

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

Date: Wednesday 11 August 2021
Time: 4.00 pm
Meeting Room: Council Chambers
Venue: 126-148 Oxford St
Levin

Council

OPEN AGENDA

MEMBERSHIP

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

Contact Telephone: 06 366 0999
Postal Address: Private Bag 4002, Levin 5540
Email: enquiries@horowhenua.govt.nz
Website: www.horowhenua.govt.nz

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

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

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1 Apologies

2 Public Participation

Notification of a request to speak is required by 12 noon on the day of the meeting by phoning 06 366 0999 or emailing 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, 30 June 2021

6 Announcements

Foxton Community Board

There will be the regular update on behalf of the Foxton Community Board.

Public Participation (further information):

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

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

Meeting protocols

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

Proceedings of the Community Wellbeing Committee 15 June 2021

File No.: 21/320

1. Purpose

To present to the Council the minutes of the Community Wellbeing Committee meeting held on 15 June 2021.

2. Recommendation

- 2.1 That Report 21/320 Proceedings of the Community Wellbeing Committee 15 June 2021 be received.
- 2.2 That the Council receives the minutes of the Community Wellbeing Committee meeting held on 15 June 2021.

3. Issues for Consideration

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

Attachments



There are no attachments for this report.

Confirmation of statutory compliance

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

- a. containing sufficient information about the options and their 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.

Signatories

Author(s)	Sharon Bowling Executive Assistant	
Approved by	Nicki Brady Deputy Chief Executive	

Community Wellbeing Committee

OPEN MINUTES

Minutes of a meeting of the Community Wellbeing Committee held in the Council Chambers, Horowhenua District Council, 126-148 Oxford Street, Levin, on Tuesday 15 June 2021 at 1.00 pm.

PRESENT

Chairperson	Cr Victoria Kaye-Simmons	
Deputy Chairperson	Deputy Mayor Jo Mason	
Members	Mr Richard Fry	(Ministry of Social Development)
	Mr Daniel Gamboa	(Office of Ethnic Communities (DIA))
	Ms Angelina Moses-Tuialii	(Fale Pasifika)
	Mrs Jacqui Moynihan	(Oranga Tamariki)
	Ms Angela Rainham	(MidCentral DHB)
	Mr Patrick Rennell	(Education Horowhenua / Horowhenua Learning Centre)
	Mayor Bernie Wanden	(Ex-Officio)
	Ms Tracy White on behalf of Mrs Di Rump	(Muaūpoko Tribal Authority)
	Ms Angela Williams on behalf of Keith Hilson	(Kāinga Ora)
	Ms Margaret Williams	(Horowhenua Older Persons' Network)

IN ATTENDANCE

Reporting Officer	Mrs Cathryn Pollock	(Community Wellbeing & Engagement Manager)
Meeting Secretary	Mr Neil Hirini	
	Mrs Nicki Brady	(Deputy CEO – Horowhenua District Council)
	Ms Michelle Rogerson	(Community and Social Development Manager)

ALSO IN ATTENDANCE

Ms Brooke Carter	(Department of Internal Affairs)
Ms Nicki Simpson	(Muaūpoko Tribal Authority)
Ms Sarah Ward	(Ministry of Business, Innovation and Employment, MBIE)
Ms Christina Fordyce	(Ministry of Business, Innovation and Employment, MBIE)

1 Apologies

Apologies were received from Chiquita Hansen, Dr Betty-Lou Iwikau, Sgt Sam Gilpin, and Keith Hilson.

NOTED

2 Public Participation

A request for participation had been received from Norelle Ward of Mana Whaikaha; due to the agenda having been confirmed at the time of the request the opportunity to present will be considered for another occasion.

3 Confirmation of Minutes

One change to note:

Margaret Williams to be recorded as the Horowhenua Older Persons' Network representative and not Horowhenua GreyPower.

MOVED by Mayor Bernie Wanden, seconded Deputy Mayor Mason:

THAT the minutes of the meeting of the Community Wellbeing Committee held on Tuesday, 9 February 2021, be confirmed as a true and correct record.

CARRIED

4 Immigration NZ – Refugee Resettlement Update

Provided by Sarah Ward and Christina Fordyce (MBIE)

Points to note include:

- Refugee Re-settlement Programme (National) has been on hold because of COVID-19. Only a very small quota have been accepted into the country recently.
- A quota of 750 to 1,000 refugees has been planned for the 2021/2022 year. Originally set at 1,500 but travel remains an issue.
- First arrivals in Levin planned for early November 2021. Arrive Mangere Centre in October 2021. Planning for 42 Columbian refugees. No settlement will occur until housing is secured.
- Working with Ministry of Housing & Urban Development (funding agency), Kāinga Ora and Community Housing Aotearoa (delivery partners) with housing provision.
- Plan to establish 36 additional houses in a three-year delivery plan + 30 public housing places.

5 Reports

5.1 Community Wellbeing Committee Report

Purpose

To give an update and overview on the current Community Wellbeing Committee activities, and provide an update on the district-wide Community Development work programme that directly contributes to the outcomes of the Community Wellbeing Framework.

Recommendation

MOVED by Patrick Rennell, Seconded by Cr Jo Mason

THAT Report 21/268 Community Wellbeing Committee Report be received.

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

CARRIED

Reporting Officer, Cathryn Pollock, requested that the report be taken as read with the following update(s):

- Report now has a different layout to accommodate new Strategy document
- Congratulations to Michelle Rogerson for achievement working alongside Shannon Kai Hub

Education – Cr Victoria Kay-Simmons commented that the Te Reo Māori immersion class at Levin Intermediate is proving highly successful.

Youth – Michelle Rogerson outlined upcoming Uenuku/Rainbow Youth Event. Raised the current issues in Levin involving a group of youth. This group choosing to disrupt and intimidate other community members. Issue raised by affected businesses / Te Takeretanga o Kura-hau-pō staff. Beginning to work on solution to this.

6 Community Wellbeing Dashboard Statistics – Discussion

Based on the desire to develop something unique to measure community wellbeing in the Horowhenua.

Organisations present were asked to share Horowhenua Specific data foci they are currently using. Cathryn Pollock collected these dashboard ideas.

It was planned that the dashboard would be updated quarterly; acknowledging that there may be some confidentiality issues to address.

7 Pokohiwi ki te pokohiwi – Shoulder to shoulder

- **Mayor Bernie Wanden (Horowhenua District Council).** May was an incredibly busy month for Council with completion of final steps in the Long Term Plan development process. Currently experiencing huge growth. \$50 million earmarked for infrastructure development. Potential rates increase of 7.8%. Rates system and budgeting processes to be reviewed / Councillors also voted unanimously for a Māori Ward in Horowhenua. Representation Review now required by the end of September 2021 / Opiki–Tokomaru Boundary Change application has been declined / Ō2NL roading project re-confirmed by government after recent speculation about this.
- **Mr Patrick Rennell (Horowhenua Learning Centre/Education Horowhenua).** Approaching end of Term 2. Increasing demand by youth for mental health support this time of the year / Youth appropriate housing an ongoing conversation.
- **Mrs Jacqui Moynihan (Oranga Tamariki).** Wira Gardiner still heading the organisation through a period of huge change. Practice shifts and more appropriate iwi partnerships a big part of this / Rawinia Nikora-Townsend appointed to Levin office, who will physically work in Iwi spaces two days per week.
- **Mr Richard Fry (Ministry of Social Development).** Have a current focus on moving beneficiaries back into the workforce. This is proving challenging here in the Horowhenua / Housing another big issue. Data is showing a plateauing here in Horowhenua / Community funding rounds re-opening / Advised CWC of Katie Brosnahan's move to a new organisation. Victoria, on behalf of the Committee, asked that Richard pass on thanks to Katie for her efforts on CWC.
- **Ms Angela Rainham (MidCentral DHB).** Refugee funding available to support re-settlement / COVID-19 vaccination rollout continuing. Group 3 has begun. Group 2 now having second vaccinations / still encouraging people to get influenza vaccinations / Tamaiti Ururoa – first 90 days programme; 90 surveys received from Horowhenua / would like to share overview of health reforms at next meeting.

- **Daniel Gamboa (Office of Ethnic Communities).** Current transitioning into new Ministry of Ethnic Communities. Currently operating under Ministry of Internal Affairs korowai / Excited about Welcoming Communities. Daniel is a Columbian refugee himself.
- **Ms Margaret Williams (Older Persons' Network).** Acknowledged presentation on COVID-19 Vaccinations at Older Persons' Network 20 May meeting. This also included a presentation on Recycling by HDC Officers. / Next meeting for OPN, Thursday 17 June.
- **Angelina Moses-Tuialii (Fale Pasifika Horowhenua).** Supported Talanoa at Horowhenua College for Pasifika parents / Tonga Church refurbishment project nearing completion / Youth Jandal Jam and Junior Jandal Jam events pending / Pasifika Fusion coming up in two weeks / Community fono held for Pasifika around vaccination rollout / Mental health workshop this week / Flu and measles vaccinations ongoing / Cervical Screening programme has had 50 sign ups since February
- **Angela Williams (Kāinga Ora).** Three new properties due by the end of the month. Eight further homes to be completed this year. 32 planned for next financial year / Working closely with Iwi in this space.
- **Brooke Carter (Department of Internal Affairs).** Introduced herself to the group and her Community Advisor role with Department of Internal Affairs in Palmerston North.
- **Nicki Simpson (Muaūpoko Tribal Authority).** Currently leading Rangatahi initiatives for MTA.
- **Tracy White (Muaūpoko Tribal Authority).** Recently hosted Te Tihi o Ruahine Whānau Ora with a variety of events designed to showcase Muaūpokotanga and their part in the alliance / Recently partnered with HDC to host Te Aho o Te Kahu – Māori Cancer Expo / MTA a site for COVID-19 vaccinations in Levin. 245 vaccinations completed on site. Will host more clinics in the future / Involved with Incredible Years parenting programme alongside Skills4Living / Involved in Wahakura programme for young parents.
- **Deputy Mayor Jo Mason (Horowhenua District Council).** Resource Management Act reforms, Three Waters Reforms and Rating Strategic review large workstreams looming for HDC / Local Government review to continue / Gearing up for next Census. Outlined improvements / Great to hear COVID-19 vaccination programme in the Horowhenua going to plan. Support Dr Bloomfield's request to keep using COVID-19 Tracer app / Thanked all for presence at this meeting and the work you do for the Horowhenua community.

2.30 pm

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

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

DATE:

CHAIRPERSON:

Proceedings of the Foxton Community Board 28 June 2021

File No.: 21/319

1. Purpose

To present to the Council the minutes of the Foxton Community Board meeting held on 28 June 2021.

2. Recommendation

- 2.1 That Report 21/319 Proceedings of the Foxton Community Board 28 June 2021 be received.
- 2.2 That the Council receives the minutes of the Foxton Community Board meeting held on 28 June 2021.

3. Issues for Consideration

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

Attachments



There are no attachments for this report.

Confirmation of statutory compliance

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

- a. containing sufficient information about the options and their 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.

Signatories

Author(s)	Chloe Marheine Executive Assistant	
Approved by	David Clapperton Chief Executive	

Foxton Community Board

OPEN MINUTES

Minutes of a meeting of the Foxton Community Board held in the Stuart Ellwood Room, Te Awahou Nieuwe Stroom, 92 Main Street, Foxton, on Monday 28 June 2021 at 6.00pm.

PRESENT

Chairperson	Mr D J Roache
Deputy Chairperson	Ms P R Metcalf
Members	Cr D A Allan
	Mr T J Chambers
	Mr J F Girling
	Ms N J Newland

IN ATTENDANCE

Reporting Officer	Mr D M Clapperton	(Chief Executive)
	Ms C H Marheine	(Meeting Secretary)

ALSO IN ATTENDANCE

Mayor B Wanden
Deputy Mayor J Mason

1 Apologies

An apology was recorded for Cr R Brannigan.

MOVED by Cr Allan, seconded Mr Chambers:

THAT the apology from Councillor R Brannigan be accepted.

CARRIED

2 Public Participation

Bill Huzziff 7.1 Monitoring Report - 20/385 Foxton East Drainage Scheme project
Mr Huzziff raised his concerns around the FEDS project and the lack of engagement with local residents, and the flooding that occurred on Sunday 27 June around Foxton.

Brett Russell 7.2 Chairpersons Report – Item 3.2 Foxton War Memorial Hall Update
Mr Russell acknowledged the Foxton Community Board for its support resulting in a positive outcome to move the hall the back to local residents' control. Mr Russell requested to move ahead with confirming a date for a meeting with the CE, the two Kere Kere Ward Councillors and the Foxton War Memorial Hall Interim Committee to address the complex action plan.

3 Late Items

There were no late items.

4 Declaration of Interest

There were no declarations of interest.

5 Confirmation of Minutes

MOVED by Cr Allan, seconded Ms Newland:

THAT the minutes of the meeting of the Foxton Community Board held on Monday, 19 April 2021, be confirmed as a true and correct record.

CARRIED

6 Announcements

There were no announcements.

6 Reports

6.1 Monitoring Report to 28 June 2021

Purpose

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

MOVED by Cr Allan, seconded Ms Metcalf:

THAT Report 21/274 Monitoring Report to 28 June 2021 be received.

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

CARRIED

Page 8. FB Reserves Investment Plan Review

Cr Allan reiterated that the FCB was supportive of utilising the Freeholding Account for the refurbishment of the promenade work outlined in the FCB submission to the LTP.

After further discussion it was agreed the next step is for officers to provide a report to the next FCB meeting identifying the design and resource consent requirements as well as the required funding.

Page 10. Foxton East Drainage Scheme

Mr Roache acknowledged Mr Huzziff's comments and advised the Foxton Community Board has extended an invitation to the Project Manager at Horizons Regional Council (HRC) to provide an update on this project to the Board at the next meeting on Monday 30 August 2021.

Mr Clapperton agreed with Mr Huzziff's point that an on-site discussion with Horizons and Horowhenua DC experts and residents with local knowledge could be beneficial in identifying solutions for the flooding issues in Foxton.

6.2 Chairperson's Report to 28 June 2021

Purpose

To present to the Foxton Community Board matters relating to the Foxton Community Board area.

MOVED by Ms Metcalf, seconded Ms Newland:

THAT Report 21/275 Chairperson's Report to 28 June 2021 be received.

THAT these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.

CARRIED

3.1 Representation Review

Mr Clapperton confirmed that the Community Board and the Community Board boundaries would be included in the review. Mr Clapperton advised the Board to complete the pre-consultation engagement form before the Representation Review Workshop on Wednesday 7 July 2021.

Mr Clapperton suggested that the Board look back at previous decisions made to support areas of the Community outside of the current boundaries as this will help to identify the required changes to the boundaries the Board would like to propose.

3.3 Foxton Beach Progressive Association – Chairperson's Report

Mr Russell provided a verbal report about the workshop the FBPA held for stakeholders and members on 27 June at the Manawatu Marine Boating Club. Mr Russell highlighted the following:

- The key aspirations outlined by the Chairperson for FBPA including enhancing the natural environment and support for growth.
- CCTV project update, thanked HDC and FCB for the support received and advised system expected to go live by the end of July.

Ms Metcalf advised she attended the workshop and she was extremely impressed with how ideas were teased out.

3.5 Board Member Updates

The three Board Member Reports were taken as read.

Mr Girling noted he had not heard from the Foxton Tourism and Development Association (FDTA) following his appointment as the FCB representative. Mr Roache acknowledged Mr Girling's concerns. There was further discussion around who currently sits on the Association.

3.6 Reports on attendance the 2021 NZ Community Board Conference

Ms Metcalf, Mr Chambers and Mr Girling expressed their appreciation for being nominated to attend the 2021 NZ Community Board Conference in Gore. The Board members were grateful for the opportunity to network with members of other Community Boards from across New Zealand.

Ms Metcalf provided an overview on the session she attended on Localism, and thanked Council officers for the presentation pulled together on the Pump track.

Mr Chambers outlined the workshop he attended on Safer Communities, and how this linked in well with the CCTV project for Foxton Beach.

Mr Girling spoke to his report and outlined the 'Bead and Proceed' session he attended around Sustainability and the 17 Sustainable Development Goals identified by the United Nations.

6.50 pm

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

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

DATE:.....

CHAIRPERSON:.....

Proceedings of the Finance, Audit & Risk Committee 30 June 2021

File No.: 21/317

1. Purpose

To present to the Council the Open and In Committee minutes of the Finance, Audit & Risk Committee meeting held on 30 June 2021.

2. Recommendation

- 2.1 That Report 21/317 Proceedings of the Finance, Audit & Risk Committee 30 June 2021 be received.
- 2.2 That the Council receives the Open and In Committee minutes of the Finance, Audit & Risk Committee meeting held on 30 June 2021.

3. Issues for Consideration

There are no items considered by the Finance, Audit & Risk Committee that require further consideration by Council.

Attachments

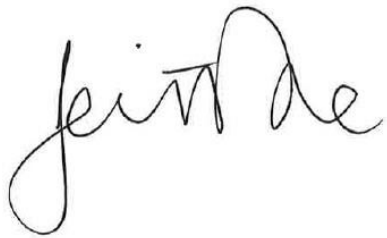

There are no attachments for this report.

Confirmation of statutory compliance

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

- a. containing sufficient information about the options and their 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.

Signatories

Author(s)	Jacinta Straker Chief Financial Officer	
Approved by	Nicki Brady Deputy Chief Executive	

Finance, Audit & Risk Committee

OPEN MINUTES

Minutes of a meeting of the Finance, Audit & Risk Committee held in the Council Chambers, Horowhenua District Council, Levin, on Wednesday 30 June 2021 at 4.00 pm.

PRESENT

Chairperson	Mr P Jones
Deputy Chairperson	Mrs C B Mitchell
Members	Mr D A Allan
	Mr W E R Bishop
	Mr R J Brannigan
	Mr T N Isaacs
	Mr B J Jackson
	Mr S J R Jennings
	Mrs V M Kaye-Simmons
	Mrs J F G Mason
	Mr P Tukapua
	Mayor B P Wanden

IN ATTENDANCE

Reporting Officer	Mrs J Straker	(Chief Financial Officer)
	Mr D M Clapperton	(Chief Executive)
	Mrs N Brady	(Deputy Chief Executive)
	Mr D McCorkindale	(Group Manager – Customer & Strategy)
	Mr B Maguire	(Group Manager – Infrastructure Development)
	Mr K Peel	(Group Manager – Infrastructure Operations)
	Mr D Yorke	(Horowhenua Alliance – Alliance Director)
	Mrs L Slade	(Group Manager – People & Culture)
	Mr J Paulin	(Financial Accountant)
	Mrs V Miller	(Compliance Manager)
	Ms M Leyland	(Consents Manager)
	Mr S Magi	(Information Services Manager)
	Mr T Parsons	(Senior Projects Manager)
	Mrs A Huria	(Projects Coordinator – Customer & Strategy)
	Mrs K J Corkill	(Meeting Secretary)

ALSO IN ATTENDANCE

Mr S Lucy	(Audit Director, Audit New Zealand)
Mr D Law	

1 Apologies

An apology was recorded for Cr Ketu.

MOVED by Cr Isaacs, seconded Cr Kaye-Simmons:

THAT the apology from Councillor Ketu be accepted.

CARRIED

2 Public Participation

None requested.

3 Late Items

There were no late items.

4 Declarations of Interest

There were no declarations of interest.

5 Confirmation of Minutes

MOVED by Cr Brannigan, seconded Mr Jones:

THAT the minutes of the meeting of the Finance, Audit & Risk Committee held on Wednesday, 28 April 2021, be confirmed as a true and correct record.

CARRIED

6 Announcements

There were no announcements.

7 Reports

With the meeting's agreement, and to accommodate Mr Lucy's attendance, item 21/257 the Audit New Zealand – Final Management Report for the year ended 30 June 2020 was the next item addressed.

7.7 Audit New Zealand – Final Management Report for the year ended 30 June 2020

To present to the Finance, Audit & Risk Committee the Audit New Zealand Management Report for the year ended 30 June 2020.

Audit Director, Mr Lucy, was welcomed to the table and he responded to queries from Elected Members.

Responses to a number of matters raised were also provided by Mrs Straker, Mr Jones, Mr Clapperton and Mr Maguire, with Mrs Straker saying that the report (60 pages) was hopefully longer than it would be at this time next year as with continual process improvement, a number of the items should be removed before finalising the next Annual Report.

Acknowledging the large number of items that had been identified in the Audit Report, Mr Clapperton said he would be putting together a work programme to ensure they were addressed and this would come back to Council at the August FAR meeting for Elected Members to prioritise.

MOVED by Cr Kaye-Simmons, seconded Mr Jackson:

THAT Report 21/257 Audit New Zealand - Final Management Report for the year ended 30 June 2020 be received.

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

CARRIED

7.1 Customer and Strategy - Activity Update

Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects and activities being undertaken within the Customer and Strategy portfolio of Council.

Mrs Miller and Ms Leyland joined the table to speak to the report and respond to any queries.

Ms Leyland advised that in terms of consenting activity, it had continued to rise at a much higher rate than expected. As at 30 June, for the first time, over 800 building consents had been consented and by the end of today, over 900 building consents would have been lodged. In terms of resource consenting activity, 15 more subdivision and land use consents had been granted than last year and the number of applications lodged was around 8½% higher, so things were continuing to increase at a fairly high rate.

Ms Leyland also noted that unfortunately Council had not reached its 100% statutory compliance goal, but after recent discussions with other Councils to see how they were coping with the increased activity and how they were currently performing in relation to statutory time frames, our Council's level of 99% was a fairly good outcome. Additionally, inspections were currently done 4/5 days after request; some Councils were up to the 2-3 week mark. It was not where Council wanted to be in terms of the bigger picture, but Officers were still delivering good service comparatively.

MOVED by Cr Isaacs, seconded Cr Kaye-Simmons:

THAT Report 21/92 Customer and Strategy - Activity Update be received.

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

CARRIED

7.2 Infrastructure Development - Activity Update

Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects being undertaken by the Infrastructure Development Group.

Mr Maguire and Senior Project Manager, Mr Parsons, spoke to the report, showing a multimedia presentation in relation to the Foxton Beach Wharf remediation and Foxton Wastewater Treatment Plant to show the current status of these projects which were nearing completion.

MOVED by Cr Brannigan, seconded Cr Isaacs:

THAT Report 21/256 Infrastructure Development - Activity Update be received.

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

CARRIED

7.3 Infrastructure Operations - Activity Update

Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects being undertaken by the Infrastructure Operations Group.

Mr Clapperton joined Mr Maguire at the table to provide an update on the Gladstone Road realignment and how the current situation, which had seen the road closed again during the recent weather event, would be addressed.

Mr Clapperton advised that the work would be undertaken as emergency works as provided for under s330 of the RMA which meant that Council did not have to apply for resource consents now; they could be applied for retrospectively if required. Also outlined were the various factors, such as stability of the hillside, safety, etc, that Council had needed to take into consideration prior taking such action.

With a number of matters raised in relation to process, contingency plans and the impact on residents, the Chair noted that, at this stage, this was an operational issue, not one for this forum, with Mr Clapperton saying there would be the opportunity for a review of the process further down the track.

MOVED by Mr Jackson, seconded Cr Allan:

THAT Report 21/177 Infrastructure Operations - Activity Update be received.

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

CARRIED

7.4 Horowhenua Alliance - Activity Update

Purpose

To provide the Finance, Audit and Risk (FAR) Committee with an update on the projects being undertaken by the Horowhenua Alliance.

Mr Maguire introduced Mr David Yorke, the recently appointed Alliance Director, to the meeting, with it noted that, going forward, the Alliance would have its own Activity Report in the FAR Agenda.

Mr Yorke provided an explanation in relation to the KPI updates (3.2) in the report, noting particularly that there had been four compliments received and one complaint.

MOVED by Cr Isaacs, seconded Cr Kaye-Simmons:

THAT Report 21/289 Horowhenua Alliance - Activity Update be received.

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

CARRIED

7.5 Eleven Month Report 1 July 2020 - 31 May 2021

Purpose

To present to the Finance, Audit & Risk Committee the financial report for the eleven months to 31 May 2021.

Requesting that the report be taken as read, Mrs Straker highlighted the capital programme as one of the key elements, which was tracking at around \$28m of the \$30m budget. The events of the weekend had not been quantified as yet, but that would be undertaken over the next week.

MOVED by Mr Jones, seconded Cr Mitchell:

THAT Report 21/258 Eleven Month Report 1 July 2020 - 31 May 2021 be received.

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

CARRIED

7.6 Monitoring Report - Internal Audit Recommendations - 01 July 2018 to 30 June 2019

Purpose

To present to the Finance, Audit & Risk Committee the Internal Audit Monitoring Report for the year ended 30 June 2019.

The Chair noted that this would be a quarterly report.

MOVED by Cr Brannigan, seconded Cr Allan:

THAT Report 21/280 Monitoring Report - Internal Audit Recommendations - 01 July 2018 to 30 June 2019 be received.

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

CARRIED

7.8 FAR Committee - Actions

Purpose

To report back to the Finance, Audit & Risk Committee on requested actions.

MOVED by Cr Allan, seconded Cr Kaye-Simmons:

THAT Report 21/259 FAR Committee - Actions be received.

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

CARRIED

8 Procedural motion to exclude the public

MOVED by Mr Jackson, seconded Cr Tukapua:

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 Cyber Security

<i>Reason for passing this resolution in relation to each matter</i>	<i>Particular interest(s) protected (where applicable)</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<i>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good</i>	<i>s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper</i>	<i>s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of</i>

<i>reason for withholding exists under section 7.</i>	<i>gain or improper advantage.</i>	<i>information for which good reason for withholding exists under section 7.</i>
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The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

CARRIED

6.24 pm The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

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

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

DATE:.....

CHAIRPERSON

File No.: 21/314

Mayoral Report - June/July 2021

1. Purpose

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

AND FURTHER

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

2. Recommendation

- 2.1 That Report 21/314 Mayoral Report - June/July 2021 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of S76 of the Local Government Act.

3. Mayoral Report – June/July 2021 Meetings and Events

Meetings, events and functions that Mayor Wanden attended during the months of June and July 2021 were:

June 2021

- EM Joint Standing Committee Meeting
- Regional Transport Committee Meeting
- Regional Chiefs
- Te Tumatakahuki Monthly Hui
- Levin Community Patrol AGM
- Projects Steering Group
- Levin Landfill Wellbeing Framework workshop
- Horowhenua Community of Learners
- Pre-2021 Audit Catch Up
- Gladstone Road Affected Residents
- Community Funding & Recognition Committee Meeting
- Council Meeting
- Rural & Provincial Sector Meeting
- Levin Electorate Office – Opening
- Community Wellbeing Committee Meeting
- Council Briefing
- MTFJ Core Group Meeting
- Electra Business Awards
- Rainbow Youth Event
- CFO Tokomaru Fire Station
- Three Waters Update
- Funding Workshop
- Horowhenua FMU Water Quality Intervention Project Governance Group meeting
- Education Horowhenua Meeting
- BA5
- Citizenship Ceremony

- Punahau – Lake Horowhenua – Boat Ramp Blessing
- Levin Landfill meeting
- Foxton Community Board Meeting
- Manawatū/Whanganui Disaster Relief Fund Meeting
- Three Waters Webinar
- Kainga Ora – Open Home Visit
- Council Meeting
- Finance, Audit & Risk Committee Meeting.

July 2021

- FTDA Breakfast
- PMG
- Wellington Regional Leadership Committee
- Meet with MP Terisa Ngobi
- HLC Meeting
- Tukorehe Marae Reopening
- Te Tumatakahuki Monthly Hui
- Projects Steering Group
- Council Briefing & Public Workshop – Representation Review
- Future of Local Government Workshop
- Developers Forum
- Matariki Celebrations
- Natural & Built Environment Act Webinar
- Meet with Crown Infrastructure Partners Executive
- LGNZ Conference and Excellence Awards (3 days)
- Levin Wastewater Discharge
- Placemakers Visit
- Meeting with GreyPower Horowhenua
- Proposed Plan Change Discussion
- Older Persons' Network
- Three Waters Update
- Homes for People Trust
- Alliance Group
- Horowhenua FMU Water Quality Intervention Project Governance Group Meeting
- Junior Neighbourhood Support Launch – Fairfield School
- Kia Eke Panuku Eke Tangaroa – Reaching New Heights Lunch
- Matarauka Māori Scholarships Initiative – Meet with the Candidates
- BA5

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.

4. Appendices

There are no attachments for this report.

Author(s)	Bernie Wanden Mayor	
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Approved by	Bernie Wanden Mayor	
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Monitoring Report to 11 August 2021

File No.: 21/315

1. Purpose

To present to Council the updated monitoring report covering actions arising from resolutions from previous Council meetings and also requested Officer actions.

2. Recommendation

- 2.1 That Report 21/315 Monitoring Report to 11 August 2021 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

Attachments



No.	Title	Page
A	Horowhenua District Council Monitoring Report	32

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.

Signatories

Author(s)	David Clapperton Chief Executive	
Approved by	David Clapperton Chief Executive	

MONITORING – Substantive Council Resolutions						
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Progress Status	Officer Comment
20/579	17 Dec 2021	Douglas Street Former Plantation Reserve Land	<i>THAT in relation to the Douglas Street Former Plantation Reserve Land, the Horowhenua District Council resolves to instruct Officers to consider options for the potential disposal of the land subject to further legal clarification.</i>	Arthur Nelson	Complete	Officers are in the process of seeking legal advice following the initial report. A second report to update the position will be brought back to Council in March/April 2021.
	14 April 2021					Due to Officers' workloads, this had not yet been progressed. There would be a report to the June 2021 Council meeting.
21/255	9 June 2021	Douglas Street (Plantation Reserve)			Complete	An In Committee Report on this matter was presented to Council on 9 June 2021 with direction given to Officers on how to progress.
21/290	30 June 2021	Lincoln Place Reserve - Levinable	<i>THAT the Horowhenua District Council resolves that Lincoln Place Reserve becomes a mixed option of reserve land, home to the Levinable accessible playground, and medium density residential housing. THAT the Horowhenua District Council authorises Officers to pursue revocation of the current</i>	Arthur Nelson		Officers met with the organisers of Levinable on 22/07/2021 to discuss the project.

MONITORING – Substantive Council Resolutions						
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Progress Status	Officer Comment
			<i>reserve status of the Lincoln Place Reserve under Section 24 of the Reserves Act, and initiate a plan change for the site to facilitate affordable medium density housing.</i>			

MONITORING – Officer Actions							
Item/ Report No.	Meeting & Date	Item/Report Description	Query/Action	Responsible Officer	Date to Action by	Progress Status	Officer Comment
20/405	23/09/20	Three Waters Service Delivery Reforms/Stimulus Programme	Criteria to be defined for the allocation of funding under the Resource Maturanga Māori project.	Asli Crawford			Candidate interviews will hopefully be completed by 6 August and selected candidates will be advised within the next two weeks.
20/469	09/12/20	CE's Report – 3.2 <u>Growth Dashboard</u>	Provision of data on the following to be explored: <ul style="list-style-type: none"> • build-ready lots • infrastructure (wastewater/water supply) capacity • housing affordability 	David McCorkindale		In progress	Growth Reporting is a key focus area for 2021/22 within the Chief Executive's Key Performance Indicators. As part of delivering on this the Chief Executive has announced a new Group Manager Housing and Business Development role which will be recruited and be responsible for

MONITORING – Officer Actions							
Item/ Report No.	Meeting & Date	Item/Report Description	Query/Action	Responsible Officer	Date to Action by	Progress Status	Officer Comment
		3.3 <u>Lincoln Place</u>					developing the growth reporting data that will be used by elected members and officers to track growth trends and progress against the LTP 2021-41 forecasting assumptions.
			Draft Plan to be presented to Council.	David Clapperton		Completed	A report was presented to the 30 June 2021 Council meeting,,

Chief Executive's Report to 11 August 2021

File No.: 21/316

1. Purpose

For the Chief Executive to update Councillors, or seek endorsement on, a number of matters being dealt with.

2. Recommendation

- 2.1 That Report 21/316 Chief Executive's Report to 11 August 2021 be received.
- 2.2 That these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.

3. Chief Executive Updates

3.1 LGNZ 2021 Annual General Meeting - Voting on Remits

The following shows the voting on the remits presented to the LGNZ AGM:

	Remit	
1.	<u>Tree Protection</u> Proposed by Auckland Council and supported by Auckland Zone. This remit calls for the urgent repeal of current provisions in the Resource Management Act (RMA) that restrict tree protection, restoring councils' rights to adopt and enforce locally appropriate policies to protect trees in their district	Passed 79% support
2.	<u>Rating Value of Forestry Land</u> Proposed by Gisborne City Council and supported by: Hauraki District Council; Western Bay of Plenty District Council; New Plymouth District Council; Hastings District Council; Manawatū District Council; Ruapehu District Council; Whakatāne District Council; Central Hawkes Bay District Council; Wairoa District Council; and Waikato District Council. This remit calls for LGNZ to request the Valuer General to amend legislation to allow local government to address growing disparities between the rating valuation of forestry land and other land uses.	Passed 81% support
3.	<u>Funding of Civics Education Remit</u> Proposed by: Hamilton City Council and supported by: Horizons Regional Council; Christchurch City Council; Tauranga City Council; Nelson City Council; New Plymouth District Council; Hastings District Council; Waikato District Council; Whakatāne District Council; and Ōpōtiki District Council. This remit calls for LGNZ to advocate for central government to provide funding to enable councils to offer civics education in high schools.	Passed 93% support
4.	<u>Promoting local government electoral participation</u> Proposed by Palmerston North City Council and supported by Zone Three. This remit advocates for the Electoral Commission play a greater role, in addition to council chief executives, in facilitating and fostering representative and substantial elector participation in elections and polls held under the Local Electoral Act.	Passed 91% support
5.	<u>Carbon emission inventory standards and reduction targets</u> Proposed by Palmerston North City Council and supported by Zone Three. This remit calls for LGNZ to work with central government to develop	Passed 96% support

	consistent emission inventory standards for use by local and regional authorities; to set science-based emissions reduction targets to support delivery on New Zealand's National Determined Contribution (NDC) under the Paris Agreement, and on the nationwide emissions budgets being established by government via advice from the Climate Change Commission.	
6.	<p><u>WINZ Accommodation Supplement review</u></p> <p>Proposed by: Queenstown Lakes District Council and supported by: Hamilton City Council; Nelson City Council; Porirua City Council; Southland District Council; Clutha District Council; and Central Otago District Council. This remit calls for LGNZ to work with the government to conduct an urgent review of the WINZ Accommodation Supplement (AS) system zones in partnership with territorial authorities.</p> <p>Furthermore, this remit calls for LGNZ to advocate for an ongoing two-yearly review of the AS system in partnership with territorial authorities.</p>	<p>Passed 72% support</p> <p>Passed 69% support</p>
7.	<p><u>Liability – Building Consent Functions</u></p> <p>Proposed by: Waikato District Council and supported by: Upper Hutt City Council; Hauraki District Council; Waipā District Council, Ōtōrohanga District Council; Thames-Coromandel District Council; and Hamilton City Council. This remit calls for LGNZ to work with government to obtain legal protection/indemnity from the Crown in favour of all councils, and/or to implement a warranty scheme for any civil liability brought against a council with regards to building consent functions carried out by Consentium (a division of Kāinga Ora), as such costs should not be borne by ratepayers.</p>	<p>Passed 93% support</p>

3.2 Fale Lotu Connections Update

Fale Lotu Connections is almost complete.

At the end of June the kitchen joinery was installed at the Samoan Methodist Church. Retro glazing was completed in July. Appliances were purchased by the Church and the contractor installed these amenities. Balustrades were replaced and final touches were completed inside the building.



The aluminium sashes for the windows are being replaced this week. The keys are expected to be handed back to the Church on 6 August 2021, marking the completion of the Samoan Methodist Church. The Church is planning a re-opening event for the first weekend in September.

The Congregational Christian Church of Samoa's kitchen joinery has been booked in for installation on 23 August. The contractor will then install the appliances that the Church has purchased. The project will be completed by 30 August. The Church has requested a 2 week period to bless and prepare the Church before its re-opening event on Saturday 18 September.



3.3 Long Term Plan Monitoring Report

The Monitoring Report prepared for those items raised during the 2021/2041 Annual Plan submission period, in ensuring discussion or passed by way of resolution is **attached**.

Attachments



No.	Title	Page
A	Long Term Plan 2021-2041 Monitoring Report - August 2021	38

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.

Signatories

Author(s)	David Clapperton Chief Executive	
Approved by	David Clapperton Chief Executive	

MONITORING REPORT – Long Term Plan 2021/2041							Completed
							In Progress
							Transfer
							Off Track
Item Description	Topic	Resolved/Actions	Officer	Action by Date	Status	Officer Comment	
Finance	1	<u>Land Transport Rate Differential</u> <i>THAT the Horowhenua District Council adopts Option 1 – Remove the land transport rate differential and that Officers change the classifications in the Rating Information Database to recognise the change.</i>	J Straker	Jun 2021		This is reflected in the rates set on 30 June 2021.	
	2	<u>General Rate Differential</u> <i>THAT the Horowhenua District Council adopts Option 1 – Creating a farming differential but also adding vacant lifestyle and vacant residential rating units to the Farming differential definition.</i>	J Straker	Jun 2021		This is reflected in the rates set on 30 June 2021.	
	3	That the review of Part 7 of the Rates Remission Policy is placed on the Finance Team’s forward work programme.	J Straker	Jun 2021		This is reflected in the work programme to be presented to Council on 11 August.	
Three Waters	1	Council Officers will provide an update on the progress of the Levin stormwater discharge resource consent application on its website by August 2021.	A Crawford	Aug 2021		HDC website will be updated	
	2	Council will provide an update on the Foxton Beach stormwater discharge water quality monitoring, and the resource consent application progress, on Council’s website by August 2021.	A Crawford	Aug 2021		HDC website will be updated	
	9	That Council continue working collaboratively with Horizons to deliver the improvements to the Foxton East Drainage Scheme to ensure that best outcome is achieved for the community.	A Crawford	On-going		Horizons Regional Council Briefing Elected Member’s 18 August 2021	
	11	That Council continue promoting Enviroschools and general water conservation education.	A Crawford	On-going		This is an ongoing education programme. HDC website updated to include more information on Enviroschools and how schools can sign up.	

	14	That Council Officers undertake the Levin wastewater treatment plant masterplan in the 2021/22 financial year.	A Crawford	Aug 21		Procurement plan for the Levin wastewater master in underway
Solid Waste	1	That the Business Case including the Local Government Act 2002, Section 17A Review, currently being undertaken to determine the future of Levin Landfill is completed and will be available for Council's consideration by the end of 2021.	A Crawford	On-going		The Business Case is currently undertaken and will be presented to Council by Nov 21.
	7	<u>Waste Minimisation</u> There was work being done on preparing a business case which did take into account waste minimisation. A presentation to be scheduled from Council's Waste Minimisation Officer on the work he was currently doing.	A Crawford			
	8	That Council continue with the feasibility study for the diversion of green waste and food waste from landfills.	A Crawford	Aug 2021		This has started. We are also collaborating with other councils in this regard.
Land Transport	1	<u>Public Transport</u> Horizons would be holding a series of workshops beginning in June as part of development of a Regional Transport Plan. That would include considering, at a high level, planning for future growth and the transport needs of the Horowhenua.	J Wallace	Jun 2021		Roading team continue to engage with Horizons.
	5	That Officers continue to develop walking and cycling forward works programmes.	J Wallace	Jun 2021		Roading team are on track with this task
		That Officers develop a 'Walking and Cycling Strategy', with input from key stakeholder groups.	J Wallace	Jun 2021		Roading team are on track with this task
		That Officers will investigate whether a similar education programme to 'bikes in schools' could be made available for our local schools.	J Wallace	Jun 2021		Roading team are on track with this task
	6	That the Roding Team add the concern of pedestrian safety at Salisbury Street (Queen Street to Bath Street) to the Forwards Works Plan for investigation.	J Wallace	Jun 2021		Roading team are on track with this task
8	That officers continue to advocate on behalf of the district for the construction of Ō2NL.	B Maguire	On-going		Elected Member briefing on 11 Aug 2021 with Waka Kotahi.	

	9	That officers continue to advocate Waka Kotahi for the investigation and delivery of appropriate safety interventions for the Manakau section of the existing State Highway 1.	B Maguire	On-going		Elected Member briefing on 11 Aug 2021 with Waka Kotahi.
	9	<u>Ō2NL Revocation</u> With the desire expressed for Elected Members to be more involved with this, it was stressed that this was part of the Horowhenua Integrated Transport Strategy and Council was doing everything it could in relation to Ō2NL.	D Haigh/ Brent M	On-going		Elected Member briefing on 11 Aug 2021 with Waka Kotahi.
	10	That Officers involved in Ō2NL discussions raise KEAG's desire for the inclusion of a Bridleway in the proposed shared pathway, which integrates where possible with the existing Bridleway network of the Kāpiti Expressways.	B Maguire	On-going		Elected Member briefing on 11 Aug 2021 with Waka Kotahi.
Community Infrastructure	2	<u>Foxton War Memorial Hall</u> <i>THAT the Horowhenua District Council supports the transfer of Foxton Memorial Hall to the Foxton War Memorial Hall Interim Committee (FWMHIC).</i>	A Nelson	Ongoing		Officers have begun discussions with the Foxton War Memorial Hall Interim Committee and have provided seismic assessments for the building.
		<i>THAT negotiations with the Foxton War Memorial Hall Interim Committee will include, but not be limited to:</i> <ul style="list-style-type: none"> - ownership of land and building to be transferred to FWMHIC upon receipt of a satisfactory Business Plan and the CEO and both Kere Kere Ward Councillors to complete due diligence before 30 June 2022; - there is no burden on Council' - provision of a business case to identify how the facility will become self-funding; - how the FWMHIC will fund ongoing renewals of the building in order to maintain it in a fit-for-purpose condition going forward; - Māori and Youth representation on the Trust Board to be encouraged;- - seed funding provision no greater than one year of the existing maintenance budget. 	D Clapperton	Jun 2022		

		<ul style="list-style-type: none"> - the completion of seismic strengthening by 2031; - should the FWMHIC disband, Horowhenua District Council will be given first option to take ownership of the land and building at no cost to Council. 				
3	<u>Improved access for equestrians</u> A paper on this would be coming to Council in the near future.	A Nelson	Sep 2021		Report to Council in September	
6	<u>Grant to Save Our River Trust (SORT) to undertake flow modelling</u> <i>THAT the Horowhenua District Council supports funding SORT to help clarify the viability/effect of reconnecting the river loop of \$10,000 per annum to the organisation for the next three years.</i>	M Rogerson	Aug 2021			
	Council to continue to lobby Central Government in relation to the River Loop as it was not a Council decision initially that gave rise to this issue.	D Clapperton	On-going			
12	Officers develop an improvement plan for Kennedy Park as part of its workload in 2021-2022 financial Year.	A Nelson	Jun 2022		The improvement plan will arise from the Reserves Management Plan	
16	<u>Improvements and Seismic Strengthening of the Coronation Hall in Foxton</u> <i>THAT the Horowhenua District Council confirms its willingness to continue working with MAVTech.</i>	A Nelson	Aug 2021		Officers to supply a letter of support	
17	Officers will engage with all stakeholders in any forthcoming review of the Mackenzie Trail in Foxton Beach	A Nelson	Jan 2022		Officers collating back ground work will engage with stakeholders commencing in Jan 2022.	
20	<u>Naming of Reserves</u> <i>THAT the Horowhenua District Council supports officers to discuss with local iwi, a potential Te Reo name for the River Loop Reserve, with a view to undertaking wider consultation with the community concerning the proposed name.</i>	A Nelson	Jan 2022		Officers currently scoping works with a view to engaging with iwi and other stakeholders early in the New Year	

	21	Council will discuss the potential installation of additional signage recognising the unique communities on Foxton Beach foredunes with MET and other stakeholders.	A Nelson	Sep 2021		Officers will raise this matter with the relevant stakeholders at the next meeting in September
	22	Officers from the Parks and Property and Rooding Teams will continue to investigate the opportunity to install a shared pathway connecting Queen Street shared pathway and Mako Mako Road in the 2021/2022 Financial Year.	A Nelson / J Wallace	Jun 2022		
	23	Officers will contact the submitter to begin discussions with a view to consulting with Council and the wider public should an appropriate site become available for the Butterfly Pathway.	A Nelson	Oct 2021		Officers currently considering scope and nature of engagement with stakeholders
	23	<u>Butterfly Pathway</u> <i>THAT the Horowhenua District Council supports in principle the establishment of a butterfly pathway at the Thompson House Remembrance Park and helps clarify wider community support, with consideration to be given to providing a contribution (if any) at the next Annual Plan.</i>	A Nelson	Mar 2022		Officers currently considering scope and nature of engagement with stakeholders
Property	1	<u>Foxton Courthouse</u> <i>THAT the Horowhenua District Council does not support providing funding to strengthen the Foxton Courthouse Museum for the purpose of establishing a Foxton Heritage Centre.</i>	A Nelson	Aug 2021		Officers will write to the current Lessees (Foxton Historic Society) confirming Council's position and requesting from the Lessee its further proposals.
	2	<u>Shannon Railway Museum</u> <i>THAT Shannon Progressive Association Inc. is granted approval to undertake the installation of front steps leading into the Shannon Railway Station Museum and Visitor Centre themselves under Council facilitation, guidance and approval.</i>	A Nelson	Aug 2021		Officers will write to the Shannon Progressive Association confirming Council's support.
		<i>THAT the Horowhenua District Council works with the WBSLSC building working party to source third party funding contributions of \$1.m towards the feasibility, design and build of the new building at Waitāre Beach. Year 1 - \$200,000, Year 2 - \$800,000.</i>	T Parsons	Jun 2022		Application submitted by Waitāre Beach Surf Lifesaving Club to New Zealand Surf Lifesaving Club.

	6	The CE and Officers engage with the Waitārere Beach Surf Lifesaving Club building working party to determine the optimum method of fast tracking the building project	T Parsons	Jun 2022		Working party meetings scheduled and underway. Procurement Planning underway.
	28	<u>Smoke free and Sun Smart</u> Whether the provision of shade clothes was included in Activity Management Plans for reserves to be checked and it could be a topic for the Project Steering Group. Also suggested was that people who hire Reserves for various activities be encouraged to promote non-smoking.	A Nelson	Complete		All outdoor facilities; playgrounds and skate parks; sports fields; parks; reserves; and cemeteries were made smoke free in 2017. Officers will include a statement to that effect on its reserves hire sheet. Shade sails and natural shade are already considered in developing Reserve Management Plans
Community Support	3	<u>Community Engagement – Levin Community Patrol</u> <i>THAT the Horowhenua District Council approves a 'Contract for Service' between and the Levin Community Patrol, for the purpose of Community Patrol Services in Levin. The Contract for Service will be for a period of three (3) years, with a value of \$15,000.00 (GST inclusive), of which \$5,000.00 will be paid annually. Included in the Contract for Service will be reporting requirements to which the Levin Community Patrol will need to adhere. Officers note that provision of this contract, as recommended, can be accommodated within the proposed draft LTP budget.</i>	M Rogerson	Aug 2021		
	8	<u>Community Engagement – Neighbourhood Support</u> <i>THAT the Horowhenua District Council approves a 'Contract for Service' between Council and Horowhenua District Neighbourhood Support Inc. The Contract for Service will be for a period of three (3) years, with a value of \$25,000.00 (GST inclusive) per annum. Included in the Contract for Service will be reporting requirements for the Horowhenua District Neighbourhood Support Inc. Officers note that provision of this contract, as recommended, can be accommodated within the proposed draft LTP budget.</i>	M Rogerson	Aug 2021		

	9B	<u>Community Engagement – CCTV Foxton</u> <i>THAT the Foxton Community Board makes formal contact with the Horowhenua Crime Prevention Camera Trust, to encourage the Trust to pursue the establishment of CCTV in Foxton Town Centre.</i>	M Rogerson	Oct 2021		
	11	<u>Community Engagement – Crime Prevention Trust</u> <i>THAT the Horowhenua District Council approves a 'Contract for Service' between Council and Horowhenua Crime Prevention Camera Trust. The Contract for Service will be for a period of three (3) years, with a value of \$15,000 (excluding GST) per annum. Included in the Contract for Service will be reporting requirements to which the Horowhenua Crime Prevention Camera Trust will need to adhere. Officers note that provision of this contract, as recommended, can be accommodated within the proposed draft LTP budget.</i>	M Rogerson	Aug 2021		
		<i>THAT a report be provided on how Council could maximise external funding opportunities.</i>	N Brady	Jun 2022		
	Late Item	<u>Foxton Beach Utility Vehicle Project</u> <i>THAT, as recommended by the Foxton Community Board, the Horowhenua District Council approves the allocation of a sum of up to \$60,000 from the Foxton Beach Freeholding Account for the purchase of a utility vehicle for the Foxton Beach Volunteer Fire Brigade.</i>	C Marheine	Dec 2021		
	3	<i>Council's Community and Social Development Team support Levin Community Patrol to build capacity to apply for alternative funding and grants.</i>	M Rogerson	Aug 2021		
	4	<i>Council's Community and Social Development Team make contact with Linda Whiti to link her to Council networks and community organisations currently operating in Shannon.</i>	M Rogerson	Jul 2021		

	6	Council's Community and Social Development Team meet with the Foxton Beach Progressive Association to understand what their goals and objectives are, and understand how Council could support them to develop community-led events. As part of Council's community capacity-building programme, Council hosts a grants and funding workshop in Foxton in the 2021/2022 financial year.	M Rogerson	Sep 2021		
	8	Council's Community and Social Development Team support Horowhenua District Neighbourhood Support Inc. to build capacity to apply for alternative funding and grants.	M Rogerson	Aug 2021		
	11	Council's Community and Social Development Team support Horowhenua District Neighbourhood Support Inc. to build capacity to apply for alternative funding and grants for the capital expenditure requested.	M Rogerson	Aug 2021		
Economic Development	15	Implement the operational Economic Development Implementation Plan (which incorporates Destination Management). Council and Foxton Community Board discuss the role Foxton Community Board would like to play in economic activities.	N Brady	June 2022		
Community Facilities	2	Upon confirmation of the budget, Officers undertake a formal "request for proposal" process with splashpad supply companies, to ensure a competitive and transparent opportunity to identify a preferred supplier for the construction of the splashpad.	B Harvey			Request for proposal is currently live and due to close on August 6.
	2	<u>Foxton Pool</u> Raised was exploring the possibility of installing a Splashpad at the Foxton Pool.	B Harvey	Jul 2021		An area designated for a splashpad has been considered in future proofing the design of Foxton Pool.

	3	That Council Officers engage with YEP, survey respondents and users of the space to better understand what activities and programmes interest them, and to test the need for any future spaces created in the Youth Space. This engagement will commence in Year 1 of the LTP in advance of the Youth Space being renovated.	M Rogerson	Feb 2022		
Representation & Community Leadership	4.	<u>Housing</u> This was currently out of the scope of current operational budgets but Elected Members would have an opportunity to consider the Housing Action Plan to determine whether extra resources would be required.	D McCorkindale	June 2022		Officers are currently progressing the Streamline Affordable Housing initiative from within current budgets. Further actions from the Housing Action Plan will be considered when the new Group Manager Housing and Business Development has been appointed. At that point there will be a better understanding of the operational budget needed to support the actions.
	16	<u>Community Board Meetings</u> <i>THAT the request for a Foxton Beach Progressive Association (FBPAI) representative to attend all Foxton Community Board workshops be referred to the Foxton Community Board for consideration under its current Memorandum of Understanding with the FBPAI.</i>	C Marheine	Sep 2021		Item for consideration at 30 August FCB meeting.
	2	That Council officers continue to progress work to identify and protect Cultural Sites as part of the District Plan activity and that this be done in partnership with Iwi.	T Gower			
	17	That the group reviewing the Foxton Beach Freeholding Account Strategy and Policy considers the points relevant to the freehold account from the submission of the Foxton Beach Progressive Association to the LTP 2021-2041.	D Clapperton	On-going		

	20	That officers investigate the benefits of a Fiduciary Duty of Care Policy and report to Council by December 2021.	J Straker			The Mayor noted that this was requested from Wellington City Council and will be reviewed by Staff to determine if it is beneficial for HDC.
	26	That Council officers engage with Hospitality NZ (and related parties) on ways which Council can increase support to the Tourism/Hospitality sector and enhance commercial business settings in Horowhenua.	D McCorkindale	June 2022		This will be part of the work that the new Group Manager Housing and Business Development will lead. This engagement will take place once the new role is recruited.
	26	That Council officers forward the submission by Hospitality NZ onto our regional economic development partners and advocate that greater support (indirect and direct) be provided to tourism/hospitality businesses in the Horowhenua District.	D McCorkindale	Sep 2021		The Hospitality NZ submission will be forward to our regional economic development partners in August 2021
	27	The IT Team investigates options to improve the hardware in Council Chambers and meeting rooms to better support accessibility. The IT Team investigates automated closed captioning versus other vendors providing transcription services and provide advice on options within the next 3 months. The IT Team continues to promote Microsoft Teams use and the use of closed captioning when required.	L Slade	Oct 2021		Options are being reviewed and costed. The interim solution is to use the closed captioning services provided by Microsoft & YouTube. Transcription services can also continue to be booked if/when required.
	28	That Council's Health and Safety Committee lead the review and completion of the Council's Draft Sun Protection Policy and the review of Council's Smoke free Environment Policy in the 2021/2022 financial year.	A Huria	Jun 2022		
	31	Officers to make contact with Muaūpoko iwi representatives in regards to the Muaūpoko Report	D Clapperton	On-going		

Elected Members' Remuneration and Allowances

File No.: 21/321

1. Purpose

To advise Elected Members of the Local Government Members (Local Authorities) determination from the Remuneration Authority for 2021/2022 and adopt the Elected Members' Allowances and Recovery of Expenses Policy 2021.

2. Recommendation

- 2.1 That Report 21/321 Elected Members' Remuneration and Allowances be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Horowhenua District Council endorses the following remuneration rates for Elected Members for 2021/22, to apply from 1 July 2021:

Position	New Rate 1/07/2021
<u>Council</u>	\$
Mayor	129,000
Deputy Mayor, including Hearings Committee Chair, Deputy Chair Community Wellbeing Committee	70,033
Chairperson – Community Wellbeing Committee	46,688
Chairperson – Community Funding & Recognition Committee	46,688
Deputy Chairperson – Finance, Audit & Risk Committee	42,797
Councillors (x6)	38,907
<u>Foxton Community Board</u>	
Chairperson	12,706
Member	6,353

- 2.4 That the Horowhenua District Council adopts the Elected Members' Allowances and Recovery of Expenses Policy 2021.

3. Issues for Consideration

- 3.1 All elected members are expected to invest time in their governance roles in serving the ratepayers and residents of the Horowhenua District and are paid for their role.
- 3.2 Salaries are set by the Remuneration Authority which is an independent body that determines remuneration, allowances and expenses payable to the Mayor, Councillors and Community Board Members.
- 3.3 As a result of a comprehensive review in 2018, a governance remuneration pool was established to reflect the size of the total governance roles of councils rather than the number of Councillors. The pool is the total amount that must be paid in remuneration to Councillors. The pool does not include remuneration for the Mayor and community board members.

3.4 In making its determination, the Remuneration Authority considers a number of factors including:

- fair relativity with comparable positions
- the need to be fair to the individuals whose pay is being set and to ratepayers
- the requirements of the job
- the need to recruit and retain competent individuals
- any prevailing adverse economic conditions (which may lead the authority to set remuneration at a rate lower than might otherwise have been the case)
- the requirement to minimise the potential for types of remuneration to distort behavior.

3.5 For further information on the Remuneration Authority's local government process, see Remuneration Setting for Local Authorities on the Remuneration Authority's website.

3.6 The following table sets out the remuneration rates set by the Remuneration Authority, for 2021/22 which applied from 1 July 2021, compared with those previously set in 2019.

Position	13/11/2019 – current	New Rate 1/07/2021
<u>Council</u>	\$	\$
Mayor	129,000	129,000
Deputy Mayor, including Hearings Committee Chair, Deputy Chair Community Wellbeing Committee	68,998	70,033
Chairperson – Community Wellbeing Committee	45,998	46,688
Chairperson – Community Funding & Recognition Committee	45,998	46,688
Deputy Chairperson – Finance, Audit & Risk Committee	42,165	42,797
Councillors (x6)	38,332	38,907
<u>Foxton Community Board</u>		
Chairperson	12,518	12,706
Member	6,259	6,353

The full determination can be viewed at:

<https://www.legislation.govt.nz/regulation/public/2021/0173/latest/LMS513193.html>

Following consideration and endorsement by Council, remuneration will be back-dated to 1 July 2021.

Child Care Allowance

3.7 The determination also provides for a Childcare Allowance.

“14 Childcare allowance

- (1) *A local authority may pay a childcare allowance to an eligible member as a contribution towards expenses incurred by the member for childcare provided while the member is engaged on local authority business.*
- (2) *A member is eligible to be paid a childcare allowance for childcare provided for a child if –*
 - (a) *the member is a parent or guardian of the child, or is a person who usually has responsibility for the day-t-day care of the child (other than on a temporary basis), and*

- (b) *the child is under 14 years of age; and*
- (c) *the childcare is provided by a person who 0*
- (i) *is not a parent of the child or a spouse, civil union partner, or de facto partner of the member; and*
- (ii) *does not ordinarily reside with the member; and*
- (d) *the member provides evidence satisfactory to the local authority of the amount paid for childcare.*
- (3) *A local authority must not pay childcare allowances to a member that total more than \$6,000 per annum per child."*

3.8 It was decided by Council in 2019 not to include this allowance in the Elected Members' Allowances and Recovery of Expenses Policy. Elected members indicated they would not utilise the allowance, or were not eligible.

3.9 With the next local body elections scheduled for 2022, it is timely to include the childcare allowance in the policy as this may incentivise a more diverse group of candidates.

Elected Members Allowances & Recovery of Expenses Policy

3.10 From time to time Elected Members incur expenses on Council's behalf which are required to be reimbursed. This reimbursement and the use of Council-supplied resources applies only to Elected Members personally, and only while they are acting in their official capacity as elected members.

3.11 Council's Policy on Elected Members' Allowances and Recovery of Expenses is updated following determination from the Remuneration Authority. A link to the full Determination is provided above.

3.12 Elected members are provided with an iPad or laptop for Council related work.

3.13 Changes from the 2019 policy to the Elected Members' Allowances and Recovery of Expenses Policy – August 2021 draft, are in green font.

The key changes include:

- Home internet connection allowance – increase from \$600 to \$800 per annum for use of a member's own internet service for the purpose of the member's work on local authority business
- Mobile phone allowance - \$500 per annum – this is a new allowance for the use of a member's own mobile phone for a member's work on local authority business
- Inclusion of childcare allowance of up to \$6,000 per annum – whilst this will be new to Horowhenua District Council should this be adopted, this is not a new allowance as set in the Local Government Members' Determination
- The vehicle kilometre reimbursement allowance has been adjusted to reflect the rates prescribed by Inland Revenue for the 2021 income year. Vehicle mileage – base rate of .79c remains the same. Various changes for petrol / diesel, petrol hybrid and electric vehicles, after the first 14,000kms.

Attachments

No.	Title	Page
A	Elected Members Allowances and Recovery of Expenses Policy - August 2021 DRAFT	53

Confirmation of statutory compliance

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

- a. containing sufficient information about the options and their 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.

Signatories

Author(s)	Sue Hori Te Pa Governance and Executive Team Leader	
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Approved by	David Clapperton Chief Executive	
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Elected Members' Allowances & Recovery of Expenses Policy

Adopted: <11 August 2021>

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DRAFT

1. Introduction

1.1. Purpose

To set out rules for the payment of allowances and for claiming of expenses by Elected Members.

1.2. Scope

This policy applies to Elected Members while they are acting in their official capacity during their term of office.

1.3. Context

From time to time Elected Members incur expenses on the Council's behalf, which need to be reimbursed. This reimbursement and the use of Council-supplied resources apply only to Elected Members personally, and only while they are acting in their official capacity as Elected Members.

Costs for expenses must have a justifiable business purpose, be moderate and conservative having regard to the circumstances, and be appropriate in all respects.

1.4. Definitions

The following definitions apply to this document:

Term	Definition
Actual	Means as evidenced by the original receipt attached to the expense claim form.
Reasonable	means that it is within the amount specified by this policy or as deemed reasonable by the Mayor and/or Chief Executive.
Council business	includes: formal Council and Community Board meetings, committee meetings, workshops, seminars, statutory hearings, training courses, site visits, meetings with staff, meetings with community groups, meetings with members of the public. It does not include events where the primary focus is on social activity.
Remuneration Authority	is an independent body established by the Remuneration Authority Act 1977, with responsibilities under the Local Government Act 2002 to determine remuneration and expense/allowance rules for local authority members.

1.5 Principles

The process for reimbursement of claims includes the following principles:

- any expenses to be reimbursed must be on an actual and reasonable basis and in line with Council policy
- full original receipts are required to accompany the expense claim form

- expense claims are to be approved by the Chief Executive and Finance, Audit & Risk Committee Chairperson in the case of the Mayor, and Chief Executive in the case of all other Elected Members
- reimbursements will be made electronically into a nominated bank account in line with payroll dates.

In the case of one-off expenditure such as travel to conferences, the process and prior approvals required are detailed in this policy.

In the case of vehicle mileage, travel time and communications, all limits set in this document do not exceed the Remuneration Authority's Determination.

The Council's internal audit work programme includes sampling expense claims and allowances paid to Elected Members and staff.

All expenditure that falls under this policy is approved on the condition that it can be met within relevant budget provisions.

2. Elected Members' Allowances and Expenses

Position	Expense / Allowance	Description
Elected Members	Taxis	<p>Taxis may be used for Council business, instead of private vehicles or public transport, for the following reasons:</p> <ul style="list-style-type: none"> a) safety/security reasons, and b) when travelling outside the district if a taxi is the most appropriate form of transport. <p>Taxis may not be used if significant travel distances mean that use of a taxi is not the most cost effective option. Rental cars booked by staff should be considered as an option in such circumstances.</p> <p>Costs paid for directly by the individual for unanticipated travel within New Zealand or for international travel will be reimbursed on presentation of actual receipts.</p>
Elected Members	Exceptional circumstances for Council related meetings	Elected Members may arrange overnight accommodation when travel or business requirements do not allow for the return on the same day, e.g. if it is unreasonable for an Elected Member to travel to their home after a late meeting.
Elected Members	Domestic Air Travel	All Elected Members are entitled to utilise domestic air travel for Council related travel, generally where travel by air is the most cost effective travel option.
	International Air Travel	<p>As a general policy all Elected Member international air travel is by way of economy class, where all or part of the costs of the fares are to be met by the Council.</p> <p>The approval of the Council is required for exceptions, e.g. where Premium Economy or the equivalent air</p>

Position	Expense / Allowance	Description
		travel is desirable for health or other compelling reasons.
	Air Points	Air points accumulated while on Council business cannot be utilised for personal use.
	Private accommodation provided by friends/relatives	Payment of \$50 per night when staying in private accommodation, to cover accommodation, breakfast and dinner. It is intended that at least a portion of this allowance is paid to the accommodation provider.
	Fixed Meal Allowance	A fixed meal allowance of \$60 is payable before receipts are required in the event of out of district approved Council business.
	Parking Expenses	Reimbursement of casual car parking costs related to Council or Community Board business held at any Council premises. This will be on receipt of a signed claim form accompanied by a receipt.
Mayor	Car Parking	Use of an assigned car park in Civic Building.
Councillors	Car Parking	Use of one of four 'Councillor' assigned car parks in the Civic Building basement.
Elected Members	Rental Cars	Rental cars may be utilised when attending meetings or conferences in other centres, where this is the most cost effective travel option.
Elected Members	Annual Function	Council will fund an annual function for Elected Members and their partners/spouses.
Mayor	Entertainment and Hospitality	The Mayor holds a credit card to pay directly for any entertainment or hospitality expenses incurred while carrying out Council business. Full receipts and details of the names of parties entertained and reasons for the entertainment are to be provided. Reimbursement of costs incurred while hosting official visitors to the Council, or while travelling on Council business. These costs can cover a range of items including, but not limited to, tea/coffee, and catering including alcohol with meals.
Elected Members	Communications Technology, Stationery and Consumables	IPads or a laptop to be provided to all Elected Members with the internet service charge paid for by Council. Internet connection for home – all Elected Members will receive an allowance of \$30.76 per fortnight (\$800 per year) for use of home internet for Council business.

Position	Expense / Allowance	Description
		<p>Mobile phone – all Elected Members will receive an allowance of \$19.23 per fortnight (\$500 per year) for use of their mobile phone, for Council business.</p> <p>Stationery and consumables - supply of reasonable amounts of paper and printer consumables for Council business. Council to provide on request.</p>
Elected Members	General Community Related Expenses	<p>From time to time Elected Members may have unforeseen costs arise for items relating to community events, e.g. payment of koha, or purchasing a wreath for attendance at a commemorative event.</p> <p>Reimbursement of such expenditure should have prior approval by the Chief Executive. The items should be appropriate to the occasion and expenditure should be moderate and conservative.</p>
Elected Members	Vehicle mileage	<p>A vehicle mileage allowance for Elected Members using their own vehicle will be paid as follows:</p> <p>(a) for a petrol or diesel vehicle:</p> <ul style="list-style-type: none"> (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and (ii) 27 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term; <p>(b) for a petrol hybrid vehicle:</p> <ul style="list-style-type: none"> (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and (ii) 16 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term; <p>(c) for an electric vehicle:</p> <ul style="list-style-type: none"> (i) 79 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and (ii) 9 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term; <p>Mileage to be paid on receipt of a completed and signed claim form.</p>
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>

Position	Expense / Allowance	Description
		<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>
Elected Members	Childcare	<p>Council will pay a childcare allowance of up to \$6,000 per annum to an eligible member, as a contribution towards expenses incurred while the member is engaged in local authority business:</p> <ul style="list-style-type: none"> - if the member is a parent or guardian of the child or is a person who usually has responsibility for the day-to-day care of the child; - the child is under 14 years of age; - the childcare is provided by a person who; <ul style="list-style-type: none"> • is not a parent of the child or a spouse, civil union partner, or de facto partner of the member and • does not ordinarily reside with the member, and - the member provides satisfactory evidence of the amount paid for childcare (invoice/receipt) and completes a claim form.
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>

3. Related Documents

- Local Government Members (2021/22) Determination 2021
<https://www.legislation.govt.nz/regulation/public/2021/0173/latest/LMS513193.html>
- HDC Sensitive Expenditure Policy.

4. Adopted by the Horowhenua District Council on:

<11 August 2021>.

CONFIDENTIAL



File No.: 21/323

Representation Review - Adoption of Initial Proposal

1. Purpose

To recommend the formal adoption of the Council's initial proposal for representation arrangements for the 2022 and 2025 elections, and that the proposal be distributed for public consultation.

2. Executive Summary

- 2.1 The Council is required to adopt an initial proposal for public consultation on its representation arrangements for the 2022 and 2025 elections.
- 2.2 The Local Electoral Act 2001 (LEA) requires local authorities to carry out a review of their representation arrangements at least once every six years.
- 2.3 The Council's decision on 19 May 2021 to introduce Māori electoral ward(s) for the 2022 elections triggered a requirement to undertake a Representation Review this year, within a compressed timeframe.
- 2.4 The Council is required to adopt a set of representation options as an initial proposal, consult with the public and consider submissions, and adopt a final proposal for public notification.
- 2.5 Included within the scope of the Representation Review are:
 - The number of councillors to be elected to the Council;
 - Whether councillors are elected by wards or by the district as a whole (or a mixture of both systems);
 - If elected by wards, the number, boundaries and names of these wards and the number of councillors that will represent them; and
 - Whether to have Community Boards, and if so how many, their boundaries and membership.
- 2.6 The methods used in the pre-engagement phase included:
 - Electionz.com engaged to assist the Council to follow best practice for defining communities of interest, effective representation for identified communities of interest, and fairness of representation for electors;
 - Notice and invitation to submit feedback during the pre-engagement period was sent to iwi partners, ratepayer and resident groups, and the Foxton Community Board
 - A public workshop was held on 7 July to present the background and options to Council to ensure Elected Members are fully informed of the process and various options.
- 2.7 The review is set by a statutory timeline and process. The Council must give notice of its initial proposal no later than 8 September 2021. To enable compliance with all the steps in the statutory process, the Council should adopt its initial proposal as early as practicable.
- 2.8 All elements of the Council's representation proposal, including community board(s), are subject to rights of appeal and/or objection to the Local Government Commission (the Commission). It is therefore important that the review fully considers all options available. It is also important that the process carried out is robust and that it results in a decision that can be supported by reasons that provide a defensible outcome.

3. Recommendation

- 3.1 That Report 21/323 Representation Review - Adoption of Initial Proposal be received.
- 3.2 That this matter or decision is recognised as significant in terms of S76 of the Local Government Act.
- 3.3 That the Horowhenua District Council adopts as its Initial Proposal for the Representation Review for the local body election to be held in 2022, and subsequent elections until altered by a subsequent decisions, the following:
- That the Council comprises <insert number> general ward councillors elected from <insert number> general wards, <insert number> Māori ward councilor/s elected from one Māori Ward, and the Mayor elected at large;
 - That the Council retains the existing general ward names of <Kere Kere, Miranui, Levin and Waiopehu>; and the proposed name for the Māori ward be <insert name>;
 - That the proposed boundaries of the <insert number> general wards <remain as they are at present / be altered> and as shown in map <insert option>, and the Māori Ward be district wide.
 - That the population each ward will represent will be as follows:

Wards	General Electoral Population	Number of councillors per constituency	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Kere Kere	tbc	tbc	tbc	tbc	tbc
Miranui	tbc	tbc	tbc	tbc	tbc
Levin	tbc	tbc	tbc	tbc	tbc
Waiopehu	tbc	tbc	tbc	tbc	tbc
Total General	31,000	tbc	tbc	tbc	tbc
Māori Ward	5,060				
Total	36,080				

The population figures were provided by Statistics New Zealand as at August 2021.

- 3.4 That the Horowhenua District Council acknowledges that the <insert name/s of ward/s> ward percentage deviation of <insert %> % is outside that permitted by section 19 V (2) of the Local Electoral Act 2001 and that the Council will seek an exemption from the LGC on the basis that:

<insert explanation/s if required>

- 3.5 That the Horowhenua District Council retains the Foxton Community Board;

AND FURTHER

- That the name of the Board be altered to: Te Awahou Foxton Community Board;
- That the Foxton Community Board comprises five (5) members elected at large;
- That the proposed boundaries of the Board:
 - remain as they are at present and as shown on map 'A'

OR

 - be extended as proposed and as show on map 'B'.

- 3.6 That an initial proposal is prepared and public notice be given of the proposals as adopted.
- 3.7 That the Horowhenua District Council will hear submissions on the proposal.

4. Background / Previous Council Decisions

- 4.1 The Council is required to adopt an initial proposal for public consultation on its representation arrangements for the 2022 and 2025 elections. The review must adhere to a statutory timeline and process.
- 4.2 In preparing for and carrying out a representation review, the Council must be cognisant of the relevant provisions of the LEA and the Local Government Act 2002 (LGA). The Council must also consider the guidelines issued by the LGC to assist local authorities in identifying the factors and considerations that they should take into account when developing their representation proposals.
- 4.3 In 2018 Horowhenua District Council carried out a Representation Review as part of the six yearly cycle of reviews. The decision to establish Māori Wards for the 2022 local body election triggered the need for a Representation Review to be carried out this year.
- 4.4 The representation review in 2018 resulted in the following arrangements:
- a. That the Council comprise 10 Councillors elected from four Wards, and the Mayor elected at large;
 - b. That the Council retain the existing Ward names of Kere Kere, Miranui, Levin and Waiopahu;
 - c. That the proposed boundaries of the four Wards remain as they at present:
 - the Kere Ward (the townships of Foxton and Foxton Beach, and surrounding rural areas);
 - the Levin Ward (the town of Levin);
 - the Miranui Ward (the townships of Shannon and Tokomaru, and surrounding rural areas); and
 - the Waiopahu Ward (the townships of Waitakere Beach, Hokio Beach, Ōhau, Waikawa Beach and Manakau, and the surrounding rural areas).
 - d. That the population each Ward will represent will be as follows:

Wards	General Electoral Population	Number of councillors per constituency	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Kere Kere	5,780	2	2,890	-356	-10.96
Miranui	3,080	1	3,080	-166	-5.11
Levin	16,950	5	3,390	144	4.44
Waiopahu	6,650	2	3,325	79	2.43
Total	32,460	10	3,246		

- e. That there be one Community Board in Horowhenua District and that be for the Foxton and Foxton Beach communities, and;
 - the name of the Board be the Foxton Community Board;
 - the Foxton Community Board comprise of five members elected 'at large' and two appointed members being the elected councillors for the Kere Kere Ward;

- the proposed boundaries of the Foxton Community Board remain as they at present (see boundary map).

5. Discussion

Timeline for the Representation Review

- 5.1 This timeline requires Council to adopt an initial representation proposal. Once the initial proposal is agreed, the formal statutory review process commences. There is no opportunity to stop or delay the statutory process. The Council must consider, and hear if requested, any submissions received to its proposal. Hearing of submissions is scheduled to take place on Wednesday 6 October 2021.
- 5.2 Based on those submissions, the Council will be required to either confirm or amend the proposal as its final proposal, which will then be publicly notified.
- 5.3 If there are appeals and objections to the final proposal, then the Commission will make the final determination. The Commission's determination must be made no later than 10 April 2022 and is subject to judicial review or appeal on a point of law.

Matters not covered by this review

- 5.4 The Council has already undertaken a review of the electoral system to be used. Status quo of First Past the Post was maintained.
- 5.5 The Council's decision (on 19 May 2021) to establish Māori Wards is not up for review. The number of wards and Māori councillors is however, covered in this review.

Commentary

- 5.6 In preparing its publicly notified proposal, the Council needs to determine:
- The number of Councillors to be elected to the Council in both general and Māori wards;
 - Whether the members of the Council are elected by wards, the district as a whole, or a mixture of both systems;
 - If elected by wards, the boundaries and names of these wards and the number of councillors that will represent them; and
 - Whether to have Community Boards, and if so how many, their boundaries and membership.
- 5.7 The Council must also determine whether a community should be subdivided for electoral purposes, and if so:
- The name and boundaries of subdivisions, or
 - The number of members to be elected from each subdivision.

Identifying Communities of Interest

- 5.8 Horowhenua is a rural territorial authority with urban townships surrounded by rural farmland and beach communities. The review takes into account a number of factors when identifying the communities of interest, including:
- Current and historic boundaries
 - Housing and development patterns, and potential for urban growth
 - Business and education activities such as industrial areas, defined shopping hubs and existing schools
 - Community organisations' boundaries
 - Areas of significant open space, topographic and other features and natural landscapes (such as major roads and transport corridors, rivers, local beaches, hills and valleys)

- Provision of utilities
- Rural character
- Opportunities for planned and random social interactions
- Services and local places, including marae, schools, medical facilities, libraries, community centres, churches, cafes and shops
- Open spaces and recreational spaces and facilities, including parks, pools, walking tracks.

5.9 For many people, family, friends, neighbours and other people are important in building a sense of community rather than simply physical characteristics of an area. Feedback over time has suggested that "community" for most people is a relatively small geographical area and is significantly smaller than the current ward areas.

Determining Effective Representation of Communities of Interest

5.10 Effective representation must be achieved within the statutory limits that:

- The Mayor must be elected at large, and
- Members (councillors) must be no fewer than 6 nor more than 30, including the mayor.

5.11 A public workshop held on 7 July 2021 considered each of these matters as outlined below.

Election at large, by ward or mixed

5.12 The review considers whether effective representation would be best achieved by way of:

- an at-large system (where all members are elected by all voters across the district); or
- a ward system; or
- a mixed system, with members elected partially at-large and partially by ward.

5.13 This Council has traditionally elected its members under a ward system. The Commission has supported ward-based systems over at-large representation.

5.14 An at-large system would be a significant departure from previous arrangements for Horowhenua. Generally, the feedback is that there is a clear preference to elect councillors under the ward system, rather than at-large.

5.15 Research indicates that people are more likely to vote when they know the candidates standing in their ward. Electing members under the ward system achieves a spread of Councillors across the district. Therefore, while the review requires some consideration to an at-large (district-wide) system of effective representation, the general consensus is that at this point in time, ward representation continues to be effective.

Number of Councillors and Wards

5.16 The LEA requires the Council to determine the number of wards and the number of councillors to be elected from each ward.

5.17 The membership of a territorial authority should be no fewer than six and no more than 30 members (including the Mayor).

5.18 The current elected membership of the Council is 10 councillors (excluding the Mayor).

5.19 The average number of councillors for Territorial Local Authorities with populations between 25,000 and 50,000 (Horowhenua is 36,080) is 10.

5.20 From the public workshop held on 7 July, the view of Council was undecided as to whether the existing number of Councillors is sufficient to represent the local needs and undertake functions being carried out by the Council.

5.21 Council asked that several options be investigated further which included a decrease in the number of councillors, status quo including a Māori Councillor, and an increase.

- 5.22 An increase in elected members would not increase governance costs as there is a governance remuneration pool system in place. The pool is the total amount that must be paid in remuneration to councillors and is set by the Remuneration Authority.
- 5.23 The Council is required to make recommendations to the Remuneration Authority on how the governance remuneration pool should be allocated between councillors. The recommendations must include a rate for base councillor remuneration and rates for positions of additional responsibility that the Council wishes to recognise, such as chairs and deputy chairs of committees. This was last carried out following the 2019 election.

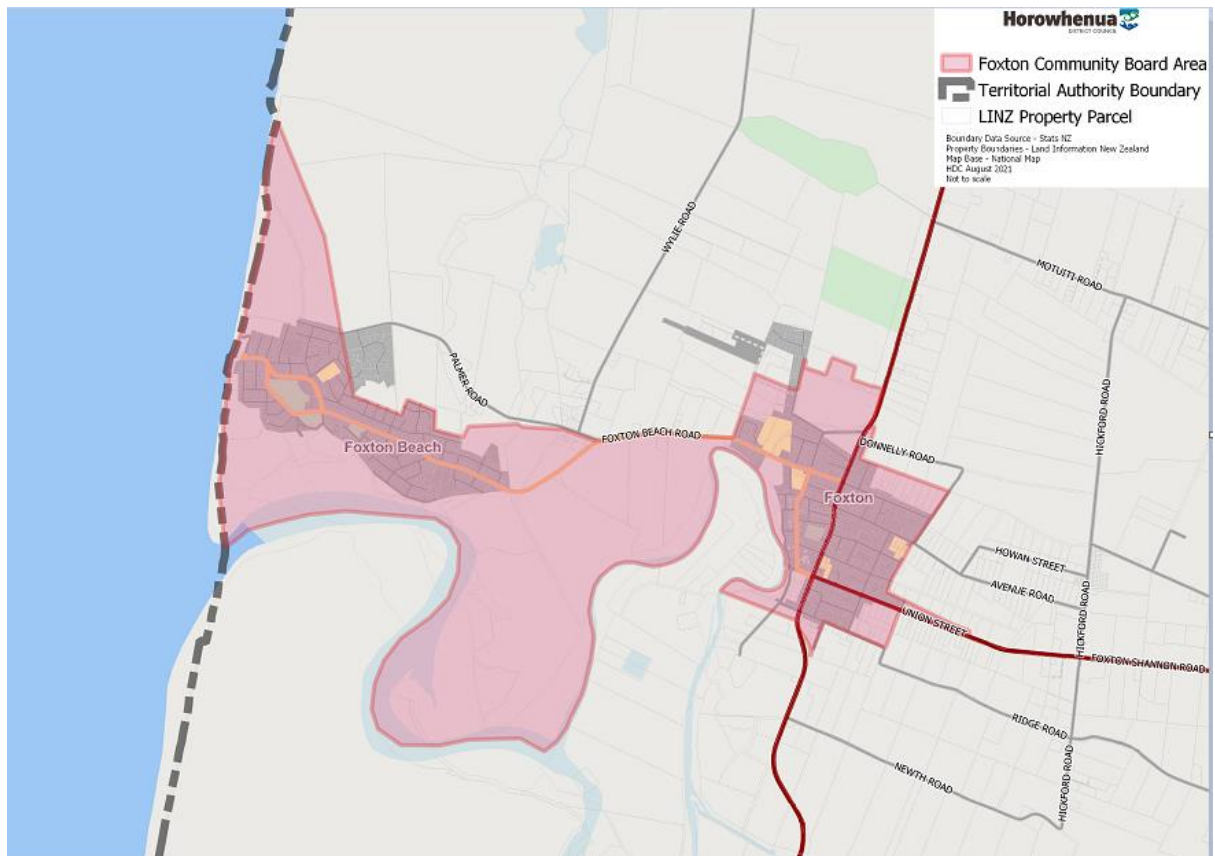
Ward Boundaries

- 5.24 At the public workshop, and through subsequent communications, there has been discussion on several new scenarios including;
- Retaining the existing ward boundaries and in addition a single Māori ward
 - Combining the Kere Kere and Miranui wards to allow for wider and increased representation
 - Moving mesh blocks under intensive urban development to the east of Levin from the Waiopahu Ward into the Levin Ward (Queen Street East / Gladstone Road / Tararua Road block)
 - The above plus moving mesh blocks under development to the south of Levin, from the Waiopahu Ward into the Levin Ward (from the Levin Ward / SH1 / north side of McLeavey Road / Arapaepae Road)
 - There was a view that consideration should be given to shifting Kere Kere Ward mesh blocks south of the Manawatū River which were moved at the 2012 review, back into the Waiopahu Ward, as it is deemed that this would better reflect their community of interest
 - Increasing the Levin Ward area to include Hokio Beach through to Ōhau north of the Ōhau River, across to Arapaepae Road through to Queen Street East.

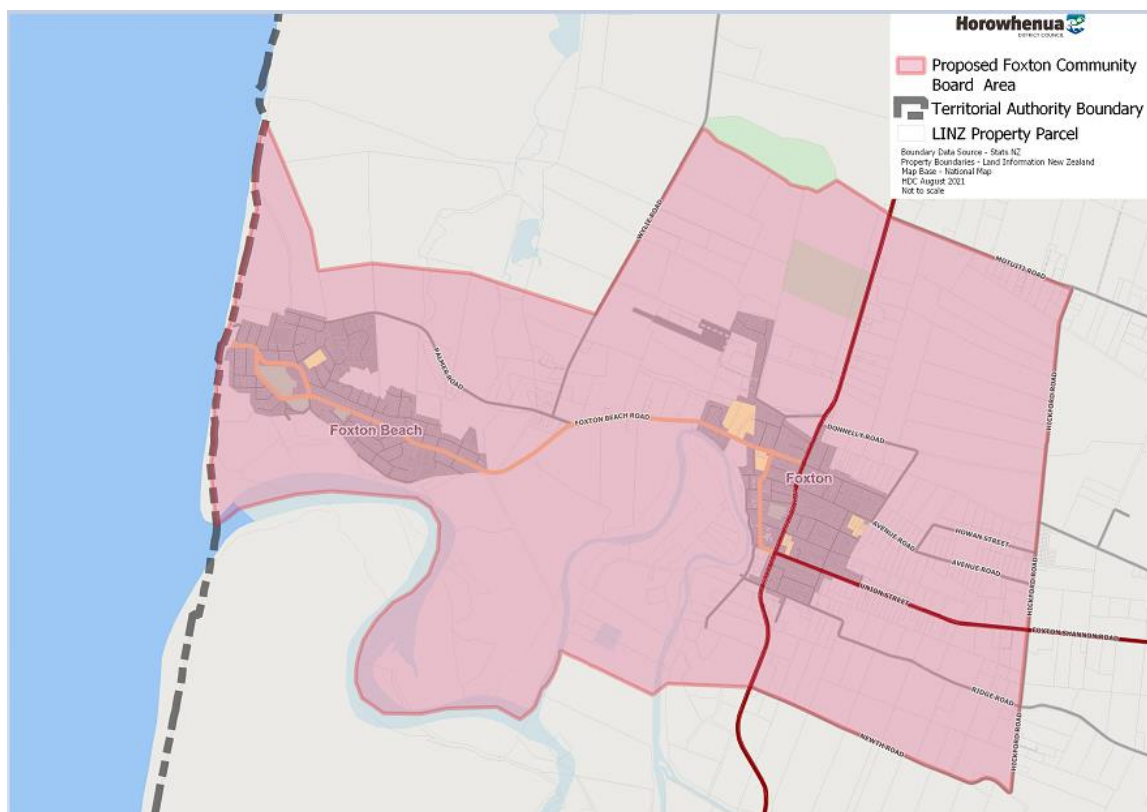
Community Boards

- 5.25 In undertaking a review of community boards the Council is required to consider:
- Whether there should be communities and community boards; and
 - If it resolves there should, the nature of any community and the structure of any community board.
- 5.26 Currently, there is one community board in the Horowhenua District – the Foxton Community Board. The current community board boundaries are as established in 1989.
- 5.27 Community boards are established under the LGA to perform such functions and duties and exercise such powers as are delegated to them by the Council.
- 5.28 The retention of the Foxton Community Board was supported by the Community Board in their pre-engagement submission.
- 5.29 The submission requested that consideration be given to the Community Board's boundaries in light of the urban growth that has occurred and will continue to occur around the fringes of the boundaries which were established in 1989.
- 5.30 The Community Board has recommended to the Council that its boundaries be altered to take into account urban growth and infrastructure that provides services to the community.

Current Foxton Community Board Boundary – Map A



Proposed new Foxton Community Board Boundary – Map B



Membership of Community Boards

- 5.31 The LEA provides that community boards may have between four (4) and 12 members. Each board must include at least four (4) elected members and may include appointed members. The number of appointed members must be less than half the total number of members.
- 5.32 In its pre-engagement submission, the Foxton Community Board considered its current elected membership (five members) to be appropriate and in addition, indicated a preference for both members of the Kere Kere Ward and a Māori Ward councillor, to be appointed to the Board.
- 5.33 The Council, at its Public Workshop, considered it appropriate that two councillors be appointed as representatives to the Foxton Community Board following the 2022 election, which could be any two of the Kere Kere Ward members or a Māori Ward councillor.
- 5.34 The Council considered that the existence of the Foxton Community Board was robustly reviewed in 2018, which resulted in the retention of the Community Board. As it appears nothing has changed since 2018 in terms of this level of representation now not being necessary, the Foxton Community Board should be retained.
- 5.35 At the public workshop, the establishment of community boards in other parts of the Horowhenua District was discussed. There was some level of support for hearing from Miranui Ward members, to understand the level of support for establishing a community board in this area.
- 5.36 Other communities within the district have established ratepayer and community groups that are as effective in communicating with the Council as a community board and have not indicated a desire for a community board to be established.
- 5.37 Currently the costs of the Foxton Community Board are funded from general rates across the District. Indirect costs, which include officer time and administration support, were \$139,713 for the 2020/21 year, and direct costs were \$66,534. Direct costs include members' remuneration, technology expenses, conference costs, office consumables and stationery.
- 5.38 Should the Council consider establishing additional community boards, it should be noted that this cost is not budgeted for in the Long Term Plan 2021-41.
- 5.39 The Council will continue to retain the decision-making on matters relating to the Foxton Freeholding Fund.
- 5.40 During the pre-engagement phase of the review, Foxton Community Board members requested that the Board name be altered to 'Te Awahou Foxton Community Board' which better reflects the strong Māori heritage of the area and increasing use of Te Reo Māori.

Fair Representation

- 5.41 Fair representation, in accordance with LEA clause 19V, requires a +/- 10% variation around an equal division of voting age population within the area for creation of wards.
- 5.42 The Council is required to determine the ratio of population per councillor for each proposed ward and compare the subdivision ratios calculated with the average population per member for the Council.
- 5.43 When determining the ratio of Councillor per head of population, the Council is required to use the most up-to-date population figures available from Statistics New Zealand.
- 5.44 If any option does not comply with the '+/- 10% rule', Council must consider altering ward boundaries or reconfiguring wards.
- 5.45 There are exceptions to the '+/- 10% rule' which are set out in LEA clause 19V (3), (2) and (3). This provides for communities of interest to override for island communities, isolated communities, or simply if effective representation "so requires". These exceptions are not common.

- 5.46 The Commission advises that it is important that all local authorities clearly identify the grounds for any proposed non-compliance with the '+/-10% rule' of section 19V(2). This is required for the public notices under section 19M(2)(c) and section 19N(2)(bb) and will also assist the Commission in its deliberations.
- 5.47 Direct referral to the Commission is required of all proposals not complying with the +/- 10% rule whether or not appeals or objections have been lodged against the local authority's proposal. That referral is to be treated by the Commission as an appeal under the Local Electoral Act 2001.

6. Options

- 6.1 The Council must develop an initial proposal for public consultation. The proposal must include:
- a description of each proposed ward, constituency, community, or subdivision;
 - a description of proposed boundaries of each proposed ward, constituency, community, or subdivision so it is readily identifiable to the public; and
 - an explanation of any proposed changes to the basis of election, membership, or ward, constituency, community, or subdivision boundaries.
- 6.2 The findings to date indicate that the initial proposal should be based on:
- A ward-based system, using existing names for wards
 - The total number of general councillors being 9 or 10
 - One Māori Ward (whether there be one or two Māori councillors), ward name to be confirmed following consultation with iwi partners and the community
 - The movement of some mesh blocks from Waiopehu to Levin (where there is considerable urbanisation occurring), and, to return the boundary between Waiopehu and Kere Kere to the Manawatu River (this area was moved north of the river in a previous representation review to help with the fairness aspect)
 - Possible amalgamation of the Miranui and Kere Kere Wards
 - The Foxton Community Board be retained with a name alteration to 'Te Awahou Foxton Community Board' and consultation on an extension of the board boundary.
- 6.3 The following options for consideration are the outcome of the Public Workshop and subsequent communications between Council.

Preferred options summary

Option	Numbers (Total includes the Mayor)	Wards
1B	10 general, 2 Māori councillors, total 13	4 general, 1 Maori ward; add Waiopehu mesh blocks (east of Levin) to Levin (Map C)
1C	10 general, 2 Māori councillors, total 13	Option 1B with Miranui and Kere Kere combined (Map D)
1F	10 general, 2 Māori councillors, total 13	4 general, 1 Maori ward; 1B plus add Waiopehu mesh blocks (south of Levin) to Levin (Map E)
2	9 general, 1 Māori councillor, total 11	4 general, 1 Maori ward (Map F)
2F	8 general, 1 Māori councillor, total 10	3 general, 1 Maori ward; 1B plus add Waiopehu mesh blocks (south of Levin) to Levin (Map G)

Note that Map F (in the attachment) reflects the current ward boundaries.

Option 1B – 10 General Councillors, Four General Ward Structure, Single Māori Ward with 2 Members and a boundary alteration between Levin and Waiopehu Wards

Wards	Population*	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Kere Kere	5,480	2	2,740	-362	-11.67
Miranui	2,840	1	2,840	-262	-8.45
Levin	15,797	5	3,159	57	1.84
Waiopahu	6,903	2	3,452	350	11.28
Total General	31,020	10	3,102		
Māori Ward	5,060	2	2,530 [^]		
Total	36,080#	12			

Option 1B moves mesh blocks under intensive urban development to the east of Levin from the Waiopahu Ward into the Levin Ward. This is estimated to move 297 people at present but this number will increase as the intensification in that area continues.

Under this option, the Kere Kere Ward and the Waiopahu Wards do not fit within the +/-10% requirement. The Kere Kere Ward, at -362 or -11.67% deviation below the average general population per Councillor, is over-represented by a small margin. Waiopahu at 350 or 11.28% is slightly under-represented. Both Miranui and Levin Wards are compliant.

Option 1C – new Option 1 B with Kere Kere and Miranui wards combined:

Wards	Population*	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Kere Kere/Miranui	8,320	3	2,773	-329	-10.61
Levin	15,797	5	3,159	57	1.84
Waiopahu	6,903	2	3,452	350	11.28
Total General	31,020	10	3,102		
Māori Ward	5,060	2	2,530 [^]		
Total	36,080#	12			

In Option 1C, the combined ward of Kere Kere/Miranui and Waiopahu Ward are both only just over-represented at -10.61% and under represented at 11.28% respectively and Levin Ward is compliant.

Option 1F – 10 General Councillors, Four General Ward Structure, Single Māori Ward with 2 Members and an extended boundary alteration between Levin and Waiopahu Wards

Wards	Population*	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Kere Kere	5,480	2	2,740	-362	-11.67
Miranui	2,840	1	2,840	-262	-8.45

Levin	16,154	5	3,231	129	4.16
Waiopahu	6,546	2	3,273	171	5.51
Total General	31,020	10	3,102		
Māori Ward	5,060	2	2,530 [^]		
Total	36,080#	12			

Option 1F moves mesh blocks under intensive urban development to the east of Levin from the Waiopahu Ward into the Levin Ward. This is estimated to 297 people at present but this number will increase as the intensification in that area continues. It also moves mesh blocks also subject to urbanisation to the south of Levin adjacent to the east side of SH57 and extending along the northern side of McLeavey Road. This is estimated to move a further 357 people for a total movement of 654, general population, from Waiopahu into Levin.

Under this option, only the Kere Kere Ward does not fit within the +/-10% requirement. The Kere Kere Ward, at -362 or -11.67% deviation below the average general population per Councillor, is over-represented by a small margin.

Option 2 – 9 General Councillors, Four General Ward Structure, Single Māori Ward with one Member

This option retains the current four general wards structure. A total of 10 Councillors are elected – 9 from general wards and 1 from a single Māori ward.

Wards	Population*	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Kere Kere	5,480	2	2,740	-707	-20.51
Miranui	2,840	1	2,840	-607	-17.61
Levin	15,500	4	3,875	428	12.42
Waiopahu	7,200	2	3,600	153	4.44
Total General	31,020	9	3,447		
Māori Ward	5,060	1	5,060 [^]		
Total	36,080#	10			

Under this option, three of the wards do not fit within the +/-10% requirement. The Kere Kere Ward, at -707 or -20.51% deviation below the average general population per Councillor, is over-represented by quite a large margin. Miranui Ward, at -607 or -17.61% deviation below the average general population per Councillor, is also over-represented. Levin, at 428 or 12.42% deviation above the average general population per councillors is under-represented. Waiopahu Ward is compliant.

Option 2F – 8 general Councillors, Three General Ward Structure, Single Māori Ward with one Member and boundary alterations between Levin and Waiopahu Wards, and between Kere Kere and Waiopahu Wards, and combining Miranui and Kere Kere into a single ward:

Wards	Population*	Number of councillors per ward	Population per councillor	Deviation from district average population per	% deviation from district average population per
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				councillor	councillor
Kere Kere / Miranui	8,170	2	4,085	207	5.34
Levin	15,818	4	3,955	77	1.99
Waiopahu	7,032	2	3,516	-362	-9.33
Total General	31,020	8	3,878		
Māori Ward	5,060	1	5,060^		
Total	36,080#	9			

Option 2F moves mesh blocks under intensive urban development to the east of Levin from the Waiopahu Ward into the Levin Ward. This is estimated to 297 people at present but this number will increase as the intensification in that area continues. It moves mesh blocks also subject to urbanisation to the south of Levin adjacent to the east side of SH57 and extending along the northern side of McLeavey Road. This is estimated to move a further 357 people for a total movement of 654, general population, from Waiopahu into Levin. It also moves mesh blocks in the Kere Kere Ward which are south of the Manawatū River, into the Waiopahu Ward.

All three wards comply with the +/- 10% rule.

6.1 Cost

There are representation costs associated with:

- elected member remuneration, and administrative costs and facilities; and
- compilation of electoral rolls and administration of the election.

Due to the remuneration pool system currently used for the remuneration of councillors, the 'total remuneration pool' will remain the same whether Council adopts to increase, decrease or keep the same number of councillors. The remuneration each councillor receives, will alter depending on the number of councillors.

The Remuneration Authority put the pool system in place following the 2019 election, and recently (July 2021) made a slight increase to the remuneration of elected members, as part of their review.

Community board costs are currently funded from general rates across the district. Indirect costs for 2020/21, which include officer time and administration support, were \$139,713. Direct costs were \$66,534 for 2020/21.

Should the Council consider establishing an additional community board, it should be taken into consideration that this cost is not budgeted for in the Long Term Plan 2021-41.

6.1.1 Rate Impact

There will not be any change to the current rate impact unless further community boards are established.

6.2 Community Wellbeing

Appropriate representation is considered essential for Community Wellbeing.

6.3 Consenting Issues

There are no consenting issues.

6.4 LTP Integration

Not applicable.

7. Consultation

Covered in 5.

8. Legal Considerations

- 8.1 Section 19 of the Local Electoral Act 2001 sets out the provisions for the Council's representation review. In particular, Sections 19T to 19V relate to the requirements around effective and fair representation when determining membership and basis of election.
- 8.2 The Council is also required to comply with the decision-making procedures contained in Part 6 of the Local Government Act 2002.

9. Financial Considerations

As already covered.

10. Iwi Considerations

- 10.1 It is due to strong iwi partnerships and the Māori community rallying in support of establishing Māori Wards, that this Representation Review is taking place. This decision was influenced by a strong desire to establish Māori Wards, which was articulated and supported by members of local iwi Muāupoko and Ngāti Raukawa ki to Tonga.
- 10.2 The views of iwi partners and members of the Māori community are important in helping to shape representation arrangements for the district. The Council will engage with iwi on the initial proposal and in particular, in seeking an appropriate name for the Māori Ward, which should reflect the significance and mana of the ward.

11. Climate Change Considerations

Not applicable.

12. Environmental Considerations

Not applicable.

13. Health & Safety Considerations

Not applicable.

14. Other Considerations

Not applicable.

15. Next Steps

The following is a timeline of the next steps of the review:

Council decides what its Initial Proposal is to be.	11 August 2021
Public notice of the Initial Proposal is given (within 14 days of the Council decision and invites submissions).	18 August 2021
Consultation period:	20 August – 20 September 2021
Hearing of Submissions - the Council provides an opportunity for those making submissions to be heard by the Council and gives formal consideration to the matters	6 October 2021

raised in the Hearings.	
If there are no submissions, the Initial Proposal becomes the Final Proposal and public notice is given.	
The Council decides on its Final Proposal.	13 October 2021
The Council gives public notice of the Final Proposal and advises the appeal provisions.	20 October 2021
All information on the process and any appeals/objections are then sent to the Local Government Commission.	No later than 15 January 2022
The Local Government Commission makes its Determination.	Before 11 April 2022

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.

16. Appendices

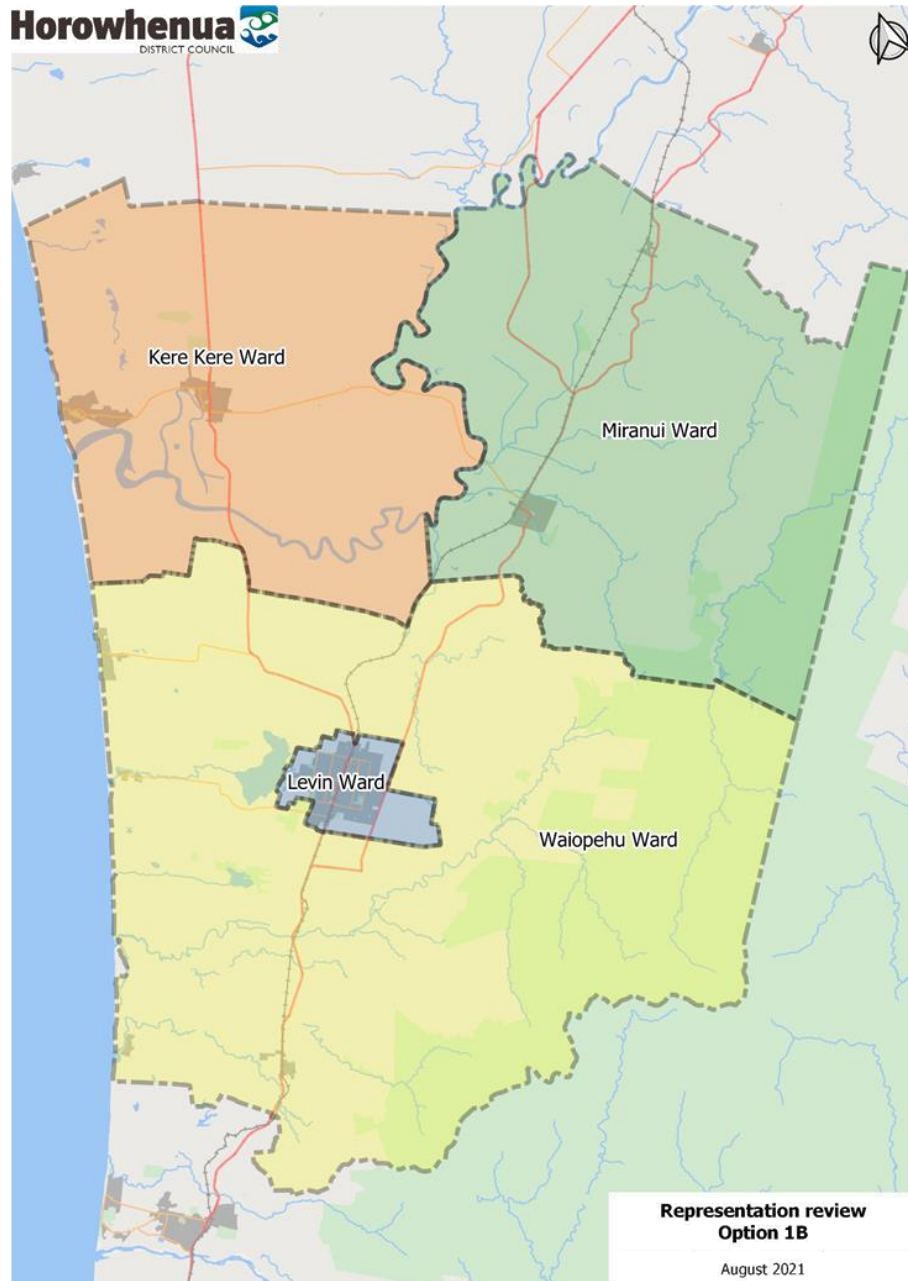
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Author(s)	Sue Hori Te Pa Governance and Executive Team Leader	
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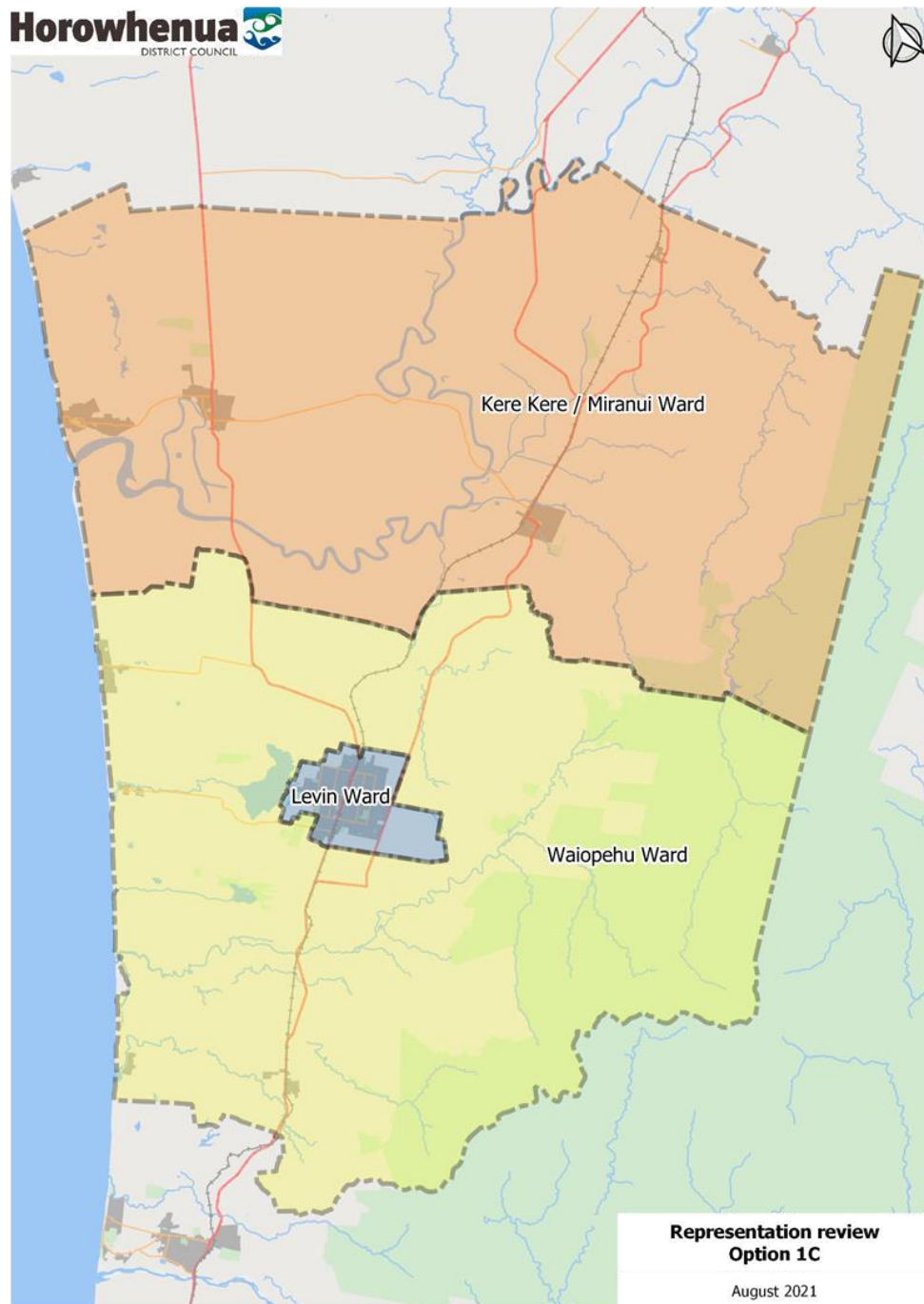
Approved by	David Clapperton Chief Executive	
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Representation Review – Options Maps - the following maps accompany the options as set out in the options summary and descriptions.

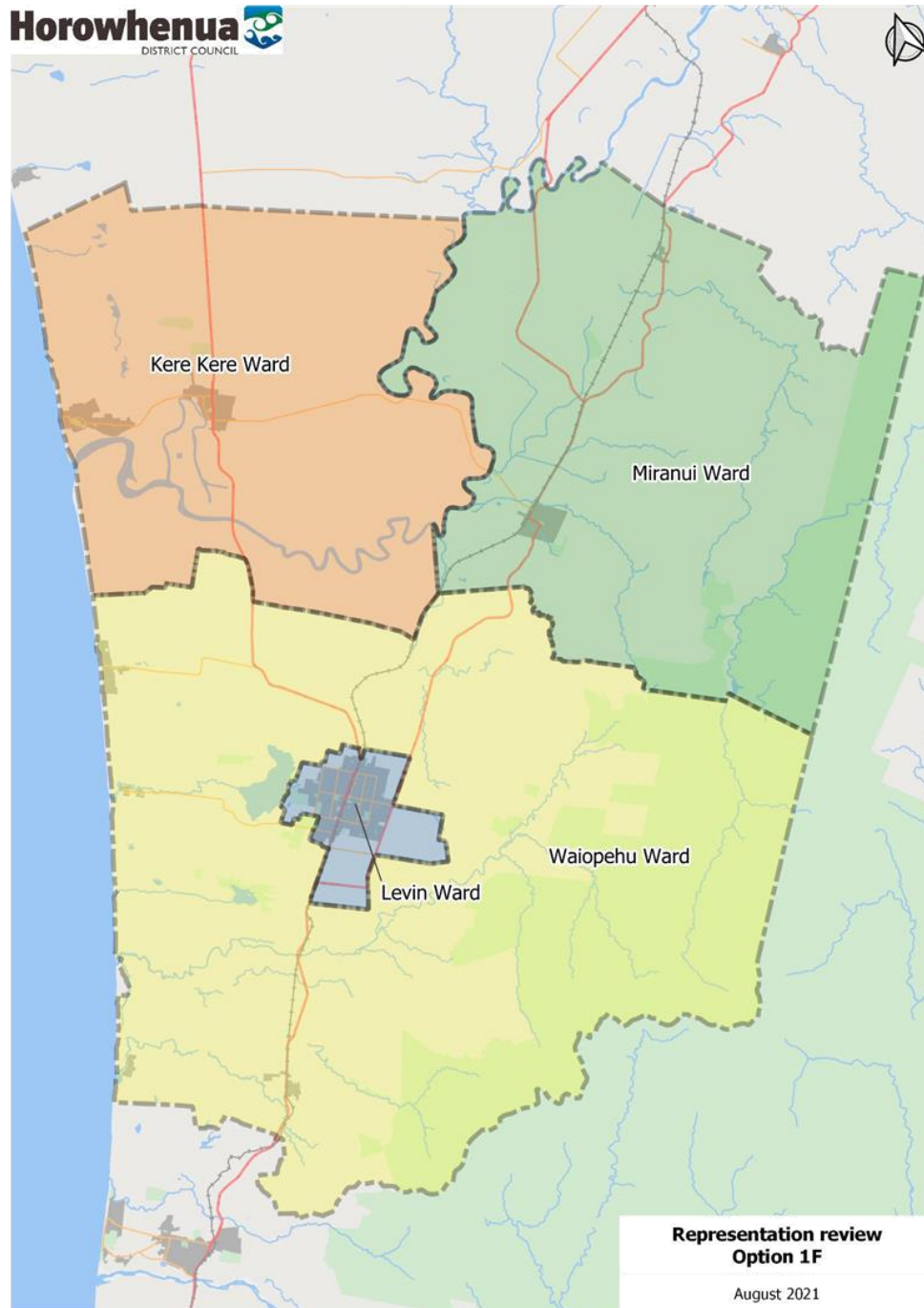
Map C - Option 1B – 10 General Councillors, Four General Ward Structure, Single Māori Ward with 2 Members and a boundary alteration between Levin and Waiopahu Wards



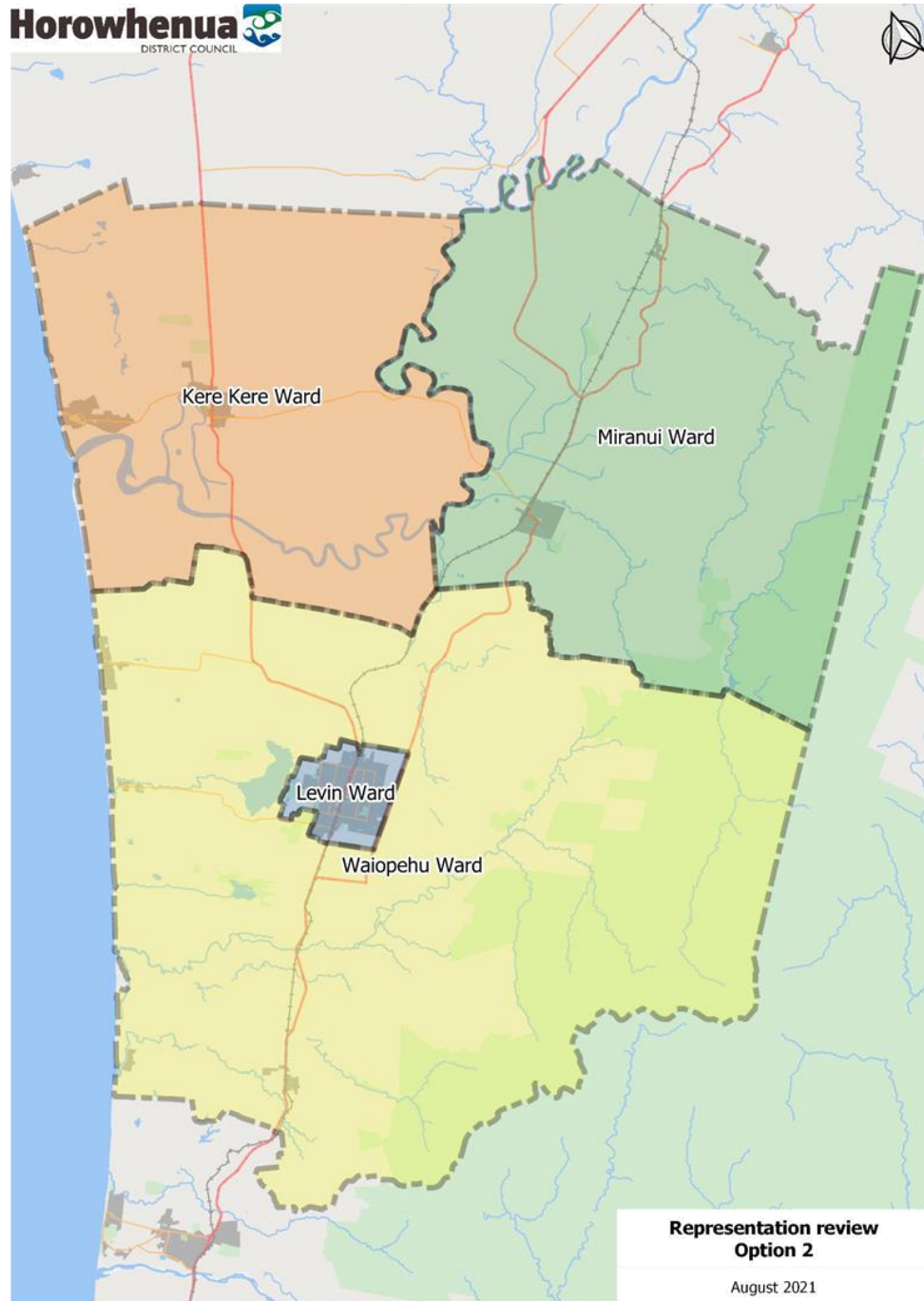
Map D - Option 1C – Option 1B with Kere Kere and Miranui wards combined



Map E - Option 1F – 10 General Councillors, Four General Ward Structure, Single Māori Ward with 2 Members and an extended boundary alteration between Levin and Waiopehu Wards



Map F - Option 2 – 9 General Councillors, Four General Ward Structure, Single Māori Ward with one Member



NOTE: this map reflects the current ward boundaries.

Map G - Option 2F – 8 general Councillors, Three General Ward Structure, Single Māori Ward with one Member and boundary alterations between Levin and Waiopehu Wards, and Kere Kere and Waiopehu Wards, and combining Miranui and Kere Kere into a single ward:

