

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

Date: **Wednesday 8 April 2020**

Time: **2.00 pm**

Audio Visual Meeting

Council

OPEN AGENDA

MEMBERSHIP

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

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

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1 Apologies

2 Public Participation

Due to the changing situation with the COVID-19 Lockdown, Council and Committee meetings will be held via audio-visual links. You will be able to watch a live-stream of these meetings via our website <https://www.horowhenua.govt.nz/CouncilMeetingsLive>

A recording of the meeting will be made available shortly after the meeting has finished. A link to the meeting can be found at <https://www.horowhenua.govt.nz/Council/Your-Council/Council-Meetings-Live>

You can be a part of the decision making process by making a written submission that will be referred to during the meeting, by sending to publicparticipation@horowhenua.govt.nz or by contacting our Governance Team on 06 366 0999.

3 Late Items

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

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

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

4 Declarations of Interest

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

5 Confirmation of Minutes

5.1 Meeting minutes Council, 11 March 2020

5.2 Meeting minutes Extraordinary Meeting of Council, 20 March 2020

5.3 Meeting minutes Extraordinary Meeting of Council, 23 March 2020

6 Announcements

COVID-19 – Update

There will be an update on the current COVID-19 situation.

Proceedings of the Community Funding & Recognition Committee 18 March 2020

File No.: 20/108

1. Purpose

To present to the Council the minutes of the Community Funding and Recognition Committee meeting held on 18 March 2020.

2. Recommendation

- 2.1 That Report 20/108 Proceedings of the Community Funding & Recognition Committee 18 March 2020 be received.
- 2.2 That the Council receives the minutes of the Community Funding and Recognition Committee meeting held on 18 March 2020.
- 2.3 That this matter or decision is recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.4 That the Horowhenua District Council ratifies the Community Development Grants as follows:

Community Development Grant	Decision
Parent to Parent Manawatu	\$1,000.00
Whenua Fatales Roller Derby League Inc.	\$520.00
Arthritis New Zealand (Kaiponapona Aotearoa)	\$260.87
Levin Waitarere Surf Life Saving Club	\$5,000.00
Horowhenua Abuse Liaison Team	\$1,500.00
Adult Day Care	\$2,000.00
Horowhenua Pink Ladies Breast Cancer Support Group	\$886.00
Alzheimers Society Manawatu	\$2,000.00
St Mary's Scout Group	\$1,265.00
Netball Horowhenua Association	\$1,569.00
NZ Council of Victim Support Groups Inc - Horowhenua	\$1,500.00
Horowhenua Kapiti Cricket Association	\$1,895.00
Halo Charitable Trust	\$2,000.00
Te Pū, Te Whē	\$2,100.00
Ohau Badminton - Table Tennis Club	\$1,000.00
Horowhenua Kids, Teens & Family Trust T/A Hinemoa House	\$5,834.13
	\$30,330.00

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

Community Consultation Grants	Decision
Waitarere Beach Progressive Association	\$712.49
Manakau District Community Association	\$250.00
	\$962.49

3. Issues for Consideration

Ratification of the Community Development and Community Consultation 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:

- containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- 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)	Neil Hirini Community Development Advisor	
Approved by	Cathryn Pollock Community & Youth Development Manager	

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 Wednesday 18 March 2020 at 12.00 pm.

PRESENT

Chairperson

Cr P Tukapua

Members

Cr D A Allan

Cr T N Isaacs

Cr S J R Jennings

Cr R R Ketu

(By Phone)

Reporting Officer

Mr N Hirini

(Community Development Advisor) – (By Phone)

IN ATTENDANCE

Mrs C Pollock

(Community & Youth Development Manager)

1 Apologies

An apology was recorded for Cr Allan

MOVED by Cr Jennings, seconded Cr Isaacs:

THAT the apology from Councillor Allan be accepted.

CARRIED

2 Declarations of Interest

Declarations of Interest were received from:

- Cr Todd Isaacs – Levin Waitarere Surf Life Saving Club
- Cr Todd Isaacs – Horowhenua – Kapiti Cricket Association

3 Confirmation of Minutes

MOVED by Mayor Wanden, seconded by Cr Tukapua

That the Open and In Committee minutes of the meetings of the Community Funding and Recognition Committee held on Wednesday, 18 September 2019, be confirmed as a true and correct record.

CARRIED

4 Executive

4.1 Community Funding and Recognition Committee Round 2 2019/2020 Grants Allocation

Purpose

The purpose of this report is to present the Round 2 2019 / 2020 grant applications and Officer recommendations to the Community Funding & Recognition Committee for consideration. Grant applications are being considered from the following grant funds:

- Community Development Grant
- Community Consultation Grant.

MOVED by Cr Isaacs, seconded Cr Jennings:

THAT Report 20/84 Community Funding and Recognition Committee Round 2 2019/2020 Grant Allocation be received.

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

THAT the Horowhenua District Council ratifies the Round 2 2019/2020 Grant Allocations.

+CARRIED

(i) Consideration of Community Development Grants

MOVED by Cr Jennings, seconded by Cr Tukapua:

THAT the final Community Development Grant allocations for Round 2 2019-2020 be as follows:

Parent to Parent Manawatu	\$1,000.00
Palmerston North Papua New Guinea Trust	Nil
Levin North Indoor Bowling Club	Nil
Whenua Fatales Roller Derby League Inc.	\$520.00
Arthritis New Zealand (Kaiponapona Aotearoa)	\$260.87
Levin Tennis Club	Nil
The Girl Guides Association New Zealand Incorporated	Nil
Levin Waitarere Surf Life Saving Club	\$5,000.00
Horowhenua Abuse Liaison Team	\$1,500.00
Adult Day Care	\$2,000.00
Foxton Rugby Club Incorporated	Nil
Horowhenua Pink Ladies Breast Cancer Support Group	\$886.00
Alzheimers Society Manawatu	\$2,000.00
St Mary's Scout Group	\$1,265.00
Netball Horowhenua Association	\$1,569.00
NZ Council of Victim Support Groups Inc - Horowhenua	\$1,500.00
Horowhenua District Neighbourhood Support Inc	Nil
Horowhenua Kapiti Cricket Association	\$1,895.00
Levin College Old Boys Rugby Club	Nil
Halo Charitable Trust	\$2,000.00

<i>Te Pū, Te Whē</i>	\$2,100.00
<i>Athletic Rugby Football Club</i>	<i>Nil</i>
<i>Ohau Badminton - Table Tennis Club</i>	\$1,000.00
<i>Horowhenua Kids, Teens & Family Trust T/A Hinemoa House</i>	\$5,834.13
Total	\$30,330.00

CARRIED

(i) **Consideration of Community Consultation Grants**

MOVED by Cr Isaacs, seconded Cr Jennings

THAT the final Community Consultation Grant allocations for Round 2 2019-2020 be as follows:

<i>Waitarere Beach Progressive Association</i>	\$712.49
<i>Manakau District Community Association</i>	\$250.00
Total	\$962.49

CARRIED

There being no further business, the Chairperson declared the meeting closed 12.50pm.

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

DATE:.....

CHAIRPERSON:.....

Mayoral Report - March 2020

File No.: 20/81

1. Purpose

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

AND FURTHER

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

2. His Worship the Mayor's Recommendations

- 2.1 That Report 20/81 Mayoral Report - March 2020 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. Mayoral Report – March 2020

The following are the community events and Council-related meetings attended in March 2020:

The Mayor has attended a number of events and meetings including;

- Children's Day Event at the Levin Adventure Park
- Powhiri – 2020 Youth Empowerment Project
- Emergency Management Joint Standing Committee
- Regional Transport Committee
- Regional Chiefs Meeting
- Ngati Raukawa Hui
- Rural & Provincial Leadership meeting
- Powhiri at Whakawehi Marae, Shannon – 42nd Poukai 2020
- Levin Bowls – Charity Bowling Tournament
- Mayoral Leadership Forward
- Meeting with Electra Chair & CEO
- Business after 5 with Alexia Hilbertidou
- Meeting with Red Cross – Refugee Settlement
- NZ Rural Games Awards Dinner
- Pasifika Celebration Day at the Levin Adventure Park
- Meeting with the Waiopahu College Business Group
- Interview with student from Waiopahu College for media studies
- Meeting with Chair of Aged Concern
- Meeting with Area Manager of MSD
- Skype meeting with Freshwater Improvement Fund group
- Skype meeting with Audit NZ
- Regular radio interviews

There has been a full Council meeting held as well as the Community Funding & Recognition Committee, a number of Council briefings, a number of meetings with the CE and other

officers especially in relation to planning for the COVID-19 lockdown and also a number of meetings with residents.

The number of engagements and events during the month reduced significantly as we moved closer to the lockdown.

The highlight was the 'Mayors' Leadership Forward' where for the first time, Mayors, Deputies and Chief Executives from the Horizons region got together to discuss a range of topics to find ways where we could work collaboratively. The result was an agreement and the formulation of an action plan that will be the focus of our Regional meetings in the future.

The agenda was structured to enable each Council to present and facilitate discussion on the following items:

From Sea to Shining Sea: The facts	An overview of everything from population trends, to housing, to jobs, to sport – everything we need to know before we talk about the region.
Regional Spatial Plan, Regional Facilities	What do we do to ensure the best possible distribution of people, facilities and activities through the region?
Telling the story of New Zealand's best kept secret	The Central North Island has a huge amount to offer to residents, conferences, visitors and international tourists – how do we take the story out there?
Housing and Building Great Communities	The Central North Island is growing. How do we plan for new housing and create the kind of environment that people expect?
Efficient and effective local and regional government: Innovative and Entrepreneurial	Citizens today expect local and regional government to deliver excellent services and get things done. How do we make that happen?
Working with Māori in the context of Te Tiriti o Waitangi	John Whaanga, Deputy Director-General, Māori Health, Ministry of Health
Regional Roding Issues	Nicole Rosie, NZTA
Possibilities for Prosperity: A25 and economic development	What can we do together to create sustainable growth and shared prosperity?
The 'Game changer': Acting locally for a warming planet	Emeritus Professor Ralph Sims - a world recognised expert in sustainable energy and climate change. Climate change is the issue that dominates our times. It is an issue that must be addressed globally while acting locally. A warming planet will mean that access to water will be one of the most challenging "wicked problems" local and regional government will face.
Why, What, How. Working together for great results	Why should anyone take notice of the central North Island? What are the main areas of collaboration we should focus on? How do we do we make things happen?
Summary and next step	What organisation do we need to advance our agenda? What do we want to focus on over the next twelve months? What do we say publicly about the "Forward"?

A high-level summary, considerations and actions were developed throughout the two days with the 'Makoura Agreement' summarising aspirations from the Leadership Forward.



Attachments

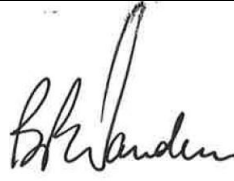
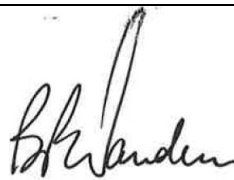
There are no attachments for this report.

Confirmation of statutory compliance

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

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

Signatories

Author(s)	Bernie Wanden Mayor	
Approved by	Bernie Wanden Mayor	

Monitoring Report to 8 April 2020

File No.: 20/48

1. Purpose

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

2. Recommendation

- 2.1 That Report 20/48 Monitoring Report to 8 April 2020 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	14

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)	David Clapperton Chief Executive	
Approved by	David Clapperton Chief Executive	

MONITORING REPORT

HOROWHENUA DISTRICT COUNCIL

Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Completed	Officer Comment
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			ARLA directed HDC to reconsider 5 elements of the PLAP. Negotiated changes made with appellants & original submitters to the Draft LAP have been notified. Notification period ends 6 March 2020.
18/575	10 October 2018 14 August 2019	Options for Potential Disposal – Court House Museum	<i>THAT Council resolves not to retain the Court House Museum as per the original Officer recommendation. THAT Horowhenua District Council disposes 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. THAT the Chief Executive be delegated the authority to execute the disposal of</i>	A Nelson 26 February 2019 A Nelson 28.03.2019 27.06.2019 05.11.2019		To be removed from the Monitoring Report and to be reinstated following receipt of a proposal from the Historical Society or the expiry of the 24 month lease extension.	A draft EOI has been produced Officers are currently undertaking due diligence and researching any encumbrances upon the title. Due diligence has identified some encumbrances relating to the property and these are still being assessed. Parks & Property are talking to the Foxton Historic Society in respect of a potential proposal to take over the building as one option for disposal. Officers are still awaiting a proposal from the Foxton

<p style="text-align: center;">MONITORING REPORT</p> <p style="text-align: center;">HOROWHENUA DISTRICT COUNCIL</p>							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Completed	Officer Comment
	12 February 2019		<i>Foxton Court House Museum.</i>				Historic Society. The Foxton Historical Society has been granted a 24 month extension of its current lease to continue exploring its options with regard to taking over the building.
19/199	12 June 2019	Proceedings of the Foxton Community Board 27 May 2019	<i>THAT as recommended by the Foxton Community Board, the Horowhenua District Council supports the development of a detailed design for a wetland at Holben Reserve and requests officers to progress to a detailed design through an RFP process.</i>	A Nelson A Nelson	05.12.2019 25.02.2020		A contract has been awarded to Boffa Miskell to complete the detailed design for the wetland. Design options are currently being reviewed
19/456	11 December 2019	Adoption of Standing Orders	<i>THAT the Horowhenua District Council, in line with draft Standing Order 6.6, reviews the delegations to the Foxton Community Board during</i>	L Winiata		To be transferred to the Foxton Community Board	In conjunction with the Annual Plan, a review of the Foxton Beach Freeholding Account will be undertaken as will a review of the Foxton

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Completed	Officer Comment
			<i>the 2020/21 Annual Plan process which will include resources and financial delegation; AND FURTHER THAT this review will be carried out in conjunction with the Foxton Beach Freeholding Account review.</i>			monitoring report	Beach Community Board delegations.

Chief Executive's Report to 8 April 2020

File No.: 20/90

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 20/90 Chief Executive's Report to 8 April 2020 be received.
- 2.2 That these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.

3. Chief Executive Updates

3.1 Responsible Camping Working Group

The Responsible Camping Working Group is comprised of central government agencies, stakeholders and local government representatives. This update on the work underway has been provided by the local government representatives on the Working Group.

The Working Group has had a full work programme and local government has identified matters that it considers core issues, some of which have been the subject of remits so there is a clear mandate from the local government sector on particular matters.

Self-containment standard

A clear framework for self-containment needs to be established; no agency has a clear overview or holds accountable those certifying vehicles for self-containment.

There is a concern that the work-stream has stalled and that too much reliance is being placed on the education campaigns, the ambassador programme and the technology solutions. Whilst these are all important, but the LGNZ reps hold the view that a regulatory backstop is essential.

Officials have advised that a legislative change is needed to establish MBIE as the authority to set and enforce requirements for issuing authorities and that this will take two years.

The LGNZ rep view, which was put to the last Working Group meeting, was that this work needed to proceed with urgency. If legislative change is needed and it will take two years (as advised by officials) then now is the time to make a start.

Review of the Freedom Camping Act

In July 2018, the Working Group recommended to the Minister of Tourism that a review of the Freedom Camping Act 2011 (the Act) was necessary.

In August 2019, following further analysis and advice, the Working Group agreed that short-term practical actions, combined with longer term policy and system changes, could improve the responsible camping system and these should be pursued before considering changes to the Act. The Working Group also agreed that there is no impetus to 'flip' the basis of the Act to ban the practice except where Councils specifically allow it.

In November 2019, officials advised the Working Group that a range of Councils had indicated that greater clarity surrounding the Act would be helpful. There is currently inconsistency in how the Act is being interpreted across different districts and Councils are looking to government to provide guidance. The Working Group agreed that MBIE should explore potential changes to the Act to provide greater clarity and certainty for Councils. It

would also be an opportunity to rename the Freedom Camping Act to the Responsible Camping Act.

MBIE is drafting a discussion document outlining possible improvements to the Freedom Camping Act. This document outlines:

- An overview of the current camping system, including the work MBIE and the Working Group has done to date;
- A summary of the current issues that local Councils are having with the Act;
- A review of the tools and guidance on freedom camping bylaws that Councils have access to; and
- A call for submissions on any minor or technical changes to the Act, noting that substantive changes are not in scope of the document.

This has been put on hold while officials are tied up with the response to COVID19 but it is expected it will resurface when resources permit.

Review of the Camping-Grounds Regulations 1985

The Working Group recommended a review of the Regulations. This has also been the subject of a remit. The Working Group agreed with the officials that this work be put on hold until central government's capacity returns, post the response to COVID19.

Technology pilots

Geozone is leading a number of technology pilots. They are showing great results.

Camera A1 pilot

Cameras have been placed at a number of freedom camping sites and they collect data on the spaces available and push this information to phones which have the Geozone app. Responsible campers can then change their plans if the campsite they were heading for is full. Advice is that this pilot is going very very well. Cameras need cell connectivity to be successful.

Kaikoura zones pilot

Another technology trial is the Kaikoura zones pilot. Geozone worked with the District Council and mapped the district into zones based on where freedom camping is permitted, permitted with restrictions and not permitted. This information was provided to campers via the Geozone app.

From feedback, this was very well received by users (they were surveyed) as the information was very easy to use.

Geozone advises this pilot is hard to scale for more of the country because it is not possible to carve every district into zones.

Responsible camping ambassadors

A number of Councils funded ambassadors over the busy summer season to work directly with responsible campers - to encourage good behaviour and answer questions. An app provided by Geozone (Ambassador App) collected data and provided this to the ambassadors. The app enabled hotspots to be identified and track high pressure areas.

Attached is a summary mid-season report, outlining some of the non-regulatory work underway.

3.2 Foxton Futures

Once a thriving port on the banks of the Manawatū River and the centre of the New Zealand flax industry, Foxton is now one of the most deprived towns in New Zealand. The section of the river that runs through the town is now cut off from the main stem and the water has become stagnant, as has the local economy. This project aims to regenerate Foxton, with the river once more at its heart, by laying the enabling foundations for new business opportunities which leverage the surrounding natural environment.

This project has been developed in consultation with the Provincial Development Unit, which convened a meeting of all other key agencies: Ministry for the Environment, DOC, NZTA, TPK, MPI (One Billion Trees), MBIE Tourism Division, DIA (all agencies attended apart from DIA).

The purpose of the meeting was to brief agencies on the project and identify potential funding sources for those parts of the plan (particularly the environmental aspects) which are unable to be funded through the PGF, but which are critical to the overarching regeneration plan.

The Treasury Living Standards Framework was used as a base for the preparation of a comprehensive economic development plan to implement the vision, restore Foxton's self-esteem and create a wide array of new employment opportunities.

Strong engagement with local Ngāti Raukawa marae and hapū leaders, stakeholder meetings, working group sessions, open community workshops and governance group engagement have been completed throughout this project to understand community aspirations and frustrations. Separate workshops with Horowhenua District Council and Foxton Community Board have also been held.

In consultation with the Provincial Development Unit, aspects of the plan have been prioritised which can be:

- a) aligned with the criteria for the Provincial Growth Fund.
- b) commenced immediately.

These are:

- Riverside amenity and landscape works
- Paretao/Seaview Gardens re-development
- Scenic walkways and cycleways
- Māori economic development
- Visitor market development and promotion
- Environmental education and exhibition
- Visitor signage.

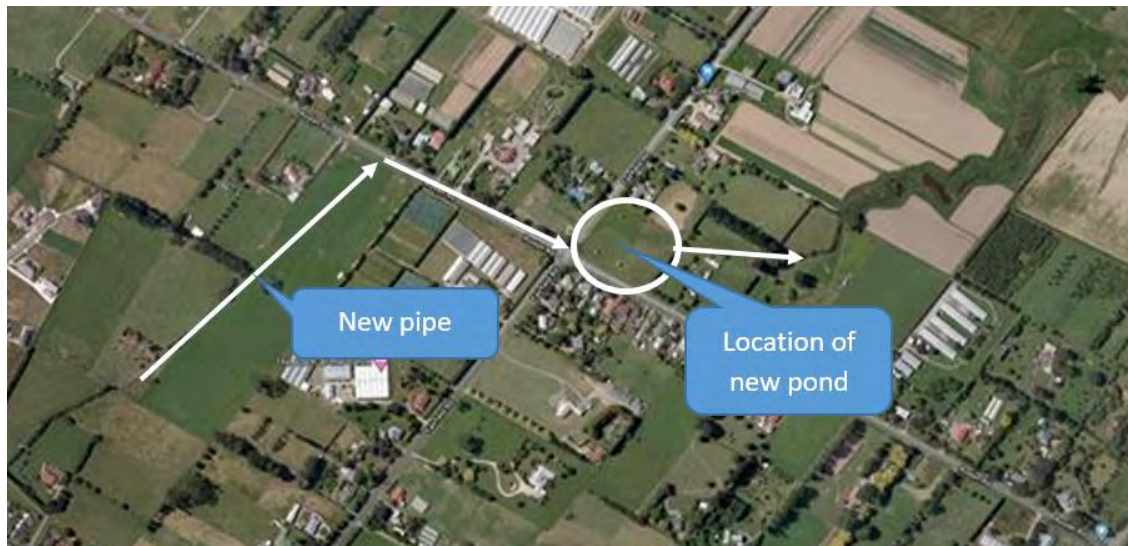
As the Provincial Growth Fund criteria does not permit funding of environmental improvement, unless linked to visitor attraction, it is necessary to pursue alternative funding sources in order to achieve the full vision.

This specific phase of the project relates to seeking PGF funding; however, the approach to regeneration in Foxton is broad and it is important to acknowledge while we clearly understand that separate funding applications will be made meet the environmental improvement required, this is an intertwined project with each part contributing to the overall regeneration of Foxton.

PGF timelines for application consideration are unknown following the impact of COVID-19 in New Zealand. Horowhenua District Council will await further advice from the Provincial Development Unit.

3.3 **NE Levin Stormwater**

Council has made good progress with the North East Levin stormwater scheme. For context, the scheme involves a new upsized stormwater pipe network draining into a purpose built retention pond which will be throttled for release downstream, shown crudely in the diagram below.



Through necessity, we are treating the pipe reticulation and the pond as separable portions. The pipework can be laid as-of-right by the developer under approval of Council; whereas the pond requires a resource consent and will be delivered separately by Council.

Several lots in the development have already sold making the installation of the pipework a critical path activity. The design of the pipework is being performed by the developer's engineers and has progressed well. Council's Design Engineers are reviewing the final drawings at present. The developer intends to start construction as soon as they are permitted to return to work. While we await the pond, we will temporarily connect the new pipes to our existing network. Meaning any discharge remains throttled to match the current situation. We will benefit from the additional storage in the system in the meantime. We fully understand and acknowledge that we cannot release the throttle on the discharge until such time as the consent is granted and the attenuation pond has been constructed.

In terms of the pond, we have continued to investigate ways to mitigate the concerns of the opponents. We have focused our efforts on Horizons' concerns in the first instance. Earlier this month, we received advice from Horizons that they are broadly comfortable with an agreement to a financial contribution to offsite flood mitigation further down the Koputaroa stream. We are still working through the details of that agreement including us amending our application by volunteering a consent condition for the financial contribution as per Chapter 19 of the One Plan – which allows for financial contributions to offset effects.

Furthermore, we have been working with NZTA's O2NL team to advance their wetland scheme design for this area. The planned wetland will provide much greater storage and attenuation capacity and will further reduce any potential impact on the wider Koputaroa Scheme.

We are confident there will be an agreeable outcome for the pond consent application. On balance we consider it necessary to continue works on the upstream pipework.

3.4 **Water Demand Management**

The Water Demand Management Strategy for the district is focused mainly on the establishment of discreet District Metered Areas (DMA) for the monitoring of minimum night flows and in Levin also the implementation of Advanced Pressure Management.

A system of 3G loggers have been deployed in Levin, Shannon and Foxton to complement the data already obtained from the telemetry system. Dashboards have been set up on the monitoring platform Infrastructure Data that uses this information to visually present the data enabling the tracking of trends. Areas of concern can then be identified to focus leak detection efforts on.

In Levin, 13 of 15 DMA's have been isolated and 3 of 4 Pressure Reducing Valves have been installed. The Covid-19 shutdown has resulted in a delay in finalising the remaining work, which was planned for the end of March.

Leak surveys of the priority areas in Levin have identified the leaks in Table 1 below. Council leaks are fixed as a priority and water meters have been installed on private leaks.

Table 1: Results from Levin leak surveys and repairs

Date of survey	DMA	Council Leaks	Private Leaks	Estimated saving from leaks repaired to date (m ³ /day)
Sept 2019	Levin Z01	7	8	1,000
	Levin Z4-5	1	-	200
Feb 2020	Levin Z10	6	9	350 (Repairs still in progress)
	Levin Z4-5	11	15	
	Levin Z6-9	13	29	
Mar 2020	Levin Z2-3	12	9	
Totals		50	70	1,550 m³/day

The updated leakage estimate for the month of March indicates that Levin and Shannon are still areas of concern that require further effort, but the leak repairs in Levin should effect a significant improvement once we are able to do them.

3.5 Housing Action Plan and Update

Key updates provided against each of the priority areas as follows:

Action: Establish a regular housing information outreach hub

- Pilot trial in December 2019, where Council coordinated information from across government agencies to provide to Pacific Peoples' leaders, this included translated information
- Confirmation has been received from MidCentral requesting ongoing membership and attendance at the quarterly Pacific Peoples Leaders' fono.

Action: Integrated, streamlined and improved consenting approval

- Dedicated enabler position facilitates cross-Council inputs to complex consents and continues to add value.
- Ongoing improvements to the electronic consenting processes continue to be made.
- Collaborative development pilot implemented with Gladstone Green and Waitarere Beach Masterplans, which sees a shift in approach to developments with multiple landowners and stakeholders.
- Developers network and regular forum meeting to be established in 2020.

Action: Undertake necessary plan changes to the District Plan to incentivise housing and provide best practice notes on the interpretation of policy

- Ongoing and to also be undertaken in conjunction with implementation of the Growth Strategy.

Action: Investigate the current state, capacity and funding options for infrastructure

- Work underway.

Action: Prepare submissions and advocate on amendments to legislation

- Submissions completed to the NPS for Urban Development and the RMA Reforms.
- Ongoing feedback to be supplied with relation to RMA changes.

Action: Investigate the age cohort for Horowhenua to understand the implications of an aging population on the supply of housing for young people

- Successfully applied and received funding to establish an Age Friendly Communities Strategy. Survey completed to establish baseline data from community perspectives.
- Successfully established Youth Empowerment Project (revamped Youth Council) and supported young leaders to establish priorities and explore solutions to their needs. Powhiri for new YEP leaders held in March 2020.

Action: Develop partnerships to enable the development of affordable homes (emergency, social, student housing, assisted rental and assisted ownership etc)

- Ongoing support with MHUD, CHP(s) and developers to progress solutions identified following the housing forum – currently x4 in various concept stages.
- Ongoing advocacy for increased housing under the public housing plan.
- Ongoing advocacy with Immigration NZ regarding the housing needs in Horowhenua for our communities now, and new members joining them through the refugee resettlement processes.

Action: Investigate the use of surplus Council land for housing

- Ongoing process under Council's Property Strategy.

Action: Investigate ways that incomes can be enhanced.

- Supported Tupu Aotearoa Programme with local training provider.
- Supported establishment of trades training and pastoral care programme with local training provider.

Action: Investigate the remission of rates on Māori freehold land where this supports the development of Māori housing

- Ongoing communication of current provisions. Opportunity with upcoming revenue and financing policy review to continue to enhance.

Action: Support iwi in their engagement with Te Puni Kōkiri on marae, hapū and whānau planning for successful housing initiatives

- Ongoing support provided where requested.

Action: Maintain the Pacific Peoples Fono

- Quarterly meetings established chaired by Mayor. First meeting of 2020 delayed due to COVID-19.

3.6 **Horowhenua Growth Strategy 2040**

Council adopted the Horowhenua Growth Strategy 2040 in November 2018. This strategy identified land within the district that could be suitable for rezoning to provide opportunities for residential and rural-residential (Greenbelt) development to meet the needs of the district's growing population.

The growth forecasts used to model the anticipated growth were the same forecast assumptions that the Council adopted as part of its Long Term Plan 2018-2038. These

identified that the district would grow at a rate of 1.2% per annum between 2018 – 2028 and between 2029 – 2038 at a rate of 1.1% per annum.

Late 2019 saw the partial release of the Census 2018 statistics. These statistics confirmed that Horowhenua had grown at a much faster rate than had been forecast and was tracking along a faster trajectory. Further certainty for the district has also been provided through the Government's decision to proceed with the Otaki to North Levin expressway and the confirmation of the timing for construction. This significant infrastructure investment is anticipated to encourage further residential and industrial demand and population growth within the district. In more recent work that the Council is involved in as part of the Greater Wellington Regional Growth Framework, the indications are that Horowhenua is being identified as a critical part of the solution to the Greater Wellington housing issues. Further direction is being provided to councils in planning for urban development through the proposed National Policy Statement Urban Development.

Notwithstanding that the Growth Strategy was only adopted in November 2018 and is yet to be implemented by way of District Plan Changes, it is considered prudent in light of the changes referred to above to revisit the Growth Strategy and to update it based on the latest information including the Census information. Updated population forecasts are currently being prepared to take into account the Census information, current and future trends. With the higher than anticipated growth experienced over the last three years it is possible that additional land or alternative options (e.g. densification) may need to be identified to accommodate the growth anticipated in the district. It will also be appropriate to reconsider the areas that have been previously identified where additional information is now available such as the confirmation of the expressway corridor, national direction on highly productive land and hazard mapping and assessments.

The timing of the COVID-19 lockdown makes it difficult to confirm the timeframe for this work being completed. The intention is that the updated Growth Strategy is finished by July 2020. The updated Growth Strategy will be an integral input to the district's Infrastructure Strategy and Long Term Plan 2021-2041, which will be developed in the second half of 2020.

3.7 **Local Government NZ CouncilMARK Programme**

In 2017 Local Government NZ (LGNZ) released the findings of the 2015 NZ Local Government Survey undertaken on how communities rated their Councils. Although people agreed that local government is important to New Zealand, many citizens and businesses were unaware of the broad range of services that Councils provide and the value of these services. This led to the development and launch of the Local Government Excellence Programme CouncilMARK.

The CouncilMARK programme is designed to improve the public's knowledge of the work Councils are doing in their communities and to support individual Councils to further improve the service and value they provide. The programme incorporates an independent assessment system that assesses how Councils are performing and the work they're undertaking to grow the value they deliver. Councils receive an overall performance rating from an Independent Assessment Board and commentary on their performance thus allowing for Councils to develop a practice of continuous improvement.

Horowhenua District Council (HDC) was one of the foundation Councils to participate in the CouncilMARK assessment process in 2017 and at that time received a B grade. The CouncilMARK report indicated the areas of strength and areas for improvement. As it is three years since Horowhenua District Council was assessed, we now have the opportunity to have the second assessment completed and to demonstrate the continuous improvement it has undertaken.

Current Assessment 25 and 26 June 2020

The CouncilMARK local government excellence programme measures indicators across four priority areas:

- **Leading Locally** - governance, leadership and strategy;
- **Investing Money Well** - financial decision-making and transparency;
- **Delivering what's Important** - service delivery and asset management; and
- **Listening and Responding** - communicating and engaging with the public and business.

Performance Assessment Framework (PAF)

The PAF uses both qualitative and quantitative indicators to assess Council these are:

- 1) **Documentation:** Long Term Plan, Annual Plan, Communication and Engagement Plans, Strategic plans, Business Cases, Business and Rate Payers Satisfaction surveys etc.
- 2) **PAF Self-Assessment:** this provides an opportunity for Council to showcase the work they have undertaken with supporting documentation. HDC will also have the opportunity to evidence the improvements made due to the recommendation made in the first CouncilMARK Assessment
- 3) **Interviews/Discussions:** independent assessors will spend two days at Horowhenua District Council having conversations with a wide range of people. These discussions will range in format from 1 on 1 conversations to a more informal group discussion. Assessors will use the PAF self-assessment and the documentation provided to them prior to their visit to inform these conversations.

This is not a tick-box exercise. The assessors want to understand all aspects of Councils performance, and the following people may be invited to the interviews:

- a. Mayor and Councillors,
- b. CEO and Senior Management Team,
- c. Finance Manager, 3rd Tier Managers
- d. Council officers
- e. Maori/Iwi representatives (group)
- f. Business Community representatives
- g. Community Groups (Council has substantive dealing)
- h. Regional Council and NZTA representatives.

Those people invited to attend an interview or be part of a discussion group will attend a preparation meeting prior to providing information and clarity on the subject and scope of the interviews and discussions or support.

- 4) Horowhenua District Council will receive a draft report and grading giving it an opportunity to clarify information or provide further evidence.
- 5) The final report is presented to Horowhenua District Council; it will then be added to LGNZ CouncilMARK website, Horowhenua District Council website and then released to the public and media.
- 6) Horowhenua District Council will develop an action plan to address the areas of weakness identified in the report.

3.8 Foxton Beach Wharf

Erosion at the south western edge of the wharf adjacent to the Manawatu Boating Club has worsened. The gabion basket wall installed in 2014 has disintegrated and is no longer effective (refer Fig 1 below). The Department of Conservation (DOC) owns the land and wharf structure but have not been forthcoming in undertaking repairs. We are in something of a stalemate between the owner and community. In the meantime, erosion has reached the point at which repairs are required to stave off significant asset and amenity loss.

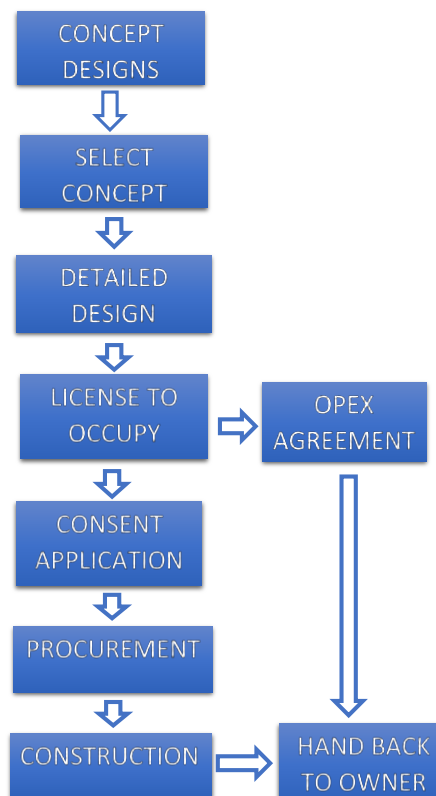
We have taken the lead in seeking a solution. Towards the end of 2019 we commissioned Tonkin & Taylor to carry out an options assessment and consent scoping report for repairs to the wharf. The simplest, most cost-effective and most easily consented solution is a rock revetment. The revetment is essentially a properly engineered like for like replacement of the gabion wall.



Figure 1 - Erosion behind damaged gabion basket seawall at south western corner of Foxton Wharf and indicative footpath extension alignment

Over the past couple of months, we have refined the revetment design. Inherent in our proposal is an extension of the existing shared path to connect to the wharf (shown in fig 1). The premise being that we are investing in an improved public amenity alongside any wharf repair. At the time of writing we have yet to complete our construction cost estimate.

Our continued involvement in leading this project is conditional upon all parties agreeing to our proposal and following through on their respective roles, depicted in the flow chart below.



Our investment thus far has been capped at the detailed design stage. Subject to DOC agreeing, we would enter a license arrangement with them that locks them into a project commitment. The license would include specifics around handing over operational and maintenance liability to the owner. Once agreed, we would be able to collectively submit an application for consent to Horizons, following which we could procure and construct the revetment.

Our immediate next step is to pursue an agreement with DOC. A meeting with them is scheduled for this week.

We have met with the Manawatu Boating Club's Management Committee to discuss our proposal. We are yet to receive a formal response, but expect them to be in support.

We have yet to formally discuss options with the Foxton Community Board. Albeit we have met with David Roache to explain the proposal. Councillor Brannigan has attended the meetings alongside Brent Maguire with David Roache and the Manawatu Boating Club.

3.9 **Annual Plan 2020/21**

The draft Annual Plan 2020/21 was adopted for consultation by Council on 20 March 2020. The escalation of the national COVID-19 response including the Level 4 lockdown has changed the process for how engagement had been proposed for the Draft Annual Plan. It is no longer possible to hold public engagement events. Steps to make the Draft Annual Plan information available in hard copy via the Chronicle community newspaper were not able to go ahead when the Government confirmed that community newspapers were not an essential service. Officers continue to explore alternative ways for the Horowhenua community to access the Annual Plan information and to have their say from within their homes.

It is proposed to hold hearings of submissions on the Annual Plan. The nature of the COVID-19 restrictions that are in place at the time of the scheduled hearings (mid-May) will influence the format of those hearings and the ways submitters are able to participate.

At the time of writing this update Horowhenua District Council is required, along with all other councils in New Zealand, to adopt the Annual Plan by 30 June 2020. The timing of the COVID-19 lockdown has been challenging. The draft Annual Plan was prepared prior to the pandemic affecting the daily lives of New Zealanders. While COVID-19 brings uncertainty to the district context, it is important that the Council continues to plan ahead in these challenging times and to adopt an Annual Plan that outlines the Council's activities and financial plan through to 30 June 2021. It is acknowledged that there may need to be changes to the Draft Annual Plan and the community is urged to provide feedback on the Annual Plan so that Elected Members can be informed by this when finalising the Annual Plan.

3.10 **Draft Government Policy Statement on Land Transport 2021**

On 20 March the Ministry of Transport (MOT) released the draft Government Policy Statement on Land Transport 2021/22–2030/31 (the draft GPS 2021) for public feedback. The draft GPS 2021 sets out the Government's priorities for expenditure from the National Land Transport Fund over the next 10 years. It details how funding is allocated between various activities such as road safety, policing, state highway improvements, local and regional roads and public transport. The Ministry has produced a very good video, which I encourage you to watch, which is both informative and entertaining about the GPS on Land Transport and transport funding generally: <https://vimeo.com/229518559>

There are significant differences between the GPS 2018 and the Draft GPS 2021. The most important changes to note are: the new Strategic Priorities; the introduction of three new Activity Classes for Rail, Coastal Shipping and Road to Zero; the rationalisation of the Public Transport Activity Classes and an overall increase in funding for land transport. The Draft GPS reflects the Coalition Governments priorities and promotes a transformational approach

to how land transport is planned and funded through establishing four new strategic priorities: Safety; Better Travel Options; Improved Freight Connections and Climate Change.

The New Strategic Priorities

- Safety -- *The draft GPS 2021 is updated to reflect the new Road Safety Strategy 'Road to Zero'; Access has been split into two components: access for people and access for business and freight.*
- Better Travel Options –*The draft GPS 2021 continues its support for towns and cities to have more travel options and mode shift away from the predominance of private car journeys.*
- Improved Freight connections - *The draft GPS 2021 reinforces the importance that freight routes which are reliable and resilient, which is important for transporting primary produce in a timely way and without damage. The Draft GPS 2021 is the first GPS to include Rail Network Activity and Coastal Shipping. It is also the first GPS to directly allocate funding from the NLTF to KiwiRail and implements the Future of Rail Review and objective to have a reliable and resilient rail network.*
- Climate Change –*The draft GPS 2021 seeks to tackle climate change to meet the Paris Agreement 2030 deadline. The expectation is that the GPS will see sea levels and greenhouse gases improve collectively with investment in the other strategic priorities.*

The New Activity Classes

The Draft GPS 2021 is the first GPS to include Rail Network Activity and Coastal Shipping. These transport modes have been integrated as they are important alternatives to roads, particularly for moving freight.

The new Road to Zero Activity Class introduces an additional \$1.2B investment in Local Road Safety Infrastructure and \$3B in State Highway Safety Infrastructure. The total investment in road improvements, when added together with the Local Road and State Highway Improvements Activity Classes, exceeds the amount signalled in GPS 2018. The new Road to Zero Activity Class also incorporates road policing funding and the safety promotion funding (which was previously within the road safety promotion and demand management activity class from GPS 2018) and includes the infrastructure funding from State Highway, Local Road Improvements and Regional Improvements Activity Classes. Under this new Class a wide range of road user safety initiatives may now be eligible for funding. For example, road-side drug testing equipment, road maintenance and upgrades, or more road safety campaigns.

Public Transport Activities have been restructured into Public Transport Infrastructure and Public Transport Services

Rail Investment

In terms of rail investment there are some key points to note. Metropolitan rail (Auckland, Wellington) and certain inter-regional rail will be funded through the Public Transport Infrastructure Activity Class. This allows Waka Kotahi (The NZ Transport Agency) to consider new initiatives that improve the passenger rail network. Most regional rail projects will continue to be funded from the PGF, which is specifically for provincial growth, rather than the National Fund, which needs to weigh up options for the country as a whole. Funding for operating Metropolitan Rail services (Auckland and Wellington) will come from the Public Transport Services Activity Class. Other parts of the Freight Rail Network – to take out managed decline - will be funded from the Rail Network Activity Class. Importantly, only around 2.5% of the NLTP is reflected in the Activity Class in any 1 year, as the Crown will provide the bulk of the funding for the network. KiwiRail will set out the activities that it will undertake in their Rail Network Investment Programme.

Legislation is required to bring freight rail fully into the GPS on Land Transport and this is currently out for consultation. More information on this can be found here:

<https://www.transport.govt.nz/multi-modal/currentlyconsultingon/>

The National Fund

GPS 2021 introduces a number of changes to funding - a few highlights to note:

- \$10B is available over the next 10 year period to build new infrastructure and undertake safety investments to reduce deaths and serious injuries on roads by 40%
- \$1B is allocated annually to Public Transport – this is a 40% increase from the GPS over the 10 year period
- \$10B is allocated for SH maintenance – this is a 15% increase from the 2018 GPS over the 10 year period
- \$8.5B is allocated for Local Road maintenance – this is a 5% increase from 2018 GPS for funding Councils and the maintenance of their existing road network
- \$1B Walking and Cycling - this is a key focus area over the next 10 years.

The period for feedback on the Draft GPS closes 11 May 2020, having been extended from 27 April 2020.

3.11 Crown Infrastructure Partners

This week the Government launched an Infrastructure Industry Reference Group (IIRG) for the express purposes of identifying infrastructure projects that are 'shovel ready' for construction and could, if the Government deemed it appropriate, be deployed as part of a stimulatory package. The IIRG is an extension of the work currently performed by Crown Infrastructure Partners (CIP). More detailed information on CIP and the IIRG can be found at <https://www.crowninfrastructure.govt.nz/iirg/>.

To qualify, projects in our region must meet the following criteria:

- Be truly ready for construction within 6 months. Meaning contractors have been procured and physical works can start.
- Be of an infrastructure nature. Meaning this includes all kinds and combinations of infrastructure, including 3W, buildings, roads, landscaping, etc
- Projects or programmes or work must be a minimum of \$10M construction costs
- Be able to demonstrate a material scale of employment benefits for workers either directly on the project or indirectly via the supply chain.
- Brings real value to the community in an economic and social sense.

Applications comprise submission of a mini-business case. The deadline for submissions is 14 April. We are investigating the two main candidate projects in our region we believe can meet the IIRG's criteria, namely:

- Three waters and roading infrastructure required to facilitate development at Gladstone Green; and
- Lead-in utilities and roading augmentation necessary to unlock development of Council-owned land at Foxton Beach.

The IIRG has taken whole of industry approach. The process is open to public and private sector projects. Key points to remember are that the projects must be for the public benefit, or if private, must have a public benefit or be capable of being repurposed for public benefit. The fund is not for the purposes of bailing out private sector investors.

Attachments



No.	Title	Page
A	Responsible Camping 2019/2020 Mid-season Report	30

Confirmation of statutory compliance

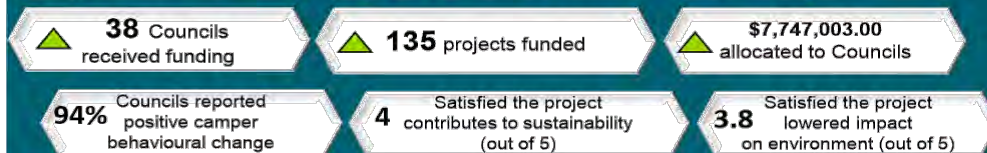
In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- 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)	David Clapperton Chief Executive	
Approved by	David Clapperton Chief Executive	

Responsible Camping 2019/2020 Mid-Season Report



**MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HIKINA WHAKATUTUKI

Management of Responsible Camping Fund – Summer 2019/20



"Compared to two summers ago, things have improved dramatically"

Buller District Council

"An ambassador and education programme, with monitoring and enforcement and improved infrastructure have delivered significant benefit"

Whangārei District Council

"This funding has allowed council to increase the service provision at our reserves and enhance users experiences"

Manawatu District Council

Tourism New Zealand Responsible Camping Campaign

- Campaign launched alongside MBIE responsible camping package on 2 December 2019
- Media coverage for the launch was overwhelmingly positive across national press and TV
- Targeted digital advertising across social media & key camping websites and apps
- Digital toolkit for industry including brochures, videos, key messages, Tiaki t-shirts, posters & advertising
- >153,000 have watched the hero video.
- Camping.org.nz has seen quadruple growth

GeoZone/CamperMate Findings



10 live Camera sites
1 site with sensors



91% did not visit location once full



14,212+ users checked availability

Complaints

72% Councils reported reduction in complaints

Community response

Very positive
"Fewer complaints, greater compliance" Christchurch DC

Media response

Significantly favourable
Positive press in response to Ambassador programme

Benefits

- Clearer and targeted information for campers
- Data to inform decision making
- Eased pressure on local resources
- Extended awareness with residents

Drawbacks

- Increases in servicing and maintenance will be expected in future summer seasons
- Homeless people are Freedom Camping without self contained vehicles

Ambassador Programme

- Ambassadors provided education on camping etiquette, and answered general questions
- Ambassador programme received favourably in the community and national press
- App enabled councils to identify hotspots and proactively increase services to meet demand

[The App] "allowed ambassadors to register vehicle details, data and actions taken. Valuable for manager to analyse weekly reports and track high pressure areas" Waitaki District Council

Ambassador App

Registered Ambassadors 113	No. Councils using App. 27	Sites registered 413	Number of interactions 4,701	Vehicle database 79,274	
Vehicle searches 22,157	Given leaflets 1,567	Given rubbish bag 659	Advised breach of bylaw 190	Asked to leave 175	Advised activities 174

Kaikōura Zones Pilot

- Survey responses found that 90% of users were likely to recommend the trial zone view for Freedom Camping to other travellers.
- Hard to scale the pilot given technical and legislative limitations of councils

File No.: 20/116

Delegations Register - Update

1. Purpose

To seek Council's adoption of the Delegations Register which has been updated to reflect internal organisational structure and position title changes.

2. Executive Summary

- 2.1 Council delegates various functions to officers and contractors to allow them to conduct their duties both legally and in accordance with legislation, and as a consequence it is important that these delegations are reaffirmed from time to time.
- 2.2 'Delegation' means the assignment of a duty, or power, or action to another, with the authority to carry out that duty or complete the action assigned, together with the responsibility for the outcome.
- 2.3 There have been a number of internal changes which have prompted an update of the Delegations Register.

3. Recommendation

- 3.1 That Report 20/116 Delegations Register - Update be received.
- 3.2 That this decision is recognised is not significant in terms of S76 of the Local Government Act.
- 3.3 That the Horowhenua District Council adopts the Delegations Register attached as Attachment A, effective from 9 April 2020.

4. Background / Previous Council Decisions

- 4.1 Delegations are reviewed from time to time – with the last review being in 2019.
- 4.2 Since the adoption of the Delegations Register there have been a number of internal organisational structure and position title changes.

5. Discussion

This report is to ensure that up-to-date delegations are in place for the purposes of administrative efficiency and expedience in the conducting of the day to day business of Council and to ensure that Council officers and contractors can carry out Council duties and that the delegations reflect the prevailing legislation and internal structure and position title changes.

6. Options

Option 1 – Approve by resolution the updated Delegations Register.

This will ensure delegations in place reflect accurate legislation and that duties and functions conducted are within approved and accurate delegations of Council.

Option 2 – Not approve by resolution the updated Delegations Register.

This could mean that Officers and Contractors may not have correct and legal delegations to carry their duties; which could put Council at risk.

Preferred Option: Option 1 – hence recommendation 3.3.

6.1 Cost

Not applicable.

6.1.1 Rate Impact

There is no rate impact.

6.2 Community Wellbeing

There could be an impact on Community Wellbeing if Officers/Contractors do not have the correct and legal delegations to carry out their duties.

6.3 Consenting Issues

There are no consenting issues arising.

6.4 LTP Integration

Not applicable.

7. Consultation

There are no consultation requirements in respect of this matter – it is an administrative functional requirement.

8. Legal Considerations

- 8.1 If the appropriate and legally correct delegations are not in place, duties may be carried out by staff and contractors for which they do not have the legal basis (delegation) and as a result any action or decision that may be taken in the normal course of their duties could be open to challenge.
- 8.2 It is also good practice to review delegations periodically to ensure that changes to legislation have been captured.
- 8.3 The delegations attached as **Attachment A** are made in accordance with the Local Government Act 2002 and any other statutory authority permitting delegation such as the Building Act 2004 or Resource Management Act 1981 (the appropriate authority is as shown in Attachment A).

9. Financial Considerations

There could be financial considerations for Council if an officer or contractor's actions in the course of undertaking their duties were challenged.

10. Other Considerations

There are no other matters requiring consideration.

11. Next Steps


Following adoption of the Delegations Register, Officers and Contractor Warrants of Appointment will be updated as required.

12. Supporting Information

Strategic Fit/Strategic Outcome - Not applicable
Decision Making – Not applicable
Consistency with Existing Policy - Not applicable
Funding - Not applicable
<p><u>Confirmation of statutory compliance</u></p> <p>In accordance with section 76 of the Local Government Act 2002, this report is approved as:</p> <ul style="list-style-type: none"> a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and, b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

13. Appendices

No.	Title	Page
A	Draft Delegations Register 2020 reflecting organisation structure and position description changes (<i>Under Separate Cover</i>)	

Author(s)	David Clapperton Chief Executive	
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Approved by	David Clapperton Chief Executive	
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Eight Month Report 1 July 2019 - 29 February 2020

File No.: 20/118

1. Purpose

To present to Council the financial report for the eight months ended 29 February 2020.

2. Recommendation

- 2.1 That Report 20/118 Eight Month Report 1 July 2019 - 29 February 2020 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

As included in the **attached** report.

Attachments


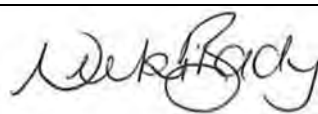
No.	Title	Page
A	Eight Month Report February 2020	36
B	LGFA Covenant Compliance June 2019	44
C	Council Compliance with LGFA Financial Covenants June 2019	52
D	Growth Dashboard Report (Mar 2020)	53

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	Nicki Brady Deputy Chief Executive	

Horowhenua 
DISTRICT COUNCIL

Eight Month Report

1 July 2019 - 29 February 2020



Executive Summary

A. Trends and Activity of Interest

1. Resource Consenting

- 243 consents have been lodged as at 29 February 2020, compared to 181 at the same time last year.
- 100 subdivision consents approved as at 29 February 2020, compared to 70 at the same time last year.
- As at 29 February 2020 a total of 143 new allotments have been created as a result of s223 (approval of title plan) & 132 new allotments have been created as a result of s224 (completion of physical works) certificates being issued for subdivisions.

2. Building Consents

- Value of consents issued as at 29 February 2020 is \$87,425,676 compared to \$69,557,881 for the same period last year
- 467 consents issued as at 29 February 2020, compared to 435 for the same period last year.
- 154 new dwelling consents were issued as at 29 February 2020 compared to 157 for the same period in the 2018/2019 year.
- 476 building consents were lodged as at 29 February 2020 compared to 432 for the same period in the 2018/19 year.
- Consents have been issued for 188 New Residential Dwelling Units as at 29 February 2020. New residential dwelling units count each self-contained unit individually and include individual dwellings, multi-unit dwellings plus yard built and existing dwellings which are relocated onto a site.

YTD the level of Resource Consenting activity is higher than that was experienced over a similar period in 2018/19.

YTD the level of Building Consenting activity is higher than the same period in 2018/19, the number of consents issued for new dwellings is the same as at the same period last year.

B. Financial Performance – Operational Expenditure

Council shows a \$2.482m year-to-date (YTD) deficit against a budgeted YTD deficit of \$2.508m. It is 66% through the year and Council has spent 67.14% of the full year's budgeted expenditure and received 65.75% of the full year's budgeted income.

Road capital subsidy income is under budget due to delays in capital projects. Most other variances are positive except Treasury where the fall in interest rates due to the Covid 19 virus have created a loss on derivatives of \$611k

C. Standard and Poors article on NZ Council's ability to carry growing debt – attached

D. LGFA Council compliance with covenants June 2019 – attached

Doug Law
Chief Financial Officer

25 March 2020

Statement of Comprehensive Revenue and Expense

As at 29 February 2019											
	Annual Report 2018/2019 \$000	Year End Projection 2020 \$000	Annual Plan 2020 \$000	Variance 2020 \$000	Annual Plan YTD Feb-20 \$000	Actual YTD Feb-20 \$000	C/A % Actual to Budget	Variance YTD 2020 \$000	Var/Bud %	% of Total Bud %	Notes
Revenue											
Rates Revenue	(38,562)	(40,211)	(40,099)	(112)	(26,371)	(26,812)	66.9%	☹️	(441)	2%	1.2%
Grants & Subsidies	(5,524)	(6,609)	(6,462)	(147)	(4,337)	(3,062)	47.4%	☹️	1,275	-29%	-3.5% 1
Finance Income	(423)	(310)	(209)	(101)	(29)	(32)	15.3%	☹️	(3)	10%	0.0%
Fees & Charges	(5,355)	(4,818)	(5,110)	292	(3,237)	(3,346)	65.5%	☹️	(109)	3%	0.3%
Other Revenue	(3,521)	(4,393)	(3,926)	(467)	(2,694)	(3,020)	76.9%	☹️	(326)	12%	0.9% 3
Development Contributions			-	-					-		0.0%
Gain on Derivatives						-		☹️	-		0.0%
Gain Disposal of Assets	(56)	(503)		(503)		(503)		☹️	(503)		1.4% 4
Investment (Gains)/Losses		(122)	(122)	(0)					-		0.0%
Vested Assets	(453)		-	-	-				-		0.0%
Total Revenue	(53,894)	(56,966)	(55,928)	(1,038)	(36,668)	(36,775)	65.75%	☹️	(107)	0%	0%
Expenditure											
Employee Benefit Expenses	14,661	15,016	15,017	(1)	9,776	9,723	64.7%	☹️	(53)	-1%	-0.1%
Finance Costs	3,607	3,767	3,870	(103)	2,276	2,061	53.3%	☹️	(215)	-9%	-0.5%
Depreciation and Amortisation	14,383	14,448	14,448	(0)	9,632	9,723	67.3%	☹️	91	1%	0.2%
Other Expenses	24,457	24,899	25,082	(183)	17,492	17,103	68.2%	☹️	(389)	-2%	-1.0% 2
Loss on Disposal of Assets	227	-	-	-					-		0.0%
Revaluation Losses			-	-		-			-		0.0%
Increase in Landfill Provision	1,298	-	-	-	-				-		0.0%
Loss on Derivatives	975	-	-	-		611		☹️	611		1.6% 5
Total Expenses	59,608	58,129	58,417	(288)	39,176	39,221	67.14%	☹️	45	0%	0.1%
Operating (surplus) deficit before taxation	5,714	1,163	2,489	(1,326)	2,508	2,446	98.3%		(62)	-2%	-2.5%
Taxation		36		36		36			36		
Operating (surplus) deficit after taxation	5,714	1,199	2,489	(1,290)	2,508	2,482	99.7%		(26)	-1%	-1.0%

Note 1 - Grants and Subsidies – Unfavourable variance \$1,275k, the significant variance being the capital subsidies which will be received as roading projects progress (i.e Queen St Roundabout)

Note 2A Professional Services – Favourable variance \$421k, the significant variances are noted below:

- Governance budgets underspent by:
 - Internal Audit delayed (commencing Feb 2020) \$45k
 - Legal fees \$41k
 - Sustainable growth budgets underspent by \$335k

Note 3 Other Revenue - favourable variance \$326k, the significant variances are noted below:

- Treasury special dividend from Civic financial services on sale of building \$127k
- Regulatory services trending above budget:
 - Building Consents income ahead of budget \$65k
 - Resource consent land use and subdivision income ahead of budget \$89k

Note 4 Gain on Sale of recent property sales \$503k

Note 5 Unrealised loss on derivatives (swaps) unfavourable variance of (\$611k)
This reflects the continued fall in interest rates currently being experienced which have recently fallen again reacting to the uncertain global economic conditions due to the economic effect of coronavirus (last month the loss was \$364k)

Note 2	Year End	Annual		Annual Plan	Actual	Variance					
	Projection	Plan	Variance	YTD	YTD	% Actual to Budget	YTD	% Var/Bud	% of	Notes	
	2020 \$000	2020 \$000	2020 \$000	Feb-20 \$000	Feb-20 \$000		2020 \$000	%	Total Bud %		
Professional Services	5,613	5,296	317	3,441	3,020	57.0%	☹️	(421)	-12%	-1.1%	2A
Materials	112	112	(0)	78	86	76.8%	☹️	8	10%	0.0%	
Maintenance	14,146	15,002	(856)	10,093	10,592	70.6%	☹️	499	5%	1.3%	
Grants Paid	676	611	65	358	381	62.4%	☹️	23	6%	0.1%	2B
Utilities	1,178	1,180	(2)	786	717	60.8%	☹️	(69)	-9%	-0.2%	
Communications	277	258	19	173	142	55.0%	☹️	(31)	-18%	-0.1%	
Other Expenses	5,087	5,380	(293)	4,041	3,735	69.4%	☹️	(306)	-8%	-0.8%	2B
Vehicle Expenses	183	181	2	129	90	49.7%	☹️	(39)	-30%	-0.1%	
Treasury Expenses	189	199	(10)	101	75	37.7%	☹️	(26)	-26%	-0.1%	
Labour Recoveries for Capex proje	(2,561)	(3,137)	576	(1,708)	(1,735)	55.3%	☹️	(27)	2%	-0.1%	
Total Other Exepnses	24,899	25,082	(183)	17,492	17,103	68.2%	☹️	(389)	-2%	-1.0%	

Note 2B Other Expenses – Favourable variance \$306k, the significant variances are noted below:

- Community Facilities
 - Efficiencies achieved in Library Services software arrangements
an overall year end reduction is expected \$87k
 - Reserves rates expenses less than budgeted \$58k
- Infrastructural Operations
 - Software licence fees less than budgeted \$48k
- Property
 - Rates expense for Endowment property less than budgeted due to property sales in Forbes Rd \$118k
 - Rates expense (\$23k) and Insurance (\$39k) higher than budgeted due to delay in anticipated sales as per property strategy (\$62k)
- Wastewater lower insurance cost than budgeted \$108k
- Water Supply costs higher than budget (\$94k)
- Corporate services
 - software licence fees higher than budgeted (mainly IBIS) (\$63k)
 - cloud host fees lower than budgeted \$116k
- Solid waste management consent cost higher than budgeted (\$64k)

Statement of Comprehensive Revenue and Expense by Activity

As at 29 February 2019									
58.3%	A	C	D	E	F	G	H	I	J
	Annual Plan	Year to date (YTD)		C/A		D-C	G/D	% of	Notes to
REVENUE	2019/2020	This Year	Budget	% Actual		YTD	% Var/Bud	Total Bud	Accounts
	\$000	\$000	\$000	to Budget		Variance			
						\$000			
Significant Activities									
Regulatory Seives	(4,657)	(3,430)	(3,261)	73.7%	☺	169	5.2%	0.3%	
Community Facilities and Ser	(13,557)	(8,758)	(8,950)	64.6%	☹	(192)	-2.1%	-0.4%	
Road Transport	(10,638)	(5,765)	(7,043)	54.2%	☹	(1,278)	-18.1%	-2.3%	1
Water Supply	(6,971)	(4,806)	(4,361)	68.9%	☺	445	10.2%	0.8%	2
Wastewater Disposal	(8,548)	(5,532)	(5,496)	64.7%	☺	36	0.7%	0.1%	
Solid Waste	(2,330)	(1,553)	(1,537)	66.7%	☺	16	1.0%	0.0%	
Stormwater	(1,324)	(844)	(836)	63.7%	☺	8	1.0%	0.0%	
Treasury	(3,411)	(1,814)	(2,039)	53.2%	☹	(225)	-11.0%	-0.4%	
Property	(1,495)	(1,554)	(879)	103.9%	☺	675	76.8%	1.2%	3
Community Support	(3,106)	(2,047)	(2,010)	65.9%	☺	37	1.8%	0.1%	
Representation & Com. Leade	(3,958)	(2,641)	(2,612)	66.7%	☺	29	1.1%	0.1%	
Total Activity Revenue	(59,995)	(38,744)	(39,024)	64.6%	☹	(280)	-0.7%	-0.5%	
Business Units	(23,200)	(15,022)	(15,479)	64.8%	☹	(457)	-3.0%	-0.8%	
Total Operating Revenue	(83,195)	(53,766)	(54,503)	64.6%	☹	(737)	-1.4%	-0.9%	
58.3%	A	C	D	E	F	G	H	I	J
	Annual Plan	Year to date		C/A		D-C	G/D	% of	Notes to
EXPENDITURE	2019/2020	This Year	Budget	% Actual		YTD	% Var/Bud	Total Bud	Accounts
	\$000	\$000	\$000	to Budget		Variance			
						\$000			
Significant Activities									
Regulatory Seives	4,657	3,237	3,118	69.5%	☹	(119)	-3.8%	-0.2%	
Community Facilities and Ser	13,473	8,718	8,965	64.7%	☺	247	2.8%	0.4%	
Road Transport	10,348	6,238	6,947	60.3%	☺	709	10.2%	1.2%	4
Water Supply	6,910	4,874	4,629	70.5%	☹	(245)	-5.3%	-0.4%	
Wastewater Disposal	7,422	5,452	5,043	73.5%	☹	(409)	-8.1%	-0.7%	
Solid Waste	3,938	2,470	2,704	62.7%	☺	234	8.7%	0.4%	
Stormwater	1,519	1,078	1,026	71.0%	☹	(52)	-5.1%	-0.1%	
Treasury	4,025	2,801	2,388	69.6%	☹	(413)	-17.3%	-0.7%	5
Property	1,548	923	1,054	59.6%	☺	131	12.4%	0.2%	
Community Support	3,106	1,964	2,156	63.2%	☺	192	8.9%	0.3%	
Representation & Com. Leade	5,545	3,473	3,646	62.6%	☺	173	4.7%	0.3%	
Total Activity Expenditure	62,491	41,228	41,676	66.0%	☺	448	1.1%	0.8%	
Business Units	23,193	15,020	15,335	64.8%	☺	315	2.1%	0.6%	
Total Operating Expenditure	85,684	56,248	57,011	65.6%	☺	763	1.3%	1.3%	
Operating (Surplus)/Deficit	2,489	2,482	2,508		☺	26	-1.0%	0.05%	

Note 1 – Road Transport – Unfavourable variance of \$1,278, the Significant variances noted are:

- Capital Subsidies delayed, will be received as projects progress

Note 2 - Water Supply – Favourable variance \$445k, the significant variances noted are:

- Levin Water by meter above budget by \$320k
- Levin connection fees above budget by \$64k

Note 3 - Property activity – Favourable variance \$675k, the significant variances noted are:

- Gain on sale of assets (unbudgeted will continue for the year) \$502k
- Increase rentals on commercial property due to delays in sales \$114k
- Increased rentals on housing and grazing land \$26k

Note 4. Road transport – Favourable variance \$709k, the significant variances noted are:

- A higher proportion of labour has been charged to capital projects resulting in lower Internal charges (trend likely to continue to year end) \$530k
- HITS project budgeted unlikely to progress in current financial year \$333k
- Maintenance budget higher than forecasted (\$148k)

Note 5 Treasury - Unfavourable variance \$413k, the significant variances noted are:

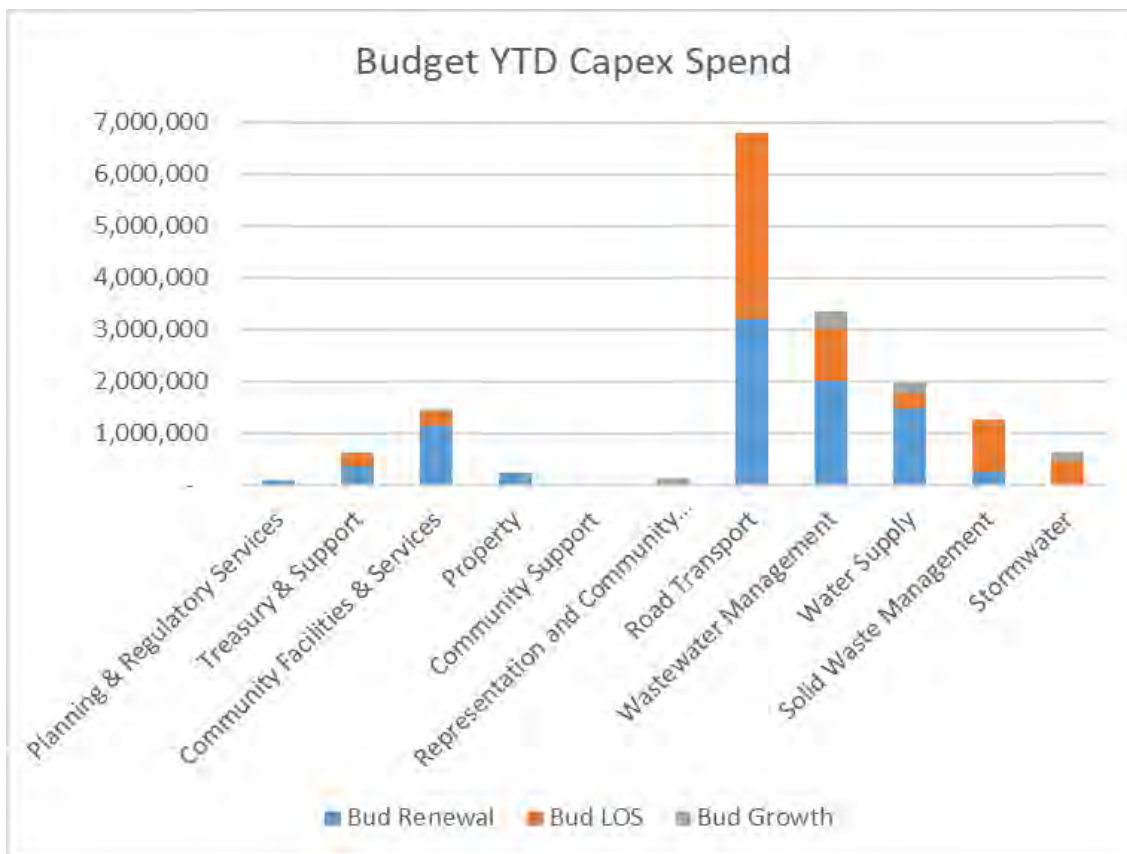
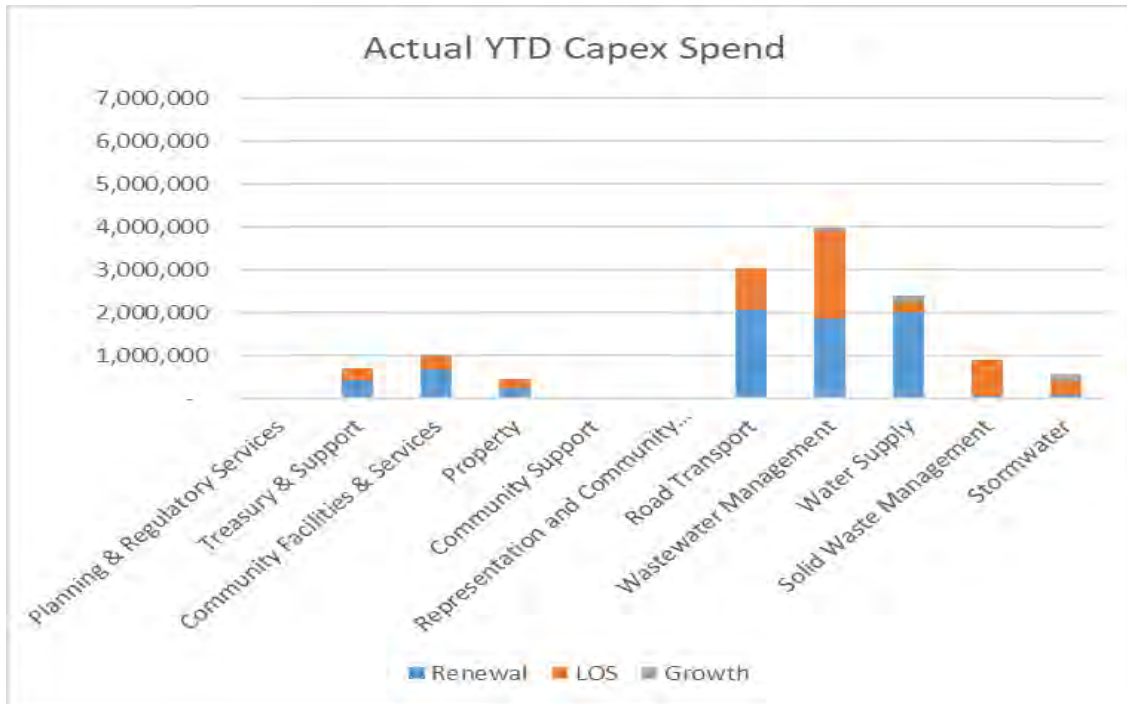
- Interest rate swap loss (\$611k)
- Tax expense on the Dividend (\$ 36k)
- External interest saving YTD of \$215K
- Lower bank fees of \$24k

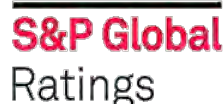
Capital Expenditure Trends

Total Capital Expenditure



	Renewal	LOS	Growth	Total	Bud Renewal	Bud LOS	Bud Growth	Bud Total
Planning & Regulatory Services	6,465	-	-	6,465	96,000	-	-	96,000
Treasury & Support	432,206	266,020	-	698,226	386,746	236,164	-	622,910
Community Facilities & Services	664,399	303,968	20,278	988,645	1,157,940	279,137	20,000	1,457,077
Property	240,186	218,676	-	458,862	257,500	-	-	257,500
Community Support	-	23,439	-	23,439	-	-	-	-
Representation and Community Leadership	-	-	2,422	2,422	-	-	126,000	126,000
Road Transport	2,071,773	972,415	-	3,044,188	3,204,983	3,592,573	-	6,797,556
Wastewater Management	1,860,428	2,021,625	106,441	3,988,494	2,034,330	986,970	335,800	3,357,100
Water Supply	2,004,945	252,140	138,247	2,395,331	1,482,835	290,800	227,000	2,000,635
Solid Waste Management	71,266	826,507	-	897,772	260,672	1,001,000	-	1,261,672
Stormwater	78,645	323,907	155,517	558,069	16,500	448,402	175,098	640,000
Total	7,430,314	5,208,697	422,904	13,061,914	8,897,506	6,835,046	883,898	16,616,450





RatingsDirect®

New Zealand Councils Can Carry Growing Debt

February 16, 2020

Key Takeaways

- We rate 33 New Zealand councils, which collectively account for the bulk of the country's local government debt. Credit quality has risen in the past five years reflecting stronger financial outcomes.
- Robust and effective fiscal management and high levels of fiscal flexibility are common credit strengths, while elevated debt burdens weigh on the credit quality of some councils.
- Many councils have budgeted for higher infrastructure spending. Though we expect spending to be well managed, larger outlays are eroding headroom at current ratings.

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We continue to view as favorable the credit quality of New Zealand's local and regional governments, even as their debt burdens grow.

S&P Global Ratings has long-term issuer credit ratings on 23 local and regional governments (i.e., councils) in New Zealand, with ratings ranging between 'AA' and 'A+', nine of which have positive outlooks. Seven of these positive outlooks are connected with the positive outlook on the sovereign, with the remaining two for council stand-alone credit specific factors. None have negative outlooks.

Underpinning the high ratings--clustered in a three-notch band toward the top of our global ratings scale--is New Zealand's extremely supportive institutional and policy settings (see "Public Finance System Overview: New Zealand's Institutional Framework For Local And Regional Governments," published Nov. 12, 2018). This view of the institutional and policy settings recognizes that the local government system benefits from a stable policy environment, high levels of disclosure and transparency in reporting, and solid revenue and expenditure autonomy. While these sector-related factors are the cornerstone of our high investment-grade ratings, idiosyncratic factors differentiate our ratings. Table 1 provides a snapshot of our current scores and ratings.

Ratings have trended upward over the past five years (see chart 1). We have upgraded 10 councils since 2014, including Western Bay of Plenty District Council (Western Bay) twice. We last downgraded a council in July 2013, when we lowered our ratings on Christchurch City Council (Christchurch) to 'A+' from 'AA-' following the revocation of its building consenting powers and appointment of a Crown Manager. In December 2019, we upgraded Christchurch reflecting the recent global settlement between the council and the New Zealand sovereign, transferring key

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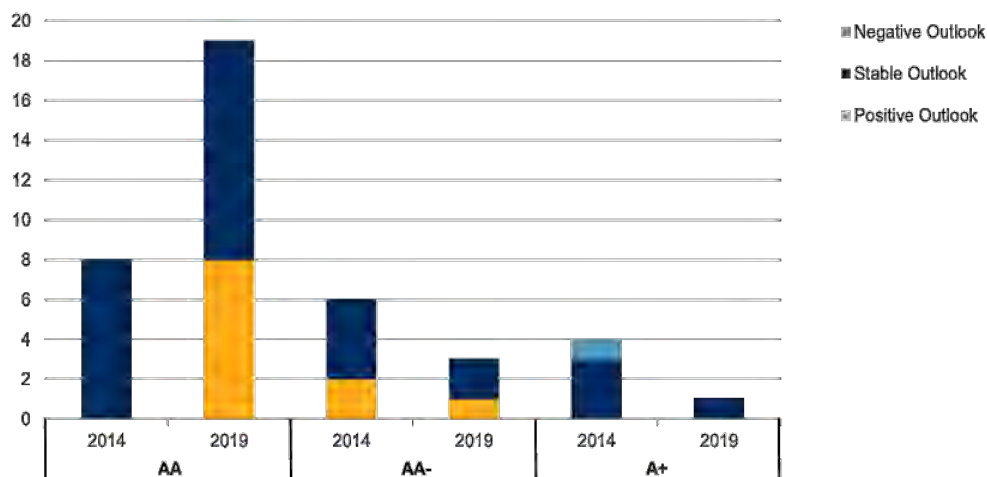
New Zealand Councils Can Carry Growing Debt

decision-making powers and major assets to the council.

We revised our outlooks on seven New Zealand councils to positive in January 2019 following our revision of the outlook on the New Zealand sovereign to positive. A further two councils—Western Bay and South Taranaki District Council (South Taranaki)—are on positive outlook for reasons related to their improving individual credit profiles, due to declining or stabilizing debt levels, narrowing after-capital deficits, and improving financial management.

Chart 1

Ratings Distribution And Breakdown 2014 Vs. 2019



Source: S&P Global Ratings.

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Wealthy National Economy With Regional Variations

New Zealand benefits from an open, prosperous, flexible, and resilient economy. We estimate New Zealand's GDP per capita to be around US\$40,700 in 2020. High national GDP per capita is a key supporting factor for the economies in which the New Zealand councils operate.

Among the councils that we assess with the strongest local economies are Auckland Council (Auckland), which governs New Zealand's largest and most economically vibrant city, along with Greater Wellington Regional Council and Wellington City Council (Wellington), which oversees New Zealand's affluent capital. In December 2019, we raised Christchurch's economic assessment to incorporate its improving economic viability and stability after the bulk of earthquake reconstruction has been finalized.

While New Zealand is a relatively small economy in a global context it still has a wide variance in wealth across councils. Some smaller, rural councils tend to have more concentrated economies,

New Zealand Councils Can Carry Growing Debt

weaker socioeconomic or demographic profiles, or limited growth prospects because of stagnant or declining populations. Some are concentrated in agriculture, particularly dairy; horticulture; or oil and gas.

We observe weaker socioeconomic profiles than the national average across about 65% of our 23 rated New Zealand councils. These councils represent less than half of the country's population. There are a few characteristics we believe could place pressure on the councils' ability to raise rates revenues over the longer term through the generation of new ratepayers or passing rate increases. These characteristics include the low income levels and local GDP of some councils, slow population growth rates, or aging populations compared to the national average. The country's regional areas tend to attract residents moving from cities upon retirement due to their affordability, such as the three Bay of Plenty councils, Tasman District Council (Tasman), Horowhenua District Council, and Marlborough District Council (Marlborough), amongst others. Other regions have relatively slow population growth that lags the national average, such as Dunedin City Council, Hastings District Council (Hastings), and South Taranaki.

Another distinguishing feature is concentrated or volatile local economies, which make up around 39% of our rated portfolio. We believe some councils can be more vulnerable to downturns in the primary sector than the broader New Zealand economy, potentially impacting council revenues. For instance, we assess the three Bay of Plenty councils as having large kiwifruit industry exposure, while Hastings and Marlborough are other areas concentrated in horticulture. Taupo District Council's (Taupo) domestic tourism exposure, as seen by a large number of holiday homes, is another observable instance of industry concentration potentially affecting a council. Councils in the Taranaki region are also vulnerable to large exposures to oil, gas, and dairy.

Financial Management Is Consistently Strong

We consider the general standard of financial management in New Zealand to be very high, supported by minimum standards set by the Crown government. Our financial management assessments for New Zealand councils are a clear strength relative to global peers. New Zealand councils typically focus on their core responsibilities as outlined in the Local Government Act 2002. New Zealand councils don't tend to undertake riskier activities such as borrowing for financial or real estate investments as we observe in some other jurisdictions.

Each council is governed by a group of elected councilors and conducts local elections every three years. Political and executive management teams tend to respect their separate spheres of power and responsibilities. Councils demonstrate a culture of long-term planning and transparency. They are required to produce 10-year long-term plans every three years, annual plans (budgets) in the intervening years, and audited annual reports. Plans are subject to extensive community consultation. Long-term debt is incurred only for funding capital expenditure, with Crown agencies, such as the Auditor-General or Audit New Zealand, raising issues if it is not. All councils, except Auckland, are restricted from issuing foreign-currency debt, and all limit interest-rate risk on their borrowings. Given the long-standing nature of these rules and processes, we believe a material change in culture is unlikely. The New Zealand Local Government Funding Agency (the LGFA) requirements also supports debt and liquidity management for its 64 participating councils.

We previously considered a few councils to have satisfactory financial management, in the middle of our assessment range. We improved Christchurch's satisfactory financial management assessment in December 2019, reflecting the recent "global settlement" between the council and the sovereign around matters relating to the Christchurch earthquake, which transfers key decision-making powers and major assets back to the council. Historically, our view of the council had been mired by uncertainty over funding and issues with management. South Taranaki's

New Zealand Councils Can Carry Growing Debt

management has also improved over the years and was behind its upgrade in 2017.

Significant Fiscal Disparities Due To Infrastructure Spending

All rated councils in New Zealand consistently post strong cash operating surpluses. This is in part because of their limited public policy mandate in the areas of public health, education, and social welfare--unlike many other systems such as in Australia, Europe, and the Americas where the local governments have broader responsibilities. However, many New Zealand councils have large or lumpy infrastructure programs, largely related to water supply, storm water, waste water, and roading, that result in relatively weak after-capital account positions.

Comparatively weak after-capital account deficits compared to international peers offset the strong operating surpluses and weigh on the budgetary performance for most New Zealand councils. Nevertheless, we consider the overall fiscal flexibility of most New Zealand councils to be strong in global comparison, in part supported by very strong flexibility within council budgets via rate increases and the ability to delay capital expenditure, and large investment funds held by some councils.

We forecast that some councils will record after-capital account deficits of as high as 30% of their total revenues over the next few years. In the latest 2020 annual plans, we observe that many councils are ramping up their capital spending to cater to growing populations, respond to new Crown government standards in areas such as water quality, replace aging infrastructure, or strengthen physical assets against natural disaster risks.

Councils often under-deliver on their capital expenditure budgets. This is due to a number of factors, including capacity constraints, lengthy approval processes for new projects, and, sometimes, poor planning. For many councils, we will typically apply a "haircut" of 10%-30% to their capital budgets in producing our own forecasts. As such, we typically do not expect growth in aggregate local government gross debt to be as large as that implied by projections in the most recent annual plans or long-term plans.

Most New Zealand councils have a high degree of fiscal flexibility, which supports their budgetary performance. This reflects their strong rate-collection powers. Many councils also have flexibility to postpone or reschedule a portion of their capital spending from year to year because capital expenditure comprises a large proportion of their total outlays compared with other systems. Some councils such as New Plymouth District Council (New Plymouth), South Taranaki, and Taupo hold large financial assets as a proportion of their revenue bases from previous asset sales such as their power companies. These assets provide councils with additional funding sources to support their budgets if needed.

We view a handful of our rated councils as having only a neutral level of flexibility compared to domestic and international peers. In these cases, we may see limited political will to increase general property rates, or a greater proportion of total group revenues are derived from subsidiary companies whose income streams may be subject to market forces or economic regulation. For some councils, we see difficulties in further delaying capital expenditure projects without adding to their infrastructure backlogs.

Liquidity Coverage Varies Depending On Investment Assets And Bank Facilities

The liquidity of New Zealand councils is mixed, in our view. Many councils hold very little cash or liquid assets as a proportion of their balance sheets. Many rely on committed bank facilities for

New Zealand Councils Can Carry Growing Debt

working capital. We consider bank facilities to be less secure than cash reserves because banks have the discretion to change their terms and, in some cases, withdraw access to these facilities. Significant after-capital account deficits and maturing debt within the next year places pressure on the liquidity of a number of councils that are running sizeable infrastructure-related capital expenditure programs, hold small cash reserves, and leave the refinancing of upcoming debt until several months before maturity.

A few councils, such as New Plymouth, South Taranaki, and Taupo, manage relatively large investment funds formed from the proceeds of earlier sales of physical assets, such as council-owned electricity companies. They invest these funds in financial assets such as bonds and listed equities. Where we consider these funds to be liquid and accessible in a timely manner, they can support a council's liquidity coverage. However, we do haircut their value--up to 50%--depending on the underlying risk of the investments.

In recent years, we have observed many councils prefund upcoming debt maturities up to 18 months in advance and hold the proceeds in linked term deposits, taking advantage of a positive interest-rate differential between term deposit rates and the cost of borrowing. While prefunding may help to mitigate refinancing risk, it is unclear how councils would respond if the cost of carry were to turn negative. We believe some councils are engaging in prefunding primarily to make a small financial return, rather than to address refinancing risk, and this would see coverage weaken when yields change.

We consider that the LGFA provides local councils with strong access to a well-established source of external liquidity. This improves the liquidity of councils borrowing through the LGFA as it has lengthened the maturity profiles, and reduced borrowing costs, of New Zealand councils.

High Debt Burdens Relative To Other Rated Jurisdictions

Consistent with the principle of intergenerational equity, many councils use debt to fund part or all of their capital expenditure programs, rather than taxing current ratepayers more. This means New Zealand councils have some of the highest debt burdens among jurisdictions where we maintain public ratings.

Debt levels are also high because we assess gross debt levels, instead of the locally preferred measure of net debt used by New Zealand councils and LGFA. In our view, using net debt levels doesn't accurately represent the underlying credit risk faced by councils, further it would double count the benefit of any liquid assets as they are included our measure of liquidity.

While most debt burdens are high, we believe debt management is very strong in New Zealand with little interest rate risk as most councils fix the bulk of their debt. Further, no council, other than Auckland, has exposure to currency risk on its debt issuance. Auckland limits the amount of potential currency risk by hedging its exposure. For these reasons, New Zealand local governments are able to maintain credit ratings at levels higher than some international peers with the same level of debt. The vast majority of councils also have maturity limits in place to avoid large concentration of debt within any 12 month period.

Our debt assessments also incorporate debt of wholly owned subsidiaries such as Dunedin City Treasury Ltd., Dunedin City Holdings Ltd., WRC Holdings Ltd., Quayside Holdings Ltd., and Christchurch City Holdings Ltd. This is because we believe councils hold the ultimate responsibility for these entities, and provide financial support during periods of stress.

We view New Zealand councils' contingent liability risks to be low compared with their global peers. Nevertheless, we consider contingent liabilities to be significant enough to impact their debt burden for three entities: Bay of Plenty Regional Council (Bay of Plenty), Christchurch, and

New Zealand Councils Can Carry Growing Debt

Tasman. Bay of Plenty's contingent liabilities reflect the size and business activities of Quayside Holdings Ltd. and the council's exposure to natural disasters, such as the floods that occurred in 2017. Christchurch's contingent liabilities reflect the council's earthquake risk and uncertainties associated with its large capital expenditure program. Our assessment for Tasman reflects the council's guarantee of up to NZ\$29 million over a loan to Waimea Water Ltd., and construction risks related to the Waimea Community Dam including potential cost overruns.

Sovereign Risk Factors

We revised our outlook on seven New Zealand councils to positive in January 2019 following our revision of the New Zealand sovereign outlook to positive. This is because these seven councils have stand-alone credit profiles higher than New Zealand's long-term foreign-currency rating. Nevertheless, we don't rate them higher than the sovereign because we believe that it is unlikely that any of the New Zealand councils could withstand a stress scenario better than the sovereign could.

Six years ago, Wellington was the only council to be capped by the sovereign ratings (see "Peer Comparison: New Zealand Councils Cluster Within A Narrow Investment-Grade Band," published April 8, 2013).

Table 1

Ratings Score Snapshot

Government	Foreign- and local-currency issuer credit ratings	Economy	Financial management	Budgetary performance	Liquidity	Debt burden
Auckland Council	AA/Stable/A-1+	1	1	4	1	5
Bay of Plenty Regional Council	AA/Stable/A-1+	3	1	2	1	5
Christchurch City Council	AA-/Stable/A-1+	1	2	4	2	5
Dunedin City Council	AA/Stable/A-1+	2	2	4	3	4
Greater Wellington Regional Council	AA/Positive/A-1+	1	1	2	1	4
Hastings District Council	AA/Stable/A-1+	3	2	3	2	4
Horowhenua District Council	A+/Stable/A-1	3	2	4	3	4
Hutt City Council	AA/Stable/A-1+	2	2	4	2	4
Kapiti Coast District Council	AA/Stable/A-1+	3	2	1	1	5
Marlborough District Council	AA/Positive/A-1+	3	1	2	2	2
Nelson City Council	AA/Stable/A-1+	3	2	1	2	3
New Plymouth District Council	AA/Positive/A-1+	2	2	2	1	3
Palmerston North City Council	AA/Positive/A-1+	2	2	2	2	4
Porirua City Council	AA/Stable/A-1+	2	2	2	1	3

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New Zealand Councils Can Carry Growing Debt

Table 1

Ratings Score Snapshot (cont.)

Government	Foreign- and local- currency issuer credit ratings	Economy	Financial management	Budgetary performance	Liquidity	Debt burden
South Taranaki District Council	AA-/Positive/A-1+	3	2	2	1	5
Tasman District Council	AA/Stable/A-1+	3	2	2	2	5
Taupo District Council	AA/Positive/A-1+	2	1	1	1	5
Tauranga City Council	AA-/Stable/A-1+	2	2	3	3	4
Waimakariri District Council	AA/Stable/A-1+	2	2	3	3	4
Wellington City Council	AA/Positive/A-1+	1	1	3	2	4
Western Bay of Plenty District Council	AA/Positive/A-1+	3	2	1	1	4
Whanganui District Council	AA/Stable/A-1+	3	2	1	1	4
Whangarei District Council	AA/Positive/A-1+	3	1	2	1	4

As Of Feb. 17, 2020.

Related Research

- Default, Transition, and Recovery: 2018 Annual International Public Finance Default And Rating Transition Study, Aug. 19, 2019
- Global Ratings List: Local And Regional Governments 2019, Aug. 3, 2019
- 2020 Outlook For Local And Regional Governments Outside The U.S., Nov. 18, 2019
- New Zealand Councils Remain Highly Rated Even As Debt Expands, June 25, 2019
- New Zealand Outlook Revised To Positive On Improving Fiscal Position; 'AA+' LC And 'AA' FC Ratings Affirmed, Jan. 31, 2019
- Public Finance System Overview: New Zealand's Institutional Framework For Local And Regional Governments, Nov. 12, 2018
- Peer Comparison: New Zealand Councils Cluster Within A Narrow Investment-Grade Band, April 8, 2013

This report does not constitute a rating action.

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New Zealand Councils Can Carry Growing Debt

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Financial Covenant Outcomes - as at June 2019					
Councils with credit rating	Credit Rating	Net Debt / Total Revenue <250%	Net interest / Total Revenue < 20%	Net Interest / Rates <30%	Liquidity > 110%
Auckland Council	AA	165.5%	9.4%	19.4%	117.3%
Bay of Plenty Regional Council	AA	-57.5%	-3.7%	-9.6%	253.2%
Christchurch City Council	AA-	105.9%	6.6%	12.5%	125.5%
Greater Wellington Regional Council	AA	92.9%	4.6%	10.9%	143.9%
Hamilton City Council	AA-	124.3%	6.1%	9.1%	126.1%
Hastings District Council	AA	80.9%	3.2%	5.2%	112.6%
Horowhenua District Council	A+	163.3%	6.0%	8.3%	119.6%
Hutt City Council	AA	101.3%	4.0%	6.2%	131.5%
Invercargill City Council	AA+	17.1%	0.2%	0.4%	154.5%
Kapiti Coast District Council	AA	180.3%	9.1%	11.6%	137.7%
Marlborough District Council	AA	8.0%	0.9%	1.8%	156.9%
Nelson City Council	AA	74.8%	3.5%	5.4%	148.9%
New Plymouth District Council	AA	-149.8%	2.5%	4.0%	362.4%
Palmerston North City Council	AA	84.1%	4.1%	6.0%	135.9%
Porirua City Council	AA	92.5%	3.3%	5.1%	136.0%
Queenstown Lakes District Council	AA-	58.4%	2.3%	4.6%	183.1%
Rotorua District Council	AA-	144.4%	5.5%	8.1%	120.2%
Selwyn District Council	AA+	-61.7%	-2.0%	-3.6%	676.7%
South Taranaki District Council	AA-	-21.2%	-5.9%	-9.6%	236.3%
Tasman District Council	AA	100.1%	5.0%	9.2%	144.6%
Taupo District Council	AA	16.7%	5.0%	6.9%	222.5%
Tauranga City Council	AA-	166.7%	7.2%	11.1%	118.9%
Timaru District Council	AA-	29.4%	0.9%	2.1%	167.7%
Waimakariri District Council	AA	140.6%	5.5%	8.1%	120.6%
Waipa District Council	AA-	16.2%	0.2%	0.2%	158.2%
Whanganui District Council	AA	99.9%	4.2%	6.2%	138.8%
Wellington City Council	AA	100.6%	4.2%	7.2%	138.4%
Western Bay of Plenty District Council	AA	81.8%	5.6%	7.7%	154.2%
Whangarei District Council	AA	67.3%	4.0%	6.0%	148.8%

Unrated Councils	Net Debt / Total Revenue <175%	Net interest / Total Revenue < 20%	Net Interest / Rates <25%	Liquidity > 110%
Ashburton District Council	38.4%	1.4%	2.5%	147.5%
Buller District Council	33.1%	-0.3%	-0.6%	211.1%
Central Hawkes Bay District Council	-15.7%	-0.1%	-0.1%	515.7%
Clutha District Council	-65.9%	-1.0%	-1.6%	783.3%
Environment Canterbury Regional Council	12.5%	0.4%	0.7%	142.7%
Far North District Council	34.7%	1.4%	2.0%	147.9%
Gisborne District Council	44.0%	1.8%	3.6%	133.1%
Gore District Council	48.8%	2.3%	3.4%	153.7%
Grey District Council	60.5%	3.0%	5.3%	155.3%
Hauraki District Council	83.2%	3.1%	4.0%	132.8%
Hawkes Bay Regional Council	-84.0%	1.3%	2.9%	340.2%
Horizons Regional Council	33.6%	1.4%	2.0%	125.4%
Hurunui District Council	65.6%	2.0%	4.8%	136.7%
Kaipara District Council	78.1%	4.6%	6.5%	126.5%
Manawatu District Council	121.0%	4.3%	6.6%	118.8%
Masterton District Council	79.7%	3.2%	4.9%	126.0%
Matamata Piako District Council	23.9%	1.6%	2.3%	172.9%
Northland Regional Council	-92.6%	0.4%	0.6%	411.5%
Opotiki District Council	20.8%	1.1%	1.6%	133.0%
Otorohunga District Council	1.6%	0.7%	1.1%	281.5%
Rangitikei District Council	-18.8%	-0.3%	-0.5%	406.4%
Ruapehu District Council	69.6%	2.8%	4.7%	111.5%
South Wairarapa District Council	31.4%	0.8%	1.2%	166.6%
Stratford District Council	55.1%	1.8%	2.8%	131.4%
Taranaki District Council	47.0%	1.5%	2.8%	133.0%
Thames Coromandel District Council	52.0%	2.3%	3.1%	126.7%
Upper Hutt City Council	48.9%	2.2%	2.8%	163.4%
Waikato District Council	53.8%	3.0%	4.5%	131.8%
Waikato Regional Council	-75.9%	-0.4%	-0.5%	644.6%
Waitomo District Council	115.3%	5.0%	8.3%	128.0%
Wairoa District Council	-11.4%	-0.8%	-1.9%	267.8%
West Coast Regional Council	-16.6%	2.3%	4.8%	244.8%
Westland District Council	58.6%	2.5%	4.4%	135.4%
Whakatane District Council	88.3%	3.9%	6.3%	123.0%

Growth Dashboard

March 2020

Horowhenua
DISTRICT COUNCIL



Horowhenua
2040 Vision

Overview of Horowhenua District

The Horowhenua economy continues to outstrip growth in the national economy. Our provisional estimate of GDP growth for the 2019 calendar year was 3.2%, well ahead of national growth of 2.3%.

Traffic growth, continues to increase by 2.0% over the year to December 2019. This compares with an increase of 1.7% in New Zealand.

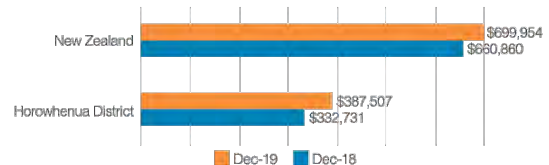
Consumer spending growth in Horowhenua (5.2%) remains well above the national growth rate (3.3%). Growth has been aided by strong employment growth in the district tracking down to 6.3% in December from 6.8% a year earlier. According to the 2019 Regional Economic Profile Horowhenua District added nearly 300 jobs over the year. The biggest contributors to growth were construction (68 new jobs), wholesale trade (45) and Public Administration and Safety (45).

Strong growth in demand for houses, and a lack of supply, have pushed the average house value up by 18% over the calendar year. The average house value is now nearly \$390,000 and housing affordability has been steadily declining despite falling interest rates.

Population growth in Horowhenua has exceeded national growth for four successive years. Waikawa Beach, Manakau, Ohau, Waitarere Beach and Foxton Beach being the location of choice, seeing building and resource consent numbers increasing higher each year. The new non residential build value has reached a record high at \$21.8m showing that Horowhenua is not just the district of choice to live in but also the district of choice for commercial and industrial.

Average Current House Value

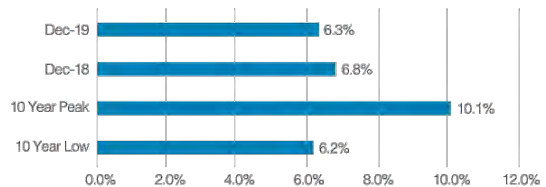
Average for 12 months to December 2019



The average current house value in Horowhenua District was up 17.8% in December 2019 compared with a year earlier.

Unemployment Rate

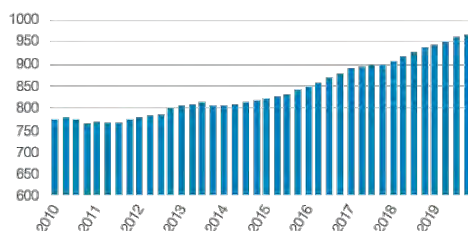
Annual Average (Horowhenua District)



The annual average unemployment rate in Horowhenua District is slowly tracking down to 6.3% in December 2019, down from 6.8% a year earlier.

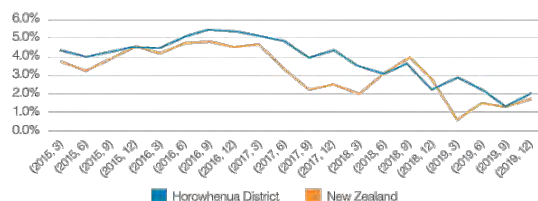
Gross Domestic Product

Annual level, Horowhenua District, \$m



Traffic Volume Growth

Annual Average % change (Horowhenua District)



Population

Urban Settlement Population (Census)	2013	2018	% Difference
Levin	13,935	15,096	8%
Ohau	768	879	16%
Manakau	678	831	23%
Kuku	333	342	3%
Waikawa Beach	102	132	29%
Hokio Beach	198	183	-8%
Waitarere Beach	588	681	16%
Foxton	2,886	3,153	9%
Foxton Beach	1,626	1,881	16%
Shannon	1,080	1,224	13%
Mangaore	78	78	0%
Tokomaru	747	843	13%
Other	7,089	7,938	12%



Building Consents

Value of consents issued as at 29 February 2020 is \$87,425,676 compared to \$69,557,881 for the same period last year

154 new dwelling consents were issued as at 29 February 2020 compared to 157 for the same period in the 2018/2019 year.

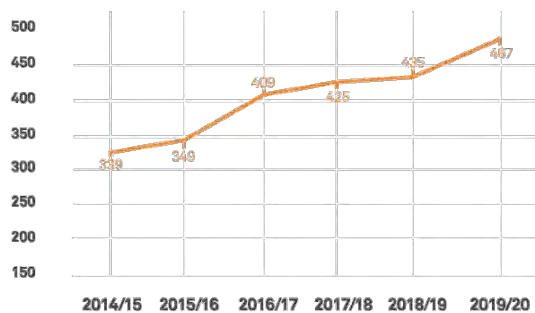
476 building consents were lodged as at 29 February 2020 compared to 432 for the same period in the 2018/19 year.

Consents have been issued for 188 New Residential Dwelling Units as at 29 February 2020. New residential dwelling units count each self-contained unit individually and include individual dwellings, multi-unit dwellings plus yard built and existing dwellings which are relocated onto a site.

YTD the level of Building Consenting activity is higher than the same period in 2018/19, the number of consents issued for new dwellings is the same as at the same period last year.

Building Consent Issued

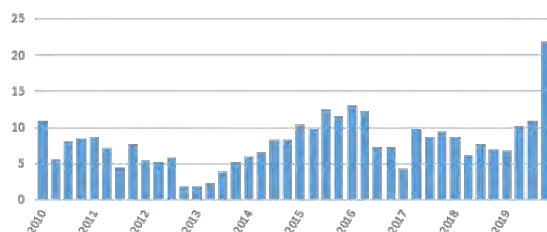
1 July - 29 February 2020 (Horowhenua District)



467 consents issued as at 29 February 2020, compared to 435 for the same period last year.

New Non Residential - Build Value

Annual Running Total \$m (Horowhenua District)



Non-residential building consents to the value of \$21.8 million were issued in Horowhenua District during the year to December 2019. The value of consents increased by 216% over the year to December 2019

Resource Consenting

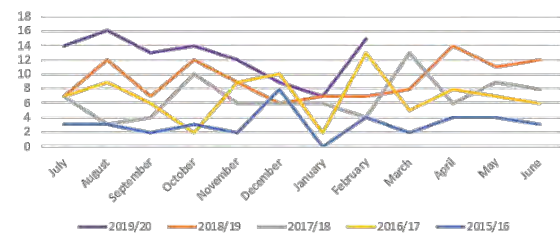
243 consents have been lodged as at 29 February 2020, compared to 181 at the same time last year.

As at 29 February 2020 a total of 143 new allotments have been created as a result of s223 (approval of title plan) & 132 new allotments have been created as a result of s224 (completion of physical works) certificates being issued for subdivisions.

YTD the level of Resource Consenting activity is higher than that was experienced over a similar period in 2018/19.

Subdivisions Consents Approved

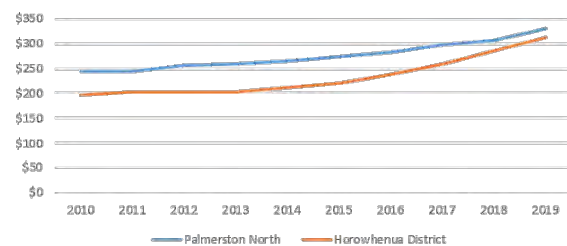
1 July - 29 February 2020 (Horowhenua District)



100 subdivision consents approved as at 29 February 2020, compared to 70 at the same time last year.

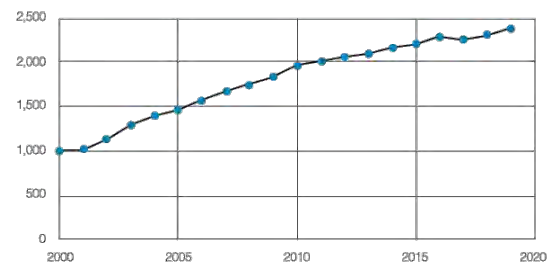
Annual Average Weekly Rent

Palmerston North vs Horowhenua District



Number of active rental bonds

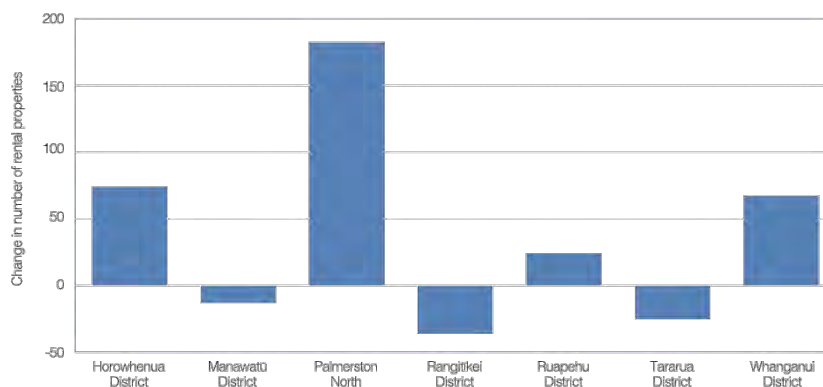
Year ended November, Horowhenua District



Number of bonds lodged with Tenancy Services.



Change in rental private sector housing stock between December 2016 and December 2018



Place of Work vs Place of Residence *Commuter habits within the Horizons Region*

2018 2013

Usual Residence	Ruapehu District	Whanganui District	Rangitikei District	Manawatu District	Palmerston North City	Tararua District	Horowhenua District
Ruapehu District	5,061 / 4,458	9 / 30	12 / 18	0 / 6	0 / 42	0 / 0	0 / 0
Whanganui District	15 / 42	17,022 / 14,487	153 / 222	51 / 96	171 / 318	0 / 18	0 / 69
Rangitikei District	66 / 129	264 / 402	5,454 / 4,497	309 / 408	366 / 495	0 / 9	12 / 21
Manawatu District	0 / 21	57 / 63	243 / 354	9,906 / 6,777	3,501 / 4,719	39 / 60	72 / 132
Palmerston North City	21 / 93	87 / 117	156 / 204	996 / 1,377	36,402 / 31,425	162 / 210	228 / 252
Tararua District	0 / 0	0 / 6	0 / 12	39 / 54	462 / 510	6,786 / 5,994	0 / 9
Horowhenua District	0 / 6	21 / 27	21 / 42	81 / 108	936 / 1,260	12 / 12	10,158 / 7,905

e.g. 21 people from Horowhenua District travelled to Whanganui for work in 2018.

Chart	Data Source	Timeframe
Gross Domestic Product	Infometrics - http://www.infometrics.co.nz/	Annual Average Dec 18 - Dec 19
Average Current House Value	Infometrics - http://www.infometrics.co.nz/	Dec 18 - Dec 19
Traffic Volume Growth	Infometrics - http://www.infometrics.co.nz/	Dec 18 - Dec 19
Unemployment Rate	Infometrics - http://www.infometrics.co.nz/	Dec 18- Dec 19
New Non Residential - Build Value	Stats NZ - http://archive.stats.govt.nz/infoshare/	Annual Total Dec 18- Dec 19
Place of Work vs Place of Residence	Stats NZ - http://archive.stats.govt.nz/infoshare/	Census 2013 to 2018
Population	Stats NZ - http://archive.stats.govt.nz/infoshare/	Census 2006 to 2018
Building Consents Issued	HDC Reporting	1 July - 29 February
Subdivision Consents Approved	HDC Reporting	1 July - 29 February
Annual Average Weekly Rent	Ministry of Business, Innovation, and Employment	January - November
Change in rental sector housing stock	Ministry of Business, Innovation, and Employment	December 2016 - December 2018
Number of active rental bonds	Ministry of Business, Innovation, and Employment	January - November



File No.: 20/120

Fees and Charges 2020/2021: Food Act and Resource Consenting (Planning)

1. Purpose

To propose a schedule of fees and charges in respect of Food Premises that are subject to the Food Act 2014 and fees and charges in respect of Resource Consenting (Planning) for the 2020/2021 year commencing 1 July 2020.

2. Executive Summary

2.1 Fees and charges in respect of these two activities are required to be consulted on using the Special Consultative Procedure laid down in the Local Government Act 2002, as follows:

- (a) Food Act Fees – Food Act 2014 section 205(2);
- (b) Resource Consent (Planning) Fees – Resource Management Act 1991 section 36(2)

2.2 This report is to facilitate this requirement.

3. Recommendation

3.1 That Report 20/120 Fees and Charges 2020/2021: Food Act and Resource Consenting (Planning) be received.

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

3.3 That the Horowhenua District Council resolves that the Food Act Fees attached as **Attachment A**, and Resource Consent (Planning) Fees attached as **Attachment B**, for the 2020/21 year be used as the Statement of Proposal, the Summary of Information attached as **Attachment C** and the submission form attached as **Attachment D** be consulted on using the special consultative procedure as set out in section 83 of the Local Government Act 2002.

3.4 That the hearing of any submissions on this matter be heard by the Hearings Committee of Council acting under delegated authority, and a subsequent recommendation be made by the Committee to Council on this matter.

4. Background / Previous Council Decisions

Each year there is a requirement to consult on these fees as required by the Food Act 2014 and the Resource Management Act 1991.

5. Discussion

5.1 Food Act Fees

- (a) Section 205(1) of the Food Act 2014 allows a territorial authority to fix fees to cover direct and indirect costs related to registration, verification, compliance and monitoring activities.
- (b) Section 199 of the Food Act states the methods by which costs may be recovered – fixed fees or charges, fees or charges based on a scale or formula or at a rate determined on an hourly or other unit basis, the recovery by way of a fee or charge of

actual and reasonable costs expended in or associated with the performance of function, estimate fees followed by reconciliation, refundable or non-refundable deposits, levies, or any combination of any of the methods described.

- (c) The proposed fees and charges, attached as Attachment A, have been developed taking account of the above, and are primarily by way of a fee or charge of actual and reasonable costs associated with the activity, and have taken account of the criteria contained in section 198(2) of the Act.
- (d) The proposed fees for registration, renewals and verification fees have been set on a par for template food control plan and national programme businesses as the staff time and administration effort required for each registration is comparable; and similarly the verification hourly rate fees have been set the same.
- (e) The proposal recommends an increase in the hourly rate charge for verification and food compliance staff, recommending an increase of 5% from the previous year. The proposed fees for food business registration and renewals remain the same as last year with no change recommended.

5.2 Resource Consent (Planning) Fees:

- (a) Section 36 of the RMA provides for a local authority to fix charges for various planning services in the manner set out in section 150 of the Local Government Act 2002 after using the special consultative procedure set out in section 83 of that Act.
- (b) Section 36(4) of the RMA sets out the criteria a local authority needs to have regard to when setting fees – that the sole purpose of the charge is to recover reasonable costs incurred by the local authority in respect of the activity to which the charge relates, and a particular person or persons should only be required to pay a charge to the extent that the benefit of the local authority's actions to which the charge relates is obtained by those persons as distinct from the community of the local authority as a whole.
- (c) The proposed fees, attached as Attachment B, have been developed in accordance with the above requirements.
- (d) The proposal recommends an increase of 5% from the previous year.

5.3 In both cases the fees proposed should facilitate achievement of the funding policy within each activity.

5.4 For clarification, a Statement of Proposal exists for Food Act Fees and Resource Consents (Planning) Fees separately as this better facilitates Council Officers ability to carry out direct consultation with stakeholders.

6. Options

There are no options; legislation requires the proposed fees to be consulted on using the special consultative procedure. The timing of this report is to enable the consultation period and any hearing to be completed in time for the fees to be set ahead of the new financial year.

6.1 Cost

Not applicable to this report.

6.1.1 Rate Impact

There will be no rate impact arising.

6.2 Community Wellbeing

There are no negative impacts on Community Wellbeing.

6.3 Consenting Issues

There are no consents required or consenting issues arising.

6.4 LTP Integration

Not applicable to this report.

7. Consultation

No consultation was required to be undertaken to reach this point. This report is to trigger the formal consultation process under the Special Consultative Procedure.

8. Legal Considerations

The legal considerations relate to consultation; adopting the recommendations in this report will address this matter.

9. Financial Considerations

There is no financial impact from the discussion or options above.

10. Iwi Considerations

There are no specific iwi considerations that would affect the recommendation of Council Officers outlined in this report.

11. Climate Change Considerations

There are no climate change considerations that would affect the recommendation of Council Officers outlined in this report.

12. Environmental Considerations

There are no environmental considerations that would affect the recommendation of Council Officers outlined in this report.

13. Health & Safety Considerations

There are no Health & Safety considerations that would affect the recommendation of Council Officers outlined in this report.

14. Other Considerations

There are no other considerations that would affect the recommendation of Council Officers outlined in this report.

15. Next Steps

That Council adopts the recommendations which will then allow the consultation plan as follows-

TASK	DATE
Council approve Statement of proposal and Summary of Information – Recommendation 3.3 of this Report	08 April 2020
Submissions open – direct consultation	09 April 2020



Submissions close	5pm 08 May 2020
Officer consideration of Submissions	11 May 2020
Hearing of Submissions by Hearings Committee	To be confirmed – approx. late May 2020
Report to Council and Council decision	10 June 2020


16. Supporting Information

Strategic Fit/Strategic Outcome N/A
Decision Making N/A
Consistency with Existing Policy N/A
Funding N/A
<u>Confirmation of statutory compliance</u> In accordance with section 76 of the Local Government Act 2002, this report is approved as: <ul style="list-style-type: none">a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

17. Appendices

No.	Title	Page
A	Food Act Fees and Charges 2020 2021 year - Statement of Proposal	61
B	Resource Consenting (Planning) Fees and Charges 2020/21 - Statement of Proposal	64
C	Proposed Fees and Charges 2020/21 - Food Act 2014 and Resource Consenting (Planning)	68
D	Proposed Fees and Charges 2020/21 - Food Act 2014 and Resource Consenting (Planning)	69

Author(s)	Megan Leyland Consents Manager	
	Vaimoana Miller Compliance Manager	

Approved by	David McCorkindale Group Manager - Customer & Strategy	
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Statement of Proposal



Food Act Premises

Fees and Charges 2020/21 Year

HOROWHENUA DISTRICT COUNCIL FOOD ACT PREMISES FEES 2019/20

1. INTRODUCTION

This Statement of Proposal has been prepared to fulfil the requirements of section 83 of the Local Government Act 2002 (LGA) and section 205(2) of the Food Act 2014 (the Act).

The Act provides the Council with the ability to fix fees to recover the direct and indirect costs of Council's functions under the Act.

Council is proposing to fix fees to recover these costs.

Prior to fixing fees under the Act, the Council is required to consult on the proposed fees using the special consultative procedure of the LGA 2002.

2. COUNCIL'S FUNCTIONS UNDER THE FOOD ACT 2014

Council performs the following functions under the Act:

- Registration

Receiving and processing of applications for registration of food businesses.

- Verification

Undertaking verification activities for those businesses operating under a Food Control Plan or a National Programme (*National programme verification not currently available*).

- Compliance and Monitoring Activities

Undertaking compliance and monitoring activities across the District.

3. REASON FOR PROPOSAL

Council has decided to set fees to recover a portion of the direct and indirect costs of its functions performed under the Act.

Recovering costs in this manner recognises the benefit to the direct user of the service whilst also recognising the public benefit for the community in relation to the functions performed. This aligns with Council's Revenue and Financing Policy, which identifies that in funding regulatory services functions, the majority of funds should be sourced through fees with a minority funded through general rates.

4. PROPOSAL TO SET FEES

Council proposes the following fee structure to ensure the recovery of a proportion of the direct and indirect costs incurred by Council in performing its functions commencing 1 July 2020.

Proposed Fees

Description	Current fee 19/20	Proposed fee 20/21	Variance
Registering a Food Control Plan that is based on a MPI template	\$250.00 fixed fee	\$250.00 fixed fee	Nil
Registering a business under a national programme	\$250.00 fixed fee	\$250.00 fixed fee	Nil
Renewing the registration of a Food Control Plan that is based on a MPI template	\$200.00 fixed fee	\$200.00 fixed fee	Nil
Renewing the registration of a business operating under a national programme	\$200.00 fixed fee	\$200.00 fixed fee	Nil
Amendment to registration	Charged at hourly rate of \$150.00 per hour	Charged at hourly rate of \$157.00 per hour	+\$7.00
Verification of a Food Control Plan that is based on an MPI template	\$150.00 fixed fee (for up to 1 hour) then additional time charged at \$150.00 per hour	Charged at hourly rate of \$157.00 per hour	+\$7.00
Verification of a National Programme	\$150.00 fixed fee (for up to 1 hour) then additional time charged at \$150.00 per hour	Charged at hourly rate of \$157.00 per hour	+\$7.00
Compliance and Monitoring	Charged at hourly rate of \$150.00 per hour	Charged at hourly rate of \$157.00 per hour	+\$7.00
Charges for travel outside of Horowhenua District - <i>*Applicable where a verifier is required to travel outside of the Horowhenua District to verify a template Food Control Plan or a National Programme business.</i>	Cost + 20%	Cost + 20%	Nil

5. **HAVE YOUR SAY**

- Post to : Proposed Fees & Charges 2020/21 Submission, Horowhenua District Council, Private Bag 4002, Levin 5540;
- Email to : recordsprocessing@horowhenua.govt.nz;
- Fax to : (06) 366 0983.

Please note that submissions must be received by 5.00 pm on 8 May 2020.

Statement of Proposal



Resource Consenting (Planning) Fees and Charges for the 2020/21 Year

HOROWHENUA DISTRICT COUNCIL PLANNING FEES 2020/21

1. INTRODUCTION

This Statement of Proposal has been prepared to fulfil the requirements of section 83 of the Local Government Act 2002 (LGA) and section 36(2) of the Resource Management Act 1991 (the Act).

The Act provides the Council with the ability to fix fees to recover the direct and indirect costs of Council's functions under the Act.

Council is proposing to fix fees to recover these costs.

Prior to fixing fees under the Act, the Council is required to consult on the proposed fees using the special consultative procedure of the LGA 2002.

2. REASON FOR PROPOSAL

Council has decided to set fees to recover a portion of the direct and indirect costs of its functions performed under the Act.

Recovering costs in this manner recognises the benefit to the direct user of the service, while also recognising the public benefit for the community in relation to the functions performed. This aligns with Council's Revenue and Financing Policy, which identifies that in funding regulatory services functions, the majority of funds should be sourced through fees with a minority funded through general rates.

In fixing fees under Section 36 of the Act a Local Authority is required to have regard to the requirement that the sole purpose of the charge is to recover reasonable costs incurred by the local authority in respect of the activity to which the charge relates, and a particular person or persons should only be required to pay a charge to the extent that the benefit of the local authority's actions to which the charge relates is obtained by those persons as distinct from the community of the local authority as a whole.

3. PROPOSAL TO SET FEES

Council proposes the following fee structure to ensure the recovery of a proportion of the direct and indirect costs incurred by Council in performing its functions commencing 1 July 2020.

- (a). Fees and charges are set under the Resource Management Act 1991.
- (b). All fees and charges are GST inclusive and are effective from 1 July 2020, and Council reserves the right to review any fees and charges at any time.
- (c). Fees are charged for processing a wide variety of "planning" related applications processed under the Resource Management Act 1991 or the Local Government Act 1974 and 2002. Some fees and charges have a fixed fee, and others require a deposit and are then charged on an hourly rate basis which will be invoiced on completion of processing.
- (d). Digital Capture Levy

- (i) Fee will only apply if an electronic submission method is available.
- (e). Applicants may apply for the remission of any charges and have the right of objection and appeal to any "additional" charges that may be incurred (s36(6) Resource Management Act 1991).
- (f). Deposit fees/charges are 'non-refundable'.
- (g). Consents may incur additional charges relating to any required monitoring inspections.

4. PROPOSED FEES AND CHARGES

Description	Proposed 19/20	Proposed 20/21	Variation
Consent Applications			
Processing Fee	\$155.00 per hour	\$162.00 per hour	\$7.00 per hour
10 Day Land Use Consents	\$1,000.00 fee	\$1,050.00 fee	\$50.00
Land Use Consent (non-notified)	\$1,000.00 deposit	\$1,000.00 deposit	Nil
Subdivision Consents (non-notified)	\$1,200.00 deposit	\$1,200.00 deposit	Nil
Digital Capture Levy (applies to hard copy consent applications only)	\$200.00 fee	\$210.00 fee	\$10.00
Other Applications	Proposed 19/20	Proposed 20/21	Variation
Bond Administration	\$200.00 fee	\$210.00 fee	\$10.00
s125 Extension of Time	\$750.00 fee	\$787.00 fee	\$37.00
s221 Preparation of Consent Notice	\$210.00 fee	\$220.00 fee	\$20.00
S223 Approval of Land Transfer Plan	\$150.00 fee	\$157.00 fee	\$7.00.00
Processing Fee	\$155.00 per hour	\$162.00 per hour	\$7.00 per hour
Certificate of Compliance	\$600.00 deposit	\$600.00 deposit	Nil
Existing Use Certificate	\$600.00 deposit	\$600.00 deposit	Nil
s127 Application	\$600.00 deposit	\$600.00 deposit	Nil
s221 Consent Notice Amendment and/or cancellation	\$600.00 deposit	\$600.00 deposit	Nil
s224(c) or (f)	\$400.00 deposit	\$400.00 deposit	Nil

Application			
Outline Plan approval or waiver	\$600.00 deposit	\$600.00 deposit	Nil
Any other application or certificate under the RMA	\$205.00 deposit	\$205.00 deposit	Nil
Any other application under provisions of LGA 1974 not repealed	\$500.00 deposit	\$500.00 deposit	Nil
Boundary Activities	\$350.00 fixed fee	\$367.00 fixed fee	\$17.00
Marginal or Temporary Activities	\$500.00 deposit	\$500.00 deposit	Nil
Notification & Hearing Costs	Proposed 19/20	Proposed 20/21	Variation
Limited Notification	\$1,115.00 deposit	\$1,115.00 deposit	Nil
Full Notification	\$2,230.00 deposit	\$2,230.00 deposit	Nil
Hearing Costs – Council Hearings Committee	\$3,200.00 deposit based on 6 hour hearing	\$3,200.00 deposit based on 6 hour hearing	Nil
Commissioner Costs	At cost	At cost	Nil
s357 Lodgement of Objection & Assessment	\$550.00 deposit	\$550.00 deposit	Nil
Miscellaneous Matters	Proposed 19/20	Proposed 20/21	Variation
Consultant s42A planning reports	Cost + 20%	Cost + 20%	Nil
Specialist Reports	Cost + 20%	Cost + 20%	Nil
Mileage	AA rate applicable	AA rate applicable	Nil
Disbursements	Cost + 20%	Cost + 20%	Nil
Pre-Hearing Meetings	Cost + 20%	Cost + 20%	Nil
Consent Monitoring & review of reports	\$155.00 per hour	\$162.00 per hour	\$7.00

5. HAVE YOUR SAY

- Post to : Proposed Fees & Charges 2020/21 Submission, Horowhenua District Council, Private Bag 4002, Levin 5540;
- Deliver To : Horowhenua District Council, 126 Oxford Street, Levin;
- Email to : recordsprocessing@horowhenua.govt.nz;
- Fax to : (06) 366 0983.

Please note that submissions must be received by 5.00 pm on **8 May 2020**.

SUMMARY OF INFORMATION

HOROWHENUA DISTRICT COUNCIL
PROPOSED FEES AND CHARGES 2020/21
FOOD ACT
and
RESOURCE CONSENTING (PLANNING)

Proposal

To set a range of fees to apply in the Horowhenua District for 2020/21, commencing 1 July 2020, in respect of:

- Food Businesses that are subject to the Food Act 2014;
- Resource Consenting (Planning) Services, Resource Management Act 1991.

Summary of Information

Council is required to consult when setting these fees using the Special Consultative Procedure as laid out in the Local Government Act 2002.

Food Act Fees

The Food Act 2014 (the Act), section 205(1) enables the Council, by resolution, to fix fees to recover direct and indirect costs of any registration, verification, compliance and monitoring functions performed under the Act, after using the Special Consultative Procedure as set out in section 83 of the Local Government Act 2002.

Resource Consenting (Planning) Services Fees

The Resource Management Act 1991, section 36(2) provides the Council with the ability to fix fees to recover the direct and indirect costs of Council's functions under the Act, through the use of the Special Consultative Procedure.

A copy of the proposed Fees & Charges 2020/21 can be viewed on Council's website:
www.horowhenua.govt.nz.

Telephone enquiries can be made to Council's Customer Service Centre on (06) 366 0999.

Submissions close at 5.00 pm on 8 May 2020.

Submission Form
Proposed Fees & Charges 2020/21
- Food Act 2014, Food Premises
- Resource Consenting (Planning)

OFFICE USE ONLY

RM8 # _____

Submission No: _____

Please print using a black or dark blue pen

Your details

Name: Mr / Mrs / Miss / Ms / Dr (circle): _____

Name of organisation (if applicable): _____

Postal address: _____

Post Code: _____

Telephone: day: _____ evening: _____ mobile: _____

Email: _____

Communication

Preferred method of communication: ☐ Email ☐ Telephone ☐ Post

Presentation

Submissions will be heard by the Hearings Committee, with hearing dates to be confirmed once submissions close.

Do you wish to present your comments to Council at a hearing? ☐ Yes ☐ No

My Submission(s):

Please note your submission will be included in a public agenda.

(continued overleaf)

Return your submission by:

Post to: Proposed Fees & Charges 2020/21 Submission, Horowhenua District Council, Private Bag 4002, Levin 5440.

Email to: recordsprocessing@horowhenua.govt.nz

Fax to: (06) 366 0983

We need to receive your submission by 5.00 pm on 8 May 2020

Copies of the Proposed Fees & Charges 2020/21 (Food Act and Planning) and the Summary of Information are available on Council's website at www.horowhenua.govt.nz

If you would like copies posted to you, please contact the Horowhenua District Council, Phone (06) 366 0999 or email: enquiries@horowhenua.govt.nz

* **Food Act 2014** ☐ **Resource Consenting (Planning)** ☐

My submission(s):

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There is no handwriting or other markings on the paper.

Please note that any feedback provided is public information. Information on this form including your name and comments may be accessible to the media and public as part of the decision making process. Your contact details will only be used for the purpose of the Proposed Fees & Charges 2020/21 Food Act 2014, Food Premises and Resource Consenting (Planning) consultation process. The information will be held by the Horowhenua District Council, 126 Oxford Street, Levin. You have the right to access the information and request its correction.

Levin Aquatic Centre Hydroslide

1. Purpose

To present options for consideration on the future of the Levin Aquatic Centre Hydroslide.

2. Executive Summary

The atmospheric conditions in the main pool area and the Hydroslide are aggressive, with high humidity, higher ambient temperature, poor ventilation, and high concentration of corrosion-inducing anions.

Over time, this environment has caused significant corrosion to both structural and non-structural components of the stairwell and structure frame that supports the Hydroslide.

Investigation into the corrosion has identified that the:

- handrail posts, handrail infill panels, perforated floor plates and stair treads have reached a point where they have sustained non-recoverable corrosion and need to be replaced.
- stairwell stringers are generally in fair condition however showing signs of rust and should be stripped and recoated.
- steel access tower frame was found to be structurally adequate to support self-weight and live loading to current building codes. However, the engineer's assessment concluded that the steel access tower frame was inadequate under lateral loads from wind or seismic events to current building codes.

3. Recommendation

- 3.1 That Report 20/87 Levin Aquatic Centre Hydroslide be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That the Horowhenua District Council approves an additional capex budget of \$370,000 (excl gst) be included within the Aquatic activity to carry out repairs to the Hydroslide stairwell (Option 2) over the 2019/2020 and 2020/2021 financial years.

4. Background / Previous Council Decisions

Levin Aquatic Centre (LAC) opened in 1990. The Hydroslide opened in September 2001.

The Hydroslide steelwork did not have a secondary protective coating applied when built, and within 5 years of construction rust was identified. During 2007/2008 protective coating was added, with further stairwell and ventilation remedies completed in 2015.

The wider facility was redeveloped in 2016 to complete re-work of the ground floor area, renovating the toilets, showers and lockers, as well as upgrading the lobby, reception, shop and office area. A hydrotherapy spa pool was installed replacing the existing two spa pools, and tiles in the main pool were replaced. The existing covered area on the north side of the pool was upgraded to include a conservatory area leading to the outdoor area. New tiered spectator seating, and the social and storage space was extended.

The LAC Hydroslide is approaching 20 years old, with the last major works completed in 2008 and minor in 2015.

5. Discussion

- When comparing the monthly admission data at Levin Aquatic Centre from 01 July 2019 against the same period for the previous year, on average, there is a -10% difference in attendance per month.
- While it is difficult to determine if this is directly due to the closure of the Hydroslide, given the growth in other aquatic programmes, and the anecdotal feedback that we receive regarding the Hydroslide we can safely assume that the closure of the slide is a contributing factor.
- Officers do not recommend that Council invest in a brand new stairwell for the purpose of later relocation to a new facility in the future. This would mean that a new facility would essentially be designed around an existing stairwell structure, and require any new Hydroslide facility to resemble the current slide height and structure. There was general acknowledgement from Elected Members that the best place for consideration of a new Hydroslide facility is with the longer term strategy consideration for Aquatic and Recreation Facilities. On this basis, Officers have not concentrated on the option of a brand new purpose built Hydroslide solution, as that would be designed accordingly as part of any future state concept.
- It is not envisaged that a new aquatic/recreation centre in Levin would be opened in the next 10-15 years.
- Any level of service reinstatement of the Hydroslide functionality will need to extend the life of the asset for at least 15 years, and account for maintenance and repairs in annual budget planning.

6. Options

Option 1. Do nothing – remove the slide

There did not appear to be appetite from Elected Members about changing the level of service of Aquatics by removing the current Hydroslide facility permanently. Officers have profiled consequences of removing the Hydroslide from an income perspective, but have largely focused on the options Council has to reinstate the Hydroslide level of service in this context.

Option 2. Repair the existing Stairwell

- Rusted wall panels removed and replaced with new panels
- Existing steel structure removed, sandblasted, minor modifications made, and then hot dip galvanised and painted with a two-part epoxy paint
- Replacement of the stairs and balustrade.

Once repaired the slide tower and Hydroslide will last 20-30 years.

The current design with some modifications could accommodate a second Hydroslide, increasing capacity and breadth of appeal if required. Gaming or special effects could be retrofitted to the existing slide to increase patronage and appeal to a broader age range.

Option 3. Replace the Stairwell

Officers do not recommend that Council invest in a brand new stairwell for the purpose of later relocation to a new facility in the future. This would mean that a new facility would essentially be designed around an existing stairwell structure, and require any new Hydroslide facility to resemble the current slide height and structure.

6.1 Cost

Option	Cost Estimate
Option 1. Do nothing / remove the slide	\$250,000 (excl gst)
Option 2. Repair the Stairwell	\$370,000 (excl gst)
Option 3. Replace the Stairwell (composite product)	\$100,000 (excl gst) for removal of the existing stairwell, plus material-only quote of \$137,705 (excl gst). Labour, travel / disbursements and contingency additional.

6.1.1 Rate Impact

As the aquatic activity is a targeted rate, and additional capital budget is sought, this will have a rate impact. Financial modelling suggests this impact will be an extra \$0.77 per household, per annum.

6.2 Community Wellbeing

Participation in informal aquatic activities has benefits to the physical and mental health of the individual and hence to the wellbeing of the community as a whole.

The Hydroslide at Levin Aquatic Centre promotes healthy social interaction for a wide variety of users.

Individual users, families, community groups and visitors to Levin Aquatic Centre have expressed their disappointment when they have discovered that the slide is not currently in operation. Elected Members and Council Officers have fielded enquiries in respect to the Hydroslide and when it will be repaired. There is evidence from the community that this community asset should be repaired and reinstated.

6.3 Consenting Issues

There are no anticipated consenting issues arising.

6.4 LTP Integration

Council has completed Condition Assessments for Levin Aquatic Centre and Foxton Pool. This provides Council with information as to the remaining life of the assets, next required maintenance and the ongoing maintenance cycle out to 2036. This information will inform the 2021 LTP.

7. Consultation

There has been no formal consultation with the community to form the recommendation presented in this report by Council Officers. However, the community have continued to raise concerns and disappointment over the ongoing closure of the Hydroslide with Council Officers and Elected Members.

8. Legal Considerations

There are no Legal Requirements or Statutory Obligations affecting options or proposals.

9. Financial Considerations

This is reactive maintenance; the extent of the repair is not currently budgeted. Should Council support the recommendation of Council Officers the funding will be additional to the current Aquatic capital programme. As outlined above, financial modelling suggests this impact will be an extra \$0.77 per household, per annum.

10. Iwi Considerations

There are no Iwi considerations that would affect the recommendation of Council Officers outlined in this report.

11. Climate Change Considerations

There are no Climate Change considerations that would affect the recommendation of Council Officers outlined in this report.

12. Environmental Considerations

There are no Environmental considerations that would affect the recommendation of Council Officers outlined in this report.

13. Health & Safety Considerations

The Hydroslide at Levin Aquatic Centre has not operated over the past 12 months due to significant health and safety concerns in relation to the main stairwell.

Structural assessments have been completed on the stairwell and recommendations made in terms of repair. The repair costs are significant, exceed budget and are complex given the work space and the structure. The slide cannot be reopened until remediation work is completed.

14. Other Considerations

The Aquatics/Recreational Feasibility Study currently underway will provide an opportunity for a longer term collective view of Aquatic facilities throughout the Horowhenua District.

The outcome of the Feasibility Study will be a strategy for Aquatics and complimentary recreational community facilities. The strategy will provide Horowhenua District Council long term direction and rationale in regards to future investment and development of facilities.

The Feasibly Study will be completed to inform the Horowhenua District Council 2021 LTP.

15. Next Steps

The Hydroslide repair will be planned and implemented accordingly; with the aspirational goal of the slide opening in time for the Summer School Holidays (December 2020).

16. Supporting Information

Strategic Fit / Strategic Outcomes

Thriving Communities:

Our communities have a 'sense of place' that makes people feel proud to live here.

Our communities are inclusive, connected and have the opportunity to influence local outcomes and decisions.

Our communities have access to health, social and recreation facilities which enable people to enjoy positive healthy lifestyles.

An Exuberant Economy:

We provide opportunities for people of all ages and at all phases of life to enjoy a quality of living within our District that is economically sustainable and affordable.

Enabling Infrastructure

Our facilities and infrastructure services are planned and developed for each town or village in our District to meet current and future needs.

Risk Area	Risk Identified	Consequence	Likelihood	Risk Assessment (Low to Extreme)	Managed how
Financial	The repair cost runs over budget	Additional funding required	Unlikely	Low	Contingency built in to project.
Service Delivery	The remediation repairs are not able to be completed in the estimated timeframe.	Delays in opening the Hydroslide and public dissatisfaction.	Likely	Moderate	Regular open and transparent communication to internal and external stakeholders and user groups.
Reputational	Repairs do not stand the test of time and further significant work on the structure is required before the estimated maintenance timeframes.		Given the aggressive environment this risk is relevant to all remediation options.	Low	The preferred option addresses some of the challenges faced and makes improvements in line with industry best practice.


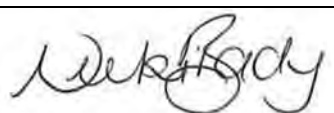
Confirmation of statutory compliance

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

- containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- 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.

17. Appendices

There are no appendices for this report

Author(s)	Brent Harvey Community Facilities & Events Manager	
Approved by	Nicki Brady Deputy Chief Executive	

Projects Update

File No.: 20/117

1. Purpose

To provide an update on the projects being undertaken by the Infrastructure Group.

2. Recommendation

- 2.1 That Report 20/117 Projects Update 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

As provided in the **attached** reports.

Attachments



No.	Title	Page
A	Project Report - Tokomaru Wastewater Discharge - 25 March 2020	78
B	Project Report - Tokomaru Water Supply - 25 March 2020	82
C	Project Report - Levin Wastewater Discharge - 25 March 2020	87
D	Project Report - Foxton Wastewater Discharge - 25 March 2020	92

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)	Kevin Peel Group Manager - Infrastructure Operations	
Approved by	David Clapperton Chief Executive	

Tokomaru Wastewater Discharge - Overview

Project Overview Summary

Project objective:

The project's aim is to:

- agree on a renewed five (5) year discharge consent to water with Horizons Regional Council and key stakeholders;
- with the community and key stakeholders, agree on a long term treatment and discharge option before 2022.

Current Status	What's Needed?	Key Dates
<ul style="list-style-type: none"> Council commitment to land based, long term disposal. Short term consent sought for discharge to water to provide time to investigate, design, and consent land based option. MfE Funding assisted with purchase of land. Work on the long term land disposal project has been initiated. Wastewater Working Group has been established. Long Term Project commenced. 	<ul style="list-style-type: none"> Resolve short term consent with Horizons and submitters. Investigations Phase of Long Term Treatment and Disposal Project. 	<ul style="list-style-type: none"> Council hopes to have short term consent resolved early 2020. Pre-hearing meeting was held 27 February and revised draft conditions now with submitters. Submitters have until 20 March 2020 to respond. Collaborative working on long term treatment and disposal option – Long Term consent application to be lodged no later than December 2022.

Overview of project:



Work to date: Short-Term Consent

- The existing wastewater discharge is a combination of discharges to ground via the base of a wetland and also discharges direct to Centre Drain at times of high flow.
- A short term (5 year) consent has been sought to allow the status quo operation while the long term land disposal option was progressed.
- The short term consent was publicly notified and a pre-hearing meeting held. The application was on hold while draft conditions were agreed between District and Regional Councils. This included engaging ecologists to develop a monitoring programme which is now being implemented.
- Ngati Whakatare has been engaged to undertake a Cultural Impact Assessment which was completed late 2019.

Conditions for the short-term consent have been agreed with Regional Council and are currently with submitters for feedback and confirmation as to whether or not the conditions satisfy their concerns. At present, nine of the fourteen submissions have been resolved. The remaining submitters were seeking a land based disposal solution. To obtain traction on this matter, the land based project has been commenced and the Wastewater Working Group was convened on 27 February 2020.

A pre-hearing meeting was immediately after the Working Group's initial meeting for that purpose. At that meeting, a short term consent expiry date of June 2023 was agreed reflecting the proposed lodgement date for the long term option of December 2022. Some minor revisions to the draft conditions were agreed and Regional Council has now circulated the revised draft conditions to submitters requiring feedback by 20 March 2020. At that time, it will become clear as to whether or not the short term consent can be resolved without a hearing.

Long Term Land Based Treatment Option

Council has made a commitment to working with iwi and the community to investigate and implement a long term land based treatment option.

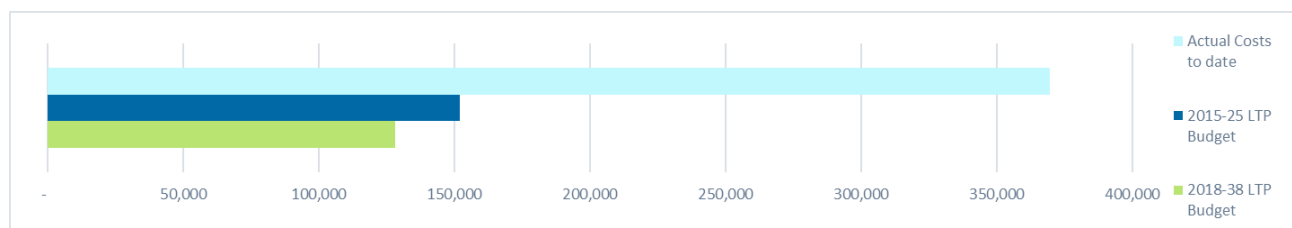
Central government funding has been secured and this has assisted Council to purchase land which is considered suitable for the purpose.

Work is underway on this project with the Wastewater Working Group having been established and the Investigation Phase is commencing March 2020.

Financials:

The funding arrangements are loan funded.

The proposed cost of the project is \$150,000 over the expected lifespan of the project.



Risk Management:

Risk Area	Risk Description	Initial (GAR)	Initial Risk Assessment without application of a control	Control applied	Residual Risk Assessment (GAR)	Residual Risk Assessment
Strategic	Potential for HRC to determine not to grant consent.	4C/1 L	Low	Ensure that community is clear that this is a short-term consent to allow for investigation of land based option. Hearing may be required if submissions not resolved. Regional Council support proposed conditions.	4C/1 L	

Risks for long term project are currently being identified as part of current project establishment phase.

Risks Traffic Light Key

Likelihood	Consequence				
	1 - Very minor	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
5 - Almost certain	Low	Moderate	Significant	Extreme	Extreme
4 - Very Likely	Low	Moderate	Significant	High	Extreme
3 - Likely	Low	Moderate	Significant	Significant	Extreme
2 - Unlikely	Low	Low	Moderate	Moderate	Moderate
1 - Extremely unlikely	Low	Low	Low	Low	Low

Communication and Key Stakeholders:

Council has been engaging with submitters on the short term discharge consent application as noted above.

A draft consultation plan has been developed for the long term land based disposal project. That plan identifies the likely matters of consultation to include:

- “ Disseminating and communicating information as to how the wastewater services are provided, the quality and amount of discharges, and the Council's understanding of the effects of those discharges on land, water and air quality.
- Obtaining an understanding from tangata whenua as to the effects of the discharges to land, air and water receiving environments, and the relationship of tangata whenua and their culture and traditions with their ancestral lands, water, sites, waahi tapu and other taonga, as well as the ability of tangata whenua to exercise kaitiakitanga.
- Obtaining an understanding from affected parties as to their concerns with the wastewater discharges and how these may be mitigated.
- Working with tangata whenua and with stakeholders to identify and obtain input into the assessment of options for treatment and mitigation.

- *Working with community to understand the servicing requirements and desired outcomes.*

In undertaking consultation, Council and its appointed consultants and technical experts will:

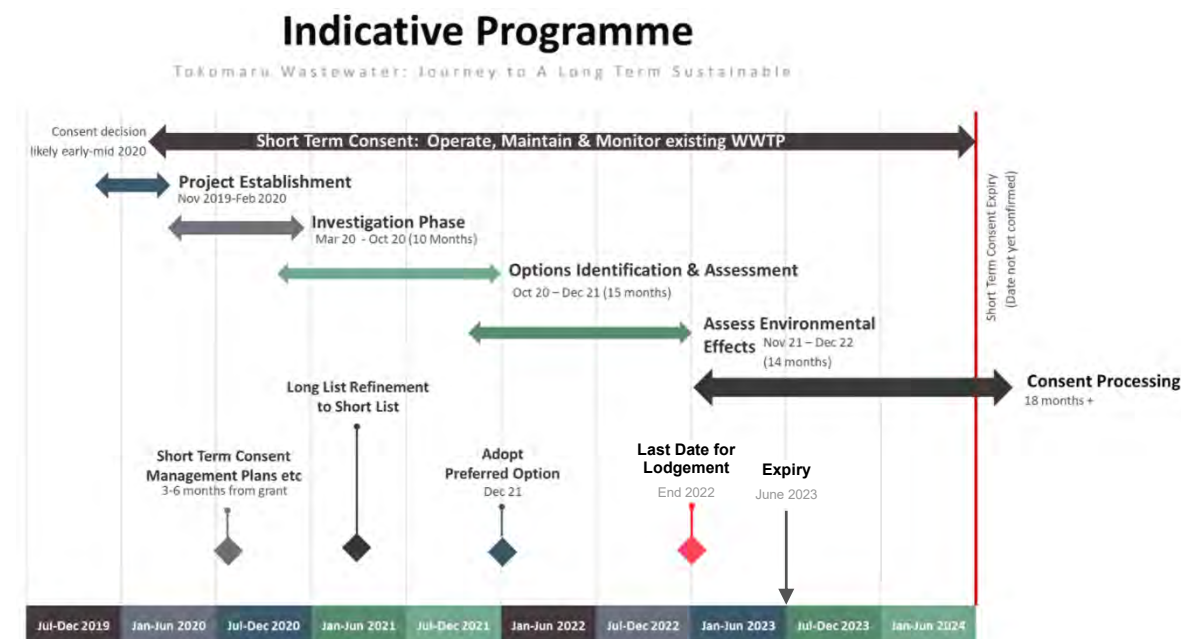
- *be flexible and adaptable to the needs of all parties.*
- *be open with science, data and technical information, and will provide ready access to technical experts.*
- *facilitate a collaborative process and will be proactive about seeking a common understanding of effects and identifying options for mitigation."*

The Consultation Plan is a living document and HDC intends to conduct an adaptive consultation process which can be flexible to fit the needs of the parties being consulted. Early engagement will focus on identifying the preferred means of engagement, the best methods for provision of information and the type of information and discussions sought.

