

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

Date: Wednesday 23 November 2022
Time: 1.00pm
Meeting Room: Council Chambers
Venue: 126-148 Oxford St
Levin

Council OPEN AGENDA

MEMBERSHIP

Mayor His Worship The Mayor Bernie Wanden
Deputy Mayor Councillor David Allan
Councillors Councillor Mike Barker
Councillor Rogan Boyle
Councillor Ross Brannigan
Councillor Clint Grimstone
Councillor Nina Hori Te Pa
Councillor Sam Jennings
Councillor Paul Olsen
Councillor Jonathan Procter
Councillor Justin Tamihana
Councillor Piri-Hira Tukapua
Councillor Alan Young

Contact Telephone: 06 366 0999
Postal Address: Private Bag 4002, Levin 5540
Email: enquiries@horowhenua.govt.nz
Website: www.horowhenua.govt.nz

Full Agendas are available on Council's website
www.horowhenua.govt.nz

Full Agendas are also available to be collected from:
Horowhenua District Council Service Centre, 126 Oxford Street, Levin
Te Awahou Nieuwe Stroom, Foxton,
Shannon Service Centre/Library, Plimmer Terrace, Shannon
and Te Takeretanga o Kura-hau-pō, Bath Street, Levin

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the Chief Executive Officer or the Chairperson.

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Karakia

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.

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, 16 November 2022

Recommendations

That the meeting minutes of Council, 16 November 2022 be accepted as a true and correct record.

File No.: 22/580

6.1 Future of Levin Landfill Decision - Long Term Plan Process

1. Purpose

The purpose of this report is to discuss the two options of when to make a decision regarding the future of the Levin Landfill, either as part of an amendment to the 2021 Long Term Plan (LTP-21), or as part of the 2024 Long Term Plan (LTP-24). The final decisions would therefore be made by Council in either June 2023 or June 2024.

2. Executive Summary

- 2.1 This report provides Council with advice for consideration about when Council will make a decision about the future of the Levin Landfill site to ensure that Council's statutory requirements in accordance with S97 of the Local Government Act 2022 are met. A decision to close or otherwise materially alter current landfill operations is a significant alteration of the intended level of service of the Landfill and in accordance with S97, the Long Term Plan must first be amended before Council decides on the potential future use of the Landfill. It would be unlawful for Council to make a decision on the future of the Levin Landfill, in the absence of the Long Term Plan which gives explicit intent to that process and decision. The current Long Term Plan 2021-2041 does not provide this.
- 2.2 The Future of the Levin Landfill review is seeking to find a way forward on the future of the Levin Landfill site. Council agreed, at the September 2022 Council meeting, that following the October local body elections, the incoming Council would consider two options for when a decision on the future of the Levin Landfill would be made.
- 2.3 The two options are as follows:
 - The first option (LTP-21) involves Council making a decision about the future of the landfill as an amendment to the 2021 Long Term Plan. The LTP-21 option would allow for a decision to be made in June 2023.
 - The second option (LTP-24) involves Council making a decision about the future of the landfill as part of the 2024 Long Term Plan. The LTP-24 option would allow for a decision to be made in June 2024.

3. Recommendation

- 3.1 That Report 22/580 Future of Levin Landfill Decision - Long Term Plan Process be received.
- 3.2 That this matter or decision is recognised as significant in terms of S76 of the Local Government Act.
- 3.3 That Council notes its obligations under S97 of the Local Government Act to ensure that where a local authority is altering significantly the intended level of service for any significant activity, that decision can only be made where the decision is explicitly provided for in the Long Term Plan, or the Long Term Plan is amended.
- 3.4 That Council agrees to make a decision about the future of the Levin Landfill as an amendment to the 2021 Long Term Plan, enabling a decision on the future of the Levin Landfill to be made in June 2023.

4. Background / Previous Council Decisions

- 4.1 A programme of work is being developed to determine the Council's future direction on waste, and the associated timeline, budgets, resources and risks. Alongside Council's future direction on waste, there remains a decision to be made on the future of the Levin Landfill. Significant time, resource and cost has been allocated over the last five years to reaching a conclusion on the landfill, but a final decision is still to be made. Additional work is required to complete the supporting documentation for the decision, with future options and the associated financial impact needing to be presented to the community through a formal consultation process. There are legally binding dates within the landfill's resource consent and associated agreements (such as the Levin Landfill Agreement) that must be met. There are also disposal contract expiry dates that must also be considered. These place constraints on when the landfill decision needs to be made.
- 4.2 This programme of work is influenced by which of the two options for the landfill decision timelines Council adopts. Addressing the landfill decision with immediacy, albeit requiring a somewhat compressed timeline, will allow Council to then concentrate on future waste services with a decision on the landfill having been made.

Levin Landfill Agreement

- 4.3 The Council entered into the Levin Landfill Agreement with Hōkio Environmental Kaitiaki Alliance Incorporated (HEKA), Ngāti Pareraukawa and other s274 parties to the Environment Court appeal ENV-2016-WLG-71, in March 2019, to resolve proceedings relating to the 2015 review of Resource Consents.
- 4.4 The Landfill Agreement states that 'HDC's Chief Executive will recommend to the council a closure date for the Levin Landfill, of, at the latest, 31 December 2025' (Clause 11.1(a)).
- 4.5 The Landfill Agreement also states that 'The Parties acknowledge that the final closure date is for the councillors to determine in accordance with all statutory requirements, including the Local Government Act 2002' (Clause 11.2).
- 4.6 If Council chooses a closure date on or before 31 December 2025, the Landfill Agreement will remain in place. Council will need to work with the Project Management Group (PMG) to develop a closure and remediation plan for the landfill and to agree and implement the leachate remediation project to address leachate from the original landfill site (also known as the old dump). This will require a reconciliation process including a formal apology that will need to take place.
- 4.7 If Council chooses a closure date after 31 December 2025, the Levin Landfill Agreement will terminate. This will likely add significant time and cost to the Council for the future consent reviews in 2024, 2029, 2035 and the consent renewal in 2037. It could result in resource consent conditions that are more stringent and have implications for the ease and cost of operation of the landfill.
- 4.8 The decision will impact Council's relationship with Ngāti Pareraukawa as well as other members of the Hōkio community, who negotiated the Levin Landfill agreement in good faith. A breach of this agreement could result in parties commencing new proceedings in the Environment Court. The Levin Landfill Agreement and associated commitments sit at the heart of the process to date.

September 2022 Council Meeting

- 4.9 Council agreed at the September 2022 Council Meeting that the incoming Council would consider two options for when a decision on the future of the Levin Landfill would be made.

- 4.10 Further background information is provided on the Horowhenua District Council website www.horowhenua.govt.nz/Growth-Projects/Projects/Levin-Landfill and the attached Council Reports.

5. Discussion

- 5.1 To complete the activities required to meet the LTP-21 decision timeline a condensed programme of work until January 2023 will be required (towards a Council decision June 2023). This timeline is tight and requires some compromise on the possible level of further analysis that could be completed to support the decision on the future of the Levin Landfill, but there is sufficient information to hand to enable Council to make a decision.
- 5.2 If Council decided to follow the LTP-24 decision timeline, where a decision is made in June 2024, then the same activities as LTP-21 would be required but there would be more time for further analysis ahead of the decision being made. While this may increase the level of certainty on the recommended way forward, a substantial amount of work has already been completed, and more analysis may not ultimately help relative to the cost incurred. Further analysis may also result in solutions that do not proceed being over-analysed, offering no increased benefit to Council or the community. This additional analysis would come with additional staff time allocation and cost for external support.
- 5.3 Until the future of Levin Landfill is decided, the landfill will remain closed and not accept any waste. Council needs to continue to undertake activities that both allow the landfill to reopen once a decision is made, whilst also ensuring arrangements are in place to dispose of waste at an out-of-district disposal facility and also exploring options for alternative site use. In particular, Council will need to commence preparation for the October 2024 consent review to enable Levin Landfill to operate whilst simultaneously agreeing whether or not to sign a long-term disposal contract with Midwest if the Levin Landfill remains closed.
- 5.4 Until the landfill decision is made, Council continues to undertake the full monitoring programme required for an open landfill. In cannot commence a reduced programme of monitoring consistent with the landfill being closed until the decision is made. The western face of the landfill cannot have its final cap constructed until such time as a decision is made not to reopen the site; it currently has a temporary cap in place.
- 5.5 While the future of Levin Landfill remains uncertain, it will be harder for staff, elected members and the community to focus on decisions regarding future waste services in the district. There is a risk of being distracted by the uncertainty around Levin Landfill. This may compromise decision making or create delays in the programme for future waste services. For example, decisions may be made around future waste services, or the programme to deliver these, in order to influence a particular outcome on Levin Landfill. Moreover, the pressure for the closure of Levin Landfill may cloud the reality of the property overall, and the possible consideration of its future purpose within Council's waste services and management vision.
- 5.6 A delayed decision would require delaying the start of alternative uses of the landfill site property and some opportunities might be lost if timelines cannot be aligned with other activities.
- 5.7 Council has limited in-house resources in the waste services area, including vacancies in the existing team. These staff are required to continue to deliver day-to-day waste services whilst also turning their mind to future services and the future of Levin Landfill. The larger, more complex programme of work that LTP-24 requires will be difficult for Council to deliver with its existing resources. Recruitment of additional resources could also be challenging in the current tight labour market.
- 5.8 The Landfill Agreement requires Council to decide the closure date for the landfill at its next meeting following all reports and assessments being received to enable to decision to be

made. The longer time passes for the decision to be made, the more difficult it is for Council to say that it does not yet have sufficient information to make that decision.

6. Options

- 6.1 There are two options currently available to Council:
- 6.2 Option 1: A decision on the future of the Levin Landfill is made as an amendment to the 2021 Long Term Plan, in June 2023 (the 2021 Long Term Plan option, LTP-21).
- 6.3 Option 2: A decision on the future of the Levin Landfill is made as part of the 2024 Long Term Plan, in June 2024 (the 2024 Long Term Plan option, LTP-24).
- 6.4 **Option 1:** A decision on the future of the Levin Landfill is made as an amendment to the 2021 Long Term Plan, in June 2023 (the 2021 Long Term Plan option, LTP-21).
- 6.5 This is the Officer's preferred and recommended option. Although this decision may require the analysis to be truncated and there to be compressed timeframes for decision making on the landfill, this decision is effectively separated from the key decisions on HDC's future strategic plans for waste services across the district.
- 6.6 **Option 2:** A decision is made on the future of the Levin Landfill is made as part of the 2024 Long Term Plan, in June 2024 (the 2024 Long Term Plan option, LTP-24).
- 6.7 The longer timeframe allow for more in-depth analysis, but requires work to be undertaken on both reopening the landfill and keeping it closed simultaneously, and risk compromising the broader, more strategic decisions on future waste services. There would also be impacts on council staff time and budgets with a delay on this decision. Overall, the additional cost of pursuing Option 2 (LTP-24) over Option 1 (LTP-21) is in the order of \$1.15 million.

6.8 Cost

A delay in the decision over the Levin Landfill will increase costs for environmental monitoring which, albeit closed to receiving waste, is still effectively open insofar as resource consent requirements. The additional cost of pursuing Option 2 (LTP-24) over Option 1 (LTP-21) is in the order of \$1.15million, as shown below:

Option	Cost
Option 1: LTP-21	\$150,000
Option 2: LTP-24	\$1,300,000

7. Consultation

- 7.1 This report seeks a decision on when consultation will take place. Therefore, there was no consultation required to be undertaken prior to this decision being made.
- 7.2 The Landfill PMG and Neighborhood Liaison Group (NLG) were made aware of the options being considered by Council at briefings on 9 November 2022.

8. Financial Considerations

The costs of Option 1 (LTP-21) or Option 2 (LTP-24) are unbudgeted.

9. Iwi Considerations

The future of the Levin Landfill and when the decision will be made on its closure are important for iwi and hapū in the Hōkio community, particularly Ngāti Pareraukawa.

Representatives from Ngāti Pareraukawa have been briefed on this process as part of the NLG. Representatives from Muaupoko were also in attendance and engaged in the process. Council will continue to engage with Iwi/Hapu on this matter.

10. Climate Change Considerations

There are no Climate Change implications from deciding when to consider the future of the Levin Landfill. Any Climate Change impacts associated with the future of the Levin Landfill will be assessed and managed through future processes.

11. Environmental Considerations

There are no additional environmental impacts from deciding when to consider the future of the Levin Landfill. Any environmental impacts associated with the future of the Levin Landfill will be assessed and managed through future processes. Monitoring and maintenance of the landfill continues while the landfill remains closed, including addressing potential enduring environmental risks are managed.

12. Health & Safety Considerations

There are no specific Health and Safety impacts from deciding when to consider the future of the Levin Landfill. Any Health and Safety implications associated with the future of the Levin Landfill itself will be assessed and managed through future processes. Monitoring and maintenance of the landfill continues while the landfill remains closed, including addressing and managing potential health and safety risks.

13. Other Considerations

There are no other considerations.

14. Next Steps

If Option 1 (LTP-21) is selected, the following next steps are required, along with the analysis and engagement with stakeholders, to support Council to make a decision:

- Analysis of remediation options for the Old Dump – late Nov-22
- Workshop on old dump remediation with elected members (following briefing with PMG and NLG members) – 30 Nov-22
- Council meeting on old dump remediation decision – 14 Dec-22
- Workshop with elected members on future vision and objectives for waste services and the Levin Landfill – 7 Dec-22
- Workshop on options for consultation on the future of the Levin Landfill (following briefing with PMG and NLG members) – 14 Dec-22
- Workshop with elected members on options for consultation (following briefing with PMG and NLG members) – 21 Dec-22
- Delivery of a refreshed Business Case and consultation document – Jan-23
- Council meeting to decide on future landfill options for consultation – Feb-23

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.

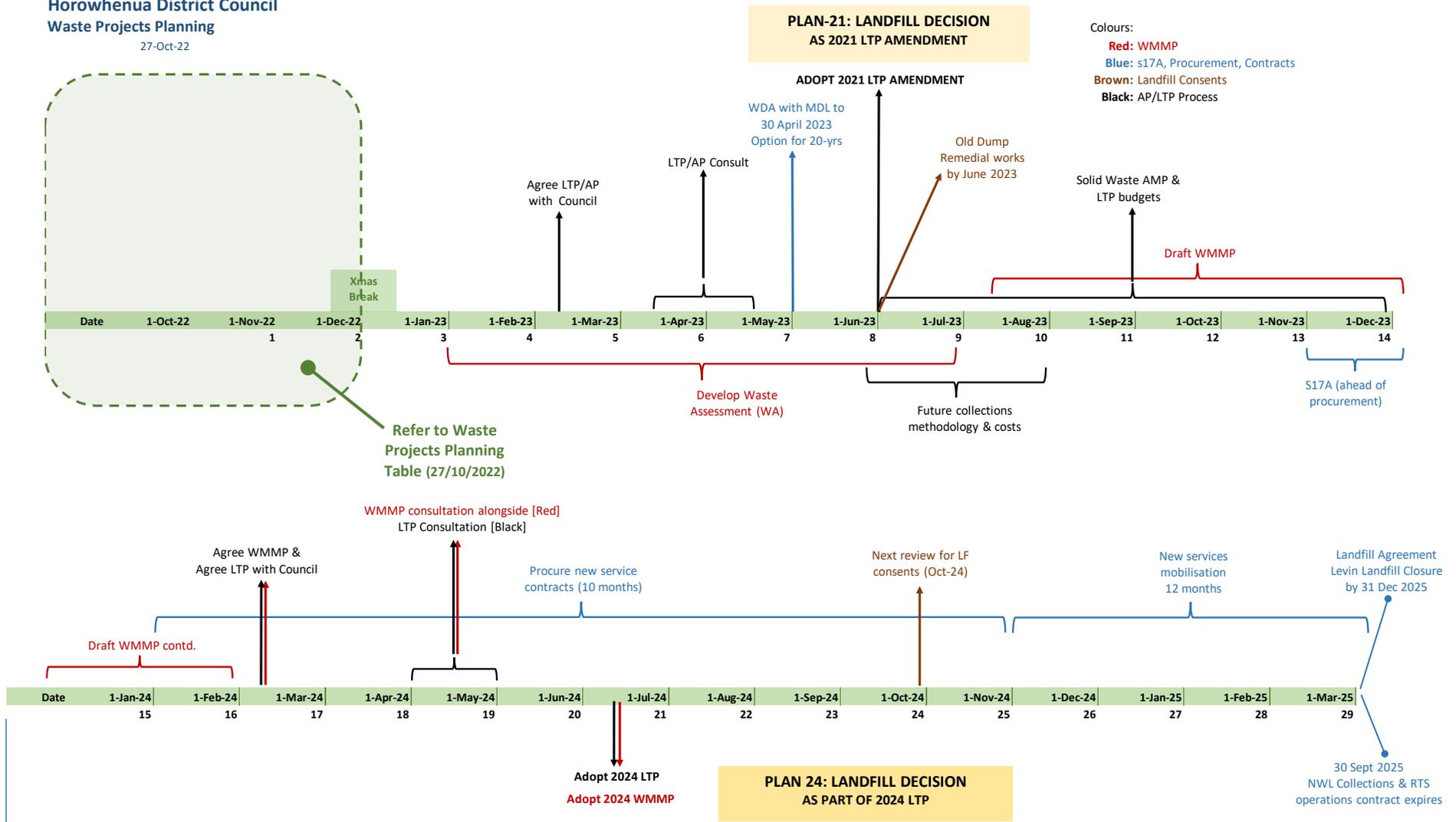
15. Appendices

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B	Council Report - Evaluation Report on the Future of Levin Landfill 14 September 2022	15

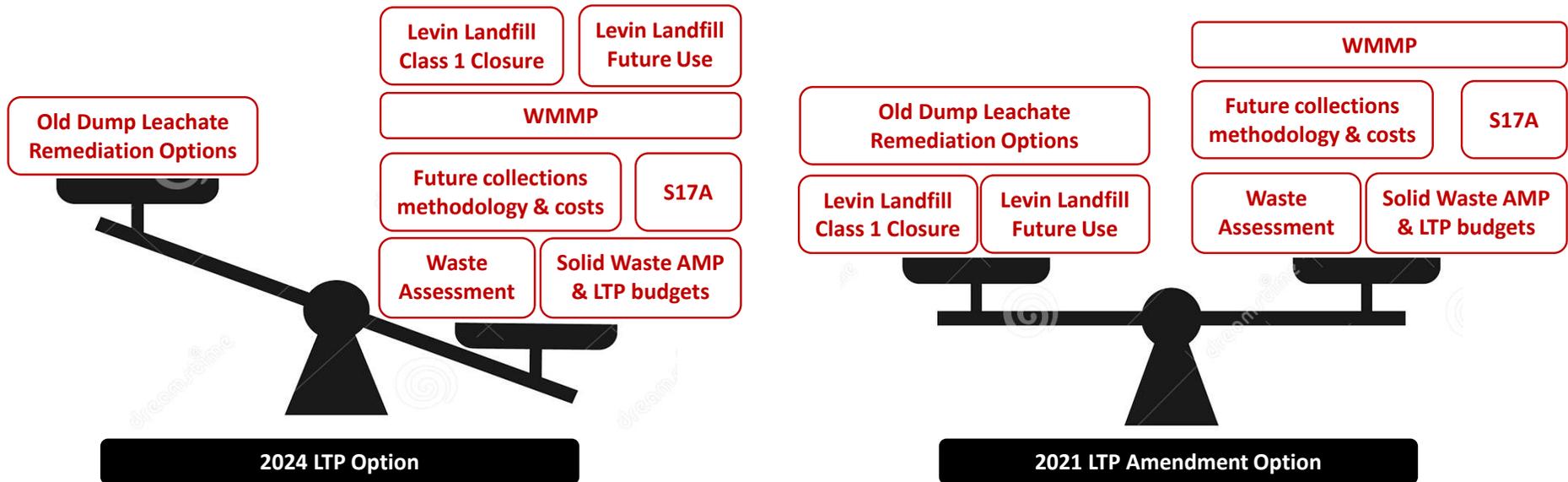
Author(s)	Daniel Haigh Group Manager Community Infrastructure	
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Approved by	Monique Davidson Chief Executive Officer	
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Horowhenua District Council
Waste Projects Planning
27-Oct-22



Balancing the decisions to be made



File No.: 22/480

6.8 Evaluation report on the Future of Levin Landfill

1. Purpose

The purpose of this report is for Council to receive advice, following a recent evaluation of the Future of Levin Landfill Business Case, and subsequent advice sought on a way forward for Council.

This report provides Council advice, based on an independent review of the business case, and a refreshed look at the legal obligations of Council in navigating a decision on the Future of the Levin Landfill.

2. Executive Summary

The Future of the Levin Landfill review has sought to find a way forward on the future of the Levin Landfill debate.

Regardless of the decision on the future of the Levin Landfill, Council needs to ensure it has met its obligations under the Local Government Act. This report presents a number of considerations for Council, with the most significant being the advice that it would be unlawful for Council to make a decision on the future of the Levin Landfill, in the absence of a Long Term Plan which gives explicit intent to that process and decision. The current Long Term Plan 2021 – 2041 does not provide this.

There are other options that could have been considered, and were not included in the Future for the Levin Landfill business case. And while the basis of the Landfill Agreement provides good reason for why those options were not considered, in order for Council to meet its statutory obligations, and to address the concerns of the narrowness of the approach to the Business Case, other options could have been considered. Some of these options are important, in order to identify what the best option for Horowhenua District Council is, and to ensure obligations under the Local Government were also met.

This report provides advice and considerations to Council, that emphasises the important role process places in assisting Council in its decision making process. And while the advice, means the recommendations are of a nature where the advice is that a decision cannot be made at this stage, Elected Members cannot ignore the very real need for a future decision on this critical issue.

The impact of the Levin Landfill on the social, cultural and environmental wellbeing of Iwi and the Hokio Community and catchment will continue to challenge Council's resources, and require Council to be world class in the way it manages and operates a compliant Landfill, if it was to remain open. This will require investment of a nature that is currently not catered for in Council's current Long Term Plan 2021 – 2041.

While the independent report presents an alternative view to the original business case on the economic benefits of keeping the landfill open until 2037, these financial benefits must be balanced and reconciled with the ongoing tangible and intangible costs associated with keeping the landfill open, and in turn breaching the Landfill Agreement that Council entered in 2019.

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Council needs to invest and put its weight behind developing and driving a wider Waste Minimisation Strategy, in partnership with Iwi, hapū and community, and in doing that, it will have the strategic context to make the necessary decisions on not just the Future of the Levin Landfill but the future service delivery and operations associated with waste services provided by Horowhenua District Council.

Council's aspirations on the scope and process of developing a wider Waste Minimisation Strategy will not only dictate the cost associated with such process, but the timing in which that could occur. While ideally the strategic outlook would exist, ahead of decision making, Council needs to consider its obligations outlined in the Levin Landfill Agreement, and on this basis, look to meet its statutory responsibilities associated with the decision making process as soon as is practicably possible.

While progressing this work, Council at the same time needs to give priority to addressing the ongoing non-compliance issues associated with the Levin Landfill, in addition to the commitments associated with the Levin Landfill Agreement and associated consent conditions, with a particular emphasis on remediation and restoration of the old dump.

3. Recommendation

- 3.1 That Report 22/480 Evaluation report on the Future of Levin Landfill be received.
- 3.2 That this matter or decision is recognised as significant in terms of S76 of the Local Government Act.
- 3.3 That Council notes its obligations under S97 of the Local Government Act to ensure that where a local authority is altering significantly the intended level of service for any significant activity, that a decision can only be made where the decision is explicitly provided for in the Long Term Plan, or the Long Term Plan is first amended.
- 3.4 That Council note the current advice of the Chief Executive that statutory requirements have not been met in accordance with s97 of LGA, therefore a decision cannot be made on the future of the Levin Landfill at this time. This is due to a shortfall in the previous advice provided to Council at the time in which they undertook consultation on the Future of the Levin Landfill.
- 3.5 That Council refers the future of the Levin Landfill to the incoming Council to consider as part of the 2023-2044 Long Term Plan Amendment or the 2024-2044 Long Term Plan, as a key consultative and decision item.
- 3.6 That the Chief Executive be directed to prepare a briefing paper to the incoming Council, outlining the options associated with the Future of the Levin Landfill decision, including an analysis on the risks, costs and any other considerations associated with whether the decision should be included as part of the 2023-2044 Long Term Plan Amendment or the 2024-2044 Long Term Plan.
- 3.7 Further to 3.5 and 3.6, That Council request the Chief Executive to ensure that Officers are progressing work on the basis that the 2023-2044 Long Term Plan Amendment is a realistic option.
- 3.8 That the Chief Executive be directed to report at the first ordinary meeting of the 2022-2025 Triennium, an options analysis on the best practicable option to fast track investment in the remediation and restoration of the old dump site.
- 3.9 That Council continues to ensure no waste is taken to the Levin Landfill, until such time a decision is made about the future of the Levin Landfill.

4. Background / Previous Council Decisions

The Council entered into the Levin Landfill Agreement with Hokio Environmental Kaitiaki Alliance Incorporated (HEKA), Ngāti Pareraukawa and other s274 parties to the Environment Court appeal ENV-2016-WLG-71, in March 2019, to resolve proceedings relating to the 2015 review of Resource Consents.

The Landfill Agreement states that *'HDC's Chief Executive will recommend to the council a closure date for the Levin Landfill, of, at the latest, 31 December 2025'* (Clause 11.1(a)).

The Landfill Agreement also states that *'The Parties acknowledge that the final closure date is for the councillors to determine in accordance with all statutory requirements, including the Local Government Act 2002'* (Clause 11.2).

If Council chooses a closure date on or before 31 December 2025, the Landfill Agreement will remain in place. The Council will need to work with the PMG to develop

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a closure and remediation plan for the landfill and to agree and implement the leachate remediation project to address leachate from the old landfill. The reconciliation process includes a formal apology that will need to take place.

If Council chooses a closure date after 31 December 2025, the Levin Landfill Agreement will terminate. This will likely add significant time and cost to the Council for the future consent reviews in 2024, 2029, 2034 and the consent renewal in 2037. It could result in resource consent conditions which are more stringent and have implications for the ease and cost of operation of the landfill.

The decision will impact Council's relationship with Ngāti Pareraukawa as well as other members of the Hōkio community, who negotiated the Levin Landfill Agreement in good faith. A breach to this agreement could result in parties commencing new proceedings in the Environment Court.

The Landfill agreement and the associated commitments sit at the heart of the process to date. To that point it is important to acknowledge the role of the Landfill Agreement in not only determining the scope of the work to date, but also acknowledge the role that the PMG and Community Neighborhood Liaison Group; a role that was clearly outlined and committed to as part of the landfill agreement.

Waste Management and Minimisation Plan

The Council's Waste Management & Minimisation Plan (WMMP) was adopted by Council on 18 July 2018. It sets out how Council will progress efficient and effective waste management and minimisation in the Horowhenua District. The Plan sets targets for dealing with waste over the next six years and provides an action plan to meet those targets.

The targets include:

- Reducing the waste disposed of into the landfill to below 400kg per person
- Recycling at least 40 per cent of the waste collected at the roadside from households and 50 per cent of the waste taken to transfer stations
- Maintaining a high level of public satisfaction with Council's solid waste services.

The policy is due for review in 2024.

Levin Landfill Business Case

Council independently commissioned consultants, Morrison Solutions to develop a business case to assess the options for the future of the Levin Landfill. The work of Morrison Solutions was guided by the Landfill Agreement.

Morrison Solutions' recommendation was to close the Levin Landfill in 2022 as it:

- Provides the best financial outcome
- Is the preferred option assessed by BERL when measured against the social, economic, environmental and cultural wellbeing
- Provides the lowest commercial and operational risk
- Provides greatest incentive for waste minimisation and most strongly aligned with Council's Waste Minimisation & Management Plan
- Meets the requirements of the Levin Landfill agreement.

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Council Decision to Consult

On 10 November 2021, the Chief Executive recommended that the Levin Landfill be closed in 2022, thereby meeting the requirements of Section 11.1 (a) of the Landfill Agreement. At the same meeting, Council resolved its preferred option (option 1) for the future of the Levin Landfill Special Consultative Process (SCP), option 1 being 'to close the Levin Landfill in 2022'.

On 24 November 2021, the Council resolved to adopt the Future of the Levin Landfill Statement of Proposal for public consultation to occur. The Statement of Proposal was open for community feedback from 30 November 2021 until the closing date of 31 January 2022.

A total of 150 submissions were received with over 95% of these in favour of option 1 – the closure of the Levin Landfill.

On 13 April 2022, Council resolved to defer a decision on the Future of the Levin Landfill until 31 December 2025, or at any time earlier than that date, following a full evaluation of the incoming Chief Executive by September 2022.

A copy of the report, provided to Council for the 13 April 2022 meeting is **attached** as an Appendix to this report.

Council took some time during the course of the meeting on the 13 April, to form a majority view. The decision making process is set out below:

7.4 Report to consider submissions received on the Future of the Levin Landfill Statement of Proposal

The Council was presented for deliberation, the submissions received on the Future of the Levin Landfill Statement of Proposal.

The Council was provided with an update on the financial modelling for the landfill activity.

The Council provided comments on future waste disposal options and use of the Levin Landfill site.

MOVED by Cr Allan, seconded Cr Mitchell:

That Report to consider submissions received on the Future of the Levin Landfill Statement of Proposal be received.

That this matter or decision is recognised as significant in terms of S76 of the Local Government Act.

That Council acknowledges, with thanks, all who have submitted on the Future of the Levin Landfill Statement of Proposal.

CARRIED

MOVED by Mayor Wanden, seconded Deputy Mayor Mason:

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That Council adopt Option 1: Close the Levin Landfill in 2022.

Councillors debated the motion.

MOVED by Cr Brannigan, seconded Cr Bishop:

That the Council defer a decision to close the Levin Landfill until 31 December 2025 or at any time earlier than that date.

Councillors debated the amended motion.

Amendment divisions:

A division was called for, voting on which was as follows:

For:

Councillors: David Allan
Wayne Bishop
Ross Brannigan
Todd Isaacs
Sam Jennings

Against:

Councillors: Victoria Kaye-Simmons
Robert Ketu
Jo Mason
Christine Mitchell
Piri-Hira Tukapua
Bernie Wanden

The division was declared LOST by 5 votes to 6.

Meeting adjourned for a break at 6:56 pm.

The meeting reconvened at 7:08

MOVED by Cr Tukapua, seconded Cr Bishop:

THAT Horowhenua District Council transfer its waste to an alternative site not being Levin for 18 months to allow for the whole solid waste activity to be evaluated and explored options for a decision to close in 2024.

Councillors debated the amended motion.

A division was called for, voting on which was as follows:

For:

Councillors: Todd Isaacs
Sam Jennings
Piri-Hira Tukapua

Against:

Councillors: David Allan
Wayne Bishop
Ross Brannigan
Victoria Kaye-Simmons
Robert Ketu
Jo Mason
Christine Mitchell
Bernie Wanden

The division was declared LOST by 3 votes to 8.

MOVED by Cr Bishop, seconded Cr Jennings:

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That the Council defer a decision to close the Levin Landfill until 31 December 2025 or at any time earlier than that date, following a full evaluation by the incoming Chief Executive Officer by 30 September 2022.

