

Council

OPEN MINUTES

Minutes of a meeting of Council held in the Council Chambers, 126-148 Oxford St, Levin on Wednesday 7 March 2018 at 4.00 pm.

PRESENT

Deputy Mayor Councillors Mr W E R Bishop Mr R J Brannigan Mr N G Gimblett Mr B F Judd Mrs V M Kaye-Simmons Mrs J F G Mason Mrs C B Mitchell Ms P Tukapua Mr B P Wanden

IN ATTENDANCE

Reporting Officer	Mr D M Clapperton	(Chief Executive)
	Mr D Law	(Chief Financial Officer)
	Mr G Saidy	(Group Manager – Infrastructure Services)
	Ms S Grant	(Group Manager – Community Services)
	Mr D McCorkindale	(Group Manager – Strategy & Development)
	Mrs N Brady	(Group Manager – Customer & Regulatory Services)
	Mr J Paulin	(Finance Manager)
	Ms M Leyland	(Consents Manager)
	Ms V Miller	(Compliance Manager)
	Mr R Dembetembe	(Resource Management Planner)
	Mrs L Winiata	(Communications Manager)
	Mr I McLachlan	(Risk Management Lead)
	Mr S Wood	(Legal Advisor)
	Mrs M Hanson	(Customer & Development Enabler)
	Mrs K J Corkill	(Meeting Secretary)
	Ms S Bowling	(Meeting Secretary)

ALSO IN ATTENDANCE

Mr C Purchas

(Tonkin Taylor)

MEDIA IN ATTENDANCE

Ms S Beckman

("Chronicle")

PUBLIC IN ATTENDANCE

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

1 Apologies

Apologies were recorded for Mayor Feyen and Cr Campbell, and also for Foxton Community Board Chair, David Roache.

MOVED by Cr Kaye-Simmons, seconded Cr Brannigan:

THAT the apologies from Mayor Feyen, Cr Campbell and Mr Roache be accepted.

CARRIED

2 **Public Participation**

- 8.1 <u>Waste Minimisation and Management Plan Draft Statement of Proposal</u> Rachael Selby, Chair, Ngātokowaru Marae Committee
- 9.2 <u>Chief Executive's Report</u> <u>3.1 – Provincial Growth Fund</u> Christina Paton

3 Late Items

There were no late items.

4 Declarations of Interest

There were no declarations of interest.

5 Confirmation of Minutes – 31 January 2018

MOVED by Cr Wanden, seconded Cr Brannigan:

THAT the minutes of the meeting of the Council held on Wednesday, 31 January 2018, be confirmed as a true and correct record.

CARRIED

Confirmation of Minutes – Extraordinary Meeting 19 February 2018

MOVED by Cr Mason, seconded Cr Mitchell:

THAT the minutes of the Extraordinary Meeting of Council held on Monday, 19 February 2018, be confirmed as a true and correct record.

CARRIED

6 Announcements

Foxton Community Board

With the apology from the Chair, David Roache, there would be no Community Board update.

7 Proceedings of Committees

7.1 Proceedings of the Foxton Community Board 12 February 2018

Purpose

To present to the Council the minutes of the Foxton Community Board meeting held on 12 February 2018.

MOVED by Cr Judd, seconded Cr Brannigan:

THAT Report 18/109 Proceedings of the Foxton Community Board 12 February 2018 be received.

THAT the Council receive the minutes of the Foxton Community Board meeting held on 12 February 2018.

CARRIED

7.2 Proceedings of the Finance, Audit & Risk Subcommittee 14 February 2018

Purpose

To present to the Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 14 February 2018.

MOVED by Cr Wanden, seconded Cr Judd:

THAT Report 18/110 Proceedings of the Finance, Audit & Risk Subcommittee 14 February 2018 be received.

THAT the Council receive the minutes of the Finance, Audit & Risk Subcommittee meeting held on 14 February 2018.

