

Reference Number: 2024/1117

24 July 2024

[REDACTED]
[REDACTED]

Tēnā koe [REDACTED]

Thank you for email of 2 July 2024 requesting under the Local Government Official Information and Meetings Act 1987 (LGOIMA), information relating to the use of Target Reserve, Foxton. Please see outlined below a response to each part of your request.

A copy of the Memorandum of Understanding between the Horowhenua District Council and the Mountain Bike Club re usage of Target Reserve, Foxton signed earlier this year.

Please find attached the Memorandum of Understanding between Horowhenua District Council (the Council) and the Manawatū Mountain Bike Club.

All public information on the deliberations and consultation undertaken by the Horowhenua District Council when considering issuing a Memorandum of Understanding to the Mountain Bike Club for usage of Target Reserve, Foxton earlier this year.

The decision to establish mountain bike trails at Target Reserve was a decision as part of the 2023-2024 Long Term Plan Amendment (LTPA). The Mountain Bike Club made a compelling submission and presentation to Council as part of the LTPA, which resulted in the following resolution:

That Council requests that officers in consultation with community develop a comprehensive and inclusive development plan for Target Reserve within the next financial year given the diverse range of recreational demands on this site. This plan should consider various recreational activities, including walking, mountain biking, horse riding, and other existing recreational groups such as Horowhenua Paintballing and the Levin Pistol Club, notwithstanding discussions will continue with the Manawatū Mountain Biking Club to progress a Memorandum of Understanding.

Please see attached the submission provided by the Manawatu Mountain Bike Club. Information has been redacted under s7(2)(a) of the LGOIMA, to protect individual privacy.

Also attached is a copy of the Council meeting minutes from 31 May 2023, and the deliberation can be found on page 9. Please see the [link](#) which is a recording of the deliberations which include the Target Reserve.

You are entitled to seek an investigation and review by the Office of the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Horowhenua District Council publishes responses to Local Government Official Information and Meetings Act 1987 (LGOIMA) requests that we consider to be of wider public interest, or which relate to a subject that has been widely requested. To protect your privacy, we will not generally publish personal information about you, or information that identifies you. We will publish the LGOIMA response along with a summary of the request on our website. Requests and responses may be paraphrased.

If you would like to discuss this decision or any of the information provided as part of this request, please contact Brent Harvey (Group Manager Community Experience and Services) on brenth@horowhenua.govt.nz, or LGOIMAOfficer@horowhenua.govt.nz.

Ngā mihi



Ashley Huria
Executive Sponsor

Long Term Plan 2021-2041 Amendment & Annual Plan 2023/24 - Submission Form



Submission date: **1 May 2023, 11:37AM**

Receipt number: **255**

Related form version: **2**

Te Mahere Roa 2021-2041 Ngā Whakatikatanga me te Mahere ā-Tau 2023/24

Submissions must be received by **4pm, Monday 1 May 2023**.

Any additional comments can be uploaded and submitted with this form.

Copies of the Consultation Document for the Long Term Plan 2021-2041 Amendment and Annual Plan 2023/24 (and Supporting Information) are available online at www.letskorero.horowhenua.govt.nz/LTPA, or at Horowhenua District Council, Te Takeretanga o Kura-hau-pō, Te Awahou Nieuwe Stroom and Shannon Library.

Contact Details

Full Name: **Peter Wells**

Name of Organisation: **Manawatu Mountain Bike Club Inc**

Postal Address:

Postcode: **4475**

Email:

A copy of your submitted details will be sent to the email address provided below.

Phone number:

Hearing of Submissions

Do you wish to speak in support of your submission to Council at a Hearing? **Yes**

If yes, please specify below: **In person**

Do you require a sign language interpreter? **No**

Do you require a translator? **No**

If yes, please specify translation details below:

Please tell us a bit about yourself (optional)

We are gathering the following information to better understand the people contributing their thoughts and ideas on this LTP Amendment and Annual Plan. This helps us to understand the rich diversity of our district. While it is optional, we really appreciate you completing this section. All answers are used for demographic analysis and will remain confidential.

Please tell us what you think about the issues we have to resolve in the following sections.

Issue One - Rates Review: A Fairer Distribution of Rates

Which option do you prefer?

Tick below to identify your preferred option

We are thinking about making further changes in the future to the way we distribute our rates. Please let us know whether you would support us exploring the following next time we complete a rates review.

Shifting the Library & Community Centre Rate from Fixed Value to Capital Value:

Shifting the Aquatic Rate from Fixed Value to Capital Value:

Shifting the Representation & Governance Rate from Fixed Value to Capital Value:

This year's rates

Which of these proposals do you support?

Please tick which ones you agree with

Stop urban berm mowing:

If urban berm mowing is to be maintained, should it be directed to main arterial roads that a majority use and benefit from?:

Reduce Parks Maintenance budget by reducing mowing, weeding, maintaining playground, cleaning toilets, collecting rubbish at Waitārere Rise Boulevard, Waitārere Beach:

Reduce Parks Maintenance budget by reducing mowing, weeding, maintaining playground, cleaning toilets, collecting rubbish at Victoria Park, Foxton:

Reduce Parks Maintenance budget by reducing mowing, weeding, maintaining playground, cleaning toilets, collecting rubbish at Moynihan Park, Shannon:

Reduce Parks Maintenance budget by reducing mowing, weeding, maintaining playground, cleaning toilets, collecting rubbish at Vincent Drive Reserve, Levin:

Events - having no contestable fund/support for major events in 2023/24:

Reduce funding for community grants and funding arrangements with community groups:

Reduce level of funding for Wellington Regional Growth Framework collaboration:

Which option do you prefer?

Tick below to identify your preferred option

Please rank your preferred alternative uses for Option

2:

(1 being your most preferred)

If other, please specify:

Do you agree with Council's objectives for considering the future use of Levin Landfill, outlined below?

Support Council's waste minimisation and climate change objectives:

Restore the mana of Hōkio:

Meet Council's existing consent obligations:

Protect the environment from harm:

Minimise cost for ratepayers:

Other (please specify)

Issue Three - Our Key Water Infrastructure

Which option do you prefer?

Tick below to identify your preferred option

Do you support increased development contribution payments to help meet the increased costs of water infrastructure programme upgrade?

Annual Plan 2023/24

Sharing fees and charges more fairly

Do you support the proposed changes to the way fees and charges are shared?

Foxton Beach Freeholding Account

Do you agree with \$500,000 from the Foxton Beach Freeholding Account being used for the Foxton Pools Redevelopment Project?

Additional Comments

Please identify any additional comments you have on what is proposed as part of Council's Draft Long Term Plan 2021-2041 Amendment & Annual Plan 2023/24.

The Manawatu Mountain Bike Club with Foxtons residents are proposing a Mountain Bike Park on the vacant area of Target Reserve Foxton. Submission detail attached.

Attach any other comments:

[Manawatu Mountain Bike Club Submission HDC Foxton MTB Park 2023a.pdf](#)

Privacy Act 2020

Please note that submissions are public information. Information on this form including your name and submission will be made available to the media and public as part of the decision making process. Your submission will only be used for the purpose of the Long Term Plan 2021-2041 Amendment & Annual Plan 2023/24 process. The information will be held by the Horowhenua District Council, 126 Oxford Street, Levin. You have the right to access the information and request its correction.

Manawatū Mountain Bike Club & Foxton MTB Community.



HDC Annual Plan 2022/2023 Submission

Submission

- We submit.
 - That all available land at the Target Reserve Foxton is made available for a Mountain Bike Trail Network Community Recreational Assett.
 - That an MOU is established between Horowhenua District Council (HDC) and the Manawatu Mountain Bike Club (MMBC), including the Foxton MTB community authorizing MMBC to build, manage and maintain a MTB trail network
 - That HDC allocates \$5000 for signage and initial MTB park infrastructure.

Target Reserve Mountain Bike Trail Network Proposal

Foxton residents and Horowhenua District Council (HDC) have had numerous discussions over the years about creating a MTB park on the vacant land at Target Reserve, Foxton. The Manawatu Mountain Bike Club with its expertise want to help these residents (also MMBC Members) to formalize an agreement with HDC so they can build, manage and maintain a MTB trail network at Target Reserve and create a recreational asset for locals and a tourism opportunity attracting riders from outside the region

Executive Summary

- The Target Reserve Foxton is perfectly suited for an easy to intermediate level MTB trail network providing recreational opportunities to the wider HDC community plus tourism opportunities and economic benefits to the region.
- A sand-based intermediate trail network will complement the advanced nature of the neighboring Arapuke MTB park in the Manawatu which attracts thousands of riders each year.
- We propose the trail network be built and maintained by locals under the auspicious of the Manawatu Mountain Bike Club (MMBC) in partnership with HDC with a formal memorandum for understanding.
- We envisage no cost for the actual MTB trail building. The sand-based terrain lends itself to hand-building by volunteers. We do ask for \$5000 p.a towards park infrastructure, initially signage. MMBC would undertake to raise any additional money required through sponsorship, community, and grants.
- MMBC has 750 members, runs MTB events, including free development/ training, and has raised \$1.8 million to develop the Arapuke MTB park in partnership with Palmerston North City Council.

