

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

Date: Wednesday 1 June 2016
Time: 4.00 pm
Meeting Room: Council Chambers
Venue: 126-148 Oxford St
Levin

Council OPEN AGENDA

MEMBERSHIP

Mayor	Mr B J Duffy	
Deputy Mayor	Mr G G Good	
Councillors	Mr W E R Bishop	
	Mr R J Brannigan	
	Mr R H Campbell	
	Mr M Feyen	
	Mrs V M Kaye-Simmons	
	Mrs J Mason	
	Mrs C B Mitchell	
	Mr A D Rush	
	Ms P Tukapua	
Reporting Officer	Mr D M Clapperton	(Chief Executive)
Meeting Secretary	Mrs K J Corkill	
	Ms S Bowling	

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

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

Full Agendas are also available to be collected from:
Horowhenua District Council Service Centre, 126 Oxford Street, Levin
Foxton Service Centre/Library, Clyde Street, Foxton,
Shannon Service Centre/Library, Plimmer Terrace, Shannon
and Te Takere/Library, Bath Street, Levin

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1 Apologies

2 Public Speaking Rights

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

3 Late Items

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

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

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

4 Declaration of Interest

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

5 Confirmation of Open and In Committee Minutes

5.1 Meeting minutes Council – 4 May 2016

6 Matters Arising

7 Leave of Absence

8 Announcements

Levin Adventure Park Mural

Horowhenua College Art Students – Alexa Bryant, Monique Lang, Hannah Wedlock - who designed and painted the Levin Adventure Park Mural will speak to Council about their experience. The students will be accompanied by their Principal, Grant Congden.

Foxton Community Board

Board Chair, Janine Smart, will give an up date on behalf of the Foxton Community Board.

Proceedings of the Finance, Audit & Risk Subcommittee 25 May 2016

File No.: 16/285

1. Purpose

To present to the Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 25 May 2016 and the Financial Report to 30 April 2016.

2. Recommendation

- 2.1 That Report 16/285 on Proceedings of the Finance, Audit & Risk Subcommittee 25 May 2016 be received.
- 2.2 That the Council receive the minutes of the Finance, Audit & Risk Subcommittee meeting held on 25 May 2016 and the Financial Report to 30 April 2016.

3. Issues for Consideration

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

Attachments


No.	Title	Page
A	Financial Reporting - Monthly Report - Agenda Copy - 30 April 2016	13

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 Group Manager - Finance	
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Approved by	David Clapperton Chief Executive	
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Finance, Audit & Risk Subcommittee

OPEN MINUTES

Minutes of a meeting of the Finance, Audit & Risk Subcommittee held in the Council Chambers, Horowhenua District Council, Levin on Wednesday 25 May 2016 at 4.00 pm.

PRESENT

Chairperson Cr A D Rush
Members Mayor B J Duffy
Mr B J Jackson
Cr C B Mitchell
Cr P Tukapua

IN ATTENDANCE

Mr D Law	(Group Manager – Finance)
Mr D M Clapperton	(Chief Executive)
Mr J Paulin	(Finance Manager)
Mr A Mohammed	(Financial Systems Manager)
Mrs T Whitehouse	(Management Accountant)
Mrs M Davidson	(Group Manager – Customer & Community Services)
Mrs K J Corkill	(Meeting Secretary)

ALSO IN ATTENDANCE

Mr D McCorkindale	(Senior Manager – Strategic Planning)
Mr M Lester	(Project Coordination Manager)

PUBLIC IN ATTENDANCE

There was one member of the public in attendance.

1 Apologies

An apology was recorded for Cr Bishop
NOTED

2 Public Speaking Rights

None requested.

3 Declaration of Interest

There were no declarations of interest.

4 Confirmation of Minutes

MOVED by Mayor Duffy, seconded Cr Tukapua:

THAT the minutes of the meeting of the Finance, Audit & Risk Subcommittee held on Wednesday, 27 April 2016, be confirmed as a true and correct record.

CARRIED

5 Matters Arising

Whilst not 'Matters Arising', Mr Jackson queried if Health & Safety should be something that this Subcommittee should be involved with.

With it being agreed, particularly from a risk perspective, that it was something the Subcommittee should be considering, Officers were requested to come back with a suggested regular reporting structure for the Subcommittee's consideration.

6 Announcements

There were no announcements.

7 Reports

7.1 Financial Report for the ten months to 30 April 2016

Purpose

To present to the Finance, Audit & Risk Subcommittee the financial report for the eight months to 30 April 2016.

MOVED by Cr Mitchell, seconded Mr Jackson:

THAT Report 16/245 Financial Report for the ten months to 30 April 2016 be received.

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

CARRIED

Mr Law spoke to this report giving an overview of the factors that could affect the end of year result and also borrowing and relevant interest rates. Working around the table, he then together with other Officers, responded to Members' queries and comments in relation to the debt to total assets threshold; receipt of funding for projects (such as Te Awahou Nieuwe Stroom) which could sometimes happen in the following financial year; Council's approach to swaps and their benefits and disadvantages; debtors levels; how funding was applied to the various Council activities and could not be shifted from one activity to another; spending on landfill capping; debt recovery and how doubtful debts were provided for; the lack of exactness in project budgeting and spending with delays generally being caused by external circumstances; the Aquatic Centre upgrade would be included in the 2016/17 financial year, with only a small proportion being in this year's budget.

Items for which Officers needed to provide a further response included:

- Mr Jackson, looking at page 9 of the Agenda, queried the relevance of the Interest to rates revenue data provided. It was explained that this related to the LGFA covenants that Council had to work within, with Mr Clapperton saying that

Officers would look at bringing to the table a discussion document in terms of setting an imposed target that could be regularly reported on to the Subcommittee.

- Page 15 - SW18 – Leachate pre-treatment: Mr Clapperton to send an e-mail to Members as to what this covered.
- Page 19 – Development Contributions Old Policy: Cr Mitchell queried how many sections there were still under the old scheme, with Mr Clapperton saying he would enquire and advise Members.
- In response to another query about the distinction between the Old and New DC Policies, Mr Clapperton responded that it was a matter of the total outstanding debt and he would check that.
- On page 9, Mayor Duffy queried the “348% more than budget” included under Financial Operation – Operational Surplus/(deficit), with it suggested that showing that as a dollar amount would be less confusing.
- Page 17 – WW35: It was suggested the wording was somewhat loose with “It is understood” to be removed.
- Page 17 – PRES44: The status of this project was discussed. This project was part of the LTP and removal from the schedule would require further conversation with stakeholders. Whilst its removal from the Project list had been discussed by the Projects Committee, it had not yet gone to Council. It was suggested there should be some notation with regard to the project’s status.
- Page 17 – WS46: An explanation was requested as to the reported \$600,000 under-spend, with Mr Clapperton noting that in effect it was \$600,000 that Council did not have to borrow.

Mr Clapperton directed Committee Members’ attention to page 14 – Current Liabilities. There was some information circulating in the public arena that Council’s debt was sitting at \$120m whilst in fact, as per the Statement, it was only \$60m.

7.2 Monitoring Reports to 25 May 2016

Purpose

To present to the Finance, Audit & Risk Subcommittee Monitoring Reports covering:

- Requested actions from previous meetings of the Subcommittee;
- Issues identified during the 30 June 2015 Audit.

MOVED by Mayor Duffy, seconded Mr Jackson:

THAT Report 16/246 Monitoring Reports to 25 May 2016 be received.

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

CARRIED

Finance, Audit & Risk Subcommittee – Monitoring Report

Page 24 Attendance by Audit Director at FARS meeting

The Audit Director would be in attendance at the July 2016 FARS meeting, when the Subcommittee would also consider the routine Audit NZ Engagement Letter.

Monitoring Report – issues identified during the 30 June 2015 Audit

Page 27 5.2.1 – Reporting of unplanned and deferred maintenance

Cr Rush noted the comment that “Planned and Unplanned maintenance

would be reported to Council on a monthly basis” and he queried if this was an internal process or should it also be coming to Council.

It was noted that some of the information was included in the Financial Statements and this was information that Audit was asking for rather than Council.

Mr Clapperton said that should there for any reason be a higher level of deferred maintenance or spending was going over what was budgeted for, that was something on which detail could be provided.

Mr Lester suggested it was a matter of terminology. What Audit were intimating was that maintenance was being deferred, which was actually not happening and Audit needed to be advised of that.

5.00 pm

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

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

DATE:.....

CHAIRPERSON:.....

Horowhenua 
DISTRICT COUNCIL

Ten Month Report

1 July 2015 - 30 April 2016



Executive Summary

All Financial Sustainability key performance indicators including the a)Balanced Budget ratio, b)Debt affordability ratio and c) Interest ratio, are being achieved.

Operating surplus/(deficit)

April YTD Council achieved \$1,649,000 surplus against a budgeted deficit of (\$448,000).

Reasons for the variance:

- i. Activity revenue above budget by \$122,000
- ii. Activity expenditure below budget by \$1,667,000. Key variances include:
 - a) Community Facilities & Services - \$518,013
 - b) Planning & Regulatory Services - \$515,372
 - c) Wastewater Management - \$403,996

Full Year Forecast surplus/(deficit)

Council is forecasting a deficit of \$(327,000) as at 30 June 2016 against a budgeted surplus of the \$1,596,000.

Reasons for the variance:

- i. Forecast activity revenue above budget by \$83K.
- ii. Forecast activity expenditure below budget by \$162K.
- iii. Swaps valuation loss (\$888K)
- iv. Capital funding for Te Awahou project not received due to project delay (\$1.8m)

Sundry debtors: The total Outstanding Debtors have decreased in the month. The total Outstanding Debtors is \$764K and have reduced by 38% since June 2015.

Major variances

	30 June 2015	30 April 2016	Variance
On charges	\$138,788	\$79,405	(\$59,383)
Development Contribution	\$353,371	\$73,152	(\$280,219)
90 day outstanding	\$639,089	\$400,034	(\$239,055)

Treasury: Our weighted average interest rate has remained at 4.85% at April 2016, decreasing from 5.15% at June 15 and 5.01% at April 2015. This is a potential saving of \$390K in interest payable compared to the LTP interest rate assumption of 5.5% for 2015/16.

Interest Rate Swap: Our current swaps have been valued at a loss of \$1,455K as at 12 April 2016. This may change depending on movements in the swap interest rate between now and 30 June 2016. At this valuation there is a negative impact of \$888K on this year's accounts.

Doug Law

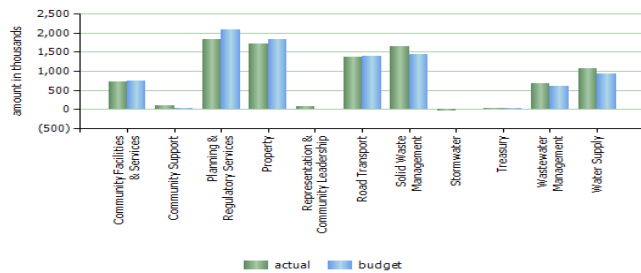
Group Manager Finance
25 May 2016

Organisation Summary

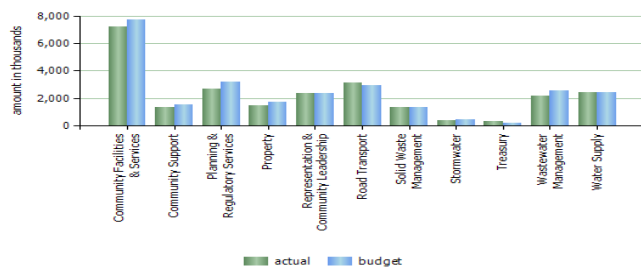
Financial operation

Operational revenue \$37.66 m 0% more than budget	Operational expenditure \$36.36 m 4% less than budget	Operational surplus/(deficit) \$1 m 348% more than budget
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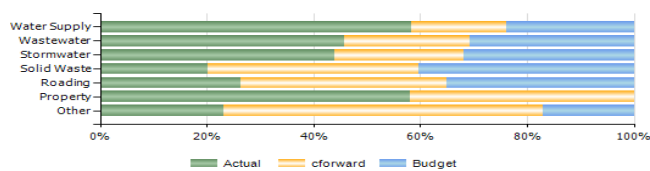
Operational revenue by activity



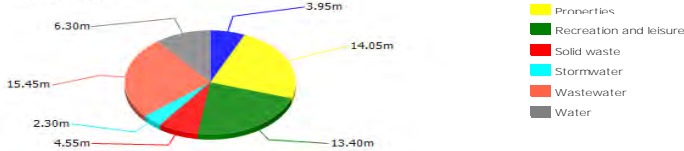
Operational expenditure by activity



Capital expenditure

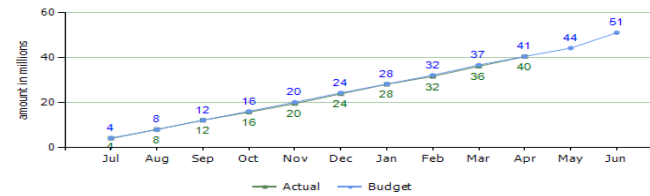


Loan by activity

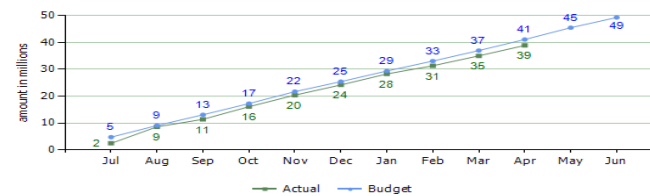


Financial trends

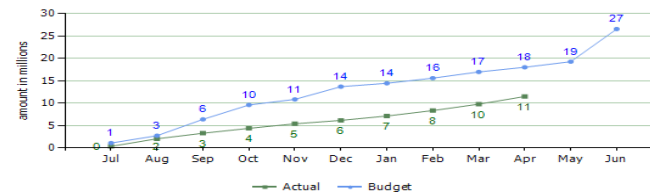
Total revenue



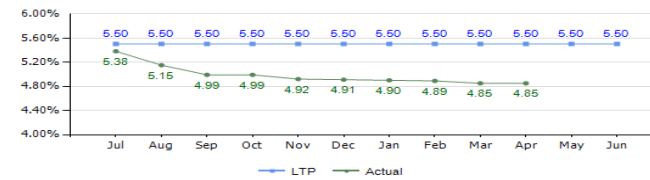
Total expenditure



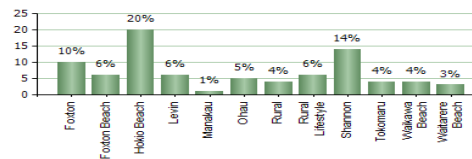
Total capital expenditure



Interest rate movement



Rates debtors % with arrears



Financial sustainability

Rates to operating revenue 70%

Rates revenue	\$26.37 m
Operating revenue	\$37.66 m
70% of operating revenue is derived from rates revenue	

Fees and charges to operating revenue 24%

User fees and charges	\$9.22 m
Operating revenue	\$37.66 m
24% of operating revenue is derived from user fees and charges	

Balance budget ratio 104%

Operational revenue	\$37.66 m
Operational expenditure	\$36.36 m
Operational revenue should be equal or more than operational expenditure. Year to date revenue is more than 4%.	

Essential services ratio 124%

Capital expenditure	\$9.81 m
Depreciation	\$7.93 m
Capital expenditure should be equal or more than depreciation for essential services, for year to date capex is 124% more than depreciation.	

Debt affordability ratio - (LGFA Cov.) 124%

Total borrowing	\$60.00 m
Total projected revenue	\$48.47 m
With the total borrowing of \$60m we are still under the set limit of 175% of projected revenue	

Debt to total assets - (LGFA Cov.) 12%

Total borrowing	\$60.00 m
Total assets	\$493.00 m
Net debt should not be more than 15% of total assets. With 60m we are still under the set limit	

Interest to rates revenue (LGFA Cov.) 8%

Interest paid	\$2.21 m
Rates revenue	\$26.37 m
8% of rates revenue is paid in interest. Our set limit is 25% of total rates revenue.	

Interest cover ratio - (LGFA Cov.) 6%

Interest paid	\$2.21 m
Operating revenue	\$37.66 m
6% of operating revenue is paid in interest. Our set limit is 20% of operating revenue.	

Available financial accommodation to external indebtedness - (LGFA Cov.) 118%

Net debt	\$57.00 m
Undrawn committed facilities	\$10.00 m
Committed bank facility to enable us to borrow at least 10% of our current external debt immediately, currently we can borrow 18% more than our current debt	

Statement of Income and Expenditure

Percentage of year completed: 83.34%	End of the year			Last year D	Year to date			% Actual to Annual Plan I = E/B	% Variance to total Annual Plan J = G/Tot B	Notes to accounts	
	Projection A	Annual Plan B	Variance C = B - A		Actual E	Budget F	Variance in \$ G = F - E				Variance in % H = G/F
Income											
Rates revenue											
General rates	8,242,421	8,223,698	18,723		6,871,805	6,853,082	18,723	(0.27%)	83.56%	0.04%	
Targeted rates	23,384,823	23,338,441	46,382		19,495,083	19,448,701	46,382	(0.24%)	83.53%	0.10%	
Total	31,627,244	31,562,139	65,105		26,366,889	26,301,783	65,106	(0.25%)	83.54%	(0.14%)	
Treasury											
External interest received	150,000	150,000	0		90,868	125,000	(34,132)	27.31%	60.58% ✘	(0.07%)	1
Rates penalties	614,000	600,000	14,000		564,071	375,000	189,071	(50.42%)	94.01% !	0.40%	2
Total	764,000	750,000	14,000		654,939	500,000	154,939	(30.99%)	87.33%	(0.33%)	
Significant activity revenue											
Community Facilities & Services	875,680	888,876	(13,196)		727,102	744,370	(17,268)	2.32%	81.80%	(0.04%)	
Community Support	101,646	39,500	62,146		96,441	31,170	65,271	(209.40%)	244.15% !	0.14%	3
Planning & Regulatory Services	2,137,611	2,401,470	(263,859)		1,843,386	2,082,226	(238,840)	11.47%	76.76% ✘	(0.51%)	4
Property	2,016,846	2,192,889	(176,043)		1,717,548	1,826,536	(108,988)	5.97%	78.32% ✘	(0.23%)	5
Representation & Community	98,626	0	98,626		74,041	0	74,041	100.00%	100.00% !	0.16%	6
Road Transport	1,667,000	1,667,000	0		1,370,466	1,399,436	(28,970)	2.07%	82.21%	(0.06%)	
Solid Waste Management	1,822,500	1,741,206	81,294		1,637,690	1,451,000	186,690	(12.87%)	94.05% !	0.40%	7
Stormwater	19,928	0	19,928		0	0	0	100.00%	100.00%	0.00%	
Treasury	6,430	6,000	430		6,430	6,000	430	(7.17%)	107.17%	0.00%	
Wastewater Management	862,885	792,687	70,198		670,936	618,920	52,016	(8.40%)	84.64%	0.11%	
Water Supply	1,341,571	1,138,277	203,294		1,078,221	940,510	137,711	(14.64%)	94.72% !	0.29%	8
Total	10,950,723	10,867,905	82,818		9,222,261	9,100,168	122,093	(1.34%)	84.86%	(0.26%)	
Capital subsidies											
Capital subsidies and grants	2,073,000	3,968,241	(1,895,241)		1,420,832	1,646,754	(225,922)	13.72%	35.81% ✘	(0.48%)	9
Total	2,073,000	3,968,241	(1,895,241)		1,420,832	1,646,754	(225,922)	13.72%	35.81%	0.48%	
Total operating income	45,414,967	47,148,285	(1,733,318)		37,664,921	37,548,705	116,216	(0.31%)	79.89%	-0.25%	

Notes

- Funds received are at lower interest rates than anticipated at budget.
- This includes the penalties for late payment 15 March 2016.
- Revenue is higher than anticipated, due to success in obtaining 3rd party funding for programmes.
- Revenue will be below budget due to less income in the parking activity
- Revenue is below budget due to lack of uptake of Commercial lease opportunities at Levin Depot.
- Funding has been received for Levin Town Strategy which is being offset by the expenditure.
- Revenue is higher than anticipated.
- Water billing / two large user connect charges
- Capital Subsidises includes Roothing Transport with a current budget of \$1,566K and income of \$1,045K.
The annual budget includes \$2,270K for Te Awahou with \$375K received and released. . The forecast for Te Awahou has been reduced to \$375K. Other funding is expected in 2016/17 with the construction of Te Awahou.

Statement of Income and Expenditure (continued...)



Percentage of year completed: 83.34%	End of the year			Last year D	Year to date				% Actual to Annual Plan I = E/B	% Variance to total Annual Plan J = G/Tot B	Notes to accounts
	Projection A	Annual Plan B	Variance C = B - A		Actual E	Budget F	Variance in \$ G = F - E	Variance in % H = G/F			
Expenditure											
Significant activity expenditure											
Community Facilities & Services	8,573,539	9,190,782	617,243		7,235,164	7,753,177	518,013	6.68%	78.72%	1.65%	10
Community Support	1,736,489	1,844,331	107,842		1,342,705	1,509,868	167,163	11.07%	72.80%	0.37%	11
Planning & Regulatory Services	3,358,060	3,829,668	471,608		2,688,009	3,203,381	515,372	16.09%	70.19%	1.13%	12
Property	1,855,781	2,001,981	146,200		1,479,361	1,747,897	268,536	15.36%	73.89%	0.59%	13
Representation & Community	3,077,809	2,804,429	(273,380)		2,366,444	2,333,184	(33,260)	(1.43%)	84.38%	(0.07%)	14
Road Transport	4,057,762	3,499,830	(557,932)		3,097,161	2,941,379	(155,782)	(5.30%)	88.49%	(0.34%)	15
Solid Waste Management	1,662,972	1,586,782	(76,190)		1,340,077	1,323,810	(16,267)	(1.23%)	84.45%	(0.04%)	
Stormwater	487,578	545,164	57,586		372,061	462,203	90,142	19.50%	68.25%	0.20%	16
Treasury	394,531	204,276	(190,255)		308,190	181,400	(126,790)	(69.90%)	150.87%	(0.28%)	17
Wastewater Management	2,897,879	3,052,852	154,973		2,173,444	2,577,440	403,996	15.67%	71.19%	0.89%	18
Water Supply	2,895,189	2,894,405	(784)		2,400,688	2,436,298	35,610	1.46%	82.94%	0.08%	
Total	30,997,589	31,454,500	456,911		24,803,304	26,470,037	1,666,733	6.30%	78.85%	5.30%	
Other expenses											
Allocated portion of depreciation	(394,413)	(394,436)	(23)		(325,060)	(328,702)	(3,642)	1.11%	82.41%	(0.01%)	
Depreciation and amortisation	11,618,741	11,618,746	5		9,678,700	9,682,286	3,586	0.04%	83.30%	0.01%	
External interest	2,995,973	3,191,827	195,854		2,207,796	2,250,287	42,491	1.89%	69.17%	0.09%	
Total	14,220,301	14,416,137	195,836		11,561,436	11,603,871	42,435	0.37%	80.20%	0.09%	
Total operating expenditure	45,217,890	45,870,637	652,747		36,364,740	38,073,908	1,709,168	4.49%	79.79%	3.75%	

Notes

10. Community Facilities & Services is under budget with the new contractors. As a result of savings from the new contracts direct expenditure on this activity is forecasted to be \$250k below budget by 30 June 2016
11. Community Support is under budget due to careful management of spend and timing of allocation of Community Grants and Funding.
12. Planning and Regulatory Services is under budget due to staff vacancies. This is also reflected in lower levels of income.
13. Property is under budget due to careful management in costs. It is also a reflection of the new Parks and Property Maintenance Contracts.
14. Expenditure is higher than anticipated due to unforeseen legal costs.
15. Road Transport is forecast to finish on NZTA approved budget. YTD budget did not include emergency works.
16. Storm water maintenance has been lower than anticipated.
17. Treasury is above budget with higher rates remissions than anticipated. This is forecasted to continue to 30 June 2016.
18. Lower maintenance and utility costs than anticipated year to date.

Statement of Income and Expenditure (continued...)

Percentage of year completed: 83.34%	End of the year			Last year D	Year to date				% Actual to Annual Plan I = E/B	% Variance to total Annual Plan J = G/Tot B	Notes to accounts
	Projection A	Annual Plan B	Variance C = B - A		Actual E	Budget F	Variance in \$ G = F - E	Variance in % H = G/F			
Non-operational costs											
Non operating income											
Development Contribution	103,757	0	103,757		103,756	0	103,756	100.00%	100.00%	100.00%	
Internal interest income	2,999,385	3,600,046	(600,661)		2,463,152	3,000,038	(536,886)	17.90%	68.42%	100.00%	
Revaluation gains	218,037	321,664	(103,627)		131,558	0	131,558	100.00%	40.90%	100.00%	
Vested Assets	81,568	0	81,568		70,957	0	70,957	100.00%	100.00%	100.00%	
Total	3,402,747	3,921,710	(518,963)		2,769,423	3,000,038	(230,615)	7.69%	70.62%	100.00%	
Non operating expenditure											
Allocated portion of internal interest	(76,000)	(92,680)	(16,680)		(62,560)	(77,234)	(14,674)	19.00%	67.50%	100.00%	
Internal interest expense	2,999,385	3,600,046	600,661		2,463,152	3,000,038	536,886	17.90%	68.42%	100.00%	
Landfill provision	95,400	95,400	0		0	0	0	100.00%	0.00%	100.00%	
Loss on sale	20,000	0	(20,000)		19,745	0	(19,745)	100.00%	100.00%	100.00%	
Swap valuation loss	888,590	0	888,590		0	0	0	100.00%	100.00%	100.00%	
Total	3,927,375	3,602,766	(324,609)		2,420,337	2,922,804	502,467	17.19%	70.94%	100.00%	
Net non-operational costs	524,628	318,944	(843,572)		349,086	77,234	271,852	(351.98%)	68.48%	100.00%	
Total surplus/(deficit)	(327,551)	1,596,592	(1,924,143)		1,649,267	(447,969)	2,097,236	(468.17%)	79.20%		

-  For income when percentage actual to annual plan is 10% less than percentage of year completed.
For expenditure when percentage actual to annual plan is 10% more than percentage of year completed.
-  For income when percentage actual to annual plan is 20% more than percentage of year completed.
For expenditure when percentage actual to annual plan is 10% less than percentage of year completed.

Statement of Financial Position as at 30 April 2016

	Last year Actual \$000	YTD Actual \$000	Full year Budget \$000	Notes
Assets				
Current assets				
Cash and cash equivalents	7,856	2,324	6,358	
Debtors and other receivables	5,381	7,140	6,481	19/21
Other financial assets	470	0	10	
Assets held for sale	475	475	393	
Total current assets	14,182	9,939	13,242	
Non-current assets				
Operational assets	42,492	42,103	45,097	
Infrastructural assets	386,465	388,368	402,881	
Restricted assets	39,293	38,479	41,054	
Intangible assets	1,680	1,627	1,672	
Forestry assets	911	911	680	
Commercial property	5,706	5,706	3,946	
Investments in other entities	987	1,088	2,042	
Other financial asset	803	803	116	
Total non-current assets	478,337	479,085	497,488	
Total assets	492,519	489,024	510,730	
Liabilities				
Current liabilities				
Creditors and other payables	8,070	7,456	8,439	
Provisions	997	997	1,003	
Employee entitlements	1,004	502	585	
Borrowings	2,000	7,000	0	
Total current liabilities	12,071	15,955	10,027	
Non-current liabilities				
Provisions	2,068	2,068	2,991	
Employee entitlements	178	178	224	
Borrowings	58,000	53,000	76,000	
Other	1,634	811	0	22
Total non-current liabilities	61,880	56,057	79,215	
Total liabilities	73,951	72,012	89,242	
Net assets	418,568	417,012	421,488	
Equity				
Retained earnings	264,909	266,560	267,350	
Revaluation reserves	147,449	147,447	147,447	
Other reserves	6,210	3,004	6,690	
Total equity	418,568	417,012	421,488	

Notes

19. A breakdown of Current Sundry Debtors is shown on the Statement of Current Debtors.

22. Non-current liabilities – Other is LGFA Amortisation Reserve and Development Contributions held

21. Debtors and other receivables:

Sundry Debtors	\$765K
Rates	\$4,727K – this includes rates not due until 15 June 2016.
Water Billing	\$825K
Infringements & Other	\$823K
	<u>\$7,140K</u>

Statement of Capital Expenditure – Major Projects over \$50,000

Reference	Description	LTP 2015/16	Project Cost YTD			Total Project Costs			Estimated final costs and comments	Expected	
			Actual	Budget	Variance	Budget	Cost to date	Variance		Start	Completion
Growth											
STW 27	Storm water - Development Planning North East Levin	150,000	47,092	7,500	(39,592)	150,000	47,092	102,908	Total cost is unknown at this stage. Project is in planning stage.	Nov-12	Jun-16
WW 41	Waste water - Development Planning - North East Levin	260,980	10,050	260,980	250,930	260,980	10,050	250,930	Total cost is unknown at this stage. Project is in planning stage.	Apr-15	Jun-16
WW 44	Waste Water - Levin Tararua Industrial Development	125,000	23,946	0	(23,946)	125,000	23,946	101,054	To carry forward \$100K.	Jan-16	Jun-16
SW 17	Landfill Development	385,237	110,491	385,237	274,746	385,237	110,491	274,746	On track - project will span beyond June 2016. Request to carry forward \$157K.	Dec-15	Jun-16
PR 58	Tararua Industrial Development	0	236,161	0	(236,161)	0	236,161	(236,161)	Roe Street Subdivision. Moneys sits in 2016/2017 financial year.	Nov-15	
	Total Growth	921,217	427,739	653,717	225,978	921,217	427,739	493,478			
Level of Service											
WS 32	Water Supply -Levin Clarifier Installation	2,000,000	114,246	0	(114,246)	2,000,000	114,246	1,885,754	This is now underway. There are two budget lines for the upgrade of the Levin WTP. WS32 is for \$2 million for the 2015/16 year, and WS33 is for \$3.6 million for the 2016/17 year.	Aug-15	Jun-16
WS 38	Water Supply - Telemetry - District Wide	95,000	48,488	95,000	46,512	95,000	48,488	46,512	2016/17 (subject to confirmation of funding) \$25K per LTP. Total cost of project is expected to be around \$280,000 split across three budget lines STW14, WS38 and WW27.	Oct-15	Jun-17
STW 14	Storm Water -Telemetry	81,000	82,360	81,000	(1,360)	81,000	82,360	(1,360)	See WS38	Sep-15	Mar-16
STW 15	Storm Water -Levin Queen Street	250,000	24,517	0	(24,517)	250,000	24,517	225,483	Assessment completed by Archaeologist was reviewed by Heritage NZ and had some gaps to be filled. A new archaeologist is looking at the work done to date and will provide a price to complete the works. Request to carry forward \$200K.	Oct-15	Jun-16
STW 16	Storm Water -Stormwater Stategy	80,000	17,385	80,000	62,615	80,000	17,385	62,615	Completed with Council briefing 16 March 2016.	Mar-16	Mar-16
STW 19	Storm Water -Foxton Beach Catchment Management Plan	83,000	13,750	0	(13,750)	83,000	13,750	69,250	Contract evaluation complete - Work will commence soon.	Jun-16	Jun-16
WW 11	Foxton Wastewater Treatment Plant - Strategic Upgrade	2,326,000	653,087	2,326,000	1,672,913	2,545,832	872,919	1,672,913	Design Underway (IN-HOUSE).	Sep-15	TBA
WW 27	Waste Water - Telemetry System	95,000	119,164	95,000	(24,164)	95,000	119,164	(24,164)	See WS38	Jul-15	Mar-16
WW 37	Levin Wastewater Treatment Plant - Strategic Upgrade	610,000	147,711	0	(147,711)	610,000	147,711	462,289	Contract for sludge press procured and pond lining is with contractor for pricing.	Sep-15	Jun-16
WW 45	Waste Water - Shannon Disposal System	3,065,921	2,114,473	3,065,921	951,448	3,614,155	2,662,707	951,448	Three contracts. Desludging, waveband and Irrigation. The irrigation project is expected to cost \$1,200,000. This excludes preconstruction costs like consents and preliminary designs etc. The waveband project is expected to cost around \$700,000. The Desludging project is expected to cost around \$320,000.	Aug-15	Jun-16
RD 14	New Footpath	100,000	174	80,000	79,826	100,000	174	99,826	100% committed.	TBA	Jun-16
RD 16	Foxton Townscape Main Street Upgrade	750,000	105,047	625,000	519,953	750,000	105,047	644,953	Initial design has been undertaken. Due to go to Tender shortly for a Sept 2016 start.	Sep-15	May-16
RD 18	Waitarere Beach Kent Gloucester Upgrade	260,000	35,820	216,667	180,847	260,000	35,820	224,180	On track and 100% committed.	Jul-15	Jun-16
SW 16	Landfill Consent	107,000	0	0	0	107,000	0	107,000	Progressing.	Mar-16	May-16
SW 18	Leachate pre treatment	129,000	14,748	129,000	114,252	129,000	14,748	114,252	Planning Stage.	Nov-15	Mar-16
SW 19	Levin Landfill Energy Recovery / Flare	200,000	35,846	0	(35,846)	200,000	35,846	164,154	Request to carry forward \$150K.	TBA	Jun-16

Statement of Capital Expenditure – Major Projects (continued...)

Reference	Description	2015/16	Project Cost YTD			Total Project			Estimated final cost	Expected	
			Actual	Budget	Variance	Budget	Total cost			Start	Completion
PR 11	including kitchen (with renewal contribution from Thompson House)	80,000	0	80,000	80,000	80,000	0	80,000	Design and construction drawings completed. Currently out for tender.	Jan-16	Jun-16
PR 12	improvements and disability access including toilet provision	80,000	20,574	80,000	59,426	80,000	20,574	59,426	Design and construction drawings completed. Currently out for tender.	Jan-16	Jun-15
PR 17	Upgrade ablutions block Donnelly Park	60,000	83,608	60,000	(23,608)	60,000	83,608	(23,608)	Works programmed to commence 23 February 2016. Work almost complete.	Feb-16	Mar-16
PR 19	Shannon Memorial Hall - accesbile facility's upgrade (toilet block and entrance)	50,000	0	50,000	50,000	50,000	0	50,000	Dependent on strategic review of facilities. Project Deferred.	TBA	TBA
PR 41	Public Toilets-Upgrade, Reroof, renew flooring, change doors	54,530	0	54,530	54,530	54,530	0	54,530	New toilet block at Waitarere Domain, works to commence April 2016 after busy summer use of site	Apr-16	TBA
BEAUT 1	Flag Trax	54,270	41,950	54,270	12,320	54,270	41,950	12,320	Flagtrax systems have successfully been installed in Levin and Foxton and are currently being utilised by a community organisation. Shannon has temporarily been put on hold until the future of the columns has been decided as installing hardware on the current columns will question the integrity of the pole, this has been communicated with the Shannon Progressive Association	Nov-15	Feb-16
CA 12	General Network Modelling	100,000	70,986	100,000	29,014	100,000	70,986	29,014	To carry forward to 2016/17 \$50K.	Jul-15	Jun-17
CA 16	Purchase of Urban Aerial Imagery	60,000	50,150	60,000	9,850	60,000	50,150	9,850	Complete.	Dec-15	Apr-16
	Levin disable facilities upgrade, hydrotherapy pool	0	149,000	0	(149,000)	0	149,000	(149,000)	Tender process completed. Contracts have been awarded. Work commenced 9 May 2016.	May-16	Sep-16
	Total Level of Service	10,770,721	2,625,088	6,873,633	3,389,305	11,538,787	4,711,149	6,827,638			
	Renewal							0			
WS 11	Levin Reticulation- RENEWAL	1,061,000	761,867	792,863	30,997	1,061,000	761,867	299,134	This is on track. There are three projects within this one budget line. Due to the savings made on Contract 15-12 (around \$95,000) a variation is being sought to add an additional street onto the work being undertaken. The estimated final cost for the year for this budget line is \$1,061,000. Contract 15-12 has a Project cost of \$462,845. Contract 15-06 has a Project cost of \$429,506. Contract 14-04 had a contract value of \$376,783 (part of this was from last year).	Jul-15	Jun-16
WS 15	Shannon - Mangaore Reticulation- RENEWAL	158,000	151,616	158,000	6,384	158,000	151,616	6,384	This is on track. Project Cost \$517,736. (The \$158,000 is a carry forward from last financial year).	Jul-15	Jun-16
WS 19	Foxton Beach Edingburg Terrace Bore- RENEWAL	150,000	174	150,000	149,826	150,000	174	149,826	To carry forward to 2016/17 \$150K.	Apr-16	TBA
WS 28	Levin Treatment Plant - Renewals	50,000	197,409	0	(197,409)	50,000	197,409	(147,409)	Initial planning has been undertaken.	TBA	Jun-16
WS 39	Reactive renewals - District Wide	150,000	138,518	0	(138,518)	150,000	138,518	11,482	On track and 100% committed.	Jul-15	Jun-16
WS 45	Shannon Reservoir structural work	100,000	4,000	100,000	96,000	100,000	4,000	96,000	On track.	Feb-16	Jun-16

Statement of Capital Expenditure – Major Projects (continued...)

Reference	Description	2015/16	Project Cost YTD			Total Project Budget		Total cost	Estimated final cost	Expected	
			Actual	Budget	Variance	Budget	Total cost			Start	Completion
STW 12	District Wide Reticulation - Unplanned Renewals	50,000	46,983	0	(46,983)	50,000	46,983	3,017	On track and 100% committed.	TBA	Jun-16
STW 13	District Wide Pump Station - Planned Renewals	79,350	10,667	79,350	68,683	79,350	10,667	68,683	Assessments underway.	Feb-16	Jun-16
WW 21	Tokomaru Wastewater Treatment Plant - Consent Renewal	100,000	11,678	0	(11,678)	100,000	39,128	60,872	Part spend this year and to carry forward to 2016/17 \$50K.	TBA	Jun-16
WW 29	Foxton Reticulation - Renewals	417,873	179,486	193,447	13,961	417,873	179,486	238,387	On track.	Oct-15	Jun-16
WW 30	Levin Reticulation - Renewals	1,758,767	1,051,648	1,124,818	73,170	1,758,767	1,051,648	707,119	This budget line covers two projects. The Project costs for Contract 14-06 was for \$1,318,900, and the Project Costs for Contract 15-08 is \$850,000. Contract 14-06 was commenced in the previous financial year.	Jul-15	Jun-16
WW 35	Districtwide - Reticulation Unplanned Renewals	443,377	42,098	344,848	302,750	443,377	42,098	401,279	Covers a variety of maintenance renewals. We expect to spend this budget before the end of year as we are planning on upgrading the wastewater pipe at Mako Mako and are undertaking additional work at Foxton.	Oct-15	Jun-16
WW 36	Levin Treatment Plant - Planned Renewals	1,044,242	298,726	544,242	245,516	1,044,242	298,726	745,516	It is understood this relates mainly to the renewal of the lease and consenting. Negotiations are currently being undertaken. Resource Consent costs to date.	Dec-15	May-16
WW 38	Levin Treatment Plant - Unplanned Renewals	88,478	27,422	0	(27,422)	88,478	27,422	61,056	On track.	Oct-15	Jun-16
WW 50	Tokomaru WWTP Desludging	100,000	166,198	100,000	(66,198)	100,000	166,198	(66,198)	This cost year to date also cover WW51 as these projects are running in tandem.	Apr-16	Jun-16
WW 51	Tokomaru WWTP Oxidation Pond Relining	61,500	0	0	0	61,500	0	61,500	To be completed by 30 June 2016	TBA	Jun-16
RD 13	Footpath Renewal	400,000	254,143	320,000	65,857	400,000	254,143	145,857	On track and 100% committed.	Jul-15	Jun-16
SW 15	Solid Waste - Cap Shape Correction	68,580	174	0	(174)	68,580	174	68,406	Part spend this year and part 2016/17.	Mar-16	Jun-16
PR 13	Thompson House Exterior renew & Paint	54,530	0	54,530	54,530	54,530	0	54,530	Design and construction drawings completed. Currently out for tender.	Jan-16	Jun-16
PRES 13	Waitare Dune management Dune management - flatten recountour	102,900	0	0	0	102,900	175	102,725	Designation has been accomplished for new Surf life saving club, however unlikely physical work will commence on the project this financial year - funding to be deferred to next year.	TBA	Jun-16
PRES 44	Levin Domain Pathways resurface	298,780	0	0	0	352,580	49,570	303,010	Project deferred into 2016-2017	Dec-15	Jun-16
PRES 62	Reserves - Foxton Beach	100,000	0	0	0	100,000	0	100,000	Foxton Community Board have been consulted. 30k to be used this financial year to facilitate planning process, 70 k for financial works to be moved into Yr 2 of the LTP	TBA	Jun-16
CA 19A	IT Disaster Recovery brought forward from 2013/14	130,000	0	60,000	60,000	130,000	0	130,000	Tender responses due end of May. Hardware will be invoiced in June.	Jan-16	May-16
CA 25	Rural Aerial Updates	50,000	10,018	50,000	39,982	50,000	10,018	39,982	Aerials partially flown. This will carry forward to 2016/17.	Dec-15	Mar-16
	Total Renewals	7,017,377	3,352,824	4,072,098	719,274	7,071,177	3,430,019	3,641,158			
	Growth/LOS/Renewal projects Mixed										
CS 11	Te Awahou Community Centre	2,683,500	631,172	1,162,850	531,678	2,683,500	631,172	2,052,328	Progressing – Construction work anticipated to commence May 2016 and continue into 16/17	Jul-15	Jun-16
WS 46	Levin Bore exploration, new reservoir, treatment plant upgrade	3,010,665	2,442,755	3,010,665	567,910	3,010,665	2,442,755	567,910	Project will be 100% complete with \$600,000 underspent.	Jul-15	Jun-16
	Total Growth/LOS/Renewal projects Mixed	5,694,165	2,458,632	1,465,839	1,099,588	5,694,165	3,073,927	2,620,238			

Statement of Rates Debtors

Area	Total assessments	Assessments 30/4/2016 with arrears	Assessments 30/6/2015 with arrears	% with arrears	Total arrears	Year to date arrears	Instalment one arrears	Instalment two arrears	Instalment three arrears	Penalties arrears	Prior year arrears
F - Foxton	1275	130	130	10%	232,544	138,781	21,920	32,973	54,728	29,160	93,763
FB - Foxton Beach	1573	92	100	6%	114,910	91,630	16,408	24,036	39,708	11,477	23,280
HB - Hokio Beach	199	39	37	20%	737,106	143,311	6,809	7,037	8,158	121,307	593,795
L - Levin	7350	433	370	6%	659,298	481,998	86,439	118,933	200,719	75,907	177,300
MK - Manakau	86	1	2	1%	822	822	0	374	374	75	0
NR - Non Rateable	127	6	1	5%	3,566	2,342	431	431	912	569	1,224
OH - Ohau	150	8	10	5%	7,784	6,693	757	2,286	3,252	398	1,090
R - Rural	2572	104	84	4%	465,239	134,413	16,767	19,309	24,674	73,663	330,826
RL - Rural Lifestyle	2442	151	170	6%	214,118	134,064	23,001	30,788	52,258	28,017	80,054
S - Shannon	674	96	86	14%	179,204	105,224	20,917	25,511	36,232	22,564	73,980
TK - Tokomaru	164	7	6	4%	6,094	6,094	803	2,011	2,896	383	0
WB - Waitarere Beach	943	40	33	4%	46,437	32,138	5,697	7,853	15,313	3,276	14,299
WK - Waikawa Beach	231	7	3	3%	3,285	3,285	318	810	1,893	265	0
Total at 30 April 2016	17,786	1,114	1,032	6%	2,670,407	1,280,795	200,265	272,351	441,117	367,062	1,389,612
Total at 30 April 2015	17,782	1,266		7%	3,218,065	1,724,888	242,209	348,436	761,502	372,741	1,493,177

In the year to 30 April 2016

- 1,998 Rate rebates processed for \$1,096,481
- 1,384 Assessments received the rates invoice by email. There has been an significant increase with the recent promotion running in April 2016.
- 17,535 rate payments received for \$28,046,529

Statement of Sundry Debtors

Category	Total Outstanding	Current Outstanding	31 - 60 days Outstanding	61 - 90 days Outstanding	Over 90 days Outstanding	Notes
Aquatic Centre	10,165	8,144	1,514	302	205	
Building Consents	30,751	14,191	5,901	0	10,659	3
Building Fee - BWOFF	715	260	260	65	130	
Cemeteries	9,842	9,628	182	0	32	
Dev Cont New Policy	73,152	5,829	0	0	67,322	1
Develop Cont Old Policy	69,362	5,836	3,693	0	59,833	
Dogs	712	0	0	0	712	
Dogs - Debt Collection	15,996	0	0	0	15,996	
Dogs Arrange to pay	6,530	62	490	88	5,890	
Dogs Pre Payments	13	0	0	0	13	
Fines	8,494	0	1,684	0	6,811	
Fire Hazard	631	0	0	0	631	
General	26,558	23,249	0	1,500	1,809	6
Health Accreditation Renewals	205	130	0	0	75	
Hire	6,168	889	805	2,990	1,484	
On Charges	79,405	9,528	692	0	69,185	4
Pension Housing	481	334	0	0	147	5
Rental Income Monthly	78,476	1,684	3,323	949	72,520	2
Resource Consent Fees	105,100	5,719	27,172	1,750	70,459	
Rubbish Bags	20,560	20,560	0	0	0	
Staff Account	1,210	882	178	0	150	
Te Horowhenua Trust General	8,943	0	0	0	8,943	
Waste Transfer Station	2,752	1,656	513	172	411	
Water & Trade Waste	215,027	205,725	0	3,426	5,876	
Water Septage - Septic Tank Disposal	2,477	620	0	1,115	741	
Total as at 30 April 2016	764,781	314,926	46,407	12,357	391,091	7
Total as at 30 April 2015	988,962	83,656	82,653	198,519	624,134	

Notes and Comments

1. These Development Contribution debtors are being actively pursued. The batch of debt letters sent had a positive effect with several payments being made. Most of the Development Contributions – Old Policy are with the Debt Collection Agency, with the balance of them either being paid off or having an arrangement to pay when the sections sell.
2. The Rental Income category is comprised mainly of annual endowment leases, which are billed in October each year and have until September the following year to pay. The majority of these lessees pay regular monthly amounts, with a few making lump sum payments, for some leases this builds up a credit balance which is offset against the October invoicing.
3. Amongst the Building Consents category, there are some damage deposit bonds in here, as well as extensions of time for a number of the older aged consents.
4. In the On Charges category, the majority of the 90+ Days debtors have been provided for as Doubtful Debts.
5. Amongst the Resource Consent category, there are some land use bonds. The debtors in this category are being actively pursued, and some of the 90+ Days debtors have been provided for as Doubtful Debts.
6. In this category there are charges for grazing leases, new connections, car access way, HR charges and THT charges.
7. Out of the \$400K owing +90 Days, \$283k is provided for in the Doubtful Debts Provision. As at 30 April 2016 there are 518 sundry debtors that have a balance owing.

Statement of Loans by Parcel

Loan parcels	Maturity	Interest	Opening balance	Raised	Repaid	Closing balance
Due within a year						
Stock FRN	16 May 16	3.9000%	2,000,000			2,000,000
Stock	16 Aug 16	6.2750%	2,000,000			2,000,000
Stock	15 Mar 17	5.0550%	3,000,000			3,000,000
Total due within a year						7,000,000
Due within 2 - 5 years						
Stock	23 May 17	4.3900%	4,000,000			4,000,000
LGFA FRN	15 Dec 17	3.2563%	2,000,000			2,000,000
Stock	15 Nov 18	5.5950%	2,000,000			2,000,000
LGFA Bond	15 Mar 19	4.4500%	4,000,000			4,000,000
LGFA Bond	15 Mar 19	4.7064%	5,000,000			5,000,000
LGFA FRN	15 Mar 19	3.1463%	3,000,000			3,000,000
Total due within 2 - 5 years						20,000,000
Due after 5 years						
LGFA FRN	17 May 21	3.4454%	4,000,000			4,000,000
LGFA Bond	15 May 21	4.5650%	5,000,000			5,000,000
LGFA Bond	15 May 21	5.9852%	5,000,000			5,000,000
LGFA Bond	15 May 21	5.8516%	5,000,000			5,000,000
LGFA Bond	15 Apr 23	5.1336%	4,000,000			4,000,000
LGFA FRN	18 May 22	3.0250%	3,000,000			3,000,000
LGFA FRN	19 May 25	3.0900%	7,000,000			7,000,000
Total due after 5 years						33,000,000
Total			60,000,000	0	0	60,000,000

Statement of External Loans and Interest by Activity

Activity	Loans as at 30 Jun 2014	Loans as at 30 Jun 2015	Year to date Finance costs
Water supply			
Water Levin	2,550,000	3,300,000	121,429
Water Shannon	1,350,000	1,400,000	51,515
Water Foxton	900,000	900,000	33,117
Water Foxton beach	350,000	300,000	11,039
Water Tokomaru	100,000	400,000	14,719
Total for water supply	5,250,000	6,300,000	231,819
Wastewater			
Wastewater Levin	6,050,000	7,000,000	257,576
Wastewater Shannon	6,150,000	6,650,000	244,697
Wastewater Foxton	1,150,000	1,400,000	51,515
Wastewater Foxton Beach	350,000	300,000	11,039
Wastewater Tokomaru	0	50,000	1,840
Wastewater Waitare	0	50,000	1,840
Total for wastewater	13,700,000	15,450,000	568,507
Stormwater	2,300,000	2,300,000	84,632
Waste management Landfill	4,500,000	4,550,000	167,425
Recreation and leisure			
Libraries	6,900,000	7,900,000	290,693
Pools	2,850,000	2,700,000	99,351
Reserves	1,300,000	1,350,000	49,675
Sports grounds	1,500,000	1,450,000	53,355
Total for recreation and leisure	12,550,000	13,400,000	493,074
Properties			
Residential housing	5,000,000	5,000,000	183,983
Halls	250,000	250,000	9,199
Commercial properties	1,200,000	1,150,000	42,316
Toilets	300,000	300,000	11,039
General properties	800,000	750,000	27,597
Cemeteries	0	100,000	3,680
Council building	6,800,000	6,500,000	239,178
Total for properties	14,350,000	14,050,000	516,992
Other activities			
Information technology	1,500,000	1,500,000	55,195
District plan	2,600,000	2,450,000	90,152
Total for other	4,100,000	3,950,000	145,347
Total	56,750,000	60,000,000	2,207,796

Statement of Internal Loans and Interest by Activity

Activity	Loans as at 30 Jun 2014	Loans as at 30 Jun 2015	Year to date Finance costs
Water supply			
Water Levin	38,323	44,338	1,792
Water Shannon	41,366	47,234	1,909
Water Foxton	5,172	49,717	2,009
Water Foxton beach	4,237	40,130	1,622
Water Tokomaru	7,997	14,491	586
Total for water supply	97,095	195,910	7,918
Wastewater			
Wastewater Levin	26,056	14,425	583
Wastewater Shannon	5,628	7,066	286
Wastewater Foxton	97,038	31,782	1,285
Wastewater Foxton Beach	(1,729)	3,732	151
Wastewater Tokomaru	81,678	28,411	1,148
Wastewater Waitare	81,962	26,458	1,069
Total for wastewater	290,633	111,874	4,522
Stormwater	1,996	72,917	2,947
Total for Stormwater	1,996	72,917	2,947
Waste management Landfill	56,659	37,161	1,502
Total for Waste management Landfill	56,659	37,161	1,502
Recreation and leisure			
Libraries	277,057	25,929	1,048
Pools	(3,821)	10,561	427
Reserves	17,034	49,463	1,999
Sports grounds	48,853	42,503	1,718
Beautification	24,038	23,076	933
Total for recreation and leisure	363,161	151,532	6,124
Properties			
Residential housing	10,207	35,866	1,450
Halls	34,405	29,101	1,176
Commercial properties	22,987	24,068	973
Toilets	18,546	9,187	371
General properties	4,824	49,906	2,017
Cemeteries	121,930	17,294	699
Council building	25,856	14,478	585
Total for properties	238,755	179,900	7,271
Other activities			
Information technology	109,024	44,663	1,805
District plan	451	23,452	948
Total for other	109,475	68,115	2,753
Total	1,157,774	817,409	33,037

Code of Conduct Complaint - Councillor Tony Rush

File No.: 16/282

1. Purpose

To report back to Council on the finding of the Code of Conduct Committee appointed to investigate the Code of Conduct Complaint brought against Councillor Rush.

2. Recommendation

- 2.1 That Report 16/282 Code of Conduct Complaint - Councillor Tony Rush 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 based on the Code of Conduct Committee report, Council resolves that the complaint against Councillor Rush *is / is not* considered further.

If 2.3 is resolved to consider further;

- 2.4 That Council resolves that Councillor Rush has not breached the Horowhenua District Council's Code of Conduct; OR

That Council resolves that Councillor Rush has breached the Horowhenua District Council's Code of Conduct for the following reasons:

- a)
- b)
- c)
- 2.5 That Council resolves to (remove/add as applicable):
 - a) Censure Councillor Rush
 - b) Remove Councillor Rush as Chair of the Hearings Committee; and/or
 - c) Remove Councillor Rush from the Finance, Audit & Risk Subcommittee; and/or
 - d) Remove Councillor Rush from the Chief Executive's Performance Review Committee; and/or
 - e) Remove Councillor Rush from the Projects Committee; and/or
 - f) Remove Councillor Rush from the Tertiary Scholarships Judging Panel

3. Background/Previous Council Decisions

- 3.1 At the 13 April 2016 Extraordinary Council meeting, Council resolved that the Code of Conduct complaint made against Councillor Rush be investigated by the already established Subcommittee comprising Jenny Rowan and Douglas Rowan.

4. Issues for Consideration

- 4.1 The Subcommittee has set out the reasons for its recommendation in the attached report.
- 4.2 The Subcommittee now recommends that Council considers its Report material and determines, what, if anything, should be done as a result in terms of the Code of Conduct provisions.
- 4.3 A decision is required to be made solely on the basis of the Report, whether or not the complaint should be considered further. If the complaint is not to be considered further, it is at an end.

- 4.4. If the Council determines that the complaint is to be considered further, then Councillor Rush and/or Councillor Rush's Lawyer/friend should be provided an opportunity to provide any further information and make submissions to the Council. On hearing the submissions of, or for Councillor Rush, the Council should allow broad freedom of expression and interrupt only for clarification. The time for Councillor Rush to provide information and submissions is not a debate.
- 4.5 Having sought and heard such information as it wishes (through receipt of the Report), and heard the information and submissions of Councillor Rush in response, the Council can consider to proceed to debate the Report from the Committee, its associated material, and the information and submissions of Councillor Rush made to the Council itself. The Council should then proceed to determine whether there has been any breach of the Code of Conduct by Councillor Rush.
- 4.6 If the Council resolves that there has been no breach of the Code, then that to, brings the matter to an end.
- 4.7. If the Council determines that there has been such a breach, reasons must be given.
- 4.8 The next step then for the Council is to invite Councillor Rush (and/or his Lawyer/friend) to make submissions on the response that might be suitable under Part 4 of the Council's Code of Conduct. Having heard these submissions the Council must decide whether or not to make any one or more of these responses, and if so, which reasons need to be given. It is to be noted that the responses available to the Council are limited, to those provided in Part 4 of the Code of Conduct and no others.
- 4.9 Horowhenua District Council – Code of Conduct - Part Four – Compliance

“This part deals with ensuring that elected members adhere to the code of conduct and mechanisms for the review of the code of conduct.

Compliance

Elected members must note that they are bound to comply with the provisions of this code of conduct (Local Government Act 2002, Schedule 7, section 15(4)).

Members are also bound by the Local Government Act 2002 Amendment Act 2012, the Local Authorities (Members' Interests) Act 1968, the Local Government Official Information and Meetings Act 1987, the Secret Commissions Act 1910, the Crimes Act 1961 and the Securities Act 1978. The Chief Executive Officer will ensure that an explanation of these Acts is made at the first meeting after each triennial election and that copies of these Acts are freely available to elected members. Short explanations of the obligations that each of these has with respect to conduct of elected members are attached to this code.

All alleged breaches of the code will be reported to Council. Any allegation of a breach of a code of conduct must be in writing, make a specific allegation of a breach of the code of conduct, and provide corroborating evidence.

Council will request that the Chief Executive officer prepare a report for the further consideration of Council.

Before beginning any investigation the Council will formally notify the member(s) in writing of the complaint and explaining when and how they will get the opportunity to put their version of events.

If it considers that the matter is to be pursued, Council will then appoint a Committee made up of the Mayor, Deputy Mayor and one member of the public with appropriate expertise. Legal advice will be sought in cases where any doubt exists as to the neutrality of those investigating and/or adjudicating a Code of Conduct complaint.

The Committee will investigate the alleged breach and prepare a report for the consideration of Council. Before beginning any investigation, the Committee will notify the elected

member(s) in writing of the complaint and explaining when and how they will get the opportunity to put their version of events.

The Council will consider the report in open meeting of Council, except where the alleged breach relates to the misuse of confidential information or could impinge on the privacy of a member of staff or of the general public.

Responses to Breaches of the Code

The exact nature of the action the Council may take depends on the nature and extent of the breach and whether there are statutory provisions dealing with the breach.

Where there are statutory provisions:

- breaches relating to members' interests render members liable for prosecution by the Auditor-General under the Local Authority (Members' Interests) Act 1968
- breaches which result in the Council suffering financial loss or damage may be reported on by the Auditor-General under the Local Government Act 2002 Amendment Act 2012, which may result in the member having to make good the loss or damage (Sections 46 & 47)
- breaches relating to the commission of a criminal offence may leave the elected member liable for criminal prosecution.

In these cases the Council may refer an issue to the relevant body, any member of the public may make a complaint, or the body itself may take action of its own initiative.

Where there are no statutory provisions, the Council may take the following action should the occasion arise:

- censure in public
- removal of the elected member from Council committees and/or other representative type bodies
- dismissal of the elected member from a position as Deputy Mayor or Chair of a committee.

A decision to apply one or more of these actions requires a Council resolution to that effect.”

Attachments



No.	Title	Page
A	Code of Conduct Committee - Councillor Rush - 11 May 2016 - Report FINAL	33

Confirmation of statutory compliance

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

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

Signatories

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

REPORT IN RELATION TO CODE OF CONDUCT COMPLAINT AGAINST COUNCILLOR TONY RUSH

INTRODUCTION

1. By resolution dated 13 April 2016 Jenny Rowan and Douglas Rowan were appointed to be members of the Code of Conduct Committee of the Horowhenua District Council for the purposes of investigating a Code of Conduct complaint against Councillor Tony Rush.
2. The Code of Conduct complaint against Councillor Rush was made by Councillor Mike Feyen and Councillor Ross Campbell, by way of letter addressed to the Chief Executive of the Horowhenua District Council, dated 6 April 2016, the complaint is attached marked "A". The Committee dealt with the complaint in committee.
3. The role of the Committee is to investigate the alleged breach of the Code of Conduct and to report to the Council providing the Committee's recommendation that either:
 - (a) The complaint proceed no further; or
 - (b) The Council consider the report material and determine what if anything, should be done as a result in terms of the Code of Conduct provisions.
4. The Council's Code of Conduct as amended in February 2015, is attached marked "B" ("the Code").
5. The following persons were invited and present at the Committee meeting which was held on 11 May 2016 at 4:30pm.

Councillor Rush
Councillor Feyen
Councillor Campbell
Mr DM Clapperton - Chief Executive
Mrs KJ Corkill – Meeting Secretary
Mrs S Hori Te Pa – Governance and Executive Team Leader
Monique Davidson – Group Manager, Customer & Community Services

INFORMATION OBTAINED BY THE COMMITTEE

6. (a) The Committee considered the following information during its deliberations:
 - (i) As noted above, the initial complaint by Councillors Feyen and Campbell attached marked "A".
 - (ii) A Submission of Councillor Rush (partially redacted) attached marked "C".

- (iii) Councillors Feyen and Campbell were able to ask Councillor Rush further clarification questions.
 - (iv) Committee members asked Councillor Rush, Councillors Feyen and Campbell further clarification questions.
- (b) The Minutes of the meeting.

COMMITTEE'S RECOMMENDATION

7. The Committee's recommendation is that the complaint proceeds no further.

REASONS FOR THE COMMITTEE'S RECOMMENDATION

8. The complaint primarily revolves around the words spoken by Councillor Rush to Councillors Feyen and Campbell during a Horowhenua District Council meeting which took place on 2 March 2016. In particular, Councillor Rush stated "We don't trust you. We don't respect you. We don't even like you. Goodbye."
9. Councillor Rush accepted that these words were spoken and there is no dispute as to the facts in this regard.
10. The Committee notes that Councillors Feyen and Campbell referred to the objectives of the Code in their complaint. The breach referred to by Councillors Feyen and Campbell alleges Councillor Rush breached his obligations under the Code in particular the heading "Relationships With Other Members" in Part 3 of the Code in that he was required to conduct his dealings with them in ways that:
- (a) Focussed on the issues rather than personalities;
 - (b) Avoid aggressive, offensive or abusive conduct;
 - (c) Show respect for each other.
11. The Committee has sought guidance from the Report of the Controller and Auditor General on Local Authority Codes of Conduct (A Good Practice Guide) which was issued in June 2006 ("the Report").¹
12. In Councillor Rush's Submissions he raised the following defences (in brief):
- (a) Councillor Rush believed the statements to be true;

¹ Report of Controller and Auditor General, Officer of the Auditor General, June 2006

- (b) The statements made were his honest opinion; and
 - (c) If there were a breach of the Code the relativity and scale of the breach were minimal and not warranting censure due to it being constituted as “robust political debate”;
 - (d) The statements made were privileged.
13. The Committee accepts that Councillor Rush honestly believed the statements he made and which are the subject of the complaint were true.
 14. The Code does not expressly make any comments regarding the claim of privilege referred to in Councillor Rush’s Submissions. Councillor Rush gave evidence that he did not make this statement with ill-will. It does not appear that the statement was made with ill-will and it appears to the Committee that the statement was made as a matter of Councillor Rush’s personal opinion. However, the Committee would require further legal opinion as to whether or not qualified privilege would be a valid defence. For other reasons set out in this Report, the Committee did not see the need to seek this further legal opinion.
 15. Paragraph 2.7 of the Report states “We have received a fairly strong message from elected members (endorsed by staff) that a code should not be used to interfere with robust debate, and that a Code is not required for conduct issues that arise at meetings as these can be dealt with at a time by the Chair of the meeting using Standing Orders (see paragraph 5.50).”²
 16. At the Council meeting where the alleged conduct occurred Standing Orders 3.3.10³ would have governed the behaviour of Councillor Rush which has been referred to this Code of Conduct Committee.
 17. There was no evidence presented that indicated that the Mayor as Chair of the Council considered that there was a breach at the time of the Standing Orders.
 18. The Report also provides “it may be useful for more codes to explicitly encourage issues to be raised and resolved at the lowest possible level”. The Report indicates that this type of complaint is more appropriately dealt with by the Mayor as Chair of the Council using the appropriate Standing Orders than by referring to the Conduct Committee.
 19. The Report considered that key factors that Councils should bear in mind when dealing with future Code of Conduct complaints included:

² Report of the Auditor General, above n1, at page9

³ Model Standing Orders for Meetings of Local Authorities and Community Boards NZS9202:2003, page 25

“Attempting to resolve issues informally and privately wherever possible, and reserving use of the formal enforcement mechanisms for only the most serious cases”.⁴

20. The Committee refers the Council to paragraphs 5.2.4 to 5.2.6 of the Report. These paragraphs state:

“5.24 Sometimes a council’s code is invoked for matters that may seem petty or trivial. These may be such things as:

- A single usage of coarse language that some people would find offensive;
- Disparaging remarks made about a person in the heat of debate; or
- “tit for tat” complaints made by and against the protagonists of a political or personal dispute.

5.25 One commentator has emphasised that –

*Members need to realise that the complaints procedure is separate from politics and thus not the arena for scoring political points.*⁵

5.26 The credibility of codes will be undermined if they are trivialised or abused, or overly politicised. Participants in local government need to accept that they are operating in a political environment. Allowances need to be made for the fact that the cut and thrust of debate can often be robust and blunt. We doubt that a code enforcement process should ordinarily be undertaken, for example, on the basis of a single instance of a member expressing themselves impolitely. And disagreements over personal or political style may often be best left to be resolved by the electoral process. (Although, once the code is invoked, it is important for the matter to be addressed fairly, and free of political bias).⁶

21. The Committee considers the complaint not serious enough to warrant a Code of Conduct complaint. No record of the Mayor making comment regarding the behaviour of Councillor Rush at the time of the meeting was provided to the Committee. Councillors Feyen and Campbell also took over two (2) months to lodge the complaint against Councillor Rush. Combining these factors the Committee holds that the threshold of seriousness required to refer matters to a Code of Conduct Committee has not been met.

22. The Committee considers that the complaint was trivial due to it being:

⁴ Auditor General Report, above n1, page 9

⁵ Sheppard, John, May 2004, Codes of Conduct, Brookfields Newsletter

⁶ Auditor General Report, above n1, page 48 to 49

- (a) A one-off remark; and
 - (b) Was made in the heat of a debate.
23. As noted in the Report further complaints of this nature to the Code of Conduct Committee would undermine the creditability of the Council's Code.
24. In this instance the Committee believes that while the matters raised in the complaint are not disputed, they did not warrant a Code of Conduct complaint, and the recommendation of the Committee is that the complaint will proceed no further.

NEXT STEPS

25. We note that Councillor Rush should be invited with a Lawyer or friend (if he desires to have one) to attend the Council meeting that is to receive and address this Report.
26. The meeting to receive the Report is to be held in open session, except with the alleged breach of the Code of Conduct relates to the mis-use of confidential information or could impinge on the privacy of a member of staff or of the general public. The Committee does not consider this Report to warrant a closed session of Council.
27. This Report should be received by the Council at that Council meeting. A decision by the Council is required to be made solely on the basis of the Report, whether or not the complaint should be considered further. If the complaint is not to be considered further, it is at an end.
28. If the Council determines that the complaint is to be considered further, then Councillor Rush and/or Councillor Rush's Lawyer/friend should be provided an opportunity to provide any further information and make submissions to the Council. On hearing the submissions of, or for Councillor Rush, the Council should allow broad freedom of expression and interrupt only for clarification. The time for Councillor Rush to provide information and submissions is not a debate.
29. Having sought and heard such information as it wishes (through receipt of the Report), and heard the information and submissions of Councillor Rush in response, the Council can consider to proceed to debate the Report from the Committee, its associated material, and the information and submissions of Councillor Rush made to the Council itself. The Council should then proceed to determine whether there has been any breach of the Code of Conduct by Councillor Rush.
30. If the Council resolves that there has been no breach of the Code, then that brings the matter to an end.
31. If the Council determines that there has been such a breach, reasons must be given.

32. If the Council determines that there has been a breach of the Code, the next step then for the Council is to invite Councillor Rush (and/or his Lawyer/friend) to make submissions on the response that might be suitable under Part 4 of the Council's Code. Having heard these submissions the Council must decide whether or not to make any one or more of these responses, and if so, which reasons need to be given. It is to be noted that the responses available to the Council are limited, to those provided in Part 4 of the Code and no others.

Jenny Rowan – Chair

Doug Rowan – Committee Member



6 April 2016

Mr David Clapperton
Chief Executive
Horowhenua District Council

Code of Conduct Complaint

We are hereby filing a formal complaint against Cr Tony Rush for his conduct during a Horowhenua District Council meeting that took place on Wednesday 2 March 2016.

During a debate, Cr Rush stated: "We don't trust you. We don't respect you. We don't even like you. Goodbye."

We ask that this complaint be investigated by the Committee appointed to pursue another complaint and report back to Council in accordance with Council's Code of Conduct.

CODE OF CONDUCT

An objective of the code is to enhance:

- Mutual trust, respect and tolerance between the elected members as a group

Elected members will conduct their dealings with each other in ways that:

- Focus on issues rather than personalities
- Avoid aggressive, offensive or abusive conduct
- Show respect for each other

Cr Mike Feyen

Cr Ross Campbell



To: Ms Jenny Rowan
Mr Doug Rowan
From: Cr Tony Rush
Re: Code of Conduct Hearing, Wednesday 11 May 2016

Introduction:

Crs Feyen and Campbell allege a Breach of the Code of Conduct against me in that, during a debate at the Horowhenua District Council meeting of 2nd March, 2016 I said of them:

"We do not respect them
We do not trust them
We do not even like them"

I do not deny that I said these words. I said them in the context of a debate called because of a Notice of Motion by Crs Feyen and Campbell seeking Council support for them to get access rights to the Council basement restored. I believed they had lost access rights for reasons of breached trust and called upon all councillors to vote against their motion to demonstrate to them they lacked the support of almost all if not all of their colleagues because of reasons of lost trust and respect.

I deny that the statements, as a whole or in any part, breach the Code of Conduct, as alleged by Crs. Feyen and Campbell, for a number of reasons:

- Relativity and scale
- Reasonable belief of the truth of the statements
- Honestly held opinion
- Qualified privilege

[REDACTED]

Given the above and based on conversations I had recently held with all but one other of my Council colleagues about the two councillors and their actions, I sincerely believe that at that time and on that issue the comments I made constituted 'robust political debate' and were in any event true.

Truth and Honest Opinion as Defenses

Lawyer and media law blogger Stephen Price blogs (Media Law Journal (5/10/2016)) that a "publisher will succeed with a Defense of truth if it can be proven, on a balance of probabilities, that the story was true.

In the same blog Price also suggests that Honest Opinion, which used to be called Fair Comment, allows the media/others to express opinions, even though they may be critical of someone or harmful to their reputations. Opinions are a matter of evaluation, not truth, so readers can decide whether they disagree or not." Although both these blogs relate to actions caused by media reports I believe they are transferable to this situation.

I was expressing an honest opinion, a firm belief, that because of their past actions both Crs. Feyen and Campbell had lost the respect and the trust of the strong majority of their colleagues. The vote to overwhelmingly reject their Notice of Motion would seem to vindicate that belief.

Privilege

I have already suggested the remarks were simply robust political debate, based upon honestly held belief or opinion. I further suggest that in any event the allegation that I breeched Standing Orders must fail because my remarks were made in the course of a Council debate and are therefore privileged.

Standing Orders (3.15.2) states "Any oral statement made at any meeting of a local authority in accordance with the rules that have been adopted by that local authority for the guidance and order of its proceedings, is privileged, unless that statement was made with ill will or taking unfair advantage of the publication.

This excerpt from Standing Orders is almost word for word from the Local Government Official Information & Meetings Act 1987 (LGOIMA) – Part 7 – Local Authority Meetings – 53 Oral Statements at local authority meetings privileged.

There was neither ill will nor was I taking advantage of the situation. My comments were made more in sorrow and without malicious intent. In fact, the last comment was intended to be a wryly humorous throwaway line.

Clearly if a Litigant was to take a legal action against me in a Court of Law for saying what I did where I did it would fail because of the defense of privilege created in LOGIMA and Standing Orders quoted above. Equally clearly it would be a nonsense if those same words, uttered in the same situation of privilege, could be used against me in the lessor environment of a Code of Conduct Hearing.

Cr Tony Rush

11/5/2016

Code of Conduct Complaint - Councillor Ross Campbell

File No.: 16/281

1. Purpose

To report back to Council on the findings of the Code of Conduct Subcommittee appointed to investigate the Code of Conduct Complaint brought against Councillor Campbell.

2. Recommendation

- 2.1 That Report 16/281 Code of Conduct Complaint - Councillor Ross Campbell 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 based on the Code of Conduct Committee report, Council resolves that the complaint against Councillor Campbell *is / is not* considered further.

If 2.3 is resolved to consider further;

- 2.4 That Council resolves that Councillor Campbell has not breached the Horowhenua District Council's Code of Conduct; OR

That Council resolves that Councillor Campbell has breached the Horowhenua District Council's Code of Conduct for the following reasons:

- a)
 - b)
 - c)
- 2.5 That Council resolves to (remove/add as applicable):
 - a) Censure Councillor Campbell
 - b) Remove Councillor Campbell from the Community Grants & Funding Committee, and/or
 - c) Remove Councillor Campbell from the Civic Honours Special Judging Panel

3. Background/Previous Council Decisions

- 3.1 At the 6 April 2016 Council meeting, Council resolved that the Code of Conduct complaint made against Councillor Campbell be investigated with the Subcommittee to comprise Jenny Rowan and Douglas Rowan.

4. Issues for Consideration

- 4.1 The Subcommittee has reported that it considers that Cr Campbell has breached the Code of Conduct Part 3 in the following ways:
 - (a) Breach of his obligations under the heading "Relationships With Other Members: in that:
 - (i) reference to the Council as corrupt undermines the public confidence in the office of the elected members:
 - (ii) is an offensive remark towards other Councillors and in particular is an allegation of serious criminal behaviour which was not warranted from the evidence supplied by Councilor Campbell; and
 - (iii) was disrespectful.

- (b) Breach of his obligations under the heading “Relationships With Staff” in that:
 - (i) Councillor Campbell has not treated all employees with courtesy and respect, and has acted in an offensive manner towards them by indicating that some employees (including to the extent of managerial obligations the Chief Executive) are corrupt and have been involved in criminal activity;
 - (ii) has criticized the employees in a way that reflects poorly on their integrity, in particular by referring to the Council (as noted includes employees) as corrupt. Employees were not named but the comments would refer to all employees engaged in the Shannon Wastewater Treatment Scheme.
 - (iii) Has not raised the concerns regarding the corruption of staff with the Chief Executive as would be required under the Code.
 - (c) Breach of his obligations under the heading “Contact With Media” in that:
 - (i) Media statements must observe the other requirements of the Code of Conduct and the media statement to TV3 indicating that the Council was corrupt breached the elements referred to above under “Relationships With Other Members” and “Relationship With Staff”; and
 - (ii) The comments criticized members of staff in general who were involved in the Shannon Wastewater Treatment Scheme indicating that some of all of them were corrupt and involved in criminal activity.
- 4.2 The Subcommittee now recommends that Council considers its Report material and determines, what, if anything, should be done as a result in terms of the Code of Conduct provisions.
- 4.3 A decision is required to be made solely on the basis of the Report, whether or not the complaint should be considered further. If the complaint is not to be considered further, it is at an end.
- 4.4. If the Council determines that the complaint is to be considered further, then Councillor Campbell and/or Councillor Campbell’s Lawyer/friend should be provided an opportunity to provide any further information and make submissions to the Council. On hearing the submissions of, or for Councillor Campbell, the Council should allow broad freedom of expression and interrupt only for clarification. The time for Councillor Campbell to provide information and submissions is not a debate.
- 4.5 Having sought and heard such information as it wishes (through receipt of the Report), and heard the information and submissions of Councillor Campbell in response, the Council can consider to proceed to debate the Report from the Committee, its associated material, and the information and submissions of Councillor Campbell made to the Council itself. The Council should then proceed to determine whether there has been any breach of the Code of Conduct by Councillor Campbell.
- 4.6 If the Council resolves that there has been no breach of the Code, then that to, brings the matter to an end.
- 4.7. If the Council determines that there has been such a breach, reasons must be given.
- 4.8 The next step then for the Council is to invite Councillor Campbell (and/or his Lawyer/friend) to make submissions on the response that might be suitable under Part 4 of the Council’s Code of Conduct. Having heard these submissions the Council must decide whether or not to make any one or more of these responses, and if so, which reasons need to be given. It is to be noted that the responses available to the Council are limited, to those provided in Part 4 of the Code of Conduct and no others.
- 4.9 Horowhenua District Council – Code of Conduct - Part Four – Compliance
- “This part deals with ensuring that elected members adhere to the code of conduct and mechanisms for the review of the code of conduct.

Compliance

Elected members must note that they are bound to comply with the provisions of this code of conduct (Local Government Act 2002, Schedule 7, section 15(4)).

Members are also bound by the Local Government Act 2002 Amendment Act 2012, the Local Authorities (Members' Interests) Act 1968, the Local Government Official Information and Meetings Act 1987, the Secret Commissions Act 1910, the Crimes Act 1961 and the Securities Act 1978. The Chief Executive Officer will ensure that an explanation of these Acts is made at the first meeting after each triennial election and that copies of these Acts are freely available to elected members. Short explanations of the obligations that each of these has with respect to conduct of elected members are attached to this code.

All alleged breaches of the code will be reported to Council. Any allegation of a breach of a code of conduct must be in writing, make a specific allegation of a breach of the code of conduct, and provide corroborating evidence.

Council will request that the Chief Executive officer prepare a report for the further consideration of Council.

Before beginning any investigation the Council will formally notify the member(s) in writing of the complaint and explaining when and how they will get the opportunity to put their version of events.

If it considers that the matter is to be pursued, Council will then appoint a Committee made up of the Mayor, Deputy Mayor and one member of the public with appropriate expertise. Legal advice will be sought in cases where any doubt exists as to the neutrality of those investigating and/or adjudicating a Code of Conduct complaint.

The Committee will investigate the alleged breach and prepare a report for the consideration of Council. Before beginning any investigation, the Committee will notify the elected member(s) in writing of the complaint and explaining when and how they will get the opportunity to put their version of events.

The Council will consider the report in open meeting of Council, except where the alleged breach relates to the misuse of confidential information or could impinge on the privacy of a member of staff or of the general public.

Responses to Breaches of the Code

The exact nature of the action the Council may take depends on the nature and extent of the breach and whether there are statutory provisions dealing with the breach.

Where there are statutory provisions:

- breaches relating to members' interests render members liable for prosecution by the Auditor-General under the Local Authority (Members' Interests) Act 1968
- breaches which result in the Council suffering financial loss or damage may be reported on by the Auditor-General under the Local Government Act 2002 Amendment Act 2012, which may result in the member having to make good the loss or damage (Sections 46 & 47)
- breaches relating to the commission of a criminal offence may leave the elected member liable for criminal prosecution.

In these cases the Council may refer an issue to the relevant body, any member of the public may make a complaint, or the body itself may take action of its own initiative.

Where there are no statutory provisions, the Council may take the following action should the occasion arise:

- censure in public

- removal of the elected member from Council committees and/or other representative type bodies
 - dismissal of the elected member from a position as Deputy Mayor or Chair of a committee.
- A decision to apply one or more of these actions requires a Council resolution to that effect.”

Attachments



No.	Title	Page
A	Code of Conduct Committee - Councillor Campbell - 11 May 2016 - Report FINAL	47

Confirmation of statutory compliance

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

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

Signatories

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

**REPORT IN RELATION TO CODE OF CONDUCT COMPLAINT AGAINST COUNCILLOR ROSS
CAMPBELL**

INTRODUCTION

1. By resolution dated 13 April 2016 Jenny Rowan and Douglas Rowan were appointed to be members of the Code of Conduct Committee of the Horowhenua District Council for the purposes of investigating a Code of Conduct complaint against Councillor Ross Campbell.
2. The Code of Conduct complaint against Councillor Campbell was made by Councillor Jo Mason, by way of letter addressed to the Chief Executive of the Horowhenua District Council, dated 22 February 2016, and is attached marked "A". The resolution to have the complaint dealt with by the Code of Conduct Committee was moved by Councillor Mason and seconded by Councillor Bishop. The Committee has dealt with the complaint in committee.
3. The role of the Committee is to investigate the alleged breach of the Code of Conduct and to report to the Council providing the Committee's recommendation that either:
 - (a) The complaint proceed no further; or
 - (b) The Council consider the report material and determine what if anything, should be done as a result in terms of the Code of Conduct provisions.
4. The Council's Code of Conduct as amended in February 2015, is attached marked "B" ("the Code").
5. The following persons were invited and present at the Committee meeting which was held on 11 May 2016 at 5:30pm.

Councillor Campbell
Councillor Mason
Councillor Bishop
Mr DM Clapperton - Chief Executive
Mrs KJ Corkill – Meeting Secretary
Mrs S Hori Te Pa – Governance and Executive Team Leader
Monique Davidson
Mrs A Hunt – Friend for Councillor Campbell

INFORMATION OBTAINED BY THE COMMITTEE

6. The Committee considered the following information during its deliberations:
 - (a) As noted above, the initial complaint by Councillor Mason is attached marked "A".

- (b) A Submission of Councillor Campbell (partially redacted) attached marked "C".
- (c) Analytical Report from Central Environmental Laboratories submitted by Councillor Campbell which is attached and marked "D".
- (d) Statement made by Christine Toms dated 11 May 2016 present by Councillor Campbell which is attached and marked "E".
- (e) Video clip of TV3 report on 16 February 2016.
- (f) Transcript of relevant portions requested by the Committee of the TV3 report (included in Minutes).

COMMITTEE'S RECOMMENDATION

- 7. The Committee recommends that the Council consider this Report material and consider what if anything, should be done as a result in terms of the Code of Conduct provisions.

THE GROUNDS FOR THIS RECOMMENDATION ARE AS FOLLOWS

- 8. The allegations of the breach of the Code made by Councillor Mason against Councillor Campbell relate to specific sections of Part 3 of the Code. In particular, the sections headed "relationships with other members" and "contact with media". The Committee notes that in reference to the contact with the media, the obligations in dealing with the media are to also include an obligation that the Councillors comments to the media "should observe the other requirements of the Code of Conduct" and these other requirements of the Code include "not criticising (sic) members of staff".
- 9. There was some dispute at the Committee meeting as to the words used by Councillor Campbell on the TV3 News Hub report. At the request of the Committee the exact words have been recorded and are attached marked "F".
- 10. Councillor Campbell appropriately set the background from his perspective for the context in which he made the comments to TV3.
- 11. The particular issue arises from his comments agreeing that the word "corrupt" appropriately applied to the Horowhenua District Council.
- 12. The Committee has noted the comments made by the Controller and Auditor General Report Good Practice Guide – Local Authority Codes of Conduct ("the Report").¹

¹ *Officer of the Auditor General, Local authority Codes of Conduct, June 2006*

13. In particular, the Auditor General has recommended that when dealing with future Code of Conduct complaints, attempts to resolve issues informally and privately where possible, should be made and that the Code of Conduct complaint process should be reserved for the use of the formal enforcement mechanism (such as appointing a Code of Conduct Sub-Committee) for only the most serious cases.²
14. The Committee considers that this is an instance where it is appropriate for a complaint to have been made and referred to this Sub-Committee.
15. On the TV3 News Hub video clip, the TV3 New Hub Reporter, Emily Cooper was quoted as saying:

“Campbell says he is trying to do the right thing and the Council is corrupt”.
16. On the TV3 News Hub Report, Councillor Campbell was quoted as saying:

“This is an extreme word but I would use it to because the thing is, we are meant to do the right thing by our public.”
17. While there was a dispute at the Committee hearing as to the exact words of Councillor Campbell, Councillor Campbell did not object that he had spoken the words which the Committee requested to be transcribed for the purposes of this Report. The video clip was watched. Accordingly the Committee does not consider that there is now any dispute as to the words spoken by Councillor Campbell.
18. It is accepted that the comments regarding the Council being corrupt relate to the context of an alleged breach of a Resource Consent by the Horowhenua District Council in relation to the Shannon Wastewater System.
19. It is also noted that the context of the comments made by Councillor Campbell were on national television and in reference to the Horowhenua District Council.
20. At no time during the evidence given by Councillor Campbell at the Committee meeting, nor during the question time whereby Councillors Mason and Bishop and the Committee members questioned Councillor Campbell, did Councillor Campbell resile from his assertion that the Council was corrupt in relation to the Council’s observance of its Resource Consent conditions in relation to the Shannon Wastewater Treatment System.
21. When considering the seriousness of the allegations that the Council is corrupt, the Committee considers that it would need to consider what the reasonable person would think of Councillor Campbell’s comments, particularly in the context that they were made, ie being on national television and referring to a local body.

² Auditor General Report, n1, page 9

22. In making the decision to recommend that the matter be taken further by the Council, the Committee needed to consider what the words "Council" and "corruption" meant in the context of the report by TV3 and the inclusion of Councillor Campbell's statements.
23. We note that in the Committee hearing Councillor Campbell's evidence is that his reference to the words "Council" in the TV3 report referred to the Councillors including himself.
24. What would a reasonable person consider the word "Council" meant in the context of the TV report?
25. The Committee consider that the word "Council" means far more than the Councillors involved, including Councillor Campbell, but includes the staff employed and contractors engaged by the Council in relation to the Shannon Wastewater Scheme, and in particular, people engaged in the application, compliance and monitoring of the Resource Consent obligations of the Council. This would extend in terms of management to the Chief Executive of the Council.
26. In Councillor Campbell's evidence he used the word "corrupt" or "corruption" regularly in reference to the Council and the obligations of the Council under the Resource Consent referred to. Councillor Campbell used those words in the sense of corruption being a "personal defilement" or "breach of one's own personal standards".
27. The Committee has considered what a reasonable person would consider those words meant as stated in the context of the TV3 report referred to in the complaint made by Councillors Mason and Bishop.
28. The Committee also considered what the word "corrupt" means in relation to a Council being spoken about in the public realm on national television.
29. The word "corrupt" or "corruption" has several meanings. The meaning imputed to it by Councillor Campbell is a valid meaning subject to the context of its use.
30. However, the Committee finds that the use of the word "corruption" in relation to a Council or other public body in New Zealand, would impute that the Council is involved in criminal activity. Corruption is a serious offence under the Crimes Act 1961. In particular Section 105 of the Crimes Act would apply to elected members and employees of the Council. That offence has a maximum sentence of seven (7) years imprisonment. The word "corruption" in relation to a public body requires a dishonest intention and intention to act in a way which can fairly be described as morally wicked or depraved. An allegation that a Local Authority like the Horowhenua District Council is "corrupt" has, in the Committee's view, the meaning

that the person is making an allegation that an official (whether an elected member or employee) has offered or accepted a bribe.³

31. The Committee considers that a reasonable person would not consider that the use of the word "corruption" in relation to the Horowhenua District Council (a public body) would not merely mean a personal defilement or failure to meet one's own personal moral code. Instead those words would mean to the reasonable person, that there is some dishonest intention to act in a way which is corrupt, usually including taking or giving bribes or other forms of payment.
32. Councillor Campbell appears not to accept that this would be the meaning of his statements made to TV3 News Hub.
33. The Committee considers that Councillor Campbell has shown a willing lack of insight into the consequences of his statements made to TV3, particularly given that those statements were not made in a private setting, but were made on national television. The Committee notes that before associating the word "corruption" with the Horowhenua District Council, Councillor Campbell indicated to the TV 3 Reporter that the word was "...an extreme word but I would use it". It is not accepted that Councillor Campbell would not have been aware of the serious nature of the allegation including making an allegation of serious criminal offending.
34. Councillor Campbell's association of the Council with corrupt practises in the public domain, in the Committee's view, is essentially an allegation by Councillor Campbell that other Councillors and/or staff of the Council have been involved in committing a serious criminal offence.
35. While evidence was tabled by Councillor Campbell alleging that the Council was in breach of its obligations under the Resource Consent, no evidence was tabled by Councillor Campbell that the Council had criminal intent and acted corruptly in a way which his words inferred to the reasonable person.
36. If Councillor Campbell had seriously considered that the Council was corrupt in the real meaning of those words, then the matter should have been brought up with the Mayor and/or the Chief Executive, and if those avenues had been pursued without success, then Councillor Campbell should have involved the Police. The Resource Management Act provisions for breaching conditions also offer enforcement proceedings that any individual or group can bring against the Local Body or Regional Council.
37. The Committee accepts Councillor Mason's view that the words were entirely offensive towards her and other Councillors. The general allegation of corruption would have brought the Council and the District into disrepute, and in particular the allegation would have undermined the confidence of the community in the Council and its staff. The employment ramifications for such an allegation are significant.

³ *The Laws of New Zealand, Criminal Law, Part V, paragraph 23*

38. A process for dealing with such serious allegations would include discussing matters with the Chief Executive and/or Mayor. The Committee finds that none of the evidence submitted by Councillor Campbell supported a claim or allegation that the Council, including Councillors and staff were corrupt. The Committee would have thought that if there were a serious allegation of criminal activity within the Council that making media statements about this, without having these allegations investigated thoroughly by the Chief Executive and/or Police, would be extremely unwise and prejudice any further action of the Council against alleged perpetrators.
39. The Committee considers that Councillor Campbell has breached the Code of Conduct Part 3 in the following ways:
- (a) Breach of his obligations under the heading "Relationships With Other Members" in that:
 - (i) Reference to the Council as corrupt undermines the public confidence in the office of the elected members;
 - (ii) Is an offensive remark towards other Councillors and in particular is an allegation of serious criminal behaviour which was not warranted from the evidence supplied by Councillor Campbell; and
 - (iii) Was disrespectful;
 - (b) Breach of his obligations under the heading "Relationships With Staff" in that
 - (i) Councillor Campbell has not treated all employees with courtesy and respect, and has acted in an offensive manner towards them by indicating that some employees (including to the extent of managerial obligations the Chief Executive) are corrupt and have been involved in criminal activity;
 - (ii) Has criticised the employees in a way that reflects poorly on their integrity, in particular by referring to the Council (as noted includes employees) as corrupt. Employees were not named but the comments would refer to all employees engaged in the Shannon Wastewater Treatment Scheme;
 - (iii) Has not raised the concerns regarding the corruption of staff with the Chief Executive as would be required under the Code;
 - (c) Breach of his obligations under the heading "Contact With Media" in that:
 - (i) Media statements must observe the other requirements of the Code of Conduct and the media statement to TV3 indicating that the Council was corrupt breached the elements referred to above under

“Relationships With Other Members” and “Relationship With Staff”;
and

- (ii) The comments criticised members of staff in general who were involved in the Shannon Wastewater Treatment Scheme indicating that some or all of them were corrupt and involved in criminal activity.
40. The Committee recommends that the Council consider this Report material and determine what, if anything, should be done as a result in terms of the Code of Conduct provisions.

NEXT STEPS

41. The meeting to receive the Report is to be held in open session, except with the alleged breach of the Code of Conduct relates to the mis-use of confidential information or could impinge on the privacy of a member of staff or of the general public. It is the Committee’s view that the Report should be held in open session.
42. This Report should be received by the Council at that Council meeting. A decision is required to be made solely on the basis of the Report, whether or not the complaint should be considered further. If the complaint is not to be considered further, it is at an end.
43. If the Council determines that the complaint is to be considered further, then Councillor Campbell and/or Councillor Campbell’s Lawyer/friend should be provided an opportunity to provide any further information and make submissions to the Council. On hearing the submissions of, or for Councillor Campbell, the Council should allow broad freedom of expression and interrupt only for clarification. The time for Councillor Campbell to provide information and submissions is not a debate.
44. Having sought and heard such information as it wishes (through receipt of the Report), and heard the information and submissions of Councillor Campbell in response, the Council can consider to proceed to debate the Report from the Committee, its associated material, and the information and submissions of Councillor Campbell made to the Council itself. The Council should then proceed to determine whether there has been any breach of the Code of Conduct by Councillor Campbell.
45. If the Council resolves that there has been no breach of the Code, then that to, brings the matter to an end.
46. If the Council determines that there has been such a breach, reasons must be given.
47. The next step then for the Council is to invite Councillor Campbell (and/or his Lawyer/friend) to make submissions on the response that might be suitable under Part 4 of the Council’s Code of Conduct. Having heard these submissions the Council

must decide whether or not to make any one or more of these responses, and if so, which reasons need to be given. It is to be noted that the responses available to the Council are limited, to those provided in Part 4 of the Code of Conduct and no others.

Jenny Rowan – Chair

Doug Rowan – Committee Member



22 February 2016

Mr David Clapperton
Chief Executive
Horowhenua District Council
Private Bag 4002
Levin 5540

Dear David

Notice of Motion

I hereby give notice that I intend to move the following motion at the Horowhenua District Council Meeting of Wednesday 2 March 2016:

"That Cr Ross Campbell breached the Code of Conduct (The Mayor and District Councillors Horowhenua District Council) by his actions of appearing on a television news report and publically agreeing in his role as councillor that the Horowhenua District Council is corrupt."

And further

'That the CEO be instructed to report to the council on the process to be followed if the first motion is carried by the council "

Cr Bishop is the seconder to the motion.

I refer Councillors and the Mayor to the Code of Conduct (amended February 2015) and outline the breaches that I believe have occurred as a result of Cr Campbell's behaviour and comments.

"CODE OF CONDUCT

Part One: Introduction

The objective of the code is to enhance:

- the credibility and accountability of the Council within its community;
- **Respect for others.** Members should promote equality by not discriminating unlawfully against any person and by treating people with respect, regardless of their race, age, religion, gender, sexual orientation, or disability. They should respect the impartiality and integrity of the Council staff.

Part Three: Relationships and Behaviours

Relationships with other Members

- Are open and honest;
- Avoid aggressive, offensive or abusive conduct;
- Show respect to each other.

Contact with the Media

- Media comments must observe the other requirements of the code of conduct, e.g. not disclose confidential information, or compromise the impartiality or integrity of staff.

Background

Cr Campbell appeared in a TV3Newshub 6pm news segment on Tuesday 16 February 2016. During this news segment Cr Campbell spoke of the Council / HDC as corrupt. Cr Campbell identified himself as a councillor and thereby had his comments recorded as those that were representative of council. By implication his comments inferred that all of Council behave corruptly in their roles as elected members and staff, including myself. His actions brought the role of Council into disrepute and I find it deeply offensive to have been publically declared corrupt. Cr Campbell behaved in a manner that was not respectful to all councillors and affected the credibility of all of Council.

Fellow councillors may or may not agree with my position as is their democratic right. I do believe though that as a democratically elected council each member has an obligation to declare their position on this matter publically to restore faith in our wider community as to the integrity of elected members.

The second notice of motion asks the CEO to advise the council of the process Part Four Compliance and Review (pg 12 and 13) should the first motion be carried by the council.

Yours sincerely



Cr Jo Mason

Code of Conduct against Councillor Ross Campbell – hearing 11 May 2016 2016

[REDACTED]

2. To purposely allow or instruct a Company working for the HDC to break the rules, as did happen in the case of the Shannon Wastewater Treatment Plant raw sewage discharge on 13th February, and then attempt to excuse that company's bad behaviour by 'shooting the messenger', is a very corrupt practice and deserves to be seen as such.

3. To accuse me of soiling the wastewater treatment plant with toilet paper was, again, an accusation designed to 'shoot the messenger'. It is also highly defamatory. I notified the relevant emergency breakdown hot lines of the incident and received a response which could only be seen as collusion between HRC and HDC. There were no emergency procedures put in place and denial immediately became the name of the game. These procedures are corrupt and all councillors who have supported these practices are guilty by association. *Here is the report of the Analytical Test done 22/2/16*

4. Bringing a Code of Conduct complaint against me is your endeavour to take the focus away from the adverse incident and draw public attention to personalities – which is another corrupt practice.

5. Everyone involved in this issue, from the HRC to the HDC to the private contractors, ran for cover to protect themselves from what they knew were the inevitable legal consequences of this incident. They showed a complete lack of concern for the health and safety of our communities and waterways. This in turn displays their absolute necessity to cover up their mistakes by outright lying. That is corruption at the highest level.

6.If we are to be respected and trusted by our District and its people, including by those beyond our boundaries, we have to earn it. Telling lies and fabricating untruths won't cut the mustard.

7.Yes, you have taken it upon yourselves to issue a 'Code of Conduct' to shoot this 'messenger', but that does not excuse you from the facts. So I suggest that proposer Councillor Jo Mason – ironically herself a commissioner chosen to represent the Environment in the RMA – and Councillor Wayne Bishop, who seconded this motion, live their lives with quite different moral boundaries than I do when it comes to 'doing right' by our constituents and the environment. You obviously both feel secure today within your protection procedures and policies that make up the HDC's Codes of Conduct. But I will always be secure with the Code of Conduct as written

[REDACTED]

8.(a) In regards to the breach of Code of Conduct being "Open and Honest", I acknowledged my actions in bringing the raw sewage discharge to the attention of everyone who needed to be notified on 13th February. Maybe where you come from you may feel I was too honest in reporting what was happening to those I was supposed to trust. Only to be hung out to dry by deceit and collusion, by my own colleagues. Isn't his again corruption?

[REDACTED]

under the law of this land and proceed with my fight for our constituents
rights, together with my own which will include defamation proceedings.

[REDACTED]

[REDACTED]



CENTRAL ENVIRONMENTAL LABORATORIES
taiwhanga aroturuki tatau

Central Environmental Laboratories
Module 2, Bachelors Centre
PO Box 8017 Hokowhitu
Bachelors Road
Palmerston North, New Zealand

Analytical Report
COA No: 16/00690-1

Mike Vinsen
PO Box 14006
Longburn 4866

P: +64 6 351 4475
F: +64 6 351 6302
E: cenlab@centlab.co.nz

Date received: 22/02/2016 Time received: 10:40:00 Sampled by: Vinny Sample date: 21/02/2016
Sample time: 19:30:00 Sample type: Surface water

Sample	Sample ID	Test	Result	Units
16/00690-01	100 Meters Upstream of Steps Stansell Drain Outlet Pipe	Escherichia coli Total coliforms	1800 > 24000	MPN / 100 mL MPN / 100 mL
Sample time: 14:20:00				
16/00690-02	Discharge Pipe by Steps into Stansell Drain Outlet Pipe	Escherichia coli Total coliforms	6900 > 24000	MPN / 100 mL MPN / 100 mL
16/00690-03	100 Meters Upstream of Mangaore Stream Bridge	Escherichia coli Total coliforms	110 4100	MPN / 100 mL MPN / 100 mL
Sample time: 14:20:00				
16/00690-04	Stansell Drain Outlet Into Mangaore Stream	Escherichia coli Total coliforms	8200 > 24000	MPN / 100 mL MPN / 100 mL
16/00690-05	Outlet of Mangaore Stream Meeting Manawatu River	Escherichia coli Total coliforms	1900 20000	MPN / 100 mL MPN / 100 mL

Notes:

Test Methodology:

Test	Methodology	Detection Limit
Escherichia coli	APHA 22nd Ed. 9223 B	1 MPN / 100 mL
Total coliforms	APHA 22nd Ed. 9223 B	1 MPN / 100 mL

Report released by **Graham Mason** Date: 25 February 2016
General Manager

Key Technical Person:

Ramandeep Kaur

This Laboratory is accredited by International Accreditation New Zealand.
Tests and sampling procedures have been performed in accordance with the conditions of our accreditation.
Test methods, detection limits and uncertainties are available on request.
When samples are collected by the client or an agent of the client, results reported apply only to samples so received at the Laboratory.
This report shall not be reproduced except in full, without the written approval of this laboratory.



End of table

**In defence of cr Ross Campbell's alleged breach of Code of Conduct
complaint by HDC.**

As I am prohibited from being called as a witness at HDC councillor Ross Campbell's alleged breach of Code of Conduct at today's hearing, rather than the usual one support person / friend / legal advisor stipulated who can attend, I write this statement on his behalf.

On 16 February 2016 I attended the TV3 interview with cr Ross Campbell. The interview began shortly after 10am that day, as arranged by TV3 who contacted cr Campbell. It was held in the gardens at the Shannon Railway Station with reporter Emily Cooper, a TV3 camerawoman, Ross Campbell and myself present. The issue was the raw sewage discharge videoed 13 February which appeared on Facebook social media and the home invasion and assault on Environment Court monitor Cory Andrews, as related in newspaper reports and again on social media.

Ms Cooper began the interview by saying: "Would you say the Horowhenua Council is corrupt?" Cr Campbell in front of the camera replied: "That's a very strong word to use, but I believe we as a council are guilty of ..."

Any inference to the word 'corrupt' was initiated by TV3 to cr Campbell in that interview.

Had the investigations committees done the job with the same alacrity as they've sought to discharge mayor Duffy in bringing forward a witness, they'd have contacted Ross Campbell who would have supplied my name as a witness in the complaint against him - particularly as I was present at the TV3 interview with him. As it is, the Council has deliberately and now officially withheld the possibility of bringing forward witnesses other than for the mayor's alleged breach of Code of Conduct in order to discharge the complaint without transparency or conviction.

The fact that these Codes of Conduct meetings are held in secret and have prohibited invitation to witnesses appearances for councillors Campbell and Feyen on their behalf [REDACTED]

[REDACTED] and that Doug Rowan has a direct conflict of interest as seen in the sworn Affidavit produced, is in itself a direct indication to me that this Council is corrupt. Therefore cr Campbell's mild insinuation in his response to the TV3 reporter, even if it went that far, falls well short of the depth of malfeasance under which this Council repeatedly operates.

Chris L. [Signature]

Chloe Form
11 May, 2016

Monitoring Report to 1 June 2016

File No.: 16/243

1. Purpose

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

2. Recommendation

- 2.1 That Report 16/243 Monitoring Report to 1 June 2016 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 from 2012	64

Confirmation of statutory compliance

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

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

Signatories

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

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
4 July 2012	Report 12/347	North Eastern Stormwater	<i>THAT the stormwater review is progressed in 2012 – 2014.</i>	P Gaydon	April 2015	Progressing and on track	This is a multi-year project through to the next LTP. Draft Scope and pricing has been developed and presented to council in a workshop on 16 March 2016 The project expected completion date is May 2017
4 May 2016	16/221	North East Levin Stormwater Improvement Project	<i>THAT officers proceed with the implementation of the development project to mitigate flooding in the North East Levin area whilst taking into account the need for enabling residential growth as defined in the district plan.</i>				Key stakeholders and affected residents updated on project progress May 2016
2 July 2014	14/585	District Plan: Plan Change Timing	<i>THAT the preparation and processing by officers of the following plan changes to the District Plan be postponed from the</i>	D McCorkindale	July 2015		The period for public nominations for heritage buildings/features closed 29 th January 2016 with 78 nominations received.

MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>2014/15 financial year and be undertaken within 2015/16 financial year:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>Sites of Cultural Significance</i> <input type="checkbox"/> <i>Historic Heritage</i> <input type="checkbox"/> <i>Dunefields Assessment</i> <input type="checkbox"/> <i>Coastal Hazards.</i> 				Officers are now working with Heritage experts to assess the 36 nominated non-residential buildings, structures and sites and identify those that will form part of a formal plan change to the District plan. Plan Change anticipated to be notified early in 2016/17.
3 Dec 2014	14/890	Extension of N5 Part B Water and Wastewater Services Contract	<p><i>THAT the Horowhenua District Council accepts the proposal from Downer to extend the current contract for another 24 months;</i></p> <ul style="list-style-type: none"> - <i>During this period (24 months) review the existing work schedule and</i> - <i>Develop a new contract arrangement with a duration of 8 years with a 4 year plus a 2 x 2 year extension</i> 	P Gaydon	1 July 2015		<p>Downer have accepted to extend the contract for another 24 months</p> <p>Discussions with Downer continuing.</p> <p>Looking at differing options e.g.</p> <ul style="list-style-type: none"> • Alliance • Performance based contract. • Bring in-house • Other contractors

MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>THAT the Horowhenua District Council works jointly with Downer to develop a new contract arrangement, to go to Council for approval by 1 January 2017, and if acceptable to Council the new contract will commence 1 July 2017.</i>				
4 Nov 2015	15/.648	Finance, Audit & Risk Subcommittee	<i>THAT the Finance, Audit and Risk Subcommittee charter be reviewed after the 2016 triennial election.</i>	D Clapperton	November 2016		This will be completed post the election.
	16/10	Aquatics Centre Redevelopment	<i>THAT the Aquatic Centre redevelopment project be endorsed.</i> <i>THAT the Projects Committee give approval to final design and budget within the budget allocated in the 2015-2025 Long Term Plan.</i>	M Davidson	June 2016	Completed	The Projects Committee provided endorsement to design and budget at its March meeting. Tenders for this project have closed, and the Tender Evaluation Committee met in May to award the contract. Work has commenced.
2 March 2016	15/776	Construction Contract for Te	<i>THAT the Horowhenua District Council undertakes</i>	D Clapperton		Completed	Ongoing negotiations are taking place with the

MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
		Awahou Nieuwe Stroom Project	<i>the redevelopment of Te Awahou Nieuwe Stroom as a managed contract.</i> <i>THAT Council authorises the Projects Committee and the CEO to negotiate a managed contract for the construction of Te Awahou Nieuwe Stroom with Caldow Builders Ltd to +/- 10%.</i>				contractor. Expression of interest response for exhibition and interior fit-out has been received and candidate has been interviewed. Projects Committee has agreed to award contract to Caldow Builders Ltd for a sum of \$4,394,800
6 April 2016	16/122	Code of Conduct Complaint – Cr Ross Campbell	<i>THAT Council resolves to investigate the alleged breach of its Code of Conduct by Councillor Ross Campbell.</i> <i>THAT a Committee comprising Ms Jenny Rowan and Mr Doug Rowan be appointed to pursue the matter and report back to Council in accordance with Council's Code of Conduct.</i>	D Clapperton		28 April 2016 Completed	Committee appointed and a meeting took place 12 May. A report will be included on the June Council agenda.
	16/124	Te Horowhenua Trust Statement of Intent 2016/2017	<i>THAT the Horowhenua District Council receives the Draft Statement of</i>	D Kidd	June 2016		Officers will be meeting with Te Horowhenua Trust to discuss this in

MONITORING REPORT
HOROWHENUA DISTRICT COUNCIL

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>Intent 2016/2017 from Te Horowhenua Trust.</i></p> <p>THAT the Horowhenua District Council receives and considers for acceptance a revised Statement of Intent 2016/2017 from Te Horowhenua Trust at its June Council meeting.</p>				conjunction with the Community Services Review.
	16/177	Code of Conduct Complaint - Mayor Brendan Duffy	<p>THAT Council resolves to investigate the alleged breach of its Code of Conduct by Mayor Duffy.</p> <p>THAT the Chief Executive recommends to Council that Ms Jenny Rowan and Mr Doug Rowan comprise the Code of Conduct Committee.</p>	D Clapperton		28 April 2016 Completed	Committee appointed and a meeting took place 12 May. A report will be included on the June Council agenda.
	16/178	Code of Conduct Complaint – Cr Tony Rush	<p>THAT Council resolves to investigate the alleged breach of its Code of Conduct by Councillor Rush.</p> <p>THAT the Chief Executive recommends to Council</p>	D Clapperton		28 April 2016 Completed	Committee appointed and a meeting took place 12 May. A report will be included on the June Council agenda.

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>that Ms Jenny Rowan and Mr Doug Rowan comprise the Code of Conduct Committee.</i>				
4 May 2016	16/222	Amendment to Long Term Plan 2015-2025 Adoption	<p><i>THAT the Horowhenua District Council receives the audit opinion for inclusion in the Amended 2015-2025 Long Term Plan</i></p> <p><i>THAT the Horowhenua District Council adopts the Amended 2015-2025 Long Term Plan, including the policies and statements contained therein, in accordance with Section 83 and 93 of the Local Government Act.</i></p> <p><i>THAT the Chief Executive be given delegated authority to make editorial changes that arise as part of the publication process for the Long Term Plan 2015-2025 amendment.</i></p>	M Davidson	1 July 2016	Completed	This action has now been completed and audit opinion received.

Chief Executive's Report to 1 June 2016

File No.: 16/272

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 16/272 Chief Executive's Report to 1 June 2016 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. Chief Executive Updates

3.1 Strategic/Business Plan update

- Maycroft Builders have commenced the Levin Aquatics Centre upgrade. This is a four month project due for completion in September 2016.
- Caldwell Builders Ltd will commence work on Te Awhaou Nieuwe Stroom early June, following a site blessing.

Regional Growth Study Action Plans

Officers continue to support the development of Action Plans for the Accelerate25: Manawatu-Whanganui Regional Growth Study. Particular emphasis has been placed on plans aligned with Horowhenua's Economic Development Strategy 2014 – 2017. HDC and the TLAs comprising the wider Manawatu-Whanganui Region along with Horizons Regional Council are hopeful of securing strong support from Central Government to enable the implementation of the proposed actions and plans. It is anticipated that plans will be finalised at some point in the next three months. This will be confirmed by Central Government in due course.

3.2 Financial

Horowhenua District Council has had its Credit Rating reaffirmed by Standard and Poors at A+/A-1, with the outlook remaining stable.

Standard and Poors notes Council's financial management is strong.

Council's financial performance to the end of April 2016 is pleasing with operating expenditure below budget by \$1.6m, all financial sustainability KPIs being achieved, average interest cost stable and outstanding rate debtors improving.

Delays in capital projects, namely Foxton Wastewater Disposal, Te Awahou Nieuwe Stroom and Foxton Main Street, has meant debt has held at \$60m against a full year budget of \$76m.

3.3 Local Government Sector Update

Insights from the Operational and Management Effectiveness Programme

SOLGM has released a media statement detailing the interesting insights that the 26 'Foundation' councils – those that joined the Programme last year – have found in their recently released reports.

While noting that there are some differences between NZ and NSW in respect to council operations, the report shows that the 26 New Zealand councils are generally performing as well or better than many NSW councils (79 councils in NSW took part).

The reports also identified areas where improvements can be made.

Highlights from the survey sample reports include:

- **Workforce Profile:** in NZ there were 5.4 FTE per 1,000 residents compared with 8.2 in NSW councils.
- **Gender Diversity:** Women comprise 57% of the overall workforce in NZ councils compared to 41% in NSW. NZ councils are also actively building the pipeline of female leaders. Female managers were promoted at twice the rate of male managers in NZ councils in FY15, with a promotion rate of 7.8% compared to 3.9% for male managers.
- **Role of Finance:** 92% of NZ councils have a CFO who is part of the senior leadership team, compared to 59% of NSW councils. Future focused business insight activities consume 34% of finance effort among NZ councils compared to 20% in NSW councils, and 92% of NZ councils report to management on a monthly basis, compared with 54% of NSW councils.
- **Staff turnover in year one:** The NZ median staff turnover rate of employees in their first year of employment is 16/8% (NSW 18.4%). However, the median overall staff turnover rate for NZ councils is 13.3% compares less favourably with that of NSW councils' 10.2%.
- **Automated billing:** NZ ratepayers appear to be earlier adopters of electronic rate notices with a median of 1% of total rate notices delivered electronically, compared to a median of 0.4% for NSW councils. Automated billing allows councils to reduce paper and postal costs, and improve cash collections. NZ councils also collect 32% of their rates via direct debit, compared to only 7% of NSW councils.
- **Capital project expenditure:** NSW councils spend a median of NZ\$527 per resident on project capital expenditure, compared to a similar NZ council median of \$506.

WorkSafe's Asbestos Liaison Protocol

WorkSafe are raising awareness of their "Asbestos Liaison Protocol" which has been developed in collaboration between WorkSafe and local government bodies as a pilot in the Hutt/Wairarapa region. The purpose of the Protocol is to enable a coordinated cross-government response to asbestos related incidents and to clarify agency jurisdictions. If you would like to attend a local meeting to discuss the aim of the protocol, what asbestos related issues we face, our respective jurisdictions, and what it means to sign up to and implement the Protocol please contact WorkSafe on 0800 030 040.

Vote2016 major partners coming on board

LGNZ has signed up a number of major partners in the Vote2016 campaign, and with several more in the pipeline.

Local election turnout has been declining since the 1980s with only 42 per cent of New Zealanders voting in the 2013 elections. Vote2016 aims to lift nationwide voter participation in the October local council elections to more than 50 per cent.

LGNZ has already welcomed some major Vote2016 partners including several Chambers of Commerce (Business Central, Canterbury Employers, Hutt Kapiti and Taranaki), Federated Farmers, Fish and Game NZ, Iwi Leaders Forum, Ministry for Women, Neighbourly.co.nz, NZ Council for Infrastructure Development, Property Council New Zealand, NZ Public Service Association and major media network NZME.

These partners will be integral to the Vote2016 campaign – each bringing their own expertise and networks to help reach and inspire voters and candidates. They will relate and extend Vote2016's messages to their audiences, increasing the reception and reach of the campaign while using the wider platform to promote their message.

Local Council candidates urged to come forward early

LGNZ is encouraging passionate leaders to get ahead of the game and start thinking about running for their upcoming local council elections now.

“Standing for local council is an incredible opportunity for people to have their say about the issues that affect their community directly and develop their leadership skills” said LGNZ Chief Executive, Malcolm Alexander.

“While candidate nominations open from 15 July 2016, we want potential candidates to start thinking about their future in local government now, so they have all the support and information they need ahead of the election”, he said.

Mr Alexander said ensuring elected representatives had the abilities, diversity of skills and training to respond to major community issues was an important part of a successful election process.

“Providing communities with a choice of candidates that they feel confident will make the best decisions for their area is vital. We also hope that a pool of competent and passionate candidates will drive even more citizens to vote this year.”

LGNZ recently announced the launch of Vote2016 campaign, which aims to lift nationwide voter turnout in local elections to more than 50% - a first since the 1980s.

The national Vote2016 campaign will showcase the value local government provides to communities across the country, with a strong focus on inspiring more New Zealanders to vote, and building a pool of skilled candidates to stand in their communities.

Significant support, including governance training and guidance through LGNZ's Equip professional development programme, is provided for newly elected members, and ensures a consistent level of capability across the sector. People interested in finding out more about standing as a local council election candidate are encouraged to contact their local council's electoral officer or visit Vote2016.co.nz.

“We have an incredible pool of talent in New Zealand – dedicated Kiwis who are already becoming leaders in their communities.”

“Standing for their local council is a great way to step up and have real influence over the key issues affecting their families, friends and communities, and we encourage them to come forward now,” said Mr Alexander.

Government funding for tourism and cycleways

Tourism in New Zealand is an \$81.6 million per day industry (\$29.8 billion per year) and the Tourism 2025 growth framework aims to grow total tourism revenue to \$41 billion a year by 2025. Four councils such as Queenstown Lakes District (QLDC) which hosts around 2.5 million visitors with a population of 23,000 ratepayers, visitors could account for over 35% of QLDC's infrastructure costs in regard to things like water, roads and waste.

Local businesses benefit hugely from tourism dollars being spent, but a decline in the quality of infrastructure could negatively impact on New Zealand's reputation as a tourist destination – and a small town should not have to fund an entire infrastructure to subsidise a national industry. There is a need for central and local government to work together to co-invest.

LGNZ and MBIE are exploring options for addressing persistent barriers to regional economic development and growth, which include the impact of high volume tourism. One potential option is a Special Economic Zone (SEZ) which could provide a mechanism for addressing these barriers in a way that will enable exploration, potential trial and

implementation of solutions. It also enables a “user pays” approach to funding existing and future infrastructure requirements to help lift the ratepayer burden.

LGNZ will promote and support any central government budget allocation to address infrastructure shortfall that impact national tourism. It also intends to support long-term and sustainable funding sources that provide resources for bespoke local and regional economic conditions. In particular, LGNZ continues to meet with central government agencies and representatives to explore alternative options to incentivize economic growth including SEZs.

Ahead of the Budget 2016 Prime Minister John Key said that, as part of a \$45 million boost for tourism in the budget, another \$25 million has been earmarked over the next four years for the New Zealand Cycle Trail. Around half of the \$25 million will be used to link four existing cycle trails in Central Otago – the Queenstown Trail, the Otago Central Rail Trail, the Roxburgh Gorge Trail and the Clutha Gold Trail. Once completed, it will be a continuous 536km trail. Other regions interested in connecting or expanding existing great rides will be able to apply for funding, with communities and local councils required to do-fund local projects. To date, \$60 million has been invested in the New Zealand Cycle Trail.

Mayors Taskforce for Jobs launches drivers licensing initiative

Steering Aotearoa is a pilot programme which will provide an evidence base and support the vision that “all students” gain their learners, restricted and full licences while at secondary school”. The programme was launched by the Mayors Taskforce for Jobs (MTFJ) on 2 May in partnership with Massey University and Connecting for Youth Employment – Central Hawkes Bay (CYE).

The Waipukurau pilot was initiated after the MTFJ identified that one of the biggest barriers to employment for young people was a lack of driver’s licence. The issue is common, especially in the more rural communities throughout New Zealand, and has been identified as a MTFJ priority for the next 12 months.

The pilot programme is being run within Central Hawkes Bay College and Waipukurau was selected as a suitable community where the critical components to the programme could be tested, as well as identifying how it could be ‘scaled’ into other communities.

Twenty students, all 16 years of age, will participate in the pilot and will progress through the learners and restricted stage of the NZ graduated drivers licence system throughout the 2016 calendar year. The pilot will not only give students the opportunity to gain a licence; it would also provide them with professional driver training, driver mentors and supports, and education about safety on the roads.

Following the 2016 pilot programme in Waipukurau, the MTFJ will work with Massey University on developing the research findings and a business case which will support the overall aim of the initiative. These findings will then be presented to government ministers.

Local Governance Excellence Programme

The Local Governance Excellence Programme is being developed to improve the public’s knowledge of the work councils are doing in their communities, and to support individual councils to further improve the value they provide to all New Zealanders.

Feedback from 16 sector workshops in March and April has highlighted general support for a sector-led programme to lift performance and reputation that can demonstrate success at both an individual and sector level. There was also broad support for measures across the four proposed priority areas and the publication of an assessment.

The programme is now due to be fine-tuned and rolled out in 2016.

A new Resource Management framework

LGNZ's December 2015 paper, A 'blue skies' discussion about New Zealand's resource management system drew on the views of a cross-sector group of experts and practitioners to take a "first principles" look at New Zealand's resource management system.

The paper highlighted a series of key concerns regarding the performance of the system and concluded that our resource management system is not delivering. LGNZ invited submissions, and received 21 comments from a range of organisations and individuals.

The discussion document has now been progressed to a Programme of Action, and the Blue Skies Reference Group has now been asked to consider the first draft. LGNZ is looking to finalise the document for release at its conference in July.

LGNZ 2050 A Sustainable Future

LGNZ 2050 A Sustainable Future is an initiative arising from Young Elected Members' network. The project is intended to stimulate discussion about the major challenges facing New Zealand's communities over the next 30-50 years and the implications of these challenges for local government. The Young Elected Members' network has set itself an objective of contributing quality policy input at the local, national and global level.

An issues paper is currently being prepared and a think piece will be launched at the LGNZ conference in July, after which it will be circulated for feedback and comment.

The issues paper is concerned with identifying the 'enduring' questions – that it is the challenges and opportunities that persist over time and have the greatest impact on achieving a sustainable New Zealand. Amongst the themes already identified are:

- Urbanisation and changing demographic;
- Stewardship of our natural environment;
- Responding to climate change;
- The future of work; and
- Equality and social cohesion.

In addition to exploring the implications of each theme, the issues paper will consider the way in which the themes interact and how these interactions are likely to impact on councils and their communities.

Local Government Risk Agency

The Establishment Board has been set up to develop the detailed design of the Local Government Risk Agency (LGRA) to Ministers Peseta Sam Lotu-liga and Nikka Kaye by June 2016 – and to move the initiative forward to execution.

The group will:

1. Identify the detailed risk management and financing/insurance services that may be provided to the local authority sector and how these services might be delivered;
2. Develop a three to five year plan that describes the benefits (including any risk reduction and sector efficiencies that might be achievable), growth and financial sustainability of an agency;
3. Develop a business case on whether to establish an LGRA;
4. Investigate whether the current 60/40 cost sharing arrangement with the Crown, or any alternatives developed, can be used to incentivise good risk management practices; and
5. Engage with the local authority and central government sectors and other parties as deemed appropriate, through the process.

The objective of this governance model for the Local Government Risk Agency (LGRA) is to incentivise uptake of LGRA services in the local government sector while minimizing compliance costs.

3.4 Communication Update

- New Website Provider has been selected and project is on track to go live with new website for 1 July 2016.
- Key Focus for May-June is development of Marketing Strategy for Horowhenua and development of Horowhenua Prospectus.
- Brand refresh is tracking well.

Communications Support Provided for:

- Community Housing Review
- Aquatics Redevelopment
- Community Services Review
- Internal
 - o Values
 - o Interior design
- Te Awahou Nieuwe Stroom
- Levin Town Centre Redevelopment
- Horowhenua Inc Prospectus
- Foxton Main Street
- Annual Plan
- Strategic Communications
- HDC Communications Policies
- Vote 2016
- District Promotion

Media

- 9 Media Releases where sent out.
- 12 Media Responses

Website

Website Stats:

- Top 10 Pages Visited
 - o Home page
 - o Rating Information Database
 - o Rating Information
 - o Rates Invoice by email
 - o Cemetery Search
 - o Online Maps
 - o Online Operative District Plan 2015
 - o Waste Transfer & Recycling Stations
 - o Contact Us
 - o Rubbish and Recycling
- Top 10 Downloads
 - o Council Open Agenda Extraordinary Meeting 13 April 2016
 - o District Plan 2015 - Chapter 19 Rural Zone
 - o Midwest Disposals Ltd Fees & Charges - Levin Transfer Station
 - o District Plan 2015 - Chapter 15 Residential Zone
 - o General Guide to the Building Consent Process - Public Information
 - o Council Open Agenda 6 April 2016
 - o District Plan 2015 - Overview Map for the Horowhenua District
 - o Application for PIM and/or Building Consent
 - o Foxton Walkways and Cycleways Brochure 2016

- Liquor Licence Host Responsibility Policy
- Visitor Overview
 - 16,484 Sessions
 - 10,079 Users
 - 2.17 mins average time on site for sessions.

LGNZ We Are Campaign

- Next two adverts have been developed and these include:
 - Levin Reservoir – We provide a healthy Drinking Network for our community.

Social Media

- HDC Facebook Page	1860
- Horowhenua Facebook Page	2169
- Te Awahou Nieuwe Stroom	337
- Aquatics Facebook Page	750
- HDC Twitter	116

Visitor Information

- A winter promotion will feature in the on-board which goes on all the Interislanders and has a readership of 1.5 million annually.
- Photo Competition - the winner of the Easter Photo Competition was announced and they received a Go Pro 4. The winner was Glen Smith.
- Attraction Provider Famil is being organised for August 16.

Monthly Publications

- <http://www.horowhenua.govt.nz/News/Elderberries/>
- <http://www.horowhenua.govt.nz/News/Latest-News/>
- <http://www.horowhenua.govt.nz/News/Community-Connection/April-2016/>

3.5 CEO Activities

It is important that the CEO has the opportunity to engage in discussions with staff, other Councils, key stakeholders and community groups. During May these discussions have included:

- meeting with Transport Minister, Simon Bridges, and local MP Nathan Guy, to discuss the RONSs project and Levin Townscape plan;
- attending the LGNZ CEO Forum, a group of 12 sector CEOs, engaged by LGNZ to consider and input to strategic matters affecting the sector;
- meeting with Electra CEO, Neil Simmonds, discussing shared service opportunities;
- meeting Christchurch manufacturing company looking to relocate core part of their business to Horowhenua, along with 15 staff;
- meeting with Leigh Auton to discuss priorities for Council in responding to forecasted growth;
- meeting with large local company to discuss shares services opportunities;
- attendance at ANZAC Day ceremonies;
- meeting with Treaty Settlement Minister, Chris Finlayson, and Mayor Duffy, to discuss a range of issues pertaining to the Horowhenua;
- meeting with Ngati Tukorehe representatives;

- meeting with internal project team to confirm project plan for Foxton Main Street;
- meeting with CEO Kapiti Coast District 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:

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

Signatories

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

File No.: 16/284

Elected Member Remuneration

1. Purpose

The purpose of this report is to seek agreement from Council to submit to the Remuneration Authority, Elected Members Remuneration for the period 1 July 2016 to 30 June 2017.

2. Recommendation

- 2.1 That Report 16/284 Elected Member Remuneration be received.
- 2.2 That this matter or decision is recognised as not significant in terms of S76 of the Local Government Act
- 2.3 That Council submits to the Remuneration Authority that the allocation of the 2016/2017 remuneration pool be as tabulated within this report.

3. Background / Previous Council Decisions

- 3.1 On 17 March 2016, the Remuneration Authority released initial information for elected member remuneration for the period 01 July 2016 to 30 June 2017.
- 3.2 Remuneration setting for additional duties continues to be based on the flat councillor and community board remuneration rate, supplemented by between 1.5% and 3%.
- 3.3 This % is phased in bands, with larger metropolitan areas receiving 1.5% and those councils with more modest current remuneration being increased by up to 3%.
- 3.4 For the Horowhenua District Council, the rate has been based on 2.5%. This ensures recognition of elected members who undertake additional responsibilities.
- 3.5 The maximum amount available for Horowhenua District Council for payment of additional duties is \$51,045.
- 3.5 Once the confirmed structure and allocation of additional duties and remuneration has been gazetted by the Remuneration Authority, it will be in a position to confirm the position structure and remuneration for 2016/17.

4. Discussion

- 4.1 The Remuneration Authority has confirmed the following process for adjusting remuneration for Mayors, Councillors and Community Board Members:
 - Re-assessing each council's size index by reference to updated population statistics and individual council's expenses and;
 - Applying the relationships established last year between size indices and remuneration together with an allowance for general levels of wage growth between 2015 and 2016.

- 4.2 The recommendations in the report reflect governance arrangements based on the previous calculation. Following the local body election in October 2016, once Council decides upon its new governance structure, a further submission to the Authority will be required to take into account the new structure (should there be major changes to the additional duties).
- 4.3 There will be pro-rata provisions for members who are not in position for the full 12 months of the determination (i.e. those outgoing or incoming in October).
- 4.4 An additional position of 'Chairperson, Community Wellbeing Executive' has been added to the 'Positions of Responsibility' list to provide for payment of this position if allocated to an Elected Member who does not hold an 'additional duties' position.
- 4.5 The positions of 'Chairperson, Projects Committee' and 'Chairperson, Finance, Audit and Risk Subcommittee' have been separated out on the table to provide for Chairpersons of each, should this not continue to be the same elected member (i.e. currently one payment).
- 4.6 Based on the Remuneration Authority base rates and amount available for payment of additional duties, the recommended remuneration rates are as follows for 2016/17.

Council Positions of Responsibility 2016/2017			
Position	Number of Positions	2015/16 Position Salary	2016/17 Position Salary
Mayor	1	\$98,800	\$101,270
Deputy Mayor	1	\$34,860	\$35,906
Chairperson, Projects Committee	1	\$30,380	\$31,140
Chairperson, Finance, Audit & Risk Subcommittee	1	\$30,380	\$31,140
Chairperson, Hearings Committee	1	\$27,640	\$31,140
Chairperson, Community Wellbeing Executive	1	NA	\$28,331
Councillor		\$24,900	\$25,523
Planning Meetings		\$18,675	\$18,675
Foxton Community Board Member	4	\$5,800	\$5,945
Foxton Community Board Chair	1	\$11,600	\$11,890

The above recommendation confirms the following:

- Chairpersons of Projects Committee, Finance, Audit & Risk Subcommittee and Hearings Committee receive an additional annual amount over and above their base Councillor Salary. Please note that if the Mayor or Deputy Mayor holds any of these Chairperson roles they will not receive the additional amount.

5. Consultation

Consultation is not required on this matter.

6. Legal Considerations

There are no legal considerations to be made.

7. Financial Considerations

Costs and the associated increase are included in Council's Annual Plan budget.

8. Next Steps

If Council accepts the recommendations, the Remuneration Authority will be advised accordingly.


Confirmation of Statutory Compliance

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

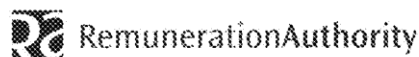
- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance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

1. Appendices

No.	Title	Page
A	Remuneration Authority - Elected Members Remuneration from 1 July 2016 - Fran Wilde - 17 March 2016	82

Author(s)	Monique Davidson Group Manager - Customer and Community Services	
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Approved by	David Clapperton Chief Executive	
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17 March 2016

Mr Brendan Duffy
Mayor
Horowhenua District Council
Private Bag 4002
LEVIN 5540

COPY FOR YOUR
INFORMATION



Dear Mayor Duffy

Elected Members' Remuneration from 1 July 2016

This letter provides information about your elected members' base remuneration for the period from 1 July 2016 to 30 June 2017, and it follows the letter sent by this Authority to your Chief Executive on 1 December 2015 setting out the process the Authority will follow this year in setting remuneration for elected members. In that letter we also included a copy of a report we issued in 2012 entitled "Remuneration setting proposals for local authorities: 2013 and beyond". You can access that report at <http://remauthority.govt.nz/clients-remuneration/remuneration-for-local-government-elected-officials/>.

This letter also requires your action. It is necessary for you to provide additional information to the Authority, on the forms provided with this letter, in order for the Authority to make an accurate determination for your Council for the 2016/17 year. That information is required by Monday 16 May at the latest.

Background

In addition to the 2012 report, during 2015 the Authority commissioned HayGroup to review a sample group of councils and establish both the size and changing nature of local representation. In undertaking this work the Authority obtained information that gave it some confidence in the size of the job of elected members and the increasing demands on them.

It also received feedback on the ability of a council to recognise the additional responsibilities undertaken by some members and it has taken this into consideration in its decision making.

There were two areas in which the Authority did not get sufficient information to have confidence in the scope of elected members' undertakings. The first is the time commitment required to effectively fulfil council responsibilities and the second is the additional time commitment and responsibilities that flow from the district or regional plan hearing process.

The remuneration element of the review that the Authority undertook in 2012 was only partially implemented due to the significant increases, and occasional decreases, that would have resulted. The Authority assessed that such a change would not have been acceptable to communities at a time when both urban and rural New Zealanders faced rating and financial challenges and most working people received only modest increases in remuneration.

Given the Authority's continuing concern regarding aspects of the information available to it this year, we are again deferring full implementation whilst a new review of the remuneration

Remuneration Authority
PO Box 10084, Morrison Kent House, 105 The Terrace, Wellington, New Zealand
Telephone 04 499 3068 Facsimile 04 499 3065 Email info@remauthority.govt.nz

framework is undertaken. This work will take place over the coming year and, as proposals develop, the Authority will engage further with local government.

For this year the Authority has decided to implement increases between 1.5% and 3%, phased in bands, with the larger metropolitan areas receiving 1.5% and those councils with more modest current remuneration being increased up to 3%. This has been introduced in four bands based on the Authority's size index.

Base Remuneration 2016/2017 Mayor and Councillors

Under this approach the following will be the **base** remuneration for you and your elected members.

Role	2015/16 remuneration	2016/17 remuneration
Mayor	\$98,800	\$101,270
Councillor	\$24,900	\$25,523

Community Boards

The base remuneration for your community boards is outlined on a separate sheet attached. This is based on your current structure; if that structure changes because of a representation review we will need to do a recalculation.

These figures exclude any payments for additional responsibilities. If you wish to apply for such a payment for a community board for 2016/2019 it is necessary to submit Form C (see below). Payment for additional responsibilities for community boards apply to the whole board.

Payment for additional duties

To recognise the concerns reflected in our review about the ability to appropriately address the additional duties of some elected members, the Authority has decided to increase the amount available to supplement base remuneration from 150% of the councillor remuneration to 200%. Therefore the maximum amount available for your council for this purpose is \$51,045. The Authority has also decided to respond to concerns raised by councils by removing the 40% and 25% caps on the payment to individual councillors for additional duties.

The Authority has not amended the maximum amount of additional duty payments available for community boards, which remains at 30%.

The Authority is not making any changes to the provisions for payment for elected members participating in district or regional planning hearing processes in this determination, but we have agreed with LGNZ to set up a working group to find a solution that will be permitted under the legislation. We anticipate that the Authority's 2017/18 determination will address the matter.

What you need to do now

Attached to this letter are four forms for completion. The first two are compulsory. The others are for your use when they are relevant to your council.

3

1. The Mayor's **vehicle information form** will enable the Authority to make the correct adjustment to the Mayor's remuneration where necessary. *You must submit this form even if the Mayor will not be provided with a vehicle.*
2. Form A is a schedule of your **proposed positions and remuneration**. You must complete and submit this form.
3. Form B is the information required for each position that the council wishes to recommend for **additional payments**. Please note that the description needs to apply to all the positions a member holds. For example, if the deputy mayor also chairs a committee, one additional payment should be proposed to cover all the duties.
4. Form C is the information required when a council wishes to apply for an **additional duties payment for a community board**.

As in previous years, councils are not required to allocate the total amount of funds available.

The forms are also available as Word documents on the Authority's website at this address <http://remauthority.govt.nz/local-government/>.

In order for the Authority to release its determination prior to 1 July 2016, we require these returns no later than Monday 16 May, so we would appreciate hearing from you as soon as possible.

We consider that the most efficient way for you to return the forms would be to scan your set into a pdf file and attach to an email to info@remauthority.govt.nz.

If you have any questions regarding the above information please forward them by email to info@remauthority.govt.nz.

Yours sincerely

Fran Wilde
Chair

cc Chief Executive, Horowhenua District Council

Enclosures

1. Mayor's car information form
2. Positions form (Form A)
3. Additional payments for positions form (Form B)
4. Additional payments for a community board form (Form C)

Local Government Excellence Programme

File No.: 16/293

1. Purpose

To seek Council's support in registering interest to become a Foundation Council for the Local Government Excellence Programme.

2. Recommendation

- 2.1 That Report 16/293 Local Government Excellence Programme 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 Council supports the Horowhenua District Council registering interest to become a Foundation Council for the Local Government Excellence Programme.

3. Issues for Consideration

- 3.1 Foundation Councils will be a small group of Councils that lead the Local Government Excellence Programme over the first year, helping LGNZ refine it as needed and will lead the charge for lifting performance within the sector.
- 3.2 Foundation Councils need to register their interest to be part of the Programme (which will commence from July 2016) by 24 June 2016.
- 3.3 Potential Foundation Councils need to ensure that both elected members and management are committed to taking part in the micro-design phase of the Programme, undertaking the formal assessment programme and publishing their results.

Attachments



No.	Title	Page
A	Excerpt from "We Are" Prospectus - LGNZ May 2016	86

Confirmation of statutory compliance

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

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

Signatories

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

Background

The Local Government Excellence Programme is for councils and it's for their communities. The 2015 New Zealand Local Government Survey found residents and businesses had a low awareness of the full services councils provide and the value they bring. There was low opinion of councils in the areas that matter most to people:

- **Governance, leadership and strategy** – how councils set the direction for their community, and make and oversee decisions;
- **Financial decision-making and transparency** – how council finances are decided and allocated;
- **Service delivery and asset management** – what assets and infrastructure councils own and operate, how efficiently and effectively these assets are used, and what services they provide; and
- **Communicating and engaging** – how councils involve their residents, businesses and communities.

The Programme addresses each of these priority areas and has been developed by Local Government New Zealand (LGNZ), who represents all 78 councils across the country. The Programme seeks to increase the public's knowledge of the work councils are doing, and to support individual councils to further improve and demonstrate the value they provide to their communities.

The Local Government Excellence Programme incorporates an independent assessment system to assess how councils are performing and the value they are delivering. It employs expert independent assessors across the four priority areas above, who will report to an independent assessment board responsible for the Programme's assessment system.

Councils will receive an overall performance assessment rating, with commentary on their performance. Councils will also be assessed on each priority area and provided with information on their strengths and weaknesses. It is then up to each council to review their results, develop an action plan and engage with their communities on the issues that matter locally.

Councils can engage with communities to decide how services and value can best be improved, complementing existing council information, advice, long-term and annual plans and activities. Assessment will then be repeated every three years to monitor progress.

The Local Government Excellence Programme begins in July 2016 with a leadership group of councils called Foundation Councils, whose assessment ratings will be publicly reported around the end of 2016. The Local Government Excellence Programme will then be offered to other councils from 2017.

What is involved in the Local Government Excellence Programme?

The Local Government Excellence Programme is best described as a "system" of performance assessment and continuous improvement that assists councils to deliver top service and value to their communities. The key aspects of the Programme are:

	A comprehensive, robust and independent performance system	A performance assessment system, which assesses the four priority areas of the Programme, as identified by the 2015 New Zealand Local Government Survey. Overseen by an independent assessment board and
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		delivered by a small team of independent assessors.
	Independent assessment and public rating of a council's performance	Councils will undergo an assessment by a team of independent assessors, resulting in a formal assessment rating and commentary that will be published.
	Council action plan to demonstrate and lift performance	It is intended that councils will develop an action plan to address the areas highlighted through the assessment report.
	Communication and engagement with the community	LGNZ will provide support to councils on the overall communications framework, and internal and external communications of this Programme and the resulting assessments.
	Support to lift performance	LGNZ (and other external agencies) will provide tools, services and share best practice to assist councils to lift performance

The provision and communication of the performance assessment “rating” is not the end-game, rather the focus is on a long-term lift in sector outcomes, performance and reputation.

Becoming a Foundation Council

What is a Foundation Council?

Foundation Councils will be a small group of councils that:

- Leads the Local Government Excellence Programme over the first year, helping LGNZ refine it as needed; and
- Leads the charge for lifting performance within the sector.

Benefits of being a Foundation Council

Councils, residents, businesses, communities and regions will all benefit from the Local Government Excellence Programme. As a Foundation Council, you will help shape the Programme to benefit your and other councils over time.

The benefits of getting involved as a Foundation Council in the Programme include:

- The unique opportunity to partake in the micro-design of the Programme, which is tailored for New Zealand local government;
- Higher levels of communication and engagement with your staff and community;
- Staff motivated to deliver higher value to your community;
- Being seen as an innovative leader in the local government sector;

- Access to improved data, shared learning and insights to improve performance;
- Independent assessment results to share with an informed community, supporting councils to determine their own future for their customers and communities; and
- Creating the opportunity to argue for a reduction in current legislatively mandated compliance activity for councils.

Over time, councils will benefit from being part of a sector that enjoys stronger performance, trust and reputation. The sector will have more satisfied customers of council services and deliver heightened value to our communities across New Zealand.

What's required from Foundation Councils

Foundation Councils will need to register their interest to be part of the first year of the Programme commencing from July 2016. The registration of interest form is contained within section 7 of this Prospectus and is also available for download on the LGNZ Members Portal.

Potential Foundation Councils will need to ensure that both elected members and management are committed to taking part in the micro-design phase the Programme, undertaking the formal assessment process and publishing their results.

Councils will need to ensure that they allocate adequate time and resources (employees and financial) to:

- Participate in the Programme induction and refinement workshops in July 2016 (location to be determined once Foundation Councils are selected);
- Prepare the required information documentation ahead of the assessment;
- Have time scheduled for the formal assessment by the visiting team of assessors, including making key staff available for interviews;
- Discuss the assessment rating and supporting commentary report, prior to publication; and
- Determine how they will engage with their community on the results, and what actions they will undertake to respond to the results.

Programme cost

As a general principle, the Local Government Excellence Programme will be run on a cost-recovery basis, with participating councils paying a set fee for the independent assessment and resulting rating. LGNZ will meet all Programme and communications development costs.

Please refer to the supporting document *Measuring performance: The Local Government Excellence Programme assessment system*, for detailed information on the Programme cost for Foundation Councils.

The final cost for an assessment will be set by the independent assessment board, prior to assessment commencing. If the cost of the assessment is an issue for interested councils, LGNZ is open to discussing alternative options.

Electra Trust 2016 Trustee Elections

File No.: 16/290

1. Purpose

To decide Council's two candidates for the Electra Trust election 2016.

2 Recommendation

- 2.1 That Report 16/290 Electra Trust 2016 Trustee Elections 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 Council votes for and in the 2016 Electra Trust elections.

2. Background/Previous Council Decisions

Each Electra account holder is an elector for the purpose of the Electra Trustee election. Council is the holder of 137 accounts, and is now in receipt of the same number of voting papers, which it may choose to cast for the 2016 Trustee election.

Voting closes at 12 noon on Thursday 16 June 2016.

3. Issues for Consideration

The candidates for election are:

- CHAPMAN, Ann
- CROSBIE, Sharon
- ELLIOTT, Jacqueline
- SCOTT, David
- YEOMAN, John

The candidate profiles are **attached** to this report.

The method of casting Council's vote involves an open voting process whereby each member casts up to two votes, with the two highest polling candidates receiving the full number of the Council voting allocation.

Attachments

No.	Title	Page
A	Profiles - Electra Candidates 2016	91



Confirmation of statutory compliance

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

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

preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

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



TRUSTEE ELECTION 2016
ELECTION OF TWO (2) CANDIDATES



CANDIDATE PROFILES



CHAPMAN, Ann

Resident in Otaki, and an existing Trustee, I continue to be committed to consumer ownership of Electra and the annual discount we all receive.

In an environment where new and emerging technology is occurring rapidly it is vital to retain experience.

Experienced in community governance as a former councillor and current board member at MidCentral District Health Board, I have also been a business owner. I understand the need for good management and governance in achieving a successful, sound business.

I hope you will re-elect me as an experienced trustee who will safeguard Electra's future as a community asset.



CROSBIE, Sharon

The electricity sector faces challenges as new energy sources come on stream. Electra is keeping abreast of them with skill and initiative in order to protect and maintain the annual discount 42,800 shareholders enjoy through their consumer ownership of local power distribution. Its been a privilege to be a trustee and I seek re-election to continue the job and see the company go from strength to strength. As a former broadcaster and CEO of Radio New Zealand and currently chair of Te Horowhenua Trust/Te Takere, I have a strong community and business background.



ELLIOTT, Jacqueline

I stand for Electra, following my Grandfather, a past member of H.E.P.B. I am a Kapiti District Councillor and an R.M.A. consents hearing commissioner with a proven record of being a strong advocate in the public interests. I'm dedicated to long term protection of annual discounts and appreciate their importance to our household budgets.

Electra Trust must be managed so consumers get maximum benefit in the projected national electricity market. Very strong advocacy is required in representing consumers of Horowhenua and Kapiti's protection of public ownership of assets in the current climate of privatisation and further power cost increases.



SCOTT, David

My main issues are sustainability and affordability. Rebates must continue to be paid back to the consumer. Energy efficiency alternatives will be supported (hydro, wind and solar). I have the foresight and ability to enhance the work of the Trust. My qualifications include a PhD in NZ History and education (DipTchng). I have had several years running a small business. I will listen carefully and act on your behalf. I have driven for Kapiti Carers for several years and support many local clubs and activities. Evolving technology should lead to lower prices for power for us the consumers.



YEOMAN, John

As Chief Executive of Electra from 2002 until my retirement in May 2014, I guided Electra through the many industry changes while continuing to deliver profit growth and increased discounts to the electricity consumers in Kapiti and Horowhenua.

I am committed to maintaining Trust/local ownership. My considerable financial and commercial management skills will be used to support the trustees to monitor Electra's performance to ensure it continues to deliver a strong annual discount to you.

I live in Paraparaumu and am a member of the Chartered Accountants ANZ. My community commitment continues through my roles on The Horowhenua Learning Centre and Volunteer Kapiti Boards.

Documents Executed and Electronic Transactions Authorities Signed

File No.: 16/241

1. Purpose

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

2. Recommendation

- 2.1 That Report 16/241 Documents Executed and Electronic Transactions Authorities Signed be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Horowhenua District Council hereby ratifies the signing of documents and Electronic Transaction Authorities as scheduled:
 - (a) Electronic Transaction Authority relating to easement in gross in HDC's favour to drain water over areas "A" "B" "C" "D" "E" "F" "G" "H" "I" and "L" on DP 456610 comprised in 590697, 590702, 590703, 590704, 590706, 590707 and 590703, Shortt Street, Foxton Beach.
 - (b) Electronic Transaction Authority relating to sale of 12 Forbes Road, Foxton Beach to Alan Scott and Lynne Mary Ward, contained in Certificate of Title 399517.
 - (c) Electronic Transaction Authority relating to sale of 16 Story Street, Foxton Beach to Jennian Homes Manawatu Limited, contained in Certificate of Title 399476.

3. Issues for Consideration

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

Attachments


There are no attachments for this report.

Confirmation of statutory compliance

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

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

Signatories

Author(s)	David Clapperton Chief Executive	
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Approved by	David Clapperton Chief Executive	
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Youth and Positive Ageing Action Plans Review

File No.: 16/288

1. Purpose

To present to Council the draft Youth Action Plan 2016-2019 and the draft Positive Ageing Action Plan 2016-2019.

2. Recommendation

- 2.1 That Report 16/288 Youth and Positive Ageing Action Plans Review 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 Council adopt the Youth Action Plan 2016 – 2019
- 2.4 That Council adopt the Positive Ageing Action Plan 2016 - 2019

3. Background/Previous Council Decisions

- 3.1 In 2013 Council adopted the Horowhenua Youth Action Plan 2013-2016 and Positive Ageing Action Plan 2013-2016 as part of the Community Wellbeing Strategy review of 2012/2013.
- 3.2 These work streams have resulted in meaningful and tangible outcomes for the two significant segments of Horowhenua's population.
- 3.3 The existing Plans have now come to the end of their lifecycle and have been reviewed and revised for the 2016 – 2019 period.
- 3.4 The draft Youth Action Plan 2016 – 2019 was composed by Youth Voice 2015, which led consultations with young people at Te Takere and through four hui held at schools across Horowhenua. A first draft was subsequently taken to the Horowhenua Youth Network, a wide collective of over 60 NGOs, schools, iwi groups, government organisations and youth workers where it received numerous additions and revisions. During development, Horowhenua hosted a regional Youth Council's Conference where activities and inter-boundary cross pollination further added to context to the plan.
- 3.5 The draft Positive Ageing Action Plan 2013 – 2016 was composed by a steering group of community representatives appointed by the Horowhenua Older Persons Network (a collective of NGOs, volunteers, health and disability sector organisations, retirement villages and many others). Once drafted it was taken back to the Older Persons Network for wider consultation where it received revisions and additions.
- 3.6 Both draft action plans were presented to the Community Wellbeing Executive on 17 May 2016 where they received final amendments and endorsement for Council's consideration.

4. Issues for Consideration

- 4.1 As part of the 2015/2016 Community Services review these Action Plans represent the key areas of action for two of the four identified population groups (in addition to families and those with disability).
- 4.2 The Community Services Review includes preparation of an overarching Community Wellbeing Strategy (presently underway) that will identify population level outcomes for each of these target groups. These outcome measures are still to be selected and will be monitored regularly by the Community Wellbeing Executive to track the success of the action plans.

- 4.3 The Action Plans will be delivered using existing budgets set out in the Long Term Plan 2015-2025.

Attachments


No.	Title	Page
A	G0034 Youth Action Plan Final version WEB	97
B	G0012 Positive Ageing Plan Final version WEB	101


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)	Garreth Stevens Community Development Advisor	
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Approved by	Denise Kidd Community Services Manager	
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Horowhenua Youth Vision Statement

“Young people in the Horowhenua district live in a supportive environment which provides opportunities for development and celebrates success.”

What does this mean?

The Horowhenua community will be a place that young people consider as being a good place to grow up.

They will feel that they are given frequent and far reaching opportunity to participate in the future of their community and they will make the most of these opportunities. They will know that their community stands with them and recognises their value and importance, free from prejudice.

Principles

Strategic elements of this action plan are guided by the Youth Development Strategy Aotearoa, launched by the Ministry of Youth Development in 2002.

Local application of these elements is guided by Horowhenua District Council's Community Wellbeing Strategy and Long Term Plan 2015 – 2025, which provides a context for Council's involvement in the wellbeing of young people.

Goals of the Youth Development Strategy Aotearoa

- 1 Strengths-based Approach**
Ensuring a consistent strengths-based youth development approach
- 2 Quality Relationships**
Developing skilled people to work with young people
- 3 Youth Participation**
Creating opportunities for young people to actively participate and engage
- 4 An Informed Approach**
Building knowledge on youth development through information and research

Goals of the Horowhenua Community Wellbeing Strategy

- 1 A Proud Community**
Where everyone feels valued and respected
- 2 A Connected Community**
where everyone can access the facilities, services and activities they need to experience positive wellbeing
- 3 A Safer Community**
Dedicated to injury prevention and safety promotion
- 4 A Healthy Community**
Where everyone is ready to learn, with positive values and attitudes



Who are our young people?

The Ministry of Youth Development defines youth as being between 12 and 24 years of age (inclusive).

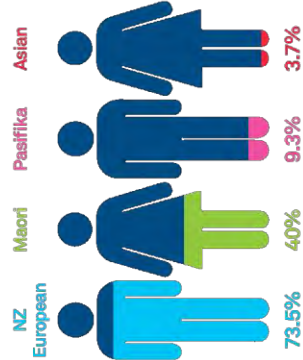
While this definition for the term 'Youth' is adopted by Horowhenua District Council, it is recognised that our young people also include those aged 0-11.

The 2013 Census counts 9057 young people aged 0-24 in the Horowhenua District, making up 30.1% of our district population. This is consistent with New Zealand average at the national level, with one exception. The 20-24 age bracket represents only 4.7% of Horowhenua's population, compared with 6.9% nationally. This may reflect numbers of young people emigrating from Horowhenua to study at University or pursue employment.

Due to this population spread and relevant environmental factors, many activities within the Horowhenua Youth Action Plan place an emphasis on persons aged 13-19 years old, within the wider environment of youth services spanning ages 0 - 24.

9057
young people
aged 0-24 in
Horowhenua.

30.1%
of Horowhenua's
population



Who helped Construct this Action Plan?

Development of this Action Plan was led by Horowhenua Youth Voice 2015 (Horowhenua's Youth Council), under the supervision of the Community Wellbeing Executive, an official subcommittee of the Horowhenua District Council.

During development the consultation process began with four hui held at the district high schools, facilitated by Youth Voice that collected the opinions of young people on relevant issues and solutions.

The plan was then taken to the Horowhenua Youth Network, a collaborative group of agencies that work with young people across the district.

During the development of this plan, a Lower North Island Youth Council's Conference was held in Levin in September 2015, further assisted with connectivity and collaboration.

Why does Horowhenua District Council have a Youth Action Plan? How does it contribute?

Council's role is to coordinate, advocate and facilitate Community Wellbeing initiatives, projects and strategy at a local level.

Council's interaction with government and non-government agencies that work with young people ensures strong connections across the sector, enabling good youth development across the district. This in turn acts as a way of improving the wellbeing of our community at large.

What are the issues that our young people have identified?

At the following community event, Horowhenua District Council identified the following issues that our young people have identified:

Events (suicide resources, kids discipline, competitive amount, people life, stress, issues, support, bullying, community, just every, networks, teach, deprivation, involved, much, activities, direction, trouble, fun, workloads, provide, truancy, places, victims, drugs, space, get, youth, pressure, year, made, WIFI, stress, give, class, different, parent, promise, body, safety, out, falling, driving, solutions, financial, levels)

What did our young people say?

- "There isn't much motivation to get outside of the house due to being anti-social from social media. There is too much reliance on technology"
- "Celebrating and supporting achievements is important... provide a form of mentoring that gives kids direction and motivation"
- "There are too many kids getting into trouble, we need places"
- "More youth social events, sports areas and youth spaces in Foxton and Shannon are needed"
- "Depression, bullying and anxiety are significant issues... more support networks and mental health services are needed"

What is in place for people growing up in Horowhenua?

General

- Recreational facilities such as Aquatics centres, parks (such as Donnelly Park and Playford Park)
- Levin Skate Park
- Events Centre and other sporting facilities
- Horowhenua Youth Health Service
- Youth Guarantee programmes
- Teen Parent Unit
- Neighbourhood Policing Team and Blue Light
- Hinemoa House
- Services Academy
- Accessible natural environment (beaches, Tīgā reserves, rivers etc)
- Performing Arts events like Project CYN

Youth Voice

Youth Voice is one of the council's biggest direct investments in the youth of Horowhenua. It is useful and important for two primary reasons: development of members, and communication between council and young people.

The professional development of young people is a major goal and benefit of the program. Members gain exposure to situations, people, and opportunities which help them develop and expand upon their own skill set.

On a larger scale, Youth Voice benefits all the youth of the district, as a crucial two-way communication platform with Council, a conduit through which their own views can be expressed and considered. Youth voice also interacts more independently with youth, through hui, events and other projects.

Youth Space

The Contact Youth Space is an all-inclusive versatile space located in the centre of Levin. Buzzing with youthful energy, it operates as both a place of recreation and information as well as a venue for events and activities.

The core purpose of the Contact Youth Space is to provide opportunities, activities and experiences which delight, inspire, and inform young people in a safe, family friendly environment.

A variety of activities are run daily that attract and entertain young people including: Mincraft club, sports and cooking classes, games afternoons, movie nights, workshops as well as larger events such as Youthtek, Horowhenua's Got Talent, Youth Week events, Listen To The Music and a Summer holiday programmes.

A youth radio station 'Fusion FM' and recording studio are supplementary facilities giving youth plenty of activities to get involved in.

With free Wi-Fi, plenty of computers to use and great games like table tennis and gaming consoles to use, Te Takere's Youth Space has got it all!

Social Sector Trial

SST is a community centred social change programme focused on improving outcomes for children and young people aged 5 – 18 years. Selected as one of six sites across New Zealand in 2010, the aim of the Levin SST is to deliver and/or inform a whole of community approach to services and activities that will:

1. Reduce Offending
2. Reduce Alcohol and Drug Abuse
3. Reduce Truancy
4. Increase participation in education and training

Life to the Max Horowhenua is the lead provider and takes a pro-social approach to youth development. Horowhenua District Council plays an active role on multiple levels, including the active contribution of Youth Voice to Trial projects.

Trial initiatives have included (not limited to)

- CACTUS (intensive fitness and skills)
- Motivational Text Messaging Service
- Every School Day Counts campaign
- Youth coordinators in colleges
- Support for events & holiday activities
- Alcohol and drug counselling
- Coordination of a Horowhenua Domestic and Family Violence Charter

After six years as a trial model, SSTs are now being phased out through to the end of 2016. Various initiatives and programmes of the Horowhenua Trial will be transitioned by 2017 into locally led arrangements.

Horowhenua/Ōtaki Childrens Team

The Vulnerable Children Act 2014 made changes to how we protect vulnerable children. The Children's Action Plan maps out how government is working to improve results for these children and their families.

In 2014 Horowhenua/Ōtaki was selected as one of four Childrens Team sites across New Zealand. The model was subsequently introduced to six further locations in 2015 and 2016.

Children's teams use existing resources to deliver a more coordinated and targeted provision of services for 0-17 year olds (40% of which are under 5).

The Horowhenua/Ōtaki Childrens Team supports young people locally who are vulnerable to maltreatment or at risk of harm that do not require statutory intervention from Child Youth and Family, but need multi-agency support.

What are the key objectives that need to be achieved, and how will Council support them?

Aim 1 Young people in Horowhenua will be involved and given the opportunity to participate in decisions that affect them and the wider community

- Youth Voice Horowhenua will take a lead role in being an effective, representative communication platform between young people and Council as a fit-for-purpose consulting group that submits to Council policy, planning, speaks at meetings, contributes to strategy and assists with projects from other agencies seeking consultation
- Youth hui are held annually, coordinated by Youth Voice and regional youth summits are coordinated or supported as opportunities arise
- A Youth Voice led public place-making activity is undertaken each year

Aim 3 Young people in Horowhenua have support systems and networks around them to lead a healthy and vibrant lifestyle.

- Local committees and governing boards are encouraged to have youth representation to promote the integration of family, school and youth services
- Local youth health services and providers are promoted and supported by Youth Voice
- A Youth Health and Wellbeing Expo is held at least every two years
- Appropriate recreation, cultural and community events are supported, including White Ribbon Day and Childrens Day
- Te Takere and other district community hubs provide programmes, resources and environments that appeal to a diverse range of young people including the ongoing provision of a dedicated Youth Space at Te Takere
- Aquatics centres across the district provide a range of activities events and opportunities targeting youth.

Aim 5 Those that work with young people within Horowhenua collaborate and communicate forming a sense of unity working to achieve the same goals for the same purposes.

- The Horowhenua Youth Network is supported to strengthen relationships, practice and process within the wider youth sector
- Grants and funding schemes promote collaboration between agencies working with families and young people
- Collaborative spin off projects and events are supported by way of participation of Council in the Levin Social Sector Trial, Strengthening Families Network and Horowhenua/Ōtaki Childrens Team
- The Horowhenua Community Wellbeing Executive structure allows for meaningful engagement, consultation and input from the youth sector and young people themselves

Aim 2 Young people in Horowhenua are given opportunities in which their achievements and successes can be celebrated and nurtured

- 12 or more Youth Excellence Scholarships are awarded annually at the Civic Honours event
- Tertiary scholarships will continue to be offered to meet the needs of the Horowhenua District Council and to support pathways for youth employment in local government
- Council media platforms celebrate and share youth achievements
- Social and Cultural events that celebrate and encourage talented and aspiring young people will be supported, such as the Horowhenua's Got Talent event
- Horowhenua District Council sponsors an annual Senior Arts Prize for each of the local colleges
- The Horowhenua International Representation Grant continues to support the development of budding parapole to help them compete at the highest level
- Youth Week is celebrated each year with local events organised by young people

Aim 4 Young people are exposed to positive youth development experiences, and are given opportunities to prepare for their future.

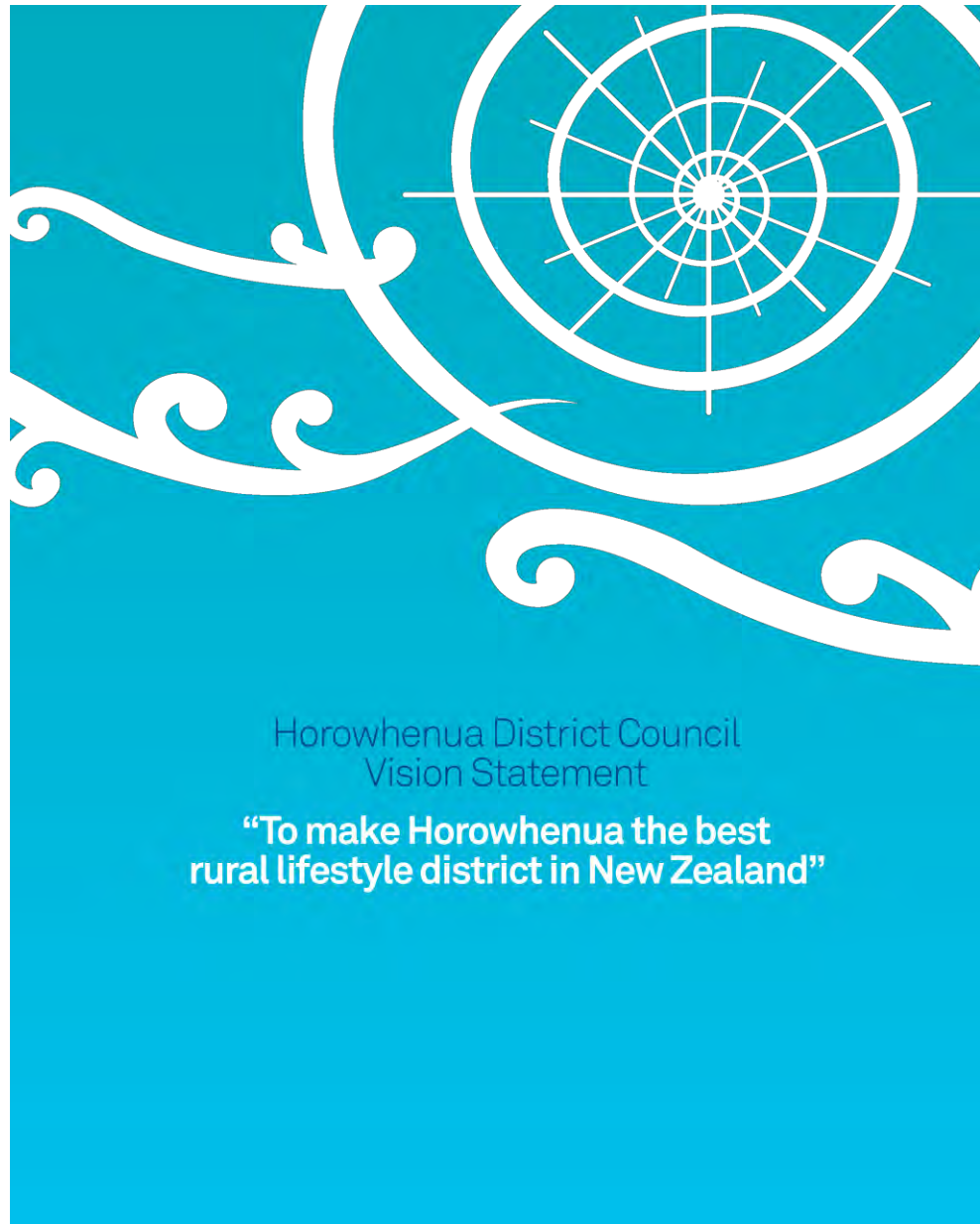
- Youth Voice Horowhenua continues as an avenue for professional, political and diplomatic development of young people in Horowhenua
- Volunteering opportunities for young people are publicised and supported
- Young Leaders Day is held at least every two years
- A Horowhenua Careers Expo is held at least every two years
- The Pathways Horowhenua initiative (or similar) is supported to support meaningful connections between businesses and young people
- Annual youth development projects are delivered in partnership with government and non government agencies as opportunities arise

Horowhenua
DISTRICT COUNCIL

Positive Ageing Action Plan

2016-2019





Horowhenua Positive Ageing Vision Statement

“To ensure that Horowhenua residents are empowered to make choices enabling them to live a satisfying and healthy lifestyle”

What does this mean?

The Horowhenua community is dedicated to ensuring that our older generations have the resources needed to live a satisfying and healthy lifestyle.

Horowhenua is a district that embraces its older residents as a highly valued integral part of the community. This document incorporates ideas that will encourage our older people to be active within the community whilst being supported by the facilities, events and services needed to ensure a positive ageing experience.

Who assisted with writing this Action Plan?

The Horowhenua Older Persons' Network is a collaborative public forum of community organisations, central and local government agencies, businesses and community members with an interest in Positive Ageing.

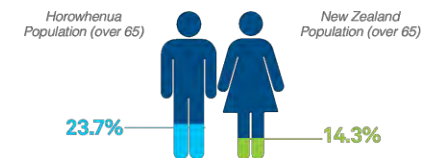
The Older Persons' Network tasked a working party to construct the plan that included members and staff of:

- GreyPower
- ACC
- Age Concern
- MidCentral DHB
- Geneva Healthcare
- Horowhenua District Council
- Horowhenua Breathe Easy, Pink Ladies and Arthritis Support Group

Why does the Horowhenua District Council have a Positive Ageing Action Plan?

The Horowhenua district has a large ageing population that is expected to grow significantly over the next fifteen years.

2013 census data shows that 23.7% of people in Horowhenua District are 65 years and over, compared with 14.3% of the total New Zealand population.



Statistics New Zealand's 'moderate' projection for 2028 is that Horowhenua's 65+ age group will climb to over 32% of the population, and that the median resident age will rise by 6 years to 51.7.

Therefore, there is a responsibility for Central and Local Government to work alongside their communities to respond to factors surrounding these changing demographics.

What overarching strategies guide this Action Plan?

The New Zealand Positive Ageing Strategy was launched by the Office for Senior Citizens in 2001 and provides a framework of ten positive ageing principles and ten goals to guide the development of initiatives and decisions to help our older generation have a positive living experience across New Zealand.

It was last reviewed in 2014.

The goals of the New Zealand Positive Ageing Strategy are: (sic)

1	 Income	Secure an adequate income for older people
2	 Health	Equitable, timely, affordable and accessible health services for older people
3	 Housing	Affordable and appropriate housing options for older people
4	 Transport	Affordable and accessible transport options for older people
5	 Ageing in the community	Older people feel safe and secure and can age in the community
6	 Cultural diversity	A range of culturally appropriate services allow choices for older people
7	 Rural services	Older people living in rural communities are not disadvantaged when accessing services
8	 Positive attitudes	People of all ages have positive attitudes to ageing and older people
9	 Employment opportunities	Elimination of ageism and the promotion of flexible work options
10	 Personal growth & participation	Opportunities for Personal Growth and Participation

To find out more about the New Zealand Positive Ageing Strategy, visit www.msd.govt.nz

Locally, the Positive Ageing Action Plan is designed to align with the Horowhenua Community Wellbeing Strategy, which outlines a proud, connected, safer and healthy community as its priorities.

The working group that crafted this action plan have identified that Horowhenua needs particular attention to three of these ten goals over the next three years:

1. Housing

Additional challenges for older Horowhenua residents in the next three years are recognised as including:

- Access to health services and information
- The extent of accessible, vibrant and engaging community activities and events available

Areas of Activity

Whilst recognising Local Government's ability to contribute to these goals and combat these challenges, the following aims have been established, ensuring:

- ➔ Older people have **a voice**
- ➔ Older people live in a **connected, inclusive society of activity**
- ➔ Older people have **good information and access** to services

What Projects, Actions and Initiatives will be taken?

Aim 1 Older people in Horowhenua will be given opportunity to be involved in decisions that affect them

A	Council consultations are advertised regularly through appropriate channels (such as ElderBerries, local newspapers, Community Connection, radio)
B	The Horowhenua Older Persons Network continues to create space for discussion and debate, while providing oversight to initiatives within (and in addition to) this action plan
C	Older people are encouraged to submit through Long Term and Annual Plan processes

Aim 2 Older people in Horowhenua live in a connected and inclusive society full of social activity and opportunity

A	60 Activities for over 60s booklet updated and produced as required
B	Horowhenua District Council grant schemes encourage collaboration and support vital services aligning with the Positive Ageing Action Plan
C	Regular fitness programmes for all ages and abilities offered at district Aquatic Centres and the Dash n Splash event run annually
D	Staying Safe driving courses and other programmes coordinated by Age Concern Horowhenua supported and publicised
E	Te Takere and other district community hubs provide and support programmes, resources and environments targeted towards older people.
F	A variety of recreation, cultural and community events are supported and facilitated

Aim 3 Older people in Horowhenua are equipped with good information and empowered with the means to navigate and access services

A	'Age on the Go' Expo held annually
B	'Day out in Town' Bus off peak Horowhenua service continues to be advocated for, promoted and supported.
C	Te Takere community centre continues to deliver comprehensive information services at its central desk
D	Appropriate national and regional service directories and web tools are accessible from Council's website and from Te Takere
E	Work towards improving local Gold Card options on public transport services and continue to work with regional council(s) on feasible public transport solutions.
F	Continue to advocate for and publicise the Total Mobility Scheme amongst the older disabled community
G	Horowhenua Health Shuttle continues to be advocated for, promoted and supported as a vital transport service to the Palmerston North Hospital



Aim 4 Older people in Horowhenua live in a safe, secure and healthy environment, physically, socially and financially

A	The rates rebate system is well advertised and resourced by Council to ensure high uptake from older people
B	Explore improvements to delivery model of pensioner rental housing in Horowhenua and continue to support
C	'Home Safety Flipchart produced and updated as required
D	Footpaths and roads are maintained to an acceptable standard, while recognising budget and time constraints
E	Continuing support of Police, Fire and Ambulance community projects, personnel and services
F	Encouraging and supporting neighbourhood networks to reduce social isolation and improve community security
G	Non-profit organisations delivering social, health and recreation projects aligning with this action plan have access to Horowhenua District Council contestable funding schemes and are promoted and advocated for



Aim 5 Older people in Horowhenua are recognised, celebrated and supported for their contribution to the community and are given opportunities to work, volunteer and grow

A	Civic Honours Awards are held annually to acknowledge and celebrate outstanding voluntary services and contributions to the community.
B	The Volunteer Resource Centre is supported to connect volunteers with organisations seeking assistance
C	The Horowhenua Community Capacity Building Programme continues to provide professional capability building to staff and volunteers of non profit organisations
D	Adult education programmes continue to operate out of Te Takere

Planning Services Matters Considered Under Delegated Authority

File No.: 16/242

1. Purpose

To present details of decisions made under delegated authority in respect of Planning Services Matters.

2. Recommendation

- 2.1 That Report 16/242 Planning Services 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.
- 2.3 That the matters decided under delegated authority (s104 of the Resource Management Act) as listed, be received:

All Subdivision Resource Consents Granted Under Delegated Authority 22/04/16 to 21/05/16

Granted Date	File Ref	Applicant	Address
26 April 2016	502/2016/3743	Bernard Bevan	218 State Highway 1, Levin Rural
29 April 2016	502/2016/3744	Richard & Nancy Parker	55 Williams Road, Tokomaru Rural
4 May 2016	502/2016/3748	Darlene Shailer & Tui Kerehoma	18 Clay Road, Levin Rural
11 May 2016	502/2016/3750	Michael & Margaret Monaghan	23 Park Avenue, Waitarere Beach
12 May 2016	502/2016/3752	Western Harvest Limited	109 Muhunoa West Road, Levin Rural

All Land Use Resource Consents Granted Under Delegated Authority 22/04/16 to 21/05/16

Granted Date	File Ref	Applicant	Address
28 April 2016	501/2016/3747	Geoffrey & Cynthia Kane	Tavistock Road, Levin Rural
2 May 2016	501/2015/3714	Benniks Poultry Farm Limited	124 Buller Road, Levin Rural
3 May 2016	501/2016/3749	Kroll Developments Limited	1 Barber Street, Foxton Beach
3 May 2016	501/2016/3754	Timothy Williams	82 Oxford Street, Levin
4 May 2016	501/2014/529	Benniks Poultry Farm Limited	124 Buller Road, Levin Rural - WITHDRAWN
10 May 2016	501/2016/3757	Dean Stella & Angela Cook	10 Stewart Street, Foxton
16 May 2016	501/2016/3751	Quin Buildings Direct	172 Tiro Tiro Road, Levin

3. Issues for Consideration

That the Subdivision and Land Use Resource Consents, as listed, be received.

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)	Mike Lepper Customer and Regulatory Services Manager	
Approved by	Monique Davidson Group Manager - Customer and Community Services	

File No.: 16/274

Adoption of Annual Plan 2016/2017

1. Purpose

The purpose of this report is to adopt the 2016/2017 Annual Plan.

2. Executive Summary

- 2.1 The 2016/2017 Annual Plan is the first Annual Plan for Horowhenua District Council to be prepared without a formal public submission and hearing process as provided for by the amendments to the Local Government Act in 2014.
- 2.2 The Annual Plan contains no significant or material changes to what was identified for Year 2 (2016/2017) of the 2015/2025 Long Term Plan adopted by Council in June 2015. The Council intends to deliver what it had set out it would do when it adopted the Long Term Plan. The exception to this is the recently adopted amendment to the 2015/2025 Long Term Plan in relation to Community Housing. This amendment has been reflected in the 2016/2017 Annual Plan.
- 2.3 This report seeks to adopt the 2016/2017 Annual Plan. It incorporates a total rates income (excluding penalties and water by meter) of \$33.278 million which equates to a rates income increase of 5.43% for 2016/2017. The rates income increase is below the 5.52% forecast for 2016/2017 in the adopted 2015/2025 Long Term Plan.

3. Recommendation

- 3.1 That Report 16/274 Adoption of Annual Plan 2016/2017 be received.
- 3.2 That this decision is recognised as significant in terms of S76 of the Local Government Act.
- 3.3 That the Horowhenua District Council adopts the attached 2016/2017 Annual Plan including the policies contained therein, in accordance with Section 95 of the Local Government Act.
- 3.4 That the Chief Executive be delegated with the authority to make editorial changes that may arise as part of the publication process of the Annual Plan 2016/2017.

4. Background / Previous Council Decisions

- 4.1 At the 3 February 2016 Council meeting, Council resolved that it would not carry out a formal consultation process as part of preparing the 2016/2017 Annual Plan.
- 4.2 In reaching this decision Council were satisfied that there were no significant or material changes to what had been identified for 2016/2017 (Year 2) in the 2015/2025 Long Term Plan which was adopted in June 2015.
- 4.3 Changes to the Local Government Act in 2014 made it clear that Councils were no longer required to undertake consultation if their annual plan did not include significant or material differences from the context of the long-term plan for the financial year to which the proposed annual plan relates. (Refer Section 95(2A) Local Government Act).
- 4.4 The rationale being that if a council has only a few months earlier consulted with the community and there are no significant or material changes to what it said the council was

planning to do, then to consult again would be a duplication of cost and effort to both the community and council.

- 4.5 At the time of making this decision Horowhenua District Council was one of the first local authorities in the country to reach this conclusion of choosing not to consult. What has transpired since is that other Councils have followed this lead and have also chosen to not undertake consultation.
- 4.6 While the preparation of the 2016/2017 Annual Plan did not involve the typical formal submission and hearing process of previous years, Council has continued to engage with stakeholders on projects that it is intending to deliver. The Levin North East Levin Stormwater project is one such example.
- 4.7 The annual resident satisfaction survey continues to be used as a way of understanding the community's perspective on the services that we deliver and helps inform the decisions around the future planning for these activities.
- 4.8 The recently adopted amendment to the LTP 2015/2025 in relation to Community Housing involved a special consultative process. This amendment to the LTP has been incorporated in the 2016/2017 Annual Plan.

5. Discussion

- 5.1 The 2016/2017 financial year will see Council continue with its commitment to provide the Horowhenua community with good quality local infrastructure, public services and regulatory functions. Within the budget for 2016/2017 money has been set aside to progress and deliver the following key projects:
- Upgrade of Foxton Main Street
 - Upgrade of Levin Water Treatment Plant
 - Upgrade of Foxton Wastewater Treatment Plant
 - Construction of Te Awahou-Nieuwe Stroom in Foxton
 - Redevelopment of Levin Aquatic Centre
 - Electronic processing of Building Consent.
- 5.2 The 2016/2017 Annual Plan incorporates a total rates income of \$33.278 million (this excludes penalties and water by meter), which equates to a rates income increase of 5.43%. The 2016/2017 Annual Plan is forecasting a rates income increase below what had been adopted in the 2015-2025 Long Term Plan.

	LTP 2015-2025 Projected	Annual Plan 2016/2017 Forecast
Total Rates Income (exc. GST)	\$33,303 million*	\$33,278 million*
Rate Income Increase	5.52%	5.43%

*This excludes penalties and water by meter

- 5.3 The rates income requirement is divided across the following Council activities:

Activity	Percentage of Rates
Community Facilities	13.87%
Community Support	6.22%
Environment and Regulatory	6.34%

Activity	Percentage of Rates
Land Transport (Roading)	11.13%
Library	10.16%
Pools	6.10%
Property	0.68%
Representation and Community Leadership	8.98%
Solid Waste	1.36%
Stormwater	2.91%
Wastewater Disposal	18.93%
Water Supply	13.33%

- 5.4 The rate increases do vary across the District, this is in part due to different levels of servicing available between the settlements (i.e. some have reticulated water and/or sewer and some don't) and also the different types of rates collected, including a variety of targeted rates some of which are calculated on Capital Value while other rates are calculated on Land Value.
- 5.5 A page of indicative 2016/2017 rates for a selection of properties across the District is attached to this report.

6. Options


- 6.1 Council is required to adopt its Annual Plan 2016/2017 no later than 30 June 2016 as per requirements of the Local Government Act 2002.
- 6.2 It is recommended that Council adopt the Annual Plan 2016/2017 as attached.

7. Next Steps

- 7.1 Following the adoption of the 2016/2017 Annual Plan a finalised document is published and made available from the Council website and local public libraries. Within one month after adoption of the Annual Plan Council must also send copies to the Secretary, Auditor-General and the Parliamentary Library.
- 7.2 A separate report will be prepared for the 6 July 2016 Council meeting seeking approval of the rates strike for the 2016/2017 financial year.

8. Appendices

No.	Title	Page
A	Indicative Rates - Annual Plan 2016/2017	111
B	Annual Plan 2016/2017 (<i>Under Separate Cover</i>)	

Author(s)	David McCorkindale Senior Manager - Strategic Planning	
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Approved by	David Clapperton Chief Executive	
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Indicative Rates on Selected Properties – Annual Plan 2016/2017

Locality	New	New	2015/16	Indicative Rates 2016/17										Increase	
	Land Value	Capital Value	Total	General	Roading	Library	Rep & Gov	Pools	Solid Waste	Stormwater	Water	Sewer	IndicTotal	Total	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	%
Hokio Bch	58,000	89,000	905	265	72	224	198	135	32	38	-	-	964	59	6.5%
Waikawa Bch	155,000	260,000	1,507	709	209	224	198	135	32	110	-	-	1,617	110	7.3%
Waikawa Bch	240,000	355,000	1,972	1,099	285	224	198	135	32	150	-	-	2,123	152	7.7%
Ohau	146,000	385,000	1,999	668	309	224	198	135	32	163	409	-	2,138	139	7.0%
Manakau	220,000	490,000	2,047	1,007	394	224	198	135	32	208	-	-	2,198	151	7.4%
Waitarere Bch	78,000	180,000	1,667	357	145	224	198	135	32	76	-	598	1,765	99	5.9%
Waitarere Bch	108,000	220,000	1,838	494	177	224	198	135	32	93	-	598	1,951	113	6.1%
Waitarere Bch	295,000	315,000	2,726	1,350	253	224	198	135	32	134	-	598	2,924	197	7.2%
Foxton Bch	64,000	137,000	1,863	293	110	224	198	135	32	58	317	598	1,965	102	5.5%
Foxton Bch	90,000	155,000	1,992	412	125	224	198	135	32	66	317	598	2,107	114	5.7%
Foxton Bch	310,000	555,000	3,375	1,419	446	224	198	135	32	235	317	598	3,604	230	6.8%
Foxton Bch	68,000	195,000	1,948	311	157	224	198	135	32	83	317	598	2,055	107	5.5%
Tokomaru	53,000	195,000	1,963	243	157	224	198	135	32	83	409	598	2,079	115	5.9%
Tokomaru	70,000	240,000	2,087	320	193	224	198	135	32	102	409	598	2,211	124	5.9%
Vacant Lifestyle	102,000	107,000	791	166	86	224	198	135	23	-	-	-	832	41	5.2%
Rural	660,000	1,150,000	2,324	1,075	794	224	198	135	23	-	-	-	2,449	125	5.4%
Rural -contiguous	410,000	420,000	906	668	290	-	-	-	-	-	-	-	958	52	5.7%
Rural	960,000	1,150,000	2,784	1,564	794	224	198	135	23	-	-	-	2,938	154	5.5%
Rural	500,000	1,420,000	2,255	814	981	224	198	135	23	-	-	-	2,375	120	5.3%
Rural	1,930,000	2,110,000	4,907	3,144	1,458	224	198	135	23	-	-	-	5,182	275	5.6%
Rural	2,800,000	2,900,000	6,763	4,561	2,003	224	198	135	23	-	-	-	7,144	381	5.6%
Rural	5,975,000	6,970,000	15,976	9,733	4,815	896	792	540	92	-	-	-	16,868	892	5.6%

Locality	New	New	2015/16	Indicative Rates 2016/17										Increase	
	Land Value	Capital Value	Total	General	Roading	Library	Rep & Gov	Pools	Solid Waste	Stormwater	Water	Sewer	IndicTotal	Total	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	%
Rural Residential	147,000	270,000	1,328	645	217	224	198	135	23	-	-	-	1,442	114	8.6%
Rural Residential	310,000	510,000	2,525	1,361	410	224	198	135	23	-	409	-	2,760	235	9.3%
Rural Residential	280,000	640,000	2,509	1,229	514	224	198	135	23		409	-	2,732	223	8.9%
Utility	0	12,470,000	8,767	-	8,615	224	198	135	23	-			9,195	428	4.9%
Levin - Business	29,000	75,000	1,765	169	52	224	198	135	32	32	409	598	1,849	83	4.7%
Levin - Vacant	88,000	91,000	1,663	512	73	224	198	135	32	39	205	299	1,716	53	3.2%
Levin	57,000	160,000	3,552	331	129	448	396	270	64	68	818	1,196	3,720	167	4.7%
Levin	79,000	180,000	2,192	459	145	224	198	135	32	76	409	598	2,276	85	3.9%
Levin	94,000	195,000	2,298	546	157	224	198	135	32	83	409	598	2,382	84	3.7%
Levin - Business	220,000	750,000	3,606	1,279	518	224	198	135	32	318	409	598	3,711	104	2.9%
Levin - Business	210,000	580,000	3,367	1,221	401	224	198	135	32	246	409	598	3,464	96	2.9%
Levin - Business	250,000	730,000	3,762	1,453	504	224	198	135	32	309	409	598	3,862	100	2.7%
Foxton	40,000	94,000	1,861	233	76	224	198	135	32	40	409	598	1,945	84	4.5%
Foxton	55,000	145,000	2,009	320	117	224	198	135	32	61	409	598	2,094	85	4.3%
Foxton	86,000	210,000	2,268	500	169	224	198	135	32	89	409	598	2,354	86	3.8%
Shannon	33,000	116,000	1,845	192	93	224	198	135	32	49	409	598	1,930	85	4.6%
Shannon	59,000	96,000	1,975	343	77	224	198	135	32	41	409	598	2,057	81	4.1%
Shannon	48,000	149,000	1,972	279	120	224	198	135	32	63	409	598	2,058	86	4.3%

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 Code of Conduct Complaint - Mayor Brendan Duffy

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.