CARRIED

8 Infrastructure Services

8.1 Waste Minimisation and Management Plan - Draft Statement of Proposal

Purpose

To seek Council's approval to publicly consult on the Draft Waste Management and Minimisation Plan (WMMP) and Waste Assessment as required by the Waste Minimisation Act 2008 through the Special Consultative Procedure as outlined in the Local Government Act 2002. Included for Council's approval are a Summary of Information and Statement of Proposal as required as part of the Special Consultative Procedure.

MOVED by Cr Tukapua, seconded Cr Mitchell:

THAT Report 18/119 Waste Minimisation and Management Plan - Draft Statement of Proposal be received.

THAT this decision is recognised as significant in terms of S76 of the Local Government Act

CARRIED

Rachael Selby, Chair of the Ngātokowaru Marae Committee, Hokio Beach Road, introduced herself to the meeting and went on to comment on the location of the Levin Dump which was an issue for them. In term of waste minimisation and management, Ms Selby said they had hoped there would be a significant focus on how waste for the district would be dealt with in the future. She tabled a paper, "HDC and the Hokio Dump; an environmental disaster" which provided a background to the Levin Landfill, copies of which were provided to those around the

table. Being aware that iwi engagement was important to Council, she invited Council to visit the marae as a neighbour to discuss the issue with them, with that being the preferred method of engagement rather than emails and letters.

Both the Chair and the Chief Executive thanked Ms Selby for the invitation which they were very pleased to accept as part of the process that was being undertaken and would contact her to arrange a suitable time. The intent to meet with Ngātokowaru Marae would be captured in a further resolution and the document tabled by Ms Selby would assist in compiling an agenda for the meeting.

Environmental Engineer, Ryan Hughes, Group Manager – Infrastructure Services, Gallo Saidy, and Mr Chris Purchas from Tonkin Taylor, joined the table to speak to the report and answer any questions.

Raised in discussion and in response to queries:

- with regard to reducing the disposal of waste per person, Mr Hughes confirmed that '500 kg' had been reduced, as requested, to '400 kg' in the Statement of Proposal, with it currently sitting at 536 kg;
- \$400 per infringement was the fine that could be imposed currently for illegal dumping and Mr Hughes said he was not aware of any recent reoffending;
- the vision in the Survey Form recognised waste as a resource; however waste was also seen as a cost, both environmental and social, for those affected by it and it was suggested that that should be reflected in the wording which could be amended to "cost to and protection of the environment";
- part of this process was looking at different ways of delivering the service, which would include reviewing the bylaw to ensure it worked as intended;
- with there being a significant amount of trade waste, there should be more information provided on how that would be diverted;
- in terms of iwi engagement, with 'letter/email invite to meeting' being noted in the report, the team would be looking to engage with wider iwi through some groups Council had links with, and there would be one on one invitations to individual hapu to have participation in the way they chose, though that did vary with different hapu;
- the response to whether it was a key consideration for Council to continue to receive Kapiti District waste, was "yes", as there were financial implications for operating the landfill;
- there was currently provision for aftercare for the landfill, but aftercare was not included in the current discussion which was about the strategy. Once the strategy/plan was agreed upon then the 'how', which would include aftercare, would be considered;
- in terms of process, it was explained that once the information was compiled, people would have the opportunity to speak to their submissions. Following the hearing, amendments would be drafted if required, and it was suggested they be discussed in the context of a workshop, following which the Plan would come back to Council for adoption;
- should there be any major changes to the way waste management was conducted, such as suggested timeframes for closure of the landfill, any change in budget in relation to year one of the LTP would form part of Council's final deliberations on the LTP process. If there were significant changes to vary the LTP in year two, these would be part of the Annual Plan process in year two.