- We propose the planned trails are MTB only given there are no other intermediate MTB trail networks in the lower North Island compared to numerous walking-only opportunities.
- We propose that all of the vacant land on the Target reserve be made available to the MTB trail network to create a network of between 11 to 15km. This size allows a range of trails to meet most riding types, events, rider development, and tourism opportunities.
- MMBC at Arapuke MTB park has taken the opportunity with Iwi and other partners to promote the history, bio-diversity, and fauna of the region, and propose this at Target Reserve in areas where riders will congregate within the network.
- Included in this proposal is an indicative trail network plan including an access and parking plan. Assuming initial agreement from HDC the local group will formalize its arrangement with MMBC and look to enter an MOU and start to build a trail within this agreement so the region can reap the benefits from its own MTB trail network

Mountain Biking: The Recreational Activity

Mountain Biking has evolved over the years into a wide range of activities often determined by an international trail grading system.

- Grade 1-2, Easy. Trails that are relatively wide, flat, and well-surfaced for easy riding are often ridden to enjoy the environment, rather than the physical challenge of ride.
- Grade 3, intermediate. Trails are wide and well-surfaced but undulating, shaped, and contoured requiring more physical effort with a minimum skill level but also allowing riders a choice of physical and skill challenge. These trails can include features that promote low-level jumping, but also just ridden over.
- Grade 4-5 Advanced. Trails can be narrow and steep with physical features requiring riders to ride into chutes and steep drops and features so riders can leave the ground and jump. Often there will be easy lines around features.
- Grade 6. Extreme Riders have to have the skill to leave the ground with gap jumps and drops that aren't rollable. No easy line.

We propose Target Reserve in most to be grade 2 and 3 trails which suits its contour and likely rider base with maybe a short jumps line for the crazy.

- This would be the only grade 3 trail network of its size in the lower North Island.
- The trails would be MTB only and one way for the best rider experience.
- It is widely acknowledged that walkers and MT Bikers don't work in a grade 3 style trail network. There are numerous walking opportunities in the region, but MTB grade 3 networks so we require MTB-only activities. The speed of an MTB rider compared to a walker on the style of trail proposed is not safe for walkers or riders
- Most MTB parks allow riders to ride with their dogs, we have no issue with this, but for riders only.

The Target Reserve Mountain Biker

- Grade 3, intermediate trails are the most widely ridden in New Zealand
- Target reserve low elevation will present riders mostly with a less physical challenge, but there is enough elevation to create some challenges for the more physical and advanced riders.

- We are observing more riders on Ebikes and we would envisage 30% or more riders at target will be on Ebikes. Many Ebike riders are new and coming back to the sport.
- MTB Bikers travel and spend. With Target reserve on state highway 1, and with camping facilities already in place we would anticipate Foxton to become a stopping point where people would have just driven through before. The economic boost from MT Biking is well documented by reports out of Nelson and Rotorua.

Trail Network Community Structure

Led by MMBC members within the Foxton Community 15 residents met with Peter Wells from MMBC recently to discuss opportunities at Target Reserve. Peter has led the building and funding of Arapuke MTB park and has been appointed by the MMBC committee to help the local riders where required. The meeting agreed in principle to the following.

- To set up a subcommittee of MMBC with Foxton locals and a minimum of 1 MMBC committee member to advocate, build and maintain the MTB trail network at Target Reserve in partnership with HDC.
- It was accepted that MMBC's goals of promoting MTB Biking to the greater Manawatu region met the goals of the locals with the formal structure and experience that MMBC can provide and with many local riders already MMBC members.

Manawatu Mountain Bike Club. MMBC.co.nz

- Incorporated Society, GST Registered with accounts audited annually.
- Our goal is to promote MTB Biking in the wider Manawatu region.
- Recent membership between 700 to 1000, currently 750
- MMBC annual events
 - Ibike for kids. Children's only event for all ages with 350 to 500 entrants
 - Winter Series. Cross country event, 6 races over winter, approximately 100 riders per event
 - Sizzler. 5-hour relay event, 120 riders
 - Arapuke Enduro 2 events p.a. 100 plus riders
 - Various other events including women-only events.
 - Target reserve would be well suited to Winter Series and Sizzler
- MMBC Trail networks
 1. Arapuke MTB park. Arapuketrails.co.nz
 - Kahuterawa Rd, Palmerston North. Arapuketrails.co.nz
 - 35 km trails of grade 3 to 6 on mostly steep terrain
 - Partnership with landowner PNCC.
 - Arapuke Trails, a sub-committee of MMBC has led the building, maintaining, and funding of \$1.8 million
 - Significant recreational asset for the region and attracts thousands of riders from out of the region each year.
 - Partner with Iwi and PNCC with facilities, plantings, and education about the area.
 - Proposed Target Reserve perfect complement to Arapuke with easier and more accessible trails.

2. Scott's Ferry.
 - The sand-based trail network is on land owned by Earnslaw 1 forestry company.
 - Winter Series and Sizzler run here.
 - Concession to ride here runs out soon with tree harvest planned.
 - MMBC is actively looking for land to replace this, Target Reserve would be perfect.
3. Te Ara o Mahurangi. 5km grade 3 trail Woodville side of the gorge
4. Paneiri Trails. Small trail network Paneiri Park Palmerston North
5. Te Apiti, Manawatu Gorge. MMBC advocating for an Iconic trail (ridden for the environment, not the thrill of the ride) planned on the Southern side of the gorge including opening the old gorge road
- MMBC development
 - The development program is free to members weekly in the summer months before Christmas for all rider levels.
 - Fund specialist coaches to come to the region biannually for specialist training.
 - Provide rider support for members to compete in NZ and around the world.
 - Auxiliary training opportunities in first aid, nutrition, and exercise to name a few.

Summary

The vacant land at Target Reserve is perfect for a 10 to 15km grade 2-3 MTB-only trail network. Lead by locals in conjunction with the experienced MMBC and partnership with HDC a recreational asset and tourism destination can be created for the well-being of locals and economic benefit of the region.

Coupled with the possibility of working with Iwi and other community groups to promote the history and biodiversity of the region to riders this is more than just a recreational opportunity.

And there will be minimal cost to HDC with the trails being built by volunteers and with a small annual contribution from HDC that MMBC will be able to leverage other funding opportunities if required through sponsorship, the community, and grants.

“Foxton Mountain Bike Park, Target Reserve, is a huge economic development opportunity whilst creating a recreational asset for the community for almost no cost to ratepayers”.

Club links

<http://www.mmhc.co.nz>

<http://www.arapuketrails.co.nz>

<https://www.facebook.com/arapuketrails/?fref=ts>

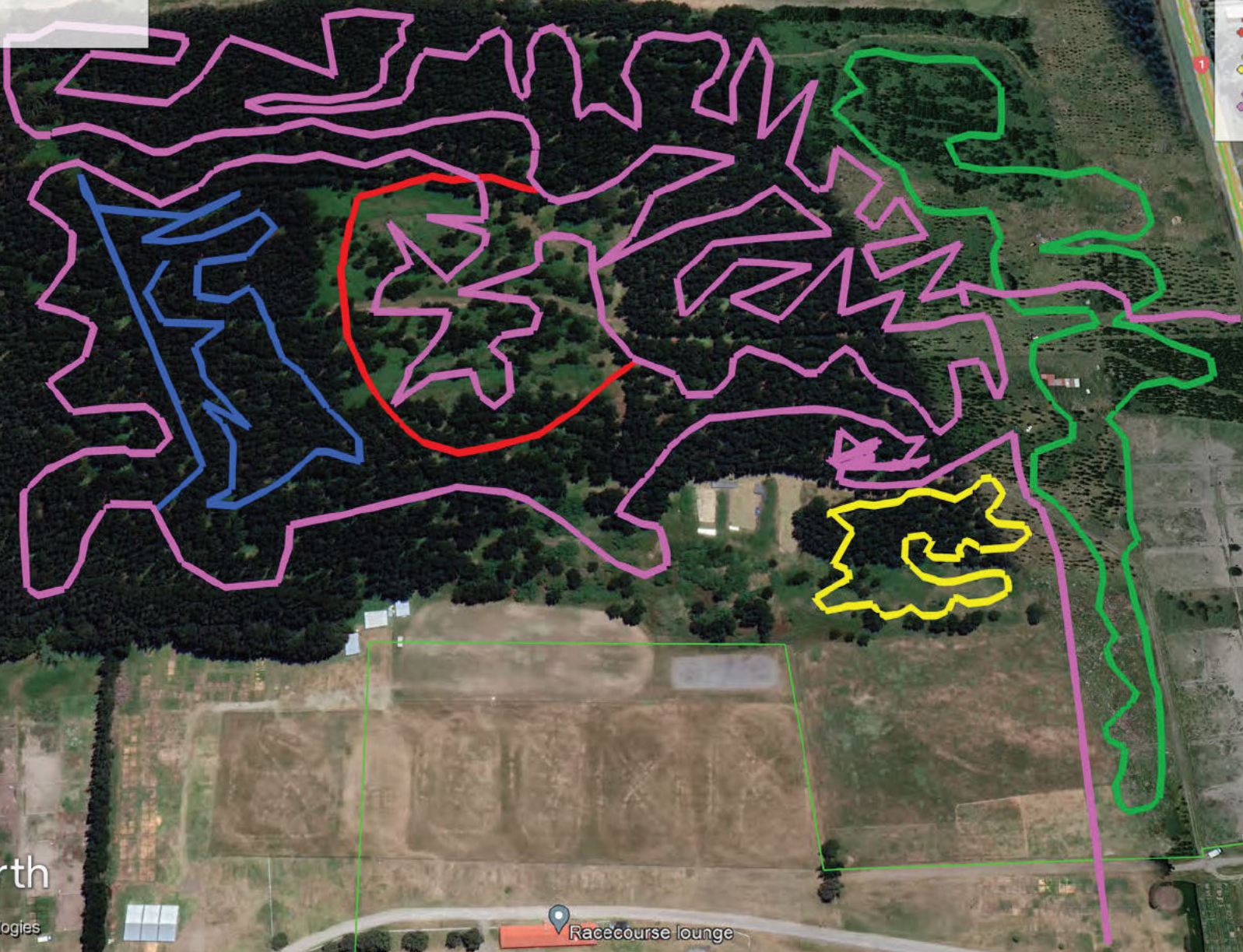
<https://www.facebook.com/ManawatūMountainBike>



Foxton MTB Park

Target Reserve.
Indicative Trail Map

- Legend
- Advanced
 - Easy
 - Hard
 - Kids loop
 - Xc perimeter



Google Earth

Image © 2023 Maxar Technologies
Image © 2023 CNES / Airbus
© 2023 Google
Image Horowhenua District Council

Racecourse lounge

300 m

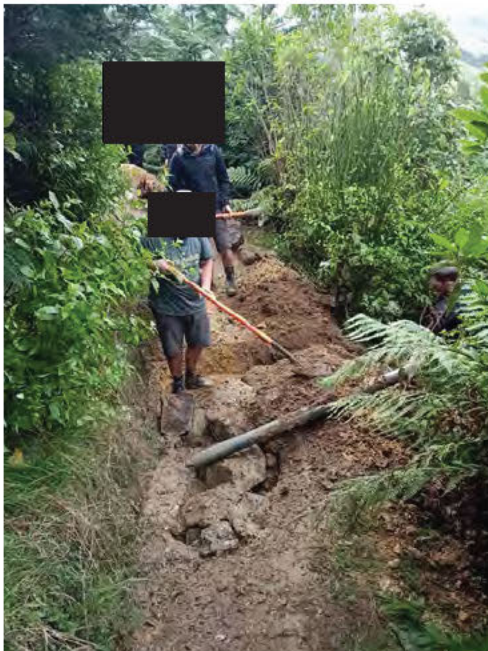
MMBC Events



MMBC Ibike for Kids with up to 500 entrants



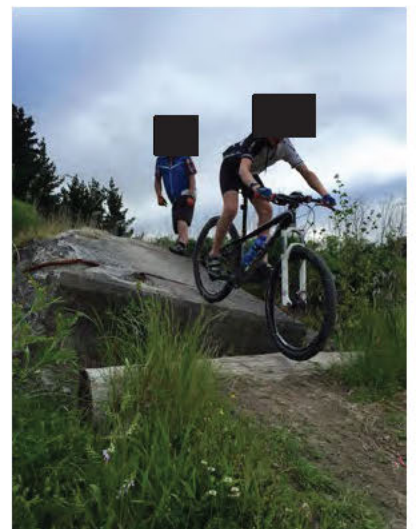
Volenteer Dig Day Arapuke



Trail Building Scotts Ferry



Snapshot MMBC Development Nights



Ararapuke

MOUNTAIN BIKE PARK





Memorandum of Understanding Agreement

Between

Horowhenua District Council (HDC)

and

Manawatu Mountain Biking Club (MMBC)

This is an agreement between Horowhenua District Council, in the document referred to as HDC and the Manawatu Mountain Biking Club, in the document referred to as MMBC.

1.0 Purpose and Scope

The purpose of this Memorandum of Understanding is to clearly identify the roles and responsibilities of each party as they relate to Target Reserve in Foxton.

In particular, this Memorandum of Understanding is intended to:

- Allow for the construction of a mountain biking course within Target Reserve;
- Establish ongoing long term access to Target Reserve (throughout the term of this agreement being 5 years), to construct family-friendly mountain biking course within the area of Target Reserve (marked on aerial plan in Appendix One);
- Define the responsibilities of both parties, and provide clarity on the relevant land titles in the immediate proximity that apply to this Agreement.

2.0 Background

2.1 Horowhenua District Council is a District Authority in the Manawatu region that works with other agencies and community groups to facilitate access to leisure, sporting and recreational facilities in a range of communities including Target Reserve.

The Manawatu Mountain Bike Club is an incorporated society that will administer the Foxton MTB course located within Target Reserve.

2.2 This Agreement seeks to provide access over that part of Target Reserve (marked in blue in plan outlined in Appendix A) which is on land that HDC is responsible for.

2.3 The applicable land titles within Target Reserve in which the Foxton MTB Park will be built are:

- Part Section 477 TN OF Foxton
- Section 635 TN OF Foxton

Note: A map of these land titles is included as Appendix One to this Memorandum of Understanding Agreement.

3.0 Agreement

3.1 MMBC's obligations:

MMBC agrees that, in relation to the section of Target Reserve (as marked in blue in Appendix One) it will:

- Build, and maintain the Foxton MTB Park (see section of Target Reserve marked in blue in Appendix One);
- To the extent that it is within its control, maintain all necessary permits and resource consents for the Foxton MTB Park;
- Be responsible for the maintenance of the tracks that make up the Foxton MTB Park including course infrastructure (riding mounds, and any associated infrastructure);
- Provide Public Indemnity insurance for the duration of the track building/installation (once track system is complete, this will transfer through to HDC thereafter);
- Work in collaboration with HDC officers to allow for a track to be built immediately adjacent to the Foxton MTB course, so that public access is accommodated in a safe manner;
- Work in collaboration with HDC Officers to install appropriate signage at entry and exit points to the MTB Park to ensure health & safety requirements are incorporated into the MTB park installation;
- Provide HDC with access information (including MMBC contacts and what authority they have to give other MMBC participants access to this site);
- Provide for a handover process to HDC once the track network is built
- Pay all of the costs associated with meeting its obligations under clauses 3.1a) to 3.1 c) above.

3.2 HDC's obligations:

HDC agrees that:

- From the date this Agreement is signed, it provides permission at no cost, to MMBC operate on and occupy, all of the relevant land owned by HDC as noted in Appendix One;
- It will not, from the day this Agreement is signed, sell, lease, assign, or otherwise transfer or agree to transfer, any rights of use or possession of the land on which the Foxton MTB Park is constructed (or any part of it), where it applies to the HDC-owned land titles, to any other person, other than a party that HDC consider has an interest in the land, including iwi, or other persons Council may have an existing or future relationship with, Any such stakeholder may become a party to this Agreement, and in such situations the MMBC will itself be an interested party and will be consulted fully;

- c) The Parks and Property Manager will consider any reasonable request for sponsorship-related signage at the MTB Park by MMBC, as well as signage that assists both parties to manage differing recreation modes on this perimeter track (as per clause 3.1e);
- d) It will continue to maintain free public access to this section of Target Reserve, for the public where it applies to the HDC-owned land titles, at no cost to MMBC by way of a public perimeter track adjacent to the MTB Park;
- e) Be responsible for, and pay all the costs associated with, the maintenance of all the grounds and community facilities located within Target Reserve, where it applies to the HDC-owned land titles, so that those grounds and facilities are maintained to a standard which meets or exceeds the standards currently maintained by HDC in relation to the existing reserve comprised in the land on which the Foxton MTB Park will be sited;
- f) It possesses all of the rights and powers necessary to enable it to comply with all of its obligations under this agreement, and;
- g) It will take all necessary steps to ensure that in carrying out its obligations under this agreement, it complies with all legal requirements including all relevant consents or permits.

4.0 Termination

4.1 If either party is unable to perform any of its obligations under this Agreement (except where such inability is due to the fault or intentional act or omission of that party), it must immediately notify the other party in writing of:

- a) the obligation which it is unable to perform
- b) the reason for that inability, and
- c) the date from which it will be unable to perform the obligation.

4.2 After a notice is given under clause 4.1, the parties will endeavour in good faith to renegotiate the terms of this Agreement to both parties mutual satisfaction.

4.3 The parties must make all reasonable efforts to successfully renegotiate the Agreement within one month (or such other period as the parties may agree in writing) from the date of receipt by a party of the notice referred to in 4.1. if, within that period, the parties have not amended this Agreement in accordance with clause 7.4 to reflect the outcome of their renegotiation, either party may immediately terminate this Agreement by notice in writing to the other.

4.4 This Memorandum of Understanding Agreement will be reviewed every year and terminate 5 years from the date it is executed unless terminated prior by mutual consent.

5.0 Confidentiality

5.1 Each party shall at all times keep confidential, treat as privileged, and not directly or indirectly make or allow any disclosure or use to be made, of any provision of this Agreement or any information relating to any provision, or the subject matter,

of this Agreement, or any information directly or indirectly obtained from another party under or in connection with this Agreement, except to the extent:

- a) required by law, or
- b) that the parties otherwise agree in writing, or
- c) necessary to obtain the benefit of, or to carry out obligations under, this Agreement, or
- d) that the information is or becomes available in the public domain without breach by a party of its confidentiality obligations under this clause or at law.

6.0 Disputes

6.1 Any dispute arising out of or relating to this Agreement may be referred to mediation, a non-binding dispute resolution process in which an independent mediator facilitates negotiation between the parties.

6.2 Mediation may be initiated by either party writing to the other party and identifying the dispute which is being suggested for mediation. The other party will either agree to proceed with mediation or agree to attend a preliminary meeting with the mediator to discuss whether mediation would be helpful in the circumstances.

6.3 The parties will agree on a suitable person to act as mediator.

6.4 The mediation shall be terminated by:

- a) The signing of a settlement agreement by the parties, or
- b) Notice sent to the parties by the mediator, after consultation with the parties, to the effect that further efforts as to mediation are no longer justified
- c) Notice by one or more of the parties to the mediator to the effect that further efforts at mediation are no longer justified, or
- d) The expiry of sixty (60) working days from the mediators appointment, unless the parties expressly consent to an extension of this period.

6.5 If no mediation is agreed to or if the mediation should be terminated as provided in b), c) or d), any dispute or difference arising out of or in connection with this Agreement, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration in New Zealand in accordance with New Zealand law and the current Arbitration Protocol of the Arbitrators' and Mediators' Institute of New Zealand Inc.

6.6 The arbitration shall be by one arbitrator to be agreed upon by the parties and if they should fail to agree within twenty one (21) days, then to be appointed by the President of the Arbitrators' and Mediators' Institute of New Zealand Inc.

7.0 Relationship

7.1 Neither party shall assign or transfer any of its rights or obligations under this Agreement without the prior written consent of the other party.

7.2 The parties must at all times act in good faith, and provide all reasonable co-operation to each other, in relation to the performing of their respective obligations under this agreement.

7.3 This Agreement does not create any relationship of employer and employee, principal and agent, or partnership between the parties.

7.4 This Agreement may be amended only by a document in writing signed by both parties.

7.5 Each party must pay its own costs and expenses in relation to the negotiation and preparation of this Agreement.

7.6 This Agreement constitutes the entire agreement between the parties in relation to the matters covered by it.

8.0 Period of Agreement

Five (5) years from date of execution.

Dated: 2nd February 2024

Signed for and on behalf of

Manawatu Mountain Biking Club by:



Signature

Peter Wells

Name

MMBC Foxton Representative

Position

Signed for and on behalf of

Horowhenua District Council by:



Signature

Monique Davidron

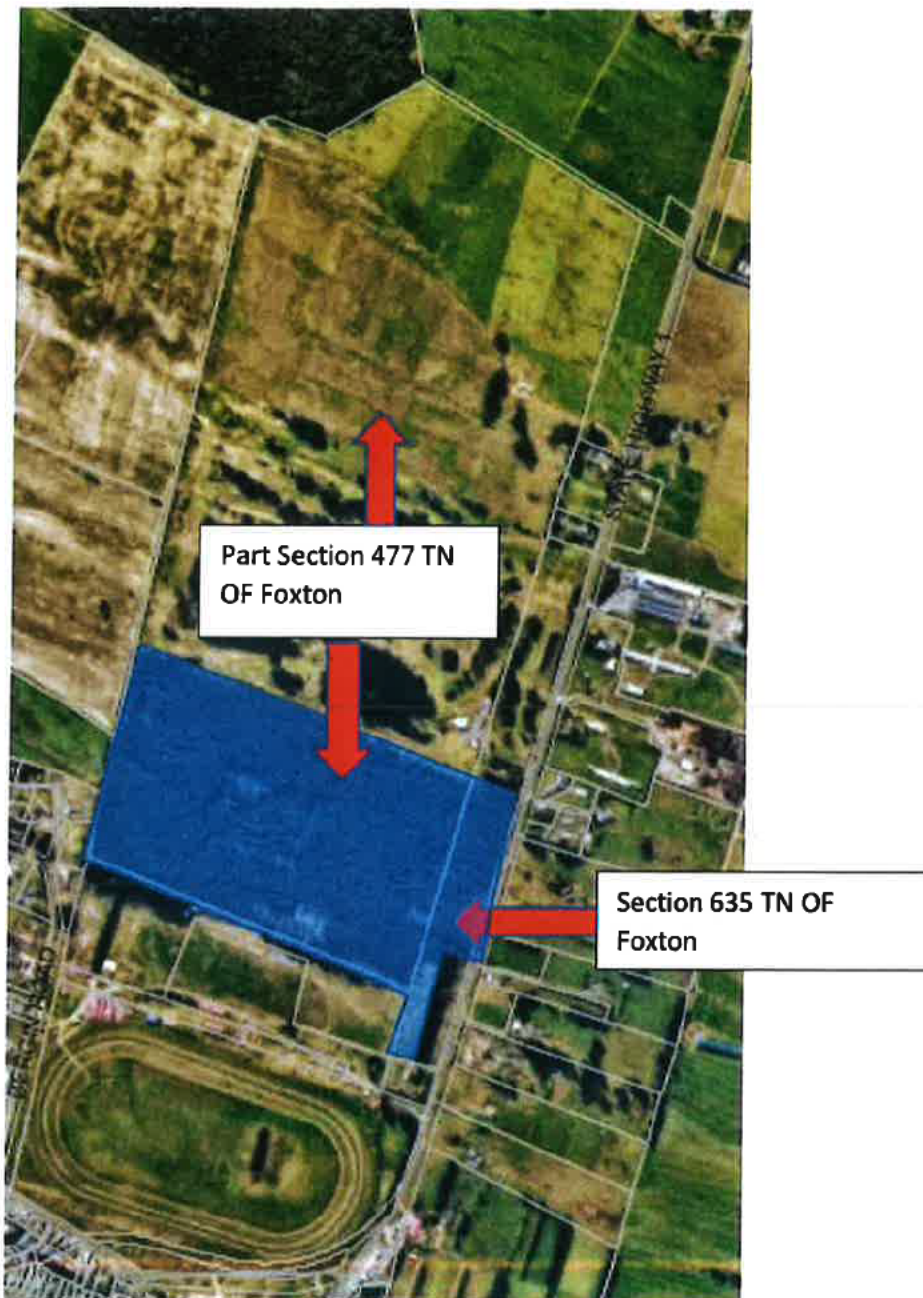
Name

Horowhenua District

Position

Council CEO.

Appendix One



- **Marked in blue: Proposed Foxton MTB Park**

Appendix Two

Health & Safety Plan and Emergency Response, and indicative Trail Map of Foxton MTB Park at Target Reserve

Manawatu Mountain Bike Club

Health and Safety Plan and Emergency Response

We will, as far as is reasonably practicable, carry out activities with every effort made to enable members, other participants, members of the public and any other person in the vicinity, to return home safely each day.

The following process will be followed:

1. **Who is the spokesperson for health and safety matters?**


Janelle Perreau has been appointed the point of contact for health and safety matters relating to the activities in Target Reserve

Janelle Perreau will:

- Notify the HDC when the activity will be undertaken, if required, so that it can share this information to the public via website etc.
- Share information about the conditions of the agreement/authorisation, the agreed standards for the work and this health and safety plan with the team members
- Report any incidents incurring moderate or serious injuries as soon as possible
- When engaging a contractor, before work commences she will:
 - Notify the contractor of known hazards and risks associated with the site and the work.
 - Notify the contractor of the agreed scope of work, as prescribed in the agreement/authorisation
 - Ensure the contractors are competent to carry out the work
 - Review and accept the contractor's health and safety plan, through an email or letter stating acceptance

2. **Preparation of Health and Safety Plan and Emergency Response**

In preparing this health and safety plan the Manawatu Mountain Bike Club has done it's best to help identify potential high-risk hazards for the site/type of activity with proposed control measures to minimize risk if it first can't be eliminated or substituted with a safer method (Appendix A).

High-risk activities are marked with a  symbol. Special attention will be given to these high-risk activities when undertaking any activities on the site.

Our group takes full responsibility for the plan and for on-site safety of members and other people.

In preparing this Emergency Response our group has identified suitable processes for responding to an emergency during the activity (Appendix B)

3. General standard of care

Our group will follow a general standard of care whereby:

In advance of an activity:

- An onsite health and safety person will be appointed for each activity
- Hazards and level of risk will be identified, discussed and agreed how they will be managed
- Details of the activity including dates, tasks, logistics, skills and other requirements will be conveyed to potential team members
- Team members will have the fitness and competency to do the work
- Personal protective clothing (PPE) and emergency response equipment will be conveyed to team members
- Team members will be advised of emergency response information, including the contact information for the trusted contact

At the beginning of the work activity, the onsite team leader will:

- Lead an on-site Job Safety Analysis¹ involving all team members to identify/confirm tasks required to perform the activity and ensure that everyone understands the hazards and risks at the site and the controls in place to reduce risk – this includes environmental conditions and responding to an emergency situation.

During the work activity, the onsite team leader will:

- Ensure safety procedures are being followed and PPE is being worn/used.
- Report any incidents incurring moderate or serious injuries to DOC as soon as possible

At the end of the work activity, the onsite team leader will:

- Review the health and safety aspects of the work ensuring any improvements are incorporated into future activities.
- Ensure prompt reporting, investigating and follow-up for incidents involving harm or damage (actual or potential).

¹ The objective of this is to identify any hazards relevant to the activity, at the specific place, at the time and with the people involved. The level of risk assessment needed will be dependent on any changes from previous day(s), but in principle will be carried out no matter how familiar the team is with the site or activity, with the knowledge that the environment, weather or general working conditions can change.

4. Responsibilities of team members

Team members will take responsibility for their own health and safety and for others by:

- Following safety procedures and instructions
- Participating in identifying the tasks to be undertaken and associated hazards and risks, and devising mitigation measures at each site
- Operating in a manner that ensures their own and others safety
- Advising the team leader of any personal medical condition or disability that could affect the safety of self or others during the activity and carrying any personal medication required for their own safety
- Being concerned for other members of the team and speaking up when necessary
- Raising any safety concerns with the onsite team leader
- Notifying the team leader of any incident involving injury or damage
- Notifying the team leader at the start of the activity if they need to leave early and ensuring that someone in the team knows when they have left

5. Review

This health and safety plan and emergency response will be reviewed annually and more frequently if an incident occurs or circumstances change or new hazards are identified.

6. Our commitment

We recognise that any aspect of our work will entail some level of risk (likelihood of occurrence and degree of harm) We are committed to eliminating or minimising those risks in so far as is reasonably practicable whenever we are undertaking work.

X

Janelle Perreau

Signed by:

Date: 5/09/23

HAZARDS AND RISK

APPENDIX A


This health and safety plan outlines potential hazards and risks that could occur in any setting related to the type of activity and place that our group is likely to be operating in together with **possible control measure to eliminate or minimise risk.**


Type of tasks being undertaken:

Hazards associated with site: Target Reserve Foxton			
Hazard	Risk/possible outcome	How dangerous is the risk?	What actions will the group take to reduce or eliminate the hazard?
<u>Working near poison bait stations</u> Contact with toxin	<i>Illness or possible death</i>	<i>N/A</i>	<ul style="list-style-type: none"> No contact to be had with bait stations or bait
<u>Existing tracks and structures</u> Landslip, steep drop-offs, trees across path, debris left from other users such as iron, old cars	<i>Twisted ankle, lacerations</i>	<i>Low</i>	<ul style="list-style-type: none"> Avoiding dangerous areas as far as practical Removing any freefall from track Avoid old cars etc tracks to stay clear of these areas. Brief track builders before they enter.
<u>Drug plantation</u> Discovery of plantation/operation	<i>Injury from booby trapping, encountering drug growers</i>	<i>Low</i>	<ul style="list-style-type: none"> Watching for trip wires, cyanide paste on trees and stakes and traps. Leaving any discovered drug plantation immediately and leave site undisturbed. Responding in an appropriate non-confrontational manner if growers are encountered.
<u>Difficult terrain</u>	<i>Uneven ground, steep slopes, slippery surfaces etc</i>	<i>Medium</i>	<ul style="list-style-type: none"> Remaining alert to topology and ground conditions. Wearing adequate footwear. Not conducting work in inappropriate locations.

<u>Falling objects</u>	<i>Being struck by windfall, tree debris, etc.</i>	<i>Medium</i>	<ul style="list-style-type: none"> Remaining alert to pinecones, branches dropping. Not working in high winds.
<u>Visitors</u>	<i>Conflict with people walking, horse riding or cycling on the track (including dogs)</i>	<i>Medium</i>	<ul style="list-style-type: none"> Use "trail crew working" signage on all access points. Responding in an appropriate non-confrontational manner to alert trails users of potential hazards.
<u>Wasp/bee stings –</u>	<i>Allergies and medical conditions</i>	<i>Low</i>	Being aware of team members with allergies.
<u>Access to site</u> Limited parking off busy main road.	<i>Conflict with road users & NZCMZ park users</i>	<i>Low</i>	Use parking bays to keep vehicles off the road. Keep clear of entrance to NZCMA camp site
<u>Adverse weather</u> wind, rain etc	<i>Hypothermia</i>	<i>Low</i>	<ul style="list-style-type: none"> Adequate clothing including rain gear and hats. Being alert for symptoms.
<u>Fire</u>	<i>Smoke inhalation, burns</i>	<i>Low</i>	<ul style="list-style-type: none"> Hand tools only to be used in hot, dry conditions


Hazards created by the activities that others could be exposed to when they access the site/asset			
Hazard	Risk/possible outcome	How dangerous is the risk?	What actions will the group take to reduce or eliminate the hazard?
<u>Falling objects</u> Being hit by falling objects pinecones, branches	<i>Bruising, concussion</i>	<i>Low</i>	<ul style="list-style-type: none"> Avoid working in windy conditions. Put signage out at entrance ways to the site notifying people of the activities.

Hazards associated with activities we will be undertaking			
Hazard	Risk/possible outcome	How dangerous is the risk?	What actions will the group take to reduce or eliminate the hazard?
<u>Dingo</u>	<i>Bruising, broken bones, lacerations</i>		<ul style="list-style-type: none"> Drivers to be experienced owner operators. Ensuring signage is up and area is closed to public if dingo work needs

<i>Injury to another person</i>		<i>High</i>	<p><i>to be undertaken.</i></p> <ul style="list-style-type: none"> <i>A person will be posted at entrance to ensure no one else access area whilst works carried out.</i>
<p><u><i>Working alone</i></u></p> 	<i>Isolation, lack of assistance/treatment, hypothermia</i>	<i>Med</i>	<ul style="list-style-type: none"> <i>Notifying other team member of intended route/location and sticking to it</i> <i>Carrying personal first-aid kit and mobile phone</i> <i>Having a scheduled time to communicate with 'responsible person' at home base.</i> <i>Encourage working with a buddy.</i> <i>High Vis vests</i>
<p><u><i>Tools</i></u></p> <p><i>Rakes, shovel, hand saw,</i></p>	<i>Cuts, lacerations, bruises, blisters</i>	<i>Mod</i>	<ul style="list-style-type: none"> <i>Ensure all tools are appropriate for the job. Sharp blades etc.</i> <i>Always use appropriate PPE – earmuffs, protective glasses, steel cap footwear appropriate to the job you are doing.</i> <i>Ensure suitable experienced people using tools or under supervision.</i> <ul style="list-style-type: none"> <i>Appropriate tools will be used for the current weather conditions/emergency response practicalities (e.g., in misty/high wind conditions non-powered tools will be used)</i>
<i>General safety around forest, trails</i>	<i>Trips. bruising, concussion</i>	<i>Med</i>	<ul style="list-style-type: none"> <i>Keep work site tidy, be mindful when walking off track, to avoid trips and falls. Have a nominated site supervisor to inform any visitors to site of site safety inductions, identification of hazards.</i> <i>Stay hydrated, Dress appropriately for conditions cold or hot</i>
<i>Lifting heavy objects</i>	<i>Strains</i>	<i>Med</i>	<ul style="list-style-type: none"> <i>Be aware of personal limitations when lifting heavy objects (work as a team)</i> <i>Stop and rest when tired</i>

Other hazards to consider			
Hazard	Risk/possible outcome	How dangerous is the risk?	What actions will the group take to reduce or eliminate the hazard?
<u>Adverse weather - cold</u> Wind, rain, hail, lightning, storm	Hypothermia, lightning strike	Low	<ul style="list-style-type: none"> • Preparing for adverse weather with appropriate clothing • Using weather forecasts to aid decisions prior to and during the field activity. • Stopping activity if bad weather persists • Participants are aware of symptoms of hypothermia.
<u>Adverse weather – hot</u> Exposure to sunlight/UV	Heat exhaustion, dehydration, sunburn, sunstroke, skin cancer	Low	<ul style="list-style-type: none"> • Preparing for adverse weather with appropriate clothing e.g., hat, long-sleeved garment • Using weather forecasts to aid decisions prior to working in Forrest • Ensuring adequate water is carried by participants. • Participants to come prepared with sunscreen. • Watching for signs of heat exhaustion/fatigue • Providing for regular breaks in shade if possible.
<u>Vegetation</u> Branches on ground Branches at head height Dead or dying trees still standing Branches or tree trunks hanging in vegetation Pollen or flowers Tree roots (perched)	Tripping, twisted ankle, bruising, poked in eye Bruising, concussion allergic reaction, hay fever, asthma tripping, twisted ankle, scratches, cuts tripping, twisted ankle, cuts	Low/medium	<ul style="list-style-type: none"> • Stepping over branches on ground with care • Taking care standing up after kneeling on ground that there are no low branches to hit head on • Wearing safety glasses or moving to another place if low vegetation is a problem. • Avoiding working in tall forest in high winds • Taking care leaning against dead trees as they could be weak and fall over. • Being aware of any branches/tree trunks suspended in vegetation above where people intending to work. • Being alert to hidden objects below ground vegetation and always wear gloves and closed footwear. • Taking care after rain as exposed tree roots can be slippery when wet.

***Assessing Risk:**

	Possible worse outcome using current knowledge	How to manage
High 	Extremely harmful to people, regardless of the frequency of occurrence	<p>The risk is unacceptable. Substantial improvement is required to reduce risk to an acceptable level.</p> <p>The work activity should be halted, or not commenced, until controls are implemented. If it is not possible to reduce the risk the work should not be undertaken</p>
Medium	Moderately harmful to people, regardless of the frequency of occurrence	Consider lowering the risks to an acceptable level
Low	Slightly harmful or temporary discomfort for people, regardless of the frequency of occurrence	Risk considered acceptable. No further action is necessary other than to ensure that the controls are maintained

EMERGENCY RESPONSE

APPENDIX B

1. Intentions

Anyone working in the forest will be inducted before they enter with a briefing before working bees. Appropriate PPE gear will be used. Most of the trails will be constructed using hand tools such as rakes and shovels. Anyone choosing to enter and work alone must have a cell phone and a trusted contact who is aware of their location and ETA of when they will be home.

2. Communications and Alerts

The group/individuals will carry a cellphone to communicate with emergency services whilst undertaking the activity.

3. Evacuation and responding to emergencies

- *Evacuation by road is possible. Forrest has a number of access points on all 4 sides that will ensure people can get out in a hurry if needed. Short sections of track may need to be navigated, but the road is close to the trail.*

4. Emergency equipment

- *Cellphones to be carried, vehicles always in proximity.*

APPENDIX C

[illegible]

INCIDENT REPORTING FORM**APPENDIX D**

Project name: Onsite lead: Date of incident: Time of incident: Site Location:	Injured person: Name of any witness: Task being undertaken:
Details of Incident: <i>(Describe what actually happened)</i>	What caused the physical injury? Slip or trip, moving object, lifting etc
Part of body injured:	
Severity of injury: <input type="checkbox"/> Near miss/unsafe act <input type="checkbox"/> Minor <input type="checkbox"/> Moderate injury requiring reporting to DOC <input type="checkbox"/> Serious injury requiring reporting to DOC, is it a notifiable event? Yes/No	Medical treatment required: <input type="checkbox"/> None <input type="checkbox"/> First aid <input type="checkbox"/> Medical treatment (Doctor) <input type="checkbox"/> Hospitalisation
Notifiable event requiring reporting to WorkSafeNZ www.worksafe.govt.nz (only required if group is a PCBU i.e. has at least one paid employee) Y/N	
Safety Implications	

Immediate corrective action taken, and who and what agencies were notified (if applicable)?	
Likelihood of reoccurrence:	
Amendments required to safety plan:	
Signed:	Date:
Name:	

Council

OPEN MINUTES CONFIRMED

Minutes of a meeting of Council held in the Council Chambers, 126-148 Oxford St, Levin on Wednesday 31 May 2023 at 10.00am.

PRESENT

Mayor
Deputy Mayor
Councillors

His Worship The Mayor Bernie Wanden
Councillor David Allan
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

From 10.53am

From 10.11am

Reporting Officer

Monique Davidson
Daniel Haigh
Jacinta Straker
Brent Harvey
David McCorkindale
Blair Spencer
Ashley Huria
Grayson Rowse

Chief Executive
Group Manager - Community Infrastructure
Group Manager - Organisation Performance
Group Manager - Community Experience and Services
Group Manager – Community Vision and Delivery
Group Manager – Housing & Business Development
Business Performance Manager
Principal Advisor – Democracy
Democracy Support Officer
Strategic Communications Manager
Strategic Planning Manager
Strategic Planner
Compliance Manager
Parks & Property Manager

Meeting Secretary

Jody Lygo
Lisa Campbell
Carolyn Dick
Janna Isles
Vai Miller
Arthur Nelson

1 Apologies

Apology

Resolution number **CO/2023/97**

MOVED by Cr Allan, seconded Cr Jennings:

That the apology for lateness from Councillor Hori Te pa and Councillor Tamihana be accepted.

CARRIED

2 Public Participation

Brett Russell	Item 6.5 –Deliberations Report 4 - Foxton Beach Freeholding Account
Christina Paton	Item 6.5 –Deliberations Report 4 - Foxton Beach Freeholding Account

3 Late Items

There were no late items.

4 Declaration of Interest

The Mayor asked councillors that hadn't been present through the entirety of the hearings of submissions to confirm publically that they had made themselves familiar with those submissions. Crs Procter, Olsen, Young, and Grimstone so confirmed

5 Confirmation of Minutes

Resolution Number **CO/2023/98**

MOVED by Mayor Wanden, seconded Cr Boyle:

That the meeting minutes of Council, 26 April 2023 be accepted as a true and correct record.

That the meeting minutes of In Committee Council, 26 April 2023 be accepted as a true and correct record.

That the meeting minutes of Council, 10 May 2023 be accepted as a true and correct record.

That the meeting minutes of Extraordinary Meeting of Council, 10 May 2023 be accepted as a true and correct record.

That the meeting minutes of In Committee Extraordinary Meeting of Council, 10 May 2023 be accepted as a true and correct record.

CARRIED

6 Reports

6.1 Deliberations: Summary Report

To present to Council for deliberation, a summary of the process followed to develop the draft Long Term Plan 2021-2041 Amendment (LTPA) and Annual Plan 2023/24 (AP) and a summary of the consultation and engagement process, events held and an overview of formal submissions, and feedback.

Cr Tamihana joined the meeting at 10.25am.

Cr Tamihana declared that he had filed a submission on behalf of the Huia Marae Committee, but that he maintained an open mind through the proceedings, and that Marae Committee's submission would not influence his deliberations.

Resolution Number CO/2023/99

MOVED by Mayor Wanden, seconded Cr Brannigan:

- 2.1 That Report 23/364 Deliberations: Summary Report be received.
- 2.2 That Council note the information and summary provided, acknowledging the comprehensive information provided to assist Elected Members with their decision making.

CARRIED

6.2 Deliberations Report 1 - Rates Review

To present to Council for deliberation, the submissions received on the Long Term Plan 2021-2041 Amendment in relation to the consultation issue: Rates Review for a fairer distribution of rates and provide analysis and additional information requested as part of workshop discussions held on 17 May 2023.

Resolution Number CO/2023/100

MOVED by Cr Allan, seconded Cr Jennings:

- 2.1 That Report 23/348 Deliberations Report 1 - Rates Review 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 Council acknowledges, with thanks, all who have submitted on the Rates Review consultation item

CARRIED

Councillors debated the options

MOVED by Cr Tukapua, seconded Cr Allan:

That Council adopt Option 2 Calculate general rate based on capital value.

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

For:

Councillors: David Allan
Rogan Boyle

Against:

Councillors: Mike Barker
Ross Brannigan

Nina Hori Te Pa
Justin Tamihana
Piri-Hira Tukapua
Mayor Bernie Wanden

Clint Grimstone
Sam Jennings
Paul Olsen
Jonathan Procter
Alan Young

The division was declared **LOST** by 6 votes to 7

Resolution Number CO/2023/101

MOVED by Cr Jennings, seconded Cr Brannigan:

That Council adopt Option 1 Leave the rating system as it currently is.

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

For:

Councillors: Mike Barker
Ross Brannigan
Clint Grimstone
Sam Jennings
Paul Olsen
Jonathan Procter
Alan Young

Against:

Councillors: David Allan
Rogan Boyle
Nina Hori Te Pa
Justin Tamihana
Piri-Hira Tukapua
Bernie Wanden

The division was declared **CARRIED** by 7 votes to 6.

CARRIED

Resolution Number CO/2023/102

MOVED by Cr Jennings, seconded Cr Allan:

That Council requests that officers commit to a further review of the rates remission policy and Rates Postponement Policy during the first quarter of 2023/24, that considers options to address affordability.

CARRIED

6.3 Deliberations Report 2 - Future of the Levin Landfill

To present to Council for deliberation, the submissions received on the Long Term Plan 2021-2041 Amendment in relation to the consultation issue: Future of the Levin Landfill.

Resolution Number CO/2023/103

MOVED by Mayor Wanden, seconded Cr Allan:

- 2.1 That Report 23/336 Deliberations Report 2 - Future of the Levin Landfill 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 Council acknowledges, with thanks, all who have submitted on the Future of the Levin Landfill.

CARRIED

Resolution Number CO/2023/104

MOVED by Mayor Wanden, seconded Cr Young:

That Council adopt Option 2 Keep Levin Landfill closed with revenue generated from alternative site use determined through the WMMP development.

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

For:

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

Against:

The division was declared **CARRIED** by 13 votes to 0.

CARRIED

6.4 Deliberations Report 3 - Our Key Water Infrastructure

To present to Council for deliberation, the submissions received on the Long Term Plan 2021-2041 Amendment in relation to the consultation issue: Our key water infrastructure

Resolution Number CO/2023/105

MOVED by Mayor Wanden, seconded Cr Tukapua:

- 2.1 That Report 23/335 Deliberations Report 3 - Our Key Water Infrastructure 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 Council acknowledges, with thanks, all who have submitted on the Community Facilities activity

CARRIED

Councillor Allan exited the meeting at 12:27 pm.

Councillor Allan returned to the meeting at 12:30 pm.

Resolution Number CO/2023/106

MOVED by Cr Boyle, seconded Cr Grimstone:

That Council adopt Option 1 Increase budget to deliver the projects we need which includes universal water metering for leak detection.

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

For:

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

Against:

The division was declared **CARRIED** by 13 votes to 0.

CARRIED

The meeting adjourned for a break at 12.44pm.

Councillor Jennings exited the meeting at 12:44 pm.

The meeting resumed at 1.16pm.

6.5 Deliberations Report 4 - Foxton Beach Freeholding Account

To present to Council for deliberation, the submissions received on the Annual Plan 2023/24 in relation to the consultation issue: Foxton Beach Freeholding Account.

Resolution Number CO/2023/107

MOVED by Cr Allan, seconded Cr Brannigan:

That Report 23/334 Deliberations Report 4 - Foxton Beach Freeholding Account be received.

That this matter or decision is recognised as not significant in terms of s76 of the Local Government Act

That Council acknowledges, with thanks, all who have submitted on the Foxton Beach Freeholding Account consultation issue.

CARRIED

Resolution Number CO/2023/108

MOVED by Cr Allan, seconded Cr Brannigan:

That Council approve \$500,000 from the Foxton Beach Freeholding Account for the Foxton Pool Redevelopment Project, noting that this is inconsistent with Council's Policy. In making this decision, Council notes the extensive consultation that has been undertaken in relation to this matter, and the predominant views, not only of the wider community, but more specifically the residents of the Foxton Beach community. This deviation from the Policy will be included in the background which informs the current Policy review.

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

For:

Councillors: David Allan
Mike Barker
Ross Brannigan
Clint Grimstone
Paul Olsen
Jonathan Procter
Piri-Hira Tukapua
Bernie Wanden
Alan Young

Against:

Councillors: Rogan Boyle
Nina Hori Te Pa
Justin Tamihana

The division was declared **CARRIED** by 9 votes to 3.

CARRIED

6.6 Deliberations Report 5 - Activities Report

To present to Council for officer reports and recommendation on the issues raised in comments on submissions received on the Long Term Plan 2021-2041 Amendment and Annual Plan 2023/24 on matters not included for consultation.

Resolution Number CO/2023/109

MOVED by Cr Olsen, seconded Cr Grimstone:

- 2.1 That Report 23/359 Deliberations Report 5 - Activities Report be received.
- 2.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act
- 2.5 That Council acknowledges, with thanks, all who have submitted.

CARRIED

Resolution Number CO/2023/110

MOVED by Cr Boyle, seconded Cr Tukapua:

That Council requests that Officers include the Ohau Shared Path proposal in Council's Cycling Facilities funding application to the 2024/2027 National Land Transport Programme.

That Council requests that Officers investigate options to improve pedestrian and cyclist connectivity under the Ohau rail over bridge.

That Council requests that officers continue to work with Ms Kilsby-Halliday to undertake engagement with the Ohau community. This engagement should focus on understanding their perspective, gauging the level of support for the proposed shared pathway, and exploring opportunities for community input in the pathway's development

That Council requests, pending a better understanding of the project's feasibility, and level of community support, that the development of the shared pathway is included within the programme of Cycling Facilities Budget for consideration as part of the 2024 Long Term Plan (LTP).

CARRIED

Resolution Number CO/2023/111

MOVED by Cr Tukapua, seconded Cr Allan:

That Council requests that Officers investigate options for providing a safe cycling connection between Ōhau and Levin and present a report to Council for consideration.

That Council writes to submitter #204 Jason White thanking him for his submission, acknowledging that we support the idea in principle but suggest he take it to the controlling authority "Waka Kotahi" with the understanding it would be better suited for the Revocation process.

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

For:

Councillors: David Allan
Mike Barker
Ross Brannigan
Paul Olsen
Piri-Hira Tukapua
Alan Young

Against:

Councillors: Rogan Boyle
Nina Hori Te Pa
Jonathan Procter
Justin Tamihana
Bernie Wanden

Cr Clint Grimstone abstained
Cr Sam Jennings was absent.

The division was declared CARRIED by 6 votes to 5.

.CARRIED

Councillor Jennings returned to the meeting at 02:03 pm.

Resolution Number CO/2023/112

MOVED by Cr Olsen, seconded Cr Grimstone:

That Council requests that officers in consultation with community develop a comprehensive and inclusive development plan for Target Reserve within the next financial year given the diverse range of recreational demands on this site. This plan should consider various recreational activities, including walking, mountain biking, horse riding, and other existing recreational groups such as Horowhenua Paintballing and the Levin Pistol Club, notwithstanding discussions will continue with the Manawātū Mountain biking club to progress a Memorandum of Understanding

.CARRIED

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

For:

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

Against:

The division was declared CARRIED by 13 votes to 0.

Resolution Number CO/2023/113

MOVED by Cr Procter, seconded Cr Boyle:

That Council approves funding up to \$15,000 for the cost-effective fibreglass Single pan Long Drop Wilderness Toilet Unit in the event funding cannot be secured within the next 6 months.

That Council requests that officers collaborate with representatives from the Te Araroa Manawatu Trust regarding the installation of the fibre glass Single pan Long Drop Wilderness Toilet Unit. This approach ensures that the facilities meet the necessary Trail standards and contribute to the overall quality of the Te Araroa trail and contribute to the overall visitor experience.

That Council requests that Officers work with the Te Araroa Manawatu Trust to pursue further funding opportunities via the Tourism Infrastructure Fund to advance projects across Horowhenua.

CARRIED

Councillor Procter exited the meeting at 02:54 pm.

Councillor Young exited the meeting at 02:54 pm.

Councillor Procter returned to the meeting at 02:56 pm.

Councillor Young returned to the meeting at 02:56 pm.

Resolution Number CO/2023/114

MOVED by Mayor Wanden, seconded Cr Jennings:

That Council request that Officers continue the ongoing consultation process between the involved parties, including Manakau United Football Club, the Manakau District Community Association, Ngāti Wehi Wehi and Council, regarding the capital funding obtained from the 'Better Off' fund. This funding should be utilised as the initial phase of works to improve the site.

That Council explores the possibility of bringing Manakau Domain back under Council control. This would entail the transfer of operational maintenance and renewal responsibilities to the Council. It is important to consider the associated costs and budget implications, including an estimated annual expenditure of approximately 20-30k for maintenance, which would need to be funded through rates. Any decision to bring the site under Council control should also ensure that it remains available for public use.

CARRIED

Councillor Brannigan exited the meeting at 03:05 pm.

Resolution Number CO/2023/115

MOVED by Cr Jennings, seconded Cr Procter:

That Council provides support to the submitter and other interested community groups to help them identify requirements and possible suitable sites for a privately funded skid pad or other motorsport facility.

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

For:

Councillors: David Allan
Mike Barker
Rogan Boyle
Clint Grimstone
Nina Hori Te Pa
Sam Jennings
Paul Olsen
Jonathan Procter
Justin Tamihana

Against:

Piri-Hira Tukapua
Bernie Wanden
Alan Young

Cr Ross Brannigan was absent.
The division was declared CARRIED by 12 votes to 0

CARRIED

*Councillor Brannigan returned to the meeting at 03:12 pm.
Councillor Brannigan exited the meeting at 03:13 pm.*

Resolution Number CO/2023/116

MOVED by Cr Allan, seconded Cr Boyle:

That implementing a living wage for Council employees be considered during the Long Term Plan 2024.

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

For:

Councillors: David Allan
Mike Barker
Rogan Boyle
Clint Grimstone
Nina Hori Te Pa
Sam Jennings
Jonathan Procter
Justin Tamihana
Piri-Hira Tukapua
Bernie Wanden
Alan Young

Against:

Cr Ross Brannigan left the room.
Cr Paul Olsen abstained.

The division was declared CARRIED by 11 votes to 0.

CARRIED

Councillor Brannigan returned to the meeting at 03:24 pm.

**The meeting adjourned at 3.35pm.
The meeting reconvened at 3.50pm**

6.7 Deliberations Report 6 - Financial Matters

To present to Council for deliberation, the submissions received on the Long Term Plan 2021-2041 Amendment in relation to the consultation issue: Annual Plan 2023/24

Resolution Number CO/2023/117

MOVED by Mayor Wanden, seconded Cr Allan:

- 2.1 That Report 23/347 Deliberations Report 6 - Financial Matters be received.
- 2.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act
- 2.5 That Council acknowledges, with thanks, all who have submitted on the Community Facilities activity

CARRIED

Resolution Number CO/2023/118

MOVED by Cr Boyle, seconded Cr Hori Te Pa:

That Council approve the increased Development Contributions and endorse the proposed changes to the Development Contributions Policy.

