

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

**Date:** Wednesday 1 February 2023  
**Time:** 1:00 pm  
**Meeting Room:** Council Chambers  
**Venue:** 126-148 Oxford St  
Levin

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## **Council**

# **OPEN AGENDA**

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### **MEMBERSHIP**

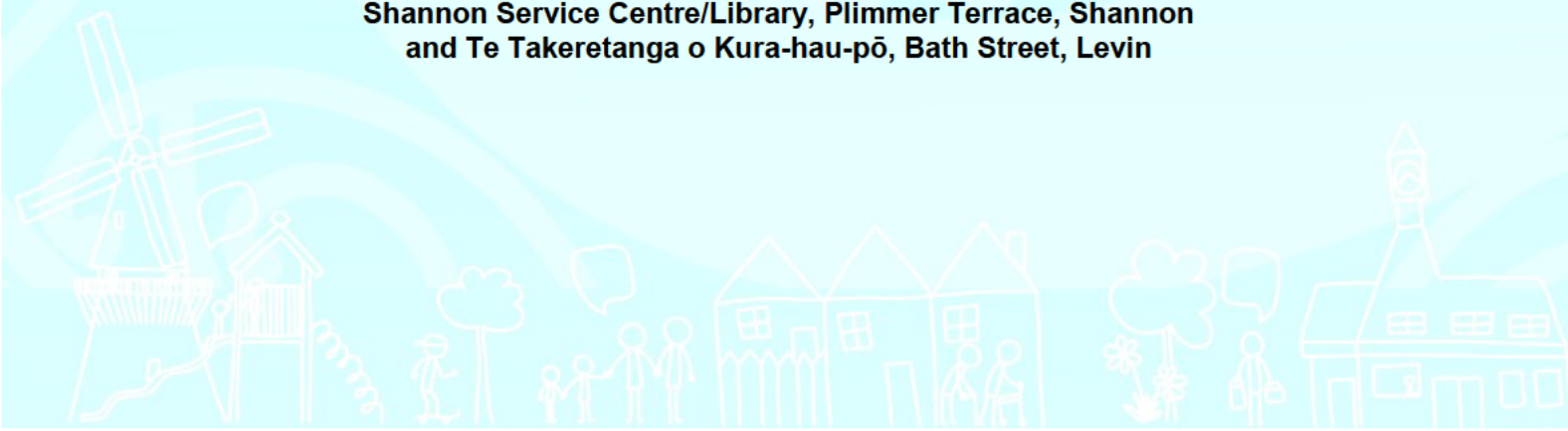
**Mayor**  
**Deputy Mayor**  
**Councillors**

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

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

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





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**Karakia**

**1 Apologies**

**2 Public Participation**

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

See over the page for further information on Public Participation.

**3 Late Items**

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

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

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

**4 Declarations of Interest**

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

**5 Confirmation of Minutes**

**5.1 Meeting minutes Council, 14 December 2022**

**5.2 Meeting minutes In Committee Meeting of Council, 14 December 2022**

**Recommendations**

That the meeting minutes of Council, 14 December 2022 be accepted as a true and correct record.

That the meeting minutes of the In Committee Meeting of Council, 14 December 2022 be accepted as a true and correct record.



File No.: 23/1

## 6.1 Adoption of Elected Members Training and Development Policy, and Approval of Training Programme

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### 1. Purpose

This report asks Council to adopt the Elected Members Training and Development Policy and approve the associated programme for elected members training and development for the rest of the triennium.

### 2. Executive Summary

- 2.1 The Council does not have a formal policy on elected members and instead relies on an informal approach to approving course and conference attendance.
- 2.2 This paper proposes a Policy to provide clarity around training and development for elected members, alongside a programme of training proposed for the remainder of the triennium.

### 3. Recommendation

- 3.1 That Report 23/1 Adoption of Elected Members Training and Development Policy, and Approval of Training Programme be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That Council adopts the Elected Members Training and Development Policy.
- 3.4 That Council approves the Training Programme for 2023-2025.
- 3.5 That Council approves the attendance of Cr [name] and Cr [name] at the New Zealand Planning Institute Conference April 2023.
- 3.6 That Council refers this paper and the Policy to Te Awahou Foxton Community Board for their information.
- 3.7 That Council notes that officers will circulate course information to elected members prior to the next Council meeting and present a paper seeking approval of conference and course attendees for the remainder of the 2023 year.

### 4. Background / Previous Council Decisions

- 4.1 There is currently no policy or guidance on training and development for elected members, aside from limited guidance in the Elected Members Allowances and Recovery of Expenses Policy.
- 4.2 That policy makes the following mention of training

Position	Expense / Allowance	Description
Mayor and Councillors	Travel and conferences, courses and seminars	<p>Conference, course, seminar or training attendance must be relevant and contribute to the Elected Member's ability to carry out Council business.</p> <p>Attendance at these events when held in New Zealand must be approved by both the Mayor and the Chief Executive.</p> <p>Attendance at these events when held overseas must be approved by the Council.</p> <p>Council will fund the cost of attendance of the Mayor and up to four Elected Members, at the annual LGNZ Conference.</p> <p>This is to be formally endorsed by Council prior to attending.</p>

4.3 The following is provided for Community Board Members:

Foxton Community Board Members	Conferences	<p>Council will fund the cost of attendance of the Board Chair and one other Board Member, together with their partner/spouse, at the bi-annual New Zealand Community Board Conference; OR up to four members (four in total).</p> <p>This is to be formally endorsed by FCB members prior to attending.</p>
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- 4.4 There is no other formal guidance on training and development for elected members.
- 4.5 There is no clear and transparent process for elected members who wish to undertake any training or development, nor any guiding principles on the purpose of training and development for Council.
- 4.6 Additionally, Councillors who have role as Hearing Commissioners are required to undergo specific training to be able to sit as a panel member, with a specific course for panel Chairs.

## 5. Discussion

- 5.1 The development of the Elected Members Training and development Policy is to provide a framework upon which decisions around training and development for elected members can be made.
- 5.2 It builds on the existing induction programme that is provided for elected members, and seeks to address an area for improvement noted in the CouncilMARK™ Independent Assessment Report – August 2021, which stated:

*"Council has a formal induction process in place and elected members are surveyed to understand the effectiveness of the induction to enable programme improvement.*

*Elected members do not, however, currently have a structured professional development programme in place. Nor does Council currently track professional development completed by elected members. Instead, elected members are encouraged to identify knowledge gaps and to undertake training. A more formal and*

*systematic approach to professional development would be beneficial to monitor the effectiveness of training completed.” p.6*

- 5.3 The policy identifies who is eligible and what support is available. It also recognizes that learning and development is an ongoing process, which is necessary to support good governance.
- 5.4 It provides for a programme of training to be developed at the beginning of a triennium, which includes induction, group training options and individual training opportunities. The programme also highlights key conferences and identifies attendees. While the programme seeks to set out the investment in core training and development for the triennium, the policy includes flexibility to enable attendance at other conferences or training events that may become available through the term of office.
- 5.5 The proposed programme for the remainder of the triennium is set out below at paragraph 6.19. This excludes the current induction programme.

## 6. Options

- 6.1 Councillors are invited to consider an integrated training programme for the remainder of the triennium. This is to allow a consistent approach.

### LGNZ - Ākōna

- 6.2 LGNZ is the primary agency responsible for delivering elected member development programmes. At the recent Ākōna LGNZ Induction hui, Councillors and Community Board members were introduced to the Ākōna Learning and Development Platform. The platform is due to be launched over the next month, with a free 60-day trial. The trial will include up to six e-modules, guidance materials, articles, videos and a series of Ako hours on timely and relevant topics like Te Tiriti and Te Ao Māori, social media safety and success, working with the media, good governance and decision-making as well as getting your committee structures right.
- 6.3 The cost for subscription is \$8,500 excl GST. The subscription includes unlimited access for elected members in your council/community boards, as well as identified council officers, to all the e-modules and Ako Hour sessions. Face-to-face and online workshops are priced separately and are topic dependent.
- 6.4 Face-to-face and online workshops are yet to be priced.

### Institute of Directors Training

- 6.5 The Institute of Directors (IoD) run a number of courses that Councillors may find very useful. In particular the Essentials Series, and the Audit and Risk Committee course.
- 6.6 These courses are generally available in Wellington or Palmerston North and are one day face-to-face courses. The cost of the individual courses are set out below:

Governance Essentials - \$982.60 excl GST

Finance Essentials - \$982.60 excl GST

Strategy Essentials - \$982.60 excl GST

Risk Essentials - \$982.60 excl GST

Audit and Risk Committees - \$1,040 excl GST

### RMA Training

- 6.7 Council currently has one elected member (His Worship the Mayor) accredited as a Hearing Commissioner and Hearing Chair. The training programme allows for an additional two

elected members to be accredited in order to increase the elected member skills base and provide for additional flexibility.

- 6.8 Hearing Commissioner must complete the Making Good Decisions course before they can sit on a hearing.
- 6.9 The Making Good Decisions Foundation Course is a two-day course and costs \$2 245 excl GST. The Making Good Decision Chair Certification Course is a further one day course costing \$1,035 excl GST.

#### **Te Tiriti o Waitangi and Māori Partnership Training**

- 6.10 All councillors are provided with Te Tiriti training as part of their induction, with a workshop held over three days covering perspectives of Te Tiriti.
- 6.11 Further opportunities to develop knowledge of Te Tiriti and how it intersects with local government are open to elected members through the Ākona platform.

#### **Access to Corporate Training**

- 6.12 From time to time there may be courses offered through internal corporate training that may be useful in the development of elected members.
- 6.13 As and when these occur, these can be made available to elected members.

#### **Other providers and other courses**

- 6.14 From time to time there may be specific courses that may be recommended for particular roles, such workshops on effective meetings for Chairs, or particular skill sets, such as speed reading, that may be added to the programme from time to time.
- 6.15 Media training would be desirable for at least the Mayor, Deputy Mayor, and Chairs of Committees and Steering Groups. Indicative costs are \$6,860 for up to six participants. This has not been included in the proposed programme due to restrictions on the budget.

#### **Cost**

- 6.16 Aside from the Ākona Platform, which is subscription based, all courses come with a per person per attendance cost.
- 6.17 These costs are specifically budgeted as set out below:

Financial Year	Budget
2022-23 (balance)	\$6 169
2023-24	\$40 000
2024-25	\$40 000
2025-26	\$40 000

#### **Rate Impact**

- 6.18 The proposed budgets for 2023/24 and 2024/25 are included in the current Long Term Plan amendment. Additional budget will be required for the 2025 post-election induction programme.

#### **Proposed Programme**

- 6.19 The following sets out a proposed programme of training. The programme aims to ensure all elected members have an opportunity to participate in formal training as part of their development

Year ending	Budget	Training Opportunity	Cost	Notes
30/06/23	\$6 169	Ākona part year subscription – 3 months	\$2125	Final cost yet to be determined
		Two Councillors attend the New Zealand Planning Institute Conference April 2023 plus airfares at \$400 each and meals and accommodation at \$480 per person	\$2400 \$800 \$960	Attending Councillors will need to be identified at 1 February meeting in order to access the early bird discount and secure best flight deals
		Total to 30/06/22	\$6,285.00	Over budget by \$116
30/06/24	\$40 000	Ākona subscription	\$8 500	
		Mayor and three councillors to attend LGNZ Conference July 2023, plus air fares at \$400 return and meals and accommodation of \$780 per person	\$5 600 \$1 600 \$2 340	
		Four Councillors attend loD workshops	\$3 930.40	Attendees can chose from the Essentials series
		Two Councillors attend Making Good Decisions/RMA Certification plus airfares at \$400 return and meals and accommodation of \$480 per person	\$4 490 \$800 \$960	
		Two Councillors attend the New Zealand Planning Institute Conference April 2024 plus airfares at \$400 each and meals and accommodation at \$480 per person	\$2 400 \$800 \$960	32380.4
		Ākona face-to-face and/or on-line workshop	\$5 295.00	Previous LGNZ workshops have cost \$5295 – new cost to be confirmed
		Two community board members to attend the Community Board Conference	\$2 324.60	Final costs and venue to be confirmed
			\$40 000.00	

30/06/25	\$40 000	Ākona subscription	\$8 500	
		Mayor and three councillors to attend LGNZ Conference July 2025, plus air fares at \$400 return and meals and accommodation of \$780 per person	\$5 600 \$1 600 \$2 340	
		Eight Councillors attend IoD workshops	\$7860.80	
		Two Councillors attend one-day Making Good Decisions Chairperson Certification course plus airfares at \$400 return	\$2 070 \$800	
		Two Councillors attend the New Zealand Planning Institute Conference 2025 plus airfares at \$400 each and meals and accommodation at \$480 per person	\$2 400 \$800 \$960	
		Ākona face-to-face workshops and/or on-line workshops	\$7 069.20	
			\$40 000	

30/06/26	\$40 000	Ākona subscription	\$8 500	
		Mayor and three councillors to attend LGNZ Conference July 2025, plus air fares at \$400 return and meals and accommodation of \$780 per person	\$5 600 \$1 600 \$2 340	
		Six Councillors attend IoD workshops	\$6 780	
		2025-28 Councillor induction activity	\$40 000	
			\$68 820	Current budget insufficient for planned activity, noting the need to make provision for elected members induction following 2025 elections

6.20 All attendances at conferences and all training for Councillors must be agreed by Council.  
Should this proposed training and development programme be adopted, a further paper will



be brought to Council to seek approval of attendees, except for the attendees at the New Zealand Planning Institute Conference April 2023 – the names of the attendees for that conference will need to be agreed at this meeting.

## 7. Financial Considerations

Training budgets appear to be sufficient based on known costs, except for the 2025-26 year. This coincides with local body elections, and there will be a need for additional expenditure on an induction programme for the incoming Council. This will be budgeted as part of the Long Term Plan 2024-2044.

## 8. Next Steps

- 8.1 Should Councillors adopt the policy and agree to the proposed programme, a further paper will be brought back to Council to identify attendees for the conferences and courses.
- 8.2 Further information on course content will be provided as that becomes available.
- 8.3 The Elected Members Training and Development Policy will be reviewed three years after its adoption, with further review dates decided at that time.


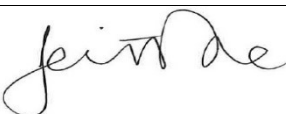

### **Confirmation of statutory compliance**

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

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

## 9. Appendices

No.	Title	Page
A1	Draft - Elected Member Training and Development Policy - January 2023	14

Author(s)	Grayson Rowse <b>Principal Advisor - Democracy</b>	
Approved by	Jacinta Straker <b>Group Manager - Organisation Performance</b>	
	Monique Davidson <b>Chief Executive Officer</b>	



# **Elected Member Training and Development Policy**

**January 2023**



**Version Control**

Version Number	Amendments	Date	Completed by
0.2	Draft – D23/3956	24/01/2023	Grayson Rowse

**Review date:**

[3 years from approval]

**Resolution adopting policy**

[insert copy of resolution from minutes]

## Policy brief & purpose

Our Elected Member Training and Development policy refers to the Council's learning and development programs and activities for its elected members.

Modern Local Government, and its governance, is a dynamic and complex system, where members of the community are elected to govern a multi-faceted, multi-million dollar organisation. Doing the job well and serving their community requires elected members to possess an extensive skill set. The purpose of this policy is to facilitate the development of that skills set across our elected members for the benefit of the wider community.

This policy addresses a recommendation for the Council Mark Independent Assessment – August 2021, which noted as an area for improvement:

*More structured professional development for elected members is desirable, as is a formal method of performance assessment.*

## Scope

This policy applies to all elected members of the Council, its committees, sub-committees and community boards.

Independent members appointed by Council to its committees or subcommittees, or appoint to any community board are generally appointed because of the specific skills and knowledge they bring, and therefore are not covered by this policy.

## Policy elements

Elected members have a role in identifying their own development needs within their governance role. Officers can provide general guidance on the areas of development through the courses identified in the triennial programme. The triennial programme is supported by a skills matrix which identifies the key skills required by elected members, which is reviewed within six months of the beginning of each triennium.

### What do we mean by training and development?

In general, we approve and encourage the following elected member training:

- Formal training sessions
- Councillor Mentoring
- Participating in conferences
- Participation in working groups or sector groups

As part of our learning and development provisions, we can also arrange for subscriptions or educational material, so elected members will have access to news, articles and other material that can help them become better at their job. There are two conditions for this:

- Subscription/Material should be job-related
- All relevant fees should not exceed a set limit per person

This list doesn't include software licences or other tools that are provided through the organisation.

### Council training programs

We might occasionally engage experts to train our elected members. The Council will cover the entire cost in this case. Examples of this kind of training and development are:

- Introduction to the Legal Environment for Elected Members
- Te Ao Māori and Te Tiriti training.
- Ākōna on-line and face-to-face workshops

Elected members attending these types of trainings will be considered to be on approved council business.

### Ad hoc Requests for Training

While this policy anticipates a formal structured training and development programme for elected members, it does not preclude individual elected members identifying other opportunities for development outside the developed programme.

Elected members who wish to take on opportunities outside the formal programme should initially discuss the option with the Mayor, and then submit a formal request. All requests will be considered against the needs of the organisation, equity amongst members and availability of budget.

The approval for any additional training, including any additional costs, rests with the Council.

### Equity

The training and conference budget is limited and it is unlikely that all training needs can be met. Generally it would be unusual for an elected member to be involved in more than two development opportunities in any one year, with the exception of the induction programme at the beginning of each triennium.

### Community Board Members

The primary mechanism for community board member development is through attendance at the Community Board Conference held every two years, and through the subscription based LGNZ programmes available to all elected members

## Procedure

This procedure should be followed for elected members conference attendance and training and development options:

1. A triennial training programme is developed by officers.
2. The training programme is presented to Council for approval.
3. Elected members self-select areas of interest or development need.
4. Democracy Services prepares a paper setting out proposed attendances for Council, seeking its approval. This paper is prepared at the beginning of each calendar year.
5. Council decides on attendance.
6. If Council approves, they will make arrangements for elected members attendance, including arranging accommodation and transport as needed.

7. If an elected members cannot attend the approved conference or training, they are to advise Democracy Services, who will prepare a paper seeking to identify another attendee if time permits.
8. Following attendance at a conference or training, elected members should provide a report back to their colleagues. This can be done as an attachment to **the Mayor's or Chairperson's** Report.

Name:			
Course or Conference Title:			
Date:			
Venue:			
Course or Conference Fees:			
Travel required?		Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Approximate cost of travel:			
Accommodation required?		Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
Approximate cost of accommodation:			
Please explain how attendance at this course or conference will assist in your role as an elected member:			

## Suggested Skills Matrix

Key Skills	Essential	Desirable	Role Specific
Te Tiriti o Waitangi	☑		
Financial Essentials	☑		
Governance Essentials	☑		
Health and Safety Governance	☑		
Legal Essentials for local Government	☑		
Strategy Essentials		☑	
Risk Essentials		☑	
Audit and Risk Committees			☑
Kotahitanga – Principles of Māori Governance		☑	
Making Good Decisions (RMA)			☑
Chairing meetings			☑



File No.: 23/4

## 6.2 Adoption of External Appointments Policy

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### 1. Purpose

To present for adoption a policy on the appointment of external members to Council committees and subcommittees.

### 2. Executive Summary

Council appoints external independent members to its Risk and Audit Committee. This is done on an ad hoc basis as Council currently does not have a policy on the appointment of external people to Council committees or sub-committees. It is desirous for Council to adopt a policy that ensures there is a transparent process governing external appointments.

### 3. Recommendation

- 3.1 That Report 23/4 Adoption of External Appointments Policy be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That Council adopts the External Appointments Policy.
- 3.4 That Council reviews this policy three years after its adoption.

### 4. Background / Previous Council Decisions

- 4.1 Council have made appointments of external independent members to predecessor of the Risk and Assurance Committee in previous triennia.
- 4.2 In its decision on 14 December 2022 Council resolved to begin a process to appoint two independent members to the Risk and Assurance Committee. It further resolved that officer should report back to the Council with a policy on Independent appointments, noting that policy does not currently exist.
- 4.3 In adopting this policy, Council notes its core role is to develop and adopt policy, and through the adoption of policies, set the direction for Council.

### 5. Discussion

- 5.1 Previous Councils have made appointments of independent members to its committees and sub-committees in earlier triennium.
- 5.2 The process that has been followed has been generally sound, so the draft policy is modelled on those processes.
- 5.3 Council will initially resolve to begin recruitment of independent members following a report from officers. The report must include a role description for Council to endorse setting out the skills, knowledge and experience sought of the external appointee. The resolution should also confirm who the recruiting panel should be. This should include the Mayor and/or the Deputy Mayor and up to two other Councillors with the Chief Executive supporting the

recruitment panel. The Democracy Services team will provide administrative support to the process.

- 5.4 The role is to be advertised externally through the Council's usual recruitment channels, but should also consider other, targeted channels when particular specialist skills and knowledge are required.
- 5.5 Once applications have been received the panel will shortlist and then interview candidates, and undertake appropriate due diligence, before identifying the most suitable appointee(s).
- 5.6 Officers will prepare a report to Council on behalf of the panel, outlining the process and providing the name and curriculum vitae of the recommended candidate for approval by Council. This report will be heard with the public excluded, but the name of the appointee will be released from public excluded upon confirmation by Council.
- 5.7 Any appointment under the proposed policy will be for the triennium, or for any shorter period the Council approves. All external appointments will cease with discharge of committees prior to local body elections.
- 5.8 For clarity, the policy prohibits a person being considered for appointment if they have not been through the recruitment process provided for in the policy.

## **6. Options**

- 6.1 Council may choose to accept this proposed policy, or they may choose to maintain the existing arrangements.
- 6.2 If Council chooses to reject the proposed policy and continue to approach recruitment of independent members in an ad hoc manner, the risk is the perception that the process may not be fair, open and transparent.
- 6.3 Accepting the proposal will provide for a fair, open and transparent process for future appointments.

## **7. Cost**

There are no costs associated with the implementation of this proposal.

## **8. Consultation**

There is no consultation required prior to implementing this policy.

## **9. Legal Considerations**

There are no legal requirements or statutory obligations arising from this policy.

## **10. Financial Considerations**

There is no financial impact.

## **11. Iwi Considerations**

There are no iwi considerations.

## 12. Next Steps


- 12.1 This policy will apply from the date adopted to any appointment to Council committees or sub-committees in the future.
- 12.2 This policy will be reviewed three years after its adoption, with further review dates to be determined at that time.




### **Confirmation of statutory compliance**

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

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

## 13. Appendices

No.	Title	Page
A 	Draft - Appointment of Independent Members Policy - January 2023	24

Author(s)	Grayson Rowse <b>Principal Advisor - Democracy</b>	
Approved by	Jacinta Straker <b>Group Manager - Organisation Performance</b>	
	Monique Davidson <b>Chief Executive Officer</b>	



# Appointment of Independent Members Policy

**February 2023**



**Version Control**

Version Number	Amendments	Date	Completed by
0.2	Draft	24/01/2023	Grayson Rowse

**Review date:**

[3 years from approval]

**Resolution adopting policy**

[insert copy of resolution from minutes]

## Policy brief & purpose

Our Appointment of Independent Members policy **refers to the Council's** ability, from time to time, to appointment members to its committees and sub-committees who are not elected.

Modern Local Government, and its governance, is a dynamic and complex system, where members of the community are elected to govern a multi-faceted, multi-million dollar organisation. From time to time it is desirous and necessary to formally utilise the skills, knowledge and experience of people from outside the elected member group to support robust decision making.

The authority to appoint such independent members to Council committees and sub-committees is provided for by clause 31(3), Schedule 7, Local Government Act 2002

## Scope

This policy applies to the Council in its consideration of appointees to its committees and sub-committees

## Policy elements

From time to time to Council may identify the need to appoint independent people to its committees or sub-committees who have skills, attributes or knowledge that will assist the work of those committees or sub-committees.

### Eligibility for appointment

In general, any external appointment to a committee or sub-committee must be independent from **Council and the organisation's management. Council officers cannot be appointed to committees, and** while the Act allows officers to be appointed to sub-committees, such appointments are prohibited by this policy.

### Term of appointment

Independent members are appointed for the duration of the triennium. All appointments cease when the committee or sub-committee is discharged.

There are no term limits for independent members, but they must reapply after each triennium. There is no automatic right to reappointment.

Independent members can resign from a committee or sub-committee at any time by writing the Chairperson of the committee or sub-committee.

### Conditions of appointment

All independent appointments agree to abide the [Horowhenua District Council Code of Conduct 2022-2025](#) and the [Horowhenua District Council Standing Orders - Ngā Tikanga Whakahaere Hui 2022-2025](#).

## Appointment Process

This procedure should be followed for identifying the need for, and making an independent appointment.

1. Identifying the need to appoint an independent member to one of its committees or sub-committees is a deliberate decision of Council. This can occur through the adoption of a terms of reference noting external appointments in the membership, or through a paper to Council specifically requesting an independent appointment.
2. Council must approve, by way of resolution, any recruitment to fill a vacancy for an independent appointment. Such approval must be supported by a role description. The resolution will also identify the Recruitment Panel. The Recruitment Panel will consist of the Mayor and/or the Deputy Mayor plus up to two other Councillors. The Panel will be supported by the Chief Executive
3. **The role is to be advertised through the Council's normal recruitment channels.**  
Consideration will be given to using additional specialist channels to ensure there is visibility for candidates with the desired skills and knowledge.
4. Once applications are received, the Recruitment Panel are to shortlist applications against the role description and identify candidates for interview.
5. The panel will interview identified candidates and undertake further enquiries as required to satisfy themselves of the suitability to appoint or otherwise.
6. Once the panel are satisfied they have a suitable candidate, then the name of that candidate **and their curriculum vitae are to be presented to Council, via an officer's report, for** endorsement by the Council.
7. This report seeking endorsement of the appointment will be considered in a public excluded session, the grounds being to protect the privacy of natural persons (s.7(2)(a) LGOIMA). The report will also recommend releasing the name of the successful appointee once the appointment has been approved by Council.

This policy will come into force from the date of the Council resolution adopting it, and will be reviewed after three years, with further review dates to be decided at that time.





File No.: 23/6

## 6.3 Adoption of Triennial Agreement

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### 1. Purpose

The purpose of this item is to present the Triennial Agreement for endorsement.

### 2. Executive Summary

Every three years and following the triennial general election, a region is required to enter into a Triennial Agreement outlining how it will communicate, and any other regional priorities.

### 3. Recommendation

- 3.1 That Report 23/6 Adoption of Triennial Agreement be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That Council:
  - a. notes that all the signatory councils have been asked to sign the new Triennial Agreement by 1 March 2023;
  - b. endorses the Triennial Agreement attached at Annex A;
  - c. agrees to review the agreement annually in regard to its effectiveness;
  - d. supports the establishment of a Manawatū-Whanganui Mayoral Forum and confirms Mayor Bernie Wanden as its formal representative on that Forum;
  - e. agrees to adopt the Manawatū-Whanganui Mayoral Forum's Terms of Reference;
  - f. appoints a Joint Committee (with the Region's Territorial Authorities) to be called the Climate Action Joint Committee, pursuant to clause 30(1)(b) of Schedule 7 of the Local Government Act 2002;
  - g. agrees to adopt the Climate Action Joint Committee's Terms of Reference;
  - h. appoints Mayor Bernie Wanden as its representative on the Climate Action Joint Committee.

### 4. Background / Previous Council Decisions

- 4.1 The Local Government Act 2002 (the Act) encourages local authorities to work collaboratively towards achieving short and long term outcomes identified by their communities. It also identifies mechanisms for assisting local authorities to promote cooperation and avoid duplication amongst themselves when engaging communities and exercising general empowerment.
- 4.2 One of the requirements of the Act is for all local authorities within a region, to produce a Triennial Agreement. This Agreement must be in place no later than 1 March immediately after each triennial election. This is provide for in section 15 of the Act, a copy of which is appended to this report.

## 5. Discussion

- 5.1 The revised Agreement has been distributed to all councils in the Region for their consideration, and for their agreement or amendment. Members should note that collective councils must sign the Triennial Agreement before 1 March 2023. Given the statutory deadline, it is recommended that Council endorses the appended agreement. Should the Council see the need for amendments to the Triennial Agreement then the review process within the agreement would need to be activated.
- 5.2 The appended agreement meets the requirements of section 15 of the Act, in that it includes:
- protocols for communication and co-ordination among the local authorities; and
  - a statement of the process by which the local authorities will comply with section 16 in respect of proposals for new regional council activities; and
  - processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
- 5.3 Due to the timing of this agreement needing to be signed, and the extensive induction programme and Long Term Plan Amendment work that elected members have been involved in, it has not been possible to brief elected members on this agreement prior to presenting it to Council for adoption.
- 5.4 However, as noted above it is a requirement that this agreement be signed prior to 1 March 2023, it does meet the requirements of section 15 LGA, and a mechanism does exist should the Council wish to amend this agreement.




### **Confirmation of statutory compliance**

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

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

## 6. Appendices

No.	Title	Page
<a href="#">A</a>	2022-25 Triennial Agreement draft	31
<a href="#">B</a>	Excerpt from Local Government Act 2002 - section 15	43

Author(s)	Grayson Rowse <b>Principal Advisor - Democracy</b>	
Approved by	Jacinta Straker <b>Group Manager - Organisation Performance</b>	
	Monique Davidson <b>Chief Executive Officer</b>	

# Triennial Agreement for the Manawatū-Whanganui Region 2022-25

## Purpose

The signatories are committed to working together to promote the social, economic, environmental, and cultural wellbeing of their communities—in accordance with principles of sustainable management for current and future generations, and of the Treaty of Waitangi.

The purpose of this Triennial Agreement (the Agreement) is to ensure appropriate communication, coordination and collaboration between local authorities within the Manawatū-Whanganui Region.

This Agreement is established under section 15 of the Local Government Act 2002 (LGA). It is effective until such time as it is either amended by the agreement of all parties or is renewed following the 2025 local authority elections (and no later than 1 March 2026).

## Parties

The signatories to this agreement comprise principal signatories (those local authorities whose boundaries are completely or primarily encompassed within the Manawatū-Whanganui Region and who primarily identify with that region) and non-primary signatories (those local authorities whose boundaries bisect the Manawatū-Whanganui Region but whose principal identification is with another region).

Principal Signatories:

- Manawatū-Whanganui Regional Council (Horizons)
- Horowhenua District Council
- Manawatū District Council
- Palmerston North City Council
- Rangitīkei District Council
- Ruapehu District Council
- Tararua District Council
- Whanganui District Council

Non-primary Signatories:

- Taupō District Council
- Waitomo District Council
- Stratford District Council

This Agreement is binding on all local authorities of the Manawatū-Whanganui Region. It is recognised that non-primary signatories retain discretion over the extent of their involvement, in proportion to the extent to which issues and decisions under consideration affect them.

## Working Together

This Agreement focuses on responding to issues and opportunities facing our communities and local environment. The parties agree to work together in good faith for the good governance and sustainable development of their local areas and the region as a whole.

Signatories to this Agreement recognise that obligations to the Treaty of Waitangi, and to provide opportunities for Māori to contribute to local decision-making, extend to regional cooperation and joint decision-making. Central Government, too, has overlapping but distinct priority areas. The parties will seek to collaborate on matters of shared interest.

The wellbeing of our communities and health of our environment are best served by local authorities working together. We face increasingly complex governance issues, many of which cannot be resolved by any one organisation acting alone. Cooperation is necessary to tackle challenges such as:

- Delivering better social outcomes for communities, through affordable housing, well-functioning urban environments, infrastructure, and transport links;
- Improving the resilience of our environment and communities to the effects of climate change;
- Improving the health of our ecosystems and waterways;
- Supporting the development of a vibrant, sustainable regional economy.

The parties value and will maintain open communication, collaboration and trust, applying a 'no surprises' policy by ensuring other parties receive early notification of significant proposals that may affect them and their communities, and of divergent views on proposed decisions before critical public announcements are made.

Collaboration and cooperation between local authorities can yield administrative efficiencies, allowing for better use of available resources and more effective community participation. The parties undertake to work together toward common priorities and community outcomes, and making efficient use of resources, in accordance with LGA s14(1)(e).

While collaboration and cooperation are desirable, the region's communities and landscapes are diverse, and each local authority has the legislative mandate to govern its own area as appropriate.

## Governance

The primary mechanism to implement this Agreement is the Manawatū-Whanganui Mayoral Forum (the Mayoral Forum), comprised of the region's Mayors and the Chair of Horizons Regional Council. The Forum will meet quarterly and operate in accordance with its agreed terms of reference, which are attached at Appendix One.

The Manawatū-Whanganui Mayoral Forum will:

- Provide governance oversight of our response to regionally significant challenges;
- Promote understanding and alignment of effort across councils, with central government, and with tangata whenua;
- Advocate for the interests of the region, its councils and communities.

The Mayoral Forum will be supported by the Manawatū-Whanganui Chief Executives Forum. The Chief Executives Forum will:

- Identify and escalate to the Mayoral Forum strategic issues and opportunities for collaboration;
- Report to the Mayoral Forum on the delivery of its agreed actions, work programmes or collaborative projects.

Other groups will support regional coordination:

- The Climate Action Joint Committee is to continue. Terms of Reference are attached at Appendix Two.

- Regional Transport Committee is to continue, as required by s105(2) of the Land Transport Management Act 2003.

- For the avoidance of doubt, Manawatū-Whanganui Civil Defence and Emergency Management Group will continue, as required by s12 of the Civil Defence Emergency Management Act 2002.

- The Accelerate 25 Lead Team will continue to progress regional economic development.

- The Regional Leadership Group, convened by the Ministry for Social Development, will bring together senior officials from central and local government, tangata whenua, and other community groups with a focus on social wellbeing, health, and education.

These arrangements complement other mechanisms for inter-council collaboration, such as Local Government New Zealand, Taituarā, the Association of Local Government Information Management, the Institute of Public Works Engineering Australasia, the Local Authorities Public Relations Network, and the Manawatū-Whanganui Local Area Shared Services CCO (MWLASS).

## Recognition of Resolutions by Joint Committees

Within the parameters set through legislation – and acknowledging each local authority's mandate to govern in its own area – the parties agree to:

- Have particular regard to resolutions made by joint committees in developing policies, determining priorities, and allocating resource;
- Progress to the fullest possible extent actions identified through joint planning and decision-making arrangements.

## Servicing and Support

Horizons will host a permanent secretariat to support the Manawatū-Whanganui Mayoral Forum. The secretariat will be funded jointly by participating councils.

### Significant New Activities

When a party is considering a major policy initiative or proposal that may have implications for other parties, and unless such disclosure is inconsistent with the Local Government Official Information and Meetings Act 1987 or commercial confidences precludes such disclosure, they will give early notification to the affected parties and share the information with the Mayoral Forum and the Chief Executives Forum.

Horizons Regional Council will provide early advice to the Chief Executives Forum and the Mayoral Forum of any significant new regional council activity, in addition to other requirements specified in LGA s16.

### Significant Facilities and Services

The Mayoral Forum and Chief Executives Forum may from time to time explore options for identifying, delivering and funding facilities and services of significance to more than one district. Any Party to this Agreement may raise these issues for consideration.

### Consultation in Relation to Resource Management Act 1991 (RMA) Policy and Plans

The following consultation process will apply to the preparation of a new, or change, variation, or review of an existing, regional policy statement, regional plan or district plan by a local authority in the Region:

The Regional Council will seek the input of territorial authorities, and vice-versa, for the preparation or review of the regional policy statement, or regional or district plan. For the regional policy statement or a regional plan, the Regional Council will make the draft version available to all territorial authorities in the Region for discussion and development.

The parties to this Agreement acknowledge their obligation to act in accordance with the principles of consultation set out in LGA s82.

In addition, the parties agree to cooperate in implementing national policy statements, to ensure alignment of regional and district policies and plans, as well as efficiency of process. The parties undertake to report, through Chief Executives, to the Mayoral Forum on opportunities to share information, jointly commission advice, or otherwise pool effort in order to give effect to national direction within appropriate timeframes and in a practicable way.

### Other Agreements

This Agreement does not prevent the Parties from entering into other agreements among themselves or outside the Manawatū-Whanganui region. Any other such agreement should not, however, be contrary to this Agreement.

### Resolving Disagreement

All parties to this Agreement are committed to working strenuously, in good faith, to resolve any disagreements that may arise in relation to its application. Where a party has a significant

disagreement with the position of the others, all parties will make every effort to accommodate, acknowledge or at least fairly represent the dissenting view.

In the event of a disagreement over the actions taken to give effect to this Agreement that cannot be successfully resolved by affected parties, the parties agree to refer the issue of disagreement to mediation. Should agreement on a mediator not be possible, a mediator will be appointed by the president of the Manawātū Branch of the Law Society. If mediation is unsuccessful, any of the local authorities affected may ask the Minister of Local Government to make a binding decision on the proposal. The cost of mediation will be met equally by the parties that have agreed to the mediation.

### Agreement to Review

This Agreement remains in force until local authorities ratify a new agreement.

Any party may request an amendment to this Agreement by writing to the Chair of the Mayoral Forum at least two weeks before a regular quarterly meeting of the Forum. The Mayoral Forum will review the Agreement no later than the final meeting before triennial local body elections and recommend any changes to the incoming councils.

Any agreed amendment will be referred to each local authority for ratification. No amendment to this Agreement has effect until signed by all parties.

### Statutory Requirements

This document is deemed to duly constitute fulfilment of section 14(1)(e), 15 and 16 of the LGA, and Schedule 1 Clause 3A(1) of the RMA.

### Authority

This Agreement is signed by the following on behalf of their respective authorities.

# Appendix One

## Manawatū-Whanganui Mayoral Forum

### Terms of Reference

#### Statement of Purpose

The purpose of the Manawatū-Whanganui Mayoral Forum is to support effective leadership on shared priorities and matters of importance to the region's communities.

#### Objectives

The Manawatū-Whanganui Mayoral Forum has the following objectives:

- To enable Manawatū-Whanganui councils to work more collaboratively in response to regionally significant challenges and opportunities;
- To provide a forum for engagement between councils, central government, tangata whenua, and other leaders in the region;
- To explore, with iwi and hapū, how governance relationships might be further progressed in future;
- To provide a collective voice to advocate for and raise the profile of these issues and opportunities;
- To increase the effectiveness of local government in meeting the needs of Manawatū-Whanganui communities;
- To develop and implement programmes (including joint plans where appropriate), which are responsive to the needs and expectations of the community; and
- To prepare for institutional changes, such as joint planning arrangements, and oversee preliminary work to inform joint strategies and plans.

#### Principles

In pursuit of these objectives the Manawatū-Whanganui Mayoral Forum will observe the following principles:

- Establish and maintain close liaison with other local government networks to ensure as far as possible the pursuit of common objectives and the minimisation of duplication;
- Establish and maintain close liaison with Ministers of the Crown and local Members of Parliament;
- Recognise that obligations to the Treaty of Waitangi, and opportunities for Māori to contribute to local decision-making, extend to regional cooperation and joint decision-making;
- Work towards shared positions on issues of mutual concern, formalising these through letters of support, submissions and/or public statements as appropriate;



Exercise its functions with due regard to the tangata whenua and cultural diversity of the community;  
Establish processes for reporting back to its respective councils and communities.

## Powers

The Manawatū-Whanganui Mayoral Forum shall have the power to:

Make submissions and undertake advocacy to external organisations on matters germane to the Committee's objectives;  
Engage with key agencies and neighbouring regions on matters relating to the Committee's objectives;  
Recommend to the parties actions that materially contribute to attainment of the Committee's objectives;

## Membership

Membership shall be open to the eight councils wholly or primarily within the Manawatū-Whanganui Region (Horowhenua District Council, Palmerston North City Council, Manawatū District Council, Rangitikei District Council, Whanganui District Council, Ruapehu District Council, Tararua District Council, Manawatū-Whanganui Regional Council (Horizons)).

Each member council shall be represented by its Mayor (or Chair in the case of the Regional Council) and supported by its Chief Executive. On occasions where the Mayor or Chair cannot attend, a council may be represented by its Deputy Mayor or Chair.

The Mayoral Forum will have the power to co-opt other members on a permanent and/or issues basis.

## Election of Chair

The Manawatū-Whanganui Mayoral Forum shall select a Chair and Deputy Chair at the first meeting immediately following the Triennial Elections. These appointments may be reviewed after a period of 18 months.

The Chair selected will preside at all meetings of the Mayoral Forum.

The Mayoral Forum may appoint spokespersons from its membership for issues being considered, in which case each member council agrees to refer all requests for information and documents to the duly appointed spokespersons.

## Meetings

Meetings will be held quarterly at Regional House in Palmerston North, unless otherwise advised.

Special meetings may be called at the request of members.

The secretariat will prepare an agenda for Mayoral Forum meetings in consultation with the Chair and the Chief Executives Forum.

Agendas for meetings will be issued and minutes will be taken and circulated.

### Quorum

The quorum will consist of four members (half the number of members including vacancies).

Meetings may be held in person or by other means (such as audiovisual link) as the Committee agrees and where permissible under New Zealand law and the standing orders of the parties.

### Decision making

The practice of the Forum will be to determine issues before it by consensus.

If the consensus is to determine issues by voting, the determination shall be determined by a majority of votes of members attending the meeting.

### Remuneration and expenses

Each party shall be responsible for remunerating its representative on the Committee.

### Secretariat

The Manawātū-Whanganui Mayoral Forum will appoint Manawātū-Whanganui Regional Council to carry out the secretariat function on such terms and conditions as it shall decide for the discharge of duties, including the taking of minutes and the keeping of any books and accounts and attending to any other business of the forum.

### Variations to this Agreement

Amendments to this agreement may be required from time to time. Changes will be approved by the parties, on the recommendation of the Mayoral Forum.

# Appendix Two

## Climate Action Joint Committee

### Manawatū-Whanganui Region

### Terms of Reference

#### Statement of Purpose

The purpose of the Climate Action Joint Committee is to support a coordinated response to climate change across the councils and communities of the Manawatū-Whanganui Region.

It is established in accordance with clauses 30 and 30A of Schedule 7 to the Local Government Act 2002.

#### Objectives

The Climate Action Joint Committee's operating objectives are to:

- Collaborate on action to build organisational, community, and regional resilience in the face of climate change;

- Make use of available environmental, social, cultural and economic research, skills and capabilities to leverage opportunities and mitigate the impacts of climate change;

- Develop a climate action plan, including recommended actions for councils to contribute to mitigation of greenhouse gas emissions and to support community resilience to the effects of climate change

- Work collectively as a region to engage with Central Government, including any actions to deliver on responsibilities under the National Adaptation Plan and Emissions Reduction Plan, and to support a Just Transition for our region;

- Promote consistent and effective leadership, advocacy, communication and engagement on climate change issues to enable individual and collaborative action;

- Champion the integration of partner strategies, programmes, and plans and encourage partnerships with iwi and others in central and local government, health, education, youth, NGOs and business;

- Oversee implementation of agreed joint projects;

- Share climate change evidence and guidance to inform council work programmes and support explicit consideration of climate change impacts in decisions; and

- Monitor and report annually on implementation of the joint action plan.

## Powers

The Climate Action Joint Committee does not have the power to legally bind any council to any act or decision, unless that act or decision has been agreed to by decision of that council. Within that context, the parties agree to:

Have particular regard to the recommendations of the Committee in developing policies, determining priorities, and allocating resource;

Progress, to the fullest possible extent, actions identified through joint planning and decision-making arrangements.

The Climate Action Joint Committee shall have the power to:

Receive regular monitoring reports and presentations on the matters relevant to the Committee's objectives;

Develop, adopt, and progress a joint climate action plan;

Make of submissions and undertake advocacy to external organisations on matters germane to the Committee's objectives;

Engage with key agencies and neighbouring regions on matters relating to the Committee's objectives;

Recommend to the parties actions that materially contribute to attainment of the Committee's objectives;

Receive any grant or subsidy;

Receive financial contributions from member authorities, as may be mutually determined and acceptable to individual local authorities; and

Determine and make payments from its funds for any or all of the purposes of its objects.

## Council decisions on the Joint Committee's recommendations

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

## Committee Membership

The Committee consists of the following members:

The Mayor/Chair or designated delegate of each local authority within the Manawatū-Whanganui Region (total 8 members); and

Up to eight non-Councillor members, to represent the views of Tangata Whenua. These appointments will be made by Horizons on the recommendation of iwi leaders, taking into consideration their skills, attributes or knowledge that will assist the work of the Committee.

This Committee may invite advisers to attend relevant portions of the Committee's business.

## Election of Co-Chairs

The committee will elect Co-Chairs by the system described in clause 25(4) Schedule 7 of the Local Government Act 2002.

The governance group will have two Co-Chairs:

- A Councillor member of the group, and
- A Tangata Whenua member of the group.

Each Co-Chair shall preside on an alternate basis. If a Co-Chair is absent from a meeting at which they are scheduled to be the presiding member, the other Co-Chair shall preside at the meeting.

## Meetings

The Committee will sit at least twice each year.

Special meetings may be called at the request of members.

Agendas for meetings will be issued and minutes will be taken and circulated.

Approved minutes and approved final reports and papers will be made available via Horizons' website and a Microsoft Teams portal.

## Quorum

The quorum will consist of:

- Half of the members if the number of members (including vacancies) is an even number; or
- A majority of members if the number of members (including vacancies) is an odd number.

Non-elected positions to which no appointment has been made are not considered to be vacancies for the purposes of forming a quorum.

Meetings may be held in person or by other means (such as audiovisual link) as the Committee agrees where permissible under New Zealand law and the standing orders of the parties.

## Decision making

The practice of the Forum will be to determine issues before it by consensus.

If the consensus is to determine issues by voting, the determination shall be determined by a majority of votes of members attending the meeting.

## Remuneration and Expenses

Each party shall be responsible for remunerating its representative on the Committee.

Tangata whenua members shall be eligible for compensation for Joint Committee activity including travel and attendance at meetings.

### Standing Orders

The Committee shall apply the standing orders of Manawātū-Whanganui Regional Council.

### Duration

In accordance with clause 30(7) of Schedule 8 of the Local Government Act 2002, the Climate Action Joint Committee is not to be discharged following each triennial local government election.

### Variations to this Agreement

Amendments to this agreement may be required from time to time. Changes will be approved by the parties, on the recommendation of the Climate Action Joint Committee.

Section 14(1)(h)(i): amended, on 14 May 2019, by section 7(2) of the Local Government (Community Well-being) Amendment Act 2019 (2019 No 17)

Section 14(2): amended, on 14 May 2019, by section 7(3) of the Local Government (Community Well-being) Amendment Act 2019 (2019 No 17)

Section 14(2): amended, on 5 December 2012, by section 8(3) of the Local Government Act 2002 Amendment Act 2012 (2012 No 93)

### Subpart 3—Co-ordination of responsibilities of local authorities

#### 15 Triennial agreements

- (1) Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement under this section covering the period until the next triennial general election of members.
- (2) An agreement under this section must include—
  - (a) protocols for communication and co-ordination among the local authorities; and
  - (b) a statement of the process by which the local authorities will comply with section 16 in respect of proposals for new regional council activities; and
  - (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
- (3) An agreement under this section may also include—
  - (a) commitments by local authorities within the region to establish or continue 1 or more joint committees or other joint governance arrangements to give better effect to 1 or more of the matters referred to in subsection (2); and
  - (b) the matters to be included in the terms of reference for any such committees or arrangements, including any delegations.
- (4) An agreement under this section may be varied by agreement between all the local authorities within the region.
- (5) An agreement under this section remains in force until it is replaced by another agreement.
- (6) If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with, the agreement under this section that is currently in force within the region, the local authority must, when making the decision, clearly identify—
  - (a) the inconsistency; and
  - (b) the reasons for the inconsistency; and
  - (c) any intention of the local authority to seek an amendment to the agreement under subsection (4).

Version as at  
20 November 2022

Local Government Act 2002

Part 2 s 16

- (7) As soon as practicable after making any decision to which subsection (6) applies, the local authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in that subsection.

Section 15: replaced, on 8 August 2014, by section 9 of the Local Government Act 2002 Amendment Act 2014 (2014 No 55)

**16 Significant new activities proposed by regional council**

- (1) This section applies if,—
- (a) in the exercise of its powers under section 12(2), a regional council proposes to undertake a significant new activity; or
  - (b) a regional council-controlled organisation proposes to undertake a significant new activity; and
  - (c) in either case, 1 or more territorial authorities in the region of the regional council—
    - (i) are already undertaking the significant new activity; or
    - (ii) have notified their intention to do so in their long-term plans.
- (2) When this section applies, the regional council—
- (a) must advise all the territorial authorities within its region and the Minister of the proposal and the reasons for it; and
  - (b) must include the proposal in the consultation document referred to in section 93A.
- (3) A proposal included in the consultation document referred to in section 93A must include—
- (a) the reasons for the proposal; and
  - (b) the expected effects of the proposal on the activities of the territorial authorities within the region; and
  - (c) the objections raised by those territorial authorities, if any.
- (4) If, after complying with subsection (2), the regional council indicates that it intends to continue with the proposal, but agreement is not reached on the proposal among the regional council and all of the affected territorial authorities, either the regional council or 1 or more of the affected territorial authorities may submit the matter to mediation.
- (5) Mediation must be by a mediator or a mediation process—
- (a) agreed to by the relevant local authorities; or
  - (b) in the absence of an agreement, as specified by the Minister.
- (6) If mediation is unsuccessful, either the regional council or 1 or more affected territorial authorities may ask the Minister to make a binding decision on the proposal.

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## 7.1 Endorsement of Council Plan on a Page

File No.: 23/20

### 1. Purpose

The purpose of this report is for Council to note the priorities and direction of Horowhenua District Council.

### 2. Recommendation

- 2.1 That Report 23/20 Endorsement of Council Plan on a Page be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That Council endorses the Council Plan on a Page, noting it sets out Council's key priorities and focus areas.

### 3. Background/Previous Council Decisions

- 3.1 Following the 2022 triennial election, Council took the time to discuss key issues and opportunities facing Horowhenua District Council, and then took the opportunity to set its direction, with emphasis on key priorities and areas of focus.
- 3.2 Council has agreed that the platform built by Horowhenua 2040, and the Horowhenua Blueprint has provided the building blocks for success. The context of growth, reform and change has contributed to Council's thinking. Energy should be directed into the future through tackling the hard issues, lifting performance of the organisation and ultimately shifting the dial on how the communities we serve, see value in Horowhenua District Council.

### 4. Issues for Consideration

- 4.1 This paper seeks Council's formal endorsement of priorities which will be guided by the five community outcomes Council seeks to achieve:
  1. Partnership with Tangata Whenua
  2. Outstanding Environment
  3. Fit for Purpose Infrastructure
  4. Vibrant Economy
  5. Strong Communities.
- 4.2 Delivered through a deliberate focus on the following top 10 priorities:
  1. Increase affordable housing numbers in the Horowhenua through the implementation of the Housing Action Plan
  2. Achieve the best outcome for Horowhenua in the face of Three Waters Reform Transition
  3. Lead and complete a Long Term Plan Amendment in 2023, ahead of a full Long Term Plan review in 2024
  4. Complete a rates review as part of the Long Term Plan Amendment, and a series of further reviews to ensure a fit for purpose rates system to our current context
  5. Provide advocacy and leadership to Ō2NL Expressway, and make our mark on the project through the delivery of the Levin Town Centre Transformation
  6. Get the basics right and support the customer focused delivery of core services
  7. Deliver the capital infrastructure programme, and achieve an increase in the % of completed capital works

8. Reset our engagement and partnership approach, and work more with and for the community
  9. Enable the rebuilding of the Horowhenua District Council organisation, with a focus to empower a culture of excellence, service and continuous improvement
  10. Make a decision on the Future of the Levin Landfill, and fulfil our commitment to a broader review of the Waste Management and Minimisation Plan.
- 4.3 In our desire to ensure we are a high performing organisation, Council sees the need to also follow through on achieving the following:
- Undertake a global review of Council policies
  - Undertake a review of Council Bylaws
  - Monitor the implementation of CouncilMARK recommendations and progress
  - Review and approve Section 17a Reviews as appropriate
  - Implement zero based budgeting across the organisation
  - Improvement community resilience to weather events, by tackling long standing stormwater issues.
- 4.4 The Council Plan on a Page also seeks to align the Organisation Vision – Enabling What Matters, Organisation Values – Mahi Tahi, #arohatōmahi, Manaakitanga and Tiakitanga, and Primary Pillars – ‘You’ Matter, Work Matters, Performance Matters and Partnership Matters with the Governance part of the organisation. This demonstrates the commitment to be working together, and being aligned – governance and operations in the way we work together, and the mission we are working towards.
- 4.5 It is intended that following the endorsement of the Council Plan on a Page, focus will turn to working with each Committee and Steering Group Chair to develop a work programme for each Committee and Steering Group. This will allow for more detail on the projects and outcomes that will be achieved.
- 4.6 Council will review these priorities in 12 months and adjust if required. These priorities will also be reflected in the Chief Executive’s Key Performance Indicators as and where appropriate.
- 4.7 The plan attached is provided as a draft and may be subject to change between the issue of the agenda and the meeting. A final version will provided to Councillors before the meeting.



## Attachments

No.	Title	Page
<a href="#">A</a>	Plan on a Page	49

### **Confirmation of statutory compliance**

- In accordance with section 76 of the Local Government Act 2002, this report is approved as:
- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
  - b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

## Signatories

Author(s)	Monique Davidson <b>Chief Executive Officer</b>	
Approved by	Monique Davidson <b>Chief Executive Officer</b>	



# Horowhenua Delivering What Matters

## The Outcomes we want to achieve



Partnership  
Tangata Whenua

We uphold Te Tiriti o Waitangi and its principles and recognise the role of Mana Whenua as kaitiaki of their rohe. We support them to maintain and enhance tikanga with their ancestral lands and waterways, wāhi tapu and other taonga, and build mutually respectful partnerships with tangata whenua, supporting whānau, marae, hapū and iwi in achieving their aspirations.



Outstanding  
Environment

We contribute to improving our natural environment for current and future generations to enjoy, and protect the important natural features in our district.  
We ensure our built environment supports the wellbeing of our people and manage competing pressures on resources sustainably.



Fit for purpose  
Infrastructure

We provide efficient, reliable and affordable infrastructure, developing and maintaining facilities and infrastructure to meet the needs of current and future generations. Our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards, working with partners to develop infrastructure that enables growth.



Vibrant  
Economy

We are business friendly, supporting diversity and resilience in our local economy and work with others to make our economy grow. We aspire for economic security for all of our people and seize growth opportunities for our district.



Strong  
Communities

We value the diversity of our people, and how our district's heritage shapes our community's sense of identity and pride.  
We provide infrastructure, services, facilities and places to build resilient and connected communities where people of all ages and backgrounds feel included and safe. We are building collaborative relationships with service providers to enable all people to live positive and healthy lifestyles, encouraging our people to participate in local decision making.

## What we stand for – our values

### Enabling what matters

#### Mahi Tahī

We are one team, stronger together as we work with and for our community to deliver outcomes that matter

#### #arohatōmahi

We love our work and know that our work matters. That is why we do what we say we will do and apply energy and enthusiasm across our mahi.

#### Manaakitanga

We put our people first by showing them that they matter, through a caring whānau centric and solutions focused approach.

#### Tiakitanga

We proudly and professionally contribute every day to the care of our community and whenua with courage, positivity and mana – leaving a legacy which will protect a future that matters.

## Our top 10 priorities



Increase affordable housing numbers in the Horowhenua through the implementation of the Housing Action Plan



Get the basics right and support the customer focused delivery of core services



Achieve the best outcome for Horowhenua in the face of Three Waters Reform Transition



Deliver the capital infrastructure programme, and achieve an increase in the % of completed works



Lead and complete a Long Term Plan Amendment in 2023, ahead of a full Long Term Plan review in 2024



Reset our engagement and partnership approach, and work more with and for the community



Complete a Rates review as part of the Long Term Plan Amendment, and a series of further reviews to ensure a fit for purpose rates system to our current context



Enable the rebuilding of the Horowhenua District Council organisation, with a focus to empower a culture of excellence, service and continuous improvement



Provide advocacy and leadership to Ōtaki to North Levin, and make our mark on the project through the delivery of the Levin Town Centre Transformation



Make a decision on the Future of the Levin Landfill and follow through on the review of our WMMP

## The organisation's primary pillars



You  
Matter



Work  
Matters



Performance  
Matters



Partnerships  
Matter

Following the 2022 triennial election, Council has taken the time to discuss the key issues and opportunities facing Horowhenua District Council and has confirmed the general direction they wish to take Horowhenua.

Council agreed that the platform built by Horowhenua 2040, and the Horowhenua Blueprint has provided building blocks for success. Our context of growth, reform and change, means that right now we want to focus our energy into the future through tackling the hard issues, lifting organisation performance and ultimately shifting the dial on how the communities we serve see value in Horowhenua District Council.

We need to deliver, and get some big things done in order to have the space to re-imagine the future of this District and the Horowhenua District Council – Here are the 10 things we are making our priority!

## Other areas of focus



Undertake a global review of Council policies



Undertake a review of Council Bylaws



Monitor the implantation of CouncilMARK recommendations and progress



Review and approve Section 17a Reviews as appropriate



Implement zero based budgeting across the organisation



Increase resiliency to weather events by dealing with longstanding stormwater issues



Add your idea here



Add your idea here

## How we work – our committee structure



### Risk and Assurance Committee

The purpose of the Risk and Assurance Committee is to contribute to improving the governance, performance, and accountability of Horowhenua District Council by ensuring that Council has appropriate financial, health and safety, risk management and internal control systems in place. The committee seek reasonable assurance as to the integrity and reliability of Council's financial and non-financial reporting while providing a communications link between management, Council and the external and internal auditors and ensuring their independence and adequacy



### Community Funding and Recognition Committee

The Community Funding and Recognition Committee is responsible for the effective allocation and monitoring of Council's grants. In addition, the committee is responsible for considering applications and making recommendations for Civic Honours and Youth Excellence Scholarships



### Community Wellbeing Committee

The Community Wellbeing Committee brings together representatives from Council, government and non-government organisations, and community forums



### Chief Executive Employment and Performance Committee

The Chief Executive Employment and Performance Committee will have responsibility for the effective monitoring of the Chief Executive Officer's performance and has the authority to undertake the annual remuneration review



### Hearings and Regulatory Committee

The Hearings and Regulatory Committee will consider and determine matters under the Resource Management Act 1991 and Dog Control Act 1996



### Delivery of Capital Projects Steering Group

Monitor the delivery of the Capital Projects Programme, and guide scope and direction of the programme achieving an increase of % of works completed



### District Licensing Committee

The Sale and Supply of Alcohol Act 2012 (the Act) requires Council to appoint a District Licensing Committee to deal with licensing matters. The District Licensing Committee is appointed to administer Council's alcohol licensing framework, as determined by the Act



### Review of District Plan Steering Group

Monitor the delivery of the District Plan project, and guide scope and direction of the project



### Ō2NL and Town Centre Taskforce

Lead and monitor key inputs required by Council for the Ōtaki to North Levin Project with a key focus on delivering Levin Town Centre Transformation



### Rating and Financing Review Taskforce

Lead and monitor Rates Reviews, and a review of associated Rates and Revenue and Financing Policies as part of the Long Term Plan Amendment and Long Term Plan 2024 – 2034



### Waste and Landfill Taskforce

Lead and monitor the development and implementation of the WMMP and Section 17a Review of Solid Waste for Horowhenua



### Three Waters Transition and Planning Taskforce

Lead and monitor the transition of Three Waters Assets to the new Water Entity, and provide direction to the organisation throughout transition

*He rau ringa e pakari ai nga taura whiri i o tatou hapori – mai i te pae maunga o Tararua ki te moana*

*With many hands the threads which weave our neighbourhood and communities together will be strengthened from the Tararua ranges to the sea. Growing neighbourhoods and building stronger communities together.*



## 7.2 Organisation Performance Report - February 2023

File No.: 23/16

### 1. Purpose

To present the Organisation Performance Report for January 2023

### 2. Recommendation

- 2.1 That Report 23/16 Organisation Performance Report - February 2023 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That having considered all matters raised in the Organisation Performance Report September - November 2022 report be noted.

### 3. Background/Previous Council Decisions

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

### Attachments

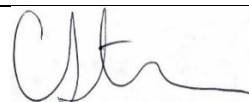

No.	Title	Page
A↓	Organisation Performance Report - February 2023	52

#### Confirmation of statutory compliance

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- 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)	Charlie Strivens <b>Senior Advisor - Organisation Performance</b>	
Approved by	Monique Davidson <b>Chief Executive Officer</b>	





# **Horowhenua District Council Organisation Performance Report February 2023**





## Chief Executive Introduction



Kia ora koutou i te hāpori (community) and Elected Members, I am pleased to present the 2nd Horowhenua District Council Organisation Performance Report. This report was prepared for the 1 February Council meeting.

As usual the lead up to the end of the year was very busy for HDC staff. They were working very hard to get their work completed before they went on a well-deserved break. The end of the year was a time for me to reflect on my time so far at HDC. I started in May and have enjoyed refamiliarising myself with the community again. I am proud of all the hard mahi Council staff does to look after our Community. I know we have room to improve and I look forward to sharing with you how we plan to do better. I know with our amazing hardworking staff we will strive towards doing best for our community – who is at the heart of everything we do.

It was great to see our community out and about over the summer holidays. Many were taking advantages of our stunning environment from beautiful beaches to soothing bush walks. I hope everyone had a wonderful relaxing break and is ready to attack 2023 with enthusiasm!

Some of the key achievements we are reporting on include:

- significant work being done on the Long Term Plan amendment in preparation for Three Waters Reform, as well as to settle the future of Levin Landfill issue,
- continuing to deliver our capital programme despite many challenges
- completion of the Splash pad (of which a delightful photo graces the front of this report) and Waikawa Beach toilet block
- actively engaging in the submissions process for the Resource Management Act (RMA) Reform and the Water Services Bill,

I hope you find this report informative in how we are performing in a wide variety of activities and functions

Monique Davidson  
Chief Executive

## About this Report

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

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

The reporting period for this report is from 4 November 2022 to 11 January 2023, except for the financial and performance measure reporting which is for November Year to Date.

### Health and Safety Report

Health and Safety is so important we have put this at the front of the report. This is in addition to the detailed dashboard that the Risk and Assurance Committee receives.

Each report we will provide updates on

- Leadership
- Worker engagement
- Risk management

### Activity Updates

Each of our 11 activities will provide an update on the following

- General Updates
  - This is where we provide updates on any work not covered by the What we are Delivering section below
- What we are Delivering
  - This is where we report on the many pieces of work we do as a result of actions set in our key documents such as Long Term Plan, Annual Plan, Blueprint, Strategies, Community Outcomes etc.
- Any relevant risk or issues

### Growth Report

Growth is an important issue for our Community. In this section we provide updates on

- district plan changes,
- how we are actioning the Growth Strategy
- how we are actioning the Housing Action Plan
- other relevant growth updates

### Capital Projects Overview

This section contains the newly introduced Lifecycle and Confidence Report provides a one page summary of our key capital projects

### Financial Summary Report

Important financial information detailing how we are performing financially

### Statement of Service Performance (SSPs)

These SSPs we set after consultation with our community during the 2021 – 2041 Long Term Plan consultation process. They are important measures of our 'business as usual' work. We note whether these SSPs are on track or not to achieve their target for the financial year

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## Health and Safety Report



## Health and Safety Report

The Council's Health and Safety Annual Plan sets out objectives to be achieved based on the recommendations from the SafePlus Onsite Assessment and Advice Report completed March 2021. The SafePlus report assesses Council on the requirements to ensure compliance under the Health and Safety at Work Act 2015 (HSWA 2015) with a focus on Leadership, Risk Management and Worker Engagement.

The report below is in addition to the dashboard that will be presented to Risk and Assurance Committee where we will deep dive into Health and Safety.

### Leadership

Within the Leadership section of the Report there are key focus areas of key focus such as are identified including:

- Effective health and safety governance
- Demonstrate commitment
- Continually improve
- Resource health and safety

Horowhenua District Council acknowledges and supports a governance structure that starts and finishes with the top table. The Executive Leadership Team (ELT) understands to achieve continued improvement in the health and safety space, they need to be leading the improvements.

The opportunity to undertake a site and facility visits is an effective way for ELT to demonstrate commitment to health and safety. These visits also allow ELT to broaden their understanding and knowledge of operational health and safety matters.

In November 2022, ELT visited the Jubilee Park Splash Pad work site, where they were inducted onto the site by the Contractor operating there. This site visit allowed for the opportunity to ask questions of the contractor regarding H&S and also to answer any questions the contractor may have of the ELT.

This type of site visit is a way to support evidence of Overlapping Duty, which under the HSWA 2015 is an expectation that businesses with a common work goal will, so far as is reasonably practicable, consult, cooperate and coordinate activities with the other businesses involved so that you can all meet the joint responsibility for your project in respect to health and safety.



## Worker Engagement

Under the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016 (GRWM Regulations), a person conducting a business or undertaking (PCBU) must ensure, so far as is reasonably practicable, the information, training, instruction and supervision provided to workers is suitable and adequate.

At the end of the calendar year we collated the chart below which shows the occupational health opportunities and safety and wellbeing training completed by Council staff in 2022. There has been very good uptake on opportunities offered to staff and training. Plans are in place for 2023 to increase this to ensure multiple opportunities across a variety of occupational health, safety and wellbeing subjects. The 2023 training plan includes a focus on workplace safety around People Behaviour (aggressive and abusive behaviour) for frontline staff.



## Risk Management

As part of our partnerships with other **organisation's** and agencies we partnered with the Horowhenua Taste Trail (HTT) which was held on the 26 November 2022. Since June 2022 we have been assisting HTT with the health and safety requirements of such a large event.

Our Health and Safety Lead provided advice and support on health and safety, this included supporting the development of Health and Safety Plans for the pre-event dinner, HTT event sites and the overall HTT event. Support to develop Risk Registers was provided for these events to ensure risks were captured and controls and mitigations put in place where appropriate. Assistance was also given in regards to the Traffic Management Plan. Gazebo's were provided to support sun safety for volunteers and single use gloves for PPE.

A council officer presented at the pre event briefing for producers and volunteers, advising on the following health and safety areas

- Importance of incident/accident reporting at HTT sites
- Awareness of people and vehicle movements in shared areas
- Awareness of first aid kits/first aiders and safety plans
- Recycling requirements - use of PPE
- Sun Safety









## Property

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

### General Update

The team has progressed a number of permits, community and commercial leases and licences including -

- Safe Talk Foxton (community);
- Fish & Chippery food wagon Licence at Foxton beach (commercial);
- **Waitāre** Beach Surf Life-Saving Club (community);
- MoU and easement in favour of Electra to service the proposed solar power farm in Foxton Beach (commercial);
- Lease for Shannon Bulk Haulage at the Shannon Depot (commercial);
- Thompson House Memorial and Cultural Centre (community);
- PPCS use of Levin Depot (commercial).

Progressing leases and licenses delivers to a number of Community Outcomes and takes the burden of providing some specialist services from Council.

The Parks and Property team continues to process bookings of facilities and facility maintenance notifications within its allocated timeframes having received in excess of 150 referrals over November and December.

### What we are Delivering

#### Leases

The Lessees at Levin Kiwi Holiday Park at Playford Park are keen to make a number of improvements on the site which they lease from Council. The site is subject to a singular piece of legislation – the Levin Borough Empowering (Playford Park) Act 1948 – which requires that at least 2 hectares of Playford Park is retained in perpetuity as a camping/caravanning site. The nature of the arrangement between Council and the Lessee (Lease) is stymieing the investment they wish to make, as such they are looking at potential options with Officers on how their aspirations for improvements may be achieved. (Vibrant Economy Community Outcome, we are business friendly and will work with others to enable our economy to grow)

**A number of Leases/Licences/MoU's are in the process of being worked through-**

- A local community group has expressed an interest in taking over the site short-term lease at 104a Main Street Foxton. Safe Talk Foxton work to promote positive mental health and general wellbeing through health promotion programmes and education. A community lease **has been prepared for the organisation's consideration.** (Strong Communities Community Outcome, we build collaborative relationships with service providers to help enable all of our people to live positive and healthy lifestyles; Partnership with Tangata Whenua Community Outcome, we support whanau, marae, hapu and iwi in achieving their aspirations)
- Officers are discussing a licence to occupy with a local supplier to establish a fish and chip food caravan at Foxton Beach over the summer period. (Vibrant Economy Community Outcome, we are business friendly)
- We are working to develop an MoU and Easement to enable Electra to lay a cable across Herrington Street Reserve which will service a proposed Foxton solar farm capable of generating 39 megawatts of power (sufficient to service 7,000 homes). (Blueprint | Action

12 – work in partnership with our community to achieve locally owned visions and goals | Foster an environment that promotes a vibrant community)

- Vibrant Economy, Community Outcome we are business friendly; Outstanding Environment Community Outcome, we manage competing pressures on resources sustainably; Fit for Purpose Infrastructure Community Outcome, we work with partners to develop infrastructure that enables community growth)
- Shannon Bulk Haulage (SBH) have requested to lease the Old Shannon Depot. SBH have expressed an interest in purchasing the Shannon Depot and surrounding land should it become available. In the meantime, a lease is being prepared which would improve use of the Shannon Depot and provide a commercial income. (Blueprint | Action 12 – work in partnership with our community to achieve locally owned visions and goals | Foster an environment that promotes a vibrant community)
- Demolition of the ex-Women's Bowling Club at Thompson House Gardens has been tendered, with demolition likely to commence on 23 January 2023 (the building has a number of structural defects, is earthquake prone, and contains asbestos). It's anticipated the building footprint and old bowling green will become a picnic lawn and small outdoor events area once funding becomes available. There are also discussions being had around installing a small plaque to recognise its long history associated with the site. (Strong Communities Community Outcome, we recognise **the value of our district's heritage and its** contribution to our communities sense of identity and pride and help create facilities where people of all ages and backgrounds feel included, safe and connected)

### Issues and Risks

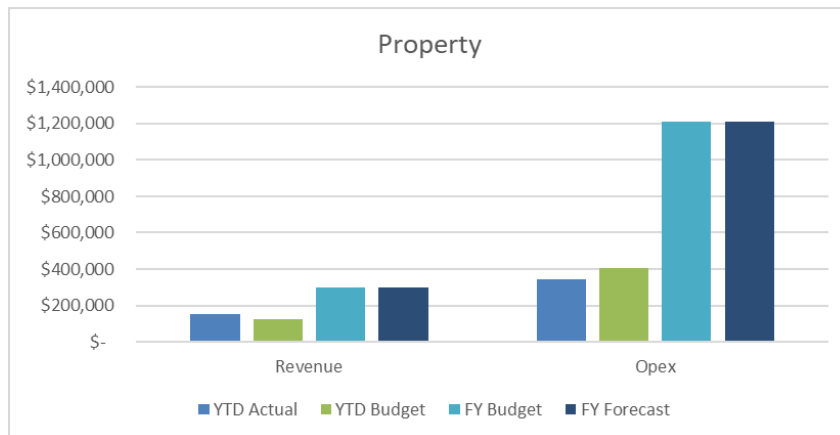
Council as part of its 2021-2041 Long Term Plan made a number of assumptions around property disposals assuming sales of -

- \$650,000 for 21/22;
- \$4,180,000 for 22/23;
- \$11,280,000 for 23/ 24 (including 6 million for the sale of Forbes road extension);
- \$4,700,000 for 24/25; and
- \$980,000 for 25/26.

Property sales amounted to \$2,010,000 in 21/22 and a disposals schedule has been proposed that would meet the necessary income profile. However, there are a number of factors that may impact on the proposed sales which includes-

- The majority of risks identified are those relating to the disposals programme, and includes those matters raised above namely -
- Currently depressed property market as a result of high interest rates and inflation may lead to a lack of interest, or lower than anticipated sale for properties identified for sale;
- Many of the sites have encumbrances which will need removal prior to sale. Encumbrances include reserve status and Reserves and Other lands Disposals Act (ROLD) limitations which may require court proceedings/legal input prior to disposal. This could have the impact of delaying the disposal and will mean higher disposal costs in preparing properties for sale;
- Most of the sites are classed as Open Space under the Operative District Plan and as such will require a Plan Change.

## Financial

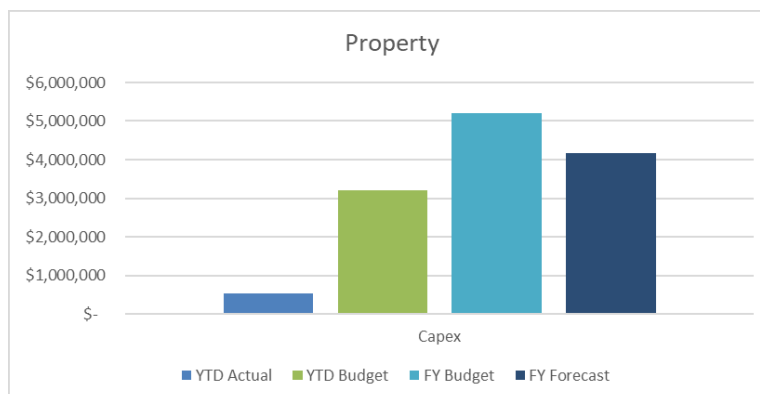


## Income

Income is above budget due to the renewal of an endowment lease that increased the annual value.

## Expenditure

Expenditure is below budget as the timing for the Property Disposals Programme has changed.



## Capex

The Waitāre Beach Surf Club is the main driver for the variance between forecast and budget. Overall budget requirement for the project has not changed, however the project will span 2 financial years. YTD expenditure / YTD budget variance reflects phasing anomalies.

## Community Facilities and Services

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

### **Aquatic Centres and Recreation | Community Centres and Libraries**

#### General Update

Across all our facilities, we're continuing to see numbers increase as more people get out and about which includes, using our facilities. We continue to make strong connections with our customers and get great satisfaction from when they benefit from the services and activities we provide.

Naturally towards the end of last year, we started to wrap up some of our programmes and due to the time of the year, we celebrated our users' successes as well as saying thank you. In our Aquatic Facilities, we held a swim school end of year celebration, recognising the great efforts of our tamariki completing their swimming programmes. Our loyal Aquafit groups at Shannon, Foxton and Levin each held pot luck morning teas. As noted further below, we also took the time to recognise and celebrate our terrific volunteers in our Library space.

These moments also allowed our customers to share their stories with us, including an elderly customer who utilises Te Takeretanga o Kura-hau-pō and **told us that she has attended every 'craftersnoon' and has taken materials home** to continue to craft and return the next week. During our sessions, she has shared many personal stories and has brought in photos to share important aspects **of her history, she has joined our 'Tea and Tales' group and has shared her stories there too.** It goes to show that the relationships formed during these types of groups that we offer our community allows the ability to be open, to share and feel a sense of belonging.

#### What we are Delivering

In December, we added to our facilities by opening Horowhenua's first Splash Pad. The opening event was a great success with many people attending and using the much anticipated new recreation asset. Since the opening, the team have ironed out any minor issues but generally speaking, feedback is positive and the space is being used well by the community. (Annual Plan Key Projects | Jubilee park Splash pad)

Mayor Bernie and Cr Tukapua cutting the ribbon



Sadly, this year we had to make the difficult decision to cancel the Christmas Carnival and Parade due to weather concerns and risks. Fortunately we were able to support the Christmas in the Park event by way of funding bouncy castles and loaning some of our events equipment. (Economic Development Implementation Plan | Promoting Horowhenua as a great place to live, learn, create and play | Develop an events strategy, focused on creating a wider programme of events, aligned to the District Story to encourage visitation throughout the year)

We're talking with rangatahi who use the Youth Space to see how they'd like us to spend money on the space. We have \$169,000 set aside to give the space a bit of a freshen up. Physical consultation boards are up in the space where young people can use post-it notes to say what their favourite ideas are. (Annual Plan Key Projects | Youth Space renovation at Te Takeretanga O Kura-hau-**pō and Strong Communities Strategy | Facilitate and enable** community-led development | Enable youth-led development)

Foxton Pool Redevelopment is well underway. At the beginning of this month, demolition is scheduled to start. Behind the scenes, Council Officers have been working hard with contractors and consultants, refining the design. Communication has been strong with the immediate community but also our wider users to ensure everyone is kept up to speed on the project. (Long Term Plan Major Capital Expenditure Projects | Foxton Pool Redevelopment)

**All aboard the "Storytime on the Steam Train" Express, this January.** This Library initiative event took 250 tamariki and their parents on a journey from Levin to Shannon, enjoying a picnic in the park and then returning. One of the aims of the trip is a message to our community locally and nationally that reading is important. We also aim to think outside the box and provide experiences that are new and exciting. Kiwi Rail and Steam Incorporated were delighted to support this initiative at no cost to Council. As a result of the event, we saw a significant increase of people signing up to be Library members, a terrific outcome. (Community Outcomes | Strong Communities | We take an inclusive approach and encourage our people to participate)

We've got an exciting events programme currently underway including Inflatable Kingdom, Chinese New Year celebration, supporting local iwi with Waitangi Day, Erica & Coco Drag Bingo and Masterpiece and Mingle. Plenty of opportunities for community to access free or affordable events. (Economic Development Implementation Plan | Promoting Horowhenua as a great place to live, learn, create and play | Develop an events strategy, focused on creating a wider programme of events, aligned to the District Story to encourage visitation throughout the year)

In December, we thanked our wonderful Library volunteers, inviting all 75 to a morning tea. Mayor Bernie spoke and thanked the volunteers for their efforts and expressed the importance of their mahi. It was well received and was great to acknowledge them for their countless hours of keeping our library services collection in top notch condition and in circulation, so our community has access. (Community Outcomes | Strong Communities | We take an inclusive approach and encourage our people to participate)



Mayor Bernie thanking volunteers at their

We're getting ready to launch a new app that will help visitors navigate Te Awahou Nieuwe Stroom. Council Officers have been working hard in the background to create an app that essentially, acts as a tour guide and will take you around the facility pointing out the many taonga. Staff are working to prepare a mini launch with a targeted communications plan advising people about this exciting new feature that is free to use. (Community Outcomes | Strong Communities | We help create facilities and places where people of all ages and background feel included, safe and connected)

**Towards the end of last year, Horowhenua's Recreation Advisor hit the ground running, starting to build and develop relationships with our community. The role, which is employed by Sport Manawātū will work closely with Horowhenua District Council to create synergy in the work we're already doing as well as create new opportunities. Currently, the focus is on engaging with schools and then the wider community. We're excited about the opportunities that we'll create in this space. (Blueprint | Action 12 – work in partnership with our community to achieve locally owned visions and goals | Foster an environment that promotes a vibrant community)**

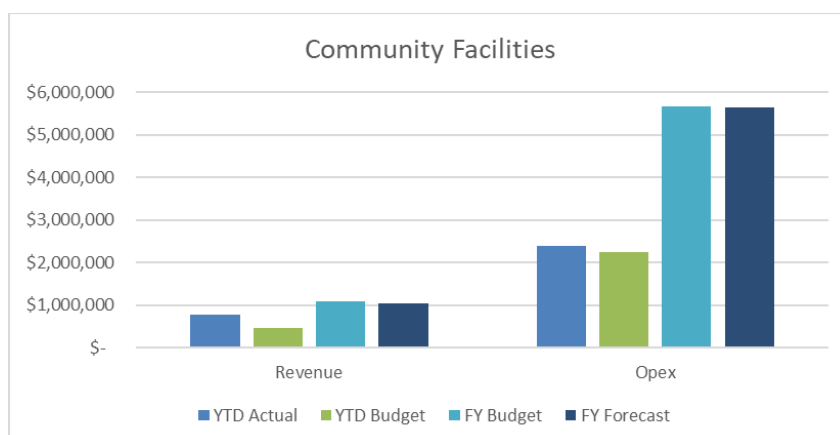
### Issues or risks

We're a big team and recruitment still has its challenges in our area. That said, things are getting better and we have nearly filled all of our vacancies. Vacant roles, coupled with increases in users has caused a strain and for us; the focus remains to retain our team and provide quality services and programmes.

**The Monitor upgrade at the library has been delayed. 'Monitor' is the software system used both by the public to access the free public computers and for our system to connect with Koha, our Library Management System. Some technical issues arose during testing prior to roll out. The decision was made to delay implementation as we wouldn't have sufficient technical support during the break.**

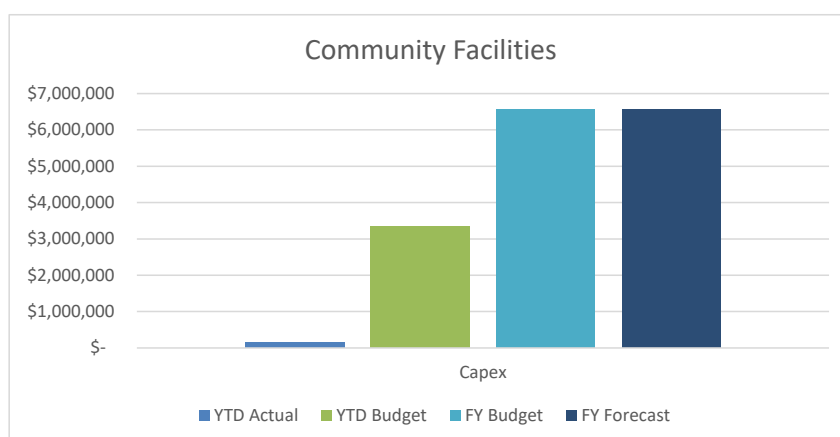
The roof at Te Awahou Nieuwe Stroom continues to leak when it rains. At this point in time, it's manageable and being closely monitored. Council Officers will be preparing a report for Council to consider about the roof, outlining Council's options to remedy the situation.

### Financial



### Income

Revenue YTD is higher due to an unbudgeted \$200k capital grant for the Foxton Aquatic Centre.



### Capex

The lower spending for the Capex is in relation to the Foxton Pool Redevelopment project. Pre-construction tasks have begun and spending will increase in coming months.

## Representation and Community Leadership

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

### General Update

The Council is now in full swing with its meeting programme for this triennium.

A new addition to our engagement with the community has seen the first Public Forum held prior to the November and December Council meetings. These forums are for members of the public to raise with the Mayor and Councillors directly any matters they wish. At the December forum a petition was presented requesting more active transport options in the district by developing shared pathways. This petition has been referred to officers for further investigation.

Since the previous report Councillors have attended 3 Council meetings, and eight workshops – the workshops, open to the public, were mainly concerned with the 2021-2041 Long Term Plan Amendment, and matters related to the Levin Landfill.

The Council meeting and the workshops were livestreamed and recordings are available for viewing **on the Council's YouTube page.**

Councillor attendance at Council and committee meetings was 95%, and for workshops and briefings 88%

A workshop was held with Te Awahou Foxton Community Board on 19 December 2022 to provide an update on them about the Annual Plan and Long Term Plan Amendment process and progress to date. Additionally at the workshop Board Members heard from officers about the review of the Foxton Beach Freeholding Account.

This included valuable input from local iwi. This workshop proved to a great opportunity for the Board to reflect and indicate its desire to step the review back and open a conversation with iwi about how the review might proceed and what it might look like in the future.

### What we are Delivering

#### Long Term Plan Amendment and Annual Plan

##### *Preparation of Consultation material*

Elected Members will receive a draft on 8 February, ahead of Audit commencing on 13 February. After Audit has approved the material and approach proposed, Elected Members will only then be asked for a decision to approve the content of the Consultation Document and Supporting Information for consultation.

##### *Early engagement*

Members of the LTP Amendment project team will meet with the Te Awahou Foxton Community Board in late January to discuss further progress and involvement in the consultation process.

We **Received 112 expressions of interest for inclusion in a Citizen's Panel and have created a** database. The Panel will be included in focus groups, with discussion focussing on the LTPA key topics during the consultation period.



(Statutory Requirement (Local Government Act 2002), Chief Executive Performance Agreement: Provide leadership and work with Elected Members to set the tone for the 2023/2024 Annual Plan), Community Outcomes: We develop and maintain facilities and infrastructure to meet the needs of current and future generations – Fit for Purpose Infrastructure Community Outcome, We provide efficient, reliable and affordable infrastructure, Our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards,. CouncilMark Recommendation: Develop plan to address rates affordability and finding alternatives funding sources. Taking on additional debt should be considered for funding the creation of long term infrastructure projects)

#### Review into the Future for Local Government submission

Officers are preparing for a workshop with Elected Members to discuss the content of the Future for Local Government Report, on which feedback is sought on. **This Report expands on the five 'key shifts' the identified in the Future for Local Government Review Panel's earlier report:**

- Strengthened local democracy,
- **authentic relationships with hapu/iwi and Māori,**
- a focus on wellbeing,
- genuine partnership between central and local government, and
- more equitable funding.

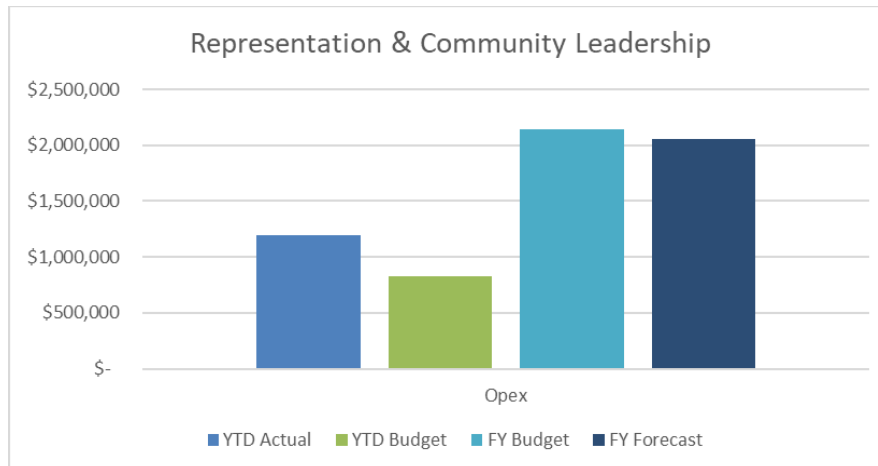
The Panel is also considering system design and stewardship. **They call the report a 'provocation'** rather than a draft of their final report.

Feedback is due by 28 February and will inform the final report, due out in June 2023. (Annual Plan key projects – Keep informed and respond to central government reforms)

#### Issues or risks

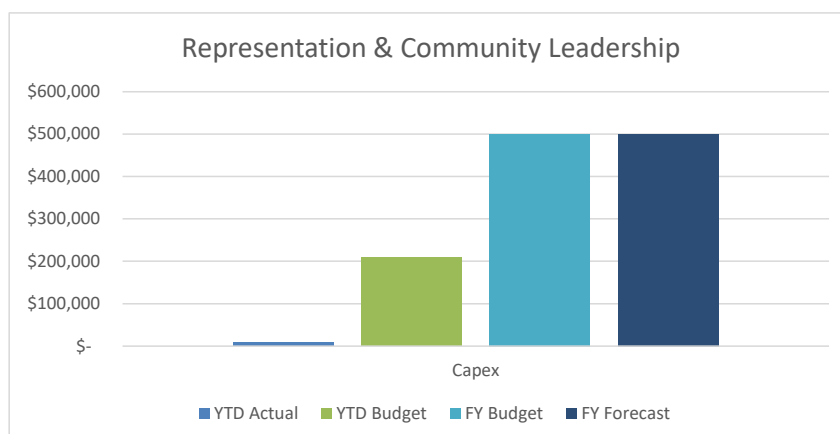
The topics proposed to be included in the Long Term Plan Amendment are each important and complex topics in themselves, let alone when considered together, creating a risk that issues cannot be understood if the information is not presented clearly and accessibly. It The LTP Amendment considers the provision of basics such as drinking water, management of waste and stormwater, the future of the Levin Landfill and how rates are shared across the District. Front of mind in preparing the Consultation material is the need to clearly explain why action is needed now and to clearly set out the options (including pros, cons and costs of each) so the community has the information they need to determine and comment on which option (if any) they prefer.

#### Financial



### Expenditure

The YTD variance of \$553k is due to higher internal overheads in Governance (\$273k) due to timing which will even out over the course of the year, and additional spending in Sustainable Growth Planning (\$316k) for consultants for Election costs, Valuation of assets for Annual Report due to inflation increase, O2NL notice of requirement, Wellington Regional Growth Framework all which is loan funded.



### Capex

No spend on the Levin Town Centre Strategy Activation Projects so far this year.

## Regulatory Services

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

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

### General Update

The warmer weather, longer daylight hours and the holiday period brings the usual increase in locals and visitors making the most of entertainment opportunities at home, and around the district. Kiwi summer pastimes such as backyard BBQs sharing a beverage or two and a kanikani (dance) with friends and whānau, filling the pop up swimming pool in the backyard for the tamariki, or setting up a tent in a local park can mean for a busy period for the compliance team. An increase in noise complaints, swimming pool barrier inspections and general nuisance complaint responses occurred during this reporting period.

Each year between November and April our team supports the swim spot monitoring programme carried out by Horizons Regional Council where popular swim spots water quality is checked throughout the period.

The number of building and resource consents lodged has continued to decrease. Despite the decrease in the numbers of consents lodged, the have the teams are still struggling with meeting statutory timeframes due to the number of consents in progress, the complexity of applications and our levels of resourcing.

Consenting numbers continue to trend down but the complexity of the applications has increased. Nationally the macro drivers around interest rates rises appears to have an impact on the demand for consenting activities both in the Resource and Building consenting spaces.

The current National trend is reflected in the region with the complexity of builds increasing and trending towards multi-unit proposals, whilst the stand-alone dwelling numbers are in decline.

**The introduction of a National policy Statement around 'highly productive soils' has made the development of land with some soil classes across the district more difficult as the government seeks to protect productive soils. This initiative has negatively impacted the demand for resource consents in the lifestyle development space as some land classes no longer allow for lifestyle subdivisions.**

It is expected 2023 will see a reduction in the general build demand as higher interest rates and the pending general elections add some uncertainty to the market. Material supply chains are improving and there are still a number of Building Consents which have been approved but yet to be constructed.

It is also expected that actual dwelling units built will hold up given the nationwide backlog of consents granted however this assumption is yet to be proven, although elevated levels of inspection demand would support this.

Recent discussions suggest social builds driven by Kainga Ora will begin to gain momentum through 2023 as the private market demand for construction resources declines and provides greater capacity to the social build space.

According to CoreLogic's Chief Building Economist, Kelvin Davidson, "longer term annual new dwelling consents were expected to ease from around 50,000 per year to the 30,000 to 35,000 range in 2023. There has been a lot of talk about a slowdown in the sector, and the latest data suggested it was finally hitting.

"October's dwelling consent figure itself is down by 12% from the same month a year ago,"

Despite the slowing of cost increases, the index showed the cost to build a standard 200m<sup>2</sup> three-bedroom house hit a new high of 10.4%, at the same time interest rates are continuing to rise.

### Building Consenting

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

	YTD to 31 December 2022	YTD to 31 December 2021	Trend
Number of building consents lodged	307	413	↓26%
Number of building consents issued	335	391	↓14%
Number of new dwelling consents issued	119	156	↓24%
Number of new dwelling units consented	167	196	↓15%
Percentage of consents issued for commercial work	7%	4%	↑75%
Value of building consents issued	\$92,935,763	\$87,906,129	↑6%
Number of inspections completed	3808	3295	↑16%
Number of CCCs issued	255	258	↓1%
Number of enquiries about building control functions	992	1264	↓22%

Six (6) email updates to the building industry have been sent YTD, topics in these updates included the adoption of Horowhenua specific liquefaction guidance, new building code requirements relating to insulation, MBIE consultation on changes to the building code and building consenting systems, changes to processes and the provisions of services over the holiday period.

The next accreditation re-assessment for the Building Consent Authority (BCA) has been confirmed as being from 17-21 April 2023. Preparation for this assessment is being prioritised and will include the implementation of several planned process improvements.

Building team resourcing remains challenging however the decline in consenting demand should assist in rebalancing the demand and supply equation.

### Resource Consenting

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

	YTD to 31 December 2022	YTD to 31 December 2021	Trend
Number of resource consent applications lodged	160	199	↓20%
Number of subdivisions consents approved	94	100	↓6%
Number of land use consents approved	49	54	↓9%
Number of new allotments created at 223 stage	97	126	↓23%

Number of new allotments created at 224 stage	90	139	↓35%
Number of enquiries about resource consenting activity	652	992	↓34%

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

One resource consent application for a Streamlined Housing activity has been received this financial year and has been approved. Several pre-application meetings have been held for streamlined housing projects this financial year. Three building consents have been approved for one of the two Streamlined Housing consents issued in the previous financial year. Securing Resource Consent Planners in the market remains challenging which has the effect of shifting costs towards the external consulting base.

## What we are Delivering

### Compliance

Between 4 November 2022 and 11 January 2023 Council received 297 noise complaints that were responded to by our contractor. This is an increase in complaints from the previous six weeks of 37.4%. (Outstanding Environment Community Outcome | We ensure our built environment supports the wellbeing of our people)

In December 2022 decisions were made regarding the earthquake-prone status of 51 buildings in Horowhenua. Earthquake-prone building notices (EPB Notices) were issued to building owners where the building was determined earthquake-prone, informing them of the deadline for owners to complete remedial work (owners of these buildings have 15 years from the EPB Notice date). (Outstanding Environment Community Outcome | We ensure our built environment supports the wellbeing of our people)

The Horowhenua Taste Trail held in November 2022 provided the opportunity for the team to assist with alcohol licensing requirements for the event. Three special licence applications were processed and issued for the event where both food and alcohol was sold. (Vibrant Economy Community Outcome | We are business friendly)

The team processed and issued the permit to operate an amusement device for the Miniature Train and the Levin Adventure Park. The permit extends through to 30 April 2023. (Strong Communities Community Outcome | We help create facilities and places where people of all ages and backgrounds feel included, safe and connected)

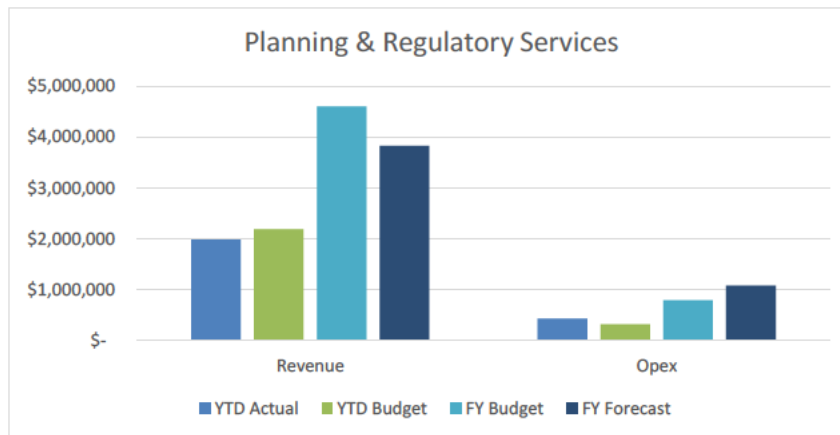
There were 44 residential swimming pool barriers inspected between 4 November 2022 and 11 January 2023. Pool barriers are inspected to ensure they meet the building code requirements for restricting unsupervised children under 5 years old from accessing the pool. (Outstanding Environment Community Outcome | We ensure our built environment supports the wellbeing of our people)

### Issues or risks

Staff resourcing has recently become a challenge for the Compliance team, with the RMA Monitoring and Compliance role becoming vacant on 4 January 2023. Recruitment is currently underway to fill this role.

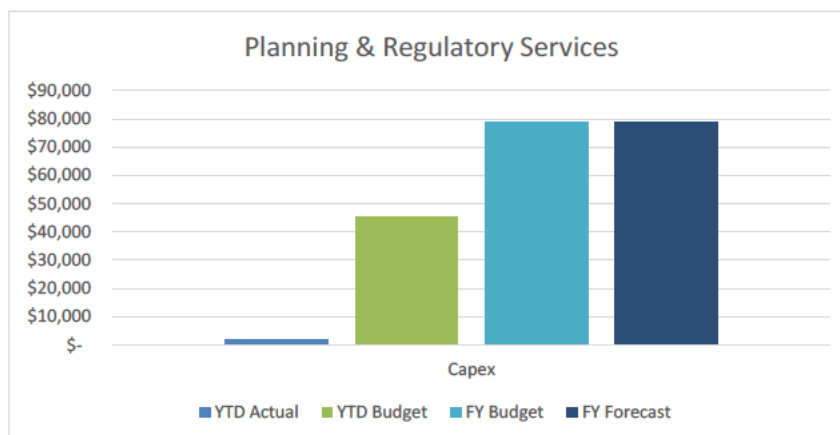
The team is struggling to meet statutory timeframes relating to the processing of resource and building consents with current levels of staff and contractors. Recruitment is ongoing and additional contractors are being engaged where possible.

## Financial



## Income

The additional income is due to dog registrations coming in earlier than in the budget (\$479k). This is offset by lower Resource Consent fees (\$112k) and Building consent fees (\$210k) due to lower activity.



## Capex

Mobile parking devices (\$18k) are planned to be purchased shortly. The projects for the Dog pound facility refurb investigation work (\$26k) have not yet started due to resourcing. The Animal control body work video camera replacements (\$26k) will be purchased by the end of the year.

## Community Support

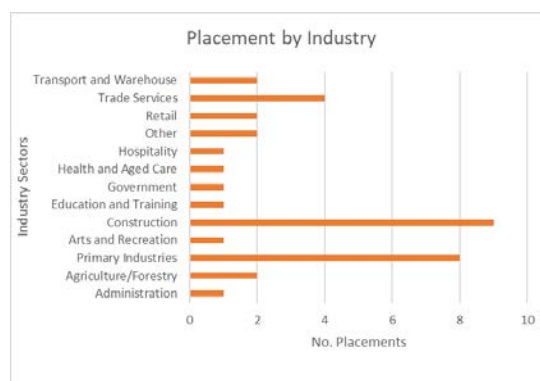
The Community Support Group of Activities is made up of a number of sub-activities which aim to provide for the Community's social and economic wellbeing. These Activities are:

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

### General Update

#### MTFJ (Mayors Taskforce for Jobs) - Community Resilience Programme

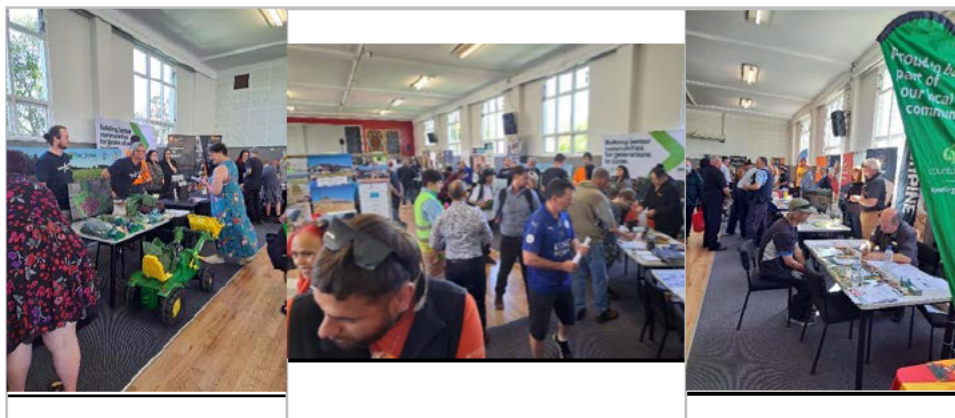
So far in the 2022/2023 financial year we have had 115 people register with the MTFJ programme and successfully enabled 35 employment placements, of that 22 were placed in the last 6 weeks. Which is 70% of our target, fantastic work by our MTFJ coordinators.



#### 2022 Levin Job Expo

Council MTFJ Coordinators collaborated with MSD, Get-Go, Iwi, local social service providers to deliver a Levin Job Expo (Let's Get Working). Held in November 2022 the Expo attracted 600 jobseekers, with 49 employers and training providers with job vacancies or training opportunities.

The purpose of the Expo was to match job seekers with employers who have current job vacancies, if a job seeker was interested, an application could be completed on the spot. Feedback from employers was extremely positive, with the majority saying they met suitable candidates to fill their vacancies.



### Forklift Course

Several employers at the Job Expo spoke to the MTFJ Coordinators about skills and training that would make young people more work ready in their businesses; one of the common skills for building suppliers and warehousing was for candidates to hold a forklift license. With no courses currently offered locally, we have partnered with a lower North Island provider to deliver the forklift course using local machinery from Farmlands Levin. The course was fully subscribed with 11 young people achieving an F endorsement on their drivers' license.



In early October 2022 MTFJ Coordinators supported a 35-year-old, who had lost their job during Covid, to start their own bricklaying business. The MTFJ team offered start up advice, tools, equipment and connected them to MSD wage subsidies which has enabled the business to employ 1 full time employee, 1 part time employee and 1 casual labourer.

### Welcoming Communities

Red Cross continues to resettle new families from Columbia which has been going well, with 5 families (18 individuals) settled in the last 3 months. Red Cross and the health care team have asked for support from a HDC Community Development Advisor to find volunteer and employment opportunities for the Colombian families. We have arranged for volunteer positions at the Adult Day Care Centre, and the MTFJ team have organised a seasonal fruit picking job at a Ōtaki orchard.



Columbian Community Statistics:

AGE	NUMBERS
65 plus	2
24 - 65	8
12 - 24	5
5 - 12	2
0-5	1

## **What we are Delivering**

### Community Development

12 outstanding young people were awarded Youth Excellence Scholarships and were proudly recognised at the 2022 Civic Awards evening. The Council's Funding and Recognition Committee assessed 31 applications across 4 categories – Arts & Culture, Sports, Community Service and Academia. They were really impressed with the high calibre of applicants. The Civic Awards evening which was planned and delivered by officers was hugely successful with attendees and recipients giving positive feedback of the evening.

**(Strong Communities Strategy, Celebrate our people and Horowhenua's community-led initiatives, Celebrate significant voluntary community contributions) (Strong Communities Strategy, Facilitate and enable community-led development, Enable youth development)**



The Shannon Community Development Trust is a trust external to Council which provides funding assistance to the residents of the Shannon township for Community Development initiatives, educational purposes, and for the alleviation of hardship. The trust consists of four Shannon residents and one Council Elected Member, who oversee the management of funds that were derived from the sale of community assets. Council provides financial and secretarial support to the trust as well as facilitation of the grant application and allocation process.

In December the Shannon Community Development Trust allocated \$9000 to the 3 eligible applications that were submitted.

Applicant	Project	Amount Requested	Amount Allocated
Buckley Golf Club Inc	Repair Golf Club Veranda	\$5000.00	\$4000.00
Hapai Te Hapori	Shannon Community Innovation Navigator	\$5000.00	\$3000.00
Shannon Christian Foodbank	Purchase of Food and Supplies	\$2000.00	\$2000.00

The Trust decided to have one funding intake per calendar year as it was agreed there is not the demand to have two funding rounds. **(Strong Communities Strategy. Continue to offer contestable and contracted services funding. Measure what matters and focus on outcomes)**

A Memorandum of Understanding (MoU) that amalgamated two crime cameras services was signed in December 2022 between Waitāre Beach Progressive & Ratepayers Association Incorporated (WBPR), Horowhenua Community Camera Trust (HCCT), Levin Police, and Horowhenua District Council.

The MoU seeks to ensure we have:

- Improved cameras and police searches, with community reporting of results.
- Promotion of requirements for security camera infrastructure in housing developments.
- Expansion of innovative security camera coverage in Waitāre Beach during a time of growth.
- Long range planning of whole district camera coverage.

A direct benefit is that Police will now have more accessible, quicker and geographically broader access to surveillance cameras to help with their investigations.

Council supported the group with advice and supported the relationship between the parties. This collaboration will mean an improved safety service for the community enabled by Council's contracted services funding. Council hosted an event to endorse the MOU, celebrate the organisations collaboration and acknowledge the valuable service the crime cameras provide. Several community safety organisations were in attendance having the opportunity to network together. A media release was prepared on behalf of the organisations and distributed through Council media channels.

**(Strong Communities Strategy. Facilitate and enable community-led development. Address barriers to resident and community-led development)(Strong Communities Strategy. Continue to offer contestable and contracted services funding. Measure what matters and focus on outcomes)**

**(Strong Communities Strategy. Celebrate our people and Horowhenua's community-led initiatives. Highlight community initiatives in our internal and external communications)**

November and December 2022 were busy months with a several community-led events that Council supported with resources, funding, organisation, event delivery and connecting organisations to the activity:

- Shannon Neighbour Christmas Party is a free community event, organised by the Shannon Kai Hub and Shannon Progressive Association. Approximately 150 locals attended. As part of the celebrations the community were asked what was important to them with the answers placed on baubles in one of the park trees. The information will be collated, reviewed and

then some actions set. The group are intending to have a follow up community event in April 2023. Horowhenua Neighbourhood Support attended and signed up 19 new members.



- Community Christmas in the Park is a completely free community event led by Encounter Church, funded by donations, **sponsorship and Council's Vibrant Communities Grant**. The event continued despite rainy weather with 180 people joining the celebration.
- **December's Avenue of Trees led by Harvey Bowler was installed at Memorial Hall with 60** trees decorated by community groups and businesses. Approximately 3000 attended the festive event over 4 evenings with food and financial donations being raised for several local foodbanks. Council provided the venue free of charge. Strong Communities. Foster an environment that promotes a vibrant community. Create a community where people are proud to live. Strong Communities. Support community-led placemaking, Work with communities to develop community-led placemaking projects.
- **Taitoko Vibes recommenced in November 2022. Led by Muaūpoko Tribal Authority** in collaboration with Council, Youth Service organisations and OnBoard Skate Inc. the event was initially a youth focused initiative aimed at reducing disruptive behaviours in the Levin Town Centre by providing a range of active play activities based at the Levin Skate park. The weekly event proved extremely popular with 150 attending. The organising group have decided to extend the event to be delivered fortnightly in several parks throughout the district over the 2022/2023 summer period and will be renamed Horowhenua Vibes. Funding is provided by **Council's Community Development Grant and Sport Manawātū**. Strong Communities. Support community-led placemaking, Work with communities to develop community-led placemaking projects, identify areas within our community where placemaking will make a difference

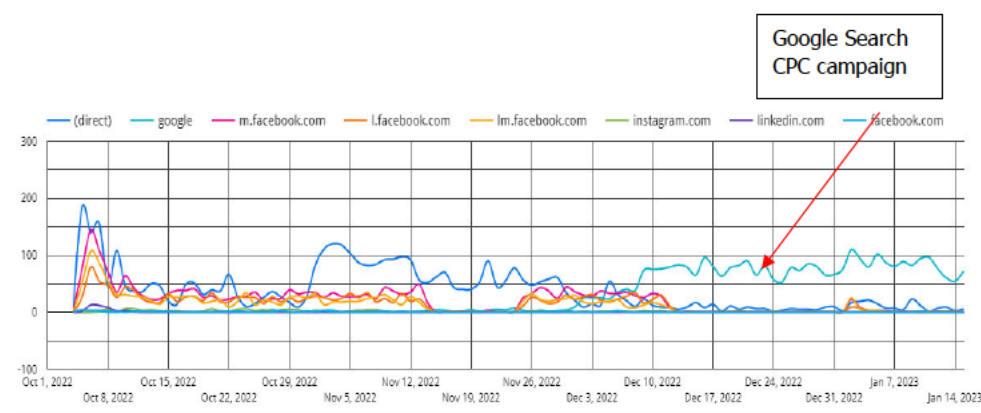
## Destination Management

Horowhenua NZ brand continues to gain traction, with the website seeing positive engagement with the implementation of the Google Search CPC campaign (this campaign ensures that when internet users are searching key terms related to tourism in Horowhenua, that our adverts are displayed first on the page, meaning we get increased clicks through to site and users get an improved user experience).

Horowhenuanz.co.nz has been live since 5 October 2022. Analytics are as at 16 January 2023:

- 27,448 page views,
- 13,134 sessions on site
- 11,200 new visitors
- Driven 1,138 referrals to local businesses. 270 of those to accommodation providers and 1,070 to local food and beverage businesses

Traffic sources to site:



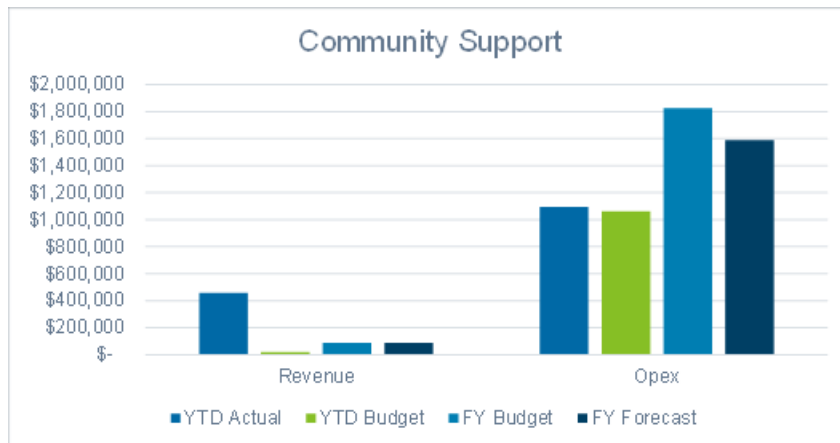
Successfully secured \$350,000 for Events and Destination Management from Central Governments Better Off Funding package (The funding supports local government transition through the three waters reforms and is intended for Councils to invest in the future for local government, urban development and the wellbeing of communities)

Project	Budget	Work	Community Outcome
Events and Destination Management	\$350,000.00	<ul style="list-style-type: none"> <li>• Resource to establish a governance structure for Explore Horowhenua;</li> <li>• Creation of business plan, tourism strategy and event toolkit;</li> <li>• Establishment of contestable major events fund;</li> <li>• Facilitation of website, marketing and media strategies.</li> </ul>	Strong Communities; Vibrant Economy; Partnership with Tangata Whenua

### Issues or risks

Nil

### Financial

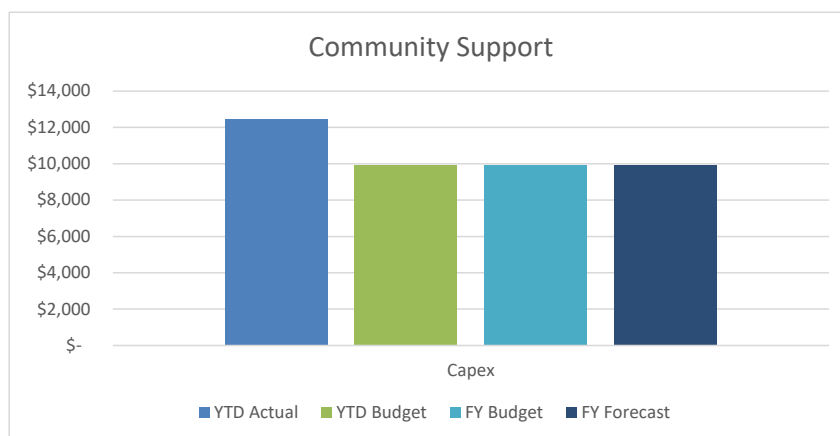


#### Income

Additional revenue is due to receiving grant funding for Mayoral Taskforce for Jobs (MTFJ) (\$390K). This funding is provided by Local Government NZ and is expected to be \$450,000. In addition Council receives \$50,000 from the MBIE Welcoming Communities Programme which partially funds the Community Development Welcoming Communities Advisor role in the team.

#### Expenditure

\$183k reduction in grants paid due to budget not reflecting actual grants to be given.



## Community Infrastructure

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

Reserves and Beautification | Urban cleansing | Public Halls | Public Toilets | Sports Grounds | Cemeteries

### General Update

#### External Funding

Funding of \$160,000 has been received from the Tourism Infrastructure Fund (TIF), to be used to develop a Freedom Camping Bylaw and employ a fixed term camping ambassador as an educational liaison point for Freedom Campers and beach users (Foxton Beach and other dune systems).

Officers were also successful in achieving funding for a range of projects via Governments Better Off Funding package. The funding supports local government transition through the three waters reforms and is intended for Councils to invest in the future for local government, urban development and the wellbeing of communities. Some of the projects that were successful in the bidding include those below -

Project	Budget	Work	Community Outcome
Manakau Domain Improvements	\$400,000.00	Manakau Domain improvements	Fit for Purpose Infrastructure; Strong Communities
Lake Punahau Development Plan:	\$80,000.00	Lake Punahau Development initiative, to create a development plan in partnership with iwi/Māori.	Vibrant Economy; Outstanding Environment; Fit for Purpose Infrastructure; Partnership with Tangata Whenua; Strong Communities
Te Maire Park Development	\$500,000.00	Undertake physical works to improve access through the park and set out new recreational areas.	Outstanding Environment; Fit for Purpose Infrastructure; Partnership with Tangata Whenua; Strong Communities
Foxton Courthouse	\$80,000	To produce a redevelopment plan for the courthouse.	Fit for Purpose Infrastructure; Strong Communities

### What we are Delivering

#### The Trig and Grey Bush Track



Notification from Kohitere Forest owner/operator of intention to begin logging in January 2023 has been received which will result in closure of the existing Trig walkway (the logging operation will take 18 months). The owner/operator has provided an alternative walkway known as the Grey Brush Track to maintain public access to the Trig. Officers walked the new track and identified some minor improvements to improve customer experience; these works have been completed by the Forest operator. Officers are maintaining close contact with the Forest Operator throughout the period of works. **(Vibrant Economy, we are business friendly; Strong Communities, we build collaborative relationships with service providers to help enable all of our people to live positive and healthy lifestyles)**

#### Grey Bush Track



#### Waitārere Beach Surf Club

The Waitārere Beach Surf Club earthworks have been completed. There was a very successful planting day held on 17 December 2022. The next step is the extension of the utilities and services to the new building site which will commence in January 2023 prior to foundations and precast panels being installed. **(Long Term Plan major capital expenditure projects, Waitārere Beach Surf Life Club design and build).**



Officers are seeking expressions of interest to design the proposed new Waikawa Beach access. This project will include significant consultation with the community and will require a resource consent from Horizons Regional Council prior to any physical works. Two providers have returned prices thus far and Officers are waiting on a third. This work arose from the 21-41 LTP and recognises whilst the beach community at Waikawa Beach is keen to retain vehicular access to the beach there is a balance between facilitating access and protecting/preserving the natural environment at Waikawa Beach. (Strong Communities Strategy – Support Community-led place making – Work with communities to develop community led placemaking projects, Strong Communities Community Outcome, we take an inclusive approach and encourage our people to participate in local decision making)

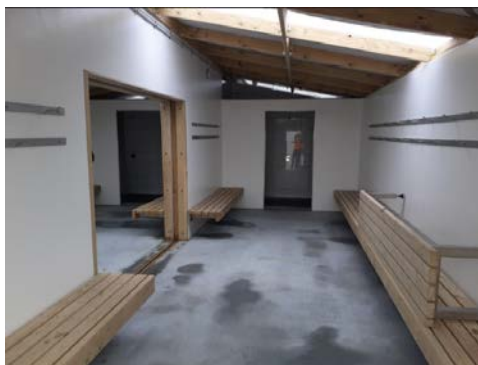
The long-awaited toilet block at Hank Edwards Reserve in Waikawa Beach has been completed and was opened with a community event on Saturday 17 December 2022. The completely rebuilt toilet has been improved with the addition of a BBQ, picnic table, and other furniture. The community was engaged at all stages of the design and build. The work was necessary because of a number of structural issues relating to wall and roof joists, and it was completed as part of the major toilet renewals funding. (Strong Communities Strategy - Support Community-led place making – Work with communities to develop community led placemaking projects. Fit for Purpose Infrastructure Community Outcome -we develop and maintain facilities and infrastructure to meet the needs of current and future generations)

#### **Hank Edwards Toilet Block Nearing Completion**



The new ablution block at Playford Park has received its code compliance certificate (CCC) and is actively being used by park users. (Annual plan key project, Improvements to Playford Park Improvements)

#### **Interior Playford Park New Ablution Block**





Planting has been completed at the front of the new toilet block in Jubilee Park. Plants selected will remain below 1m high maintaining clear site lines to the block in line with CPTED guidelines. Improvements to the toilet block were completed as part of dual project between Parks and Property and Aquatics with the new building housing the plant room for the splashpad. The splashpad opened prior to Christmas and has received positive feedback as has the toilet block, from users and neighbours. (Annual Plan Key Project Jubilee Park splashpad)

**Toilet block Jubilee Park planting**



Splashpad in use



The Wairarawa Stream has been recut under P&P's existing resource consent. The cut was necessary to straighten the stream which had diverted significantly to the south and was in danger of undercutting the beach access from Waitāre Beach Road. Work was completed in mid-December 2022 to facilitate use of the beach during the holiday period. (Fit for Purpose Infrastructure Community Outcome, our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards; Strong Communities Community Outcome, we help create facilities and places where people of all ages and backgrounds feel included, safe and connected)

Wairarawa Stream Cut



### Community Engagement

There is high interest in Prouse Bush Reserve from a range of groups (DoC, local residents, and Forest and Bird). Prouse Bush working project stated last year with the first Prouse Bush Management Committee on the 30th of November and the next meeting attentively booked for some time in February with a recurrence of every 3 months. Given the Reserve is amidst an industrial area there are good opportunities to undertake improvements in coordination with other groups to develop a good resource for workers on the estate. Discussions concerning improvements are ongoing. (Outstanding Environment Community Outcome, we protect the important natural features in our district and we ensure our built environment supports the wellbeing of our people; Fit for Purpose Infrastructure Community Outcome, our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards)

Officers are continuing with beach resiliency plantings having planted Spinifex at Waikawa Beach with Spinifex along the access across the Miritana Block and southern walkway on Saturday 26 November 2022. Officers generally plant something in the region of 20,000 Spinifex plants on its beaches through public planting days. This work is completed as part of its coastal resiliency work. (Strong Communities Strategy- Foster an environment that promotes a vibrant community - Encourage increased community participation (individually and collectively) in community-led development activities Outstanding Environment Community Outcome, we protect the important natural features in our district and we ensure our built environment supports the wellbeing of our people; Fit for Purpose Infrastructure Community Outcome, our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards)

Working bee at Foxton Beach on 24 November 2022 for coastal wattle clearance with the 4 x 4 Club. This was very successful, with a lot of good weed control achieved; approximately 15 people attended. The majority were from the four wheeled drive clubs that utilise the McKenzie Trail. Event was from 8.30am to 12.45pm. (Outstanding Environment Community Outcome, we protect the important natural features in our district and we ensure our built environment

supports the wellbeing of our people; Fit for Purpose Infrastructure Community Outcome, our community facilities and infrastructure are resilient, helping us to respond to climate change and natural hazards)

#### 4 x 4 Wattle control Foxton Beach



Muhunua Road West beach walkway – meeting with the community to discuss outcome of land survey. **There are still some difficult areas outside the Council boundary following the community's** installation of the pathway. These will require resolution prior to opening the pathway formally to the public. The current approach is to return to trying to negotiate an easement/access arrangement with the adjacent landowners over whose land the path crosses. (Strong Communities Strategy – support community-led placemaking - Work with communities to develop community-led placemaking projects. Strong Communities Outcome, we build collaborative relationships with service providers to help enable all of our people to live positive and healthy lifestyles)

#### Issues or risks

The current grounds maintenance contract is in its last year and there is a need to engage a provider to continue to deliver the Community Infrastructure activity.

Growth and new subdivisions are leading to an ever-increasing community facilities portfolio which is **impacting on Council's ability to continue to deliver the current Levels of Service without additional** funding. Most impacted sub-activities are -

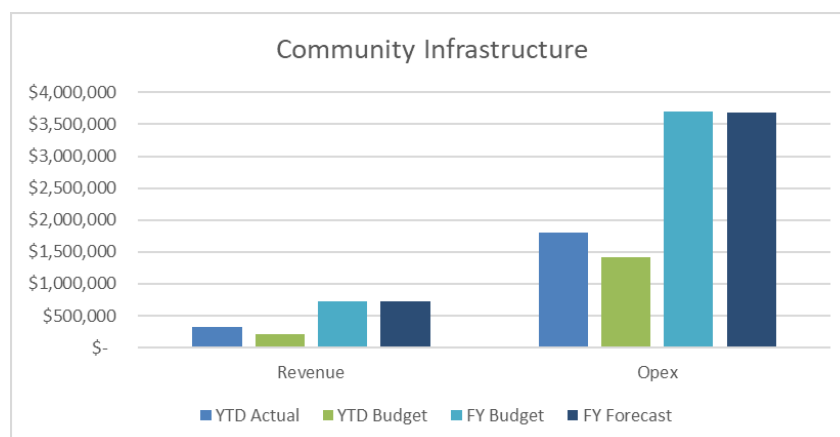
- Beautification – developers are continuing to develop sub-divisions with rain gardens, swales, and berms to manage stormwater runoff, and are continuing to plant sub-divisions with other landscape features (trees, berms etc.) to improve the aesthetic of that subdivision for sale. Once the developer moves off-site these new landscape improvements often vest in Council increasing maintenance costs, reducing operational efficiencies, and in the context of cul-de-sacs and access roads, providing little public good, given such developments generally serve, and are utilised primarily by the immediate residents.
- Reserves – a number of larger subdivisions are incorporating large public open spaces for the management of stormwater, and in order to deliver local access to recreational and leisure space. **Whilst this is desirable in terms of 'liveability' in terms of** the urban residential zone it is less necessary in Greenbelt and rural areas unless those Reserves become public destinations in themselves. Clearly new reserves require an appropriate level of funding for maintenance purposes.
- Sportsgrounds – as the population grows additional pressure is being placed on sportsgrounds to manage an increasing user profile. There will also be challenges in relation to

the types of sports facilities required. Currently Council has no public provision for indoor sports such as table-tennis, badminton, volleyball or basketball. Though demand is met to some extent by other local providers. It is likely given a changing demographic that demand will increase for indoor facilities.

- Urban Cleansing – this sub-activity includes **maintenance of the grass berms on Council's** roading network, and its urban weed-spraying programme. As more roading is vested in Council arising from sub-divisions the portfolio is increasing. There is likely to be a significant uptick in the need for maintenance **should Ō2NL be built and the existing State Highway vested in Council.**

The Lottery Community Facilities Fund Committee considered **HDCs request for a grant for Waitārere Beach Scurf Club design and build** at its meeting on 14 December 2022. The merits of the project were assessed alongside the priorities of the Fund, the Committee's preferences and the funds available. In this instance the Committee declined the request because it did not align as well with **this Committee's priorities and funding criteria** as other requests considered at this meeting. The Committee experienced significant pressure on funds. It had \$13,510,457 to distribute and considered 117 requests totalling \$36,485,696 for this funding round. This leaves an approx. \$500k funding gap additional to the 120k shortfall due to the inclusion of the lift. In Jan 2023 HDC will be following up with Lottery Community Facilities Fund Committee to **understand how better alignment with the criteria can be shown, understand if it's worth applying for** the next funding round and query if there are any other appropriate funding options.

## Financial



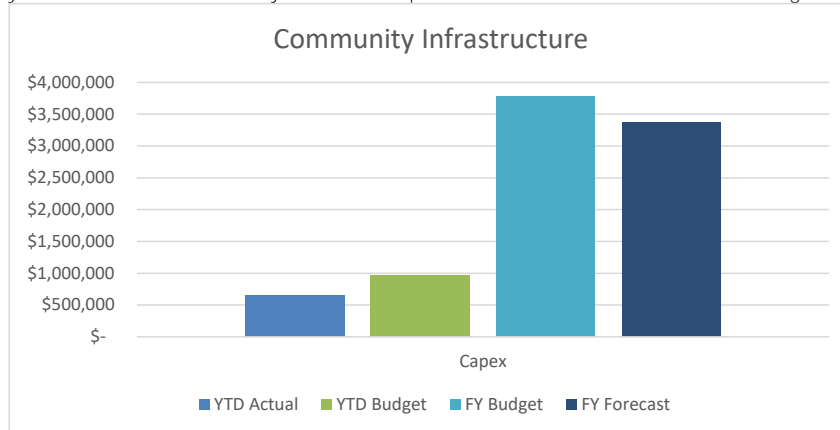
### Income

Income is currently above budget due to O2NL Consultancy Cost Recovery funding.

### Capex

The lower YTD expenditure(\$314k) is due to timing. The forecast full year spend is less than budget due to projects like the Donnelly Park Netball Courts Resurfacing (\$400k) not expected to start this

year and Public Toilets – Major Renewals spend forecast to be \$270k less than budgeted.



## Land Transport

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

### General Update

#### Resurfacing



#### Pohutukawa Drive Reseal Site

Due to inclement weather through November and December, we were not able to make significant progress on our resurfacing programme. We managed to get ahead of schedule in October, so we are still on track to complete our full programme by early February.

#### Footpath Renewals and Improvements





Currently our contractors are close to completing a 700m footpath renewal on Wilton Street in Levin. We will also be building new footpaths in Tokomaru, Shannon and Foxton Beach, targeting areas where there is no footpath on either side of the road at all, or putting footpaths on both sides where there is heavier demand.

#### Drainage Work

We've completed a drainage improvement project in Waitārere Beach, which has fixed a longstanding ponding issue at Windsor St, Park St and Rua Ave.



We've also cleaned out and improved roadside drains on Mangahao Road, where the roadside drains were contributing to ponding issues for the road and for the local farms.



#### Road Improvements and Renewals

Our road rehabilitation and improvements programmes are on track for completion; however, progress was slow with weather in November and December. Tane Road Rehabilitation was completed, and the remaining sites are on track to be completed over the next 4 months.

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

#### What we are Delivering

Gladstone Road Realignment



Gladstone Road Realignment is now practically complete, the entire site has been sealed and both bridges are up and operational. The only remaining work is to finish the traffic signs, guard rail, fencing and linemarking. (Annual Plan key projects – Gladstone Rd Realignment)

Horowhenua Transport Network Improvement Programme Business Case (PBC)  
**We've been progressing the strategic case throughout December, with a very productive workshop held on the 13th of December, attended by key HDC, Horizons and Waka Kotahi Staff. This time slot didn't work for mana whenua, so we will be reaching out and setting up meetings to cover off the workshops outputs and get input from Iwi and Hapu on the strategic direction of improvements to our transport network.**

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

This PBC will deliver the case for funding a significant programme of works. This approach is a requirement of acquire capital funding through the National Land Transport Fund. The PBC will need to be completed by April 2023 in order for these projects to be included into the 2024-27 Land Transport Programme. The PBC will be developed with assistance from external consultants but will require input from key stakeholders and Elected Members. Blue print Action 10 - Keep the district moving Undertake **planning and design work regarding to Ō2NL, based on the** strategic objectives for the district related to the connectivity, logistics related employment and presentation to travellers from the south. Focus on the locations of interchanges and crossings, as well as how changes to the movement network influence how easy the district is accessed and perceived. Accompany this with strategy for 'gateways' into the district and its towns

#### Walking and Cycling Strategy

We have rescheduled engagement of the Walking and Cycling Strategy until July next year, due to internal resourcing commitments, as well as a desire to not overwhelm our community with engagement while the Long Term Plan Amendment is underway.



As part of the 21-24 Long Term Plan, Council committed to replacing our current Shared Pathways Strategy (2015) with an up to date and fit for purpose Walking and Cycling Strategy. The Strategy will be developed with input from elected members, key stakeholders and Iwi partners and input from the wider community through targeted and open consultation.

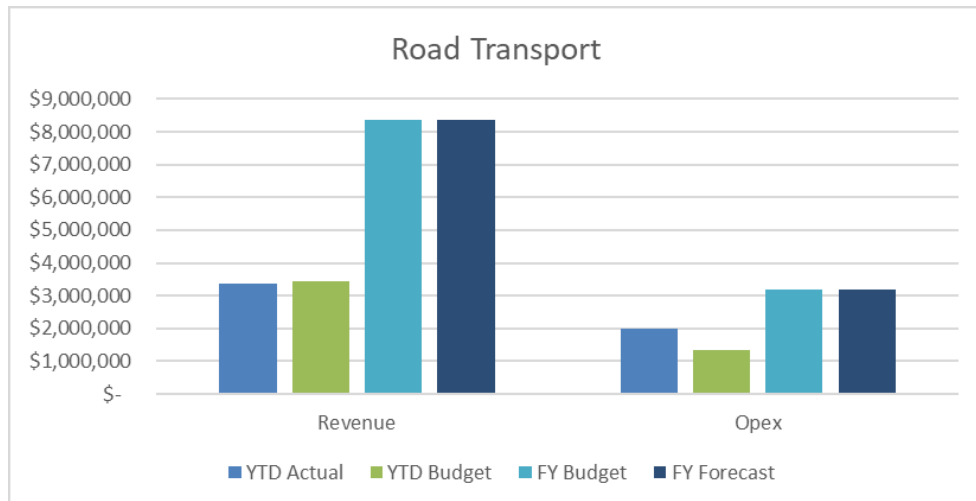
Alongside this strategy we will be delivering an Implementation Plan to ensure improvements to our walking and cycling network are prioritised and delivered at pace.

We are working on a physical works programme to improve cycling provisions in the district in the intervening time, including cycle lane markings, cyclist warning signs and also the Horowhenua Transport Choices Project, which will deliver safe walking and cycling facilities for two key arterial walking and cycling routes in Levin. Blueprint Action 10 - Keep the district moving Implement the Active Transport Strategy to form a connected network of shared paths and cycleways. Place specific focus on the Shared Pathway network and the Town Spine in Levin; the Mountains to the Sea corridors; any missing link; connectivity to key community facilities; and routes attractive to tourism

### Issues or risks

Nil

### **Financial**

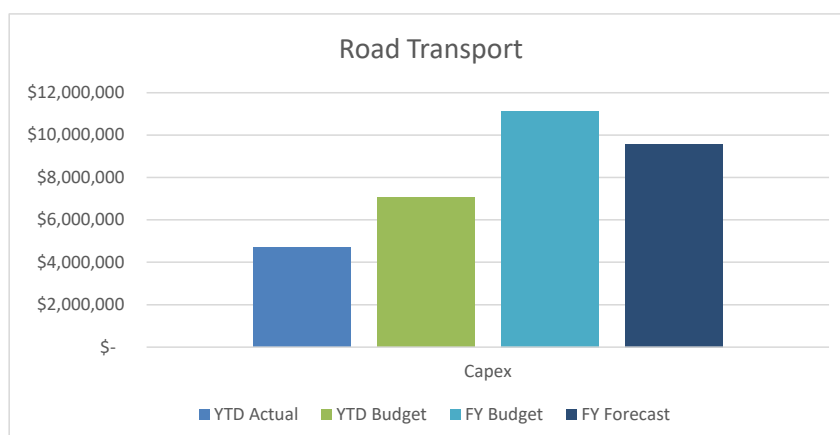


### **Expenditure**

YTD expenditure is exceeding YTD operational budgets as there is \$684k worth of capital that has been classified as operational spend. This will be corrected for next month's report.

### **Capex**

The variation in YTD Actual and YTD budget relates to the timing of budgeted expenditure which is further impacted by the misclassification of capital noted above.



## Solid Waste Management

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

### General Update

A programme of work is being developed to determine Council's future direction on waste, and the associated timeline, budgets, resources and risks. **This includes revision of Council's Waste Management and Minimisation Plan**, decisions on future services to be budgeted for within the 2024 Long Term Plan, the decision on the future of the Levin Landfill (including closure) as part of the 2021-2041 LTP amendment, and the selection of the Best Practicable Option (BPO) for the remediation of leachate impacts from the Old Dump. A funding commitment for the BPO next steps was made at Council meeting on 14 December 2022.

A new Solid Waste Environmental Advisor started at the end of 2022. Great timing for support in this space.

Some positive feedback and trust is being developed with Project Management Group and Neighbourhood Liaison Group. Further work has commenced to start engaging with landowners downstream of Landfill. It remains challenging to develop trust and focus on practical next steps whilst there is still uncertainty around the future of Levin Landfill.

Recycling assistance was provided for the Horowhenua Taste Trail in November.

### What we are Delivering

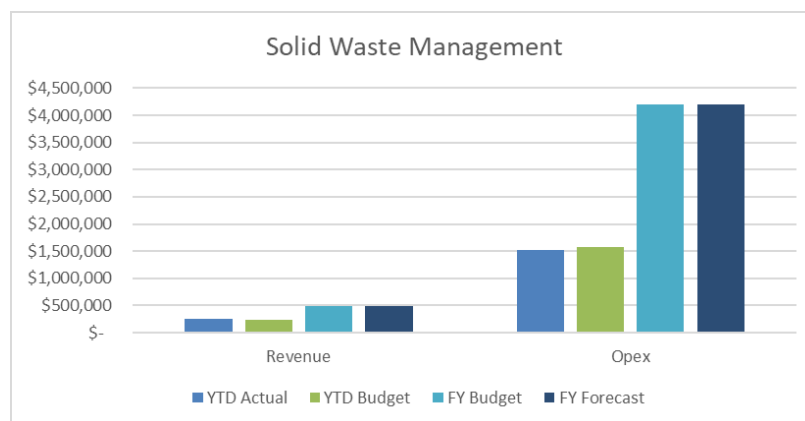
The team has monitored landfill flare operation and leachate collection systems over the holiday period. This year has got off to a busy start with bore sampling, odour assessments, planning for track improvements/vegetation management and archaeological site assessments ahead of potential tree production thinning. (Annual Plan key projects, solid waste - Old Levin landfill leachate remedial projects).

Meetings with Contractors have also been undertaken for survey and scope extent of old dump capping and separately tree removal for borehole physical investigation works. (Annual Plan key projects: solid waste - Levin landfill capping).

### Issues or risks

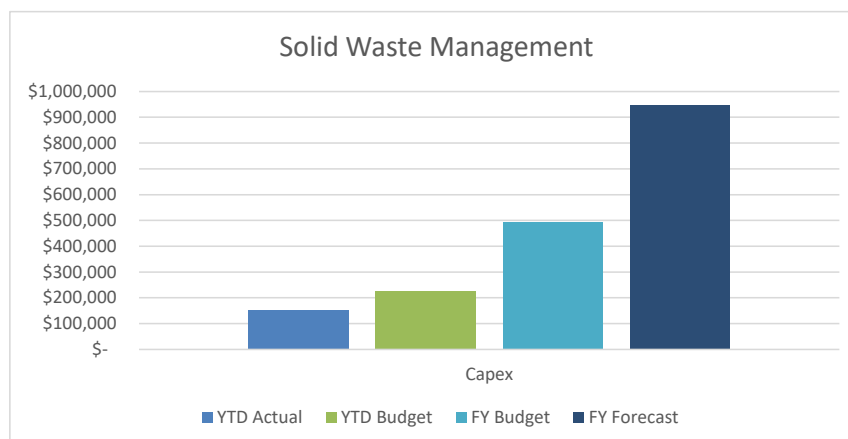
To prevent excess leachate generation and uncontrolled methane escaping from the buried waste planning is underway for summer maintenance on the new landfill temporary capping. A meeting took place with Engineer to Contract and Contractor on 12 Jan to assess winter damage to the temporary capping slope and plan remedial works. This work is required to get us through another winter period until a decision on the future of Levin Landfill is made. The option to complete the permanent cap this summer is being investigated and provides a number of benefits in the long term to manage resilience and compliance risks regardless of the landfill closure decision. Note: Capping refers to the use of clay material that is of a required thickness and compaction used to create a weather proof surface for the buried waste. Weather proofing is necessary to prevent water from percolating through the waste and creating leachate that would if not controlled flow into the surrounding environment.

### Financial



### Capex

The variance in YTD expenditure relates to a delay in the commencement of landfill projects. The additional spending is for the additional work on leachate remedial work and for additional spending on capping.



## Wastewater Treatment

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

### General Update

Kings Drive wastewater renewal procurement was approved, design and tender documents completed and will be tendered in 2023. A draft feasibility study has been sent to consultants for review and input for MacArthur Street Wastewater renewal project.

Services completed on wastewater standby generators. No major issues found. Service completed on Boiler #2 at Levin wastewater treatment plant. Levin wastewater treatment plant site fencing given the go ahead to be completed.

Tokomaru WWTP Upgrade – The proposed upgrade to the Tokomaru WWTP is currently in the optioneering phase where 3 treatment options have been shortlisted. Due to the high cost of a treatment plant upgrade another option is being considered which has been discussed with iwi and the community. The additional option being considered is transferring the wastewater from Tokomaru to Palmerston North Wastewater Treatment Plant which effectively removes the requirement for a treatment plant upgrade. Initial discussions are already in place with Palmerston North City Council. These options will be taken forward in due course for Council approval.

### What we are Delivering

Cambridge Street North sewer renewal was completed to MacArthur street in December. Cambridge St North Sewer replacement to incorporate upgrade of pumping main from Kennedy Drive wastewater pump station, work will be undertaken with the contractor to procure this section. (Annual Plan key projects, wastewater renewals and upgrades).

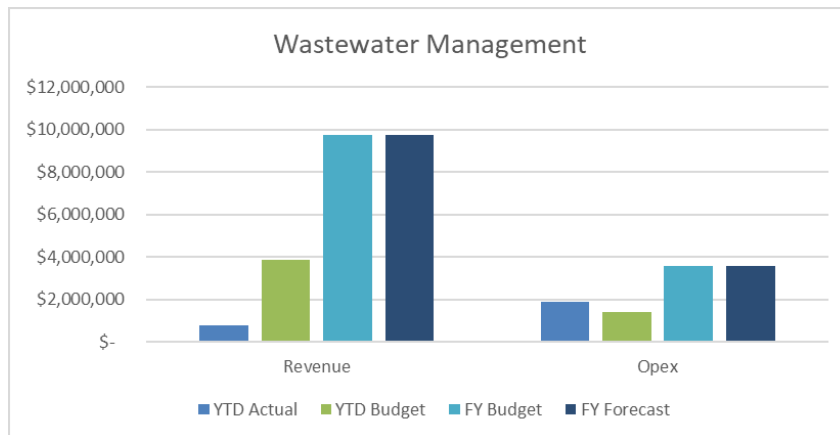
Kings Drive renewal upgrade procurement plan is completed. Pipes will upgrade to DN475mm. Target Tender January 2023. Target construct date February 2023. (Annual Plan key projects, wastewater renewals and upgrades).

Procurement for Stage two of the Tara-Ika wastewater and water renewal project has been approved and final planning underway. Pipes have been procured and procurement and planning with the contractor is to be finalised before commencing in 2023. Stage 1 Cambridge-Tararua wastewater main construction was completed in December with only the surfacing of the corner of Tararua Cambridge to occur Feb 2023. (Growth Strategy, Tara-Ika Master Plan).

### Issues or risks

Nil

## Financial



## Income

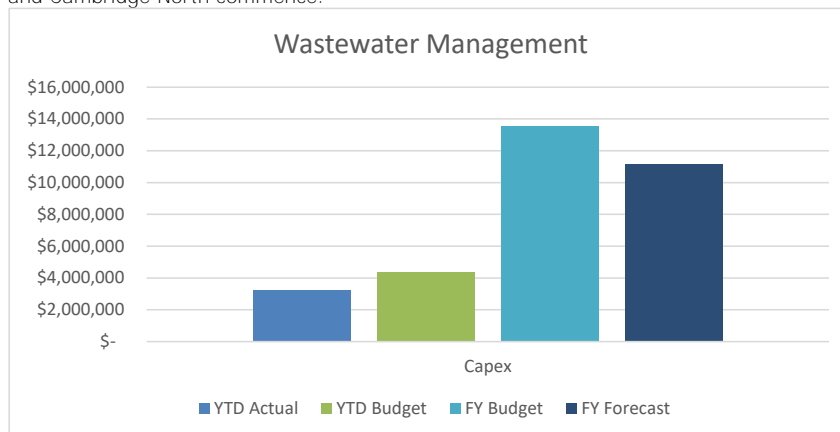
Income is less than anticipated as budgeted Government Capital Subsidies have not yet been received.

## Expenditure

YTD expenditure is over budget due to additional maintenance spending in response to flooding across the district and increased utilities costs.

## Capex

The YTD actuals are tracking low against the FY Budget, due to large project yet to start. Actuals will be expected to increase over in 2023 as projects such as Tararua Wastewater stage 2, Kings Drive and Cambridge North commence.



## Stormwater

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

### General Update

Contractors have completed repairs to a stormwater manhole in Hokio Beach that was built without a base; this resulted in stormwater run-off pouring into the manhole and then soaking into the ground, which caused sinkholes on the berm and on private property. Along with other remedial Stormwater work in Hokio Beach completed earlier in the year, we are confident that we have made a significant difference to the flooding issues which plagued the area during the winter.

Contractors removed a large amount of sand and debris from a pipe in Foxton Beach that was restricting flow and causing extensive flooding upstream.

Around 200 metres of drain was cleared on Nash Parade, Foxton Beach. This will allow far better flow of stormwater through the area and prevent upstream flooding.

Stormwater pumps at Stansell's Drain, Shannon have now been added to a maintenance schedule and have been lubricated. This has fixed the 'noise' these pumps were making, and this will now be carried out on a routine and scheduled basis.

Ongoing challenges at Waitāre Beach, the below photo was taken in early Jan on private property East of the southern forest and Wastewater treatment plant. Concerns we raised by residents and forest management about this being connected to the Arawhata wetland project or being contaminated with treated wastewater. Sampling and investigations were carried out to confirm this was a natural occurrence, not connected to Council.



### What we are Delivering

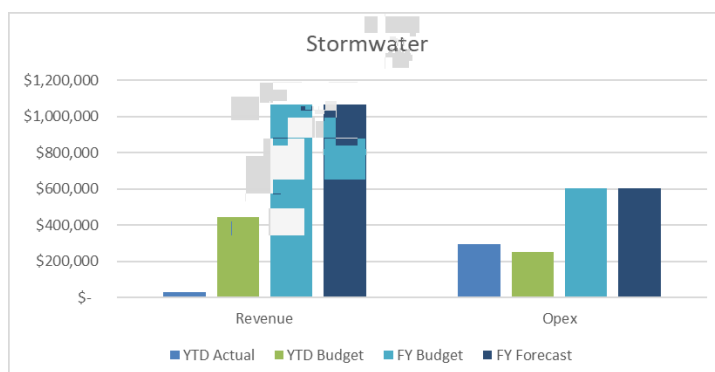
Northeast Levin Stormwater Scheme – Coley Pond inlet internal works recommenced at Coley Pond, following confirmation of the design with the consultant. Inlet headwalls are in place and shaping earthworks commenced. The north-west Roslyn Road headwall was installed before Christmas with the remaining road works to connect the main in road corridor planned for 2023. A plan for the completion of the pond has been developed with the contractor which considers constructability and maintenance. A planting plan is being developed and will be going to review by GHD and Iwi before

implementing. We are working with an ecologist around appropriate design of wetlands for planting, and planting of banks with native plants. Priority at this stage is procuring the plants for autumn and completing bulk earthworks before the start of April as per the Horizon consent conditions. (Long Term Plan major capital expenditure projects, Levin Northeast Stormwater drainage).

### Issues or risks

Nil

### Financial



### Income

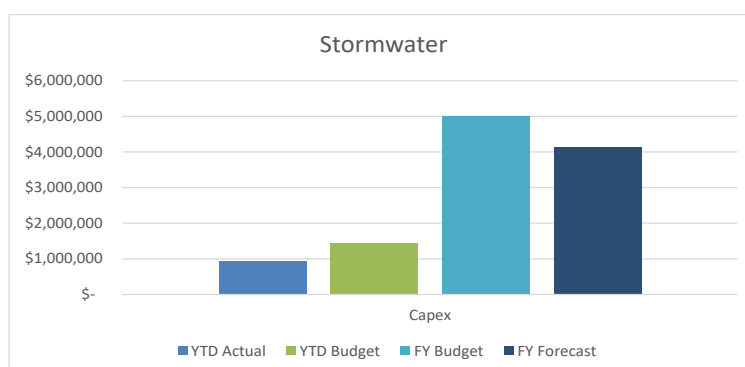
Income is less than anticipated as budgeted Government Capital Subsidies have not yet been received.

### Expenditure

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

### Capex

The lower spending is due to the Northeast Levin Stormwater Scheme – Coley Pond project, with significant components still to be completed. Actuals will be expected to increase over in 2023 as this project progresses.



## Water Supply

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

### General Update

Liverpool Street and Mangahao water renewals are planned to commence at the start of January.

Annual servicing of water supply standby generators completed. No major issues found.

Technology at Shannon Water Treatment Plant has been serviced.

### What we are Delivering

Liverpool Street – Water Renewal planned start date 9th January 2023 and planned completion date is 28 April 2023. Contract agreement has been signed, Potholing was completed 9 November 2022 and Project Signage has been installed. Contractor has confirmed pipe alignment for the Northern Side Rider Main under concrete footpath and Southern Side will move to berm and re-route to footpath due to two overhead power poles obstruction. (Fit for Purpose Infrastructure, we develop and maintain facilities and infrastructure to meet the needs of current and future generations).

Mangahao Road – Water Renewal planned start date is 9th January 2023 and planned completion date is 28 April 2023. A contract agreement has been signed, a Traffic Management Plan has been approved, potholing was started 22 November 2022 and alignment has been confirmed. Material use is confirmed as HDPE PN16 pipes by HDD method on proposed southern side. Materials are available have been confirmed by the supplier. (Fit for Purpose Infrastructure, we develop and maintain facilities and infrastructure to meet the needs of current and future generations).

### Issues or risks

Site meeting actioned has been arranged for 18 January regarding Tokomaru water treatment plant being non compliant during high turbidity in the river. The Water Treatment Plant is compliant in normal operations. A resolution here is urgent and will be reported back in next report.

Water restrictions put in place over holiday period for Foxton/Foxton Beach and in early January Levin/Ohau moved to level two restrictions.

A potential illegal connection was discovered at a commercial premises in Foxton. Investigation is currently underway.

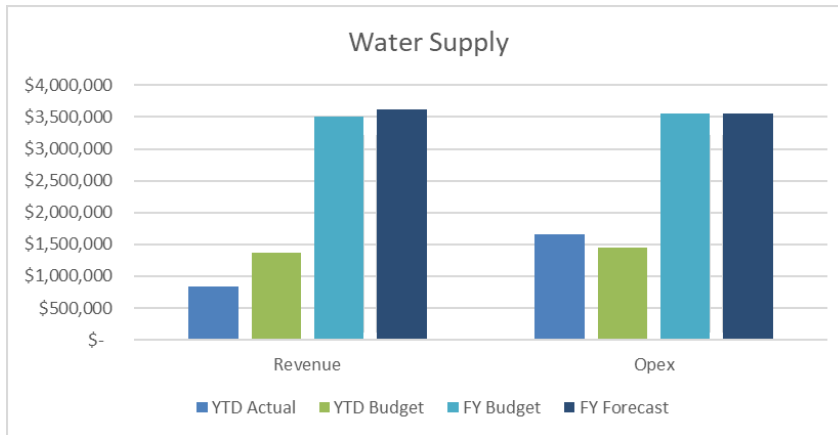
Following an issue with a hydrant at a Liverpool Street fire we are investigating an improvement process moving forward. The hydrant had been sealed over, which made it difficult for the firefighters to locate. The extra time taken to locate another hydrant could cause danger to lives and properties. Hydrants were previously exercised, tested and painted annually as part of the Horowhenua Alliance contract, however it appears that some areas may have been overlooked and possibly missed in previous years.

As part of the overall operational process review within the Alliance, we are working towards implementing standard operating procedures for operational tasks such as fire hydrant inspections and testing to ensure that any potential hydrant or valve that has been covered will be picked up in the annual programme. In addition to this a formal process for Council to inspect each reveal site



immediately before and after to check for services will also be implemented, not just relying on our contractors for this.  
In the meantime we will be investigating when the last fire hydrant inspections were completed.

**Financial**



### Income

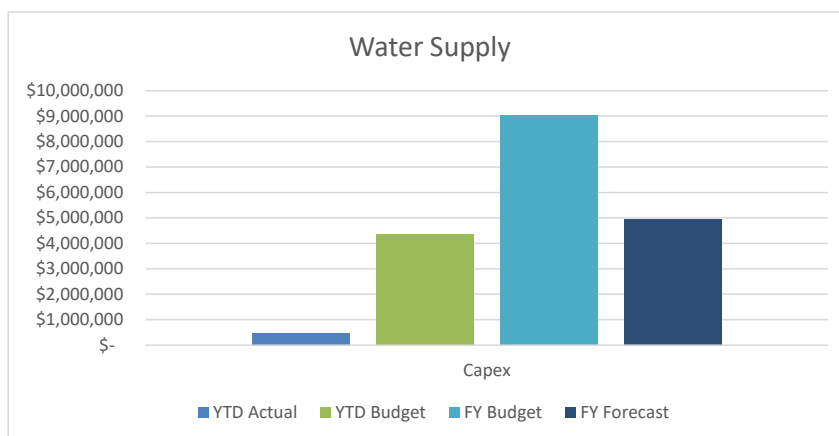
Income is less than anticipated as only a portion of the budgeted Government Capital Subsidies have been received YTD.

### Expenditure

The Water Supply overspend of \$240k was additional spend by the Alliance in Levin.

### Capex

The YTD actuals are tracking low against the FY Budget, due to Mangahao and Liverpool street projects yet to start. Actuals will be expected to increase over in 2023 as these projects commence.





# Growth Report



## Growth Report

### District Plan Changes

#### Plan Change 4 Tara-Ika

Officers have been working to resolve the three appeals received on this plan change. Good progress has been made on the appeal from the largest land owner, with Council officers and the primary appellant reaching agreement about how to resolve this appeal. We have also received verbal agreement from one of the s274 parties on the agreed approach. **'Section 274 parties' are people who have joined the appeal proceedings but who aren't the main appellant.** There were two s274 parties for the first appeal and we are waiting to hear back from the second. Our legal team are reviewing the agreement and working to get a response from the final s274 party. The next step will be to lodge this agreement with the Environment Court for approval.

The second of three appeals progressed to Environment Court Assisted Mediation in the middle of December. Unfortunately, this did not resolve the appeal. Officers are taking advice from our legal team about how to move forward.

The final of the three appeals is going to direct negotiation between the parties. The first of these discussions was held on 20th January. (LTP Major Capital Expenditure Projects - Tara-Ika and Annual Plan Key Project - Tara-Ika Growth Area)

#### Plan Change 5 Waitārere

Officers met with Iwi partners to discuss recommended changes to the Plan Change in response to submissions. These discussions were very positive. As of 13 January, the hearing recommendation report is almost complete (with the exception of the final piece of expert evidence, which is due in January). Officers will be working to identify a Hearing Panel and set a hearing date for the first half of the year. (Annual Plan Key Project - District Plan Changes - to respond to needs of district)

#### Plan Change 6 Urban Growth

Officers are continuing to receive the background reports from technical experts. These will assist in determining whether the current District Plan residential zone rules will be appropriate for the five growth areas being progressed for rezoning under this plan change, or whether a more location-specific approach is needed. Plan change drafting and evaluation are in the early stages. Iwi engagement and stormwater investigations are being progressed in tandem with Plan Change 7 as below.

As an aside, whilst Council is not the lead agency with regards the planned rezoning at Kawiu Road/Ryder Crescent, **we are maintaining communication with Kāinga Ora and the other land owners** of those sites to ensure that any efficiencies between our two processes can be made. (Annual Plan Key Project - District Plan Changes - to respond to needs of district)

#### Plan Change 7 Intensification

Iwi engagement has commenced. Officers are working to ensure Iwi are appropriately supported to engage in this process in a meaningful way that embodies partnership. Officers have also engaged a stormwater specialist to help develop an appropriate stormwater management approach for both greenfield and intensification development. Plan drafting and evaluation is well underway. The key focuses over the next three months will be iwi engagement, community engagement, and stormwater management. (Annual Plan Key Project - District Plan Changes - to respond to needs of district)

## Wellington Regional Growth Framework (WRGF) Projects

### Levin Structure Plan

Since November the focus has remained on aligning timing and opportunities for engagement with other internal actions and projects. In addition to a briefing from the Wellington Regional Leadership Committee Chair about the work of the Committee we are also booking a time with Elected Members to discuss the draft Structure Plan. (Blueprint Action 10 – Keep the district moving - Work with Wellington Regional Growth Partners on the Levin Structure Plan to guide longer term development and improvement of the station catchment)

### Horowhenua/Kāpiti Joint Growth Opportunities Project

Both Horowhenua and Kāpiti Districts are experiencing rapid growth, and at higher rates than other areas around us. As two neighbouring districts within the WRGF area and sitting between Palmerston North and Wellington City there may be opportunities for our Councils and districts to work together to attract investment, businesses and services to and for our districts. Council is leading this project with assistance from KCDC. It will identify opportunities and areas worth investigating further. A draft report is expected to be completed in January. (Vibrant Economy Community Outcome - We seize growth opportunities for our district)

## Other Projects

### O2NL

The O2NL Notice of Requirement application has been received. This is a very large and complex application, with a strict statutory process to follow. Council Officers have been working alongside a team of technical experts to process the application. The application involves four different Councils, so working closely with our counterparts has also been important.

Officers issued a further information request to Waka Kotahi in December. This was a significant milestone, given the application was over 1000 pages long. Waka Kotahi responded to this on 23 December meaning our focus went straight back onto this application after returning to work in January. The response from Waka Kotahi did not resolve all outstanding matters, but was sufficient to allow the process to move forward.

The proposal is due to be publicly notified for submissions in January. (Chief Executive Performance Agreement - **Ensure persistent focus on Ō2NL project, ensuring** Horowhenua District Council is working with Waka Kotahi to achieve the very best outcomes for Horowhenua.)

### Liquefaction Mapping

An update from our contractors has said the liquefaction mapping work agreed to by Council in August 2022 will be completed by 11 February. Elected Members may note this is later than they expected. It stemmed from delays providing information to the contractors but is moving quickly now this has been resolved.

### RMA Reform

The Natural and Built Environment Bill and the Spatial Planning Bill (replacements for the RMA) passed their first readings in Parliament in November 2022. They are now open for submissions. Officers have drafted a submissions which they will share with Elected Members (and Iwi Partners) for feedback and comment in mid-January 2023. Officers will offer an information session for Elected Members interested in knowing more about this proposal. Submissions close on 5th February so the timeframe for providing feedback has been short. (Annual Plan key projects – Keep informed and respond to central government reforms)

## Growth Strategy Actions

Action	Nov update
Investigate stormwater management needs in both growth areas and existing urban areas	Please see the PC7 section above for detail.
Establish a database of landowners within growth areas and survey their interest in developing and any barriers they face.	Work in progress – we have some spreadsheets of owners in the various PC6 growth areas that could be used to populate a database, noting that it will need regular updates to account for properties changing hands.
Consider settlement character when considering future development density	This is part of the Intensification plan change consideration.
Work closely with WKNZTA to ensure that the Ōtaki to north of Levin Project and associated interchanges provide the optimal opportunities for urban form which satisfies the Growth Strategy principles	Please see the O2NL section above for detail

## Housing Action Plan

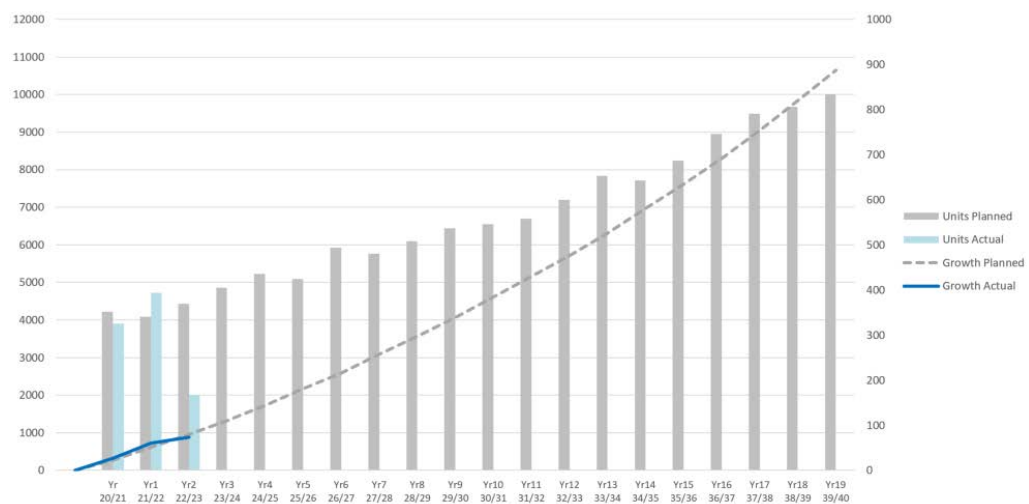
As outlined in the Regulatory Services activity update, the demand for consenting activities is declining and it is expected this trend will continue through 2023 given current and pending forecast economic conditions.

There are several consents already approved, not yet built, thus it is hoped completed dwelling numbers will hold up through the ongoing build pipeline.

Having reached the midway point of the 2022/2023 year at 167 units YTD, it is not expected that this number will double by year end. With positive numbers achieved in 2021/2022 it is however likely that the growth plan will remain 'on plan' at the end of the current budget year.

Housing Growth Overview

Building Consents Issued for New Dwellings vs. LTP Growth Forecast



## Housing Action Plan Overview Table

The Housing Action Plan is made of of three priority areas, each with a subset of initiatives. The following table provides an overview of the direction and status of each initiative. The table illustrates the Lead group and Supporting group with a view to align where possible to existing programmes of work are already underway or have aligned linkages.

Key	Group		Group
HABD	Housing & Business Development	INF	Community Infrastructure
THC	The Horowhenua Company	OPG	Organisational Performance
SAP	Community Vision & Delivery	COM	Community Experience & Services

Initiative	Lead	Support	Updates
<b>Priority Area 1: Regulatory policy, delivery, infrastructure &amp; advisory services</b>			
1. Establishing a regular housing information outreach hub	THC	HABD	Investigating potential to develop joint initiative with the Horowhenua Company, also part of wider Economic Development space.
2. Integrated, streamlined, and improved consenting and approvals	SAP	HABD	Streamlined housing process currently trialling, work to begin on 'One System' approach to delivering consenting activities.
3. Undertake necessary plan changes to incentivise housing and provide best practice notes on the interpretation of policy to ensure the consistent administration of district plan	SAP	HABD	Primarily the domain of the Community Vision & Delivery Group, aim to develop insights to inform this process, an integrated planning system will help.
4. Investigate the current state, capacity and funding options for infrastructure	INF	HABD	Critical in determining where development goes and can be supported. Initial investigations ongoing with the Community Infrastructure team.
5. Prepare submissions and advocate on amendments to the resource management legislation to improve housing and neighbourhood outcomes	SAP	HABD	This activity primarily sits with the Community Vision & Delivery Group with active support from the operational Consenting teams.
<b>Priority Area 2: Increasing supply of affordable housing (emergency, social, assisted rental, assisted ownership, universal design) for rangatahi/young people/older persons, those on lower incomes and our disability community</b>			
6. Investigate the age cohort for Horowhenua to understand the implications of an aging population on the supply of housing for young people and the unique challenges they face in accessing housing	HABD	COM	Ongoing task to gather data and engage directly with community groups to determine the real areas of need, also the scale/extent of the need.
7. Develop partnerships to enable the development of affordable homes (emergency, social, student housing, assisted rental, assisted ownership and homes with universal design).	HABD	COM	Have established strong linkages with KO, MHud and other groups across the Community already. Need to consider all available models with a view to enabling those most suited to the district in delivering Emergency, Social and Affordable housing.
8. Investigate the use of surplus council land for housing	HABD	INF	As above, land up for disposal has been reviewed and assessed for development/partnership opportunities. Options re potential housing models being sought/considered.
9. Investigate ways that incomes can be enhanced	THC	HABD	Seeking to align with the Horowhenua Company development programme as this aspect is also reliant on the future of the Economic Development policy
<b>Priority Area 3: Māori and papakainga housing</b>			
10. Investigate the remission of rates on Maori freehold land where this supports the	OPG	HABD	Need to consider feasibility through the Organisation Performance Group, any potential

development of Maori housing, and the land is inalienable Maori land			outcomes then driven by final housing model selection.
11. Support iwi in their engagement with Te Puni Kokiri on marae, hapu and whanau planning for successful housing initiatives that will follow for joint ventures to deliver homes for Maori on a sustainable basis, including ongoing servicing and funding arrangements.	COM	HABD	Create sustainable relationships through the Community Experience and Services team to ensure needs are kept top of mind. Considering operating consenting models that will enhance the partnership and visibility of all future development.
12. Advance opportunities working with Te Puni Kokiri, the private sector, Horowhenua Learning Centre, and others to explore the ways in which trade training pathways to employment can be provided for Maori centred around Marae and housing development.	THC	HABD	Aligned to the Mayors Taskforce for jobs and the Horowhenua Company GoGet initiative. Aim would be to connect to these initiatives rather than developing another workstream.
13. Maintain the Pasifika housing working group forum	COM	HABD	Create sustainable relationships through the Community Services team to ensure all group needs are kept top of mind and considered. Need to progress
14. Improve opportunities for young people and residents to gain employment through trade training and associated apprenticeships to enhance the labour supply for the delivery of homes and enhance opportunities for improved incomes for local people so that housing costs can be met.	THC	HABD	As above in point 12, similar pathway and target outcome would be sought in connecting these initiatives.





## Capital Projects Overview

### Lifecycle and Confidence Report

Overall Delivery Confidence	
	Successful delivery of the project against its project parameters appears on track as planned, and there are no major outstanding issues or risks that appear to threaten delivery
	Successful delivery of the project against its project parameters appears feasible but significant issues already exist, requiring management attention. These appear resolvable at this stage and, if addressed promptly, should not present a cost/schedule overrun or loss/delay of benefits
	Successful delivery of the project against its project parameters appears to be unachievable. There are major issues with schedule, budget, resource, quality and/or benefits delivery, which at this stage does not appear to be solvable. The project may need rescoping and/or its overall viability reassessed

Project Lifecycle	Conceive	Develop	Plan and Procure	Consent	Deliver	Close and Evaluate
	Seek approval and funding	Scope	Implementation planning		Implementation	Monitor benefits
	Levin WWTP Master Plan	HTIPBC	Road improvements (JW)	Poads Rd Reservoir	Gladstone Road Realignment	Foxton Transfer Station
	Levin WTP Master Plan	Hokio Stream Cut Remediation	Minor Road Improvements	Foxton Beach SW planning and consent	Waitāre Beach Surf Life Saving Club	Foxton Transfer Station
	Levin Pot - Strategic upgrade	FEDS	Cycle Facilities	Queen St SW consent	Footpath Renewals	
		SW - Actions from catchment management plan	Roading Rehab	Tokomaru WW disposal	Annual Roding Reseal Programme	
		Lake Horowhenua water quality improvements	SH57/Tararua Road Roundabout		North East Levin Storm Water – Coley Pond	

Project Lifecycle	Conceive	Develop	Plan and Procure	Consent	Deliver	Close and Evaluate
	Seek approval and funding	Scope	Implementation planning		Implementation	Monitor benefits
		Shannon WWTP	Old Dump remedial and landfill capping		Foxton WWTP	
		Tokomaru WWTP	District Wide SW renewals		Levin NE Waste Water Renewals	
		Waitāre WWTP	District Wide SW Capex New		Tara-Ika - Tararua Road Waste Water	
		Levin WWTP renewals	Tara-Ika - Queen St Stg.1 SW		Pot Development	
		Foxton Beach WWTP	Foxton WW Renewals		Levin Water renewal – Liverpool Street	
		Foxton Water Renewal	Levin Waste Water Renewals- Kings Drive		Foxton Water renewal	
		Foxton Beach WTP	Tara-Ika - Trunk Watermain		District Wide - Reactive water repairs	
		Levin WTP renewal	Levin Water Supply Fluoridation		Mangahao Water Renewal	
		Shannon WTP renewal				
		Foxton Beach WTP renewal				
		Tokomaru WTP renewal				
		Foxton Beach Water renewal				
		Levin WTP - Secondary pipeline				



# Financial Summary Report



## Financial Summary Report

### Executive Summary

<b>Total Capital Spending</b>  <b>\$11.4m</b> is \$14.5m less than the YTD budget of \$25.8m	<b>Grants and Subsidies (Capital &amp; Operating)</b>  <b>\$4.4m</b> is \$3.3m less than the YTD budget of \$7.7m	<b>Total Net Borrowings</b>  <b>\$129.8m</b> is 174% of budgeted operating income (financial strategy limit is 225%)
<b>Operating Revenue</b>  <b>\$24.6m</b> is 3.4% more than the YTD budget of \$23.8m	<b>Operating Expenditure</b>  <b>\$32.6m</b> is 9% more than the YTD budget of \$30.0m	<b>Operating Surplus/(Deficit)</b>  <b>(\$8.1m)</b> is \$1.9m more than the YTD budget surplus of (\$6.2)m

Council has completed \$11.4m towards the budgeted capital programme of \$35m for 2022/23. The 2022-23 Annual Plan had a total capital programme of \$56.2m but \$35m budgeted to be spent.

The level of capital grants is also lower than budgeted due to the timing of the capital programme changing from what was originally planned. This is largely due to the Tara-Ika programme moving out to future years.

The level of operating income is \$0.8m higher due to higher levels of Operational Grants and Subsidies (\$589k) due to the unbudgeted 1<sup>st</sup> tranche of **Mayors' Taskforce for Jobs (MTFJ) funding** and 1<sup>st</sup> tranche of transition support package from DIA received.

Overall, the level of operational expenditure is \$2.7m higher than the level set in the Annual Plan which is primarily due to Maintenance spend variance of \$2.1m and higher finance costs of \$395k due to higher interest rates.

Overall the Council is currently forecasting an overspend of \$1037k.

Statement of Comprehensive Revenue and Expense  
As at 30 November 2022

	Actual YTD Nov-22 \$000	LTP Budget YTD Nov-22 \$000	Variance YTD Nov-22 \$000	Forecast Full Year Jun-23 \$000	Revised Budget Full Year Jun-23 \$000	Notes
<b>Revenue</b>						
Rates Revenue	19,526	19,362	(164)	47,076	47,227	
Operational Grants & Subsidies	1,391	802	(589)	2,151	2,120	1
Finance Income	53	19	(34)	67	205	2
Fees & Charges	1,359	1,380	21	3,423	3,693	
Other Revenue	2,224	2,194	(30)	3,924	4,718	
<b>Total Revenue</b>	<b>24,553</b>	<b>23,756</b>	<b>(797)</b>	<b>56,641</b>	<b>57,963</b>	
<b>Expenditure</b>						
Employee Benefit Expenses	8,327	8,392	65	19,837	20,095	3
Finance Costs	1,840	1,445	(395)	3,704	3,467	4
Depreciation and Amortisation	7,231	7,165	(66)	17,116	17,196	
Other Expenses	15,245	12,984	(2,261)	29,198	29,381	5
<b>Total Expenses</b>	<b>32,643</b>	<b>29,985</b>	<b>(2,657)</b>	<b>68,855</b>	<b>70,140</b>	
<b>Operating surplus/(deficit) before capital revenue and taxation</b>	<b>(8,089)</b>	<b>(6,229)</b>	<b>1,861</b>	<b>(13,213)</b>	<b>(12,177)</b>	
Capital Grants and Subsidies	3,030	6,919	3,888	16,605	16,605	6
Development Contributions	561	609	48	1,530	1,461	
Vested Assets	-	-	-	-	-	
Investment (Gains)/Losses	-	-	-	33	33	
(Gain)/Loss on sale of assets	-	-	-	-	-	
Taxation	(13)	-	13	13	-	
Gain on Derivatives	589	-	(589)	-	-	7
Loss on Derivatives	-	-	-	-	-	
<b>Total Surplus/(deficit)</b>	<b>(3,922)</b>	<b>1,299</b>	<b>5,221</b>	<b>4,942</b>	<b>5,922</b>	

## Operational Summary

- Note 1 Operational Grants and Subsidies **favourable** variance of \$589k is due to unbudgeted funding for MTFJ \$395k and \$129k in Water Supply for 1<sup>st</sup> tranche of transition support package from DIA.
- Note 2 Financial Income **favourable** variance of \$34k due to increased interest rates.
- Note 3 Employee Benefit Expenses **favourable** variance of \$65k is due to vacancies in the team.
- Note 4 Finance Costs **unfavourable** variance of \$395k relates to increased interest rates. The Council is carefully monitoring the interest rates changes and ensuring we have an appropriate level of fixed interest rates cover.
- Note 5 Other Expenses **unfavourable** variance \$2.3m as detailed below

Note 5 Other Expenses	Actual	LTP	Variance	LTP	Actual	Notes
	YTD	YTD	YTD	YTD	YTD	
	Nov-22 \$000	Nov-22 \$000	Nov-22 \$000	Nov-22 \$000	Nov-22 \$000	
Professional Services	2,951	2,875	76	6,859	6,313	
Materials	37	52	(14)	127	127	
Maintenance	8,893	6,792	2,101	16,936	16,958	5A
Bank Fees	34	25	9	50	50	
Insurance Brokerage	-	24	(24)	24	24	
Grants Paid	421	299	122	631	631	
Utilities	585	452	132	1,254	1,254	
Communications	64	103	(39)	236	236	
Other Expenses	2,592	3,455	(863)	5,814	5,292	5B
Vehicle Expenses	50	73	(23)	137	154	
Other Treasury Expenses	24	20	4	111	111	
Labour Recoveries for Capex projects	(405)	(1,185)	780	(3,519)	(2,844)	5C
<b>Total Other Expenses</b>	<b>15,245</b>	<b>12,984</b>	<b>2,261</b>	<b>28,660</b>	<b>28,306</b>	

- Note 5A** Maintenance Costs **unfavourable** variance of \$2.1m. In the Roading activity a variance of \$688k is the result of miscoded capital work classed as operational this will be corrected for the next report. The Wastewater overspend of \$319k was mostly under the Alliance contract and was due to increased sludge disposal costs and more reactive maintenance across the district. The Water Supply overspend of \$240k was additional spend by the Alliance in Levin. Community Infrastructure additional spend of \$369k mainly due to of unplanned maintenance in Reserves as a result of preparation for Green Flags, Sportsgrounds mostly for tornado repairs and an inflation adjusted increase in Recreational Services contract.
- Note 5B** Other Expenses **favourable** variance of \$863k. The primary driver for the variance is the timing of the insurance invoices (\$940k) which were received in December. Total insurance costs this financial year is expected to be ~\$200k more than budgeted due to higher than anticipated asset valuations.
- Note 5C** Labour Recoveries for Capex Projects **unfavourable** variance \$780k. This is the result of lower capital programme spend.
- Note 6** Capital Grants and Subsidies **unfavourable** variance of \$3.9m variance is due to the timing of the capital programme changing from what was originally planned.
- Note 7** Gain on Derivatives **favourable** variance of \$589k variance relates to the increase value of the interest rates swaps as a result of the increasing interest rates.



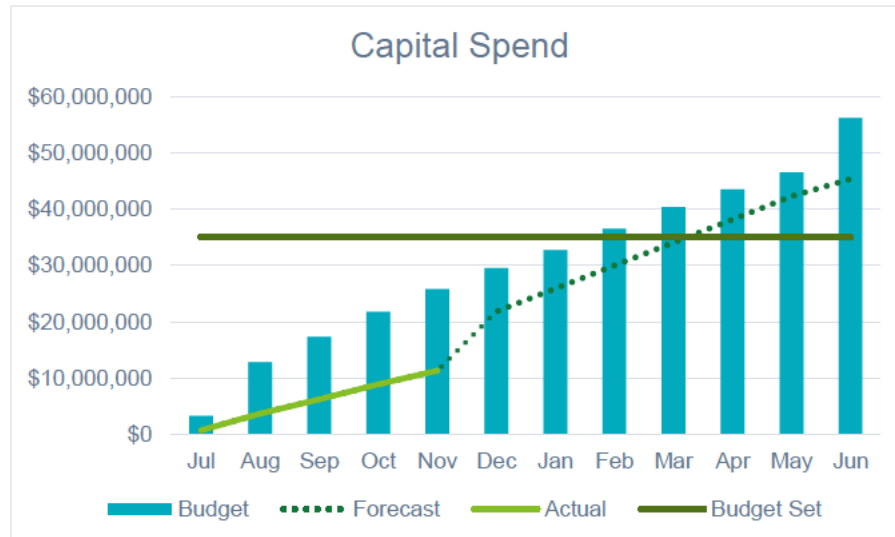
## Financial Statements

Cashflow Statement	Council Actual \$ 30 June 2022 \$000	Council Budget \$ 30 June 2023 \$000	Council Actual \$ 30 Nov 2022 \$000
<b>Cashflow from operating activities</b>			
<b>Cash was provided from:</b>			
Revenue from rates	43,191	47,227	18,249
Other revenue	20,785	28,597	3,253
Interest received	129	205	53
Net GST movement	166	—	—
<b>Total cash provided</b>	<b>64,271</b>	<b>76,029</b>	<b>21,555</b>
<b>Cash was disbursed to:</b>			
Suppliers, services and employees	49,873	48,240	22,144
Interest paid	2,869	3,467	1,721
Net GST movement	—	—	853
<b>Total cash disbursed</b>	<b>52,742</b>	<b>51,707</b>	<b>24,718</b>
<b>Net cashflow from operating activity</b>	<b>11,529</b>	<b>24,772</b>	<b>(3,163)</b>
<b>Cashflows from investing activities</b>			
<b>Cash was provided from:</b>			
Proceeds from asset sales	1,146	4,180	(1,050)
Proceeds from investments	—	—	—
<b>Total cash provided</b>	<b>1,146</b>	<b>4,180</b>	<b>(1,050)</b>
<b>Cash was disbursed to:</b>			
Purchases of investments	620	—	100
Purchase of assets	31,459	35,000	7,878
<b>Total cash disbursed</b>	<b>32,079</b>	<b>35,000</b>	<b>7,978</b>
<b>Net cashflow from investing activity</b>	<b>(30,933)</b>	<b>(30,820)</b>	<b>(9,028)</b>
<b>Cashflows from financing activities</b>			
<b>Cash was provided from:</b>			
Loans raised	78,000	18,356	(14,000)
<b>Total cash provided</b>	<b>78,000</b>	<b>18,356</b>	<b>(14,000)</b>
<b>Cash was disbursed to:</b>			
Repayment of public debt	62,000	10,000	(28,000)
<b>Total cash disbursed</b>	<b>62,000</b>	<b>10,000</b>	<b>(28,000)</b>
<b>Net cashflow from financing activity</b>	<b>16,000</b>	<b>8,356</b>	<b>14,000</b>
<b>Net increase (decrease) in cash held</b>	<b>(3,404)</b>	<b>1,858</b>	<b>1,809</b>
Add opening cash brought forward	9,402	2,522	5,998
<b>Closing cash balance</b>	<b>5,998</b>	<b>4,380</b>	<b>7,807</b>
<b>Closing balance made up of cash and cash equivalents</b>	<b>5,998</b>	<b>4,380</b>	<b>7,807</b>

Statement of Financial Position	Council Actual \$ 30 June 2022 \$000	Council Budget \$ 30 June 2023 \$000	Council Actual \$ 30 Nov 2022 \$000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	5,998	4,380	7,807
Debtors and other receivables	5,905	7,587	14,430
Derivative financial instruments	192	–	280
Other financial assets	386	350	386
Non-current assets held for sale	–	1,091	–
<b>Total current assets</b>	<b>12,481</b>	<b>13,408</b>	<b>22,903</b>
<b>Non-current assets</b>			
Plant, property and equipment			
– Operational assets	75,679	60,992	75,886
– Infrastructural assets	649,313	660,129	652,335
– Restricted assets	96,192	75,022	96,093
Intangible assets	1,739	1,211	1,605
Forestry assets	1,110	1,301	1,110
Investment property	884	–	884
Derivative financial instruments	901	–	1,315
Other financial assets:			
– Investments CCO's & similar entities	204	220	204
– Investments in associates	52	37	52
– Other	2,392	1,777	2,492
<b>Total non-current assets</b>	<b>828,466</b>	<b>800,689</b>	<b>831,976</b>
<b>Total assets</b>	<b>840,947</b>	<b>814,097</b>	<b>854,879</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Payables and deferred revenue	15,983	15,948	19,849
Provisions	1,614	30	1,614
Employee benefit liabilities	1,546	1,422	1,593
Derivative financial instruments	104	–	–
Borrowings and other financial liabilities	25,000	21,000	25,000
Other financial liabilities	–	702	–
<b>Total current liabilities</b>	<b>44,247</b>	<b>39,102</b>	<b>48,160</b>
<b>Non-current liabilities</b>			
Provisions	6,379	5,542	6,379
Employee benefit liabilities	330	256	330
Borrowings and other financial liabilities	99,000	98,463	113,000
Derivative financial instruments	71	–	(16)
Other	–	1,279	–
<b>Total non-current liabilities</b>	<b>105,780</b>	<b>105,540</b>	<b>119,693</b>
<b>Total liabilities</b>	<b>150,027</b>	<b>144,642</b>	<b>167,853</b>
<b>Net assets</b>	<b>690,920</b>	<b>669,455</b>	<b>687,026</b>

Equity			
Retained earnings	253,222	267,488	249,312
Revaluation reserves	427,910	389,873	427,910
Other reserves	9,788	12,094	9,804
<b>Total equity</b>	<b>690,920</b>	<b>669,455</b>	<b>687,026</b>

## Capital Spending Summary



Council has completed \$11.4m towards the budgeted capital programme of \$35m for 2022/23. The 2022-23 Annual Plan had a total capital programme of \$56.2m but \$35m budgeted to be spent.

Further work is required to determine which projects will be included in the \$35m for this financial year.

Further detail is included in the capital section of this report.

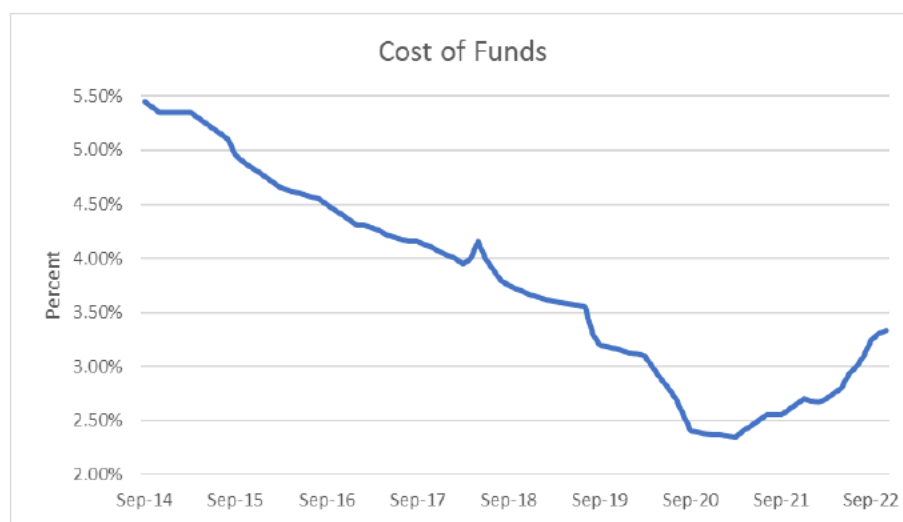
## Treasury snapshot

As at 30 November 2022, Council had \$138.0 million of current external debt, up from \$124.0 million at the end of June. The debt is comprised of Commercial Paper (CP), Fixed rates bonds (FRBs) and Floating rates notes (FRNs), all sourced from the LGFA. In addition, we had two tranches of LGFA forward starting debt, one an FRN for \$4.0 million starting in April 2023 and maturing in April 2025 and the other an FRN starting in April 2023 and maturing in April 2029 for \$10.0 million.

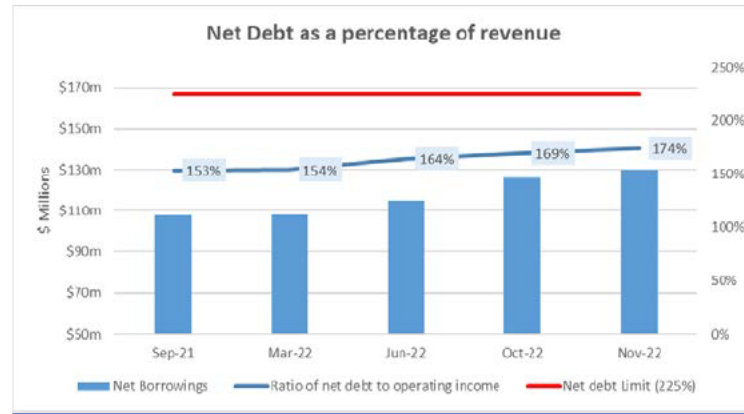
Our debt maturity profile (which includes the forward starting debt) is depicted in the graph below and indicates a good spread of maturities between 2023 and 2029. Council is compliant with Section 4.6 of the Liability Management Policy ("LMP"), which governs its funding risk management activities.



Council's cost of funds (inclusive of the bank line fee) as at 30 November was 3.33%, up from 2.93% at the end of June. The cost of funds exclusive of the bank line fee was 3.30%. The cost of funds dating back to September 2014 is depicted in the following graph.



Our net debt (total borrowings less term deposits, borrower notes and cash) at 30 November was \$130 million, equating to 174% of operating income - well below the limit of 225% set out in the 2021/41 Long-term plan.



## Statement of Rates Debtors

Rate Zone	Assessment Count	Assessments Matching Criteria	% Matching Criteria	Total Rates Due
Cancelled Assessment	566	2	0%	\$3,541
Foxton	1,291	60	5%	\$130,807
Foxton Beach	1,632	50	3%	\$188,129
Hokio Beach	178	16	9%	\$84,246
Levin	7,834	268	3%	\$372,197
Manakau	86	2	2%	\$2,700
No Charges	499		0%	
Non Rateable	198	2	1%	\$5,855
Ohau	155	5	3%	\$4,812
Rural Farming	1,961	109	6%	\$192,083
Rural Other	3,052	171	6%	\$246,409
Shannon	693	64	9%	\$197,039
Tokomaru	164	10	6%	\$12,403
Utilities	17		0%	
Waikawa Beach	231	3	1%	\$4,238
Waitarere Beach	1,061	29	3%	\$23,253
<b>Total at 30 November 2022</b>	<b>19,618</b>	<b>791</b>	<b>4%</b>	<b>\$1,467,712</b>
<b>Total at 31 October 2022</b>	<b>19,602</b>	<b>1,018</b>	<b>5%</b>	<b>\$1,709,689</b>

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

There is a total of 19,618 rating assessment counts as at 30 November 2022, with 791 assessments having total rates due of \$1,467,712. The total rates due is a 14% reduction from October 2022. The Rates team works closely with Council's debt collection agent to enforce prompt debt collection actions.

2x Cancelled and 2x Non Rateable assessments showing rates overdue are being investigated.

## Statement of Water-by-meter Debtors

Area	Total Outstanding	Current Outstanding	31 - 60 days Outstanding	61 - 90 days Outstanding	Over 90 days Outstanding
Levin	\$ 217,640	\$ 455	\$ 78,043	\$ 21,056	\$ 118,086
Whirokino	\$ 144,145	\$ 133	\$ 145	\$ 3,855	\$ 140,012
Foxton Beach	\$ 73,861	\$ 24,396	\$ 8,619	\$ -	\$ 40,846
Foxton	\$ 36,926	\$ -	\$ -	\$ 6,205	\$ 30,721
Shannon	\$ 27,168	\$ -	\$ 3,655	\$ -	\$ 23,513
Ohau	\$ 6,633	\$ -	\$ -	\$ 295	\$ 6,338
Tokomaru	\$ 2,072	\$ -	\$ 1,105	\$ -	\$ 967
<b>Total at 30 November 2022</b>	<b>\$ 508,445</b>	<b>\$ 24,984</b>	<b>\$ 91,568</b>	<b>\$ 31,411</b>	<b>\$ 360,482</b>

The total outstanding water-by-meter rates as at 30 November 2022 is \$508,445. Debt collection plan and process is being worked on so the appropriate debt collection action can be enforced.

## Statement of Sundry Debtors

Category	Total Outstanding	Current Outstanding	31 - 60 days Outstanding	61 - 90 days Outstanding	Over 90 days Outstanding
<b>Current debtors</b>					
Aquatic Centre	\$ 288	\$ -	\$ -	\$ -	\$ 288
Building - Exempt Work	\$ 1,103	\$ 525	\$ -	\$ -	\$ 578
Building Consents	\$ 326,598	\$ 123,014	\$ 37,729	\$ 38,597	\$ 127,257
Building Fee - BWO	\$ 4,510	\$ 2,835	\$ 240	\$ 160	\$ 1,275
Cemeteries	\$ 21,497	\$ 18,666	\$ 270	\$ 61	\$ 2,500
Dogs - Debt Collection	\$ 385	\$ 62	\$ -	\$ -	\$ 323
Dogs Arrange to pay	\$ 2,323	\$ 1,209	\$ 896	\$ 159	\$ 59
Dogs Pre Payments	\$ 20	\$ -	\$ -	\$ -	\$ 20
General	\$ 126,221	\$ 112,236	\$ 70	\$ 720	\$ 13,195
Health Accreditation Renewals	\$ 11,575	\$ 4,549	\$ 2,384	\$ 2,921	\$ 1,721
Hire	\$ 7,785	\$ 2,876	\$ 310	\$ -	\$ 4,599
On Charges	\$ 367,459	\$ 348,449	\$ 11,164	\$ -	\$ 7,846
Resource Consent Fees	\$ 108,839	\$ 33,604	\$ 10,679	\$ 10,475	\$ 54,080
Rubbish Bags	\$ 23,940	\$ 22,040	\$ 1,900	\$ -	\$ -
Staff Account	\$ 3,755	\$ 1,534	\$ -	\$ -	\$ 2,221
Swimming Pools	\$ 1,860	\$ 1,240	\$ -	\$ 155	\$ 465
Te Awahou	\$ 3,324	\$ 1,479	\$ -	\$ 451	\$ 1,394
Te Horowhenua Trust General	\$ 8,943	\$ -	\$ -	\$ -	\$ 8,943
Te Takere	\$ 13,136	\$ 6,362	\$ 905	\$ 3,163	\$ 2,707
Trade Waste	\$ 10,249	\$ 674	\$ 179	\$ 9,397	\$ -
Water Septage - Septic Tank	\$ 6,330	\$ 6,318	\$ 12	\$ -	\$ -
<b>Total current debtors</b>	<b>\$ 1,041,195</b>	<b>\$ 687,672</b>	<b>\$ 66,737</b>	<b>\$ 66,259</b>	<b>\$ 220,528</b>
<b>Non current debtors</b>					
Dev Cont New Policy	\$ 427,282	\$ 234,398	\$ 79,831	\$ -	\$ 113,053
Develop Cont Old Policy	\$ 6,055	\$ -	\$ -	\$ -	\$ 6,055
Rental Income Monthly	\$ 99,603	\$ 20,007	\$ 42,471	\$ 92	\$ 37,033
<b>Total non-current debtors</b>	<b>\$ 532,941</b>	<b>\$ 254,406</b>	<b>\$ 122,302</b>	<b>\$ 92</b>	<b>\$ 156,141</b>
<b>Total at 30 November 2022</b>	<b>\$ 1,574,136</b>	<b>\$ 942,077</b>	<b>\$ 189,039</b>	<b>\$ 66,351</b>	<b>\$ 376,669</b>
<b>Total at 31 October 2022</b>	<b>\$ 1,303,049</b>	<b>\$ 518,434</b>	<b>\$ 306,113</b>	<b>\$ 62,355</b>	<b>\$ 416,148</b>

The total outstanding debtors' balance of \$1,574,136 as at 30 November 2022 is a 20.8% increase from last month. This is largely due to Development Contributions charges that could take longer to be paid depending on the stages of development, and a one-off on-charge of \$273k that had since been paid on 20 December 2022.



## **Statement of Service Performance (SSP's)**



## Statement of Service Performance (SSP's)

### Property – Statement of Service Performance

Ref	Service	How performance is measured	Target	On track/Not on track	
PR1	Council operated facilities are available for public hire.	Number of hours and days Levin, Foxton and Shannon Memorial Halls are available for public hire outside of maintenance closedowns	8 hrs per day	<b>On Track</b> As at 30 November 2022 Council's three (3) Memorial Hall facilities were available for hire. for at least eight (8) hours per day 7 days per week outside of maintenance closedowns	
PR2		Conduct an annual review of hire charges	Achieve	<b>On Track</b> As at 30 November 2022 An annual review of hire charges was conducted as part of the Annual Plan process and as a result hire charges were increased by approximately 2% for this activity	
PR3	Council's properties will comply with relevant legislation.	All buildings with compliance schedules will have current building WOF.	Achieve	<b>On Track</b> As at 30 November 2022	

### Community Facilities and Services – Statement of Service Performance

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Ref	Service	How Performance is measured	Target	On Track/Not on Track	
CF8	Safe aquatic facilities are operating in the District.	Compliance with relevant standards including Pool Safe Accreditation.	Achieve	<b>On Track</b> As at 30 November 2022, Both Foxton and Levin pools have received PoolSafe accreditation during February 2022. This is valid until April 2023 when the next Pool Safe assessment is completed.	
CF9	Aquatics centres meet customer needs.	Percent of customers satisfied, based on the Annual Customer Satisfaction Survey.	≥ 90%	<b>Unable to report</b> A survey has not been conducted as of reporting time.	
CF10	A high quality Swim School operates at the Levin and Foxton Aquatic Centres.	Number of participants in learn to Swim classes	≥ 400 per term	<b>On Track</b> As at 30 November 2022, Term Three = 500 Term Four = 503 Term One (2023) = Term Two (2023) =	
CF11	Local clubs are supported to deliver their own events.	Number of events per year held by clubs – clubs growing and taking ownership of their own events and future.	≥ 5 per year	<b>On Track</b> As at 30 November 2022 Waiopēhu College Swimming Sports Shannon Rugby Club Junior Rugby prize giving Athletic Junior Rugby u10s prize giving College Old Boys Junior Rugby prize giving Swim Meet – Levin Swim Club Swim Meet – Special Olympics Mandy's Swimming end of term party	
CF12	Growing existing events and developing new ones for the	Number of events per year for:	V	<b>On Track</b>	

	following areas; children, general public, and retirees.	Children; General public; and Retirees.	$\geq 3$ $\geq 3$ $\geq 3$	<div>As at 30 November 2022 The following events have taken place and been delivered by HDC at aquatic facilities this year.</div> <table><tr><th>Children</th><th>General public</th><th>Retirees</th></tr><tr><td>3</td><td>4</td><td>2</td></tr></table> <div>Foxton Family Fun Day Mid-winter Pool Party Swim the Takutai Foxton Season Opening \$1 Fitness Promotion Week Aquathon Bring a friend</div>	Children	General public	Retirees	3	4	2						
Children	General public	Retirees														
3	4	2														
CF13		Communities with library and community facilities providing an integrated and District wide service.	Levin, Foxton, and Shannon	<b>On Track</b>  As at 30 November 2022 Library Services are delivered in Levin, Shannon and Foxton.												
CF14	Council provides community facilities for residents, ratepayers, and visitors to access Community services including library services.	Number of visitors to our Community Hubs and Libraries.  Te Takeretanga o Kura-hau-pō  Te Awahou Nieuwe Stroom  Shannon Library	$\geq 550,000$  $\geq 375,000$  $\geq 150,000$  $\geq 25,000$	<b>Not on Track</b>  As at 30 November 2022 <table><tr><th></th><th>November 2022</th><th>Year to Date</th></tr><tr><td>Te Takeretanga o Kura-hau-pō</td><td>29,220</td><td>143,602</td></tr><tr><td>Te Awahou Nieuwe Stroom</td><td>8153</td><td>38,985</td></tr><tr><td>Shannon Library</td><td>909</td><td>5,761</td></tr></table>		November 2022	Year to Date	Te Takeretanga o Kura-hau-pō	29,220	143,602	Te Awahou Nieuwe Stroom	8153	38,985	Shannon Library	909	5,761
	November 2022	Year to Date														
Te Takeretanga o Kura-hau-pō	29,220	143,602														
Te Awahou Nieuwe Stroom	8153	38,985														
Shannon Library	909	5,761														

CF15	Libraries and community facilities meet the public's needs	Percent of residents and non-residents satisfied with library and Community services based on the Annual Customer Satisfaction Survey.	> 90%	<b>Unable to report</b> As at 30 November 2022A survey has not been conducted as of reporting time.													
CF16	Community facilities are available for public use.	Number of booking counts for community facilities.  Te Takeretanga o Kura-hau-pō  Te Awahou Nieuwe Stroom	≥ 1,400  70%  30%	<b>On Track</b> As at 30 November 2022 <table><tr><th></th><th>November 2022</th><th>Year to Date</th></tr><tr><td>Booking Counts</td><td>144</td><td>793</td></tr><tr><td>Te Takeretanga o Kura-hau-pō</td><td>77%</td><td>77%</td></tr><tr><td>Te Awahou Nieuwe Stroom</td><td>23%</td><td>23%</td></tr></table>		November 2022	Year to Date	Booking Counts	144	793	Te Takeretanga o Kura-hau-pō	77%	77%	Te Awahou Nieuwe Stroom	23%	23%	
	November 2022	Year to Date															
Booking Counts	144	793															
Te Takeretanga o Kura-hau-pō	77%	77%															
Te Awahou Nieuwe Stroom	23%	23%															
CF17	Customers have access to a range of current information in both print and digital format.	Number of items loaned from the libraries across the District, including books, magazines etc.	≥ 270,000	<b>Not on Track</b> As at 30 November 2022 Broken down as follows: <table><tr><th>Library</th><th>Issues</th></tr><tr><td>Levin</td><td>71,458</td></tr><tr><td>Foxton</td><td>8,727</td></tr><tr><td>Shannon</td><td>2,620</td></tr><tr><td>Digital</td><td>8,465</td></tr><tr><td>Total</td><td>73,365</td></tr></table>	Library	Issues	Levin	71,458	Foxton	8,727	Shannon	2,620	Digital	8,465	Total	73,365	
Library	Issues																
Levin	71,458																
Foxton	8,727																
Shannon	2,620																
Digital	8,465																
Total	73,365																
CF18		Collections are refreshed and meet the literacy and information needs of the	\$7 per capita spent on	<b>On Track</b> As at 30 November 2022													

		community in accordance with the NZ Public Library Standards.	library resources																						
CF19		Percent of increase in use of websites and online engagement.  Note: These numbers include statistics for Te Takeretanga o Kura-hau-pō website, OPAC, and Kete Horowhenua.	+> 1%	<b>On Track</b> As at 30 November 2022 <table><tr><td></td><td>2022/23 YTD</td><td>2021/22 YTD</td><td>% change</td></tr><tr><td>Unique users</td><td>35820</td><td>33,066</td><td>8%</td></tr><tr><td>Sessions</td><td>50,725</td><td>47,694</td><td>6%</td></tr></table>		2022/23 YTD	2021/22 YTD	% change	Unique users	35820	33,066	8%	Sessions	50,725	47,694	6%									
	2022/23 YTD	2021/22 YTD	% change																						
Unique users	35820	33,066	8%																						
Sessions	50,725	47,694	6%																						
CF20	Customers have access to programmes and initiatives that enhance the wellbeing of the District.	Number of programmes delivered: Levin Foxton Shannon	500  ≥ 50% ≥ 30% ≥ 20%	<b>On Track</b> As at 30 November 2022  The programmes that have been delivered are broken down as follows: <table><tr><td></td><td>Number November 2022</td><td>% Nov 2022</td><td>Number YTD</td><td>% YTD</td></tr><tr><td>Levin</td><td>85</td><td>72</td><td>308</td><td>68</td></tr><tr><td>Foxton</td><td>13</td><td>15</td><td>81</td><td>18</td></tr><tr><td>Shannon</td><td>111</td><td>13</td><td>63</td><td>14</td></tr></table>		Number November 2022	% Nov 2022	Number YTD	% YTD	Levin	85	72	308	68	Foxton	13	15	81	18	Shannon	111	13	63	14	
	Number November 2022	% Nov 2022	Number YTD	% YTD																					
Levin	85	72	308	68																					
Foxton	13	15	81	18																					
Shannon	111	13	63	14																					

### Representation and Community Leadership - Statement of Service Performance

Ref	Service	How performance is measured	Target	On track/Not on track	
RCL1	Council provides open, accessible information and processes to local government and the Community.	Number of successful challenges to Council's decision-making processes.	< 2	<b>On Track</b>  As at 30 November 2022  There have been no successful challenges to Council's decision making processes.	
RCL2		Official Information requests are processed in accordance with the LGOIMA	100% compliance rate	<b>Off Track</b>  As at 30 November 2022  45 LGOIMA requests had been received 37 were processed on time 1 was sent late 4 remain open on time 1 remains open with a partial extension/release 1 were withdrawn 1 was transferred	
RCL3	Council supports residents and ratepayers to have their views heard and considered in Council decision-making.	Percent of residential and non-residential ratepayers who are satisfied with the way Council involves the public in its decision making, based on the Annual Customer Satisfaction Survey	> 50%	<b>Unable to report</b>  As at 30 November 2022 A survey has not been conducted as of reporting time.	
RCL4		Council will pre-engage on all significant decisions as outlined in the Significance of Engagement Strategy found on Council's website	Achieve	<b>On Track</b>  As at 30 November 2022	

RCL5	Council's planning documents meet statutory requirements and have unqualified audit opinions	The LTP is completed within the statutory timeframe, including a Financial and Infrastructure Strategies which meets the requirements of the Local Government Act.	Adopted before 30 June (every 3 years)	<b>On Track</b> As at 30 November 2022 LTP Amendment	
RCL6		The Annual Plan will be adopted before 30 June annually.*	Achieve	<b>On Track</b> As at 30 November 2022	
RCL7		The Annual Report will include an unqualified audit opinion.	Achieve	<b>Unable to Report</b> As at 30 November 2022 This is not able to be established until the report has been reviewed by an auditor	
RCL8	The District Plan provides for a balanced regulatory framework that protects important community and environmental values.	Council will process non-complying consents in a robust way. When the percentage of non-complying consents approved exceed 5% we will undertake an investigation of the District Plan rules that have triggered the non-complying consents.	< 5%	<b>On Track</b> As at 30 November 2022 Two (2) non-complying resource consent has been approved, which represents approximately less than two percent (2%) of applications approved.	



### Regulatory Services – Statement of Service Performance

Ref	Service	How performance is measured	Target	On track/Not on track	
RS1	Processing of applications under the Resource Management Act (RMA) 1991.	Applications under the RMA will be processed within statutory timeframes.	95%	<b>Not On Track</b>  As at 30 November 2022: 153 consents have been approved for Land Use, Subdivision, Boundary Activities and "other", approximately 40% of consents were approved within statutory timeframes. This has been due to high volume of applications received and the increasing complexity of applications, compared to the number of staff & contractors available to process applications.	
RS2	Carry out Building Consent Authority functions including enforcement of legislation relating to construction of buildings and structures.	Percentage of building consent applications that are processed within statutory timeframes.	98%	<b>Not on Track</b>  As at 30 November 2022: 268 building consents were granted YTD, 68% within statutory timeframes. Eighty seven (87) consents have been processed outside the statutory timeframe YTD. This was due to the high number of consents in progress and the number of staff who have been off periodically with Covid and on other leave over the last few months. It is anticipated that the level of statutory compliance will improve throughout the year.	
RS3		Council will maintain its accredited status as a Building Consent Authority.	Achieve	<b>On Track</b>  As at 30 November 2022: IANZ reconfirmed our accreditation on 11 January 2022. Our next accreditation re-assessment is in April 2023.	
RS4	Food safety – Food businesses are monitored to ensure compliance with legislation.	Food businesses operating under the Food Act 2014 are verified at the frequency determined by the Food Regulations 2015.	Achieve	<b>On Track</b>  As at 30 November 2022, 69 Food businesses operating a MPI template food control plan have been verified YTD.	
RS5	Monitoring of licensed premises to ensure	Premises are inspected annually to check for	Achieve	<b>On Track</b>	

	compliance with relevant* legislation.	compliance with their licence conditions.		As at 30 November 2022, 68 licensed premises holding an operative licences exist. 19 licensed premises have been inspected YTD, representing 27.9% of licensed premises.	
RS6	All parking restricted areas in Levin will be enforced under the provisions of Council's Bylaw and the Land Transport Regulations.	Parking infringement explanations are responded to within 5 business days of receipt	Achieve	<b>On Track</b>  As at 30 November 2022 274 parking infringement explanations were received and responded to. 100% were responded to within 5 business days	
RS7	Carry out territorial authority functions including enforcement of legislation.	All reported cases of illegal building work will be responded to within five working days.	Achieve	<b>On Track</b>  As at 30 November 2022 Compliance officers received 3 reports of illegal building work during the month; 100% were responded to within 5 working days.	
RS8		Percentage of private swimming pools on register inspected annually for compliance.	> 33%	<b>On Track</b>  As at 30 November 2022, 327 pools are on the register. 28 inspections have been completed YTD.	
RS9	Carry out territorial authority functions including enforcement of legislation.	100% of BWOFs are renewed or Notices to Fix are issued.	Achieve	<b>On Track</b>  As at 30 November 2022 329 BWOFs are on the register and compliant. No 'notice to fix' issued YTD.	
RS10	Monitoring of District Plan requirements, resource consent compliance and complaints.	All known and reported instances of non-compliances with the District Plan and any resource consents will be responded to within five working days	Achieve	<b>On Track</b>  As at 30 November 2022 57 reported complaints regarding non-compliance with the District Plan YTD. 100% of complaints have been responded to within 5 working days.	
RS11		All resource consents that are required to be monitored for the year are monitored for compliance with conditions.	Achieve	<b>On Track</b>  As at 30 November 2022 Consents are requiring monitoring based on a complaints basis.	
RS12	Reported instances of non-compliances and dog	Percent of reported instances of non-compliances and dog	100%	<b>On Track</b>  As at 30 November 2022,	

	nuisances will be responded to.	nuisances will be responded to.		550 complaints have been received YTD; 100% were responded to.													
RS13		An after-hours emergency response will be continuously provided.	Achieve	<b>On Track</b>  As at 30 November 2022, The service is provided by staff on a weekly roster or via availability for consult via phone as necessary.													
RS14	Registration and classification of all known dogs within the District.	Percent of known dogs that will be registered or accounted for annually by 31 October.	100%	<b>On Track</b>  As at 30 November 2022, 130 dog owners have been infringed for failing to register their dog. All other dogs in the register have been registered by 31 October.													
RS15	Noise complaints response service will be provided.	Noise complaints services are provided all year round and 90% of complaints will be responded to within 60 minutes.	Achieve	<b>On Track</b>  As at 30 November 2022, 443 complaints have been received; 95.1% were responded to within 60 minutes.													
RS16	Public safety bylaws and other legislation will be enforced.	Percent of reported non-compliances and complaints that are responded to within five working days.	100%	<b>On Track</b>  As at 30 November 2022, 28 complaints received have been responded to. The complaints responded to comprise of: <table><tr><th></th><th>Year to Date</th></tr><tr><td>Smoke</td><td>15</td></tr><tr><td>Health Act</td><td>15</td></tr><tr><td>Local Government Act</td><td>13</td></tr><tr><td>Council Bylaws</td><td>1</td></tr><tr><td>Total</td><td>44</td></tr></table>		Year to Date	Smoke	15	Health Act	15	Local Government Act	13	Council Bylaws	1	Total	44	
	Year to Date																
Smoke	15																
Health Act	15																
Local Government Act	13																
Council Bylaws	1																
Total	44																

### Community Support – Statement of Service Performance

Ref	Service	How performance is measured	Target	On track/Not on track	
CS1	Community awareness is promoted and encouraged.	12 media messages promoting preparedness for an emergency will be made to residents and ratepayers annually.	Achieved	<b>On Track</b>  As at 30 November 2022, 3 COVID-19 media messages have been distributed across social channels. 42 Emergency Management media messages have been distributed across social channels. Emergency messaging will continue to be posted in support of COVID-19 response.	
CS2	Council maintains a functional EOC and trained staff.	Civil defence and emergency management assessment of readiness and capability.	Council's EOC (and alternate(s)) are fully functional and meet the requirements of the CDEM Act 2002.	<b>On Track</b>  As at 30 November 2022 Appropriate levels of Council Staff have been trained to the CDEM Integrated Training Framework (ITF) Standards with Incident Management Team (IMT) members trained to the minimum intermediate level but with an expectation that they will go on and achieve the relevant functional training qualification. A number of IMT personnel have completed the higher level of training to the functional level within this reporting year. Further	

				training and exercising is planned throughout the 2022/2023 year to continue to increase capability and understanding of all the facets of emergency management across the local, regional and national hazard-scape within the organisation.	
CS3	Council provides effective leadership in advocating, coordinating and facilitating on behalf of community needs.	Number of Community Wellbeing Committee meetings per year.	≥ 4	<b>Not on Track</b>  As at 30 November 2022 One (1) Community Wellbeing Committee meeting held.  One Community Wellbeing meeting was cancelled during the change of Council and appointment of Chairperson.	
CS4	Young people in the Horowhenua live in a safe and supportive environment, which empowers them to make positive life choices.	Number of Youth Empowerment Project meetings per year	≥ 8	<b>On Track</b>  As at 30 November 2022 Three (3) yEP meetings held.	
CS5		Number of programmes or projects implemented by Youth Empowerment Project.	≥ 4	<b>On Track</b>  As at 30 November 2022 One (1) programme/project implemented by yEP	
CS6		Number of Youth Services Network meetings per year.		<b>On Track</b>  As at 30 November 2022 Four (4) Youth Services Network meetings held.	
CS7		Number of Older Person's Network meetings per year	≥ 6	<b>On-Track</b>	

	enabling them to Horowhenua residents are empowered to make choices enabling them to live a satisfying and healthy lifestyle.			As at 31 October 2022, two (2) Older Persons' Network meetings held.	
CS8		Number of <i>Puāwai</i> magazine publications annually.		<b>On Track</b>  As at 30 November 2022, two (2) <i>Puāwai</i> magazine has been published.	
CS9	Horowhenua is a vibrant, creative and friendly community with an abundance of art, rich cultures and a strong sense of heritage.	Number of Creative Communities funding rounds per year.	≥ 2	<b>On Track</b>  As at 30 November 2022 One (1) Creative Communities funding round.	
CS10	Horowhenua is New Zealand's foremost District in taking joint responsibility for the success of our community through education.	Number of Education Horowhenua meetings per year	≥ 4	<b>On Track</b>  As at 30 November 2022 One (1) Education Horowhenua meeting held	
CS11	Horowhenua is fully accessible to all people	Number of Access and Inclusion Leadership forums per year	≥ 4	<b>On Track</b>  As at 30 November 2022 One (1) Access and Inclusion Leadership forum.	
CS12	Council promotes community group empowerment and provides opportunities for community driven initiatives and projects, and to grow and develop	Number of Community Capacity and Capability Building Programme workshops or trainings offered.	≥ 10	<b>On Track</b>  As at 30 November 2022 Six (6) Community Capacity and Capability Building workshops/trainings held. Mental Health First Aid Fundors Expo Fundors Expo Marae Governance Training	

				Real Talk (Mental Health)		n (160)
				Mental Health 101		on (9)
CS13		Percent of satisfaction with Capacity and Capability Building Programme workshops or training.	≥ 85%	<b>On Track</b> As at 30 November 2022 100 percent (100%) satisfaction has been recorded from programme workshops or training		
CS14		Number of individuals participating in Capacity and Capability Building Programme workshops or training over the year.	≥ 200	<b>On Track</b> As at 31 November 2022 Two hundred and twenty three (223) individuals have participated in Capacity and Capability Building Programme workshops or training.		
CS15	Council supports beach safety initiatives within communities by providing financial support.	Number of weeks Council funded surf lifesaving service is provided at Foxton and Waitāreke beaches.	≥ 6	<b>On Track</b> As at 30 November 2022 Six (6) weeks have been funded.		
CS16	Council effectively communicates with its ratepayers and residents.	Percent of media releases feature in media within 21 days of release.	≥ 60	<b>On Track</b> As at 30 November 2022 There have been 44 media releases and 100% featured in media.		

CS17		Percent of residents are well informed about what the council is doing	≥ 60	<b>On Track</b> As at 30 November 2022 There have been 44 media releases and 100% featured in media.	
CS18	Council provides a variety of ways to access information.	Number of Council Community Connections newsletters published annually.	≥ 10	<b>On Track</b> As at 30 November 2022, Five (5) <i>Community Connections</i> published: <a href="https://www.horowhenua.govt.nz/Community/Community-Engagement/Community-Connection">https://www.horowhenua.govt.nz/Community/Community-Engagement/Community-Connection</a>	
CS19*		Number of new digital services are delivered online annually.	≥ 2	<b>On Track</b> As at 30 November 2022 The HDC website has been refreshed and one (1) online payment form has been completed or significantly updated, including: Application to Renew Registration of Dogs;	
CS20	Council provides a 24/7 telephone contact centre operation.	Telephone contact is continually provided 24/7.	Achieve	<b>On Track</b> As at 30 November 2022, Council's 06 366 0999 telephone number is operational 24/7. After hour's service and continuous phone supply under Contract with PNCC – CM9 record D22/95747. The phone system is hard coded to divert to PNCC should it have a fault at HDC.	
CS21	Council staff are knowledgeable in tikanga māori and the principles of Te Tiriti o Waitangi.	Percent of staff who have undertaken training. (Partnership with Tangata Whenua).	60% of Council staff	<b>On Track</b> As at 30 November 2022, Te Tiriti o Waitangi and Cultural Competence training is in progress with external facilitator 'Engaging Well'. We are in the process of setting dates for the	



				next 5 cohorts of staff which will take place in the new year. Training sessions based on sections within the Tūhono ki Te Ao Māori toolkit, are being scheduled for staff. These sessions will be delivered by the Cultural Outcomes Team and are due to start in February 2023.	
CS22	Council supports the promotion of Horowhenua as a tourism destination.	-Site accreditation is maintained at Te Awahou Nieuwe Stroom and Te Takeretanga o Kura-hau-pō facilities.	Achieve	<b>On track</b> As at 30 November 2022 i-Site accreditation is maintained.	
CS23		Annual number of visitor information enquiries conducted from Horowhenua i-Sites.	≥ 10,000	<b>On track</b> As at 30 November 2022 Manually collated statistics on Visitor Information enquiries are: <b>4974</b>	
CS24		Council provides opportunities for businesses to collaborate and network resulting in a stronger business sector.	Number of business networking meetings organised per year.	≥ 10	<b>On track</b> As at 30 November 2022 There have been seven (7) Business Networking events held. This includes 1 Women in Business networking lunch, 1 Foxton Business Breakfast and 5 Business After 5 events.
CS25	Council advocates for and facilitates business development and new business investment in the Horowhenua District.	Percent of the District's Business Community that are satisfied or more than satisfied with Council's overall performance in the Economic Development Activity.	> 75%	<b>Unable to report</b>  As of 30 November 2022 A survey has not been conducted as of reporting time.	

### Community Infrastructure – Statement of Service Performance

Ref	Service	How performance is measured	Target	On track/Not on track	
CF1	Reserves are available for Community use.	Residential dwellings in urban areas are within 400 metres to local reserves, either Council or privately provided.	≥ 80%	<b>On Track</b>  As of 30 November 2022: Council has 82.09% of residential dwellings in urban areas that are within 400 metres to local reserves, either Council or privately provided.	
CF2		Residential dwellings in urban areas are within 800 metres of playgrounds or destination reserves.	≥ 80%	<b>On Track</b>  As of 30 November 2022: Council has 90.66% of residential dwellings in urban areas that are within 800 metres of playgrounds or destination reserves.	
CF3	Reserves meet local needs.	Percentage of customers satisfied with the service, based on the Annual Customer Satisfaction Survey.	≥ 80%	<b>Unable to report</b>  As of 30 November 2022 A survey has not been conducted as of reporting time	
CF4	Playgrounds are safe for users.	Playground facilities comply with relevant National Playground standards.	Achieve	<b>On Track</b>  As of 30 November 2022	
CF5	Sports grounds are available for Community use.	Percent of time that sport grounds are available for use during their opening hours.	≥ 95%	<b>On Track</b>  As of 30 November 2022: 100% of sports grounds were available for use during their opening hours.	
CF6	Sports grounds meet local needs.	Number of Customer Request Management complaints reporting of ground conditions per annum.	< 5	<b>On Track</b>  As of 30 November 2022: Zero complaints have been received.	
CF7	Community Halls are available for public use.	Number of uses per fortnight for Community Halls.	10	<b>On Track</b>  As of 30 November 2022: Levin Memorial Hall was used 100 times. Shannon Memorial Hall was used 3 times.	

				Foxton Memorial Hall was used 7 times. Total = 110 times (an average of 10.48times per fortnight).	
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### Land Transport – Statement of Service Performance

Ref	Service	How performance is measured	Target	On track/Not on track	
LT1	A safe road network*.	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network.	No (or Zero) change or a reduction from previous year.	<b>On Track</b> As of 30 November 2022 The number of fatalities and serious injury crashes on the local road network is calculated utilising data from the crash analysis system (CAS) database.	
LT2	Roads in good condition*.	The average quality of ride on a sealed local road network measured by smooth travel exposure.	Minimum 85%	<b>On Track</b> As of 30 November 2022	
LT3	Roads that are maintained well*.	The percentage of the sealed local road network that is resurfaced annually.	Minimum of 5% of total area	<b>Not on Track</b> As of 30 November 2022 Rising bitumen costs will mean we will be unlikely to reach our 5% target.	
LT4	Footpaths are in an acceptable condition*.	Target footpath condition rating (% compliant with Council's standards found in the Land Transport Activity Plan).	Minimum 30% in excellent condition. Maximum 10% in poor condition.	<b>On Track</b> As of 30 November 2022	
LT5	Good response to service requests*.	The percentage of customer service requests relating to roads and footpaths to which	> 95%	<b>On Track</b> As at 30 November 2022,	

		Council responds within 15 working days.		Year-to-date 1099 CRMs have been received with 96% closed within 15 working days.	
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### Solid Waste - Statement of Service Performance

Ref	Service	How performance is managed	Target (2022/23)	On Track/Not on Track										
SW1	Provision of landfill but minimising the amount that is sent there.	Quantity of waste going to the landfill per person per year.	≤ 400 kg per person per year	<b>Unable to report correctly</b>  As of 30 November 2022 In October 2022 163.6 T of HDC controlled general waste was disposed of to landfill. This is representative of the waste council has control over and does not provide a representation of waste disposed of within the district. Previously this measure was estimated using waste to Levin Landfill, however there is currently no waste going to Levin Landfill while a decision is being made about the landfills future. HDC controlled tonnes is comprised of: Council rubbish bags General Waste from Foxton and Shannon Transfer Stations Council controlled waste disposed of through Levin Transfer Station Year to date, 610.92 T of HDC controlled waste has been disposed of in landfill.										
SW2	Recycling is encouraged	Level of recycling at: Kerbside Transfer stations	≥ 40% of total waste ≥ 50% of total waste	<b>Unable to report correctly</b>  As of 30 November 2022 <table><tr><th></th><th>October 2022</th><th>Year to Date</th></tr><tr><td>Total Recycling</td><td>172.95 T (*)</td><td>545.22 T (*)</td></tr><tr><td>Percentage of Waste Production</td><td>Unable to calculate</td><td>Unable to calculate</td></tr></table> (*) Kerbside glass collection data was unavailable for October.		October 2022	Year to Date	Total Recycling	172.95 T (*)	545.22 T (*)	Percentage of Waste Production	Unable to calculate	Unable to calculate	
	October 2022	Year to Date												
Total Recycling	172.95 T (*)	545.22 T (*)												
Percentage of Waste Production	Unable to calculate	Unable to calculate												

SW3	Waste transfer and recycling stations have a minimal impact on the immediate and surrounding environment.	Number of odour complaints and minimal reports of solid waste in or around: Waste transfer stations; Recycling stations per month.	< 4 per month < 4 per month	<b>On Track</b>  As of 30 November 2022 <table><tr><th></th><th>October 2022</th><th>Year to Date</th></tr><tr><td>Waste transfer stations</td><td>0</td><td>0</td></tr><tr><td>Recycling stations</td><td>0</td><td>0</td></tr></table>		October 2022	Year to Date	Waste transfer stations	0	0	Recycling stations	0	0	
	October 2022	Year to Date												
Waste transfer stations	0	0												
Recycling stations	0	0												
SW4	Response to service requests regarding Council's Solid Waste Activities is timely.	Time all requests are responded to.	Within 3 working days	<b>Not on Track</b>  As of 30 November 2022 <b>CRMs closed</b> <table><tr><th>October 2022</th><th>Year to Date</th></tr><tr><td>128/139</td><td>448/479</td></tr></table> <b>Responded within 3 working days:</b> <table><tr><th>October 2022</th><th>Year to date</th></tr><tr><td>56/67</td><td>303/407</td></tr></table>	October 2022	Year to Date	128/139	448/479	October 2022	Year to date	56/67	303/407		
October 2022	Year to Date													
128/139	448/479													
October 2022	Year to date													
56/67	303/407													
SW5	Recycling and refuse is collected on time and in a sanitary manner.	Number of complaints per-month about non collection of: Kerbside recycling Kerbside refuse	< 6 per month < 6 per month	<b>Not on Track</b>  As of 30 November 2022 <table><tr><th></th><th>October 2022</th><th>Year to Date</th></tr><tr><td>Kerbside recycling</td><td>7</td><td>51</td></tr><tr><td>Kerbside refuse</td><td>11</td><td>20</td></tr></table> <b>Please note:</b> These numbers include all complaints of non-collection, including those where the bin was not collected for a legitimate reason. These reasons could include: Bin was put out on the wrong week		October 2022	Year to Date	Kerbside recycling	7	51	Kerbside refuse	11	20	
	October 2022	Year to Date												
Kerbside recycling	7	51												
Kerbside refuse	11	20												

				Bin was not out at time of collection Bin was not collected due to contamination Missed collection CRMs are actioned by Low Cost Bins.											
SW6	Recycling stations are available and accessible in urban centres in summer.	All recycling stations are available at the agreed locations on the agreed days and times outlined on Council's website.	Achieve	<b>On Track</b>  As of 30 November 2022 Static recycling stations have been available as outlined on the Councils website. Stations may be removed temporarily in order to be emptied.											
SW7	Customers are content with Council's transfer stations, recycling collection, and refuse collection services offered.	Percentage of customers satisfied with their solid waste services: Kerbside recycling Kerbside refuse	≥ 80% ≥ 80%	<b>Unable to report</b>  As of 30 November 2022 A survey has not been conducted as of reporting time.											
SW8	Customers are educated on waste minimisation practices.	Number of school aged students waste education is provided to each year	≥ 300 students per year	<b>On Track</b>  As of 30 November 2022 As at 30 October 2022 73 students have been provided with waste education this year. We are still awaiting final class numbers for October 2022.											
SW9	Customers are educated on waste minimisation practices.	Number of events Council attends to promote ways to minimise waste	≥ 5 events per year	<b>On Track</b>  As of 30 November 2022											
SW10	Sustainable solid waste management.	The number of: Abatement Notices; Infringement Notices; Enforcement Orders; and Convictions	0 0 0 0	<b>Not on Track</b>  As at 30 November 2022: <table><tr><th></th><th>Year to Date</th></tr><tr><td>Abatement Notice</td><td>0</td></tr><tr><td>Infringement Notice</td><td>0</td></tr><tr><td>Enforcement Order</td><td>0</td></tr><tr><td>Convictions</td><td>0</td></tr></table>		Year to Date	Abatement Notice	0	Infringement Notice	0	Enforcement Order	0	Convictions	0	
	Year to Date														
Abatement Notice	0														
Infringement Notice	0														
Enforcement Order	0														
Convictions	0														

		Received by Council in relation to Horizons Regional Council resource consents.			
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### Wastewater Treatment - Statement of Service Performance

Ref	Statement of Service Performance Service	How will we measure our performance	Target (2022/23)	Actual Performance																
WW1	Reliable wastewater collection and disposal*.	The number of dry weather wastewater overflows from the wastewater system per 1000 connections.	≤ 2	<b>On Track</b>  As at 30 November 2022: <table><tr><td></td><td>Year to Date</td><td></td></tr><tr><td></td><td>Per 1000 Connections</td><td>No. of Overflows</td></tr><tr><td>Number of overflows</td><td>0.3</td><td>4</td></tr><tr><td colspan="3">Number of connections as at 1 July 2022 = 13,299</td></tr></table>		Year to Date			Per 1000 Connections	No. of Overflows	Number of overflows	0.3	4	Number of connections as at 1 July 2022 = 13,299						
	Year to Date																			
	Per 1000 Connections	No. of Overflows																		
Number of overflows	0.3	4																		
Number of connections as at 1 July 2022 = 13,299																				
WW2	Safe disposal of wastewater*.	The number of:  Abatement Notices; Infringement Notices; Enforcement Orders; and Convictions  Received by Council in relation to Horizons Regional Council resource consents.	0 0 0 0	<b>On Track</b>  As at 30 November 2022: <table><tr><td></td><td>Year to Date</td><td></td></tr><tr><td>Abatement Notice</td><td>0</td><td></td></tr><tr><td>Infringement Notice</td><td>0</td><td></td></tr><tr><td>Enforcement Order</td><td>0</td><td></td></tr><tr><td>Convictions</td><td>0</td><td></td></tr></table>		Year to Date		Abatement Notice	0		Infringement Notice	0		Enforcement Order	0		Convictions	0		
	Year to Date																			
Abatement Notice	0																			
Infringement Notice	0																			
Enforcement Order	0																			
Convictions	0																			
WW3	Council provides a good response to wastewater	The median time (hrs) from the time that Council receives a notification, to the time that services personnel reach the	< 1 hour	<b>Not on Track</b>  As at 30 November 2022: <table><tr><td></td><td>Year to Date</td><td></td></tr></table>		Year to Date														
	Year to Date																			

	system faults reported*.	site in responding to an overflow resulting from a wastewater blockage or other fault.*		Response time	1hr 42mins																						
				Back-to-back weather events throughout the year delayed the response to individual properties as priority was given to main system faults. This affected the YTD response time.																							
WW4		The median time (hrs) from the time that Council receives a notification, to the time that services personnel confirm a resolution of a blockage or other fault within the wastewater system causing the overflow.*	< 12 hours	<b>On Track</b> As at 30 November 2022: <table><tr><td></td><td>Year to Date</td></tr><tr><td>Resolution time</td><td>4hr 07mins</td></tr></table>				Year to Date	Resolution time	4hr 07mins																	
	Year to Date																										
Resolution time	4hr 07mins																										
WW5	The service is satisfactory*	The total number of complaints received (expressed per 1000 connections to the wastewater system) regarding:  Wastewater odour; Wastewater systems faults; Wastewater system blockages; and	< 4 < 6 < 8 < 4  < 22	<b>On Track</b> As at 30 November 2022: <table><tr><td></td><td colspan="2">Year to Date</td></tr><tr><td></td><td>Per 1000 Connections</td><td>No. of Complaints</td></tr><tr><td>Odour</td><td>0.08</td><td>1</td></tr><tr><td>Faults</td><td>0.60</td><td>8</td></tr><tr><td>Blockages</td><td>3.53</td><td>47</td></tr><tr><td>Council's Response</td><td>0</td><td>0</td></tr><tr><td><b>Total</b></td><td><b>4.21</b></td><td><b>56</b></td></tr></table>				Year to Date			Per 1000 Connections	No. of Complaints	Odour	0.08	1	Faults	0.60	8	Blockages	3.53	47	Council's Response	0	0	<b>Total</b>	<b>4.21</b>	<b>56</b>
	Year to Date																										
	Per 1000 Connections	No. of Complaints																									
Odour	0.08	1																									
Faults	0.60	8																									
Blockages	3.53	47																									
Council's Response	0	0																									
<b>Total</b>	<b>4.21</b>	<b>56</b>																									



		Council's response to issues with its wastewater system. Total number of complaints received about any of the above.		Number of connections as at 1 July 2022 = 13,299	
WW6		Percentage of customers not dissatisfied with the service, based on the Annual Customer Satisfaction Survey.	≤ 84%	<b>Unable to Report</b>  <b>As at 30 November 2022</b> A survey has not been conducted as of reporting time.	

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

### Stormwater - Statement of Service Performance

Ref	Service	How performance is measured	Target (2022/23)	On Track/ Not on track						
ST1	An adequate stormwater system*.	Number of flooding events that occur in the District.	< 5 per year	<b>On Track</b>  As at 30 November 2022: There were 0 flooding events that were reported as caused by the piped Stormwater system.						
ST2		For each flooding event the number of habitable floors affected per 1,000 connections to Council's stormwater networks.	2 or less	<b>On Track</b>  As at 30 November 2022: <table><tr><th>Flooding Event</th><th>Per 1,000 Connections</th><th>Habitable Floors Affected</th></tr><tr><td>0</td><td>1.2</td><td>0</td></tr></table> There were 13,265 connections as at 1 July 2022	Flooding Event	Per 1,000 Connections	Habitable Floors Affected	0	1.2	0
Flooding Event	Per 1,000 Connections	Habitable Floors Affected								
0	1.2	0								

ST3	Response to faults*.	The median response time to attend a flooding event, measured from the time that Council receives notification to the time that service personnel reach the site.	< 1 hour	<b>On Track</b> As at 30 November 2022: <table><tr><th>Time</th><th>Comment</th></tr><tr><td>0.0</td><td></td></tr></table>	Time	Comment	0.0								
Time	Comment														
0.0															
ST4	Customer satisfaction*.	The number of complaints received by Council about the performance of its stormwater system expressed per 1,000 properties connected to the system.	< 10 per year	<b>On Track</b> As at 30 November 2022: <table><tr><th>Per 1,000 Connections YTD</th><th>No. of Complaints - November</th><th>No. of Complaints - YTD</th></tr><tr><td>0-45</td><td>2</td><td>2</td></tr></table> There were 13,265 connections as at 1 July 2022	Per 1,000 Connections YTD	No. of Complaints - November	No. of Complaints - YTD	0-45	2	2					
Per 1,000 Connections YTD	No. of Complaints - November	No. of Complaints - YTD													
0-45	2	2													
ST5	Customer satisfaction.	Percentage of customers satisfied with the stormwater service. As per the Annual Resident Satisfaction Survey.	≥ 80%	<b>Unable to Report</b> <b>As at 30 November 2022</b> A survey has not been conducted as of reporting time.											
ST6	A sustainable stormwater service.	The number of:  Abatement Notices; Infringement Notices; Enforcement Orders; and Convictions  Received by Council in relation to Horizons Regional Council resource consents* for discharge from its stormwater system**	0 0 0 0	<b>On Track</b> As at 30 November 2022: <table><tr><th></th><th>Year to Date</th></tr><tr><td>Abatement Notice</td><td>0</td></tr><tr><td>Infringement Notice</td><td>0</td></tr><tr><td>Enforcement Order</td><td>0</td></tr><tr><td>Convictions</td><td>0</td></tr></table>		Year to Date	Abatement Notice	0	Infringement Notice	0	Enforcement Order	0	Convictions	0	
	Year to Date														
Abatement Notice	0														
Infringement Notice	0														
Enforcement Order	0														
Convictions	0														

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

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

## Water Supply - Statement of Service Performance

Ref	Service	How performance is measured	Target (2022/23)	On Track/Not on Track													
WS1	Safe water supply*.	Council's drinking water supply complies with: (a) part 4 of the Drinking Water Standards (bacteria compliance criteria) in Levin Shannon Foxton Foxton Beach Tokomaru	Achieve Achieve Achieve Achieve Achieve	<b>On Track</b>  As of 30 November 2022: <table><tr><th>Scheme</th><th>Year to Date</th></tr><tr><td>Levin</td><td>100%</td></tr><tr><td>Shannon</td><td>100%*</td></tr><tr><td>Foxton</td><td>100%</td></tr><tr><td>Foxton Beach</td><td>100%</td></tr><tr><td>Tokomaru</td><td>100%</td></tr></table> <i>*Moving PCs and installing new network cards at the Shannon water plant required the shutting down of the plant, however it resulted in data gaps. Evidence of no inflow into the plant during the work has been uploaded into ID.</i>	Scheme	Year to Date	Levin	100%	Shannon	100%*	Foxton	100%	Foxton Beach	100%	Tokomaru	100%	
Scheme		Year to Date															
Levin	100%																
Shannon	100%*																
Foxton	100%																
Foxton Beach	100%																
Tokomaru	100%																
WS2		(b) part 5 of the Drinking Water Standards (protozoa compliance criteria) in: Levin Shannon Foxton Foxton Beach Tokomaru	Achieve Achieve Achieve Achieve Achieve	<b>On Track</b>  As of 30 November 2022: <table><tr><th>Scheme</th><th>Year to Date %</th></tr><tr><td>Levin</td><td>100%</td></tr><tr><td>Shannon</td><td>100%*</td></tr><tr><td>Foxton</td><td>100%</td></tr><tr><td>Foxton Beach</td><td>100%</td></tr><tr><td>Tokomaru</td><td>100%</td></tr></table> <i>*Moving PCs and installing new network cards at the Shannon water plant required the shutting down of the plant, however it resulted in data gaps. Evidence of no inflow into the plant during the work has been uploaded into ID.</i>	Scheme	Year to Date %	Levin	100%	Shannon	100%*	Foxton	100%	Foxton Beach	100%	Tokomaru	100%	
Scheme	Year to Date %																
Levin	100%																
Shannon	100%*																
Foxton	100%																
Foxton Beach	100%																
Tokomaru	100%																

WS3	Customer Satisfaction*	Percentage of customers not dissatisfied with the service, based on the Annual Customer Satisfaction Survey.	≥ 84%	<b>To be reported at year end</b>  A survey has not been conducted as of reporting time.																												
WS4	Drinking water that tastes and looks satisfactory*.	The total number of complaints received about any of the following (expressed per 1000 connections): Drinking water clarity; Drinking water taste; Drinking water odour; Drinking water pressure or flow; Continuity of supply; and Council's response to any of these issues. Total:	1 1 1 1 1 1 ≤ 6	<b>On Track</b>  As at 30 November 2022: <table><thead><tr><th></th><th colspan="2">Year to Date</th></tr><tr><th></th><th>Per 1000 Connections</th><th>No. of Complaints</th></tr></thead><tbody><tr><td>Clarity</td><td>0.37</td><td>5</td></tr><tr><td>Taste</td><td>0</td><td>0</td></tr><tr><td>Odour</td><td>0</td><td>0</td></tr><tr><td>Pressure or flow</td><td>0</td><td>0</td></tr><tr><td>Continuity of supply</td><td>0.7</td><td>1</td></tr><tr><td>Council's response</td><td>0</td><td>0</td></tr><tr><td><b>Total</b></td><td><b>0.44</b></td><td><b>6</b></td></tr></tbody></table> Number of rated connections as of 1 July 2022 = 13,947		Year to Date			Per 1000 Connections	No. of Complaints	Clarity	0.37	5	Taste	0	0	Odour	0	0	Pressure or flow	0	0	Continuity of supply	0.7	1	Council's response	0	0	<b>Total</b>	<b>0.44</b>	<b>6</b>	
	Year to Date																															
	Per 1000 Connections	No. of Complaints																														
Clarity	0.37	5																														
Taste	0	0																														
Odour	0	0																														
Pressure or flow	0	0																														
Continuity of supply	0.7	1																														
Council's response	0	0																														
<b>Total</b>	<b>0.44</b>	<b>6</b>																														
WS5	Firefighting needs are met.	Percentage of sampled network where firefighting flows in urban residential areas meet the NZ Fire Service firefighting water supplies Code of Practice SZ 4509:2008.	≥ 80%	<b>Not on Track</b>  As at 30 November 2022 Frequent weather events have prevented this work resuming this year. Plan to resume the flow testing in the 2022/23 financial year and will change methodology to comply with SZ4509:2008																												

WS6	Water supply has adequate flow and pressure.	Network supply pressure at all property boundaries visited during maintenance work is not less than 250kPa for on demand connections and 150kPa for restricted flow connections.	Achieve	<b>On Track</b>  As at 30 November 2022: 100% of water connections checked across the district were measured to be equal to or exceeded pressures of 250kPa at the property boundary for on demand supply and 150kPa for restricted connections. One connection in Foxton had a lower pressure which is suspected to be due to an internal leak. This is being investigated.										
WS7	Water supply is sustainable*	Average consumption of drinking water per person per day (lpcd) within the water supply areas (target based on Horizons One Plan - Section 5.4.3.1). lpcd – litres per capita per day.	≤ 300 lpcd	<b>Not on Track</b>  As at 30 November 2022 The average consumption across the district is 319L/person/day. An increase in demand is noticed across all supplies in November as we head into the warmer summer months. This is calculated based on total water produced, minus commercial consumption, then divided by the connected population, in November. Please note that the figure above includes residential consumption, water taken from hydrants for firefighting/training and system leaks. Therefore the actual residential consumption should be much less than the amount noted above										
WS8	Response to faults*.	The median time from the time that Council received notification, to the time that service personnel: Reach the site for urgent call-outs;^ Confirm resolution of the fault or interruption of urgent call-outs;^ Reach the site for non-urgent call-outs; and^ Confirm resolution of the fault or	< 1 hour < 8 hours  < 3 days (72hrs) < 3 days (72hrs)	<b>On Track</b>  As at 30 November 2022: <table><tr><th></th><th>Time</th><th>Comment</th></tr><tr><td>Reach the site for urgent call-outs</td><td>0hrs 33mins</td><td>Received 01 urgent call outs and attended to 1 within 1 hour or less.</td></tr><tr><td>Resolution of the fault or interruption of urgent call-outs</td><td>3hrs 19mins</td><td>Received 1 urgent call outs and resolved 1 within 8 hours or less.</td></tr></table>		Time	Comment	Reach the site for urgent call-outs	0hrs 33mins	Received 01 urgent call outs and attended to 1 within 1 hour or less.	Resolution of the fault or interruption of urgent call-outs	3hrs 19mins	Received 1 urgent call outs and resolved 1 within 8 hours or less.	
	Time	Comment												
Reach the site for urgent call-outs	0hrs 33mins	Received 01 urgent call outs and attended to 1 within 1 hour or less.												
Resolution of the fault or interruption of urgent call-outs	3hrs 19mins	Received 1 urgent call outs and resolved 1 within 8 hours or less.												

		interruption of no-urgent call-outs. ^		Reach the site for non-urgent call-outs	5hrs 37mins	Received 136 non-urgent call outs and attended to 131 within 3 days or less.													
				Resolution of the fault or interruption of non-urgent call-outs	21hrs 12mins	Received 136 non-urgent call outs and resolved 126 in 3 days or less.													
WS9	Minimal water losses*.	Real water loss performance of the network as measured by the standard World Bank Institute Band for Leakage.	Band "B"	<b>Not on Track</b>  As at 30 November: A system for the monitoring of night flow trends, which form the basis of this performance assessment, has been implemented for all the supplies. . <table><tr><th>Supply</th><th>"Snapshot" Infrastructure Leakage Index</th></tr><tr><td>Levin</td><td>C</td></tr><tr><td>Shannon &amp; Mangaore</td><td>C</td></tr><tr><td>Foxton</td><td>D</td></tr><tr><td>Foxton Beach</td><td>A</td></tr><tr><td>Tokomaru</td><td>B</td></tr></table> Only Foxton Beach and Tokomaru achieved the target WBI band for Leakage in November.				Supply	"Snapshot" Infrastructure Leakage Index	Levin	C	Shannon & Mangaore	C	Foxton	D	Foxton Beach	A	Tokomaru	B
Supply	"Snapshot" Infrastructure Leakage Index																		
Levin	C																		
Shannon & Mangaore	C																		
Foxton	D																		
Foxton Beach	A																		
Tokomaru	B																		

WS10	Sustainable water supply management	The number of:		On Track	
		Abatement Notices;	0	As at 30 November 2022:	
		Infringement	0		
		Notices;	0		
		Enforcement Orders;	0		
		and			
		Convictions			
		Received by Council in relation to Horizons Regional Council resource consents.			

## 7.3 Submission on the Natural and Built Environment Bill and Spatial Planning Bill

File No.: 23/25

### 1. Purpose

The purpose of this report is to seek Elected Member endorsement of the submission on the Natural and Built Environment Bill (NBE) and the Spatial Planning Bill (SP). These two Bills are two of the three pieces of legislation proposed to replace the Resource Management Act 1991 (RMA). The third piece of legislation, the Climate Change Adaptation Act, is not yet available.

### 2. Recommendation

- 2.1 That Report 23/25 Submission on the Natural and Built Environment Bill and Spatial Planning Bill be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 The Council approve the Submission on the Natural and Built Environment Bill and Spatial Planning Bill.

### 3. Background/Previous Council Decisions

- 3.1 The Government has committed to replacing the RMA. There is cross-party political support for this. There is a widespread view amongst communities, planners, developers, and environmentalists that the RMA is not fit for purpose in that it has neither adequately protected the environment nor sufficiently enabled development opportunities.
- 3.2 RMA reform has been in discussions for a number of years. A pivotal moment in the timeline was the release of the 'Randerson Report', which was an expert review into the RMA led by Court of Appeal judge Hon Tony Randerson KC in 2019-2020. This report summarised issues with the RMA and made a number of key recommendations for reform.
- 3.3 The Government used this report to inform its resource management reform proposal and led to the Government announcing its intention to repeal the RMA and replace it with three separate pieces of legislation:
  - The Spatial Planning Act (requires preparation of Regional Spatial Strategies)
  - The Natural and Built Environment Act (largely covers what the RMA does)
  - The Climate Change Adaptation Act
- 3.4 The Government released an exposure draft of the Natural and Built Environment Bill in June 2021. Council officers provided feedback on this exposure draft.
- 3.5 The resource management reform work stream has now progressed to the point where two bills, the Natural and Built Environment Bill (NBE) and the Spatial Planning Bill (SP), have passed their first reading in Parliament (on 22/11/2022) and are now open for public submissions. Submissions close on 5/2/2023. The Climate Change Adaptation Act is expected to follow at later date.
- 3.6 In summary, the SP and NBE make significant changes to the resource management system. Most notably, the SP and NBE remove plan-making responsibilities from Councils and transfer these responsibility to new structures called 'Regional Planning Committees' (RPCs) who will be the decision makers, supported by newly formed Secretariats (who will do the majority of the technical work). There will be one RPC per Region (with some scope for cross regional planning committees) who will be tasked with producing one Regional Spatial Strategy (covering a period of least 30 years) and one Natural and Built Environment Plan per region. These two documents will replace all existing RMA plans (District Plans, Regional Policy Statements, and Regional Plans) within a Region.



- 3.7 This means that the Horowhenua District would share a single NBE Plan (RMA-like Plan) and a single Regional Spatial Strategy (RSS) with Horizons Regional Council, Palmerston North City Council, Whangnau District Council, Manawatū District Council, Rangitikei District Council, Ruapehu District Council, Tararua District Council, and small parts of Stratford District Council. This document would be drafted and determined by RPCs and Secretariats who are required to act in a region-wide collective manner and be independent of Councils. However, Councils will be required to fund the RPC and Secretariat.
- 3.8 The structure of Regional Planning Committees is quite flexible, but at a minimum will need to contain:
- At least 6 members;
  - At least 1 member appointed by each local authority in the region;
  - At least 2 members appointed by Māori;
  - A 'central government member' when making decisions related to RSSs;
- 3.9 The role for Councils in the new system is:
- Councils are given the opportunity to review and provide feedback on the RSS and NBE;
  - Council can produce documents called Statements of Community Outcomes (Territorial Authorities) or Statements of Regional Environmental Outcomes (Regional Councils) which will express the views of a region, district or local community. The RPC will be required to 'have regard' to SCOs and SREOs in their decision making. It is unclear how detailed this are able to be.
- 3.10 Other key changes proposed are that:
- A new, 'National Planning Framework' (NPF) will be prepared by Government that all regional level plans will need to give effect to. This will bring together all existing national direction (e.g. policy statements on urban development, freshwater, and highly productive land) and will hopefully provide clear guidance on priorities and how to reconcile conflicting direction.
  - The NBE introduces 'system outcomes' meaning there is a greater focus on achieving good outcomes, as opposed to the current focus on simply managing adverse environmental effects.
  - The NBE also introduces the use of minimum environmental limits or targets that cannot be breached (can be set at a national or regional level).
  - Under the new system, the principles of Te Tiriti o Waitangi must be 'given effect to' rather than 'taken into account' as in the current system.
  - The SP is a wholly new piece of legislation, which will require work similar to the Wellington Regional Growth Framework by law. This will be in the form of Regional Spatial Strategies which will need to be given effect to via Natural and Built Environment Plans, infrastructure planning, and similar.
- 3.11 Changes to consenting processes are less pronounced, with roles and responsibilities to remain the same.

## 4. Issues for Consideration

- 4.1 Officers have drafted a submission on the SP and NBE for Elected Members to consider. Officers are seeking for Elected Members to endorse this submission.
- 4.2 While officers are supportive of, and recognise the need for, reform there are some fundamental matters that need to be addressed, including:
- The role of local voice will reduce significantly under the new system;

- Councils are expected to fully fund transition, including the establishment and operation of RPCs and Secretariats, which have little accountability to the Councils (and communities) that fund them;
- The system outcomes that underpin the new system are broad and ambiguous, meaning the desired efficiency gains may not be realised;
- The potential for misalignment between this reform and other significant government reform, in particular Three Waters and the Future for Local Government Review;

4.3 In summary, the position taken in the submission is:

- HDC are generally supportive of the overall intent and direction of resource management reform, but consider that some critical matters remain unresolved. In particular:
  - o The NBE system outcomes as currently worded are too broad and ambiguous and do not sufficiently articulate the desired future state;
  - o The NPF will be a critically important part of the new system, but there is limited information on this available at present. It appears the role for local government in preparing this document is limited, bringing into question its usefulness and legitimacy. HDC urge the Government to ensure that stakeholders' views and expertise are utilised in the NPF development;
  - o Local voice needs to be sufficiently enabled in the new system, as does accountability of RPCs to the communities they represent. HDC are not convinced this is sufficiently provided for in the system at present;
  - o Transition to the new system needs to be fairly and equitably funded. It is not reasonable for Councils to fund this entirely;
  - o Training and resourcing for the increased role for Iwi/Hapū/Māori will be critical. Councils alone cannot provide this. Central government funding and support is needed.

## Attachments



No.	Title	Page
A <a href="#">↓</a>	Draft Submission - Resource Management Reform - New Built Environment and Spatial Planning Bills	156

### 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)	Lauren Baddock District Plan Lead	
Approved by	Monique Davidson Chief Executive Officer	



25 January 2023

Committee Staff  
Environment Committee  
Parliament Buildings  
Wellington

Via email: [en@parliament.govt.nz](mailto:en@parliament.govt.nz)

Dear Members of the Environment Select Committee,

**Submissions on the Natural and Built Environment Bill (NBE) and the Spatial Planning Bill (SP)**

Horowhenua District Council (HDC) are grateful for the opportunity to make a submission on these two important bills. Given the interrelatedness of these two bills, we have prepared a single submission covering both bills.

We wish to express our concern about the timing of the submission period, being both short (even with the extension provided) and over the busy Christmas and New Year period. This made preparing a submission very difficult and we have no doubt that this difficulty would have been even more pronounced for iwi partners, members of the public, and community groups. It is also difficult to provide feedback without the Climate Change Adaptation Bill available, as we do not have a whole of system view at present.

In general, HDC are supportive of Resource Management Reform. As has been expressed by both the Government and the Opposition, by environmental and development industry experts, and communities, the current legislation is complex, arduous, and is failing to respond to community and environmental needs. However, HDC believe improvements and changes to the proposed bills are needed to deliver on the Government's reform objectives.

Horowhenua District is experiencing rapid population growth, which is putting pressure on housing and business land and infrastructure, and significant Government investment in transport infrastructure which will shape the District's future form and function. Our District also has precious environmental qualities – with large areas of highly productive land, unique coastal dunes and ecosystems. We also have complex environmental challenges including degraded freshwater quality and limited freshwater availability. Through our own experiences, we know first-hand that the RMA is neither responsive to development pressures quickly nor protective of the environment.

**General Position**

As stated above, HDC is supportive of the reform in a general sense. HDC support the concept of Te Oranga o te Taiao at a principle level. This appears to provide a strong foundation for ensuring healthy environments and communities. The concept builds on the current sustainable management concept of the RMA in a way that brings together both western science and Te Ao Māori. However, HDC support Local Government New Zealand's (LGNZ) submission point that the meaning of this concept needs to be made absolutely clear in the legislation. HDC are not confident this is the case currently.

HDC also support the direction of the proposed legislation in terms of requiring more specific consideration of how planning decisions promote specified outcomes, in contrast with the focus of the RMA on managing adverse effects. This will better enable strategic, future-focused planning and consideration of the positive effects. When used alongside environmental targets and limits, as is proposed, this stands to enable more responsive planning while also better protecting the environment.

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However, it will be important to get these outcomes 'right' and to ensure that environmental targets and limits are set appropriately. In a similar vein, HDC support the focus in the proposed bills on 'getting it right' at the plan-making stage to reduce reliance on complex and costly resource consent processes.

HDC support a legislated requirement for spatial planning and consider that this reflects and supports a shift already occurring in planning practice to invest more time, resource, and thinking into spatial planning.

HDC support the legislation providing a greater role for Iwi/Hapū/Māori, though note that this needs to be resourced appropriately. Resource and capacity constraints are already a significant barrier to meaningful participation and partnership, particularly for pre-settlement Iwi (though we note capacity issues do not disappear after settlement).

HDC are concerned that the Government expects the costs of local transition to the new resource management system will be borne entirely by communities. These transition costs will be significant and, due to the time taken to transition, will occur alongside ongoing costs to maintain the current system. With high inflation, the cost of living crisis, and the well documented financial pressures facing many Councils, the transition costs are likely to be unaffordable for many communities.

Lastly, before moving on to more specific comments and feedback, HDC note that it is clear the role of local voice and democracy will diminish under the new system, with plan-making to be led by Regional Planning Committees (RPCs) which, while containing elected officials, do not appear to be democratically elected bodies themselves. The significant reduction in the role of local voice is HDCs biggest concern with the proposed reform. While HDC support resource management reform, we do not support loss of local voice to the extent proposed. LGNZ submission expresses similar concerns and makes a number of suggestions as to how the important role of local voice can be strengthened. HDC are supportive of LGNZs position on this.

The remaining role for Councils in the new system needs to be clear and should not be undervalued. HDC are of the view that local Councils have a valuable role to play in any resource management system – holding knowledge and expertise about local conditions and being a conduit to local communities.

HDC is of the view that the Review into Future for Local Government be completed before decisions are made about the structure of the new resource management system to ensure the whole system can function efficiently and effectively.

#### *Purpose of the Acts/Bills*

#### *Natural and Built Environment Bill*

In general, HDC supports the intent of the bill. The overall purpose contained within Section 3 has a number of similarities to the purpose of the RMA but appears to be an improvement in that more explicitly references outcomes and introduces the use of environmental targets and limits.

However, HDC are of the view that the 'system outcomes' contained within Section 5 are not truly outcomes in that in most cases they do not clearly specify a desired future state. As currently worded, they detail *how* to achieve the purpose of the bill, but not *what* this would look like.

HDC also consider the system outcomes to be extremely broad, almost to the point of being all encompassing, and so not providing sufficient guidance. There does not appear to be any clear hierarchy to these outcomes, nor any guidance on how to reconcile inevitable conflict. The system outcomes range from protecting and restoring the natural environment, to reducing greenhouse gas emissions, to promoting the use of land for housing and businesses, while also protecting highly productive land for land-based primary production, among other requirements. It might not be possible to deliver on all of these outcomes in all contexts. The system outcomes, as they currently stand, may not be helpful in determining environmental priorities and drafting planning documents to achieve these. HDC do acknowledge that the proposed National Planning Framework (NPF) may address some of



these issues, but in the absence of a draft NPF it is unclear whether (and to what extent) this will be addressed.

HDC are of the view that the NPF could be an appropriate place to set out a hierarchy of priorities and/or guide the resolution of conflict, as it is possible that priorities will change over time and the NPF will be reviewed and updated periodically. However, HDC are of the view that this will need to be carefully considered to determine if there are any enduring priorities that should be legislated for. HDC also consider that the system outcomes need to more clearly outline (within the NBE) the desired future state.

#### *Spatial Planning Bill*

As currently drafted, the purpose of the Spatial Planning Bill is simply to provide for Regional Spatial Strategies (RSS) that assist in achieving the purpose of the NBE Act (and the system outcomes set out in that Act) and the promote integration between the NBE Act, the Land Transport Management Act 2003, and the Local Government Act 2002. As the Spatial Planning Bill does not have a purpose independent of the NBE Act, HDC question whether it should remain a separate bill or whether it should be incorporated into the NBE Act.

#### *National Planning Framework*

It appears the success of system depends on the quality and strength of this document – particularly if the NBE systems outcomes remain largely unchanged. This document will need to reconcile conflicting national direction and provide clear guidance on priorities – the priorities cannot just be ‘everything’ and will require trade-offs and difficult decisions to be made.

HDC are also of the view that preparation of this document will need local authority expertise and experience and question how this will be provided for during drafting and development. HDC consider that at present, local government and communities are likely to be excluded from this process. It is important that input is sought from a range of local authorities (metropolitan, provincial, and rural) to ensure the variety of challenges and opportunities experienced across the nation can be considered in a meaningful way. HDC question whether the timeframe and process for preparing this document provides genuine opportunity for stakeholder input.

It is vital the RMA reform is designed to enable fair, equitable, and achievable (while aspirational) outcomes rather than broad, ambiguous outcomes. This means not losing the ability to have a tailored approach to policy making that focuses on how communities with specific challenges with achieve those outcomes. It is important the NPF allows this to occur via RSSs and NBE Plans.

#### *Te Tiriti o Waitangi*

HDC support greater emphasis on Te Tiriti (in particular, the change from the need to ‘take into account’ to the need to ‘give effect to’), but support sentiments expressed by other organisations that the Government will need to provide clear guidance on what is meant by ‘give effect to’ so that this is applied appropriately around the country.

The increased role for Te Tiriti and Iwi/Hapū/Māori in the new system will need sufficient resourcing to ensure its success and to ensure equitable outcomes across Iwi/Hapū/Māori. Provision of tailored Te Tiriti training for practitioners, participants, and decision makers will also be critically important. RPCs and Secretariats will need to have Te Tiriti training/proficiency.

HDC note that both the Future for Local Government Reform and 3 Waters reform include a greater role for Iwi/Hapū/Māori. Those working on each of the reforms need to have this in mind. Government should consider resourcing needs holistically rather than reform by reform. Councils are not resourced to meet these costs, particularly across all three reform streams.

It is also important to acknowledge the time that will be needed to enable existing relationships and arrangements to transition to the new system, given plan drafting and decision making is proposed to shift from Councils to RPCs and Secretariats.

### *Content of Regional Spatial Strategies (RSS) and Natural and Built Environment Plan (NBE Plans)*

HDC broadly supports the proposed content of RSSs and NBE Plans. While the information available on this matter is extensive and therefore difficult to fully analyse within the timeframe available, there are no obvious gaps (assuming that climate change planning is sufficiently addressed by the Climate Change Adaptation Act, once this is drafted). There is a particular improvement on the current system by requiring RSSs, RSS implementation plans, and specific requirements to ensure integration with infrastructure planning (e.g. Long Term Plans).

In respect of RSSs, HDC note that these are required to have particular regard to Government Policy Statements (e.g. housing, transport). HDC note that these documents can change quite considerably when governments change and question what impact this would have on RSSs and the need to review them – and consequently, if any such need was feasible and practical.

HDC support the requirement for RSSs to cover a minimum time period of 30 years. For the most part this seems practical as it will align with the time periods for which Infrastructure Strategies are prepared. However, for the purposes of climate change considerations HDC question whether a longer time period is needed – especially for construction related activities, on the basis that the Building Act assumes the lifetime of a building as being at least 50 years.

The content of NBE Plans is largely as expected, being the primary document to replace Regional Policy Statements, Regional Plans, and District Plans. HDC broadly support this, though reiterate our previous comments about the potential risks and challenges the NBE system outcomes pose as currently drafted.

HDC support the provision for Statements of Community Outcomes (SCOs) and Statements of Regional Environment Outcomes (SREOs) as a means of ensuring local values, aspirations, preferences, and contexts are considered under the new system. HDC consider these will be a critically important part of the new system to ensure that local values and interests are not lost to the cause of regional consistency and efficiency. However, HDC seek further clarity about what can be included in these documents, as this is not clear at present. HDC question whether preparing these documents should be mandatory, to ensure they do not become a casualty to other demands (especially for smaller Councils whose capacity is limited and whose voices may otherwise be lost in the new system). HDC also seek that these be given sufficient statutory weight. In particular, HDC seek that the legislation specify that NBE Plans must 'give effect' to SREOs and SCOs (as opposed to have particular regard to, as it currently proposed).

HDC also question how existing RMA plan work will be carried over into the new system. Councils all around the country have been undertaking, and will continue to undertake, valuable (and expensive) work to their planning documents to respond to various national direction and local conditions. Such work has been undertaken alongside communities and Iwi. It is important for the sake of efficiency, relationships, and public confidence that this valuable work is not lost or unnecessarily repeated or re-litigated.

### *Process for Preparing NBE Plans and RSSs*

#### *Regional Spatial Strategies*

While on one hand HDC support the idea of having flexibility in how the RSS development process is conducted, HDC question whether there is currently too much flexibility. These documents will have significant environmental, social, cultural and economic impacts on communities, being the primary document influencing where development will occur, and therefore requires a significant consultation effort. HDC question whether some key elements of the process need to be specified within the legislation to ensure fairness, democracy and transparency for communities. The processes for developing Future Development Strategies under the National Policy Statement for Urban Development could be a useful starting point.

HDC note that there will be a need for RPCs to work across regional boundaries. People and communities do not live by council boundaries, with housing and business markets moving across regions. HDC support processes that encourage cross boundary collaboration.

HDC support the requirement for RSS implementation plans – these will be very beneficial in ensuring land use and infrastructure planning and spending are aligned. HDC also support the proposed review period of every 3 years, as this aligns with LTPs. It is important that timelines enable alignment with LTP processes to occur. However, HDC is unclear about how these documents will be enforced, given they are prepared by RPCs but require Council and government investment.

#### *Natural and Built Environment Plans*

As an opening statement, HDC seek a point of clarification. As presently drafted, it appears that the initiation of NBE Plan development follows the adoption of RSSs, precluding situations where the two documents are developed in parallel. HDC question whether this was intentional. HDC are of the view that there could be benefit in developing the two documents at similar times, rather than waiting until the completion of the RSS before beginning the NBE Plan.

As a whole, HDC support the process proposed for preparing NBE Plans. In particular, HDC support the two-step engagement process and the 'front-loading' and early provision of evidence. This appears to balance the need for robust engagement processes with the need for efficiency – however, it is important the early provision of evidence does not shut lay submitters out of the process.

While HDC support a simplified plan evaluation approach for plan making generally (the replacement for s32 analysis reports), HDC do note that this is very important part of the current plan-making process and question whether simplification of this component has gone too far.

HDC support the concept of a proportionate plan-making process for localised or non-contentious issues. HDC believe this will improve resource management system efficiency. HDC suggest decision making on such plan changes could be deferred to local bodies.

In respect of independent plan changes (replacement for private plan changes) a robust means for rejection is needed – in particular HDC consider that these plans should be able to be rejected on the basis of not meeting the system outcomes contained within the NBE and NPF, so they are held to the same requirements as Council initiated plan changes and to avoid unintended consequences.

HDC note that the role of Council's in plan making will be significantly reduced, being replaced by RPCs (supported by secretariats) and Independent Hearings Panels. As previously expressed, this will reduce the role of local voice and democracy in the resource management system. The Government has been clear that this is an intentional move. As such, HDC makes no further comment beyond emphasising the need to safeguard local interests using the mechanisms provided for in the proposed system, including SCOs, SREOs, the consultation process, and the make-up of RPCs.

HDC also support LGNZs suggestion that RPCs seek feedback from Councils before accepting or rejecting IHPs recommendations on both RSSs and NBE Plans. This will help to ensure that impacts on communities are understood and will help to improve workability of RSSs and NBE Plans.

HDC support the provision of Te Oranga o te Taiao statements from Iwi/Hapū/Māori but believe that they should be treated similar to SCOs and SREOs and given the same weight.

In principle, HDC support the proposed limits on appeals as this will deliver significant efficiency gains, but note that the appropriateness of this will depend on the quality (and consistency) of Independent Hearings Panels (IHPs).

HDC seek clarification about the 'enduring submission' category and its intent. From the description, it appears that these are simply early or 'pre-submissions' but the title 'enduring' gives the impression that such submissions would remain 'live' for all plan-making processes, representing a set or long-term view of a submitter, until such time as they formally changed their position.



### *Regional Planning Committees and Secretariats*

In respect of RPCs and Secretariats, HDC have more questions than comments, as the information currently provided does not provide sufficient clarity about how these will work, including how they will be funded.

HDC support that these structures can have flexibility and support that requirement for all local authorities to have at least some representations on the RPCs, however do not have enough information at present about the role of Councils and the relationship they will have with RPCs and Secretariats to know if this is sufficient. HDC support LGNZs position that the local government representatives on RPCs be elected members. HDC also support LGNZs position that greater consideration be given to the role of sub-committees of RPCs as a means of ensuring Councils and communities have sufficient influence over planning documents.

HDC support these new structures providing a clear role for Iwi/Hapū/Māori. However, the current proposal baseline of having a minimum two Māori representatives per RPC means the breadth of Māori interests may not be sufficiently be represented. Specifying a minimum of two Māori representatives may create an expectation that there will be only two, except in exceptional circumstances. In reality, it is likely to be common that more than two Māori representatives will be required.

Overall, HDC questions how to balance the need to ensure all interests are sufficiently represented against RPCs becoming too large.

HDC do not support the proposal that Councils fully fund the RPC and Secretariat given they do not appear to be answerable to either Councils or the communities they represent. Further, we draw the Committee's attention to comments in the draft recommendations for the Future for Local Government Review, that central government should not be passing costs on to local government and ratepayers in such situations. HDC question how the new system and the structures that will deliver it will be accountable to communities and to the organisations that fund them.

HDC support the requirement for local authorities to report to RPCs every three years on the efficiency and effectiveness of NBE Plans and any issues that need to be addressed but, linked to the above, question what will be done with these reports.

Lastly, HDC note given the Secretariats will be largely responsible for the technical work needed to implement the new system, they need to operate in a way that will attract staff and expertise. At present, there is significant uncertainty and insufficient guidance on how this will work. To avoid each RPC having to seek legal advice on how these should operate, Central Government should provide more guidance on this. HDC also note that many Council Planning Staff will likely transfer to the Secretariat. HDC is concerned that this may leave Councils with insufficient capacity to carry out functions such as preparing SREOs and SCOs and inputting into RSS and NBE Plans.

### *Implementation of NBE Plans/Consenting Processes*

There does not appear to be any significant change proposed to consenting under the new system. Roles and responsibilities largely remain unchanged.

HDC support the New Zealand Planning Institute's position that if outcomes are to have greater significance than effects (as is the expressed intent under the new system), the direction in the legislation (as it applies to resource consenting) to consider outcomes needs to be stronger than the direction to consider effects. In particular, it is notable that applications for resource consent must include an assessment of the activity's effects on the environment but there is no explicit requirement for them to include an assessment against environmental outcomes.

HDC support a reduced and simplified list of consent categories (being permitted, controlled, discretionary and prohibited), but consider using the same names as the current system, but changing their meaning (for example, controlled activities must be granted under the current system but can be declined under the new system) as being likely to cause unnecessary confusion. During the transitional



period it is conceivable that both RMA planning documents and NBE plans will be operating at the same time (if not within regions, certainly across the country) meaning the same consent category term will be used to mean different things. HDC suggest revising the names of consent categories in the new system.

Linked to this, HDC support the ability under the new system to have greater control over some permitted activities (e.g. through provision of information and environmental monitoring), but question whether activities that require significant information to confirm their permitted status and environmental monitoring are truly 'permitted'. HDC suggest that within the 'permitted activity' umbrella there could be subcategories to differentiate between simple and complex permitted activities.

HDC support the requirement for Plans to provide more certainty and direction on notification, but do note that if this results in more (or unnecessary) notification, innovation could be discouraged. However, HDC do support the simplified notification processes and consider that this may offset some of the aforementioned risk.

HDC support the list contained the NBE Bill setting on what cannot be considered an adverse effect. HDC are of the view that this will reduce process complexity and will lead to more equitable outcomes.

#### *Alignment with 3 Waters Reform*

HDC echo the points made by LGNZ about the need for resource management reform and 3 waters reform to be integrated with each other. The SP Bill and NBE Bill make almost no mention of the Water Services Entities or their role in the new resource management system. HDC are concerned the current lack of alignment between the two will undermine the objectives of both streams of reform. HDC support LGNZs position that the Water Services Entities should play an active inputting and informing role in the plan-making process.

#### *Transition to the New System*

At present, there is limited information as to how the Government sees the transition to the new system working. As such, all HDC have to say on this matter is that it needs to allow work to continue in the meantime and needs to allow sufficient time. Significant structural change, combined with lack of capacity in the industry, will be a big challenge to overcome.

#### *Funding/Resourcing*

As stated at the outset, HDC oppose the proposal that local transition should be funded by Councils. The Government needs to provide significant financial support to support implementation. The resource management reform consultation document states that requiring Councils to fund the new system is a reflection of the status quo – while in time, once transition is complete, this may be true during transition these costs are on top on the status quo.

HDC note that transitioning to new system will have most benefit for plan users, but is expected to be funded by everyone.

Lastly in relation to funding, HDC note the importance of Government ensuring that Iwi/Hapū/Māori are sufficiently resourced to participate meaningfully – not only as the national level (as the consultation document indicates will be the case), but at the local level as well.

#### *Conclusion*

To conclude, HDC again thank the Environment Select Committee for the opportunity to submit on these Bills. HDC are generally supportive of the overall intent and direction of resource management reform, but consider that some critical matters remain unresolved. In particular:

- The NBE system outcomes as currently worded are too broad and ambiguous and do not sufficiently articulate the desired future state;

- The NPF will be a critically important part of the new system, but there is limited information on this available at present. HDC urge the Government to ensure that stakeholders views and expertise are utilised in the NPF development;
- Local voice needs to be sufficiently enabled in the new system, as does accountability of RPCs to the communities they represent. HDC are not convinced this is sufficiently provided for in the system at present;
- Transition to the new system need to be fairly and equitably funded;
- Training and resourcing for the increased role for Iwi/Hapū/Māori will be critical. Councils alone cannot provide this. Central government funding and support is needed.

The Council wishes to appear before the Committee in support of this submission.

Ngā Mihi Nui,

Monique Davidson  
**Chief Executive Officer**



## 7.4 Council Resolution and Actions Monitoring Report January 2023

File No.: 23/5

### 1. Purpose

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

### 2. Recommendation

- 2.1 That Report, Council Resolution and Actions Monitoring Report January 2023 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

### Attachments



No.	Title	Page
A	Council Actions Monitoring Report 2023 - January 2023	166

#### Confirmation of statutory compliance

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

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

### Signatories

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

## Council Actions Monitoring Report 2023 As at 25 January 2023

Completed
In progress
Transfer
Off track

Reference	Resolution/Action	Officer	Due date	Status	Officer Comment
21/502	That the Chief Executive provide a full report on all options in respect of vehicular beach access at Waikawa Beach.	A Nelson	30/11/2022	In progress	Officers have tendered this work and received three responses. An evaluation has been completed and a preferred provider identified. The work will include consultation with iwi and the community and a report will be prepared for presentation to Council.
22/166	That Council requests the Chief Executive to prepare a report into implications of, and options for, granting land access for the Foxton Beach Community Centre to build a three-bay garage, and report on implications and options for boundary line adjustments for the land upon which the Foxton Beach Community centre sits.	S Hester	30/08/2022	In progress	Council at its meeting of 22 June 2022 agreed to make available 325m2 of Dawick Street available for the construction of a three bay garage for the Foxton Beach Community Centre. Officers are in the process of engaging a provider to complete this process with costs being drawn from the Freeholding account as per the Council resolution.

22/166	That Council requests the Chief Executive to work with the Windmill Trust and the Foxton Tourism Development Association (FTDA) to look at options for an alternative storage site for the Foxton Tram.	S Hester	30/06/2023		Officers will be discussing options for display of the Horse Drawn Tram, potentially within the Te Awahou Riverside Cultural Park, at the TAFCB workshop on 24 January 2023.
22/166	That Council enters into a variation of the existing lease for Café Molen in support of option 1, as presented to the Foxton Community Board's meeting of 11 April 2022 – to extend the lease for the Dutch Oven into the current tram storage space.	S Hester	30/10/2022		De Molen cafe is currently using the space vacated by the Horse Drawn Tram as an extension to its dining area. Discussions continue with the Windmill Trust regarding the lease. The Trust as part of those discussions have asked for a meeting to discuss the wider approach to developing the Te Awahou Nieuw Stroom precinct as a tourism destination.
CO/2022/27	That Council supports in principle the approach of a consent fee rebate being provided to applicants where new CPT data from their consent application is uploaded to the NZ Geotechnical database. Officers are asked to prepare a report for Council to consider that sets out the process and associated cost implications.	B Spencer	28/02/2023		Officers are currently considering process cost and benefit. Will await outcomes of wider testing programme and mapping being undertaken prior to determining a recommendation going forward. Wider district mapping is expected to be completed early 2023.
CO/2022/28	That Council approves Officers proceeding with the additional liquefaction assessment and mapping to complete the district liquefaction map, and that this work be funded from within existing operational budgets	D McCorkindale	28/02/2023		Officers are progressing with this work and anticipate that it will be completed in early 2023.

CO/2022/59	That Council Agrees to the Board request for officers to commence consultations on the review of the Foxton Beach Freeholding Account Strategy and Policy.	G Rowse	28/02/2023		TAFCB met with Iwi following a workshop held in December 2022. The workshop indicated a desire by the Board to take a step back in the review process to gain a better understanding of the historical context to the Foxton Beach Freeholding account and the lands underpinning it.
CO/2022/131	That Council asks the Chief Executive, in consultation with the Mayor, Deputy Mayor and the Chair of the Risk and Assurance Committee, to facilitate a recruitment process to identify suitable candidates for appointment as independent members to its committees.  and  That Council asks the Chief Executive to bring a report no later than of shortlisted of candidates for appointment to Council for consideration no later than 1 February 2023.	M Davidson	01/03/2023		Recruitment for independent members for the Risk and Assurance Committee has been completed and recommendation has been made to Council for its 1 February 2023 meeting.  A draft policy on the appointment of independent members has been presented to Council for its consideration and adoption at its meeting on 1 February 2023
CO/2022/170	That Council enter into a lease agreement of thirty (30) years with the Levin-Waitāreke Surf Lifesaving Club at a rental level calculated to align with the criteria set out in Council's Community Leasing Policy.  That Council give delegated authority to the Chief Executive Officer to negotiate and enter into a new lease on Council's behalf.	S Hester	28/02/2023		Council agreed at its meeting of 14 Dec 2022 to progress with a 30-year lease. Officers are continuing discussions with the Surf Life-saving Club to finalise details. The next meeting is 20/01/2023.



CO/2022/168	<p>That Council agrees to:</p> <p>Procure a maintenance contractor to monitor the landfill cap and repair as needed (including repairing seeps as needed) at an estimated cost of \$130,000 per annum as part of opex expenditure.</p> <p>Fund the importation of clay soil, shaping the top of the Old Dump to stop water ponding, cease ingress and control surface stormwater flows. Re-establish vegetation, at an estimated cost of \$320,000 to be completed by June 2023.</p> <p>Procure specialist assistance to confirm contamination in the gulley area at borehole C2, scope the required remediation of contaminated land, and undertake remediation at an estimated cost of \$300,000. Initial actions to be completed by June 2023.</p> <p>Approve a programme of work to firstly assess targeted restoration areas of the Tatana Drain and Hokio Stream by working alongside lwi and willing landowners, develop a restoration programme, secure additional funding and then proceed with appropriate restoration projects. The initial cost of this action is \$300,000.</p> <p>Authorise Council Officers to undertake scoping activities to determine the cost of adding additional capping to the top and sides of the Old Dump as suitable soil becomes available and ensure that suitable drainage is constructed as capping is applied.</p>	D Haigh	30/06/2023		<p>Meetings with contractor held to undertake a survey and scope the extent of the old dump remediation. Trees have been removed to allow for borehole physical investigation works.</p>
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D23/1959

Last update: 25-Jan-23

	<p>Council notes that taking these actions does not preclude any further remediation actions or enhancements on the sites. Any further remediation actions or enhancements above the scope of those outlined above will be returned to Council for approval before commencing.</p> <p>Council authorise the Chief Executive to begin the procurement process to undertake the work identified and authorise the Chief Executive to enter into contracts to begin the work required over the summer earthworks season.</p>				
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## 8.1 Receipt of Petition - Bob and Ruth Ward and 239 others

File No.: 23/3

### 1. Purpose

To receive the petition of Bob and Ruth Ward and 239 others requesting *“that the Horowhenua District Council join with cycle clubs and other interested parties, to plan, develop and build safe, linked cycle ways within the township and its surrounds as part of the next Annual Plan.”*

### 2. Recommendation

- 2.1 That Report 23/3 Receipt of Petition - Bob and Ruth Ward and 239 others be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

### 3. Background/Previous Council Decisions

- 3.1 This petition was originally presented as part of the Council’s public forum prior to its meeting on 14 December 2022.
- 3.2 The petition is now included in this agenda for Council to formally receive it. The petition is Attachment 1
- 3.3 Since receiving the petition, officers have met with the petition organisers to advise them of current work plans, and to seek to involve the petitioners in ongoing communication.
- 3.4 Council will be developing a walking and cycling strategy, starting in June 2023. We will be relying on engagement with cycle clubs and other interested parties to help plan and prioritise the delivery of a fit for purpose cycling and pedestrian network. Council officers largely agree with the key points raised in the petition, and will be relying on working with the community to ensure our strategy and work programme represents their needs.
- 3.5 Officers will also be working on a physical works programme to improve cycling provisions in the district in the intervening time, including cycle lane markings, cyclist warning signs and also the Horowhenua Transport Choices Project, which will deliver safe walking and cycling facilities for two key arterial walking and cycling routes in Levin.
- 3.6 Officer believe these actions will go some way to addressing the concerns raised in the petition, and officers will continue to engage with the petitioners.

### Attachments



No.	Title	Page
A <a href="#">A</a>	Petition - Bob and Ruth Ward and 239 others - 14 December 2022	173

#### Confirmation of statutory compliance

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

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

## Signatories

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

Greetings Mayor Bernie , councillors and council officers

Firstly Mayor and councillors congratulations on your election and we wish you all a successful term.

Today we bring to you a petition.

This petition has 237 signatures and requests council to dedicate resources to developing more active transport options which are more commonly known as shared pathways. We feel pleased to bring this to you so early in the term. We were heartened by the summary of your campaign profiles and areas of interest as elected members.

What we noted from your public profiles, that your aspirations bode well for supporting our petition. In summary we noted that some of your individual aspirations are -

- delivering faster results
- focussing on the impact of growth
- passion about the opportunities that exist in the district
- supporting the voice of the community
- making Horowhenua a better place to live work and play and making it a safer place
- prioritising people, land, health and wellbeing

We also note in the media release that at your first meeting you are all motivated for Horowhenua to prosper and be a place we continue to be proud of.

We deliver you this petition because we believe that this district has untapped and unrealised potential for greater and more targeted investment and development of active transport infrastructure. We live in an amazing place, this district with the shortest distance from mountains to sea. We have quiet country roads and understated but remarkable scenery and history. Unfortunately two state highways run through our district and increasingly busy town streets make it a challenge for the less confident cyclists and walkers to be active with enjoyment and a sense of safety.

We know that this has been a subject submitted on during Annual and Long Term Plans and it sits within these plans as an action of council. We acknowledge and are pleased about this but to date we feel there has not been enough development of shared pathways that encourage our local people and visitors to walk or cycle and be confidently active. We have worked on this petition because cycling is our lifelong passion. Many capable and successful cyclists have developed their skills in this district but we know cycling is just one part of active transport modes and it is about inclusion for all.

We now urge you to give greater consideration to the community voice that is requesting more action with shared pathway infrastructure .

Thank you for the opportunity to present this petition and we look forward to positive progress and your response.

Bob and Ruth Ward and supporters.

November 2022

To the Horowhenua District Council

The petition of ROBERT WARD  
(NAME OF PETITIONER AND (OPTIONAL) ORGANISATION)

[REDACTED]  
(ADDRESS)

[SIGNATURE]  
(SIGNATURE)

[REDACTED]  
(PHONE NUMBER)

[REDACTED]  
(EMAIL ADDRESS - optional)

and 239 others  
(INSERT NUMBER OF PEOPLE WHO HAVE SIGNED THE PAPER PETITION)

Petition title: Levin and surrounds safe cycleways

I respectfully request: that the Horowhenua District Council join with cycle clubs, and other interested parties, to plan, develop and build safe, linked cycleways within the township and its surrounds as part of the next Annual Plan

[REDACTED]  
(SIGNATURE OF HDC COUNCILLOR)

[REDACTED]  
(NAME OF HDC COUNCILLOR)

Petition title: Levin and surrounds safe, linked cycleways

We respectfully request: that the Horowhenua District Council join with cycle clubs, and other interested parties, to plan, develop and build safe, linked cycleways within the township and its surrounds as part of the next Annual Plan





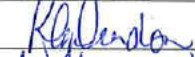


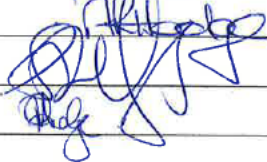
Petition reason: Residents and visitors find that Levin lacks safe, linked cycleways for exercise, recreation ,commuting to school and work and destination tourism.

NAME	SIGNATURE
Bob Ward	[Signature]
Ruth Ward	[Signature]
Stephanie Croll	[Signature]
DON CROSS	[Signature]
m Bahr	[Signature]
GARRY PHILLIPS	[Signature]
Helen Clifford	[Signature]
Alan Whitten	[Signature]
Jan Anderson-Snell	[Signature]
Suzanne Bartholomew	[Signature]
TIA WARD	[Signature]
Lacy Ward	[Signature]
Keren Keelby	[Signature]
Robyn Raiter	[Signature]
Norton Athens	[Signature]
Ute Kreplin	[Signature]
Robyn Matnilson	[Signature]
Dianna Bebbel	[Signature]
Naomie Gaudin	[Signature]
Steven Durbitt	[Signature]
PAYWIE PEREIRA	[Signature]
Julia Tyson	[Signature]

600 Wick



Petition title:	Levin and surrounds safe, linked cycleways
We respectfully request:	that the Horowhenua District Council join with cycle clubs, and other interested parties, to plan, develop and build safe, linked cycleways within the township and its surrounds as part of the next Annual Plan
Petition reason:	Residents and visitors find that Levin lacks safe, linked cycleways for exercise, recreation ,commuting to school and work and destination tourism.

NAME	SIGNATURE
David King	
Lyane Killick	
Shirley Webb	
Debbie Reed	
Cory Botherway	
Vernice Patton	
Lynette Mathis	
Rose Dundon	
Wayne Dundon	
Pat Daniel	
Rae Hodge	
Sarah Phillips	
Phillipa Hodge	

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[illegible]

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[illegible]

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[illegible]

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[illegible]

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Petition reason: Residents and visitors find that Levin lacks safe, linked cycleways for exercise, recreation, commuting to school and work and destination tourism.

NAME	SIGNATURE
Kaydenze Mose-Tuiala	KM
Sadler Emsi	SE
Pin a Fonoti	Pin a Fonoti
Alkosita Metui	Alkosita Metui
Kesariah hita	Kesariah hita
Carmen Sun	CS
Lucas Wildbone	LW
Chloe James	CJ
Imogen Williamson	Imogen
Chelsey Lester	Chelsey
m maddie rainham	m maddie rainham
Peter Bartholomew	PB
Oliver Magill	OM
Sam Owen	SO
Aston Rhodes	AR
Nivam	Nivam
Jayden moore	Jayden
Jaxen Sanders	Jaxen Sanders
William Shon	William Shon
Jacob Brown	Jacob Brown
Mia Rollinson	MR
Danica Rowan	DR
Hannah-Elise Bailey	Hannah Bailey



Petition title: Levin and surrounds safe, linked cycleways

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NAME	SIGNATURE
Hanchen Johnson	Johnson
Brenna Greene	<del>Brenna</del>
Sarah Harper	SH
Nikita Burnace	nikita
Caloris Harding	Caloris
Seth Anderson	Seth
Cora Davidson	Cora
Zack Radovan	Zack R.
Johann	Johann
DJ	DJ
Sevana Su	Sevana
Torina Nguluafu	Torina
Cate Parata	Cate
Maddie Howorth	Maddie
Kalanee Wicks	Kalanee

15



Petition title: Levin and surrounds safe, linked cycleways

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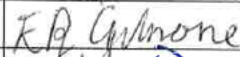


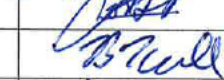

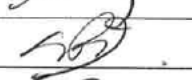











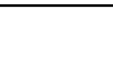

NAME	SIGNATURE
Makayla Kennedy	makayla Kennedy
Noah Waddell	Noah
Tracy Kersilla	Tracy
Cody Pedley	Cody
Genev Blackman	Genev
Kris Jones	Kris
Addison Pridelhard	Addison
Pusa Fonoti	Pusa
Leni Smith	Leni
Julian Schepers	Julian
Isalah Healey	Isalah
Kaylan Gaston	Kaylan
Hunter Thomas	H.T
Phoenix Kirkpatrick	P.K

*[Handwritten signature]*

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NAME	SIGNATURE
Richard Horn	
Karen Horn	
Ellee Gilmore	
Nathan Daly	
Lisa Horn	
Amy Horn	
John Barry	
Brendan Hall	
Shirley Chamey	
Liz Tongren	
Lynne Ingram	
Isaiah Eggar	
Joija Horn	
Ollo J. Bach	
Mark Gaveaguar	
Daniel Ireland	
TONY THOMAS	
Richard SWAN AIR	
NICK SPARK	
MEL COOK	
Dens Batten	
Merle Adams	

Petition title: Levin and surrounds safe, linked cycleways

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NAME	SIGNATURE
From M. Grogan	
GROGAN HANS	
WILLIAM JACKSON	
Jim Hammonds	
Kath Hardens	
Margaret Burns	
Kevin Burns	
Barbara Simmons	
Janice Bold	
Jill Hammonds	
Eileen Parkin	
DOROTHY BRIGGS	
MICHAEL HOLLAND	
Gary Grogan	
HAMISH FRASER	
miriam Turk	
Elaine Hickey	
Iain Hickey	
Jan Coley	
E. C. McFarlane	
Pat Muldrew	
Ngaire King	

Petition title:

Levin and surrounds safe, linked cycleways

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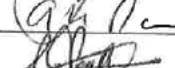
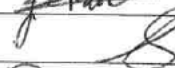
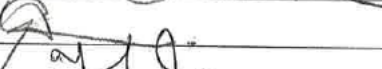

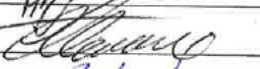

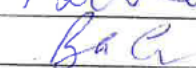

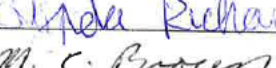
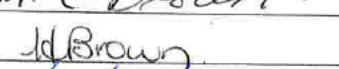


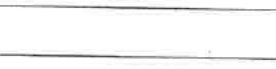



NAME	SIGNATURE
Joe	Joe
Leo	Leo
Bronson	Bronsonm
Trent	Trent
Jayden	Jayden
Te Hokotubu	Te Hokotubu
Maximus	Maximus
Nivana	Nivana
Boize	Boize
Oshay Miller	Oshay
Mustafa	Mustafa
Harry Kent's grandson	Harry Kent's grandson
Teaoti	Teaoti
Bronson	Bronson
George	George
Med	Med
Lucas	Lucas
Pyrus Rapata-Taveli	Pyrus
Lateesha Paise	Lateesha
Chloe Welsh	Chloe
Isaiah L	IL



Petition title: Levin and surrounds safe, linked cycleways

We respectfully request: that the Horowhenua District Council join with cycle clubs, and other interested parties, to plan, develop and build safe, linked cycleways within the township and its surrounds as part of the next Annual Plan








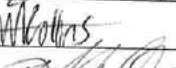
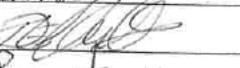
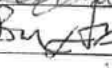
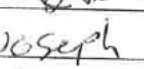

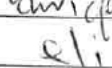
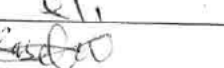





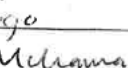
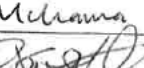

Petition reason: Residents and visitors find that Levin lacks safe, linked cycleways for exercise, recreation, commuting to school and work and destination tourism.

NAME	SIGNATURE
Tony Meade	
M Meade	
Julia Pope	
Allan Pope	
JOHN PRAIR	
Stuart Anderson	
Craig Anderson	
Frank Taylor	
Priyani Puketapu	
John Hume	
Pete Foster	
Murray Doreen	
Barry Eichler	
Simon Wislang	
Lynda Richardson	
Maurice Brown	
Helen Brown	
DENE BUCKINGHAM	
Gladys Possin	

Petition title: Levin and surrounds safe, linked cycleways

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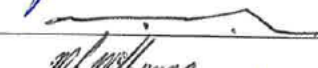







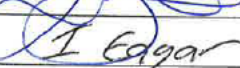

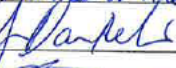

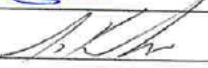
NAME	SIGNATURE
PHIL L. RICHARDS	
Peter Bartholomew	
Esta Kennett	
Ollie Kennett	
Peter Bartholomew	
Katie Richards	
Minnie Collins	
Donna Elliott	
Buxton Patison	
Joseph	
Enrique	
Elizelle Xaewea	
Rasda Sale	
Skye Takairangi	
	
Liam Roach	
Deron Flores	
Hiryni Tipui	
Abigail	
Melana Tausi	
Rasela	
Katerina Finau	

Petition title:	Levin and surrounds safe, linked cycleways
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[illegible]



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NAME	SIGNATURE
Diane Gibson	
Aaron Gibson	
Auan McKenna	
Mary McKenna	
So-Anne Russell	
Peter Russell	
Graham Hook	
Sue Lowrie	
Pete Murphy	
Lyndy Denning	
Isaiah Edgar	
Maria Dando	
Heather Dantell	
Sarah Dyson	
Stephane Krole	

- 8 to watercare  
& for 2 along  
rivers.

Petition title:	Levin and surrounds safe, linked cycleways
We respectfully request:	that the Horowhenua District Council join with cycle clubs, and other interested parties, to plan, develop and build safe, linked cycleways within the township and its surrounds as part of the next Annual Plan
Petition reason:	Residents and visitors find that Levin lacks safe, linked cycleways for exercise, recreation ,commuting to school and work and destination tourism.

[illegible]

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[illegible]

## 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 Appointment of External Members to Risk and Assurance Committee

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	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.