MOVED by Cr Mason, seconded Cr Kaye-Simmons:

THAT Horowhenua District Council resolves that the Special Consultative Procedure as required by s156(1) of the Local Government Act 2002 be used for consultation

purposes on the Draft Waste Minimisation and Management Plan, and

- (i) The Statement of Proposal, as required by s83(1)(a)(i) and 86(2)(a)(i), Local Government Act 2002 is sufficient for consultation.
- (ii) The Summary of Information reflects sufficient information contained in the Statement of Proposal as required by s89 of the Local government Act 2002, namely:
 - is a fair representation of the major matters in the Statement of Proposal; and
 - is in a form determined by Council; and
- (iii) That the Summary of Information will be distributed as reasonably practicable as the basis for general consultation; it indicates where the Statement of Proposal may be inspected and how a copy may be obtained; and states the period within which submissions on the proposal may be made to the Council s83(1)(a)(ii) Local Government Act 2002.

THAT the hearing of submissions be undertaken by the Hearings Committee acting under delegated authority for a subsequent recommendation to Council.

THAT Council accepts the invitation from the Ngātokowaru Marae Committee to visit the Ngātokowaru Marae for a presentation and discussion on the Levin Landfill and wider environmental issues.

CARRIED

9 Executive

9.1 Monitoring Report to 7 March 2018

Purpose

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

MOVED by Cr Wanden, seconded Cr Gimblett:

THAT Report 18/55 Monitoring Report to 7 March 2018 be received.

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

CARRIED

There were no queries or comments in relation to Monitoring Report items.

9.2 Chief Executive's Report to 7 March 2018

Purpose

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

MOVED by Cr Brannigan, seconded Cr Wanden:

THAT Report 18/56 Chief Executive's Report to 7 March 2018 be received.

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

CARRIED

3.1 <u>Provincial Growth Fund</u>

Speaking to the Provincial Growth Fund item, Mrs Paton urged Council to take advantage of the opportunity afforded by this government initiative to assist with the provision of a decent water supply for the district going forward. Whilst there was some question as to what could and could not be applied for under the advertised criteria, she was assured that this was an opportunity that Council would certainly follow up.

3.2 Councillor Representation on the Foxton Community Board

Cr Brannigan said this was a matter of capacity and he had had discussions with Cr Gimblett who was more than comfortable to remain in the role with Cr Brannigan's support.

MOVED by Cr Brannigan, seconded Cr Tukapua:

THAT Cr Gimblett remains as the Horowhenua District Council's representative on the Foxton Community Board until the declaration of the October 2019 Local Government Election.

CARRIED

3.3 Granting of Lease to Horowhenua Sports Turf Trust (Halliwell Turf)

The lack of a right of renewal in the current and proposed lease was raised and discussed with it agreed that the recommendation should include offering the Trust the opportunity to have a right of renewal, although it had not been requested.

MOVED by Cr Wanden, seconded Cr Tukapua:

THAT the Horowhenua District Council resolves to grant a lease not exceeding 19 years in term (with a Right of Renewal) to the Horowhenua Sports Turf Trust for its existing site (Halliwell Turf) and Donnelly Park; such terms and conditions to be in line with Council's current Community Leasing Policy (2017).

CARRIED

Responding to a further query in relation to the Provincial Growth Fund and how the matter should be progressed, Mr Clapperton said he would bring a report back to the Strategy Committee on the opportunities that there might be when there was more information available. In terms of resourcing, Mr Clapperton said that, with the development of the 2040 Strategy, Council was fortunate enough to have access to capacity and resources to build any business cases that would be required.

3.8 <u>Annual Plan Monitoring Report</u>

<u>Shared Pathways</u> and how it was intended that that initiative would be funded and progressed was raised, with Mr Clapperton confirming that it was included in the current LTP process. He clarified that where a shared pathway was on a road reserve there was the ability for that to attract an NZTA subsidy and there was a component in the LTP in the Roading Budget for non-subsidised pathways. However there was still a little work to do to work with stakeholders to develop a programme of works/master plan for the next ten years. Mr Clapperton undertook to provide more information to Councillors by email on what was proposed.

3.7 Long Term Plan 2015-2025 – Monitoring Report

In relation to item 13, it was queried if improving pedestrian and vehicle safety for New World connections could be included as that was more discussed in the community than the intersection of service lanes and Bath Street. Mr Clapperton said it would be raised with the Roading Manager.

