

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

**Date:** Wednesday 7 September 2016  
**Time:** 4.00 pm  
**Meeting Room:** Council Chambers  
**Venue:** 126-148 Oxford St  
Levin

---

## Council OPEN AGENDA

---

### MEMBERSHIP

<b>Mayor</b>	Mr B J Duffy	
<b>Deputy Mayor</b>	Mr G G Good	
<b>Councillors</b>	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	
<b>Reporting Officer</b>	Mr D M Clapperton	(Chief Executive)
<b>Meeting Secretary</b>	Mrs K J Corkill	
	Ms S Bowling	

Contact Telephone: 06 366 0999

Postal Address: Private Bag 4002, Levin 5540

Email: [enquiries@horowhenua.govt.nz](mailto:enquiries@horowhenua.govt.nz)

Website: [www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)

**Full Agendas are available on Council's website**

**[www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)**

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



---

ITEM	TABLE OF CONTENTS	PAGE
<b>PROCEDURAL</b>		
1	Apologies	5
2	Public Speaking Rights	5
3	Late Items	5
4	Declarations of Interest	5
5	Confirmation of Open & In Committee Minutes - 3 August 2016	5
6	Matters Arising	5
7	Leave of Absence	5
8	Announcements	5
<b>PROCEEDINGS OF COMMITTEES</b>		
9	Proceedings of Committees	
9.1	Proceedings of the Foxton Community Board 15 August 2016	7
9.2	Proceedings of the Community Grants and Funding Committee 4 August 2016	13
9.3	Proceedings of the Finance, Audit & Risk Subcommittee 31 August 2016	19
<b>REPORTS</b>		
10	Executive	
10.1	Monitoring Report to 7 September 2016	25
10.2	Chief Executive's Report to 7 September 2016	33
10.3	KiwiRail - Selwyn District Council - Deed of Grant - Proposed New Deed	43
10.4	Documents Executed and Electronic Transactions Authorities Signed	47
11	Customer and Community Services	
11.1	Dog Control Policy and Practices Annual Report 2015/16	49
11.2	Planning Services Matters Considered Under Delegated Authority	59
<b>IN COMMITTEE</b>		
12	Procedural motion to exclude the public	61
C1	Disposal of Surplus Land - Gladstone Road, Levin	61



**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](http://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 Minutes – 3 August 2016**

**5.1 Meeting minutes Council, 3 August 2016**

**5.2 Meeting minutes In Committee Meeting of Council, 3 August 2016**

**6 Matters Arising**

**7 Leave of Absence**

**8 Announcements**

New Zealand Police

Acting Snr Sgt Sam Gilpin (Levin Station) & Inspector David White (Area Prevention Manager) will be presenting an update on Policing in the Horowhenua District.

Foxton Community Board

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



# Proceedings of the Foxton Community Board 15 August 2016

File No.: 16/475

## 1. Purpose

To present to the Council the minutes of the Foxton Community Board meeting held on 15 August 2016.

## 2. Recommendation

- 2.1 That Report 16/475 Proceedings of the Foxton Community Board 15 August 2016 be received.
- 2.2 That the Council receive the minutes of the Foxton Community Board meeting held on 15 August 2016.

## 3. Issues for Consideration

There are no items that require further consideration by Council.

## Attachments



There are no attachments for this report.

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	David Clapperton <b>Chief Executive</b>	
Approved by	David Clapperton <b>Chief Executive</b>	

---

# Foxton Community Board

## OPEN MINUTES

---

---

Minutes of a meeting of the Foxton Community Board held in the Manawatu College Library, Ladys Mile, Foxton, on Monday 15 August 2016 at 6.30 pm.

---

### PRESENT

**Chairperson** Mr D J Roache  
**Members** Cr R J Brannigan  
Ms P R Metcalf  
Mrs A Street  
Mr B P Vertongen

### IN ATTENDANCE

Mr D M Clapperton (Chief Executive)  
Mrs K J Corkill (Meeting Secretary)

### PUBLIC IN ATTENDANCE

There were seven members of the public in attendance at the meeting, including Mr Girling and members of the Wildlife Foxton Trust.

#### 1 Apologies

Apologies were recorded for Ms Smart and Mayor Duffy.

MOVED by Ms Metcalf, seconded Cr Brannigan:

*THAT the apologies from Ms Smart and Mayor Duffy be accepted.*

**CARRIED**

#### 2 Public Speaking Rights

None requested.

#### 3 Late Items

There were no late items.

#### 4 Declaration of Interest

There were no declarations of interest.

#### 5 Confirmation of Minutes



MOVED by Mrs Street, seconded Mr Vertongen:

*THAT the minutes of the meeting of the Foxton Community Board held on Monday, 18 July 2016, be confirmed as a true and correct record.*

**CARRIED**

## **6 Matters Arising**

With regard to Aquatics and the Foxton Pool, Ms Metcalf noted the comment that where people using the Pool were coming from was being monitored. That was not something she had noticed when she had used the Pool.

Cr Brannigan reported on the Kings Canal/Purcell Street Stormwater Catchment meeting with Horizons, the date of which had been moved from 26 to 25 July. It had been a positive meeting with it being agreed that not just Kings Canal and Purcell Street Stormwater would be looked at but the entire Foxton East Drainage Scheme. There had been a commitment to combine funding to scope the work. This project had been referred to in Horizons rating information with flood protection and consultation with Foxton residents in the New Year mentioned.

Mr Roache expressed his disappointment at missing the meeting because of the change in date as he had been very keen to attend.

With regard to the Foxton River Loop Working Party Project, written approval was still awaited from the three iwi. Mr Roache undertook to speak to Robin Hapi to progress this. To be included in the Monitoring Report for follow up.

## **7 Leave of Absence**

There were no leaves of absence requested.

## **8 Announcements**

### **Presentation from the Wildlife Foxton Trust**

On behalf of the Wildlife Foxton Trust, Mr John Girling gave a PowerPoint presentation to bring Community Board Members up to date with the Trust; what it had done in the 18 months since it commenced, what it was doing, and what it was planning to do in the future. Mr Girling provided Members with a copy of his presentation and also a copy one of its publications, "The Godwit".

In terms of elevating the Trust's profile, Mr Clapperton said he would speak to the Comms team about how Council could assist.

## **9 Reports**

### **9.1 Monitoring Report to 15 August 2016**

#### **Purpose**

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

MOVED by Mr Vertongen, seconded Cr Brannigan:

*THAT Report 16/437 Monitoring Report to 15 August 2016 be received.*

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

**CARRIED**

Page 8 14/32 – Sand Dune Management – Surf Club Car Park  
A report would come to the September 2016 Board meeting.

Page 9 14/674 - Target Reserve  
Mr Roache said he had received a further complaint yesterday about the Pistol Club. The flag that was displayed was being obscured by trees and his suggestion was that a flag could also be displayed on the highway when the Club was operating. He would discuss this further with Cr Brannigan.

Page 11 16/59 - Toilet at Foxton Cemetery  
A report would come to the September 2016 Board meeting.

Page 12 16/16 – Kings Canal and Purcell Street Stormwater Catchment  
Mr Roache queried if the timeframe for this could be progressed faster than the projected January 2017.  
Cr Brannigan said he would endeavour to get a report for the Board before the end of the year.

Ms Metcalf asked that the Manawatu Estuary Trust's request for dog signage be added to the Monitoring Report.

## 9.2 Chief Executive's Report to 15 August 2016

### Purpose

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

MOVED by Mr Vertongen, seconded Mrs Street:

*THAT Report 16/438 Chief Executive's Report to 15 August 2016 be received.*

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

**CARRIED**

### 3.4 Foxton Water

Mr Clapperton reported that the early results from the caustic soda dosing at the Foxton Water Treatment Plant were promising but it was still early days. There was variation from street to street, which could be caused by the pipes or the water. He would keep the Community Board updated on progress.

### 3.3 Aquatics – Foxton Pool Update

The trial had worked well, with issues around condensation having been identified. A long term solution would be looked at should extended operating of the Foxton Pool be decided upon.

Noting that the Foxton Pool was due to close on 12 September, Mr Roache queried what building work was required as he would like to see the Pool kept open for the 2½ months until the summer season commenced. Whilst there would be a cost involved it would not be huge, and it would give a good indication of local support.

Mr Clapperton said his understanding was there was some remedial work required and it was also a matter of ensuring it was adequately resourced. He would make enquiries and advise Board Members if keeping the Pool open was a possibility.

With there already being a gap in terms of Pool usage and funding in terms of the private/public split and ultimately someone (the ratepayer) had to pay, Cr Brannigan said he would also like to see some financials in terms of the Pool's operation.

3.2 Economic Development

Mr Clapperton gave an update on the level of activity taking place in the Horowhenua, with Council being extremely busy meeting its obligations in terms of building and planning consents and other activities. Parks and Reserves people were also very busy prioritising the work ahead of them. The final number of new housing consents approved for the last financial year was 175, compared to 85 for the previous year, whilst Palmerston North only had 222 new consents for the same period. It was anticipated that over the next 12 months there could be 200 new housing consents for this district, which had not occurred since 2005. Council needed to plan for the impending growth, which was exciting and challenging.

7.25 pm

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

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

**DATE:**.....

**CHAIRPERSON:**.....



# Proceedings of the Community Grants and Funding Committee 4 August 2016

File No.: 16/474

## 1. Purpose

To present to the Council the minutes of the Community Grants & Funding Committee meeting held on 4 August 2016..

## 2. Recommendation

- 2.1 That Report 16/474 Proceedings of the Community Grants and Funding Committee 4 August 2016 be received.
- 2.2 That the Council receive the minutes of the Community Grants & Funding Committee meeting held on 4 August 2016.
- 2.3 That it is recommended to the Horowhenua District Council that the following allocation of Rural Hall fund grants for the 2016/2017 year totalling \$24,997.75 excluding GST be ratified as follows:

Organisation	Amount
Foxton Beach Senior Citizens Assn. Inc.	\$3,706.00
Ihakara Hall Society Inc.	\$0.00
Waitarere Beach Scout Group	\$0.00
Koputaroa Hall Society Inc.	\$0.00
Manakau District Community Assn. Inc.	\$3,994.00
Foxton Beach School	\$0.00
Opiki Hall Society Inc.	\$5,428.00
Tokomaru Hall Society Inc.	\$4,620.00
Hinemoa Kids, Teens and Family Trust	\$3,500.00
Mangaore Village Resident Assn.	\$3,749.75
<b>Total</b>	<b>\$24997.75</b>

- 2.4 That the Vibrant Communities Grant be delegated to the Pride and Vibrancy Working Party for a Horowhenua District Community Placemaking Initiative'

## 3. Issues for Consideration

As included in the recommendations.

## 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)	Garreth Stevens <b>Community Development Advisor</b>	
Approved by	Denise Kidd <b>Community Services Manager</b>	

---

# Community Grants & Funding Committee

## OPEN MINUTES

---

Community Grants & Funding Committee held in the Ante Room, Horowhenua District Council, 126-148 Oxford Street, Levin on Thursday 4 August 2016 at 10:00am.

---

### PRESENT

**Chairperson** Cr G Good  
**Members** Mayor Duffy  
Cr R Brannigan  
Cr R Campbell

### IN ATTENDANCE

Emma Childs	Reporting Officer – Rural Halls
Garreth Stevens	Reporting Officer – Vibrant Communities Grants
Mereana Herbert	Secretary

### APOLOGIES

Cr J Mason

#### 1 Welcome

Chair Cr Good opened the meeting at 10:00 am

#### 2 Apologies

An apology had been received from Cr Mason

MOVED by, Cr Campbell, seconded: Cr Brannigan

*THAT the apology from Cr Mason be accepted*

**CARRIED**

#### 3 Confirmation of Minutes

MOVED by, Cr Campbell, seconded: Cr Brannigan

*THAT the minutes of the meeting of the Community Grants & Funding Committee held on Monday 21 March 2016, be confirmed as a true and correct record.*

**CARRIED**

#### 4 Matters Arising

There were no matters arising

#### 5 Declaration of Interest

Cr Brannigan declared an interest in the application from Foxtton Beach School as he was a former Chairman of the board for the school and did not take part in the deliberation for that application.

Cr Campbell declared an interest in the application from the Mangaore Village Resident Association as he gave advice to the association and did not take part in the deliberation for that application.

#### 6 Consideration of Applications Received under the Rural Halls Grant 2015/2016

The Rural Halls Grant Officers Report had been received by the committee

MOVED by Mayor Duffy, seconded: Cr Brannigan

*THAT the Officers report on the Rural Halls Grant be received*

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

**CARRIED**

Members acknowledged and made thanks for the hardcopies as well as the summary on the iPad that were easy to follow and understand.

Each application was addressed in the order contained in the Officer's Report. Following a discussion of each application it was

MOVED by Cr Brannigan, seconded: Mayor Duffy

*THAT it is recommended to the Horowhenua District Council that the following allocation of Rural Hall fund grants for the 2016/2017 year totalling **Table Index Cannot be Zero** excluding GST be ratified as follows:*

<b>Organisation</b>	<b>Amount</b>
Foxtton Beach Senior Citizens Assn. Inc.	\$3,706.00
Ihakara Hall Society Inc.	\$0.00
Waitarere Beach Scout Group	\$0.00
Koputaroa Hall Society Inc.	\$0.00
Manakau District Community Assn. Inc.	\$3,994.00
Foxtton Beach School	\$0.00
Opiki Hall Society Inc.	\$5,428.00
Tokomaru Hall Society Inc.	\$4,620.00
Hinemoa Kids, Teens and Family Trust	\$3,500.00
Mangaore Village Resident Assn.	\$3,749.75
<b>Total</b>	<b>\$24997.75</b>

Members thanked Ms Childs for preparing the Officer's report. The Officer recommendations were taken on board, with some suggested changes.



## Pride and Vibrancy

Garreth reminded members about previous discussion on the criteria and that some passages needed to be reviewed and eliminated.

The background information and the officers report for review for the Vibrant Communities Grant were provided by Garreth. He then went on to go over options for whom will manage/ take control of the decisions for the Vibrant Communities Grant.

All members agreed that passage 2.1a would be selected.

MOVED by Cr Duffy, seconded Cr Brannigan:

That the Vibrant Communities Grant be delegated to the Pride and Vibrancy Working Party for a Horowhenua District Community Placemaking Initiative'

**CARRIED**

It is noted that this Grant is up to a value of \$10,000. It is understood the process to be followed will be that the Pride and Vibrancy Working Party consider expressions of interest regarding Placemaking initiatives and will provide a report to the Community Grants and Funding Committee, but will have autonomy over the further assignment of funds.

Garreth then raised that the final decision that need to be made by members, including the deletion of passages in the draft criteria, in order to finalise the terms of the grant's use for 2016/2017.

*'Expressions of interest are considered by the delegated organisation (being the Pride and Vibrancy Working Party) with final decisions being reported to this group (being the Community Grants & Funding Committee).'*

Members of the Pride & Vibrancy Working Party for the Placemaking initiative include:

Anna Wood  
Barry Rollinson  
Caitlin O'Shea  
Cathy McCartney  
Diane Denton  
Ian Pigott  
Kathy McMillan  
Rose Cotter  
Cr Tony Rush  
Garreth Stevens

Arthur Nelson  
Brenda Hunter  
Cathryn Pollock  
Colin Brown  
Cr Garry Good  
Cr Jo Mason  
Rob Fifita-Tovo  
Shanon Grainger  
Cr Victoria Kaye-Simmons

10:40 am

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

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF THE COMMUNITY GRANTS &  
FUNDING COMMITTEE HELD ON

**DATE:**.....

**CHAIRPERSON:**.....



# Proceedings of the Finance, Audit & Risk Subcommittee 31 August 2016

File No.: 16/476

## 1. Purpose

To present to the Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 31 August 2016.

## 2. Recommendation

- 2.1 That Report 16/476 Proceedings of the Finance, Audit & Risk Subcommittee 31 August 2016 be received.
- 2.2 That the Council receive the minutes of the Finance, Audit & Risk Subcommittee meeting held on 31 August 2016.

## 3. Issues for Consideration

There are no items that require further consideration by Council.

## Attachments



There are no attachments for this report.

### Confirmation of statutory compliance

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

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

## Signatories

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

---

# 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 31 August 2016 at 4.00 pm.

---

### PRESENT

**Chairperson** Cr W E R Bishop  
**Members** Mayor B J Duffy  
Mr B J Jackson  
Cr C B Mitchell  
Cr A D Rush  
Cr P Tukapua

### IN ATTENDANCE

Mr D L Law	(Chief Financial Officer)
Mr D M Clapperton	(Chief Executive)
Mrs N Brady	(Group Manager – Business Services)
Mrs M Blackler	(Senior Manager – People & Capability)
Mr D McCorkindale	(Senior Manager – Strategic Planning)
Mrs K J Corkill	(Meeting Secretary)

### ALSO IN ATTENDANCE

Mr E Bernard	(Internal Auditor)	(until 4.17 pm)
--------------	--------------------	-----------------

### PUBLIC IN ATTENDANCE

There were three members of the public in attendance.

#### 1 Apologies

There were no apologies.

#### 2 Public Speaking Rights

There were no requests for speaking rights..

#### 3 Declaration of Interest

None declared.

#### 4 Confirmation of Minutes – 27 July 2016

MOVED by Cr Rush, seconded Cr Tukapua:

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

**CARRIED**

## **5 Matters Arising**

Cr Mitchell raised the negative comments that had appeared in the “Chronicle” in relation particularly to the ‘swaps’ issue and the importance of the dissemination of balanced information.

Mr Law said the reporter had contacted him but had not used any of the information he had provided.

## **6 Announcements**

There were no announcements.

## **7 Reports**

### **7.1 Internal Audit Report - Year Ended 30 June 2016**

#### **Purpose**

To present the Finance Audit and Risk Subcommittee with the Internal Audit Report undertaken on Horowhenua District Councils Procurement Strategy and Policy for the year ended 30 June 2016.

MOVED by Cr Rush, seconded Cr Mitchell:

*THAT Report 16/467 Internal Audit Report - Year Ended 30 June 2016 be received.*

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

**CARRIED**

Mrs Brady, Group Manager – Business Services, introduced Mr Ernest Bernard, the internal auditor who had been appointed to do a Review of Procurement, and gave a background to the need for the review.

Mr Bernard spoke to his review report commenting on the systems and controls, with there being very minor issues identified that needed to be addressed. One key housekeeping matter was financial delegations, with the rationale needing to be clarified. That was something Mrs Brady was working on.

In noting the bullet points under “Executive Summary” in relation to ratepayers having an expectation with respect to procurement, Cr Tukapua queried if there could also be included an element of local businesses getting work.

Mrs Brady responded that in terms of the Procurement Strategy adopted by Council in 2014 it is noted that HDC does not necessarily give preference or weighting to local content in itself. In saying that, often it would make good business sense in terms of value for money for goods and services to be sourced from local suppliers where the necessary standards were met. Council did run an information session when the strategy was in development for local businesses to outline the goals of the procurement strategy and transparency regarding the process going forward.

Mrs Brady also explained the role of a ‘procurement champion’. All staff have received procurement training, however a number of staff across the organisation have taken on the role of champion for their department. This includes staff who have been trained to administrate the new registers created to capture procurement

plans and contracts.

Whilst noting that this review was in terms of procurement and had a single focus, Mrs Brady outlined the various matters that the 2016/17 internal audit review would cover, such as Business Continuity, Cash Receipting, and Disaster Recovery. She had only recently received the report from Mr Bernard on the next review and would circulate that to Members for their feedback.

Mr Clapperton advised that what was included in the internal audit plan should be signed off by the Finance, Audit and Risk Subcommittee. The information would be emailed to Members and if there was anything that Members would like to see included please advise.

Any changes suggested by Members could be captured and a recommendation for adoption would be brought to the September 2016 Subcommittee meeting.

Mr Bernard left the meeting (4.17 pm).

## **7.2 Health and Safety - Quarterly Report**

### **Purpose**

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

MOVED by Mayor Duffy, seconded Cr Tukapua:

*THAT Report 16/463 'Health and Safety - Quarterly Report' be received.*

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

**CARRIED**

Council's Senior Manager – People and Capability, Mrs Blackler, in requesting that the report be taken as read, gave a PowerPoint Presentation covering Council's H & S Objectives, recent highlights and what was proposed for the next quarter expanding on the various key points.

In response to a query from Mr Jackson if there was any financial benefit should Council achieve, as was anticipated, tertiary level of ACC Workplace Safety Management Practices Programme (WSMP), Mrs Blacker said she believed it was 10%. However the scheme was to conclude in February 2017 so that discount would only be available for two years. She did hope that whatever was then put in place would have a levy reduction, but that was not why Council had undertaken the programme.

Mrs Blacker said she was also not aware of any contractors adding a cost component for Health & Safety.

Mr Clapperton commented that there were elements in existing contracts, such as Traffic Management, that would have a component for Health & Safety, however he did not think it would be significant in terms of overall cost.

The in-depth information, including staff turnover that was included in the report, was raised and discussed, with both Mrs Blackler and Mr Clapperton responding that whilst it was not normal practice, it showed Council's commitment to staff wellbeing and the information was relevant for Members. In terms of staff turnover, Council was well below the national average.

Mayor Duffy expressed his appreciation for the quality of information contained in this and the previous report.

### 7.3 Risk Management Framework Update

#### Purpose

The purpose of this report is to provide the Audit, Risk and Finance Committee with an update on the development of HDC's Risk Management Framework.

MOVED by Cr Rush, seconded Cr Tukapua:

*THAT Report 16/464 Risk Management Framework Update be received.*

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

**CARRIED**

Mrs Brady spoke to this report and the tabled Risk Appetite Statement and Categories of Risk. A copy of the Risk Management Policy was also available for Members' consideration.

In commenting that identifying risk was not just about threats, it was also about opportunities, and stressing the importance of the documentation, Mrs Brady requested feedback from Members so this framework could be progressed. She wanted to ensure things were on track in terms of Members' expectations. She also confirmed that there would be alignment with Council reporting going forward to ensure consistency.

### 7.4 Monitoring Reports to 31 August 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 Cr Rush, seconded Cr Mitchell:

*THAT Report 16/460 Monitoring Reports to 31 August 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 confirmed that everything was completed except for the Development Contributions Report which would be available for the September 2016 Subcommittee meeting.

Mrs Brady also confirmed that the requested changes had been made to the Financial Report Cost of Service Statements and SSP's objectives and these would show as completed in the next Monitoring Report.

It was noted that the Interim Audit Monitoring Report would be superseded in October following the final Audit Report...

4.50 pm

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

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

**DATE:**.....

**CHAIRPERSON:**.....



# Monitoring Report to 7 September 2016

File No.: 16/366

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 16/366 Monitoring Report to 7 September 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	26

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	David Clapperton 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 Quadrant 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
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>				The project expected completion date is May 2017 Key stakeholders and affected residents updated on project progress May 2016.
3 August 2015							A further meeting with key stakeholders had been held in July 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</i>	D McCorkindale	July 2015		Officers are working with Heritage experts to assess the nominated non-residential buildings,

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

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
6 July 2016			<p><i>postponed from the 2014/15 financial year and be undertaken within 2015/16 financial year:</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Sites of Cultural Significance</li> <li><input type="checkbox"/> Historic Heritage</li> <li><input type="checkbox"/> Dunefields Assessment</li> <li><input type="checkbox"/> Coastal Hazards.</li> </ul> <p>Inclusion of the Shannon Conscientious Objectors' Camps</p>				<p>structures and sites and identify those that will form part of a formal plan change to the District plan. Plan Change anticipated to be presented to Council in the second quarter of 2016/17 which will propose to include additional buildings, structures and sites to the District Plan Heritage Schedule.</p> <p>Research is continuing on the Sites of Cultural Significance.</p> <p>A Dunefields Assessment has been undertaken.</p> <p>Consideration is being given to the most appropriate District Plan response to the assessment findings.</p> <p>The Whitaunui Military Defaulter's Camp was nominated and a formal</p>

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
							heritage assessment is currently being undertaken.
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"> <li>- <i>During this period (24 months) review the existing work schedule and</i></li> <li>- <i>Develop a new contract arrangement with a duration of 8 years with a 4 year plus a 2 x 2 year extension</i></li> </ul> <p><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</i></p>	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"> <li>• Alliance</li> <li>• Performance based contract.</li> <li>• Bring in-house</li> <li>• Other contractors</li> </ul>

<b>MONITORING REPORT</b>							
<b>HOROWHENUA DISTRICT COUNCIL</b>							
<b>Meeting Date</b>	<b>Item No.</b>	<b>Item Description</b>	<b>Resolved</b>	<b>Responsible Officer</b>	<b>Date to Action by</b>	<b>Date Completed</b>	<b>Officer Comment</b>
			<i>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.
6 July 2016	16/342	Adoption of Growth Targets	<p><i>THAT the Horowhenua District Council utilises the following growth assumptions from 1 July 2016 in informing and setting a platform for future work programmes, planning, evaluation and analysis leading towards the updating of the 2018-2028 Long Term Plan:</i></p> <p style="padding-left: 40px;"><i>2016-2036 Growth Forecasts: Population + 8,600 Households + 4,900 Jobs + 3,000</i></p> <p><i>THAT the Horowhenua District Council endorses the full pursuit of the following actions to realise and maximise the</i></p>	S Grainger			

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>projected growth assumptions:</i></p> <p>A. <i>Strengthening and leveraging the District's competitive advantage platform, including:</i></p> <p>(i) <i>Comparatively low cost land (residential and industrial)</i></p> <p>(ii) <i>Comparatively low cost operating/low cost living environment</i></p> <p>(iii) <i>Greater business productivity through proximity to Wellington (including customers, infrastructure, and labour market reach).</i></p>				

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

Meeting Date	Item No.	Item Description	Resolved	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>B. Ensuring infrastructure, policy provision and planning is in place to enable the District to fully leverage its competitive and comparative advantages.</i></p> <p><i>C. Attracting business investment and new industry to drive job growth and to broaden the economic base of the District.</i></p> <p><i>D. Fostering more intensive co-operation with neighbouring districts.</i></p> <p><i>E. Lifting firms' and households' openness to change and development.</i></p>				





# Chief Executive's Report to 7 September 2016

File No.: 16/370

## 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 16/370 Chief Executive's Report to 7 September 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.
- 2.3 That the Horowhenua District Council endorses the following applicants for membership of the Community Services Reference Group to serve a term that will expire following the next Horowhenua District Council elections in 2019:
  - Allen Little
  - Margaret Williams
  - Peter Ward
  - Deborah Burns
  - Natalie Neill
  - Diane Brown
  - Hannah Rowan.

## 3. Chief Executive Updates

### 3.1 Economic Development

On August 12 Economic Development Minister Steven Joyce, Primary Industries Minister Nathan Guy, and Māori Development Minister Te Ururoa Flavell joined the Region's leaders to launch the [Manawatū-Whanganui Economic Action Plan](#) in Whanganui. This included a series of announcements across the identified opportunity areas, and was subsequently followed by Ministers Joyce and Guy attending various site visits throughout the Region including an afternoon function at Te Takeretanga o Kurahaupō Levin.

I am pleased to confirm that at this function Minister Guy announced that Government will contribute first stage funding investment of \$250,000 to catalyse the Quality Care and Lifestyle for Older People Initiative, which is geared towards Levin and the wider District taking a lead role nationally in pioneering new living innovations for older New Zealanders. In particular the project aims to:

- rethink how services are delivered and made more accessible for older people
- address the cost of living for older people
- improve the quality of life for older people
- transform Levin into an inclusive lifestyle centre specialising in innovation for living

I am also pleased to note that the Horowhenua District is well represented across the various other projects that are contained within the Accelerate25 Action Plan. We look forward very much to continuing Council's partnership with the wider Manawatu-Whanganui Region to realise the immediate and future opportunities that will flow from the Plan. For

further information about Accelerate25 programme and Action Plan please visit [www.accelerate25.co.nz](http://www.accelerate25.co.nz).

### 3.2 **Aquatics**

Work on the Levin Aquatic Centre has unfortunately fallen somewhat behind schedule. The planned reopening date of 9 September will be pushed back to 24 September due to construction difficulties in the reception area. Club use will, however, resume in a limited capacity from 10 September, including a regional Special Olympics event on 10 and 11 September. The remainder of the facility is tracking well with the new hydrotherapy pool nearing completion and the social space taking shape.

Foxton heated pool continues to provide a great aquatic service to the Horowhenua district and will remain open for public and club use up until the reopening of Levin Aquatic Centre. The Foxton facility will close for remedial works with the reopening of Levin Aquatic Centre.

### 3.3 **Landfill - 128 Review of Conditions s. 127 Applications to Change Conditions Update**

**Parties:** Horizons Regional Council and Horizons Regional Council Hearing Panel  
Horowhenua District Council  
The Community members of the NGL (Neighborhood Liaison Group)

Review notified 11 December 2015 by Horizons. 168 Submissions were received although most were pro forma.

Christine Foster, an Independent Facilitator was appointed by Horizons to facilitate a pre-hearing meeting held on 6 April 2016:

A new hearing date has been confirmed for 19 to 23 September 2016 in Levin.

#### (i) **Establishment of Whakawātea Forum:**

At the 6 April pre-hearing meeting, it was agreed that a forum known as Whakawātea would be held to discuss a number of matters that were raised in submissions and highlighted by submitters at the pre-hearing meeting. Submitters who attended the pre-hearing meeting were clear that the task of preparing for the Whakawātea forum was a function of the Community members of the Neighbourhood Liaison Group (CNLG).

The CNGL proposed a process and arrangements for set-up of Whakawātea in a letter to Horowhenua District Council in June. The letter suggested a preliminary meeting be held to confirm membership and arrangements for the Whakawātea forum and also requested Council funding to assist the work of the community members participating in Whakawātea. Horowhenua District Council agreed to provide some funding to engage an independent facilitator and technical support for the work of the community representatives.

A preliminary meeting was held on 11th July 2016 at which arrangements were confirmed. In summary, it was agreed between the CNGL and Horowhenua District Council that Whakawātea would comprise a maximum of:

- five community representatives (being CNGL);
- three Horowhenua District Council officers responsible for management of the landfill;
- a representative of Horizons Consents and Compliance team as necessary;
- Christine Foster as independent facilitator.

(ii) Agreed Outcomes:

The Whakawātea Forum has met four times over the short period since being set up. Discussions at these meetings have been constructive and have resulted in the following agreements:

There are two topics of particular concern to submitters:

- odour
- water quality (including leachate effects)

The independent technical experts who are separately advising the CNGL, Horowhenua District Council and Horizons Regional Council on these two topics met together and agreed outcomes at process called 'caucusing' of experts.

The independent technical experts have addressed the matters that are of particular concern to submitters as voiced by the CNGL.

Where the technical experts address the questions that were agreed by the CNGL and HDC at the Whakawātea forum, the CNGL and HDC will accept and abide by any agreed conclusions or outcomes reached by those technical experts in presenting their respective cases to the September hearing.

HDC and the CNGL also completed a site visit to the wastewater treatment plant and the 'Pot' irrigation area (which they found very informative).

Both HDC and the CNGL agree that there is merit in retaining the NLG and that HDC does not seek to remove the NLG – but does wish to see it have a clear purpose, terms of reference and membership.

Responding to concerns raised by CNLG at the Whakawātea forum, Horizons Regional Council will make available to submitters all of the monitoring data and compliance records from the Levin landfill and have hosted a meeting with the CNGL to discuss how the landfill is compliant in terms of the consent conditions .

(iii) Current Situation

With the knowledge from submitters including Council, agreed discussions presented by the experts and minutes from the Whakawātea Forum, Horizons are preparing their s92 report for circulation on or by 26 August 2016.

Council experts (for Odour, Water Quality, Planning, Operational Management, and Legal) and Council Officers are preparing evidence for the hearing and in defense of the original review documents and the outcomes from the Whakawātea Forums.

Assuming Horizons s92 report is released by 26 August 2016 Council and its experts will then have until 2 September to provide evidence for the hearing. The submitters will then have until 9 September 2016 to provide their evidence.

The Hearing has been confirmed from the 19 to 23 September 2016.

Costs to date are \$102,000 with the majority of costs still to come.

### 3.4 **Horowhenua District Community Services Reference Group**

Seven (7) applications have been received for the Horowhenua District Community Services Reference Group:

Collectively the applications represent:

- the geographical communities of Tokomaru, Waitarere, Ohau and Levin;
- families with children,
- older people and people with disabilities, as well as
- Libraries and Community Hubs.

Referees have been contacted for statements regarding each of the applicants. Questions relate to confirming the applicants; activity within the community; sufficiently broad community networks, commitment to active advocacy on behalf of their target community as well as commitment to constructive contributions.

Additionally the Chief Executive Officer of Muaupoko Tribal Authority has confirmed that she will provide representation for Muaupoko Iwi on this group.

Priority gaps still to be filled on the Reference Group include Foxton / Foxton Beach, Shannon, Youth and Aquatics. These gaps will be filled by approaching the Foxton Community Board, Shannon School Principal, Youth Voice and the Levin Masters Swim Club extending an invitation to each of these groups for a nomination for co-option on to the Horowhenua District Community Services Reference Group.

A modest reimbursement of volunteer expenses will be offered to all Horowhenua District Community Services Reference Group members for his or her services in a volunteer capacity. Travel expenses will also be available.

Meetings will be quarterly.

It is recommended that Council endorse the following applicants for membership of the Community Services Reference Group to serve a term that will expire following the next Horowhenua District Council elections in 2019:

- Allen Little
- Margaret Williams
- Peter Ward
- Deborah Burns
- Natalie Neill
- Diane Brown
- Hannah Rowan.

### 3.5 **SOLGM Operational Effectiveness Survey**

Horowhenua District Council has been confirmed as a participant in the SOLGM Operational Effectiveness Survey. The programme benchmarks Council's performance against other Councils, in New Zealand and across the Tasman. In 2014/2015 twenty six New Zealand Council's participated in the survey alongside 79 Council's across New South Wales Australia.

The survey reports on five key areas of performance to assist councils develop a deeper understanding of how they are operating: Corporate Leadership, Finance Management, Operations Management, Risk Management and Workforce Management.

HDC has been placed in cohort 4. The data and information input period will cover 2 September 2016 – 10 October 2016.

### 3.6 **LGNZ Excellence Programme (LGEP)**

Councillors will be aware that the Horowhenua District Council has been selected as a Foundation Council for the LGEP and is to be amongst the first Councils to be subject to the assessment process prior to the Local Government elections this year. At the time of writing this report the finalised performance framework (being updated as a result of a workshop with all Foundation Council's in July) was yet to be received from Local Government New Zealand (LGNZ).

The date for our assessment has now been confirmed for 22 and 23 September. We look forward to being part of this process and the learnings as a result of the outcome.

### 3.7 **Horowhenua 2030 Strategy**

Work has commenced on the development of a 14 year Strategy for the Horowhenua District. This Strategy will bring together the aspirations of Council, the wider community, and regional and national stakeholders to create a strategy that:

- has the confidence of stakeholder groups
- has a strong strategic fit with New Zealand's future direction,
- is best public value,
- is commercially viable, affordable and doable,
- and that any subsequent Central Government policy and/or investment decisions are either cognizant of or consistent with the Strategy.

The Strategy development process will occur between now and the end of this year. I look forward to providing further updates about this project to Council as work on this exciting project advances.

### 3.8 **Growth Response**

A working draft of the revised Horowhenua Growth Strategy has been received by officers as per the project plan timeframes. A comprehensive review of the working draft will be undertaken over the next two weeks to ensure it adequately reflects the current situation as to land availability and is fit for purpose given future growth forecasts. A final review of the working draft will be required to ensure alignment with Horowhenua 2030 as that overarching strategy takes shape throughout September/October.

#### *Levin Town Centre Strategy*

August saw the continuation of a conversation with the District's community regarding aspirations for the future of Levin's town centre. Community engagement events were well received, with ideas, comments and debate filling the rooms (and continued on-line). The project team is now working with all ideas received in order to prepare a draft development strategy for the town centre. This will be brought back to Council and the community for feedback later this year.

#### *Transport Planning*

On-going engagement with the New Zealand Transport Agency (NZTA) is occurring in regard to Roads of National Significance Otaki to North of Levin (RoN's O2NL). Council officers (assisted by David McGonigal - DMCG Consulting) are providing feedback to NZTA as their traffic modelling takes shape. It is my intention to approach NZTA in the near future to ensure they have a clear understanding of Council's growth response work programme with a view to establishing a partnership approach to the development of a Land Transport Strategy for the Horowhenua District. The intent being to ensure that strategic considerations around O2NL take a full and comprehensive view of the expected growth and

how that will impact on not only the State Highway Network but also on the connections too and the future configuration of the Local Roding Network (of which NZTA is a funding partner).

### 3.9 **Government Announcements**

#### Local Government Act Amendment Bill – Activity to Date

The remit proposed by Mayor Craig Rowley from Waimate District Council, targeting the anti-local democratic aspects of the above Bill was passed at LGNZ's AGM held on 24 July, by a majority of 97% to 3%. Since that date, LGNZ has had discussions with:

- the Local Government Minister and his officials outlining concerns in detail;
- met and discussed those same concerns with officials from the Prime Minister's department and a subsequent meeting with the PM took place on 17 August with this item on the agenda;
- met with all Government support parties to outline the LGNZ members concerns with the Bill; and
- liaised with all Opposition parties on the Bill with more detailed briefings to come.

It is clear that for some of these people the aspect of the Bill that allows for CCOs to be created by the LGC without the approval of the affected councils and/or their communities was not understood at the time of the Bill's introduction to Parliament. This is understandable, as it is a complex piece of legislation.

In its discussions with Central Government, LGNZ has advocated on councils behalf arguing the following case:

1. LGNZ supports CCOs as a common place delivery model for council use provided that the use of that model remains at the discretion of the council or councils concerned;
2. The assets at issue are locally owned assets and, from a property rights perspective, interfering with the decision-rights of the asset owners is not acceptable;
3. It is fundamentally undemocratic to impose change from the centre without, at a minimum, first obtaining the support for any institutional change from the elected representatives of the local community;
4. Throughout the length and breadth of the country councils are working hard to review operational delivery models and are delivering real savings to ratepayers. CCOs are one way of doing this but they are not the only way to do so;
5. LGNZ accepts and supports the proposition that councils must deliver value to their communities, but how that value is determined and how it is delivered is a discussion for communities with their elected representatives, subject to there being sufficient transparency around council performance to allow for informed discussions between councils and their communities on value; and
6. The sector has developed its own, independently governed, programme to improve communities understanding of a council's performance and value – the Local Government Excellence Programme – which is supported by 21 councils in Year 1. Further rules, regulations or interventions by the Crown are not necessary and are unwarranted.

LGNZ has been sufficiently encouraged by various discussions to remain hopeful that productive change to the Bill's provisions will occur if the arguments are cogent, well-evidenced, and are well-supported by the membership and their communities. LGNZ considers that to be credible, part of the argumentation employed must be consistent with

the concept that councils must always strive to deliver value provided that the discussion of what constitutes value, and the effective delivery of such value, is a matter for discussion between elected members of a community and the citizens in that community.

The Select Committee has commenced its deliberations. SOLGM has already presented its strong submission on the technical deficiencies of the Bill and discussions between DIA, SOLGM and LGNZ now are underway to address these technical concerns in a deliberate and considered manner. Discussions with the Minister and his officials on the points of local democratic principle (which are focused on by the LGNZ submission) remain ongoing.

We understand that the Select Committee is intending to travel outside of Wellington but also wishes to wrap up submissions by early September. LGNZ prefers to appear as late as possible in the Select Committee's schedule.

#### LGNZ's Lobbying and Media Strategy

A proposed strategy is set out below. This has been discussed in concept with the LGNZ CEOs Forum (for which I am a member) and Metro Sector.

On the media front there has been substantial and continued coverage in media up and down the country. The majority of media comment has usefully outlined the points of principle important to the membership. The feedback we have received on some aspects, however, is that where opposition to the Bill's provisions is interpreted as opposition to delivering value then we risk losing community and parliamentary support for our policy position. It is important that there be no confusion in messaging on this point.

The following broad actions were proposed for consideration:

1. for councils who had not submitted directly on the Bill, a pro forma submission was supplied which HDC sent directly to the Select Committee. The pro forma submission referred to LGNZ's submission noting the short timeframe. The objective of this was to ensure that the Select Committee is provided with the opportunity to hear from all LGNZ members so that the Committee fully appreciates the depth of feeling amongst councils and how the proposed changes may impact locally;
2. LGNZ sought to be the last submitter to the Select Committee in order to bookend the SOLGM and member submissions – at the time of writing this report, LGNZ were to appear on Thursday 1 September. Members were invited to attend in order for the Select Committee to get a feeling of the support for the submission.
3. a LGNZ Wellington media campaign was actioned on the day that LGNZ presented to the Select Committee.
4. Councils were urged to approach and meet with their local MP to explain community concerns. LGNZ considers it important that local MPs be given the opportunity to understand the concerns.

We expect to hear an outcome of the Select Committee's findings in late October.

#### Easter Trading

The Shop Trading Hours Amendment Bill passed its third reading in Parliament on 26 August. The Bill enables Councils to decide whether shops in their district can trade on Easter Sunday. The Bill will become law once it has been given Royal Assent which should occur early next week.

Under the Act all shop employees will have the right to refuse to work on Easter Sunday without being required to give a reason. They will also be able to take a personal grievance if they are treated adversely or compelled to work on Easter Sunday.

Under the process for a local policy change for Easter Sunday shop trading, Council's will:

- only be able to determine whether to allow shop trading on Easter Sunday; be able to determine whether to allow shop trading on Easter Sunday across their entire district or in certain limited areas;
- need to consult their communities using the Special Consultative Procedure on any local policy that would allow shop trading on Easter Sunday; and
- have to review the first local policy created for Easter Sunday shop trading no later than five years after its adoption.

You can find further information at:

[www.mbie.govt.nz/info-services/employment-skills/legislation-reviews/easter-sunday-shop-trading](http://www.mbie.govt.nz/info-services/employment-skills/legislation-reviews/easter-sunday-shop-trading)

### 3.10 **Chief Executive Activities**

As Chief Executive, I continue to be involved in high level strategic meetings and stakeholder engagement or liaison type meetings. Of note, I have attended the following meetings over the last two months:

- Kapiti Coast District Council – quarterly meetings take place involving the Mayor and CEs from both organisations to discuss items common to both councils and keep abreast of activity of each council
- Wellington Conservation Board Meeting – Earlier this month, the Mayor and I were invited to attend the Board's monthly meeting which was hosted at Horowhenua District Council followed by a visit to Lake Horowhenua
- Ngāti Tukorehe – quarterly meeting. Updates were provided by both parties and the Levin Town Centre project was introduced and their input was sought
- Mid-August I met with Chief Executives, Mayors and Rooding Representatives from PNCC, Manawatu District Council and Rangitikei District Council to discuss possible roading contract collaboration
- MidCentral Health – The Mayor and I met with Phil Sutherland (Board Chairperson) and Kathryn Cook (Chief Executive) to discuss the strategic direction of MidCentral Health and other matters of interest
- Regional Chief Executives Forum – this quarterly meeting includes CEs from the Whanganui-Manawatu Region
- Higgins Contractors – In July, I met with Higgins outgoing Chief Executive, David Geor to discuss the impending sale of Higgins to Fletcher Construction.

### 3.11 **Operational Activity**

- Release of the 2016 Pre-election report – this report is readily available to the public and has been distributed to interest and stakeholder groups throughout the district
- Tokomaru Library service delivery by HDC ceased on 11 August with Palmerston North City Council taking over responsibility for this service delivery. HDC facilitated this change at the request of Tokomaru residents
- The launch of the Thursday Night Street Feast in July was a huge success with a good number in attendance, this was followed by another good turnout in August
- Planting of the Donnelly Park BMX track surrounds. This has enhanced the visual appeal of the area whilst suppressing weeds with the applied mulch layer
- An upgrade of Thompson House commenced in July



- Planning has commenced on the Tararua Industrial Development (Council owned land in Tararua Road, Levin)
- David McCorkindale was appointed to the SOLGM Planning Working Party. It is great to see members of the Leadership Team selected for their experience and expertise, and be able to share this outside the organisation
- Levin Wastewater Treatment Plant –Strategic upgrade works are progressing well. The aim of the works is to optimize the plant and efforts to reduce the concentration of ammonia in the treated effluent are progressing.

### 3.12 **LGNZ Conference – Dunedin July 2016 - Report**

*“WE ARE*

*Creating places where people love to live work and play.”*

This theme prevailed throughout the Conference and was illustrated by a range of keynote presentations and workshops focusing on present examples and predicting the future for communities in 2050.

Conference participants were exposed to processes for building resilience, strengthening collaboration, decision-making, risk management, and empowering communities to drive economic growth.

To illustrate the ‘NOW’ a range of case studies from Councils around the country were offered, including ones from Waikato Regional Council, Waitomo District Council, Environment Canterbury, and Waimakariri District Council.

In terms of the LGNZ 2050 Challenge, a stimulating introduction by the Co-chairs of the Young Elected Members Committee set the scene for a range of thought provoking presentations from both national and international speakers.

Greg Doone a Director at PwC began by emphasizing challenges of accelerating change and unpredictability along with global mega trends that are driving the change. He identified the value of “place making” and how we can learn from communities that are responding well to change. <https://digital.pwc.co.nz/our-people/greg-doone/>

Jason Krupp from ‘The New Zealand Initiative’ offered a ‘smaller is better’ perspective emphasizing the local alternative to central government. <http://nzinitiative.org.nz/>

A comprehensive and detailed presentation by Jeb Brugmann founder of ‘Local Governments for Sustainability’ (ICLEI) based in Melbourne provided a sobering analysis of global challenges related to climate change and other issues impacting on our lives. He provided models of comprehensive action plans and the strategies for building resilient communities. <http://oceania.iclei.org/>

Lieutenant General Tim Keating’s speaking on “What it takes to lead a community” was a highlight for me with strong messages related not only to his role but leadership in general.

One of the optional workshops I chose to attend was on creating ‘Emotionally Engaging Places’. Led by Peter Kageyama from the USA this emphasis on “Love where you Live’ while not entirely new, presented innovative ideas relevant to our desire to upgrade Foxton and Levin CBD areas. <http://fortheloveofcities.com/>

#### **BUILDING THE LOVABLE CITY**

#### **FUN – CONVIVIAL- COMFORTABLE – SAFE – FUNCTIONAL**

Other speakers included Central Government Party leaders, the Minister of Local Government. LGNZ President Lawrence Yule and Mark Solomon Kaiwhakahaere of Ngai Tahu

Garry Good (Deputy Mayor)

## Attachments



There are no attachments for this report.

### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	David Clapperton <b>Chief Executive</b>	
Approved by	David Clapperton <b>Chief Executive</b>	

# KiwiRail - Selwyn District Council - Deed of Grant - Proposed New Deed

File No.: 16/468

## 1. Purpose

To seek the Horowhenua District Council's support for the drafting and circulation of a letter from local authorities to appropriate Ministers expressing support for Selwyn District Council and raising concerns in relation to the approach taken by KiwiRail to determine liability for repair costs which could have implications for all Councils which have rail access through their boundaries.

## 2. Recommendation

- 2.1 That Report 16/468 on KiwiRail - Selwyn District Council - Deed of Grant - Proposed New Deed 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 supports the drafting and circulation of a letter from local authorities to appropriate Ministers supporting the stance taken by Selwyn District Council and raising concerns with the approach taken by KiwiRail to determine liability for repair costs and that Local Government New Zealand be advised accordingly.

## 3. Background

- 3.1 As outlined by David Ward, Chief Executive of Selwyn District Council (SDC), at the Rural and Provincial Sectors meeting on 16 & 17 June 2016, KiwiRail Holdings Limited and NZ Railways Corporation have issued High Court proceedings against Selwyn District Council to determine liability for the cost of repairing a water race culvert passing under the railway line. KiwiRail also seeks the costs of alleged disruption to rail traffic on the Main South Line before the repair took place.
- 3.2 KiwiRail has located a deed of easement dated 4 September 1913 between the Crown and a predecessor of SDC (the Selwyn County Council). SDC understands that many local authorities have similar historic deeds.
- 3.3 KiwiRail considers that it can cancel the historic deed by giving 3 months' notice and that if this occurs the Council will have to fill in the race. It has given notice of cancellation and suspended the notice while the litigation continues.
- 3.4 SDC has consistently denied liability for the costs of repair and ongoing maintenance costs as it has not paid maintenance or carried out repairs in the past. It also denies there is any ability for KiwiRail to cancel the terms of any arrangement by the giving of 3 months' notice.
- 3.5 KiwiRail has proposed that the situation be remedied by a new deed of grant. SDC has yet to agree to this. There are a number of issues to be resolved between the parties including:

### *Terms of historic deed*

- (a) Whether KiwiRail, by its conduct over the past 100 years, has accepted responsibility for the repair and maintenance of stockwater race culverts that run under KiwiRail's railway network.

- (b) The question of whether the terms of the historic deed between Selwyn County Council and the Crown are in force and enforceable by KiwiRail has wider application to other Councils which are subject to similar historic arrangements.

*Proposed new deed*

- (c) Whether KiwiRail's proposed new deed of grant is an appropriate way to address the current situation. The provisions of the draft deed are heavily in favour of KiwiRail and potentially onerous for the Council:
- (i) A grant fee of a specified sum per annum per culvert is proposed and this will increase by an automatic 2% per annum under the fee review provisions. This cost is a significant step change from what has been paid historically.
  - (ii) The Council would also be required to pay all of the maintenance costs and all other costs which arise as a consequence of the existence of the culvert.
  - (iii) The use of the culvert land by the Council is very much at the Council's own risk and it is required to indemnify KiwiRail in respect of any loss or damage that KiwiRail may suffer as a result of the Council's use of the land.
  - (iv) KiwiRail is given reasonably arbitrary powers to determine matters under the new deed.
- 3.6 SDC has advised KiwiRail that it wants to consult with all local authorities about the proposed terms as the entry into a new deed of grant by SDC will have precedent setting implications for other Councils, particularly in relation to licence fees.
- 3.7 SDC is seeking an indication of support for a joint approach to be taken to the negotiation of terms of the deed of grant. SDC can circulate suggested terms for comment to any interested parties. There would be greater bargaining power if the negotiation was approached collectively.
- 3.8 In addition, the implementation of grant fees and charges by KiwiRail for local authorities (along with the suggestion that existing water race use rights can be terminated) raise policy issues that should appropriately be addressed at a ministerial level.
- 3.9 Local Government New Zealand is giving support to Selwyn District Council in this matter.

#### **4. Issues for Consideration**

- 4.1 SDC is seeking support for the drafting and circulation of a letter from local authorities to appropriate Ministers raising concerns with the approach taken by KiwiRail.
- 4.2 Council needs to consider the potential impact for this district should KiwiRail implement its approach nation-wide.
- 4.3 From 21/01/2015 to 20/07/16 Council has paid KiwiRail \$71,827.64. With the number of culverts, rail crossings, etc, in this district, this amount could be substantially affected should KiwiRail succeed with its Court proceedings and roll out new deeds of grant for other areas.

#### **Attachments**

There are no attachments for this report.



#### **Confirmation of statutory compliance**

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

- a. containing sufficient information about the options and their benefits and costs, bearing in

- mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

### Signatories

Author(s)	David Clapperton <b>Chief Executive</b>	
Approved by	David Clapperton <b>Chief Executive</b>	



# Documents Executed and Electronic Transactions Authorities Signed

File No.: 16/371

## 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 16/371 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 sale of 20 Forbes Road, Foxton Beach to John Peter Cotton, Rachel Louise Carr and Bruce Anthony Stuart, contained in Certificate of Title 399513.
  - (b) Electronic Transaction Authority relating to sale of 25 Forbes Road, Foxton Beach to Alan Stuart McLeod and Kathleen Teresa Clayton, contained in Certificate of Title 399462.

## 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	
-----------	-------------------------------------	---

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



# Dog Control Policy and Practices Annual Report 2015/16

File No.: 16/473

## 1. Purpose

This Report has been prepared to report Council on Dog Control Policy and Practice matters for the 2015/16 financial year as required by the Dog Control Act 1996.

## 2. Recommendation

- 2.1 That Report 16/473 Dog Control Policy and Practices Annual Report 2015/16 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 adopts the report attached as Attachment A, Dog Control Policy and Practices Annual Report 2015-2016, and that public notice then be given to the Report and a copy be forwarded to the Secretary for Local Government as required by Legislation.

## 3. Background/Previous Council Decisions

- 3.1 Section 10A of the Dog Control Act 1996 requires territorial authorities to report each year on dog control matters.
- 3.2 Council is required to formally adopt a report; public notice must be given on the report; and a copy of the report is required to be sent to the Secretary for Local Government. The recommendations cover off this requirement.

## 4. Issues for Consideration

There are no issues or matters that warrant the particular attention of Council.

## Attachments


No.	Title	Page
A	2015-2016 Annual Report - Dog Control Policy and Practices - PDF	51


### Confirmation of statutory compliance

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

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

## Signatories

Author(s)	Vaimoana Miller Customer Experience Lead	
-----------	---	---

Approved by	Mike Lepper <b>Customer and Regulatory Services Manager</b>	
-------------	--	---



# Dog Control Policy and Practices

Annual Report 2015-2016

This report is presented pursuant to section 10A of the Dog Control Act 1996 which requires territorial authorities to:

“Report on the administration of its Dog Control Policy... and its dog control practices.”

The Act further requires the report to include, in respect of each financial year, statistics relating to defined listed activities and furthermore to make public notification of the report and to provide a copy of the report to the Secretary for Local Government within one (1) month of its adoption by Council.

### Introduction and Overview

Council delivers its Animal Control services in-house, with funding of the dog control component being a mixture of user pays (dog registration fees) and rates, currently set as 70-80% Private Good and 20-30% Public Good.

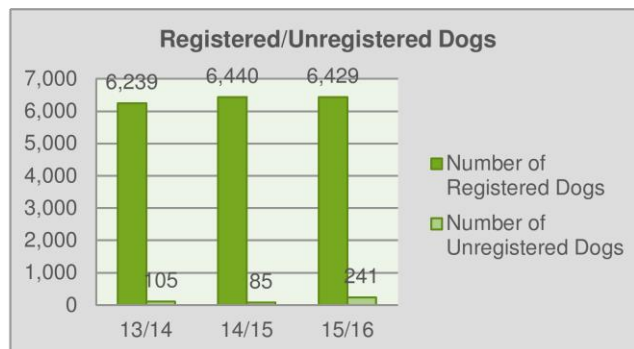
The Animal Control team is part of the Customer Experience team which is in the Customer and Regulatory Services Arm of the Customer & Community Services Group at Council. The Animal Control team comprises of one full time officer and three part time officers and administrative support services are provided by the wider Customer Experience staff that work within the Customer Services call centre and cashing services of Council.

The Dog Pound is situated on Council land off Mako Mako Road, Levin. The facility has kennelling for up to 28 dogs at any one time, housed within a large exercise yard. The Pound is open to the public between 12.30 pm to 1.30 pm, and 3.30pm to 4.00 pm, Mondays to Fridays, excluding public holidays.

A review of Council's Dog Control Policy and Bylaw was undertaken in June 2015 and following the public consultative process was subsequently adopted in August 2015.

### Dog Numbers

The year started with a known 6,440 dogs on Council's Dog Database. At 30 June 2015 there are 6,188 registered dogs and 241 that remained unregistered; a total of 6,429 dogs. All dogs on record have been accounted for (either registered or infringement notice issued).



### Dog Registration Fees

Council operates various categories for dog registration fee purposes. The fee structure used is designed to reflect the makeup of our community and to reward responsible ownership. The following fee structures apply:

#### Description

- New Zealand Kennel Club Status
- Racing Greyhound Stable
- De-sexed Pet (Urban)
- Entire Pet (Urban)
- Puppy (once only)
- Rural Pet
- Stock Dog
- Disability Assist
- Working
- Dangerous
- Superannuitant
- Selected Owner

Some dog owners, of course, did not register their dogs, and in these cases, where they came to our attention, infringement notices were issued. If the infringement notice was not paid, it was lodged with the Ministry of Justice for collection.

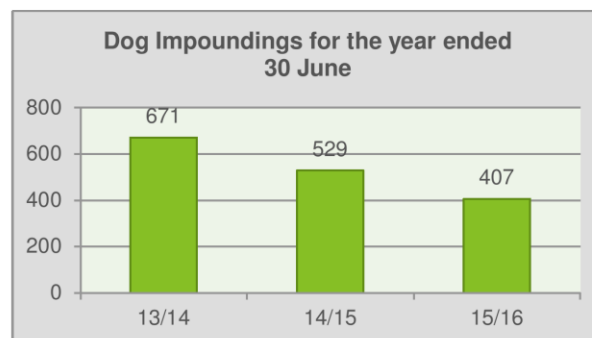
TRIM No. D16/11276

Council also offers a time payment arrangement for owners who may not be able to pay their registration fees in full immediately.

Registration Notices for 2016/17 were posted to all current dog owners in our database and each included a dog information pamphlet called Paws for a moment 2016 (attached).

### Impounded Dogs

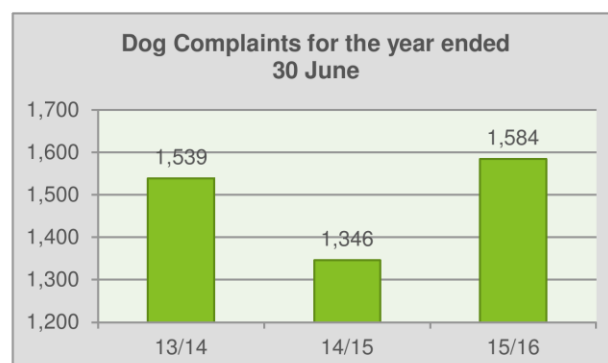
407 dogs were impounded during the year; a reduction of 23% from the previous year (2014/15), and 39% from 2013/14.



### Complaints

All complaints received by Council are recorded on our Dog Database. These complaints are then investigated with the outcome advised to the complainant. There have been 1,584 complaints this year comprising:

Barking	623
Wandering	764
Attacks	91
Aggressive Behaviour	102
Stock Worrying	4



TRIM No. D16/11276

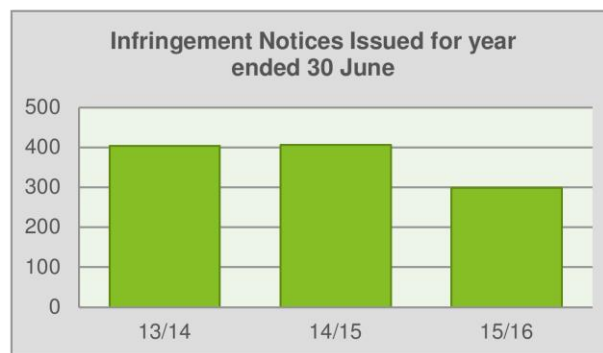
### Infringements

Whilst Council Officers issue infringement notices to errant dog owners, this is normally the last resort as all else has failed.

299 infringements were issued this year, comprising:

Wilful Obstruction of Officer	2
Failure to comply with effects of Dangerous/Menacing Dog Classification	7
Failure to Implant Microchip	23
Failure to Register	253
Failure to keep dog controlled/confined	13
Bylaw offence	1

And, 225 infringement notices were processed to the Courts for collection.



### Prosecutions

Two (2) prosecutions were successfully completed during the year.

### Disqualified and Probationary Owners

#### **Disqualified:**

There was one disqualified owner in the District as at 30 June 2016.

#### **Probationary:**

There were two probationary dog owners in the District as at 30 June 2016.

### Menacing and Dangerous Dogs

All owners of menacing and dangerous dogs are recorded on Council's Dog Database. Owners are written to at the time of the Dangerous or Menacing classification being applied, advising them of their legal responsibilities as the owner.

There were no appeals against the classifications.

TRIM No. D16/11276

<b>Total Number Dangerous Dogs</b>	<b>18</b>
Dangerous by Owner Conviction under s31(1)a)	0
Dangerous by Sworn Evidence s31(1)(b)	18
Dangerous by Owner Admittance s31(1)(c)	0
<b>Total Number Menacing Dogs</b>	<b>255</b>
Menacing s33A(1)(b)(i) i.e. by behaviour	59
Menacing by Breed Characteristics s33A(1)(b)(ii)	0
Menacing by Schedule 4 Breed, i.e. Pitbull s33C(1)	196

<b>Location Breakdown of Dangerous/Menacing Dogs in the District</b>		
<b>Location</b>	<b>Dangerous</b>	<b>Menacing</b>
Foxton	1	48
Foxton Beach	0	12
Levin	8	109
Levin Rural	6	28
Shannon	1	11
Waikawa Beach	1	1
Foxton/Himatangi Rural	0	11
Hokio Beach	0	5
Ohau Township	0	4
Tokomaru Rural	1	12
Tokomaru Town	0	5
Waitarere Beach	0	9

### **After Hours Service**

Animal Control Officers are rostered to provide an 'emergency' after hours service, 365 days of the year.

### **Response Needs**

Some of the more interesting or unusual responses by our team were;

- Impounding of two turtles found taking an afternoon stroll down the footpath in their localities. One was reunited with its owner and the other, a red slider turtle was rehomed.
- Chasing a duck with eight ducklings out of the township and across the railway tracks to water and safety.
- The rescue of two bichon dogs from a sewerage overflow pond.

TRIM No. D16/11276

*Hi dog owners,*

Here you will find all the information you need to ensure you and your pooch are safe and happy in the Horowhenua District.

If you have any questions or suggestions please feel free to get in touch with one of the friendly team on 06 366 0999 or check out [www.horowhenua.govt.nz](http://www.horowhenua.govt.nz) for more information.

*Be in  
to win!*

Pay before  
Sunday 17th July 2016  
and go in the draw to  
win back your registration fee.

## Register your Dog

It's annual dog registration time and all dog tags are changing from Yellow to Blue. Pay before 31 July 2016 to avoid a penalty of 50% being added.

Come in to register your dog on Saturday 9th or 16th July 2016, bring your dog and have it microchipped for \$25.00.



## Lost Dog

If your dog is lost, phone us on 06 366 0999 and provide us with an accurate description of your dog and the area from which it strayed. Often we can match up your reported lost dog with a reported found dog.

- Council's dog pound is located at 169 Mako Mako Road, Levin
- Open to the public 12.30pm – 1.30pm, and 3.30pm – 4.00pm, Monday to Friday (except for Statutory Holidays).

Horowhenua  
DISTRICT COUNCIL

**Paws for  
a moment**  
2016

Horowhenua  
DISTRICT COUNCIL

Have your contact details changed?  
Let us know.

- 06 366 0999 Private Bag 4002, Levin 5540
- 126 Oxford St, Levin 5510 [www.horowhenua.govt.nz](http://www.horowhenua.govt.nz)
- [enquiries@horowhenua.govt.nz](mailto:enquiries@horowhenua.govt.nz) HorowhenuaDC



## What does my registration pay for?

### Response to complaints including:

- Barking dogs/Dangerous dogs
- Wandering dogs/Rushing dogs
- Dogs fouling on public/private land
- Enforcement of the Dog Control Act and the Horowhenua District Council bylaws
- Dog welfare problems
- Attacks on people/domestic pets/stock/wildlife
- Regular monitoring of problem areas and rubbish day areas
- Dogs restrained by the public/ caught in traps
- 24 hour service for emergency needs

### Promoting better care and control of dogs:

- Visits to schools/community groups
- Radio/newspaper information programmes
- Educating owners with problem dogs
- Advice to dog owners and the public

### Provides and maintains the Pound facilities

### Legal action taken when appropriate

## Is your dog microchipped?



All dogs (with the exception of working dogs) in New Zealand must be micro-chipped. Having your dog micro-chipped properly identifies your dog, and that is a big help if it goes missing.

Micro-chipping can help us to reunite dogs with their owners or track irresponsible owners or those prone to abandoning dogs.

Approximately 400 dogs are impounded each year and many have no means of identification.

## Where can I exercise my dog?

Dog control bylaw 2015 areas where dogs are allowed (leashed and/or unleashed)

	 Leashed	 Unleashed
<b>Tokomaru</b>	Residential streets (unless prohibited)	Tokomaru Domain when not being used for sporting or other community uses
<b>Shannon</b>	Residential streets (unless prohibited), Shannon Urban prohibited area (after shop trading hours), Shannon Cemetery, Te Maire Park	Moynihan Park when not being used for sporting or other community uses.
<b>Foxton</b>	Residential streets (unless prohibited), Foxton Town prohibited area (after shop trading hours)	Victoria Park excluding sportsgrounds
<b>Foxton Beach</b>	Residential streets (unless prohibited), Hennessey Street/Lowe Avenue grounds, Hartley Street Esplanade	Foxton Beach outside of ramp areas, Cousins Avenue Plantation Reserve
<b>Waitarere</b>	Residential streets (unless prohibited), Esplanade Reserve, Waitarere Beach Motor Camp (Caretaker and Camp Tenants only)	Waitarere Beach outside of patrolled area
<b>Hokio</b>	Residential streets (unless prohibited)	Hokio Beach
<b>Manakau</b>	Residential streets (unless prohibited), Manakau cemetery, Driscoll Reserve	Kuku Beach
<b>Levin</b>	Residential streets (unless prohibited), Levin Town prohibited area (after shop trading hours), Iona Park, Green Avenue Reserve, Tiro Tiro Road Cemetery, Lincoln Place Reserve, Avenue Cemetery, Maire Park, Railway Reserve Levin North (Kiosk), Railway Reserve (Liverpool Street to Tararua Road), Public Gardens - Rose Gardens, Playford Park Motor Camp (Caretaker and Camp tenants only), Morgan Crescent Reserve, Prouse Bush, Public Gardens - Thompson House Memorial Gardens, Western Park (rear), Levin Adventure Park dog exercise area only	Kowhai Park, Argyle Avenue Reserve, Kimberley Reserve, Gladstone Reserve, Kennedy Drive Park
<b>Mangaore</b>	Residential streets (unless prohibited)	Mangaore Park
<b>Ohau</b>	Residential streets (unless prohibited), Ohau Domain	Parikawau Reserve
<b>Waikawa</b>	Residential streets (unless prohibited) Waikawa Reserve	Waikawa Beach



# Planning Services Matters Considered Under Delegated Authority

File No.: 16/372

## 1. Purpose

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

## 2. Recommendation

- 2.1 That Report 16/372 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 21/07/16 to 20/08/16

Approved Date	File Ref	Applicant	Address
16.07.2016	LUC/3798	Peter Nolan & Rosemarie Lardelli	14A Fairfield Road, Levin
02.08.2016	LUC/2570	Martin Wagner	3 Muhunoa East Road, Ohau
04.08.2016	LUC/3781	Hayley Brown	Tangimoana Road, Levin Rural
08.08.2016	LUC/3788	M J Davie Builder Limited	Weraroa Road, Levin
11.08.2016	LUC/3780	Mobil New Zealand Limited	4 State Highway 1, Foxton
12.08.2016	LUC/3791	Rodney & Lorraine Benning	28 Twin Peaks Grove, Levin Rural
16.08.2016	LUC/3792	Gavin Doughty	6 Muhunoa West Road, Ohau
17.08.2016	LUC/3797	Sandra Barclay	46 Beech Street, Tokomaru

### All Land Use Resource Consents Granted Under Delegated Authority 21/07/16 to 20/08/16

Approved Date	File Ref	Applicant	Address
22.07.2016	SUB/3773	Colin Cudby	454 Kaihinou Road, Tokomaru Rural
22.07.2016	SUB/3771	Jan & Barry Kinchin	55 Muhunoa East Road, Levin Rural
28.07.2016	SUB/3767	Cody De La Croix	571 Queen Street, Levin
03/08/2016	SUB/3786	Richard Shiel	68 MacArthur Street, Levin
05.08.2016	SUB/3787	Fairfield Estate Limited	65 Fairfield Road, Levin Rural
11.08.2016	SUB/3790	Paula Loader	64 Parker Avenue, Levin
12.08.2016	SUB/3794	Waitarere Rise Limited	Mowhia Grove, Waitarere Beach

## 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 <b>Customer and Regulatory Services Manager</b>	
Approved by	Mike Lepper <b>Customer and Regulatory Services Manager</b>	

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

The following motion is submitted for consideration:

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

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

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

### C1 Disposal of Surplus Land - Gladstone Road, Levin

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