

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

**Date:** Wednesday 14 August 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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Website: [www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)

**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**

**5.1 Meeting minutes Council – Open & In Committee - 12 June 2019**

**5.2 Meeting minutes Council - 26 June 2019**

**5.3 Meeting minutes Council - Open & In Committee - 1 July 2019**

**5.4 Meeting minutes Council - 10 July 2019**

**6 Announcements**

Foxton Community Board Update

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

Public Participation (further information):

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

Speakers may (within the time allotted and through the Chairperson) ask Elected Members questions as they relate to the agenda item to be considered by the meeting, however that right does not naturally extend to question Council Officers or to take the opportunity to address the public audience be that in the gallery itself or via the livestreaming. Council Officers are available to offer advice 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 Hearings Committee 4 July 2019

File No.: 19/283

## 1. Purpose

To present to the Council the minutes of the Hearings Committee meeting held on 4 July 2019.

## 2. Recommendation

- 2.1 That Report 19/283 Proceedings of the Hearings Committee 4 July 2019 be received.
- 2.2 That the Council receives the minutes of the Hearings Committee meeting held on 4 July 2019.

## 3. Issues for Consideration

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

## Attachments



There are no attachments for this report.

### Confirmation of statutory compliance

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

- a. containing sufficient information about the options and their 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)	Vaimoana Miller <b>Compliance Manager</b>	
Approved by	Ian McLachlan <b>Group Manager - Customer &amp; Regulatory Services</b>	

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# Hearings Committee

## OPEN MINUTES

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Minutes of a meeting of the Hearings Committee held in the Council Chambers, 126-148 Oxford Street, Levin, on Thursday 4 July 2019 at 9.05 am.

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### PRESENT

**Chairperson** Cr J F G Mason  
**Members** Cr R H Campbell  
Cr B P Wanden

### IN ATTENDANCE

**Reporting Officer** Mrs V Miller (Compliance Manager)  
Mr R Ashworth (Animal Control – Team Leader)  
Mrs K J Corkill (Meeting Secretary)

### ALSO IN ATTENDANCE

Ms P A Goddard (19/242 – Appeal Against Barking Dog Abatement Notice)  
Mr H J Franklin (19/236 – Appeal Against Menacing Dog Classification)  
Ms L M Martin

The Chair opened the meeting, introduced the Hearings Panel and Council Officers in attendance, and explained the process for the hearing of the two appeals being addressed by the Committee.

#### 1 Apologies

There were no apologies.

#### 2 Declarations of Interest

There were no declarations of interest.

#### 3 Confirmation of Minutes

MOVED by Cr Wanden, seconded Cr Mason:

*THAT the minutes of the meeting of the Hearings Committee held on Tuesday, 19 June 2018, be confirmed as a true and correct record.*

**CARRIED**

MOVED by Cr Wanden, seconded Cr Mason:

*THAT the minutes of the meeting of the Hearings Committee held on Tuesday, 7 August*



2018, be confirmed as a true and correct record.

**CARRIED**

#### 4 Announcements

There were no announcements.

#### 5 Procedural motion to exclude the public

MOVED by Cr Campbell, seconded Cr Wanden:

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

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

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

##### **C1 Appeal Against Menacing Dog Classification**

<i>Reason for passing this resolution in relation to each matter</i>	<i>Particular interest(s) protected (where applicable)</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<i>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</i>	<i>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. Public conduct of the meeting would be likely to result in a breach of Section 35 of the Dog Control Act 1996, being the disclosure of information contained in Councils dog register.</i>	<i>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.</i>

##### **C2 Appeal against Barking Dog Abatement Notice**

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

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

**CARRIED**

9.12pm The public were excluded.

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

11.55 pm

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

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

**DATE:**.....

**CHAIRPERSON:**.....

# Proceedings of the Foxton Community Board 29 July 2019

File No.: 19/281

## 1. Purpose

To present to the Council the minutes of the Foxton Community Board meeting held on 29 July 2019.

## 2. Recommendation

- 2.1 That Report 19/281 Proceedings of the Foxton Community Board 29 July 2019 be received.
- 2.2 That the Council receives the minutes of the Foxton Community Board meeting held on 29 July 2019.

## 3. Issues for Consideration

There are no items that considered by the Foxton Community Board that require further consideration by Council; however the FCB did approve, as a contribution to the wider upgrade being undertaken at the Foxton Beach School, a grant of \$13,400 from the Foxton Beach Freeholding Account to fund the air conditioning (heat pumps) in the school hall, which had been directed to the Board by Council for final determination.

## Attachments

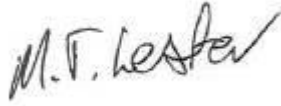
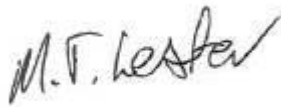
There are no attachments for this report.

### 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, 92 Main Street, Foxton, on Monday 29 July 2019 at 6.00 pm.

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### PRESENT

<b>Chairperson</b>	Mr D J Roache	
<b>Deputy Chairperson</b>	Ms P R Metcalf	
<b>Members</b>	Mr D A Allan	
	Mr J F Girling	
	Mr K Hunia	(Student Appointee)

### IN ATTENDANCE

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

### ALSO IN ATTENDANCE

Mayor M Feyen	(to 6.44 pm)
Cr R J Brannigan	

### PUBLIC IN ATTENDANCE

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

#### 1 Apologies

Apologies were recorded for Ms Lundie and Cr Gimblett.

MOVED by Mr Allan, seconded Mr Girling:

*THAT the apologies from Ms Lundie and Cr Gimblett be accepted.*

**CARRIED**

#### 2 Public Participation

Michael Feyen	7.1	<u>Monitoring Report</u> 14/674 - Target Reserve 19/7 - Foxton Beach Car Park
	7.2	<u>Reporting Officer's Report</u>
	3.1	Annual Plan Item – funding for Air Conditioning (Heat Pumps) for the Foxton Beach School Hall
	3.2	Pre-meeting for Public Engagement
	3.3	LGNZ Conference

- |                 |     |   |
|-----------------|-----|---|
| Ross Brannigan  | 7.2 | <u>Reporting Officer's Report</u><br>3.1 Annual Plan Item – funding for Air Conditioning (Heat Pumps) for the Foxtton Beach School Hall   |
| Ted Melton      | 7.1 | <u>Monitoring Report</u><br>14/674 - Target Reserve<br>Page 8 - Parking Thomas Place<br>17/39 - Foxtton Beach Reserves Investment Plan<br>19/7 - Update on the Carpark Foredune works & Signage, Foxtton & Foxtton Beach<br>19/150 - Proposal for New Carpark |
| Christina Paton | 7.1 | <u>Monitoring Report</u><br>16/16 - Kings Canal<br>19/150 - Proposal for new car park design near pump track  |
|                 | 7.2 | <u>Reporting Officer's Report</u><br>3.2 Pre-meeting for Public Engagement  |

### 3 Late Items

There were no late items.

### 4 Declaration of Interest

There were no declarations of interest.

### 5 Confirmation of Minutes – 27 May 2019

MOVED by Ms Metcalf, seconded Mr Allan:

*THAT the minutes of the meeting of the Foxtton Community Board held on Monday, 27 May 2019, be confirmed as a true and correct record.*

**CARRIED**

### 6 Announcements

#### Update from the FCB Chair

Mr Roache advised:

- he had attended the Community Boards' Zone 3 meeting in Whanganui together with Deputy Chair, Tricia Metcalf, Jenny Lundie and John Girling.
- he had met with the Chief Executive to discuss the Board's working relationship with Council, which had been positive.
- he and other Board Members had attended the recent workshop held outlining the Foxtton Destination Plan. There was a good working group in place.
- the next project on his list was the Foxtton Memorial Hall. He was now wanting to set a date for a public meeting to get the views of the community on the Hall's future.

#### Foxtton Beach Progressive Association Inc (FBPA) Update

Mr Melton spoke to the Chairperson's Report that had been included in the Agenda (page 28) noting that the matters set out in the report had been endorsed by the people (approximately 30) who had attended the Association's recent AGM and he particularly addressed the talking points provided:

- (a) *Where next with CCTV for Foxtton Beach?*

It had been identified that there were very few points where cameras could be positioned to identify vehicles, and number plates, and residents' privacy (houses and backyards) would certainly not be included in surveillance.

Getting quotes and producing a business case down the track was endorsed.

- (b) *Collaboration between Foxtton and the Beach to enhance sound community planning.*  
The recent workshop had involved people who had their finger on the pulse and such a group should be involved in integrating community plans for Foxtton and Foxtton Beach. At the workshop the Community Board had been challenged to be the leaders of that process.

Suggesting that the collaborative parties could perhaps meet quarterly, Mr Roache also noted that if there was funding required this would need to be brought to Council for consideration as part of the Annual Plan.

## 7 Reports

### 7.1 Monitoring Report to 29 July 2019

#### Purpose

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

MOVED by Mr Allan, seconded Mr Girling:

*THAT Report 19/191 Monitoring Report to 29 July 2019 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

Looking at the Officer comment re the Target Reserve User Group, Mayor Feyen queried who had been contacted as he noted the development around the Reserve which could affect the type of activities being undertaken and who could be interested in being involved.

Responding to the Mayor's query as to whether the proposed Foxtton Beach Carpark Foreduke Works (19/7) were awaiting a consent, Mr Lester said that the physical work (not the refurbishment) was to be done under the existing consent.

Mr Ted Melton raised the following:

- 14/674 Target Reserve Strategic Plan; 17/39 Foxtton Beach Reserves Investment Plan; 19/150 Pump Track Carpark Design. Noting that these had been discussed at the Strategic Workshop, Mr Melton said time should be allowed for full discussions of the options, etc. Perhaps a special Reserves related workshop in the near future would be beneficial. A meeting with Parks and Property staff would also be helpful.  
When it came to decisions on the various matters, Mr Melton said these should be made at Board meetings in front of the public.
- Late Item – Thomas Place: From the report it appeared that the costs were unknown. Mr Melton queried if that was in fact correct and also in terms of funding, that had obviously not been provided for in the Annual Plan. With the Foxtton Beach Freeholding Account (FBFA) mentioned as the funding source, what were the options if that was not available?
- 17/39 – Foxtton Beach Reserves Investment Plan: With three reports (19/7 FB Carpark Foreduke Works; 19/150 New Carpark Design near Pump Track at Holben Reserve and 19/162 Holben Reserve Wetland Development) from the previous FCB meeting proposing funding from the FBFA, perhaps the

Investment Plan was in need of a review/update, with a strategic workshop suggested in preparation for the next AP round.

Mr Girling suggested that this should perhaps be left until after the election for the new FCB to consider.

Mr Lester commented on the recent/first Strategic Workshop, which he said had been a scene setter and he did understand the need for more in depth discussion on the various matters that had been considered. It was now a matter of identifying the 'big issues', prioritising them, and putting in place a work programme for future workshops so that these issues could be addressed. That was the intention going forward but it was not likely to happen before the election and the induction of the new Council and new Board.

With regard to revisiting the Investment Plan, Mr Roache said he was not in favour of that idea as it had been through a very rigorous process, which had included three public meetings, and each item had been prioritised. The understanding was that consultation would be undertaken as things were taken forward and that was happening with Holben Reserve.

With the report for the carpark design at the pump track laying on the table, and also the finishing off of Seabury Avenue raised by Mr Story, Mr Roache queried of Mr Lester if it could be possible to get the HDC Roading team involved to see if there was the possibility of attracting road safety funding and also if there could be funding available in the roading budget.

Speaking to 16/16 Kings Canal and Purcell Street Stormwater Catchment, Mrs Christina Paton queried where the awaited response from E2 Environmental was. Mr Roache responded that there was a report going to Horizons Regional Council and it would come to the Board via HDC officers.

Mrs Paton further queried why 19/150 New Carpark Design near Pump Track at Holben Reserve, was noted as complete as there was no budget identified for the project. Mr Lester explained that it was complete because the action was that it would be discussed at the Strategic Workshop, which had occurred. That did not mean that the project itself had been completed.

Page 9 17/39 - Foxtton Beach Reserves Investment Plan

Whilst acknowledging the Plan had been thoroughly consulted on, Mr Allan said there may be room for some useful tweaking and perhaps it could be considered at a future workshop.

Saying that the Investment Plan needed to be a living document, Mr Lester said that priorities did change and there needed to be an opportunity for the document and any possible new initiatives to be tested and this would be included in a future Strategic Workshop.

Page 8 Increasing parking capacity in Thomas Place

Having been unable to access the minutes when this was originally raised, Ms Metcalf said she had been surprised to see this would not be progressed without funding from the Freeholding Account as it had never been inferred that this project would be funded from that source and the last minutes had mentioned the Chair talking to Officers about support funding.

Also queried was if this was to do with the school, why was this not being funded by the Ministry of Education.

Mr Lester to provide an update for the next FCB meeting.

Page 10 19/7 – Proposed Foxtton Beach Carpark Foredune Works

Responding to a query as to where the funding was coming from for this work, Mr Lester said his understanding was that it would come out of existing maintenance budgets but he would confirm that.

## 19/150 – Proposal for New Carpark Design near Pump Track at Holben Reserve

The decision of the Community Board that this project needed to be looked at as a whole was reaffirmed and the Officer comment “no budget identified” was noted with some concern.

### **7.2 Reporting Officer's Report to 29 July 2019**

#### **Purpose**

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

MOVED by Mr Allan, seconded Ms Metcalf:

*THAT Report 19/211 Reporting Officer's Report to 29 July 2019 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

Mayor Feyen said he was absolutely supportive of 3.1 - the proposal to fund Air Conditioning (Heat Pumps) for the Foxton Beach School Hall as this was a major community asset and was well used. He also endorsed the proposed pre-meeting for public engagement though perhaps 30 minutes might not be long enough. With regard to the parking in Thomas Place, whilst it was a good idea perhaps a different part of the school site might be better for car parking.

Speaking to 3.2 – Pre-meeting for Public Engagement, Mrs Paton said she did not think 30 minutes would provide enough time for useful engagement and also would the Board consider holding informal public meetings at any other time?

Acknowledging that it was an unusual request, Cr Ross Brannigan spoke in support of providing funding from the FBFA for Air Conditioning (Heat Pumps) for the Foxton Beach School Hall. He tendered apologies from the School's Principal, Mr Stuart, who was unable to attend tonight's meeting. Speaking of his long association with the school, Cr Brannigan noted:

- the school had the capacity for 175 children but was currently carrying 192, and this was expected to exceed 200 by the end of the year, so obviously there was a capacity issue.
- the hall was being used as a teaching space as the Ministry had taken away two classrooms. There had been an expectation that these classrooms would be returned when the roll grew but that had not happened.
- the hall was partly owned by the Board of Trustees, with ownership shared between the BOT and the school. The school currently had \$500k set aside to refurbish the teaching block with work to be undertaken next year.
- the hall was available for community use and there was no charge for hall use.
- the school has fund-raised \$70k to put a new kitchen in the hall which was used not only by the school but also by the community.
- the school was also the Civil Defence Centre for Foxton Beach.
- in the summer the hall was very hot; in the winter very cold.

For these reasons Cr Brannigan said he believed this was appropriate expenditure from the FBFA and Council had been comfortable with this, subject to endorsement by the Community Board.

Cr Brannigan also noted that the school had applied twice for funding from the Rural Halls Grants Scheme which allowed for applications from schools in communities where there was no community hall. With Rural Halls taking precedence, unfortunately there was not enough funding available for the school to be successful. He also confirmed that the hall was insulated as well as it could be.



3.1 Annual Plan Item – funding for Air Conditioning (Heat Pumps) for the Foxton Beach School Hall

The fact that the FBFA policy provided for a maximum level of contribution of 50% to any total project cost was raised and discussed and Board Members did not support creating a precedent by going outside the policy.

However, with the grant sought being only a small part of what was being spent on the hall, it was agreed that it was not inappropriate for this application to be considered as part of the overall refurbishment being undertaken.

MOVED by Mr Allan, seconded Ms Metcalf:

*THAT the Foxton Community Board approves, as a contribution to the wider upgrade being undertaken at the School including the refurbishment of the hall and kitchen, a grant of \$13,400 from the Foxton Beach Freeholding Account to fund the air conditioning (heat pumps) in the Foxton Beach School Hall.*

**CARRIED**

3.2 Foxton Community Board – Pre-meeting for Public Engagement

The proposed pre-meeting was discussed, which included:

- frequency – should this be monthly or just held prior to scheduled FCB meetings?
- meeting length – was half an hour long enough?
- as noted in the report, what would occur in terms of meetings/timing, etc, after the elections would be for the next Board to decide.
- with sessions for public engagement having been undertaken in the past which were not well attended, there would be a need to encourage more public involvement.
- what format the meeting would take needed to be clarified.

Mr Lester suggested the pre-meeting could be advertised at the same time as the formal meeting, as well as using word of mouth.

In terms of format, Mr Roache said he thought it should be chaired and it should be held in a separate room to the formal meeting. It would be made clear there would be no decisions made, nor any promises, but things raised would be taken forward to staff. A similar format to that used by SORT was suggested.

3.3 LGNZ Conference 2019

Responding to a query from Mr Roache on the status of the remit on Tax Relief for Owners of Earthquake-prone Buildings, Mr Lester explained the process which had seen the remit referred direct to LGNZ's National Council and its progress would be tracked through LGNZ's draft work programme.

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

**Purpose**

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

MOVED by Mr Allan, seconded Ms Metcalf:

*THAT Report 19/192 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 Foxton Beach Signage Update

### Purpose

To provide an update to the Foxton Community Board on signage for Foxton Beach.

MOVED by Mr Girling, seconded Mr Allan:

*THAT Report 19/260 Foxton Beach Signage Update 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

Mr Melton covered a number of issues in relation to items in the report, including:

- it was good that some progress had been made but it was a pity that this had not got into the Annual Plan;
- he had thought that the information from the Manawatū Estuary Trust June meeting on signage would have been included in the report;
- the report intimated that the groups who had been dealing with this needed to be more coordinated; however the groups had expected this coordination would come from Officers;
- it seemed that Officers considered this a district wide issue; however in the FBPA's paper that was contributed to the process had been included the fact that this was significant in terms of economic development and relevant to Horowhenua as a destination and Foxton and Foxton Beach as a destination;
- Council was urged to treat this as a big strategic issue and to undertake a branding exercise for the district and allow localised conversations in relation to that brand. There was not an overnight solution, but it should be tied to Council's excellent strategic planning and thinking;
- whilst the comment was accepted that this would appear in the likes of the Foxton and Foxton Beach community plans, signage was not something that communities should be expected to do as it was a big thing to ask community groups to prepare business plans for signage.
- He reiterated that this should be a Council strategic issue.

The Chair noted that there was also no mention in the report of Proudly Foxton, Cathy McCartney and Hannah Street. In terms of Officer liaison, there had been a meeting with Mr Nelson and he had been going to connect with his team and the Roding team.

Mr Roache also commented that there was nothing in the report that addressed the fact that there was no signage on the main highway that directed people to Te Awahou Nieuwe Stroom, which was Foxton's biggest asset.

7.20 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 31 July 2019

File No.: 19/282

## 1. Purpose

To present to the Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 31 July 2019.

## 2. Recommendation

- 2.1 That Report 19/282 Proceedings of the Finance, Audit & Risk Subcommittee 31 July 2019 be received.
- 2.2 That the Council receives the minutes of the Finance, Audit & Risk Subcommittee meeting held on 31 July 2019.

## 3. Issues for Consideration

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

## Attachments


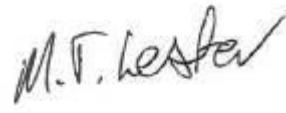
There are no attachments for this report.

### 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	Mark Lester Group Manager - Corporate Services	

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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 31 July 2019 at 4.00 pm.

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### PRESENT

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

### IN ATTENDANCE

<b>Reporting Officer</b>	Mr D Law	(Chief Financial Officer)
	Mr D M Clapperton	(Chief Executive)
	Mr M J Lester	(Group Manager – Corporate Services)
	Mr D McCorkindale	(Group Manager – Strategy & Development)
	Mr I McLachlan	(Group Manager – Customer & Regulatory Services)
	Mr K Peel	(Acting Group Manager – Infrastructure Services)
	Mrs N Brady	(Group Manager – H2040 & Partnership Development)
	Mr G O’Neill	(Planning Manager)
	Mr J Paulin	(Finance Manager)
	Mr A Chamberlain	(Financial Accountant)
	Mrs L Winiata	(Community Engagement Manager)
	Mrs J Dallinger	(Senior Health & Safety Advisor)
	Mr D O’Regan	(Executive Assistant)
	Ms S Hori Te Pa	(Governance & Executive Team Leader)
	Ms A Parker	(Executive Assistant to the Mayor)
	Mrs K J Corkill	(Meeting Secretary)

### PUBLIC IN ATTENDANCE

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

#### 1 Apologies

There were no apologies.

## 2 Public Participation

Speaking to the 7.2 Projects Update - Levin Stormwater Consent, Mrs Anne Hunt raised a number of issues including iwi consultation; the legal matters currently in train affecting the Lake and the Lake Trust; the fact that the Muaūpoko Tribal Authority was not the Lake's owner; the status of the iwi members on the Horowhenua Lake Domain Board; historical matters with regard to the Lake and stormwater; and the risk assessment which she suggested should be extreme.

In relation to 7.2 Projects Update – Shannon Water Supply, Mr Olaf Eady queried why under the Cultural Health Indicator report, Ngati Whakatere need to build a relationship with King Country Energy and Trustpower. Then speaking in relation to 7.7 Monitoring Report – Audit Recommendations 2018/2019 – Funding agreement with third parties, Mr Eady wanted to know what stage this was at and who was the party concerned.

Mr Clapperton suggested, if members of the public had questions with regard to anything on an Agenda, it would be helpful if they were sent through to Council prior to the meeting so there was an opportunity for Officers to provide an informed response.

Referring to the final item in the recommendations, Review of Land and Buildings Fixed Asset Register, Mr Eady queried if the assets pertaining to the Foxton Beach Freeholding Account (FBFA) were valued.

Mr Law responded that the assets were valued and were presented to the Foxton Community Board. The Foxton Beach Freeholding Account was also included in Council's audit. Each time a section was sold or a property was freeholded it was identified as being part of the FBFA so there was a lot of transparency.

Mr Clapperton added, with his comment supported by the Chair, that the FBFA assets were Council assets and were reviewed, revalued and audited in the same way as other Council assets.

Mr Kelvin Lane, Chairperson of the Manawatu Estuary Trust, spoke to 7.2 Projects Update – Foxton Beach Stormwater Consent – outlining in some detail the impact of stormwater on the mudflats that made up about one third of the Trust's area and the affect that had occurred overtime on the mudflats as Foxton Beach had changed and now become a residential area and the possible future affects in terms of the RAMSAR site. As an affected party, he requested that the Estuary Trust be included as a key stakeholder and be part of the consultation and monitoring being undertaken.

Responding to Mr Lane's request, Mr Clapperton said that from both a consultation and stakeholder perspective, the Manawatu Estuary Trust was a key party and he would ensure that the consultants working on this were advised that the Trust would be included both from a monitoring and consultation perspective. This would be captured in the next Projects Report update.

Speaking to 7.7 – Monitoring Report – Audit Recommendations 2018/2019 - Funding agreement with third parties – Mrs Christina Paton noted the status was overdue and being an audit recommendation she said it should not be ignored. Noting the significant sums of public money (including funding from the FBFA) that had gone into building and maintaining Te Awahou Nieuwe Stroom she made some suggestions to address the issue.

Mr Clapperton responded that as he had highlighted at the last meeting, there were negotiations being undertake with two parties with regard to Deeds of Acknowledgement of Debt; one party had signed and a draft deed would be submitted to Te Taitoa Maori for finalising shortly.

## 3 Late Items

There were no late items; however a hard copy of the updated Projects Report had been circulated.

#### 4 Declarations of Interest

There were no declarations of interest.

#### 5 Confirmation of Minutes – 26 June 2019

MOVED by Mayor Feyen, seconded Cr Campbell:

*THAT the minutes of the meeting of the Finance, Audit & Risk Subcommittee held on Wednesday, 26 June 2019, 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.

Council's Senior Health & Safety Advisor, Mrs Dallinger, joined the table to speak to the report and respond to any queries, reiterating the key updates for the quarter.

Mrs Dallinger explained the strategies being undertaken to improve incident and accident reporting which had dropped for the last quarter. With regard to the Act and the processes and reporting that Council had traditionally had in place, Mrs Dallinger noted that the new legislation was no longer about compliance but was more about a health and safety culture.

MOVED by Mayor Feyen, seconded Cr Wanden:

*THAT Report 19/232 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**

At the Chair's suggestion, Reports 19/261 and 19/256 were addressed concurrently.

##### 7.2 Projects Update

###### **Purpose**

To provide the Finance, Audit and Risk Subcommittee with an update of the projects being undertaken by the Infrastructure Projects Team.

##### 7.3 Capital Projects Undertaken by Alliance

###### **Purpose**

To provide the Finance, Audit & Risk Subcommittee with an update on the Capital Projects being undertaken by the Horowhenua Alliance.

Mr Clapperton and Mr O'Neill joined the table to speak to the reports, with Mr O'Neill giving a PowerPoint presentation on the four projects updates covered in report 19/526 and he and Mr Clapperton responded to a number of queries from Elected Members on salient points in the various Project updates.

MOVED by Cr Campbell, seconded Mayor Feyen:

*THAT Reports 19/261 Projects Update and 19/256 Capital Projects Undertaken by Alliance be received.*

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

**CARRIED**

#### **7.4 Twelve Month Report 1 July 2018 - 30 June 2019**

##### **Purpose**

To provide a placeholder for the financial report for the twelve months to 30 June 2019.

Apologising for the lateness of the report, Mr Law said it was an interim report in the normal format; it was not the Annual Report as such. A draft of the Annual Report would be available for the next FARS meeting, with Audit NZ commencing its audit of the document on 12 August. The final version of the Report would be presented to the FARS September meeting, for adoption by Council at its 2 October 2019 meeting. He then gave a PowerPoint presentation that provided an explanation for the major changes from the deficit originally predicted.

Commenting on the issue, Mr Jones said he thought the CE and the Finance staff should be congratulated for producing such a report for the previous financial year in July as normally it would not be available until August. However, Mr Jones said he did have some concerns, which he articulated. Saying he proposed to send a number of questions to the CE and staff, he suggested the report be received as an interim financial result for the period to allow time for a more detailed analysis of the impact on how the deficit would be funded to be available for the August FARS meeting.

MOVED by Mr Jones, seconded Cr Kaye-Simmons:

*THAT Report 19/270 Interim Twelve Month Report 1 July 2018 - 30 June 2019 be received.*

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

**CARRIED**

#### **7.5 Treasury Report**

##### **Purpose**

To present to the Finance, Audit & Risk Subcommittee the Bancorp Treasury Report for the June 2019 quarter.

Speaking to the report, Mr Law commented on the graph which suggested that the current interest rates in 5,000 years with a lot of that being caused by the world's economy slowing and the geopolitical risk.

Also Bancorp had been given permission to use HDC as a case study because HDC was seen as a Council that had historical debt and new debts and was doing relatively well with that.

MOVED by Cr Kaye-Simmons, seconded Cr Brannigan:  
*THAT Report 19/266 Treasury Report be received.*  
*THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.*

**CARRIED**

**7.6 Audit Plan**

**Purpose**

To deliver to the Subcommittee the Audit Plan for the audit of the 2018/19 Annual Report.

MOVED by Cr Campbell, seconded Deputy Mayor Bishop:

*THAT Report 19/267 Audit Plan be received.*

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

**CARRIED**

**7.7 Monitoring Report - Audit Recommendations 2018/2019 - June 2019**

**Purpose**

To present to the Finance, Audit & Risk Subcommittee the Monitoring Report covering Audit recommendations 2018/19.

With the Chair noting that there had been a meeting with the Auditor, it was:

MOVED by Mayor Feyen, seconded Cr Kaye-Simmons:

*That Report 19/263 Monitoring Report - Audit Recommendations 2018/2019 - June 2019 be received.*

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

**CARRIED**

5.48 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:**.....



# Monitoring Report to 14 August 2019

File No.: 19/257

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 19/257 Monitoring Report to 14 August 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	26

### 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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**MONITORING REPORT**  
**HOROWHENUA DISTRICT COUNCIL**

Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Completed	Officer Comment
17/534	27 November 2017	Provisional Local Alcohol Policy – Appeals	<i>THAT Council resolves that the Hearings Committee of Council be directed to act on behalf of Council on this matter as may be required following notification by the Licensing Authority.</i>	V Miller			Court hearing scheduled to be heard by ARLA on 8 August 2019.
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			Information responding to the proposed contract has been received from Charge Net on 26 March 2019. This has led to a positive meeting between the parties to establish a way forward. An updated contract was prepared on the basis of that meeting and provided to Charge Net for signing. Charge Net have indicated that they would like to seek some further changes to the contract before signing. A meeting between the parties to consider those changes is being scheduled for

**MONITORING REPORT**  
**HOROWHENUA DISTRICT COUNCIL**

Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Completed	Officer Comment
							August 2019.
18/575	10 October 2018	Options for Potential Disposal – Court House Museum	<p><i>THAT Council resolves not to retain the Court House Museum as per the original Officer recommendation.</i></p> <p><i>THAT Horowhenua District Council disposes of the Foxton Court House Museum using an Expression of Interest process that requires proponents to complete seismic strengthening whilst preserving the heritage and character of the building.</i></p> <p><i>THAT the Chief Executive be delegated the authority to execute the disposal of Foxton Court House Museum.</i></p>	<p>A Nelson 26 February 2019</p> <p>A Nelson 28.03.2019</p>			<p>A draft EOI has been produced Officers are currently undertaking due diligence and researching any encumbrances upon the title.</p> <p>Due diligence has identified some encumbrances relating to the property and these are still being assessed.</p>
18/484	21 November 2018	Review of Draft Shannon Reserves Management Plan	<p><i>THAT the Horowhenua District Council approves the Draft Shannon Reserves Management Plan for further public</i></p>	A Nelson			Hearing was held on 1 August 2019 in Shannon, with a report to go to the Council meeting of 11 September for final

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Completed	Officer Comment
			<i>consultation.</i>				adoption of the Shannon Reserve Management Plan.
19/27	13 March 2019	CE's Report – Foxton Beach Freeholding Account Strategy & Policy Review	<i>THAT the Horowhenua District Council gives approval for the Foxton Beach Freeholding Account Strategy and Policy to be reviewed with feedback to be sought from the Foxton Beach Community.</i>	D Clapperton			Project Plan being developed for the review process.
19/98	10 April 2019	Fees and Charges 2019/2020: Food Act and Resource Consenting (Planning)	<i>THAT the Horowhenua District Council resolves that the Food Act Fees and Resource Consent (Planning) Fees for the 2019/20 year be used as the Statement of Proposal, the Summary of Information and the submission form be consulted on using the special consultative procedure as set out in section 83 of the Local Government Act 2002.</i>	V Miller/ M Leyland		Completed	

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Completed	Officer Comment
19/199	12 June 2019	Proceedings of the Foxton Community Board 27 May 2019	<i>THAT as recommended by the Foxton Community Board, the Horowhenua District Council supports the development of a detailed design for a wetland at Holben Reserve and requests officers to progress to a detailed design through an RFP process.</i>	A Nelson			A Request for Proposals document is currently being drafted, with a view to seeking detailed design proposals from suitably qualified companies in the next two months.
19/172		Statement of Proposal – Update to the Land Transport Bylaw 2017 – Part 10 Schedule of Speed Limits	<i>THAT the Horowhenua District Council adopts the speed limit changes laid out in the Statement of Proposal.</i>  <i>THAT the Horowhenua District Council proceed to Publicly Notify the update to Land Transport Bylaw 2017, Part 10, Schedule of Speed Limits.</i>	K Peel	14 August 2019	Completed	Report to Council's 14 August 2019 meeting to ratify the changes following public notification.



# Chief Executive's Report to 14 August 2019

File No.: 19/258

## 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 19/258 Chief Executive's Report to 14 August 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.

## 3. Chief Executive Updates

### 3.1 Community Plans

Over the next few years, community plans will be developed for all communities throughout the District. A community plan will set out the vision and key goals of that community and prioritise a list of actions that contribute to reaching these. The first plans being developed are for Waitarere Beach, Manakau and Ohau.

Engagement on these community plans is well under way. Council officers have undertaken engagement sessions with the students from Ohau School, Manakau School and Poroutawhao School. It has been a privilege working with these schools gathering ideas from some of the amazing young members of our local communities.

Community 'Drop-in' engagement sessions have been held at each settlement, an online survey has enabled those who were not able to attend the drop-in sessions to still provide their ideas. The drop-in sessions have provided questions for the community to answer, a survey to fill in and information on Council processes and plans. The Waitarere Beach drop-in session also included a planting day at the Waitarere Domain with specific questions seeking ideas for the Domain Development Plan. We have had a fantastic response from the Waitarere Beach community, with over 250 surveys completed and approximately 65 adults attending the drop in session. The Manakau and Ohau drop in sessions had approximately 30 people attend each and currently 50 surveys filled in, with these surveys still open for further responses (the Manakau survey closes 12 August, and Ohau survey closes 19 August).

The next step is to analyse the data received and decide on the next steps. Depending on information gathered, the next steps could include further community engagement such as a workshop or a second survey to refine actions. In addition to the three Community Plans currently being developed, officers are also supporting the Foxton Beach Progressive Association who are leading the development of the Community Plan for Foxton Beach. Officers and members of the Progressive Association will be working with the Foxton Beach School students during August to get their ideas for Foxton Beach.

### 3.2 Election 2019

*The purpose of this item is to provide an update on the Election 2019 and is for information only.*

Key Election 2019 dates:

12 July	Start of election period
19 July – 16 August	Nomination period - Nominations close 12 noon 16 August
20 – 25 September	Delivery of voting documents
20 September	Postal voting period opens
12 October	Election Day - Progressive result available at 12 noon
17 – 23 October	Declaration of results

As per statutory requirements, the Pre-election Report has been prepared and was released Thursday, 1 August. The report provides an insight into the large and significant role that Council plays in the everyday lives of the residents and ratepayers of the district. The report is focused on where Council has been over the last three years, the many opportunities and challenges that lay ahead and where Council is heading in terms of important projects.

Residents and ratepayers are encouraged to read the report, discuss it, debate it and vote in the 2019 election.

Copies of the Pre-election Report can be collected from Council Service Centres or viewed online at <https://www.horowhenua.govt.nz/Council/Your-Council/Elections/2019-Election>

## 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 <b>Chief Executive</b>	
Approved by	David Clapperton <b>Chief Executive</b>	



# Documents Executed and Electronic Transactions Authorities Signed

File No.: 19/155

## 1. Purpose

To present to Council, **for information**, 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 19/155 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 for an Electricity Easement in favour of Horowhenua District Council over CT 865195, 390/394 Kimberley Road, Levin. Grantor Brenda Ann Hegarty, Simon Peter Hegarty and John Alexander Fluker.

## 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 <b>Chief Executive</b>	
Approved by	David Clapperton <b>Chief Executive</b>	



File No.: 19/284

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## Heritage Walk of Fame Proposal

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### 1. Purpose

To provide Elected Members with information to supplement the attached application on behalf of Heritage Horowhenua for a 'heritage walk of fame' on Oxford Street, Levin. This is to enable Council to make a decision as to whether to give permission and approval for Heritage Horowhenua to implement this project.

### 2. Executive Summary

- 2.1 The Heritage Walk of Fame concept seeks to recognise and commemorate significant Horowhenua residents in the following categories.
- 2.2 There are 3 categories which include:
  - (a) Any pioneer or early settler, Māori identity or local identity, prominent business man or woman, local celebrity or other identifiable distinction who would be recognised by the community as having distinctive heritage value.
  - (b) Any person who has international recognition or reputation in any activity that reflects well on Horowhenua and New Zealand
  - (c) Those people who have represented New Zealand (at a senior level) in any sporting activity and those people who have officiated in any sporting test match between two countries.
- 2.3 The plaques are proposed to be placed adjacent to shop windows atop the pavement. The plaques are 3mm thick, with bevelled edges to minimise trip hazard.
- 2.4 Heritage Horowhenua propose they will select who will be commemorated on a plaque in any given year, but will make provision for a public nomination process from 2021 onwards. Heritage Horowhenua has already selected who will be commemorated in the first year of the project. Up to 20 people will be commemorated in any given year.
- 2.5 The plaques are made stainless steel, so will be durable and easily cleaned. Information about those commemorated on a plaque will be available on a website which is to be created and maintained by Heritage Horowhenua.

### 3. Recommendation

- 3.1 That Report 19/284 Heritage Walk of Fame Proposal be received.
- 3.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That the Horowhenua District Council approves the concept as proposed in the attached document prepared by Heritage Horowhenua on the condition that Heritage Horowhenua will remove the plaques if they prove to be a trip hazard and explore other alternatives.

### 4. Background / Previous Council Decisions

- 4.1 Heritage Horowhenua briefed Council on this concept on 19 June 2019. Council was supportive of the concept, but asked the group to consider plaque placement and design to maximise visibility and minimise trip hazard. As detailed in the attached document, Heritage Horowhenua prefer the plaque placement to remain adjacent to shop windows and for the

plaques to remain atop the pavement, as opposed to flush and centre. Reasons for this include:

- Cost of plaques that are flush with the pavement
- Concern that placing plaques in the centre of the pavement will impede pedestrian flow
- That placing the plaques adjacent to shop windows will have a flow on positive effect for shop owners.

4.2 As referenced earlier, Heritage Horowhenua has selected the first round of people to be commemorated on plaques next year, but will hold a public nomination period in subsequent years noting that final selection will be by Heritage Horowhenua.

## 5. Discussion

5.1 The Heritage Horowhenua group has redesigned the plaques from the original idea so to address the issues of them being a trip hazard. The plaques are now 3mm thick and have bevelled edges. The proposal that the plaques will be adjacent to shop windows is a safety recommendation so to ensure there is no impediment to pedestrian flow. While the plaques are still proposed to sit on top of the pavement, the reduced thickness and bevelled edge reduces the trip hazard. The plaques are also easily removable should tripping be an issue.

5.2 The Heritage Horowhenua group has already selected the first plaques to be laid, but will consult with the public and iwi for the recipients in the following years.

5.3 The maintenance for these plaques will be via the usual street cleaning process. There is no need for a specialised clean.

## 6. Options

There are three options available to Council:

Option 1 - Endorse Heritage Horowhenua proposal as it is set out with the recommendation that if the plaques become a trip hazard that the Heritage Horowhenua group will remove these plaques within 14 days and look at other arrangements for them to be flush with the pavement.

Option 2 – Request Heritage Horowhenua to further refine the concept

Option 3 – Not support the concept.

Officers preferred option is Option 1. This will allow a community-led initiative to celebrate local heritage to proceed, with steps taken to mitigate potential trip hazard.

### 6.1 Cost

There will be no cost to Council. Heritage Horowhenua proposes to fund the concept through private sponsorship.

#### 6.1.1 Rate Impact

There will be no rates impact arising from this project.

### 6.2 Community Wellbeing

Arts, culture and heritage will be encouraged through community development initiatives where pride and acknowledgements are recognised. This initiative will support attracting more visitors to the district which will create economic growth.

This initiative supports links between generations which attracts people's attention, generate interest, encourage interaction, viewing, physical touch and movement.

Both of these are linked to the Horowhenua Vibrant Communities where Heritage is celebrated.

### 6.3 Consenting Issues

There are no consenting issues.

### 6.4 LTP Integration

There is no cost to Council and there are no LTP integration issues.

## 7. Consultation

Council has not undertaken any direct consultation as this is a community led initiative. However, the Heritage Horowhenua group has indicated a process for involving the community in a nomination process in subsequent years.

## 8. Legal Considerations

There are no legal considerations.

## 9. Financial Considerations

There are no financial considerations.

## 10. Other Considerations

There are no other considerations.

## 11. Next Steps

There are no next steps for Council.

## 12. Supporting Information

<p><b>Strategic Fit/Strategic Outcome</b></p> <p>This projects aligns with Council's Heritage Strategy, Transforming Taitoko/Levin Town Centre Strategy and the Community Outcomes identified in the LTP 2018-2038.</p>
<p><b>Decision Making</b> N/A</p>
<p><b>Consistency with Existing Policy</b></p> <p>The proposal does not appear to conflict with any existing policy.</p>
<p><b>Funding</b></p> <p>No Council funding is required.</p>

Risk Area	Risk Identified	Consequence	Likelihood	Risk Assessment (Low to Extreme)	Managed how
Reputational	Trip hazard	Minor	Unlikely	Low	Placement off main traffic area,

					Heritage Horowhenua group to remove plaques if they become a trip hazard.
Reputational	Concern about process (i.e. public involvement)	Minor	Unlikely	Low	Process checked at Heritage Horowhenua meetings

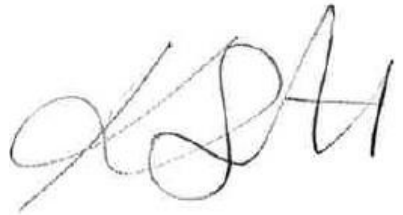
**Confirmation of statutory compliance**

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**

No.	Title	Page
A	Horowhenua Heritage Charitable Trust - Heritage Proposal - Kerry Geertson - 29 July 2019	39

Author(s)	Kim Stewart <b>Community Development Advisor</b>	
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Approved by	Cathryn Pollock <b>Community Development Manager</b>	
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29 July 2019

Lauren Baddock  
Strategic Planner  
Horowhenua District Council

Re Heritage proposal

As per your email of 16 July 2019, attached is a 3 page bullet point summary along with a 4 page detailed document with attachments.

Just to clarify we are requesting permission for Levin, however we are working on behalf of the whole of the Horowhenua. Over time we expect the "Walk of Fame" plaques to extend to the other towns, with the required permissions and with the full support of those local communities.

When the Mayor asked the question at the presentation, I think I remember stating that we had to start somewhere, which was Levin, and then, in time, move onto the other towns.

The Trustees look forward to a working relationship and a positive outcome.

A handwritten signature in black ink, appearing to read "Kerry Geertson".

Kerry Geertson  
Convenor  
Heritage Horowhenua Charitable Trust



Ka mua, ka muri: Looking back in order to move forward

## HOROWHENUA HERITAGE WALK OF FAME

The Heritage Horowhenua Charitable Trust has been set up to address the neglect of heritage in the Horowhenua, particularly Levin.

There are four objectives we want to achieve:

- 'Walk of Fame' plaques
- A Heritage Week
- A Heritage trail or trails
- A Heritage museum

Our first focus is the inaugural Heritage Week and the unveiling of the first plaques in the Walk of Fame early next year (2020).

The Heritage Horowhenua Trust is asking council to:

- Permit and support the concept of 'Walk of Fame' plaques to be placed on the footpaths in front of shop windows.
- Endorse the concept of a Heritage Week to be held in late February each year.

There are four categories for the Horowhenua Walk of Fame.

- Any pioneer, early settler, Maori identity, local identity, prominent businessman or woman, local celebrity or other identifiable distinction who would be recognised by the community as having distinctive heritage value;
- Any person who has international recognition or reputation in any activity, that reflects well on Horowhenua and New Zealand;
- Those people who have represented NZ (at a senior level) in any sporting activity; AND those people who have officiated in any sporting test match between two countries.

The selection process will be inclusive.

- At the inaugural Heritage event, the first 20 people who have satisfied the entry criteria to the satisfaction of the Heritage Trustees will be inducted into the "walk of Fame". Their CVs will be uploaded to the Horowhenua Heritage Web site for public access.
- At this event, and over the next two months (the selection application period), the general public will have the opportunity to submit the names of applicants, with appropriate historical information, to the Horowhenua Heritage Trust, for consideration.
- To be successful, each applicant must satisfy the criteria set in one of the three categories established by the trust and provide the results of a police vetting process.
- The Trustees decisions following a robust research and selection process will be final, and no correspondence will be accepted or considered.
- This process will be performed annually, and 20 will be the maximum number of applicants selected, due to the time required to research the information provided and due diligence to be needed for each applicant.
- We have consulted with the Muaupoko Tribal Authority and as a result of those discussions; any person put forward by them will be accepted as a proper person to be commemorated. The former chairwoman of the board is a member of the Trust



## THE PLAQUES

It is our recommendation that the plaques are placed near the retailers' windows using glue and screws.

- Council staff have seen the latest version of the plaque.
- It is 3mm with arrised edges and fits snugly to the pavers.
- We believe the best place to place the plaques is close to the retailers' windows. In a walkabout with members of the trust and council staff we were able to demonstrate that few people stand close to windows than where the plaques would be situated. A retailer who joined us on the footpath agreed with this.
- There is an advantage for retailers with people looking at plaques also looking in shop windows.
- The plaque was also tested in the middle of the footpath. It did not have the same impact as closer to the retailer's window and would create an obstruction with groups of people stopping to look at it.
- The indicative cost for installing the plaques (from a council approved provider):
  - Glued and screwed to the top of the paving/footpath - \$60 including GST.
  - To grind and recess pavers to install plaque flush with pavers/footpath, glued and screwed - \$205 including GST
- To provide a plaque (including cost of production and etching) glued and screwed would cost approx. \$250 (including GST).
- To provide a plaque (including cost of production and etching) set flush, glued and screwed would cost approx. \$400 (including GST).
- We believe that we could attract sponsors at \$250 for each plaque, but \$400 would be much harder to achieve.

## TRUSTEES

The six trustees offer a broad range of skills necessary for this project. They are:

Kerry Geertson	Retired Chief Executive and Management Consultant Member Horowhenua Historic Society Member Horowhenua Family History Group Rugby Historian and Editor of NZ Rugby History Website
Linda Fletcher	Born and bred Horowhenua Former long-serving journalist Horowhenua Chronicle Past Heritage liaison officer, Te Takere Member Horowhenua Historic Society Author and editor of several books on Horowhenua people
Tom Hayes	Born and bred Horowhenua President Horowhenua Historic Society Life member Horowhenua Family History Group Patron, Horowhenua Vintage Car Club Recipient Horowhenua Civic award

Nina Hori Te Pa	Born and bred Horowhenua Probation Officer – Corrections Immediate past chairwoman of Muaupoko Tribal Authority On Board of Muaupoko Tribal Authority Chairwoman of Wanderers Rugby Club
Bruce Little	Long term, Local Businessman/Optometrist One of founders 16 years ago of Levin Charitable Trust & still a Trustee Trustee of Horowhenua Hockey Trust
Darryl Small	Retired Public Accountant Life member and Immediate Past President, Levin Cosmopolitan Club Trustee of Horowhenua Hockey Trust

The Trustees will be responsible for:

- all the decisions around who should be considered for the Walk of Fame based on set criteria, apart from those agreed to with the Muaupoko Tribal Authority;
- the research/due diligence on all candidates;
- communicating with individual candidates or their descendants to obtain the information to write their biography and offer them the opportunity to be at the unveiling;
- the provision of the plaques including their manufacture and placement;
- communication with retailers and building owners about the placement of plaques;
- all the funding of the plaques (through sponsorship or grants);
- communication with the public;
- the maintenance of the website which will provide the information on each person.

It will be the obligation of future Trustees to continue to deliver these responsibilities.

**PROPOSAL TO COUNCIL**

**Re Walk of Fame**

Subsequent to the paper provided to Council on 13 June 2019 & briefing presentation on 20 June 2019.

**1) Heritage Horowhenua Charitable Trust.**

This is a new trust set up to look after the projects:

- a) Walk of Fame Plaques, as part of b);
- b) Heritage week;
- c) Heritage trail or trails;
- d) A Heritage Museum.

The six people who have agreed to be the Trustees for the application are as set out in Attachment 1.

The Trustees will be responsible for:

- a) all the decisions around who should be considered as worthy to be 'Walk of Famers' based on the criteria (as per P 5 of the paper above), see Attachment 2, apart from those agreed by the Muaupoko Tribal Authority;
- b) the research/due diligence on all candidates;
- c) communicating with an individual candidate (if alive) or their descendants (if deceased) to:
  - i) obtain every type of information required to write their biography, particularly the family history information which adds greatly to the human interest part of the biography;
  - ii) offer them the opportunity to represent themselves or the candidate at the unveiling at the Civic reception on the first evening of each Heritage week.
- d) all the activity around the provision of the plaques including their manufacture and placement;
- e) the maintenance of the website which provides the information on each 'Walk of Famer'.
- f) all the funding of the plaques (through sponsorship or grants);
- g) communication with the public with respect to this project (see below);
- h) communication with retailers & building owners who may have the plaques placed outside their premises.
- i) the research into those properties (homes or businesses) that may be of a heritage nature. (A starting point is those homes close to or over 100 years old.)

j) communication with the owners of said properties, (from i) above), with respect to having them signposted so that they can be included on a Heritage Trail.

k) communication with the Council with respect to the same properties – where appropriate.

l) arranging for the provision of ‘story boards’ where appropriate for any of the business or similar properties.

*Over time it’s inevitable that the Trustees will change. It will be the responsibility of all Trustees to manage this change so that people who become new Trustees continue to deliver the responsibilities as outlined above.*

## **2) The process of identifying people to be commemorated.**

a) At the beginning of this project, approx 2 years ago, we asked the members of the Historical Society & the Family History Group to suggest appropriate names to be considered.

b) This provided us with an initial list of over 400 names, across all 3 categories. To this list we have added people who were mentioned in books on Horowhenua, such as Dreaver’s book on Levin. We have also added people (mostly sportspeople, but some others), who have had stories about them published in papers such as the Chronicle & Dom Post.

c) We have identified approx 20 of these people for the first group of “Famers”, with all subject to a thorough research/due diligence process. Included in this group were at least two high profile people (one male - deceased, one female – still alive) which would provide a great story for a first time major event.

*(This research has not yet been started on most of the 20 as we need to wait for the final approval of the project before committing to a large amount of time and effort by a number of people.)*

d)

i) The process requires research based on a template (See Attachment 3) which captures the full biography of the person and helps build the story with a human interest factor, not just the bare facts e.g. a person’s sports career. Family, education, career and other interests are all part of the human interest picture.

ii) This process takes time. If the person is deceased then information from ‘Papers Past’ & Google and any other avenues are used. Also possible additional relevant information from current family is included. If the person is still alive then often there is very little online about them. Then we have to approach the person or other family members to obtain what we need.

iii) The Trustees will request help from local genealogical people to do the research on each person on our lists. We will probably have to be researching up to 40+ people (across the 3 categories) at once so that there is an adequate number to choose from. The choosing of the final group for any one year will be done by the Trustees (as per 1) a) above).

iv) It is quite possible that there may only be a few people notable enough to be commemorated in any one year, as the research on the others may not be completed due to the time involved (see example below). Hopefully it will be more, however there are no guarantees, simply because of the time involved.

Although every effort would be made to have someone in all 3 categories, each year, again it cannot be guaranteed. This will depend on the numbers available to consider. In any event there will always be a larger number of sports people on the total list.

We would make the point that all choices made will be race and gender neutral.

*One example: We have a NZ sports captain who is deceased. He married later in life and had one child, a daughter. We eventually found her name and then found she had married and moved to England. We don't know whether she is still alive and if so where she lives or whether she had children. We need to keep looking so we can offer the chance for the sports person's descendants to attend the unveiling. Finding these descendants could take many months or sometimes we can be lucky and it is quicker.*

e) We then have to approach the person concerned (if alive) to see if they and their family can attend the unveiling programme. If deceased we have to find their descendants for the same purpose. We have to allow a reasonable time before the ceremony for them to consider i) attending and ii) making travel and accommodation arrangements, especially if they live overseas. We have also found that many of the people still alive no longer live in the Horowhenua area and we therefore have to track them down.

f) At an appropriate time (yet to be decided) the Trustees will undertake the communication with the public, as per their responsibilities as outlined in 1) g) above. This would allow the public to put forward names of people who may fit into any of the 3 categories. It is quite possible that names submitted may have already been listed. As part of the process we would acknowledge all nominations, noting that research will have to be done on each person and that it is not automatic that they will be finally accepted as a "Famer".

*It is our opinion, that to be successful and accepted by the community at large, the process must be seen to be independent of Council, and also that it cannot be by a community popularity vote.*

### **3) The process for identifying significant Maori identities.**

a) Approx 12 months ago the writer met with the Chief Executive of Muaupoko Tribal Authority. An offer was made to talk with the Board about this project. At the time this offer was not taken up.

b) Earlier this year the writer met with the immediate past Chair of the Board and who is still on the Board. She took the idea of the project back to her Board and also family. I understand that it is now understood what needs to happen. She also explained that if a person is nominated, from within, then it has to go through a process of discussion by all members of the Authority.

c) The ex Chair has accepted a position as a Trustee of the Charitable Trust.

d) As stated above [1] a)), any person put forward by the Muaupoko Tribal Authority would be accepted as a proper person to be commemorated.

#### 4) Placement of the Plaques.

a) We have been able to show the latest version of the plaque to Council staff. This is 3mm with arrised edges. This plaque fits very snugly to the pavers and even though not glued or screwed to the ground we were unable to slip on or trip over it.

b) We have now received an indicative cost for installing the plaques (from a Council approved provider).

i) To secure plaque to top of paving/footpath - glued & screwed (\$60 incl GST). This would be done in the evenings after shops close and probably all in the same evening.

ii) To grind & recess plaque flush with pavers/footpath – glued & screwed (\$205 incl GST). This would have to be done at night (over 2 nights at least for 15 to 20 plaques), because of the noise etc.

*(This price covers generator, lights, grind equipment, adhesive, screws, flush finishing of plaque install.)*

c) To provide a plaque (including cost of production & etching) glued and screwed would cost approx. \$250 (incl GST).

d) To provide a plaque (including cost of production & etching) set flush, glued & screwed would cost approx. \$400 (incl GST).

e) We believe that we could go to the \$250 for sponsorship of each plaque. However we believe we would have great difficulty with getting individual sponsorship at the \$400 level.

f) We still believe that the best place is close to the retailers windows. We were able to demonstrate that very few, if any, people stand closer to the retailer's windows than where the plaques would be situated.

In addition there is a Win-Win for the retailers. As people are looking at the plaques they are also looking at the displays in the retailers windows. The retailer could make use of this to feature activity around the name on the plaque – especially in Heritage week.

If as we expect, over time, tourists start looking for the plaques, then the retailers should benefit.

We also tried the plaque in the middle of the footpath. In our view it did not have the same impact as closer to the retailer's window. A downside effect is that if a group of, say, tourists are looking at the plaque in the middle of the footpath, other pedestrians are having to walk around them (or as we discovered, walked straight through them).

*(We know that Petone's plaques are in the middle of the footpath. However they do not have the same amount of foot traffic as Levin. They are also installed by the local Council.)*

g) It is our recommendation that we place the plaques near the retailers' windows with the glued & screwed method.

**Heritage Horowhenua Charitable Trust**

**Trustees**

Geertson Kerry	Retired Chief Executive & Management Consultant Member Horowhenua Historic Society Member Horowhenua Family History Group Rugby Historian & Editor of NZ Rugby History Website
Fletcher Linda	Born & bred Horowhenua Long standing ex reporter Horowhenua Chronicle Past Heritage liaison officer, Te Takere Member Horowhenua Historic Society Author & editor of several books on Horowhenua people
Hayes Tom	Born & bred Horowhenua President Horowhenua Historic Society Life member Horowhenua Family History Group Patron, Horowhenua Vintage Car Club Recipient – Horowhenua Civic award
Hori Te Pa Nina	Born & bred Horowhenua Probation Officer – Corrections Immediate past Chair of Muaupoko Tribal Authority On Board of Muaupoko Tribal Authority Chair of Wanderers Rugby Club
Little Bruce	Long term, Local Businessman/Optometrlist One of founders 16 years ago of Levin Charitable Trust & still a Trustee Trustee of Horowhenua Hockey Trust
Small Darryl	Retired Public Accountant Life member & Immediate Past President, Levin Cossie Club Trustee of Horowhenua Hockey Trust

*ATTACHMENT 1*

The following are our categories for the Horowhenua people of Distinction for the "Walk of Fame".

- a) Any pioneer, early settler, Maori identity, local identity, prominent businessman or woman, local celebrity or other identifiable distinction who would be recognised by the community as having distinctive heritage value;
- b) Any person who has international recognition or reputation in any activity, that reflects well on Horowhenua & NZ;
- c) (i) Those people who have represented NZ (at a senior level) in any sporting activity;
- c) (ii) Those people who have officiated in any sporting test match between two countries.

*ATTACHMENT 2*



**HOROWHENUA WALK OF FAME TEMPLATE**

Surname: \_\_\_\_\_

First Names: \_\_\_\_\_

Name known by: \_\_\_\_\_

Nickname: \_\_\_\_\_

Derivation of nickname: \_\_\_\_\_

Date & Place of Birth: \_\_\_\_\_

Date & Place of Death: \_\_\_\_\_

Where Buried: \_\_\_\_\_

Date & place of Marriage 1: \_\_\_\_\_

Date & Place of Marriage 2: \_\_\_\_\_

Full name of Person Married 1: \_\_\_\_\_

Full name of Person Married 2: \_\_\_\_\_

Full name of Father: \_\_\_\_\_

Date & place of Birth & death of Father: \_\_\_\_\_

Full name of Mother: \_\_\_\_\_

Date & place of Birth & death of Mother: \_\_\_\_\_

Full names of Siblings: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Full names & date of Birth of Children: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Activity Best Known For: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*ATTACHMENT 3*

Career, Business, Sporting History: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Education: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Interests: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Awards: \_\_\_\_\_

\_\_\_\_\_

If Alive: Email Address: \_\_\_\_\_

If Alive: Postal Address: \_\_\_\_\_

Contact information if deceased: \_\_\_\_\_

\_\_\_\_\_

Further information can be obtained from: \_\_\_\_\_

\_\_\_\_\_

Completed By: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Phone Nos: \_\_\_\_\_

Email Address: \_\_\_\_\_

**PLEASE USE ANOTHER SHEET/S OF PAPER FOR MORE INFORMATION IF NEEDED**

# Resource Consenting (Planning) Matters Considered Under Delegated Authority

File No.: 19/259

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 19/259 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 – 30/05/19 – 30/07/19**

Approved Date	File Ref	Applicant	Address
30/05/2019	502/169	A Newport & G Speers	21 Carex Grove, Foxton/Himatangi
30/05/2019	502/168	J M Shorer	21 Emma Drive, Levin Rural
04/06/2019	502/161	V Kasturi	6 Bartholomew Road, Levin
07/06/2019	502/166	J H Kidd	2 Hillary Street, Foxton
10/06/2019	502/163	I D & P K Pigott	Heights Road, Tokomaru Rural
11/06/2019	502/167	Great Dane Developments Limited	35 Sussex Street, Levin
12/06/2019	502/170	H R Woodley	63 Meadowvale Drive, Levin
14/06/2019	502/172	C L & J D Loveridge	42 Edinburgh Terrace, Foxton Beach
19/06/2019	502/175	G A Halstead	116 Roslyn Road, Levin Rural
20/06/2019	502/160	Pirie Consultants Limited	26 Forest Road, Waitare Beach
24/06/2019	502/173	P B Freeman	97 Howan Street, Foxton/Himatangi
24/06/2019	502/176	D A Silk	81 Seabury Avenue, Foxton Beach
25/06/2019	502/174	B T J & A M Williams	9 Victoria Street, Levin
25/06/2019	502/177	K Onosai	34 Graham Street, Shannon
28/06/2019	502/182	Horowhenua District Council	Salisbury Street, Levin
02/07/2019	502/178	G W A McKelvie	4 Lakewood Grove, Levin
02/07/2019	502/179	Fynlay Limited	14 Rutland Street, Levin
05/07/2019	502/181	H J Leech	31-33 Taonui Street, Waitare Beach
08/07/2019	502/126	J R Deadman	5 Manchester Street, Levin
08/07/2019	502/125	Homes for People Trust	72B Queen Street, Levin
08/07/2019	502/93	N J & A M McGaveston	186 Roslyn Road, Levin Rural
08/07/2019	502/88	J Lindsay	26 Te Whanga Road, Levin Rural

10/07/2019	502/185	D G Smiley	58 Railway Terrace, Ohau
18/07/2019	502/187	S Lean	27 Hinemoa Street, Levin
18/07/2019	502/184	T Truebridge	306 Quail Way, Waitarere Beach
19/07/2019	502/189	R Smith & D L Scott	22 Martin Harvey Street, Levin
23/07/2019	502/186	M M M J Hodgins	77 Union Street, Foxton
26/07/2019	502/143	Barton Sutton Properties Limited	183 Queen Street, Levin

**Land Use Resource Consents Approved – 30/05/19 – 30/07/19**

Approved Date	File Ref	Applicant	Address
30/05/2019	501/103	B J Wade	3 Stafford Street, Shannon
04/06/2019	501/99	S D Thompson & G N Dorn	180 North Manakau Road, Levin Rural
05/06/2019	501/111	Inshalah 2005 Limited	10 Kowhai Court, Foxton Beach
05/06/2019	501/106	I & E Skorykh	21 Story Street, Foxton Beach
11/06/2019	501/105	Valleyview Poultry Limited	40 Waihou Road, Levin Rural
12/06/2019	501/104	R M & S K Anderson	536 Himatangi Block Road, Foxton
13/06/2019	501/108	J D & G L Wiggett	32 Amelia Way, Levin Rural
28/06/2019	501/114	J F & P M Sharp	42 Strathnaver Drive Levin Rural
02/07/2019	501/112	C J & A D Bonouvrier	33 Oakland Lane, Tokomaru Rural
08/07/2019	501/115	R Crowe Holdings Limited	16 McKenzie Street, Levin
16/07/2019	501/89	New Zealand Greyhound Racing Association	773 State Highway 1, Levin Rural
17/07/2019	501/78	The Order of St John Central Region Trust	78 Liverpool Street, Levin
29/07/2019	501/117	M & D Sarich	1127 State Highway 1, Levin Rural

(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:

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



File No.: 19/262

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## New Lease for Levin Women's Bowling Club at Levin Public Gardens

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### 1. Purpose

To seek a decision from Council to authorise the Chief Executive to enter into a new Deed of Ground Lease with the Levin Women's Bowling Club, for a period of three (3) years, plus a right of renewal of a further three (3) years.

### 2. Executive Summary

The Levin Women's Bowling Club has had a lease at the Levin Public Gardens going back to 1943. The most recent term for this lease was for three years, with a three year right of renewal, which expired on 31 August 2018. Currently, this lease has reverted to a monthly tenancy, under the same rental, and terms and conditions, whilst a new lease is finalised.

To fulfil obligations under Council's current Community Leases Policy, any lease term (including any rights of renewal) which is in excess of five years requires a resolution from Council. A draft Deed of Ground Lease has now been agreed with this lessee, and can be progressed to signing subject to this resolution being achieved.

### 3. Recommendation

- 3.1 That Report 19/262 New Lease for Levin Women's Bowling Club at Levin Public Gardens 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 Horowhenua District Council resolves to authorise the Chief Executive to enter into a three (3) year lease with the Levin Women's Bowling Club, dated from 1 September 2018, plus a three (3) year right of renewal, at a rental of \$261.21 per annum plus GST.

### 4. Background / Previous Council Decisions

- 4.1 The Levin Women's Bowling Club has been in occupation at the Levin Public Gardens since 1943, and has held lease agreements with firstly the Borough Council, County Council, and since 1989, with Horowhenua District Council.
- 4.2 The most recent lease term was from 1 September 2012 for three years, with a three year right of renewal which was exercised by the lessee. This lease term expired on 31 August 2018. The lease includes a clause that has enabled the agreement to revert to a monthly tenancy, on the same rental, terms and conditions of the lease.
- 4.3 In 2017, Council introduced a Community Leasing Policy, which sets out a framework for the Council's delivery of Community Leases. The criteria included in the policy has been utilised to calculate the annual rental for the Levin Bowling Club's lease.

## 5. Discussion

With the Community Leasing Policy providing the rationale for the new lease, there are no significant discussion points to be canvassed in this report, other than Council resolving to agree a term which is greater than the five years maximum allowable for Officers to grant leases themselves.

## 6. Options

There is only one option put forward, for Council to agree to authorise the Chief Executive to enter into a new lease for three years, plus a three year right of renewal, i.e. a six year term in total.

### 6.1 Cost

There are minimal costs involved with proceeding with a new lease term with the Levin Women's Bowling Club. Both parties are responsible for their own costs regarding the preparation of the lease.

#### 6.1.1 Rate Impact

There will be no Rate impacts arising.

### 6.2 Community Wellbeing

The Levin Women's Bowling Club has provided supporting information that has enabled Council officers to assess this lease under the Community Leases Policy, which includes its status as an Incorporated Society. The Club has also demonstrated the contribution that it make to Council's Community Outcomes and Long Term Plan (LTP) priorities.

### 6.3 Consenting Issues

There are no Consents required or consenting issues arising.

### 6.4 LTP Integration

There is no LTP programme related to the option of proceeding with this new lease. There are no Special Consultative Processes required.

## 7. Consultation

There was no consultation required to be undertaken.

## 8. Legal Considerations

There are no Legal Requirements or Statutory Obligations affecting the option of progressing a new lease.

## 9. Financial Considerations

There is no financial impact.

## 10. Other Considerations

There are no other considerations.



## 11. Next Steps

Should the Council resolve to authorise the Chief Executive to enter into a new lease with the Levin Women's Bowling Club for three years, plus a three year right of renewal, the only significant action will be progressing the signing of the document by both parties. It is anticipated that this can be actioned promptly once the resolution is achieved.

## 12. Supporting Information


<p><b>Strategic Fit/Strategic Outcome</b></p> <p>Thriving communities:</p> <ul style="list-style-type: none"> <li>• Our communities have access to health, social and recreation facilities which enable people to enjoy positive healthy lifestyles</li> <li>• Our communities live in a safe and supportive environment and are empowered to make positive and healthy lifestyle choices</li> </ul>
<p><b>Decision Making</b></p> <p>This decision is not significant, and does not require consideration through the LTP.</p>
<p><b>Consistency with Existing Policy</b></p> <p>Entering into a new lease with the Levin Women's Bowling Club is consistent with the Community Leasing Policy, as noted previously in this report.</p>
<p><b>Funding</b></p> <p>There are no financial considerations, as previously noted in this report.</p>

Risk Area	Risk Identified	Consequence	Likelihood	Risk Assessment (Low to Extreme)	Managed how
Strategic	<b>There are no risks identified.</b>				
Financial					
Service Delivery					
Legal					
Reputational					

<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>
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### 13. Appendices

There are no appendices for this report

Author(s)	Sean Hester <b>Parks &amp; Property Lead North</b>	
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Approved by	Arthur Nelson <b>Property and Parks Manager</b>	
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# Land Transport Bylaw 2017 Update

File No.: 19/273

## 1. Purpose

To seek the Horowhenua District Council's ratification of the adopted changes to the Land Transport Bylaw 2017, part 10, Schedule of Speed Limits following the required Public Notification Process.

## 2. Recommendation

- 2.1 That Report 19/273 Land Transport Bylaw 2017 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.
- 2.3 That the Horowhenua District Council ratifies the speed limit changes as adopted at the Council Meeting of 12 June 2019, effective 15 August 2019.

## 3. Background/Previous Council Decisions

At the Horowhenua District Council meeting held on the 12 June 2019, the following resolutions were adopted:

- *THAT the Horowhenua District Council adopts the speed limit changes laid out in the Statement of Proposal.*
- *THAT the Horowhenua District Council proceeds to Publicly Notify the update to the Land Transport Bylaw 2017, Part 10, Schedule of Speed Limits.*

## 4. Issues for Consideration

With the public notification having been undertaken, ratification by Council of the decision of 12 June 2019 to adopt the speed limit changes, effective 15 August 2019, is now sought.

## Attachments



There are no attachments for this report.

### **Confirmation of statutory compliance**

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

- 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)	Riaan Grobbelaar <b>Roading Operatons Team Leader</b>	
Approved by	Kevin Peel <b>Acting Group Manager - Infrastructure Services</b>	

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

The following motion is submitted for consideration:

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

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

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

### C1 Proceedings of the Hearings Committee 4 July 2019

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 Shannon Community Development Trust - Appointment of Replacement Trustee

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.