3.8 <u>Annual Plan Monitoring Report (continued)</u>

Responding to a query re no budget being included for the RAMSAR site, Mr Nelson said that was partly because there was no definitive work programme for that area and some direction would be sought from the Manawatu Estuary Trust. He was also not aware of any shared approach to co-funding by the parties responsible for the area (HDC, HRC and DOC).

10 Customer and Regulatory Services

10.1 Fees and Charges 2018/19 : Food Act Premises and Resource Consenting (Planning)

Purpose

To propose a schedule of fees and charges in respect of Food Premises that are subject to the Food Act 2014 and fees and charges in respect of Resource Consenting (Planning) for the 2018/19 year commencing 1 July 2018.

MOVED by Cr Brannigan, seconded Cr Mason:

THAT Report 18/96 Fees and Charges 2018/19 : Food Act Premises and Resource Consenting (Planning) be received.

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

CARRIED

Compliance Manager, Mrs Miller, and Mr Dembetembe, Resource Management Planner spoke to the report and responded to queries in relation to the Planning Fees and Charges, also noting that there was no change in the Food Act Premises Fees from the previous year.

MOVED by Cr Wanden, seconded Cr Mason:

THAT the Horowhenua District Council resolves that the Food Act Fees, and Resource Consent (Planning) Fees for the 2018/19 year as presented 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.

THAT the hearing of any submissions on this matter be heard by the Hearings Committee of Council acting under delegated authority, and a subsequent recommendation be made by the Committee to Council on this matter.

CARRIED

10.2 Liquor Licensing Matters from 1 July 2017 until 31 December 2017

Purpose

To report, for information purposes, on matters relating to liquor licensing decisions for the period of 1 July 2017 until 31 December 2017.

MOVED by Cr Kaye-Simmons, seconded Cr Brannigan:

THAT Report 18/104 Liquor Licensing Matters from 1 July 2017 until 31 December 2017 be received.

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

CARRIED

10.3 Animal Control Fees and Charges 2018/19

Purpose

To propose a schedule of Fees and Charges for Animal Control purposes, including Dog Registration Fees, to apply in the Horowhenua District for the 2018/19 year, i.e. 1 July 2018 to 30 June 2019.

MOVED by Cr Gimblett, seconded Cr Wanden:

THAT Report 18/105 Animal Control Fees and Charges 2018/19 be received.

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

CARRIED

Mrs Miller advised there were no changes in the Animal Control Fees and Charges from the 2016/2017 year.

MOVED by Cr Kaye-Simmons, seconded Cr Wanden:

THAT Council adopts the following Schedule of Animal Control Fees and Charges, as the Animal Control Fees and Charges to apply in the Horowhenua District from 1 July 2018 for the 2018/19 year:

Horowhenua District Council Animal Control – Proposed Fees and Charges 2018/19

Dog Registration		Fee 18/19
Disability Assist Dog	(Class 12)	Free
Selected Owner Status	(Class 15)	\$56.00
NZKC Registered Status	(Class 8)	\$58.00
Racing Greyhound Registered Status	(Class 6)	\$58.00
De-sexed Pet Urban	(Class 3)	\$69.00
Entire Pet Urban	(Class 11)	\$114.00
Working Dog	(Class 2)	\$58.00
Stock (Farm) Dog	(Class 16)	\$58.00
Rural Dog	(Class 14)	\$64.00
Рирру	(Class 13)	\$45.00
Superannuitant Owner	(Class 1)	\$64.00