CARRIED

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

For:

Against:

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

The division was declared **CARRIED** by 13 votes to 0.

Resolution Number CO/2023/119

MOVED by Cr Tukapua, seconded Cr Allan:

That Council approve the attached Fees and Charges Schedule for the year 2023/2024, noting the fees and charges adequately meet Council's Revenue and Financing Targets consulted on.

That Council add a Registration Class for multi-dog owner (stock dogs) attracting a discount of \$10.00 per stock dog, for dog owners who have four or more dogs.

CARRIED

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

For:

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

Against:

The division was declared **CARRIED** by 13 votes to 0.

Prior to final of resolution 2.9, Councillors voted on the various options for reducing services to reduce the final rates increase. The outcome of the votes are as follows:

MOVED by Cr Procter, seconded Cr Hori Te Pa:

c. Events – having no contestable fund/support for major events in 2023/24 - \$80000 (0.2%)

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

For:

Councillors: Mike Barker
Rogan Boyle
Nina Hori Te Pa
Jonathan Procter
Justin Tamihana
Piri-Hira Tukapua

Against:

Councillors: David Allan
Ross Brannigan
Clint Grimstone
Sam Jennings
Paul Olsen
Mayor Bernie Wanden
Alan Young

The division was declared **LOST** by 6 votes to 7.

MOVED by Cr Grimstone, seconded Cr Procter:

d. Stop urban berm mowing \$140,000 (0.3%)

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

For:

Councillors: Mike Barker
Rogan Boyle
Clint Grimstone
Nina Hori Te Pa
Jonathan Procter
Alan Young

Against:

Councillors: David Allan
Ross Brannigan
Sam Jennings
Paul Olsen
Justin Tamihana
Piri-Hira Tukapua
Mayor Bernie Wanden

The division was declared **LOST** by 6 votes to 7

The motion to stop berm mowing having been lost, Councillors proposed an alternative motion.

Resolution Number CO/2023/120

MOVED by Cr Barker, seconded Cr Young:

That Council reduce urban berm mowing by 50% saving \$70,000 per annum.

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

For:

Councillors: Mike Barker
Rogan Boyle
Clint Grimstone
Nina Hori Te Pa
Sam Jennings
Jonathan Procter
Alan Young

Against:

Councillors: David Allan
Ross Brannigan
Paul Olsen
Piri-Hira Tukapua
Bernie Wanden

Cr Justin Tamihana abstained.

The division was declared CARRIED by 7 votes to 5.

CARRIED

MOVED by Cr Tamihana

- e. Reduce Maintenance: Waitārere Rise Boulevard - \$19,000 (0.0%)

Failed for want of a seconder.

Councillors debated options for reducing park maintenance budgets by 50%, and proposed:

MOVED by Cr Jennings, seconded Cr Hori Te Pa

That Council

- f. Reduce Maintenance budget by 50%: Waitārere Rise Boulevard
- g. Reduce Maintenance budget by 50%: Victoria Park, Foxton
- h. Reduce Maintenance budget by 50%: Moynihan Park, Shannon
- i. Reduce Maintenance budget by 50%: Vincent Drive Reserve, Levin

Following further debate, the mover and seconder withdrew the motion.

Councillor Procter exited the meeting at 04:39 pm.

Councillor Procter returned to the meeting at 04:40 pm.

Resolution Number CO/2023/121

MOVED by Mayor Wanden, seconded Cr Jennings:

That Council suspend standing order to allow the meeting to continue beyond six hours in order to complete the business on the order paper.

CARRIED

Councillors discussed the practicalities and real world implications on service levels of reducing park maintenance budgets by 50%. As a result of those discussions, Council moved to revoke an earlier resolution.

Resolution Number CO/2023/122

MOVED by Cr Tamihana, seconded Cr Procter:

That Council revoke **Resolution Number CO/2023/25** to reduce urban berm mowing by 50%.

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

For:

Councillors: David Allan
Rogan Boyle
Ross Brannigan
Clint Grimstone
Nina Hori Te Pa
Sam Jennings
Paul Olsen
Jonathan Procter
Justin Tamihana
Piri-Hira Tukapua
Bernie Wanden
Alan Young

Against:

Councillors: Mike Barker

A 75% majority of the vote was achieved as required by Standing Order 24.5 to revoke the resolution number CO/2023/25 earlier made in this meeting.

The division was declared CARRIED by 12 votes to 1.

CARRIED

Resolution Number CO/2023/123

MOVED by Cr Jennings, seconded Cr Boyle:

That Council request the Chief Executive work with our partners, Recreational Services, to find \$75,000 in savings across the maintenance budgets.

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

For:

Councillors: Rogan Boyle
Clint Grimstone
Nina Hori Te Pa
Sam Jennings
Jonathan Procter
Piri-Hira Tukapua
Alan Young

Against:

Councillors: David Allan
Mike Barker
Ross Brannigan
Paul Olsen
Justin Tamihana
Bernie Wanden

The division was declared CARRIED by 7 votes to 6.

CARRIED

Resolution Number CO/2023/124

MOVED by Cr Tukapua, seconded Cr Tamihana:

That Council reduce targeted capital spend from \$41m to \$35m , saving \$114,000 in interest cost (0.2%)

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

For:

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

Against:

The division was declared CARRIED by 13 votes to 0.

CARRIED

Resolution Number CO/2023/125

MOVED by Cr Boyle, seconded Cr Tamihana:

That Council reduce budget for professional services across the organisation - \$100,000 (0.2%)

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

For:

Councillors: Mike Barker
Rogan Boyle
Clint Grimstone
Nina Hori Te Pa
Sam Jennings
Paul Olsen
Justin Tamihana
Piri-Hira Tukapua
Alan Young

Against:

Councillors: David Allan
Ross Brannigan
Jonathan Procter
Bernie Wanden

The division was declared CARRIED by 9 votes to 4.

CARRIED

MOVED by Cr Boyle, seconded Cr Tamihana:

That Council request the Chief executive to find further operational savings noting that this is currently up to \$500,000 based on officers not seeking additional rates to fund expected increases in interest rates - \$100,000 (0.2%) .

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

For:

Councillors: Rogan Boyle
Justin Tamihana

Against:

Councillors: David Allan
Mike Barker
Ross Brannigan
Clint Grimstone
Nina Hori Te Pa
Sam Jennings
Paul Olsen
Jonathan Procter
Piri-Hira Tukapua
Mayor Bernie Wanden
Alan Young

The division was declared **LOST** by 2 votes to 11

Cr Tukapua proposed an additional recommendation reducing the budget for Governance/Maori Partnerships by \$152,000.

Cr Procter declared a conflict of interest and withdrew from discussing or voting on the following motion.

Resolution Number CO/2023/126

MOVED by Cr Tukapua, seconded Cr Jennings:

That Council reduce the budget for Governance/Māori Partnerships by \$152,500 (from \$992,000 to \$839,000).

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

For:

Councillors: David Allan
Mike Barker
Ross Brannigan
Sam Jennings
Paul Olsen
Justin Tamihana
Piri-Hira Tukapua
Bernie Wanden
Alan Young

Against:

Councillors: Rogan Boyle
Clint Grimstone
Nina Hori Te Pa

The division was declared **CARRIED** by 9 votes to 3.

CARRIED

*Councillor Procter exited the meeting at 05:57 pm.
Councillor Procter returned to the meeting at 05:59 pm.*

MOVED by Cr Grimstone, seconded Cr Procter:

- b. Reduce community grants and community group funding by \$100,000 (0.2%)

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

For:

Councillors: Clint Grimstone
Nina Hori Te Pa
Sam Jennings
Jonathan Procter
Alan Young

Against:

Councillors: David Allan
Mike Barker
Rogan Boyle
Ross Brannigan
Paul Olsen
Justin Tamihana
Piri-Hira Tukapua
Mayor Bernie Wanden

The division was declared **LOST** by 5 votes to 8

Having voted on options for reducing the final average rates increase, Council voted as follows:

Resolution Number CO/2023/127

MOVED by Cr Tukapua, seconded Cr Brannigan:

That Council approve an average rates increase of 7.0% (after accounting for growth) acknowledging that the rates increase falls differently across the region as a result of valuation changes, and by making further service reductions in the draft Long Term Plan Amendment 2021-41. In doing so, Council approves the following changes to service levels resulting in the listed dollar and percentage savings in rates:

- That Council request the Chief Executive work with our partners, Recreational Services, to find \$75,000 in savings across the maintenance budgets.
- Reduce targeted capital spend from \$41m to \$35m -\$114,000 (0.2%)
- Reduce budget for professional services across the organisation - \$100,000 (0.2%)
- Reduce the budget for Governance/Māori Partnerships by \$152,500 (from \$992,000 to \$839,000)

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

For:

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

Against:

The division was declared **CARRIED** by 13 votes to 0

CARRIED

His Worship the Mayor closed the meeting acknowledging the work of elected members in reaching these decision, and thanked officers for the support they had provided throughout this process

7.10 pm

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

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF COUNCIL HELD ON

DATE:

CHAIRPERSON: