

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

**Date:** Wednesday 6 March 2019  
**Time:** 4.00 pm  
**Meeting Room:** Council Chambers  
**Venue:** 126-148 Oxford St  
Levin

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## Council OPEN AGENDA

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### MEMBERSHIP

<b>Mayor</b>	Mr Michael Feyen	
<b>Deputy Mayor</b>	Mr Wayne Bishop	
<b>Councillors</b>	Mr Ross Brannigan	
	Mr Ross Campbell	
	Mr Neville Gimblett	
	Mr Barry Judd	
	Mrs Victoria Kaye-Simmons	
	Mrs Jo Mason	
	Mrs Christine Mitchell	
	Ms Piri-Hira Tukapua	
	Mr Bernie Wanden	
<b>Reporting Officer</b>	Mr David Clapperton	(Chief Executive)
<b>Meeting Secretary</b>	Mrs Karen Corkill	

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

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



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**1 Apologies**

**2 Public Participation**

Notification to speak is required by 12 noon on the day of the meeting. Further information is available on [www.horowhenua.govt.nz](http://www.horowhenua.govt.nz) or by phoning 06 366 0999.

See over the page for further information on Public Participation.

**3 Late Items**

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

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

- (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 – 21 November 2019**

**6 Announcements**

Robin Hapi – Save Our River Trust

Announcement regarding Provincial Growth Fund application.

Foxton Community Board Update

There will be the regular update on behalf of the 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 too and answer questions from Elected Members when the meeting is formally considering the agenda item i.e. on completion of Public Participation.

Meeting protocols

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

# Proceedings of the Foxton Community Board 10 December 2018

File No.: 18/698

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 18/698 Proceedings of the Foxton Community Board 10 December 2018 be received.
- 2.2 That the Extraordinary Meeting of Council receives the minutes of the Foxton Community Board meeting held on 10 December 2018.

## 3. Issues for Consideration

There are no items that require further consideration.

## Attachments

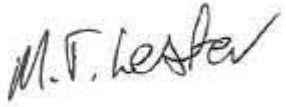
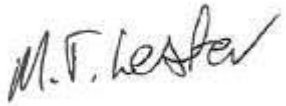
There are no attachments for this report.

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	Mark Lester <b>Group Manager - Corporate Services</b>	
Approved by	Mark Lester <b>Group Manager - Corporate Services</b>	

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# Foxton Community Board

## OPEN MINUTES

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

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### PRESENT

**Chairperson** Mr D J Roache  
**Deputy Chairperson** Ms P R Metcalf  
**Members** Mr D A Allan  
Cr N G Gimblett  
Ms J M Lundie

### IN ATTENDANCE

Reporting Officer Mr M J Lester (Group Manager – Corporate Services)  
Mrs K J Corkill (Meeting Secretary)

### ALSO IN ATTENDANCE

Mayor M Feyen  
Cr R Brannigan  
Miss M Davenport (Student Appointee) (to 6.10 pm)  
Mr K Hunia (Student Appointee for 2019)

### PUBLIC IN ATTENDANCE

Five at the commencement of the meeting.

#### 1 Apologies

An apology was recorded for Mr Girling.

MOVED by Mr Allan, seconded Ms Metcalf:

*THAT the apology from Mr Girling be accepted.*

**CARRIED**

#### 2 Public Participation

Mayor Feyen 7.1 Monitoring Report  
18/423 Sand Dune Management  
7.2 Chief Executives Report 'Signage'  
3.5 Signage – Foxton & Foxton Beach  
Christmas Message

Olaf Eady 7.1 Monitoring Report



*16/16 Increased parking capacity in Thomas Place  
18/642 Marketing Plan/Te Awahou Signage*

7.2 Chief Executive's Report to 10 December 2018  
*3.2 Foxton Community Board Meeting Schedule 2019*

Christina Paton 7.1 Monitoring Report  
*18/423 Sand Dune Management*  
7.2 Chief Executive's Report  
*3.5 Signage – Foxton & Foxton Beach*

Hannah Street 7.2 Chief Executive's Report  
*3.5 Signage – Foxton & Foxton Beach*

### **3 Late Items**

There were no late items.

### **4 Declarations of Interest**

None declared.

### **5 Confirmation of Minutes – 29 October 2018**

MOVED by Ms Metcalf, seconded Mr Allan:

*THAT the minutes of the meeting of the Foxton Community Board held on Monday, 29 October 2018, be confirmed as a true and correct record.*

**CARRIED**

### **6 Announcements**

#### Student Appointee – Meghan Davenport

The Chair presented Meghan with a bouquet of flowers and gift, reiterating his thanks from the previous FCB meeting for her time and contribution as the Board's inaugural youth representative. Having another engagement to attend, Meghan then withdrew from the meeting (6.10 pm).

#### New Zealand Police

Thanking the Board for the invitation and commenting this was the first Community Board meeting he had attended, Acting Sergeant Mike McKenzie said the Police in Foxton had had a busy year and currently it was also busy because it was the time of year when things were ramping up. Whilst there had been an increase in some types of crime, there had also been reductions in others and in a small community like Foxton it did not take many incidents to impact on the statistics.

A successful operation had been run at the Beach on Labour Weekend. They had tried to send a strong message for the up-and-coming summer season to those who accessed the Beach unlawfully, with a number of infringement notices issued. There had not been many calls since then in terms of unlawful beach usage, but that would continue to be monitored.

A Community Patrol was being set up at Foxton Beach. The base of operations would be the Foxton Beach Police Station and it would hopefully incorporate the Beach Wardens. There was a process that needed to be gone through as people were required to be vetted.

Acting Sergeant McKenzie confirmed that Sergeant Fraser had taken advantage of an opportunity that had arisen and had gone back to Feilding. His replacement had been appointed and would be taking up the role early in the New Year so the Foxton Police would then be back up to full strength.

## Horowhenua District Council Update

Cr Gimblett said in terms of big initiatives, it was a quiet time with nothing particular to report. However he thought it worthwhile to comment on the fact, particularly at an operational level, that Council was working quite strongly in partnership with the community, with examples being:

- the Foxton River Loop – some action was still being pushed for through the Provincial Growth Fund;
- the Foxton Development Plan – Officers were working to ensure that the different projects would work well for the community, particularly in terms of water and wastewater;
- the issue of signage which had been raised at the last meeting – it was great to hear how that was progressing and to know that Council Officers were working with the local community to meet their aspirations;
- the investment through the Foxton Beach Reserves Investment Plan – it was good to see the close relationship with the Foxton Beach Progressive Association;
- FTDA – had been getting some support from Council to promote the Foxton/Foxton Beach area;
- MAVtech – was getting Council support to turn itself into a very valuable attraction to be run in parallel with Te Awahou Nieuwe Stroom and that would assist bringing people into town and providing investment for the community.

Cr Gimblett concluded by saying the big issue for which a response was awaited was the designation of the new road with this expected prior to Christmas.

## Update from the Foxton Community Board Chair

Mr Roache reported:

- on Armistice Day he had represented the Board and the Foxton RSA at the 100 year commemoration. He thanked Council staff for their support, and Board Members Metcalf, Lundie and Allan for laying the wreath on behalf of the Community Board.
- following correspondence from Paul Mathews that a new Clydesdale had been purchased and new tram drivers had come on board, he had met with the Parks Team and the tram drivers at Te Awahou Nieuwe Stroom to discuss the addition of a concrete strip for the tram and a rear exit for safe operation. This was to be up and running in time for Christmas.
- he had also met with staff from Council's Roading Team and addressed the following items:
  1. the exit from Te Awahou Nieuwe Stroom for the tram and the finishing of the rear exit into Harbour Street with kerbing and drainage and a safety strip (similar to the Wharf Street entry). The objective of the safety strip was to slow down the increased traffic that was now using Harbour Street;
  2. one of the street lights at the Cenotaph that had not worked since it was installed;
  3. the footpath at the Beach Road and Palmer Road intersection upgrade. The footpath was going to be raised and Council staff had suggested chip sealing in keeping with the new shared pathway that had been installed down Palmer Road.With regard to the proposed chip sealing, Mr Roache said it was his suggestion that this be replaced with concrete. The Board placed on record their support for Mr Roache's suggestion that the footpath be done in concrete, not chip seal.

Mr Roache concluded by thanking Board Members for their year's work and wishing the Board, Council Officers and the community a very Merry Christmas.

## Foxton Beach Progressive Association

Katharine Wilkinson, President of the Foxton Beach Progressive Association and David Roache, Chair of the Foxton Community Board, signed the Memorandum of Understanding between the two organisations.

Mr Allan acknowledged the significant work done in the background by Mr Roache and Ms Wilkinson and Mr Melton which underpinned tonight's signing of the MOU and the enormous spirit of goodwill that existed between the two organisations, with there being a clear understanding of the differing roles of the two groups which was important along with the core anchor values.

## 7 Reports

### 7.1 Monitoring Report to 10 December 2018

#### Purpose

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

MOVED by Ms Metcalf, seconded Mr Allan:

*THAT Report 18/535 Monitoring Report to 10 December 2018 be received.*

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

**CARRIED**

#### Public Participation

Speaking to 18/423, Sand Dune Management, Mayor Feyen said this had raised a lot of angst in the past and he did not want that to occur again, or for it to end up in litigation. As Mr Roache had been the contractor for the seawall, Mayor Feyen raised a concern about a possible conflict of interest. He also noted that his understanding was that once the wall had been put in place, HDC was to maintain it, which clearly had not happened as it had turned into a sand dune which some people wanted gone and some people did not.

There was regulations around this issue and Mayor Feyen said he was loathe to see more money spent on it. Reiterating his view that the issue had been caused by lack of maintenance by HDC, Mayor Feyen said he did not think remediation should be undertaken with money from the Foxton Beach Freeholding Account.

Responding to the comment about a conflict of interest, Mr Lester said that as there was no decision on the table this evening in relation to the matter, in his view that was not an issue. In terms of possible litigation, conflicting advice had been received from Horizons Regional Council (HRC) and that was being followed up on. The initial indication had been that some maintenance could be done under the existing consent, but that had not yet been formally confirmed.

Also speaking to 18/423, and responding to a comment from Mayor Feyen, Mrs Paton said the sand dune had been requested and required by the Department of Conservation during the appeal process. Also, given that full information had neither been requested by the Board nor provided in today's agenda, she recommended that the public meeting date be clarified as the precise date was not clear. If it was December 2019 that would provide adequate time for reporting and reviewing instructions as contained in the Foxton Beach Seawall Consent 102904/1 dated 15 July 2009 (as contained in the Agenda) to be implemented.

As a legally recognised party to the aforesaid Consent, Mrs Paton said she had contacted HRC (the Consent Administrator) earlier in the day but was not able to be supplied with up-to-date reports. Similarly, HDC (the Consent Holder) had not supplied her with the requested reports. If non-compliance was presently an issue then, in her view, Mrs Paton said it would be a waste of time and money, and unfair to involve other parties, until the Consent Holder and Consent Administrator had their processes in order.

With regard to any expenses associated with this item, Mrs Paton said that the coastline was an integral part of the Horowhenua District and therefore did not qualify for specific funding from the Foxton Beach Freeholding Fund. The current funding of \$23,000.00 per annum to maintain the carpark by way of contract was rated district-wide.

Mrs Paton concluded by saying that the parking available was not up to speed as originally there had been provision for a disabled car park, which nobody had pushed for. She suggested it would be a mistake to hold a meeting on the matter this year as there was a big gap in the information available and those wanting it were operating on emotion, when it would come down to the science. She also showed a copy of the *Listener* containing an article 'Coasts in Crisis', which she said was worth reading.

Mr Eady queried when the increased parking in Thomas Place (16/16 page 10) would be done as it was dated 21 November 2016, with Mr Lester responding that it needed to wait until next financial year as there was not budget set aside for it. Mr Roache further added that he would follow it up and perhaps it could be included in the Annual Plan.

In relation to 18/642, Mr Roache explained to Mr Eady that this item was in relation to the Te Awahou Riverside Cultural Park and there had been a presentation on it at the last FCB meeting. Whether or not funding for that should be included in the Annual Plan was also being considered.

Working through the Monitoring Report:

Page 8      14/674 – Target Reserve Strategic Plan  
It was clarified that this was the plan that would be considered in parallel with the potential development of Victoria Park.

Page 9      16/16 – Kings Canal and Purcell Street Stormwater  
Responding to a query from Mr Roache in relation to the design and build being "out to market" without the requested meeting between the parties having occurred and with it not being clear how or who was going to pay for it, Mr Lester suggested this was just seeking RFPs to identify an organisation that may be able to provide that service.

Page 10     Increased Parking in Thomas Place  
It was queried if it would be possible to get some joint venture funding together with the Foxton Beach Freeholding Account, with a further view expressed as to why the Freeholding Account should be used if other funding could be sourced.

Mr Lester said he would investigate the funding options for the project.

18/209 – MAVtech

Ms Metcalf reported on the positive workshop that had been held which had looked at a concept plan of what MAVtech might look like in the future. It was still at a very early stage and a feasibility study would be the next step.

Saying that whilst in the past he had challenged the continuation of MAVtech and he still had some concerns as to how it would be funded, Cr Gimblett expressed his support for the concept as it had been presented and his interest to see a business case/feasibility study as it could be a major draw-card to bring people to the town and give them a reason to stay. Whilst still cautious, Cr Gimblett said he was fully supportive of taking it to the next level and for the Board to get behind it.

Page 11     18/423 – Sand Dune Management

Whether or not there would be any benefit in holding a public meeting at this juncture was discussed, with Board Members expressing their views as to the information that should be sought from such a meeting. Bringing it back to the resolutions on the issue from the previous meeting, Mr Lester suggested that a public meeting could be somewhat premature, particularly as a response had not yet been received from Horizons as to whether any work could be done under the existing consent.

## 7.2 Chief Executive's Report to 10 December 2018

### Purpose

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

MOVED by Ms Metcalf, seconded Mr Allan:

*THAT Report 18/637 Chief Executive's Report to 10 December 2018 be received.*

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

**CARRIED**

### Public Participation

Speaking in relation to 3.5 Signage, Mayor Feyen said he would like the initial emphasis to be on the State Highway signage. With regard to his Christmas message, Mayor Feyen said the Chair had already covered what he had intended to say.

Also speaking to 3.5 Signage – Foxton & Foxton Beach, Mrs Paton said to stop looking at the Foxton Beach Freeholding Account. Signage was a district-wide issue. If the intention was to attract people to Foxton and Foxton Beach it would start at the district boundary and the whole district would benefit.

Following on from her presentation to the last FCB Meeting, Hannah Street acknowledged staff at HDC who were working with FTDA on what signage they would like and where they would like it placed. A drive around Foxton and Foxton Beach had been undertaken on 5 December with Jenny Braithwaite, Council's Rooding Operations Team Leader, with the suggestion made that FTDA draw up a map to indicate more particularly what they wanted and where.

Progressing that suggestion, Hannah tabled a document, "Signage for Foxton and Foxton Beach" and worked through its content, which indicated:

- where they would like new signage located;
- the location of current signage for removal;
- the current location of signage that needed to stay.

With Council proposing to move to a monthly meeting schedule for 2019, Mr Eady said that the Community Board moving to a bi-monthly schedule did not seem valid. If it was adopted, he suggested turning the months with no meeting into some sort of meeting for members of the public in Foxton and Foxton Beach to air their views on matters in which they were interested.

### 3.1 Foxton Beach Progressive Association Incorporated

With the MOU now signed, Katharine Wilkinson and Ted Melton joined the table to speak on behalf of the Association. Addressing the issue of signage, they reiterated the reasons why this should be expedited, particularly noting that directional signage to the beach should be done before Christmas. Mr Melton acknowledged the work done by FTDA to get this issue moving. He also noted discussions that had been held with Councillors, Board Members and staff and was complimentary about the strategic thinking and strategic

planning that was going on in the Horowhenua. He said it boded well for the future, not only for Foxton and Foxton Beach, particularly with the predicted growth and the Association wanted to be involved in those discussions.

Mr Lester said he would have a discussion with Mr Nelson in relation to the possibility of having signage in place by Christmas, but it would likely not be possible because of the time of year.

With Ms Lundie, as a Foxton Beach resident, not in a position to undertake the liaison role because of other commitments, it was proposed that Mr Allan be appointed to the role, with Mr Roache to be his alternate.

MOVED by Mr Roache, seconded Ms Metcalf:

*THAT David Allan be appointed as the liaison person between the Foxton Community Board and the Foxton Beach Progressive Association Inc.*

**CARRIED**

### 3.2 Foxton Community Board Meeting Schedule 2019

The change from six weekly to bi-monthly meetings for the Board was discussed. Concerns were expressed that:

- there was risk that this could lead to a lack of continuity and the Board losing momentum;
- there had not been an opportunity for elected members to obtain feedback from the community;
- meetings could go on for a lot longer.

Holding quarterly workshops was raised and discussed with it noted that these could be open to the public which would provide more flexibility in terms of discussion. Key documents such as the Monitoring Report could be circulated to Members more regularly if required.

Mr Lester confirmed that if the Board did chose to meet bi-monthly, the Monitoring Report, as a key accountability document, could still updated and circulated monthly. With regard to strategic workshops, that would align with what the Mayor was looking to do with the Council, and would also align with the FBPA wanting to get more involved strategically.

With the addition to the recommendation that the Board hold quarterly workshops that would not be subject to Standing Orders, and with Mr Lester to bring back a workshop format which would include public involvement from time to time depending on what was being discussed, it was

MOVED by Mr Allan, seconded Mr Roache:

*THAT the Foxton Community Board:*

- (i) *adopts the meeting schedule for the period January to December 2019;*
- (ii) *holds quarterly workshops to progress strategic issues;*
- (iii) *it notes that additional ordinary or extraordinary meetings may be scheduled from time to time in consultation with the Chair and Chief Executive;*
- (iv) *that the Terms of Reference in relation to meeting frequency be amended to reflect the change.*

**CARRIED**

Ms Lundie ABSTAINED from voting

### 3.3 NZ Community Boards' Conference 2019

This was discussed with the Chair clarifying that attendance for this bi-annual conference was by rotation. Mr Allan advised that he would be unable to

attend and Ms Lundie said she would like to see the Agenda before making a final commitment.

MOVED by Mr Roache, seconded Mr Allan:

*THAT, subject to what is included in the Agenda, Board Members Lundie and Metcalf (with the Chair as a reserve) be the attendees at the NZ Community Boards Conference scheduled for 11-13 April 2019 in New Plymouth.*

**CARRIED**

Mr Roache said he would like to see some of the Board's outstanding projects, such as the Pump Track, Te Awahou Nieuwe Stroom, and Main Street, entered into the Community Boards' Best Practice Awards.

#### 3.4 Harbour Street Reserve

Appreciation was expressed at Mr Hester's Briefing Note which addressed the issues that had been raised by Dr Hoskins on behalf of the volunteers of SORT. It identified clearly what was being done and what could be done, and Council was also working to ensure a coordinated response from other organisations.

#### 3.5 Signage – Foxton & Foxton Beach

Speaking as a Trustee of the Manawatū Estuary Trust, Ms Metcalf also raised the issue of signage and the need for that to be coordinated. It was suggested that the Trust liaise with Hannah Street and Cathy McCartney.

With it again expressed that the need for signage needed to be expedited, Mr Lester said he would follow that up with Officers. If there was no capacity in existing budgets it would need to be considered as part of the exceptions Annual Plan.

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

#### **Purpose**

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

MOVED by Cr Gimblett, seconded Ms Metcalf:

*THAT Report 18/537 Resource Consenting (Planning) Matters Considered Under Delegated Authority be received.*

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

**CARRIED**

### **7.4 Recording of Foxton Community Board Meetings**

#### **Purpose**

For the Foxton Community Board to consider putting in place a mechanism to regulate the recording (both audio and visual), of its meetings by Elected Members and members of the public.

MOVED by Ms Metcalf, seconded Mr Allan:

*THAT Report 18/661 Recording of Foxton Community Board Meetings be received.*

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

**CARRIED**

Mr Lester spoke to this report advising that the recording of meetings had been considered by Council and it had been resolved, after lengthy discussion, that it would amend Standing Orders to make recording of meetings, both full Council and Committees, the exception rather than the rule. Recording of meetings was not allowed unless Council resolved otherwise. The Community Board was now being given the same opportunity.

Whether or not this was an issue for the Community Board was discussed, particularly as Board meetings were not currently recorded nor live-streamed, and some reservations were expressed as to whether it was necessary. Various options were discussed to allow recording but to also address privacy issues, and how it could be monitored.

It was AGREED that Recommendations 2.3 and 2.4 would lay on the table to allow Mr Lester to bring back some guidelines for the Board's consideration as to how this could be tailored for Community Board meetings.

8.20 pm

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

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

**DATE:**.....

**CHAIRPERSON:**.....



# Proceedings of the Finance, Audit & Risk Subcommittee 12 December 2018

File No.: 18/699

## 1. Purpose

To present to the Extraordinary Meeting of Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 12 December 2018.

## 2. Recommendation

- 2.1 That Report 18/699 Proceedings of the Finance, Audit & Risk Subcommittee 12 December 2018 be received.
- 2.2 That the Extraordinary Meeting of Council receives the minutes of the Finance, Audit & Risk Subcommittee meeting held on 12 Dec 2018.
- 2.3 That the matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.4 That as recommended, the Horowhenua District Council:
  - (i) adopts the schedule of meetings for the committees of Council for the period January to December 2019 (Appendix A);
  - (ii) notes that additional ordinary, extraordinary and multi-day meetings may be scheduled from time to time in consultation with the Mayor and Chief Executive;
  - (iii) notes that meeting times for other committees and subcommittees will be formally notified when they are required in accordance with the Local Government Official Information and Meetings Act 1987 and Local Government Act 2002; and
  - (iv) the Terms of Reference in relation to meeting frequency for Council and its standing committees, including the Community Wellbeing Committee, be amended to reflect the changes.

## 3. Issues for Consideration

That as recommended and provided for in Recommendation 2.4, Council adopts the schedule of meetings for the committees of Council for the period January to December 2010, as attached.

## Attachments



No.	Title	Page
A	Council Meeting Schedule 2019	19

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	Doug Law <b>Chief Financial Officer</b>	
Approved by	David Clapperton <b>Chief Executive</b>	

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Council 4:00pm</b>		<b>13</b>	<b>13</b>	<b>10</b>	-	<b>12</b>	-	<b>14</b>	<b>11</b>	<b>2</b>	<b>13</b>	<b>11</b>
<b>Council for Annual Plan Purposes <i>Start times to be confirmed</i></b>	-	<b>27</b> Adoption of Consultation Document	-	-	<b>8, 9</b> Hearings <b>29, 30</b> Deliberations	<b>26</b> Adoption of Annual Plan	-	-	-	-	-	-
<b>Council &amp; FCB Inaugural Meetings follow Local Body Elections</b>										<b>30</b>		

**Committees of Council**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Finance, Audit &amp; Risk Subcommittee 4:00pm</b>	<b>30</b>	<b>27</b>	<b>27</b>	<b>24</b>	<b>22</b>	<b>26</b>	<b>31</b>	<b>28</b>	<b>25</b>		<b>27</b>	
<b>Community Wellbeing Committee 1.00 pm</b>	-	<b>12</b>	-	-	<b>14</b>	-	-	<b>13</b>	-	-	<b>19</b>	-

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# Finance, Audit & Risk Subcommittee

## OPEN MINUTES

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Minutes of a meeting of the Finance, Audit & Risk Subcommittee held in the Council Chambers, Horowhenua District Council, Levin, on Wednesday 12 December 2018 at 4.00 pm.

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### PRESENT

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

### IN ATTENDANCE

Mr D Law	(Chief Financial Officer)
Mr D M Clapperton	(Chief Executive)
Mr D McCorkindale	(Group Manager- Strategy & Development)
Mr M J Lester	(Group Manager – Corporate Services)
Mr I McLachlan	(Group Manager – Customer & Regulatory Services)
Ms S Grant	(Group Manager – People & Community)
Mr A Grant	(Group Manager – Infrastructure Services)
Mrs N Brady	(General Manager Horowhenua 2040)
Mr D Haigh	(Growth Response Manager)
Mr D O'Regan	(Acting Communications Manager)
Mr J Paulin	(Finance Manager)
Ms M Leyland	(Consents Manager)
Mrs K J Corkill	(Meeting Secretary)

### PUBLIC IN ATTENDANCE

There were two members of the public in attendance.

#### 1 Apologies

An apology was recorded for Cr Brannigan.

MOVED by Cr Feyen, seconded Cr Campbell:

*THAT the apology from Cr Brannigan be accepted.*

**CARRIED**

## 2 Public Participation

No requests to speak had been received.

## 3 Late Items

There were no late items.

## 4 Declarations of Interest

There were no declarations of interest.

## 5 Confirmation of Minutes – 24 October 2018

MOVED by Cr Campbell, seconded Cr Wanden:

*THAT the minutes of the meeting of the Finance, Audit & Risk Subcommittee held on Wednesday, 24 October 2018, be confirmed as a true and correct record.*

**CARRIED**

## 6 Announcements

The Chair extended Season's Greetings and a Happy New Year to everyone present and requested that everyone carefully evaluate the risks and consequences of those risks for the festive season.

## 7 Reports

### 7.1 Four Month Report 1 July - 31 October 2018

#### Purpose

To present to the Finance, Audit & Risk Subcommittee the financial report for the four months to 31 October 2018.

Noting that this was a shortened version of the report, Mr Law spoke to the salient points and responded to queries particularly giving an explanation of the difference between gross debt and net debt.

Mr Clapperton also provided commentary on some items.

MOVED by Cr Mitchell, seconded Cr Judd:

*THAT Report 18/660 Four Month Report 1 July - 31 October 2018 be received.*

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

**CARRIED**

### 7.2 Treasury Report

#### Purpose

To present to the Finance, Audit & Risk Subcommittee the Bancorp Treasury Report for the September 2018 quarter.

Mr Law worked through the highlights in the report, commenting on the current world financial situation and the fact that New Zealand's interest rates were still at historically low levels and were likely to stay that way until the latter half of 2020. He noted the risk of interest rates going lower had disappeared over the quarter with the Reserve Bank Governor not talking about it going down any further.

The two minor technical breaches of the Liability Management Policy (LMP) were raised and discussed with further comment provided by the Chair, Mr Law and Mr Clapperton, with an addition proposed to the recommendation receiving the report to have the LMP breaches noted.

MOVED by Mayor Feyen, seconded Cr Campbell:

*THAT Report 18/597 Treasury Report be received, noting the two minor technical breaches of the Liability Management Policy.*

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

**CARRIED**

### **7.3 Horowhenua District Council Meeting Schedule for 2019**

#### **Purpose**

To seek approval of the proposed meeting schedule for the Council and its committees for the period from January to December 2019.

Mr Clapperton clarified that this was a procedural matter with Council normally adopting a Meeting Schedule for the subsequent year prior to the end of the current year. This had not occurred at the previous Council meeting due to some changes proposed which needed further discussion. In terms of the reporting of capital and non-capital projects to the FAR Subcommittee, he advised that the structure for this was still being discussed and it would be in place for reporting to the 27 February 2019 meeting.

MOVED by Mayor Feyen, seconded Cr Kaye-Simmons:

*THAT Report 18/659 Horowhenua District Council Meeting Schedule for 2019 be received.*

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

*THAT the Finance, Audit & Risk Subcommittee recommends to Council:*

- (i) that it adopts the schedule of meetings for the committees of Council for the period January to December 2019 (Appendix A);*
- (ii) that it notes that additional ordinary, extraordinary and multi-day meetings may be scheduled from time to time in consultation with the Mayor and Chief Executive;*
- (iii) that it is noted that meeting times for other committees and subcommittees will be formally notified when they are required in accordance with the Local Government Official Information and Meetings Act 1987 and Local Government Act 2002;*
- (iv) that the Terms of Reference in relation to meeting frequency for Council and its standing committees, including the Community Wellbeing Committee, be amended to reflect the changes.*

**CARRIED**

4.45 pm

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

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

**DATE:**.....

**CHAIRPERSON:**.....





# Proceedings of the Community Wellbeing Committee 11 December 2018

File No.: 19/1

## 1. Purpose

To present to the Extraordinary Meeting of Council the minutes of the Community Wellbeing Committee meeting held on 11 December 2018.

## 2. Recommendation

- 2.1 That Report 19/1 Proceedings of the Community Wellbeing Committee 11 December 2018 be received.
- 2.2 That the Extraordinary Meeting of Council receives the minutes of the Community Wellbeing Committee meeting held on 11 December 2018.

## 3. Issues for Consideration

There are no items that require further consideration by Council.

## Attachments



There are no attachments for this report.

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	Samantha Hutcheson <b>Community and Youth Development Lead</b>	
Approved by	David Clapperton <b>Chief Executive</b>	

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# Community Wellbeing Committee

## OPEN MINUTES

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Minutes of a meeting of the Community Wellbeing Committee held in the Council Chambers, Horowhenua District Council, 126-148 Oxford Street, Levin, on Tuesday 11 December 2018 at 1.00 pm.

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### PRESENT

<b>Chairperson</b>	Cr Barry Judd
<b>Deputy Chairperson</b>	Cr Jo Mason
<b>Members</b>	Ms Kelly Bevan
	Ms Katie Brosnahan
	Mayor Michael Feyen
	Mr Mike Fletcher
	Ms Eleanor Gully
	Mr Keith Hilson
	Dr Betty-Lou Iwikau
	Sgt Beth Purcell
	Mr Patrick Rennell
	Mr Gavin Rooney
	Ms Maureen Scott
	Ms Jo Smith
	Sister Sosefina
	Ms Margaret Williams

### IN ATTENDANCE

Reporting Officer	Ms Samantha Hutcheson	(Acting Community Development Manager)
	Ms Sharon Grant	(GM People & Community Group)
	Ms Trish Hayward	(Communications Advisor)
	Mr David McCorkindale	(GM Strategy & Development)
	Cr Piri-Hira Tukapua	
	Miss Sharon Bowling	(Meeting Secretary)

### PUBLIC IN ATTENDANCE

At commencement of the meeting there were 2 members of the public in attendance.

#### 1 Apologies

Apologies were recorded for Sgt Sarn Paroli, Brenda Rea, Meghan Davenport, Lisa Holgate, Tracy Merson, Eve Fone, David Jerney and Jim Greening.

MOVED by Mr Rennell, seconded Ms Gully:

*THAT the apologies received be accepted.*

**CARRIED**

## 2 Public Participation

No requests for public participation were received.

## 3 Confirmation of Minutes

MOVED by Ms Smith, seconded Ms Scott:

*THAT the minutes of the meeting of the Community Wellbeing Committee held on Tuesday, 9 October 2018, be confirmed as a true and correct record.*

**CARRIED**

## 4 Reports

### 4.1 Community Services Report to 11 December 2018

To present to the Community Wellbeing Committee the Community Services Report 11 December 2018.

MOVED by Ms Grant, seconded Cr Mason:

*THAT Report 18/688 Community Services Report to 11 December 2018 be received.*

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

**CARRIED**

Sam Hutcheson requested that the report be taken as read, highlighting some of the salient points, including:

- Preparation for review of the Community Wellbeing Strategy
- MidCentral Health – how to support youth mental health
- Democratic involvement of youth in Council
- Age on the Go – successes and areas to improve for next year
- Compassion Housing celebration at HDC
- Access and Inclusion – breathing life into this area with new ways of thinking, increase in cultural diversity
- Successful FUNDamentals workshop held
- H2040 vision – primary school participation; very insightful
- Community Development officers leaving – Sophie Parrant and Joshua Wharton. Over the last 7-8 months the Community Development team has developed clarity and paved the way to retaining knowledge; however the team will be “on skates” in early 2019 with less staffing resource. The Committee was invited to encourage suitable applicants to apply.

Thanks were expressed to those who contribute to the action canvas/focus areas; adding that a conversation is to be had around the method of reporting in the New Year.

## 5 Reporting – by Focus Area

The CWC Action ‘canvas’ with the latest updates was tabled with key points covered as reflected in each report (a copy will be **attached** to the official minutes).

- Children's Workforce

- Positive note: referral rates continued to meet target over the 3 month period leading up to November, with September referrals reaching a record of 19
- Referrals dropped significantly in November (which matches annual trends); however a concern that once school year finishes, the referral rates drop; need to investigate why
- Currently 46 children are involved in a coordinated services response via the Children's Team
- Interagency cooperation/working together for a common outcome is reflected by the provision of 13 Lead Professionals (LPs) across the area
- Nationally work continues on developing the Oranga Tamariki operational model
- New legislation (which has impacted significantly) pertinent to the Children's Workforce comes into force on 01 July 2019
- Although Confidentiality and Information Sharing is well understood at management level, continue to hit barriers at grass roots levels
- Increasingly in a period of uncertainty.

- Family Harm – Sgt Beth Purcell

- Sgt Jeff Lyver to commence as the new Police FHT Coordinator from 03 December 2018
- Forward planning for the Wāhine Toa programme in 2019 (April & November)
- MOU has been signed between HALT and Whānau Manaaki Kindergartens.

- Health & Wellbeing

'Health Needs Assessment Information' included in the Action Canvas. Note the specifics around Horowhenua:

- Page 3 – International migrants (esp. refugee settlement), besides language barriers, accompanied by health status issues. An important group that will hold a challenge/another layer that need to be cognisant of, and how to service those communities really well.
- Page 5 – "Amenable mortality" which means 'possible preventable deaths' (if services had been delivered better)
- Page 9 – short sharp graphs, layman's visual of what's happening etc.
- Page 13 – adolescent and young adulthood: ensuring that young people seek out services and where they are, ensuring enrolled with GP
- Page 15 – cervical screening: really important for mothers and families; cardiovascular the most risk of death in this area which is easily preventable
- Page 17 – Immunisation: 15 people die from influenza annually.

- Growth

- O2NL – NZTA announced to the effected community on 10 December 2018 the preferred corridor, with the public announcement out 12 December 2018. Now awaiting the build date; the commitment to go ahead giving certainty for the community/district
- Horowhenua Growth Strategy 2040 (H2040) adopted by Council 21 November 2018. Focus in 2019 will turn to a District Plan Change process to rezone several of the growth areas identified in the Strategy
- Gladstone Green Master Plan project – with the NZTA announcement this week, now able to reduce the initial three plans to one, enabling HDC to move forward re:

- number of houses, type of housing provision etc.; and engage with the wider community on these plans
- The Lakes Foxton Beach Master Plan – project team established; Foxton Beach Growth Area to accommodate approx. 500 residential homes
- Transforming Taitoko/Levin Town Centre Strategy adopted by Council 21 November 2018. Focus will turn to implementing the Strategy with three key catalyst projects to be the short term focus (1-3 year period). A placemaking initiative in the Town Centre is proposed for Jan/Feb 2019
- A Growth Dashboard identifying key local growth metrics is currently being developed to help Council monitor growth trends.

Overall an exciting year, which is expected to continue in 2019. Anything/work of remote interest welcome input/engagement/contributions from any of the CWC.

Questioning what would be seen as different to developments of the past e.g. would green areas/plantings be incorporated, David McCorkindale said the Master Plan allows decisions and planning around green spaces for the community to mix, socialise etc., with development frameworks to support these design principles. There would be an enhanced level of amenity, thereby enhancing the wellbeing of the community/neighbourhood(s).

Concern was also voiced about the movement of ‘visitors’ adding to the community/ space – that commercial amenities are also provided to enable ‘visitors’ to invest in the Horowhenua, rather than simply bringing in their supplies and then leaving.

With the focus on Levin becoming a vibrant town centre, the Gladstone Green (GG) development having a contained community centre with a separate commercial aspect was questioned. David McCorkindale responded that the objective is to have a Levin Town Centre (LTC) that is vibrant and the drawing space, giving it a heart – a reason to be there not just “to get stuff”. The concept is that GG will support some commercial facilities, to complement not compete, with the LTC map.

The reasoning behind the development of Gladstone Green on the eastern side of the township vs western side was explained.

- Housing

- 01 October 2018 formally assumed as MHUD (Ministry of Housing and Urban Development) previously delivered by other agencies. [MHUD plays a lead role in helping individuals, family and whānau have healthy, secure and affordable homes that meet their needs]
- MSD update/FYI – 8 clients from Foxton/Levin currently housed in motels (6 out of the 8 are single); Housing challenges continue (with associated issues with mental health and ex-offenders); 3 transitional housing provisions are full
- Social housing is challenging but also stock is small, with only one vacant property at the moment
- News: Housing and Urban Development Authority (HUDA) supported by HUD – to commence within the year (Housing NZ will no longer exist). ‘Homes Community Living’ (formerly Hobsonville Land Company), a new agency will lead the urban development projects
- Transition phase/interesting times. Large announcements and restructures in a year’s time. Development of Gladstone Green will be really interesting.

The Chair commented that with the 3,000 residences designated for growth in the district come challenges, particularly around values and affordability of new housing for which there is no easy solution to this.

H2040 GM Nicki Brady commented that housing is a priority area raised in every single forum (i.e. across demographics, from school children to older persons). HDC are engaging directly with agencies (e.g. Te Puni Kokiri, MSD, HUD), with good news that Te Puni Kokiri are to provide a facilitator and staff from HUD to facilitate a 2019 forum to explore some of the questions (e.g. what's [defined as] 'affordable' in the Horowhenua). Collaboration is valuable to addressing the housing topic; an invite will be forthcoming for this community discussion.

Jo Smith reminded the committee of 'needs assessment' movement from home into funded/aged care (as per the Social Security Act). There are a range of people who do not manage in their own home, and people aged 70-80 are not automatically eligible (and rest homes are not the right place for them).

Katie Brosnahan commented that she is really proud of cross-agency collaboration that is working in the housing space (including the more complex vulnerable cases).

## **6 Youth Housing Needs – Cr Piri-Hira Tukapua**

As Chair of the Youth Network Cr Piri-Hira Tukapua provided a brief background around the role/purpose of the Network, including the three areas identified as current significant issues: mental health, basic needs, and especially housing.

Cr Tukapua said youth tenancy experience is nil, particularly for those youth transitioning from school/college to renting. The reality and common scenario for many is a home of dysfunction/unsafe environment forcing youth to move out of home by 16, and not qualifying for any benefits impacting on this. A life of turmoil ensues – sleeping in cars, couch surfing etc. until something secure is found. By Government standards 'youth' is defined as aged 12-24; the Youth Network is focusing on the transitional age, around 16.

Citing other scenarios, Cr Tukapua implored the collaboration of the CWC/agencies, collectively to support and assist in finding a solution for the Horowhenua's youth housing need – particularly transitional housing.

To further this discussion, the Chair suggested presenting some case studies and statistics to the CWC in 2019.

Katie Brosnahan offered to connect Youth Network with the relevant service providers as there appears some confusion around services available/provided for some age groups.

## **7 Networking – round table**

Reflections on 2018 from each agency/organisation:

Jo Smith, MCDHB – programme of restructuring; workforce issues continue to be an issue across all disciplines; currently have roles unable to recruit to, specialities required simply not available; good work being done for mental health; over the Christmas/summer period Palmerston North residents flood the Foxton Beach area which puts extra pressure on GP/health services; "Granny Dumping" also occurs over this period adding pressure on health service providers having to manage expectations of families and responsibilities around social inclusion for these people.

Margaret Williams, GreyPower – GP Xmas party with Koputaroa School children providing entertainment was an enjoyable event; endeavouring to publicise to Community Service Card holders re: new reduced GP fees.

Mayor Feyen – listed a number of prevalent issues within the community e.g. refugee status, food banks, youth housing (no group flatting situations available). Thanked all in having an interest in social issues.

Gavin Rooney, LMG / Barnados – a challenging/tough year experience; increased reporting/compliance costs; collaborations mean new contracts etc. which in turn poses challenges around staffing/recruitment resource issues.

Betty-Lou Iwikau, Raukawa Whānau-Ora – a really great year for our iwi (Ōtaki to Halcombe); privileged to work in the most deprived areas; the Horowhenua has some really deprived areas particularly with our elderly. Very positive is the ability of this community to work collectively enabling us to tap into resources of this group and others via hui to obtain the support required. Thanked all for the wonderful relationships and forging strategic partnerships.

Kelly Bevan, Whaioro Trust – celebrated the move into new premises following many years at Jack Allen House; Manaaki Tiki Mauri, a rangitahi leadership programme where 56 participated and graduated obtaining e.g. driver licensing, first aid etc.; homelessness and the complexities of youth e.g. drug use in the home etc.

Katie Brosnahan, MSD – reiterated the opportunities around growth also brings other challenges/complexities; congratulated HDC on 'stepping up' with the CWC and the proactive approach; expressed appreciation for the leadership of Barry Judd, Sam Hutcheson and Sharon Grant, equating to a combined strength.

Eleanor Gully, Disability Leadership Forum – room bookings have increased at Jack Allen Community Hub; commencing in March/April next year, a greater voice for those with disabilities in Levin will be provided.

Beth Purcell, NZ Police – youth suicide a huge focus, with Elizabeth Dempster (MCDHB) delivering training around suicide/mental health to a group operating in Levin; delivery of 1600 Fill A Shoe Box commences 19 December.

Keith Hilson, Housing NZ Corp – a year of observation, doing the right thing for whanau; Working collectively for good outcomes, the right connections and seeing positive outcomes as a result.

Mike Fletcher, MSD – 6 funding proposals; a number of services need to stand up by 01 July 2019 e.g. a minimum standard of care will come into place; Youth justice space has increased; a 'transition' service for 18-21 year olds enabling them to remain with their carer (dependent on circumstances) – a significant shift; Also from 01 July 2019 a focus to reduce disparity re: Māori tamariki with other (new) services on the horizon, partnering with Iwi to start with.

Sharon Grant, HDC – key areas of HDC covered by Sam, David and Nicki; congratulated the committee for their work.

Patrick Rennell, HLC – 415 clients across regions; 260 gaining sustainable employment; Graduation this Thursday with 193 youth and adult learners obtaining a first time qualification; a collaboration between HLC and LTTM will commence in 2019, improving the number of services, particularly around youth suicide.

Cr Jo Mason – acknowledged the work of the CWC; Council Briefings tomorrow night include a presentation from Elizabeth Dempster around mental health needs etc. providing Elected Members an opportunity to gain greater understanding around this issue; Assured the Committee the Elected Members have confidence in and respect the work of the CWC, with their work aiding decisions within Council.

Sam Hutcheson, HDC – much reflection having completed first year with HDC; thanked the Committee.

Cr Barry Judd – thanked the Committee for their dedicated participation during the year – staying focused and engaged, setting the right targets; the task/focus for 2019 is looking at the Strategy and developing action points to bring about change.

Members wished all a Merry Christmas/ Meri Kerihimete and safe travels.

To conclude, the Chair acknowledged and thanked Sgt Sarn Paroli for his involvement and contribution to the CWC, particularly his drive around family harm and his commitment to the community entire.

3.10 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 January 2019

File No.: 19/18

## 1. Purpose

To present to the Extraordinary Meeting of Council the minutes of the Foxton Community Board meeting held on 28 January 2019.

## 2. Recommendation

- 2.1 That Report 19/18 Proceedings of the Foxton Community Board 28 January 2019 be received.
- 2.2 That the Extraordinary Meeting of Council receives the minutes of the Foxton Community Board meeting held on 28 January 2019.

## 3. Issues for Consideration

The following resolutions passed by the Foxton Community Board are noted:

*THAT the Foxton Community Board supports the Horowhenua District Council in applying for either a new consent or a variation of the current consent to allow the dune to be lowered and for the dune to be maintained in its lowered state.*

*THAT the Foxton Community Board supports the concept design for MAVtech and recommends progressing the feasibility study.*

## Attachments

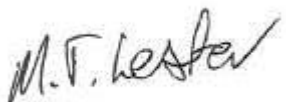
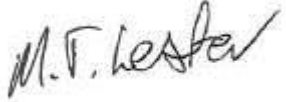
There are no attachments for this report.

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	Mark Lester <b>Group Manager - Corporate Services</b>	
Approved by	Mark Lester <b>Group Manager - Corporate Services</b>	

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# Foxton Community Board

## OPEN MINUTES

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Minutes of a meeting of the Foxton Community Board held in the Blue Room, Te Awahou Nieuwe Stroom, 22 Harbour Street, Foxton, on Monday 28 January 2019 at 6.00 pm.

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### PRESENT

Chairperson	Mr D J Roache	
Deputy Chairperson	Ms P R Metcalf	
Members	Mr D A Allan	
	Cr N G Gimblett	
	Mr J F Girling	
	Ms J M Lundie	
	Mr K Hunia	(Student Appointee)

### IN ATTENDANCE

Mr M J Lester	(Group Manager – Corporate Services)
Mrs K J Corkill	(Meeting Secretary)

### ALSO IN ATTENDANCE

Ms A James	(Workshop E)
Mrs C McCartney	(Workshop E)

### PUBLIC IN ATTENDANCE

There were fourteen members of the public in attendance at the commencement of the meeting

#### 1 Apologies

An apology was recorded for Mayor Feyen.

MOVED by Cr Girling, seconded Cr Metcalf:

*THAT the apology from Mayor Feyen be accepted.*

**CARRIED**

#### 2 Public Participation

##### 7.1 Monitoring Report to 28 January 2019

17/39 – Foxton Beach Reserves Investment Plan

Ted Melton/Katharine Wilkinson – Foxton Beach Progressive Association

18/423 – Sand Dune Management

Ted Melton/Katharine Wilkinson – Foxton Beach Progressive Association  
Ross Brannigan

18/637 – Signage – Foxton & Foxton Beach

Kathryn Lane - Manawatū Estuary Trust

18/637 – FCB Meeting Schedule 2019

Olaf Eady

7.2 CE's Report

Kings Canal and Purcell Street Stormwater Catchment / Foxton East Scheme

Bill Huzziff

**3 Late Items**

There were no late items. However, an operational issue raised by Ms Lundie with regard to the trolley bus lines and safety in Main Street would be directed to the appropriate staff via a CRM.

**4 Declaration of Interest**

There were no declarations of interest.

**5 Confirmation of Minutes – 10 December 2018**

MOVED by Ms Metcalf, seconded Mr Allan:

*THAT the minutes of the meeting of the Foxton Community Board held on Monday, 10 December 2018, be confirmed as a true and correct record.*

**CARRIED**

**6 Announcements**

MAVtech Presentation

The Chair advised that the Workshop E presenters were running late due to traffic and that presentation would be occur following their arrival.

Horowhenua District Council Update

Because of the time of year, Cr Gimblett advised that there was very little to update from a Council perspective. However, he suggested to the Board that if there were any works it would like to see addressed going forward, particularly those that may require a variation to Year 2 of the LTP, it would be good to consider them sooner rather than later.

In terms of a timeframe to progress this, Mr Lester suggested discussing this at the Board's first strategic workshop which was scheduled for February (date yet to be determined) which would give plenty of time to fit in with an Exceptions Annual Plan which would probably see consultation in April/May.

Update from the FCB Chair

Mr Roache advised that it had been very quiet over Christmas so he had nothing to report.

## Foxton Beach Progressive Association Inc Update

On behalf of the FBPAI, Ms Wilkinson and Mr Melton raised the following in relation to Community Safety:

- the speed with which Police could respond to incidents in Foxton Beach and what residents could do if faced with unsafe situations. There was a need for some planning on what was the best response. Should one ring 111 or the regular police line; in some situations would it be advisable to ring noise control?
- it was great to now have the Community Patrol in place and operating (with it noted that it was the Foxton and Foxton Beach Community Patrol). Anthonie van Ryn had taken on the job of Community Patrol convener, which had necessitated him moving away from his role with the Progressive Association. It was suggested that the Board liaise with Mr van Ryn as he was keen to engage with the Board going forward.
- possible future Association initiatives that could be considered now the Community Patrol (which had been the first step) was in place, and for which Community Board support to progress them would be appreciated, included:
  - more Neighbourhood Watch schemes (which was quite different from the Community Patrol);
  - CCTV cameras, such as had been installed at Waitarere Beach. That was something that could be looked into;
  - equipping citizens to be effective surveillers and reporters.

Inviting Mr van Ryn to address the Board was discussed with it agreed that a workshop would provide the best environment for that interaction and to explore strategic ideas.

## 7 Reports

### 7.1 Monitoring Report to 28 January 2019

#### Purpose

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

MOVED by Ms Metcalf, seconded Mr Girling:

*THAT Report 18/708 Monitoring Report to 28 January 2019 be received.*

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

**CARRIED**

#### Page 10 17/39 – Foxton Beach Reserves Investment Plan

As it linked in with the Foxton Beach Reserves Investment Plan and the proposed quarterly report, and speaking on behalf of FBPAI, Mr Melton raised the road works at Nash Parade/Holben Reserve which had been linked to a Board workshop where works as envisaged in the Plan had been authorised. Mr Melton said the road works had upset a number of people who would have welcomed advance explanation of what was being undertaken. FBPAI had sought some answers to those concerns and Council Officers had been very prompt and very full with their explanation of what was being undertaken. Mr Melton raised the fact that there was no substantive understanding of the scope and extent of the wetland work and no indication when there would be a report back so that the Association and the public could give feedback.

It was clarified that the workshop referred to had been at a high level and details of the work to be undertaken was to be brought to a future workshop which had yet to occur. In terms of the current works, the Board

was also in ignorance at this stage. It was stressed that the intention was that there would be a workshop and the Progressive Association would be invited.

Mr Melton reiterated that the Officers' explanation had been helpful; however if the drainage work was more to do with the Bond Street upgrade it did not have anything to do with the FB Reserves Investment Plan.

As she had received queries from members of the public in relation to what was occurring and had not been able to respond, Ms Lundie requested that Board Members be kept up to date with what was happening.

Page 11 Forbes Road Subdivision – Freeholding A/c

Noting the December 2018 timeline reference for a further report, Mr Girling requested an update on when that would be available.

18/423 – Sand Dune Management

On behalf of FBPAI, Mrs Wilkinson suggested that any local consultation should be done in a timely manner so that as many people as possible could have the opportunity to respond. She said she understood that there were 120 people involved in the initial petition to have the dunes lowered and she queried why money would be spent when they did not know who those people were and why the changes were wanted. The FBPAI would be very concerned about Foxton Beach Freeholding Fund money being spent on this without consultation.

Responding to the comment about the initial petition, Mr Roache said that the signatures on the petition were part of a public document and there was also a letter of support from the Surf Club. Whatever happened, it would not happen overnight. There would be more information required from Council and from Horizons, and then there would be a further report.

Also speaking in relation to the sand dunes, Cr Brannigan tabled some photographs of the Foxton Beach carpark showing the incursion of sand; the first photograph having been taken on 7 January showing a Higgins Digger removing collapsed sand which was placed on a truck and put back on the beach with no damage to furniture and fauna. The following five photographs had been taken on Anniversary Day (21 January) and showed the sand build up and also the rubbish bins which had been moved out into the carpark

Cr Brannigan canvassed the issues caused by the sand movement, which included the access ways causing problems for people with mobility issues which had attracted a huge amount of public commentary. He referenced the controversial installation of the seawall on which he had initially been neutral. Now the public commentary was such that this had spurred him on to comment as the present situation was unsustainable.

Commenting on the seawall, its initial purpose and consent conditions, Cr Brannigan said it had done a good job preventing erosion and had not caused any impact on the dunes north and south of the carpark. To move forward, the Consents Team of Horizons had provided a steer in terms of three things that would be required: an indication of any effects of sand removal; a demonstration of public support; how on-going maintenance would be undertaken. Council Officers had some good information which they would be happy to provide and it should not necessarily be expensive to research and pull a good case together. Cr Brannigan asked the Board to consider taking some action and to show some strong leadership as this was not an issue that was going to go away.

Responding to a query about funding and possibly using the Foxton Beach Freeholding Account, Cr Brannigan said at this stage funding was

not the issue, it was about the Board taking leadership. He believed there were ways to get a new consent or a variation of the consent. The evidence just needed to be presented: these are the effects and these are the benefits, and he did not believe it would be expensive.

Mr Roache also provided some photographs of the dune/carpark area dating back to September 2017.

To stimulate discussion, Cr Gimblett proposed the a resolution indicating the Board's support for Council applying for either a new consent or a variation of the current consent, which Mr Roache indicated he would second. After Board Members expressing their views in some detail, it was:

MOVED by Cr Gimblett, seconded Mr Roache:

*THAT the Foxton Community Board supports the Horowhenua District Council in applying for either a new consent or a variation of the current consent to allow the dune to be lowered and for the dune to be maintained in its lowered state.*

**CARRIED**

Saying that whilst she agreed that the Board should show leadership, she would like to see proper consultation rather than relying on anecdotal evidence, Ms Lundie ABSTAINED from voting.

Mr Lester confirmed that the resolution would go to Council, following which there would need to be a something designed at Officer level to go through the consent process. That would include getting an understanding of community support (or otherwise). Subject to full Council support, what was proposed would come back to the Community Board and there would be plenty of opportunity to discuss the process going forward.

Page 13 Item 18/637 – Signage – Foxton & Foxton Beach

Representing the Manawatū Estuary Trust, Kathryn Lane said that during the last year or so signage had come up on their Agenda at virtually every meeting. They had been trying to enhance some signs and get some signs replaced. The Manawatū Estuary Trust did not have signs of its own and it requested that the Trust be included with the Foxton Beach Progressive Association, Foxton Tourist & Development Association and the Foxton Community Board in any discussions on signage to make the most of the RAMSAR International Site down at Foxton Beach. She did confirm that the Trust would be able to provide its share when it came to funding.

Because signage at present was an open concept, it was suggested that the Trust give the Board a list of signs in terms of what they would like and where they would like them.

FCB Meeting Schedule 2019

With the change to bi-monthly meetings for the Board for which the dates were now available, Olaf Eady queried when the dates would be available for the proposed quarterly workshops.

He also suggested that rather than a verbal report from the Chair, this should be in a written format.

Mr Lester advised that the workshops had not yet been scheduled, and dates and format would be part of the planning at the first workshop which would be held in February (date to be determined). In terms of the Chairperson's Report, Mr Lester also noted that Standing Orders allowed the Chair to deliver a report in a format of his choosing.

## MAVtech - Workshop e Presentation

Ms James and Mrs McCartney were welcomed to the meeting, with Ms James giving a PowerPoint presentation outlining the concept plan for MAVtech going forward. Ms James highlighted that there was nothing like MAVtech in New Zealand. What they were wanting to do was to expand on that and build on the collection base, and look at how that might work within the community. The concept broke the building up into different areas with Ms James explaining in detail how each area might be used. She said it was about taking something that already existed and building on that for the future.

Responding to a query about the building's earthquake issue, Ms James said there was a feasibility process underway and that was something that would feed in to that, with the estimate for further strengthening being about \$400,000.

With it suggested that the vision was something that belonged in a larger city, Ms James explained how its location – close to Wellington, Whanganui, Palmerston North – could be built upon with some seriously clever thinking needed behind a marketing plan and the right people involved on the business side of it.

In terms of attracting funding, it was noted that there were a number of possible avenues such as the Provincial Growth Fund and also Lotteries.

MOVED by Mr Roache, seconded Ms Metcalf:

*THAT the Foxton Community Board supports the concept design for MAVtech and recommends progressing the feasibility study.*

**CARRIED**

## **7.2 Chief Executive's Report to 28 January 2019**

### **Purpose**

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

MOVED by Ms Metcalf, seconded Mr Girling:

*THAT Report 18/709 Chief Executive's Report to 28 January 2019 be received.*

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

**CARRIED**

### **3.1 Kings Canal and Purcell Street Stormwater Catchment / Foxton East Scheme**

Speaking to this item, Bill Huzziff suggested that Horizons and Horowhenua District Council were advancing the proposed Cook Street pipeline without consultation with the affected parties despite the substantial costs to be imposed on the ratepayers of the scheme. He outlined his concerns which included that he did not believe what was proposed would work and if it did not there would be substantial costs for remedial work. Also, with Foxton East being the only urban drainage scheme, why were ratepayers in the scheme paying for that as well as paying a district wide stormwater rate, particularly as the financial report for December 2018 showed that some 13% of Foxton ratepayers were in arrears with their rates.

Mr Huzziff provided a copy of his notes.

In terms of funding, Mr Lester said his understanding was that HRC proposed funding their share; HDC's share would be funded through the Revenue and Financing Policy.

Whilst Regional Council had come and spoken about this in September/October 2018 and a lot of questions had been asked including

about the lack of funding for the pumps and the cost of the full scheme, the Board was still not aware of any updates. There had been an understanding that the Board would hear back from Horizons and it was suggested there was nothing to be gained by talking further about it this evening, but guidance would be sought from Council Officers.

3.2 Foxton Pool Update

With the Pool update having been circulated as noted in the Agenda, Mr Roache said he would like to have a workshop with the Pool Manager and Pool users and look at what was going to be done next year should anything planned require to be included in the Annual Plan.

Mr Lester said that there would be the opportunity for the Board to discuss this at the proposed workshop.

It was requested that the Pool update be included on the website with the meeting minutes.

3.3 Foxton Beach Freeholding Account

To provide a wider audience with information on the Foxton Beach Freeholding Account it was requested that information on the Fund be included in the "Community Connection" perhaps one or twice a year. It would need to be formatted in such a way that it was more easily understood.

The amount of the grant to the Foxton and Beach Bowling Club was raised and discussed with it queried if the amount should be reconsidered as the project had been changed from what was originally discussed.

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

**Purpose**

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

MOVED by Mr Allan, seconded Ms Metcalf:

*THAT Report 18/710 Resource Consenting (Planning) Matters Considered Under Delegated Authority be received.*

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

**CARRIED**

Mr Lester said he would check the corporate calendar and come back to the Board with options for the first workshop.

8.10 pm

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

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

**DATE:**.....

**CHAIRPERSON:**.....



# Proceedings of the Finance, Audit & Risk Subcommittee 30 January 2019

File No.: 19/19

## 1. Purpose

To present to the Extraordinary Meeting of Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 30 January 2019.

## 2. Recommendation

- 2.1 That Report 19/19 Proceedings of the Finance, Audit & Risk Subcommittee 30 January 2019 be received.
- 2.2 That the Extraordinary Meeting of Council receives the minutes of the Finance, Audit & Risk Subcommittee meeting held on 30 January 2019.

## 3. Issues for Consideration

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

## Attachments



There are no attachments for this report.

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	Doug Law Chief Financial Officer	
Approved by	David Clapperton Chief Executive	

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# Finance, Audit & Risk Subcommittee

## OPEN MINUTES

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Minutes of a meeting of the Finance, Audit & Risk Subcommittee held in the Council Chambers, Horowhenua District Council, Levin, on Wednesday 30 January 2019 at 4.00 pm.

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### PRESENT

**Chairperson** Mr Philip Jones  
**Members** Mr Wayne Bishop  
Mr Ross Brannigan  
Mr Ross Campbell  
Mayor Michael Feyen  
Mr Neville Gimblett  
Mrs Victoria Kaye-Simmons  
Mrs Christine Mitchell  
Ms Piri-Hira Tukapua  
Mr Bernie Wanden

### IN ATTENDANCE

Mr D Law	(Chief Financial Officer)
Mr D M Clapperton	(Chief Executive)
Mr I McLachlan	(Group Manager – Customer & Regulatory Services)
Ms S Grant	(Group Manager – People & Community)
Mr R Green	(Acting Group Manager – Infrastructure Services)
Mr D Haigh	(Growth Response Manager)
Mr D O’Regan	(Acting Communications Manager)
Mr J Paulin	(Finance Manager)
Mr A Chamberlain	(Financial Accountant)
Ms J Dallinger	(Senior Health & Safety Advisor)
Mrs K J Corkill	(Meeting Secretary)
Mr D McCorkindale	(Group Manager – Strategy & Development)(from 4.40 pm)
Mrs N Brady	(General Manager Horowhenua 2040)(from 4.40 pm)

### PUBLIC IN ATTENDANCE

There were no public in attendance.

#### 1 Apologies

Apologies were recorded for Crs Mason and Judd.

MOVED by Cr Feyen, seconded Cr Bishop:

*That the apologies from Councillors Mason and Judd be accepted.*

**CARRIED**

## 2 Public Participation

None requested.

## 3 Late Items

Whilst not a later item, there was a correction tabled to the Performance Measure Graphs in the Sixth Month Financial Report.

## 4 Declarations of Interest

None declared.

## 5 Confirmation of Minutes – 12 December 2018

MOVED by Mayor Feyen, seconded Cr Kaye-Simmons:

*THAT the minutes of the meeting of the Finance, Audit & Risk Subcommittee held on Wednesday, 12 December 2018, be confirmed as a true and correct record.*

**CARRIED**

## 6 Announcements

There were no announcements.

## 7 Reports

### 7.1 Health & Safety - Quarterly Report

#### Purpose

To provide an update to Elected Members on health and safety matters at Horowhenua District Council for the previous three months.

Speaking to the report, Ms Dallinger noted the new format and also focussed on the main points in the report which included:

- moving forward with the Worker Participation procedures approved by the Leadership Team;
- HDC, together with six other participating MWLASS Councils, agreeing to participate in a health and safety gap analysis. A recommendation had been received back and this was currently being worked through. The outcome would be reported back to the MWLASS Board of Directors in February and there would be feedback to the FARS meeting on 23 February.

Ms Dallinger then responded to queries in relation to threatening behaviour, how often that occurred and what that constituted; who elected members should report to should they experience threatening behaviour; and the MWLASS exercise being undertaken.

MOVED by Mayor Feyen, seconded Cr Wanden:

*THAT Report 19/3 Health & Safety - Quarterly Report be received.*

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

**CARRIED**

## 7.2 Six Month Report 1 July - 31 December 2018

### Purpose

To present to the Finance, Audit & Risk Subcommittee the financial report for the Six months to 31 December 2018.

Speaking to the report, Mr Law noted particularly the issue of Council being under in terms of its income, which had created a deficit instead of a budgeted surplus, providing an explanation for that circumstance.

The fact that Capital Expenditure was lower than budget was raised and it was noted that was not an unusual situation and had occurred for a number of years. It was something that had been identified by Standard & Poors as one of its perceived risks. It was queried if there was any intention for Council to cut back on the budget for capital expenditure to reflect reality.

Mr Clapperton explained that Council would seldom spend 100% of its annual Capital Expenditure budget; if it was spending 85% of the total capital budget it would be doing quite well. However, Council was currently at about 70%, this was due to key projects that had not happened such as the Foxton Wastewater Treatment Plant upgrade which had not gone ahead because the new consent had not been granted.

Also commenting on this and directing attention to the items in the report that covered this matter, Mr Jones suggested how this could be recorded to better reflect the reality. He also noted that it was about having the conversation and Elected Members, who approved the budget, could instruct the CE in terms of getting this addressed.

Also raised and discussed:

- rates debtors and how the percentage shown compared with last year;
- the make-up of the \$525k for Growth Response projects; and also where any anticipated savings might be coming from;
- the increase in cost for the new recycling contract;
- the rise in the amount for Economic Development, with it explained the figures came out of the LTP which was a decision of Council;
- the non-achievement of the CRM performance measure for responses relating to roads and footpaths, with it noted the measure was set by Council and any amendment would need to be done through the LTP;
- why the water use for Shannon and Mangaore seemed to be so high comparatively;
- the effect on water usage when it came to water being trucked out to Waitarere Beach, with it explained that any water sourced in Levin was charged back to the carrier and then became part of the income stream for the Water Supply activity;
- referencing the Statement of Sundry Debtors, how doubtful debts should be treated and whether or not debtors should be named. One view expressed was that this was an operational matter and Elected Members only needed to know that work was being done to reduce the debtor numbers. The Chair suggested that separating out water and trade waste debtors could enhance the report and also active repayment and recovery as a \$ amount. He requested the CE to think about how to report to elected members on which debts were difficult to collect and why.

Commenting on the end of year projected surplus of \$421k as opposed to that of the Annual Plan of \$1.643m, the Chair queried what would be the consequence for Council's balance sheet and how was the difference going to be funded and what

cash impact that may have. He requested that Mr Law respond to that for the next meeting.

MOVED by Cr Tukapua, seconded Cr Brannigan:

*THAT Report 18/711 Six Month Report 1 July - 31 December 2018 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 Treasury Report**

#### **Purpose**

To present to the Finance, Audit & Risk Subcommittee the Bancorp Treasury Report for the December 2018 quarter.

Mr Law reiterated the main points that were highlighted in the report.

The good job done in terms of Council's cost of funds remaining noticeably lower than the large majority of its peers in the local government sector was acknowledged.

MOVED by Mr Jones, seconded Deputy Mayor Bishop:

*THAT Report 19/4 Treasury Report be received, noting the correction of the previous technical breach of the Borrowing Management Policy.*

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

**CARRIED**

5.00 pm

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

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

**DATE:**.....

**CHAIRPERSON:**.....



# Notices of Motion

File No.: 19/31

## 1. Purpose

In accordance with Standing Order 26, the Chief Executive has received Notices of Motion (NoM) from Mayor Feyen, seconded by Cr Campbell, with the request that they be placed on the agenda for the 13 February 2019 Council meeting.

The purpose of this report is to provide Mayor Feyen and Cr Campbell the opportunity to speak to these Notices of Motion and for Council to consider appropriate courses of action.

## 2. Recommendation

- 2.1 That Report 19/31 Notices of Motion 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 following Notices of Motion are considered by Council:
  - (i) The Council resolves to support a remit to LGNZ requesting a law change under Section 41 of the Local Government Act 1982 specifically concerning Deputy Mayorality selections. Note: The Remit will allow Mayors to choose their own Deputies. LGNZ has indicated their support for this remit. In addition, the remit will be circulated to the other District Councils in New Zealand for six Councils to support this Motion.
  - (ii) That Council resolves to support and implement the Government's proposed changes to strengthen the Protected Disclosures Act or "Whistleblowers Act". *Preamble:* A review of the Protected Disclosures Act conducted in 2018 will be announced in early 2019. The Government's five proposed changes are to:
    - a. Address the areas of confusion in the current Act.
    - b. Make sure organisations have good processes in place.
    - c. Make it easier for people to report wrongdoing (including bullying and abuse).
    - d. Create a single port of call for advice on when and how to use the Act.
    - e. Introduce new reporting obligations for all organisations.
  - (iii) That Council resolves to make an immediate submission to Horizons Regional Council to make it illegal to burn any form of plastic anywhere within the Horowhenua District. The ban will not apply to consented businesses such as plastics recycling and disposal operations.

## 3. Background/Previous Council Decisions

The NoM's were initially received by the Chief Executive's office on Monday 4 February. The original NoM's are attached to this covering report for completeness. On receipt of the NoM's the Chief Executive provided some written advice to the Mayor largely on the basis that the NoM's as drafted were poorly worded, ambiguous and in part procedurally incorrect.

On Thursday 6 February the Mayor provided a response to the concerns raised by the Chief Executive and a re-drafted suite of NoM's. After further advice to the Mayor by way of email on Thursday 7 February the Mayor instructed the Chief Executive to include the re-drafted NoM's on the agenda.

## 4. Issues for Consideration

- Remit regarding process for appointing a Deputy Mayor

Standing Order 26.7 states 'when a motion has been considered and rejected by the local authority or a committee, no similar notice of motion, in the opinion of the chairperson, may be accepted within the next twelve months, unless signed by not less than one third of all members, including vacancies'. A similar notice of motion was considered and rejected by Council's Strategy Committee on the 4<sup>th</sup> April 2018. Procedurally this proposed NoM cannot be considered by Council at this point in time in the absence of the appropriate signatories thereto.

- Support for Protected Disclosures Act amendments

The consultation process for the proposed changes to the Protected Disclosures Act closed on 9 December 2018 and the draft Bill is to progress through Parliament early this year. Once enacted HDC will (like any other organisation) be required to not only support but give effect to this legislation. In the opinion of the Chief Executive this NoM is not necessary.

- Submission to Horizons Regional Council regarding the burning of plastics

It should be noted that the Horizons Regional Council webpage about air emissions is comprehensive and makes it very clear that the burning of certain materials (rubber, PVC, plastic, waste, oil painted timber and agricultural waste) are prohibited:  
<http://www.horizons.govt.nz/managing-natural-resources/air>.

Chapter 7 of the One Plan sets out the rules, including backyard burning, rubbish fires, spray drift and odour in rural areas. <http://www.horizons.govt.nz/publications-feedback/one-plan/part-1-regional-policy-statement/chapter-7>

At the time of writing this report officers were checking with the Regional Council about enforcement options and process and should therefore be in a position to provide further advice at the meeting. It may well be that the best course of action will be a submission to the Horizon Regional Council Annual Plan process (advocating for stronger enforcement) which will be available for public consultation in the near future.

## Attachments

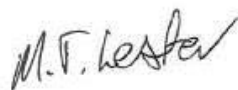

No.	Title	Page
A	Information for NOMs - 8 February 2019	49

### Confirmation of statutory compliance

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

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

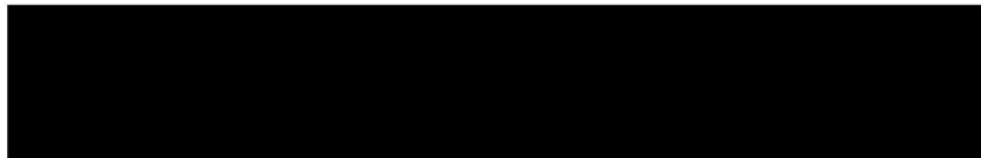
## Signatories

Author(s)	Mark Lester <b>Group Manager - Corporate Services</b>	
Approved by	David Clapperton <b>Chief Executive</b>	



**NOTICES OF MOTION submitted 4<sup>th</sup> February 2019  
for 13<sup>th</sup> February 2019 HDC public meeting.**

As per Standing Orders 26.1, I request that the following Notices of Motion be included in the next Horowhenua District Council Ordinary Council meeting Agenda for 13<sup>th</sup> February 2019.



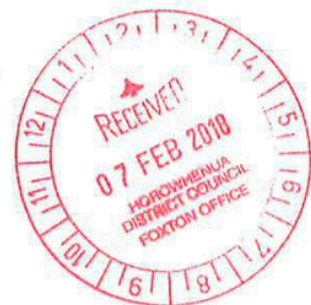
2. THAT Council resolves to support a Remit to LGNZ requesting a law change under Section 41 of the Local Government Act 1982 specifically concerning Deputy Mayoralty selections. Note: The Remit will allow Mayors to choose their own Deputies. LGNZ has indicated their support for this remit. In addition, the remit will be circulated to other District Councils in New Zealand for six Councils to support this Motion.
3. THAT Council resolves to support and implement the Government's proposed changes to strengthen the Protected Disclosures Act or "Whistleblowers Act." *Preamble: A review of the Protected Disclosures Act conducted in 2018 will be announced in early 2019. The Government's five proposed changes are to:*
  - a. Address the areas of confusion in the current Act.
  - b. Make sure organisations have good processes in place.
  - c. Make it easier for people to report wrongdoing (including bullying and abuse).
  - d. Create a single port of call for advice on when and how to use the Act.
  - e. Introduce new reporting obligations for all organisations.
4. THAT Council resolves to make an immediate submission to Horizons Regional Council to make it illegal to burn any form of plastic anywhere within the Horowhenua District. The ban will not apply to consented businesses such as plastics recycling and disposal operations.

Michael Feyen  
Mayor  
Horowhenua District Council

Councillor Ross Campbell

4<sup>th</sup> February 2019

Handwritten signatures of Michael Feyen and Ross Campbell.





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## Strategy Committee

### OPEN MINUTES

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Minutes of a meeting of the Horowhenua District Council Strategy Committee held in the Council Chambers, 126-148 Oxford St, Levin, on Wednesday 4 April 2018 at 4.00 pm.

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#### PRESENT

<b>Mayor</b>	Mayor M Feyen	
<b>Deputy Chairperson</b>	Cr V M Kaye-Simmons	(to 6.25 pm)
<b>Councillors</b>	Deputy Mayor W E R Bishop	
	Cr R J Brannigan	
	Cr R H Campbell	
	Cr N G Gimblett	
	Cr B F Judd	
	Cr J F G Mason	
	Cr C B Mitchell	
	Cr P Tukapua	
	Cr B P Wanden	

#### IN ATTENDANCE

<b>Reporting Officer</b>	Mr D M Clapperton	(Chief Executive)
	Mr D Law	(Chief Financial Officer)
	Mr G Saily	(Group Manager – Infrastructure Services)
	Mr M J Lester	(Group Manager – Corporate Services)
	Mr D McCorkindale	(Group Manager – Strategy & Development)
	Mrs N Brady	(Group Manager – Customer & Regulatory Services)
	Ms S Grant	(Group Manager – Community Services)
	Mr D Haigh	(Growth Response Manager)
	Mr I McLachlan	(Risk Management Lead)
<b>Meeting Secretary</b>	Mrs K J Corkill	

#### ALSO IN ATTENDANCE

Mr R Fowler, QC (Barrister)

#### PUBLIC IN ATTENDANCE

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

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Strategy Committee  
04 April 2018



**1 Apologies**

There were no apologies.

**2 Public Participation**

None requested.

**3 Late Items**

Whilst not specifically a late item, Mr Clapperton tabled the Draft Policy Statement on Land Transport and this was noted for the record.

**4 Declaration of Interest**

Mr Clapperton advised that as the In Committee Item was in relation to the Chief Executive Recruitment Process he would be withdrawing from the meeting at that juncture.

**5 Confirmation of Minutes – 28 February 2018**

MOVED by Cr Campbell, seconded Cr Mason:

*THAT the minutes of the meeting of the Strategy Committee held on Wednesday, 28 February 2018, be confirmed as a true and correct record.*

**CARRIED**

**6 Announcements**

There were no announcements.

**7 Executive**

**7.1 LGNZ Remit Application - Process for appointing the Deputy Mayor**

**Purpose**

To canvas the Committee as to its support for the attached Remit Application to the Local Government New Zealand (LGNZ) 2018 Annual General Meeting.

MOVED by Cr Campbell, seconded Cr Brannigan:

*THAT Report 18/172 LGNZ Remit Application - Process for appointing the Deputy Mayor be received.*

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

**CARRIED**

Mayor Feyen moved the recommendation seeking the Strategy Committee's endorsement of a remit application to LGNZ to clear up what he saw as a very confusing section of the Local Government Act. He stressed it was not about changing the current Deputy Mayor for this current term but he was looking to clear up a mixed message from the legislation (LGA, s41A) as it was now worded. He cited what had occurred in the past with the previous Mayor having appointed his Deputy, and as a new Mayor he would have liked the ability to choose as his deputy someone with whom he had an existing relationship.

Other Mayors with whom he had discussed this also felt it was confusing and he

Strategy Committee  
04 April 2018



believed it should be cleared up by a higher power (Central Government) rather than relying on advice from one legal firm.

The following was raised in discussion:

- it would be helpful to have a definitive response and to have any ambiguity in the legislation removed;
- there had been legal advice that the legislation was quite clear and should not be used in a circular way; however it was also noted that legal advice from a different law firm may have been to the contrary;
- the Minister of Local Government had said there was not a problem;
- this was not, in fact, a grey area, the legislation was quite clear and had operated as intended;
- the role of Deputy Mayor was important and the incumbent needed to be palatable to the Council as a whole, not just the Mayor;
- the legislation had been put in place by Government to allow a democratic decision to be made, which is what had occurred.

MOVED by Mayor Feyen, seconded Cr Campbell:

*THAT the Strategy Committee endorses the attached draft LGNZ Remit Application – Process for appointing the Deputy Mayor for submission to LGNZ as per their Remit Policy.*

A division was called for, voting on which was as follows:

**For:**

Mayor: Michael Feyen  
Councillors: Ross Campbell  
Neville Gimblett

**Against:**

Deputy Mayor: Wayne Bishop  
Councillors: Ross Brannigan  
Barry Judd  
Victoria Kaye-Simmons  
Joanna Mason  
Christine Mitchell  
Piri-Hira Tukapua  
Bernard Wanden

The division was declared LOST by 3 votes to 8.

**7.2 LGNZ Remit Application - Review of Māori Representation - Local Electoral Act 2001**

**Purpose**

The purpose of this report is to canvas the Committee as to its support for the attached Remit Application to the Local Government New Zealand (LGNZ) 2018 Annual General Meeting.

MOVED by Cr Tukapua, seconded Cr Brannigan:

*THAT Report 18/174 LGNZ Remit Application - Review of Māori Representation - Local Electoral Act 2001 be received.*

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

**CARRIED**

Speaking to this report, Cr Tukapua requested that recommendation 2.4 be addressed first as it was straightforward and was seeking support for the removal of the poll for Māori wards and constituencies as set out in the letter provided.

With only Cr Campbell expressing his opposition to the recommendation, it was:

# Monitoring Report to 13 February 2019

File No.: 18/700

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 18/700 Monitoring Report to 13 February 2019 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	54

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	David Clapperton Chief Executive	
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Approved by	David Clapperton Chief Executive	
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**MONITORING REPORT**  
**HOROWHENUA DISTRICT COUNCIL**

Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
17/534	27 November 2017	Provisional Local Alcohol Policy – Appeals	<i>THAT Council resolves that the Hearings Committee of Council be directed to act on behalf of Council on this matter as may be required following notification by the Licensing Authority.</i>	V Miller			Currently pursuing a negotiated out-of-court solution with appellants. Awaiting result of these efforts through ARLA processes.
18/171	18 April 2018	CE's Report to 18 April 2018 – Electric Vehicle Charging Stations	<i>THAT the Chief Executive be requested to investigate a commercial rental or other revenue source from the placement of Electric Vehicle charging stations on Council-owned land.</i>	D McCorkindale			Negotiations have commenced with the intended provider for Electric Vehicle charging stations in Foxton and Shannon on receiving a commercial return on these sites in Council land. Officers have received some initial push-back and are awaiting the formal response from the provider to the proposed terms of the lease.
18/582	10 October 2018	Notice of Motion – Local Government Commission Possible Boundary	<i>THAT following an approach to the Palmerston North City Council by a group of</i>	D Clapperton			The Local Government Commission briefed Council on the process for considering the Boundary

<b>MONITORING REPORT</b> <b>HOROWHENUA DISTRICT COUNCIL</b>							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
		Change	<i>residents from Tokomaru and Opiki, the Horowhenua District Council resolves to fully participate in any proposed Horowhenua District boundary change which may be considered by the Local Government Commission and in doing so Horowhenua District Council will ensure open dialogue with neighbouring local authorities.</i>				<p>Change Application, on Wednesday 27 February. The application will proceed under the 'Structure and Reorganisation' process within Schedule Three of the Local Government Act. This will provide an opportunity for the community to participate in considering the best option that best promotes good local government.</p> <p>The next step for the Local Government Commission is public notification and a call for alternative applications.</p>
18/575	10 October 2018	Options for Potential Disposal – Court House Museum	<i>THAT Council resolves not to retain the Court House Museum as per the original Officer recommendation. THAT Horowhenua District Council disposes</i>	A Nelson		Complete	A proposal was put in front of Council in respect of this matter on 10 <sup>th</sup> October 2018. A resolution to dispose of the facility via an EOI that preserves its culture and

**MONITORING REPORT**

**HOROWHENUA DISTRICT COUNCIL**

Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>of the Foxton Court House Museum using an Expression of Interest process that requires proponents to complete seismic strengthening whilst preserving the heritage and character of the building.</i></p> <p><i>THAT the Chief Executive be delegated the authority to execute the disposal of Foxton Court House Museum.</i></p>				<p>heritage has been completed and officers are awaiting feedback.</p> <p>A draft EOI has been produced Officers are currently undertaking due diligence and researching any encumbrances upon the title.</p>
18/640	21 November 2018	Proceedings of the Strategy Committee - 7 November 2018	<p><i>THAT as recommended by the Strategy Committee:</i></p> <p><i>(i) Council officers be instructed to keep a watching brief on developments at a national level as they relate to the funding of infrastructure and that of Local Government services in general.</i></p> <p><i>(ii) Investigations and</i></p>	D Clapperton		Ongoing	<p>The Productivity Commission published an issues paper for their inquiry into local government funding and financing.</p> <p>The issues paper describes local government in New Zealand and how funding and financing currently works. It asks questions about current pressure</p>



<b>MONITORING REPORT</b> <b>HOROWHENUA DISTRICT COUNCIL</b>							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>analysis continue so to ensure that Council is ready to consider the introduction of new policy tools if considered appropriate as part of the 2021-2041 LTP or earlier if Government legislation changes.</i>				<p>points and ways that councils can manage cost pressures. It then seeks views on options for future funding and financing tools. The issues paper can be found <a href="#">here</a> .</p> <p>Submissions closed 15 February 2019 with a draft report expected in June 2019. A final report to Government is due 30 November 2019.</p> <p>SOLGM lodged its submission to the Inquiry making 32 recommendations for the Commission to consider over a wide range of issues.</p> <p>The SOLGM submission can be found <a href="#">here</a>.</p> <p>LGNZ also made a</p>

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>(iii) the Horowhenua District Council utilises an Exceptions Annual Plan process to (where necessary) refine or modify the 2019/20 work programme and associated budgets established by the 2018-2038 LTP.</i>			Complete	<p>Exceptions Annual Plan process underway.</p> <p>Engagement Document adopted by Council Wednesday 27 February 2019. submission which can be found <a href="#">here</a>.</p> <p>Exceptions Annual Plan process underway.</p> <p>Engagement Document adopted by Council Wednesday 27 February 2019.</p>
18/484	21 November 2018	Review of Draft Shannon Reserves Management Plan	<i>THAT the Horowhenua District Council approves the Draft Shannon Reserves Management Plan for further public consultation.</i>	A Nelson		Complete	The draft Shannon Reserves Management plan was signed off for further consultation in the Council meeting of 21 November 2018.

<b>MONITORING REPORT</b>							
<b>HOROWHENUA DISTRICT COUNCIL</b>							
<b>Item No.</b>	<b>Meeting Date</b>	<b>Item Description</b>	<b>Resolved / Action</b>	<b>Responsible Officer</b>	<b>Date to Action by</b>	<b>Date Completed</b>	<b>Officer Comment</b>
				25 February 2019			The draft plan is currently out for consultation. Consultation period closes on 01/03/2019



# Chief Executive's Report to 13 February 2019

File No.: 18/701

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 18/701 Chief Executive's Report to 13 February 2019 be received.
- 2.2 That these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That Council authorises Mayor Feyen and Councillors Wanden and Gimblett to attend the Local Government New Zealand Conference to be held in Wellington in July 2019.
- 2.4 That Council nominates Councillors Wanden and Gimblett as the alternatives to exercise Council's voting rights, should the Mayor not be in attendance at the Annual General Meeting of Local Government New Zealand in July 2019.

## 3. Chief Executive Updates

### 3.1 Tu Te Manawa Whare at Te Maire Park

Horowhenua District Council has supported Ngāti Whakātere to erect an information kiosk (whare) at Te Maire Park in Shannon. The whare is part of the Tu Te Manawa Project within the Manawatū River Leaders Accord. The whare at Te Marie Park is one of eight located at different points within the Manawatū River catchment. The whare are located at historic points within the catchment and tell the stories of the cultural and historical importance of each site. The whare at Te Marie Park provides seating and shelter, and will also contain information panels about the historical, cultural, biodiversity and environmental significance of this part of the catchment. The aim of the whare is to generate community interest in the Manawatū River catchment, and enhance Iwi involvement in the river's restoration. The whare was built in December 2018, and is located at the northern end of Te Maire Park.

### 3.2 Coronation Hall / MAVtech Update

In May 2018, Council deliberated on key matters addressed in its Consultation Document for the 2018-2038 Long Term Plan. One of the consultation topics asked whether Council should retain the Memorial Halls in Foxton, Shannon and Levin, and the Courthouse Museum and Foxton Coronation Hall as Council Property. In relation to Coronation Hall, Council resolved to not retain Coronation Hall; with no action being taken until a feasibility study on the future use of the facility is presented to Council.

Coronation Hall currently houses the National Museum of Audio Visual Arts and Technology (MAVtech). Workshop E has been engaged to work with MAVtech to develop a concept plan and design for future opportunities at Coronation Hall, including development of the overall MAVtech experience. An initial concept plan and design has been put together which considers: reframing MAVtech as a unique and significant destination attraction; reconfiguring Coronation Hall to become a multiuse space for the community; opportunities that may be developed alongside the museum display such as a Cinema, live performance area and a dining area; and, other commercial aspects such as venue hire, sound recording facilities and catering. The next phase will be to undertake a feasibility study for the concept design, and a provider for this feasibility study is currently being sought.

The work undertaken to date is steering this unique and wonderful collection, and building, in the right direction and that there are a range of exciting viable future propositions to be explored.

### 3.3 Feedback on NZ Fly in Team Concept Document

Horowhenua District Council (HDC) has provided feedback to the Ministry of Civil Defence and Emergency Management (MCDEM) on their New Zealand Fly In Team (NZ-FIT) Concept document. The document proposes the establishment of a suitably qualified and experienced pool of Emergency Managers from a number of agencies, including local government, for rapid deployment in emergency response and recovery situations. The purpose of the NZ –FIT teams is to support and mentor CDEM Groups and Territorial Authorities to manage emergencies and ensure that the affected community's needs are recognised and consistently supported in an emergency, wherever and whenever it happens. The concept of a NZ-FIT is one of the recommendations arising out of the Technical Advisory Group review of responses to national disasters and other emergencies which was commissioned in May 2017, and is due to be operational by August 2019.

The NZ-FIT concept proposes that members of the FIT would include suitably qualified local government staff. Councils who employ staff selected for the NZ-FIT would be required to release staff for deployments for up to 14-days, with four hours' notice to mobilise, for a rotational cycle of three years. It is proposed that the employing agency would continue to pay NZ-FIT members their normal salary while on deployment.

In December 2018, CDEM Groups and local territorial authorities were invited to provide feedback on the NZ-FIT Concept Document. The feedback from HDC indicated overall support for the NZ-FIT concept, whilst identifying a number of challenges related to the deployment of local government staff for MCDEM's consideration. Specifically, the feedback highlighted the challenge of releasing senior staff members at short notice for an extended period. This concern would be exemplified in cases where the Horowhenua District was impacted by an emergency event and was managing its own CDEM response. HDC's feedback emphasised the need to resolve the conflict between NZ-FIT requirements, and a members obligations to their home area. Feedback also suggested that MCDEM cap the number of hours that the employing agency funds, after which time MCDEM would fund additional hours worked.

HDC's feedback also acknowledged the positive opportunities proposed by the NZ-FIT concept including increased response capacity and increased community support. Additionally FIT members would benefit from increased capability development which would be utilised by the home agency.

### 3.4 Update on the Sale of Civic Assurance House

On 30 August 2017, Council resolved to vote in favour of Civic Financial Services selling Civic Assurance House. **Attached** is an update on the progress of the proposed sale.

### 3.5 Horowhenua 2040 Community Conversation

Horowhenua 2040 community conversation closed on 18 January 2019. During October 2018 to January 2019, 1,594 people provided input and over 3,000 people were reached.

Community conversation on Horowhenua 2040 launched with two pop up events. The first pop up event took place in Foxton (September 2018) alongside the Foxton Main Street Blessing. The second pop up event was in Levin as a stall at the Age On The Go Expo (October 2018). Approximatley 1,300 people were present across both events. Attendees

engaged in working together to create a H2040 artwork and shared thoughts and ideas about Horowhenua now, and in the future, while creating a lego neighbourhood.

In November 2018 online engagement opened on Council's website, this included the ability to add and contribute to an online thread discussion, as well as completion of an online form. 45 online forms were received and 5 thread discussions.

A facebook campaign was launched to share data gathered through Horowhenua 2040. 7 polls were shared between 28 October and 3 December 2018 for community participation. 1,326 poll entries were received. On average each poll reached 1,429 people.

Two pilots were undertaken in collaboration with young people from Levin East School and Koputaroa School. Students of varying ages (5-12) were asked to contribute their ideas to Horowhenua 2040. 180 students shared their ideas through workshops, submission of forms, idea brainstorming and creative artworks.

Feedback will be used in the Horowhenua 2040 strategy development. The strategy is proposed to go to Council in the second quarter of 2019.

### 3.7 **Project Lift**

In November and December 2018, two workshops were completed to revisit the seven project areas identified within the Quality Care and Lifestyle for Older People Master Plan.

Workshop participants from the Older Persons Network identified policy, service and product ideas within the project areas. Over 200 ideas are currently being assessed against the Provincial Growth Fund criteria to determine what shape a revised application to the provincial growth fund may take.

### 3.8 **New Zealand Drinking Water Standards (2005) – Revised 2018 – Impact for HDC**

As a result of the Havelock North Enquiry some changes have been made to the testing requirements under the New Zealand Drinking Water Standards. The objective of the changes is to alert drinking water suppliers at an earlier stage when a contamination incident has occurred so that actions can be initiated to reduce the impact of any contamination on the community served by the particular water supply system.

Under the former standard water samples from the treatment plant and reticulation system were required to be tested for the presence or absence of e-coli to demonstrate compliance. Where a positive test result was obtained a further confirmatory test was required before actions were taken to eliminate the contamination.

The new standards, effective from 1 March 2019, require that testing be expanded so that each sample is analysed for total coliforms and enumeration of e-coli. The impact on HDC will simply be one of cost as additional laboratory analyses will be required. Although not quantified it is expected that the additional cost to HDC will not exceed \$1,000 p.a. and can be easily accommodated within existing operational budgets. HDC has already incorporated the changes into its drinking water sampling and testing programme, well before the required date of 1 March 2019.

### 3.9 **Shannon Wastewater Trial**

The Shannon Wastewater Working Party has agreed to discontinue the irrigation of wastewater on a trial basis due to damage being caused to the soil structure through the continued irrigation. The objective of the trial had been to determine if additional irrigation could be applied to certain areas within the site in order to reduce the overall discharge to the Manawatū River. After 2.5 years the findings of the trial can be summarised as:

- The increase in irrigation area using zones C to F has provided some benefit with the use of zone C, but Zones D to F provide no benefit in terms of reducing the wastewater flows to the Manawatū River.
- Part B of the trial looked at applying higher application rates on specific plots to compare to standard application rates used across the site. The higher application rates must be stopped due to significant damage to the soil and it is considered irresponsible to continue.

As required under the discharge consent, a letter has been forwarded to Horizons advising that the trial is being discontinued.

Irrigation Zones C to F can continue to be utilised for the duration of the consent in accordance with consent conditions and will have less than minor environmental effects. Therefore the trial can be discontinued. Monitoring that is occurring is sufficient to detect if there are any environmental effects arising from the ongoing irrigation of Zones C to F. The demonstrable effects from the trial involving increased irrigation to the trial area included ponding, plant and soil deterioration, and significant weed growth. These effects are considered to be of such significance that the trial has been discontinued.

### 3.10 Local Government New Zealand AGM – Delegates

The 2019 Local Government New Zealand (LGNZ) Conference is being held in Wellington from 7-9 July 2019.

As Horowhenua District Council is a member of Local Government New Zealand, it is entitled to representation at the 32<sup>nd</sup> Local Government New Zealand Annual General meeting (AGM) which is held in conjunction with the conference.

Horowhenua District Council is entitled to three votes at the AGM. The voting entitlement of each member authority is determined by that authority's subscription level.

Mayor Feyen is the presiding delegate responsible for voting on behalf of Horowhenua District Council at the AGM.

Horowhenua District Council delegates are selected on a rotational basis to ensure most or all Councillors are able to attend a LGNZ Conference during their time as an elected member.

Approval is sought for the Mayor and Crs Wanden and Gimblett to attend the Conference and for Crs Wanden and Gimblett to be listed as alternate delegates who can vote on behalf of Horowhenua District Council at the AGM in case the presiding delegate is not able to attend.

### 3.11 Long Term Plan 2018/2038 Monitoring Report

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

## Attachments

No.	Title	Page
A	Civic Financial Services Ltd - Update of Sale of Civic Assurance House - Ian Brown - 16 January 2019	68
B	Long Term Plan 2018/2038 Monitoring Report - February 2019	77



**Confirmation of statutory compliance**

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

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

**Signatories**

Author(s)	David Clapperton <b>Chief Executive</b>	
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Approved by	David Clapperton <b>Chief Executive</b>	
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David Clapperton  
Horowhenua District Council  
Chief Executive  
Private Bag 4002  
LEVIN 5540

14 January 2018

Dear David

### Update of Sale of Civic Assurance House

This letter is to provide you with an update on the progress that is being made on the proposed sale of Civic Assurance House.

#### Background

At the Special General Meeting held on 5 October 2017 there was overwhelming support from our shareholders to sell Civic Assurance House. At that time, we advised shareholders that the building had an earthquake rating of 50% NBS. Following the Special General Meeting, as part of the sale process it was decided to have the seismic assessment of the building reviewed. This review identified that if strengthening work was not carried out on the south and west boundary walls the earthquake rating for the building would be less than 50% NBS. Having taken professional advice, your Board decided to complete the strengthening work to ensure an NBS rating of at least 50% was confirmed before taking the building to market.

#### Progress of strengthening work

This strengthening work on the south and west boundary walls is well under way and is scheduled to be completed by 31 March 2019. It would have been completed earlier but we had to dovetail the strengthening work alongside some asbestos related work that was required to be completed within the affected south and west boundary walls.

#### We will now achieve a 70% NBS rating for the building

Civic Assurance House is a ten-storey building at the north end of Lambton Quay in the Wellington CBD. The main entrance of the building is on Lambton Quay with another smaller entrance on level three which provides access to and from The Terrace. As such the building is joined to The Terrace footpath along its level three west boundary wall.

The engineers who are overseeing the project have confirmed that the strengthening work to the non-structural south and west boundary will achieve an NBS rating of at least 50%. In addition to this they have confirmed that if we make a cut where the building joins the footpath on level three along The Terrace, i.e. detach the western side of the building from The Terrace footpath the building will achieve an NBS rating of 70%.

Having again taken professional advice your Board decided to complete this additional work prior to taking the building to market. This additional work will also be completed by 31 March 2019 at which time the building will be put on the market with an NBS rating of 70% rather than the lower 50%.

#### **Payment of Special Dividend**

As communicated to you in the Statement of Intent in April of last year, if a satisfactory price for the building can be obtained the proceeds net of selling costs will be distributed to shareholders via a special dividend. It is felt that having undertaken the necessary work to ensure an earthquake rating of 70% for the building will result in increased buyer interest when the property is placed on the market.

#### **Timeline of the sale process**

We have been advised, and we agree the best time to take the property to market is after the strengthening work is complete and we are delivering a complete package with an NBS rating of 70%. Therefore, this will commence as soon after 31 March 2019 as can be arranged. Following through a sales and marketing campaign, and then negotiation and settlement period we expect we could be paying out the special dividend to our shareholders sometime during the third quarter of 2019.

Your sincerely



**Ian Brown**  
Chief Executive  
ian.brown@civicfs.co.nz

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
<b>Management Overview</b>	6	<i>THAT Council accepts Management advice on Topic 7: Avenue Road Cemetery Upgrade identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	A Nelson	June 2019		Completed the installation of 168 new plots. Detailed design for remaining area and physical works still to be completed.
	7	<i>THAT Council accepts Management advice on Topic 8: Waikawa Beach Pedestrian Bridge identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	A Nelson	June 2018		Initial strengthening works complete.
	10	<i>THAT Council accepts Management advice on Topic 13: Solway Park Pump Track identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	A Nelson	Jan 2019		Program is nearing completion with initial track laid out and tarmac work in progress.
	11	<i>THAT Council accepts Management advice on Topic 14: Christmas Decorations: Santa Status Refurbishment identified by Management since adoption of the Long Term Plan 2018-2038 Consultation Document and Supporting Information.</i>	L Winiata	Dec 2018		Santa statue was refurbished and installed prior to Christmas 2018.
<b>Finance</b>	12	<i>THAT Council explore during the 2018/19 financial year different options including development contributions for funding infrastructure growth as part of the 2019/20 Annual Plan process.</i>	D Law	30/06 /2019		This will occur as a project with the next Amended LTP/Annual Plan process
	14	<i>THAT a Targeted Rate is used to fund the cost of Shared Pathway projects and maintenance and that</i>	D Law	30/06		There was no rate to set as the expenditure was capital in nature.

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
		<i>this rate is assessed as a fixed charge of a uniform amount on the basis of the number of SUIPs of each rating unit within the district AND FURTHER THAT the fund will form part of the roading budget subject to meeting legislative requirements.</i>		/2019		This rate will be included in the revenue and Financing Policy as part of the overall review and amendment to occur this financial year
Water Sustainability	16	<i>THAT Council implements demand management, hydraulic modelling, condition assessment and leak detection projects in the first three years of the Long Term Plan 2018-2038 and that Council be provided with quarterly reports of progress on the projects.</i>	S vd Walt	Jun 2019		3Waters re-modelling is being done with latest growth in all towns. CCTV inspections are on-going. Projects for 2019/2020 have been identified. PRV's installation and meters replacement programme are on-going.
	17	<i>THAT Council establishes the Horowhenua Water Working Party to investigate the option of a more sustainable raw water source/storage/dam as part of the feasibility study of new water supply schemes.</i>	R Green	Mar 2019		Terms of Reference is being prepared.
	18	<i>THAT Council undertakes feasibility studies in the first three years of the Long Term Plan 2018-2038 for water supply and wastewater services in Ōhau. The feasibility studies will cover (amongst other things) affordability, and technical and environmental issues.</i>	R Green	Mar 2019		Consultant was appointed for feasibility study.
Suppl	19	<i>THAT Council undertakes feasibility studies in the first three years of the Long Term Plan 2018-2038 for</i>	R Green	Mar 2019		Consultant was appointed for feasibility study.

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
		<i>water supply in Waitāreere Beach. The feasibility study will cover (amongst other things) affordability, and technical and environmental issues.</i>				
	20	<i>THAT Council defers the decision to undertake a feasibility study for water supply and wastewater services in Manakau until year 4 of the Long Term Plan 2018-2038.</i>	S vd Walt			Next round of LTP
<b>Community Support</b>	22	<i>THAT Council provides funding to the value of \$3,500.00 per year for the first three years of the 2018-2038 Long Term Plan to enable the provision of security cameras at Waitareere Beach.</i>	S Hutcheson	Sept 2018		Completed
	23	<i>THAT Council provides funding to the value of \$5,000.00 per year for the first three years of the 2018-2038 Long Term Plan to support the delivery of services provided by Horowhenua Neighborhood Support.</i>	S Hutcheson	Sept 2018		Contract signed and first annual payment made
	24	<i>THAT Council provides funding to the value of \$5,000 per year for the first three years of the 2018-2038 Long Term Plan to support the delivery of services provided by Levin Crime Prevention Camera Trust.</i>	S Hutcheson	Sept 2018		Complete
	25	<i>THAT Council provides funding to the value of \$5,000 per year for the first three years of the 2018-2038 Long Term Plan to support the delivery of services provided by Levin Community Patrol.</i>	S Hutcheson	Sept 2018		Contract signed and first annual payment made

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
<b>Community Facilities and Services</b>	26	<i>THAT Council allocates \$15,000 in year 2 of the Long Term Plan 2018-2038 to complete a feasibility study for a Shannon Community Centre, including as a first step an investigation of community demand to assess the need for, and anticipated use of a community centre in Shannon.</i>	H Warren	Yr2		Not yet started. This is programmed for year 2 of the Long Term Plan 2018-2038.
	27	<i>THAT Council undertakes further engagement with the Shannon community as part of the feasibility study, including with local Iwi and Hapu, to fully understand their needs and aspirations regarding the development of a Community Centre in Shannon.</i>	H Warren	Yr2		Not yet started. This is programmed for year 2 of the Long Term Plan 2018-2038.
<b>Challenge 1: Property</b>	28	<i>THAT in considering its decision in relation to Challenge 1: Property of the 2018-2038 Draft Long Term Plan, Council takes into account submissions made to this topic which suggest that Shannon Memorial Hall could be retained to be used as Shannon's Community Centre pending the outcome of the feasibility study.</i>	H Warren	Yr2		Not yet started. This will be considered following the feasibility study which is programmed for year 2 of the Long Term Plan 2018-2038.
	29	<i>THAT Council provides support to rural schools, particularly Opiki and Tokomaru Schools, towards swimming programmes, or for the maintenance and enhancement of the school pool facilities.</i>	V Geldenhuys	Oct 2018		Discussions with both schools underway regarding swimming programmes and maintenance needs. This includes support with pool maintenance requirements identified in the audit completed at the end of 2017/18.
	32	<i>THAT the decision to retain/or not retain the</i>	A Nelson	Jan		Report was provided to who resolved

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
		<i>Courthouse Museum in Foxton be deferred until 30 September 2018 pending a report to Council that identifies the means of retaining the heritage and character of the building through a sale or transfer process.</i>		2019		to dispose of the building via na expressions of Interest document. The EOI has been completed and is scheduled for issue in March 2019
	33	<i>THAT Council does not retain the Foxton Memorial Hall in the final Long Term Plan 2018-2038.</i>	A Nelson	June 2019		Foxton memorial hall has been included in the current EOI due for issue in March 2019
	34	<i>THAT Council does not retain the Coronation Hall, Foxton; with no action being undertaken until a feasibility study on the future use of the facility is presented to Council by 30 December 2018 AND FURTHER THAT Council agrees to the Terms of Reference for the feasibility study with the MAVTech Trust and Foxton Community Board.</i>	A Nelson	June 2019		Feasibility study on the future use of Coronation Hall currently being undertaken
<b>Parks &amp; Property</b>	35	<i>THAT Council allocates an operational budget of \$10,000 per year for the first three years of the Long Term Plan 2018-2038 to install benches in Levin.</i>	A Nelson	June 2019		Schedule of placements to be developed in discussion with Grey Power & other stakeholders. Initial bench has been installed
	36	<i>THAT Council allocates a budget of \$50,000 in the first year of the Long Term Plan 2018-2038 to undertake a review of the current reserve management plan, facility provision and user needs at Donnelly Park.</i>	A Nelson	Jun 2019		Officers are in the process of identifying scope of RMP review
	37	<i>THAT Council allocates a capital budget of \$150,000 in the second year of the Long Term Plan 2018-2038</i>	A Nelson	Year 2		Not yet started. This is programmed for year 2 of the Long Term Plan



## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
		<i>to develop a longer term strategic concept plan and detailed design for Donnelly Park.</i>				2018-2038.
	38	<i>THAT Council approves a lease to the Tokomaru Early Childhood Centre on the Tokomaru Hall carpark reserve to develop a new pre-school child care facility.</i>	A Nelson	June 2019		Discussions have commenced with TECC and a draft lease has been provided. Officers are awaiting a response from TECC.
	39	<i>THAT Council allocates a capital budget of \$335,000 in year 2 of the Long Term Plan 2018-2038 to develop changing room and toilet facilities, improve drainage on Field 2 and add lighting for a new designated training ground at Playford Park.</i>	A Nelson	Year 2		Officers are in preliminary discussion with Playford Park Users Group. Capital works have not yet started and are programmed for year 2 of the Long Term Plan 2018-2038.
	40	<i>THAT Council allocates a capital budget of \$125,000 to install a toilet; shade provisions; and a BBQ at Hyde Park, and the installation of signage and benches/picnic tables at Te Maire Park in year 1 of the Long Term Plan.</i>	A Nelson	June 2019		Initial designs to be produced and provided for community input.
	42	<i>THAT Council allocates a capital budget of \$267,000 over the first four years of the Long Term Plan 2018-2038 (\$66,750 per year) to contribute to the development of improved cricket facilities on Donnelly Park.</i>	A Nelson	Jan 2019		Work programmed, but not yet started. Planning for this project is scheduled commence early in 2019 with HKCU.
	43	<i>THAT the Foxton Community Board considered the development of a Reserve Management Plan for Holben Reserve and Foxton Beach, taking into account the request for the Wildlife Foxton Trust to develop a wildlife centre within the reserve.</i>	A Nelson	June 2019		Workshop to discuss longer term development of Holben reserve was held in October / November 2018.

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
	44	<i>THAT Council provides the Horowhenua Lake Domain Board with an amount of up to \$10,000 to develop a Reserve Management Plan for Lake Domain/Muaūpoko Park subject to negotiation with other stakeholders for joint funding.</i>	A Nelson	June 2019		Initial scoping discussion was held prior to Christmas. Consultation document currently being produced for further discussion.
	45	<i>THAT Council provides funding to Save Our River Trust (SORT) of \$10,000 a year for the next three years.</i>	A Nelson	June 2019		
	46	<i>THAT Council investigates the development of a 24 hour toilet in Foxton, with an intention of exploring the opportunity to attract funding from The Tourism Infrastructure Fund.</i>	A Nelson	Nov 2018		The Tourism Infrastructure Fund provides up to \$25 million annually to develop tourism-related infrastructure that supports regions facing pressure from tourism growth. There have been 2 funding rounds thus far delivering 33 million to 76 projects. A third round is being considered for 01/03/2019 To be considered for funding projects must provide new infrastructure and cost more than 25k. The proposed toilet at Foxton meets both criterion. However, to be eligible for the fund local councils also need to provide a minimum of 50% of the funding (exceptions may be made). In addition applications must meet at least one of

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
						<p>the following criterion –</p> <ul style="list-style-type: none"> <li>• Visitor to resident ratio for the region must exceed 1:5;</li> <li>• The region must attract in excess of 1 billion tourism dollars;</li> <li>• Local Government Finance Agency lending limits must have been reached.</li> </ul> <p>Preference is given to those areas that meet more than 1 criterion. If the application meets the initial criterion there are a further 8 assessment criterion being –</p> <ul style="list-style-type: none"> <li>• Extent the proposal meets infrastructure constraints</li> <li>• Extent it supports visitor attraction</li> <li>• Value for money</li> <li>• Support targeted at projects that otherwise would not happen</li> <li>• Financial constraints on the applicant</li> <li>• Applicants must maximise</li> </ul>

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
						<p>their funding in terms of existing and alternative income streams</p> <ul style="list-style-type: none"> <li>• Other central government funding options have been considered</li> <li>• Councils are required to cover domestic demand for the infrastructure and contribute to the visitor demand proportion.</li> </ul> <p>Prior to proceeding with an application to the fund for a toilet there is the need to establish the tourism/visitor base line for Foxton that might use a 24/7 facility. Given the requirement to provide evidence based need for an application, it might also be considered the application made should be a larger integrated tourism feature e.g. motorhome stopover, facilities and disposal point. But in each case council would need to contribute 50%.</p>
	47	<i>THAT Council allocates \$50,000 in year 2 of the LTP for the renewal of the coastal management resource consent for Waikawa Beach.</i>	A Nelson	Year 2		Funding allocated. Work not yet started. This is programmed for year 2 of the Long Term Plan 2018-2038.

## MONITORING REPORT – Long Term Plan 2018/2038

	Completed
	In Progress
	Off Track
	Transfer to 2019/20

Item Description	Item	Resolved	Officer	Action by Date	Status	Officer Comment
Late Item – Community Outcomes – Stunning Environments	48	<p><i>THAT Council undertakes feasibility studies in the first three years of the LTP 2018-2038 for stormwater to Lake Horowhenua with the feasibility studies to cover (amongst other things) affordability, and technical and environmental issue”</i></p> <p><i>THAT an ‘indicative’ amount of \$5.5m be added over the years 4-7 of the LTP 2018-2038 subject to meeting legislative requirements.</i></p>	R Green	Years 1-3		Not yet commenced. Initially an education programme will be developed with schools for gross pollutants. Then larger stormwater projects will be developed with community consultation.



# Documents Executed and Electronic Transactions Authorities Signed

File No.: 18/702

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 18/702 Documents Executed and Electronic Transactions Authorities Signed be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Horowhenua District Council hereby ratifies the signing of documents and Electronic Transaction Authorities as scheduled:
  - (a) Electronic Transaction Authority relating to the sale of 13 Robbie Street, Foxton Beach, contained in Title 861175, WN11A/477.
  - (b) Electronic Transaction Authority relating to the sale of 7 Chaffey Street, Foxton Beach contained in Title 835616, WN5C/307.

## 3. Issues for Consideration

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

## Attachments

There are no attachments for this report.

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	David Clapperton Chief Executive	
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Approved by	David Clapperton <b>Chief Executive</b>	
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# Resource Consenting (Planning) Matters Considered Under Delegated Authority

File No.: 18/703

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 18/703 Resource Consenting (Planning) Matters Considered Under Delegated Authority be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

## 3. Issues for Consideration

The following decisions were made under delegated authority:

- (i) Subdivision and Land Use Consents Approved:

### **Subdivision Resource Consents Approved – 08/11/18 – 29/01/19**

Approved Date	File Ref	Applicant	Address
15/11/2018	502/91	GR Young	209-217 Park Avenue, Waitarere Beach
15/11/2018	502/92	T Mason	7 Edinburgh Street, Levin
16/11/2018	502/97	TA Bishop	22 Seabury Avenue, Foxton Beach
19/11/2018	502/103	BG & AS Lucinsky	490 Kanuka Drive, Waitarere Beach
20/11/2018	502/101	Wei Cheung Su & Mei Hao Deng Su	3 Claremont Rise, Levin
21/11/2018	502/94	HL & PS De Hoop	38B Hydrabad Drive, Waitarere Beach
29/11/2018	502/100	JL & DD Page	Soldiers Road, Levin Rural
30/11/2018	502/79	D Graves	Amelia Way, Levin Rural
03/12/2018	502/98	MJE Ball & AK McDonald	19 McKenzie Street, Levin
11/12/2018	502/102	Waitarere Sands Limited	40 Forest Road, Levin Rural
04/12/2018	502/96	Seddon Street Holdings Limited	150 Queen Street, Levin
19/12/2018	502/109	MJ & NJ Burns	31 Edinburgh Street, Levin
21/12/2018	502/107	KA & SM Harrison	3 Chrystall Street, Foxton Beach
11/01/2019	502/106	S & C Thompson	10 Manchester Street, Levin
11/01/2019	502/110	RK Nordlof & KJ Field	11 Winchester Street, Levin
15/01/2019	502/112	Vallance Hirst Build Limited	64 Meadowvale Drive, Levin
15/01/2019	502/116	M Alexander	42A Kawi Road, Levin
17/01/2019	502/118	AW Mason	36 Power Street, Levin
18/01/2019	502/108	KJ Scott & EJ Cameron	8 Lakewood Grove, Levin
24/01/2019	502/113	JR Deadman	151A Bartholomew Road, Levin

**Land Use Resource Consents Approved – 08/11/18 – 29/01/19**

Approved Date	File Ref	Applicant	Address
13/11/2018	501/54	CA Gray	3 Queenwood Road, Levin
16/11/2018	501/48	Reel Marine	54B Norbiton Road, Foxton
21/11/2018	501/61	GM Puklowski & BA Alkema	37 Reay MacKay Grove, Levin Rural
28/11/2018	501/58	JL & JE Hodge	122 State Highway 1, Levin Rural
28/11/2018	501/57	ME Green	66 Stout Street, Shannon
05/12/2018	501/59	A1 Homes Waikanae	28 Gleeson Road, Levin Rural
11/12/2018	501/60	DS Harrison & ME Wehipeihana	651 Waitarere Beach Road, Waitarere Beach
13/12/2018	501/62	SJ & GM Hoskins	209 Muhunoa West Road, Levin Rural
19/12/2018	501/66	A1 Homes Waikanae	62 Shortt Street, Foxton Beach
20/12/2018	501/68	GP & TE Bohan	121 Hokio Beach Road, Levin
14/01/2019	501/63	N & KA Monahan	30 Queenwood Road, Levin
17/01/2019	501/56	The Masonic Villages Trust	14 Cook Street, Foxton
18/01/2019	501/70	Devon Developments Limited	16 Devon Street, Levin
24/01/2019	501/64	Zealand Farms Limited	Wylie Road, Foxton/Himatangi
29/01/2019	501/72	J McNee & K Morris	27 Julyan Street, Shannon

(ii) Road Names Approved

None during the reporting period.

**Attachments**



There are no attachments for this report.

**Confirmation of statutory compliance**

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

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

**Signatories**

Author(s)	Megan Leyland <b>Consents Manager</b>	
Approved by	Ian McLachlan <b>Group Manager - Customer &amp; Regulatory Services</b>	

File No.: 19/5

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## Land Purchase - Due Diligence for Road Re-alignment - Gladstone Road

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### 1. Purpose

To authorise the Chief Executive to undertake due diligence and negotiations for purchase of 29.58 ha of land in Gladstone Road for roading purposes.

### 2. Executive Summary

- 2.1 A number of landslips have occurred in the past along a section of Gladstone Road and affecting access to approximately 10 houses and the Makahika Outdoor Pursuits Centre. Geotechnical advice from consultants suggests that further landslips are likely to re-occur. Direct remediation is likely to be very expensive and although there is an alternative route into and out of the area it is not suitable for long term use and is on private land.
- 2.2 Officers believe that re-alignment of a 1.2km long section of road to a position where it is well clear of any landslide risk is the most appropriate option. Re-alignment along the preferred route will require acquisition of land. Discussions with the owner (a willing seller) indicate a preference for selling a total of 29ha, of which approximately 3ha would be needed for road re-alignment. The residual land, if owned by Council and planning rules permit, could then be then developed for sale as one or more housing sites – thereby recovering some of the initial investment in purchasing the land. Alternatively the land could be developed for other strategic purposes.
- 2.3 The Chief Executive is seeking authorisation to continue with due diligence into the option of re-aligning the road and, subject to the option being feasible, reaching a mutually satisfactory arrangement for purchase of the land and at agreeable price.

### 3. Recommendation

- 3.1 That Report 19/5 Land Purchase - Due Diligence for Road Re-alignment - Gladstone Road be received.
- 3.2 That this decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That the Chief Executive be authorised to undertake due diligence and negotiations for the purchase of 29.58 ha of land in Gladstone Road for roading purposes subject to a mutually satisfactory arrangement for purchase of the land being reached and at an agreeable price.

### 4. Background / Previous Council Decisions

- 4.1 There have been several large landslips in a section of Gladstone Road between Poads Road and Makahika Road during the past few years. A large slip occurred in January 2017 with the most recent slip occurring in August 2018 which resulted in material falling and completely blocking the road. A significant quantity of material also fell onto the downslope below the road and into the stream below. Although the initial debris was removed reasonably quickly, further material continued to fall over a period of several weeks which resulted a programme of continuous monitoring during daylight hours for approximately three weeks following the event. During that period, an alternative route was arranged

across private land (Trig Road) for property owners to use during the hours of darkness and while the slip was not being monitored.

- 4.2 Following the January 2017 slip, a set of concrete blocks was placed approximately 1-2 m from the face of the slope to catch much of the falling material. The effect of placing the concrete blocks, combined with placement of a physical barrier on the downstream side of the road, resulted in the section of road past the slip zone being confined to one lane only.
- 4.3 A specialist geotechnical consultant was engaged after the initial slip to undertake an overall risk assessment along a 2.5km stretch of Gladstone Road, which was considered to potentially be vulnerable to large landslips. The consultant found that there is an ongoing and very high level of risk of further slips occurring in the vicinity, and that there are few options for treating the land itself to mitigate the risk. A number of other mitigation options were discussed in the report ranging from re-alignment of the river to realigning short stretches of the road using long bridges.
- 4.4 To date costs of approximately \$220,000 have been incurred in clearing and monitoring of the previous two slips.

## 5. Discussion

- 5.1 Since receipt of the geotechnical risk assessment, Council Officers have concluded that re-alignment of a significant length of road away from the slip zone should be the priority option. Subsequently the option was further developed for re-aligning the entire road over a 1.2km length across private land. All of the land that would be affected by the re-alignment is in the ownership of a single individual. The option involves two relatively short (20 -40m span) single lane bridges across the Omaha Stream with a 1.2 km long 6 m wide carriageway within a 20 m wide road reserve. The conceptual alignment is also shown on the attached subdivision plan (refer below).
- 5.2 An initial approach to the owner indicated that he would be happy to sell the land to Council. A Heads of Agreement was initially proposed recording the Council's intentions to explore the purchase of the land as follows (refer subdivision plan):
  - Purchase of Lot 1;
  - Option to purchase Lots 2 and 4 if required; and
  - Transfer of the small parcel Council owned land in Poads Road to the owner. This land is occupied by disused water tanks.
- 5.3 The actual area required for the road reserve is only approximately 3 ha, but the owner would prefer that Council purchases the entire area shown as Lot 1 of the attached subdivision plan.
- 5.4 A Heads of Agreement has been prepared to allow Officers time to undertake due diligence on the proposal and to seek Council authority to enter into a purchase arrangement for the land.
- 5.5 There are a number of matters that require further analysis as part of the due diligence process, before a sale and purchase agreement can be finalised. Those matters include:
  - Progressing the concept design to enable a more accurate estimate of cost and to identify any geotechnical or river engineering constraints. There is a major fault line running parallel and very close to the proposed alignment.
  - Discussions with Horizons regarding the span, form and height above flood level for the two proposed bridges;
  - Identification of any consenting issues – land use and water way consents;

- Discussions with NZTA with regard to an enhancement to Council's typical Financial Assistance Rate. There may be a prospect of receiving subsidy of up to 79.5% towards the cost of the project;
  - Investigation of any potential sites of cultural or heritage significance;
  - Communication with property owners beyond the slip site and with iwi.
- 5.6 Although not critical in terms of the decision in principle to purchase the land, it may be possible, subject to District Plan requirements, for Council to subdivide the residual land that is not being used for road reserve once the road is built. This may create an opportunity for recovery of some of the land purchase cost.
- 5.7 After the Heads of Agreement had been discussed, the Chief Executive was presented with a Sale and Purchase Agreement whereby the land would be sold to Council for an agreed price based on valuations from the vendor and purchaser. A further condition was included that provides for an option to Purchase Lots 2 3 and 4 should they be required for the road. The Agreement provided for the above due diligence to be completed by 31 January 2019. Clearly that was not practical and Council will, if it agrees to the deal, wish to extend the due diligence period.

## 6. Options

- 6.1 The only other viable option other than re-aligning the road is to retain the status quo and accept and manage the risk of further landslips. There are 12 properties beyond the vulnerable slip area including a commercial venture comprising an outdoor pursuits centre. Further slips will cause ongoing inconvenience to those affected and possibly health and safety risks should a vehicle be in the vicinity of a slip when it occurs. Traffic numbers are low at approximately 50 – 100 vpd, but nonetheless there is a risk of occupants of vehicles being severely injured should a slip occur while using the road.
- 6.2 Experience has shown there is heightened ongoing risk in the days and weeks after a slip so Council would in all likelihood still be reliant on the goodwill of the owners of Trig Road to make it available as an alternative access route. Should the alternative route no longer be available then the residents would effectively be isolated until such time as secure and safe access could be restored. Possible future changes in ownership of land through which Trig Road traverses is a further risk.

### 6.1 Cost

Insufficient investigation has been undertaken at this early stage to produce an estimate of cost for construction of the road with any high degree of confidence. Officers are confident that NZTA will approve the proposed two bridges as being one lane only which will reduce the cost significantly. The bridges will, however, need to be designed to resist full highway loadings due to access being required for future forestry operations. One of the proposed bridge sites spans across quite a wide flood plain and the cost of the bridge will very much depend on the requirements of Horizons with regard to the safe passage of flood flows.

There is very good road building material on site so the cost of importation of construction materials is expected to be minimal.

#### 6.1.1 Rate Impact

Assuming that NZTA approves the project under an enhanced FAR rate of 79.5% then Council's costs will be just over 20% of the total. Although estimates have yet to be finalised the Table below presents the local share that would be met by Council for different cost scenarios (all excluding GST) and assuming the enhanced FAR rate applies, and that land purchase qualifies for payment of subsidy by NZTA.

<b>Assumed Total Cost Including Land Purchase (\$M)</b>	<b>HDC share @ 20.5%</b>	<b>Rate impact (loan plus depreciation)</b>
\$ 3M	\$ 615,000	\$ 68,000
\$ 4M	\$ 820,000	\$ 90,200
\$5M	\$ 1,050,000	\$ 113,400

The Chief Financial Officer advises that the Council share would be loan funded, which will have a relatively limited impact on rates.

Completion of the road construction will also avoid future costs of clearing slips (\$220,000) for the two most recent events over the past two years. Slip clearance work receives assistance from NZTA at 59% so Councils share of the two most recent clean ups has been of the order of \$80,000 over a two year period.

## 6.2 Community Wellbeing

Purchase of the land will have no effect on community well-being. Securing the land will however enable construction of a safe, all weather access to residential properties, forestry operations and recreational opportunities.

## 6.3 Consenting Issues

No consents are required for the land purchase. Roding is understood to be a permitted activity in the rural zone. It is likely that suites of consents will be required for construction of the bridges.

## 6.4 LTP Integration

There is currently no budget for this purchase within the LTP. There are no Special Consultative Procedures required should Council elect to purchase the land.

## 7. Consultation

On Saturday, 2 February 2019 an initial briefing meeting was conducted with affected residents to inform them of the potential land purchase and possible re-alignment of the road

## 8. Legal Considerations

Construction of a Road is a Permitted Activity in the Rural Zone in the District Plan. There will be the usual legal considerations similar to any land transaction. Additional legal work may be required for any road legalisation and stopping that might occur once the road is re-aligned.

## 9. Financial Considerations

Early indications are that NZTA will agree to an enhanced FAR rate which is half way between Council's existing rate (59%) and full subsidy of 100%. The enhanced FAR equates to 79.5%. This will need to be confirmed during the due diligence period.

## 10. Other Considerations

There are no other considerations.

## 11. Next Steps


Complete the due diligence process.

## 12. Supporting Information

<b>Strategic Fit/Strategic Outcome</b> N/A
<b>Decision Making</b> N/A
<b>Consistency with Existing Policy</b> N/A
<b>Funding</b> N/A
<p><b><u>Confirmation of statutory compliance</u></b></p> <p>In accordance with section 76 of the Local Government Act 2002, this report is approved as:</p> <ol style="list-style-type: none"> <li>containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,</li> <li>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.</li> </ol>

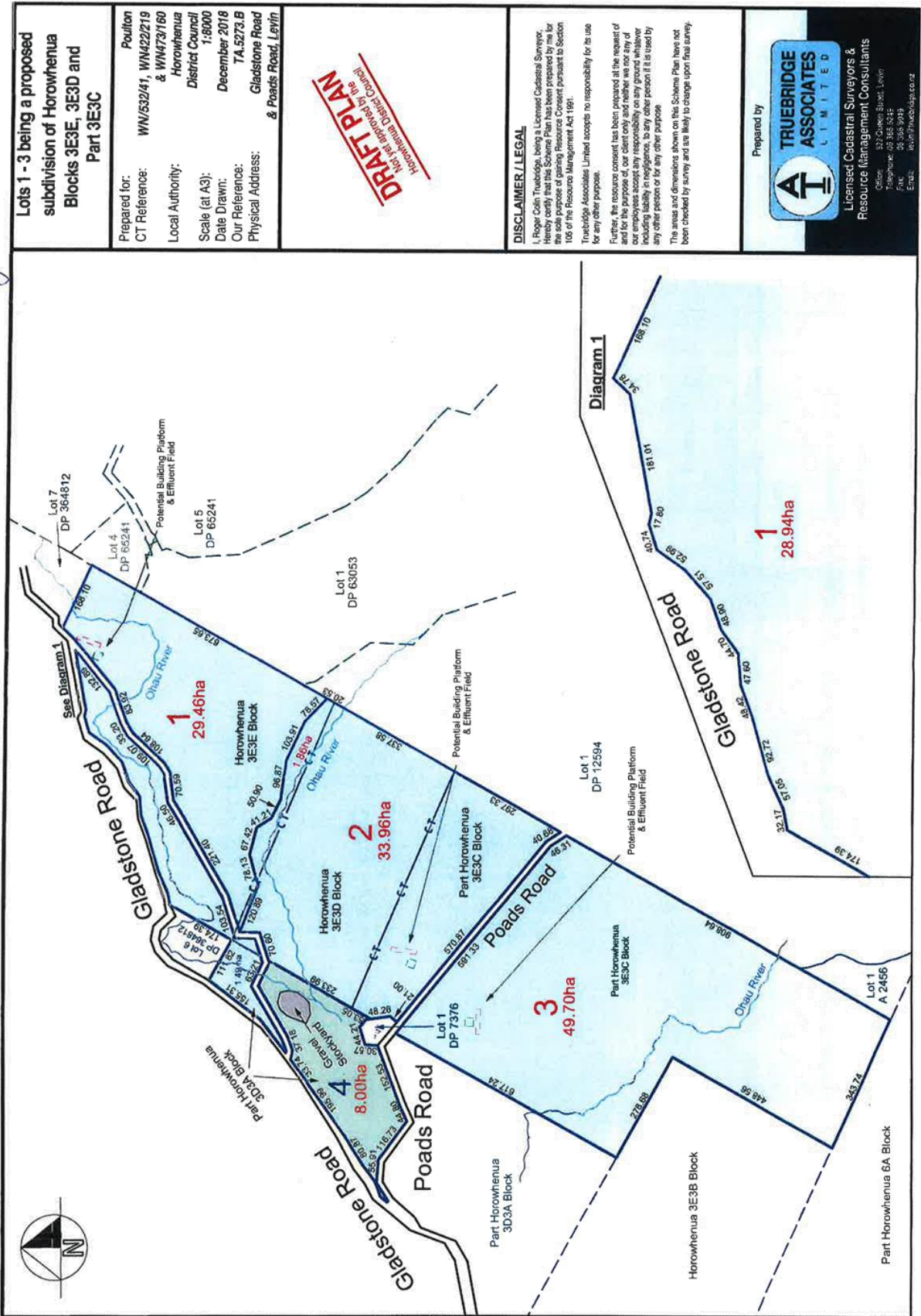
## 13. Appendices

No.	Title	Page
A	Gladstone Road Re Alignment - Land Purchase - Attachment to Council Report - Rob Green 24 January 2019	88

Author(s)	Rob Green <b>Interim Group Manager - Infrastructure Services</b>	
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Approved by	David Clapperton <b>Chief Executive</b>	
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Simon Lynch.



**Lots 1 - 3 being a proposed subdivision of Horowhenua Blocks 3E3E, 3E3D and Part 3E3C**

Prepared for: Position  
CT Reference: WN/632/41, WN422/219 & WN473/160  
Local Authority: Horowhenua District Council  
Scale (at A3): 1:8000  
Date Drawn: December 2018  
Our Reference: TA-5273.B  
Physical Address: Gladstone Road, Levin & Poads Road, Levin

**DRAFT PLAN**  
Not yet approved by the Horowhenua District Council

**DISCLAIMER / LEGAL**

I, Roger Colin Truebridge, being a Licensed Cadastral Surveyor, Herby certify that the Scheme Plan has been prepared by me for the sole purpose of granting Resource Consent pursuant to Section 106 of the Resource Management Act 1991.

Truebridge Associates Limited accepts no responsibility for its use for any other purpose.

Further, the resource consent has been prepared at the request of and for the purpose of, our client only and neither we nor any of our employees accept any responsibility on any ground whatever including liability in negligence, to any other person if it is used by any other person or for any other purpose.

The areas and dimensions shown on the Scheme Plan have not been checked by survey and are likely to change upon final survey.

Prepared by

**TRUEBRIDGE ASSOCIATES LIMITED**

Licensed Cadastral Surveyors & Resource Management Consultants

Office: 27 Queen Street, Levin  
Telephone: 05 365 8245  
Fax: 05 365 9919  
Email: roger@truebridge.co.nz



File No.: 19/6

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## Foxton Flood Relief Pipeline

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### 1. Purpose

To provide Council with an update, for information, on work being progressed jointly with Horizons Regional Council (Operations) to address stormwater and flooding issues in Foxton. The report is for information only and no decisions are required at this time.

### 2. Executive Summary

Foxton experiences significant flooding issues with under capacity in the urban stormwater network (HDC) and Horizons Foxton East Drainage Scheme (FEDS) being contributing factors. A jointly funded project (Horizons-HDC) to alleviate flooding issues has been provided for in both organisations LTP's for implementation in years 1-3. Consultation with the community via the LTPs and Foxton Community Board has raised concern regarding the total rating burden on Foxton ratepayers due to the proposed cost sharing split between Horizons and HDC. A revised proposal is being developed that would increase the cost share for HDC (from 40% to 60% of the estimated \$3M project cost). The impact of this would be to increase HDC's total contribution but would reduce the overall rate burden on Foxton ratepayers. Consultation on the revised cost share arrangement is proposed in the Annual Plan process.

### 3. Recommendation

- 3.1 That Report 19/6 Foxton Flood Relief Pipeline be received.
- 3.2 That this decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That additional funding provision be made in the Stormwater Capital Budget in the 2018/19 Annual Plan of \$600,000 for the Council's additional share of cost for the Foxton East Drainage Scheme Improvements.

### 4. Background / Previous Council Decisions

- 4.1 Foxton experiences flooding during heavy rainfall events. Proposals are being developed jointly with Horizons Regional Council to alleviate flooding issues.
- 4.2 Within the urban area, stormwater drainage is problematic due to low lying land, elevated groundwater, and capacity limitations in the stormwater network. Horizons has also acknowledged that its river management activities – the Foxton East Drainage Scheme (FEDS)– are a contributing factor to the urban flooding issues. The FEDS borders the urban area and has limited capacity to convey upstream stormwater effectively around and through the urban area to the Foxton Loop.
- 4.3 A draft Stormwater Catchment Management Plan process has been undertaken by HDC through which a combined Horizons-HDC solution was identified as an option for implementation. The proposal is to construct a “relief” pipeline from the FEDS through the urban area (preliminary alignment suggested along Cook Street) which would be of sufficient capacity to provide urban levels of service along with a portion of the FEDS flows such that the remainder of the FEDS could operate effectively.

- 4.4 HDC and Horizons have included funding totalling \$3M in their respective LTPs for preferred option confirmation, detailed design and construction. Further engineering work is required to confirm the preferred option and to enable more detailed costings to be established. A Request for Proposal document seeking tenders from consultants to complete an options evaluation, detailed design and tender documentation has recently closed.
- 4.5 The current provision in the LTPs is based on a cost split of 60% from Horizons and 40% from HDC. Feedback from consultation expressed significant concern at this funding arrangement, as the targeted rate component of Horizons funding resulted in a high total rate burden on Foxton ratepayers.
- 4.6 The proposed funding was discussed at the Foxton Community Board meeting in May 2018, with the outcome being that a more equitable funding split be developed.
- 4.7 Regional Council and District Council officers have since worked together to develop a more equitable funding arrangement. This report details the funding arrangements now proposed.

## 5. Discussion

- 5.1 A joint proposal has been developed between HDC and Horizons to alleviate flooding issues within Foxton. Funding allocation has been provided in both organisations LTPs for years 1-3, based on a 60:40 cost split between Horizons and HDC respectively. The proposal is still to be developed through options critique and detailed design phases. The focus of this paper relates to the relative funding split between Horizons and HDC. Horizons LTP also noted that the targeted rate classification for the FEDS was not fit for purpose and modifications to the targeted rate classification would be considered.
- 5.2 The causes of the flooding issues arise from both within the urban area as well as from the need to convey stormwater from above the urban area through or around the urban area to Foxton Loop. Improvements to the urban stormwater network are required to meet District Council levels of service. Improvements to Horizons FEDS are also required by Horizons in order to meet the scheme design standards and to address flooding effects from the FEDS on the urban area. The proposed relief pipeline will address both objectives.
- 5.3 The estimated cost of the relief pipeline is \$3M. This is a preliminary estimate of cost and may change as the preferred option is further developed. The project is to be implemented by an initial options critique, detailed design and construction work over the current and following two financial years.
- 5.4 A cost sharing basis of 60% Horizons : 40% HDC was originally proposed by Horizons via its LTP process. Consultation with the community by both HDC and Horizons identified that this cost split created an unacceptable total rate burden on Foxton ratepayers. This is a consequence of the rating policies of each organisation. Horizons' targeted rating policy distributes the burden largely to direct beneficiaries which would result in the entire 40% share of the cost being a burden on Foxton ratepayers. HDC's rating policy spreads the rating burden for stormwater services as a 100% targeted rate across all urban properties in the district (i.e. those that receive stormwater benefits). Foxton ratepayers would also contribute to the scheme cost via the HDC district wide rates.
- 5.5 A reallocation of costs between the two organisations is proposed in order to reduce the total rating impact on Foxton ratepayers. The re-allocation of funding will result in an increase in the Stormwater Activity Capital budget in 2019/20 of \$600,000 (from 1.2m to 1.8m).
- 5.6 The current proposal is for:
  - A 40% Horizons : 60% HDC funding split. This will be consulted on via the 2018-19 Annual Plan consultation process.

- Horizons to modify its targeted rate classification for the FEDS as the current classification system is no longer considered fit for purpose.

## 6. Options

- 6.1 Alternatives considered to improve the FEDS included attenuation upstream of the urban area (detention dam or ponds) and diversion of flow south in to the Whirokino Scheme. Both of these would still require HDC to separately fund and undertake upgrades of urban stormwater networks to meet the HDC's level of service.
- 6.2 Attenuation is problematic in the relatively flat, sand country and would require pumping between and during events to retain effectiveness. A proposed relief pipeline was identified as the preferred option as it addresses capacity issues in both the FED and urban network. Alternative alignments were considered for the relief pipeline; however, the Cook Street alignment is currently preferred as it is the shortest route between Kings Canal and Foxton Loop, ties in to a major junction point of the FEDS where surface water backup and ponding occurs, and provides for enhanced stormwater conveyance within the urban network.
- 6.3 Current proposals do not include for pumping of the outlet from the relief pipeline to Foxton Loop. Pumping is not considered necessary at this time but may be required in future due to effects of climate change. Funding for pumping has not been included in either organisation's LTP funding allowances. The solution will be designed and constructed in a way that enables pumping to be easily added at a later stage.

### 6.1 Cost

Preliminary costs for the investigation, design and construction are \$3M. These costs are rough-order preliminary costs only and may change as the proposed option is developed (either through refinement / modification of the proposal and / or through more refined cost estimation.

Cost estimates may change as a result of modifications to the preferred option (eg change / optimisation of alignment; optimisation of pipe sizing) and through a more detailed assessment of factors such as ground conditions (sandy soils, high groundwater, other services) which may impact construction costs. With respect to the latter, allowance was made for such conditions in the preliminary cost estimates, however, a more detailed assessment will be required.

As noted above, costs do not include provision for pumping which may be required in future to address effects arising from climate change.

Project costs will be jointly funded between Horizons and HDC as discussed below.

#### 6.1.1 Rate Impact

LTP provision is for Council to fund 40% of the estimated \$3M project cost (ie \$1.2m).

The proposal is for a reallocation of cost sharing between Horizons and HDC such that HDC will now fund 60% of the project costs (ie \$1.8M). The reasons for this are to lessen the rating burden on the Foxton community.

Funding is provided for the proposed works in HDC's LTP as part of the District Wide Stormwater improvements programme. It is expected that the additional cost to be met by HDC will be met within the funding allocation of this programme.

The LTP currently includes the following funding for District wide Stormwater Improvements:

Year 1 - 2018/19: 1.329m \*  
Year 2 - 2019/20: 544k  
Year 3: 2020/21: 509k

\*It is presumed that 1.2m of this budget was intended as the contribution towards the Foxton Relief pipeline.

Given the slight delay in engaging consultant resources for the design of the project, it is not likely that any construction work will occur this current year. There is sufficient budget in the District Wide Stormwater capital programme over the 2018/19 and 19/20 to fund the entire \$1.8m share of cost from existing budgets. However that will exhaust the entire budget set aside for district wide stormwater improvements works that are being identified in the Catchment Management Plans (CMP's). It is considered prudent to retain some budget for works identified in the CMP's so it is recommended that the Stormwater Capital Works budget for 2019/20 be increased by \$600k to make provision for the additional share of the cost to be met by HDC.

The proposal has been developed in consideration of the rating burden on Foxton ratepayers as both Horizons and HDC ratepayers. Horizons fund its flood protection schemes through targeted rating classification system. Horizons have proposed modifications to its targeted rate classification for the Foxton East Scheme and will be consulting on that proposal in the 2018-19 Annual Plan. While the proposed modification to the targeted rate classification provides some rebalance, if Horizons were to fund 60% of the project costs, as originally proposed, the rating impact is estimated at \$58 per \$100,000 capital value per year within the direct benefit area (urban area). Reducing Horizons contribution to the project costs to 40% as currently proposed lowers the town rate for the FEDS to around \$38 per \$100,000 capital value.

Irrespective of the proportions of the cost to be met by HRC and HDC all of the cost will ultimately be paid by HDC ratepayers. The increase in HDC share simply changes the incidence of payment whereby the direct contribution from beneficiaries reduces and the district wide contribution increases.

## 6.2 Community Wellbeing

There are no negative impacts on Community Wellbeing arising. The proposed funding ratio between Horizons and HDC provides a more equitable funding arrangement for Foxton ratepayers.

## 6.3 Consenting Issues

Consenting status of stormwater discharges to Foxton Loop are not clearly defined. Current discharges are expected to meet PA status in One Plan. There is a risk that a resource consent may be required if Permitted Activity criteria regarding flooding, erosion and hydraulic capacity of the Loop are unable to be adequately addressed.

There is also a risk that consent may be required in future if wetland enhancements in and around Foxton Loop result in the stormwater discharges being assessed as discharging to an at-risk habitat. This risk is not related to the project but is related to the habitat classification of the Loop and would affect all stormwater discharges to the Loop.

## 6.4 LTP Integration

Project costs are currently provided in the LTP. A budget increase for 2019/20 will be required to fund the additional HDC share of the cost. It is anticipated that the unused portion of this year's budget will be carried forward to 2019/20 to provide the remaining funding for the project.

## 7. Consultation

- 7.1 The proposed costs share between Horizons and HDC has been developed in response to feedback from LTP consultation.
- 7.2 Community engagement as to the recommended options for alleviating flooding and the proposed approach to funding is intended to be undertaken jointly with Horizons Regional Council. The form of engagement is yet to be determined but is likely to involve an information package sent to ratepayers and at least one public meeting.

## 8. Legal Considerations

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

## 9. Financial Considerations

Refer to discussion under 6.1 above. The proposal is to re-distribute the proposed cost share arrangement between Horizons and HDC to reduce the total rating impact on Foxton ratepayers.

## 10. Other Considerations

There are no other considerations.

## 11. Next Steps

The next steps are to:

- Consultation with Foxton community as to the proposed funding model.
- Development of the proposed option to design phase.

## 12. Supporting Information

<p><b>Strategic Fit/Strategic Outcome</b></p> <p>The proposal is within the Stormwater Activity as set out in the LTP and contributes to the strategic community outcomes of Enabling Infrastructure and Thriving Communities.</p>					
<p><b>Decision Making</b></p> <p>The report has been provided for information purposes. A decision is not required.</p>					
<p><b>Consistency with Existing Policy</b></p> <p>The report has been provided for information purposes. The information presented is consistent with Council policy.</p>					
<p><b>Funding</b></p> <p>Funding is provided through the LTP – District Wide Stormwater Improvements project.</p>					
<b>Risk Area</b>	<b>Risk Identified</b>	<b>Consequence</b>	<b>Likelihood</b>	<b>Risk Assessment (Low to Extreme)</b>	<b>Managed how</b>

Strategic					
Financial	Project costs vary from estimates / funding allocation	Minor-Moderate	Likely	Significant	Managed by Group Manager & Advisory to CE. Develop and agree project delivery agreement with Horizons
Service Delivery	Delays in design / construction	Moderate	Likely	Significant	
Legal					
Reputational					


**Confirmation of statutory compliance**


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

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

**13. Appendices**

There are no appendices for this report

Author(s)	Rob Green <b>Acting Group Manager - Infrastructure Services</b>	
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Approved by	David Clapperton <b>Chief Executive</b>	
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# Growth Planning Update

File No.: 19/17

## 1. Purpose

To provide key information and an update on the progress of the Growth Planning projects and work programme.

## 2. Recommendation

- 2.1 That Report 19/17 on Growth Planning Update be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

## 3. Issues for Consideration

Attached is an update on the progress of the following Growth Planning projects:

Otaki to North Levin Expressway (O2NL)  
Horowhenua Integrated Transport Programme  
Community Plans  
Levin Town Centre  
Horowhenua Growth Strategy  
Gladstone Green Master Plan  
Foxton Beach Master Plan  
Waitare Beach Master Plan

## Attachments



No.	Title	Page
A	Growth Planning Projects Update to Council - February 2019	96

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	David McCorkindale <b>Group Manager - Strategy &amp; Development</b>	
Approved by	David Clapperton <b>Chief Executive</b>	

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## Growth Planning Projects Update to Council – February 2019

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### 1 Otaki to North Levin Expressway (O2NL)

#### Background and Progress Update

- 1.1 Council and potentially impacted residents received confirmation of the NZTA preferred corridor in December 2018. It has been communicated that NZTA will be working towards completion of a Detailed Business Case (DBC) by December 2019 that would include refinement of the final alignment within the preferred corridor, confirmation of interchange locations and required staging if any. This will then influence a decision towards the end of 2019 on the process for consenting at this stage it would consider a Notice of Requirement process for route likely to commence mid-2020 with a 12 month timeframe. An alternative process will be required if staging indicates land is required more urgently through a compulsory acquisition process.
- 1.2 The DBC process requires considerable detailed and technical investigations prior to a future decision by the NZTA Board to confirm timing and budget for construction. For landowners this means NZTA will be unlikely to confirm and undertake any significant level of property acquisition in the next 18-24 months (Unless hardship and efforts to sell can be proven). For Council 2019 is a critical year to undertake planning and input into the NZTA DBC. This includes development of an Integrated Transport Strategy and associated work programmes.

#### Key Considerations and Next Steps

- 1.3 Working with NZTA to develop a programme of investigation and inputs into the Detailed Business Case process including progression of work in relation to the Horowhenua Integrated Transport Programme
- 1.4 Review of Terms of Reference for engagement with NZTA in conjunction with a proposal for funding support to complete work in response to the O2NL project
- 1.5 Confirm resourcing and planning for development of Council led Community Plans for Ohau and Manakau with coordinated support from NZTA. A key benefit of this approach will be to support the community impacted by O2NL and better align the community to focus on opportunities and mitigation that can be provided
- 1.6 Working with NZTA to deliver interim safety improvements on SH1 and SH57 throughout 2019, progression of the Waitāreere Curves project and associated passing lanes north of Levin
- 1.7 Jointly develop O2NL and Gladstone Green designs, specifically looking at the impacts of the O2NL corridor and potential mitigation for the Gladstone Green project including improved access across existing SH57

### 2 Horowhenua Integrated Transport Programme

#### Background and Progress Update

- 2.1 Work has recently started on developing a Horowhenua Integrated Transport Strategy (HITS) and associated work programme. The scope is strongly influenced by the O2NL project and impact on the local road network, as such Council are seeking financial and Governance support from NZTA to develop in conjunction with the O2NL project. This includes a review of the Terms of Reference for Council engagement with NZTA on the O2NL project, research and investigations required to inform the development of interchanges, local road/State Highway resilience and revocation strategies and critical work programs including local road network modelling, input to interim and medium term



safety improvements and identifying mitigation requirements in response to the O2NL expressway.

- 2.2 In addition to the O2NL related considerations the Horowhenua Integrated Transport Strategy will consider alternative transport modes and the existing road network impacts of changes in land use identified in the Horowhenua Growth Strategy 2040. A number of work streams will need to be completed in parallel with the Strategy to input into the O2NL Detailed Business Case by October 2019, this could include development of shared path network plans and investigation of enhanced commuter train services.
- 2.3 A final implementation plan defining the proposed projects, time frames, budget estimates, revenue sources (NZTA cost share), and linking the projects with Council's Vision and key strategic outcomes is to be completed by mid-2020 to inform 2021-40 Activity Management and Long Term Plan processes.

Key Considerations and Next Steps

- 2.4 Development of Horowhenua Integrated Transport Strategy Vision and Principles including internal and key stakeholder engagement.
- 2.5 Identify key work streams to progress in parallel with the Strategy to input into the O2NL project.

### 3 Community Plans

Background and Progress Update

- 3.1 Council has decided to develop Community Plans for each settlement within the district. A Community Plan will set out the vision and aspirations of that community, include a list of actions that each community consider are important to them and a framework for the community and Council to carry forward.
- 3.2 Key objectives of the community plans are to:
- Ensure Community Plans have alignment to Horowhenua 2040 and Council's vision
  - Create a unique 'community vision' for each settlement
  - Identify key goals with associated actions for each settlement and work with the community to achieve them
  - Align Council and the communities' expectations and aspirations
  - Develop the plan in such a way that they can be used to provide inputs to: O2NL, Provincial growth Fund, Long Term Plan, District Plan, Reserve & Asset Management Plans, Our Strategies – Transportation / Shared Pathways, Civil Defence Emergency Management Recovery Plans
  - Support community led initiatives
  - Strengthen relationship between the community and Council.
- 3.3 Council has not previously worked with communities to development this type of plan before but now is considered an opportune time to develop these plans for the following reasons:
- Horowhenua 2040 Strategy is in fruition and there is a new vision for the district.
  - The growth presenting the district at a fast rate, population projections show an

additional 9,200 people in the district by 2040 which means there is a need for an additional 5,377 dwellings over the next 20 years. Most parts of the district will face changes as a result of growth.

- The announcement of the preferred corridor for the O2NL expressway resulting in new impacts in several communities (as well as many individual property owners).
- 3.4 Council will be starting with Ōhau, Manakau, Levin as they are directly affected by O2NL and there is an opportunity to work with these communities to provide inputs to the NZTA Detailed Business Case. Waitārere Beach has also been identified in this first group of plans as they are already well advanced with planning having last year developed a vision and values for Waitārere.
- 3.5 Pre engagement on the Community Plans has already begun in Manakau and Waitārere Beach. A meeting was held with the Waitārere Beach Progressive Ratepayers Association and at a separate meeting also before Christmas, approximately 50 members of the local Manakau community attended the meeting hosted by the Manakau District Community Association.

Key Considerations and Next Steps

- 3.5.1 An upcoming focus for Community Plans over the next month includes:
- Setting timeframes for each Community Plan
  - Undertake background research on each settlement
  - Finalise engagement event dates.
- 3.6 Target date for completion of Community Plans to inform the NZTA Detailed Business Case for O2NL is September 2019

## 4 Levin Town Centre Implementation

Background and Progress Update

- 4.1 Transforming Taitoko/Levin – Levin Town Centre Strategy was adopted by Council on 21 November 2018 and identified short, medium, and long term projects to revitalise the town centre.
- 4.2 The initial key projects were:
- Laneway/Town Square
  - Levin Memorial Hall as a Co-Work Space
  - Oxford Street Amenity Improvement Scheme (options for improving the appearance and quality of buildings and signs on Oxford Street).
  - Placemaking.
- 4.3 *Laneway/Town Square* – this project seeks to create a central ‘place’ in town and the opportunity for an evening economy to develop. This will be achieved by providing an east/west pedestrian connection between the key anchors of Oxford Street and the Mall Carpark. Investigations into the feasibility and detailed options for this project are ongoing. There are multiple options for this project to be delivered, so it is important to develop the different options to a point where a preferred option/s can be identified. Once this has occurred, the next step will be to seek to partner with willing business owners and/or

developers.

- 4.4 *Levin Memorial Hall* – work to further develop the co-work space concept is underway. Once the concept design has been completed, Council will need to decide whether they support redeveloping the Memorial Hall for this purpose and if so, whether Council will retain ownership for the hall and deliver this project. As work in this space progresses, Council officers will seek to better understand the current use of the hall and what alternative spaces may be available to support and accommodate existing uses going forward.
- 4.5 *Oxford Street Amenity Improvement Scheme* – Council officers are proposing a pilot funding programme, where Council will contribute towards the cost of willing building owner/s to upgrade their building frontages and signage. A proposed fund structure including application process and eligibility criteria has been drafted, as has a building frontage and signage policy. This policy contains design criteria that must be satisfied in order to be eligible for funding. Both documents are currently with the Levin Town Centre Commercial Focus Group (a group of local business owners) for review and comment. Council officers will be meeting with this group during February to further shape and refine both the building frontage and signage policy and the proposed fund structure to ensure they are practical from a business perspective. Following this, Council officers will investigate the cost of a pilot programme and seek Council approval to continue with this process.
- 4.6 *Placemaking* – Council officers have devised a set of placemaking principles and have a list of low cost placemaking initiatives that can be delivered in the short term. It is intended that these projects will be semi-permanent and will either offer something to do, a reason to stop, make a space more comfortable, or increase opportunity for interaction between people. Potentially suitable sites have been identified. Council officers will seek to have conversations with business/building owners that neighbour the identified sites. Subject to agreement from neighbouring business owners, this project will be able to commence within a few weeks. Council officers are also working with a member of the community to support delivery of a larger scale place making ‘event’ later in the year.

Key Considerations and Next Steps

- 4.7 *Laneway/Town Square* - develop the different options to a point where a preferred option/s can be identified. Once this has occurred, the next step will be to seek to partner with a willing business owners and/or developers.
- 4.8 *Levin Memorial Hall* - continue to develop the co-work concept and consult with people/groups who frequently use the Memorial Hall to understand the impact the proposal will have on them and what alternative facilities may exist.
- 4.9 *Oxford Street Amenity Improvement* – meet with the commercial focus group to refine and shape the frontage policy and fund structure. Officers will then cost the pilot project and seek approval from Council to continue.
- 4.10 *Placemaking* – seek approval from neighbouring business owners and deliver a series of placemaking initiatives over a period of a few weeks. It is intended to install the placemaking sites in the evening/early morning so there is an element of surprise for the community and to minimize any disruption. Officers will evaluate how these initiatives are working and make changes accordingly.

## 5 Horowhenua Growth Strategy – District Plan Change

Background and Progress Update

- 5.1 The Horowhenua Growth Strategy 2040 (Growth Strategy) was adopted by Council at its

meeting on 21 November 2018. The Growth Strategy is a guiding document that provides an integrated and proactive framework that enables growth whilst also ensuring that it is appropriately planned for and managed.

- 5.2 In developing the Growth Strategy a 'stock take' of available land (defined as Residential or Greenbelt Residential zoned land that has not been built on or subdivided) was undertaken and compared with the projected growth. It was identified that some towns and settlements within the District will require additional land to be made available to accommodate projected growth.
- 5.3 The Growth Strategy identifies potential growth areas for towns and settlements where growth is anticipated but where a shortfall in available land has been identified. These growth areas are located on the edge of towns and settlements to help ensure that future growth is able to be well connected and integrated with existing urban areas and that (where possible) existing infrastructure can be utilised.
- 5.4 Officers have now commenced work on a Proposed Plan Change that will propose to re-zone some of the land within the growth areas for key towns and settlements (e.g. Foxton, Ohau, Manakau, Tokomaru and possibly Waikawa Beach); where a shortfall of available land has been identified to ensure that there will be enough land available for residential or greenbelt residential development to be able to occur in the near future.
- 5.5 This Proposed Plan Change will not proposed to re-zone land for residential or greenbelt residential purposes for Levin, Foxton Beach or Waitārere Beach. This is because Master Plans are being developed for one of the growth areas for Waitārere Beach, the growth area for Foxton Beach and for the Gladstone Green area (which is one of the growth areas identified for Levin). The development of Master Plans for these growth areas was considered necessary due to the size of these areas and/or the complexities of developing these areas in the future. Once the Master Plans are complete they will be incorporated into the District Plan via their own Plan Changes.
- 5.6 Initial contact has been made with landowners whose property may be affected by this Proposed Plan Change. Officers commenced engagement with the key statutory stakeholders. This will continue in the coming month.

Key Considerations and Next Steps

- 5.7 Undertake analysis of growth area options for towns and settlements where a shortfall of land available for residential and greenbelt residential development has been identified. Confirm which growth areas (or parts of growth areas) will be proposed to be re-zoned as part of this Proposed Plan Change.
- 5.8 A briefing will be scheduled with Elected Members to go over progress on this Proposed Plan Change in more detail.
- 5.9 Continue work on drafting Plan Change document (e.g. proposed plan text and map amendments and the section 32 report).
- 5.10 Continue conversations with landowners who may be potentially affected by this Proposed Plan Change. Some landowners are concerned about implications of the Proposed Plan Change (e.g. increased land values and therefore impact of changes to rates), whereas others are keen to discuss potential development opportunities if their land was to be re-zoned.
- 5.11 Continue to provide for Iwi to have input and provide feedback as part of the development of the plan change.

## 6 Gladstone Green Master Plan

### Background and Progress Update

- 6.1 Confirmation of the preferred corridor for O2NL in December has enabled the master planning for Gladstone Green to now focus on one scenario, having previously planning around the three different corridor options.
- 6.2 The planning around the three different corridor options has enabled officers to understand the different implications of each corridor as well as the potential mitigations that might be needed as part of the O2NL project to enable and support the future implementation of the Gladstone Green master plan.
- 6.3 Engagement with the key landowners has continued with the detailed analysis and master plan work shared with the landowners pre-Christmas. The announcement of the preferred O2NL corridor has resulted in other landowners in and adjacent to the Master Plan area enquiring about becoming involved in the Master Plan process.

### Key Considerations and Next Steps

- 6.4 Officers and the Design team are working towards completing the Master Plan by April 2019. A plan change to the District Plan is currently being prepared and will be finalised after the completion of the Master Plan. Public engagement will form part of this process.
- 6.5 As part of completing the Master Plan ongoing work is the being undertaken on the stormwater management solutions for the site.
- 6.6 A key aspect of the Master Plan documentation will be the development of the infrastructure staging plan. Consideration will be given to the role that Council may play in providing lead infrastructure (specifically sewer, stormwater and roading) to enable the appropriate staging of the development.
- 6.7 Work continues on understanding the key strategic property connections.
- 6.8 Further meetings with Ministry of Education are scheduled during February to discuss the future needs for a school in the Master Plan area.
- 6.9 Meetings will also be held with the NZTA O2NL Project team to ensure they have an up to date understanding of the Master Planning work and can consider/incorporate this into their design work.

## 7 Foxton Beach 'Te Wharangi' Master Plan

### Background and Progress Update

- 7.1 Initial discussions and a site visit has been undertaken with local Iwi representatives to better understand the historical significance of this site and wider Foxton Beach area. This has presented a good opportunity for involvement in development of the Master Plan.
- 7.2 Contact and site visits have also been undertaken with landowners within the project area to provide an understanding of the project and gather information and perspective specific to their land.
- 7.3 To date work has also been undertaken to confirm scope, compile background information and develop a site base plan.

### Key Considerations and Next Steps

- 7.4 An upcoming focus over the next month will be to progress the following:
  - Working with Ngāti Raukawa to complete a cultural impact assessment
  - Confirm mitigation requirements to address liquefaction risk that will be incorporated

into the Plan Change process

- Develop stormwater design including wetland treatment of quality and requirements for retention ponds and discharge consent
- Working with landowners to enable consent applications to be made in alignment with the principles and layout of the Master Plan

## 8 Waitārere Beach Master Plan

### Background and Progress Update

- 8.1 A Master Plan is being created to guide future growth on the eastern side of Waitārere Beach. A master planning process has been chosen to address a wide range of challenges the growth area faces – multiple land owners, variable topography, accessibility, and infrastructure. The Master Plan is in the early stages of development. Information has been distributed informing landowners and neighbouring landowners of the proposed master plan. Feedback received so far has been positive.
- 8.2 A presentation on the Master Plan project was made to the Waitārere Beach Progressive Ratepayer Association pre-Christmas.
- 8.3 A visit of the Master Plan area was undertaken by key technical experts in late January 2019.

### Key Considerations and Next Steps

- 8.4 The next stage of the Master Plan process is background research and analysis. This step will provide the foundation for the project. This stage will involve developing a stakeholder engagement plan and understanding the context, as well as, opportunities and constraints of the site. Key aspects will include infrastructure servicing, archaeology, topography, preliminary market assessment and social and community infrastructure.
- 8.5 Collaborative work with landowners in the area will inform this early analysis work and help establish a vision of the type and form of development.
- 8.6 The Master Plan is currently scheduled to be completed by August 2019. A District Plan change process will follow.

## Exclusion of the Public : Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

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

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

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

### Confirmation of In Committee Minutes – 21 November 2019

#### C1 Notice of Motion - Delegated Authority

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

#### C2 2019 Tertiary Scholarship Recipients

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

#### C3 Phase 1 Property Strategy Implementation

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