Dangerous Dog De-sexed	(Class 5)	\$155.00
Dangerous Dog Entire	(Class 4)	\$265.00
Menacing Dog Entire Urban	(Class 10)	\$114.00
Menacing Dog De-sexed Urban	(Class 9)	\$69.00
Menacing Dog Rural	(Class 7)	\$64.00
Late Fee if Paid after 31 July 2018		Plus 50%
Animal Control Officer hourly rate		Charge 18/19
		\$150.00
Registration Discs		Charge18/19
Transfer from Another Local Authority		Free
Replacement Disc		\$3.00
Dog Impounding		Charge18/19
Impoundment Fee, Per Dog		\$80.00
Daily Fee Cost, Per Dog		\$10.00
After-Hours Cost in Respect of any Impoundment		\$95.00
Dog Surrender Fee		\$40.00
Microchipping Fee Following Impoundment		\$25.00
Stock Impounding (any four-legged, hoofed animal)		Charge 18/19
Impoundment Fee		\$65.00
After-Hours Call Out, Whether Animal(s) Impounded or Not		\$95.00
Daily Fee Costs, Per Head		\$7.00
Associated Costs (Transportation, Hay and the Like)		Cost + 20%
Feline		Charge18/19
Cage Deposit (50% Refundable)		\$24.00
Feral Cat Euthanasia		\$12.00
Kennel Licence (NZKC/Greyhound)		Fee 18/19
First Time Applicants)		\$25.00

Dog Infringement Fees – Set by legislation

Brief Description of Offence	Infringement Fee
Wilful obstruction of dog control officer or ranger	\$750.00
Failure or refusal to supply information or wilfully	\$750.00
providing false particulars	
Failure to supply information or wilfully providing false particulars about dog	\$750.00
Failure to comply with any bylaw authorised by the section	\$300.00
Failure to undertake dog owner education programme or dog obedience course (or both)	\$300.00
Failure to comply with obligations of probationary owner	\$750.00
Failure to comply with effects of disqualification	\$750.00
Failure to comply with effects of classification of dog	\$300.00

THAT on adoption, Council gives public notice of its fees and charges as required by s37(6) of the Dog Control Act 1996.

CARRIED

10.4 Resource Consenting (Planning) Matters Considered Under Delegated Authority

Purpose

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

MOVED by Cr Judd, seconded Cr Tukapua:

THAT Report 18/58 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

11 Strategy and Development

11.1 Heritage Incentives (Consent Fee Waiver/Reimbursement and Fund)

Purpose

The purpose of this report is to recommend and confirm the process for how Horowhenua District Council (Council) will allocate the \$50,000 funding that has been set aside as a 'Heritage Incentive Fund'.

MOVED by Cr Mitchell, seconded Cr Gimblett:

THAT Report 18/64 Heritage Incentives (Consent Fee Waiver/Reimbursement and Fund) be received.

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

CARRIED

Ms O'Shea, Graduate Strategic Planner, and Mr McCorkindale, joined the table to speak to this report.

Ms O'Shea summarised the purpose of the report and the process that had been undertaken. One minor change was recommended to the Terms of Reference which was altering the date the fund was discontinued from 2021/22 to 2020/21.

MOVED by Cr Kaye-Simmons, seconded Cr Gimblett:

THAT the decisions on waiving/reimbursing resource consent fees be delegated to the Council Chief Executive and Group Manager - Customer and Regulatory Services (under the existing Delegations Register 2017)

THAT the Terms of Reference for the Community Funding and Recognition Committee be amended to give the Committee delegated authority to make decisions on the allocation of funds from the Heritage Fund with the date for discontinuation to be 2020/21.

THAT the decisions on applications to the Heritage Fund be made by the Community Funding and Recognition Committee acting under delegated authority for subsequent recommendations to Council.

CARRIED

12 Procedural motion to exclude the public

MOVED by Cr Kaye-Simmons, seconded Cr Brannigan:

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 Finance, Audit & Risk Subcommittee 14 February 2018

Reason for passing this	Particular interest(s) protected	Ground(s) under section 48(1)
resolution in relation to each	(where applicable)	for the passing of this resolution
matter		



The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. s7(2)(c)(i) - The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.	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 Property Sale/Acquisition

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)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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.

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

5.25 pm The public were excluded.

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

5.40 pm

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

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF COUNCIL HELD ON

<u>DATE</u>:.....

CHAIRPERSON: