

Notice is hereby given that an ordinary meeting of the Te Awahou Foxton Community Board will be held on:

Date: Monday 20 February 2023
Time: 6.00pm
Meeting Room: Te Awahou Nieuwe Stroom
Venue: 92 Main Street
Foxton

Te Awahou Foxton Community Board OPEN AGENDA

MEMBERSHIP

Chairperson
Deputy Chairperson
Members

John Girling
Trevor Chambers
Nola Fox
Brett Russell

David Roache
David Allan

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

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 Declaration of interest

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

5 Confirmation of Minutes

5.1 Meeting minutes Te Awahou Foxton Community Board, 21 November 2022

Recommendations

That the meeting minutes of Te Awahou Foxton Community Board, 21 November 2022 be accepted as a true and correct record.

File No.: 23/89

6.1 Chairperson's Report - February 2023

1. Purpose

To receive the Chairperson's report highlighting matters of interest to the Te Awahou Foxton Community Board, and to appoint a members as the Board's liaison person with the Foxton Beach Community Centre

2. Recommendation

- 2.1 That Report 23/89 Chairperson's Report - February 2023 be received.
- 2.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 2.3 That the Board appoint Community Board Member [Name] as the Board's liaison person with Foxton Beach Community Centre.
- 2.4 That the Board notes the proposed rugby game between the Foxton Rugby Club and 21st Supply Company.
- 2.5 That the Board support future Business Breakfasts and works with the Horowhenua Company to organise these.
- 2.6 That the Board invites members of the equestrian community to speak at a future board meeting.

3. Matters of Interest

Foxton Beach Community Centre.

- 3.1 At our last meeting it was suggested that I approach the Foxton Beach Community Centre to enquire if they would appreciate a Te Awahou Foxton Community Board representative to be appointed to liaise with them. The Foxton Beach Community Centre have confirmed they would appreciate the appointment of a liaison person from the Board. The Board needs to appoint a member to act as its Liaison officer.

Foxton Rugby Club.

- 3.2 When the 21st Supply Company last marched through Foxton, it was suggested that a Rugby game between them and the Foxton Rugby Club would be a good idea for building Community involvement. The Rugby Club was approached and offered a date for a game in March. Unfortunately the Army cannot make it at this time but are working towards either a post season game or something next season.

Business Breakfasts.

- 3.3 Following the success of the Business Breakfast arranged mainly by the Horowhenua Company and Horowhenua District Council, it has been discussed that it would be an excellent idea to have regular such breakfasts perhaps a week or two before Te Awahou Foxton Community Board meetings. The Horowhenua Company and the Board will work together to include as many local businesses as possible. The Council are supportive. The Horowhenua Company have received indications of support from the business community.

Foxton War Memorial Hall.

- 3.4 Due to the number of Te Awahou Foxton Community Board members who have interest and/or involvement in what can happen to the hall, the collective conflicts of interests mean

that the Board cannot be involved in making recommendations to Council. This is a matter that will need to be addressed by Council itself.

Equestrians in the Foxton Area.

- 3.5** Members of several equestrian groups in the area met with me to discuss how they can enjoy more of the district and improve local facilities. It has been suggested that the Equestrian group be invited to make a presentation to the Board which would enable it to be put on our agenda enabling discussion and potential progress through Horowhenua District Council.

Foxton East Drainage Scheme.

- 3.6** Horizons Regional Council will receive a paper at its Integrated Catchment Committee on 15 February 2023. It makes for disappointing reading. The intent is to significantly pull back from the Foxton East Drainage Scheme. I have attached a copy of their paper to this report. I attended that meeting with the Mayor and the Deputy Mayor to express the concerns of the Board on behalf of our community. I will provide a further verbal update at our meeting.

4. Appendices

No.	Title	Page
A	Horizons MW Report - Te Awahou Foxton Flood Mitigation	9

Author(s)	John Girling Chairperson, Te Awahou Foxton Community Board
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Report No.	23-06
Decision Required	

TE AWAHOU FOXTON FLOOD MITIGATION

1. PURPOSE

- 1.1. This item updates Council on the **Te Awahou Foxton Flood Mitigation Project (TAFFMP)** and seeks Council's direction on this project.

2. EXECUTIVE SUMMARY

- 2.1. Foxton Township has experienced flooding from Kings Canal in 2007, 2008, 2010, 2015 and 2017, and is assessed as having 1 in 2-5 year flood protection.
- 2.2. Projects to address this were originally developed as a co-investment by **Horowhenua District Council (HDC)** and **Horizons Regional Council (Horizons)** for a project costing approximately \$3 million. The scope of proposed works was able to be increased through the Central Government Shovel Ready project. Climate Resilience Funding was approved in October 2020 for a \$6M project aiming to provide 1 in 50 year flood protection for Foxton, with an allowance for climate change. This project proposed upgrades in Foxton and through rural land in the Whirokino area. Cost estimates increased during the project to \$9.2M in November 2020, to \$11.2M in July 2021 and to approximately \$14M in May 2022.
- 2.3. Following the increased cost estimates, difficulties in securing land and challenges for delivering within timeframes of the Central Government co-funded project, Council [resolved](#) in May 2022 to approve a \$10.4M project. This was for a lower level of service option, referred to as the Purcell Street option, which included the "Cook Street wetland" project. More information on the history of the project and options is available in the May 2022 [Council item](#). Further work on the design and an externally commissioned cost estimation for delivery of the Purcell Street option now estimates the cost to deliver this at approximately \$19.2M including approximately \$1.3M for the Cook Street wetland. The further design work has revealed that with the capacity required, it is unlikely to be feasible to fit the drain within the available berm on Purcell Street.
- 2.4. Further design work was required for the Purcell Street option has also shown the limited nature of potential benefits, without including working also on the HDC-managed stormwater in alignment with work on the flood network. Horizons staff worked with HDC staff and the external design consultant to further the design and investigate the costs and benefits of the Purcell Street option. An alternative option of an alignment of the flood network that links with a potential upgrade to the HDC stormwater network via Union Street has also been explored and is presented further in this paper.
- 2.5. Further flood modelling to explore the relative benefits of the Purcell Street and Union Street options has been completed. It shows the Union Street option has greater benefits and is predicted to provide near 1:50 year flood protection for several areas of the town. An additional survey of houses in Foxton has also been completed to inform the estimation of benefits.
- 2.6. The Union Street option could be delivered in a range of ways including large open drains and options with large areas of underground piping. Twelve options for the Union Street part of the overall proposed upgrades have been investigated and the external cost estimator projects delivery would range from \$19.3M to \$27.1M. All options for delivering the Union Street option are likely to require considerable stakeholder engagement, technical work and achieving a range of permissions, including consents.

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- 2.7. The project has a Steering Group that includes the two local Horizons Councillors as well as iwi and hapū representatives from Muaupoko, Rangitāne, Raukawa and some individual hapū from Raukawa. The steering group is supported by Horizons and HDC staff and have discussed the range of options, including directly with the external design consultant. Steering group meetings were put on hold late in the 2022 calendar year after some hapū representatives raising concerns around the project and its engagement with iwi/hapū. This meant the process to develop options for the wetland development was also put on hold. One hapū representative has indicated that their advice to their hapū is likely to be to oppose the project in the belief that the hapū and representatives' contributions have not been valued and that the planned activities will undermine waterways and wāhi tapu.
- 2.8. The contractual timeframes for Central Government co-funding require the project to be completed by March 2024, i.e. in approximately one year. An application for further funding for the TAFFMP as part of Central Government's second tranche of funding for Climate Resilience projects has been submitted and an answer is likely to be received in May 2023. Other than continuing with design investigation, the TAFFMP has been put on hold and is awaiting a decision from Council on the next steps.
- 2.9. This paper provides a range of options for next steps for the project and recommends proceeding with Option 2, which includes a small package of resilience work during the next financial year and awaiting the outcome of the application for further Government funding. This option would not fully spend the Government co-funding already received and options for this include seeking to reallocate it, trying to have it put on hold to be incorporated into a longer-term project or returning the funds to Central Government. It is noted that some funding may be required to be refunded to HDC and Central Government if Option 2 is preferred.

3. RECOMMENDATION

That the Committee recommends that Council:

- a. receives the information contained in Report No. 23-06 and Annex.
- b. Directs the Chief Executive to:
 - i. proceed with option 2 - the resilience work package for the Foxton Climate Resilience project including/excluding [choose one] the Cook Street wetland;
 - ii. approach Kānoa (the Government Regional Economic Development & Investment Unit) to reallocate the Central Government co-funded work to the other Climate Resilience projects;
 - iii. complete any repayments required as a result of this decision to Central Government and Horowhenua District Council;
 - iv. advise Council on the outcome of the application to Central Government for further funding for this project;
 - v. present information on options for enhanced flood protection and stormwater upgrades to Council as part of the upcoming Long-Term Plan process; and
 - vi. communicate the decisions of this item to project partners and the Foxton community.

4. FINANCIAL IMPACT

- 4.1. This item outlines a range of options for the Te Awahou Foxton Climate Resilience project. It also overviews some of the history of the budgets and changes over time. The current approved budget is \$10.4M and new information prepared by an external cost estimator places the currently approved project at \$19.2M. Further, it is assessed that it would be difficult to deliver this project within the remaining 13 months of the Climate Resilience project. Alternative options for a long-term solution that likely has improved

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benefits are also presented in the paper. The estimated prices for these range from \$19.3M to \$27.1M and their delivery is likely to take many years and require considerable consultation. A further application for additional funding has been made to Central Government and the outcome of this is anticipated to be known in May 2023. The recommendation is to proceed with some further resilience upgrades over the next year as an interim step to a longer-term project that will require considerable further consultation and funding. The resolutions for the item include a recommendation that the Chief Executive present to Council the outcome of the Central Government funding application and options for a longer-term project for flood protection in Foxton as a part of the Long-Term Plan.

- 4.2. Horizons' currently budgeted contribution to the project is \$2.85M of the \$10.42M (27%) project excluding GST, via the funding policy for the **Foxton East Drainage Scheme (FEDS)**. The policy is 80% Scheme Rates and 20% General Rate. The scheme, has a total rate income of \$181,764 including GST in the 2022-23 financial year with \$36,352 of this from General Rate and \$145,412 from targeted Scheme Rates (Table 1). The Scheme includes two differentials or mechanisms by which rating income is generated (Figure 1).

Table 1: Summary of Foxton East Targeted Rates for the 2022/23 year.

Differential	Differential	Rating Basis	Number of Rating Units	Unit Rate	Revenue Sought 2022-23 GST Inclusive
Green	CN	\$ Per hectare	813	33.5201630	\$27,265
Purple	UB	\$ per \$ of capital value	411,004,000	0.0002875	\$118,147
				Scheme	\$145,412

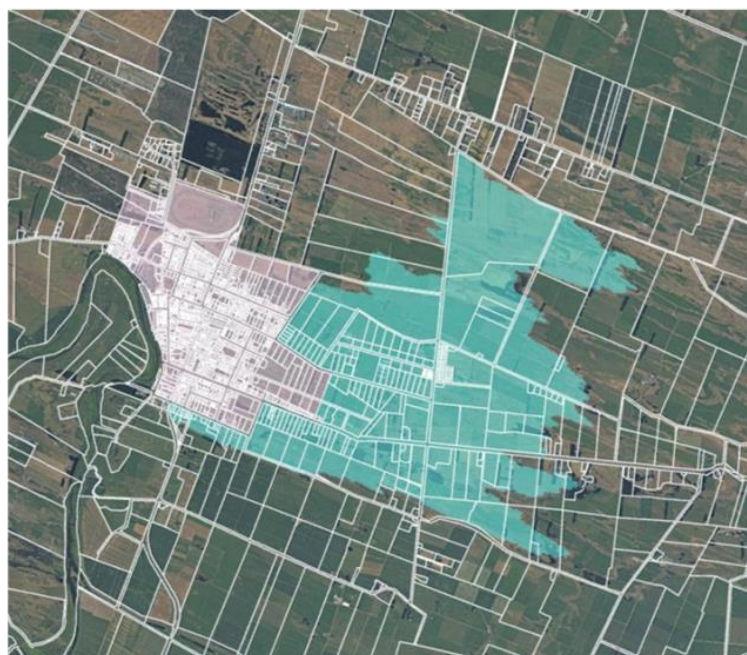


Figure 1: Overview of the rating areas for the Foxton East Targeted Rate component showing the locations where two different rating differentials are applied.

- 4.3. A breakdown of the currently approved and anticipated contributions for the recommended option can be seen in Table 2 below. These values are based on

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agreements currently in place with Central Government and HDC, and may be subject to review after discussions regarding scope changes of the TAFFMP.

- 4.4. If the recommended option is chosen, \$3.79M of the allocated Central Government funding is not proposed to be utilised on this project (Table 2). Options for this include refunding it to Central Government, requesting the funding or part of it be re-allocated to other shovel-ready Climate Resilience projects or requesting the funding to be put on hold for a future Foxton project. Contractually, returning the money is the default position. It is considered unlikely that the Government will approve holding the funds for a future Foxton project. Reallocation of budget between Climate Resilience projects has been done previously and may be an option for these funds. Staff have assessed works that are shovel-ready within the other Climate Resilience projects, particularly the lower Manawātū and Rangitikei projects. Moving these funds to the other Climate Resilience projects may require additional co-funding from the schemes that relate to those projects e.g. lower Manawatu Scheme and Rangitikei Scheme.

Table 2: Anticipated contributions breakdown for the currently approved and recommended options.

	Budget		Percentage Contribution		Difference	
	Currently approved	Recommended Resilience	Current	Recommended Resilience	Value	%
MBIE	\$6,525,000	\$2,736,067	63%	75%	-\$3,788,933	12%
HDC	\$1,047,000	\$547,213	10%	15%	-\$499,787	5%
Horizons	\$2,850,600	\$364,809	27%	10%	-\$2,485,791	-17%
Total	\$10,422,600	\$3,648,089	100%	100%		

- 4.5. If the project scope and budget are to change there may be a need to refund some of the contributions from the project funding partners. Table 3 below outlines the received and anticipated contributions from MBIE and HDC as well as the likely refunds required.

Table 3: Funds received from MBIE and HDC possible refund amounts.

	MBIE	HDC
Funds received	\$3,743,993	\$1,047,000
Recommended option	\$2,736,067	\$547,213
Possible refund	-\$1,007,926	-\$499,787

5. COMMUNITY ENGAGEMENT

- 5.1. A significant investment has been made to engage with the community throughout this project. Background on the community engagement can be seen in section 5 of the May 2022 report.
- 5.2. Further community engagement will be required for all options discussed in this item with the extent varying between options and dependent on Council's decision.

6. SIGNIFICANT BUSINESS RISK IMPACT

- 6.1. There is no significant business risk arising from this item. Some of the project-related risks are addressed elsewhere in the item.

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7. CLIMATE IMPACT STATEMENT

- 7.1. The impact on climate change for the TAFFMP will depend on Council's decision for the future of this project. The options range from almost no improvement to the resilience of the scheme (Option 1) to notable improvement to the resilience of the infrastructure along with increased levels of service (Options 3-5).
- 7.2. In delivering works associated with this project there will be some impact on the climate in terms of the use of materials, fuels and other resources that are considered to contribute to climate impact.

8. BACKGROUND

- 8.1. A brief history of the project is provided in the Executive Summary and further information is available in the May 2022 report to Council. As outlined in the Executive Summary, above the project has progressed to pursuing the Purcell Street option and has also investigated a further Union Street alignment that can be delivered in several ways. This paper overviews the proposed options along with their costs and benefits below and seeks a Council decision on the path forward for the project.
- 8.2. At a broad level the paper presents five broad options for the project that are further described in the sections below these are:
- Option 1 - proceeding with only the Cook Street wetland;
 - Option 2 - a small resilience works package;
 - Option 3 - the originally proposed Whirokino diversion;
 - Option 4 - the Purcell Street option; and
 - Option 5 - the Union Street option which has four main sub-options.

Option 1 – Cook Street wetland

- 8.3. This proposes to proceed with the Cook Street wetland as a stand-alone project. The wetland is singled out as an individual option that can be added to any of the other options.
- 8.4. The wetland project has progressed, including the acquisition of the land. Jacobs have been engaged to design the wetland and to date, three wetland design workshops have been held with representatives from Horizons, HDC, Muaupoko, Rangitāne and Raukawa to develop different options for the wetland design. Feedback on the plan for a wetland at the end of Cook Street from all iwi representatives has been very positive. Although initial investigation has indicated that the wetland will not deliver major improvements to water quality, iwi have proposed the creation of an iwi-led community space that restores historic wetland habitats and supports recreational use such as gathering of kai.
- 8.5. Further work towards selecting a preferred option has been put on hold following concerns around iwi/ hapū engagement in the project leading to some representatives no longer wanting to attend the meetings.

Option 2 – Resilience work package

- 8.6. This option proposes to proceed with a resilience upgrade to the Foxton Township. Along with the culverts already installed, this option includes the construction of culverts and penstocks to the northeast of Foxton to create upstream attenuation. This option is proposed as stand-alone and is included within Options 3, 4 and 5.
- 8.7. Another component of this option includes installing parts of the sheet-piling wall in the true right bank of Kings Canal between Avenue Road and Cook Street, as proposed for the Lower Whirokino, Purcell Street and Union Street overflow options. Since this option does not include further work downstream, installing all the sheet-piling to the design height of a 1 in 50 year **Average Recurrence Interval (ARI)** would have adverse effects

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downstream of the sheet-pile wall. This option proposes investigating “overtopping” points for the sheet-pile wall and to leave low points in the structure at these points. This installation of the sheet-piling structure will provide resilience in that it will stabilise the stopbank and prevent further piping, reducing the risk of total failure of the stopbank. It will also create a more controlled environment should flooding occur.

- 8.8. Construction of this option will provide the opportunity to continue with the complete construction of options 3 to 5 as the upstream attenuation infrastructure and the sheet-piling are included in the design of the other options.
- 8.9. Risks associated with this option include landowner buy-in as it will rely on two landowners to respectively agree to install penstocks on one property and to upgrade two open drains that are currently not part of a Horizons scheme. Initial consultation with the landowner of the upstream attenuation site at Hickford Road has been held. The landowner has indicated that he is willing to agree to the installation of, and subsequent attenuation, on his property, provided that Horizons take over maintenance of the drain immediately downstream of Hickford Road to ensure that stored water can be drained once peak flows subside in Kings Canal. In practice, this means extending the current drainage scheme to Hickford Road.

Option 3 – The Whirokino diversion

- 8.10. Option 3 refers to the original proposal that included diversion through the Lower Whirokino as discussed in sections 12.2 – 12.10 in the May 2022 item and shown in Figure 2.
- 8.11. The only minor change is to the proposed location of the pump station, which would now be located at the western end of the Hokorawa Stream. This option is expected to provide Foxton with a 1 in 50 year level of service but poses many risks including higher costs, increased flooding depth on farmland and known landowner opposition.

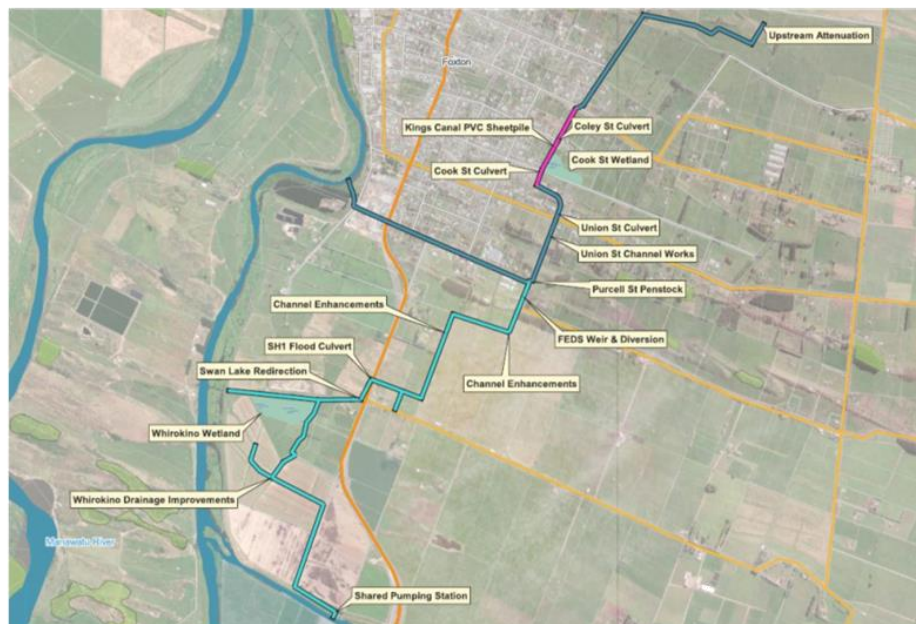


Figure 2: The Whirokino diversion option as originally proposed.

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Option 4 – Purcell Street

- 8.12. Option 4 (Figure 3) is the currently approved option and is described in the May 2022 item in sections 12.21 to 12.29. This option would provide parts of Foxton with an estimated 1 in 50 year level of service while other parts, including Purcell Street, would see limited improvements. This option requires the installation of a pump station at the western end of Purcell Street to assist discharge into the loop as the topography of the street does not allow for water to gravity feed into the loop.
- 8.13. The further design work has revealed that with the capacity required, it is unlikely to be feasible to fit the drain within the available berm on Purcell Street. Further, the requirement to pump into the loop is identified to create some risk in relation to pump capacity keeping up with the flow of water into the location.

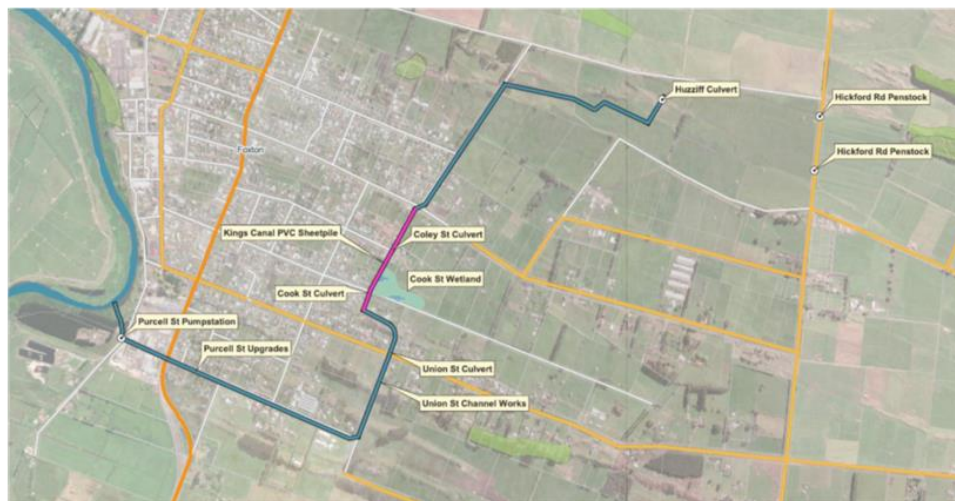


Figure 3: Proposed work packages for the Purcell Street Option.

Option 5 – Union Street

- 8.14. Option 5 is the newly developed Union Street Overflow model which- includes an overflow weir and penstock just downstream of the proposed Union Street culvert upgrade. Conveyance to Purcell Street would be able to be shut off and water would spill over into a newly-built drain down Union Street. The penstock may be opened partially or fully, as soon as water levels have receded or at such a point that additional capacity is required to assist in the conveyance of run-off to the Foxton Loop. This option also partially addresses HDC's undersized stormwater reticulation and allows for a 1050 mm trunk to feed stormwater into the newly built infrastructure.
- 8.15. This option will provide parts of Foxton with an estimated 1 in 50 year level of service and includes significant increases to the flood protection of Cook, Coley, Union and Purcell streets.
- 8.16. The infrastructure proposed for this option would deliver conveyance capacity equal to flows expected during a 1 in 50 year rainfall event. This option creates the opportunity for HDC to upgrade the stormwater network to link with the newly built infrastructure. Upgrading the stormwater network as a separate piece of work will be important to fully recognising the benefits and providing the near 1:50 year flood protection for some parts of Foxton.

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- 8.17. This option will not require a permanent or temporary pump station as the topography of Union Street allows for the run-off to gravity feed to the Foxton Loop.

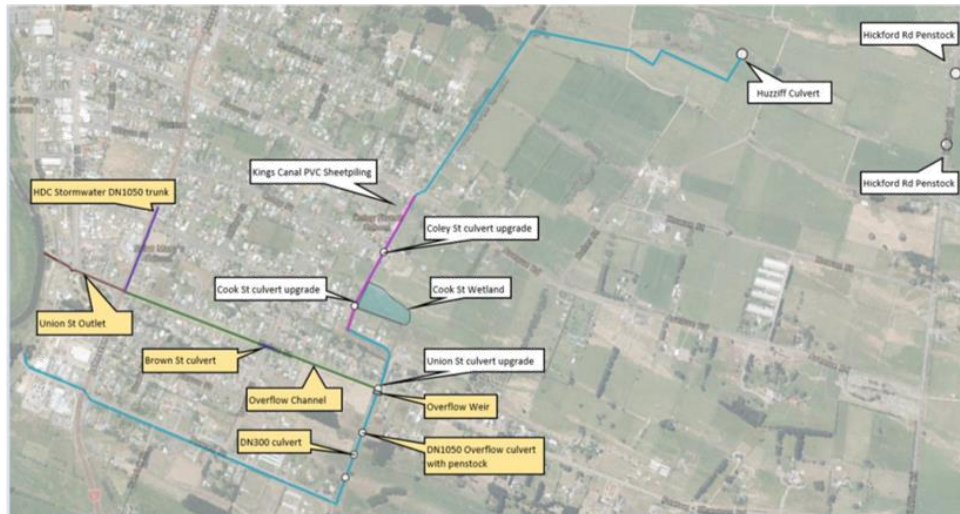


Figure 4: Proposed work packages for the Union Street Option

- 8.18. Twelve different options for layout and level of service have been investigated and are summarised in four options that are reported on in more detail in this report. These reflect a range of ways of conveying the water down the street, ranging from some large open drains to a nearly fully piped option. The other variable is how the new project would impact on the driveways to the properties. The four options are:

- Option 5a – large open drain along the berm of Union Street and a service lane in place of individual driveway crossings;
- Option 5b – large open drain along the berm of Union Street with individual driveway crossings;
- Options 5c – smaller open drain and piped drain along the berm of Union Street and individual driveways; and
- Options 5d – fully piped drain along the berm of Union Street.

9. OPTIONS SUMMARY

- 9.1. Table 4 summarises the proposed options, their respective costs and estimated levels of service improvements on different areas in and near Foxton (Figure 5). The costing for this table has been estimated using a specialist external cost estimator and the levels of service have been estimated by the external design engineer. This sections below discuss the benefits and costs of the respective options further.
- 9.2. The overall costs for the project to date are approximately \$2.8M (Table 4) and all options presented in Table 4 include these costs. Adding the approximately \$1.3M for the Cook Street wetland development would raise the estimate of costs to approximately \$4.1M. The resilience works package costs are an estimated additional \$850K. Adding this to the project costs to date is projected to raise the total project cost to \$3.750M, or approximately \$4.950M with the wetland development included. The original Whirokino alignment including the wetland is estimated at a project cost of approximately \$24.7M. The Purcell Street alignment is estimated at approximately \$19.2M and the various sub options for the Union Street alignment including the wetland are estimated to range from \$19.3 to \$27.1M.

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Table 4: Summary of options, costs and impact on level of service.

Option	Option Description	Cost		Estimated Level of service for area indicated in the figure below				Opportunity for improvements to HDC's stormwater reticulation
		Stand Alone	Incl. wetland	A	B	C	D	
	Costs to date	\$2,803,062						
1	Cook Street Wetland		\$4,100,496	No change				No change
2	Resilience Work Package	\$3,648,089	\$4,945,523	Minor improvement due to upstream attenuation	No change			
3	Lower Whirokino	\$23,393,094	\$24,690,527	Near 1 in 50 year				
4	Purcell Street	\$17,933,600	\$19,231,034	Minor improvement due to upstream attenuation	Near 1 in 50 year	Minor improvement	Improvement but level of service not known	
5a	Union Street - large open drain + service lane	\$17,971,321	\$19,268,755	Minor improvement due to upstream attenuation	Near 1 in 50 year		Improvement but level of service not known	Addition of a 1050mm trunk connected to newly built infrastructure and possibility for future improvements
5b	Union Street - large open drain + individual driveways	\$20,714,996	\$22,012,430					
5c	Union Street - smaller open drain + pipe & individual driveways	\$25,412,662	\$26,710,096					
5d	Union Street - fully piped including individual driveways	\$25,757,029	\$27,054,463					

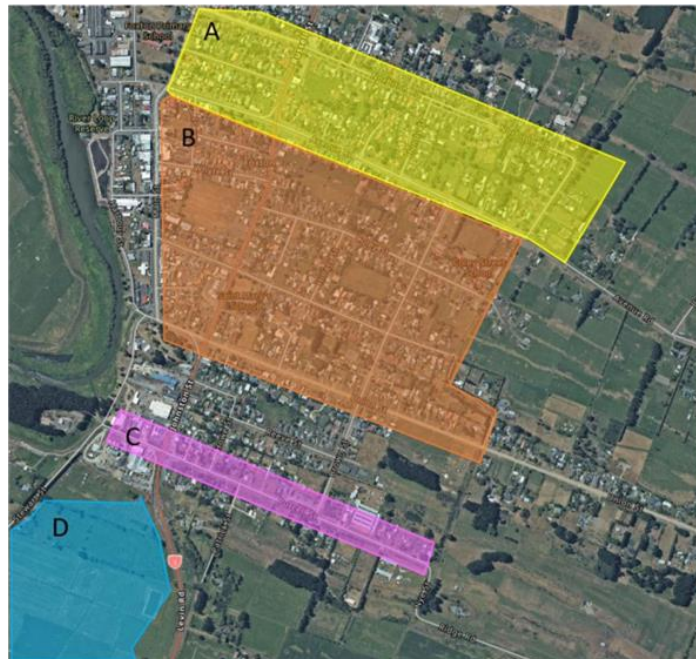


Figure 5: Areas within the Foxton Township used to assess likely levels of service.

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Benefits

- 9.3. Overall, Option 1, the Cook Street wetland, offers no changes to flood protection and the minor resilience upgrades (Option 2) offer some minor improvements. Options 3, 4 and 5 offer increased protection and are identified as providing 1 in 50 year protection in some areas. It is noted that in a 1 in 50 year event the restrictions in the existing stormwater network may continue to contribute to localised flooding. The larger infrastructure being recommended in Option 5 does provide for conveying the Foxton stormwater, however the stormwater network would need to be upgraded to get the water to this new infrastructure.
- 9.4. The flood levels in and around Foxton from a 1 in 50 year annual return interval event, including climate change, have been modelled for the current conditions (Figure 6), the Purcell Street (Figure 7) and the Union Street option (Figure 8). Overall, the area of predicted flood levels reduces compared to the current conditions with both the Purcell Street and Union Street options. Recognising that each of the options may have different levels of impact in different places, overall the Union Street option is predicted to provide for the lowest flood levels compared to the other options.
- 9.5. The predicted flood level maps are a helpful indicator of the benefits of the options. A further consideration is to determine if the predicted flood levels will result in flooding and damage to the houses in the relevant streets. To compare the benefits of the Purcell Street and Union Street options, floor level surveys were conducted on the houses that were not obviously above the predicted water levels from the scenario results. In the rare cases where permissions to survey were not able to be obtained, an estimate was made. The results (Figure 9) show that across Purcell, Union, Cook and Coley streets:
- In a 1 in 10 year ARI event plus climate change:
 - 56 houses would be impacted under current conditions
 - 31 houses are predicted to be impacted with the Purcell Street option implemented.
 - 3 houses are predicted to be impacted with the Union Street option implemented.
 - In a 1 in 50 year ARI event plus climate change:
 - 83 houses would be impacted under current conditions
 - 51 houses are predicted to be impacted with the Purcell Street option implemented.
 - 33 houses are predicted to be impacted with the Union Street option implemented.
- 9.6. The summary of the survey results above relates to houses and does not include other buildings on properties such as shed, garages, sleepouts etc. Further survey work is underway in February 2023 to add to this analysis. The new information from the survey that has been completed and underway will enable additional flood protection measures to be considered to improve flood protection in some locations.

Integrated Catchment Committee

15 February 2023

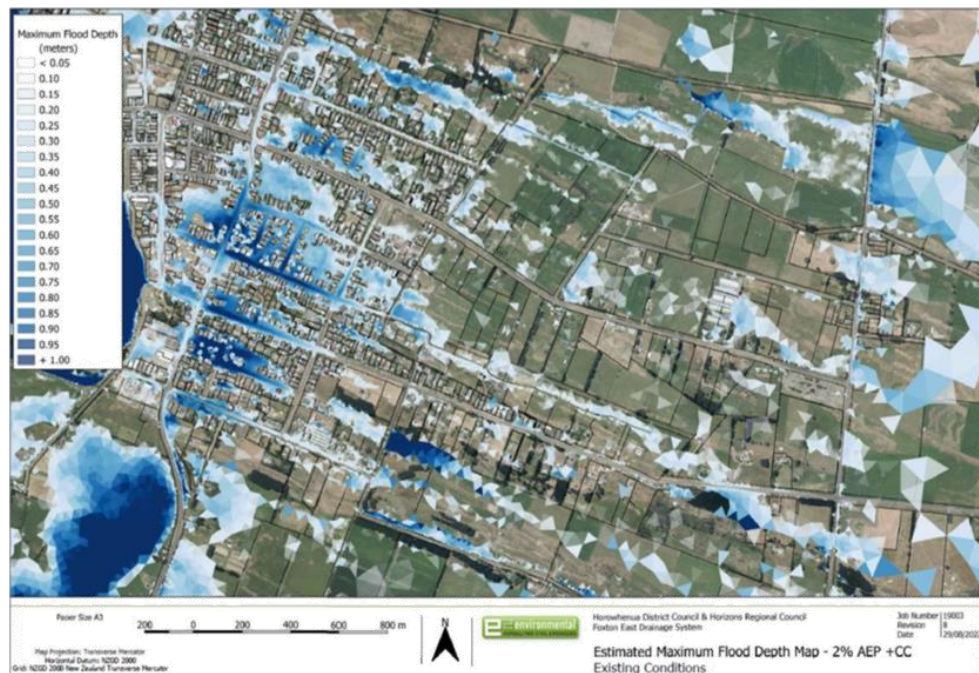


Figure 6: Flood map with existing conditions for a 1 in 50yr Annual Return Interval including Climate Change.

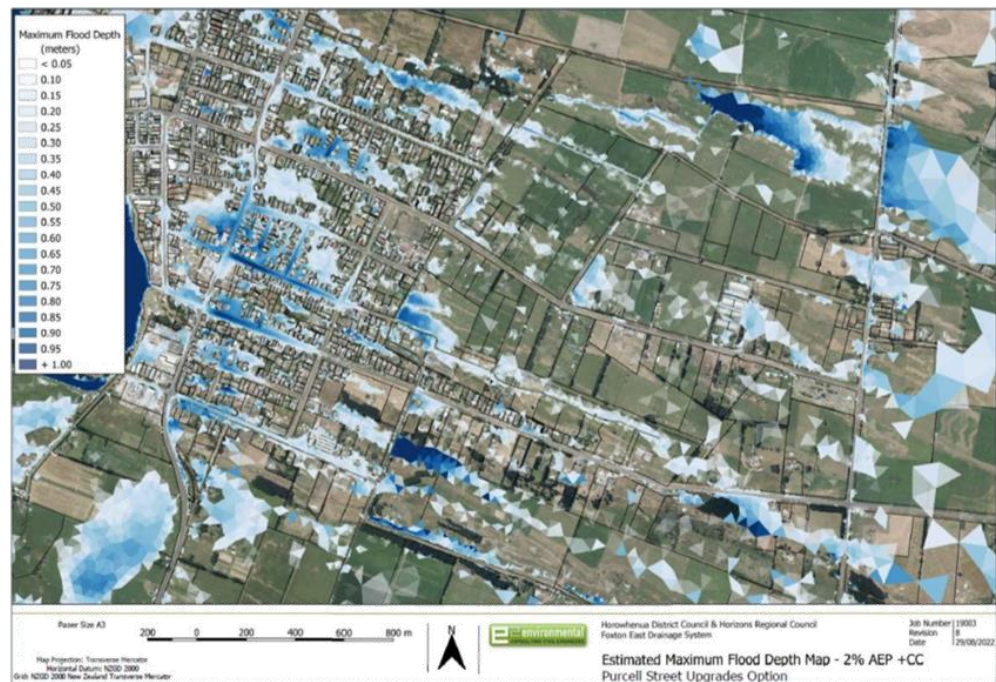


Figure 7: Flood map with construction of the Purcell Street model (option 4) for a 1 in 50yr Annual Return Interval event including Climate Change.

Integrated Catchment Committee

15 February 2023

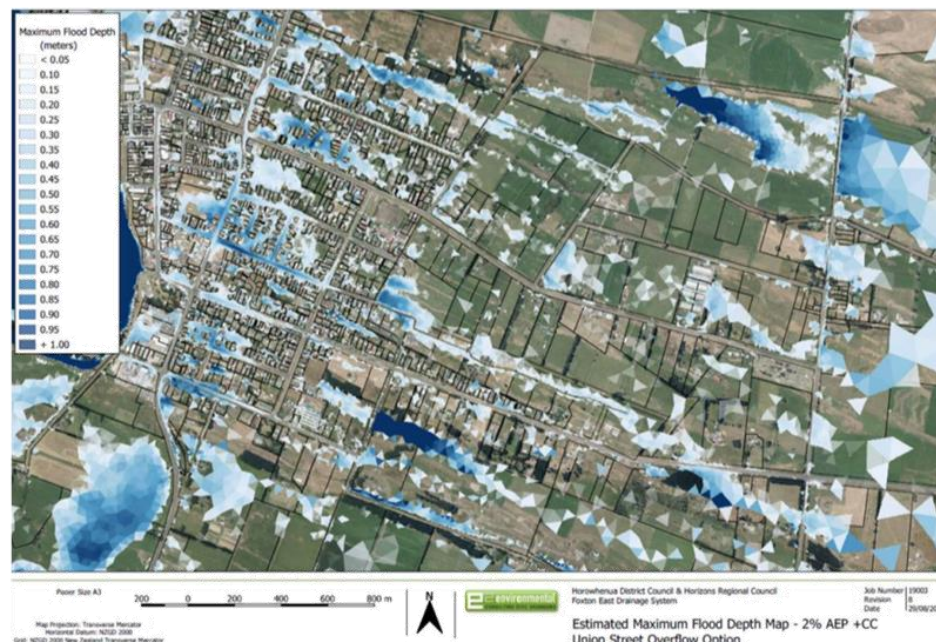


Figure 8: Flood map with construction of the Union Street model (option 5) for a 1 in 50yr Annual Return Interval event including Climate Change.

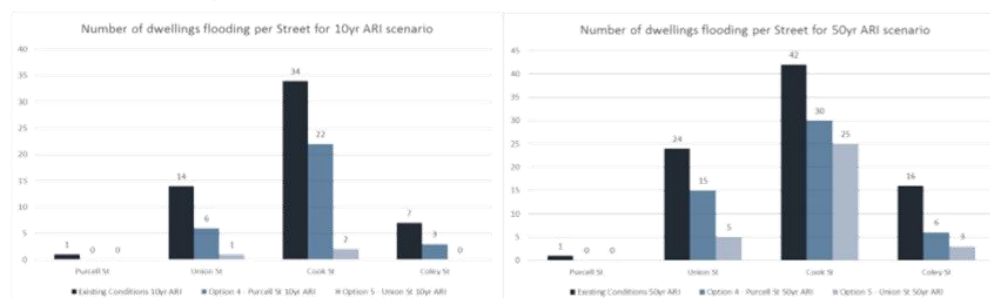


Figure 9: Indicative number of houses per surveyed street in flood with existing conditions and implementation of the Purcell Street model (Option 4) and Union Street model (Option 5) in a 1 in 10yr Annual Return Interval event including Climate Change (left) event and a 1 in 50yr Annual Return Interval event including Climate Change (right).

10. TIMELINE / NEXT STEPS

10.1. This project will proceed in accordance with Council decisions relating to this item.

11. SIGNIFICANCE

11.1. This is not a significant decision according to the Council's Policy on Significance and Engagement.

Diandri van Zyl
PROJECT ENGINEER

Shaun Edwards
PROJECTS TEAM LEADER

Dr Jon Roygard
GROUP MANAGER CATCHMENT OPERATIONS

Integrated Catchment Committee
15 February 2023



ANNEXES

A Union Street Options Summary

6.2 Community Board Member Update - Brett Russell

File No.: 23/49

1. Purpose

To report back on liaison activity with:

- the Horowhenua Community Camera Trust and,
- the Wildlife Foxton Community Trust

2. Recommendation

- 2.1 That Report 23/49 Community Board Member Update - Brett Russell be received.

3. Liaison Activity

Horowhenua Community Camera Trust

- 3.1 Together with HDC Council Representative Sam Jennings as the Board's Representative on the Trust yours truly attended the 13 December 2022 Governance Board Meeting held in the community room of the Levin Police Station. It was followed the next day with a Waitarere Beach integration and MOU Signing event at HDC which unfortunately I was unable to attend.
- 3.2 At the meeting various governance and systems development roll outs and strategies were discussed. For example, Trustee Board Member, Brett Gillies "is liaising to create realistic 'first-stages' out of the full-scale long term future-proof camera coverage schemes prepared earlier for Foxton township & Shannon." The Trust also needs to negotiate siting protocols with partner HDC and sponsor Electra in this regard. Work has also been taken over the December 2022 and January 2023 period to enable full integration of the existing Waitarere system into the HCCT processing system soon, with fibre connection pending. Furthermore, a second camera cluster at Himatangi is due to be installed soon.
- 3.3 Recent outcomes of the Trust's activities comprise a good success rate for meeting several Police requests for event & general footage, including ramraids. After the meeting I had the good fortune to witness first hand the operation of CCTV footage in the Levin Police Station. They can do car number recognition and the cameras we have operating at the beach, for example are clear and work well 24/7 and are certainly a good aid for effective law enforcement.
- 3.4 The Trust is also held a Workshop on Tuesday, 31 January to "restart" their "System Development Strategy. Discussion focused on:
1. Recommit to outcomes for 2023: hardware and processes
 2. Reprioritise for 2023: certain tasks, actions and scope
 3. Clarify and confirm the compass of Safer Horowhenua and proceeds of Crime application for \$ for HCCT
 4. Confirm immediate HCCT commitments: carrying on with systems development strategy
 5. Propose Co-ordinators for prioritised action areas.

- 3.5 The Trust's next Governance Board Meeting is to be held on Tuesday, 14 February and I will give brief verbal update on this at our 20 February 2023 TAFCB meeting.

Wildlife Foxton Trust

- 3.6 An end of year rush in 2022 showed NZ starting to come out of the cloud of the pandemic and January 2023 proving even stronger visitor numbers and increased displays at the centre. They have increased paid staff to 3 part time employees over the summer break and have been open all of January 6 days a week.

- 3.7** Currently the Trust is working hard to have their new aquaria displays open by April school holidays. This has only occurred with great support of 11 hard working volunteers, paid staff and the public of Horowhenua supporting them. A great social media campaign with visitors and native plant sales exceeding projections allows the Trust to continue growing.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Brett Russell Community Board Member
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6.3 Community Board Member Update - Nola Fox

File No.: 23/68

1. Purpose

To report back on liaison activity with:

- MAVTech
- Foxton Beach Progressive Association

2. Recommendation

- 2.1 That Report 23/68 Community Board Member Update - Nola Fox be received.

3. Liaison Activity

MAVTech – Meeting 28 Jan aury 20223

- 3.1 Thank you to MAVtech committee for the warm welcome I received to their first meeting for 2023.
- 3.2 Timeline subcommittee: Committee continues to work on a long term plan to grow the organisation and provide certainty for members, volunteers and community. To this end they will make a submission to annual and long term plan amendment around taking Coronation Hall off of Council's Disposals List.
- 3.3 Ministry of Culture gave advice that there was going to be a major over subscription to 2nd round of Regeneration Fund along with changed criteria meaning MAVtech would most likely not receive any funding. Therefore MAVtech decided to not apply concentrate on other funding sources.
- 3.4 Events subcommittee: They were open for Merry Main Street on Dec 11th, have open day today 28th Jan. Next open day Sat 25th Feb. Plan to be open Spring Fling 23rd Oct.
- 3.5 Financial/General: Investigation into EFTPOS system, decision to purchase which is hoped to greatly increase donations.
- 3.6 Radio Foxton: New aerial purchased in Nov will provide increased range and new computer will support live streaming.
- 3.7 Collection work: Marty and another volunteer heading down to the Hutt to obtain free shelving, cabinets and new chairs from organisation closing down. This will allow better access to all archives as sorted and re-catalogued.

Foxton Beach Progressive Association

- 3.8 Have not met in 2023 yet.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Nola Fox Te Awahou Foxton Community Board Member
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7.1 Community Board Executive Committee - Zone 3 - Vote on Candidates

File No.: 23/56

1. Purpose

To confirm the Board's vote on the candidates for the Zone 3 representatives on the Community Board Executive Committee.

2. Recommendation

- 2.1 That Report 23/56 Community Board Executive Committee - Zone 3 - Vote on Candidates be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Board agree that the Chair will vote for [candidate name] as the Zone 3 representative on the Community Board Executive Committee.

3. Background/Previous Council Decisions

- 3.1 The Community Board Executive Committee represents all the community boards in New Zealand. It is an advisory committee for Local Government New Zealand's Council. It advocates for community boards and promotes best practice.
- 3.2 Its membership is made up of one representative from current community boards members from each of the six LGNZ zones. Te Awahou Foxton Community Board is in Zone 3

4. Issues for Consideration

- 4.1 There are two nominations for the Zone 3 representatives to the Community Board Executive Committee. The Board needs to agree on one candidate for the Board Chair to vote for.
- 4.2 The two candidates are:
 - Marcus Buddo - Hastings Rural Community Board
 - Sarah Lucas - Inglewood Community Board.
- 4.3 The candidate statements of each candidate are attached as attachment 1.
- 4.4 The Board must identify which of the two candidates they want the Chair to vote for, so the Chair can cast the vote by 1 March 2023.

Attachments



No.	Title	Page
A	Community Board Executive Committee Zone 3 Voting Form	29

Confirmation of statutory compliance

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

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

Signatories

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



CBEC ZONE 3 REPRESENTATIVE VOTING FORM

Use this form to vote for your zone's Community Board Executive Council representative.

- // Each community board fills in one voting form.
- // You can vote for one candidate.
- // Vote by ticking the box next to their name below.
- // The Returning Office is LGNZ's Chief Executive or nominee.
- // Please returning your voting form to nominations@lgnz.co.nz by 1 March 2023.

[PLEASE SELECT ONE]

☐ **Marcus Buddo //**
Rural Community
Board, Hastings

☐ **Sarah Lucas//**
Inglewood
Community Board

[THIS VOTE IS CAST BY:]

YOUR NAME HERE:

YOUR SIGNATURE HERE:

ON BEHALF OF THIS COMMUNITY BOARD:

[PAGE 1 OF 2]



CBEC CANDIDATE BIOS – ZONE 3

Marcus Buddo

Marcus Buddo believes that Community Boards have a very important role to play in Local Government, one that will only get more critical over time. The intimate ties to communities that Community Board members have is an incredible asset to making considered and appropriate decisions around the Board and Council table.

Elected to the Hastings Rural Community Board in 2019 at age 24, Marcus has since successfully run for the Hastings District Council. He has degrees in Politics, Economics and Health Science, and has managed farming and forestry properties for the last five years.

Marcus' term on the Community Board was invaluable experience. The relationships he formed with Councillors, Board Members and Council Staff have stood him in good stead, while the knowledge of Local Government processes and language has enabled him to hit the ground running in his new role. Community Boards are a brilliant training place for Local Government politicians, and add vital insight and advocacy for communities that may not otherwise have their needs met.

Marcus would like to see Community Boards across the country better recognised and understood, both by the general public and their Councils. With changes coming to how Local Government functions, which services it delivers, and where decisions get made (Future Development Strategies etc.), Community Boards need to be positioned as an essential and effective part of local decision making. We need more competent, respected boards, which have the capability to take on more responsibilities. Marcus will be a strong advocate for the value Community Boards bring, and their role in shaping the future of our communities.

Sarah Lucas

I have a strong interest local government and how it can become more relevant to our communities. I have been keeping up to date into the current review of the future of local government, and see many areas that improvements could be made to bring local democratic processes closer to the people they represent.

Community Boards are unique. They provide real grassroots representation and have an important role to play in the decisions that get made in governance. Community Boards are not simply a left over relic from the 1989 reforms, but a real way for councils to understand and plan for the needs of diverse, localised communities. Each and every board needs to be strongly supported, and respected, so that it can do the important work of representation and advocacy.

We are in a time of huge change and reform, and I would relish the opportunity to use my skills in an advisory capacity to the Local Government New Zealand (LGNZ) National Council. I have a strong interest in researching best practice and using rationale clearly back by data and evidence. Thanks for your consideration for this important role.

CBEC candidate bios – Zone 3 // 1

File No.: 23/91

7.2 Update on Foxton Beach Freeholding Account

1. Purpose

To provide the Board with an update on the Foxton Beach Freeholding account, confirm the Board's proposals and undertakings and set out a plan to progress the policy review

2. Executive Summary

- 2.1 The Foxton Beach Freeholding Account is due to be reviewed. A draft policy has been developed however, Iwi were not engaged prior to the review. This report recommends that engagement takes place now, noting such engagement may result in changes to the review, prior to undertaking any community consultation.
- 2.2 This report also seeks to formalise requests for funding so they can be included in the Long Term Plan Amendment consultation document.

3. Recommendation

- 3.1 That Report 23/91 Update on Foxton Beach Freeholding Account 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 Te Awahou Foxton Community Board recommends Council note the Board's action to engage further with Mana Whenua prior to consulting with the community on changes to the Foxton Beach Freeholding Account Policy and Strategy Review. This engagement may result in changes to the proposed review of the policy and strategy which will be reported back to Council prior to further consultation.
- 3.4 That Te Awahou Foxton Community Board recommends that Council approve \$230,000 from the Foxton Beach Freeholding Account for the promenade development, and include this in the forthcoming Long Term Annual Plan Amendment Consultation document.
- 3.5 That Te Awahou Foxton Community Board recommends that Council approve \$500,000 from the Foxton Beach Freeholding for the Foxton Pool Redevelopment Project, and include this in the forthcoming Long Term Plan Amendment Consultation document.
- 3.6 That Te Awahou Foxton Community Board notes that officers will develop a project plan for the engagement and review and will report back to the Board on progress.

4. Background / Previous Council Decisions

- 4.1 The Foxton Beach Freeholding Account Strategy and Policy ("the Policy") was last reviewed in 2009. As part of Long Term Plan 2021-41 discussions, a request was made to review the strategy and policy, as well as the delegations to the Foxton Community Board.
- 4.2 Subsequently a draft review was completed by the Board, and presented to Council for adoption as a draft for consultation. At its meeting on 14 September 2022 Council resolved:

Resolution Number CO/2022/59

MOVED by Cr Allan, seconded Cr Brannigan:

That Council Agrees to the Board request for officers to commence consultations on the review of the Foxton Beach Freeholding Account Strategy and Policy.

CARRIED

- 4.3 An initial workshop with the Board and members of community, including mana whenua was held on 19 December 2022. At that workshop, it became clear that engagement with mana whenua had not occurred in the development of the reviewed policy and strategy. It was the view of the Board that it would appropriate to take a step back in the consultation process, and engage with mana whenua and then seek to develop a review of the policy and strategy that incorporates the views and aspirations of mana whenua.
- 4.4 Concomitantly there have been further requests for support from the fund for a number of items.
- 4.5 At its meeting on 22 August 2022 the Board resolved:

Resolution Number FCB/2022/3

MOVED by Cr Allan, seconded Mr Roache:

That Report 22/411 Update on Foxton Beach promenade development be received.

That the Foxton Community Board endorse the use of the Foxton Beach Freeholding Account to fund this work, with a report to be submitted by Council officers to the Council meeting of 14 September 2022 seeking that approval.

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

CARRIED

- 4.6 While the report to Council did not eventuate, the Board still wishes to progress the promenade project and request \$230,000 from the Foxton Beach Freeholding account to progress the Promenade project.
- 4.7 Additionally, during consideration by Council on approving funding for the Foxton Pool Redevelopment, the Chair of the then Foxton Community Board indicated that the Board would be prepared to support the redevelopment by contributing \$500,000 from the Foxton Beach Freeholding Account subject to public consultation. This report seeks the Board's confirmation of this course of action.

5. Discussion

- 5.1 The Foxton Beach Freeholding Account is due for review.
- 5.2 While work has gone into the review of the policy and strategy, upon reflection and representation from the mana whenua, we cannot be satisfied that we have adequately met our obligations as a treaty partner.
- 5.3 The significance of the land, which underpins the fund, to iwi indicates that better engagement is required. The view of the Board following its recent workshop was that it would be appropriate to take a step back and re-engage.
- 5.4 Officers will develop a project plan around the engagement and subsequent review and will report back to the Board on progress.

6. Options

- 6.1 The Foxton Beach Freeholding account policy and strategy must be reviewed as it is past its review date.
- 6.2 The Board could maintain the status quo and proceed to consult on the existing draft. This would ignore the Board's obligation under the Local Government Act 2002 in relation to Te Tiriti.

- 6.3 It is recommended that the Board do seek to engage with Iwi in relation to the Foxton Beach Freeholding account, acknowledging its obligation under the Act, and also noting the importance to Iwi of the land that underpins, or has contributed to, the fund in the past.

6.4 Cost

There are no rating impacts; the Foxton Beach Freeholding account is self-funding.

6.5 Community Wellbeing

There are no negative impacts on community wellbeing arising

6.6 Consenting Issues

There are no consenting issues arising from this report.

6.7 LTP Integration

The request for funding from the Foxton Beach Free Holding account will be including the Long Term Plan Amendment consultation document to seek the views of the Foxton and Foxton Beach communities.

7. Consultation

Consultation will occur alongside the Long Term Plan Amendment.

8. Legal Considerations

The use of funds from the Foxton Beach Freeholding account must be in accordance with the Reserves and Other Lands Disposal Act 1956 and 1968.

9. Financial Considerations

There is no financial impact on Council.

10. Iwi Considerations

The review of the Foxton Beach Freeholding account policy and strategy requires engagement with Iwi. To date this has not happened. This report seeks to open the way for engagement to begin.

11. Climate Change Considerations

There is no climate impact.

12. Environmental Considerations

There are no environmental considerations.

13. Health & Safety Considerations

There is no health and safety impact.

14. Next Steps

- 14.1 The next steps are to begin engagement with Iwi on the review of the Foxton Beach Freeholding account, and for the items seeking funding to be included in the Long Term Plan Amendment consultation document.
- 14.2 Officers will report back at next meeting on progress.



Confirmation of statutory compliance

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

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

15. Appendices

There are no appendices for this report

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

7.3 Foxton Beach Freeholding Account - financial result to 31 January 2023

File No.: 23/93

1. Purpose

To report to Te Awahou Foxton Community Board financial position of the Foxton Beach Freeholding Account to 31 January 2023.

2. Recommendation

- 2.1 That Report 23/93 Foxton Beach Freeholding Account - financial result to 31 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.

3. Discussion

Attached is the financial report for the Foxton Beach Freeholding Account to 31 January 2023.

Work continues on an improved reporting mechanism for the account.

Attachments



No.	Title	Page
A	Foxton Beach Freeholding Account - report to 31 January 2023	36

Confirmation of statutory compliance

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

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

Signatories

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

Foxton Beach Free Holding Account - Financial results to 31/01/2023																																																																												
		Annual Report (audited) 30/06/2020	Annual Report (audited) 30/06/2021	Annual Report (unaudited) 30/06/2022	YTD Actual as at 31/01/2023	Full Year Forecast 30/06/2023																																																																						
		\$000	\$000	\$000	\$000	\$000																																																																						
Income																																																																												
Interest (est) 2.93% pa (2022/23)		177	154	166	178	184																																																																						
Land Lease Income from Pinewood Camp		29	29	32	19	33																																																																						
Rents (full year charged in October)		49	45	71	52	28																																																																						
Total Income		256	229	270	249	245																																																																						
Less: Funded items																																																																												
Administration	Note 1	(61)	(81)	(96)	(54)	(86)																																																																						
Other	Note 2	(1)	(8)	(7)	(1)	(68)																																																																						
Rates	Note 3	(6)	(8)	(6)	-	(13)																																																																						
Grants	Note 3	(33)	-	-	(87)	(167)																																																																						
Total Expenditure		(101)	(97)	(109)	(142)	(335)																																																																						
Surplus/(Deficit)		155	132	161	106	(89)																																																																						
Balance at 1 July		5,570	5,713	5,674	5,281	5,281																																																																						
A. Section Sales per year		31	-	-	-	-																																																																						
B. Endowment Properties Freeholding		85	170	595	-	-																																																																						
Foxton Beach Reserves Projects per LTP 2015-2025 incl pump track		(104)	(17)	(371)	(60)	(350)																																																																						
Forbes Road Subdivision extension		-	(11)	(800)	-	-																																																																						
Grant - CCTV cameras - Foxton Beach		-	(110)	-	-	-																																																																						
Foxton Wharf Project 50% of Expenditure costs		-	(73)	-	-	-																																																																						
Foxton Beach Surf Lifesaving Club upgrade		-	(130)	-	-	-																																																																						
Foxton Beach Volunteer Fire Brigade Utility Vehicle		-	-	-	-	(60)																																																																						
Other		(24)	-	22	-	-																																																																						
Surplus/(Deficit) from Trading		155	132	161	106	(89)																																																																						
Balance		5,713	5,674	5,281	5,327	4,782																																																																						
Balance per Annual Report		5,713	5,674	5,281																																																																								
<p>A. Sales of sections are proceeds received less commission and GST for Forbes Road Subdivision</p> <p>B. Sales of Endowment Freeholding is net proceeds received</p> <p>Commitment for 2022/23 for Grant Foxton Beach Volunteer Fire Brigade \$60k</p>																																																																												
<table> <tr> <th colspan="2">Note 1</th><th colspan="2">Note 2</th><th colspan="2">Note 3</th><th></th></tr> <tr> <th>Administration</th><th>31/01/2023</th><th>Other</th><th>31/01/2023</th><th></th><th>31/01/2023</th><th>30/06/2022</th></tr> <tr> <td>HDC Administration</td><td>(53)</td><td>Water</td><td>-</td><td>Rates</td><td>-</td><td>(6)</td></tr> <tr> <td>Legal Expenses</td><td>(2)</td><td>Maintenance</td><td>(1)</td><td>Grants</td><td>(87)</td><td>-</td></tr> <tr> <td>Valuations</td><td>-</td><td>Insurance</td><td>(0)</td><td></td><td>(87)</td><td>(6)</td></tr> <tr> <td>Consents & Surveys</td><td>-</td><td></td><td>(1)</td><td></td><td></td><td></td></tr> <tr> <td>Consultancy</td><td>-</td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Sale Costs</td><td>-</td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Advertising</td><td>-</td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td></td><td>(54)</td><td></td><td></td><td></td><td></td><td></td></tr> </table>							Note 1		Note 2		Note 3			Administration	31/01/2023	Other	31/01/2023		31/01/2023	30/06/2022	HDC Administration	(53)	Water	-	Rates	-	(6)	Legal Expenses	(2)	Maintenance	(1)	Grants	(87)	-	Valuations	-	Insurance	(0)		(87)	(6)	Consents & Surveys	-		(1)				Consultancy	-						Sale Costs	-						Advertising	-							(54)					
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Loss on sale			-	(157)																																																																								
			-	(131)																																																																								

7.4 Elected Members Training and Development Policy - referred from Council meeting 1 February 2023

File No.: 23/88

1. Purpose

To receive for information a copy of a report to Council - Elected Members Training and Development Policy - referred from Council meeting 1 February 2023.

2. Recommendation

- 2.1 That Report 23/88 Elected Members Training and Development Policy - referred from Council meeting 1 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 the Board notes the Elected Members Training and Development Policy.
- 2.4 The Board notes that its members have access to the Ākona platform for their own development.

3. Background/Previous Council Decisions

Council received and adopted the Elected Members Training and Development Policy at its meeting on 1 February 2023. The policy was accompanied by a proposed programme; this was not adopted, and officer will come back with further options for consideration.

The development of the policy was to implement a consistent and transparent process for allocating training and development opportunities for all elected members, including Community Board Members.

The report and policy are attached to this report.

4. Issues for Consideration

The policy applies equally to councilors as well as Community Board Member. In delivering this policy, Council has made access to the Ākona platform available to all elected members including Community Board Members. Board members should have already received log in detail.

Attachments



No.	Title	Page
A	Report to Council 1 February 2023 - Adoption of Elected Members Training Programme	39

Confirmation of statutory compliance

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

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

Signatories

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

Council
01 February 2023

Horowhenua 
DISTRICT COUNCIL

File No.: 23/1

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

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

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Horowhenua
DISTRICT COUNCIL

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</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

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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

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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

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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	

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30/06/25	\$40 000	Ākōna 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	
		Ākōna face-to-face workshops and/or on-line workshops	\$7 069.20	
			\$40 000	
30/06/26	\$40 000	Ākōna 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

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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.


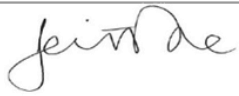

Confirmation of statutory compliance

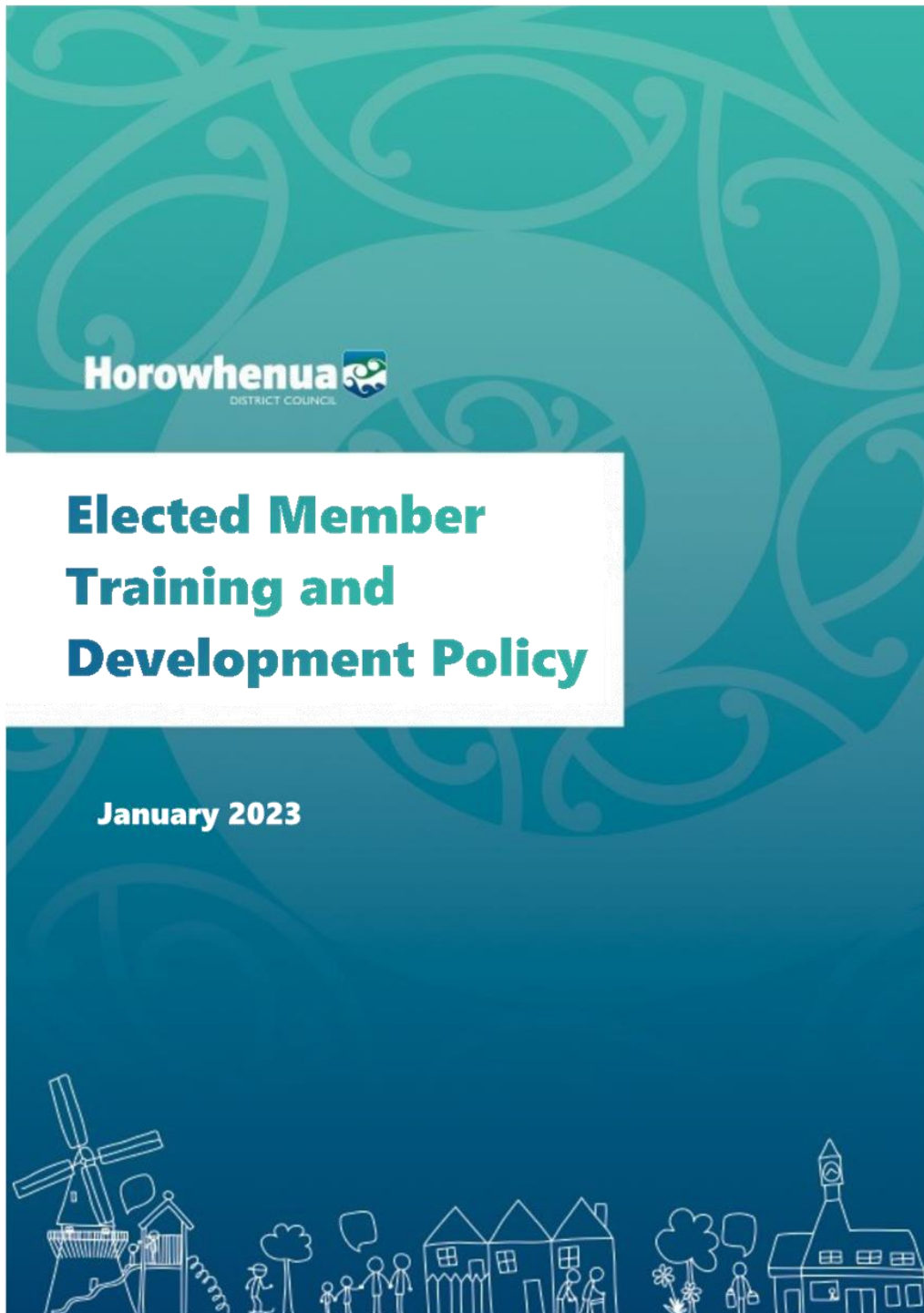
In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- 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
A	Draft - Elected Member Training and Development Policy - January 2023	14

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



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

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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.

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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.

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Name:		
Course or Conference Title:		
Date:		
Venue:		
Course or Conference Fees:		
Travel required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Approximate cost of travel:		
Accommodation required?	Yes <input type="checkbox"/>	No <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			☑

7.5 Monitoring Report to 14 February 2023

File No.: 23/92

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

The monitoring report has been reviewed, and two older times are recommended to be closed. There are no identifiable actions or resolutions that relate to either item.

Future reports be produced in a similar format to the Council actions monitoring report, and a monitoring report on the LTP actions focussed on Foxton will be produced quarterly in line with the Council's LTP monitoring report.

1. Recommendation

- 1.1 That Report 23/92 on Monitoring Report to 14 February 2023 be received.
- 1.2 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	Te Awahou Foxton Community Board - Monitoring Report February 2023	54

Confirmation of statutory compliance

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

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

Signatories

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

Item No	Meeting Date	Item Description	Resolved/ Proposed Action	Responsible Officer	Action by	Status	Officer Comment
14/674 Refers to action report.	16 Nov 2015 No record of item on meeting date	<u>Target Reserve Strategic Plan</u>	No actions or resolution found.	A Nelson	July 2020	Recommend closing item	No resolution or action identified.
17/39 Appears report was not presented.	26 March 2018 No record of item on meeting date	<u>Foxton Beach Reserves Investment Plan</u>	No actions or resolutions found.	S Hester		Recommend closing item	No resolution or action identified.
19/456	11 December 2019	<u>Adoption of Standing Orders (Council Report)</u> Review of Foxton Beach Freehold Account Policy and Strategy and Foxton Community Board delegations	<i>THAT the Horowhenua District Council, in line with draft Standing Order 6.6, reviews the delegations to the Foxton Community Board during the 2020/21 Annual Plan process which will include resources and financial delegation; AND FURTHER THAT this review will be carried out in conjunction with the Foxton Beach Freeholding Account review.</i>	G Rowse		On-going	Paper presented to Board setting out next steps. Report provided to 20 February 2023 meeting – if recommendations adopted they will supersede this item, and reporting will continue.

TRIM No: D18/95838

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Item No	Meeting Date	Item Description	Resolved/ Proposed Action	Responsible Officer	Action by	Status	Officer Comment
	18 July 2022 Workshop	Foxton Beach Storm Water	That regular updates will be provided to the Board, with further details on Foxton Beach Stormwater	A Crawford		On-going	<p>Global Foxton Beach stormwater discharge resource consent:</p> <ul style="list-style-type: none"> - Continuous monitoring of stormwater quality occurring. - Engagement with iwi groups and DoC & Manawatu Estuary Trust - Notification of application would occur after iwi and stakeholder engagement <p>Maintenance of open drains are underway currently. Stormwater master planning is underway and there will be community engagement as works progressed.</p>