; Deliver aspects of the work programme (e.g. economic development activities).
Administering Authority	Administer standing orders; Employing joint secretariat staff; Payment of the meeting fees and independent chairpersons honorarium; Appointing members to the Joint Committee (who are to be appointed by the Administering Authority).

#### Administration Funding

Funding will be provided by the Wellington Region's local authorities for the administration of the Joint Committee, a new joint secretariat, and iwi participation in the Joint Committee through a regional targeted rate set by Greater Wellington Regional Council. .

Horowhenua District Council will make an annual funding contribution on a proportional population basis. This funding contribution is calculated by dividing the total annual amount levied through the Wellington Region targeted rate by the total population of the Wellington Region, to arrive at a per capita amount, and then multiplying that per capita amount by the population of Horowhenua District to determine the annual Horowhenua District Council contribution.

Funding will be provided by central government as a contribution to the administration of the Joint Committee and the joint secretariat at an amount to be agreed.

The funding will support the administration of the Joint Committee and the joint secretariat that supports the Joint Committee which will undertake the following:

1. Providing administrative support to the Joint Committee and the Senior Staff Group
2. Managing the work programme of the Joint Committee, including policy advice function and monitoring and research as required
3. Provision of independent advice to support the work programme as required

**Variation of this Agreement**

This agreement may be varied by the parties from time to time but only with the endorsement of the Wellington Regional Leadership Committee.

**EXECUTION**

**SIGNED** for and on behalf of  
**CARTERTON DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**HOROWHENUA DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **HUTT CITY COUNCIL**:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **KĀPITI COAST DISTRICT COUNCIL**:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **MASTERTON DISTRICT COUNCIL**:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **PORIRUA  
CITY COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **SOUTH  
WAIRARAPA DISTRICT COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **UPPER  
HUTT CITY COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**WELLINGTON CITY COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of  
**WELLINGTON REGIONAL COUNCIL:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **NGĀTI TOA  
RANGATIRA:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **TARANAKI  
WHĀNUI:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **RANGITĀNE  
TŪ MAI RĀ TRUST**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **NGĀTI  
KAHUNGUNU KI WAIRARAPA TRUST  
(NGĀTI KAHUNGUNU KI WAIRARAPA)  
AND NGĀTI KAHUNGUNU KI  
WAIRARAPA TAMAKI NUI Ā RUA  
SETTLEMENT TRUST:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **RAUKAWA  
KI TE TONGA:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **ĀTIAWA KI  
WHAKARONGOTAI:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

**SIGNED** for and on behalf of **MUAŪPOKO  
HAPŪ:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing



**SIGNED** for and on behalf of **CENTRAL GOVERNMENT:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of person signing

## Appendix 1: Wellington Regional Leadership Committee Terms of Reference

### Purpose

The purpose of the Wellington Regional Leadership Committee is to take responsibility for key matters of regional importance – Wellington Regional Growth Framework, Regional Economic Development, and Regional Recovery - where a collective voice and collective planning and action is required.

The Wellington Regional Leadership Committee (Joint Committee) is a Joint Committee, established in accordance with clauses 30 and 30A of Schedule 7 to the Local Government Act 2002.

The Joint Committee has members from all the nine councils wholly within the Wellington Region and the Horowhenua District Council, mana whenua and members from central Government.

### Specific Responsibilities

The Wellington Regional Leadership Committee specific responsibilities include:

#### Wellington Regional Growth Framework

1. Oversee the development and implementation of the Wellington Regional Growth Framework.
2. Recommend to the Wellington Regional Growth Framework partners how funding and resources should be applied to support implementation of the Wellington Regional Growth Framework.
3. Monitor the implementation of the Wellington Regional Growth Framework and associated workstreams.
4. Review and keep up to date the Wellington Regional Growth Framework as circumstances change.
5. Recommend to the Wellington Regional Growth Framework partners actions to achieve alignment with council, central government and iwi plans, strategies and policies.
6. Facilitate engagement and consultation with stakeholders and the community on the Wellington Regional Growth Framework.
7. Develop submissions and advocate to external organisations on matters relating to the Wellington Regional Growth Framework.
8. Engage with neighbouring regions on cross-boundary matters relating to the Wellington Regional Growth Framework.

#### Regional Economic Development

1. Provide leadership in regional economic development, including establishing partnerships with key agencies involved in economic development. Acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a regional economic development plan to guide the collective work of the region, in line with the desired future outlined in the Wellington Regional Growth Framework.

3. Monitor and report on the status of the regional economy, emerging risks and opportunities and progress towards the implementation of the regional economic development plan and transition to a low carbon economy.
4. Develop submissions and advocate to external organisations on matters relating to regional economic development.
5. Recommend to Greater Wellington Regional Council (as a joint shareholder of Wellington NZ) the allocation of the regional targeted rate for economic development to initiatives and activities based on the regional economic development plan.

#### Regional Economic Recovery

1. Provide leadership in regional economic recovery, including establishing partnerships with key agencies involved in recovery, acknowledging that constituent local authorities also have leadership roles within their cities and districts.
2. Develop and keep up to date a programme of regional economic recovery initiatives, which incorporate alignment with the region's climate change goals.
3. Coordinate the implementation of a programme of regional economic recovery initiatives through local authorities, council controlled organisations and other partners.
4. Monitor and report on the impacts of regional economic recovery on the region, emerging risks and opportunities and progress towards implementation of the programme of regional economic recovery initiatives.
5. Develop submissions and advocate to external organisations on matters relating to regional economic recovery including developing regional proposals for partnerships and funding assistance.

#### **Membership**

The membership of the Joint Committee is comprised of:

- the Mayor of Carterton District Council
- the Mayor of Horowhenua District Council
- the Mayor of Hutt City Council
- the Mayor of Kāpiti Coast District Council
- the Mayor of Masterton District Council
- the Mayor of Porirua City Council
- the Mayor of South Wairarapa District Council
- the Mayor of Upper Hutt City Council
- the Mayor of Wellington City Council
- the Chair of Wellington Regional Council
- a person nominated by the Joint Committee itself and appointed by the Administering Authority to be the independent chairperson of the Joint Committee

The members of the Joint Committee may also include:

- a person nominated by Te Rūnanga o Toa Rangatira Inc (Ngāti Toa Rangatira) and appointed by the Administering Authority
- a person nominated by the Port Nicholson Block Settlement Trust (Taranaki Whānui) and appointed by the Administering Authority
- a person nominated by Rangitāne O Wairarapa Inc (Rangitāne O Wairarapa) and appointed by the Administering Authority

- a person nominated by Ngāti Kahungunu ki Wairarapa Trust (Ngāti Kahungunu ki Wairarapa) and Ngāti Kahungunu ki Wairarapa Tamaki Nui ā Rua Settlement Trust and appointed by the Administering Authority
- a person nominated by Raukawa ki te Tonga and appointed by the Administering Authority
- a person nominated by Āti Awa ki Whakarongotai Charitable Trust (Ātiwawa ki Whakarongotai) and appointed by the Administering Authority
- a person nominated by Muaūpoko Tribal Authority Inc (Muaūpoko hapū) and appointed by the Administering Authority
- up to three persons nominated by the Crown (Cabinet) and appointed by the Administering Authority

In respect of those members who are persons nominated by a particular entity or body (and then appointed by the Administering Authority), for the avoidance of doubt, if no nomination occurs then the Administering Authority need not make an appointment to the Joint Committee in respect of that entity or body. The membership of the Joint Committee will be accordingly reduced to the extent that there is no nomination/appointment (including for the purposes of calculating the number of vacancies for establishing a quorum). Such appointment may be made if and when a relevant nomination occurs.

The territorial authorities that are parties to this agreement must appoint the relevant Mayor to be a member of the Joint Committee. This is so that those Mayors are counted for the purposes of determining the number of members required to constitute a quorum – see clause 30A(6A) of Schedule 7 of the Local Government Act 2002.

The local authorities that are parties to this agreement may, in addition to the appointment of the relevant Mayor or Chair, appoint an alternate who, in exceptional circumstances where the Mayor or Chair is not able to attend a Joint Committee meetings, is entitled to attend that Joint Committee meetings as a member of the Joint Committee (and appointed by the relevant local authority). The appointment of alternates does not affect the normal calculation of a quorum.

The iwi that are parties to this agreement may, in addition to the appointment of the person nominated for each iwi and appointed by the Administering Authority, each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstances where the appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

The Ministers, nominated by the Crown and appointed by the Administering Authority, may each nominate an alternate for appointment by the Administering Authority who, in exceptional circumstance where the appointed person is not able to attend a Joint Committee meeting, is entitled to attend that Joint Committee meeting as a member of the Joint Committee. The appointment of alternates does not affect the normal calculation of a quorum.

A Deputy Chairperson is to be appointed by the Joint Committee from the existing membership. In accordance with standing orders, the Deputy Chairperson may preside at meetings in the absence of the independent chairperson (including before the Joint Committee nominates an independent chairperson and that person is appointed by the Administering Authority).

*General*

The membership of the Wellington Regional Leadership Committee shall be limited to a maximum of 21 members (including the independent chairperson).

*Expectations around member voting based on Joint Committee programme and agenda*

When the Joint Committee is addressing matters that are not within the Wellington Regional Growth Framework programme, it is expected that the Ministers of the Crown will not exercise their voting rights (and may elect not to attend the relevant meetings or parts of meetings)

**Observers**

The Joint Committee allows for observers. Observers will be entitled to speak at meetings but will not be members of the Joint Committee.

At each meeting, the independent chairperson shall recognise those observers attending in accordance with these provisions and the persons recognised by the independent chairperson shall have speaking rights at the meeting.

The attendance at any public excluded session by observers shall only be permitted with the prior approval of the independent chairperson.

**Voting**

Each member has one vote. In the case of an equality of votes the independent chairperson has a casting vote.

**Meetings**

The Joint Committee will arrange its meetings in separate parts, relating to the specific focus areas of: Wellington Regional Growth Framework; Regional Economic Development; and Regional Recovery.

Meetings will be held once every two months, or as necessary and determined by the independent chairperson.

The Joint Committee will set its own meeting schedule.

**Quorum**

In accordance with Clause 30A of Schedule 7 to the Local Government Act 2002, the quorum at a meeting of the Joint Committee shall be half of the members if the number of members (including vacancies) is an even number, or a majority of members if the number of members (including vacancies) is an odd number. In accordance with clause 30A(6)(c)(iii) of Schedule 7 of the Local Government Act 2002, for a quorum to be established there must be present at least 5 members appointed by local authorities.

Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987 and will be undertaken by the administering local authority.

### **Delegations**

Each local authority delegates to the Joint Committee, and in accordance with the terms of reference, the following responsibilities:

1. Approval of all plans and implementation programmes necessary to fulfil the specific responsibilities of the Joint Committee, including:
  - a. Wellington Regional Growth Framework and Wellington Regional Leadership Committee Implementation Plan
  - b. Regional Economic Development Plan
  - c. Regional Economic Recovery Implementation Plan
2. Approval of all submissions and advocacy statements necessary to fulfil the specific responsibilities of the Joint Committee.
3. The setting of the Joint Committee's meeting schedule.

### **Remuneration and expenses**

Each party shall be responsible for remunerating its representative(s) on the Joint Committee.

Members who represent organisations or entities other than local authorities (being iwi members) shall be eligible for compensation for Joint Committee activity including travel, meeting time, and preparation for meetings paid by the administering local authority. This amount is to be agreed in advance.

An alternate, attending the Joint Committee on behalf of an iwi member, shall be eligible to receive the meeting fee and travel allowances payable to the member in respect of the meeting the alternate formally attends.

### **Standing Orders**

The Joint Committee shall apply the standing orders of the Administering Authority.

### **Duration of the Joint Committee**

In accordance with clause 30(7) of Schedule 7 of the Local Government Act 2002, the Wellington Regional Leadership Committee is not deemed to be discharged following each triennial local government election.

### **Servicing**

The Joint Committee is serviced by a joint secretariat. The administering local authority shall be responsible for the administration of the Committee.

### **Council decisions on the Joint Committee's recommendations**

Where a Council makes specific decisions on the Joint Committee's recommendations, these will be reported to the Joint Committee. Where the decision is materially different from the Joint Committee's recommendation the report will set out the reasons for that decision.

### **Variation of this Terms of Reference**

These terms of reference may be varied from time to time. It is envisaged that changes may be made to add or remove specific responsibilities as the circumstances require. Changes will be approved by the parties to the agreement establishing the Wellington Regional Leadership Committee on the recommendation of the Joint Committee.





# Quarterly Economic Monitor

## Horowhenua District June 2021

### Overview of Horowhenua District

The Horowhenua economy is recovering well from the COVID-19 shock although it has a mixed bag of indicators relative to the national economy. Infometrics provisionally estimates that GDP grew by 3.5% in the June 2021 year, an abnormally strong result as the previous year includes the lockdown-affected June 2020 quarter. The local economy is now larger than its pre-pandemic level.

The recovery in the economy is reflected in consumer spending growth of 3.5% over the year to June 2021, but somewhat lower than national growth of 7.7%. Consumer spending is being bolstered by tourism expenditure, which was up 11.7% in the June 2021 year. Tourists spent \$75m in Horowhenua District in the year to June 2021, similar to its pre-pandemic level.

Horowhenua's labour market is strengthening. The number of Horowhenua residents in employment grew by 1.5% in the June 2021 year, well above the national rate which was slightly negative. The number of Jobseeker Support recipients peaked at 1,947 in December 2020 quarter but were down to 1,839 in the June 2021 quarter. The unemployment rate averaged 5.5% in the June year which is very close to the 10-year low.

House prices in Horowhenua are a source of concern. The average house value increased 35% in the year to June with the average value now sitting at \$606,000. Housing affordability has declined considerably in Horowhenua with the gap with the rest of country closing.

The market has responded to high house values, with the number of residential consents in the June quarter reaching an historic high of 97, almost double the 10-year average. Non-residential consents averaged \$12m over the June year, slightly below the 10-year average.

The dairy sector is expected to inject an extra \$11m into the local economy in the season to May 2021. The dairy pay-out to farmers is expected to reach \$141m in the current season.

Indicator	Horowhenua District	Manawatū-Whanganui Region	New Zealand
<b>Annual Average % change</b>			
Gross domestic product (provisional)	3.5 % ▲	4.8 % ▲	4.2 % ▲
Traffic flow	13.1 % ▲	14.3 % ▲	9.6 % ▲
Consumer spending	3.5 % ▲	10.5 % ▲	7.7 % ▲
Employment (place of residence)	1.5 % ▲	1.1 % ▲	-0.1 % ▼
Jobseeker Support recipients	11.7 % ▲	15.0 % ▲	27.7 % ▲
Tourism expenditure	11.9 % ▲	16.9 % ▲	5.4 % ▲
Health enrolments	1.0 % ▲	1.0 % ▲	1.3 % ▲
Residential consents	6.6 % ▲	6.7 % ▲	17.8 % ▲
Non-residential consents	-48.1 % ▼	14.1 % ▲	13.1 % ▲
House values *	35.1 % ▲	39.4 % ▲	27.3 % ▲
House sales	42.5 % ▲	15.5 % ▲	39.7 % ▲
Car registrations	9.7 % ▲	11.6 % ▲	2.5 % ▲
Commercial vehicle registrations	5.2 % ▲	10.6 % ▲	9.1 % ▲
<b>Level</b>			
Unemployment rate	5.5 %	4.5 %	4.7 %

\* Annual percentage change (latest quarter compared to a year earlier)

## Gross domestic product



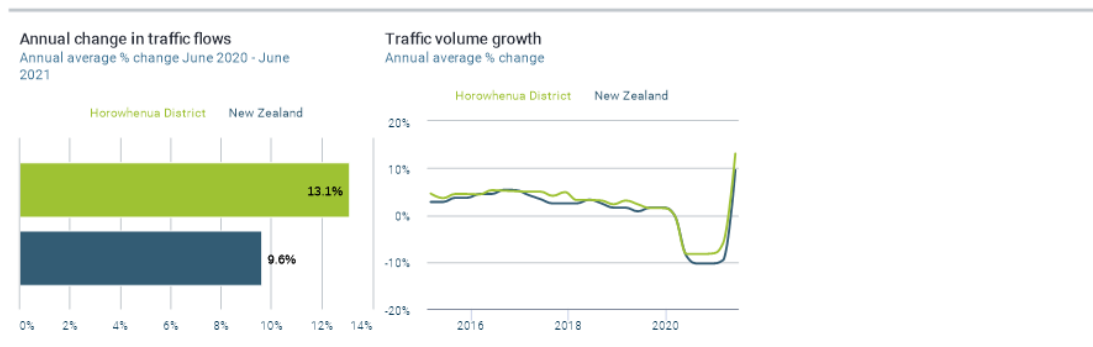
### Highlights for Horowhenua District

- GDP in Horowhenua District was provisionally up 3.5% for the year to June 2021 compared to a year earlier. Growth was lower than in New Zealand (4.2%).
- Provisional GDP was \$1,236 million in Horowhenua District for the year to June 2021 (2020 prices).
- Annual GDP growth in Horowhenua District peaked at 5.2% in the year to March 2017.

### National overview

Economic activity across New Zealand continues to press higher still, with supply chain issues and skills shortages threatening to limit further growth. Provisional estimates from Infometrics show economic activity up a whopping 17%pa in the June 2021 quarter to take year-end growth to 4.2%. However, the strength in activity is clouded by the comparison June 2020 period including the nearly five-week Alert Level 4 lockdown. Compared to June 2019, economic activity is sitting 3.7% higher, with further expansion seen since the surprisingly strong result in March 2021. Strong construction activity, coupled with higher healthcare and manufacturing activity, are leading the continued improvement in economic activity. Although short-term headwinds may restrict growth going forward, risks to longer-term growth also persist as the economy overheats and drags future growth into the here and now. Higher interest rates in response to booming economic activity might well cool down the economy into 2022, towards more sustainable levels.

## Traffic flow



### Highlights for Horowhenua District

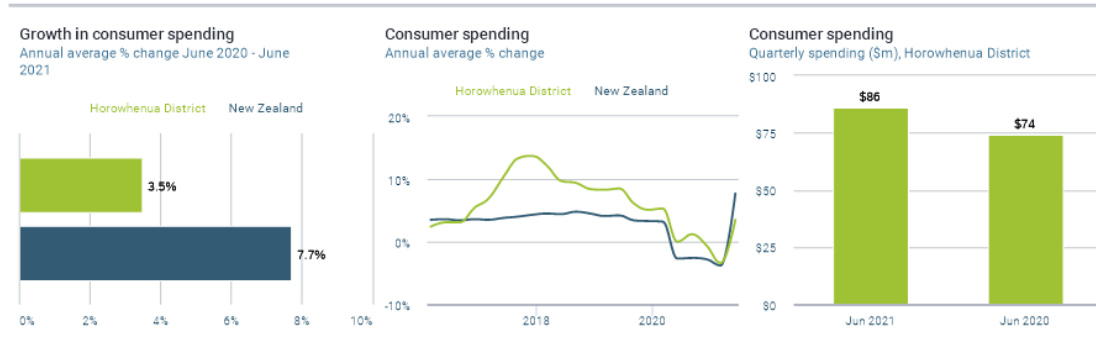
- Traffic flows in Horowhenua District increased by 13.1% over the year to June 2021. This compares with an increase of 9.6% in New Zealand.

### National overview

Traffic activity rose 9.6%pa over the 12 months to June 2021, as the plunge in traffic movements during Alert Level 4 drop out of the numbers. June 2021 quarter traffic flows were sitting 2.6% higher than June 2019 quarter, indicating the strengthening level of traffic movements across the country. Traffic activity remains generally stronger across the North Island, with softer growth in the South Island. Changes to current economic drivers, including across tourism, construction, primary sector, manufacturing, and freight continue to be felt.



## Consumer spending



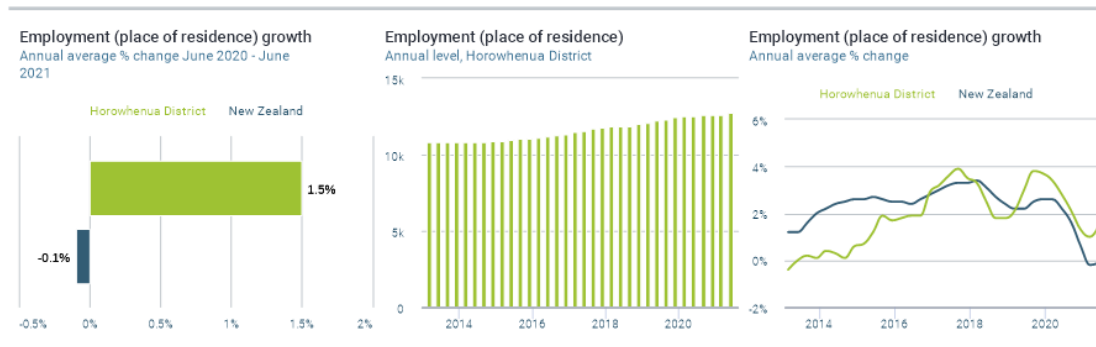
### Highlights for Horowhenua District

- Electronic card consumer spending in Horowhenua District as measured by Marketview, increased by 3.5% over the year to June 2021 compared to the previous year. This compares with an increase of 7.7% in New Zealand.

### National overview

Spending activity across New Zealand continued to rise in the June 2021 quarter, with strong demand conditions across the economy. Spending rose 33%pa in the quarter to take year-end growth to 7.7%pa according to Marketview data. However, this roaring growth is heavily exaggerated by comparing to the 12 months to June 2020 which includes the nearly five-week Alert Level 4 period. Underlying spending growth remains strong, just not that strong, with June 2021 spending up 6.5% compared to the June 2019 quarter. Unsurprisingly, main urban centres and tourism-based economies continue to show slower growth than other parts of New Zealand.

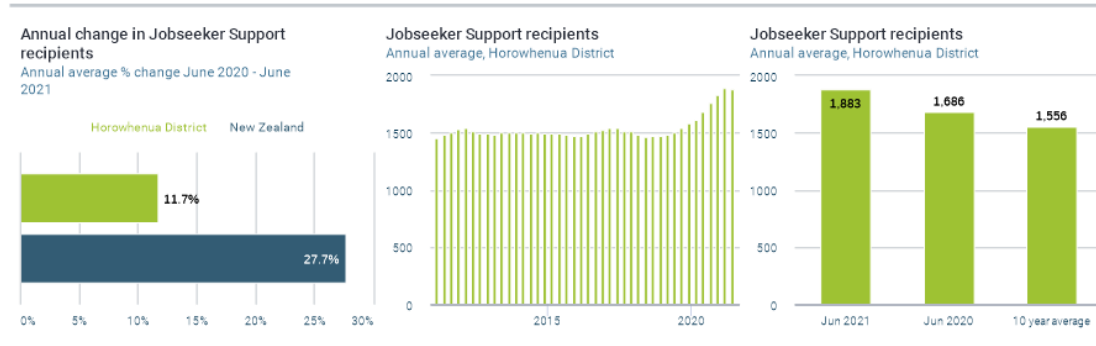
## Employment (place of residence)



### Highlights for Horowhenua District

- Employment for residents living in Horowhenua District was up 1.5% for the year to June 2021 compared to a year earlier. Growth was higher than in New Zealand (-0.1%).
- An average of 12,762 people living in Horowhenua District were employed in the year to June 2021.
- Annual employment growth for Horowhenua District residents peaked at 3.9% in the year to September 2017.

## Jobseeker Support recipients



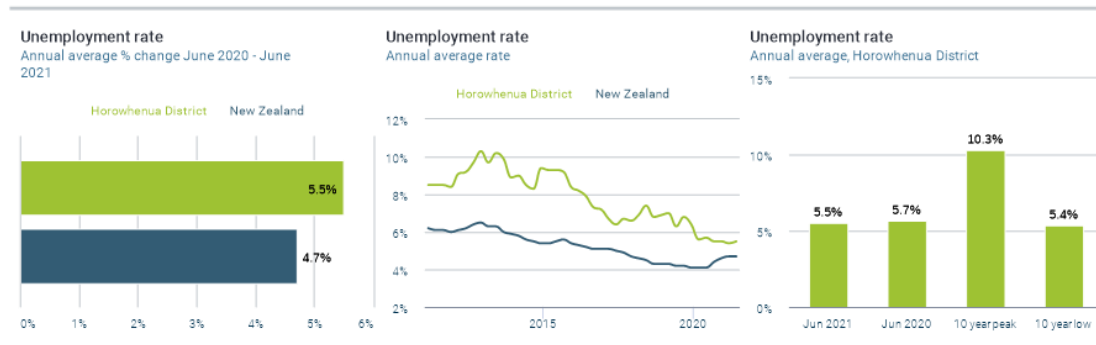
### Highlights for Horowhenua District

- Jobseeker Support recipients in Horowhenua District in the year to June 2021 increased by 11.7% compared with previous year. Growth was lower relative to New Zealand (27.7%).
- An average of 1,883 people were receiving a Jobseeker Support benefit in Horowhenua District in the 12 months ended June 2021. This compares with an average of 1,556 since the start of the series in 2012.

### National overview

Jobseeker Support recipients continue to fall, reflecting a continued improvement in the jobs market and work by government and local job brokers to support better employment outcomes. June 2021 quarter recipient numbers were sitting at 190,260, 0.1% lower than in June 2020, after the bulk of additions to benefit support occurred. Continued falls in quarterly figures, coupled with the June 2020 skyrocket falling out of the current year numbers, means average Jobseeker Support recipients over the last 12 months have stabilised and will show reductions in future quarters. Jobseeker Support recipients remain substantially above pre-pandemic levels, with 54,000 more people on this benefit in June 2021 than in June 2019. With the jobs market strong, issues around skills matching are expected to become more pertinent.

## Unemployment rate



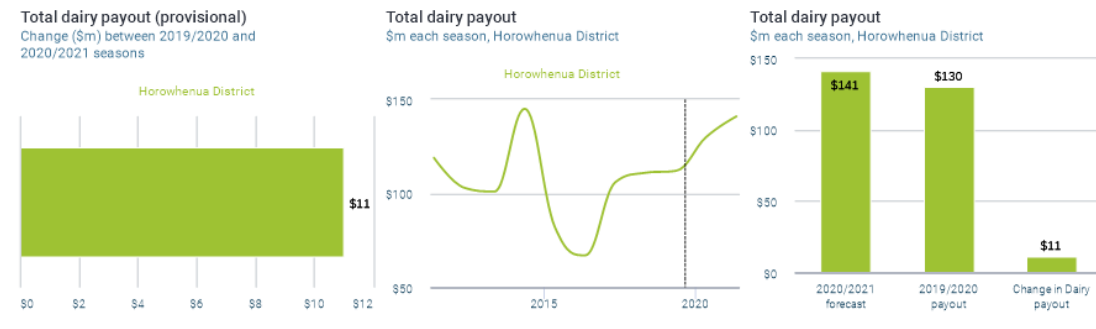
### Highlights for Horowhenua District

- The annual average unemployment rate in Horowhenua District was 5.5% in June 2021, down from 5.7% 12 months earlier.
- The unemployment rate in Horowhenua District was higher than in New Zealand (4.7%) in June 2021.
- Over the last ten years the unemployment rate in Horowhenua District reached a peak of 10.3% in December 2012.

### National overview

The unemployment rate plunged to 4.0% on a seasonally adjusted basis in June 2021, as the underutilisation rate also dropped to 10.5%. The fall in the unemployment rate was the sharpest drop on record over the last 35 years, underscoring the substantial improvement in the labour market. The sharp tightening also highlights the pressures faced to meet rampant demand even as the supply of skills remains restricted. The strong labour market performance backs up lower spare capacity in the jobs market, with strong filled jobs growth in June, record job ads, and businesses reporting both the most difficult period to find workers, and highest levels of job churn, on record. Pay increases rose in response, with more pressure on wages expected throughout 2021.

## Dairy payout



### Highlights for Horowhenua District

- Horowhenua District total dairy payout for the 2019/2020 season is estimated to have been approximately \$130 million.
- Horowhenua District's dairy payout for the 2020/2021 season is expected to be approximately \$141 million, \$11 million higher than last season, assuming that production levels from last season are maintained.
- The total dairy payout for New Zealand is estimated to have been approximately \$13,537 million in the 2019/2020 season, and is expected to be \$1,168 million higher in the 2020/2021 season.

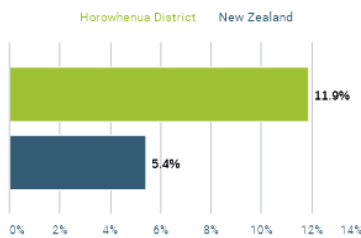
### National overview

Dairy sector activity remains robust, with commodity prices coming off their peaks in recent months. Milk production across the country has been stronger than expected, with milk volumes sitting 2.6%pa higher in the 2020/21 season. Higher milk volumes have seen milk prices soften a touch for the season ahead and have also seen Fonterra narrow their farmgate milk price to \$7.45-\$7.65/kgms. This \$7.55/kgms midpoint is 5c below the previous midpoint, but the higher milk collection means our pay-out estimate has edged up 0.6% for the 2020/21 season from our March update, with \$14.7b now expected. This pay-out would be around \$1.2b (8.6%) higher than the 2019/20 season. We expect the 2021/22 season pay-out to decline slightly from the current expected estimate given supply levels.

## Tourism expenditure

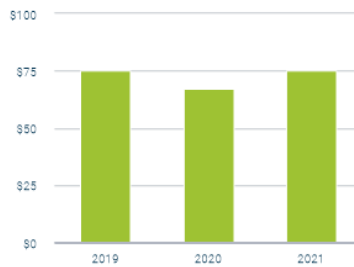
### Tourism expenditure

Annual average % change June 2020 - June 2021



### Tourism expenditure

Annual total, Horowhenua District (\$m)



### Highlights for Horowhenua District

- Total tourism expenditure in Horowhenua District increased by 11.9% in the year to June 2021. This compares with an increase of 5.4% in New Zealand.
- Total tourism expenditure was approximately \$75 million in Horowhenua District during the year to June 2021, which was up from \$67 million a year ago.

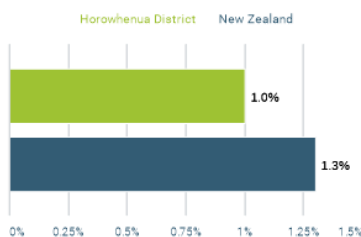
### National overview

Total visitor spending over the 12 months to June 2021 was sitting 5.4% higher than in 2020 – a period that included the Alert Level 4 period when tourism was non-existent. This growth overemphasises the position of the tourism sector, but robust tourism activity is supporting spending. Relative to 2019 levels, total tourism spending is 5.2% lower, with international spending down 73%, but domestic tourism spending up nearly 18% from pre-pandemic levels. The Trans-Tasman bubble helped for a period but hopes for further recovery in tourism activity was dashed as the bubble popped and looks unlikely to reopen any time soon.

## Health enrolments

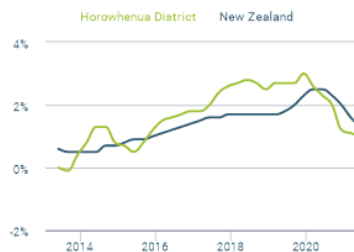
### Annual change in health enrolments

Annual average % change June 2020 - June 2021



### Health enrolments

Annual average % change



### Health enrolments

Annual average, Horowhenua District



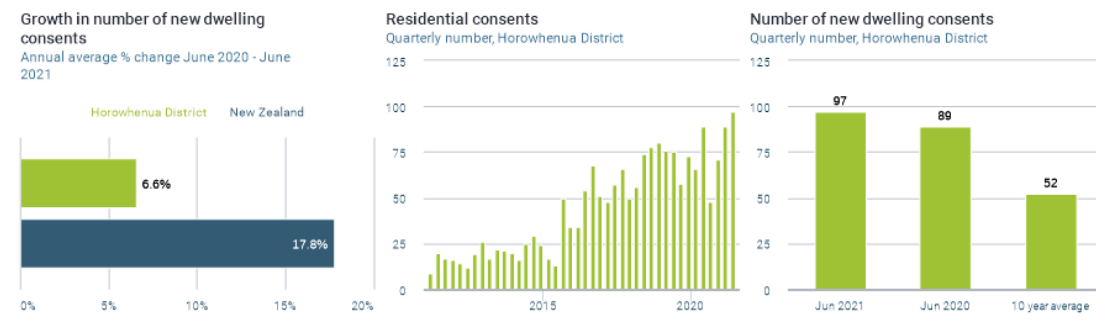
### Highlights for Horowhenua District

- The number of people enrolled with a primary health organisation in Horowhenua District in the year to June 2021 increased by 1% compared with previous year. Growth was lower relative to New Zealand (1.3%).
- An average of 33,728 people were enrolled with primary healthcare providers in Horowhenua District in the 12 months ended June 2021. This compares with an average of 31,522 since the start of the series in 2014.

### National overview

Slower population growth is evident across New Zealand as the collapse in net migration continues. Health enrolments rose by 1.0% in the June 2021 quarter compared to June 2020, the slowest pace in six years. This continued slowdown dragged year-end growth to 1.3%, considerably lower than the 2.5%pa growth seen in early 2020. The lack of migration into New Zealand has contributed to the pressures in the labour market, with the lack of skilled workers severely impacting a number of sectors. MIQ allocations are if anything lower than previously which will keep a low cap on arrivals into New Zealand.

## Residential consents



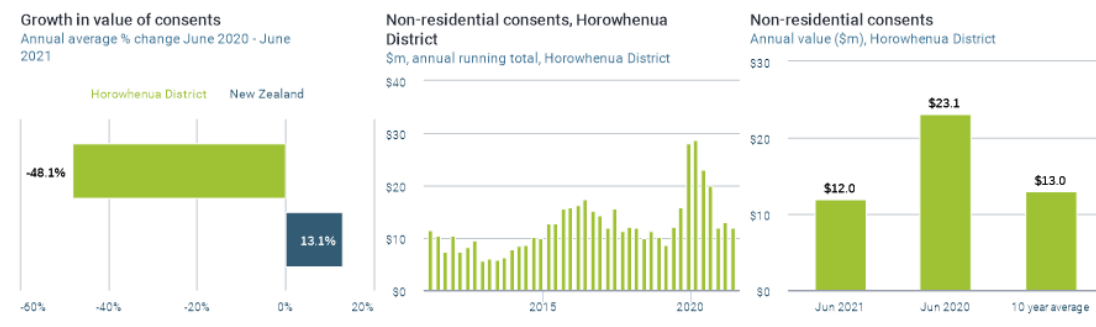
### Highlights for Horowhenua District

- A total of 97 new residential building consents were issued in Horowhenua District in the June 2021 quarter, compared with 89 in the same quarter last year.
- On an annual basis the number of consents in Horowhenua District increased by 6.6% compared with the same 12-month period a year ago. This compares with an increase of 17.8% in New Zealand over the same period.

### National overview

Residential building consents continue to climb to new record highs. Annual dwelling consents are sitting at 44,299 in the year to June 2021, up a staggering 18% compared to the year prior. Sustained and rampant house price growth has highlighted the need for more housing stock. Additionally, new government policy has been implemented to encourage investors to build new housing. We expect consents to maintain their strength over the remainder of the year, but capacity constraints are becoming a more pressing issue to convert these consents into actual building activity.

## Non-residential consents



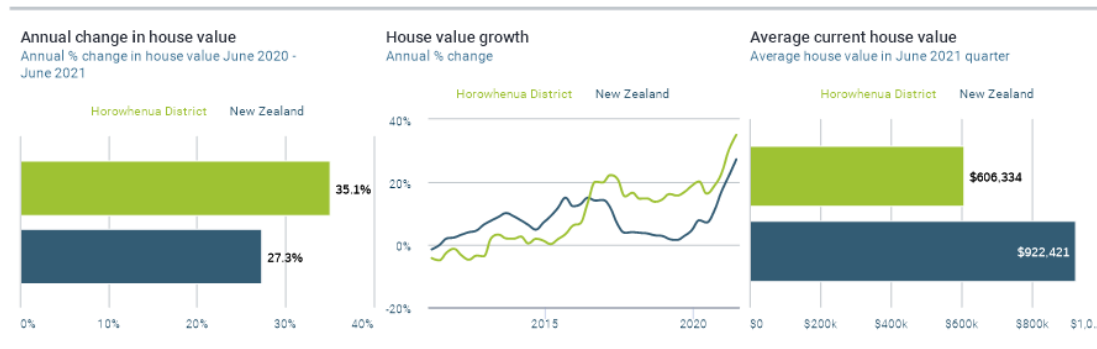
### Highlights for Horowhenua District

- Non-residential building consents to the value of \$12.0 million were issued in Horowhenua District during the year to June 2021.
- The value of consents decreased by 48.1% over the year to June 2021. By comparison the value of consents increased by 13.1% in New Zealand over the same period.
- Over the last 10 years, consents in Horowhenua District reached a peak of \$28.8 million in the year to March 2020.

### National overview

The value of non-residential building consents climbed 13% over the year to June 2021. Factory building consents have continued to show strength over the past year. Uncertain international supply chains and rising freight costs provide a strong argument for self-reliance and have helped encourage new factory building. Public consents have also shown incredible strength over the past year, particularly for education, hospitals, and social, cultural, and religious building consents. Strong fiscal stimulus to support the economy coming out of lockdown has helped boost public consents by 51% over the year to June 2021.

## House values



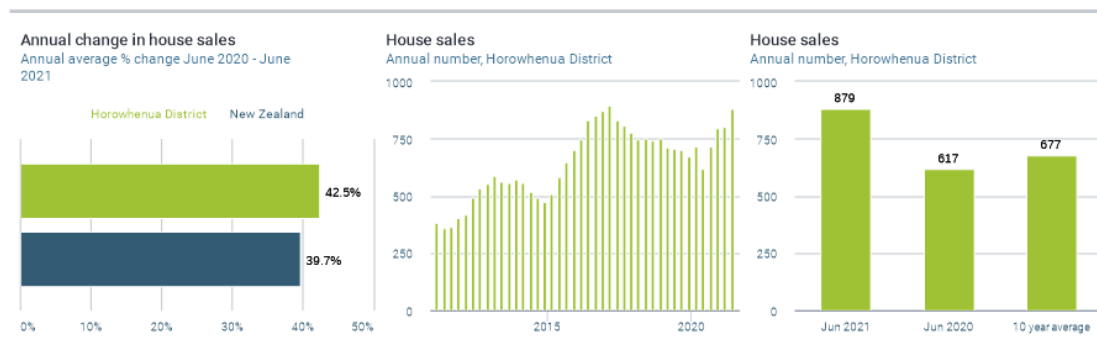
### Highlights for Horowhenua District

- The average current house value in Horowhenua District was up 35.1% in June 2021 compared with a year earlier. Growth outperformed relative to New Zealand, where values increased by 27.3%.
- The average current house value was \$606,334 in Horowhenua District in June 2021. This compares with \$922,421 in New Zealand.

### National overview

House prices continue their rampant run across the country, with house price growth reaching 27% in June 2021. Record low interest rates have encouraged many buyers into the market, with the low rates keeping mortgage repayments affordable despite record prices. As sales outstrip listings, a lack of supply is contributing to pushing up prices further. In recent months, sustained inflation in the economy has become a much more pressing issue, which will likely lead to an increase in the Official Cash Rate sooner than initially thought, and therefore higher mortgage rates, which may contribute to helping slow house price growth.

## House sales



### Highlights for Horowhenua District

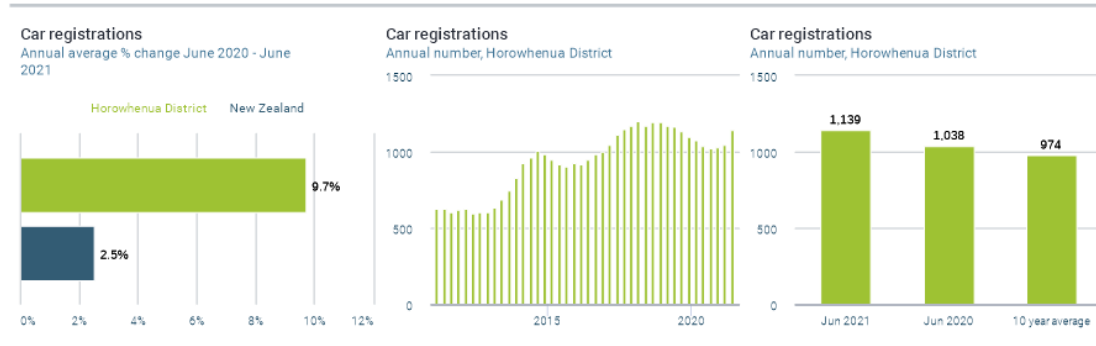
- House sales in Horowhenua District in the year to June 2021 increased by 42.5% compared with the previous year. Growth outperformed relative to New Zealand, where sales increased by 39.7%.
- A total of 879 houses were sold in Horowhenua District in the 12 months ended June 2021. This compares with the ten year average of 677.

### National overview

House sales have grown 40% over the year to June, a growth rate exaggerated by lower sales during Alert Level restrictions in the first half of 2020. Record low interest rates have encouraged buyers into the market. Rampant sales over the past year have meant supply has been unable to keep up with demand. As a result, in recent months house sales have started to show signs of a slowing trend. As prices are continuing their growth, it becomes obvious this slowing of sales is driven by a limited number of listings available for purchase, rather than a drop off in demand. This lack of supply is only contributing to further house price growth.



## Car registrations



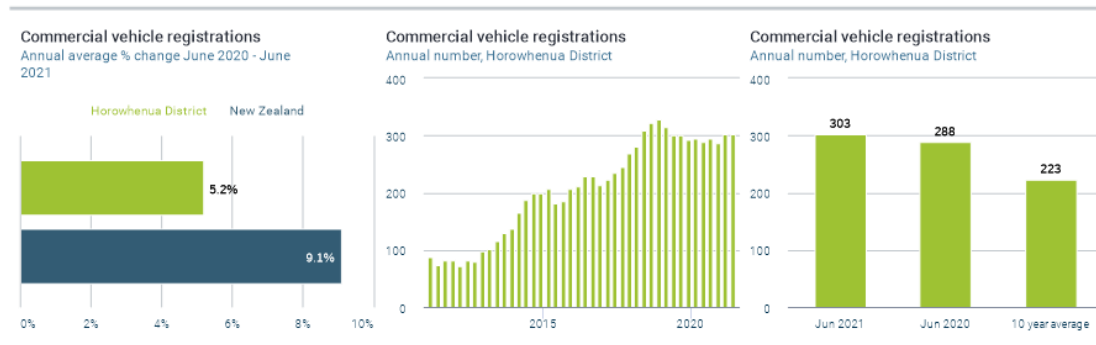
### Highlights for Horowhenua District

- The number of cars registered in Horowhenua District increased by 9.7% in the year to June 2021 compared with the previous 12 months. Growth was higher than in New Zealand (2.5%).
- A total of 1,139 cars were registered in Horowhenua District in the year to June 2021. This compares with the ten year average of 974.

### National overview

Passenger car registrations rose 2.5%pa in the 12 months to June 2021, as the fall in registrations during Alert Level 4 in 2020 moves out of the numbers. The underlying trend for car registrations is continuing to strengthen, with June 2021 quarter registrations sitting just 1.3% lower than 2019 levels. Registrations still have a way to go, with June 2021 year registrations of just under 231,000 still sitting nearly 7% below the 10-year average. Demand for vehicles remains strong, but supply chain issues have hampered registrations, forcing car prices to rise. Stronger demand for EVs is apparent since the government's new rebate was introduced, but its unknown yet how the introduction in 2022 of fees on high-emitting vehicles might influence the market.

## Commercial vehicle registrations



### Highlights for Horowhenua District

- The number of commercial vehicles registered in Horowhenua District increased by 5.2% in the year to June 2021 compared with the previous 12 months. Growth was lower than in New Zealand (9.1%).
- A total of 303 commercial vehicles were registered in Horowhenua District in the year to June 2021. This is higher than the ten year annual average of 223.

### National overview

Commercial vehicle registrations have shown continued strength in 2021, with annual registrations of over 54,600 sitting 9.1% higher than in 2020. Stronger economic activity across construction, retail, primary sector, manufacturing, and freight sectors have boosted commercial vehicle needs, and annual registrations are sitting 8% clear of the 10-year average. Relative to 2019 levels, current registrations look a touch weaker, but the last few years prior to COVID-19 showed exceptionally strong registration levels. Sustained strong economic conditions are expected to keep registration levels up, and recent government moves may bolster light commercial registration numbers in 2021 ahead of new fees being added to high-emitting vehicles in 2022.

## Technical Notes

### Building Consents

Building consents data is sourced from Statistics New Zealand. The number of residential consents issued for new dwellings is the measure for residential consents. For non-residential consents, the measure is the value of both new buildings and alterations.

### Consumer Spending

The consumer spending data is sourced from Marketview. It measures total electronic card spending using spending through the Paymark network and adding to it an estimate of non-Paymark network spending using the pattern of BNZ card holder spending at non-Paymark retailers. For further breakdown of the data by storetype and other variables contact Marketview.

### Employment (place of residence)

Employment data is based off a range of Stats NZ employment datasets, and represents the number of filled jobs, based on the area of residential address for the employee (rather than workplace address). This place of residence location means that the employment series reflects trends in employment of an area's residents, which may be different to trends in employment at businesses in an area, particularly when there are strong commuting flows. The most recent quarter is based off the average of Monthly Employment Indicator (MEI) filled jobs from Statistics New Zealand for the past three months, with previous quarters being backcasted using the percentage change in the quarterly Business Data Collection dataset published by Statistics New Zealand.

### Gross Domestic Product

Gross Domestic Product is estimated by Infometrics. A top down approach breaks national industrial production (sourced from production based GDP measures published by Statistics New Zealand) is broken down to TA level by applying TA shares to the national total. Each TA's share of industry output is based on earnings data from LEED. GDP growth in recent quarters is based on a model which uses the various partial economic indicators presented in this report as inputs. Estimates of GDP for these most recent quarters are provisional until Infometrics updates its annual GDP series in the Regional Economic Profile at the beginning of each year. Gross domestic product is measured in 2020 dollar terms.

### Health Enrolments

Health enrolments are sourced from the Ministry of Health. They record the number of people in each area who are enrolled with a Primary Health Organisation (PHO). Enrolment is voluntary, but most New Zealanders enrol at a general practice for health reasons and for the benefits of enrolment, such as cheaper doctors' visits and reduced costs of prescription medicines. Changes to how the Ministry of Health recorded this data led to Infometrics revising our approach to health enrolment figures for the March 2019 Quarterly Economic Monitor onwards. Our new approach completely revises our timeseries of health enrolments, so care should be taken when comparing the March 2019 report with previously downloaded reports.

Previously, the data provided was only for those people whose addresses are able to be accurately recorded by the Ministry of Health. We have now switched to breaking down TA-level health enrolments based on trends in stated health enrolments by area, to ensure that the total number of enrollees published in the Monitor align with the national-level figures published by the Ministry of Health. A new system for classifying and recording health enrolment addresses from March 2019 onwards by the Ministry means significantly higher numbers of unallocated enrollees, resulting in the need to review our model.

### House Sales

The number of house sales is sourced from REINZ. The indicator measures the number of house sales at the point when the sale becomes unconditional. The unconditional date is the date when all the terms of an agreement have been satisfied and the sale and purchase can proceed to settlement.

### House Values

House values (dollar value) are sourced from CoreLogic. The levels quoted in the report are average values for the quarter.



## Jobseeker Support Recipients

In July 2013 the New Zealand's welfare system changed to better recognise and support people's work potential. As part of this the Jobseekers Support benefit was introduced. This benefit is for people who can usually look or prepare for work but also includes people who can only work part-time or can't work at the moment, for example, because they have a health condition, injury or disability.

Data presented for the September 2013 quarter onwards is provided by the Ministry of Social Development (MSD). Data prior to September 2013 are Infometrics estimates based on re-grouping pre-July 2013 benefit categories to be consistent with the post-July 2013 benefit categories. The pre-July 2013 benefit categories used to estimate the number of Jobseekers Support recipients are: Unemployment Benefit and Unemployment Benefit Hardship; Unemployment Benefit Training and Unemployment Benefit Hardship Training; Sickness Benefit and Sickness Benefit Hardship; Domestic Purposes Benefit - Sole Parent (if youngest child is 14 or over); Women Alone and Widow's Benefit (without children or with children 14 or over)

## Tourism Expenditure

New Tourism Electronic Card Transactions (TECTs) are an interim replacement for the Monthly Regional Tourism Estimates (MRTEs). We have removed our previous timeseries of MRTEs and published the three annual snapshots provided in the TECTs. The TECTs reflect the expenditure for all electronic card transactions (ECTs) in New Zealand related to tourism. Marketview use a base of spending on the Paymark network (approximately 70 per cent of total ECT spend) to scale up to total ECT spend.

## Traffic Flow

Traffic flow growth rates are calculated from the number of vehicles passing approximately 110 sites monitored by New Zealand Transport Agency. Each of the sites has been mapped to a territorial authority.

## Unemployment Rate

Regional level unemployment rates are sourced from Statistics New Zealand's Household Labour Force Survey. Trends in the number of Jobseekers are used to break down regional unemployment rates to TA levels. The TA level unemployment rates are benchmarked on census following the release of each census. To reduce volatility the unemployment rate is presented as an average for the last four quarters.

## Vehicle Sales

Car and commercial vehicle sales data are sourced from New Zealand Transport Authority. Sales are based on new registrations which include the first time registration of new vehicles and used vehicles imported from overseas.

## Weekly Rents

Rents (\$ per week) are averaged across the quarter in question from monthly rental data sourced from MBIE. Rental data pertains to averages from data collected when bonds are lodged and does not control for specifications of the home (eg. size, number of bedrooms, age of home, etc).

## Horowhenua District Council Subsidised E-Waste Recycling Proposal

Electronics are one of the most hazardous component of the municipal waste stream. Computers and televisions contain lead, mercury, cadmium, and hexavalent chromium, yet most are currently not recycled or disposed of properly. Batteries of any size pose serious fire risks, both during collection and disposal in landfills. Horowhenua District Council's (HDC) Waste Minimisation and Management Plan (WMMP) sets goals to manage waste responsibly by making it easy to recycle and safely dispose of materials, and also reduce illegal dumping of rubbish. This proposal will directly contribute to these goals.

HDC and Low Cost Bins (LCB) receive regular feedback from customers about the unaffordability of E-Waste disposal in the district. TVs are one of the most commonly illegally dumped items. Currently, recycling CRT TVs cost \$40, and flat-screens \$25.



South Waikato Achievement Trust (SWAT) is our current collector. In January 2021 they collected 40 CRT TVs and 28 LCD TVs from the Foxton Transfer Station. Pickups are currently twice-yearly. These numbers have been used to project the increase in use of the e-waste disposal service at Foxton Transfer Station post-subsidy.

SWAT has contracts with the Ministry of Health, Ministry of Social Development and ACC to provide accommodation and community support services to its workers. The Trust is registered with the Charities Commission (CC24182). They are a transparent environmentally and socially responsible operation. They achieve a 95% recycling rate and all processing and recycling is done as per Ministry for the Environment guidelines. They provide returns to the community as well as dealing to an environmental issue.

E-waste recycling doubled in Palmerston North after enacting a similar subsidy to the one proposed. This volume has remained consistent.

### Assumptions to assess a subsidised service at Foxton Transfer Station:


- 1) E-waste recycling volume will triple.
- 2) Pickups will increase from twice annually to quarterly.
- 3) SWAT remains our preferred collector.
- 4) SWAT prices include freight and GST. Freight costs are kept low by combining pickups throughout the lower North Island.
- 5) The over-estimation of volume increases and pick-up frequency should account for the unknown quantity of smaller items that have not currently been getting recycled. These items are of a much lower disposal cost than TVs.

	CRT TV	LCD TV
Pick up (post-subsidy)	120	84
Cost (consumer)	20	20
Total income:	\$4,080	
Cost (disposal)	26	19
Total disposal cost (incl. freight and gst):	\$4,716	
Difference (subsidised amount per pick up):	\$636	
<b>Quarterly pick up total:</b>		
	\$2,544.00	

### Summary and Recommendations:

- 1) An annual subsidy fund of \$5000 is made available to provide customers with the recommended prices attached in Appendix 1. This figure will be revised at the end of the 2021/2022 financial year. If there is a significant proportion available in the fund at the end of the financial year, a free disposal day (limited to the remaining balance) will be organised.
- 2) Once the subsidised prices are in place the solid waste team will visit the site and educate operators of the need to keep these items out of the general waste, with the intention that this will increase the transfer of knowledge to the general public.
- 3) SWAT are our preferred recycler due to the environmental and social benefits they provide.
- 4) E-waste recycling quantities, by item and weight, must be provided from either LCB or SWAT to allow us to quantify progress against targets in the WMMP.
- 5) A number of free e-waste recycling options can be promoted alongside the subsidised service. The free items are:
  - i. All battery types up to 2kg.
  - ii. Compact fluorescent lightbulbs.
  - iii. Cell phones, cameras, GPS, and mice.
  - iv. Complete computer desktops and servers.

## Appendix 1: Subsidised Consumer Price List

	
E-Waste Recycling Price List 2021	Foxton Resource Recovery Centre
<b>TVs and computers</b>	
Televisions	\$20
Computer monitors	\$12
Desktop computers/servers (complete tower only)	Free
Small computer items (e.g. speakers/keyboards/docking stations/hubs/modems/switches/routers)	\$3
Laptop and tablets and UPS	\$5
Printers/scanners/fax machines	\$15
Photocopiers	\$50
<b>Household Electronics</b>	
Mobile phones/GPS/digital cameras/mice	Free
Stereos/car stereos/gaming consoles	\$2
DVD/CR/CD players	\$5
<b>Household Appliances</b>	
Small appliances (e.g. heaters/fans/toasters/kettles/blenders/alarm clocks/phones/cameras)	\$3
Medium appliances (e.g. vacuum cleaners/microwaves)	\$5
Large appliances (No degassing required) (e.g. washing machines/dryers/dishwashers)	\$20
Large appliances & degassing (Fridges, Freezers)	\$30
<b>Other</b>	
Batteries (household and laptop up to 2kg)	Free (please place in collection box)
Batteries (quantities over 2kg)	\$5/kg
Compact fluorescent lightbulbs	Free (please place in collection box)
Miscellaneous	\$4/kg

## Appendix 2: Subsidy by item

	Current Price @ Foxton	price (SWAT)	Recomended. Price Foxton	Subsidy/Profit
<b>TV's &amp; Monitors</b>				
CRT TV	\$ 40.00	\$ 26.00	\$ 20.00	-\$ 6.00
Flat Panel TV	\$ 25.00	\$ 19.00	\$ 20.00	\$ 1.00
CRT Computer Monitor	\$ 20.00	\$ 15.00	\$ 12.00	-\$ 3.00
LCD Computer Monitor	\$ 12.00	\$ 12.00	\$ 12.00	\$ -
<b>PC's</b>				
Desktop and servers	\$ 5.00	\$ -	\$0	\$ -
Laptops /Tablets	\$ 6.00	\$ 5.00	\$ 5.00	\$ -
Modems, switches, routers, computer speakers (per unit)	\$ 6.00	\$ -	\$ 3.00	\$ 3.00
UPS (Uninterrupted power supply)	\$ 5.00	\$ -	\$ 5.00	\$ 5.00
<b>Printers</b>				
Small Printers/Scanners/Fax machine/MFDs (Up to 0.05m3)	\$ 18.00	\$ 6.00	\$ 15.00	\$ 9.00
Large Printers/Scanners/Fax machine/MFDs (0.05m3 to 0.1m3)	\$ 25.00	\$ 6.00	\$ 15.00	\$ 9.00
Photocopiers Small to Medium (0.1m3 to 0.5m3)	\$ 50.00			
Photocopiers Large (Larger than 0.5m3)	\$ 70.00	\$ 60.00	\$ 50.00	-\$ 10.00
<b>Household Appliances</b>				
Small appliances/Drills/Alarm clocks/Phones/Cameras	\$ 7.00	\$ 5.00	\$ 3.00	-\$ 2.00
Heaters /fans	\$ 7.00	\$ 5.00	\$ 3.00	-\$ 2.00
Vacuums	\$ 12.00	\$ 5.00	\$ 5.00	\$ -
Microwaves	\$ 12.00	\$ 6.00	\$ 5.00	-\$ 1.00
<b>Consumer Electronics</b>				
DVD & VCR players	\$ 10.00	\$ 5.00	\$ 5.00	\$ -
Stereo systems & Gaming consoles	\$ 7.00	\$ 5.00	\$ 2.00	-\$ 3.00
Stereo speakers (per unit)	\$ 4.00	\$ 2.50	\$ 2.00	-\$ 0.50
Cellphones	\$ -	\$ -	\$ -	\$ -
Washing machines/dryers/dishwashers/dehumidifier	\$ 29.00	\$ 17.00	\$ 20.00	\$ 3.00
Keyboards and docking stations	\$ 4.00	\$ -	\$ 2.00	\$ 2.00
Mice	\$ -	\$ -	\$ -	\$ -
Miscellaneous /KG	\$ 5.00		\$ 4.00	\$ 4.00
GPS Unit and digital cameras		\$ 5.00	\$ -	-\$ 5.00
laptop battery		\$ 5.00	\$ -	-\$ 5.00
Freight (excl GST) (average)		-		



# Localised Flooding Event Response - Debrief Report - June 2021

File No.: 21/355

## 1. Purpose

To outline Horowhenua District Council's (HDC) observations and actions with our response to the flooding issues experienced after a period of heavy rainfall in the district in late June 2021. The Incident Management Team (IMT) provided the following observations, recommendations and lessons learnt.

While this report will cover recommendations and observations from the IMT with respect to the Water Treatment Plant operations, an investigation specifically into the Levin Water Treatment Plant event has been undertaken in addition to this overview and will be reported to a subsequent meeting.

## 2. Recommendation

- 2.1 That Report 21/355 Localised Flooding Event Response - Debrief Report - June 2021 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

## 3. Background/Previous Council Decisions

- 3.1 Over the period 26-27 June 2021, the Tararua Ranges received 300+mm and Horowhenua District received over 60mm of rain, which resulted in localised flooding. The amount of rainfall significantly increased the volume of water and the turbidity levels in local rivers. This situation resulted in a need to decrease and in some instances cease the water intake at the Levin, Shannon and Tokomaru water treatment plants.
- 3.2 An inability to treat water resulted in a decrease in water storage capacity which in turn resulted in Horowhenua District Council requesting the residents and businesses connected to mains water in Levin, Ōhau, Shannon, and Tokomaru to conserve water, and in the case of 'heavy mains water users' cease using mains supplied water. The conservation restrictions for residents was lifted mid-morning on 01 July 2021, heavy water user restrictions were lifted later that day.
- 3.3 Concurrently, over 27-28 June 2021, Council's Incident Management Team (IMT) responded to requests for assistance to localised flooding and two new major slip events (one on Gladstone Road which occurred on 26 June, and the other on Mangahao Road, Shannon which occurred earlier that week). Remedial action to rectify the impact on residents from these slips is ongoing.
- 3.4 The residents of Foxton, Foxton Beach, Waitārere Beach, Hokio Beach, Kuku, Waikawa and Manakau received localised flooding however their drinking water supplies were not impacted.

## 4. Issues for Consideration

### Executive Summary

- HDC's response to the concurrent events of localised flooding, slips, road closures and water treatment and consumption constraints was deemed satisfactory.
- Communications and escalation processes and procedures for incidents impacting essential service delivery require review and improvement.

- Contingency plans for critical events involving essential service delivery require development and/or review.
- HDC continues to use the Coordination Incident Management System (CIMS) structure and processes for incident and management response. The functions of Operations, PIM, Welfare, Intelligence and a contact/call centre were deemed critical for this event.
- The SCADA system was deemed critical in maintaining situational awareness as to the status of water treatment and consumption.
- The Emergency Mobile Alert system was deemed highly effective for the delivery of water conservation messaging.
- HDC's close relationships with contractors and suppliers was deemed critical in providing a speedy response to multiple and concurrent issues.

### Observations and Recommendations

The IMT's primary observations and recommendations identified during the response are below.

**Response Activation. Observation** – The initial response, led by the GM Infrastructure Operations and Emergency Management Advisor, to the flooding events and water treatment plant status was deemed appropriate given their understanding of the local situation as of 5pm on 27 June 2021.

It was not until the criticality of the water storage capacities at the reservoirs for Levin, Tokomaru and Shannon were understood on Monday 28 June 2021 that the IMT was activated. **Recommendation** – Reporting procedures, responsibilities, and escalation conditions/ procedures are reviewed and confirmed for critical incidents and events. Primary and secondary/alternate points of contact are documented and understood/tested. **Observation** – There does not appear to be a contingency plan for critical events involving essential service delivery.

**Roles and Responsibilities.** The GM People & Culture stepped in as the Local Controller and the Emergency Manager Contractor stepped in as the Response Manager.

**Observation** – There appeared to be a breakdown in communications as to who informed whom, when, and under what conditions with respect to the status of the water treatment plants and reservoir storage capacities. **Observation** – the staff who were initially responding to the water treatment plants i.e. water engineers/ operators, were required to work significant hours in their attempts to remediate the issues, this could pose a Health & Safety risk due to fatigue and/or stress. **Recommendation** – Emergency rosters be developed and implemented when required.

**IMT Structure. Observation** – The composition of the IMT which responded to the concurrent events of the water situation and slips was also deemed appropriate.

**Systems, Processes & Procedures. Observation** –The SCADA system was deemed critical in maintaining situational awareness of the status of the impacted water treatment plants. Access to this network was however restricted to 5 users at a time due to licensing restrictions. **Recommendation** – HDC review the license type and access restrictions to ensure needs are met.

**Communications & Stakeholder Engagement. Observation** – The Communications/PIM function was deemed critical in maintaining the publics' and affected parties' awareness of local incidents and their status over numerous media including social media channels and HDC's website. **Recommendation** – The PIM function are part of the IMT continues to respond to all incidents impacting residents. The Emergency Alert Message system was deemed highly effective in requesting the public to reduce water consumption.



## Attachments



There are no attachments for this report.

### Confirmation of statutory compliance

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 advantages and disadvantages, 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.

## Signatories

Author(s)	Lisa Slade <b>Group Manager - People &amp; Culture</b>	
Approved by	David Clapperton <b>Chief Executive</b>	



File No.: 20/577

## Horse Riding Options on Parks and Reserves in the Horowhenua District

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### 1. Purpose

To discuss horse-riding options on the existing network of parks and reserves within the Horowhenua, and consider limited other options to connect the reserves network.

### 2. Executive Summary

This report looks at short and medium-term options to facilitate equine access to the existing parks and reserves network. It also provides a longer-term view for potential inter-reserve connections for users (including horse riders) should Council determine to incorporate horse-riding into the shared pathways agenda in the future.

### 3. Recommendation

- 3.1 That Report 20/577 Horse Riding Options on Parks and Reserves in the Horowhenua District be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.

### 4. Background / Previous Council Decisions

- 4.1 Council has received submissions regarding horse-riding opportunities in the Horowhenua District from equestrian riders in previous Long Term Plan and Annual Plan processes since 2015. Most recently as part of the Annual Plan process of 2020/21, three submitters (#30, #110, and #120) put in submissions seeking investment into horse-riding options throughout the district, and incorporation of horse-riding options into the shared pathways programme. In the last Long Term Plan (2021-2024), Council received a submission from Kapiti Equestrian Advocacy Group (KEAG) around equestrian access.
- 4.2 The requests have been similar in theme, in that they are seeking for Horowhenua District Council to develop horse-riding opportunities in the form of:
  - 1) horse riding strategy and trails throughout the Horowhenua;
  - 2) advocating for horse-riding to be included in the upcoming O2NL discussion with NZTA;
  - 3) incorporating horse riding into the Shared Pathways strategy.
- 4.3 Currently the shared pathways programme administered by roading does not specifically include for equine access, and it was not considered a priority by roading to incorporate such access into the shared pathways programme at the Deliberations of 25 May 2021. Reasons given included, such work would be unsubsidised, high cost, space hungry, and likely to exacerbate conflict with other users (cyclists and walkers).
- 4.4 Similarly, Officers involved in the O2NL discussions are not advocating for horse-riding access on a shared pathway adjacent to the network.

## 5. Discussion

- 5.1 In terms of quantifying equestrian activity, Sport NZ undertake an Active NZ survey generally on an annual basis. The most recent survey from 2019 indicated that participation in equestrian activity for the previous 12 months was at about 2.8% of the respondents to this nationwide survey. Use is therefore low when set against walking and cycling at 85% and 10% respectively.
- 5.2 Whilst in consideration of other shared pathway users horse-riding remains low, there is an established niche who have consistently advocated for improved access. Given the limited options to develop an integrated system of horse-riding opportunities throughout the Horowhenua, the Parks and Property team have considered potential options on the existing reserves network.
- 5.3 Though some of the longer-term options do consider potential off-road access parallel to existing rural roads, and/or the proposed shared pathway adjacent to the proposed O2NL, it is recognised that this is not in line with the current shared pathways agenda. Such options have been included to recognise the added value to other users (cyclists and walkers), whilst identifying a further opportunity should Council elect to incorporate horse-riding at a later date, and provide increases in capital and maintenance funding to facilitate such works.
- 5.4 Consultation has been limited thus far to the Kapiti and Horowhenua Equine Advocacy Groups.

## 6. Options

Given that the Shared Pathway strategy does not consider horse-riding specifically, this report is to set out options to develop a targeted response for horse riding development primarily within the existing reserve network. It is possible to undertake a staged approach to developing some limited options for horse riders on Council Reserves i.e. on a short, medium and longer-term basis.

### Short-term Options

#### **Target Reserve:**

There is the option to develop formal horse riding tracks within Target Reserve, Foxton, including signage and directional markers.

#### **Beaches**

Equestrian riding is already allowed on Horowhenua Beaches, and provides riding opportunities of a substantial distance (including Foxton Beach, Waitārere Beach, Waikawa Beach). Beach options generally have car-parking options for horse riders, so are ideal for horse riding opportunities within the district.

There are opportunities to work with equine advisory groups (HEAG and KEAG) along with local progressive associations to define shared access that would reduce local impacts on dune systems, and improve communication between the relevant communities and horse-riders.

### Medium-term Options

#### **Cousins Avenue Reserve:**

Cousins Avenue is already well-used by walkers, cyclists, and horse-riders. There are potential options to establish a shared pathway through the reserve for all users, with a view to establishing a series of secondary paths for the various activities with input/consultation with adjacent landowners.

The main role for Council in this regard would be to introduce signage, define routes, introduce a user agreement, and liaise with adjacent landowners about options to extend access for a range of groups.

### **Shannon to Mangahao Shared Pathway**

Currently there is no pathway between Shannon and Mangahao/Mangaore village. Given the growth plan suggests rezoning the area around Hennessy Road in Shannon as residential, it is likely that Mangahao and Mangaore Village (including the Environmental White Water Park) will become more important as recreation reserve.

There is the potential to introduce an off-road shared pathway between the two population centres, similar to the Queen Street walkway. The proposal would allow for horses as well as cyclists and walkers (3km one way).

### **Ohau River Walkway (including Parakawau Reserve):**

Parakawau Reserve is already used by camper vans as an overnight stop-off point. Council has a number of landholdings along the river including at Gladstone Road and Kimberley Reserve. The Ohau Gravels Way subdivision sees another reasonably significant section of the river frontage vested with Council, other areas are owned by LINZ, DOC and private owners with whom Council would need to liaise.

Officers have a budget to investigate and potentially commence track works in Year 3 of the current plan (if feasible). The proposed improvements to the river trail would see the development of a surfaced car-park and installation of a toilet block at Parakawau Reserve being the start of the trail. As part of the planning work, Officers will consider access for horses along the proposed Ohau River Reserves shared pathway.

### **Longer-term Options**

#### **Target Reserve/Rounds Bush**

A longer-term option for a shared pathway (including horse riders) presents itself by incorporating the racecourse, golf course and Rounds Bush into a circular Target Reserve route. Such an approach would utilise the paper road for access from SH1, and utilize the Old Dog Dosing Station on SH1 as a car-park with visitor toilets. There would be the need to improve access off SH1 to the proposed car-park.

Such a development would facilitate a number of access/egress points into/off Target Reserve including from existing accesses, Wylie Road, and a new access from State Highway One.

#### **Mangahao River Walkway**

A longer-term option would be to develop a circular route that returned from the Shannon / Mangahao shared pathway via the river-bank to Stafford Street Reserve. Such an arrangement would require negotiation between Council and private landowners.

The proposal would include the development of the old tip site on Hennessy Road as a Reserve, toilet and car-park to facilitate visitors.

#### **Ohau River Reserves and Waiopahu Reserve**

Development of an Ohau River Reserves shared pathway would facilitate further connections along Gladstone Road (off road shared pathway) back to Waiopahu Reserve with a potential return back down Queen Street East and onto a possible shared pathway adjacent to the proposed O2NL route.

## 6.1 Cost

The costs set out below are indicative only. All the proposals noted below would need to be considered through the applicable Annual Plan or Long Term Plan processes over the full period.

Option	Cost
<b>Short-Term</b>	
Target Reserve, Foxton	\$27,000
Improved Beach Access (per settlement)	\$25,500
<b>Medium-Term</b>	
Improved walkways Cousins Avenue Reserve	\$46,500
New shared pathway Hennessy Road to Mangaore Village	\$205,500
Ohau River Reserves shared pathway including toilets & carpark	\$495,000
<b>Long-Term</b>	
Target Reserve including Rounds Bush and carpark and toilet	\$406,000
Mangahao River shared pathway including toilets and carpark at Hennessy Road	\$495,000
Ohau River Reserve and Waiopēhu Reserve	\$250,000

### 6.1.1 Rate Impact

As it is planned for the various horse riding development options (noted above) to be put forward through Annual Plan and Long Term Plan processes over the next ten years, the rating impacts will be discussed at the appropriate timing of these submissions.

## 6.2 Community Wellbeing

The equestrian community in Horowhenua has been seeking viable options for horse riding for some time. These proposals go some way to meet that request whilst potentially enhancing recreational use and value for other users.

## 6.3 Consenting Issues

There are no consents required or consenting issues arising at this juncture.

## 6.4 LTP Integration

There is currently a budget related to the proposed Ohau River walkway which is budgeted for in Year 3 of the plan. No other works are budgeted. There are no Special Consultative Processes required.

## 7. Consultation

Initial discussions have occurred with the Horowhenua Equestrian Advocacy Group, further discussion will be had with this group and its Kapiti Coast based equivalent given the opportunity to integrate developments.

## 8. Legal Considerations

There are no Legal Requirements or Statutory Obligations affecting options or proposals at this point. As proposals are developed into a detailed planning stage, the legal requirements

will be addressed accordingly. This will include the negotiating of easements and rights of way.

## 9. Financial Considerations

At this point there is no financial impact, as a budget already exists for the proposed Ohau River Reserves pathway and proposals will be considered through Council's planning processes (Annual Plan/Long Term Plan) for other options.

## 10. Iwi Considerations

There are no Iwi considerations.

## 11. Climate Change Considerations

There is no climate change impact.

## 12. Environmental Considerations

There are no environmental considerations.

## 13. Health & Safety Considerations

There is no Health and Safety Impact.

## 14. Other Considerations

There are no other considerations.

## 15. Next Steps

Next steps will be to formalise potential costs with a view to submitting to Council's Annual and Long Term Plans.

## 16. Supporting Information

### Strategic Fit/Strategic Outcome

From Council's Community Outcomes in the Long term Plan:

- **Thriving communities:** Our communities have access to health, social and recreational facilities which enable people to enjoy positive healthy lifestyles.
- **Thriving communities:** Our communities live in a safe and supportive environment and are empowered to make positive and healthy lifestyle choices.
- **Stunning environment:** We sustainably manage our environment and natural resources to ensure they can be enjoyed now and by future generations.

### Decision Making

The medium and longer term proposals in this report will be assessed through the 2024-2027 Long Term Plan process. The short-term proposals will be assessed through the 2022-2023 Annual Plan process.

A decision has already been made in respect to the Ohau River Reserves shared pathway through the 2021-2024 Long Term Plan process. Decisions in relation to the other areas will need to be made as part of the respective Annual and Long Term Plans.

The decision does not need to be undertaken through special consultative procedures.

<p><b>Consistency with Existing Policy</b></p> <p>The proposals put forward in this report align with the Open Space Strategy, in particular strategy 1 in that document: Open Spaces along river corridors. The proposed Ohau River Reserves walkway is in line with the Ohau River Reserves Combined Management Plan.</p>
<p><b>Funding</b></p> <p>Yes.</p> <p>No.</p> <p>There is funding currently in the Long Term Plan (Yr 3) for the Ohau River Reserves shared pathway but not for other areas.</p>


Risk Area	Risk Identified	Consequence	Likelihood	Risk Assessment (Low to Extreme)	Managed how
Strategic	n/a				
Financial	n/a				
Service Delivery	n/a				
Legal	n/a				
Reputational	Horowhenua is currently out of step with its adjacent TA (Kapiti Coast).	Low	High	Low	It has been identified through this and previous Annual and Long Term plans that improved equestrian access might be desirable but is not essential given the competing demands on the organisation.


<p><b><u>Confirmation of statutory compliance</u></b></p> <p>In accordance with section 76 of the Local Government Act 2002, this report is approved as:</p> <ol style="list-style-type: none"> <li>containing sufficient information about the options and their advantages and disadvantages, bearing in mind the significance of the decisions; and,</li> <li>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.</li> </ol>
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## 17. Appendices

There are no appendices for this report

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Approved by	Arthur Nelson <b>Parks and Property Manager</b>	
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## Exclusion of the Public : Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting.

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

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

### C1 Update ex-Plantation Reserve, Douglas Street

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

### C2 Property Disposal

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

### C3 Property Disposals Programme

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.