

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

Date: Wednesday 10 October 2018
Time: 4.00 pm
Meeting Room: Council Chambers
Venue: 126-148 Oxford St
Levin

Council OPEN AGENDA

MEMBERSHIP

Mayor	Mr Michael Feyen	
Deputy Mayor	Mr Wayne Bishop	
Councillors	Mr Ross Brannigan	
	Mr Ross Campbell	
	Mr Neville Gimblett	
	Mr Barry Judd	
	Mrs Victoria Kaye-Simmons	
	Mrs Jo Mason	
	Mrs Christine Mitchell	
	Ms Piri-Hira Tukapua	
	Mr Bernie Wanden	
Reporting Officer	Mr Mark Lester	(Acting Chief Executive)
Meeting Secretary	Mrs Karen Corkill	
	Ms Sharon Bowling	

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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

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1 Apologies

2 Public Participation

Notification to speak is required by 12 noon on the day of the meeting. Further information is available on www.horowhenua.govt.nz or by phoning 06 366 0999.

See over the page for further information on Public Participation.

3 Late Items

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (6) 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, 29 August 2018

6 Announcements

MidCentral District Health Board

Kelly Isles, Strategic Planner, MidCentral Health, will be presenting the Horowhenua Health & Wellbeing Plan 2018 – 2023. The plan outlines how MidCentral Health is going to work differently to achieve Quality Living – Healthy Lives – Well Communities.

Sport Manawatu

There will be a presentation from Trevor Shailer, CEO, Sport Manawatu on the Manawatu-Whanganui Regional Sport Facility Plan.

Public Participation (further information):

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

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

Meeting protocols

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

Proceedings of the Foxton Community Board 10 September 2018

File No.: 18/548

1. Purpose

To present to the Council the minutes of the Foxton Community Board meeting held on 10 September 2018.

2. Recommendation

- 2.1 That Report 18/548 Proceedings of the Foxton Community Board 10 September 2018 be received.
- 2.2 That the Council receives the minutes of the Foxton Community Board meeting held on 10 September 2018.

3. Issues for Consideration

There are no items considered by the Foxton Community Board that require further consideration by Council.

Attachments



There are no attachments for this report.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their 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)	Doug Law Chief Financial Officer	
Approved by	Mark Lester Group Manager - Corporate Services	

Foxton Community Board

OPEN MINUTES

Minutes of a meeting of the Foxton Community Board held in the Blue Room, Te Awahou Nieuwe Stroom, 22 Harbour Street, Foxton, on Monday 10 September 2018 at 6.00 pm.

PRESENT

Chairperson	Mr D J Roache	
Deputy Chairperson	Ms P R Metcalf	
Members	Mr D A Allan	
	Cr N G Gimblett	(from 6.20 pm)
	Mr J F Girling	
	Ms J M Lundie	
	Miss M Davenport	(Student Appointee)

IN ATTENDANCE

Mr D Law	(Chief Financial Officer)
Mr A Grant	(Group Manager – Infrastructure Services)
Mrs K J Corkill	(Meeting Secretary)

ALSO IN ATTENDANCE

Mayor M Feyen	
Mr R J Brannigan	(from 6.15 pm)

PUBLIC IN ATTENDANCE

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

1 Apologies

An apology for lateness was recorded for Cr Gimblett.

MOVED by Ms Metcalf, seconded Mr Girling:

THAT the apology for lateness from Councillor Gimblett be accepted.

CARRIED

2 Public Participation

Ted Melton	7.1	<u>Monitoring Report</u> <u>77/39 – Foxton Beach Reserves Investment Plan</u>
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3 Late Items

There were no late items.

4 Declaration of Interest

There were no declarations of interest.

5 Confirmation of Minutes

MOVED by Ms Metcalf, seconded Mr Girling:

THAT the minutes of the meeting of the Foxton Community Board held on Monday, 30 July 2018, be confirmed as a true and correct record.

CARRIED

6 Announcements

The HDC update would await Cr Gimblett's arrival.

Mr Allan advised that he would like to raise the Cemetery stormwater issue with a view to it being reinstated on the Monitoring Report.

Ms Lundie also suggested the Pump Track should still be on the Monitoring Report as seating had yet to be addressed.

Mr Girling queried the status of the letter that had been received in relation to vandalism at the River Loop as it was something that the Board should discuss.

Update from Foxton Community Board Student Appointee, Meghan Davenport

FCB Student Appointee and also Chair of Youth Voice (YV), Miss Davenport, saying she had anticipated that Deputy Chair, Oliver Parrant, would be in attendance to speak about Tu Whitia Te Hopo, gave a background to Youth Voice, explaining that Youth Voice was Horowhenua's Youth Council made up of a group of 12-24 year olds. Members were selected each year through a written application and interview process. YV focussed on supporting youth in multiple ways to improve their well-being. The Group had support from Council staff, representatives from schools in the region, and Councillors, and met on the first Tuesday of every month.

Miss Davenport outlined the various projects and activities that YV had been or would be involved in, which included:

- making a submission to NZQA on how NCEA could be improved;
- carrying through on the plan from the 2017 Youth Voice to purchase a portable soccer field. This had been set up and used on Children's Day earlier in the year, supervised by Youth Voice members. A schools tour was planned for later in the year;
- organising Horowhenua's Got Talent later in the year and assisting on the night;
- working on a submission to Council to upgrade/improve the skate park;
- undertaking the Tu Whitia Te Hopo ("feel the fear and do it anyway") programme raising awareness of youth mental health. The programme was originally funded by the Ministry of Youth Development and was based on teaching young people how to talk with other youth about mental health.

At its latest meeting, YV considered ideas in relation to making a formal submission to Council on upgrading/improving the Skate Park.

With regard to the Skate Park improvement project, Ms Metcalf queried if that included users being picked up and dropped off. Miss Davenport said she did not think that was being considered but would suggest it be included in the brainstorming for the project.

Mr Roache thanked Miss Davenport for her update, particularly noting the importance of the mental health focus for young people as youth suicide was a serious issue.

Update from the Foxton Community Board Chair

Mr Roache reported as follows:

- he had represented the community and the RSA at the recent re-interment of Private Healey. He thanked Council, Officers and the RSA for the help with organising the day and for making available the plot next to Private Healey's grandfather;
 - he had attended the FTDA signing of a contract with Cathy McCartney as Tourist Coordinator. This was a short-term position and he hoped that after Council saw the merit in such a position, it would be taken on board;
 - he had met with representatives of the Foxton Beach Progressive Association, with a draft Memorandum of Understanding having been produced. The Board would continue to liaise with the Association;
 - he had attended the MAVtech presentation of the concept plan produced by Workshop e. The plan had been well received by the Trustees, with the next step being a feasibility study;
 - he was putting together information on the history of the Memorial Hall and was waiting on a reply from the Minister;
 - a resident had brought to his attention that the servicemen's names on the northern side of the Cenotaph had faded and he would be writing to Council to have this addressed.
- Responding to a query as to which Minister he was waiting to hear from, Mr Roache said originally it had been the Internal Affairs Minister; now it was the Minister for Local Government.

7 Reports

7.1 Monitoring Report to 10 September 2018

Purpose

To present to Foxton Community Board the updated monitoring report covering requested actions from previous meetings of the Community Board.

MOVED by Mr Allan, seconded Mr Girling:

THAT Report 18/423 Monitoring Report to 10 September 2018 be received.

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

CARRIED

Page 8 14/32 - Sand Dune Management

It was noted that the whilst the entranceway work had been completed, there was still the issue of the fore-dunes with a response awaited from Horizons. It was requested that this remain on the Monitoring Report and a meeting be arranged between HRC, HDC and the FCB.

14/674 – Target Reserve

The status of the reactivation of the User Group was queried with an update requested.

Page 10 17/39 – Foxtton Beach Reserves Investment Plan

Speaking on behalf of the Foxtton Beach Progressive Association and noting that he was a relative newcomer to the area, Mr Ted Melton, (who was accompanied by Ms Katharine Wilkinson, the Association's Chair), complimented those involved with producing the Investment Plan. He said that the Association was not only very supportive, but was very interested, and they had also been talking with a number of local people who were also interested and had high expectations.

Now that the Pump Track had been completed, people were wondering what would come next, with it fairly obvious that the Holben Te Wharangi Park looked like the next highest priority.

Cr Gimblett joined the meeting (6.20 pm).

Mr Melton expressed the Association's interest in being involved in whatever capacity it could play as an advocate for community-led development. Noting the workshop in the offing, the Association would appreciate the opportunity to have a presence should that be a possibility. With regard to the workshop, Mr Roache noted that would include the Kilmister Block as well as the Investment Plan. He would liaise with Mr Melton as to the Association's attendance.

18/209 – CE's Report – MAVtech

A time line for this was queried, with an update to be requested for the next FCB meeting.

Foxtton Cemetery Stormwater

With this having been raised under Announcements, it was:

MOVED by Mr Allan, seconded Mr Roache:

THAT the Foxtton Cemetery Stormwater mitigation measures be reinstated on the Monitoring Report.

CARRIED

Speaking to the issue, Mr Allan said he was aware there was an on-going concern as to whether the mitigation measures were working as he understood that three weeks ago the ponds had been overflowing. This was important because at the end of the day it was about being landowners and having a duty of care for neighbours. An update was requested for the next Community Board meeting.

7.2 Chief Executive's Report to 10 September 2018

Purpose

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

MOVED by Ms Metcalf, seconded Mr Girling:

THAT Report 18/462 Chief Executive's Report to 10 September 2018 be received.

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

CARRIED

Mr Law worked through the CE's report adding further comment.

3.1 Economic Update

This had also been presented to the Business After 5 group and had been included in the last Council Agenda. It contained some good and bad news, with the District's economy starting to level off a bit.

Ms Lundie queried how tourism expenditure was broken down into categories with Mr Law saying he was not aware of the methodology but would find out.

3.2 Foxton Beach Water

This was good news, with no complaints having been received.

3.3 Marketing Plan / Te Awahou Signage

To be included on the Monitoring Report, and:

MOVED by Mr Roache, seconded Mr Allan:

THAT an update on the Marketing Plan/Te Awahou Signage be presented to the next Foxton Community Board meeting.

CARRIED

3.4 Foxton Beach Freeholding Account

Queries were raised in relation to how, and for what, Administration was apportioned, noting the \$69,000 in the current financial year.

The grant to the Foxton and Beach Bowling Club was also discussed, with a portion of the grant (\$60,000) showing for this financial year. With the Club having changed what was going to be undertaken (such as one artificial turf rather than two), whether or not the grant should be re-evaluated was raised.

7.3 **Resource Consenting (Planning) Matters Considered Under Delegated Authority**

Purpose

To present details of decisions made under delegated authority in respect of Resource Consenting (Planning) Matters.

MOVED by Mr Allan, seconded Mr Girling:

THAT Report 18/424 Resource Consenting (Planning) Matters Considered Under Delegated Authority be received.

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

CARRIED

Horowhenua District Council Update

Cr Gimblett said that in terms of Council actions or decisions that affected the Foxton/Foxton Beach area, there was not a lot to report. However, the Hearings Committee had considered earthquake-prone buildings and had brought back a recommendation that would leave Foxton out of the earthquake-prone area. At this stage, the report to Council for its adoption lay on the table because there was the possibility of government revisiting its decisions in terms of provincial areas due to the pressure from a number of Councils around the country.

Central government had recently released its national transportation programme. There was some concern that the O2NL expressway had been scrapped, but that was not the case. It was still listed in the plan as being under evaluation. The expectation was that this would be carried forward, with Council's main aim being to get this designated even if the build was some time away.

Last week the Environment Court had made a decision on Foxton Wastewater with the consent having been granted. Whilst he did not have all the details, it should

mean that within three years Council would have its wastewater out of the river and Horowhenua would have all of its wastewater going to land. It would be one of the only Councils in the country putting all its wastewater to land. There was a limitation on the amount of wastewater that could be discharged so Council would need to do some work so there would be no infiltration of stormwater.

Responding to queries, Cr Gimblett explained priority areas and the time frames in the legislation in terms of earthquake-prone buildings.

With Council taking its wastewater out of the river, how it should approach the Councils upriver was raised. Mr Roache said once Horowhenua District Council had its own house in order it would be in a stronger position when dealing with those Councils going forward.

Prior to the meeting concluding, Mr Law introduced Andrew Grant, Council's recently appointed Group Manager – Infrastructure Services.

6.50 pm

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

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF THE FOXTON COMMUNITY
BOARD HELD ON

DATE:.....

CHAIRPERSON:.....

Proceedings of the Finance, Audit & Risk Subcommittee 19 September 2018

File No.: 18/549

1. Purpose

To present to the Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 19 September 2018.

2. Recommendation

- 2.1 That Report 18/549 Proceedings of the Finance, Audit & Risk Subcommittee 19 September 2018 be received.
- 2.2 That the Council receives the minutes of the Finance, Audit & Risk Subcommittee meeting held on 19 September 2018.

3. Issues for Consideration

The following item considered by the Finance, Audit & Risk Subcommittee meeting held on 19 September 2018 will require further consideration by the Horowhenua District Council at an Extraordinary Council meeting to be held on 24 October 2018:

Annual Report for the year ended 30 June 2018

THAT the Finance, Audit & Risk Subcommittee recommends to Council the adoption of the Annual Report ended 30 June 2018 at the Extraordinary Council meeting of 24 October 2018.

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)	Doug Law Chief Financial Officer	
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Approved by	Mark Lester Acting Chief Executive	
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Finance, Audit & Risk Subcommittee

OPEN MINUTES

Minutes of a meeting of the Finance, Audit & Risk Subcommittee held in the Council Chambers, Horowhenua District Council, Levin, on Wednesday 19 September 2018 at 5.00 pm.

PRESENT

Chairperson	Mr P Jones
Deputy Chairperson	Cr B F Judd
Members	Cr W E R Bishop
	Cr R J Brannigan
	Cr R H Campbell
	Mayor M Feyen
	Cr N G Gimblett
	Cr V M Kaye-Simmons
	Cr J F G Mason
	Cr P Tukapua
	Cr B P Wanden

IN ATTENDANCE

Mr D Law	(Chief Financial Officer)
Mr D M Clapperton	(Chief Executive)
Mr D McCorkindale	(Group Manager – Strategy & Development)
Mrs N Brady	(Group Manager – Customer & Regulatory Services)
Ms S Grant	(Group Manager – People & Community)
Mr G O'Neill	(Projects Manager)
Mr D Haigh	(Growth Response Manager)
Mr D O'Regan	(Acting Communications Manager)
Mr J Paulin	(Finance Manager)
Mr A Chamberlain	(Financial Accountant)
Mr I McLachlan	(Risk Management Lead)
Mrs K J Corkill	(Meeting Secretary)

MEDIA IN ATTENDANCE

Mr G Heagney	("Manawatu Standard")
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PUBLIC IN ATTENDANCE

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

1 Apologies

An apology was recorded for Cr Mitchell.

MOVED by Mayor Feyen, seconded Cr Judd:

THAT the apology from Cr Mitchell be accepted.

CARRIED

2 Public Participation

7.4 Update – Electronic Communications (E-Mail Quarantine) Policy

Stressing the importance of email communication, Anne Hunt suggested that Council should be monitoring not only incoming, but also outgoing emails as they were public documents and could be used in various, including legal, forums.

The Chair queried the relevance of Mrs Hunt's comments to the item on the Agenda.

3 Late Items

There were no late items.

4 Declarations of Interest

There were no declarations of interest.

5 Confirmation of Open & In Committee Minutes – 1 August 2018

MOVED by Cr Kaye-Simmons, seconded Cr Judd:

THAT the Open & In Committee minutes of the meeting of the Finance, Audit & Risk Subcommittee held on Wednesday, 1 August 2018, be confirmed as a true and correct record.

CARRIED

It was clarified with regard to the apology made by Mayor Feyen in relation to the two grants purportedly made in the same year, that it had been ascertained that this was incorrect and the grants were made in separate years. The confusion had arisen because of timing with the funds being disbursed, not awarded in the same financial year. This had been addressed in the minutes presented and adopted at the following Council meeting.

6 Announcements

Following an incident that had occurred between himself and another Councillor at the time of the last FARS meeting, Cr Campbell made the following announcement, which he said was on the advice of the Police.

“After the FARS meeting of 1 August 2018, before and at dinner, he had been spoken to and threatened by a Councillor in a very inappropriate and offensive manner so that his health and safety had been compromised and his person was threatened. Because of this, from this meeting forward he would, on the advice of Police, be carrying a video camera at all times to ensure his health and safety was not compromised and to create a boundary of respect should a similar incident occur. It was a simple camera and he would have it all times when that particular person was present.”

Mr Clapperton responded that some clarification would be needed, outside of today's meeting, as to the ramifications of this as there could be privacy considerations, particularly when it came to staff.

Cr Campbell said he had been advised to wear the camera and would turn it on whenever he felt his health and safety was compromised, offering his assurance that it would not be used when In Committee items were considered.

Despite Police advice, Cr Judd expressed his concern at what Cr Campbell proposed citing privacy issues and suggesting there needed to be some clear rules from the organisation around filming and when it would and would not be appropriate. If there were concerns about health and safety and the Police had been spoken to, he said they would take appropriate action if necessary.

Saying it was not fair that other Councillors were being put under this kind of scrutiny, Cr Brannigan made a public statement identifying himself as the Councillor with whom Cr Campbell had had a verbal altercation. It had happened after the last FARS meeting, inside the meal room. He said he made no apologies to Cr Campbell, but had apologised to the staff and the Chief Executive about the way he and Cr Campbell had spoken to each other. It was a verbal exchange when he had retaliated to something Cr Campbell had said. Cr Campbell had given as good as he got, and there had been no threat of violence.

With this matter being brought to the meeting with no warning, Mr Clapperton said there was some work that needed to be done to put in place some guidelines. It aligned with some work currently being done, specifically on privacy issues and Principle 3 of the Privacy Act.

It was left to the Chief Executive to report back to the meeting in due course.

7 Reports

7.1 Annual Report for the year ended 30 June 2018

Purpose

To recommend the adoption of the Annual Report for the year ended 30 June 2018 to Council.

Advising that verbal confirmation of an unmodified audit opinion had not yet been received from Audit NZ but he did not expect a different result, Mr Law provided further comment on the salient points in his report and responded to Councillor queries. He also noted that the Annual Report would now go to an Extraordinary Meeting of Council at 4.00 pm on 24 October, for adoption, which would precede the FARS meeting scheduled for that day.

With there having been queries in relation to the prudential benchmarks, particularly those that had not been met, Mr Jones expressed his reservations about their usefulness, noting that in terms of the benchmarks that had not been met:

- Balanced Budget - this had been a deliberate decision by Council and Council had been satisfied that it was prudent;
- Debt Control – was not too far off the mark;
- Operations Control – was better than last year. If it had not been then some questions would need to be asked. Overall the trend was one of improvement.

MOVED by Deputy Mayor Bishop, seconded Cr Wanden:

THAT Report 18/532 Annual Report for the year ended 30 June 2018 is received.

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

THAT the Finance, Audit and Risk Subcommittee recommends to Council the adoption of the Annual Report ended 30 June 2018 at the extraordinary Council meeting of 24 October 2018.

CARRIED

Mayor Feyen and Cr Campbell ABSTAINED from voting.

7.2 Two Month Report 1 July 2018 - 31 August 2018

Purpose

To present to the Finance, Audit & Risk Subcommittee the Two Month Report 1 July 2018 – 31 August 2018.

Mr Jones said he had no problem with the fact that a Two Month Report had not been produced as Officers had been focused on the Annual Report. He did expect, however, that there would be a full Quarterly Report presented to the 24 October 2018 meeting.

MOVED by Deputy Mayor Bishop, seconded Cr Brannigan:

THAT Report 18/533 Two Month Report 1 July 2018 - 31 August 2018 be received.

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

CARRIED

Mayor Feyen and Cr Campbell ABSTAINED from voting.

7.3 Alliance 3 Waters Capital Projects Update

Purpose

To provide the Finance, Audit and Risk Subcommittee with an update on the 3 Waters Capital Projects being undertaken by the Horowhenua Alliance.

Mr O'Neill gave a PowerPoint presentation showing at a high level the projects for the year ahead in relation to:

- Water Reticulation Renewals
- - Water treatment plants
- Wastewater reticulation
- Wastewater treatment plants
- Wastewater pumps – noting an error on page 30 with the second table showing the correct description order.

He also responded to queries from Elected Members and the Chair.

MOVED by Mayor Feyen, seconded Deputy Mayor Bishop:

THAT Report 18/523 Alliance 3 Waters Capital Projects Update be received.

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

CARRIED

7.4 Update - Electronic Communications (E-Mail Quarantine) Policy

Purpose

The purpose of this report is to update members of actions in respect to the implementation of the Electronic Communications (E-Mail Quarantine) Policy and report pursuant to the requirements of the Policy.

MOVED by Cr Brannigan, seconded Cr Wanden:

THAT Report 18/524 Update - Electronic Communications (E-Mail Quarantine) Policy be received.

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

CARRIED

7.5 Risk Update

Purpose

To update the Finance, Audit & Risk Subcommittee on changes to the Summated Risk Register considered on 1 August 2018.

Mr McLachlan joined the table to speak to this report and respond to questions.

Responding to a comment from Cr Campbell about the “one up approval” system and wanting to see a time-line for this to be implemented because it was important for such checks to be in place, it was explained that there were some issues with the way the financial system worked which were outside the organisation’s control. A work-around was being investigated and there were already some internal controls in place between authorisation and payment. In addition there was also a process where a number of transactions were reviewed to verify their validity.

In relation to Gladstone Green, Mr McLachlan explained why the risk had been downgraded to amber and the measures that had been put in place when it came to managing/mitigating the risks in that situation.

Mr Jones raised the Significant Residual Risk noted on page 29 of the Agenda, with Mr McLachlan clarifying that had come in after he had produced his report and it would be included in the next Risk Update.

MOVED by Cr Campbell, seconded Deputy Mayor Bishop:

THAT Report 18/529 Risk Update be received.

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

CARRIED

7.6 Project Reporting - 2018/19 Financial Year

Purpose

To outline the key capital projects planned for the 2018/19 Financial Year and the proposed reporting for such.

With the Chair commenting that there was some further work required on this item, it was agreed it would lay on the table until the next FARS meeting.

6.09 pm

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

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

DATE:.....

CHAIRPERSON:.....

Proceedings of the Community Funding & Recognition Committee 1 October 2018

File No.: 18/574

1. Purpose

To present to the Council the minutes of the Community Funding and Recognition Committee meeting held on 1 October 2018.

2. Recommendation

- 2.1 That Report 18/574 Proceedings of the Community Funding & Recognition Committee 1 October 2018 be received.
- 2.2 That the Council receives the minutes of the Community Funding and Recognition Committee meeting held on 1 October 2018.
- 2.3 That the following matters or decisions be recognised as not significant in terms of s76 of the Local Government Act.
- 2.4 That the Horowhenua District Council ratifies the Community Consultation Grants as follows:

Waitare Beach Progressive and Ratepayers Association Inc.	750.00
Waikawa Beach Ratepayers Association	750.00
Tokomaru Village and Community Association	500.00
Foxton Beach Progressive Association Incorporated	750.00
	\$2750.00

- 2.5 That the Horowhenua District Council ratifies the Community Development Grants as follows:

Levin Interchurch Foodbank	1,250.00
Horowhenua Hearing Association Inc.	0.00
Foxton Horse Tram Society Inc.	0.00
Living Well Counselling Centre	2,000.00
Birtright Levin Inc	800.00
Shannon Progressive Association	517.50
Horowhenua SuperGrans	2,500.00
Igorotak New Zealand	890.00
Lions Club of Foxton	1,000.00
Parent to Parent Manawatu	1,000.00
Arthritis New Zealand	629.00
Horowhenua Historical Society Inc.	1,940.00
Citizens Advice Bureau Levin	0.00
Victim Support Horowhenua	1,500.00
Whenua Fatales Roller Derby League Inc	450.00
Levin Group of Riding for the disabled	1,000.00
English Language Partner New Zealand Trust – Horowhenua/Kapiti	500.00

New Wine Zealand Trust	0.00
Shannon Progressive Association	2,760.00
Levin Baptist Kindergarten	0.00
Levin Fire Station	2,500.00
Levin & Districts Brass Band Inc.	3,000.00
Horowhenua Breathe Easy Support Group	435.00
Horowhenua District Neighbourhood Support	981.00
Greenhouse Community	0.00
Shannon Christian Foodbank	2,000.00
Waitarere Beach Development Assn Inc	430.00
Lemonface Design	0.00
Foxton Promotions	0.00
Congregational Christian Church of Samoa in Levin	1,080.00
Levin Harrier & Multisport Club	500.00
Encounter Levin	4,000.00
Man up & Legacy	0.00
Foxton Tourism & Development Association	1,800.00
Levin Swimming Club Incorporated	0.00
Horowhenua Vintage Machinery Club	2,500.00
Fill a Shoebox Horowhenua	3,000.00
Tokomaru Village and Community Association	500.00
Raukawa Whānau Ora and Muaupoko Tribal Authorities	2,000.00
Foxton Beach Progressive Association Incorporated (transferred to Community Consultation)	0.00
Shannon Pumas Netball	1,500.00
	\$44,962.50

2.6 That the Horowhenua District Council ratifies the Rural Halls Grants as follows:

Poroutawhao Christian Assembly	0.00
Opiki Hall Society	12,000.00
Mangaore Village Residents Association	8,000.00
Horowhenua Kids, Teen and Family Trust	0.00
Tokomaru Hall Society	15,000.00
Ohau Hall Society	5,000.00
	\$40,000.00.

2.7 That the Horowhenua District Council ratifies the International Representation Grant as follows:

Star Live	\$750.00
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3. Issues for Consideration

Ratification of the community Consultation, Community Development, Rural Halls and International Representation Grants is sought.

Attachments

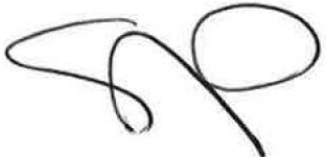

There are no attachments for this report.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their 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)	Sophie Parrant Community Development Advisor	
Approved by	Samantha Hutcheson Community and Youth Development Lead	

Community Funding and Recognition Committee

OPEN MINUTES

Minutes of a meeting of Community Funding and Recognition Committee held in the Horowhenua Room, 126-148 Oxford St, Levin, on Monday 1 October 2018 at 3:00 pm.

PRESENT

Chair Cr N G Gimblett
Deputy Mayor Cr R H Campbell
Councillors Cr J F G Mason
Cr B P Wanden

IN ATTENDANCE

Ms S Parrant	(Community Development Advisor)
Ms S Hutcheson	(Community & Youth Development Lead)
Miss M Rogerson	(Community Development Advisor)
Mr J Wharton	(Community Development Advisor)
Miss S Bowling	(Meeting Secretary)

1 Apologies

An apology was recorded for Cr Tukapua.

MOVED by Cr Wanden, seconded Cr Campbell:

THAT the apology from Councillor Tukapua be accepted.

CARRIED

2 Declarations of Interest

Cr Mason – as she sits on the SuperGrans Board and is a Council-appointed representative for Horowhenua District Neighbourhood Support

Cr Campbell – as he is involved with the Shannon Progressive Association, Tokomaru Village and Community Association, and the Mangaore Village Residents Association.

The Chair suggested Cr Campbell should also declare a conflict of interest re Mrs Janette Campbell being secretary of two of the applicant groups.

At the enquiry of the Chair, Cr Campbell confirmed that he was not wearing a camera on his person.

3 Confirmation of Minutes – 15 August 2018

MOVED by Cr Campbell, seconded Cr Wanden:

THAT the minutes of the meeting of the Community Funding and Recognition Committee held on Thursday, 5 April 2018, be confirmed as a true and correct record.

CARRIED

4 Announcements

Ms Parrant advised the Committee of two late items, an application from Star Live who was representing her age in the Under-19 rep age World Series Netball Tournament in South Africa, and a Halls Grant application from Mangaore Village Residents Association.

5 Consideration of Grant Applications Received

To present to the Community Funding and Recognition Committee for consideration the grant applications received.

MOVED by Cr Mason, seconded Cr Wanden:

THAT the Community Funding and Recognition Report be received.

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

CARRIED

Officers spoke to the applications submitted for the various grants and the recommendations made, answering questions from the Committee.

5.1 Consideration of Community Consultation Grants

A decision was made to award \$750.00 to the Foxton Beach Progressive Association Incorporated under the Community Consultation Grant rather than the Community Development Grant (under which the Association had initially applied), as the application was better suited to the criteria of this grant.

MOVED by Cr Campbell, seconded Cr Wanden:

THAT the final Community Consultation Grants allocations be as follows:

<i>Waitarere Beach Progressive and Ratepayers Association Inc.</i>	<i>750.00</i>
<i>Waikawa Beach Ratepayers Association</i>	<i>750.00</i>
<i>Tokomaru Village and Community Association</i>	<i>500.00</i>
<i>Foxton Beach Progressive Association Incorporated</i>	<i>750.00</i>
	<i>\$2750.00</i>

CARRIED

5.2 Consideration of Community Development Grants

MOVED by Cr Campbell, seconded Cr Wanden:

THAT the final Community Development Grant allocations be as follows:

<i>Levin Interchurch Foodbank</i>	1,250.00
<i>Horowhenua Hearing Association Inc.</i>	0.00
<i>Foxton Horse Tram Society Inc.</i>	0.00
<i>Living Well Counselling Centre</i>	2,000.00
<i>Birthright Levin Inc</i>	800.00
<i>Shannon Progressive Association</i>	517.50
<i>Horowhenua SuperGrans</i>	2,500.00
<i>Igorotak New Zealand</i>	890.00
<i>Lions Club of Foxton</i>	1,000.00
<i>Parent to Parent Manawatu</i>	1,000.00
<i>Arthritis New Zealand</i>	629.00
<i>Horowhenua Historical Society Inc.</i>	1,940.00
<i>Citizens Advice Bureau Levin</i>	0.00
<i>Victim Support Horowhenua</i>	1,500.00
<i>Whenua Fatales Roller Derby League Inc</i>	450.00
<i>Levin Group of Riding for the disabled</i>	1,000.00
<i>English Language Partner New Zealand Trust – Horowhenua/Kapiti</i>	500.00
<i>New Wine Zealand Trust</i>	0.00
<i>Shannon Progressive Association</i>	2,760.00
<i>Levin Baptist Kindergarten</i>	0.00
<i>Levin Fire Station</i>	2,500.00
<i>Levin & Districts Brass Band Inc.</i>	3,000.00
<i>Horowhenua Breathe Easy Support Group</i>	435.00
<i>Horowhenua District Neighbourhood Support</i>	981.00
<i>Greenhouse Community</i>	0.00
<i>Shannon Christian Foodbank</i>	2,000.00
<i>Waitare Beach Development Assn Inc</i>	430.00
<i>Lemonface Design</i>	0.00
<i>Foxton Promotions</i>	0.00
<i>Congregational Christian Church of Samoa in Levin</i>	1,080.00
<i>Levin Harrier & Multisport Club</i>	500.00
<i>Encounter Levin</i>	4,000.00
<i>Man up & Legacy</i>	0.00
<i>Foxton Tourism & Development Association</i>	1,800.00
<i>Levin Swimming Club Incorporated</i>	0.00
<i>Horowhenua Vintage Machinery Club</i>	2,500.00
<i>Fill a Shoebox Horowhenua</i>	3,000.00
<i>Tokomaru Village and Community Association</i>	500.00
<i>Raukawa Whānau Ora and Muaupoko Tribal Authorities</i>	2,000.00
<i>Foxton Beach Progressive Association Incorporated</i> <i>(transferred to Community Consultation)</i>	0.00
<i>Shannon Pumas Netball</i>	1,500.00
	\$44,962.50

CARRIED

5.3 Consideration of Rural Halls Grant

MOVED by Cr Gimblett, seconded Cr Campbell:

THAT the final Rural Halls Grant allocations be as follows:

<i>Poroutawhao Christian Assembly</i>	<i>0.00</i>
<i>Opiki Hall Society</i>	<i>12,000.00</i>
<i>Mangaore Village Residents Association</i>	<i>8,000.00</i>
<i>Horowhenua Kids, Teen and Family Trust</i>	<i>0.00</i>
<i>Tokomaru Hall Society</i>	<i>15,000.00</i>
<i>Ohau Hall Society</i>	<i>5,000.00</i>
	<i>\$40,000.00.</i>

CARRIED

5.4 Consideration of International Representation Grant

MOVED by Cr Campbell, seconded Cr Wanden:

THAT the final International Representation Grant allocation be as follows:

<i>Star Live</i>	<i>\$750.00</i>
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CARRIED

5.15 pm

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

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

DATE:.....

CHAIRPERSON:.....

Proceedings of the Strategy Committee 26 September 2018

File No.: 18/579

1. Purpose

To present to the Council the minutes of the Strategy Committee meeting held on 26 September 2018.

2. Recommendation

- 2.1 That Report 18/579 Proceedings of the Strategy Committee 26 September 2018 be received.
- 2.2 That the Council receives the minutes of the Strategy Committee meeting held on 26 September 2018.

3. Issues for Consideration

There are no items considered by the Strategy Committee that require further consideration by Council.

Attachments

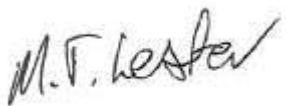
There are no attachments for this report.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their 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)	Mark Lester Acting Chief Executive	
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Approved by	Mark Lester Acting Chief Executive	
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Strategy Committee

OPEN MINUTES

Minutes of a meeting of the Horowhenua District Council Strategy Committee held in the Council Chambers, 126-148 Oxford St, Levin, on Wednesday 26 September 2018 at 4.00 pm.

PRESENT

Mayor	Mr M Feyen
Deputy Chairperson	Cr V M Kaye-Simmons
Councillors	Cr R J Brannigan
	Cr R H Campbell
	Cr J F G Mason
	Cr C B Mitchell
	Cr P Tukapua
	Cr B P Wanden

IN ATTENDANCE

Mr D M Clapperton	(Chief Executive)
Mr D Law	(Chief Financial Officer)
Mrs N Brady	(Group Manager – Customer & Regulatory Services)
Mr D McCorkindale	(Group Manager – Strategy & Development)
Mr M J Lester	(Group Manager – Corporate Services)
Ms S Grant	(Group Manager – People & Community)
Mr A Grant	(Group Manager – Infrastructure Services)
Mr D Haigh	(Growth Response Manager)
Mr R Srivastava	(Asset Planning Manager)
Ms T Williams	(Strategic Planner)
Mr I McLachlan	(Risk Manager)
Mr D O'Regan	(Acting Communications Manager)
Mrs K J Corkill	(Meeting Secretary)

PUBLIC IN ATTENDANCE

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

1 Apologies

Apologies were recorded for Deputy Mayor Bishop and Councillors Gimblett and Judd.

MOVED by Cr Mason, seconded Cr Campbell:

That the apologies from Deputy Mayor Bishop and Councillors Gimblett and Judd be accepted.

CARRIED

2 Public Participation

No requests to speak had been received.

3 Late Items

There were no late items.

4 Declarations of Interest

None declared.

5 Confirmation of Minutes

MOVED by Cr Campbell, seconded Cr Brannigan:

THAT the minutes of the meeting of the Strategy Committee held on Wednesday, 15 August 2018, be confirmed as a true and correct record.

CARRIED

6 Announcements

There were no announcements.

7 Customer and Regulatory Services

7.1 Horowhenua 2040 Update

Purpose

To provide an update following the presentation to the Strategy Committee on 15 August 2018.

MOVED by Cr Mitchell, seconded Cr Wanden:

THAT Report 18/547 on Horowhenua 2040 Update be received.

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

CARRIED

Requesting that the report be taken as read, Mrs Brady spoke about the positive connections that had been made with the various agencies mentioned in her report which could facilitate Council moving ahead constructively with Horowhenua 2040.

8 Strategy and Development

8.1 Growth Response Projects Update

Purpose

To provide a status update on the Growth Response work programme with a focus on providing up to date information on current key projects and planning.

MOVED by Cr Wanden, seconded Cr Campbell:

THAT Report 18/541 Growth Response Projects Update be received.

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

CARRIED

Messrs McCorkindale and Haigh, and Ms Williams joined the table to speak to the report and respond to any queries from Elected Members.

Ms Williams gave a PowerPoint update on the Horowhenua Growth Strategy 2040 which covered the purpose of the Growth Strategy, consultation that had been undertaken, implementation of the Strategy, and the growth areas that had been identified for future residential and/or greenbelt residential development, with it proposed that it would go to Council in October 2018 for adoption, which would be followed by any plan change processes required.

Mr Haigh provided an PowerPoint overview of the Foxton Beach Growth Area Master Plan. The Plan was described as a dynamic long term planning document and conceptual layout, which included analysis and recommendations on population; economy; housing; transport/ community facilities, and land use, with the area of interest being the Kilmister Block at Foxton Beach. He advised that Elected Members, including the Foxton Community Board, would be invited on a site visit early in November.

8.2 Proposed Water Reforms

Purpose

To provide information on the proposed Water Reforms.

MOVED by Cr Brannigan, seconded Cr Wanden:

THAT Report 18/551 Proposed Water Reforms be received.

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

CARRIED

Following on from a recent briefing to Elected Members on the issues for the water industry, with the Three Waters (Drinking, Wastewater and Stormwater) being critical for health, well-being and prosperity of communities and also being vital for public health, and to provide an update on what had happened since the briefing, Mr Clapperton gave a Power Point presentation which covered:

- the Water Summit that had been held in May 2018, who the speakers were and the range of topics that had been covered;
- the issues for the water industry;
- what needed to be changed, possible system wide improvements, and service delivery capability and capacity;
- the findings from the Havelock North enquiry;
- how water entities could be best structured;
- the implications for the Horowhenua District Council; and
- timeframes.

Advising that the presentation would be posted on Council's website, Mr Clapperton also responded to Elected Members queries and comments.

5.40 pm

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

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

DATE:.....

CHAIRPERSON:.....

Notices of Motion

File No.: 18/582

1. Purpose

In accordance with Standing Order 26, the Acting Chief Executive has received Notices of Motion from Cr Wanden, with the request that they be placed on the agenda for the 10 October 2018 Council meeting.

To provide Cr Wanden the opportunity to speak to these Notices of Motion and for Council to consider appropriate courses of action.

2. Recommendation

2.1 That Report 18/582 Notices of Motion be received.

3. Issues for Consideration

1. That recording of Council and Committee meetings (including In Committee) and Council Briefings is not permitted by elected members or members of the public. In addition, Elected Members are not permitted to record other elected members (without expressed consent)
AND
2. That Standing Orders be amended to remove 11.4 *Public may record meetings*.

Preamble: The Horowhenua District is a special place made up of a main centre of Levin and several smaller townships and villages. The district experiences a warm climate and rich soils which make it one of the best agriculture and horticulture areas in the country. Council values the contribution that is made to the district by the residents and ratepayers of the Tokomaru and Opiki communities. Although geographically distanced from the main centre of Levin, Tokomaru and Opiki are at the very essence of what makes our district unique and naturally beautiful.

3. Following an approach to the Palmerston North City Council by a group of residents from these areas, Council resolves: To fully participate in any proposed Horowhenua District boundary change which may be considered by the Local Government Commission. In doing so Horowhenua District Council will ensure open dialogue with neighbouring local authorities.

The signed NOM is **attached**.

3.2 Council's direction on these Notices of Motion is sought.

Attachments

No.	Title	Page
A	Notices of Motion - Cr Wanden - 10 October 2018	39

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)	Mark Lester Acting Chief Executive	
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Approved by	Mark Lester Acting Chief Executive	
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Notices of Motion

As per Standing Orders 26.1 I request the following Notices of Motion to be included in the 10 October 2018 Council meeting agenda:

1. That recording of Council and all Committee meetings (including Incommittee) and Council Briefings is not permitted by elected members or members of the public. In addition, Elected Members are not permitted to record other elected members (without expressed consent).
And;
2. That Standing Orders be amended to remove 11.4 *Public may record meetings*.

Preamble: The Horowhenua District is a special place made up of a main centre of Levin and several smaller townships and villages. The district experiences a warm climate and rich soils which makes it one of the best agriculture and horticulture areas in the country. Council values the contribution that is made to the district by the residents and ratepayers of the Tokomaru and Opiki communities. Although geographically distanced from the main centre of Levin, Tokomaru and Opiki are at the very essence of what makes our district unique and naturally beautiful.

3. Following an approach to the Palmerston North City Council by a group of residents from these areas, Council resolves: To fully participate in any proposed Horowhenua District boundary change which may be considered by the Local Government Commission. In doing so Horowhenua District Council will ensure open dialogue with neighbouring local authorities.



Bernie Wanden

Councillor

Date: 2 October 2018



Monitoring Report to 10 October 2018

File No.: 18/508

1. Purpose

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

2. Recommendation

- 2.1 That Report 18/508 Monitoring Report to 10 October 2018 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

Attachments

No.	Title	Page
A	Horowhenua District Council Monitoring Report	42

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)	Mark Lester Acting Chief Executive	
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Approved by	Mark Lester Acting Chief Executive	
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MONITORING REPORT

HOROWHENUA DISTRICT COUNCIL

Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
14/585	2 July 2014	District Plan: Plan Change Timing	<p><i>THAT the preparation and processing by officers of the following plan changes to the District Plan be postponed from the 2014/15 financial year and be undertaken within 2015/16 financial year:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>Sites of Cultural Significance</i> <input type="checkbox"/> <i>Historic Heritage</i> <input type="checkbox"/> <i>Dunefields Assessment</i> <input type="checkbox"/> <i>Coastal Hazards.</i> 	D McCorkindale			<p>Historic Heritage Plan Change 1 has publicly notified 3 November 2017. The decision was adopted by Council 26 August 2018 and publicly notified 31 August 2018. The period for appeals to the Environment Court closes mid October.</p> <p>Paiaka Camp will be considered in the next (second) phase of heritage assessments subject to the agreement of the land owner for its inclusion. The second phase will commence after the first plan change has been completed. The focus of this phase will be on the residential heritage features that were previously nominated.</p>
17/574	27 November 2017	Proceedings of the Strategy Committee 8	<i>THAT as recommended by the Strategy Committee, Horowhenua</i>	D Clapperton			Currently working through establishment programme, including

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
		November 2017	<i>District Council sponsors the establishment of a charitable community trust with the Chief Executive mandated to provide appropriate advice and assistance as the Trust is established.</i>				developing the Collaboration Deed which will outline the relationship between Council and the Trust. Council was briefed on matters relating to the Trust on 13 June 2018.
17/534	27 November 2017	Provisional Local Alcohol Policy – Appeals	<i>THAT Council resolves that the Hearings Committee of Council be directed to act on behalf of Council on this matter as may be required following notification by the Licensing Authority.</i>	V Miller			Currently exploring a possible out-of-court solution with appellants. Failing to reach an amenable solution will result in the matter being resolved by the Courts.
18/171	18 April 2018 18 July 2018 28 Aug 2018	CE's Report to 18 April 2018 – Electric Vehicle Charging Stations	<i>THAT Horowhenua District Council makes a joint application to the Energy Efficiency and Conservation Authority (EECA) for funding to install Electric Vehicle charging stations in the Horowhenua District.</i>	D Clapperton		Completed	Funding approved

MONITORING REPORT HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
	18 April 2018		<i>THAT the Chief Executive be requested to investigate a commercial rental or other revenue source from the placement of Electric Vehicle charging stations on Council-owned land.</i>				
18/429	28 Aug 2018	CE's Report to 28 August 2018 – Reducing Wet Wipe Products in the Wastewater System	<i>THAT the Horowhenua District Council writes to manufacturers and distributors of wet wipe products sold in New Zealand requesting that they change their products' packaging so that it clearly states that the wipes should not be flushed down toilets AND FURTHER THAT the Horowhenua District Council writes to supermarket operators Progressive Enterprises and Foodstuffs to request that they develop in-store signage</i>	D Clapperton		Completed	Letters sent Fshailer under the Mayor's signature

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>alerting customers to the dangers of disposing of wet wipe products down the toilet.</i>				

Chief Executive's Report to 10 October 2018

File No.: 18/509

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 18/509 Chief Executive's Report to 10 October 2018 be received.
- 2.2 That these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That Council Controlled Organisation exemption be extended to the Manawatu-Wanganui Local Authority Shared Services Limited (MW LASS Ltd) for a further three years from 1 July 2018 to 30 June 2021.

3. Chief Executive Updates

3.1 Manawatu-Wanganui Local Authority Shared Services Limited (MW LASS Ltd)

Member Councils in 2010, having resolved that MW LASS Ltd be an exempted organisation under the provisions of Section 7 of the Local Government Act 2002 (LGA 2002). This exemption needs to be reviewed every three years. It is now proposed that Horowhenua District Council, taking into account the matters in Section 7(5) of the LGA and considering MW LASS Ltd to be a small organisation, reconfirms the exemption of MW LASS Ltd as a CCO for a further three years from 1 July 2018 to 30 June 2021.

3.2 Long Term Plan 2018/2038 Monitoring Report

The Monitoring Report prepared for those items raised by submitters during the 2018/2038 Long Term Plan submission process is **attached**.

Attachments

No.	Title	Page
A	Long Term Plan 2018/2038 Monitoring Report	49

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)	Mark Lester Acting Chief Executive	
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Approved by	Mark Lester Acting Chief Executive	
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MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
Management Overview	1	<i>THAT Council accepts Management advice on Topic 1: Valuation of Infrastructure Assets identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting</i>	D Law			These actions were complete prior to the adoption of the Long Term Plan Proper 2018-2038.
	2	<i>THAT Council accepts Management advice on Topic 2: NZTA Funding Change identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	D Law			These actions were complete prior to the adoption of the Long Term Plan Proper 2018-2038.
	3	<i>THAT Council accepts Management advice on Topic 3: Balance Sheets identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	D Law			These actions were complete prior to the adoption of the Long Term Plan Proper 2018-2038.
	4	<i>THAT Council accepts Management advice on Topic 4: Insurance Premiums identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	D Law			These actions were complete prior to the adoption of the Long Term Plan Proper 2018-2038.
	5	<i>THAT Council accepts Management advice on Topic 5: Heritage Incentives identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	D Law			These actions were complete prior to the adoption of the Long Term Plan Proper 2018-2038.
	6	<i>THAT Council accepts Management advice on Topic 7: Avenue Road Cemetery Upgrade identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	A Nelson	June 2019		Completed the installation of 168 new plots. Detailed design for remaining area and physical works still to be completed.

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
	7	<i>THAT Council accepts Management advice on Topic 8: Waikawa Beach Pedestrian Bridge identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	A Nelson	June 2018		Initial strengthening works complete.
	8	<i>THAT Council accepts Management advice on Topic 9: Rent Contribution to Jack Allan Community Hub identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	S Hutcheson			This action is complete, and funding will be allocated in year 1 and year two of the 2018-2038 Long Term Plan according to MOU requirements.
	9	<i>THAT Council accepts Management advice on Topic 11: Increased Funding for International Representation Grant identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	S Hutcheson			This action is complete. International Representation Grant is open and reflects the new funding allocation.
	10	<i>THAT Council accepts Management advice on Topic 13: Solway Park Pump Track identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	A Nelson	Dec 2018		Not yet started. Programme is being led by neighbourhood policing team.
	11	<i>THAT Council accepts Management advice on Topic 14: Christmas Decorations: Santa Statue Refurbishment identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	L Winiata	Dec 2018		Santa statue refurbishment is underway in preparation for Santa statue installation for Christmas 2018.

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
Finance	12	<i>THAT Council explore during the 2018/19 financial year different options including development contributions for funding infrastructure growth as part of the 2019/20 Annual Plan process.</i>	D Law	30/06/2019		This will occur as a project with the next Amended LTP/Annual Plan process
	13	<i>THAT Council adopts the Remissions of Rates on Māori Freehold Land Policy as it is currently written and look to consult further with iwi and hapū regarding any wording changes requested next financial year as part of the wider review of funding policies.</i>	D Law			These actions were complete prior to the adoption of the Long Term Plan Proper 2018-2038.
	14	<i>THAT a Targeted Rate is used to fund the cost of Shared Pathway projects and maintenance and that this rate is assessed as a fixed charge of a uniform amount on the basis of the number of SUIPs of each rating unit within the district AND FURTHER THAT the fund will form part of the roading budget subject to meeting legislative requirements.</i>	D Law	30/06/2019		There was no rate to set as the expenditure was capital in nature. This rate will be included in the revenue and Financing Policy as part of the overall review and amendment to occur this financial year

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
Strategy & Development	15	<p><i>THAT Council amends the wording of its Community Outcomes to make it clearer that our District includes a number of towns and villages, each with their own unique characters and that the provision of infrastructure and services may vary between these communities.</i></p> <p><i>THAT the final bullet point under the 'Enabling Infrastructure' Outcome be amended to recognise and provide for climate change.</i></p> <p><i>THAT the wording in the 'Stunning Environment' Outcome be amended to make it clearer that Council intends to sustainably manage all of the District's significant natural resources so that they can be enjoyed now and by future generations.</i></p> <p><i>THAT the wording of bullet point two of the 'Enabling Infrastructure' Outcome be amended to "waste reduction, recycling, energy conservation and efficiency, and water conservation are promoted as part of how we all live."</i></p> <p><i>THAT Council retain the Community Outcome "Our community facilities and infrastructure are built resiliently, preparing us to combat natural hazards" to ensure that resilience is a key consideration in future growth planning.</i></p>	T Williams	June 2018		These actions were complete prior to the adoption of the Long Term Plan Proper 2018-2038.
	Water Sustainability	16	<p><i>THAT Council implements demand management, hydraulic modelling, condition assessment and leak detection projects in the first three years of the Long Term Plan 2018-2038 and that Council be provided with quarterly reports of progress on the projects.</i></p>	S vd Walt	Jun 2019	
17		<p><i>THAT Council establishes the Horowhenua Water Working Party to investigate the option of a more</i></p>	S vd Walt	Mar 2019		Consultant was appointed for feasibility studies.

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
		<i>sustainable raw water source/storage/dam as part of the feasibility study of new water supply schemes.</i>				
	18	<i>THAT Council undertakes feasibility studies in the first three years of the Long Term Plan 2018-2038 for water supply and wastewater services in Ōhau. The feasibility studies will cover (amongst other things) affordability, and technical and environmental issues.</i>	S vd Walt	Mar 2019		Consultant was appointed for feasibility study
Challenge 3: Water Supply and Wastewater	19	<i>THAT Council undertakes feasibility studies in the first three years of the Long Term Plan 2018-2038 for water supply in Waitāreere Beach. The feasibility study will cover (amongst other things) affordability, and technical and environmental issues.</i>	S vd Walt	Mar 2019		Consultant was appointed for feasibility study
	20	<i>THAT Council defers the decision to undertake a feasibility study for water supply and wastewater services in Manakau until year 4 of the Long Term Plan 2018-2038.</i>	S vd Walt			Next round of LTP
	21	<i>THAT Council removes the capital expenditure for water supply and wastewater services in Waikawa Beach and Hokio Beach from the Long Term Plan 2018-2038.</i>	S vd Walt			Decision taken not to proceed with new services in these 2 areas
munity Support	22	<i>THAT Council provides funding to the value of \$3,500.00 per year for the first three years of the 2018-2038 Long Term Plan to enable the provision of security cameras at Waitareere Beach.</i>	S Hutcheson	Sept 2018		Contract signed and payment for first year is in progress

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
	23	<i>THAT Council provides funding to the value of \$5,000.00 per year for the first three years of the 2018-2038 Long Term Plan to support the delivery of services provided by Horowhenua Neighborhood Support.</i>	S Hutcheson	Sept 2018		Contract signed and first annual payment made
	24	<i>THAT Council provides funding to the value of \$5,000 per year for the first three years of the 2018-2038 Long Term Plan to support the delivery of services provided by Levin Crime Prevention Camera Trust.</i>	S Hutcheson	Sept 2018		Contract signed and payment for first year is in progress
	25	<i>THAT Council provides funding to the value of \$5,000 per year for the first three years of the 2018-2038 Long Term Plan to support the delivery of services provided by Levin Community Patrol.</i>	S Hutcheson	Sept 2018		Contract signed and first annual payment made
Community Facilities and Services	26	<i>THAT Council allocates \$15,000 in year 2 of the Long Term Plan 2018-2038 to complete a feasibility study for a Shannon Community Centre, including as a first step an investigation of community demand to assess the need for, and anticipated use of a community centre in Shannon.</i>	H Warren	Yr2		Not yet started. This is programmed for year 2 of the Long Term Plan 2018-2038.
	27	<i>THAT Council undertakes further engagement with the Shannon community as part of the feasibility study, including with local Iwi and Hapu, to fully understand their needs and aspirations regarding the development of a Community Centre in Shannon.</i>	H Warren	Yr2		Not yet started. This is programmed for year 2 of the Long Term Plan 2018-2038.
	28	<i>THAT in considering its decision in relation to Challenge 1: Property of the 2018-2038 Draft Long</i>	H Warren	Yr2		Not yet started. This will be considered following the feasibility

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
		<i>Term Plan, Council takes into account submissions made to this topic which suggest that Shannon Memorial Hall could be retained to be used as Shannon's Community Centre pending the outcome of the feasibility study.</i>				study which is programmed for year 2 of the Long Term Plan 2018-2038.
	29	<i>THAT Council provides support to rural schools, particularly Opiki and Tokomaru Schools, towards swimming programmes, or for the maintenance and enhancement of the school pool facilities.</i>	V Geldenhuys	Oct 2018		Discussions with both schools underway regarding swimming programmes and maintenance needs. This includes support with pool maintenance requirements identified in the audit completed at the end of 2017/18.
Challenge 2: Foxton Pools	30	<i>THAT Council resolves to increase the season length at the Foxton Pool from five months to eight months (with the new season running from September of any one year to April the following year, and with the pool being closed in May, June, July and August of each year).</i>	V Geldenhuys	June 2018		Foxton Pool opened on 1 September 2018 as programmed.
Challenge 1: Property	31	<i>THAT the decision to retain/or not to retain the Levin Memorial Hall be deferred until the Taitoko/Levin Town Centre Strategy is completed.</i>	A Nelson	June 2018		Decision to defer is complete. Further action pending the outcome of +Levin Town Centre Strategy
	32	<i>THAT the decision to retain/or not retain the Courthouse Museum in Foxton be deferred until 30 September 2018 pending a report to Council that identifies the means of retaining the heritage and character of the building through a sale or transfer</i>	A Nelson	Oct 2018		Report to Council 10 October 2018

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
		<i>process.</i>				
	33	<i>THAT Council does not retain the Foxton Memorial Hall in the final Long Term Plan 2018-2038.</i>	A Nelson	June 2019		Disposal plan to be developed
	34	<i>THAT Council does not retain the Coronation Hall, Foxton; with no action being undertaken until a feasibility study on the future use of the facility is presented to Council by 30 December 2018 AND FURTHER THAT Council agrees to the Terms of Reference for the feasibility study with the MAVTech Trust and Foxton Community Board.</i>	A Nelson	Dec 2018		Feasibility study on the future use of Coronation Hall currently being undertaken
Parks & Property	35	<i>THAT Council allocates an operational budget of \$10,000 per year for the first three years of the Long Term Plan 2018-2038 to install benches in Levin.</i>	A Nelson	June 2019		Schedule of placements to be developed in discussion with Grey Power & other stakeholders
	36	<i>THAT Council allocates a budget of \$50,000 in the first year of the Long Term Plan 2018-2038 to undertake a review of the current reserve management plan, facility provision and user needs at Donnelly Park.</i>	A Nelson	June 2019		Officers are in the process of identifying scope of RMP review
	37	<i>THAT Council allocates a capital budget of \$150,000 in the second year of the Long Term Plan 2018-2038 to develop a longer term strategic concept plan and detailed design for Donnelly Park.</i>	A Nelson	Year 2		Not yet started. This is programmed for year 2 of the Long Term Plan 2018-2038.
	38	<i>THAT Council approves a lease to the Tokomaru Early Childhood Centre on the Tokomaru Hall carpark</i>	A Nelson	Dec 2018		Discussions have commenced with TECC.

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
		<i>reserve to develop a new pre-school child care facility.</i>				
	39	<i>THAT Council allocates a capital budget of \$335,000 in year 2 of the Long Term Plan 2018-2038 to develop changing room and toilet facilities, improve drainage on Field 2 and add lighting for a new designated training ground at Playford Park.</i>	A Nelson	Year 2		Officers are in preliminary discussion with Playford Park Users Group. Capital works have not yet started and are programmed for year 2 of the Long Term Plan 2018-2038.
	40	<i>THAT Council allocates a capital budget of \$125,000 to install a toilet; shade provisions; and a BBQ at Hyde Park, and the installation of signage and benches/picnic tables at Te Maire Park in year 1 of the Long Term Plan.</i>	A Nelson	June 2019		Initial designs to be produced and provided for community input.
	41	<i>THAT Council allocates a budget of \$80,000 in year 1 of the Long Term Plan 2018-2038 to reduce sand dune height to the rear and sides of the Foxton Beach car-park to enable safe access for pedestrians.</i>	A Nelson	Aug 2018		This project is complete.
	42	<i>THAT Council allocates a capital budget of \$267,000 over the first four years of the Long Term Plan 2018-2038 (\$66,750 per year) to contribute to the development of improved cricket facilities on Donnelly Park.</i>	A Nelson	Jan 2019		Work programmed, but not yet started. Planning for this project is scheduled commence early in 2019 with HKCU.
	43	<i>THAT the Foxton Community Board considered the development of a Reserve Management Plan for Holben Reserve and Foxton Beach, taking into account the request for the Wildlife Foxton Trust to develop a wildlife centre within the reserve.</i>	A Nelson	Nov 2018		Work programmed, but not yet started. Workshop will be organised with FCB in October / November 2018.

MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
	44	<i>THAT Council provides the Horowhenua Lake Domain Board with an amount of up to \$10,000 to develop a Reserve Management Plan for Lake Domain/Muaūpoko Park subject to negotiation with other stakeholders for joint funding.</i>	A Nelson	June 2019		This work has not commenced at this point – Lake Domain Board Chair has changed
	45	<i>THAT Council provides funding to Save Our River Trust (SORT) of \$10,000 a year for the next three years.</i>	A Nelson	Dec 2019		
	46	<i>THAT Council investigates the development of a 24 hour toilet in Foxton, with an intention of exploring the opportunity to attract funding from The Tourism Infrastructure Fund.</i>	A Nelson	Nov 2018		This will be discussed as part of the workshop being arranged with FCB in October / November 2018.
	47	<i>THAT Council allocates \$50,000 in year 2 of the LTP for the renewal of the coastal management resource consent for Waikawa Beach.</i>	A Nelson	Year 2		Funding allocated. Work not yet started. This is programmed for year 2 of the Long Term Plan 2018-2038.
Late Item – Community Outcomes – Stunning Environments	48	<i>THAT Council undertakes feasibility studies in the first three years of the LTP 2018-2038 for stormwater to Lake Horowhenua with the feasibility studies to cover (amongst other things) affordability, and technical and environmental issue” THAT an ‘indicative’ amount of \$5.5m be added over the years 4-7 of the LTP 2018-2038 subject to meeting legislative requirements.</i>	A Grant	Years 1-3		Not yet commenced. Initially an education programme will be developed with schools for gross pollutants. Then larger stormwater projects will be developed with community consultation.

Documents Executed and Electronic Transactions Authorities Signed

File No.: 18/510

1. Purpose

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

2. Recommendation

- 2.1 That Report 18/510 Documents Executed and Electronic Transactions Authorities Signed 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 Horowhenua District Council hereby ratifies the signing of documents and Electronic Transaction Authorities as scheduled:
 - (a) Electronic Transaction Authority relating to abandoned land at 55 Vogel Street, Shannon. This is an abandoned land rating sale done pursuant to Court Order(s).
 - (b) Electronic Transaction Authority relating to 7 Chaffey Street, Foxton Beach. Name change from The Manawatu County Council to The Horowhenua District Council.
 - (c) Application for Transmission pertaining to Shannon Waste Water Treatment Plant. Changing the name The Horowhenua County Council to Horowhenua District Council.
 - (d) Electronic Transaction Authority relating to Johnston Street, Shannon. Transfer from Akuhata Trust and creation of easements.

3. Issues for Consideration

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

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)	Mark Lester Acting Chief Executive	
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Approved by	Mark Lester Acting Chief Executive	
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File No.: 18/575

Options for Potential Disposal - Court House Museum

1. Purpose

The purpose of this report is to present to Council options on how the Foxton Court House museum might be presented for sale or transfer in a way that retains the heritage and character of the building, in the event that Council resolves to dispose of it.

This is as per the resolution arising from Council deliberations of 24 May 2018.

2. Executive Summary

2.1 The 2018-2038 Long Term Plan contained a number of 'Challenges'. Challenge 1 was in regard to Council's Community Halls. Four options were supplied in respect of this particular challenge. They were –

- Option 1: Status quo – Council retains all the Community Halls
- Option 2: Retain halls available for public hire but not leased properties
- Option 3: Retain leased properties but not halls available for public hire
- Option 4: None of the Community Halls are retained

2.2 The recommendation proposed by Officers to Council was Option 4 none of the community halls are retained. Following deliberations and in respect of the Court House museum Council resolved –

THAT the decision to retain/or not retain the Courthouse Museum in Foxton be deferred until 30 September 2018 pending a report to Council that identifies the means of retaining the heritage and character of the building through a sale or transfer process.

2.3 This report identifies how the heritage and character of the hall might be retained on disposal.

3. Recommendation

3.1 That Report 18/575 Options for Potential Disposal - Court House Museum be received.

3.2 That this decision is recognised as not significant in terms of S76 of the Local Government Act.

3.3 That Council resolve not to retain the Court House Museum as per the original Officer recommendation.

3.4 That Horowhenua District Council dispose of the Foxton Court House Museum using an Expression of Interest process that requires proponents to complete seismic strengthening whilst preserving the heritage and character of the building.

3.5 That the Chief Executive be delegated the authority to execute the disposal of Foxton Court House Museum.

4. Background / Previous Council Decisions

4.1 The 2018-2038 Long Term Plan contained a number of 'Challenges'. Challenge 1 was in regard to Council's Community Halls. Four options were supplied in respect of this particular challenge. They were –

- Option 1: Status quo – Council retains all the Community Halls
- Option 2: Retain halls available for public hire but not leased properties
- Option 3: Retain leased properties but not halls available for public hire
- Option 4: None of the Community Halls are retained

4.2 The recommendation proposed by Officers to Council was Option 4 none of the community halls are retained. Following deliberations and in respect of the Court House museum Council resolved –

THAT the decision to retain/or not retain the Courthouse Museum in Foxton be deferred until 30 September 2018 pending a report to Council that identifies the means of retaining the heritage and character of the building through a sale or transfer process.

4.3 This report identifies how the heritage & character of the hall might be retained through a disposal process.

5. Discussion

5.1 The Foxton Court House museum was leased to the Foxton Historic Society on 29 January 1998 for an indefinite period terminable on giving 1 years notice. The rent for the building is \$1.00 (One Dollar) per annum.

5.2 An initial earthquake assessment (IEA) was undertaken on the building in July 2013 indicating that the building was only 10% of NBS which makes the facility earthquake prone under the relevant legislation. The building was closed to the public in 2014 due to the risk of catastrophic collapse.

5.3 A retrofit seismic design has been completed that suggests the Foxton Court House Museum building can be strengthened to 67% of NBS. The initial cost to achieve 67% of NBS was estimated at 140k in 2014.

5.4 The 2018-2038 Long Term Plan contained a number of 'Challenges'. Challenge 1 was in regard to Council's Community Halls. Four options were supplied in respect of this particular challenge. They were –

- Option 1: Status quo – Council retains all the Community Halls
- Option 2: Retain halls available for public hire but not leased properties
- Option 3: Retain leased properties but not halls available for public hire
- Option 4: None of the Community Halls are retained

5.5 Foxton Court House Museum is a leased property. Of the submissions that Council received as part of its consultation on the Long Term Plan 2018-2038, 140 submissions provided feedback on this challenge. Overall, 58 submitters preferred option 1; 39 submitters preferred option 2; 3 submitters preferred option 3; and 28 submitters agreed with Council's preferred option being option 4. The remaining 12 submitters did not specify. Excluding non-responders 45% wished to maintain the status quo (Option 1), whereas 55% wished to dispose of some or all of the halls.

5.6 Of 140 respondents only 2% made specific reference to retaining leased halls. Following deliberations on 24 May 2018 Council resolved -

THAT the decision to retain/or not retain the Courthouse Museum in Foxton be deferred until 30 September 2018 pending a report to Council that identifies the means of retaining the heritage and character of the building through a sale or transfer process.

- 5.7 This report indicates how the heritage and character of the Foxton Courthouse Museum might be preserved through a disposal process. A single option is recommended that being disposal or transfer via an Expression of Interest (EOI) that requires the transferee to strengthen to 67% of NBS (as per Consultant's report), and preserve all heritage and character features.
- 5.8 An EOI with the requirement to complete seismic strengthening and maintain the outward appearance of the building is likely to have an impact on the number and type of proponent that might engage in the EOI process. It is also likely the conditions will have a negative material effect on any return on the building through a sale or transfer process.

6. Options

Option 1: Disposal via an Expression of Interest process

Advantages

- The terms of the EOI will require applicants to undertake seismic strengthening to the requisite level (67% of NBS), and retain the building aesthetic
- The terms of the EOI will require the proponent to prove they have the financial capability to complete both strengthening and fit-out whilst retaining the building aesthetic
- Letting an EOI may return the opportunity for the building to be repurposed to the economic benefit of Foxton, whilst retaining the building's cultural and historic aesthetic.
- An EOI will provide the opportunity for a number of organisations to express an interest, and may provide the opportunity for the Foxton Community Board and Council to select an appropriate 'fit' for the community.
- An EOI process does not exclude the existing Lessee from filing an interest

Disadvantages

- An EOI requiring seismic strengthening and the retention of the existing heritage and character is likely to reduce the number of interested parties.
- An EOI requiring seismic strengthening and the retention of the existing heritage and character is likely to reduce any returns arising from the transfer.

6.1 Cost

Cost of producing and administering an EOI.

Option	Cost
Preparation, administration, and management of EOI process	7-10k

6.1.1 Rate Impact

There will be no rate impacts arising from the process of producing and managing an EOI as it will be managed within existing budgets.

There may or may not be a rates impact arising from the conclusion of the EOI process dependent on the organization submitting, and the structure and nature of the expression of interest.

There will be a rates impact should Council determine to retain the building arising from the need to complete earthquake strengthening.

6.2 Community Wellbeing

There are no negative impacts on community well-being arising

6.3 Consenting Issues

There are no consents required or consenting issues arising from the EOI/negotiation process

6.4 LTP Integration

The project arose from the LTP process and submissions. There are no special consultative processes required.

7. Consultation

Significant consultation was undertaken as part of the 2018-2038 LTP process with the community

8. Legal Considerations

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

9. Financial Considerations

The cost of providing and administering the EOI will come from existing budgets.

10. Other Considerations

There are no other considerations

11. Next Steps

11.1 Council resolves whether or not to retain the Foxton Court House Museum.

11.2 If Council resolves to dispose of the building via an Expression of Interest document, provisions will be put in place to initiate the process and report back to Council at a later date.

11.3 If Council elects to retain the building, Officers will seek funding from Council within the next 2-3 years to complete seismic strengthening.

12. Supporting Information

Strategic Fit/Strategic Outcome N/A
Decision Making Decisions are not significant and there is an existing resolution (Deliberations of 24 th May 2018), that provides a mandate for the production of the report.

Consistency with Existing Policy N/A

Funding

Funding for the initiation and management of the EOI is not required the costs of the process will be met via existing budgets.

Should Council determine to transfer the building via an EOI process funding may or may not be required at the culmination of the EOI process.

Funding will be required to complete seismic strengthening should Council elect to retain the property.

Risk Area	Risk Identified	Impact	Likelihood	Risk Assessment (Low to Extreme)	Managed how
Strategic	None the process is the continuation of the LTP process	n/a	n/a	n/a	n/a
Financial	<p>Costs for the production and management of the EOI process will be met from existing budgets.</p> <p>Costs may arise on completion of the EOI process but any such costs will be brought back to Council via a further report.</p> <p>Should Council elect to retain the Foxton Court House museum funds will be required to complete earthquake strengthening.</p>	n/a	n/a	n/a	n/a
Service Delivery	None the building is currently closed due to the risk of catastrophic collapse	n/a	n/a	n/a	n/a
Legal	None no consents are required	n/a	n/a	n/a	n/a
Reputational	There will be differing views in the community about a potential disposal of the building	2	4	low	<p>The process has already been discussed via the LTP and the current proposals arise from that process.</p> <p>The decision on whether</p>

					to dispose of the building will be subject to a communication plan
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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.

13. Appendices

There are no appendices for this report

Author(s)	Arthur Nelson Property and Parks Manager	
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Approved by	Sharon Grant Group Manager - People & Community	
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Resource Consenting (Planning) Matters Considered Under Delegated Authority

File No.: 18/511

1. Purpose

To present details of decisions made under delegated authority in respect of Resource Consenting (Planning) Matters.

2. Recommendation

- 2.1 That Report 18/511 Resource Consenting (Planning) Matters Considered Under Delegated Authority 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. Issues for Consideration

The following decisions were made under delegated authority:

- (i) Subdivision and Land Use Consents Approved:

Subdivision Resource Consents Approved – 14/08/18 – 25/09/18

Approved Date	File Ref	Applicant	Address
17/08/2018	2018/54	Japac Developments Limited	17 Shortt Street, Foxton Beach
17/08/2018	2018/60	G J Whiterod	338 State Highway 1, Levin Rural
23/08/2018	2018/64	N Hegarty	390-394 Kimberley Road, Levin Rural
29/08/2018	2018/65	S C Turner	93 Bartholomew Road, Levin
31/08/2018	2018/62	R G Masters	614 Waitohu Valley Road, Levin Rural
03/09/2018	2018/59	A P & P L Signal	59 Coley Street, Foxton
11/09/2018	2018/66	S J Hamlin	31 Eastern Rise, Manakau Township
11/09/2018	2018/67	E J Atkinson	286 Arapaepae Road, Levin Rural
20/09/2018	2018/69	Miranui Dairy (2018) Limited	240 Ngui Road, Tokomaru Rural
20/09/2018	2018/72	G J Franks	25 Graham Street, Levin
25/09/2018	2018/71	W Xia	76 Parker Avenue, Levin

Land Use Resource Consents Approved – 14/08/18 – 25/09/18

Approved Date	File Ref	Applicant	Address
14/08/2018	2018/40	Seddon Street Holdings Limited	150 Queen Street, Levin
21/08/2018	2018/39	M J Davie	61B Parker Avenue, Levin
27/08/2018	2018/42	R Freeman	105 Seabury Avenue, Foxton Beach
06/09/2018	2018/45	Whaioro Trust	592 Queen Street, Levin
10/09/2018	2018/32	D Sando	208 Cambridge Street, Levin
12/09/2018	2018/23	Firth Industries	48 Tararua Road, Levin Rural

18/09/2018	2018/46	C K W Sayer	8A Carex Grove, Foxton Himatangi
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(ii) Road Names Approved

19 September 2018 Truebridge Drive, Waitarere Beach.

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)	Megan Leyland Consents Manager	
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Approved by	Nicki Brady Group Manager - Customer & Regulatory Services	
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Exclusion of the Public : Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

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

C1 Property Purchase

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)(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.