This notwithstanding, the proposed consultation methods at this time are as follows:

- Separate engagement with each of the three tangata whenua groups and their respective hapu / marae (Ngāti Raukawa ki te Tonga, Ngāti Whakare and Rangitāne o Manawatu):
 - Initial meetings to establish relationship, provide overview of the project and establish process and scope for consultation and engagement.
 - Liaison as necessary to confirm engagements (scope, timing, costs) for Cultural Impact Assessments.
 - Separate hui with each group throughout the project. The purpose of each hui to be agreed prior to meeting but is likely to include updates on work programme including monitoring and investigation results and outcomes, discussion and understanding of cultural impacts, and workshop style discussions as to potential mitigations.
- Directly Affected Parties: Meetings / workshops with each of these groups during the course of the work programme.
- Tokomaru Wastewater Working Party: Meetings twice yearly during the course of the work programme.
- Wider public consultation: To be undertaken through HDC communications and website, with project newsletters / updates and requests for feedback / comment.

Timeline:



Tokomaru Water Supply - Overview

Project Overview Summary

Project objective:

Renew water take consent(s) for Tokomaru Water by 30 March 2020, within budget.

Current Status	What's Needed?	Key Dates
<ul style="list-style-type: none">• Application has been lodged and was notified. Submissions closed October 2019. Two submissions received, both in support.• CIA by Ngati Whakatare completed.• Approvals obtained from Department of Conservation, Drinking Water Assessor, TMI Rangitaane and Fish & Game.	<ul style="list-style-type: none">• Agree draft conditions with Regional Council and submitters.	<ul style="list-style-type: none">• Existing consent will continue to be active until new consent is resolved.• Draft conditions received from Regional Council 21 November 2019.

Overview of project:



Abstraction from Tokomaru River

Infiltration gallery below bed of the river, Horseshoe Bend. There are no structures in the flowing water.



Treatment & Storage

Membrane filtration treatment plant located on Tokomaru East Road. Approx. 500 m³ (2 days) of storage.



Community Served

Tokomaru Village & some rural residential properties. Properties outside of the village and any non-residential uses are metered.

- 222 connections of which 34 are metered

Growth is projected. There is residential and greenbelt residential land zoned to the north of the village. Council's Growth Strategy 2040 also identified potential additional growth areas.

Existing Consent

- Abstract up to 864 m³/day, at maximum rate of 36 m³/hr
- No conditions for metering of abstraction
- No conditions requiring water conservation measures

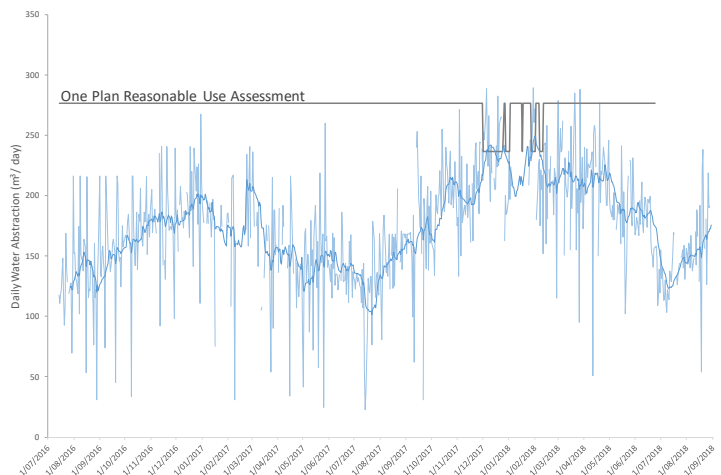
Consent sought

- Reduced consent limits to better match demand, but retain higher abstraction rate when needed to fill up storage
- Abstraction metering & telemetry
- Water conservation measures at times of low flow
- Optimise use of storage to reduce abstraction as much as possible during times of minimum flow

How much water does the community use?

This graph shows the community's use over the last two years.

The graph shows the water abstracted compared to what would be considered "reasonable and justifiable" under the One Plan policies (grey line). Where the grey line drops down, this is when the River flow was below minimum flow and water conservation measures would be expected to be implemented under the One Plan.

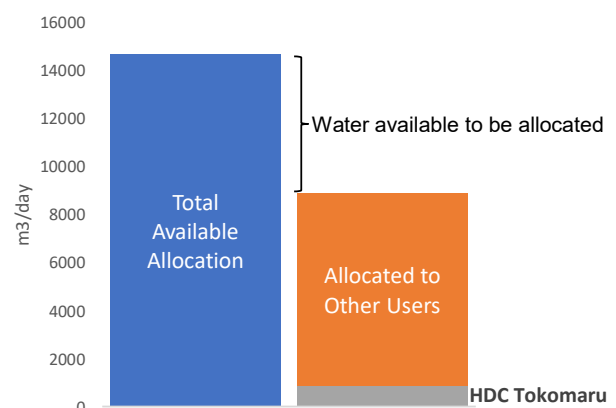


Water Allocation & Ecological Effects

Under the One Plan's allocation regime, 61% of the cumulative core allocation for the zone is allocated.

HDC's current allocation for Tokomaru represents 6% of the cumulative core allocation.

The One Plan provides for community takes to continue (with water conservation measures in place) when the River is below minimum flow (240 L/s). An ecological assessment found that the effects of the abstraction when the River is below minimum flow are less than minor.



Work to date:

Consent application has been lodged and a s92 request for further information has been responded to. Consultation has been undertaken with key stakeholders as noted below.

The application is currently being processed by Regional Council. The application was publicly notified by Regional Council on 6 September 2019. Submissions closed 4 October 2019.

Two submissions were received, both of which support granting of consent.

Draft conditions were received from Regional Council 21 November 2019. These have been discussed internally and HDC has confirmed its position. The next stage is to seek requested

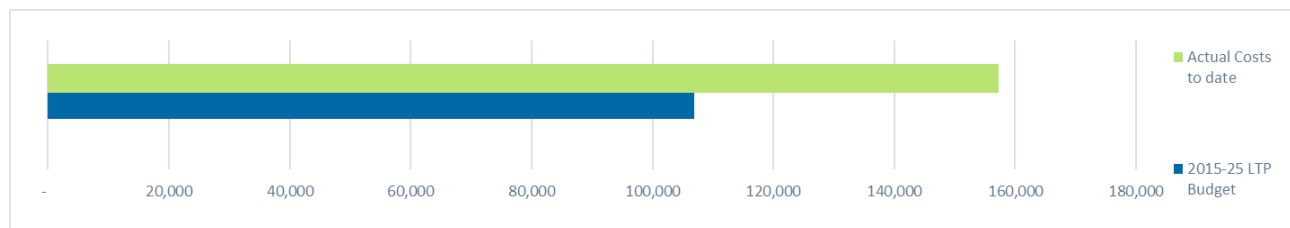
changes with Horizons. The draft conditions are generally acceptable with the exception of a low flow restriction on abstraction. The draft conditions require abstraction to be reduced to 237 m³/day at times of low flow. In this situation, if there are extended periods of low flow then supply may be affected. The draft conditions also do not provide for the low flow abstraction limit to be increased as the community grows. An alternative suite of conditions has been developed and the project team will be working with Horizons over the next month to seek agreement.

Draft conditions indicate an expiry date of 2038.

Financials:

The funding arrangements are reserve funded.

The proposed cost of the project is \$106,910 over the expected lifespan of the project.



	2017/18	2018/19	2019/20	2020/21	2021/22	Total
Capital expenditure		20,179				20,179
Operating expenditure						
Total expenditure		20,179				20,179
Revenue						

Risk Management:

Risk Area	Risk Description	Initial (GAR)	Initial Risk Assessment without application of a control	Control applied	Residual Risk Assessment (GAR)	Residual Risk Assessment
Strategic	Potential for Quantity of Water allocated to be insufficient for growth.	4C/3L	Significant	Application proposed consent conditions to be structured to allow for further approval at time of growth in the community. HDC proposed amendments would enable growth. This is yet to be agreed with Regional Council. Ensuring water sensitive design.	3C/3L	Significant

Financial	Notification leading to hearing and appeal costs.	4C/4L	High	Consultation and engagement with key stakeholders during submission period. Proceed quickly to pre-hearing to focus on RMA issues. Submissions closed with two in support.	4C/1L	Low
Service Delivery	Consent decision may include significant constraints on take at minimum flow.	4C/4L	High	Interrupted service delivery and extended water restrictions. Significant cost associated with storage to mitigate. Conditions sought by HDC will mitigate this risk, but this is yet to be agreed with Regional Council.	4C/3L	Significant

Risks Traffic Light Key

Likelihood	Consequence				
	1 - Very minor	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
5 - Almost certain	Low	Moderate	Significant	Extreme	Extreme
4 - Very Likely	Low	Moderate	Significant	High	Extreme
3 -Likely	Low	Moderate	Significant	Significant	Extreme
2 - Unlikely	Low	Low	Moderate	Moderate	Moderate
1 - Extremely unlikely	Low	Low	Low	Low	Low

Communication and Key Stakeholders:

1.

Engagement is ongoing with Ngāti Whakare and a Cultural Impact Assessment has been commissioned. This was received end of 2019. Recommendations from the CIA were:

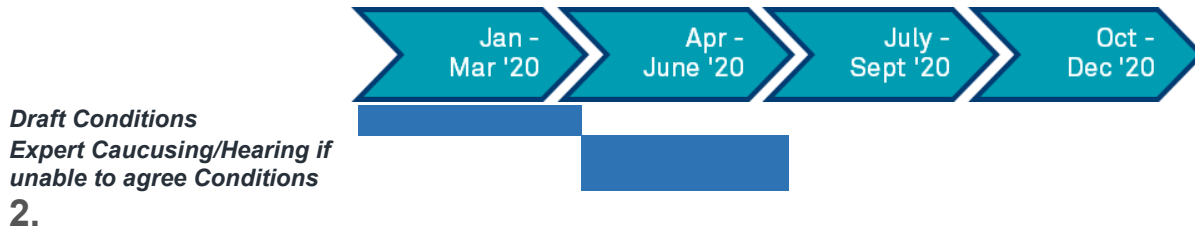
- “1. HDC agree to enable regular stream health and mātauranga Māori monitoring of the Tokomaru Awa, where possible with annual participation from ngā kura (Tokomaru and Shannon schools) to build intergenerational kaitiaki capacity;
2. HDC agree to resource the capacity of Ngāti Whakare and collaborate directly with the hapū to manage the Tokomaru water supply take and other activities at the Horseshoe Bend Reserve significant area/site;
3. HDC agree to resource Ngāti Whakare to collaborate with Council to develop communication (possibly signage or an information where similar to Tū te Manawa) acknowledging the cultural significance of the Horseshoe Bend Reserve area; and
4. Regular meetings between HDC and Ngāti Whakare representatives are needed to progress and achieve these recommendations.”

TMI Rangitaane have been consulted and have provided a letter of support.

Written approval has been obtained from Department of Conservation, Fish and Game Council and a letter of support has been received from the District Health Board.

Submissions received were in support of grant of consent. No submissions were received in opposition.

Timeline:



Levin Wastewater Discharge

Project Overview Summary March 2020



Project objective:

The Levin Wastewater Discharge upgrade project aims to renew the consent to continue the discharge of wastewater to the property known as The Pot, at Hokio Sand Road, Levin. To achieve this objective, the irrigation regime including operation and infrastructure requires upgrading, and various mitigation measures require investigation for potential installation at The Pot or in close proximity to The Pot.

Current Status	What's Needed?	Key Dates
<ul style="list-style-type: none">□HDC has prepared revised conditions based on submitters feedback.□The Hearing resumed on 5 March.□Number of submitters not happy with revised conditions, however, Ngati Raukawa Hapu have provided support for conditions and a 25 year term.• Irrigation upgrade programme underway.• Firewood contractor continuing to operate at site.	<ul style="list-style-type: none">• HDC is providing a Right of Reply following hearing (due 6 April), including revised conditions.• Work is continuing with submitters to refine conditions before 6 April.• Further pine planting.• Carry out weed management programme in preparation for planting in 2020.• Complete irrigation upgrade designs.• Irrigation automation approval required.	<ul style="list-style-type: none">• Automation irrigation design specifications completed April 2020• Decision on consent expected early May.• Further pine planting June 2020.• Waiwiri Stream and major drain planting with native vegetation June 2020

Overview of project:

- Located at the end of Hokio Sand Road, the property known as The Pot receives 100% of Levin's wastewater as irrigation.
- This wastewater discharge facility has been in operation since 1991 (1987 development and planting).
- Ownership includes half the property leased from Muaūpoko Land Trust and the other half owned by HDC. HDC also own the property to the east known as the Tucker block. The majority of this block currently leased for grazing.
- Currently the site is operated under resource consents 6610 and 6921 that expired December 2018.
- The consent application for renewal of the Levin wastewater discharge was submitted in June 2018.
- The consent application is supported by extensive investigations that began in 2012 to determine the effects of wastewater at the site after near 30 years of operation. The application includes 27 reports that detail the LWWLT and the effects it is having to the environment.
- A trial is being undertaken on 10 ha of the site to determine if irrigating wastewater onto Manuka/Kanuka dominated ecosystems will improve water quality in the Waiwiri Catchment. This trial is supported with funding from the Ministry for the Environment Freshwater Improvement Fund.
- The consent process is part of a larger programme looking at the management of the site, irrigation redevelopment, replanting, mitigation of impacts on water quality and future planning.

Work to date:

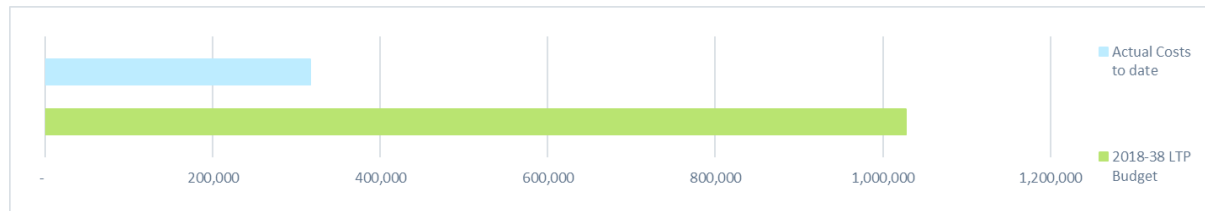
- Land discharge consent expired December 2018. Council is allowed to continue operating under the old consent conditions until a decision is made on the new consent application.
- Site investigations and data collation for consent renewal began in 2012.
- LEI coordinated groundwater, surface water, soil and ecology investigations and reporting for the consent; and assisted with consultation with the community.
- Consent lodged 22 June 2018 – publicly notified, submission period extended to a 5-month period, 18 submissions received, HDC has engaged experts to prepare evidence and participate in conferencing of issues ready for the hearing.
- This hearing date deferred from August 2019 to late October. This allowed for conferencing of the issues that the previous date did not. Support from submitters prior to the hearing for the proposed changes was not offered at the hearing. Commissioners provided Council an opportunity to go away and refine draft conditions with further discussion with submitters, and adjourned the hearing.
- Revised conditions provided to submitters and have been refined prior to hearing which was reconvened 5 March.
- Ngati Raukawa hapu supported revised condition on the basis of a 25-year term. Other submitters were less supportive. HDC working on further refinements of conditions to be included in their right of reply to be submitted 6 April.
- Irrigation has been fully reinstalled after the pine harvest and the upgrade is underway. This upgrade will match the proposed consent and include expansion of area and automation. A draft design has been prepared and is being reviewed in readiness for approval and then procurement.
- Five year ecosystem trial started at The Pot in 2018; environmental monitoring starting in 2019.
- Consent consultation initiated a catchment care group; this is continuing and will be further supported by requirements in the resource consent conditions.
- Harvest of pine trees was completed early February 2019.
- 20 ha of pines replanted 2018 with further native planting completed in 2019.
- Another 18 ha of pines and 3 ha native riparian are scheduled to be planted in 2020.
- The remainder of pines and natives planned for planting in 2021.
- Consent has been procured for northern adjacent neighbour to receive wastewater from The Pot; monitoring bores are being installed as required by consent and irrigation design has been initiated.

Financials:

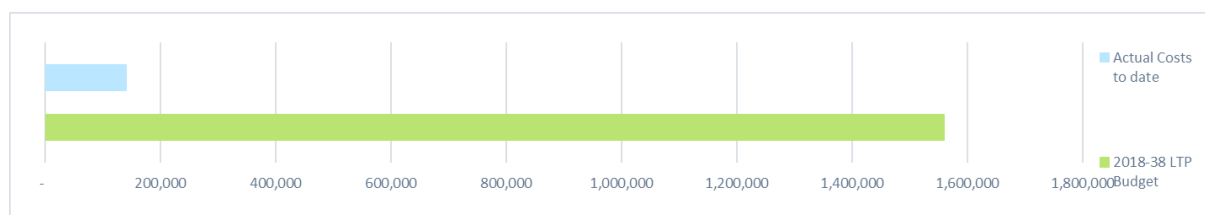
The funding arrangements are loan funded for the Strategic Upgrade part and reserve funded for the renewal port.

The proposed combined cost of the project is \$2,587,000 over the expected lifespan of the project.

Levin wastewater treatment plant – POT – (Renewal)



Levin wastewater treatment plant - Strategic upgrade POT – (LOS)



Risk Management:

Risk Area	Risk Description	Initial (GAR)	Initial Risk Assessment without application of a control	Control applied	Residual Risk Assessment (GAR)	Residual Risk Assessment
Strategic	Community and iwi conflict with consent objectives.	R	Drawn out consent process, leading to community tension and additional costs.	Engagement with community has resulted in concerns incorporated into the revised conditions Establishment of a catchment care group	A	Small number of individual and group concerns
Financial	Exceedance of budget.	A	Short of funds across HDC.	Budget planning and tracking.	G	Minor variations to budget
Service Delivery	Difficult working conditions at The Pot with pine slash and weed growth.	A	Workers frustration. Inefficient practise. Health and safety risks.	Engagement of a site manager; additional staff and a firewood contractor.	G	Conditions are improving as a result of the controls.
Legal	Council hearing process.	R	Drawn out consenting process leading to significant costs.	Engagement with all parties involved. Detailed response to submissions. Conferencing to reduce issues. Develop conditions to address submitter concerns. Clear time schedule.	A	Unexpected issues may be raised. Lack of engagement and reluctance to accept facts.

	Appeal of consent decision	R	The decision likely to be received, including term may not be acceptable to HDC and/or submitters.	Engage with submitters to develop conditions that address their concerns and justify a longer term consent.	A	There remains uncertainty with some submitters and the potential of any decision being appealed.
Reputational	Appearance of The Pot without tree cover.	A	Judgement of The Pot without trees.	Expert advice for management and a planting plan. Prompt response to any concerns raised from individuals. Firewood contractor engaged.	G	Long term the issues will be resolved

Risks Traffic Light Key

Likelihood	Consequence				
	1 - Very minor	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
5 - Almost certain	Low	Moderate	Significant	Extreme	Extreme
4 - Very Likely	Low	Moderate	Significant	High	Extreme
3 -Likely	Low	Moderate	Significant	Significant	Extreme
2 - Unlikely	Low	Low	Moderate	Moderate	Moderate
1 - Extremely unlikely	Low	Low	Low	Low	Low

Communication and Key Stakeholders:

Consultation has been undertaken with the community about the re-consenting project for Levin wastewater land treatment at The Pot.

The consultation programme included the following avenues to exchange information:

- 11 Meetings since 2016 (18 different representative groups and individuals attended);
- Common web portal for sharing technical reports - Objective Connect;
- Update and invite emails;
- Report Summary Booklet (HDC, 2018:D2a); and

An extended submission period was provided. This resulted in 18 submissions received. The evaluation of the submissions has allowed for the issues to be addressed in the evidence and consequent consent conditions. Expert conferencing has been undertaken in September and provided a positive way forward towards the hearing between experts. What was thought to be community support prior to the hearing did not materialize at the hearing and the Hearing Commissioners invited Council to undertake further consultation. This has occurred and Ngati Raukawa hapu have provided support. Efforts are continuing with submitters to refine conditions and get their approval, particularly with Muaupoko Tribal Authority.

Muaupoko Land Trust are now receiving the monthly reports sent to the Regional Council from HDC on the Levin wastewater monitoring.

Timeline:



<i>Hearings commissioner's decisions for consent</i>					
<i>Irrigation design reports completed.</i>					
<i>Pine and native planting 2020</i>					
<i>Trial monitoring and management</i>					
<i>Firewood contract</i>					

Foxton Wastewater Discharge

Project Overview Summary March 2020



Project Objective:

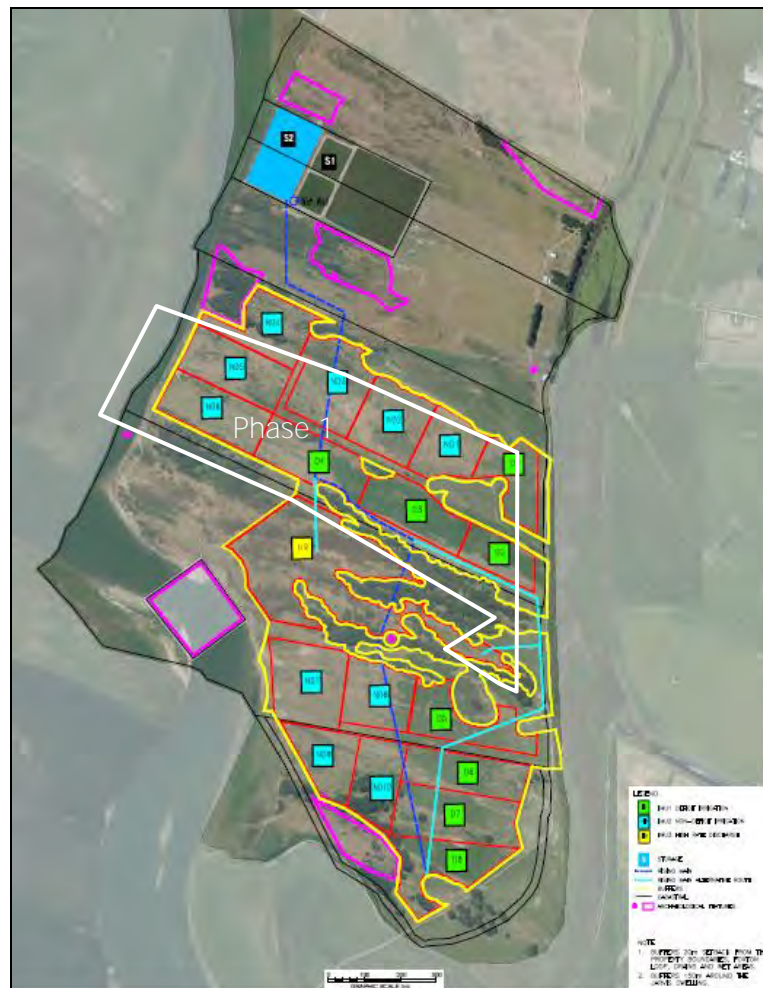
To cease the discharge to the Foxton Loop and implement a 100 % discharge to land (irrigation of farmland) of all treated wastewater from the Foxton WWTP prior to 4 February 2022.