A division was called for, voting on which was as follows:

For:

Councillors: David Allan
Wayne Bishop
Ross Brannigan
Todd Isaacs
Sam Jennings
Piri-Hira Tukapua
Bernie Wanden

Against:

Councillors: Victoria Kaye-Simmons
Robert Ketu
Jo Mason
Christine Mitchell

The division was declared **CARRIED** by 7 votes to 4.

CARRIED

Evaluation of Levin Landfill Business Case

In commencing with Council in May 2022, the Chief Executive undertook to understand the expectations from Council on a full evaluation. The complexity of the issue, and the limitations with time meant that the scope of the evaluation sought to identify the key considerations and trade-offs associated with the options in the business case, and:

1. Consider whether all options were presented
2. Review relevant information and advice provided to support the assessment of options, including assumptions
3. Whether there are any gaps or new considerations that need to be taken into account.

The evaluation also sought to take into account information related to the broader waste and resource recovery industry context including our own waste services, the North Island waste and resource recovery market (including management of clean fill, construction and demolition and organics material), construction / expansion of other landfills and central government's policy direction with respect to waste.

Compliance, consenting pathways, iwi/Māori partnerships, place of the Waste Minimisation and Management Plan, consultation and engagement requirements, Long Term Plan 2021- 2041 alignment and procurement to date were all areas that need to be considered when providing advice.

Given the time constraints on the Chief Executive to provide advice by the end of September 2022, the intention of the evaluation is to answer at a high level the three questions above, not to provide an updated Detailed Business Case in itself.

In providing direction to the Chief Executive, Council asked a number of questions, which have been summarised and responded to further in this report.

5. Discussion

Morrison Lowe, a company not involved in the Future of Levin Landfill discussions or analysis to date, were engaged to lead the evaluation. A copy of the full report is attached as an **appendix** to this cover report.

The work of Alice Grace, and Dan Bonifant of Morrison Low can be summarised as follows:

Morrison Low have been commissioned by the Chief Executive of Horowhenua District Council (HDC) to provide an independent review of the Levin Landfill Business Case dated 28 October 2021 prepared by Morrison Solutions ('the Business Case'). This evaluation will support the Chief Executive's report back to Council at their September 2022 meeting regarding the decision to close the Levin Landfill.

In undertaking this review we have been provided with a significant amount of information including the Business Case, and had the opportunity to meet with Councillors, Council staff, the Levin Landfill Project Management Group and members of the Hokio Community including representatives from the Neighbourhood liaison Group. The landfill has a long history, and as a consequence a large body of information has been produced over the years. In the short time we have had to conduct the review the information provided and engagement with each of these groups was invaluable.

Regardless of the decision on the landfill, there is a need for HDC to shift its focus to its broader waste minimisation strategy. This should start with the review of its WMMP (which needs to be completed over the next 12-18 months and reflected in the next LTP). There is also a need to rebuild trust between staff and Council on landfill issues and between HDC and the community on the landfill so that the outcome is accepted and trusted by all parties. A focus on the common goal of effective waste management and minimisation for the Horowhenua district may present the opportunity to support this.

In our view there are other options for the future of the landfill site that decision makers needed in order to identify what the best option for HDC is. While we have not undertaken the level of analysis to determine whether any of these options would be 'better' than the options considered in the Business Case we have identified that the non-inclusion of these options in the Business Case has meant many stakeholders were left unsure whether the options in the Business Case are in fact the 'best' options for HDC. While it is not our role to provide advice on compliance with the Local Government Act decision making processes, in our view not all options were assessed in the Business Case.

The impact of the landfill on the social, cultural and environmental wellbeing of the Hokio community has been well presented in the business case. Continuing to operate any form of landfill on the site creates ongoing social and cultural damage that is significant for that community. For them, a decision by Council to close the landfill would go some way to restoring their trust in HDC and enable the community to move forward.

The views of the wider Horowhenua community have been harder for HDC to gauge, particularly without the wider waste minimisation strategic context for

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the landfill decision. We also note that the information presented to the community to date indicates that the better financial outcome aligns with the better social, cultural and environmental outcomes.

The environmental impacts of the landfill site which incorporates both the 'old dump' and the existing waste disposal site (Levin Landfill) exist regardless of whether the landfill is open or closed. HDC is committed to undertaking remedial works to reduce the impacts of the leachate from the 'old dump' on the receiving environment, including Hokio Stream. HDC has invested in a gas extraction and flaring system that will operate while the landfill is open or closed, reducing landfill odour from gas over time. HDC is generally compliant with their resource consents and consent compliance has improved over time. In our view the environmental impacts of the Levin Landfill have not been adequately separated from the broader impacts from the 'old dump' in the Business Case.

Our review of the technical assumptions and the financial modelling in the business case, as well as additional sensitivity testing undertaken as part of this review suggests that

- the differences between the options in the Business Case (and other options if considered) are likely to be greater than presented in the Business Case.*
- further sensitivity analysis shows that Option 3 delivers a better financial outcome in scenarios where the quantities of waste from a rates funded kerbside collection is included.*

We are also concerned that when Net Present Value outcomes, which are modelled over 30 years, are translated to actual changes in rates the financial impact of the different options may be larger than what is portrayed by the NPV.

It is important that this simplified modelling is treated as indicative only but it does highlight the sensitivity of the financial modelling to the assumptions³ and creates uncertainty about the current financial projections. We also note that neither the financial information about alternative options nor likely scale of financial impacts was part of the business case considered by Council, and was not part of the information presented to the community.

Even if updated financial analysis identified that Option 3 or another option produced a better financial outcome, this would need to be balanced against the impacts on community wellbeing (social cultural and environmental), particularly for affected parties in Hokio. However, the business case did not identify strategic objectives and therefore did not assess options against these. Without this strategic context, it is difficult to see where the trade-offs between options lies and how HDC would balance the competing interests involved in the decision.

Were all options presented?

S77(1) of the LGA requires a local authority to seek to identify all reasonably practicable options for the achievement of the objective of a decision; and assess the options in terms of their advantages and disadvantages.

The Business Case identified a long list of options; two were discounted as not being reasonably practicable as set out in pg 33-36 of the [Morrison Solutions business case](#). The Statement of Proposal also referenced the two longlisted options that were discarded because they were not reasonably practicable on pg 8.

Three reasonably practicable options were identified, with option 1 adopted by Council as its preferred option.

A scope of work was agreed, for the development of the Business Case. In the absence of a formal terms of reference, ss.77 and 78 of the LGA effectively provides the overarching terms of reference requiring the identification of all reasonably practical options.

On balance in taking the review of Morrison Lowe, it is considered that there were other practicable options that could have been considered. These are referred to on page 7 and 8 of the Morrison Low Report.

It is worth acknowledging that the Landfill Agreement, through the commitments made, narrow the nature of the options that were then transferred into the Morrison Solutions Business Case.

There is obvious tension between the outcomes sought through the Landfill Agreement, and the need for Council to meet its statutory requirements of considering all practicable options.

The work of Morrison Low, coupled with updated legal advice from Buddle Findlay has given clarity to the current situation, and following analysis of that advice, this report seeks to summarise the additional issues and questions that need to be taken into account.

Council's Special Consultative Procedure, and Alignment with Statutory Responsibilities

Council initiated a Special Consultative Procedure (SCP) and issued a Statement of Proposal outlining the three options and identifying its preferred option. Council received submissions and allowed submitters to speak to their submissions, directly to Council. 150 submissions were received, with 144 in support of closing the landfill.

In preparing this report, advice has been sought on the consultative process, with the intention to provide advice to Council on how they navigate a decision making process given the lack of decision thus far. To do that though, advice was sought on the nature of the consultative process, and given the significance of the decision, confirm Council had met its obligations.

Upon seeking additional legal advice, it is clear that a decision on the potential future use of the Landfill can only be made once Council's Long Term Plan 2021-2041 has been amended in accordance with the consultation and decision-making requirements under the Local Government Act 2002, including the SCP.

Having reviewed the consultation documentation provided to the public for the purpose of consulting on the potential future of the Landfill, the LGA consultation requirements have not been met because the documents do not (and other relevant background documents, including the advice provided to Council also do not):

- Indicate that a decision on the potential future use of the Levin Landfill requires an amendment to the LTP and that consultation is being conducted for that purpose; and;
- Include a report from the Auditor-General as required under the LGA.

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On that basis, for Council to decide on the future of the Levin Landfill based on the consultation undertaken to date would be unlawful, and therefore not recommended.

Was HDC required to consult on, and include the closure of the Landfill in the LTP?

It is clear (LTP consultation document and the LTP itself) that the potential future use of the Landfill was not consulted on, nor incorporated into the LTP. Rather, while the LTP highlights the risks and uncertainty associated with the possible early closure of the Landfill, the LTP explicitly provides that the LTP is based on the assumed continued use of the Landfill.

Based on the information available to Council about the options for the potential future use of the Landfill at the time, Council was not legally required to consult on the potential future use of the Landfill as part of the LTP process. As the LTP itself notes, consultation on the decision on whether to close the Landfill was to occur following the technical work required under the agreement between Council and appellants to the Landfill review decision (Landfill Agreement). That is Council were not in a position to consult in the most recent Long Term Plan 2021 – 2041 process, as the technical work was progressing.

What process was HDC obliged to follow when consulting on the future of the Landfill?

Under S97 of the LGA all local authority decisions to alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of a local authority including, a decision to commence or cease any such activity, must not be made unless the decision is explicitly provided for in a LTP or, the LTP is first amended (as set out below).

S97 applies to Council's decision on the potential future use of the Landfill because:

- The Landfill is identified as a "significant strategic asset" under HDC's 'Significance and Engagement Policy'¹ and is therefore considered to be a "significant activity" for the purposes of section 97; and
- As above, the LTP assumes the continued operation of the Landfill.

Therefore, a decision to close or otherwise materially alter current Landfill operations is a significant alteration of the intended level of service of the Landfill in accordance with S97 and the LTP must first be amended before Council decides on the potential future use of the Landfill.

S93 of the LGA enables Council to amend its LTP at any time but requires that in doing so Council must use the SCP and comply with all relevant consultation and decision-making requirements in the LGA.

Importantly, under S93D of the LGA the consultation document must:

- Describe the proposed amendment to the LTP, provide reasons, implications and alternatives to the proposed amendments and either attach, or otherwise explain where a copy of the proposed amendment to the LTP may be viewed.
- Contain a report from the Auditor General on the consultation document, including on the quality of the information and assumptions underlying the information provided in the consultation document.

¹ <https://www.horowhenua.govt.nz/files/assets/public/council-documents/policies/2021/hdc-ltp-2021-41-significance-and-engagement-policy-30-june-2021.pdf>

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Did HDC comply with the consultation and decision-making requirements?

Council commenced consultation on the potential future of the Landfill on 30 November 2021, closing on 31 January 2022. In the public notice, Council stated that consultation was in accordance with the SCP.²

The SCP is set out in the LGA, which at S82 sets out six principles of consultation.

The consultation period did straddle the 2021/22 Christmas New Year period. The consultation plan took note of this and the plan presented and adopted by Council was to extend the consultation period to two months from 30 November 2021 to 31 January 2022. Additionally, the plan also arranged for drop-in sessions both before and after Christmas at various locations around the region, and in particular the Hōkio Beach area. The statement of proposal was provided in digital form and in hard copy, and was available at libraries, services centre and other council facilities around the region. Notification of the proposal was also sent out with the 2nd quarter rates demand to all households.

Additionally there was a one page advertorial and four page submission pull-out published in the Horowhenua Chronicle, as well as Facebook live sessions for the public to speak directly with the Mayor and one of the consultants. Submitters were able to make their views known to Council in writing, by post, email, online or in person.

The information that was available to the public was the Statement of Proposal setting out the three options, which also included the effect on rates for each option. Additionally, the MS Business Case and the BERL Wellbeings Report were also made available. These were redacted in places because of commercial sensitivities and to protect Council's financial position.

The SCP followed for this proposal appears to have met the requirements of the Act, and has taken into account the peculiarities of the Christmas/New Year period. It would also appear that as much information as was possible was made available to the public.

As part of that consultation, there were a number of Engagement Events and the following information related to the Morrison Solutions business case was provided to the public (the 'Landfill consultation documents'):

- Statement of Proposal – The Future of the Levin Landfill
- Levin Landfill Business Case (redacted version)
- BERL Levin Landfill and Horowhenua Waste Disposal Wellbeing Case (redacted version)

Based on a review of the Levin Landfill consultation documents, while the Landfill consultation documents likely complied with most of the consultation requirements, including the SCP requirements, the Landfill consultation documents do not (and it is our understanding that other relevant background documents also do not):

- Either explicitly or implicitly indicate to the public that a decision on the potential future use of the Levin Landfill requires an amendment to the LTP and that the purpose of the consultation document is to provide an effective basis for public participation in Council's decision-making processes relating to the content of its LTP; and;

² <https://www.horowhenua.govt.nz/News-Events/Public-Notices/Consultation-on-the-Future-of-the-Levin-Landfill>

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- Include a report from the Auditor General as required under S93D of the LGA.

In light of this, the Landfill consultation documents do not comply with the LGA consultation requirements for amending a LTP.

On that basis, for Council to decide on the potential future of the Levin Landfill based on the consultation undertaken to date, would be unlawful.

What does it mean for Council's decision-making and implications for the Levin Landfill Agreement?

Once the LGA requirements for amending Council's LTP are complied with, Council can make any decision that it wishes, including a decision not to take any action or to defer the decision.

However, clause 11.1 of the Landfill Agreement requires:

"(h)... [a number of reviews, assessments] and an officer's report and recommendation (which will comply with all statutory requirements) will be provided to HDC councillors at the next council meeting after these requirements have been completed: and

(i) having complied with all statutory requirements, HDC councillors will decide, at the council meeting in (h), on the final closure date for the Levin Landfill."

This means that before deciding the final closure date for the Levin Landfill under clause 11.1(i), Council must first meet all its statutory requirements including under the LGA. As set out above, Council will not meet its statutory obligations under the LGA, until such time as it has properly consulted via a Long Term Plan process.

For now, given that compliance with Council's statutory obligations under the LGA has not occurred, Council needs to defer its decision on the final Levin Landfill closure date to achieve compliance. Such a deferral is consistent with the Agreement.

A future Long Term Plan consultation

The statutory obligations could be complied with as part of an amendment to the LTP next year, or alternatively the upcoming 2024 Long Term Plan process. Council should seek to complete the LGA process and make its decision in a reasonable timeframe. While there will be a new LTP in 2024, Council will need to consider its options on the timing and scope of completing a Long Term Plan process.

There are advantages and disadvantages to an earlier Long Term Plan process, versus the 2024-2044 Long Term Plan process. Some examples of the things that Council will need to consider is as follows – obligations set out in Landfill Agreement, cost, timing of 2024 consent review, timing of Waste Minimisation and Management Strategy review, operational implications of securing space for waste disposal, alongside many other considerations.

This report recommends that the Chief Executive be directed to prepare a briefing paper to the incoming Council, outlining the options associated with the Future of the Levin Landfill decision, including an analysis on the risks, costs and any other considerations associated with whether the decision should be included as part of the 2023-2044 Long Term Plan Amendment or the 2024-2044 Long Term Plan. Given the decision of the Future of the Levin Landfill will now be decided by the next Council, it is appropriate that it is the same Council that agrees to the scope and timing of that decision making process.

Given the pressure on timeframes, it is recommended also that Officers progress work on the basis that the 2023-2044 Long Term Plan Amendment is a realistic option. This is to avoid a

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situation where it is no longer a realistic option, because of the time past during the transition associated with triennial elections.

Principles of Decision Making

In reaching its decisions, Council needs to be satisfied that it has followed the principles of consultation as set out in s.82 of the LGA. These principles mean that Council must ensure that people who may be affected have been given accessible information about those effects, how they can have a say and be heard, that Councillors will keep an open mind and consider the views of those affected before making any decision.

The Levin Landfill Agreement

If the Landfill Agreement comes to an end, the obligations under the Agreement will expire. This means HEKA and associated parties to the Levin Landfill Agreement will no longer be prevented from taking, or be associated with, enforcement actions, legal proceedings, claims or inquiries against Council in relation to the Levin Landfill.

This will mean that Council will be vulnerable to the initiation of landfill resource consent conditions in 2024, 2029 and 2034. It is estimated that a single consent condition review alone could cost anywhere between \$800k - \$1.5 million.

This does not take into consideration any costs associated with declaration or enforcement proceedings, or other action taken if Council were to be in breach of the Levin Landfill Agreement.

Council need to give due consideration to the tangible and intangible costs associated with any action that is not consistent with those things committed to through the Levin Landfill Agreement.

Remediation of the old dump

Remediation of the old landfill is required by both the Resource Consents and the Levin Landfill Agreement to address the leachate it currently discharges to the Tatana Drain and Hōkio Stream. The requirements of these two documents are slightly different but are not in conflict with each other. If the Levin Landfill Agreement is still in place, Council will need to meet the requirements of both. Remediation is required by June 2023 and there is an approval process required with the Levin Landfill Project Management Group (PMG), Neighbourhood Liaison Group (NLG) and Horizons Regional Council (HRC) prior to construction.

Tonkin and Taylor developed a 'best practicable options' assessment in 2019, as required by the Levin Landfill Agreement, but did not recommend a best practicable option.

Stantec, on behalf of Council, has now commenced developing and costing options for this and is working with Tonkin and Taylor on some aspects of the modelling. This work is ongoing.

This will be an urgent matter that needs progressing with the PMG.

If further consents are required for this work, or if the parties cannot reach agreement on the preferred remediation option, this timeline may be difficult if not impossible to achieve. The remediation and restoration of the old dump needs to be a priority for Council, alongside a statutory compliant decision making process.

During the course of developing the scope of this work, a number of questions were

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asked. Summary responses to these questions to provide further context are provided as follows:

If Council closes the landfill what impact could this have on delivery of Council's wider waste services, waste service costs including aftercare, council revenue (and rates), community role in determining use of site during the after closure?

Closing the landfill has limited impact on the delivery of Council's wider waste services. There are more councils in New Zealand that don't own landfills than councils that do own one. Those that do not own a landfill have a contract with a landfill operator (public or privately owned) for disposal of their residual waste (as both landfill-owning and non-landfill-owning councils do for other waste facilities such as recyclables processing).

Landfills should be operated to generate operating surpluses, whether privately or publicly owned. For council-owned landfills, the landfill operation and its surpluses are not necessarily linked to the wider waste services that council delivers. The surpluses can be considered general council revenue that offsets any of its costs. Without landfill surpluses, council costs (for waste services, aftercare or in general) will increase and revenue for council activities will have to be obtained from other revenue sources or rates.

Councils can become dependent on the revenue from landfill surpluses to fund other Council activities and there can be the perception that providing wider waste services that reduce waste to landfill puts this revenue at risk. However, if a council is also providing the diversion services for this material then a drop in landfill revenue can be matched by an increase in revenue from diversion services. For these councils, the decision between their landfill remaining open and being closed moves to a consideration of the extent to which a council want to have influence or control of the waste stream to drive diversion and whether it wants to be the provider of these diversion services.

The role of the community in determining the use of the site during and after closure is not impacted by whether it is open or closed now.

If Council continues to operate the landfill, then what investment is required, timeframe for operation, and what are the impacts of that on delivery of Councils wider waste services, waste service costs including aftercare, council revenue (and rates), community role in determining use of the site during and after closure.

Investment would be required to prepare the next landfill cell to receive waste. The timeframe for operation would depend on how big an area is prepared and how quickly that is filled once constructed, i.e. who are the customers and how much waste do they want to disposal of and over what timeframe. The decision to invest in new cell development should only be made if it can generate operating surpluses that offset the investment costs.

Continuing to operate the landfill has very limited impact on the delivery of Council's wider waste services. If the landfill is open then disposal would be to Council's landfill as opposed to a contracted third party. What can't be avoided though is the need for Council to invest in capacity and capability that is currently not appropriately budgeted for in the current Long Term Plan.

The impact on cost, revenue and rates be the same as in the first question, noting the question above that the operation would only occur if the cost of the investment were able to be recovered from customers.

The role of the community in determining the use of the site during and after closure is not impacted by whether the site is open or closed.

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What are the alternative uses for the site and are these feasible, and can these occur regardless of whether the landfill closes or remains open?

Some alternative uses for the site include a resource recovery park, an organics processing facility, acceptance of clean fill and sand mining. This is not an exhaustive list, but represents some of the potentially feasible uses given the local, regional or national context and what other councils have used their closed landfill sites for. However, like any change in site use, these would need to be assessed in further detail to understand benefits, costs and risks and consenting implications.

Some of these site uses are impacted by whether the landfill is open or closed and this would need to be taken into account as part of feasibility assessment. For example, sand mining would only be possible for sand in excess of landfill daily cover requirements. Having more than one operation on the site would make site operations more complex and there would need to be coordination between the activities, e.g. coordinated site traffic management plans.

How could remediation of the old dump be completed alongside any of the other options considered, and do any of these options make it easier or harder to complete remediation?

The remediation of the old dump would be completed as a standalone project regardless of whether the landfill is open or closed at the time, because the two areas are quite separate. Therefore, the landfill being open or closed does not make it easier or harder to complete remediation.

One of the alternative site uses that could be considered in future is the acceptance of clean fill at the landfill site. This option would make it easier (and more cost-effective) to complete one of the old dump remediation actions, which is to increase the thickness of the cap on the old dump. The benefit of this would need to be considered alongside other benefits, costs and risks associated with this option.

If we close the landfill, then when does it close and how do timeframes change the technical and financial impacts?

There are a number of triggers for this, including (but not limited to): sufficient revenue from customers to continue operating, the timing of new cell construction, the rate of filling of a newly constructed cell, and consent expiry and consent review dates.

The landfill is currently closed, although this would be temporary if the decision were made to continue to operate the landfill. Before reopening, a new site operations contract would need to be in place and customers would need to be identified such that sufficient revenue could be received to cover the cost of the landfill being opened. In addition, investment would be required in a new landfill cell (the current cells are full or near full) and this cost would need to be taken into account when considering the revenue required to keep operating.

Note, as a general principle, the longer the landfill stays open the more there is an opportunity to recover sunk costs, provided sufficient revenue can be generated from customers to cover ongoing operating costs.

What are the legal / reputational risk associated with each option?

For the options of keeping the landfill open or closing it, the legal and consequential reputational risks have been outlined in the business case and legal advice. There are legal risks associated with consent compliance (RMA), including the requirements of the Levin

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Landfill Agreement. There are also legal risks associated with following appropriate decision-making processes (LGA).

For alternative site uses the legal risks would depend on what use was being proposed and would be part of any feasibility assessment prior to proceeding.

What is the operational impact of no decision on the future of the Levin Landfill so far?

Council signed a Solid Waste Disposal Agreement (WDA) with Midwest Disposal Limited (MDL) on 28 April 2022 [Agreement dated 23 Mar 22] to replace the Waste Services Agreement that expired on 30 April 2022. The initial term is for one month until 31 May 2022, and then can be renewed by the CEO for a further 11 periods of one calendar month until the expiry of the initial term on 30 April 2023.

The CEO must opt in at the end of each calendar month for the WDA to remain in force.

The WDA ensures the continuation of waste collection services and enables Council to access the initial five year beneficial price option as it investigates other options requested by Council. The WDA preserves the availability of the full 20-year term should Council wish to continue the arrangements beyond 30 April 2023.

The WDA also enables Council to undertake non-class 1 activities at the Levin Landfill site if desired. Noting of course, that other uses of the Levin Landfill site will require further exploration, and will have consenting implications.

The current contract with MDL for disposal of recyclable wastes by the public at the Levin Resource Recovery Centre formed part of the Waste Services Agreement that expired on 30 April 2022.

The Council signed a revised Agreement for Disposal of Recyclable Waste on 29 April 2022.

Council has total flexibility to determine ongoing arrangements for waste disposal over the next 12 months including continuation or termination of all or part of disposal arrangements with MDL.

The timing of 30 April 2023, is a key consideration when Council considers other options for waste disposal and the scope and timing of the required Long Term Plan amendment process.

6. Options

The advice provided, presents a challenge – Council must meet its statutory responsibilities, but at the same time need to give effect and meaning to the commitments made in the Levin Landfill Agreement.

The recommendations set out in this report, seek to ensure:

- Council note its statutory responsibilities
- Council accept they have not met its statutory responsibilities
- Council have paved a way for a Long Term Plan process, which ensures Council can navigate its obligations to the Landfill agreement, whilst not avoiding its responsibilities to meet statutory responsibilities.
- Council accept that given the Future of the Levin Landfill will now be a decision for the next Council, that it should be those Elected Members that determine the options for the timing and scope of the Long Term Plan process, noting Council's obligations to upholding the Landfill agreement commitments.

The draft recommendations are set out below: Council now needs to consider these recommendations, in light of the summary advice provided in this report and additional advice attached to this report.

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- 6.1 That Report 22/480 Evaluation report on the Future of Levin Landfill be received.
- 6.2 That this matter or decision is recognised as significant in terms of S76 of the Local Government Act.
- 6.3 That Council notes its obligations under S97 of the Local Government Act to ensure that where a local authority is altering significantly the intended level of service for any significant activity, that a decision can only be made where the decision is explicitly provided for in the Long Term Plan, or the Long Term Plan is first amended.
- 6.4 That Council note the current advice of the Chief Executive that statutory requirements have not been met in accordance with s97 of LGA, therefore a decision cannot be made on the future of the Levin Landfill at this time. This is due to a shortfall in the previous advice provided to Council at the time in which they undertook consultation on the Future of the Levin Landfill.
- 6.5 That Council refers the future of the Levin Landfill to the incoming Council to consider as part of the 2023-2044 Long Term Plan Amendment or the 2024-2044 Long Term Plan, as a key consultative and decision item.
- 6.6 That the Chief Executive be directed to prepare a briefing paper to the incoming Council, outlining the options associated with the Future of the Levin Landfill decision, including an analysis on the risks, costs and any other considerations associated with whether the decision should be included as part of the 2023-2044 Long Term Plan Amendment or the 2024-2044 Long Term Plan.
- 6.7 Further to 3.5 and 3.6, That Council request the Chief Executive to ensure that Officers are progressing work on the basis that the 2023-2044 Long Term Plan Amendment is a realistic option.
- 6.8 That the Chief Executive be directed to report at the first ordinary meeting of the 2022-2025 Triennium, an options analysis on the best practicable option to fast track investment in the remediation and restoration of the old dump site.
- 6.9 That Council continues to ensure no waste is taken to the Levin Landfill, until such time a decision is made about the future of the Levin Landfill.

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.

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7. Appendices

No.	Title	Page
A	Independent Review of Levin Landfill Business Case August 2022	
B	Levin Landfill Agreement - Signed Version - 13 March 2019	
C	Council Report to consider submissions received on the Future of the Levin Landfill Statement of Proposal 13 April 2022	

Author(s)	Monique Davidson Chief Executive Officer	
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Approved by	Monique Davidson Chief Executive Officer	
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File No.: 22/591

6.2 Resurfacing of Donnelly Park Netball Courts

1. Purpose

To seek direction from Council on whether it wishes to bring forward funding to renew the netball surface and fencing at Donnelly Park from 23/24 to 22/23.

2. Executive Summary

- 2.1 Council maintains an asset database to identify renewals as they come due. The asset database confirms that the netball courts at Donnelly Park in Levin are due for renewal in 23/24.
- 2.2 Officers are seeking to pull forward 400k of funding from 23/24 to resurface and replace the netball court surface and fence at Donnelly Park in 22/23 in order to maintain the surface in a fit-for-purpose condition.

3. Recommendation

- 3.1 That Report 22/591 Resurfacing of Donnelly Park Netball Courts be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That Council bring forward \$400,000 of renewals funding from 23/24 to 22/23 to enable the resurfacing and re-fencing of the netball courts at Donnelly Park.

or

That Council complete works to reinstate the netball courts in 23/24 as originally scheduled.

4. Background / Previous Council Decisions

- 4.1 Donnelly Park is the most well-used sports field in the Horowhenua and it is home for a range of codes including Cricket, Football, Netball and Hockey (Halliwell Turf). All the codes serviced by the facility indicate that their respective sports have healthy membership numbers and are growing.
- 4.2 One of Council's key Community Outcomes for the 21/41 LTP was to provide 'Fit for Purpose Infrastructure'. In achieving this outcome the Parks and Property team maintain an asset management system (SPM). The asset management system is used to apply and record condition ratings to the Parks and Property asset with a view to defining renewal cycles for the asset which serve as the basis for funding applications to Long Term and Annual Plans.
- 4.3 The LTP Reserves Renewals program for 2022-23 is \$778,000 and \$1,000,000 for 2023-24. Funding in both years will be applied to a range of sites in 22/23 renewals are due at Cousins Avenue and Holben Reserve in Foxton Beach; Riverloop Reserve in Foxton; the white-water park in Mangahao; and Kimberley Reserve in Levin to name but a few.

5. Discussion

- 5.1 The purpose of a renewals programme is to maintain an asset in a fit-for-purpose condition that facilitates established Levels of Service. Asset management requires making conditional assessments of the asset (in this case the netball surface) determining remaining life, and making available a budget to replace the asset as it nears the end of its lifecycle.
- 5.2 The application of replacement cycles is not an exact science and certainly in respect of parks facilities is prone to local conditions. Local conditions include wear brought on by use and weather amongst other factors. There is also the need to establish a balance whereby the asset is not renewed too forward in advance, which would have cost and efficiency implications. Consequently, failure of an asset may be sooner than anticipated as in this scenario where replacement is to be preferred 12 months in advance of the scheduled renewals date.
- 5.3 Horowhenua Netball brought to Officer's attention in August 2022, that the surface of the netball courts had become deteriorated and slippery. Given there is provision in the 23/24 Reserves Renewals budget to renew asphalt/tarmac playing surfaces at Donnelly Park Officers are seeking to bring forward \$400,000 of its renewals funding from 23/24 to 22/23 to facilitate resurfacing and re-fencing the netball courts.
- 5.4 Officers have sought prices from specialist contractors to complete the fencing and surfacing works and can confirm that the budget proposed to be brought forward is sufficient to complete the works. In addition, Officers have managed to leverage off an existing contract to renew the tarmac playing surface at Holben Reserve. Consequently, the proposed works at Donnelly Park can be completed prior to the upcoming netball season (April 2023) assuming a decision is made to do so.

6. Options

Two options are offered –

Option 1: Bring forward \$400,000 of renewals funding from 23/24 to 22/23 to enable the resurfacing and re-fencing of the netball courts at Donnelly Park.

Advantages

- This will reduce likelihood of player injury;
- Maintains the surface and fence in a fit-for-purpose condition meeting Level of Service requirements;
- Work can be completed prior to the commencement of next year's netball season.

Disadvantages

- Will require bringing forward a budget currently identified for 23/24 and increase depreciation costs for the current year by \$27,000.

Option 2: Complete works to reinstate the netball courts in 23/24 as originally scheduled.

Advantages

- No additional depreciation costs for the current year;
- Works are completed in line with the LTP in 23/24.

Disadvantages

- Concerns with court playability remains unresolved potentially leading to player injury and further complaints from users.

7. Cost

Option 1: Total cost \$400,000 to be brought forward from the renewals funding of 23/24 to 22/23. There is no cost should Council select Option 2.

Option	Cost
Option 1	Depreciation funding of \$27, 0000 for 22/23.
Option 2	No additional cost.

7.1 Rate Impact

Funding is included for the works in the 23/24 budget. Officers would be looking at bringing it forward to 22/23. This would require depreciation funding of approximately 27k for 22/23 which is less than 0.1% of Council's rates income.

8. Community Wellbeing

The proposal to complete necessary works at Donnelly Park is in line with a number of community Outcomes, specifically a Vibrant Economy; Outstanding Environment; Fit for Purpose Infrastructure; and Strong Communities.

9. Consenting Issues

There are no consents required, or consenting issues arising.

10. LTP Integration

A budget to reinstate the netball courts has been allowed for in 23/24.

11. Consultation

There are no legal requirements or statutory obligations affecting options or proposals.

12. Legal Considerations

There are no legal requirements or statutory obligations affecting options or proposals.

13. Financial Considerations

There will be a requirement to debt fund the work a year earlier than initially planned to the value of 400k.

14. Iwi Considerations

There are no Iwi considerations.

15. Climate Change Considerations

There is no climate change impact.

16. Environmental Considerations

There are no environmental considerations.

17. Health & Safety Considerations

There is a need to resurface the court to avoid player injury and maintain the asset in a fit-for-purpose condition.

18. Other Considerations

There are no other considerations.

19. Next Steps

If the recommendations are accepted preparations will commence to undertake the necessary reinstatement/renewal works.

20. Supporting Information

<p>Strategic Fit/Strategic Outcome</p> <p>The proposal is in line with the 21/41 Long Term Plan given funding has been identified in 23/24 to complete the works.</p>					
<p>Decision Making</p> <p>The decision can be made through an Ordinary Meeting of Council.</p>					
<p>Consistency with Existing Policy</p> <p>The proposal is in line with existing policy as renewal of the surface has been allowed for in the 21/41 Long Term Plan.</p>					
<p>Funding</p> <p>Funding has already been identified as part of the 21/41 Long Term Plan.</p>					
Risk Area	Risk Identified	Consequence	Likelihood	Risk Assessment (Low to Extreme)	Managed how
Strategic					
Financial					
Service Delivery	Council's Community Outcomes require it to maintain its infrastructure in a fit-for-purpose state. The current condition of the surface is not fit-for-purpose.	If the work is not complete users may be subject to injury.	Medium	Medium	Reinstatement of the surface will resolve any outstanding risks to players. Hence the report.

Legal					
Reputational					

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.

21. Appendices

There are no appendices for this report

Author(s)	Arthur Nelson Parks and Property Manager	
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Approved by	Brent Harvey Group Manager - Community Experience & Services	
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	Monique Davidson Chief Executive Officer	
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File No.: 22/592

6.3 Advance Funding Horowhenua Sports Turf Trust

1. Purpose

To seek a resolution from Council to pay in advance its annual contribution of \$25,000 (23/24) for artificial turf renewal at the Halliwell Turf, Donnelly Park. This to meet potential shortfalls in the current budget.

2. Executive Summary

- 2.1 The Horowhenua Sports Turf Trust is in the process of renewing the Halliwell Turf, and repairing floodlights at Donnelly Park. Costs for undertaking the work have increased substantially (12%) and as a result the organisation is seeking to draw down existing funds of \$60,688 for 21/22 and 22/23, and have requested a further advance of HDC's contribution (\$25,000) to the turf renewal fund in 23/24.
- 2.2 It is within the CEO's delegation to release the funding for 21/22 and 22/23 being the sum of \$60,688 as this contribution is already allowed for in existing budgets. However the advance payment of \$25,000 requires a resolution from Council.

3. Recommendation

- 3.1 That Report 22/592 Advance Funding Horowhenua Sports Turf Trust be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That Council consider options 1-4 enclosed and indicate its preferred option for funding the budget shortfall for replacement of the Halliwell Turf, and repair of the accompanying floodlights.

4. Background / Previous Council Decisions

- 4.1 The Halliwell Hockey Turf, an international all weather synthetic surface was opened in Levin in June 1999 after 5 years of fundraising by the Horowhenua Sports Turf Trust and Horowhenua Hockey Association. The turf has a lifecycle of 10-12 years and HDC has been contributing 25k per year to a fund for the purpose of renewal costs since the Turf Complex became debt free in 2003.
- 4.2 A turf renewal was completed in 2010 at a cost of \$580k and another renewal is in process in 2022. In addition to the turf resurfacing, the Horowhenua Sports Turf Trust are undertaking some urgent repairs necessary to make lighting columns on the surface safe. The total cost of works for renewing the turf surface and completing the work on the lights was estimated at \$474,800 in November 2021 of which the Horowhenua Sports Turf Trust has raised \$163,000 externally. This left a balance of \$311,800.
- 4.3 A summary report as part of the Chief Executive's report was taken to Council on 09 February 2022 seeking the release of \$322,000 being the established budget held by Council for turf renewal funding. This report is attached as Appendix A. Release of this funding was agreed at the Council meeting for the purpose of completing the turf renewal, and undertaking repairs to the floodlights.

- 4.4 Subsequent to the decision of Council to release the funding, the cost of repair to the lights has increased by around \$57,000. As a consequence the Sports Turf Trust are looking to draw down \$34,648 of currently available funding from 21/22 (HDC contributions plus interest); the renewals funding for 22/23 being \$26,040 (inclusive of interest); and an advance payment of \$25,000 being Council's contribution to the turf replacement fund for 23/24.
- 4.5 Whilst drawing down of the accumulated funds for 21/22 and 22/23 contribution is within the Chief Executives Delegation, advancement of the \$25,000 contribution for 23/24 requires Council approval.

5. Discussion

5.1. The Halliwell Hockey Turf at Donnelly Park managed by the Horowhenua Sports Turf Trust is a key element of sporting provision in the Horowhenua. The turf has in the past held national and international matches and is in itself a well-used local resource.

5.2. The organisation is seeking to maintain its high levels of service in renewing the sports turf surface as it becomes due, and has similarly responded to H&S concerns raised about the lighting poles by an independent structural engineer. The organization is seeking assistance from Council in meeting the costs of maintaining the venue as a prime and safe location for the playing of hockey in the Horowhenua.

5.3. Council has been contributing to the renewal fund for the turf since 2003 and as at 30/06/2022 there is \$34,648 in the renewal fund. A further \$26,040 becomes available to the fund in 22/23 bringing the existing fund balance to \$60,688 by 30 June 2023. The Horowhenua Sports Turf Trust has asked for the \$25,000 contribution due in 23/24 to be released in addition to the existing fund of \$60,688 to assist in meeting renewal/repair costs.

6. Options

Option 1: Council resolves to release in advance its contribution of \$25,000 in 23/24 for completion of the necessary works.

- This option is in line with the preferred approach of the HSTT for funding the works but would see the renewals fund move into a negative balance, and the payment of \$25,000 funded through borrowing in 22/23.

Option 2: Council resolves to provide a loan to HSTT to the value of \$25,000 in lieu of Council's contribution to the renewal fund of 23/24.

- This option would require loan funding of \$25,000 in 22/23 with Council's contribution to the renewal fund paying off the debt in 23/24.

Option 3: Council resolves to provide a grant to the HSTT to the value of \$25,000.

- This option would be funded by borrowing in 22/23 with Council making its usual contribution to the renewals fund in 23/24.

Option 4: Council resolves not to make an advance payment of \$25,000 from its 23/24 contribution to the turf renewal available in 22/23.

- This option makes available to HSST a budget of \$60,688 from existing budgets to fund the increased costs arising from the renewal and repair work. However, it is not the preferred option of HSTT and the budget may be insufficient to meet all costs.

7. Cost

Potential costs of \$25,000

Option	Cost
Option 1	\$25,000
Option 2	\$25,000
Option 3	\$25,000
Option 4	\$0, funded via existing budgets.

7.1 Rate Impact

Options 1-3 would require debt funding of \$25,000 which would equate to less than 0.01% of rates income. Option 4 would have no impact on rates.

8. Community Wellbeing

The project contributes to a number of community outcomes being a Vibrant Economy; Outstanding Environment; Fit for Purpose Infrastructure; and Strong Communities.

9. Consenting Issues

There are no consents required or consenting issues arising.

10. LTP Integration

Renewal of the Halliwell Turf at Donnelly Park is included for in Council budgets.

11. Consultation

There was no consultation required to be undertaken.

12. Legal Considerations

There are no legal requirements or statutory obligations affecting options or proposals.

13. Financial Considerations

Should Council elect options 1, 2, or 3 there will be a financial implication of \$25,000 Capital funding for 22/23 budgets.

14. Iwi Considerations

There are no specific iwi considerations.

15. Climate Change Considerations

There is no specific climate change impact.

16. Environmental Considerations

There are no specific environmental considerations.

17. Health & Safety Considerations

There is no specific Health and Safety impact.

18. Other Considerations

The Halliwell Turf is a very well –used local asset that is exceedingly well-managed by the Horowhenua Sports Turf Trust. The current renewals are designed to maintain the turf in a fit-for-purpose condition as per Council’s community outcomes and ensure the facility can continue to function with the H&S of its users uppermost in mind.

19. Next Steps

Officers will progress the project subject to Council’s resolution.

20. Supporting Information

Strategic Fit/Strategic Outcome

The project is in line with Council’s strategic approach to renew the Halliwell Turf as it becomes necessary.

Decision Making

The decision can be made at an Ordinary Meeting of Council.

Consistency with Existing Policy

The project is consistent with existing policy to renew the artificial sports turf at Donnelly Park as and when it becomes due.

Funding

The majority of funding is available through existing budgets.

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	N/a				

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.

21. Appendices

No.	Title	Page
A	Council Report Chief Executive's Report 9 February 2022	46

Author(s)	Arthur Nelson Parks and Property Manager	
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Approved by	Brent Harvey Group Manager - Community Experience & Services	
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	Monique Davidson Chief Executive Officer	
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File No.: 22/36

8.3 Chief Executive's Report

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 22/36 Chief Executive's Report be received.
- 2.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 2.3 That the Horowhenua District Council does not consult on the Annual Plan 2022/23 as it deems that there are no significant or material differences from the content of Year 2 of the Long Term Plan 2021-2041.

3. Chief Executive Updates

3.1 Green Flag awards

Green Flag is an internationally recognized benchmark for high-quality parks. There are Green Flag Parks on the American continent (North and South America); United Kingdom (Scotland, England, Wales and Ireland); Europe (France, Belgium, Germany); Norway; Sweden; and Finland: Turkey; the UAE; Australia: and New Zealand.

New Zealand has 24 Green Flags, seven of which are in Auckland and five in the Horowhenua. Horowhenua has the most Green Flags in New Zealand outside of Auckland. Other Councils with Green Flag accreditation include Hastings (3); New Plymouth (2); Masterton (2); Tauranga/WBOP; Gisborne; South Taranaki; and Porirua all of which have one each.

Sites are judged annually by technically qualified judges in eight areas (over 27 criteria) being –

- A welcoming place;
- Healthy, safe and secure facilities;
- Maintenance standards;
- Environmental management;
- Biodiversity, landscape and heritage;
- Community involvement
- Marketing and communication; and
- Management.

Council received its first Green Flag in 2018/2019 (Thompson House Park) and in 2021/2022 gained the award for Te Maire Park and Te Awahou Riverside Cultural Park. Its other two Green Flags are for Driscoll Reserve which received the award in 2019/2020, and Holben Reserve which was successful in 2020/2021.

Council
09 February 2022

Having to apply and pass judging each year ensures that the sites concerned are maintained in optimum condition and leads to a culture of continuous improvement.

Benefits of the award include –

- **Showcasing your award** – Each year, winners receive a Green Flag for display on successful sites.
- **Enhanced pride and reputation** – As the international standard for parks and green spaces, holding a Green Flag Award® brings with it a vast amount of prestige. It is also an excellent example of civic achievement and provides communities with a great sense of civic pride.
- **Improvement** – Winning a Green Flag Award® visibly demonstrates to the local community that a clear improvement has been made to a site.
- **Regeneration** – Improving facilities at a park/green space and engaging more with the local community can have a knock on effect to the regeneration of an area. Upgrading a site to achieve Green Flag status can, for example, bring about improvements to health and education, reduce crime and improve the general cleanliness of an area, whilst at the same time providing a boost to its profile.
- **Increasing tourism** – Having a Green Flag Award® is an excellent attraction for tourism. Research shows that people will make special trips to award-winning sites.
- **PR and marketing** – Award winners have the opportunity to use the Green Flag Award® logos on all of their publicity and marketing materials, such as stationery, promotional literature, vehicles and uniforms. Winners are also provided with template press releases throughout the year that they can use as they wish.
- **Green Flag Award website** – Every winner has their own dedicated page on the Green Flag Award® website. This is fully customizable and a whole range of content can be included, such as a description of the park/green space, contact information website address, facilities and events.

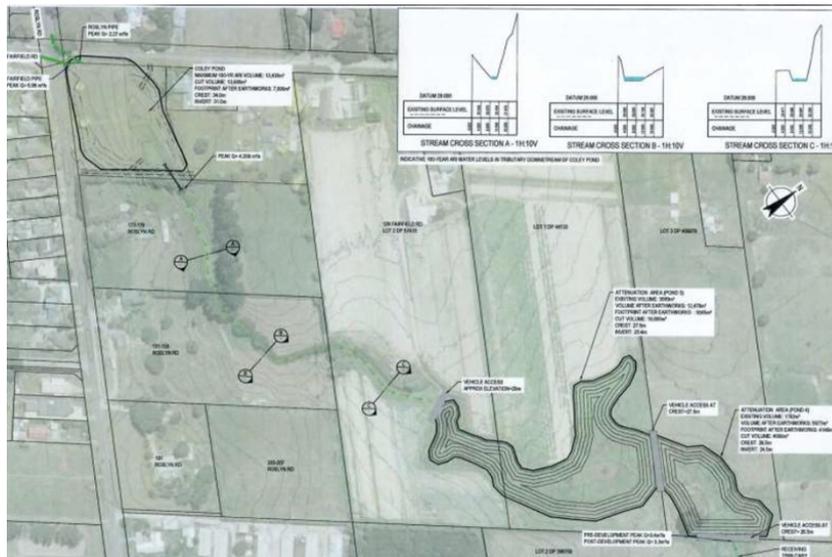
A Green Flag 'gets you on the map' literally and metaphorically as Green Flag maintain a Green Flag website at <https://www.greenflagaward.org/>

Figure 1: Green Flag website (Australia and New Zealand)



3.2 North East Levin Stormwater Attenuation Scheme

Council's resource consent application for the north east Levin stormwater discharge was granted late last year. The consent allows for the detention of any potential increase in stormwater within the unnamed tributary of the Koputaroa Stream via a series of three embankments and attenuation ponding areas, shown below.



The first stage of works involves construction of a coarse sediment settlement bay and wetland treatment system on Council-owned land at 124 Fairfield Road (otherwise known as Coley Pond). The Coley Pond attenuation area will not be permanently wet and there is currently negligible freshwater or riparian habitat of any value. The second and third attenuation ponds are not required for the current housing development phase as hydraulic neutrality is achieved with the construction of Coley pond. The consent allows Council to construct these ponds no later than within 12 months of 350 new lot titles being created in the north-east Levin development area.

Council staff and the contractor (Higgins) have finalised the various site management plans and are readying for a construction start at Coley Pond from the 8th February. Bulk earthworks are expected to take 2-3 months weather dependent.

3.3 Gladstone Road Realignment

The realignment of Gladstone Road continues to make excellent progress. The recent spell of dry weather has meant the temporary road has been fully operational. Our contractors are maintaining the road to a good standard. Work on the permanent road is about to ramp up. Construction on the bridge abutments and working platforms is due to start in the next two weeks. Earthworks is progressing well with the alignment now cut down to the subgrade level. Construction of the first new sections of pavement will commence in approximately three weeks.



3.4 Annual Plan 2022/23

Officers seek a Council decision on whether or not Council will consult on the Annual Plan 2022/23 (which is Year 2 of the Long Term Plan 2021-2041).

Context:

Legislative requirements for consultation:

The 2014 Local Government Act amendment removed the requirement for councils to consult on an Annual Plan unless there are "...significant or material differences from the content of the long-term plan for the financial year to which the proposed annual plan relates."

The Local Government Act 2002 does not define "difference", however, section 95A(2) of the Act does refer to:

- variations or departures from the financial statements or the funding impact statement;
- new spending; and
- the delay, or abandonment, of projects.

Materiality:

What is or is not material is not defined by the Act and it is generally circumstance specific. The following can be useful tests:

- does the difference involve a change to the financial strategy or funding impact statement;
- might the difference(s) alter a reasonable person's conclusion about the affordability of the plan;
- might the difference(s) lead to a reasonable person deciding (or not deciding) to make a submission on any consultation document (e.g. has some policy shift been signalled).

Significance:

Council's Significance and Engagement Policy is the primary tool of Council for determining the significance of any matters or decisions.

3.5 Annual Plan process to date:

Officers briefed Council on 9 December 2021 and then held a Workshop on 16 December 2021. As part of the Briefing and Workshop officers provided Elected Members with an overview of the draft Operational and Capital Budgets by Activity; with a breakdown of any changes proposed to Year 2 of the Long Term Plan 2021-2041 including an explanation of notable changes.

An approximate rates income increase of 7.7% was discussed at the December Briefing and Workshop based on current budgets proposed for 2022/23. This is 0.3% (approximately \$160,000) higher than the 7.4% rates increase identified for Year 2 (2022/23) in the Long Term Plan 2021-2041.

Officers will work with Elected Members to reduce the rates income increase to be closer to 7.4% prior to the Annual Plan 2022/23 being finalised for adoption in June 2022.

Public consultation on the Long Term Plan 2021-2041 was extensive and very successful. Council received 562 submissions on the consultation of the draft Long Term Plan 2021-2041. Elected members worked hard to consider and make decisions on the matters raised by submitters.

None of the proposed changes to Year 2 are considered material or significant. General consensus of the Elected Members at the December Workshop was to not consult on the Annual Plan 2022/23. This will allow officers to shift earlier into focusing on the delivery of this Annual Plan.

Conclusion:

Officers do not consider any of the changes proposed for the Annual Plan 2022/23 to be material or significant, it is recommended that Council does not consult on this Annual Plan.

Recommendation:

That the Horowhenua District Council does not consult on the Annual Plan 2022/23 as it deems that there are no significant or material differences from the content of Year 2 of the Long Term Plan 2021-2041.

3.6 Application Horowhenua Sports Turf Trust to release funds

The Horowhenua Sports Turf Trust is applying for funding in the amount of up to \$322,000 for the replacement of the Halliwell Turf and urgent repair of floodlight poles. In November 2021, a condition survey on the floodlight poles indicated significant corrosion of the footings which has raised H&S concerns of potential failure. At this stage, the park side of the site has been secured and blocked from public access.

Replacement of the turf and repair to the lights has been estimated at \$474,800 of which the Horowhenua Sports Turf Trust have secured \$163,000 externally. This leaves a balance of \$311,800 to complete the turf replacement and urgent works to the lights. The Horowhenua District Council puts aside \$25,000 annually towards a fund dedicated for the Horowhenua Sports Turf Trust which is primarily for the replacement of turf. The current balance of this fund is \$322,000.

The Halliwell Hockey Turf is scheduled for replacement in March/April 2022. In December 2021, the Horowhenua Sports Turf Trust applied for release of the available fund to reinstate the artificial grass surface during the normal course of its renewals program, and initiate the necessary emergency repair of the Floodlights. This note requests the release of the fund to a maximum total \$322,000 to the Horowhenua Sports Turf Trust.

Council
09 February 2022

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 appendices for this report

Author(s)	David Wright Chief Executive Officer	
Approved by	David Wright Chief Executive Officer	

6.4 2022-23 Financial Decisions Required by Council

File No.: 22/609

1. Purpose

This is a regular paper to update Elected Members on a number of current matters and items of interest that affect the Council's financial position and require Council approval to progress.

This paper includes changes to the capital programme for 2022/23.

2. Recommendation

- 2.1 That Report 22/609 2022-23 Financial Decisions Required by Council be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Council approve an additional capital budget of \$1,000,000 to provide for the fluoridation of the Levin water supply.

3. Background and Issues for Consideration

When the 2022/23 Annual Plan was approved in June 2022, it included flexibility for the Council to spend up to \$35m on a set list of capital projects.

While a specific capital programme of \$45.9m was approved within our activity areas, we chose to limit the funding for this to a \$35m programme. This is more in line with what we are normally able to complete.

Since the annual plan was set, there have been some changes in assumptions requiring Council approval to increase the total approved capital programme within the \$45.9m that Council is able to choose to plan from. These changes are due to

- a) Council not completing all of the work that was anticipated in some projects during the 2021/22 Financial Year. The approval is required to complete these projects during this financial year.
- b) Change in the timing of the capital programme. This is due to work being able to start earlier than estimated when the annual plan was set.
- c) Increase in the project costs that means an increase to the overall 2021-41 LTP that was approved. All but one of the projects identified below have already been approved by Council. They have all being included in this paper so that there is clarity on the impacts of all budget decisions made by the Council.

The additional funding requested in this report is due to the Ministry of Health (MoH) giving a directive to fluoridate Levin water supply in July 2022. In principle, the MoH indicated that Council would be eligible a funding of approximately \$1.0M however it is not yet certain and Council will have to go through a funding application process this month. The approval of funding is required so that Council can move forward with planning and procurement for the project.

The previously approved budget changes, and the current request for a budget change are shown at Appendix 1.

Council are requested to consider the change in budgets for Levin Water Supply Fluoridation.

Attachments

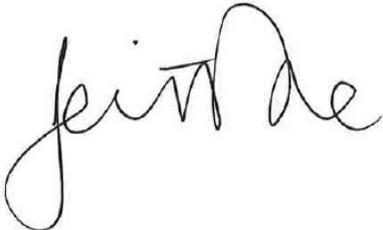
No.	Title	Page
A↓	Budget Decisions, Challenges and Risks for 2022 2023 Financial Year	55

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 benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	Abraham Chamberlain Manager Financial Planning and Reporting	
Approved by	Jacinta Straker Group Manager - Organisation Performance	
	Monique Davidson Chief Executive Officer	

Activity	Project Description	Changes Requested							Comments
		Carryover from 2021/22 (Money not spent as planned)	Money brought forward from LTP	Additional Budget	Current AP Budget	Revised AP Budget	Impact on LTP	Date Approved	
					\$ 45,894,783	\$ 46,894,783			
Budget changes already approved by Council									
Community Infrastructure	Public toilets - Major renewals	\$ 50,000	\$ 81,000	\$ -	\$ 389,000	\$ 520,000	\$ -	10/01/2021	Transfer of \$470,000 agreed by council (Council meeting 1st October 2021) + \$50,000 forwarded from 2021/2022 - Total required \$520,000 as we have existing contracts. \$81k moved forward from Yr3 (23/24) reducing Yr3 from \$284 to \$203
Community Infrastructure	Donnelly Park improve cricket facilities	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ 80,000	10/08/2022	Approved by Council as addition no future budget impacted
Land Transport	Subsidised Roding - Gladstone Road Realignment	\$ -	\$ -	\$ 1,260,000	\$ 2,000,000	\$ 3,260,000	\$ 1,260,000	10/08/2022	Approved by Council as addition no future budget impacted
Stormwater	Foxton East Drainage Scheme	\$ 316,711	\$ -	\$ -	\$ -	\$ 316,711	\$ -	10/08/2022	First invoice for \$730,681.75 was paid in 2021-22. Carryover for final invoice.
Community Infrastructure	Foxton Aquatic Centre	\$ -	\$ -	\$ 2,859,507	\$ 2,574,700	\$ 5,434,207	\$ 2,859,507	10/08/2022	Approved by Council as addition no future budget impacted
Community Infrastructure	Playford Park - Improvements	\$ 50,000	\$ -	\$ -	\$ 184,050	\$ 234,050	\$ -	14/09/2022	To complete amenity block which is under contract. It was expected that the work would be completed during 2021/22
Community Infrastructure	Endowment - Foxton Beach Reserves Projects per LTP 2015-2025	\$ 332,000	\$ -	\$ 18,000	\$ -	\$ 350,000	\$ 18,000	14/09/2022	The long term plan included \$700k for this project that was to be used for various planned improvements at Holben Reserve. It was expected that this project would be completed by the end of 2021/22, however it was not completed. Officers would like the opportunity to complete the work during this financial year. This is funded from the endowment fund.
Community Infrastructure	Waitare Surf Club Community Facility	\$ -	\$ -	\$ 1,262,488	\$ 2,824,000	\$ 4,086,488	\$ 487,623	14/09/2022	This includes the Council portion of the project: Budget confirmed via LTP \$2.158m Surf lifesaving NZ funding \$1.0m Surf Club funding \$0.2m Spend to date \$0.3m Other costs \$0.15m Shortfall \$1.3m
Water Supply	Poads Reservoir	\$ 527,000	\$ -	\$ 378,000	\$ -	\$ 905,000	\$ -	14/09/2022	The funding is for accelerated consenting process ahead of 3W reform
Treasury & Support	Fleet Vehicles	\$ 214,000	\$ -	\$ -	\$ 163,000	\$ 377,000	\$ -	14/09/2022	Carryover missed in Annual Plan
Treasury & Support	Replacement of computing devices for elected members	\$ -	\$ 50,000	\$ 15,185	\$ -	\$ 65,185	\$ 15,185	14/09/2022	This allows for new IT equipment (Surface Pros) to be purchased for all elected members, including community board members as well as pre-purchase some equipment for staff to take advantage of savings to buy in bulk
Water Supply	Levin reticulation - Renewals	\$ 800,000	\$ -	\$ -	\$ 1,139,000	\$ 1,939,000	\$ -	14/09/2022	Project was not completed as expected in Annual Plan
Water Supply	Shannon/Mangaore - reticulation - Renewals	\$ 304,000	\$ -	\$ -	\$ 1,202,000	\$ 1,506,000	\$ -	14/09/2022	Project was not completed as expected in Annual Plan
Solid Waste	Solid Waste property renewals	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000	\$ -	14/09/2022	Project was not completed as expected in Annual Plan
Roading	Shared Pathways/Cycleways	\$ 295,000	\$ -	\$ -	\$ 250,000	\$ 545,000	\$ -	14/09/2022	Reinstatement of Shared Pathways Budget (carryover of \$295,000 from 21/22 year)
		\$ 2,890,711	\$ 131,000	\$ 5,873,180	\$ 10,725,750	\$ 19,620,641	\$ 4,720,315		
Budget changes requiring Council approval									
Water Supply	Levin Water Supply Flouridation	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -		Ministry of Health (MoH) gave a directive to fluoridate Levin water supply in July 2022. In principle, the MoH indicated that Council would be eligible a funding of approximately \$1.0M however, Council will have to go through a funding application process this month.
		\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -		

7.1 Organisation Performance Report

File No.: 22/607

1. Purpose

The purpose of this report is to present to Council the organisation report for September – November 2022.

2. Recommendation

- 2.1 That Report Organisation Performance Report be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That having considered all matters raised in the Organisation Performance Report September - November 2022 report be noted.

3. Background/Previous Council Decisions

This report is provided for information purposes only and seeks to update Council on a number of key projects and priorities for Horowhenua District Council. This report preplaces the regular Chief Executive officer report , and seeks to provide a snapshot of progress since the previous meeting. Officers are happy to receive feedback on future improvements to this report.

Attachments

No.	Title	Page
A ↓	Organisation Performance Report November 2022	59

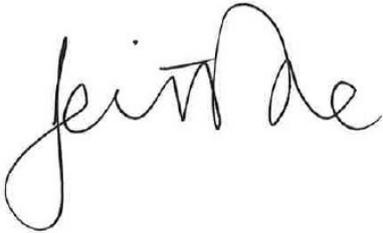
Confirmation of statutory compliance

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 benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	Ashley Huria Business Performance Manager	
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Approved by	Jacinta Straker Group Manager - Organisation Performance	
	Monique Davidson Chief Executive Officer	



Horowhenua District Council Organisation Performance Report November 2022



Chief Executive Introduction

Welcome to our first Horowhenua District Council Organisation Report. This report is intended to be a living document, ever changing and improving.

We're on a journey on being transparent on how our organisation is performing with Elected Members and our Community, this is the first step. This report is a great opportunity to share our stories, our successes, our concerns and where we need to improve. This report is just a snapshot of the great work we do across our community.



This report will be prepared for every full Council meeting, each time you will see refinements, improvements, additions and deletions. We will always be working towards keeping Elected Members and our community fully informed and up to date. This cycle will commence in February 2023.

I wish to acknowledge and congratulate the new elected members, the Mayor and those elected members from the previous triennium for taking on an important role for our district. I also want to acknowledge those that were unsuccessful in their election campaign. Without successful and unsuccessful individuals putting themselves forward for a sometimes-thankless task, win or lose, we wouldn't have democracy.

Government reform continues to be a key feature of our work programme. We continue to engage with the Ministry for the Environment, Taituarā (Society for Local Government Managers), Local Government New Zealand, and regional special interest groups to stay updated on other major reforms underway, including the 'Future for Local Government review, the Resource Management Reform, Three Waters Reform and the Civil Defence Emergency Management 'Trifecta' Review.

Last week we hit a big milestone in the Ōtaki to North of Levin new highway project. Following Ministers' approval, the Waka Kotahi NZ Transport Agency team lodged the Notices of Requirement (NoR) and resource consent applications for the new highway and shared use path with Horizons and Greater Wellington Regional Councils, and Horowhenua District Council and Kāpiti Coast District Councils. If approved, these applications reflect the key environmental approvals required for the project to be built. We eagerly await a decision from Central Government, on the full approval and funding for this key transformational and lifeline infrastructure, which not only will enable key safety and connectivity outcomes for our communities but will also give us our town back and allow us to rethink the future for our place and our people!

We are pretty excited to be welcoming the Hurricanes and Crusaders to the mighty Horowhenua in February, and just eight days later at the same ground a Super Rugby Aupiki match between Hurricanes Poua and Chiefs Manawa! Events like this don't come round every day in provincial New Zealand, and I couldn't be more thrilled that the hard mahi of our Horowhenua-Kapiti Rugby Football Union, in partnership with our Horowhenua District Council team and Recreational Services partners we have got this across the line!

Local Government plays a crucial role in creating pride, place and space - provision of open spaces and facilities is just one way in which we do that. Here's hoping for many more sporting events in our District in the years to come. Wins like this speak to the power of partnerships - together we can do so much more!

Monique Davidson

Chief Executive

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Activity Updates



Property

Council owns a substantial number of properties throughout the Horowhenua District which support the delivery of our activities. The Property Activity ensures that these assets are managed and maintained effectively and in a 'fit for purpose' state.

Key Projects Update

Property Renewals

P&P has an asset database of its property portfolio that indicates what is due for renewal over the next 30 years. This year's renewal programme includes work to the Council Offices in the sum of around 50k; improvement works/renewals to Foxton Tram Station to the sum of 16k; operational depot renewals (Foxton, Shannon, and Levin) to the value of 50k; and a range of smaller improvement works to the value of 20k.

What we Delivered

Property Disposals

Officers wrote to Foxton Memorial Hall Interim Committee to confirm that necessary agreement/paperwork to take over management of the Hall are to be presented by 01 March 2023 to Council.

Officers have engaged a consultant to progress the Foxton Beach community centre garage subdivision and prepare an EOI for the potential sale of Dawick Street Open Space in line with previous Council resolutions.

Fleet Management

Officers have engaged Carbn, a specialist organisation in developing zero Carbon fleets. Carbn will look into reducing Council's fleet carbon emissions by examining use and quantity of vehicles and by looking at options to move to EV and PHEV fleet. The work is 50% funded by Energy Efficiency and Conservation Authority (EECA) and 50% funded by Council.

Leases

Officers have been approached by a local Foxton group (Safe Talk Foxton) about the use of a Council premise in Foxton to serve as a drop-in advice/counselling service. The request is being given serious consideration as a Community Lease arrangement.

Property Maintenance/Renewals

Plans are in place to demolish the ex-Levin Woman's Bowling clubroom at Thompson House. The building contains asbestos, is earthquake prone, and in need of a range of structural works. Given the poor quality of the building and excessive costs to remediate it, a decision has been made to demolish with a view to upgrading the green into picnic lawn, event area, and an extension to the gardens. The work to demolish the

building is scheduled to take place in February 2023, with the garden improvements to follow-on in Jun/July 2023.

Other Works

Installation of the Mural at Foxton Beach Surf Life Club has been completed.

Image 1: Foxton Beach Mural



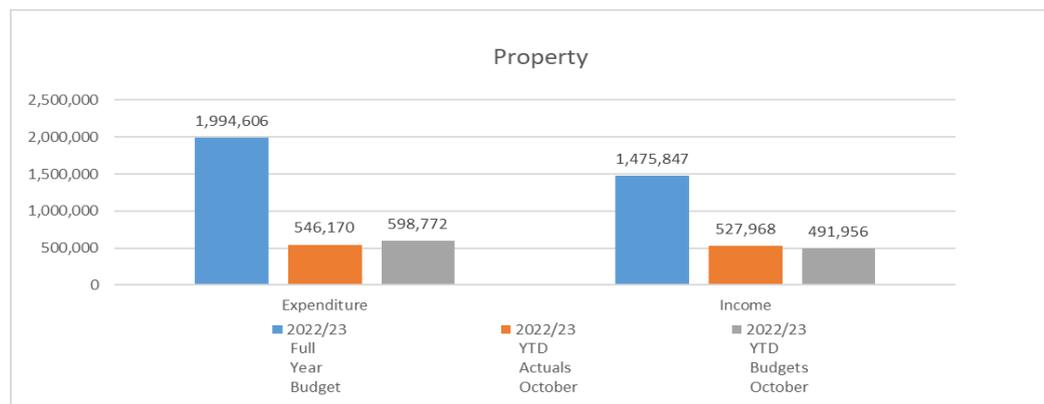
Issues and Risks

No significant property risks have been identified for this period.

Statement of Service Performance

Service	How performance is measured	Target	On track/Not on track
Council operated facilities are available for public hire.	Facilities availability (hrs) and hire charges by annual review.	8 hrs per day and review annually	On Track As at 31 October 2022, Council has three (3) Memorial Hall facilities available for hire. All were available for hire for at least eight (8) hours per day.
Council's properties will comply with relevant legislation.	All buildings with compliance schedules will have current building WOF.	Achieved	On Track As at 31 October 2022, All Council buildings with Compliance Schedules have current BWOFS. All specified systems including fire alarms have been maintained and inspected in accordance with the compliance schedule. This meets the requirement of the Building Act 2004.

Financial



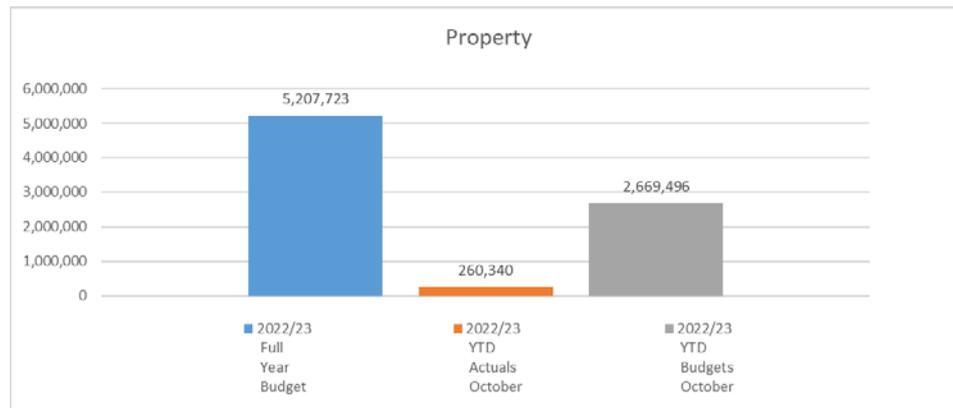
Income

Income is above budget by \$40k due to incorrect budget phasing for the Endowment leases.

Expenditure

Over budget by \$50k. Mainly relates to a grant to Foxton Beach Community Centre for a 3-car garage for health shuttles, however this will be funded from the Foxton Beach Freeholding account.

Capex



Community Facilities and Services

The Community Facilities and Services Group of Activities is made up of a number of sub-activities which aim to provide passive and active amenities for the community to use. It includes the following activities:

- Aquatic Centres and Recreation
- Community Centres and Libraries

Key Projects Update

Star 4 Ward outreach

This is a service that Libraries Horowhenua started planning for in May 2022. Libraries Horowhenua became aware of the potential to partner with STAR 4 when MDHB and St John advertised for volunteers to be part of the new Hospital Friends volunteer programmes. It aligns with the aim to provide enrichment for older persons in the Horowhenua community.

The outreach provides support to the patients in the ward, through weekly 2 hour visits to the ward. Patients have the opportunity to loan items from the library collection (mainly books, jigsaws, magazines, and audiobooks). The social interaction between the patrons and the Libraries Horowhenua team can be a meaningful experience for seniors. Some of the patients are library users, Homelink customers or rest home residents.

To the library's Services to Older Adults Librarian has made 7 visits engaging with 15 patients each visit. DHB are delighted with the service and are keen to use Libraries Horowhenua model to approach other libraries in NZ to consider the service. DHB shared an introduction to the service on their social media page and a positive news story was published through them, on Stuff by NZME on the week of 11 September 2022.



Happy Mail

The Happy Mail project is about reaching out to the community's seniors living in long term care. Many in long term care feel disassociated and disconnected from their wider community. Happy Mail is an opportunity to ensure people still feel connected, valued and appreciated during what is often times a lonely holiday season.

The Horowhenua community are invited to make a card (at home or with Library staff) and drop into any of the community libraries especially dedicated mailboxes for the Library team to deliver to rest home residents and Homelink customers, in time for Christmas.

To support the initiative a card and material will be provided for people to take home. A weekly 'Crafternoon' will also be offered where anyone can drop in and make a card between 2pm and 4pm every Tuesday.

Several local schools have also been approached to contribute. The aim is to have 500 cards to deliver out to every individual in one of the 14 rest homes in time for Christmas. Last year this target was reached and believe it can be easily achieved again this year. The feedback from last year was very, very positive, from both the community and the older people receiving the cards.



(Picture from last initiative)

Meet Street

Meet Street was started in response to customer enquiry about providing a space for people who were new to the community or those looking to meet friends. An environmental scan of the community showed that there was a lot of interest in people looking for a group like this. The team believe that many people are looking to reconnect with the community and others post-Covid. The session is very informal and is open to the community to come along, be warm, enjoy a coffee and engage in conversation.

An initial pilot of the programme created interest and the programme was continued, with up to 21 attendees each Monday at 10am. A core group attends every week and friendships have been formed. A substantial number of men attend the Meet Street, 5/6 each time. Traditionally, a large percent of library programming is attended by women.

In October a trial session began, offering an additional session on Wednesday evening from 5.30 to 7pm. Attendance has been erratic with around 4 to 8 attendees, mostly from a core group of 4 men. This trial will run until December, then be evaluated with a view as to whether to offer this time in 2023.



Foxton Pool Rebuild

Work has continued this project in the background to refine the scope of work and negotiate the contract for construction. At this point we are still on track for construction to begin in February 2023.

Community and Civic Events

After a long hiatus of regular community events, it is encouraging to see the weekly Quiz Nights and Friday Concerts back with high uptake/participation by the community. Monthly Sunday Concerts have also recommenced at Te Takeretanga o Kura-hau-po.

Twenty two Community Event Notifications for events being run by a range of community organisations have been processed in the period, which is an indication of the community demand to re-activate and provide these opportunities for the community. Examples include Chrome n Custom Car Show, The Foxton Charter Parade and The Horowhenua Taste Trail.

What we delivered

Te Takeretanga o Kura-hau-pō Café

Due to a long period of poor patronage and a subsequent decline in revenue primarily caused by the challenges of Covid19, the previous café owner was forced to close the doors in early May of this year. What followed was a challenging period of five months of trying to find a replacement operator with limited uptake of HDC's advertising and promotion.

On 18 October, a new operator took up the lease continuing to operate as The Library Café. The leasee is very happy with the community patronage and support for the Café with positive feedback from the community about the Café re-opening and the new refreshment options available. The Te Takeretanga o Kura-hau-pō team are very pleased with a return of the ambience the Café creates, as well as enhancing the experience of visitors to the facility.

iSITE and Visitor Information

A steady increase in both transactions and revenue has occurred in this period.

- July stats 201 transactions, \$6474.30 Income;
- August stats 330 Transactions, \$8,358.05 Income;
- September stats 709 transactions, \$10,538.20 income.

These statistics have been enhanced by the re-activation of community outings to The World of Wearable Arts show (WOW); and will be further enhanced by a planned outing to the Country Hills Gala in Kimbolton.

A Qualmark Audit has been completed with final assessments yet to be released. Officers have also recently engaged with work associated with a current iSITE rebrand.

Meeting, Conference & Function Spaces

At the end of the September quarter, Te Takeretanga o Kura-hau-pō had achieved 44% of its annual revenue target and Te Awahou Nieuwe Stroom 25%. The expected target for this period was 25%.

The spaces continue to accommodate a wide range of community groups with both regular and one off bookings. These also range in size from a full capacity Main Space bookings such as the recent Horowhenua Taste Trail Launch Dinner and the Real Talk Youth Mental Health hui, through to weekly card group sessions and Volunteer Central Drop In sessions.

Foxton Heated Pool Season Opening

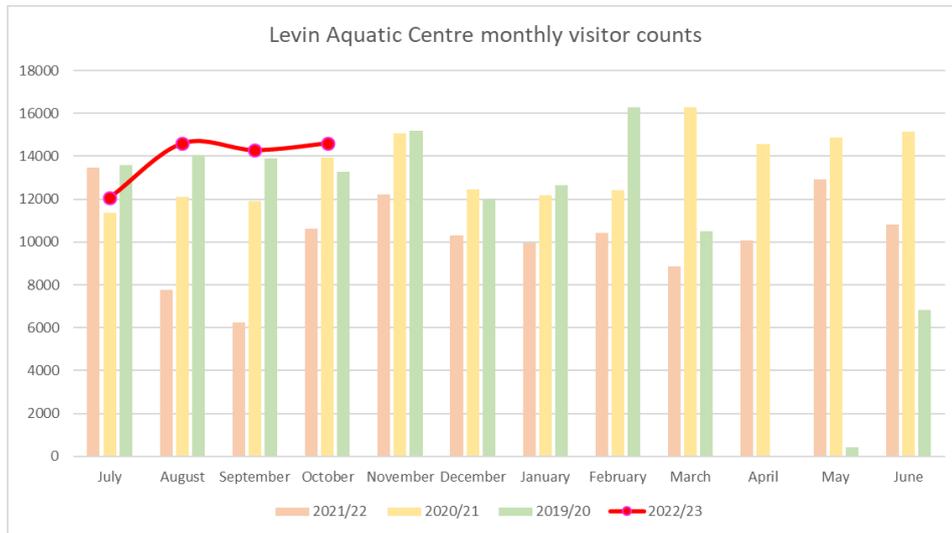
Foxton Pool opened to the community on the 1st September. Unfortunately, the opening hours were limited during the weekends for the first few weeks of the season due to workforce and recruitment challenges. This didn't impact the annual Family Fun Day on the 4th September which was well attended with over 230 attendees enjoying the activities on offer.

Levin Aquatic Centre

The past three months of door counts at Levin Aquatic Centre have been positive with visitor counts and swim school registrations ahead of those that we were experiencing pre covid.

Levin Aquatic Centre

The past three months of door counts at Levin Aquatic Centre have been positive with visitor counts and swim school registrations ahead of those that we were experiencing pre covid.



Issues or risks

Currently the Library has 2,786 audio-visual items in its collections. These resources are becoming more difficult to source as suppliers such as Sony, Universal and Roadshow Entertainment will no longer be supplying DVDs with New Zealand ratings. Together with the competitive streaming market, the library's ability to resource these collections and generate an income from rentals, is limited. Historically, the audio-visual collections are well used by the Horowhenua community, but the shrinking collection has made a significant impact on SSP; Number of items loaned from the libraries across the District, including books, magazines etc. To ensure the community retains the ability to access audio-visual resources, a new digital platform Hoopla has been introduced where the community has access to over 900,000 items including e-books.

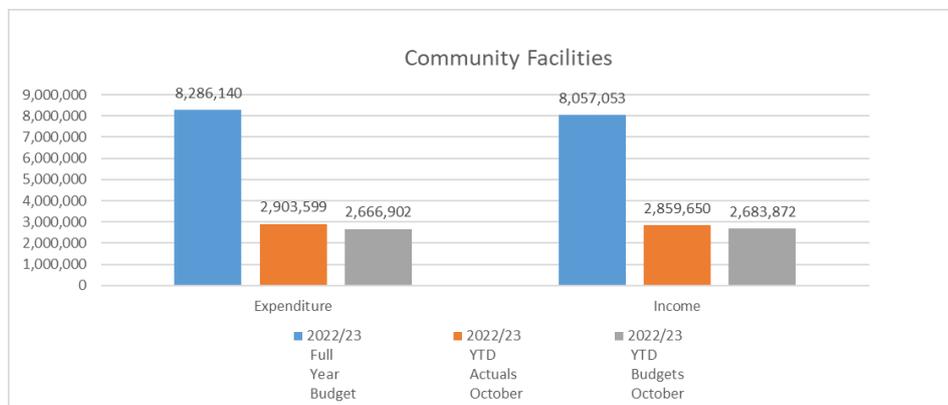
Statement of Service Performance

Service	How Performance is measured	Target	On Track/Not on Track												
Council provides community facilities for residents, ratepayers, and visitors to access Community services including library services.	Communities with library and community facilities providing an integrated and District wide service.	Levin, Foxton, and Shannon	On Track As at 31 October 2022 Library Services are delivered in Levin, Shannon and Foxton.												
Council provides community facilities for residents, ratepayers, and visitors to access Community services including library services.	Number of visitors to our Community Hubs and Libraries. Te Takeretanga o Kura-hau-pō Te Awahou Nieuwe Stroom Shannon Library	≥ 550,000 ≥ 375,000 ≥ 150,000 ≥ 25,000	On track As at 31 October 2022 <table border="1"> <thead> <tr> <th></th> <th>September 2022</th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>Te Takeretanga o Kura-hau-pō</td> <td>30,632</td> <td>114,382</td> </tr> <tr> <td>Te Awahou Nieuwe Stroom</td> <td>9,474</td> <td>30,832</td> </tr> <tr> <td>Shannon Library</td> <td>1,186</td> <td>4,852</td> </tr> </tbody> </table>		September 2022	Year to Date	Te Takeretanga o Kura-hau-pō	30,632	114,382	Te Awahou Nieuwe Stroom	9,474	30,832	Shannon Library	1,186	4,852
	September 2022	Year to Date													
Te Takeretanga o Kura-hau-pō	30,632	114,382													
Te Awahou Nieuwe Stroom	9,474	30,832													
Shannon Library	1,186	4,852													
Libraries and community facilities meet the public's needs.	Percent of residents and non-residents satisfied with library and Community services based on the Annual Customer Satisfaction Survey.	> 90%	To be reported at year end This measure is marked as unable to report as the customer satisfaction survey is conducted annually. The next survey will take place in June 2022. The target achievement/non-achievement will be reported in June 2022.												

<p>Community facilities are available for public use.</p>	<p>Number of booking counts for community facilities.</p> <p>Te Takeretanga o Kura-hau-pō</p> <p>Te Awahou Nieuwe Stroom</p>	<p>≥ 1,400</p> <p>70%</p> <p>30%</p>	<p>On Track</p> <p>As at 31 October 2022</p> <table border="1"> <thead> <tr> <th></th> <th>October 2022</th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>Booking Counts</td> <td>150</td> <td>649</td> </tr> <tr> <td>Te Takeretanga o Kura-hau-pō</td> <td>68%</td> <td>77%</td> </tr> <tr> <td>Te Awahou Nieuwe Stroom</td> <td>32%</td> <td>23%</td> </tr> </tbody> </table>		October 2022	Year to Date	Booking Counts	150	649	Te Takeretanga o Kura-hau-pō	68%	77%	Te Awahou Nieuwe Stroom	32%	23%												
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Te Takeretanga o Kura-hau-pō	68%	77%																									
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<p>Customers have access to a range of current information in both print and digital format.</p>	<p>Number of items loaned from the libraries across the District, including books, magazines etc.</p> <p>Collections are refreshed and meet the literacy and information needs of the community in accordance with the NZ Public Library Standard</p> <p>Percent of increase in use of websites and online engagement.</p> <p>Note: These numbers include statistics for Te Takeretanga o Kura-hau-pō website, OPAC, and Kete Horowhenua.</p>	<p>≥ 270,000</p> <p>\$7 per capita spent on library resources</p> <p>+> 1%</p>	<p>Not on Track</p> <p>As at 31 October 2022, broken down as follows:</p> <table border="1"> <thead> <tr> <th>Library</th> <th>Issues</th> </tr> </thead> <tbody> <tr> <td>Levin</td> <td>57,396</td> </tr> <tr> <td>Foxton</td> <td>7,140</td> </tr> <tr> <td>Shannon</td> <td>2,167</td> </tr> <tr> <td>Digital</td> <td>6,662</td> </tr> <tr> <td>Total</td> <td>73,365</td> </tr> </tbody> </table> <p>To be reported at year end</p> <p>On Track</p> <p>As at 31 October 2022</p> <table border="1"> <thead> <tr> <th></th> <th>2022/23 YTD</th> <th>2021/22 YTD</th> <th>% change</th> </tr> </thead> <tbody> <tr> <td>Unique users</td> <td>29,112</td> <td>26,225</td> <td>11%</td> </tr> <tr> <td>Sessions</td> <td>41,352</td> <td>20,294</td> <td>104%</td> </tr> </tbody> </table>	Library	Issues	Levin	57,396	Foxton	7,140	Shannon	2,167	Digital	6,662	Total	73,365		2022/23 YTD	2021/22 YTD	% change	Unique users	29,112	26,225	11%	Sessions	41,352	20,294	104%
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Sessions	41,352	20,294	104%																								

Customers have access to programmes and initiatives that enhance the wellbeing of the District.	Number of programmes delivered: Levin Foxton Shannon	500 ≥ 50% ≥ 30% ≥ 20%	<p>On Track As at 31 October 2022 The programmes that have been delivered are broken down as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Number October 2022</th> <th>% Oct 2022</th> <th>Number YTD</th> <th>% YTD</th> </tr> </thead> <tbody> <tr> <td>Levin</td> <td>102</td> <td>70%</td> <td>247</td> <td>67%</td> </tr> <tr> <td>Foxton</td> <td>18</td> <td>18%</td> <td>68</td> <td>19%</td> </tr> <tr> <td>Shannon</td> <td>13</td> <td>13%</td> <td>52</td> <td>14%</td> </tr> </tbody> </table>		Number October 2022	% Oct 2022	Number YTD	% YTD	Levin	102	70%	247	67%	Foxton	18	18%	68	19%	Shannon	13	13%	52	14%
	Number October 2022	% Oct 2022	Number YTD	% YTD																			
Levin	102	70%	247	67%																			
Foxton	18	18%	68	19%																			
Shannon	13	13%	52	14%																			
Council supports the promotion of Horowhenua as a tourism destination.	i-Site accreditation is maintained at Te Awahou Nieuwe Stroom and Te Takeretanga o Kura-hau-pō facilities.	Achieve	<p>On Track As at 31 October 2022, i-Site accreditation is maintained.</p>																				
	Annual number of visitor information enquiries conducted from Horowhenua i-Sites.	≥ 10,000	<p>On Track As at 31 October 2022, manually collated statistics on Visitor Information enquiries are: 3883</p>																				

Financial



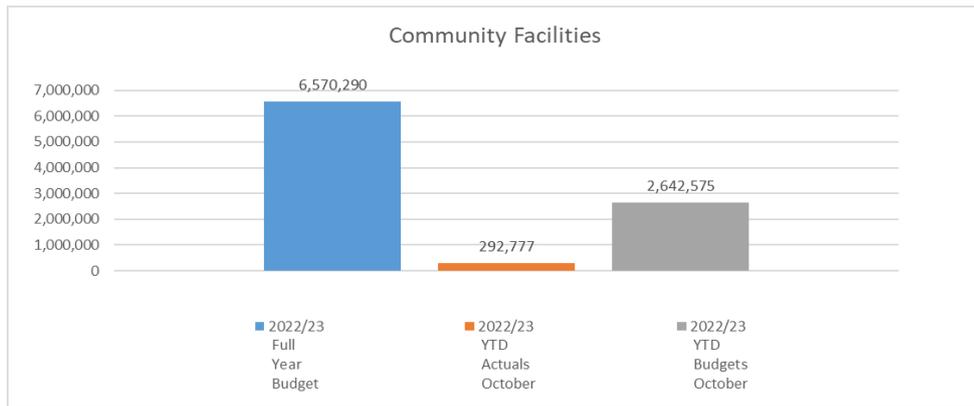
Income

Operating subsidies are above budget by \$252k. This is broken down to \$232k from the PGF for Mahi space and \$30k for NZLPP. User Charges are \$107k below budget due to lower lending charges of \$12k and VIN sales down \$8k and AA commission down \$4k.

Expenditure

Internal charges appear to be \$208k above budget but this is due to the actual overhead costs allocated based on the new organisational structure but the budgets are yet to reflect this change.

Capex



Representation and Community Leadership

This Activity comprises of how Council meets its responsibility to represent and provide leadership for the Community, including how Council will involve the community in its strategic planning and decision making.

Key Projects Update

Long Term Plan Amendment and Annual Plan

On 7 September the previous Council received a briefing about the Long Term Plan Amendment.

This re-capped matters discussed with Elected Members in earlier briefings e.g. proposed scope, outcomes sought and an overview of process. It also introduced matters being considered in the review of the funding policies. This material will also be discussed with Elected Members at the 9 November workshop. Elected Members have received a briefing paper on the Long Term Plan Amendment to introduce the work, scope, proposed consultation approaches and other matters. This will be expanded on through the series of workshops from 9 November to mid-December, which officers have been developing the budgets and other information for during this period.

2022 Local Elections

The 2022 Local Election was held on Saturday 8 October 2022, where we saw Mayor Bernie Wanden be re-elected as Horowhenua's Mayor and lead a new Council of 12 Councillors including eight newcomers and four returning Councillors.

A pōwhiri was held on Monday 10 October to welcome the newly Elected Members into Council. It was a special and moving occasion and we were pleased to see the new Elected Members and their whanāu enjoying the experience.

Elected members took office on Saturday 15 October; and were sworn in at the Inaugural Council meeting Wednesday 26 October 2022.

It has been a busy period since the 10 October where Elected Members have been immersed in inductions as we are in a defining time in the history of Horowhenua with many challenges and opportunities, such as a decision on The Future of the Levin Landfill, a Long Term Plan Amendment, Government reform and the Ōtaki North of Levin Expressway.

11,537 people voted, which is 45.07% of eligible voters excluding special voters.

What we delivered

As above.

Issues or risks

Under the Local Government Act 2002 the LTP Amendment needs to be adopted by 30 June ahead of the year it applies to, ie 30 June 2023. This is a pressured timeframe which highlighting two issues:

1. Trying to include too much in this amendment.

To mitigate this, it is important to distinguish between what is required for the Amendment and what is better placed to consider as part of the full LTP that needs to be adopted by 30 June 2024 (LGA requirement). It will be important to reach agreement on the scope early.

2. Delays to the process

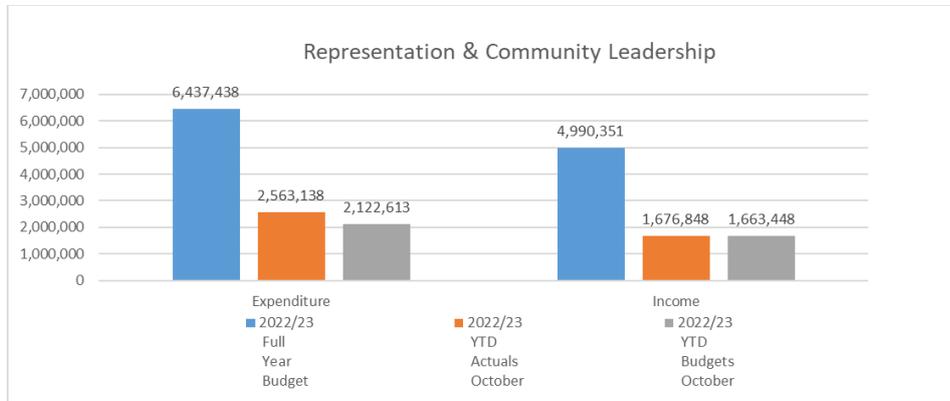
The LTP Amendment is being done in a local government election year, then heading into the Christmas period. Two audits are legally required before adoption. The election and Christmas periods have been planned for and the project is on track. Officers are working with Audit NZ to have the audit slots confirmed. Due to their resource shortage this remains ongoing, but is closer to resolution.

The scope of the LTP Amendment includes key water projects and occurs during the Government's 3 waters reforms. There is a risk that without clear messaging the two separate pieces of work may be confused. Officers are developing clear messaging, including referring to the LTP Amendment work as 'key water projects' instead of '3 waters projects.'

Statement of Service Performance

Statement of Service Performance (SSPs)			
Service	How performance is measured	Target	On track/Not on track
Council's planning documents meet statutory requirements and have unqualified audit opinions	The LTP is completed within the statutory timeframe, including a Financial and Infrastructure Strategies which meets the requirements of the Local Government Act.	Adopted before 30 June (every 3 years)	LTP Amendment on track
	The Annual Plan will be adopted before 30 June annually.*	Achieve	On Track
	The Annual Report will include an unqualified audit opinion.	Achieve	This is not able to be established until the report has been reviewed by an auditor

Financial

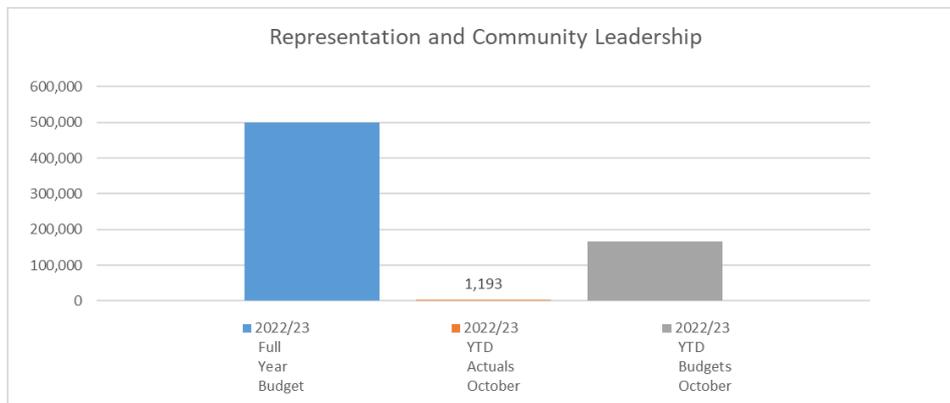


Expenditure

Internal charges appear to be above budget but this is due to the actual overhead costs allocated based on the new organisational structure, but the budgets are yet to reflect this change.

The financial implications of the LTP Amendment will be detailed for Elected Members in the series of upcoming workshops. The main implication is the audit fee which was not part of the 2022/23 annual plan budget.

Capex



Regulatory Services

The Regulatory Services Group of Activities provides advice, consenting services, assessment, education, compliance and enforcement. This Group of Activities aims to protect the health and safety of our community and the environment they live in. The Regulatory Services Group of Activities includes the following Activities:

- **Resource Consenting**
- **Building Consenting**
- **Environmental Health**
- **Alcohol Licensing**
- **Parking Enforcement**
- **Building Compliance**
- **Resource Management Compliance**
- **Animal Control**
- **General Regulatory Services**

Key Projects Update

Swimming Pool Barrier Inspection improvements

The Building Act 2004 requires that residential pools must be inspected every three (3) years, and pool owners can choose who carries out the mandatory inspection, either Councils Building Territorial Authority (TA) or an Independently Qualified Pool Inspector (IQPI).

In March 2022 the Ministry of Business, Innovation and Employment (MBIE) carried out a performance monitoring assessment of HDCs Building TA function relating to swimming pool barriers, which resulted in five (5) recommendations for improvement.

In September/October, in response to the MBIE recommendations, changes were made to Councils swimming pool barrier processes. The changes include:

- Updating Councils Swimming Pool Barrier check sheets to improve on the quality of the information collected during site visits
- Upskilling others in the Compliance team to carry out subsequent swimming pool barrier inspections, increasing the capacity within the team to enable Council to consistently meet our statutory requirements.

Coaching Sessions for new Food Businesses

Council has a responsibility under the Food Act 2014 to verify (audit) all food businesses in the district that operate a template food control plan. In 2021/22 the team identified that the number of follow-up actions relating to food business verifications was increasing, and the number one reason for issuing corrective actions was due to record keeping.

Implemented in response to these findings, the team now offer a one-off coaching session to help new businesses to be successful during a verification, including insights into what the verifier will want to see when their verification takes place, including what good record keeping looks like.

What we delivered

Building Consenting

Building consent trends based on data for the period 1 July 2021 to 31 October 2022 are as follows:

	YTD to 31 October 2022	YTD to 31 October 2021	Trend
Number of building consents lodged	223	281	↓21%
Number of building consents issued	212	294	↓28%
Number of new dwelling consents issued	67	120	↓44%
Number of new dwelling units consented	93	131	↓29%
Value of building consents issued	\$50,685,550	\$69,074,218	↓27%
Number of inspections completed	2469	2137	↑16%
Number of CCCs issued	167	176	↓5%
Number of enquiries about building control functions	706	852	↓17%

The processing of building consents continues to be challenging due to a number of factors, including the high number of consents in progress and the number of staff who have been off periodically with covid and on other leave over the last few months. It is anticipated that the level of statutory compliance will improve throughout the year.

Five (5) email updates to the building industry have been sent YTD, topics in these updates included the adoption of Horowhenua specific liquefaction guidance, new building code requirements relating to insulation,

MBIE consultation on changes to the building code and building consenting systems, changes to processes and the provisions of services over the holiday period.

A number of planned improvements to processes and procedures are underway with a goal of improving service delivery and compliance with the Building (Accreditation of Building Consent Authorities) Regulations 2006. This work includes a reviewing and potentially updating the processes for vetting building consent applications, supervision of staff, managing conflicts of interest, improvements to the Code Compliance Certificate process, in addition to a number of internal processes. Any changes that impact on customers will be included in a building industry update before going live.

Resource Consenting

Resource consent trends based on data for the period 1 July 2021 to 31 October 2022 are as follows:

	YTD to 31 October 2022	YTD to 31 October 2021	Trend
Number of resource consent applications lodged	114	129	↓12%
Number of subdivisions consents approved	70	68	↑3%
Number of land use consents approved	40	43	↓7%
Number of new allotments created at 223 stage	85	84	↑1%
Number of new allotments created at 224 stage	46	94	↓51%
Number of enquiries about resource consenting activity	464	689	↓33%

The processing of resource consents continues to be challenging due to a number of factors, including the high volume of applications received and the increasing complexity of applications, compared to the number of staff & contractors available to process applications.

One resource consent application for a Streamlined Housing activity has been received this financial year and is currently in progress. Building consent applications are in progress for one of the two Streamlined Housing consents issued in the last financial year.

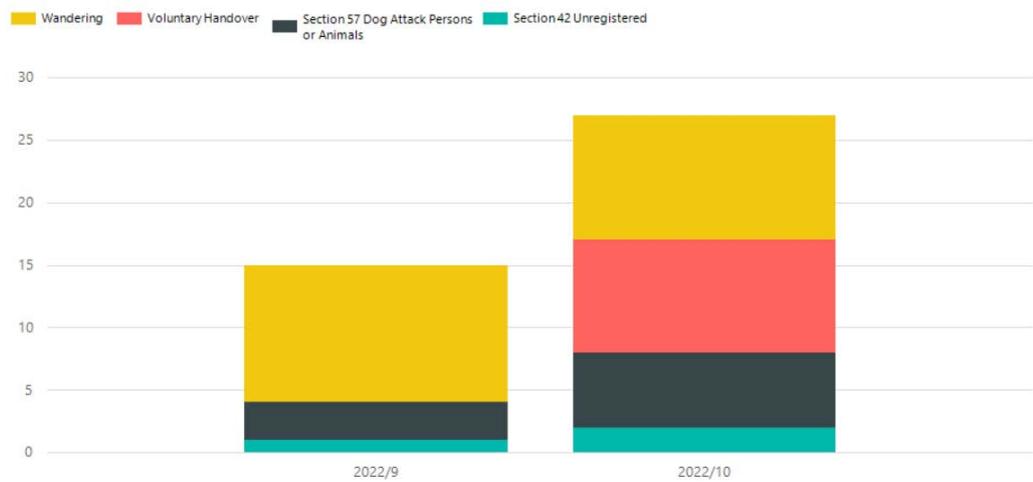
The team have been implementing the Development Contributions Policy from 1 July 2021. We did not have a Development Contributions Officer for eight (8) of the first twelve (12) months that the policy was effective, as a result of this, some Development Contributions (DC) Notices were issued after the usual trigger points. A few complaints have been received regarding late assessments, the affected customers are being directed through the Local Government Act 2002 reconsideration process to resolve these complaints. The team are now up to date with DC assessments and now have the capacity to inform customers about the value of the DC shortly after a consent is lodged, to enable any potential issues to be addressed at the front end of the consenting process.

Animal Control

As at 31 October there were 6,087 dogs registered out of the 6,219 dogs recorded in Councils animal database. Between 1 September and 31 October Animal Control carried out 428 property visits to properties where dogs were recorded as unregistered.

- 140 infringements were issued to dog owners between the periods of 1 September 2022 to 31 October 2022.
- 42 dogs were impounded between 1 September and 31 October. Of the dogs impounded during this period 67% of the dogs were picked up in Levin, 19% in Shannon, 5% each in both Hokio Beach and Foxton, and 2% each in both Waitare Beach and Ohau. The reasons for impounding are as below:

Impounds by month

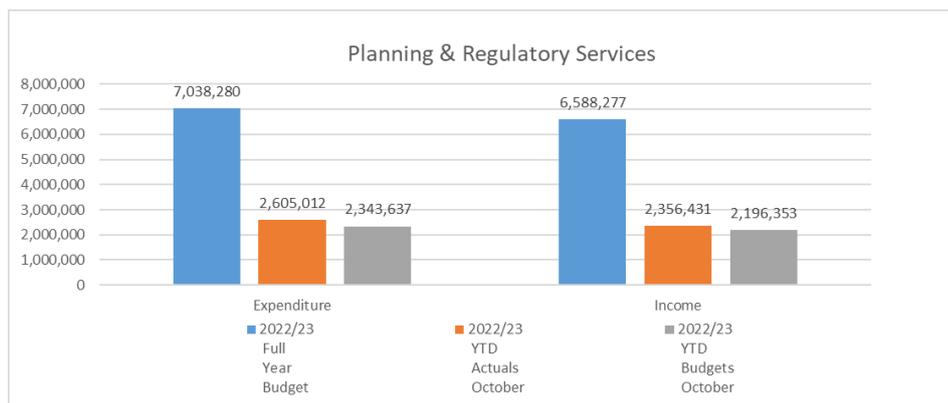


Statement of Service Performance

Statement of Service Performance (SSPs)			
Service	How performance is measured	Target	On track/Not on track
Processing of applications under the Resource Management Act (RMA) 1991.	Applications under the RMA will be processed within statutory timeframes.	95%	<p>Not On Track</p> <p>Territorial authorities must avoid the subdivision of highly productive land unless one of the following applies to the subdivision, and the measures in subclause (2) are applied: (a) the applicant demonstrates that the proposed lots will retain the overall productive capacity of the subject land over the long term: ackAchieved</p> <p>As at 31 October 2022, 130 consents have been approved for Land Use, Subdivision, Boundary Activities and "other", approximately 36% of consents were approved within statutory timeframes.</p> <p>Eighty-three (83) building consents out of the 130 approved YTD, went over the statutory timeframes.</p>
Carry out Building Consent Authority functions including enforcement of legislation relating to construction of buildings and structures.	Building consent applications are processed with in statutory timeframes.	98%	<p>Not On Track</p> <p>As at 31 October 2022, 216 building consents were granted YTD, 72% within statutory timeframes. Sixty (60) building consents out of the 212 granted YTD, went over the statutory timeframes.</p>
	Council will maintain its accredited status as a Building Consent Authority.	Achieve	<p>On Track</p> <p>As at 31 October 2022, IANZ reconfirmed our accreditation on 11 January 2022. Our next accreditation re-assessment is in April 2023.</p>

Reported instances of non-compliances and dog nuisances will be responded to.	Percent of reported instances of non-compliances and dog nuisances will be responded to.	100%	On Track As at 31 October 2022, 406 complaints have been received YTD; 100% were responded to.
	An after-hours emergency response will be continuously provided.	Achieve	On track The service is provided by staff on a weekly roster or via availability for consult via phone as necessary
Registration and classification of all known dogs within the District.	Percent of known dogs that will be registered or accounted for annually by 31 October.	100%	On track 130 dog owners have been infringed for failing to register their dog. All other dogs in the register have been registered by 31 October.

Financial



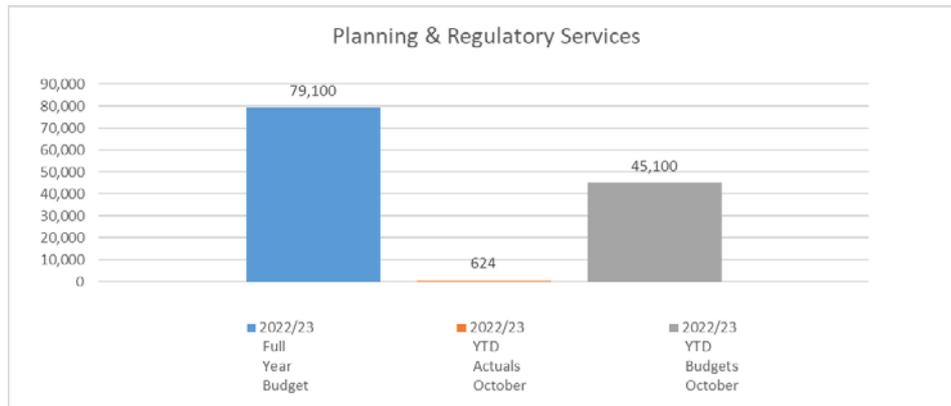
Income

Additional due to dog registrations coming in earlier than in the budget (\$379k). This is offset by lower Resource Consent fees (\$92k) and Building consent fees (\$167k) due to lower activity.

Expenditure

Internal charges appear to be \$247k above budget but this is due to the actual overhead costs allocated based on the new organisational structure, but the budgets are yet to reflect this change.

Capex



Community Support

The Community Support Group of Activities is made up of a number of sub-activities which aim to provide for the Community's social and economic wellbeing. These Activities are:

- **Emergency Management**
- **Community Engagement**
- **Visitor Information**
- **Economic Development**

Key Projects Update

Mayors' Taskforce for Jobs (MTFJ)

Mayors' Taskforce for Jobs (MTFJ) is a nationwide network of New Zealand's mayors, organised and administered by Local Government NZ (LGNZ), working towards the vision of all young people 16-25 engaged in employment, education, training and other positive activity in their communities.

The MTFJ programme was introduced in 2020, being offered to rural and provincial towns to remove barriers to assist young people into employment and to bolster workforces during Covid19. In May 2021 HDC joined the programme contracting Horowhenua Learning Centre (HLC) to deliver the MTFJ programme. HLC has been successful in placing 75 young people that were not in employment or education into jobs.

LGNZ initiated several changes to the contract from originally being a Rural Communities Recovery Programme to having a new focus on being a Community Resilience Programme. These changes bring greater opportunity to support more people into employment, offer in-work training, pastoral care and capability support for employers. From 2022 the MTFJ programme will no longer be contracted out to Horowhenua Learning Centre and will be delivered by Council's Community Development team.

MTFJ Coordinators commenced the programme in October 2022. There was contact with 40 people from various referrals, mostly from youth service providers and the Ministry of Social Development (MSD). 13 people have been placed into employment. The MTFJ team have undertaken a mapping hui with stakeholders to ensure that the work MTFJ provides does not duplicate other local service provision.



Welcoming Communities

Welcoming Communities is a national programme led by Immigration New Zealand (INZ) in partnership with the Ministry of Ethnic Communities and the Human Rights Commission. The Welcoming Communities contract provides funding to the Council for a Welcoming Communities Coordinator role.

Highlight for September – To recognise NZ Welcoming Communities Week 2022, Council arranged and hosted 'Mementos', a refugee photography exhibition created by Ehsan Hazaveh that tells the stories of six former refugees' pathway to settlement in Aotearoa. The exhibition was installed in Te Takeretanga o Kura-Hau-pō for two weeks then moved and re-installed in Te Awahou Nieuwe Stroom. The opening attracted attendees from MBIE, Immigration NZ, Red Cross and 35 people from local organisations.



Highlight for October – On 07 October 2022 the first Colombian family were welcomed to Levin with a second cohort following a week after. From now until June 2023 it is expected that 70-80 Colombian refugees will settle in Levin. The Welcoming Communities Coordinator facilitates the Welcome to Horowhenua network that includes Iwi, Red Cross, Health NZ, MSD and 12 local organisations. The purpose of the network is to learn specifics about the Columbian cultural background, connect with each other and to discuss needs and opportunities that will enable successful settlement of former refugees.

Horowhenua NZ Brand Refresh – Communications

Launched Horowhenua NZ brand refresh 5 October 2022. A culmination of months of engagement and collaboration with iwi/hapū, community, tourist operators and local business, the project delivered a transformative brand narrative, design and guidelines. Deliverables include a new destination website horowhenuanz.co.nz, brand campaign, marketing strategy, boundary signage and a refreshed visitor information guide is in the pipeline. As at 8 November 2022 we've had 4.8k new users to site, 5.7k website sessions. Council's social media campaign is driving 2/3 of traffic to the site, with the majority of visitors coming from Wellington, Palmerston North and Auckland.

Issues or risks

The 2022/2023 Mayors' Task Force for Jobs (MTFJ) Programme is a 12 month contract from July 2022, with 50 sustainable employment placements/outcomes. However, due to a delay in receiving the Local Government NZ (LGNZ) contract and a change in local delivery, the programme needs to be delivered in a 9 month term (opposed to 12 month term). The MTFJ team have already achieved 26 % of the outcomes required.

What we delivered

Age on the Go Expo – Age Friendly Communities Strategy

Age on the Go Expo is held annually to showcase services and technology available; enabling older people access to age specific information; increasing their capacity through better internet access, especially banking; and an opportunity to promote various forms of transportation e.g. e-bikes and e-trikes. .

In October Council planned and delivered the 2022 Age on the Go Expo held at the Horowhenua Events Centre showcased local services, clubs and other lifestyle activities, e.g. BNZ assisted attendees understand day-to-day use of internet banking; Horizons, Manawatū Mobility and My Ride Levin.

A place for service providers, activities and product suppliers to connect, network and grow relationships, the Expo was hugely popular with 70 stalls and 750 people attending throughout the day. This year the Expo also provided work experience for the HLC recently graduated Security Wardens and the HLC Youth Hospitality students who hosted a cafe.



Chorus Cabinets Murals – Ngā Hapori Kia kaha Strong Communities Strategy

Support community led placemaking

To support community led placemaking, the Chorus Cabinets Murals is about identifying areas within our community where placemaking will make a difference; fostering an environment that promotes a vibrant community; looking for opportunities to beautify and add vibrancy to spaces, creating a colourful community; and create a community where people are proud to live.

The Chorus cabinet art initiative began in 2010 with a test pilot in Auckland to reduce the amount of vandalism to telecommunications cabinets. It proved so successful the project was extended nationally with

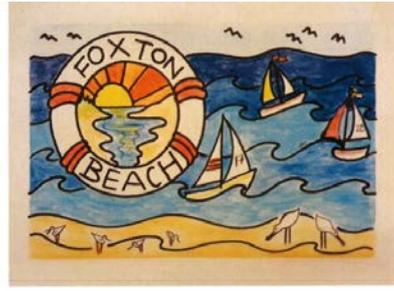
Horowhenua joining the project in 2013 with 31 Chorus cabinets completed. The programme promotes a sense of community belonging, identity and pride while also helping to discourage graffiti on the cabinets.

In 2022, five Chorus cabinets have been chosen to have the following murals completed over summer 2022/2023.

33 Main Street, Foxton



Linklater Street, Foxton Beach



41 Muaūpoko Street, Hokio (Cabinet 1)



41 Muaūpoko Street, Hokio (Cabinet 2)



Karaka Street, Tokomaru (TBC with Artist)



Grants and Funding – Ngā Hapori Kia kaha Strong Communities Strategy

Continue to offer contestable and contracted services funding.

HDC has five types of contestable funds that total \$160,000 and administers the Creative Communities NZ local fund. Round 1 for 2022/2023 has been completed with the following allocations.

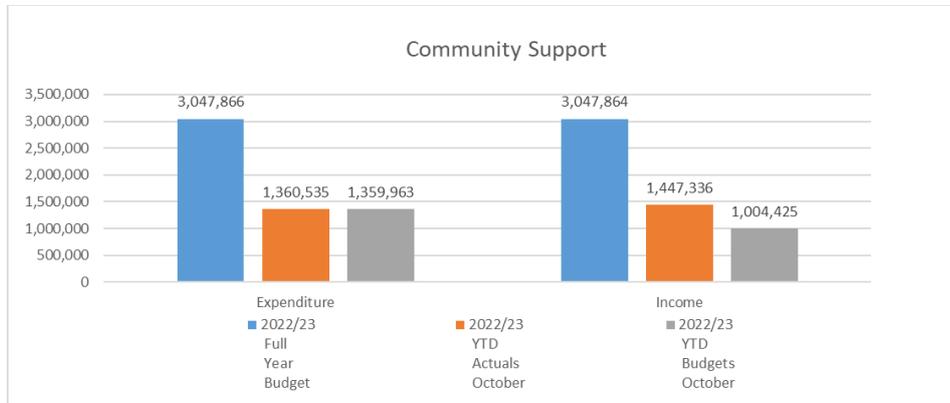
- Horowhenua Community Development Fund, \$60,000 allocated over 2 rounds per year.
- Horowhenua Community and Social Services Grant, \$30,000 allocated once a year.
- Horowhenua Rural Halls Fund, \$30,000 allocated over 2 rounds per year.
- Horowhenua Special Projects Fund, \$20,000 allocated once per year.
- Horowhenua Vibrant Communities Fund, \$20,000.00 allocated over 2 rounds per year.
- Creative Communities NZ, 2022/2023 \$61,389.31 allocated over 2 rounds. 2022/2023 distribution from CCNZ \$34,956.60 plus carried over unused funds from 2021/2022 \$26,432.71.

Statement of Service Performance

Statement of Service Performance (SSPs)			
Service	How performance is measured	Target	On track/Not on track
Council provides effective leadership in advocating, coordinating and facilitating on behalf of community needs.	Number of Community Wellbeing Committee meetings per year.	≥ 4	Not on track As at 30 October 2022, one (1) Community Wellbeing Committee meeting held. Community Wellbeing Committee meeting will not meet the target of ≥ 4 due to all Council facilitated meetings being suspended during the election period while delegation of meetings for the upcoming triennium is appointed by the Mayor.
Young people in the Horowhenua live in a safe and supportive environment, which empowers them to make positive life choices.	Number of Youth Empowerment Project meetings per year	≥ 8	On-track As at 31 October 2022, three (3) yEP meetings held.
	Number of programmes or projects implemented by Youth Empowerment Project.	≥ 4	On-track As at 31 October 2022, one (1) programme/project implemented by yEP
	Number of Youth Services Network meetings per year.		On-track As at 31 October 2022, four (4) Youth Services Network meetings held.
Horowhenua residents are empowered to make choices enabling them to Horowhenua residents are empowered to make choices enabling them to live a satisfying and healthy lifestyle.	Number of Older Person's Network meetings per year	≥ 6	On-track As at 31 October 2022, two (2) Older Persons' Network meetings held.
Horowhenua is New Zealand's foremost District in taking joint responsibility for the success of our community through education.	Number of Education Horowhenua meetings per year.	≥ 4	On-track As at 31 October 2022, one (1) Education Horowhenua meeting held.
Horowhenua is fully accessible to all people.	Number of Access and Inclusion Leadership forums per year.	≥ 4	On-track As at 31 October 2022, one (1) Access and Inclusion Leadership forum.

Horowhenua is a vibrant, creative and friendly community with an abundance of art, rich cultures and a strong sense of heritage.	Number of Creative Communities funding rounds per year.	≥ 2	Achieved As at 31 October 2022, one (1) Creative Communities funding round.	
Council supports beach safety initiatives within communities by providing financial support.	Number of weeks Council funded surf lifesaving service is provided at Foxton and Waitāreke beaches.	≥ 2	Achieved As at 31 October 2022, six (6) weeks have been funded.	
Council promotes community group empowerment and provides opportunities for community driven initiatives and projects, and to grow and develop	Number of Community Capacity and Capability Building Programme workshops or trainings offered.	≥ 10	On track As at 31 October 2022, six (6) Community Capacity and Capability Building workshops/trainings held.	
			Mental Health First Aid	Levin (12)
			Funders Expo	Levin (24)
			Funders Expo	Foxton (8)
			Marae Governance Training	Shannon (10)
Real Talk (Mental Health)	Levin (160)			
Mental Health 101	Foxton (9)			
	Percent of satisfaction with Capacity and Capability Building Programme workshops or training.	≥ 85%	On track As at 31 October 2022, 100 percent (100%) satisfaction has been recorded from programme workshops or training	
	Number of individuals participating in Capacity and Capability Building Programme workshops or training over the year.	≥ 200	On track As at 31 October 2022, two hundred and twenty three (223) individuals have participated in Capacity and Capability Building Programme workshops or training.	

Financial

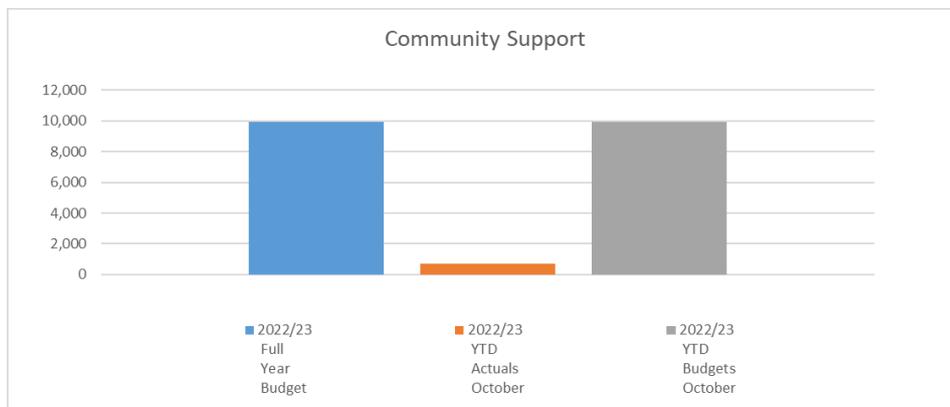


Income

Additional revenue is due to receiving grant funding for Mayoral Taskforce for Jobs (MTFJ) (\$390K).

1. Provided by Local Government NZ, funding for the MTFJ Programme is \$450,000 (up to a maximum of \$500,000) for the delivery of a minimum of 50 outcomes.
2. Each year Council receives \$50,000 from the MBIE Welcoming Communities Programme which partially funds the Community Development Welcoming Communities Advisor role in the team.

Capex



Community Infrastructure

The Community Infrastructure Group of Activities is made up of a number of sub-activities which aim to provide both passive and active amenities for the Community to use. The Community Infrastructure Group of Activities includes:

- **Reserves and Beautification**
- **Urban cleansing**
- **Public Halls**
- **Public Toilets**
- **Sports Grounds**
- **Cemeteries**

Key Projects Update (CAPEX)

The key projects for Community Infrastructure (over 100k in value) include –

- Playford Park Renewals
- Levin Adventure Park Renewals
- Public Toilet Major Renewals
- Foxton Beach Reserves Investment Programme
- Reserves Renewals.

Playford Park Improvements

Playford Park is one of Council's premier sports fields. Playford Park is located in the heart of Levin and is a highly used sports ground facility with its main focus on local and regional sporting codes. The facility is used for training and competitions for softball, rugby union, rugby league, and touch rugby. The following sport clubs are the main user groups:

- Horowhenua Junior Softball Club
- Horowhenua Kāpiti Rugby and Football Club
- Horowhenua Junior Touch Rugby
- Levin Athletics Football Club
- Levin College Old Boys Rugby Club
- Levin United Softball Club
- Levin Wanders Rugby Club
- Touch Horowhenua
- Waiopēhu College

Playford Park has a very active User Group that successfully submitted to Council in previous Long Term Plans requesting a schedule of improvements to include –

- A new ablution block;
- Development of a new training field to reduce demand on existing pitches;
- Irrigation to Pitch 2 to improve its playability.

Officers have recently completed the new ablution block and are now planning the next stage of the works being the planning, design, development and installation of a new set of lights to facilitate evening use of the training pitch.

Image 1: Completed Ablution Block Playford Park



Waikawa Beach, Beach Access

Current vehicle access to Waikawa Beach is via a private property and the beach side access ramp is often 'washed-out' following stormy conditions and high tides. This project will consider whether there is an opportunity to establish a formed access across Council land whilst retaining the ongoing environmental improvements that have been made to the beach through Council's beach resiliency program (Spinifex and Pingao planting).

Image 2: 'Washed-Out' Beach Access



Officers are currently seeking expressions of interest from qualified consultants to progress public consultation, the development of options, and to commence the process that will be needed to gain resource consent from Horizon's Regional Council.

Levin Adventure Park Renewals

Plans are being developed to improve the entranceway to the Levin Adventure Park and undertake a number of other renewals works on the site.

Public Toilet Major Renewals

The Major Toilet Renewal of 23/24 was pulled forward (following a Council Resolution) into 22/23 so that a new utility building could be installed to replace the old Jubilee Park toilet and provide a plant room for the much anticipated Jubilee Park Splashpad. The foundation for the Splashpad and the new utility /plant room block have been installed on site within the last 2-3 weeks. Works are well-advanced with an opening in December 2022.

Image 3: Splashpad Jubilee Park



Image 4: New Toilet and Plant Room Jubilee Park



The Major Toilets Renewal programme also sees ongoing work to the Hank Edwards toilet at Waikawa Beach with planned completion by end of November 2022.

Image 5: Hank Edwards Toilet



Park Lighting Upgrade

The Park Lighting Upgrade project was in part carried forward from 21/22 into 22/23 as a result of delays in contractor availability, and the supply of materials stemming from ongoing issues related to Covid 19 and attendant supply chain interruptions. However, the foundations for the new lighting columns at Donnelly Park are currently being installed. The development of this training pitch should see a freeing up of use of the football match fields which have historically been used for training leading to heavy use, compaction and fixture pinch points.

Image 6: Installation of Floodlight Footings Donnelly Park



Foxton Beach Reserves Investment Programme

A number of BBQs were installed at Holben Reserve in Foxton Beach as part of the Capital Improvements Plan in 21/22. The BBQs are enjoying high use levels. Paths to connect and service the BBQs are currently being installed.

Image 7: New Footpaths Holben Reserve



Reserves Renewals

Planning is continuing for park renewals across the Horowhenua including

- Cousins Avenue Reserve
- Holben Reserve
- Mangahao White Water Park Reserve
- Kimberley Reserve; and
- River Loop Reserve.

What we delivered

Image 8 & 9: Raukawa Planting Day



P&P Representatives attended a Powelliphanta monitoring day at Waiopahu Reserve arranged by DoC. The intention of the day was to learn more about this large carnivorous snail to better understand its distribution and environment and how Council may contribute to the ongoing regeneration of its environment.

Image 11 & 12: Powelliphanta Monitoring at Waiopahu Reserve



Growth

HDC has been vested two new reserves arising from the Bishop's Vineyard subdivision. The Riverside Drive Esplanade Strip is over 4 hectares in size and the Totara Woodland Reserve is around 2.75 hectares in size. Both will require significant work to bring them into a maintainable condition that can be utilised by the public. However, they do offer an opportunity to develop a short walking circuit within the Bishop's Vineyard subdivision (around 3km) with the further option of connecting Council's Ōhau Riverside Reserves at a later date.

Image 13: Riverside Drive Reserve



Image 14: Totara Woodland Reserve



Level of Service

Officers have engaged Tim Munro of Infracore to undertake a section 17A review on the current grounds maintenance contract. Stakeholders will be fully engaged in the process.

Kimberley Reserve for Freedom Camping. Officers are considering the implications (financial and service) of extending the open season to the end of the Easter school holidays to allow higher use of the facility by families over the school holiday period

Issues or risks

There are a number of new parks, amenities and green spaces being developed as part of new subdivisions. The majority of these are currently unfunded. As the Parks and Reserve portfolio increases with such assets being vested in Council there will be the need to (a) introduce an annual budget increase to meet maintenance costs, or (b) require developers to fund improvements whether by commuted sums, development contributions, or private maintenance arrangements.

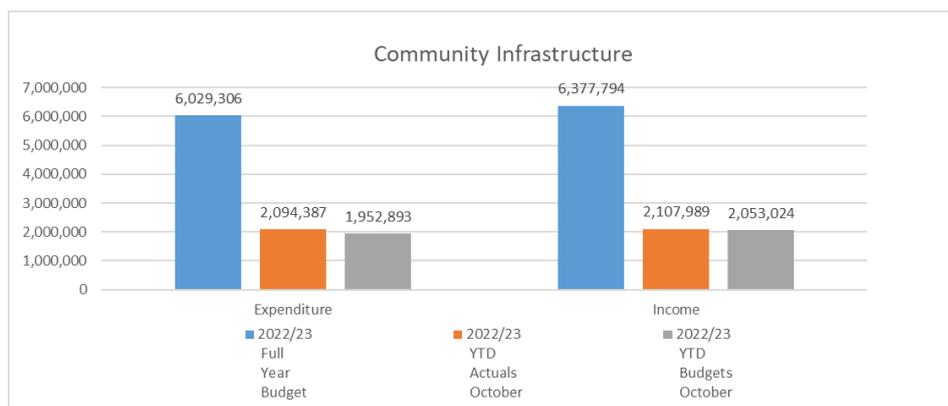
Oxford Street Retailers unhappy with the progress on tree removal may elect to sue Council in the High Court under section 332-338 of the Property Law Act (2007). Given the high-profile nature of the trees, there is likely to be significant interest from local and national submitters.

Statement of Service Performance

Statement of Service Performance (SSPs)			
Service	How performance is measured	Target	On track/Not on track
Reserves are available for Community use.	Residential dwellings in urban areas are within 400 metres to local reserves, either Council or privately provided.	≥ 80%	On Track As at 31 October 2022, Council has 82.09% of residential dwellings in urban areas that are within 400 metres to local reserves, either Council or privately provided.
	Residential dwellings in urban areas are within 800 metres of playgrounds or destination reserves.	≥ 80%	On Track As at 31 October 2022, Council has 90.66% of residential dwellings in urban areas that are within 800 metres of playgrounds or destination reserves.
Reserves meet local needs.	Percentage of customers satisfied with the service, based on the Annual Customer Satisfaction Survey.	≥ 80%	To be reported at year end This measure is marked as unable to report as the customer satisfaction survey is conducted annually. The next survey will take place in June 2023. The target achievement/non-achievement will be reported in June 2023.
Playgrounds are safe for users.	Playground facilities comply with relevant National Playground standards.	Achieve	On Track As at 31 October 2022, 100% of playground facilities complied.
Sports grounds are available for Community use.	Percent of time that sports grounds are available for use during their opening hours.	≥ 95%	On Track During October 2022, 100% of sports grounds were available for use during their opening hours.

Sports grounds meet local needs.	Number of Customer Request Management complaints reporting of ground conditions per annum.	< 5	On Track As at 31 October 2022, 0 complaints have been received.
Community Halls are available for public use.	Number of uses per fortnight for Community Halls.	10	On track As at 31 October 2022 (YTD), Levin Memorial Hall was used 84 times. Shannon Memorial Hall was used 3 times. Foxton Memorial Hall was used 5 times. Total = 84 times (an average of 9.89 times per fortnight).

Financial



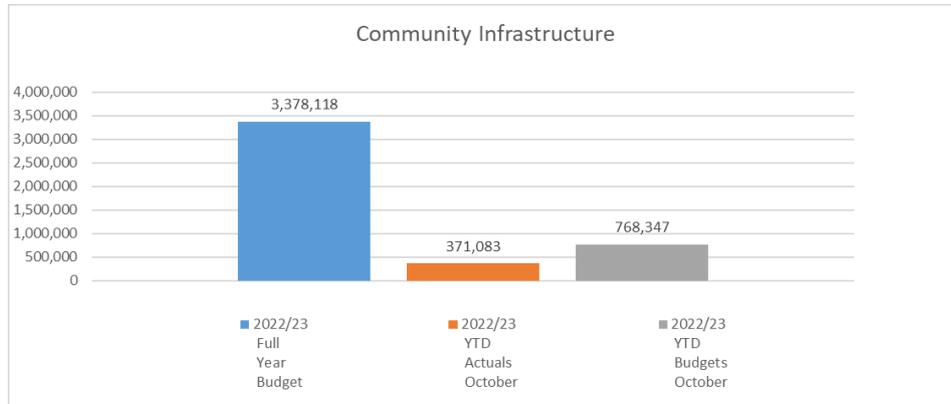
Income

Below budget due to lower Development Contributions (\$69k).

Expenditure

Maintenance over budget by \$200k as a result of unplanned maintenance in Reserves (\$80k) as a result of preparation for Green Flags, Sportsgrounds (\$60k) mostly for tornado repairs, Beautification (\$20k) and Urban Cleansing (\$35k).

Capex



Land Transport

The Land Transport Activity aims to provide and maintain roads, footpaths and shared pathways across the district that meet the community's needs.

Key Projects Update

Gladstone Road Realignment



Background

Following a landslide in June 2021 which permanently closed old alignment of Gladstone Road, a project to realign the highest risk section of the road was accelerated. At that stage the project was already planned and included for in the Long Term Plan and was successful in attracting a 60% funding subsidy from Waka Kotahi.

Project planning had been initiated prior to the road closure as a separate slip had been regularly closing Gladstone Road since 2017, and a permanent closure was expected to occur at some point.

Scope

The project includes the construction of two new bridges across the Makahika Stream, and 1.5km of new roads and associated roading works. The new road alignment has required significant earthworks, with approximately 30,000m³ of material being moved within the site's extents. The pavement and geometric

design of the project has been completed by HDC's Engineer's with professional advice provided by the contractors who were awarded the work under an Early Contractor Involvement (ECI) contract model. The bridges have been procured and delivered with a Design and Construct contract.

Progress to date



Although the project has had significant challenges over the last 18 months, with severe weather events, site security and vandalism problems, the project is now approaching completion. The final completion date is weather dependant but is currently on track for practical completion prior to Christmas.

Funding

The project was originally estimated and budgeted to cost \$5M, but rapid material cost increases and delivery challenges increased the final project cost to \$6.26M. The additional budget was approved by Council on the 10 August 2022 Council Meeting. Waka Kotahi also approved the additional funding subsidy to meet the cost increase.

Walking and Cycling Strategy

As part of the 21-24 Long Term Plan, Council committed to replacing our current Shared Pathways Strategy (2015) with an up to date and fit for purpose Walking and Cycling Strategy. We are currently planning the development of the new strategy, which we are aiming to complete by July 2023. The Strategy will be

developed with input from elected members, key stakeholders and Iwi partners and input from the wider community through targeted and open consultation.

Alongside this strategy we will be delivering an Implementation Plan to ensure improvements to our walking and cycling network are prioritised and delivered at pace.

Horowhenua Transport Network Improvement Programme Business Case (PBC)

We are in the initial stages of developing a PBC to identify, and understand, plan the changes to our land transport network which are being driven by growth, land use change and the Otaki to Levin Expressway project. The PBC will identify the projects required to adapt the network to these changes and include feasibility investigations and cost estimated.

This PBC will deliver the case for funding a significant programme of works. This approach is a requirement of acquire capital funding through the National Land Transport Fund. The PBC will need to be completed by April 2023 in order for these projects to be included into the 2024-27 Land Transport Programme. The PBC will be developed with assistance from external consultants but will require input from key stakeholders and Elected Members.

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Speed Management Plan

Council is required to develop a Speed Management Plan to contribute to Manawatu-Wanganui Regional Speed Management Plan, which is set by the Regional Transport Committee. The regional plan will then in turn contribute to the National Speed Management Plan, from which speed limits are set and added to the National Speed Limit Register.

The Speed Management Plan will set the principle from which we will plan speed limit changes across our District, and identify a plan to progressively change speed limits over 10 years. To meet the Regional Transport Committee's deadlines, our Speed Management Plan will need to be completed prior to December 2023. Our Speed Management Plan will require input from Elected Members, as well as targeted engagement with Stakeholders and public consultation.

What we delivered

Flooding Response



Between July and October the district experience numerous ponding and flooding events, mostly effecting the coastal villages. Much of the wider organisation's focus has been focused on responding to, and alleviating these flooding issues, including from the Roding Team.

We have also formed a stormwater taskforce team across the various teams in Council who had been involved in stormwater issues over the last few months. This team has been collaboratively managing all stormwater CRMs, to ensure customers are being keep up to date on all action regarding their individual enquiries. This task force has also been developing a programme of physical and procedural improvements to stormwater management to provide fixes to our flooding issues at pace.

Footpath Renewals

Despite the challenges with weather this financial year, we have made good progress on our footpath renewal programme. We have replaced a total length of 800m of footpath since July on the following Roads:

- King's Drive
- Edinburgh Street
- Montgomery Street
- Cambridge Street South
- Cambridge Street North

As of the end of October 2022, \$170k of the \$400k footpath renewal budget has been spent.

Drainage Works

We have had a focus on drainage maintenance and renewal work since July, with an intention to mitigate the ongoing risk of flooding in the district. Our contractors have been focusing on keeping culverts and drains clean and functional.

We also identified a historic roadside drain on Union Street which had been filled in, we have reinstated the full 470m length which has alleviated a serious flooding problem in Foxton.



Resurfacing

Our resurfacing programme is running slightly ahead of schedule, we've been able to start the resealing season slightly earlier due to warm weather in October and November, with reseals completed on Ashlea Road, Himatangi Block Road and Wylie Road.

Due to significant increases in the cost of bitumen, we will be unable to meet our Statement of Service Performance target of 5% of the total sealed network this financial year.

Improvements and Renewals

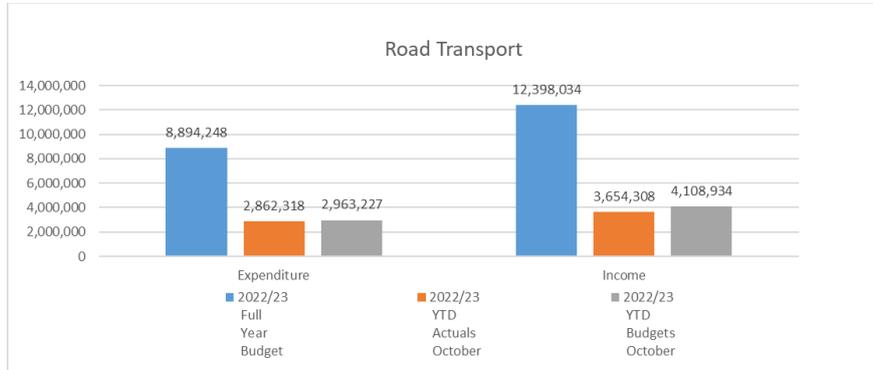
Our road rehabilitation and improvements programmes are proceeding well. Our first rehabilitation project of the year is nearing completion on Tane Road. The remaining rehabilitation sites are as follows:

- Ashlea Road
- Poplar Road
- Hokio Beach Road
- Koputaroa Road

Statement of Service Performance

Statement of Service Performance (SSPs)			
Service	How performance is measured	Target	On track/Not on track
A safe road network*.	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network.	0 change or less from previous year.	On track Reported 30 June Each Year The number of fatalities and serious injury crashes on the local road network is calculated utilising data from the crash analysis system (CAS) database.
Roads in good condition*.	The average quality of ride on a sealed local road network measured by smooth travel exposure.	Minimum 85%	On track Reported 30 June Each Year
Roads that are maintained well*.	The percentage of the sealed local road network that is resurfaced annually.	Minimum of 5% of total area	Off-track – rising bitumen costs will mean we will be unlikely to reach our 5% target. Reported 30 June Each Year
Footpaths are in an acceptable condition*.	Target footpath condition rating (% compliant with Council's standards found in the Land Transport Activity Plan).	Minimum 30% in excellent condition. Maximum 10% in poor condition.	On track Reported 30 June Each Year
Good response to service requests*.	The percentage of customer service requests relating to roads and footpaths to which Council responds within 15 working days.	> 95%	Achieved As of 31 October 2022, Year-to-date 822 CRMs have been received with 96% closed within 15 working days.

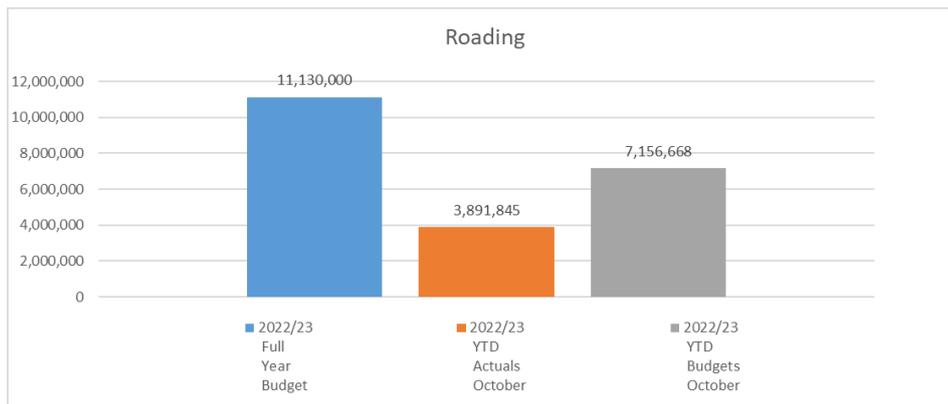
Financial



Income

Income is below budget due to lower capital subsidies (\$248k) and lower OPEX subsidies (\$179k).

Capex



Solid Waste Management

The Solid Waste Activity aims to collect and safely dispose of residential and commercial rubbish, which assists with waste minimisation. It also aims to deliver continued waste reduction.

Key Projects Update

Leachate remedial options have been reviewed and refined for the Old Levin landfill 'old dump'. This project would need to be implemented by the end of June 23 as per the resource consent condition requirement. Council, Project Management Group (PMG) and Neighbouring Liaison Group (NLG) are all being engaged through this process.

Currently, Council is considering options to include in Long Term Plan (LTP) 21/41 Amendment process or during LTP 24/44 process. There is a separate Council report item for 23rd November Council meeting.

What we delivered

Kate Meads on behalf of Council provided two events; one at Horowhenua College and the other at Manawatu College. These events were about Period Talks to our young women. Part of this event, free reusable products were given out with the aim of reducing waste, reduce potential blockages within sewage systems and affordable. As it can be seen from the picture below, it was a well-attended event. These events will certainly be an annual occurrence.



Issues or risks

None at this stage.

Statement of Service Performance

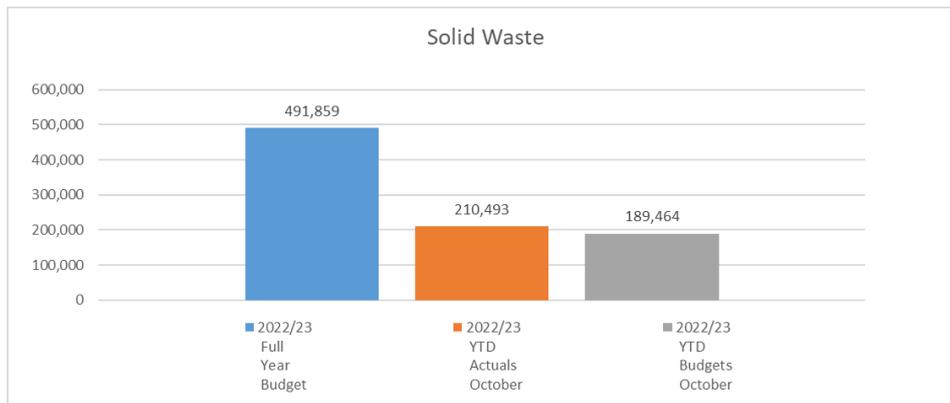
Statement of Service Performance (SSPs)												
Service	How performance is managed	Target (2022/23)	On Track/Not on Track									
Provision of landfill but minimising the amount that is sent there.	Quantity of waste going to the landfill per person per year.	≤ 400 kg per person per year	<p>Unable to report correctly</p> <p>In October 2022 163.6 T of HDC controlled general waste was disposed of to landfill. This is representative of the waste council has control over and does not provide a representation of waste disposed of within the district. Previously this measure was estimated using waste to Levin Landfill, however there is currently no waste going to Levin Landfill while a decision is being made about the landfills future.</p> <p>HDC controlled tonnes is comprised of:</p> <ul style="list-style-type: none"> Council rubbish bags General Waste from Foxton and Shannon Transfer Stations Council controlled waste disposed of through Levin Transfer Station <p>Year to date, 610.92 T of HDC controlled waste has been disposed of in landfill.</p>									
Recycling is encouraged	Level of recycling at: Kerbside Transfer stations	<p>≥ 40% of total waste</p> <p>≥ 50% of total waste</p>	<p>Unable to report correctly</p> <table border="1"> <thead> <tr> <th></th> <th>October 2022</th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>Total Recycling</td> <td>172.95 T (*)</td> <td>545.22 T (*)</td> </tr> <tr> <td>Percentage of Waste Production</td> <td>Unable to calculate</td> <td>Unable to calculate</td> </tr> </tbody> </table> <p>(*) Kerbside glass collection data was unavailable for October.</p>		October 2022	Year to Date	Total Recycling	172.95 T (*)	545.22 T (*)	Percentage of Waste Production	Unable to calculate	Unable to calculate
	October 2022	Year to Date										
Total Recycling	172.95 T (*)	545.22 T (*)										
Percentage of Waste Production	Unable to calculate	Unable to calculate										
Waste transfer and recycling stations have a minimal impact on the immediate and surrounding environment.	Number of odour complaints and minimal reports of solid waste in or around: Waste transfer stations; Recycling stations per month.	<p>< 4 per month</p> <p>< 4 per month</p>	<p>On Track</p> <table border="1"> <thead> <tr> <th></th> <th>October 2022</th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>Waste transfer stations</td> <td>0</td> <td>0</td> </tr> <tr> <td>Recycling stations</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		October 2022	Year to Date	Waste transfer stations	0	0	Recycling stations	0	0
	October 2022	Year to Date										
Waste transfer stations	0	0										
Recycling stations	0	0										

Response to service requests regarding Council's Solid Waste Activities is timely.	Time all requests are responded to.	Within 3 working days	<p>Not on Track</p> <p>CRMs closed</p> <table border="1"> <thead> <tr> <th>October 2022</th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>128/139</td> <td>448/479</td> </tr> </tbody> </table> <p>Responded within 3 working days:</p> <table border="1"> <thead> <tr> <th>October 2022</th> <th>Year to date</th> </tr> </thead> <tbody> <tr> <td>56/67</td> <td>303/407</td> </tr> </tbody> </table>	October 2022	Year to Date	128/139	448/479	October 2022	Year to date	56/67	303/407	
October 2022	Year to Date											
128/139	448/479											
October 2022	Year to date											
56/67	303/407											
Recycling and refuse is collected on time and in a sanitary manner.	Number of complaints per-month about non collection of: Kerbside recycling Kerbside refuse	< 6 per month < 6 per month	<p>Not on Track</p> <table border="1"> <thead> <tr> <th></th> <th>October 2022</th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>Kerbside recycling</td> <td>7</td> <td>51</td> </tr> <tr> <td>Kerbside refuse</td> <td>11</td> <td>20</td> </tr> </tbody> </table> <p>Please note: These numbers include all complaints of non-collection, including those where the bin was not collected for a legitimate reason. These reasons could include: Bin was put out on the wrong week Bin was not out at time of collection Bin was not collected due to contamination Missed collection CRMs are actioned by Low Cost Bins.</p>		October 2022	Year to Date	Kerbside recycling	7	51	Kerbside refuse	11	20
	October 2022	Year to Date										
Kerbside recycling	7	51										
Kerbside refuse	11	20										
Recycling stations are available and accessible in urban centres in summer.	Recycling stations are available at the agreed locations on the agreed days and times outlined on Council's website.	Achieve	<p>On Track</p> <p>Static recycling stations have been available as outlined on the Council's website. Stations may be removed temporarily in order to be emptied.</p>									
Customers are content with Council's transfer stations, recycling collection, and refuse collection services offered.	Percentage of customers satisfied with their solid waste services: Kerbside recycling Kerbside refuse	≥ 80% ≥ 80%	<p>Unable to be reported until customer satisfaction survey completed</p>									
Customers are educated on waste minimisation practices.	Number of school aged students waste education is provided to each year	≥ 300 students per year	<p>On Track</p> <p>As at 30 October 2022 73 students have been provided with waste education this year. We are still awaiting final class numbers for October 2022.</p>									

Financial



Capex



Wastewater Treatment

The Wastewater Treatment Activity aims to protect human health and the environment by treating wastewater from residential and industrial properties, and discharging treated water back into the environment.

Please refer to Capital Projects Overview section for Wastewater Treatment updates

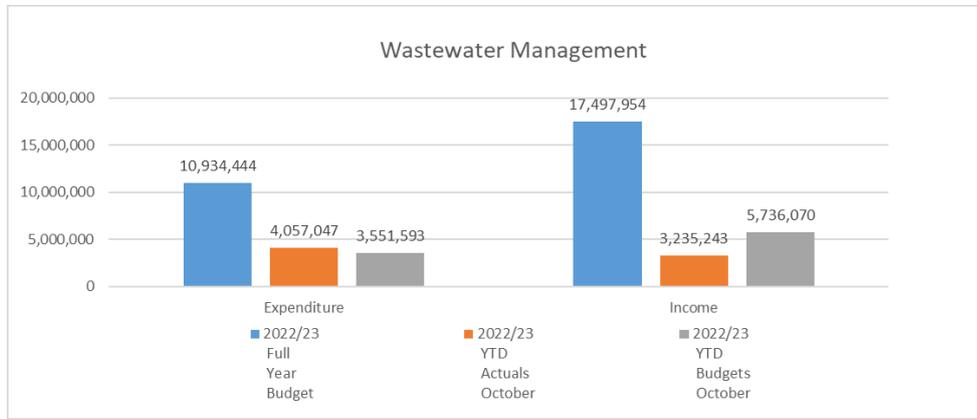
Statement of Service Performance

Statement of Service Performance Service	How will we measure our performance	Target (2022/23)	Actual Performance										
Reliable wastewater collection and disposal*.	The number of dry weather wastewater overflows from the wastewater system per 1000 connections.	≤ 2	<p>On Track As at 31 October 2022:</p> <table border="1"> <thead> <tr> <th colspan="3">Year to Date</th> </tr> <tr> <th></th> <th>Per 1000 Connections</th> <th>No. of Overflows</th> </tr> </thead> <tbody> <tr> <td>Number of overflows</td> <td>0.3</td> <td>4</td> </tr> </tbody> </table> <p>Number of connections as at 1 July 2022 = 13,299</p>	Year to Date				Per 1000 Connections	No. of Overflows	Number of overflows	0.3	4	
Year to Date													
	Per 1000 Connections	No. of Overflows											
Number of overflows	0.3	4											
Safe disposal of wastewater*.	<p>The number of:</p> <p>Abatement Notices; Infringement Notices; Enforcement Orders; and Convictions</p> <p>Received by Council in relation to Horizons Regional Council resource consents.</p>	<p>0 0 0 0</p>	<p>On Track As at 31 October 2022:</p> <table border="1"> <thead> <tr> <th colspan="2">Year to Date</th> </tr> </thead> <tbody> <tr> <td>Abatement Notice</td> <td>0</td> </tr> <tr> <td>Infringement Notice</td> <td>0</td> </tr> <tr> <td>Enforcement Order</td> <td>0</td> </tr> <tr> <td>Convictions</td> <td>0</td> </tr> </tbody> </table>	Year to Date		Abatement Notice	0	Infringement Notice	0	Enforcement Order	0	Convictions	0
Year to Date													
Abatement Notice	0												
Infringement Notice	0												
Enforcement Order	0												
Convictions	0												

Council provides a good response to wastewater system faults reported*.	The median time (hrs) from the time that Council receives a notification, to the time that services personnel reach the site in responding to an overflow resulting from a wastewater blockage or other fault.*	< 1 hour	<p>Not on Track As at 31 October 2022:</p> <table border="1"> <thead> <tr> <th colspan="2">Year to Date</th> </tr> </thead> <tbody> <tr> <td>Response time</td> <td>1hr 45mins</td> </tr> </tbody> </table> <p><i>Back-to-back weather events throughout the year delayed the response to individual properties as priority was given to main system faults. This affected the YTD response time.</i></p>	Year to Date		Response time	1hr 45mins																	
	Year to Date																							
Response time	1hr 45mins																							
The median time (hrs) from the time that Council receives a notification, to the time that services personnel confirm a resolution of a blockage or other fault within the wastewater system causing the overflow.*	< 12 hours	<p>On Track As at 31 October 2022:</p> <table border="1"> <thead> <tr> <th colspan="2">Year to Date</th> </tr> </thead> <tbody> <tr> <td>Resolution time</td> <td>3hr 39mins</td> </tr> </tbody> </table>	Year to Date		Resolution time	3hr 39mins																		
Year to Date																								
Resolution time	3hr 39mins																							
The service is satisfactory*	The total number of complaints received (expressed per 1000 connections to the wastewater system) regarding:		<p>On Track As at 31 October 2022:</p> <table border="1"> <thead> <tr> <th colspan="3">Year to Date</th> </tr> <tr> <th></th> <th>Per 1000 Connections</th> <th>No. of Complaints</th> </tr> </thead> <tbody> <tr> <td>Odour</td> <td>0.08</td> <td>1</td> </tr> <tr> <td>Faults</td> <td>0.53</td> <td>7</td> </tr> <tr> <td>Blockages</td> <td>2.86</td> <td>38</td> </tr> <tr> <td>Council's Response</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>3.46</td> <td>46</td> </tr> </tbody> </table> <p>Number of connections as at 1 July 2022 = 13,299</p>	Year to Date				Per 1000 Connections	No. of Complaints	Odour	0.08	1	Faults	0.53	7	Blockages	2.86	38	Council's Response	0	0	Total	3.46	46
	Year to Date																							
	Per 1000 Connections	No. of Complaints																						
Odour	0.08	1																						
Faults	0.53	7																						
Blockages	2.86	38																						
Council's Response	0	0																						
Total	3.46	46																						
Wastewater odour; Wastewater systems faults; Wastewater system blockages; and Council's response to issues with its wastewater system. Total number of complaints received about any of the above.	< 4 < 6 < 8 < 4 < 22																							
Percentage of customers not dissatisfied with the service, based on the Annual Customer Satisfaction Survey.	≤ 84%		<p>To be reported at year end This measure is marked as unable to report as the customer satisfaction survey is conducted annually. The next survey will take place in June 2023. The target achievement/non-achievement will be reported when customer survey results are ready.</p>																					

* These performance measurements are provided by the Department of Internal Affairs, and they are mandatory.

Financial



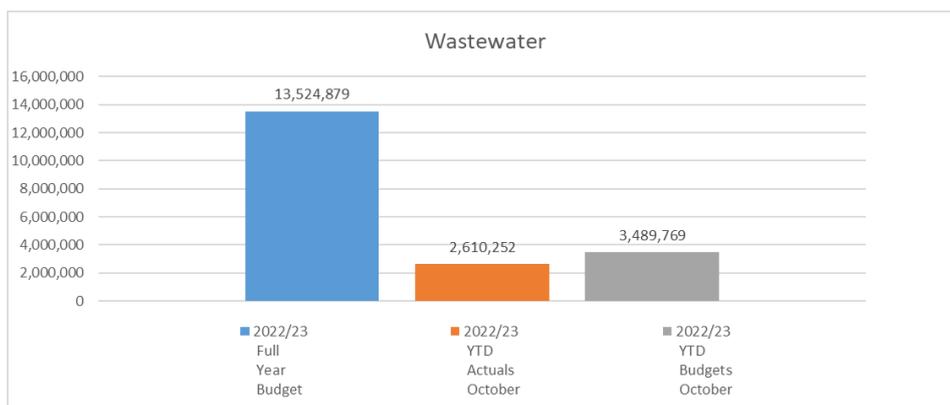
Income

Income is below budget due to budgeted capital subsidies (\$2.6m) not being received yet.

Expenditure

Over budget by \$510k due to higher Maintenance (\$325k) and utilities (\$120k). Additional maintenance spending was in Levin (\$80k), Foxton Beach (\$20k), and Waitarere Beach (\$160k) due to flooding issues. Utilities spending was also higher in Levin (\$80k) and Waitarere Beach (\$10k) due to additional pumping as a result of the weather events.

Capex



Stormwater

As part of the Stormwater Activity, Council provides and maintains the stormwater system. This system aims to remove water from the roading corridor, and in some cases residential and commercial properties, to reduce the occurrence of flooding during rainfall events.

Please refer to Capital Projects Overview section for Stormwater updates

Statement of Service Performance

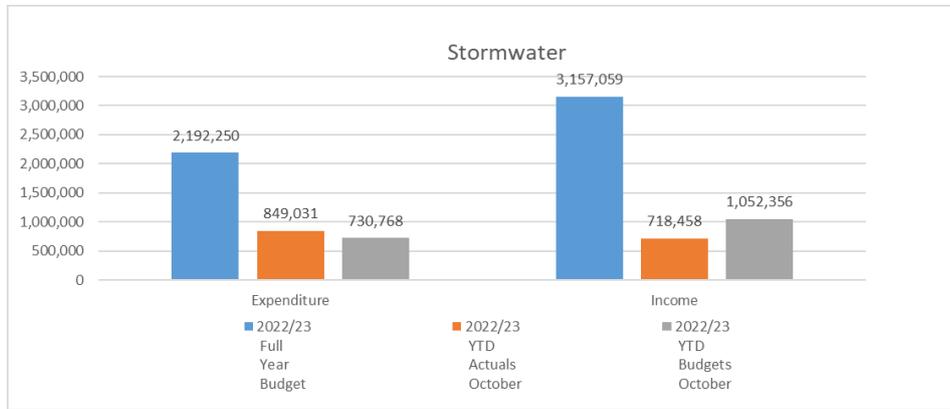
Statement of Service Performance (SSPs)									
Service	How performance is measured	Target (2022/23)	On Track/ Not on track						
An adequate stormwater system*.	Number of flooding events that occur in the District.	< 5 per year	On Track As at 31 October 2022: There were 17 flooding events that were reported as caused by the piped Stormwater system.						
	For each flooding event the number of habitable floors affected per 1,000 connections to Council's stormwater networks.	2 or less	On Track As at 31 October 2022: <table border="1"> <thead> <tr> <th>Flooding Event</th> <th>Per 1,000 Connections</th> <th>Habitable Floors Affected</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>1.2</td> <td>17</td> </tr> </tbody> </table> There were 13,265 connections as at 1 July 2022	Flooding Event	Per 1,000 Connections	Habitable Floors Affected	17	1.2	17
Flooding Event	Per 1,000 Connections	Habitable Floors Affected							
17	1.2	17							
Response to faults*.	The median response time to attend a flooding event, measured from the time that Council receives notification to the time that service personnel reach the site.	< 1 hour	On Track As at 31 October 2022: <table border="1"> <thead> <tr> <th>Time</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>??</td> <td>Alliance</td> </tr> </tbody> </table>	Time	Comment	??	Alliance		
Time	Comment								
??	Alliance								
Customer satisfaction*.	The number of complaints received by Council about the performance of its stormwater system expressed per 1,000 properties connected to the system.	< 10 per year	On Track As at 31 October 2022: <table border="1"> <thead> <tr> <th>Per 1,000 Connections YTD</th> <th>No. of Complaints – September</th> <th>No. of Complaints - YTD</th> </tr> </thead> <tbody> <tr> <td>0.4888</td> <td>1</td> <td>27</td> </tr> </tbody> </table> There were 13,265 connections as at 1 July 2022	Per 1,000 Connections YTD	No. of Complaints – September	No. of Complaints - YTD	0.4888	1	27
Per 1,000 Connections YTD	No. of Complaints – September	No. of Complaints - YTD							
0.4888	1	27							

Customer satisfaction.	Percentage of customers satisfied with the stormwater service. As per the Annual Resident Satisfaction Survey.	≥ 80%	To be reported at year end Survey results are not available at reporting time.										
A sustainable stormwater service.	The number of: Abatement Notices; 0 Infringement Notices; 0 Enforcement Orders; 0 and Convictions Received by Council in relation to Horizons Regional Council resource consents* for discharge from its stormwater system**		On Track As at 31 August 2022: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th></th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>Abatement Notice</td> <td>0</td> </tr> <tr> <td>Infringement Notice</td> <td>0</td> </tr> <tr> <td>Enforcement Order</td> <td>0</td> </tr> <tr> <td>Convictions</td> <td>0</td> </tr> </tbody> </table>		Year to Date	Abatement Notice	0	Infringement Notice	0	Enforcement Order	0	Convictions	0
	Year to Date												
Abatement Notice	0												
Infringement Notice	0												
Enforcement Order	0												
Convictions	0												

* These performance measurements are provided by the Department of Internal Affairs and they are mandatory.

** Currently there is no discharge consent for Levin's stormwater.

Financial



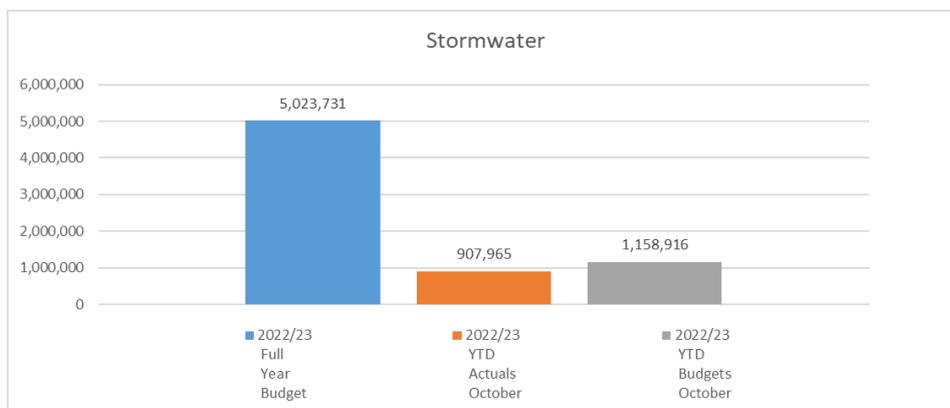
Income

Income is below budget due to budgeted capital subsidies (\$319k) not being received yet.

Expenditure

There has been \$119k additional spending due to higher maintenance costs. Additional CCTV work was undertaken due to flooding complaints.

Capex



Water Supply

The Water Supply Activity aims to provide a safe and reliable supply of water to urban (residential, industrial and commercial) and agreed rural properties, which adjoin urban areas.

Please refer to Capital Projects Overview section for Water Supply updates

Statement of Service Performance

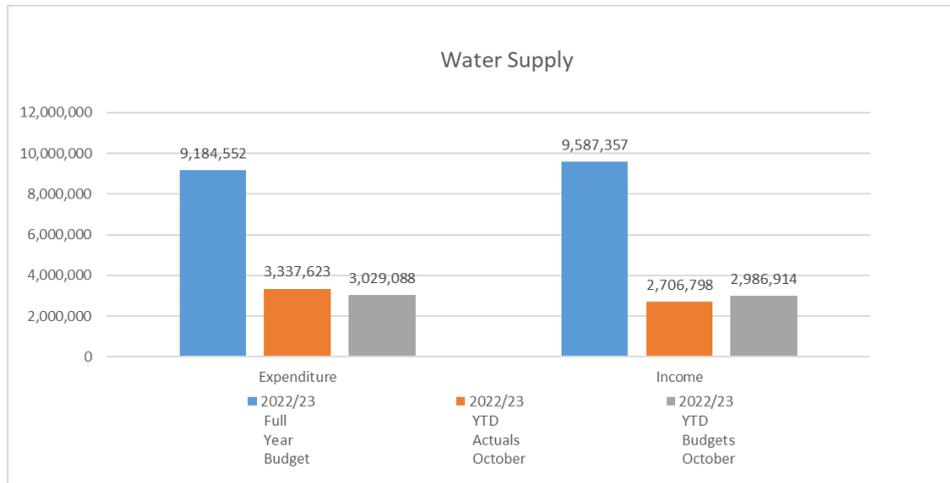
Statement of Service Performance (SSPs)															
Service	How performance is measured	Target (2022/23)	On Track/Not on Track												
Safe water supply*.	Council's drinking water supply complies with: (a) part 4 of the Drinking Water Standards (bacteria compliance criteria) in Levin Shannon Foxton Foxton Beach Tokomaru	Achieve Achieve Achieve Achieve Achieve	<p>On Track</p> <p>As of 31 October 2022:</p> <table border="1"> <thead> <tr> <th>Scheme</th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>Levin</td> <td>100%</td> </tr> <tr> <td>Shannon</td> <td>100%*</td> </tr> <tr> <td>Foxtton</td> <td>100%</td> </tr> <tr> <td>Foxtton Beach</td> <td>100%</td> </tr> <tr> <td>Tokomaru</td> <td>100%</td> </tr> </tbody> </table> <p><i>*Moving PCs and installing new network cards at the Shannon water plant required the shutting down of the plant, however it resulted in data gaps. Evidence of no inflow into the plant during the work has been uploaded into ID.</i></p>	Scheme	Year to Date	Levin	100%	Shannon	100%*	Foxtton	100%	Foxtton Beach	100%	Tokomaru	100%
	Scheme	Year to Date													
Levin	100%														
Shannon	100%*														
Foxtton	100%														
Foxtton Beach	100%														
Tokomaru	100%														
	(b) part 5 of the Drinking Water Standards (protozoa compliance criteria) in: Levin Shannon Foxton Foxton Beach Tokomaru	Achieve Achieve Achieve Achieve Achieve	<p>On Track</p> <p>As of 31 October 2022:</p> <table border="1"> <thead> <tr> <th>Scheme</th> <th>Year to Date %</th> </tr> </thead> <tbody> <tr> <td>Levin</td> <td>100%</td> </tr> <tr> <td>Shannon</td> <td>100%*</td> </tr> <tr> <td>Foxtton</td> <td>100%</td> </tr> <tr> <td>Foxtton Beach</td> <td>100%</td> </tr> <tr> <td>Tokomaru</td> <td>100%</td> </tr> </tbody> </table> <p><i>*Moving PCs and installing new network cards at the Shannon water plant required the shutting down of the plant, however it resulted in data gaps. Evidence of no inflow into the plant during the work has been uploaded into ID.</i></p>	Scheme	Year to Date %	Levin	100%	Shannon	100%*	Foxtton	100%	Foxtton Beach	100%	Tokomaru	100%
Scheme	Year to Date %														
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Shannon	100%*														
Foxtton	100%														
Foxtton Beach	100%														
Tokomaru	100%														

Customer Satisfaction*	Percentage of customers not dissatisfied with the service, based on the Annual Customer Satisfaction Survey.	≥ 84%	To be reported at year end – no results received yet This measure is marked as unable to report as the customer satisfaction survey is conducted annually. The next survey will take place in June 2022. The target achievement/non-achievement will be reported when the results are available																										
Drinking water that tastes and looks satisfactory*.	The total number of complaints received about any of the following (expressed per 1000 connections): Drinking water clarity; Drinking water taste; Drinking water odour; Drinking water pressure or flow; Continuity of supply; and Council's response to any of these issues. Total:	1 1 1 1 1 1 ≤ 6	On Track As at 31 October 2022: <table border="1"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Year to Date</th> </tr> <tr> <th>Per 1000 Connections</th> <th>No. of Complaints</th> </tr> </thead> <tbody> <tr> <td>Clarity</td> <td>0.29</td> <td>4</td> </tr> <tr> <td>Taste</td> <td>0</td> <td>0</td> </tr> <tr> <td>Odour</td> <td>0</td> <td>0</td> </tr> <tr> <td>Pressure or flow</td> <td>0</td> <td>0</td> </tr> <tr> <td>Continuity of supply</td> <td>0</td> <td>0</td> </tr> <tr> <td>Council's response</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>0.29</td> <td>4</td> </tr> </tbody> </table> Number of rated connections as of 1 July 2022 = 13,947		Year to Date		Per 1000 Connections	No. of Complaints	Clarity	0.29	4	Taste	0	0	Odour	0	0	Pressure or flow	0	0	Continuity of supply	0	0	Council's response	0	0	Total	0.29	4
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Firefighting needs are met.	Percentage of sampled network where firefighting flows in urban residential areas meet the NZ Fire Service firefighting water supplies Code of Practice SZ 4509:2008.	≥ 80%	Not on Track As at 31 October 2022 Frequent weather events have prevented this work resuming this year. Plan to resume the flow testing in the 2022/23 financial year and will change methodology to comply with SZ4509:2008																										
Water supply has adequate flow and pressure.	Network supply pressure at the property boundary is not less than 250kPa for on demand connections and 150kPa for restricted flow connections.	Achieve	On Track As at 31 October 2022: 100% of water connections checked across the district were measured to be equal to or exceeded pressures of 250kPa at the property boundary for on demand supply and 150kPa for restricted connections. One connection in Foxton had a lower pressure which is suspected to be due to an internal leak. This is being investigated.																										

Water supply is sustainable*	Average consumption of drinking water per person per day (lpcd) within the water supply areas (target based on Horizons One Plan - Section 5.4.3.1). lpcd – litres per capita per day.	≤ 300 lpcd	<p>Not on Track</p> <p>As at 31 October 2022, the average consumption across the district is 302L/person/day. An increase in demand is noticed across all supplies in October. A likely explanation is the warmer temperatures increasing the demand for water.</p> <p>This is calculated based on total water produced, minus commercial consumption, then divided by the connected population, in August.</p> <p>Please note that the figure above includes residential consumption, water taken from hydrants for firefighting/training and system leaks. Therefore the actual residential consumption should be much less than the amount noted above.</p>															
Response to faults*.	The median time from the time that Council received notification, to the time that service personnel: Reach the site for urgent call-outs;^ Confirm resolution of the fault or interruption of urgent call-outs;^ Reach the site for non-urgent call-outs; and^ Confirm resolution of the fault or interruption of no-urgent call-outs.^	<p>< 1 hour</p> <p>< 8 hours</p> <p>< 3 days (72hrs)</p> <p>< 3 days (72hrs)</p>	<p>On Track</p> <p>YTD as at 31 October 2022:</p> <table border="1" data-bbox="895 770 1238 1442"> <thead> <tr> <th></th> <th>Time</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Reach the site for urgent call-outs</td> <td>0hrs 0mins</td> <td>Received 0 urgent call outs and attended to 0 within 1 hour or less.</td> </tr> <tr> <td>Resolution of the fault or interruption of urgent call-outs</td> <td>0hrs 0mins</td> <td>Received 0 urgent call outs and resolved 0 within 8 hours or less.</td> </tr> <tr> <td>Reach the site for non-urgent call-outs</td> <td>5hrs 47mins</td> <td>Received 103 non-urgent call outs and attended to 98 within 3 days or less.</td> </tr> <tr> <td>Resolution of the fault or interruption of non-urgent call-outs</td> <td>16hrs 57mins</td> <td>Received 103 non-urgent call outs and resolved 98 in 3 days or less.</td> </tr> </tbody> </table>		Time	Comment	Reach the site for urgent call-outs	0hrs 0mins	Received 0 urgent call outs and attended to 0 within 1 hour or less.	Resolution of the fault or interruption of urgent call-outs	0hrs 0mins	Received 0 urgent call outs and resolved 0 within 8 hours or less.	Reach the site for non-urgent call-outs	5hrs 47mins	Received 103 non-urgent call outs and attended to 98 within 3 days or less.	Resolution of the fault or interruption of non-urgent call-outs	16hrs 57mins	Received 103 non-urgent call outs and resolved 98 in 3 days or less.
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Minimal water losses*.	Real water loss performance of the network as measured by the standard World Bank Institute Band for Leakage.	Band "B"	<p>Not on Track</p> <p>A system for the monitoring of night flow trends, which form the basis of this performance assessment, has been implemented for all the supplies. The assessment which determines achievement/non-achievement has been updated with the values for October 2022 as shown in the table below.</p> <table border="1" data-bbox="895 521 1236 808"> <thead> <tr> <th>Supply</th> <th>"Snapshot" Infrastructure Leakage Index</th> </tr> </thead> <tbody> <tr> <td>Levin</td> <td>C</td> </tr> <tr> <td>Shannon & Mangaore</td> <td>C</td> </tr> <tr> <td>Foxton</td> <td>C</td> </tr> <tr> <td>Foxton Beach</td> <td>A</td> </tr> <tr> <td>Tokomaru</td> <td>B</td> </tr> </tbody> </table> <p>Only Foxton Beach and Tokomaru achieved the target WBI band for Leakage in September.</p>	Supply	"Snapshot" Infrastructure Leakage Index	Levin	C	Shannon & Mangaore	C	Foxton	C	Foxton Beach	A	Tokomaru	B
Supply	"Snapshot" Infrastructure Leakage Index														
Levin	C														
Shannon & Mangaore	C														
Foxton	C														
Foxton Beach	A														
Tokomaru	B														
Sustainable water supply management	<p>The number of:</p> <p>Abatement Notices; Infringement Notices; Enforcement Orders; and Convictions</p> <p>Received by Council in relation to Horizons Regional Council resource consents.</p>	<p>0 0 0 0</p>	<p>On Track</p> <p>As at 31 October 2022:</p> <table border="1" data-bbox="895 920 1220 1088"> <thead> <tr> <th></th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>Abatement Notice</td> <td>0</td> </tr> <tr> <td>Infringement Notice</td> <td>0</td> </tr> <tr> <td>Enforcement Order</td> <td>0</td> </tr> <tr> <td>Convictions</td> <td>0</td> </tr> </tbody> </table>		Year to Date	Abatement Notice	0	Infringement Notice	0	Enforcement Order	0	Convictions	0		
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Financial



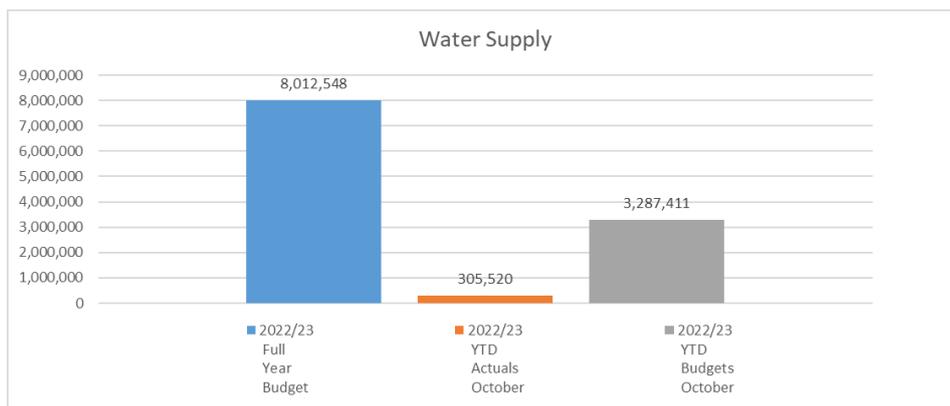
Income

Income is below budget due to budgeted capital subsidies (\$600k) not being received yet offset by additional water by meter revenue following negotiations with a large commercial user (\$250k).

Expenditure

Additional spending of \$309k. This is due to additional maintenance (\$167k) and professional services (\$35k), additional reactive maintenance in Levin (\$220k) and additional professional services in Levin for water support services.

Capex





Financial Summary Report



Executive Summary

<p>Total Capital Spending</p> <p>\$9.3m is \$12.8m less than the YTD budget of \$22.2m</p>	<p>Grants and Subsidies (Capital & Operating)</p> <p>\$3.2m is \$2.2m less than the YTD budget of \$5.3m</p>	<p>Total Net Borrowings</p> <p>\$126.2m is 169% of budgeted operating income (financial strategy limit is 225%)</p>
<p>Total Operating Revenue</p> <p>\$21.8m is 4.4% less than the YTD budget of \$23.4m</p>	<p>Total Operating Expenditure</p> <p>\$25.3m is 8% more than the YTD budget of \$23.3m</p>	<p>Total Surplus/(Deficit)</p> <p>(\$2.4m) is \$3.0m more than the YTD budget surplus of \$0.6m</p>

The Council has completed \$9.3m towards the budgeted capital programmed at the end of October of \$22.2m.

The overall operating result is a \$2.4m deficit compared to a \$0.6m surplus. The difference of \$3m can be explained by:

- The level of capital grants is lower than budgeted due to the timing of the capital programme changing from what was originally planned a difference of \$2.2m.
- The additional operational spending of \$1.8m is largely driven by additional maintenance costs from flooding issues (\$1.2m).

Operational Summary

Total Operating Revenue	Total Operating Expenditure	Total Surplus/(Deficit)
\$21.8m is 4.4% less than the YTD budget of \$23.4m	\$25.3m is 8% more than the YTD budget of \$23.3m	(\$2.4m) is \$3.0m more than the YTD budget surplus of \$6m

SUSTAINABILITY

Rates to operating revenue **69%**

Rates revenue	\$14.96m
Operating revenue	\$21.82m

69% of operating revenue is derived from rates revenue. Rates revenue excludes penalties, water supply by meter and is gross of remissions. Operating revenue excludes vested assets, development contributions, asset revaluation gains and gains on derivatives.

Balance budget ratio - Actual **90%**

Balance budget ratio - Target **100%**

Operating revenue	\$22.86m
Operating expenditure	\$25.30m

Operating revenue should be equal or more than operating expenditure. Operating revenue excludes vested assets, development contributions, asset revaluation gains and gains on derivatives. Operating expenditure includes depreciation and excludes loss on derivatives, landfill liability and loss on asset revaluations. Year to date revenue is 90% of operating expenditure.

Net Debt to total projected revenue - Actual **169%**

Net Debt to total projected revenue (Borrowings Limit) **225%**

Total net borrowing	\$126.19m
Total budgeted operating revenue	\$74.57m

With net borrowing of \$126.19m we are still under the set limit of 225% of operating revenue. Total net borrowing is external borrowings less cash at bank.

Interest to rates revenue - Actual **9%**

Interest to rates revenue - Limit **25%**

Net Interest	\$1.41m
Rates revenue	\$14.96m

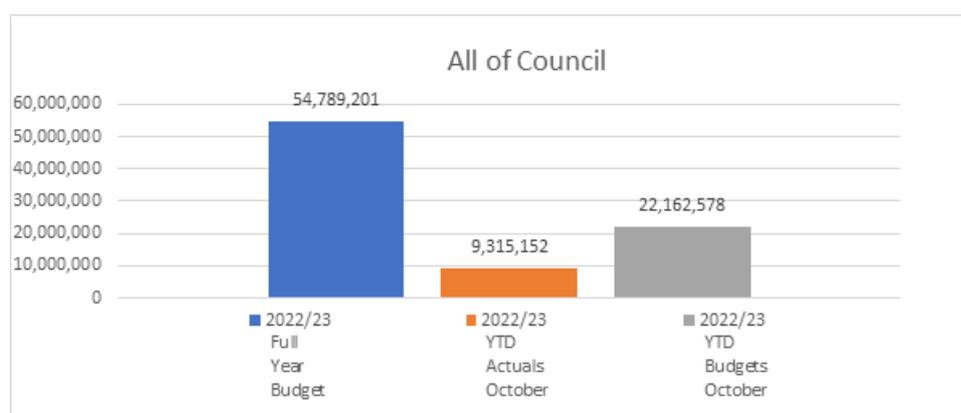
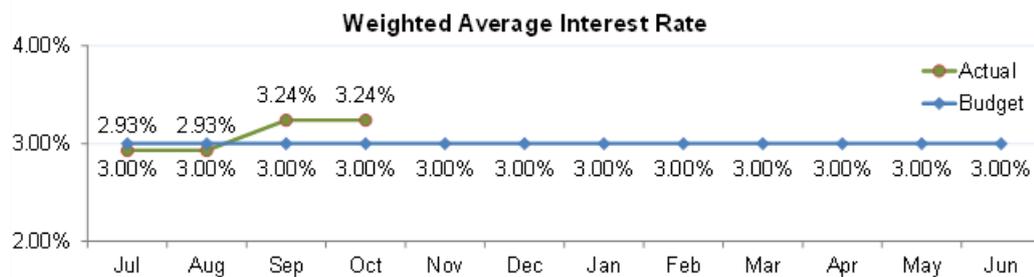
9% of rates revenue is paid in interest. Our set limit is 25% of rates revenue. Net interest is interest paid less interest received. Rates revenue excludes penalties, water supply by meter and gross of remissions (LGFA Cov.)

Interest to operating revenue - Actual	6%
Interest to operating revenue - Limit	20%
Net Interest	\$1.41m
Operating revenue	\$22.86m

6% of operating revenue is paid in interest. Our set limit is 20% of operating revenue. Net interest is interest paid less interest received (LGFA Cov).

Available financial accommodation to external indebtedness - Actual	124%
Available financial accommodation to external indebtedness - Minimum required	110%
Net debt	\$126.2m
Undrawn committed facilities	\$30.00m

The committed bank facility enables us to borrow up to 124% of our current external debt immediately. The LGFA covenant minimum is 110%.



Financial Statements

Cashflow Statement	Council	Council	Council
	Actual \$	Budget \$	Actual \$
	30 June 2022	30 June 2023	31 Oct 2022
	\$000	\$000	\$000

Cashflow from operating activities

Cash was provided from:			
Revenue from rates	43,191	47,227	10,795
Other revenue	20,670	28,597	5,933
Interest received	129	205	7
Net GST movement	167	-	-
Total cash provided	64,157	76,029	16,735

Cash was disbursed to:			
Suppliers, services and employees	49,190	48,240	18,015
Interest paid	2,869	3,467	1,296
Tax paid	-	-	-
Net GST movement	-	-	744
Total cash disbursed	52,059	51,707	20,055
Net cashflow from operating activity	12,098	24,772	(3,320)

Cashflows from investing activities

Cash was provided from:			
Proceeds from asset sales	1,106	4,180	-
Proceeds from investments	-	-	-
Total cash provided	1,106	4,180	-

Cash was disbursed to:			
Purchases of investments	620	-	100
Purchase of assets	31,988	35,000	7,261
Total cash disbursed	32,608	35,000	7,361
Net cashflow from investing activity	(31,502)	(30,820)	(7,361)

Cashflows from financing activities

Cash was provided from:			
Loans raised	78,000	18,356	8,000
Total cash provided	78,000	18,356	8,000
Cash was disbursed to:			
Repayment of public debt	62,000	10,000	–
Total cash disbursed	62,000	10,000	–
Net cashflow from financing activity	16,000	8,356	8,000
Net increase (decrease) in cash held	(3,404)	1,858	(2,681)
Add opening cash brought forward	9,402	2,522	5,998
Closing cash balance	5,998	4,380	3,317
Closing balance made up of cash and cash equivalents	5,998	4,380	3,317

Statement of Financial Position	Council	Council	Council
	Actual \$	Budget \$	Actual \$
	30 June 2022	30 June 2023	31 Oct 2022
	\$000	\$000	\$000
Assets			
Current assets			
Cash and cash equivalents	5,998	4,380	3,317
Debtors and other receivables	5,902	7,587	12,333
Derivative financial instruments	192	–	280
Other financial assets	386	350	386
Non-current assets held for sale	–	1,091	–
Total current assets	12,478	13,408	16,316
Non-current assets			
Plant, property and equipment			
– Operational assets	59,653	60,992	59,799
– Infrastructural assets	620,530	660,129	623,158
– Restricted assets	65,698	75,022	65,607
Intangible assets	1,687	1,211	1,610
Forestry assets	1,109	1,301	1,109
Investment property	1,090	–	1,090
Derivative financial instruments	901	–	1,452
Other financial assets:	–	–	
– Investments CCO's & similar entities	204	220	204
– Investments in associates	52	37	52
– Other	2,392	1,777	2,492
Total non-current assets	753,316	800,689	756,573
Total assets	765,794	814,097	772,889
Liabilities			
Current liabilities			
Payables and deferred revenue	15,961	15,948	17,652
Provisions	1,614	30	1,614
Employee benefit liabilities	1,546	1,422	1,461
Derivative financial instruments	104	–	–

Borrowings and other financial liabilities	25,000	21,000	25,000
Other financial liabilities	–	702	–
Total current liabilities	44,225	39,102	45,831

Non-current liabilities			
Provisions	6,379	5,542	6,379
Employee benefit liabilities	330	256	330
Borrowings and other financial liabilities	99,000	98,463	106,900
Derivative financial instruments	71	–	–
Other	–	1,279	–
Total non-current liabilities	105,780	105,540	113,709
Total liabilities	150,005	144,642	159,540

Net assets	615,789	669,455	613,349
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Equity			
Retained earnings	253,484	267,488	251,044
Revaluation reserves	352,517	389,873	352,517
Other reserves	9,788	12,094	9,788
Total equity	615,789	669,455	613,349

Statement of Financial Performance	Council	Council	Council	Council
	Actual \$	Budget \$	Budget \$	Actual \$
	30 June 2022	30 June 2023	31 Oct 2022	31 Oct 2022
	\$000	\$000	\$000	\$000

Revenue				
Rates	43,408	47,227	15,312	15,668
Finance revenue	81	205	19	7
Grants and subsidies	9,848	18,725	5,330	3,169
Fees and charges	4,241	3,693	1,200	1,194
Other revenue	4,935	4,718	1,560	1,783
Vested assets	5,628	–	–	–
Development contributions	122	1,461	487	332
Gain on derivative financial instruments	2,916	–	–	710

Other gains	680	33	-	-
Total revenue	71,859	76,062	23,908	22,863
Expenditure				
Employee benefit expenses	17,451	18,882	6,659	6,755
Depreciation and amortisation	16,091	15,314	5,732	5,569
Finance costs	3,088	3,467	1,156	1,415
Loss on derivative financial instruments	-	-	-	-
Other losses	480	-	-	-
Increase / (decrease) in landfill provision	2,582	-	-	-
Other expenses	32,814	28,306	9,775	11,564
Total expenses	72,506	69,064	23,322	25,303
Operating surplus / (deficit) before tax	(647)	6,998	586	(2,440)
Income tax expense	-	-	-	-
Operating surplus / (deficit) after tax	(647)	6,998	586	(2,440)
Surplus / (deficit) attributable to: Horowhenua District Council				
	(647)	6,998	586	(2,440)
Other comprehensive revenue and expense				
Gain / (loss) on infrastructural assets revaluations	-	37,357	-	-
Gain / (loss) on operational assets revaluation	-	-	-	-
Gain / (loss) on restricted assets revaluation	-	-	-	-
Total other comprehensive revenue and expense for the year	-	37,357	-	-
Total comprehensive revenue and expense (deficit) for the year	(647)	44,355	586	(2,440)
Total comprehensive revenue and expense attributable to Horowhenua District Council				
	(647)	44,355	586	(2,440)

Variance Analysis

Rates:

The additional rates income is due to additional commercial usage in Levin (\$262k)

Grants and Subsidies:

The lower grants and subsidies is due to the slower progress in the Tara-ika capital programme in Water and Wastewater (\$2.2m).

Other Revenue:

The additional revenue is due to higher income for dog registrations.

Gain on derivative

The gain is due to a \$710k gain on derivatives (Interest rate swaps). This is due to rising interest rates.

Employee Benefit Expenses:

The additional employee costs are due to the timing of annual leave taken and also due to a significant portion of staff training occurring earlier in the year.

Finance Costs:

The additional finance costs of \$259k are due to higher interest rates.

Other Expenses:

The additional operational spending of \$1.8m is largely driven by additional maintenance costs in three waters from flooding issues (\$1.2m). In addition there were additional utilities costs in Levin (\$80k) and Waitarere Beach (\$10k) as a result of additional pumping work required and some additional CCTV costs for Stormwater undertaken due to flooding issues.

Statement of Rates Debtors

Rate Zone	Assessment Count	Assessments Matching	% Matching Criteria	Total Rates Due
Cancelled Assessment	565	2	0%	\$4,150
Foxton	1,291	81	6%	\$150,694
Foxton Beach	1,626	64	4%	\$209,260
Hokio Beach	178	17	10%	\$86,781
Levin	7,832	370	5%	\$499,804
Manakau	86	3	3%	\$3,072
No Charges	499		0%	
Non Rateable	198	2	1%	\$5,855
Ohau	155	6	4%	\$7,688
Rural Farming	1,958	127	6%	\$206,122
Rural Other	3,048	209	7%	\$276,414
Shannon	693	72	10%	\$205,722
Tokomaru	164	13	8%	\$14,913
Utilities	17	1	6%	\$547
Waikawa Beach	231	6	3%	\$5,919
Waitarere Beach	1,061	45	4%	\$32,748
Total at 31 October 2022	19,602	1,018	5%	\$1,709,689
Total at 31 October 2021	19,287	924	5%	\$2,058,843

This table excludes assessments with total rates due under \$99 and assessments with credit balances.

The total rates due of \$1,709,689 are for total arrears over \$99 as at 31 October 2022. This is a 17% reduction from the same period prior year.

Statement of Sundry Debtors

Category	Total Outstanding	Current Outstanding	31 - 60 days Outstanding	61 - 90 days Outstanding	Over 90 days Outstanding
Current debtors					
Aquatic Centre	288	0	0	0	288
Building - Exempt Work	1,738	910	250	165	413
Building Consents	372,613	173,719	42,245	32,720	123,930
Building Fee - BWO	4,155	1,680	480	80	1,915
Cemeteries	23,157	19,229	1,428	0	2,500
Dogs - Debt Collection	323	0	0	0	323
Dogs Arrange to pay	2,579	1,892	541	0	146
Dogs Pre Payments	21	0	0	0	21
General	135,559	103,084	19,260	140	13,075
Health Accreditation Renewals	16,715	6,046	8,174	975	1,520
Hire	9,988	3,732	1,657	82	4,518
On Charges	20,268	11,164	1,258	0	7,846
Resource Consent Fees	126,741	42,268	17,862	3,970	62,641
Rubbish Bags	13,300	13,300	0	0	0
Staff Account	4,003	582	1,000	478	1,943
Swimming Pools	620	0	155	0	465
Te Awahou	3,635	1,791	506	0	1,339
Te Takere	14,209	4,723	3,505	3,518	2,464
Trade Waste	184,972	467	184,505	0	0
Water Septage - Septic Tank	13,615	8,451	2,594	2,570	0
Total current debtors	948,497	393,036	285,420	44,697	225,345
Non current debtors					
Dev Cont New Policy	235,684	122,631	0	17,658	95,395
Develop Cont Old Policy	6,055	0	0	0	6,055
Rental Income Monthly	112,812	2,766	20,694	0	89,353
Total non-current debtors	354,552	125,397	20,694	17,658	190,803
Total at 31 October 2022	1,303,049	518,434	306,113	62,355	416,148
Total at 31 October 2021	1,165,964	466,807	123,473	21,637	554,046

The total outstanding debtors' balance of \$1,303,049 as at 31 October 2022 is a 11.7% increase from the same period prior year. The team is actively reviewing and taking debt collection action as appropriate.

Cashflow Statement	Council	Council	Council
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Cashflow from operating activities			
Cash was provided from:			
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Cash was disbursed to:			
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Cashflows from investing activities			
Cash was provided from:			
Proceeds from asset sales	1,106	4,180	–
Proceeds from investments	–	–	–
Total cash provided	1,106	4,180	–

Cash was disbursed to:			
Purchases of investments	620	–	100
Purchase of assets	31,988	35,000	7,261
Total cash disbursed	32,608	35,000	7,361
Net cashflow from investing activity	(31,502)	(30,820)	(7,361)

Cashflows from financing activities			
Cash was provided from:			
Loans raised	78,000	18,356	8,000
Total cash provided	78,000	18,356	8,000

Cash was disbursed to:			
Repayment of public debt	62,000	10,000	–
Total cash disbursed	62,000	10,000	–
Net cashflow from financing activity	16,000	8,356	8,000

Net increase (decrease) in cash held	(3,404)	1,858	(2,681)
Add opening cash bought forward	9,402	2,522	5,998
Closing cash balance	5,998	4,380	3,317
Closing balance made up of cash and cash equivalents	5,998	4,380	3,317

Statement of Financial Position	Council	Council	Council
	Actual \$	Budget \$	Actual \$
	30 June 2022	30 June 2023	31 Oct 2022
	\$000	\$000	\$000
Assets			
Current assets			
Cash and cash equivalents	5,998	4,380	3,317
Debtors and other receivables	5,902	7,587	12,333
Derivative financial instruments	192	–	280
Other financial assets	386	350	386
Non-current assets held for sale	–	1,091	–
Total current assets	12,478	13,408	16,316
Non-current assets			
Plant, property and equipment			
– Operational assets	59,653	60,992	59,799
– Infrastructural assets	620,530	660,129	623,158
– Restricted assets	65,698	75,022	65,607
Intangible assets	1,687	1,211	1,610
Forestry assets	1,109	1,301	1,109
Investment property	1,090	–	1,090
Derivative financial instruments	901	–	1,452
Other financial assets:	–	–	–
– Investments CCO's & similar entities	204	220	204
– Investments in associates	52	37	52
– Other	2,392	1,777	2,492
Total non-current assets	753,316	800,689	756,573
Total assets	765,794	814,097	772,889
Liabilities			
Current liabilities			
Payables and deferred revenue	15,961	15,948	17,652
Provisions	1,614	30	1,614
Employee benefit liabilities	1,546	1,422	1,461
Derivative financial instruments	104	–	–
Borrowings and other financial liabilities	25,000	21,000	25,000

Other financial liabilities	–	702	–
Total current liabilities	44,225	39,102	45,831

Non-current liabilities

Provisions	6,379	5,542	6,379
Employee benefit liabilities	330	256	330
Borrowings and other financial liabilities	99,000	98,463	106,900
Derivative financial instruments	71	–	–
Other	–	1,279	–
Total non-current liabilities	105,780	105,540	113,709
Total liabilities	150,005	144,642	159,540

Net assets	615,789	669,455	613,349
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Equity

Retained earnings	253,484	267,488	251,044
Revaluation reserves	352,517	389,873	352,517
Other reserves	9,788	12,094	9,788
Total equity	615,789	669,455	613,349

Statement of Financial Performance

	Council Actual \$ 30 June 2022	Council Budget \$ 30 June 2023	Council Actual \$ 31 Oct 2022
	\$000	\$000	\$000

Revenue

Rates	43,408	47,227	43,408
Finance revenue	81	205	86
Grants and subsidies	9,848	18,725	9,848
Fees and charges	4,241	3,693	4,241
Other revenue	4,935	4,718	4,935
Vested assets	5,628	–	5,628
Development contributions	122	1,461	122
Gain on derivative financial instruments	2,916	–	2,916
Other gains	680	33	680
Total revenue	71,859	76,062	71,864

Expenditure			
Employee benefit expenses	17,451	18,882	17,451
Depreciation and amortisation	16,091	15,314	16,091
Finance costs	3,088	3,467	3,088
Loss on derivative financial instruments	–	–	–
Other losses	480	–	480
Increase / (decrease) in landfill provision	2,582	–	2,582
Other expenses	32,814	28,306	32,817
Total expenses	72,506	69,064	72,509
Operating surplus / (deficit) before tax	(647)	6,998	(645)
Income tax expense	–	–	–
Operating surplus / (deficit) after tax	(647)	6,998	(645)
Surplus / (deficit) attributable to: Horowhenua District Council	(647)	6,998	(645)
Other comprehensive revenue and expense			
Gain / (loss) on infrastructural assets revaluations	–	37,357	–
Gain / (loss) on operational assets revaluation	–	–	–
Gain / (loss) on restricted assets revaluation	–	–	–
Total other comprehensive revenue and expense for the year	–	37,357	–
Total comprehensive revenue and expense (deficit) for the year	(647)	44,355	(645)
	–	–	–
Total comprehensive revenue and expense attributable to Horowhenua District Council	(647)	44,355	(645)

Variance Analysis

Rates:

The additional rates income is due to additional commercial usage in Levin (\$262k)

Grants and Subsidies:

The lower grants and subsidies is due to the slower progress in the Tara-ika capital programme in Water and Wastewater (\$2.2m).

Other Revenue:

The additional revenue is due to higher income for dog registrations.

Gain on derivative

The gain is due to a \$710k gain on derivatives (Interest rate swaps). This is due to rising interest rates.

Employee Benefit Expenses:

The additional employee costs are due to the timing of annual leave taken and also due to a significant portion of staff training occurring earlier in the year.

Finance Costs:

The additional finance costs of \$259k are due to higher interest rates.

Other Expenses:

The additional operational spending of \$1.8m is largely driven by additional maintenance costs in three waters from flooding issues (\$1.2m). In addition there were additional utilities costs in Levin (\$80k) and Waitarere Beach (\$10k) as a result of additional pumping work required and some additional CCTV costs for Stormwater undertaken due to flooding issues.

Statement of Rates Debtors

Rate Zone	Assessment Count	Assessments Matching	% Matching Criteria	Total Rates Due
Cancelled Assessment	565	2	0%	\$4,150
Foxton	1,291	81	6%	\$150,694
Foxton Beach	1,626	64	4%	\$209,260
Hokio Beach	178	17	10%	\$86,781
Levin	7,832	370	5%	\$499,804
Manakau	86	3	3%	\$3,072
No Charges	499		0%	
Non Rateable	198	2	1%	\$5,855
Ohau	155	6	4%	\$7,688
Rural Farming	1,958	127	6%	\$206,122
Rural Other	3,048	209	7%	\$276,414
Shannon	693	72	10%	\$205,722
Tokomaru	164	13	8%	\$14,913
Utilities	17	1	6%	\$547
Waikawa Beach	231	6	3%	\$5,919
Waitarere Beach	1,061	45	4%	\$32,748
Total at 31 October 2022	19,602	1,018	5%	\$1,709,689
Total at 31 October 2021	19,287	924	5%	\$2,058,843

This table excludes assessments with total rates due under \$99 and assessments with credit balances.

The total rates due of \$1,709,689 are for total arrears over \$99 as at 31 October 2022. This is a 17% reduction from the same period prior year.

Statement of Sundry Debtors

Category	Total Outstanding	Current Outstanding	31 - 60 days Outstanding	61 - 90 days Outstanding	Over 90 days Outstanding
Current debtors					
Aquatic Centre	288	0	0	0	288
Building - Exempt Work	1,738	910	250	165	413
Building Consents	372,613	173,719	42,245	32,720	123,930
Building Fee - BWOF	4,155	1,680	480	80	1,915
Cemeteries	23,157	19,229	1,428	0	2,500
Dogs - Debt Collection	323	0	0	0	323
Dogs Arrange to pay	2,579	1,892	541	0	146
Dogs Pre Payments	21	0	0	0	21
General	135,559	103,084	19,260	140	13,075
Health Accreditation Renewals	16,715	6,046	8,174	975	1,520
Hire	9,988	3,732	1,657	82	4,518
On Charges	20,268	11,164	1,258	0	7,846
Resource Consent Fees	126,741	42,268	17,862	3,970	62,641
Rubbish Bags	13,300	13,300	0	0	0
Staff Account	4,003	582	1,000	478	1,943
Swimming Pools	620	0	155	0	465
Te Awahou	3,635	1,791	506	0	1,339
Te Takere	14,209	4,723	3,505	3,518	2,464
Trade Waste	184,972	467	184,505	0	0
Water Septage - Septic Tank	13,615	8,451	2,594	2,570	0
Total current debtors	948,497	393,036	285,420	44,697	225,345
Non current debtors					
Dev Cont New Policy	235,684	122,631	0	17,658	95,395
Develop Cont Old Policy	6,055	0	0	0	6,055
Rental Income Monthly	112,812	2,766	20,694	0	89,353
Total non-current debtors	354,552	125,397	20,694	17,658	190,803
Total at 31 October 2022	1,303,049	518,434	306,113	62,355	416,148
Total at 31 October 2021	1,165,964	466,807	123,473	21,637	554,046

The total outstanding debtors' balance of \$1,303,049 as at 31 October 2022 is a 11.7% increase from the same period prior year. The team is actively reviewing and taking debt collection action as appropriate.



Capital Projects Overview



Overview

The first quarter of the financial year has seen a focus on continued construction of Cambridge-Tararua Wastewater main and commencement of the Cambridge North Wastewater main renewal. Planning and procurement of upcoming major projects including Waitāreere Beach Surf Club, Coley Pond Stormwater, Kings Drive wastewater renewal, Liverpool Street and Mangahao Water renewal, and the next stages of Tara-Ika including Stormwater, Wastewater and Roothing enabling infrastructure.

The second contract for the Tara-Ika enabling infrastructure awarded to construct a new wastewater main along Tararua Road (West) and Cambridge Street (South) is progressing well amidst Covid resourcing issues and supply delays.



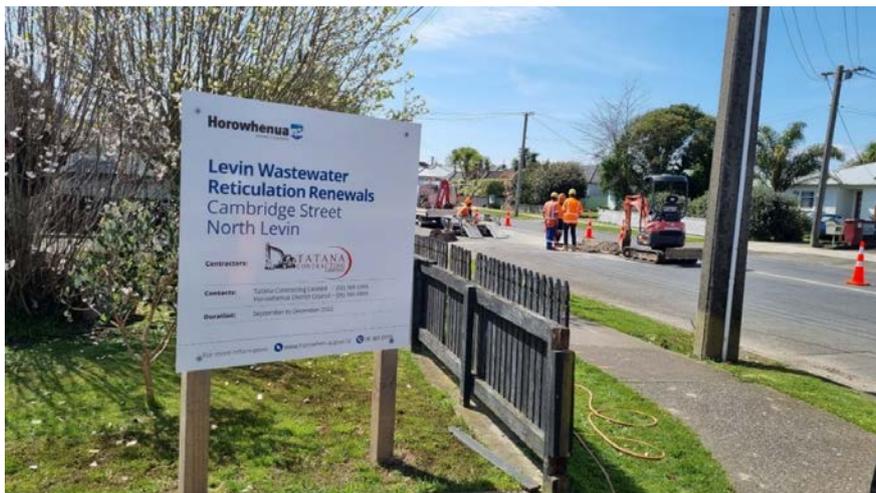
Tararua Road Roundabout and Stormwater Phase 1 are the next Tara-Ika projects with planning underway. HDC has obtained required land disturbance consent for the proposed on-site Stormwater (phase 1) disposal. HDC is working with WKNZTA, to enable development and provide significant safety improvements via a roundabout construction at Tararua/SH7 with consideration of Otaki to North Levin (O2NL).

The Waitāreere beach surf club-building project saw good progress with building consent being processed, outline plan approved, and Budget confirmed by Council. Ecological and fore dune assessments have been

completed to support the Horizons Regional Council resource consent. Construction is set to commence in the second quarter.



Cambridge North wastewater renewal was awarded and construction commenced. Planning for Kings Drive Wastewater renewal is underway with a tender planned to go to market in the second quarter.



The North East Levin Drainage project (Coley Pond) planning is underway for the second stage of construction set to commence in the second quarter. This involves the continued excavation of the council owned property on the corner of Roslyn Road and Fairfield Road, construction of the inlet and final landscape/planting. Downstream pond planning is underway, with survey and preliminary design undertaken.

Financial Summary

The table below shows the capital projects overall programme budget of \$88.5M with a cost to date of \$7.9M. The original 2021/22 budget was \$12.5M, the current year to date expenditure is \$3.8M of an updated

forecast outturn cost this financial year of \$8.3M. Discussion on this and carry forward budgets is provided in the below table.

Project	Completion Date	Budget (\$000)	September (YTD) (\$000)	CTC (\$000)	Forecast Outturn Cost (\$000)	Variance (\$000)	Comments
Water							
Liverpool Street - Water Renewal	Jun-23	1940	16	\$1,559	\$1,575	-365	
Mangahao Road - Water Renewal	Jun-23	1510	9	1,297	1,306	-204	Available budget earmarked for variation to include section of line to Plant
Wastewater							
Cambridge St Nth - Sewer Renewal / Upgrade	Dec-22	1553	172	1,657	1,829	276	First claim received from contractor
Kings Drive – Renewal Upgrade	Jun-23	2880	30	2,880	2,880	0	Planned for construction Feb - June
Cambridge/Tararua Wastewater	Dec-22	1,691	877	814	1,691	0	
Roading							
Tararua Road Roundabout	Jun-23	1,000	198	802	1,000	0	Land purchase / Service relocation
Stormwater							
Queen SW – Pond and wetland	Feb-23	1,507	65	1,517	1,517	10	
North East Stormwater Pipeline Project	Jun-23	1,574	26	1,300	1,326	-248	Balance to be carried forward to next year for downstream
Property							
Waitāreere Beach Surf Lifesaving Club	Nov-23	4,000	41	3,959	3,959	-41	

Progress

022-2023 Projects	Scope	Progress Last Quarter	Forward Work Next Quarter
		Q3 -July – September 2022	Q4 – October – December 2022
Water			
Liverpool Street - Water Renewal	Existing (1967) - 625m x AC 150 ∅ watermain replaced with 180∅ PE or PVC TBD. New 455m x 90 ∅ new rider main	<ul style="list-style-type: none"> Procurement plan signed off and council report to confirm tender to be provided for market Both water renewal projects tendered together - Tatana's awarded contract 	<ul style="list-style-type: none"> Public notification Contractor Investigation underway to confirm methodology and alignment Construction to commence pending above
Mangahao Road - Water Renewal	Existing (1981) - 1215m x 200 ∅ OD AC Raw water supply replaced with HDPE 250∅. Potential extension to water plant of 230m to replace 1981 AC 200 ∅	<ul style="list-style-type: none"> Procurement plan signed of and council report to confirm tender to be provided for market Both water renewal projects tendered together - Tatana's awarded contract 	<ul style="list-style-type: none"> Public notification Contractor Investigation underway to confirm methodology and alignment Construction to commence pending above
Wastewater			
Cambridge St Nth - Sewer Renewal / Upgrade	Existing (1952) - 524m x Earthenware 150 ∅ WW main replaced with varying size of PVC to accommodate growth from NE Levin and renew aging asset	<ul style="list-style-type: none"> Procurement plan signed of and council report to confirm contract to be awarded Awarded to Tatana's Contracting 	<ul style="list-style-type: none"> Public notification Construction to continue
Kings Drive – Renewal Upgrade	Existing (1964) - 620m 300 ∅ RC replaced with 460mm PVC to accommodate Growth and renew aging asset	<ul style="list-style-type: none"> Survey and modelling undertaken to confirm existing design Procurement plan Drafted 	<ul style="list-style-type: none"> Procurement plan to be approved Council paper for approval to tender Tender prior to Christmas

022-2023 Projects	Scope	Progress Last Quarter	Forward Work Next Quarter
		Q3 -July – September 2022	Q4 – October – December 2022
Cambridge / Tararua Road - Renewal / Capex	Existing (1977) - 1320m x 150 ∅ WW main replaced with varying size of PVC to accommodate growth. 1000m x 300∅ of new PVC WW main to accommodate growth from West Levin.	<ul style="list-style-type: none"> Construction continued along Tararua Road, including renewal of Laterals 	<ul style="list-style-type: none"> Completion of main to the end of Tararua Road Design confirmed for Sh57 Crossing and continuation East of Sh57 on Tararua road Approval for continuation of main for construction to commence next quarter
Tokomaru Wastewater Treatment Plant Upgrade	<p>New wastewater effluent disposal area at 718 Makerua Road (13.69ha)</p> <p>New wastewater effluent disposal pump station and pipeline</p> <p>Upgrade to the existing wastewater treatment plant process</p>	<ul style="list-style-type: none"> Wastewater Working Party (WWWP) Meeting completed on Friday 26 August 2022. Engagement and consultation with Ngati Whakatere, Rangitāne & Muaūpoko Tribal Authority ongoing. Completion of Concept Design Report for the proposed upgrade of the existing WWTP Completion of Optioneering Workshop looking at 8 different process options for the upgrade of the existing WWTP Planning assessment and development of framework for draft consent application in progress. 	<ul style="list-style-type: none"> Wastewater Working Party (WWWP) Meeting arranged for Friday 25 November 2022. Optioneering Workshop arranged for Tuesday 15 November 2022 – This workshop will be to discuss the 3-4 process options to upgrade the existing plant. Effluent Disposal Area – Continuing ground water sampling Effluent Disposal Area – Finalisation of concept design report including water balancing. Consenting – Submission of the wastewater land treatment consent
Roading			
Tararua Road Intersection Upgrade	Utilise Crown infrastructure Partners agreement to Collaboratively work with Waka Kotahi to deliver a Roundabout at the intersection of Sh57 and Tararua Road	<ul style="list-style-type: none"> Required Land Acquisition complete Agreement in principle reached with WKNZTA and Electra around Pole relocation and cost share 	<ul style="list-style-type: none"> Scope, programme and procurement plan confirmed for power relocation with Electra Programme to be provided from Waka Kotahi for procurement and construction

022-2023 Projects	Scope	Progress Last Quarter	Forward Work Next Quarter
		Q3 -July – September 2022	Q4 – October – December 2022
	Detailed design, land acquisition, service relocation and Construction.	<ul style="list-style-type: none"> Long lead Electra materials procured – Delivery May 	<ul style="list-style-type: none"> Other required service relocation investigation
Stormwater			
NE Levin Stormwater Scheme	<p>Coley Pond completed as per consent conditions</p> <p>Stormwater network completed</p>	<ul style="list-style-type: none"> Planning for completion for completion of Pond construction, inlet works planned to commence next quarter 	<ul style="list-style-type: none"> Public notification Inlet works within pond commenced Finalisation of works for 2023 q1 Agreement with Land owner reached for construction of Stormwater main and construction underway
Queen SW – Pond and wetland	<p>Utilise Crown infrastructure</p> <p>Partners agreement to work with Landowners to enable construction of SW facility</p>	<ul style="list-style-type: none"> Earth work consent from Horizons Received PDA development with Land owner ongoing Developed design of Stormwater facility complete 	<ul style="list-style-type: none"> Private developer agreement to be finalised agreed and implemented Acquire land for stormwater attenuation Continuation of design of Stormwater treatment in conjunction with land owner, procurement drafting
Property			
Waitāre Beach Surf Life Saving Community Facility	<p>Procure design and build contract.</p> <p>Support LWSLSC funding applications.</p> <p>Complete detailed design.</p> <p>Obtain HDC Building Consent.</p> <p>Obtain Horizons Regional Consent.</p> <p>Construct building</p>	<ul style="list-style-type: none"> Detailed design competed HDC building consent applied for Horizons resource consent granted Council approved additional funding required 	<ul style="list-style-type: none"> Obtain HDC Building Consent. Obtain Horizons Regional Council Resource Consent certification Procurement for construction completed Blessing undertaken Construction to commence.



Health and Safety Report



Council's Health and Safety function remains focussed on a number of recommendations outlined in the SafePlus Assessment Report to mature and lift the approach to Health and Safety across the Organisation.

SafePlus aims to help lift the performance of workplace health and safety in New Zealand businesses. SafePlus has been jointly developed, with industry, by WorkSafe New Zealand, the Accident Compensation Corporation (ACC) and the Ministry of Business, Innovation and Employment (MBIE), in collaboration with health and safety experts.

SafePlus includes a framework of 10 performance requirements, which are organised under three key elements: Leadership, Worker Engagement, and Risk Management. Each performance requirement has a three-level maturity scale applied to it: Developing, Performing and Leading.



The Manawatu/Whanganui Local Authority Share Services (MWLASS) Health, Safety and Wellbeing Forum complete SafePlus Assessments as a group. The first SafePlus assessment was completed in December

2018, Horowhenua District Council achieved Developing, and in the second assessment in March 2021, achieved Performing. This is a very positive improvement in health, safety and wellbeing across Council.

Leadership

The Executive Leadership Team engage in health and safety in a variety of ways across Council. One of these is the opportunity to visit different sites across the district to experience first-hand how health and safety is managed.

One visit completed, was to the Levin Water Treatment Plant, where the Group Manager, Housing and Business Development and the Health & Safety Lead were hosted by the Alliance Contract Manager.



In September a leader attended The Mentally Healthy Work in Aotearoa New Zealand Conference 2022 – Worksafe.

Mental health is an important part of the working environment, and organisations have a responsibility under the Health and Safety at Work Act 2015 (HSWA) to ensure we are providing a workplace which looks after the mental health of staff. Because everyone experiences mental health, every workplace should support Mentally Healthy Work.

Attending this conference supported staff in enhancing relationships, keeping up knowledge and focus of mental wellbeing. These areas are a Leadership focus to continue compliance with HSWA and ensure a positive and supportive workplace for all staff.



Worker Engagement

The Komiti Oranga (Health and Safety Committee) are made up of staff across the organisation. The Health and Safety Representatives (HSR) are elected by their team or group to represent them as part of the ongoing commitment by Council to worker engagement under the Health and Safety at Work Act 2015, Part 3 - Worker engagement, participation and representation, and risk management. The komiti has revised their working agreement and agreed new priority areas and initiatives that seek to expand worker engagement in health, safety and wellbeing. A key focus has been on lifting the profile and engagement of Komiti Oranga.

Members of Komiti Oranga attended a one-day Regional Local Government Health and Safety Rep Forum organised and hosted by Manawatu District Council. HSR and District Council staff from local Councils enjoyed an engaging and informative day, with a focus on subject matters relating to HSR functions. Also attending from Council was our HR Manager who hosted the panel discussion with attending Council Chief Executives and Operational Managers.



Komiti Oranga members enjoying the Regional Local Government Health and Safety Rep Forum.

Risk Management

The impacts of COVID-19 on the organisation continue to be monitored. While it hasn't been a significant impact over the past 3 months, we are now seeing the number of positive cases rise across all areas of Council, reflecting the rise in our Community.

Current information is readily available via the Hub and reminders about Healthy Habits from the Ministry of Health are shared across a variety of communication means. Relevant PPE and hygiene products are stored and available for use as required or requested. All fleet vehicles have hygiene packs, consisting of masks, gloves and sanitiser available for use.

Contractor Management is identified as a critical risk and is managed across the organisation by those who engage the contractors to complete work on behalf of Council. One part of contractor management is health and safety prequalification, which has been standardised across the MWLASS with all Councils in the group now using the services of SiteWise to complete registration and assessment of contractors.



Officers at Council also invest energy into developing and maintaining positive relationships with our contractors, ensuring that conversations about health and safety are robust and honest. Part of the suite of tools available to support these relationships are site inductions and site audits. Shared responsibility between Council and Contractor for the worksite includes reporting and if required investigation, of incidents, accidents and near miss events.



Growth Report



Growth Strategy	
Actions	Update
Investigate stormwater management needs in both growth areas and existing urban areas	Stormwater reporting underway for Plan Change 6 growth areas.
Establish a database of landowners within growth areas and survey their interest in developing and any barriers they face.	Work in progress – we have some spreadsheets of owners in the various PC6 growth areas that could be used to populate a database, noting that it will need regular updates to account for properties changing hands.
Consider settlement character when considering future development density	This is part of the Intensification plan change consideration.
Work closely with WKNZTA to ensure that the Ōtaki to north of Levin Project and associated interchanges provide the optimal opportunities for urban form which satisfies the Growth Strategy principles	We continue to work closely with WKNZTA on this project. Ō2NL Notice of Requirement application received by HDC on 1 November 2022.
Growth Strategy Implementation Projects	Update
'The Lakes' Foxton Beach Master Plan	Plan Change currently on hold pending stormwater reporting.
Tara-Ika Master Plan	Master Plan completed and incorporated into Plan Change 4.
Waitāreere Beach Master Plan	Master Plan completed and incorporated into Plan Change 5.
Plan Change 4: Tara-Ika Growth Area	The Plan Change has been granted, and 3 appeals were received. Officers are currently trying to mediate these appeals, with a view to resolving the appeals and avoiding the need to go through the full Environment Court Hearing.
Plan Change 5: Waitāreere Beach Growth Area	This Plan Change has been notified and submissions and further submissions received. Reporting is being undertaken with a view to a hearing in the first quarter of 2023.
Urban Growth Plan Change	Reporting and Iwi Consultation underway with a view to notifying in March 2023.

Intensification Plan Change	Reporting and Iwi Consultation underway with a view to notifying in March 2023.
Housing Capacity Assessment	This reporting has been completed and confirmed that our District will require new greenfields growth areas and intensification in tandem to meet future demand – not enough capacity to rely on intensification alone.
Assessment of rural subdivision and development standards	This work has been started but is on hold whilst we assess the impact of the National Policy Statement – Highly Productive Land on future rural subdivisions.
Housing Action Plan	<p>Currently reviewing and updating the Housing Action Plan to reflect the significant changes to the housing space which have occurred in the time since its original development in 2019.</p> <p>A number of development initiatives are underway, albeit most are in the early stages of concept and intent. It is anticipated that this section of reporting will expand to cover the wider scope, reach and delivery of the Housing Action Plan in time.</p>
Levin Taitoko Structure Plan	<p>The Structure Plan development is progressing as part of the Wellington Regional Growth Framework. The structure plan design work is being led by Boffa Miskell. During the last month the focus has been on checking alignment with other internal actions and projects.</p> <p>Preparations have commenced for the engagement with core stakeholder group and the community that is to take place in the new year.</p>

7.2 Mayoral Report to 15 November 2022

File No.: 22/614

1. Purpose

The purpose of this report is to report on community events and Council-related meetings that I have attended from October – 15 November 2022, and provide an update on items of interest.

2. Recommendation

- 2.1 That Report 22/614 Mayoral Report to 15 November 2022 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. October and November 2022 Meetings, Functions and Events Attended

The new triennium has commenced with many events and functions taking place, as well as Council induction activities and meetings. It's been great to see the community open again and clubs and groups taking the opportunity to proceed with annual events and functions.

The induction of elected members is an important aspect of the new triennium and as such we have undertaken numerous induction and training activities, including an overnight retreat at Arete, at the back of Levin, at the foot of the Tararua Ranges. Taking this time in the initial stages will set the platform to be an effective Council who has robust decision making processes, and who works in collaboration in the best interests of the communities we serve.

Here is a snippet of what I have been up to since 12 October 2022;

- Pōwhiri for newly elected members
- Council induction
- One-on-one meetings with Councillors
- Horowhenua Identity Refresh Launch
- Foxton Charter Parade
- LGNZ Mayor's Induction
- Junior Jandal Jam Event
- Official Opening of the Save Our River Trust Exhibition
- Business After 5 Event
- Pasifika Jandal Jam Festival
- Official opening of Coast Radio studio in Levin
- Inaugural Council and Te Awahou Foxton Community Board Meeting
- Breathe Easy Meeting
- HLC visit and lunch
- Blessing of the new site for the Waitarere Beach Surf Life Saving Building
- Age on the Go Expo

- Dine Horowhenua – the precursor to the Horowhenua Taste Trail
- AGM of the Federation of NZ NL Societies (Dutch Communities NZ)
- Te Tumatakahuki monthly hui
- Council Retreat
- Waiopahu College Senior Prizegiving
- Te Ahurei Kapahaka o Horowhenua (Schools Kapa Haka festival)
- Mayor’s Taskforce for Jobs – Tuia Mentoring Programme lunch with mentees
- Mayor’s Taskforce for Jobs – 20th anniversary Breakfast at Parliament
- Council Induction and workshop
- Opening of the Creative Minds Exhibition at Speldhurst
- Armistice Day Commemorations
- Foxton Brach Volunteers Fire Brigade Honours and awards function
- North Island Chartered Clubs Women’s Bowls Tournament – official welcome and opening
- Future Post and NZ Rural Games Function.

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 benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	Bernie Wanden Mayor	
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Approved by	Bernie Wanden Mayor	
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7.3 Council Resolution and Actions Monitoring Report November 2022

File No.: 22/606

1. Purpose

The purpose of this report is to present to Council the updated monitoring report covering resolutions and requested actions from previous meetings of Council.

2. Recommendation

- 2.1 That Report, Council Resolution and Actions Monitoring Report November 2022 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	Council Actions Monitoring Report 2022 as at 14 November 2022	170

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 benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	Grayson Rowse Principal Advisor - Democracy	
Approved by	Monique Davidson Chief Executive Officer	

Council Actions Monitoring Report 2022 As at 14 November 2022

Completed
In progress
Transfer
Off track

Reference	Resolution/Action	Officer	Due date	Status	Officer Comment
21/502	That the Chief Executive provide a full report on all options in respect of vehicular beach access at Waikawa Beach.	A Nelson	30/11/2022		The Chief Executive is working with the Parks and Property Manager and Horizons Regional Council to explore options. Engagement with the Waikawa community and Ngati Wehiwehi will occur in advance of the report. An update on this is also provided in the Organisation Performance Report.
22/139	That the Council defer a decision to close the Levin Landfill until 31 December 2025 or at any time earlier than that date, following a full evaluation by the incoming Chief Executive Officer by 30 September 2022.	M Davidson	30/09/2022		This report was presented to the Council in September 2022.
22/166	That Council requests the Chief Executive to prepare a report into implications of, and options for, granting land access for the Foxton Beach Community Centre to build a three-bay garage, and report on implications and options for boundary line adjustments for the land upon which the Foxton Beach Community centre sits.	S Hester	30/08/2022		Report prepared and presented to Council via Foxton Community Board, approving funding for the garage to be built. The boundary issue remains unresolved, but work is underway to action the boundary change.

22/166	That Council requests the Chief Executive to work with the Windmill Trust and the Foxton Tourism Development Association (FTDA) to look at options for an alternative storage site for the Foxton Tram.	S Hester	30/06/2023		Officers are investigating funding options for a permanent display of the tram within Te Awahou Riverside Cultural Park. A report will be brought to Council via TAFCB in April 2023.
22/166	That Council enters into a variation of the existing lease for Café Molen in support of option 1, as presented to the Foxton Community Board's meeting of 11 April 2022 – to extend the lease for the Dutch Oven into the current tram storage space.	S Hester	30/10/2022		De Molen currently using the space vacated by the Horse Tram. Discussions continue with the Windmill Trust regarding the lease.
CO/2022/27	That Council supports in principle the approach of a consent fee rebate being provided to applicants where new CPT data from their consent application is uploaded to the NZ Geotechnical database. Officers are asked to prepare a report for Council to consider that sets out the process and associated cost implications.	B Spencer	28/02/2023		Officers are currently considering implications and hope to provide advice in early 2023. Officers are collecting data to determine viability. If there is value, a proposal will be brought to council
CO/2022/28	That Council approves Officers proceeding with the additional liquefaction assessment and mapping to complete the district liquefaction map, and that this work be funded from within existing operational budgets	D McCorkindale	28/02/2023		Officers are progressing with this work and anticipate that it will be completed in early 2023.
CO/2022/59	That Council Agrees to the Board request for officers to commence consultations on the review of the Foxton Beach Freeholding Account Strategy and Policy.	G Rowse	28/02/2023		Briefing on Foxton Beach Freeholding Account Strategy and Policy to be held with new Te Awahou Foxton Community Board once elected, ad initial approaches will be made to Iwi

CO/2022/73	That the Chief Executive be directed to prepare a briefing paper to the incoming Council, outlining the options associated with the Future of the Levin Landfill decision, including an analysis on the risks, costs and any other considerations associated with whether the decision should be included as part of the 2023-2044 Long Term Plan Amendment or the 2024-2044 Long Term Plan.	M Davison	30/11/2022		Report presented to Council on 16 November 2022 outlining options.
CO/2022/75	That the Chief Executive be directed to report at the first ordinary meeting of the 2022-2025 Triennium, an options analysis on the best practicable option to fast-track investment in the remediation and restoration of the old dump site.	M Davidson	30/11/2022		Report presented to Council on 126 November 2022

7.4 Council Forward Work Programme

File No.: 22/612

1. Purpose

To provide Council with a preview of items to be brought to future Council meetings.

2. Recommendation

- 2.1 That Report 22/612 Council Forward Work Programme 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

This report identifies the subject matter of reports currently scheduled to be brought to Council for consideration.

Attachments

No.	Title	Page
A	Council Work Programme - November 2022	174

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 benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	Monique Davidson Chief Executive Officer	
Approved by	Monique Davidson Chief Executive Officer	

Council Work Programme 2022

	Completed
	In progress
	Transfer
	Off track

	Topic	Planned date	Open	Decision Required	Status	Note
1.	Actions Monitoring Report	23/11/22	Y	N		
2.	Financial Decisions Paper	23/11/22	Y	Y		
3.	Organisation Performance Report	23/11/22	Y	N		
4.	Donnelly Park Renewals – Moving Budget Forward	23/11/22	Y	Y		
5.	Halliwell Turf – Advanced Payment for Renewals	23/11/22	Y	Y		
6.	Levin Adventure Park Lease	23/11/22	Y	Y		
7.	Future of Levin Landfill on Long Term Plan Process	23/11/22	Y	Y		
8.	3 Waters Renewal Contract – Kings Drive	23/11/22	N	Y		
9.	Procurement Plan	23/11/22	N	Y		
10.	3 Waters Maintenance Alliance Contract	23/11/22	N	Y		
11.	Mayoral Report	23/11/22	Y	N		
12.	Confirmation of Minutes	14/12/22	Y	Y		
13.	Oxford Street Plane Trees	14/12/22	Y	Y		
14.	Actions Monitoring Report	14/12/22	Y	N		
15.	Mayoral Report	14/12/22	Y	N		

D22/147372

Last update: 15-Nov-22

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:

6.5 Levin Adventure Park Lease

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.

6.6 Procurement Plan - Kings Drive Wastewater Reticulation Renewal

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)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. 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.

6.7 Horowhenua Alliance - Three-Waters Operations & Maintenance - Contract Extension Variation Agreement

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
<p>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.</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>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).</p>	<p>s48(1)(a)</p> <p>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.</p>