Current Status	What's Needed?	Key Dates
<ul style="list-style-type: none">❑ Irrigation layout and design details have been finalised for the northern area of farmland.❑ Horowhenua Alliance are managing sub-contractors for constructing the first phase of irrigation and WWTP changes.❑ The farm is being fenced and stock water troughs installed prior to the installation of the irrigation pipes.❑ Materials have been ordered for delivery/construction beginning in March/April.	<ul style="list-style-type: none">• Management of multi-disciplinary team which is designing and constructing the new scheme.• Management of land owner and iwi relationships.• Co-ordination of complex range of systems and activities to ensure full integration of WWTP, irrigation, and farm operations.	<ul style="list-style-type: none">• Consents granted 4 February 2019.• Aiming for commencing the first phase of irrigation by May or June 2020.• Storage pond and the remainder of the irrigation will be built in 2020/21.• 4 February 2022 consent expiry deadline for completing irrigation and storage pond, and for ceasing discharge to Foxton Loop.

Overview of project:

- The Foxton WWTP is a 3-pond system located SW of Foxton between the two arms of Foxton Loop on rural land known as Matarakapa. The WWTP was constructed in 1976 and discharges treated wastewater into the western arm of Foxton Loop.

- On 4 February 2019 the Environment Court granted consents to develop and operate a land discharge system to replace the Foxton Loop discharge. This allows irrigation of the area outlined in yellow on the map below and construction of a new storage pond (blue rectangle). The first stage of the development to be completed for irrigation is outlined in white.



Work to date:

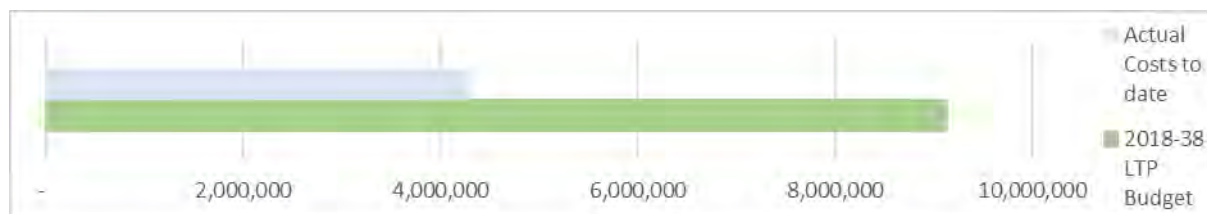
- The project management team continues to actively plan and co-ordinate activities, including contractual arrangements and health and safety requirements.
- Critical timeframes and complex tasks are being managed to minimise delays for commissioning the first phase of irrigation. Finalisation of contract documents has result in a delay of approximately 2 weeks, but this should not limit completion within the financial year as planned.
- A watching brief is being kept on the possible implications that import restrictions, and limitations to working conditions, created by the COVID-19 pandemic may have to the project delivery.
- There continues to be significant collaboration with the farmers.
- The farmers are preparing the pasture, installing stock water systems, and erecting fence posts for irrigation construction.
- Iwi have been kept up-to-date with developments and given opportunities for input, however, they are yet to respond regarding their observers to be utilised during construction.

- A review of the hydraulic engineering of the proposed irrigation system has confirmed that the design parameters and proposed components are appropriate for the anticipated irrigation volumes.
- Contracts for construction of the first phase of irrigation including the pump shed and wet well have been approved. Some aspects of the WWTP works including the relocation of the discharge channel to Foxton Loop are still being priced and their construction contracts will soon be confirmed with the successful parties.
- Components with long delivery times have been or are being ordered to ensure that construction is not delayed.
- The drawings of the WWTP modifications are being drafted to show all construction details.
- An Erosion and Sediment Control Plan for installing the first phase of irrigation has been amended to address feedback from Horizons and re-lodged with Horizons for certification. Irrigation construction management details have also been lodged for Horizons' certification. Similar Plans for the WWTP modifications and relocation of the discharge channel to Foxton Loop will soon be lodged with Horizons for certification.
- Planning is under way for the design and construction of the storage pond and WWTP bund repairs.
- Planning will soon be under way for the second phase of irrigation construction.

Financials:

The funding arrangements are loan funded.

The proposed cost of the project is \$9,123,206 over the expected lifespan of the project.



- Forecast budgets for a large number of tasks and infrastructure have continued to be refined as tasks are identified and formal cost estimates are developed by each of contractor. Actual costs to date have also been tracked against these estimates.
- Overall costs have risen from initial expectations but are still within the project's and Council's 2019/20 and 2020/21 budgets.
- The delays in obtaining resource consents, completing detailed designs, and then confirming contracts mean that funds will need to be made available in Council's 2021/22 budget when preparing the 2021-31 LTP; these funds were not spent in previous years and some of the budgeted funds were not carried forward during recent years' adjustments of Annual Plan budgets.

Risk Management:

Risk Area	Risk Description	Initial (GAR)	Initial Risk Assessment without application of a control	Control applied	Residual Risk Assessment (GAR)	Residual Risk Assessment
Strategic	Landowner co-operation.	A	Delays to implementing project cause farm management conflicts.	Robust and frequent landowner engagement.	G	Concerns will be resolved.

Risk Area	Risk Description	Initial (GAR)	Initial Risk Assessment without application of a control	Control applied	Residual Risk Assessment (GAR)	Residual Risk Assessment
	Contractor collaboration.	A	Clashing construction activities cause delays in commissioning irrigation. Reluctance to work together in future.	Robust and regular engagement with all contractors.	G	Collaboration will be achieved and all contractors will work together in future.
Financial	Delays mean that funds are not spent until next year.	G	Provision is not made for carrying funds forward to 2020/21.	Financial planning and on-going cost management.	G	Expenditure is not expected to change annual budgets.
	COVID-19 impact on project delivery	A	There is the potential of component import delays and staff illness/restrictions that delivery planned for this financial year is not achieved. There may be the need for contractor stand-down.	Import restrictions do not apply to all componentry, so as much work as possible should be completed. Guidance will be given to contractors to do as much as possible and to look after staff health.	A	There is still a risk that is largely outside the control of HA to deliver. There may be the need to consider force majeure protocols/obligations
Service Delivery	Resource or parts availability and timing cause delays.	A	Delays can compound, affect other contractors and farm management, and add to costs. This may be exacerbated by Covid-19 impacting on import delays.	Strong project and staff management controls. Provision of additional resources. Key components manufactured in NZ. Only limited (albeit critical) components imported.	G	Timing and costs will be acceptable.
	Delayed and fragmented contractor engagement causes delays.	A	Completion of WWTP works will determine when the initial irrigation system can be commissioned.	Strong project and contract management to ensure integration of contractor activities.	G	Timelines should not be affected significantly.
Legal	Additional consents may be required.	A	Additional consents can delay construction.	Ideally avoid triggering consents, otherwise identify and promptly seek all necessary consents.	G	Additional consents are unlikely to delay project.
	Horizons' compliance staff may not approve details of Management Plans.	A	Construction is delayed until all relevant Management Plans are certified by Horizons.	Collaborate closely with Horizons and relevant contractors to quickly resolve any issues. Provide draft Plans to Horizons with timelines.	G	Management Plans are unlikely to encounter any certification issues and any concerns will be rapidly resolved.
Reputational	Construction delays keep deferring dates of commissioning.	A	Delays suggest poor management, lack of resourcing, or inadequate capabilities. Landowners and the public lose their confidence in the ability of Council to deliver on time.	Strong project and contract management to ensure that delays are minimised and justifiable.	G	Delays do not harm Council's reputation. Landowners will take part in future Council projects.

Risks Traffic Light Key

Likelihood	Consequence				
	1 - Very minor	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
5 - Almost certain	Low	Moderate	Significant	Extreme	Extreme
4 - Very Likely	Low	Moderate	Significant	High	Extreme
3 - Likely	Low	Moderate	Significant	Significant	Extreme
2 - Unlikely	Low	Low	Moderate	Moderate	Moderate
1 - Extremely unlikely	Low	Low	Low	Low	Low

Communication and Key Stakeholders:

Council has been engaging with the landowners and relevant iwi since 2014. Relationships between all parties have generally been supportive and co-operative. The delays to the construction caused by consenting delays and then detailed design and contractual arrangements have caused some frustration and uncertainties of farm management planning for the landowners. However, direct involvement of the landowners and frequent communications have enabled them to adapt their farm management plans to the evolving timelines of the project. Discussions will be occurring regarding the need to manage potential COVID-19 implications.

Council has been engaging with the key designers and construction contractors to ensure that their designs, roles, and construction programmes are co-ordinated. The timing of each contract is interdependent on the timing of each of the other contracts, so it has been crucial for Council and the contractors to collaboratively develop their designs and timelines. Some key components have long lead-in times, so communication has been important for an understanding of those items and for obtaining approval to order them urgently.

Council has also been engaging with some Horizons staff regarding consent conditions and their expectations of construction methodologies, monitoring requirements, documentation requirements, and reporting. Horizons has given feedback on the Interim Operation and Management Plan (IOMP), Construction Management Plan (CMP), and Erosion and Sediment Control Plan (ESCP) for irrigation construction; Council has re-submitted an amended ESCP and a CMP addendum for their certification. Council and Horizons staff have discussed the consenting requirements for relocating the discharge channel to Foxton Loop. Compliance communications have also been actively maintained with Horizons staff.

Timeline:

	Feb '20	Mar '20	Apr '20	May '20
Construction Management Plans and Erosion & Sediment Control Plans	Submit to HRC for certification. Amend/update if requested.			
Wet well	Order materials	Install	Connect to WWTP	
Pump shed	Lodge building consent	Construct	Fit out interior	
WWTP connections to wet well	Reduce pond water levels if necessary	Construct and commission	Commission	
Install temporary discharge pipe	Order materials	Construct	Construct and commission	

<i>from wet well to Foxton Loop</i>				
<i>Irrigation development</i>	Order materials	Construct	Construct	Commission
<i>Storage pond and Phase 2 irrigation planning and scheduling</i>		Confirm pond location & size	Start developing detailed designs	Progress detailed design

Adoption of the Waitārere Beach Community Plan

1. Purpose

The purpose of this report is to provide an overview of the Waitārere Beach Community Plan for Council adoption.

2. Executive Summary

- 2.1 Council is working to develop community plans for the settlements throughout the district to gain an increased understanding of local communities, identify aspirations and priorities, while improving the relationship between Council and the community. The development of community plans is supportive of the Horowhenua 2040 Strategy and is a method that will support community wellbeing and resilience.
- 2.2 The Waitārere Beach Community Plan has been developed using a bottom-up approach, based on feedback from the community; the Plan sets out a vision, values, priorities and actions. It has been in development since May 2019 and was created based on community views. The Waitārere Beach Community Plan is being presented to Council for adoption. The development of the Plan is the first step, and Officers will continue working with the community for implementation.

3. Recommendation

- 3.1 That Report 20/121 Adoption of the Waitārere Beach Community Plan be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That Horowhenua District Council adopts the Waitārere Beach Community Plan.
- 3.4 That the Group Manager - Customer & Strategy is authorised to correct minor errors prior to the document being published.

4. Background / Previous Council Decisions

- 4.1 The development of community plans throughout the district is aligned with the Horowhenua 2040 Strategy (H2040) and Community Outcomes. Through the development of H2040, Council has gained an increased understanding of the issues and challenges affecting our communities and their aspirations for the future. Core aspects of the H2040 Strategy are to protect and enhance community wellbeing, empowering communities, and increase community resilience.
- 4.2 Community Plans assist in understanding the needs, values and aspirations of specific communities, and deliver planning and actions from the bottom-up. Community Plans are being developed for of the district's communities, with plans currently being prepared for Waitārere Beach, Ōhau, Manakau, Foxton Beach and Levin. They will identify a vision, priorities and actions.
- 4.3 For Council, community plans will provide an understanding of community priorities, provide inputs into Council's planning processes (e.g. Long Term Plan, Reserve Management Plans), support community-led initiatives and strengthen the relationships between Council and its communities throughout the district.

- 4.4 In the Waitārere Beach community, the Waitārere Beach Progressive and Ratepayers Association (WBPR) takes an active community leadership role. This group had started planning priorities they were seeking to achieve on behalf of the community and have a one-page vision document. The work the WBPR had already done was used to inform the Waitārere Beach community planning process. The members of the WBPR have been integrally involved in the development of the Waitārere Beach Community Plan and Officers will continue to work alongside them in the implementation.

5. Discussion

- 5.1 The Waitārere Beach Community Plan has been in development since May 2019. It has been drafted through a 'bottom up' approach, based on feedback from the community. The Plan sets out what is important to the community and the areas the Council and community should work together on for the future.
- 5.2 The Plan provides background information on the purpose and development of the Plan, history of the area and a snapshot statistical information. The Plan then outlines the community's vision, values, priority areas and actions. A concept sketch is included at the end of the document to encourage further thinking about what the Waitārere Beach settlement could look like in the future. It is expected that the document will evolve and the actions be updated over time as the community and its needs change.
- 5.3 The vision for the Waitārere Beach community is:

Waitārere Beach is a safe, friendly settlement that has a relaxed beach character and lifestyle with a diverse population who know each other.

The vision was developed based on the common themes and comments raised from the community. The vision shows the importance of the community, that it is a safe settlement and wants to remain so; that the people within the community are friendly and connected, as well as coming from all walks of life; and the relaxed beach lifestyle is important to retaining essence of what makes Waitārere Beach special for the people that live, own a holiday home or visit.

- 5.4 The values for the Waitārere Beach community are:

Kaitiakitanga: *We are actively showing guardianship, care and protection for the Waitārere Beach environment.*

Whakawhanaungatanga: *We are connected and able to build connections and relationships with each other to build a sense of belonging to Waitārere Beach and the community.*

Manaakitanga: *We care for, support and value each other in order foster a sense of community at Waitārere Beach.*

The values identified are those which are core to the current and future aspirations of the community. There is strong support for ongoing and improved Kaitiakitanga of the Waitārere Beach environment. The environment as a whole contributes to the identity of the community. Whakawhanaungatanga is already strong within the Waitārere Beach community. There is a high level of community connectedness and identity associated with the area. There is also already a high level of Manaakitanga shown within the community, with this considered to be important by the community to foster and retain.

- 5.5 The priorities and most important actions for the Waitārere Beach community are:

Te aro ki te āhua ake me te wairua whakawhanaunga o roto i te hāpori o Waitārere.
Recognise the character and the sense of community that makes Waitārere Beach special.

- *Support Local Businesses, Community Groups and Community Initiatives*

- *Support Local Events*
- *Share Information about Local Groups and Services*
- *New Surf Life Saving Club Building*
- *Investigate Option for a Community Hub*
- *Proactive Planning for Growth*

Waitārere Beach is a settlement with a beach character and strong sense of community that is highly valued by the community. The actions associated with this priority are focused on supporting the community connections and ensure character is considered in future growth planning.

Te takutai, ngā tāhuahua me ngā arawai.

The beach, dunes and waterways.

- *Increase Understanding of the Waitārere Beach Ecosystem*
- *Dune Planting, Awareness & Preservation*
- *Keep the Beach Clean*
- *Co-Management of the Foreshore*

The community has a strong connection with the natural environment and a desire to increase their knowledge and understanding and contribute to environmental improvements. The actions for this priority reflect those aspirations.

Ngā rēhia tū-ā-nuku.

Outdoor recreation.

- *Waitārere Domain Improvements*
- *Walking and Cycling Improvements*
- *Vehicles on the Beach*
- *Future Parks and Reserves*

The community strongly values the recreation opportunities available at Waitārere Beach. The actions associated with this priority area reflect ongoing improvements to recreation options such as walking and cycling, as well as, for the Waitārere Domain. Vehicles on the beach is a topic within the community with mixed views. Ongoing collaboration between all key stakeholders is needed to provide for the safety of beach users during busy times.

Ngā pūnahanga e tutuki ai ngā hiahia o te hāpori.

Infrastructure that meets community needs.

- *Reticulated Drinking Water (feasibility study)*
- *Seating Around Town*
- *Street Lights*

3.

Ongoing maintenance of infrastructure is important, with potential opportunities for improvements in seating around town and street lights. Reticulated water is a topic with mixed views within the community.

- 5.7 Community engagement has been undertaken as outlined in Section 7 of this report. The next step is for Council to adopt the Plan, and for the community and Council to continue working together to achieve the outcomes sought in the Plan.

6. Options

Option 1 – Adoption the Waitārere Beach Community Plan.

Option 2 – Delay adopting the Waitārere Beach Community Plan and provide direction to officers on required changes.

The Officer recommendation is Option 1. The Waitārere Beach Community Plan has been developed based on feedback from the community. The draft plan has been through a public engagement process, which showed community support for the document.

6.1 Cost

There are no direct costs resulting from adopting the Waitārere Beach Community Plan. Projects identified in the Plan either have funding identified in the Annual Plan for 2019/2020, Draft Annual Plan 2020/2021, or will be considered for inclusion as part of the Long Term Plan 2021-2041. The inclusion of a project in the Community Plan does not automatically signify that Council will fund it.

6.1.1 Rate Impact

There is no direct impact on rates resulting from adopting the Waitārere Beach Community Plan.

6.2 Community Wellbeing

The Waitārere Beach Community Plan supports community wellbeing. It outlines the community vision and aspirations for their future. The Plan shows what is important for the community, so that both Council and the community can work to support their wellbeing.

6.3 Consenting Issues

There are no consenting issues arising resulting from the adoption of the Waitārere Beach Community Plan.

6.4 LTP Integration

The Waitārere Beach Community Plan will help to inform Council's planning for the Long Term Plan 2021-2041 for the Waitārere Beach community.

7. Consultation

- 7.1 The Waitārere Beach Community Plan was developed based on a 'bottom-up' approach from the outset, with the aim of being a document that reflects the views and priorities of the local community.
- 7.2 Engagement was launched with a session with the students from Poroutawhao School in May 2019. They were asked what they like about Waitārere Beach and what could make it better. The students prepared their stories before the session, and shared them with the group, with their ideas put onto post-it notes on aerial maps.
- 7.3 The bottom-up approach also involved going out the community with a series of open ended questions. The questions asked things such as what they like about the area, their favourite activities to do, what should be protected, areas for improvement, what they would like the area to look like in 20 years' time. People with a connection to Waitārere Beach were asked to fill out a survey answering these questions during July 2019. This survey received over 250 responses, and 65 people attended a drop-in session which was also held in July 2019.
- 7.4 The drop-in session was held at the Scout Hall at Waitārere Domain and provided information about the community, displayed the feedback from the students from Poroutawhao School, provided the opportunity to fill in a survey, give their thoughts on key questions posed and speak with Officers.
- 7.5 Following the close of the first survey, responses were analysed for key themes and priority areas developed. These priority areas became the focus of the second survey that was open during August 2019 which received over 150 responses.

- 7.6 The draft Waitārere Beach Community Plan was then finalised and community engagement undertaken on the draft. Community engagement began with a Launch Event at Waitārere Domain on 18 January 2020 (in conjunction with the Waitārere Beach Master Plan and Domain Development Plan), with approximately 200 community members attending over the day. The community had a chance to talk with Officers and Elected Members about the draft Community Plan and were asked to undertake an activity to prioritise the actions in the draft Community Plan.
- 7.7 The Launch Event was supported by a display being set up at Club Waitārere for the duration of the engagement (with Officers available one Friday evening to talk with members), and a feedback form. The feedback form asked the community to what extent they agreed / disagreed with the various aspects of the community plan – vision, values, priorities. The community was also asked to prioritise the actions which should be completed first. Fifty feedback forms were received between January and February 2020, with the majority of the community noting support for the draft Plan. Officers are proud of the efforts made to engage with the community in a range of different ways and connecting with young, old, families, permanent residents, holiday home owners and visitors.

8. Legal Considerations

There are no legal requirements affecting this decision. The Community Plan is a non-statutory document.

9. Financial Considerations

There are no financial considerations directly resulting from the adoption of the Waitārere Beach Community Plan. Specific considerations relating to the implementation of this plan will be made as part of the Annual Plan and Long Term Plan processes.

10. Iwi Considerations

Local iwi, Ngāti Raukawa (via Ngāti Huia) and Muaūpoko Tribal Authority, were involved in the development of the Waitārere Beach Community Plan. Both Iwi provided input into and helped to shape the draft Waitārere Beach Community Plan, in particular the values and the history identified in the Plan.

11. Climate Change Considerations

There are no climate considerations associated with the adoption of the Waitārere Beach Community Plan.

12. Environmental Considerations

There are no environmental considerations associated with the adoption of the Waitārere Beach Community Plan.

13. Health & Safety Considerations

There are no Health & Safety considerations arising from adopting the Waitārere Beach Community Plan. Any community-led projects will be implemented in accordance with Council's Health & Safety requirements.

14. Other Considerations

There are no other considerations for Council related to the adoption of the Waitārere Beach Community Plan.

15. Next Steps

- 15.1 The development of the Waitārere Beach Community Plan is the first step in an ongoing process. The community planning process has resulted in Council having a really good understanding of this community, their priorities, concerns and aspirations.
- 15.2 Following the adoption of the Waitārere Beach Community Plan, officers will continue working alongside the local community in the implementation of the identified projects. There is funding currently budgeted for a community-led project of between \$5,000-\$10,000 intended to kick start the implementation of the Community Plan and encourage the community to further mobilise behind the initiative chosen. Council Officers will work alongside the community to identify and implement this project.
- 15.3 Projects identified in the Plan will also be considered by Officers and Elected Members when developing the Long Term Plan 2021-2041. A good example is the strong community support for the Surf Life Saving Club. During the development of the Long Term Plan 2021-41 Council will need to decide the nature and level of support to provide this project along with Council's role. In forming a position on this Council can draw on the work done through the Community Plan development including the extensive engagement with the community which identified a new Surf Life Saving Club building as a top priority for the Waitārere Beach community.
- 15.4 It is intended that the Community Plans will be reviewed and updated. The timing of the review should synchronise with the Long Term Plan cycle so the Community Plan can inform the development of the Long Term Plan. A successful outcome of this process would be that the Community recognise the benefits of the Community Plan and that the process for the next review would be able to be less Council-led and more Community-led with Council playing a supporting or administrative role.

16. Supporting Information

Strategic Fit/Strategic Outcome The Waitārere Beach Community Plan is consistent with Council's district vision and community outcomes. The vision and community outcomes are incorporated into the Plan.
Decision Making Council is being request to adopt the Waitārere Beach Community Plan. This decision is not considered to be significant.
Consistency with Existing Policy
Funding

Risk Area	Risk Identified	Consequence	Likelihood	Risk Assessment (Low to Extreme)	Managed how
Strategic					
Financial					
Service Delivery					

Legal					
Reputational	The community may get the impression that if a project is in the plan it will automatically be funded.	Minor	Unlikely	Low	The community plan has been drafted to be clear about whether funding currently exists for projects.

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.

17. Appendices

No.	Title	Page
A	Waitarere Beach Community Plan (<i>Under Separate Cover</i>)	

Author(s)	Katrina Gray Strategic Planner	
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Approved by	David McCorkindale Group Manager - Customer & Strategy	
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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 Strategic Land 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)(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.