

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

Date: Wednesday 19 July 2017
Time: 4.00 pm
Meeting Room: Council Chambers
Venue: 126-148 Oxford St
Levin

Council OPEN AGENDA

MEMBERSHIP

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

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**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 Participation

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 Declarations of Interest

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

5 Confirmation of Minutes

5.1 Meeting minutes Council, 7 June 2017

8 Announcements

Foxton Community Board

Board Chair, David Roache, will give an update on behalf of the Foxton Community Board.

Proceedings of the Hearings Committee 31 May 2017

File No.: 17/342

1. Purpose

To present to the Council the minutes of the Hearings Committee meeting held on 31 May 2017.

2 Recommendation

- 2.1 That Report 17/342 Proceedings of the Hearings Committee 31 May 2017 be received.
- 2.2 That the Council receive the minutes of the Hearings Committee meeting held on 31 May 2017.

3. Issues for Consideration

The following items considered by the Hearings Committee meeting held on the 31 May 2017 are included in reports on today's Council Agenda.

Policy on Dangerous and Insanitary Buildings 2017

Proposed Resource Consent Fees 2017/18

Draft Local Alcohol Policy

Fees and Charges 2017/18 : Food Act Premises

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	Nicki Brady Group Manager - Business Services	

Hearings Committee

OPEN MINUTES

Minutes of a meeting of the Hearings Committee held in the Council Chambers, 126-148 Oxford Street, Levin, on Wednesday 31 May 2017 at 1.00 pm.

PRESENT

Chairperson Cr J F G Mason
Members Cr P Tukapua
Cr B P Wanden

IN ATTENDANCE

Mr M E Lepper (Customer & Regulatory Services Manager)
Ms V Miller (Customer Experience Lead)
Ms M Leyland (Compliance Lead)
Mrs A Pakau (Consents Lead)
Mrs K J Corkill (Meeting Secretary)

ALSO IN ATTENDANCE

Policy on Dangerous and Insanitary Buildings 2017

Ms C Craig (Heritage New Zealand Pouhere Taonga)

Proposed Resource Consent Fees 2017/18

Ms S Graham (Truebridges)

Draft Local Alcohol Policy

Ms C Bruce (Health Promotion Agency)
Ms G Baretta (Health Promotion Agency)
Mrs C Smith
Mrs G McCutcheon (Communities Against Alcohol Harm)
Dr G Hewison (Communities Against Alcohol Harm)
Dr N Jackson (Alcohol Healthwatch)
Mr P Ward
Mr P Radich (Progressive Enterprises)

Mr A Little

1 Apologies

Apologies were recorded for the following submitters who had indicated their wish to speak, but withdrew prior to the meeting:

Policy on Dangerous and Insanitary Buildings 2017

Anne Hunt

Draft Local Alcohol Policy

Dominic Smith, Maru Kowhana Smith, Annamarie Smith, Kim Anderson Smith.

MOVED by Cr Tukapua, seconded Cr Wanden:

THAT the apologies be accepted.

CARRIED

Opening the hearing, Cr Mason introduced the Hearings Panel and Council Officers in attendance and advised, for the record, that the meeting was being recorded.

2 Declaration of Interest

There were no declarations of interest.

3 Reports

3.1 Policy on Dangerous and Insanitary Buildings 2017 - Hearing of Submissions

Purpose

To provide the platform for the Hearings Committee (Committee) to hear and consider submissions received on the Policy on Dangerous and Insanitary Buildings 2017 (Policy) and make subsequent recommendation to Council in respect of the policy.

MOVED by Cr Tukapua, seconded Cr Wanden:

THAT Report 17/171 Policy on Dangerous and Insanitary Buildings 2017 - Hearing of Submissions be received.

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

CARRIED

Requesting that the report be taken as read, Mrs Miller, Customer Experience Lead, joined the table to respond to any Members' questions.

Introducing herself, and tendering an apology for Mr Kiddle who had intended to be in attendance, Claire Craig, speaking on behalf of Heritage NZ Pouhere Taonga (HNZPT), reiterated HNZPT's opposition to 4.1 under Heritage Buildings which provided that "*No special dispensation will be given to heritage buildings under this policy*". Whilst appreciating the Act was not easy, Ms Craig stressed the need to work collaboratively to get the right outcome. She encouraged Council to include in the policy the need for collaboration to assist the owners of heritage buildings to avoid such buildings lapsing into a dangerous and insanitary condition.

Responding to a request for clarification as to what HNZPT would regard as a heritage building, Ms Craig said that was somewhat tricky. It was not necessarily age, but could also include something that had an historic resonance for someone. From HNZPT's perspective, in relation to the current situation, it definitely included things scheduled in the District Plan and on the NZ Heritage list. The District Plan was updated on a ten yearly cycle and hopefully everything would be captured in that cycle

of identification.

Noting item 9. in HNZPT's submission and that as part of its Annual Plan process, Council had adopted an amount of \$50,000 per year to assist heritage building owners, Cr Tukapua queried if that went some way to addressing matters raised in terms of assistance for affected parties.

Ms Craig said they were delighted and while they would like much more, they did appreciate the difficulties Council had in resourcing the wide variety of responsibilities it had with there being such a range of issues in the region which covered a high seismicity area of the country. However, it was also helpful to offer a carrot as well as a stick.

Noting that the submission from HNZPT had promoted a change in wording and additional clauses with regard to 4. Heritage Buildings, Cr Mason acknowledged the important partnership between the two organisations and the commitment to work together going forward.

Responding to a query from Cr Wanden with regard to earthquake prone buildings, Mr Lepper advised that these would come under new Government legislation that came into effect on 1 July 2017.

3.2 Proposed Resource Consent Fees 2017/18

Purpose

The purpose of this report is to provide the platform to allow the committee to hear and consider submissions received on the Proposed Resource Consent Fees 2017/18, and provide a subsequent recommendation to Council.

MOVED by Cr Wanden, seconded Cr Tukapua:

THAT Report 17/202 Proposed Resource Consent Fees 2017/18 be received.

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

CARRIED

Mrs Pakau, Consents Lead, joined the table to speak to the report and answer any questions from Members.

Mrs Graham, Truebridge Associates Ltd, reiterated the objections raised in her submission with regard to the replacement of the Fast Track Consent with a processing time of 5 working days with the proposed 10 Day Land Use Consent and attendant fee increase, the increase in the s125 Application Fee and the addition of 20% to the cost of s42A planning reports.

Mr Wanden queried how many fast track consents Council had done over the last year at \$480.00.

Whilst not being able to give a specific number, Mrs Pakau said quite a few fast track consents had been done. Clearly defined criteria were now proposed for the 10 Day consent, which was a premium service. If someone was prepared to pay for a premium service it would be undertaken, versus the fast track consent which had not been very realistic.

Also queried by Mrs Graham was 3. Proposal to set fees, (f) Deposit fees/charges are non-refundable.

Mr Lepper clarified that this was in respect of a consent that was withdrawn, suggesting the addition of the following words to (f) "...if the consent is withdrawn, minus the amount of time spent up until that point."

Mrs Pakau clarified that the s125 application fee was made up of the time taken to lodge, process, and research the consent, and all administration costs. History had shown that Council had not been recovering those costs which was why the increase was proposed.

The meeting adjourned from 1.45-2.10 pm.

As submitters were awaited for the hearing of submissions on the Draft Local Alcohol Policy, it was agreed that 3.4 – Report 17/226 – Fees and Charges 2017/18 : Food Act Premises would be the next item addressed.

3.4 Fees and Charges 2017/18 : Food Act Premises

Purpose

To provide a platform for the Hearings Committee (Committee) to make a recommendation to Council in respect of the proposed schedule of fees and charges in respect of Food Premises that are subject to the Food Act 2014 for the 2017/18 year commencing 1 July 2017.

MOVED by Cr Tukapua, seconded Cr Wanden:

THAT Report 17/226 on Fees and Charges 2017/18 : Food Act Premises be received.

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

CARRIED

Ms Leyland, Compliance Lead joined the table to answer questions from members, and advised that this report related to the proposed fees for food businesses that were operating under the Food Act 2014 only. The fees were relatively the same as last year with a few minor tweaks given that last year was the first year operating under the new scheme. In terms of consultation, with had been undertaken directly with all of the food business currently registered with Council under the new Food Act and Food Hygiene Regulations. No submissions had been received.

3.3 Draft Local Alcohol Policy - Hearing of Submissions

Purpose

To provide the platform for the Hearings Committee to hear and consider submissions received on the Draft Local Alcohol Policy (LAP) and then make a subsequent recommendation to Council in respect of the Policy.

MOVED by Cr Wanden, seconded Cr Tukapua:

THAT Report 17/220 Draft Local Alcohol Policy - Hearing of Submissions be received.

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

CARRIED

Ms Leyland, Compliance Lead, joined the table to speak to the report and answer any questions from members.

Prior to hearing from submitters, the Chair noted that this would be the first time that Council had a Local Alcohol Policy and she acknowledged the huge amount of work

done by Mr Lepper and Council Officers to get it to the point where submissions would now be heard.

Ms Leyland noted that all the information was contained in the report and Officers had nothing further to add, but would be happy to answer any questions.

Submission 40 – Health Promotion Agency – Cathy Bruce and Giselle Baretta were welcomed to the table. Ms Baretta introduced herself and Ms Bruce and gave a background to the work done by the Health Promotion Agency.

Ms Bruce highlighted the main points in the Agency's submission expressing HPA's support for the work undertaken by HDC so far as well as expanding on the few minor changes suggested which could result in a stronger LAP which would better meet the objectives of the Act. She stressed Council's crucial role in helping to reduce alcohol harm in the community and she encouraged keeping the objectives of the Act in mind when making the LAP.

Noting comments made by Ms Bruce with regard to New Zealand's drinking culture, Cr Wanden queried if she thought the culture was more harmful in 2017 than five years ago and could she see it changing in the next few years.

Ms Bruce responded that it would be very naïve to think that any area was immune from alcohol-related harm. There were issues of acute harm involving violence and long term health conditions which resulted from heavy use of alcohol. There was some data showing that statistics around young people were improving, but there was a lot of harm out there.

With the LAP just being words on paper, Cr Wanden queried what measures Council could take to try and change that culture.

Ms Baretta said the LAP was a good first step which gave a mandate for some change. Data from the MOH with regard to this community could also be a good indicator of how things were tracking locally and could help tailor things within the Policy.

Responding to comments by Ms Bruce on the number of streams that the Agency worked in to reduce alcohol harm, Cr Wanden suggested that this was something that could be of interest to Council's Community Wellbeing Committee.

Timeframes and the anticipated growth were raised with Ms Bruce saying that the process should not be rushed as it was a big process to go through and it was important to think six years ahead and how the community could change within six years.

With regard to special licences and limiting the number of events, Ms Bruce said special events become an extension of a licence and it was important the intent of the Act was considered when deciding applications for a special licence. Some premises held something every month when they became less of a special event.

With regard to future growth and how to address that, Ms Bruce said different Councils had tried different things. Some Council had picked out high harm areas, bottle stores, or limited where a premises could position itself. That was a call for each Council to make.

Submission 1 – Corrine Smith – Ms Smith introduced herself saying over the past 18 months she had been the voice in her community against alcohol harm. She expressed her deep concern about the negative effect of alcohol on her community. When working as an enrolled nurse she had seen the effect of domestic violence

fuelled by the use of alcohol; had seen black eyes; broken limbs and other harm caused by the misuse of alcohol. She saw the LAP as a way for Council to protect communities. Overall she said she agreed with what was proposed but thought it could go a little bit further.

Submission 8 – Glen McCutcheon (Communities Against Alcohol Harm) – Ms McCutcheon said she had come down from Auckland to support Corrine Smith. She highlighted concerns in Auckland in relation to supermarket licences as Auckland did not have a LAP. She said she was 100% behind HDC putting in place a LAP. Whilst this was a positive start, Ms McCutcheon said she would like Council to listen to what the community was saying which was really important as sometimes people in the community felt they were not listened to. She reiterated her support for the suggested trading hours in her submission of 10.00 am to 9.00 pm as the later premises closed in the evening the more alcohol harm there was. She also urged a freeze on more outlets. CAAH was also opposed to, and had been successful in Auckland in removing, alcohol brand advertising.

Also from Communities Against Alcohol Harm, Dr Hewison was given the opportunity to speak. He spoke about people like Corinne Smith who was an advocate for the Shannon Community because she and others like her had seen and experienced alcohol harm in their lives. Five years ago Auckland Council had commenced the LAP process but still had not got there. One of the things having a LAP did give a community was a framework to work from and in Auckland there currently was no framework. One of the key levers that a LAP could give was around opening and closing times. Dr Hewison suggested if Members felt that closing times in particular could be moved back that was something that could be focussed on as the shift of even one hour could make a difference. Another area for focus could be the number of liquor outlets, supermarkets, taverns, etc, and a freeze could be placed on these, particularly in vulnerable communities like Shannon where it was known there was alcohol harm. He also urged consultation with local iwi.

Responding to a query from Cr Wanden with regard to evidence regarding closing times and off licence premises and what was proposed in the LAP, Ms Leyland said that partner agencies such as MDHB and the NZ Police were directly consulted with and they had not suggested any changes. There was no sales-related data available and that related to the fact that there was no requirement for that data to be held.

Cr Mason thanked Ms McCutcheon and Dr Hewison for making the trip from Auckland to speak to their submission. She assured them the panel, as members of this community, were listening to what submitters had to say.

Submission 5 – Peter Ward – Mr Ward said he was fully in agreement with and supported the submission by Alcohol Health Watch. He said when he first read the proposed LAP he asked the question “Would this protect the Shannon community against a new office licence?”. The answer was not in the LAP, it was in Government legislation. Parties, such as the Police, who had to work within the legislation were under-resourced and it was a nationwide issue. He strongly urged Councils to do more research and there was a need to push back on the Act which had some serious flaws.

Mr Ward said that alcohol was New Zealand’s single biggest social problem with the Act structured and formulated to be only picking around the edges of the problem.

Cr Tukapua queried if Mr Ward would support, as suggested, Council lobbying Central Government through Local Government NZ to strengthen the legislation so vulnerable communities would be better protected.

Mr Ward said other groups would also support that as this was a social policy issue

and it had been put in the hands of the judiciary to policy social policy.

Submission 7 – Dr Nicki Jackson (Executive Director, Alcohol Healthwatch) – Dr Jackson introduced herself advising that Alcohol Healthwatch was an independent charitable trust working to reduce inequities in alcohol-related harm. The Trust was funded by the Ministry of Health to provide evidence-based information and advice on policy and planning matters.

Dr Jackson provided an overview of AH's submission with regard to the context of LAPs in New Zealand, noting that about a quarter of tla's had not yet developed a draft LAP, while over a third had adopted one. All LAP's adopted had been appealed except one.

Also provided was Police Call Out data on violent offences (including family violence) and anti-social behaviour.

LAPs were intended to minimise harm ("reduce to the smallest amount, extent or degree"), and a LAP was not about maintaining the status quo not enhancing economic interest. It was about achieving the object of the Act and that was minimising alcohol related harm as far as reasonably possibly. There was a need to protect vulnerable populations in the district such as young Māori and Pacifica men and young women. After providing some New Zealand data with regard to the impact of alcohol density and alcohol availability in terms of opening and closing hours, Dr Nicholson suggested that Council use the Act to the extent that it could such as specifying in the Provisional LAP the number of on and off licences in some areas.

Responding to a query in relation to supermarkets, Dr Nicholson said they had been able to sell wine from 1989 and beer from 1999. In terms of a culture change, wine consumption had gone up.

Submission 44 – Paul Radich, Progressive Enterprises – Mr Radich commenced by saying that Progressive Enterprises understood the issue of alcohol for communities. They were supportive of the work that had been done and the recommendations that had been arrived at. He thought it was reasonable and it was fair. He said what was proposed was a starting point and they would work with Council and the Police to establish actual data in terms of harms facing this community to establish base-line harm data. The Police had looked at the draft LAP and had agreed that it was reasonable and fair. PE's submission was relatively short and he did not have anything further to add. Whilst not thrilled to bits with the LAP, they did understand the reason for it and considered it fair.

Mr Radich provided some data in relation to alcohol sales and time of day, saying that people purchased alcohol from supermarkets because it was convenient and the vast majority of alcohol sold was during the day. He also commented on the practicality of shortening the hours alcohol could be sold in terms of overall opening hours as it made it difficult for people who were genuinely shopping to purchase a bottle of wine. He also provided information with regard to alcohol advertising, saying there were restrictions on how much discount could be advertised, which was not more than 25%. There was also no legal restrictions on marketing, but they imposed restrictions themselves as they were a responsible retailer.

Responding to a query with regard to the call out data provided by the previous submitter with regard to offences and querying if Progressive Enterprises kept specific data about intoxicated people, Mr Radich said the information provided was a calculation and there was a myriad of research in that space which said different things. They had more problems now with cigarettes than with alcohol. They were also putting their 4,000 staff through refresher training on how to deal with intoxicated persons.

The meeting broke from 3.40 pm to 4.05 pm awaiting the final submitter who was due to speak at 4.00 pm.

With the Foodstuffs North Island Limited representative not attending, Ms Leyland responded to Members questions in relation to:

- the number of licenced premises as noted in Attachment B, clarifying that there were 71;
- club licences – with new licences being for a year and a renewal being for three years;
- special licences could also be applied for which allowed clubs to operate outside normal operating hours;
- if there was a change to the hours that was consulted on, with those people who had submitted in the first instance then having an opportunity to submit on that change and it could go to appeal.

Cr Mason thanked those submitters still in attendance and the Committee retired to deliberate (4.10 pm).

MOTION TO EXCLUDE THE PUBLIC

MOVED by Cr Wanden, seconded Cr Tukapua:

"THAT the Hearing Committee pursuant to Section 48, Local Government Official Information and Meetings Act 1987, resolves that the public be excluded from the following parts of the proceedings of this meeting;

- 17/171 Policy on Dangerous and Insanitary Buildings 2017**
- 17/202 Proposed Resource Consent Fees 2017/18**
- 17/220 Draft Local Alcohol Policy – Hearing of Submissions**
- 17/226 Fees and Charges 2017/17 : Food Act Premises**

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 and Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public on the following grounds;

Subject to sections 6, 8 and 17 of the Local Government Official Information Act 1987, the withholding of the information is necessary:

48(1)(d) That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

AND FURTHER

THAT the decisions reached during the public excluded section of the meeting be made public."

CARRIED

6.20 pm

The meeting adjourned to await drafting changes to the LAP.

Upon receipt of the LAP with drafting changes the meeting was declared closed on 30 June 2017.

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

DATE:.....

CHAIRPERSON:.....

Proceedings of the Community Wellbeing Committee 20 June 2017

File No.: 17/338

1. Purpose

To present to the Council the minutes of the Community Wellbeing Committee meeting held on 20 June 2017.

2. Recommendation

- 2.1 That Report 17/338 Proceedings of the Community Wellbeing Committee 20 June 2017 be received.
- 2.2 That the Horowhenua District Council receives the minutes of the Community Wellbeing Committee meeting held on 20 June 2017

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)	Denise Kidd Community Services Manager	
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Approved by	Denise Kidd Community Services Manager	
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Community Wellbeing Committee

OPEN MINUTES

Minutes of a meeting of the Community Wellbeing Committee held in the Council Chambers, Horowhenua District Council, 126-148 Oxford Street, Levin on Tuesday 20 June 2017 at 1.00 pm.

PRESENT

Chairperson	Cr Barry Judd
Deputy Chairperson	Cr Jo Mason
	Ms Barbara Bradnock
	Mr Mike Fletcher
	Ms Eve Fone
	Mr Liam McLeavey
	Ms Tracy Merson
	Mrs Jacqui Moynihan
	Mr Patrick Rennell
	Mr Mark Robinson
	Ms Jo Smith
	Ms Ella Tavernor
	Ms Margaret Williams

IN ATTENDANCE

Mrs Denise Kidd	Community Services Manager
Miss Sharon Bowling	Meeting Secretary
Mrs Helen Hayes	Community Development Advisory
Mrs Cathryn Pollock	Community Development & Recreation Advisory
Mr Joshua Wharton	Community Development Advisor
Shanon Grainger	Economic Development Manager
Gemma Reilly	Economic Development Support Officer

ALSO IN ATTENDANCE

Emily Anderson	Deputy Chairperson, Youth Voice
Mayor Michael Feyen	Ex-officio
Cr Ross Campbell	
Lew Rohloff	

1 Apologies

Apologies were recorded for Sgt Sam Gilpin, Ms Suze Strowger, Ms Moira Howard Campbell, Mrs Di Rump, Ms Delphi Winters, Dr Betty Lou Iwikau, Mr Craig Fluery and Mr Murray Woodcock.

Cr Jo Mason advised she would be approximately 30 minutes late.

2 Public Speaking Rights

None requested.

3 Confirmation of Minutes

MOVED by Mr Liam McLeavey, seconded Ms Margaret Williams:

THAT the minutes of the meeting of the Community Wellbeing Committee held on Tuesday, 13 June 2017, be confirmed as a true and correct record.

CARRIED

A correction was noted for Page 3 to read 'a consumer and a clinical council', and Jacqui Moynihan's apology, which had been overlooked, was recorded for the Minutes of 11 April 2017.

4 Announcements

The Chair advised of three additional announcements:

1. A brief presentation on Growth 2030 to be given by HDC Officers Shanon Grainger and Cathryn Pollock, relevant to older people in the district.
2. Re Ministry of Health: in relation to the development of a Horowhenua 'Health and Wellbeing Plan (Locality Planning)' initiative/strategy, a number of meetings have taken place with representation from the Community Wellbeing Committee. An update on progress will be invited for the next meeting.
3. New members have been appointed to Community Wellbeing Committee – Dr Betty Lou Iwikau (Ngāti Raukawa iwi representative) and Ms Debbie Baker (from Life to the Max to represent the youth provider sector in contrast to representing the view of young people which will continue to be delivered by representation from Youth Voice nomination).

The Chair also advised that CWC Members should have all received an invite to tomorrow's Compassion Horowhenua Stakeholder Briefing (re Community Housing), and Chair provided a brief background around the purpose of the meeting.

Growth 2030

HDC Officers Shanon Grainger and Cathryn Pollock gave a brief update and outline on the 'Quality Care and Lifestyles for Older People' project, aka LIFT. Members were reminded that this is a national pilot, with the focus on designing solutions about our community with our community. Delivery of the project is based on co-design principles – working with the community as participants, which reflects the essence and approach taking. A rapid process: at the moment focused on design phase, with full launch into the community in 2018. Keen to engage with key stakeholders and test thinking with the committee; will engage with community members/ relevant community and government organisations over the next 6-8 weeks, to ensure that Horowhenua community views and priorities are clearly represented in that plan.

The PowerPoint presentation is **attached** to the official minutes.

Ministry of Education (MOE)

Ella Travenor presented that latest analysis of educational data for Horowhenua (Info-graphic tabled).

There was some discussion about the data MOE is intending to provide for the annual report for Community Wellbeing Committee:

- Ministry of Education - number and % enrolled in early childhood (including ethnicity)
- Ministry of Education - number and % of young people achieving NCEA Level 2 or higher by the age of 18 years (including ethnicity)

Discussion included the value of providing in relation to the trends, for previous years, in order to give it some context and provide a sense of an improving or worsening trend over time.

Discussion was also had regarding potentially including the Year 8 data that has replaced other data in the “Better Public Service” indicators.

Other general comments regarding data sets included Level 4 achievements, Learners Accessing Learner Support and Year 8 achievements.

Action Point: Denise Kidd to liaise with Ella Travenor to gather the data including trends data for the two agreed sets

The info-graphic is **attached** to the official minutes.

Ministry for Vulnerable Children, Oranga Tamariki

Presentation on new organisation and youth data for Horowhenua by Eve Fone.

A front facing organisation of care and protection for children and young people:

- Listening to what young children/tamariki have to say. Historically it was tempting as adults working in these fields to believe we are the experts; when in fact the young children/people are the experts in their lives. This is now enshrined in legislation.
- Raising of the age settings for care to protection to include 17 year olds (recognising that 17 year olds are not ready to be independent). Legislation now requires us to do this; now retained in our custody until age 18.

More flexibility has been built into the system for young children/people. Processes in place to prepare adolescences for independence.

VOYCE – Whakaronga Mai – is a new (NGO) advocacy service for children and young people with care experience, independent to Oranga Tamariki. Partnership with children, young people, philanthropic organisations, government and NGOs. Children’s voices/participation is the crucial aspect (rather than an adult voice for them).

81 children in the Horowhenua community are in the day-to-day care or guardianship under the organisation; 61 are Māori, of which the bulk are living with whanau (first place of placement, rather than Oranga Tamariki carer). Need to apply similar standards to whanau care as Oranga Tamariki care, to ensure whanau is the right place for them.

Six new values of Oranga Tamariki were tabled; which put at the forefront, how we undertake our work, applying these values in every aspect.

Discussion covered local care/custody statistics and indicators and its tracking, NFA (No Further Action) stats/signals, collaborations with other community organisations/agencies looking at different means of appropriate response, local suicide rates and the value of capture suicide data, impact of adoption (losing identify or culture).

There is a shift in thinking which is more agile, transformational – instead of funding services, will commission/tailor make the services to fit the child/young person.

The PowerPoint presentation is **attached** to the official minutes.

Youth Voice

Presentation and update on Youth Action Plan by Liam McLeavey and Emily Anderson, covering the purpose of Youth Voice, what they've been up to this year and plans going forward.

Youth Voice were commended for what they are doing as was Council for the absolute positive engagement.

Siting a disconnect with schools of Foxton around fitness, it was questioned if this presented an opportunity for the role of YV to bridge this disconnect. Liam McLeavey acknowledged the disconnect that exists, and that representatives from three schools met recently and are addressing this.

Liam McLeavey stated that for the young people who have been involved in Youth Voice (formerly Youth Council) the investment in it makes a huge difference in their lives, it changes lives.

The PowerPoint presentation is **attached** to the official minutes.

Update on Family Violence Charter and Action Plan

Due to time restrictions the decision was made to defer this update to the next meeting.

5 Reports

5.1 Community Services Report to 20 June 2017

Purpose

To present to the Community Wellbeing Committee the Community Services Report to 20 June 2017.

MOVED by Mrs Kidd, seconded Cr Judd:

THAT Report 17/247 Community Services Report to 20 June 2017 be received.

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

CARRIED

Mrs Kidd spoke briefly to this report.

How progressing as a whole community; will be contacting those agencies to provide data to prepare a report to see how we are tracking and how to focus our attention going forward.

Pre-fitness pregnancy course –now full! A great outcome and useful development.

Re: Residents Survey just undertaken, included questions from quality of life survey (e.g. safe/unsafe, groups that people value personal/social supports, feeling socially connected, people have someone to turn to/social infrastructure). First time these questions have been included as a baseline for assessing community safety and wellbeing. The survey outcomes will be presented back to group within the End of Year Score Card on Community Wellbeing Across the District .

Helen Hayes , Council Officer, talked about the ***Inclusion and Access Plan***. Feedback from members of the Committee commended the level of community engagement and participation in the development of this Plan.

It was agreed that members of the Community Wellbeing Committee review the Inclusion and Access Plan and provide feedback to Helen Hayes prior to 03 August 2017. (helenh@horowhenua.govt.nz). The next Community Wellbeing Committee meeting is expected to table and accept the Inclusion and Access Plan and recommend that Council also confirms this Plan.

Action Point: Committee members to provide feedback on Inclusion and Access Plan on or before 03 August 2017

Based on the information presented and the associated discussion, at April meeting, it is proposed that *Social and Affordable Housing in Horowhenua District* be confirmed as one area for priority focus for the Horowhenua Community Wellbeing Committee over the next twelve (12) months.

It was decided that the proposed focus of the August meeting to include 'Housing and Affordability' be revisited at the next CWC meeting.

Commencing gathering of information and data on how Horowhenua district, is progressing as a whole community in regards to wellbeing; Team will be contacting those agencies to provide data for the End of Year Score Card on Community Wellbeing Across the District to see how we are tracking and where we focus our attention going forward.

Discussion regarding data was had:

Last year the membership of the Horowhenua Community Wellbeing Committee agreed on specific data sets related to Horowhenua district to annually measure community wellbeing across the district, and to inform an annual report for the Committee. Cathryn Pollock is available to receive this information from agencies (cathrynp@horowhenua.govt.nz).

Action Point: Denise Kidd will contact agencies with data, but agencies can submit their data sets directly to Cathryn Pollock.

Data sets as follows:

1. **New Zealand Police** - Rates of family violence offences per 10,000
2. **Ministry of Education** - Number and % of children enrolled in early childhood education(including ethnicity)
3. **Oranga Tamariki** - Number and % of notification rates that require further action (ethnicity)
4. **Work and Income** - Number and % of working age population who are receiving jobseeker benefit (ethnicity, age and duration)
5. **Mid Central District Health Board** - Number and % of children (0-4 years) with ambulatory sensitive hospital admissions (ethnicity)
6. **Ministry of Education** - Number and % of young people achieving NCEA Level 2 or higher by the age of 18 years (ethnicity)
7. **Mid Central District Health Board** - Number and % of young people (7-14 years / 15-24 years) with ambulatory sensitive hospital admissions (ethnicity)
8. **Work and Income** - Number and % of Horowhenua "Youth" clients (18-24 years; 18-20 and 21-24) of Work and Income (by benefit type, duration, ethnicity, gender)
9. **Work and Income** - % of "Youth" clients as a percentage of overall beneficiaries for the district and nationally.

10. **Mid Central District Health Board** - Number and % of people aged 65 years and over with ambulatory sensitive hospital admissions (ethnicity)
11. **Horizons Council** - Number of people on "Total Mobility" Scheme and number of new applications.
12. **Age Concern** - Number of "substantiated" incidents of elder abuse reported within Horowhenua.
13. **Horowhenua District Council*** - Perceptions of Safety (Thinking about issues of crime and safety, in general how safe or unsafe do you feel in the following situations: Very unsafe (1), A bit unsafe (2), Fairly safe (3), Very safe (4), Don't know / not applicable (5). (A) In your home after dark 1 2 3 4 5 (B) Walking alone in your neighbourhood after dark 1 2 3 4 5 (C) In your town centre during the day 1 2 3 4 5 (D) In your town centre after dark 1 2 3 4 5
14. **Horowhenua District Council*** - Social Networks (Thinking about the social networks and groups you may be part of, to which of the following, if any, do you belong? A) A sports club Yes /No B) A church or spiritual group Yes /No C) A hobby or interest group Yes /No 4) A community or voluntary group such as Rotary, the RSA or Lions Yes /No 5) Online network through websites such as Facebook / Twitter, online gaming communities and forums Yes /No 6) A network of people from work or school Yes /No 7) Other social network or group (please specify) _____ 8) None of the above Yes /No
15. **Horowhenua District Council*** - Loneliness (Over the past 12 months how often, if ever, have you felt lonely or isolated? Note: One answer only: Always / Most of the time / Sometimes / Rarely / Never)
16. **Horowhenua District Council*** - Personal Support (If you were faced with a serious illness or injury, or needed emotional or practical support during a difficult time, is there anyone you could turn to for help? Yes / No / Don't know / unsure

**Questions included in Residents Survey, Horowhenua District Council come directly from the national "Quality of Life Survey" measuring the wellbeing of residents within the six largest urban territorial authority areas of New Zealand.*

Discussion was had regarding Mid Central DHB data, including the value of capturing suicide data.

It was noted that ASH data is excellent for some age groups but has some limitations for the older population. Jo Smith identified 1-2 data sets that would be useful for the Committee to see reported in the end of year report.

Action Point: Denise Kidd to follow up with Jo Smith to get the older population data including trends data for the two agreed sets (refer Central Technical Advisory Services)

Action Point: Denise Kidd to follow up with Barb Bradnock to get the ASH data including trends data and discuss and consider suicide data.

6 Agency Round Table

Going around the table, Members gave an update from their organisation's perspective:

Barbara Bradnock (MCDHB) – locality process planning continuing (significant loss of funds \$5.1m deficit); GP teams across high utilisation as is the hospital.

Liam McLeavey (Youth Voice) – re: Pathways Horowhenua, developing a statement of intent to incite transformation around education and employment opportunities; a community led model supports young people, significant thing for young people in this community.

Tracy Merson (HALT) – family violence particularly busy with over 700 referrals in 6 months in the district. Good new initiatives, and will talk to them at the next meeting. Wahine Toa

Programme with HALT support commences on 01 July (new in NZ, only trialled in Horowhenua). Will report back on this.

Jacqui Moynihan – announced that Maureen Scott has been appointed as the new Children’s Team Director for the district to end of June 2018. BAU for Children’s Team, and working closely with Oranga Tamariki.

Patrick Rennell (HLC) – thanked the Chair for welcome. Bugbear is the NZ education model. Also part of LTTM. HLC going through strategic planning process, welcomes input into that.

Mark Robinson (Education Horowhenua) – busy time of year, have opened up for education 2018; plea to “sell your local schools”; NCEA, shared exciting discussion with HLC and “Talent Central” around work readiness – what are young people do when leave school (with or without school qualifications), what work they enter.

Jo Smith (MCDHB) – a plug to Emily and Liam (Youth Voice): caregiving never regarded as a well-paid industry and an undervalued role; but actually a really good career pathway (for those who may not be academically strong), also not enough men in the industry.

Margaret Williams (Older Person’s Network) – advised that the ‘Easy Living’ mobile van service are coming to the Horowhenua Health Centre Thursday 9-4pm.

Jo Mason (Elected Member) – complimented Helen Hayes on the work done re: forums around the Inclusion and Access Plan, particularly most vulnerable (disability); highly valued. In terms of Council, adoption of Annual Plan tomorrow.

The Chair reiterated the opportunity for Members to attend the community housing event tomorrow to hear from Compassion Horowhenua.

Next meeting confirmed as: **15 August 2017**

Agenda Items to include:

Meeting Focus to be on **older people** with:

- MidCentral to provide a further ASH presentation as well as any additional data regarding older people’s wellbeing
- Update on ‘Health and Wellbeing Plan’ being prepared by MDCHB
- Update by Local Management Group on Family Violence Action Plan
- Update on Pensioner Housing
- Update on **Growth 2030**, the ‘Quality Care and Lifestyles for Older People’ project, aka LIFT and feedback on community engagement to date
- Update by Older Persons’ Network on actions underway in regards to Positive Ageing Action Plan
- **Inclusion and Access Plan** adoption for consideration by Council
- Update on End of Year Score Card on Community Wellbeing Across the Horowhenua District. Data received, data still to come

3:22 pm

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

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF COMMUNITY WELLBEING
COMMITTEE HELD ON

DATE:.....

CHAIRPERSON:.....

Proceedings of the Foxton Community Board 26 June 2017

File No.: 17/335

1. Purpose

To present to the Council the minutes of the Foxton Community Board meeting held on 26 June 2017.

2. Recommendation

- 2.1 That Report 17/335 Proceedings of the Foxton Community Board 26 June 2017 be received.
- 2.2 That Council receives the minutes of the Foxton Community Board meeting held on 26 June 2017.
- 2.3 That, subject to the approval of a Business Case by NZTA, up to \$432,000 (+/- 10%) be made available from the Foxton Beach Freeholding Account for the purpose of funding the local share of the Nash Parade and Bond Street upgrade project.

3. Issues for Consideration

The following item requires further consideration by Council:

Stormwater/Roading Upgrade – Nash Parade/Bond Street, Foxton Beach (see **attached** report)

The Foxton Community Board passed the following resolution:

“THAT the Foxton Community Board recommends to Council that the Foxton Beach Freeholding Account be utilised for the purpose of funding the local share of the Nash Parade and Bond Street upgrade project.”

Council’s endorsement of the resolution is now sought.

Attachments



No.	Title	Page
A	Foxton Community Board Report Stormwater/Roading Upgrade - Nash Parade/Bond Street, Foxton Beach 26 June 2017	27

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	

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 26 June 2017 at 6.07 pm.

PRESENT

Chairperson Mr D J Roache
Deputy Chairperson Ms P R Metcalf
Members Mr D A Allan
Mr J F Girling
Ms J M Lundie

IN ATTENDANCE

Mr D M Clapperton (Chief Executive)
Mr G Saidy (Group Manager – Infrastructure Services)
Mrs K J Corkill (Meeting Secretary)

PUBLIC IN ATTENDANCE

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

1 Apologies

Apologies were recorded for Cr Gimblett, Cr Brannigan and Mayor Feyen.

MOVED by Mr Allan, seconded Mr Girling:

That the apologies from Councillors Gimblett and Brannigan, and Mayor Feyen, accepted.

CARRIED

2 Public Participation

- 7.1 Notices of Motion – Flooding at Foxton Beach
Colleen Marlow
Gayle Heine
Rohan Teaz
Dave Thomson
Joy Hansen
Robert Hair
Christina Paton

- 7.2 Monitoring Report
Page 10 Sand Dune Management
Page 12 Kings Canal and Purcell Street Stormwater Catchment
Christina Paton

Page 13 Roore Street Drainage
John Hutching
- 7.3 Chief Executive's Report
3.3 Foxton Community Board's Boundary
3.4 Lack of Cycle/walkway – new Whirokino Bridges
3.8 MavTech
3.9 Foxton Pools
Christina Paton

3.11 Foxton Beach Freeholding Account
Olaf Eady
- 7.4 Stormwater/Roading Upgrade = Nash Parade/Bond Street, Foxton Beach
Christina Paton
Dave Thomson

3 Late Items

There were no late items.

4 Declarations of Interest

None declared.

5 Confirmation of Minutes – 3 April 2017

MOVED by Mr Allan, seconded Ms Metcalf:

THAT the minutes of the meeting of the Foxton Community Board held on Monday, 3 April 2017, be confirmed as a true and correct record.

CARRIED

6 Announcements

There were no announcements.

7 Reports

7.1 Notices of Motion

Purpose

In accordance with Standing Order 26.1, to place on the 26 June 2017 Foxton Community Board Agenda Notices of Motion as submitted by Board Member Jenny Lundie:

MOVED by Ms Lundie, seconded Mr Allan:

THAT Report 17/296 on Notices of Motion be received.

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

CARRIED

In terms of the first NoM item, Colleen Marlow, Gayle Heine, Rohan Teaz, Dave Thomson, John Hansen and Robert Hair each spoke with feeling on the flooding issues in both Foxton and Foxton Beach and the effect that was having on them and their properties. They provided detail on their individual situations and expressed frustration at what they saw as lack of action by Council. Ms Heine and Mr Teaz provided pictures of flooding at their properties.

In expressing her support for the Notice of Motion, Mrs Paton said she was disappointed that there was not an up-to-date map included with the report showing current or historical flooding sites. Commenting on recent flooding around her property she suggested that there had been some bad planning decisions made.

Ms Lundie spoke to the Notice of Motion expressing her motivation for bring it and her sympathy for those affected by the flooding. She appreciated for some it was not easy to come and speak, particularly if they felt when they had spoken they had not been listened to. She hoped the Notice of Motion would assist in moving things along.

Council's Group Manager – Infrastructure Services, Mr Saidy, said Council had listened to the concerns; however the flooding issues at Foxton and Foxton Beach were a bigger problem than appreciated. It could not be solved by reacting to individual problem areas. Council was looking at it at a higher level which included the whole district as flooding was not just a problem for Foxton and Foxton Beach. Modelling had been done of what was occurring now and some modelling had been done for Foxton and Foxton Beach on the amount of stormwater coming through the towns, whether the pipes could handle flows and where the bottle necks were. Recently there had been repeated events over a short space of time and because they could not be immediately solved he could appreciate the frustrations coming through.

As Council was going into its Long Term Plan process, Mr Saidy said that would provide a forum for affected people to raise their issues and for a solution to be identified. Council was working with Horizons particularly on the Foxton scheme and Horizons was looking at what was coming from farms into Foxton. Based on the solutions identified it could be ascertained who was going to contribute in terms of funding. In terms of timeframes for the LTP, discussions would occur in July/August and the proposed solution for stormwater would go through that process.

In the short term, Mr Saidy said he would be happy to provide and deliver, free of charge, sandbags to affected people and he requested those interested to contact him.

Mr Clapperton said he would undertake to ensure that sufficient resources were in

place to address the short term issues that had been identified, including sandbagging and contingency maintenance.

To better capture what had been raised, Mr Clapperton suggested a change of wording to the Notice of Motion in relation to addressing flooding issues, which was agreed to by Ms Lundie and Mr Allan. It was therefore:

MOVED by Ms Lundie, seconded Mr Allan:

THAT the Foxton Community Board requests that Council Officers present the findings of the stormwater catchment investigations for Foxton and Foxton Beach through a community engagement programme, with a view of developing an agreed solution for stormwater management in the area, to be incorporated into the 2018/28 Long Term Plan.

CARRIED

In terms of the second item with regard to provision of a southbound bus stop, it was agreed this would lay on the table, and be included on the Monitoring Report, until a definitive response was received from InterCity.

Ms Metcalf did note that the bus shelter on the other side of the road had not been provided by Council but had been a private arrangement with fundraising done by the Community Board.

7.2 Monitoring Report to 26 June 2017

Purpose

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

MOVED by Ms Metcalf, seconded Mr Girling:

THAT Report 17/153 Monitoring Report to 26 June 2017 be received.

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

CARRIED

Mrs Paton spoke to the following items on the Monitoring Report, providing a copy of her comments:

Page 10 Item 14/32 – Sand Dune Management Surf Club Car Park

This was still ongoing. She recommended it be removed from the Monitoring Report as there was no sand blow problem as the foredunes had reached a protective height, thus saving \$25,000 per annum for car park cleaning. The \$25,000 figure had been provided by Mr Clapperton.

Mr Roache said he did not support Mrs Paton's comments and the reason why it was still on the Monitoring Report was Mr Nelson had been requested to investigate a lowering of the dunes to the kerb and channel so people could enjoy the view from the car park.

Mrs Paton responded that the foredunes were protecting the community as during the last big storm that had been no sand blow.

Page 12 – CE's Report – Kings Canal and Purcell Street Stormwater Catchment

Noting the Officer's comment, Mrs Paton recommended that the Catchment Management Plan be offered to the Community Board in the first instance; public input should be implemented and urgency applied to the entire process.

Referring back to the Notice of Motion resolution, Mr Clapperton said the report was in train. When finalised it could be brought to the Foxton Community Board; however the wording in the Monitoring Report did need updating.

Mr Hutchings spoke to the Roore Street Drainage item on the Monitoring Report saying he was a resident of Roore Street that regularly got flooded and he was not very happy. He outlined his issues which included: the delay in utilising a CCTV camera to check pipes for blockages, which may have been avoided if there had been regular maintenance; survey markings had been ignored; work on drains that may have been illegal; concern at staff behaviour/response; despite paying a significant amount in rates nothing had been done; under previous local bodies there had been good drain maintenance but not under HDC. In terms of maintaining drains through properties and to provide some control, he suggested, as occurred in some areas, that there should be an easement or covenant on titles so that where a drain went through a property the owner needed to maintain it.

With regard to comments made about staff members, Mr Clapperton said people could speak to him directly if they had an issue.

Page 11 16/59 – Feasibility of Installing a Toilet at Foxton Cemetery
Completed.

However, it was noted that since the new road had been installed there had been flooding at the Ashes Cemetery. A site visit with Mr Nelson to be arranged.

Page 13 16/341 – Foxton River Loop Working Party

Mr Girling advised that Mr Hapi had spoken to all three iwi. Justin Tamihana would be invited to join so there would be representation from three iwi involved.

Mr Clapperton said it was important that an update report be received from the Working Party on short and long term initiatives.

Foxton & Foxton Beach Water

Mr Saidy advised that costings were still awaited and then it would need to go through the LTP process.

Mr Clapperton added that Council had identified what was believed would be a solution going forward. Now that needed to be developed by way of a business case. In terms of Foxton water, Council had come a long way particularly in terms of management of manganese in the water and this was still being monitored. The feedback to date had been very positive.

Page 14 Increasing parking capacity in Thomas Place

Mr Clapperton said that Council was working with the School and Roding Team on a solution.

Querying why there was no item number for this, Mrs Paton suggested it should be addressed immediately as there were safety issues involved. Thomas Place was literally shut down to a one way street when pupils were being delivered or picked up and it was potential very dangerous.

In terms of the item number, Mr Clapperton advised there had been no report on this item; hence no number. With regard to a long term solution, it may involve land that was not Council land and that needed to be worked through with the School/MoE which could take time. He would bring an

update back to the next Board meeting.

17/32 - Electronic Sign – Manawatu College

Mr Clapperton advised that specific funding had not been allocated, but Officers were working with the College to identify funding opportunities and support applications for funding.

17/26 - Draft Local Alcohol Policy Consultation

Completed

17/125 – Proposed Changes to the Areas Dogs are allowed in the Kere Kere Ward

Mr Clapperton said he would send an email updating members on this item, with Mr Roache also querying if anything had been done about the dog signage that had been requested.

7.3 Chief Executive's Report to 26 June 2017

Purpose

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

MOVED by Ms Metcalf, seconded Mr Girling:

THAT Report 17/154 Chief Executive's Report to 26 June 2017 be received.

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

CARRIED

Mrs Paton spoke to the following report items:

3.3 Foxton Community Board's Boundary

A change in report layout was suggested for ease of assimilation of information. Discussion on the matter with the Foxton community was suggested sooner rather than later.

Mr Clapperton responded that it was early days yet and legislation prescribed the process Council needed to follow. Perhaps it would have been better not to have included maps at this stage.

Mr Roache added that people in Motuiti Road had raised the Board's boundary with him and he had requested that it be included on the Agenda to signal an expressed desire for a boundary change.

3.4 Lack of Cycle/Walkway – new Whirokino Bridges

The public had been promised at the time of the original consultation that clip-on cycleways would be provided and NZTA should be reminded of this.

3.8 MAVtech

A financial up-date on what had been spent on MAVtech to date was requested. With the Foxton Memorial Hall also being a seismic risk, other options and whether upkeep was value for money needed to be examined.

Mr Roache commented that it was nice to have history preserved but was it affordable and could it be done better. It had been included in the LTP process.

Mr Clapperton supported Mr Roache's comments about looking at what was being delivered out of the facility going forward to determine what, if anything, should be invested. It would be pointless to bring it up to earthquake standards when future use

and sustainability had not been assessed.

3.9 Foxton Pool

Despite adequate research being done, this facility had been poorly constructed and someone should be held of account.

Mr Roache said the Board would be putting a submission into the LTP for this as he believed it was an LTP issue and it needed to go out to the public to find out why the Pool was not being used. He would like to have a public meeting solely around the Pool and get public input from everybody who had an interest in it to see if there was desire to retain it before going to Council as part of the LTP process.

Mr Olaf Eady spoke to 3.11 Foxton Beach Freeholding Account giving a background to the Fund, how it had come about and how it should be operated. He then queried the amount that had gone into the upgrade of the Pinewood Camp, which had later been sold and what appeared to be a loss on sale.

Mr Clapperton explained how this had been treated in the accounts with normal accounting practice having been followed and he also addressed the Development Contribution query raised by Mr Eady. Mr Clapperton said he would be happy to sit down with Mr Eady and discuss the figures with him. He also agreed to provide a summary of the Financial Statements for the Freeholding Fund for 2015.

Mr Clapperton worked through his report providing additional comment as required.

3.2 Foxton Main Street Upgrade

Responding to a query from Ms Lundie if the results of the workshop held with regard to the Cenotaph would come to the Community Board before they were released to the public, Mr Clapperton said while he did not know when that would be available, the concept around that area would certainly come back to the Board.

3.4 Lack of Cycle/walkway – new Whirokino Bridges

What the Board's response to this should be was discussed including requesting the CE to set up a meeting with NZTA and to also include the local MP.

Mr Clapperton suggested that it was something he could approach NZTA on to see if there was a willingness to come and speak to the Community Board about the programme of works that was being undertaken, which may also include the bigger picture around the Roads of National Significance.

Mr Saidy did say his understanding was that although there would be no dedicated cycle lanes, sufficient space had been provided on both sides for cyclists.

3.7 Foxton Wastewater Treatment Plan Hearing

The possibility of Council working with Turks to introduce sludge drying was raised by Mr Girling.

Mr Clapperton said it was a business decision the company would need to make itself. Council was currently discussing the company's intentions and may work with them in terms of treatment of their waste and also with regard to water.

3.9 Foxton Pool

Mr Roache reiterated the need for a public meeting, otherwise the status quo would continue.

Mr Clapperton said a public meeting could be initiated to see what the community wanted going forward. It may mean that a significant capital investment would be required. The budget of \$1.5m was never going to be enough to provide a long term sustainable facility so the community now needed to decide what it wanted in terms of Aquatics going forward and what would be

needed to meet future requirements.

3.10 New Zealand Community Board's Conference – 2017

Mr Girling read out his summary of the Community Board's Conference.

Ms Metcalf said she would be happy to workshop their Conference attendance to share the knowledge gained.

Following on from the Conference attendance, Mr Roache advised that he was keen to try and get a Manawatu College student appointed to the Board. He had approached Mr McIntyre and had also spoken to Council's Graduate Community Development Advisor, Joshua Wharton, and now need the Board's endorsement of the idea. The appointee would have full speaking but no voting rights.

The Board Members expressed their support for the idea and it was suggested that the School elect the appointee.

7.4 Stormwater/Roading Upgrade - Nash Parade/Bond Street, Foxton Beach

Purpose

To discuss an option for carrying out the physical works of the proposed stormwater and roading upgrade of Bond Street and Nash Parade in the upcoming 2017-18 Financial Year.

MOVED by Ms Metcalf, seconded Mr Girling:

THAT Report 17/271 Stormwater/Roading Upgrade - Nash Parade/Bond Street, Foxton Beach be received.

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

CARRIED

Mrs Paton spoke succinctly to this report saying "Get on with it and yes, use the Freeholding Fund. It was about time the Freeholding Fund was spent in Foxton Beach".

Mr Thomson expressed a concern that the report was too vague with not enough detail. He also queried dipping into the Freeholding Fund as rates were paid district wide and were being used to address the stormwater issues in NE Levin so Levin people should help to pay for Foxton Beach stormwater. While he said he did want it to go ahead, the Board did need to know the cost and the time it would take.

Ms Lundie expressed her discomfort with what was proposed as there was not enough information with regard to cost and also with the Freeholding Fund being used.

Requesting that the report be taken as read, Mr Saily responded to Members questions in relation to exactly where the work would be undertaken with the reasoning being to widen that section of road and resolve the stormwater issues that occurred when it rained. The figures provided were just an estimate based on a very high level concept design. 52% of the funding would be provided by NZTA, with the balance being proposed from the Freeholding Fund.

Mr Clapperton noted it was not the Board's place to question costs; that was an operational matter. There was a procurement process that would be undertaken, which would include a tender process. If this project was not progressed now funds from NZTA may potentially not be available for the foreseeable future. Also the only way to progress this was through the Freeholding Fund as it was not included in the LTP.

Following discussion and with all but Ms Lundie, who still expressed her misgivings, supporting the proposal, it was:

MOVED by Ms Metcalf, seconded Mr Allan:

THAT the Foxton Community Board recommends to Council that the Foxton Beach Freeholding Account be utilised for the purpose of funding the local share of the Nash Parade and Bond Street upgrade project.

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

For:

Members: David Allan
John Girling
Patricia Metcalf
David Roache

Against:

Ms Jennifer Lundie abstained.

The division was declared CARRIED by 4 votes to 0.

7.5 Resource Consenting (Planning) Matters Considered Under Delegated Authority

Purpose

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

MOVED by Mr Allan, seconded Ms Metcalf:

THAT Report 17/152 Resource Consenting (Planning) Matters Considered Under Delegated Authority be received.

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

CARRIED

9.10 pm

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

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

DATE:.....

CHAIRPERSON:.....

File No.: 17/271

Stormwater/Roading Upgrade - Nash Parade/Bond Street, Foxton Beach

1. Purpose

To discuss an option for carrying out the physical works of the proposed stormwater and roading upgrade of Bond Street and Nash Parade in the upcoming 2017-18 Financial Year.

2. Executive Summary

- 2.1 An action item from the Long Term Plan 2015 to 2025, as listed on the FCB monitoring report, was to carry out a feasibility study of the proposed upgrade work on Nash Parade and Bond Street in Foxton Beach. The two roads in question are too narrow for their purpose and the classification of Secondary Collector. They have no kerb and channel and no piped stormwater network. Bond Street in particular has flooding issues during storm events with the stormwater ponding on the road and creating a hazard for road users.
- 2.2 A preliminary investigation of the roading and stormwater system has been completed, however, the design proposed works have not progressed any further to date due to limited funding and the prioritization of the works. Recent discussions with our roading co-funding organisation, the New Zealand Transport Agency (NZTA), have indicated that there are funds still available for Local Road improvements in the 2015-18 funding period. To secure this funding from NZTA a Business Case is required to be developed and submitted to NZTA for approval. If approved, NZTA would fund 52% (Council's Funding Assistance Rate for 2017-18) of the project with the other 48% required from local share.

3. Recommendation

- 3.1 That Report 17/271 Stormwater/Roading Upgrade - Nash Parade/Bond Street, Foxton Beach be received.
- 3.2 That this decision is recognised as not significant in terms of S76 of the Local Government Act.
- 3.3 That the Foxton Community Board recommends to Council that the Foxton Beach Freeholding Account be utilised for the purpose of funding the local share of the Nash Parade and Bond Street upgrade project.

4. Background / Previous Council Decisions

As part of the Long Term Plan 2015 to 2025, it was resolved that a feasibility study of the proposed upgrade work on Nash Parade and Bond Street in Foxton Beach be carried out. This led to a preliminary investigation of the roading and stormwater infrastructure of these two roads.

5. Discussion

- 5.1 Discussions with our roading co-funding organisation, the New Zealand Transport Agency (NZTA), have indicated that there are funds still available for Local Road improvements in the 2015-18 funding period (this surplus of funds will not be available following the end of the 2015-18 period). To secure this funding from NZTA a Business Case is required to be

developed and submitted to NZTA for their approval. If approved, NZTA would fund 52% (Council's Funding Assistance Rate for 2017-18) of the project with the other 48% required from local share.

- 5.2 A Business Case for the upgrade work on Nash Parade and Bond Street will be developed if Local Share funding for the works can be attained. Once all funding has been secured, NZTA and Local Share, then the detailed design would be completed.
- 5.3 As there is no money allocated for the Local Share portion of this project in the LTP, an alternate option is to utilise the Foxton Beach Freeholding Account to fund the local share. This would enable access to the NZTA funding which will allow the construction of the project to be accelerated.

6. Options

Only one option is currently being considered and that is the feasibility of utilizing the Foxton Beach Freeholding Account to fund the Local Share of the proposed upgrade work on Nash Parade and Bond Street.

6.1 Cost

The initial investigation puts the cost of the upgrade in the range of \$700,000 to \$900,000. However, due to the low lying ground and the high watertable in this area, the complexity of the design means that a more accurate cost of the upgrade won't be ascertained until further investigation, design and the development of the Business Case is completed.

6.1.1 Rate Impact

If the Foxton Beach Freeholding Account is utilised there will be no rate impacts arising for the construction of the project.

The ongoing maintenance costs once the upgrade is completed will come from existing Rooding budgets and there will be no rate impacts arising for the ongoing maintenance.

6.2 Community Wellbeing

There are no negative impacts on community well-being and the proposal contributes to the community outcome of providing a safe, resilient roading network.

6.3 Consenting Issues

No consent will be required for the construction of the roading or stormwater infrastructure, however, the stormwater discharge may require consent and this will be discussed with Horizons Regional Council.

6.4 LTP Integration

There is no LTP programme related to the proposal in this report. There are no Special Consultative Processes required.

7. Consultation

There is no consultation required to be undertaken for a road widening project.

8. Legal Considerations

There are no Legal Requirements or Statutory Obligations affecting the proposal.

9. Financial Considerations

- 9.1 Our roading co-funding organisation, the New Zealand Transport Agency (NZTA), have indicated that there are funds still available for Local Road improvements in the 2015-18 funding period (this surplus of funds will not be available following the end of the 2015-18 period). To secure this funding from NZTA, a Business Case is required to be developed and submitted to NZTA for their approval. If approved, NZTA would fund 52% (Council's Funding Assistance Rate for 2017-18) of the project with the other 48% required from local share.
- 9.2 The Business Case will be developed if Local Share funding for the works can be arranged. Once all funding has been secured, NZTA and Local Share, then the detailed design would be completed.
- 9.3 As there is no money allocated for the Local Share portion of this project in the LTP, an alternate possibility would be to utilise the Foxton Beach Freeholding Account to fund the local share. This would enable access to the NZTA funding which will allow the construction of the project to be accelerated.

10. Other Considerations

The Foxton Community Board identified the upgrade of these roads as a desired project in the 2015-18 LTP.

11. Next Steps

The next steps include.

- Resolution agreeing to the utilization of the Foxton Beach Freeholding Account, or not for the purpose of funding the local share of the Nash Parade and Bond Street upgrade project and
- should the decision be to agree to the utilization of the Foxton Beach Freeholding Account:

Recommend to Council that the Foxton Beach Freeholding Account be utilised for the purpose of funding the local share of the Nash Parade and Bond Street upgrade project.

12. Supporting Information

Strategic Fit/Strategic Outcome

This project fits with Council's goal to:
"Provide for the safe, convenient and efficient transit of people goods and traffic through and within the district in a way that meets appropriate national standards".

Decision Making

The decision can be made outside the LTP process.
The decision does not require a special consultative process.
The decision is not significant.

Consistency with Existing Policy

Funding



Confirmation of statutory compliance

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

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

13. Appendices

There are no appendices for this report

Author(s)	Gallo Saidy Group Manager - Infrastructure Services	
	Kevin Peel Roading Services Manager	

Approved by	Gallo Saidy Group Manager - Infrastructure Services	
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Proceedings of the Finance, Audit & Risk Subcommittee 28 June 2017

File No.: 17/345

1. Purpose

To present to the Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 28 June 2017.

2. Recommendation

- 2.1 That Report 17/345 Proceedings of the Finance, Audit & Risk Subcommittee 28 June 2017 be received.
- 2.2 That the Council receive the minutes of the Finance, Audit & Risk Subcommittee meeting held on 28 June 2017.
- 2.3 THAT on the recommendation of the Finance, Audit & Risk Subcommittee the letters from Audit New Zealand be co-signed by the Mayor and the Chairperson of the Finance, Audit & Risk Subcommittee on behalf of the Horowhenua District Council.
- 2.4 THAT the Horowhenua District Council approves the write off of rates and penalties that are no longer collectable under the Local Government (Rating) Act 2002 totalling \$106,654.30.

3. Issues for Consideration

Council's endorsement is sought for the following recommendations of the Finance, Audit & Risk Subcommittee:

7.2 Audit Engagement and Arrangement Letters

THAT the Finance, Audit & Risk Subcommittee recommends to Council that the letters from Audit New Zealand be co-signed by the Mayor and the Chairperson of the Finance, Audit & Risk Subcommittee on behalf of the Horowhenua District Council.

- 7.8 *THAT the Horowhenua District Council approves the write off of rates and penalties that are no longer collectable under the Local Government (Rating) Act 2002 totalling \$106,654.30.*

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 28 June 2017 at 4.00 pm.

PRESENT

Chairperson	Mr P Jones	
Deputy Chairperson	Cr B F Judd	
Members	Cr W E R Bishop	
	Cr R H Campbell	(until 4.10 pm)
	Cr N G Gimblett	
	Cr V M Kaye-Simmons	
	Cr J F G Mason	
	Cr P Tukapua	
	Cr B P Wanden	

IN ATTENDANCE

Mr D Law	(Chief Financial Officer)
Mr D M Clapperton	(Chief Executive)
Mrs N Brady	(Group Manager – Business Services)
Mr M Lester	(Project Coordination Manager)
Mr D McCorkindale	(Senior Manager – Strategic Planning)
Mr J Paulin	(Finance Manager)
Mrs D Weir	(People & Capability Manager)
Mr G O'Neill	(Projects Manager)
Mrs K J Corkill	(Meeting Secretary)

PUBLIC IN ATTENDANCE

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

1 Apologies

Apologies were recorded for Mayor Feyen and Councillors Brannigan and Mitchell.

MOVED by Cr Judd, seconded Cr Tukapua:

That the apologies from Mayor Feyen and Councillors Brannigan and Mitchell be accepted

CARRIED

2 Public Participation

No requests to speak had been received.

3 Late Items

There were no late items.

4 Declarations of Interest

None declared.

5 Confirmation of Minutes – 5 April 2017

MOVED by Cr Judd, seconded Deputy Mayor Bishop:

THAT the minutes of the meeting of the Finance, Audit & Risk Subcommittee held on Wednesday, 5 April 2017, be confirmed as a true and correct record.

CARRIED

6 Announcements

Standing on behalf of Mayor Feyen who was not at the meeting due to ill-health, Cr Campbell said Mayor Feyen had given him a statement to be read out in the public part of the meeting on the Peer Review of the Internal Auditor's Review of Sensitive Expenditure.

As Cr Campbell commenced reading the statement, Cr Judd raised a point of order as the report being referred to in the Mayor's statement was an operational report which had not yet been brought to the table and it was not appropriate for it to be aired.

The Chair upheld the point of order as the matter was covered in a report in the Public Excluded portion of the meeting and any announcement should be delivered then.

Commenting that the Mayor had also asked him to pass the statement on to the press as it was in the public's interest to know about the matter, Cr Campbell gave his apologies and withdrew from the meeting citing ill-health (4.10 pm).

New independent Chair, Philip Jones, introduced himself and gave an explanation of how he proposed FARS meetings would be conducted going forward to ensure that everyone was involved.

7 Reports

7.1 Financial Report for the eleven months to 31 May 2017

Purpose

To present to the Finance, Audit & Risk Subcommittee the financial report for the eleven months to 31 May 2017.

Mr Law spoke to the financial report noting that the main focus was the lower than predicted surplus which was due to a delay in receiving capital grants for the Te Awahou Nieuwe Stroom building project. It was a timing issue.

Responding to a query with regard to the number of resource consents created and where they were actually at in the process, Mr Law advised that these were at the s223 stage (when lines were drawn on the map) where a resource consent had been received to subdivide. Lots could not be sold until they passed the s224 stage and titles were issued. He had been advised it was a manual process but Mr Law said he would report to Councillors by email on the split.

It was suggested that the wording in the report “have been created” could be causing confusion and that should be looked at.

Mr Clapperton responded to a query with regard to the financial performance of the TANS project advising that committed funding to date was a little over \$3m and Council was getting close to the target it had set itself for third party funding. Significant funding from Culture and Heritage was still awaited and that should be announced shortly. Grant funding would be received in the 17/18 rather than the current financial year.

Mr Law also gave further information on queries with regard to finalising the values for infrastructure assets, the lower maintenance recorded primarily in six areas, and water-by-meter income.

MOVED by Cr Kaye-Simmons, seconded Cr Mason:

THAT Report 17/292 on Financial Report for the eleven months to 31 May 2017 be received.

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

CARRIED

Mr Jones queried what other information elected members might like to see. He personally would like to see a regular cash flow statement as it would enhance the report to talk about cash compared with budget and balance sheet compared with budget. Whilst not requiring a resolution, Mr Jones requested through the CE that that become part of regular reporting.

Mr Clapperton responded that information was normally brought through on a quarterly basis but he was happy for it to be brought through on a six weekly basis.

Mr Jones also requested that the Annual Report and key monthly reports were in the same format so when it came to adopting the Annual Report people were used to seeing the information and could understand it.

7.2 Audit Engagement and Arrangement letters

Purpose

To deliver to the FAR Subcommittee the three letters regarding the Audit New Zealand audit assignment for the next 3 financial years 2016/17, 2017/18, 2018/19, but with particular emphasis on the audit for the 2016/17 financial year.

Mr Law commented on the Audit and Engagement letters with there being normally only one; however this year there were three – the Audit Proposal Letter, Audit Engagement Letter and Audit Arrangements Letter. Ms Perera would also usually address the meeting but had been unavailable. She had, however, met earlier in the day with the Chair and staff.

MOVED by Cr Tukapua, seconded Cr Judd:

THAT Report 17/297 Audit Engagement and Arrangement letters be received.

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

THAT the Finance, Audit & Risk Subcommittee recommends to Council that the letters from Audit New Zealand be co-signed by the Mayor and the Chairperson of the Finance, Audit & Risk Subcommittee on behalf of the Horowhenua District Council.

THAT the ordinary Finance Audit and Risk Subcommittee meeting scheduled for 20 September 2016 considers the draft Annual Report and recommends its adoption to Council.

CARRIED

Given that Council consistently had unqualified/unmodified audit opinions, Deputy Mayor Bishop expressed his disappointment about the general response from the community being that Council received that because it was paying the bill and that the process was not robust. Whilst it appeared expensive, it did represent almost 1,000 hours of time with people who were engaged in all things to do with Council's operation. It did give him huge confidence in the process and the opinion received.

Mr Jones directed members' attention to page 51 of the Agenda which set out the hours involved. He also noted that the auditor was not appointed by Council but by the Auditor General who had to comply with audit standards. Non-compliance with audit standards could lead to disciplinary action.

With regard to the Annual Report, Mr Law advised that it was proposed to bring the first draft to the 9 August FARS meeting which would give Councillors the opportunity to have input into what would be audited. The audit would commence on 14 August 2017.

7.3 Horowhenua District Council's risk of future involvement in the LAPP fund insurance facility

Purpose

Horowhenua District Council is a member of the Local Authority Protection Programme (LAPP) Fund to protect underground 3 waters assets from disasters like the Christchurch and Kaikoura earthquakes. It is set up as a charitable trust whereby members contribute to a fund that, along with reinsurance cover, will pay for the re-establishment of assets following a major event. The issue has been, since the Christchurch event, that the fund has faced financial pressure and competition from the private insurance market. Members have been leaving to the point that it is timely to review Council's continued involvement with LAPP.

Mr Law gave a background to the Local Authority Protection Programme Fund and Council's involvement.

Responding to a query about what status updates would be brought back to the Subcommittee, Mr Law said there would be an update from LAPP in the new financial year about which Councils had left the fund and when that information was to hand it would be brought back to the Subcommittee.

MOVED by Mr Jones, seconded Cr Wanden:

THAT Report 17/299 on Horowhenua District Council's risk of future involvement in the LAPP fund insurance facility be received.

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

THAT the Subcommittee continue to review the risks associated with continued LAPP membership and review its membership before April 2018 in time for a possible withdrawal from LAPP.

THAT the Subcommittee be informed of the number of participating Councils as soon as practicable after that information is available.

CARRIED

7.4 Health and Safety Quarterly Report to 31 May 2017

Purpose

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

Requesting that the report be taken as read, Mrs Weir covered the highlights in her report.

MOVED by Cr Kaye-Simmons, seconded Cr Judd:

THAT Report 17/286 on Health and Safety Quarterly Report to 31 May 2017 be received.

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

CARRIED

Commenting that Health and Safety was a journey and not a destination, Mr Jones said it was important that Council understood its role in Health and Safety; however the Subcommittee's role was not to do Health and Safety but to gain assurance that Health and Safety was alive and well and was minimising risk to the organisation to the best of its ability. He requested that the next report to the Subcommittee include some key statistics to provide a trend analysis over a period of time of near misses and reportable instances – what the top 5-10 risks were, what needed to be done to reduce those risks and a timetable to achieve that. Hopefully those risks would change going through the journey.

7.5 Treasury Report

Purpose

To present to the Finance, Audit & Risk Subcommittee the Bancorp Treasury Report for the March 2017 quarter.

Mr Law spoke to the report saying he was happy where Council was at present.

Responding to a query as to whether Council was over-weighted in short term borrowings, Mr Law said that would be covered in the next Treasury Report.

MOVED by Cr Gimblett, seconded Deputy Mayor Bishop:

THAT Report 17/290 Treasury Report be received.

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

CARRIED

Mr Jones queried how long Mr Law thought the average-weighted cost of 4.25% would hold and what was the locked in period.

Mr Law said Council had a number of loans locked in for a long period time at 4% and under. It would depend on how quickly low interest rates rose. Council always looked for the lowest rate it could. Joining the LGFA and getting a credit rating had made a big impact on Council's interest rate.

7.6 Standard and Poors Credit Rating

Purpose

To present to the Finance, Audit and Risk committee the Standard and Poors' report on the review of Council's credit rating.

Reiterating that Standard and Poors had reconfirmed Council's A+ Credit Rating, Mr Law also noted the three risk areas identified in the report that could lead to a review downwards of that rating.

Mr Jones requested that an options paper be brought to the Subcommittee for reducing Council's liquidity risk and queried what would be an acceptable timeline.

Mr Law said he was confident he could bring something to the 9 August 2017 Subcommittee meeting.

It was also requested that the options paper include long term and short term borrowing from a layperson's point of view and what were the risks of money tightening up or interest rates rising.

MOVED by Cr Gimblett, seconded Cr Judd:

THAT Report 17/293 Standard and Poors Credit Rating be received.

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

THAT the Finance, Audit & Risk Subcommittee requests the Chief Financial Officer submit a report to the 9 August 2017 Subcommittee meeting exploring options for addressing the liquidity risk identified in the Standard and Poors Credit Rating report.

CARRIED

Mr Jones identified two other risks noted by Standard and Poors being the political situation and major changes to Council's capital expenditure. If capital expenditure was increased, that increased debt and if rate income did not increase to pay for it then there was the possibility of a downgrade. It was something Councillors needed to be aware of as part of LTP decision making.

7.7 Projects Update June 2017

Purpose

To provide the Finance, Audit & Risk Subcommittee with an update on projects being undertaken by the Projects Team.

Council's Projects Manager, Mr O'Neill gave a PowerPoint presentation updating the Subcommittee on North East Levin and the Levin Water Treatment Plant Upgrade.

Responding to a query about how much stormwater capacity there was for future growth and climate change, Mr O'Neill said that had been factored into calculations. There was an issue that future growth figures had not yet come through but an initial assessment had been done and growth projections would be updated.

Mr Clapperton added that the key point was that Council was being very very careful, whether it was for renewals or growth related, to take into account growth forecasts for stormwater, wastewater or water.

The views of stakeholders in the projects reported on was raised and discussed, with consultation still to be undertaken in some instances.

The status of the consenting process with HRC was also commented on with Mr Clapperton suggesting, to give comfort to the Subcommittee and to Council, that a report on the RMA process that was being undertaken would be helpful.

Following the PowerPoint presentation and queries that had arisen, Mr O'Neill requested that the report be taken as read. He also sought any suggestions from the Subcommittee in terms of improving reporting.

Mr Jones said what concerned him was other than engineering projects that were not included in the reporting. It would be helpful, at a high level, to consider other projects in terms of the LTP. Whilst this was not an LTP committee, it would assist to know what the risks were if a project was not completed on time to the required standard, and monitoring in terms of financial cost.

Noting that non-capital projects would be reported back to the Subcommittee, Mr Clapperton commented that the value of having an independent chair was that it challenged Council to keep up to speed, with Mr Jones having identified other areas (Policy Development; the s17A Review; an holistic update on overall growth response; and the LTP development process) that should be brought back to the Subcommittee by way of updates.

MOVED by Cr Kaye-Simmons, seconded Cr Judd:

THAT Report 17/258 on Projects Update June 2017 be received.

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

CARRIED

7.8 Statutory Rates Write Off

Purpose

To approve the write off of rates and penalties that are no longer collectable under the Local Government (Rating) Act 2002.

MOVED by Cr Kaye-Simmons, seconded Cr Gimblett:

THAT Report 17/295 Statutory Rates Write Off be received.

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

THAT the Horowhenua District Council approves the write off of rates and penalties that are no longer collectable under the Local Government (Rating) Act 2002 totalling \$106,654.30.

CARRIED

Mr Law confirmed that doubtful debts were provided for, which included this statutory rates write-off.

7.9 Risk Management Update

Purpose

The purpose of this report is to provide the Finance, Audit and Risk Subcommittee (FAR) with an update regarding Risk Management at HDC and encourage discussion regarding the committee expectations going forward.

Requesting the report be taken as read, Mrs Brady gave a background to the Risk Management Framework which was now up for review. Direction was sought as to how elected members wished to proceed. When this had initially been introduced there had been briefings and workshops and that could again occur.

MOVED by Cr Tukapua, seconded Cr Mason:

THAT Report 17/307 on Risk Management Update be received.

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

CARRIED

Mr Jones stressed that the Subcommittee needed to understand what it wanted in terms of reporting. Hopefully members did not want to see every risk reported on every six weeks. It was important to identify the key risks and how they would be monitored.

Responding to Mrs Brady's queries as to what the Subcommittee might like to see by way of reporting, Mr Clapperton suggested, as this matter was still in its embryonic stage of understanding how the framework might work, that Officers circulate to the Subcommittee by mid-July for input by members, what were perceived as the top five risks, including those identified in the Standard and Poors Report. Based on that feedback a report would then be brought to the 9 August 2017 FARS meeting.

7.10 Monitoring Report - Issues Identified during the 30 June 2015 Audit

Purpose

To present to the Finance, Audit & Risk Subcommittee the Monitoring Report covering issues identified during the 30 June 2015 Audit.

Mrs Brady advised that this did relate to 2015. It had come to the Subcommittee two meetings ago and there was commentary in the Report on which an update was requested.

The Audit Monitoring Report would now be updated based on the 2016 Audit Report.

MOVED by Cr Kaye-Simmons, seconded Cr Judd:

THAT Report 17/306 Monitoring Report - Issues Identified during the 30 June 2015 Audit be received.

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

CARRIED

8 Procedural motion to exclude the public

MOVED by Cr Wanden, seconded Deputy Mayor Bishop:

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 Peer Review of the Internal Auditor's Review of Sensitive Expenditure

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.

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

CARRIED

5.37pm The public were excluded.

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

6.10 pm

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

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

DATE:.....

CHAIRPERSON:.....

Proceedings of the Strategy Committee 5 July 2017

File No.: 17/344

1. Purpose

To present to the Council the minutes of the Strategy Committee meeting held on 5 July 2017.

2. Recommendation

- 2.1 That Report 17/344 Proceedings of the Strategy Committee 5 July 2017 be received.
- 2.2 That the Council receive the minutes of the Strategy Committee meeting held on 5 July 2017.
- 2.3 THAT, as recommended by the Strategy Committee, the Horowhenua District Council adopts Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites and the Section 32 Evaluation Report for the purpose of public notification in accordance with Clause 5 of the First Schedule of the Resource Management Act 1991.
- 2.4 THAT, if necessary, the Senior Manager – Strategic Planning, in consultation with the Chair of the Hearings Committee be authorised (prior to public notification) to correct any minor errors or omissions in the text and maps of Proposed Plan Change 1 and the Section 32 Evaluation Report.
- 2.5 THAT the Horowhenua District Council authorises officers to proceed with public notification of Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites, in accordance with the statutory requirements set out in the First Schedule of the Resource Management Act 1991.
- 2.6 THAT, as recommended by the Strategy Committee, Proposed Plan Change 2: Review of Residential Development Provisions and the Section 32 Evaluation Report is adopted by Council for the purpose of public notification in accordance with Clause 5 of the First Schedule of the Resource Management Act 1991.
- 2.7 THAT, if if necessary, the Senior Manager – Strategic Planning, in consultation with the Chair of the Hearings Committee be authorised (prior to public notification) to correct any minor errors or omissions in the text and maps of Proposed Plan Change 2 and the Section 32 Evaluation Report.
- 2.8 THAT that the Horowhenua District Council authorises officers to proceed with public notification of Proposed Plan Change 2: Review of Residential Development Provisions, in accordance with the statutory requirements set out in the First Schedule of the Resource Management Act 1991.
- 2.9 THAT, as recommended by the Strategy Committee, the Horowhenua District Council endorses the following appointments to the relevant Forum as proposed by the Community Forums' Working Party:

Economic Community Forum

Malcolm Hadlum
Colleen Sheldon
Vivienne Taueki
Debbie Baker
Deborah Burns
Pauline Masters
Graham Galley

Life to the Max Horowhenua

Manakau District Community Association

Elizabeth Valentine Waitarere Beach Progressive & Ratepayers Assn
Olaf Eady
Richard Parker

Environment Community Forum

Neil Savage
Peter Thompson
Mike Smith
Graham Bull
Vivienne Taueki
Pauline Masters Manakau District Community Assn
Graham Galley
Christina Paton
Geoff Kane
Fred de Jager Waitarere Beach Progressive & Ratepayers Assn
Rose Cotter
Alastair Cole

- 2.10 THAT, as recommended by the Strategy Committee, the Horowhenua District Council approves the submission to the NZ Transport Agency on the Otaki to North of Levin (O2NL) Roads of National Significance Project.

3. Issues for Consideration

The following items were considered by the Strategy Committee and were recommended to Council for adoption:

6.1 Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites

Purpose

To present Proposed Plan Change 1 (including supporting evaluation/technical reports) to the Strategy Committee for its approval and to obtain a recommendation that Council adopts the proposed plan change at its meeting in July and that officers proceed with public notification.

THAT Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites and the Section 32 Evaluation Report is approved by the Strategy Committee and that the Committee recommends it be adopted by Council for the purpose of public notification in accordance with Clause 5 of the First Schedule of the Resource Management Act 1991.

THAT the Strategy Committee recommends to Council that, if necessary, the Senior Manager – Strategic Planning, in consultation with the Chair of the Hearings Committee be authorised (prior to public notification) to correct any minor errors or omissions in the text and maps of Proposed Plan Change 1 and the Section 32 Evaluation Report.

THAT the Strategy Committee recommends to Council that officers be authorised to proceed with public notification of Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites, in accordance with the statutory requirements set out in the First Schedule of the Resource Management Act 1991.

6.2 Proposed Plan Change 2: Review of Residential Development Provisions

Purpose

To present Proposed Plan Change 2: Review of Residential Development Provisions (including supporting evaluation/technical reports) to the Strategy Committee for its

approval and to obtain a recommendation that Council adopts the proposed plan change at its meeting in July and that officers proceed with public notification.

THAT Proposed Plan Change 2: Review of Residential Development Provisions and the Section 32 Evaluation Report is approved by the Strategy Committee and that the Committee recommends it be adopted by Council for the purpose of public notification in accordance with Clause 5 of the First Schedule of the Resource Management Act 1991.

THAT the Strategy Committee recommends to Council that, if necessary, the Senior Manager – Strategic Planning, in consultation with the Chair of the Hearings Committee be authorised (prior to public notification) to correct any minor errors or omissions in the text and maps of Proposed Plan Change 2 and the Section 32 Evaluation Report.

THAT the Strategy Committee recommends to Council that officers be authorised to proceed with public notification of Proposed Plan Change 2: Review of Residential Development Provisions, in accordance with the statutory requirements set out in the First Schedule of the Resource Management Act 1991.

6.4 Community Forums – Expressions of Interest

Purpose

To present to the Strategy Committee the expressions of Interest received for the Environment and Economic Community Forums

THAT the Strategy Committee endorses those people proposed by the Community Forums' Working Party for submission to Council for appointment to the relevant Forum.

See **attached** Expressions of Interest.

6.8 Submission of NZTA – O2NL Project Engagement

Purpose

To present to Council the proposed submission to the NZ Transport Agency on the Otaki to North of Levin (O2NL) Roads of National Significance project.

THAT the Committee recommends to Council that it approves the submission to the NZ Transport Agency on the Otaki to North of Levin (O2NL) Roads of National Significance Project

A copy of the submission is **attached**.

Attachments



No.	Title	Page
A	Expressions of Interest - Community Forums - June 2017	67
B	HDC Submission to NZTA - O2NL Project Engagement	68

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	

Strategy Committee

OPEN MINUTES

Minutes of a meeting of the Horowhenua District Council Strategy Committee held in the Council Chambers, 126-148 Oxford St, Levin, on Wednesday 5 July 2017 at 4.00 pm.

PRESENT

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

IN ATTENDANCE

Mr D M Clapperton	(Chief Executive)
Mr D Law	(Chief Financial Officer)
Mr G Saily	(Group Manager – Infrastructure Services)
Mr M Lester	(Projects Coordination Manager)
Mr S Grainger	(Economic Development Manager)
Mr D McCorkindale	(Senior Manager – Strategic Planning)
Mr D Haigh	(Growth Response Project Manager)
Mr R Hughes	(Environmental Engineer)
Ms T Williams	(Strategic Planner)
Mr S Wood	(Legal Counsel)
Mrs K J Corkill	(Meeting Secretary)

MEDIA IN ATTENDANCE

Mr T Frewen (“Otaki Mail”)

PUBLIC IN ATTENDANCE

There were 8 members of the public in attendance at the commencement of the meeting, increasing to 23 toward the end of meeting when the NZTA Submission report was addressed.

1 Apologies

Apologies were recorded for Mayor Feyen and Cr Campbell.

MOVED by Deputy Mayor Bishop, seconded Cr Wanden:

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

CARRIED

2 Public Participation

6.2 Proposed Plan Change 2 – Review of Residential Development Provisions
Christine Paton

6.3 Solid Waste – Review of the Waste Minimisation and Management Strategy 2012
Malcolm Hadlum

6.8 Submission to NZTA – O2NL Project Engagement
Carol Shore

3 Late Items

There were no late items.

4 Declarations of Interest

None declared.

5 Announcements

There were no announcements.

6 Reports

6.1 Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites

Purpose

To present Proposed Plan Change 1 (including supporting evaluation/technical reports) to the Strategy Committee for its approval and to obtain a recommendation that Council adopts the proposed plan change at its meeting in July and that officers proceed with public notification.

MOVED by Cr Judd, seconded Cr Wanden:

THAT Report 17/266 on Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites be received.

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

CARRIED

Ms Williams and Mr McCorkindale joined the table to speak to this report.

Requesting the report be taken as read, Ms Williams gave a background to the proposed plan change. She clarified that the comment about “owners being generally supportive” included those on the list who had confirmed their support. Those on the list who were not sure had not been included. In terms of who had nominated the properties for inclusion; of the 78, 60 properties had been nominated by people other than the property owner, with the owners then indicating their support.

Commending Officers on the work done, Cr Judd said the prior briefings and consultation put elected members in a good space to make a decision.

MOVED by Cr Judd, seconded Cr Brannigan:

THAT Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites and the Section 32 Evaluation Report is approved by the Strategy Committee and that the Committee recommends it be adopted by Council for the purpose of public notification in accordance with Clause 5 of the First Schedule of the Resource Management Act 1991.

THAT the Strategy Committee recommends to Council that, if necessary, the Senior Manager – Strategic Planning, in consultation with the Chair of the Hearings Committee be authorised (prior to public notification) to correct any minor errors or omissions in the text and maps of Proposed Plan Change 1 and the Section 32 Evaluation Report.

THAT the Strategy Committee recommends to Council that officers be authorised to proceed with public notification of Proposed Plan Change 1: Historic Heritage – Update Schedule 2 to include additional buildings, structures and sites, in accordance with the statutory requirements set out in the First Schedule of the Resource Management Act 1991.

CARRIED

6.2 Proposed Plan Change 2: Review of Residential Development Provisions

Purpose

To present Proposed Plan Change 2: Review of Residential Development Provisions (including supporting evaluation/technical reports) to the Strategy Committee for its approval and to obtain a recommendation that Council adopts the proposed plan change at its meeting in July and that officers proceed with public notification.

MOVED by Cr Judd, seconded Cr Mason:

THAT Report 17/267 on Proposed Plan Change 2: Review of Residential Development Provisions be received.

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

CARRIED

Commencing by saying that the report provided a lot of information, Mrs Christina Paton queried what process would be used when it went out for public consultation because it had the potential to significantly affect a considerable number of people and it would help if it was broadly communicated. As well as the usual communication channels, Mrs Paton suggested public meetings where people could see and have explained what was proposed.

Speaking to the report, Ms Williams summarised the information provided saying it was to provide for growth in the existing urban areas. Responding to the matter raised by Mrs Paton, there would be full public notification including a public notice and newspaper articles. Directly affected people, approximately 2,000, would also be notified. That would involve a letter and a pamphlet which provided a summary of the proposed changes.

Mr McCorkindale confirmed that Council had tried to take a proactive approach with a carefully worded media release to ensure it attracted attention. Although a property owner might not have any development aspirations their neighbours may. Other channels, such as social media, would be used to raise as much awareness as possible.

Responding to a query about whether people in Foxton, Foxton Beach and Shannon would be notified as well, Ms Williams said they had not anticipated doing that at this stage as it would involve a significant number of property owners; however she would be happy to take direction on that.

Mr Clapperton undertook to ensure that communication occurred as widely as possible, including public meetings.

MOVED by Cr Mitchell, seconded Cr Mason:

THAT Proposed Plan Change 2: Review of Residential Development Provisions and the Section 32 Evaluation Report is approved by the Strategy Committee and that the Committee recommends it be adopted by Council for the purpose of public notification in accordance with Clause 5 of the First Schedule of the Resource Management Act 1991.

THAT the Strategy Committee recommends to Council that, if necessary, the Senior Manager – Strategic Planning, in consultation with the Chair of the Hearings Committee be authorised (prior to public notification) to correct any minor errors or omissions in the text and maps of Proposed Plan Change 2 and the Section 32 Evaluation Report.

THAT the Strategy Committee recommends to Council that officers be authorised to proceed with public notification of Proposed Plan Change 2: Review of Residential Development Provisions, in accordance with the statutory requirements set out in the First Schedule of the Resource Management Act 1991.

CARRIED

6.3 Solid Waste - Review of the Waste Minimisation and Management Strategy 2012

Purpose

To inform the Committee of the process and steps that will be taken to review the Waste Minimisation and Management Plan 2012 which is due for review in 2018. This review forms part of the Long Term Plan and will include reviewing of the entire Solid Waste Activity.

MOVED by Cr Bishop, seconded Cr Judd:

THAT Report 17/323, Solid Waste - Review of the Waste Minimisation and Management Strategy 2012 be received.

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

CARRIED

Mr Malcolm Hadlum commenced his comments by saying the district's biggest asset by a country mile was its environment, summarising the benefits that a clean environment could bring. Around New Zealand the most successful towns and cities all were based on enhancing their natural assets.

Commenting on the history of the landfill and its inappropriate location for that type of activity, Mr Hadlum suggested Councillors should look into that and the latest non-compliance report. If the landfill was closed, Council could finally comply with the Waste Minimisation Act. At the moment it was very hard to minimise waste when a landfill depended on a certain tonnage to help reduce landfill debt.

Noting that this review was for the whole strategy and having researched this whole matter, Cr Judd raised the fact that closing the landfill would potentially put the district's waste into someone else's backyard.

Mr Hadlum said he supported that as Bonny Glen was large enough to take all the region's waste, it was in a more suitable environment and it was efficient: a state of the art facility. The cost of sending Kapiti Coast's waste to Bonny Glen would be no dearer than sending it here.

Cr Judd raised the potential impact in terms of cost of closing the landfill which may lead to a rise in the solid waste rate.

Mr Hadlum's response was in terms of the difficulty of putting a figure on having a clean environment and he suggested that in New Zealand the cost per capita would be small and well worth ensuring the activity was done correctly. Also, when the landfill did close, and it would have to close at some stage, there would be on-going costs.

Acknowledging Mr Hadlum's comments, Cr Kaye-Simmons said that going forward it was not just about the landfill but a more holistic approach being taken and being more environmentally friendly overall. She assured Mr Hadlum that elected members would be looking at this very seriously.

Mr Saidy introduced Ryan Hughes, Council's Environmental Engineer, who looked after the landfill and Council's solid waste activity. He then made a PowerPoint presentation on the Review to be undertaken, Council's legislative responsibilities, and the key considerations that would be taken into account during the review. The intention of bringing this to the Strategy Committee was to signal to Council that this was coming to the table and to give everyone the opportunity to have a say and understand both sides of the story so Council could make an informed decision around the solid waste activity.

Mr Saidy sought questions from Councillors that could be responded to during the review process.

Information requested by Councillors:

- comfort was sought on the integrity of the liner and that there was no leachate going into nearby streams. The understanding was that there was a substantial liner that collected leachate, which was then pumped back to the wastewater treatment plant and then the treated effluent went out to the Pot;
- With the changing face of waste, what would the long term effects and impacts that this community would be facing;
- with the growth projects, was the extra waste that would be generated being taken into account;
- the expiry of the current contract (with 2021 mentioned) and whether the significant amount of tonnage controlled by operators outside this district aligned with that;
- in the analysis could an option be brought back in terms of closing the landfill now – what that would look like, including the carbon cost raised by Mr Hadlum; and future care and other costs;
- information on the subsidies around carbon credits;
- pros and cons of using a regional rather than a local landfill;
- with the current recycling that was occurring, what percentage of that was genuine recycling and how much ended up in the landfill.
- with e-waste being a national issue, what was being done with regard to disposal?

6.4 Community Forums - Expressions of Interest

Purpose

To present to the Strategy Committee the expressions of Interest received for the Environment and Economic Community Forums.

MOVED by Cr Mason, seconded Cr Bishop:

THAT Report 17/289 on Community Forums - Expressions of Interest be received.

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

CARRIED

A name correction was noted, with it being Pauline Masters, not Masten.

MOVED by Cr Mason, seconded Cr Bishop:

THAT the Strategy Committee endorses those people proposed by the Community Forums' Working Party for submission to Council for appointment to the relevant Forum.

CARRIED

6.5 Funding Infrastructure to Support Growth

Purpose

To consider funding mechanisms for infrastructure in relation to future infrastructural requirements and growth, in the context of development of the 2018/38 LTP development.

MOVED by Cr Gimblett, seconded Cr Wanden:

THAT Report 17/319 on Funding Infrastructure to Support Growth 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 and Mr Clapperton both added commentary to the report which was a scene setter for Council to consider funding options for future growth as part of the LTP process.

6.6 Socio-economic Projections for Horowhenua

Purpose

The purpose of this report is to provide an update to the Strategy Committee regarding the review of Horowhenua's socio-economic forecasts.

MOVED by Cr Bishop, seconded Cr Wanden:

THAT Report 17/317 on Socio-economic Projections for Horowhenua 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 Economic Development Manager, Shanon Grainger, spoke to this report which he said provided an update to give visibility to work being undertaken. The district had changed quite considerably since NZIER undertook research eighteen months ago and Council was operating in a dynamic space. The draft report had been taken down to Wellington for consideration by a steering group of experts, which had been very beneficial. The Strategy Committee's endorsement of the approach being taken was now sought.

Responding to a query from Cr Wanden as to whether Council was drilling down on how the current growth being experienced was made up, and how that could be tracked, Mr Grainger noted that there had been a shift in LIM reports. Historically the district had seen 60% of its LIM enquiries happening from the local population and 40% for out of town; it was now going the opposite way with 60% being from out of town and 40% local. There was a strong flow from the south, but also from others areas such as Manawatu and

Palmerston North.

With the Horowhenua being promoted as the best rural lifestyle district in New Zealand, Cr Gimblett queried if there was a vision as to what the community should look like in the future.

Mr Clapperton said that was part of the discussion that needed to occur as part of the LTP. Also to be brought to Council was a piece of work being undertaken called H2030 looking at what Horowhenua may look at that point in time. That discussion needed to be undertaken with the wider community and he would be facilitating a discussion with the Waitarere community around the long term vision for that area and where they wanted to be in 20 years' time.

Mr Grainger noted that there was a view that fundamentally growth was not a good thing. However Horowhenua had a very strong community outcomes framework and it was a matter of thinking about growth as positive rather than negative: not growth just for the sake of it.

Cr Brannigan raised the importance of bringing Government agencies, particularly around such things as education, into the discussion. He noted the two schools at Foxton Beach were bulging and the seams and he requested some information be brought to the Strategy Committee around Government agency engagement.

Commenting on the recent steering group meeting, Mr Grainger said of interest was the approach used which nationally was a top down model, rather than a bottom up approach and understanding the implications of that. He acknowledged it would be an ongoing conversation.

Deputy Mayor Bishop said it was great to see this report with its socio-economic projects because for too long too many negative indicators had prevailed for the district. Now it was not just talking about possibilities; growth was actually occurring and it was putting the district on the radar with Government agencies.

In terms of where Council sat with regard to conversations with Government Agencies, Mr Grainger said Council had a few forums in place such as the Community Wellbeing Committee and Education Horowhenua, and those existing frameworks would be used for engagement.

Mr Clapperton said there needed to be a realisation that the growth that was forecast was quite unique. The only other examples on a similar scale was the growth that occurred in Kapiti 15-20 years ago where the population increased quite significantly.

With the number of the reports in the Agenda being closely related and with the LTP looming, Cr Judd queried how confident Council was with how it was tracking in terms of progress against activities such as funding of infrastructure, and would those specific projects be able to be delivered against the demand that was going to come.

Mr Clapperton responded that from a strategic perspective at the moment it was about how that growth should occur. It was not possible to put the handbrake on completely if that was what the community desired. Whilst it was not going to happen in 12 months or 2 years, it was going to happen over time. The good thing was the work completed to date around infrastructure development – water and wastewater treatment facilities – had put Council in a good place to manage growth. If that investment, and using debt to fund it, had not been made there would be problems how and Council would have to move quickly to increase capacity to get those plants upgraded in short order. In hindsight, the decisions made by previous Councils were some of the best decisions made as Council was now at a point where it could consider how growth should be managed rather than bringing core

infrastructure up to speed. Council was probably 80% along the way and how to manage the further 20% would be discussed as part of the LTP.

MOVED by Cr Brannigan, seconded Cr Wanden:

THAT the Strategy Committee endorses the review of Horowhenua's socio-economic projections with a view to updating those currently being utilised for current and future policy development and integrated planning purposes.

CARRIED

6.7 Economic Development in Horowhenua - Discussion Paper

Purpose

To provide the Strategy Committee with a discussion paper regarding the future of Economic Development in the Horowhenua.

MOVED by Deputy Mayor Bishop, seconded Cr Judd:

THAT Report 17/318 on Economic Development in Horowhenua - Discussion Paper be received.

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

CARRIED

Mr Grainger gave a PowerPoint presentation focusing elected members attention to the Discussion Paper on Economic Development in the Horowhenua. He stressed the timeliness of the discussion with Council having introduced an Economic Development Strategy four years ago. Shortly thereafter the first private/public partnership was established in the formation of an Economic Advisory Board which morphed into the Economic Development Board, with the vision and goal being the economic prosperity of the Horowhenua.

Mr Grainger said he was seeking feedback and support for some of the principles outlined in the paper so further information could be brought back to the next Strategy Committee meeting to identify a way forward.

MOVED by Cr Mason, seconded Cr Judd:

THAT Officers bring a report and roadmap to the next Strategy Committee Meeting that applies the principles set out above and provides direction for future actions.

CARRIED

6.8 Submission to NZTA - O2NL Project Engagement

Purpose

To present to Council the proposed submission to the NZ Transport Agency on the Otaki to North of Levin (O2NL) Roads of National Significance project.

MOVED by Cr Mitchell, seconded Cr Brannigan:

THAT Report 17/325 on Submission to NZTA - O2NL Project Engagement be received.

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

CARRIED

Mrs Carol Shore acknowledged the people in the gallery on whose behalf she was also speaking.

Mrs Shore introduced herself saying as a resident of Queen Street East she had an undeniable interest in the conversations that were being held around this submission and she was appealing directly on the matter – though what she had to say applied to many more in the Horowhenua than just herself.

Mrs Shore expressed a concern that Council had been liaising with various parties with regard to the development on the east side of Levin (east of Arapaepae Road) without any consultation with residents. If that had occurred she requested that any information be shared openly and honestly.

In her comments and speaking strongly against a possible expressway through the eastern greenbelt which would sever Levin from the Tararuas, she said she felt that Council's current submission was giving NZTA the greenlight to go ahead with whatever they wanted, wherever they wanted and as quickly as they wanted. However, she requested that Council engage with the whole community to find out what was best for the district.

Mrs Shore also read out an email from Murray Petherick, a Kimberley Road resident, in which he raised historical concerns that neither NZTA nor HDC had been more proactive on the whole issue. Had appropriate provision been made in past decades for a corridor for a future northern arterial route there would not be the complicated situation that now existed where the approach seemed to be reactive rather than proactive.

Mr Petherick emphasised that whichever route was decided upon there would be significant impact on the affected parties. As a retired engineer, he also made some suggestions from a technical perspective with regard to future route options.

To provide some context and clarify Council's position, Mr Haigh, Growth Response Project Manager, joined the table to speak to the report and respond to questions. He noted that this was a NZTA project with Council being a key stakeholder. Currently there was no expressway alignment on the table and Council had no stance as yet as it did not have enough knowledge. What was set out in the submission was high level principles which had been developed following a number of workshops with elected members. As part of the process, Council did want to be supportive of community views. Mr Haigh said he had been fielding enquiries from a number of people and groups, had attended NZTA meetings and had been getting out and about to understand the messaging.

In terms of time frames, Mr Haigh said the best indication was that by October there should be more information on a particular route.

Mr Clapperton gave an overview of NZTA decision changes since 2015 with regard to this project, with Councillors also adding comment..

With the high level of interest, and with it noted that there was going to be a decision that not everyone was happy with due to the differing opinions and views, it was AGREED that a community driven Working Group be established to ensure that everyone with an interest should be involved in the discussions taking place.

MOVED by Deputy Mayor Bishop, seconded Cr Tukapua:

THAT the Committee recommends to Council that it approves the submission to the NZ Transport Agency on the Otaki to North of Levin (O2NL) Roads of National Significance Project

CARRIED

6.10 pm

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

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

DATE:.....

CHAIRPERSON:.....

EXPRESSIONS OF INTEREST

Economic Community Forum

Malcolm Hadlum	
Colleen Sheldon	
Vivienne Taueki	
Debbie Baker	Life to the Max Horowhenua
Deborah Burns	
Pauline Masters	Manakau District Community Assn
Graham Galley	
Elizabeth Valentine	Waitarere Beach Progressive & Ratepayers Assn
Olaf Eady	
Richard Parker	

Environment Community Forum

Neil Savage	
Peter Thompson	
Mike Smith	
Graham Bull	
Vivienne Taueki	
Pauline Masters	Manakau District Community Assn
Graham Galley	
Christina Paton	
Geoff Kane	
Fred de Jager	Waitarere Beach Progressive & Ratepayers Assn
Rose Cotter	
Alastair Cole	

DRAFT HDC FEEDBACK TO NZTA ON THE O2NL RONS PROJECT

1. Introduction

- 1.1. The Horowhenua District Council (HDC) welcomes the opportunity to provide this feedback to the NZ Transport Agency (the Agency) on the Otaki to North of Levin (O2NL) Roads of National Significance project.
- 1.2. It outlines the key expectations and issues considered important for the development of the project from a HDC perspective and aims to support its progress.
- 1.3. The feedback is grouped under the following headings:
 - Collaboration and Support
 - Cultural and Heritage
 - Project Programme, Scope and Staging
 - Project Design
 - Effects on Urban Form
 - Interchanges
 - Walking and Cycling
 - Access and Road Network
 - Amenity
 - Environment and Ecology
 - Economic Impacts
- 1.4. This feedback is not intended to be a complete record of all the views, issues and requirements that HDC considers relevant to the project. It is reflective of our knowledge and the level information available on the project. As the project develops and more detailed information becomes available, we would welcome further opportunities to provide feedback.

2. Collaboration and Support

Collaboration

- 2.1. We support the collaborative approach being taken to develop the project. The Agency's willingness to engage with the community, key stakeholders and iwi is appreciated. The different perspectives and knowledge that these groups bring will provide valuable input to the project and deliver positive outcomes for the District. The current engagement plans proposed to the end of the year will ensure that communities, stakeholders and iwi get the opportunity to communicate to the Agency their views and aspirations for the project.

Support

- 2.2. The project is important for our District, and we are very eager to see it progress through to construction at the earliest opportunity. We fully support the intent of the project and acknowledge the transport benefits and the opportunities it can bring for the economy both at a national level and for our District, especially if the project planning and design process are well considered and delivered on.
- 2.3. The project will create significant change to the roading infrastructure in the District. Approximately 27km of existing State highway will become local road and HDC's responsibility. Levin town centre will experience change and being a key centre in the District it is important that HDC plans effectively for the future changes.

- 2.4. Responding to these changes and engaging on the project generally, creates administrative challenges for HDC with increased demand for resources and specialist technical advice creating additional expenses.
- 2.5. To enable HDC to continue engaging effectively on the project, which assists the Agency deliver positive national and local project outcomes, the provision of financial or resourcing support is requested. This will help offset the additional expenses being created by the project.

3. Culture and Heritage

- 3.1. The Horowhenua District has high cultural and heritage value for iwi, hapū and the wider community. HDC supports strong engagement with iwi and hapū to ensure cultural issues are dealt with appropriately and sensitively. The Agency should support tangata whenua through the engagement process.
- 3.2. The District has a significant cultural landscape, containing wāhi tapu and areas and features of cultural importance, these need to be identified, respected and preserved in the design process.
- 3.3. The cultural significance to tangata whenua of the Tararua Mountain Range, the sea and rivers should be respected and preserved in the design process.
- 3.4. All components of the design of the Expressway and associated infrastructure should recognise the local cultural and heritage context.

4. Project Programme, Scope and Staging

Programme

- 4.1. The length of time taken to develop the project and the changes in scope are creating anxiety and uncertainty for our community. This will be compounded by the level of detail that surrounds this round of consultation.
- 4.2. Moving forward, HDC wants to see more certainty on the project for the District, our community and potentially affected property owners. Traffic growth has been high on SH1 over the last 3 years and can be expected to remain high, exacerbating existing traffic issues in the District. This demonstrates the crucial need to achieve the forecast construction start of 2021 or face unacceptable traffic conditions.
- 4.3. We support the current programme through to construction and consider it important that the Agency works expeditiously to achieve it.

Scope

- 4.4. Whilst it is beneficial to extend the scope of the project from SH1 Taylors Road to the Manawatū River, we do however question the reasoning of ending the project at the Manawatū River and not the northern end of Foxton. Roading standards and traffic volumes on the section of SH1 between Manawatu River and Foxton are no different to those immediately to the south.

- 4.5. The traffic impact on Foxton as the first town traffic on SH1 will pass through from Wellington needs to be assessed. Removing bottlenecks between Wellington and Foxton will create free flowing traffic conditions on SH1 that may create future traffic issues in Foxton.
- 4.6. The overall scope of the project should consider the impact not only within the District but also on the function of the District from an inter-regional perspective.
- 4.7. HDC does not support the scope of the project or staging scenario that ends the project south of Levin. This would not alleviate the traffic issues in the town centre.
- 4.8. The project needs to consider the high level of growth being predicted for the District with project decisions supporting the District achieves its growth projections. HDC are reviewing the future growth projections for the District and can provide updated information to the Agency.

Staging

- 4.9. Generally, HDC does not support any staging of the project; however, if staging was going to enable parts of the project to be delivered early this would be supported.

5. Project Design

- 5.1. The project should promote good urban design principles to assist the District to realise its growth potential and help achieve its community outcomes.
- 5.2. Given the scale of the project, it will have a profound effect on the District, its communities and landscape well into the future. Therefore, HDC expects the Agency to use best practice design standards with a high degree of innovation applied to produce project outcomes that support the District in achieving its community aspirations and outcomes.

6. Effects on Urban Form

- 6.1. The project should limit its overall impact on existing developed areas in the District.
- 6.2. The project should maintain the integrity of the district's growth areas and should minimise severance of these areas from existing residential areas, particularly around Levin.
- 6.3. Appropriate future proofing should be included in the design of new infrastructure to ensure that it can be easily upgraded to accommodate growth in the District.

7. Interchanges

- 7.1. The provision of interchanges must be strategically located to ensure highly efficient access to Levin and its town centre. Levin is a key destination in the District which is reflected by the significant volume of traffic that has an origin or destination there.
- 7.2. It is desirable that the form of interchanges achieves as much free flow of traffic as possible, by using merges/diverges rather than give way or stop control.
- 7.3. HDC supports a connection to the south of Levin that will be the key access between Levin and the south. It is understood that a connection for Levin is being considered to the south

of Ōhau; however, HDC considers that a location closer to Levin would provide a more beneficial access and give a sense to drivers that Levin is close. This location should be investigated.

- 7.4. It is understood that an interchange at Manakau has been investigated and whilst this would be desirable to serve the local area, it is not considered a suitable access to Levin from the south. The interchange would potentially attract a high volume of traffic onto the existing SH1 which would be a local road in the future.
- 7.5. The interchange provision should enable inter-regional freight movements that travel through Levin to avoid the town centre.
- 7.6. The interchanges on the expressway will form gateways and first impressions to the District, its towns and services and should enhance the appeal of the District for visitors and residents.

8. Walking and Cycling

- 8.1. A shared walkway/cycleway should be provided that runs the length of the project like that built in the MacKays to Peka Peka RONS project.
- 8.2. The project should integrate with HDCs shared pathways strategy, and ensure connection opportunities between O2NL pathways and HDC's local pathway network are included.
- 8.3. Any residential areas severed by the Expressway should have appropriate connections for walking and cycling as long detours are not attractive or appropriate for these modes.
- 8.4. The expressway should not limit the opportunity for the proposed growth areas to integrate with existing residential areas in terms of walking and cycling.
- 8.5. Any roads that experience increases in traffic volumes should maintain the existing level of service for pedestrians and cyclists with mitigation measures as necessary.
- 8.6. The project should improve traffic conditions in Levin town centre and create opportunities for improved pedestrian movement in and around the town centre.

9. Access and Road Network

Access

- 9.1. The RONS project should recognise the key destinations in the District and provide easy access between these areas and the Expressway, especially for traffic associated with Levin.
- 9.2. Maintain efficient two-way access to Levin from the south via a connection at Ōhau or closer to Levin.
- 9.3. Maintain efficient two-way access between Levin and SH1 to the north.
- 9.4. Maintain efficient access to Levin from SH57 and Palmerston North.

- 9.5. Access between the local road network and expressway should minimise traffic on local roads that could otherwise be using the expressway.
- 9.6. Ensure the RONS interchange strategy maintains access points to Levin from the north and south.
- 9.7. Maintain and enhance access to key recreational areas within the District, especially the Tararua hill country, Ōhau River and Lake Horowhenua.
- 9.8. Provide good access from the expressway for freight traffic accessing industrial areas in Levin.

Road Network

- 9.9. Any changes to the local road network should minimise any increase in travel time for local traffic.
- 9.10. Reduce congestion and delays in the Levin Town Centre.
- 9.11. Any capacity and safety issues on the local road network because of changed traffic patterns should be mitigated.
- 9.12. The level of service for existing freight and commercial vehicle movements around the District should be enhanced.
- 9.13. Revoked State Highways should be designed to meet their new function as part of the local multi-modal transport network.
- 9.14. Revoked State Highways, including structures, are required to have an appropriate remaining life.

10. Amenity

- 10.1. Any infrastructure changes should preserve and enhance the rural character of the District.
- 10.2. With the proposed Expressway running in a north-south direction any impact on the visual amenity and access between the Tararua Mountain Ranges and the sea should be minimised.
- 10.3. Contribute to enhancing the character and amenity in Levin Town Centre particularly by removing non-essential heavy vehicles.
- 10.4. Minimise effects on key view shafts for existing and future residential areas.
- 10.5. Promote innovation in the design to enhance the overall fit with the landscape and cultural heritage of the District.

10.6. Incorporate design components (e.g. artwork, embossed concrete surfaces) that promote and celebrate the local cultural and heritage context of the District.

11. Environment and Ecology

11.1. Improve the overall environmental footprint of transport infrastructure throughout the District affected by the project.

11.2. Improve the management of stormwater runoff from any new and revoked infrastructure.

11.3. Include positive environmental and ecological outcomes for land, air and water for native flora and fauna to thrive across the scope of the project.

11.4. The multiple small stream crossings and waterways should be recognised and provided for in the design and earthworks managed to maintain principle land forms.

12. Economic Impacts

12.1. Many businesses in the District are located adjacent to the existing State highways and rely on passing traffic. The impact on these businesses and the wider economic impacts on the District needs to be assessed as part of the project.

Petition re Sale of Pensioner Housing

File No.: 17/264

1. Purpose

For the Horowhenua District Council (Council) to receive a petition requesting it reconsiders selling its pensioner housing stock.

2. Executive Summary

A petition was presented by Mayor Feyen to the Chief Executive at the 7 June 2017 Council meeting. The petition has over 2,000 signatures and is endorsed by the Horowhenua District Residents' and Ratepayers' Association (Chairperson, Christine Moriarty), the New Zealand Labour Party, NZ First and Muaupoko Cooperative Society with the petition prayer reading:

"We, the undersigned, do not want Horowhenua District Council to sell its pensioner housing portfolio comprising 115 units at eight complexes in Levin, Foxton, Shannon and 1.1 hectare of land in Waimarie Park in Levin, as it's a valuable community asset. Furthermore, we respectively request further public consultation urgently on this issue."

A copy of the petition is provided under separate cover.

3. Recommendation

- 3.1 That Report 17/264 on Petition re Sale of Pensioner Housing be received.
- 3.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

4. Background/Previous Council Decisions

- 4.1 In 2015 Council undertook an independent evaluation of options to improve the sustainability of social housing delivery in the Horowhenua District.
- 4.2 Council underwent a special consultation process pursuant to s83 of the Local Government Act from 15 February 2016 to 18 March 2016 seeking feedback on Council's proposal that:
 - it no longer provided pension housing as a core Council service;
 - expressions of interest be sought from Community Housing Providers for the stock transfer of Council's Pensioner Housing Portfolio;
 - that it continued to take a leadership role in advocating and facilitating for wider community issues with regard to accessibility and affordability of quality housing stock.
- 4.3 After hearing and considering submissions on its proposal, Council led a process inviting expressions of interest from Community Housing Providers to purchase and manage pensioner housing in the district.
- 4.4 Council has identified a preferred purchaser and is now pursuing due diligence with that party.

Attachments



No.	Title	Page
A	Petition - Requesting Council not to Sell Pensioner Housing (<i>Under Separate Cover</i>)	

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 to 19 July 2017

File No.: 17/302

1. Purpose

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

2. Recommendation

- 2.1 That Report 17/302 Monitoring Report to 19 July 2017 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	78

Confirmation of statutory compliance

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

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

Signatories

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

Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date Action by	Date Completed	Officer Comment
Report 12/347	4 July 2012	North Eastern Quadrant Stormwater	<i>THAT the stormwater review is progressed in 2012 – 2014.</i>	G O'Neill	April 2015	June 2017	The stormwater review is complete. As a result of the review, a tender has been let, and works commenced. The resource consent consultation process is underway.
16/221	4 May 2016	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 ongoing reporting for this project will be provided through the Finance, Audit and Risk Committee.
14/585	2 July 2014 6 July 2016	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 2014/15 financial year and be undertaken within</i>	D McCorkindale			

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
	5 Oct 2016		<p>2015/16 financial year:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sites of Cultural Significance <input type="checkbox"/> Historic Heritage <input type="checkbox"/> Dunefields Assessment <input type="checkbox"/> Coastal Hazards. <p>Inclusion of the Shannon Conscientious Objectors' Camps</p>				<p>Research is continuing on the Sites of Cultural Significance. A Dunefields Assessment has been undertaken. Consideration is being given to the most appropriate District Plan response to the assessment findings. The Whitaunui Military Defaulter's Camp was nominated and a formal heritage assessment is currently being undertaken.</p>
	1 Feb 2017		<p>Discussions to be undertaken re the Inclusion of Paiaka Camp</p>				

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
	26 April 2017		Cr Campbell to be updated on the status of Paiaka Camp discussions				<p>Paiaka Camp will be considered in the next phase of heritage assessments subject to the agreement of the land owner.</p> <p>Following further engagement with the identified heritage property owners, the Historic Heritage Plan Change has been presented to the Strategy Committee on 5 July and is on the 19 July Council agenda for adoption and public notification.</p>
16/38	1 Feb 2017	Amendment to Dog Control Policy and Bylaw 2015	<i>THAT Report 16/38 Amendment to Dog Control Policy & Bylaw 2015 lay on the table to allow for consultation with the Foxton</i>	V Miller	15 March 2017		Officers are working with key stakeholders to gain support for suggested changes.

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>Community Board and other interested stakeholders, with Officers to bring a further report to the March 2017 Council meeting.</i>				<p>Communications team are working to establish a better way to illustrate how the Dog Control Policy and Bylaw applies.</p> <p>Discussions held with Foxton Community Board 3 April 2017. Report to the 30 August 2017 meeting of Council.</p>
17/9	1 Feb 2017	Review of Dog Control Regime – National Action Plan	<p><i>THAT Council appoint Councillors Campbell and Mitchell to a subcommittee to work with Officers in the development of a submission on behalf of this Council in respect of proposed amendments to the Dog Control Act 1996 as it pertains to reducing the risk and harm of dog attacks.</i></p> <p><i>THAT authority be given</i></p>	V Miller			Still no further information available at this time.

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
	26 April 2017		<p><i>for the subcommittee to make the submission on behalf of Council, and a copy of that submission be brought to an appropriate meeting of Council for receipt and information purposes.</i></p> <p>Crs Campbell & Mitchell to be advised on timing and consultation process when confirmed.</p>				
16/189	1 Feb 2017	Draft Local Alcohol Policy	<p><i>THAT the Horowhenua District Council reaffirms it wishes to proceed with the implementation of a Local Alcohol Policy for the District as resolved by the previous Council.</i></p> <p><i>THAT Council resolves that the draft Local Alcohol Policy (LAP) as provided be used for consultation purposes using the Special Consultative Procedure as required by s79 of</i></p>	M Leyland			<p>Consultation on draft LAP conducted February/March 2017, submissions closing 17 March 2017.</p> <p>Forty Five (45) submissions received and were heard/considered by the Hearings Committee on 31 May 2017.</p>

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>The Sale & Supply of Alcohol Act 2012. (Statement of Proposal)</i></p> <p><i>THAT Council resolve that the Summary of Information as provided is a fair representation of the major matters in the Statement of Proposal; is in a form determined by Council; indicates where the Statement of Proposal is available; and states the period within which persons interested in the proposal may present their views to Council – s83AA Local Government Act 2002.</i></p> <p><i>THAT the hearing of submissions following consultation be heard by the Hearings Committee of Council, acting under delegation of Council, for a subsequent recommendation from</i></p>				Report to the 19 July 2017 meeting of Council proposing that the draft LAP as amended be adopted as a provisional LAP.

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>the committee to Council.</i>				
17/7	1 Feb 2017	Policy on Dangerous and Insanitary Buildings 2017	<p><i>THAT the Horowhenua District Council resolves that the draft policy on Dangerous and Insanitary buildings as provided be used for consultation purposes using the Special Consultative Procedure as required by Section 132 of the Building Act 2002 (Statement of Proposal).</i></p> <p><i>THAT Council resolve that the Summary of Information attached as provided, is a fair representation of the major matters in the Statement of Proposal; is in a form determined by Council; indicates where the Statement of Proposal is available; and states the period within which persons</i></p>	V Miller			<p>Consultation on draft policy conducted February/March 2017, submissions closing 17 March 2017.</p> <p>Two (2) submissions received and were heard/considered by the Hearings Committee on 31 May 2017.</p> <p>Report to the 19 July 2017 meeting of Council proposing that the draft policy as amended be adopted as an operative policy of Council.</p>

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>interested in the proposal may present their views to Council – s83AA Local Government Act 2002.</i></p> <p><i>THAT the hearing of submissions following consultation be heard by the Hearings Committee of Council, acting under delegation of Council, for a subsequent recommendation from the committee to Council.</i></p>				
17/97	15 March 2017	Draft Land Transport Bylaw 2017	<p><i>That the Horowhenua District Council use the special consultative procedure to consult on the draft Land Transport Bylaw 2017 and the hearing of submissions be undertaken by the Hearings Committee</i></p>	K Peel			<p>Submissions closed 24 April 2017. This was taken to the Hearings Committee on 28 June 2017. The Hearings Committee meeting adjourned awaiting some further work by officers.</p>
17/102	15 March	Adoption of Terms of	<i>THAT Horowhenua</i>	D Clapperton	On Track		

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
	2017	Reference Community Forums	<p><i>District Council seeks nominations for independent facilitators for the Community Forums.</i></p> <p><i>THAT the Mayor and Crs Wanden, Bishop, Mitchell and Gimblett establish a working party to review expressions of interest and report back to Council with recommendations at its April Council meeting.</i></p>		Completed		The Strategy Committee recommendations for membership of both Forums is included in this Agenda.
17/73	15 March 2017	Fees and Charges 2017/18 : Food Act Premises and Resource Consenting (Planning)	<p><i>THAT the Horowhenua District Council resolves that the Food Act Fees and Resource Consent (Planning) Fees for the 2017/18 year, as presented, be used as the Statement of Proposal, and the Summary of Information to be consulted on using the special consultative procedure as set out in</i></p>	M Lepper			<p>Submissions closed 24 April 2017. Submissions considered by the Hearings Committee on 31 May 2017.</p> <p>Report to the 19 July 2017 meeting of Council to confirm fees and charges.</p>

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>section 83 of the Local Government Act 2002.</i></p> <p><i>THAT the hearing of any submissions on this matter be heard by the Hearings Committee of Council acting under delegated authority, and a subsequent recommendation be made by the Committee to Council on this matter.</i></p>				
17181	26 April 2017	Breach of Council's Code of Conduct	<p><i>THAT the Notice of Motion received be noted by Council and treated as a formal complaint under Council's Code of Conduct and the Chief Executive be instructed to follow the process for determination and investigation as established by the Code of Conduct</i></p> <p><i>AND FURTHER</i></p> <p><i>THAT the Chief</i></p>	D Clapperton		Completed	Investigation completed. No material breach found. Matter is now closed.

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<i>Executive Officer be instructed to follow the process for the determination and investigation of complaints as set out in the Code of Conduct.</i>				
17/146	26 April 2017	Draft Combined Foxton Reserves Management Plan	<i>THAT Council adopts the Draft Combined Foxton Reserves Management Plan and authorises Council Officers to consult on the draft document in accordance with the Reserves Act 1977.</i>	D McCorkindale			Consultation has been undertaken on the Draft Combined Foxton Reserves Management Plans. Submissions closed on 3 July 2017. The submissions are now being considered. A hearing is anticipated to be held early August 2017.
17/253	7 June 2017	Foxton Reservoir – Public Works Act	<i>THAT the Horowhenua District Council seeks permission from the Minister of Conservation using the Public Works Act to set aside an area</i>	G O'Neill			HDC Officers submitted an Application to the Minister of Conservation for Consent to a Public

MONITORING REPORT							
HOROWHENUA DISTRICT COUNCIL							
Item No.	Meeting Date	Item Description	Resolved / Action	Responsible Officer	Date to Action by	Date Completed	Officer Comment
			<p><i>of Foxton Recreational Reserve for the purpose of water treatment in order that a reservoir can be construction at Foxton Reserve, Seaview Gardens.</i></p> <p><i>THAT the Horowhenua District Council's Chief Executive be delegated full authority to carry out Council's responsibilities regarding the Public Works Act processes.</i></p>				<p>Works Act Transaction on Thursday 6 July 2017. The application is to set aside a portion of the Foxton Recreation Reserve for the purpose of the construction of a new 500 m³ reservoir.</p>

Chief Executive's Report to 19 July 2017

File No.: 17/303

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 17/303 Chief Executive's Report to 19 July 2017 be received.
- 2.2 That these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Horowhenua District Council supports the signing by Mayor Feyen of the Local Government Leaders Climate Change Declaration 2017.
- 2.4 That Council acknowledges section 17A reviews will not be undertaken of the following activities prior to 8 August 2017 pursuant to section 17A(3)(b) of the Local Government Act 2002:
 - Community Support (Visitor Information)
 - Community Support (Economic Development)as the potential benefits of undertaking a review of these activities do not justify the cost of undertaking the review.
- 2.5 That the Chief Executive be authorised, on behalf of the Horowhenua District Council, to vote in favour of selling "Civic Assurance House" at a special general meeting of Civic Financial Services Ltd to be held on 5 October 2017 at 11:30 am.

3. Chief Executive Updates

3.1 Te Awahou Nieuwe Stroom

Te Awahou Nieuwe Stroom is a project in transition - the major construction work is now completed and Workshop e the exhibition design company will be taking possession of the galleries from Monday 10 July. Carpet is being laid, the kitchens are completed, commissioning of the HVAC system will commence in the next two weeks. Te Papa Tongarewa are putting climate monitors into the building from Monday 10 July to assess the climate from conditions from no air controls operating through to a fully commissioned and controlled environment. This is a six to eight week process and is necessary to ensure the climate conditions are suitable to house the taonga we will be loaning from institutional and private lenders; e.g. Te Papa Tongarewa, Massey University; Canterbury Museum; Te Manawa; Napier Museum, Dutch, Ngati Raukawa, Foxton Historical Society; Save our River Trust, Foxton Fizz and many other individuals who have loaned their artifacts.

The Ministry of Culture and Heritage has also provided a substantial grant towards the development of Te Awahou Nieuwe Stroom. We would like to acknowledge the significant contribution of the external funding providers; Eastern and Central Community Trust; Lotteries – Significant Projects; Community Facilities; Environment and Heritage WW1; Foxton Beach Freeholding Account.

The development of the exhibitions and community hub are well underway, the commitment by both Te Taitoa Maori o Te Awahou, Dutch Connections Museum Trust and the many local groups who will be represented within the facility cannot be under estimated – the research, sharing of stories and taonga from everyone involved will certainly provide the district with a world class visitor attraction.

3.2 **Local Government Leaders Climate Change Declaration**

Local Government New Zealand is seeking signatories to the Local Government Leaders Climate Change Declaration 2017 (see **attached**). Mayor Feyen has indicated his support for this initiative and is seeking elected members' endorsement of that support.

3.3 **s17A Reviews**

Under s17A of the Local Government Act 2002 (LGA 02), all local authorities are required to review the cost-effectiveness of current arrangements for meeting the needs of communities within their district or region for good-quality local infrastructure, local public services, and performance of regulatory functions. Local Authorities are required to complete their first s17A reviews by 8 August 2017 unless a statutory exception to review applies.

The purpose of this update is to make elected members aware of the activities which Officers have and have not reviewed.

The following activities have been reviewed pursuant to s17A LGA 02 (groupings indicate where activities have been reviewed together):

- Land Transport (Roads and Footpaths)
- Three Waters (Storm Water, Wastewater, and Water)
- Solid Waste (Landfill and Waste Transfer Stations, Roadside Refuse Collection, and Waste Minimisation & Recycling)
- Community Facilities and Services (Reserves & Beautification, Cemeteries, Halls, Public Toilets, and Sports Grounds)
- Community Facilities and Services (Swimming Pools, and Libraries) and Property (Commercial & Endowment, and Residential Housing)
- Community Support (Emergency Management & Rural Fire)
- Regulatory Services (District Planning Consenting, District Plan Policy, Building Consents, Building Policy, Environmental Health, Liquor Licensing, Dog Control, Parking Enforcement, Customer Services, and General Regulatory Services)

The following activities have not been reviewed on the basis that the potential benefits of undertaking a review of these activities do not justify the cost of undertaking the review which is an exception under section 17A(3)(b) of the LGA 02:

- Community Support (Visitor Information)
- Community Support (Economic Development).

3.4 **Potential Sale of Civic Assurance House**

Council holds shares valued at \$104,000, 110,689 Shares, which represents 0.98% of the total shareholding of Civic Financial Services Ltd.

Prior to 1 March 2017 the company was known as New Zealand Local Government Insurance Corporation Ltd and traded under the name of Civic Assurance. Its history goes back to 1941 when it was set up to provide Insurance for local government entities. This continued until the Christchurch earthquake when Civic's balance sheet could no longer sustain the prudential requirements of being an insurance company. Services administered by Civic Financial Services Ltd include the LAPP Mutual Fund and the SuperEasy and SuperEasy KiwiSaver Superannuation Schemes. It no longer provides normal Material Damages or Public Liability Insurance products, which was its original purpose. Council's principle reason for holding shares in the company was strategic, i.e. to ensure a competitive insurance market for local government. This can no longer be claimed and as such Council should look to reduce its investment in the company.

Part of the investment portfolio of the company is Civic Assurance House on Lambton Quay. As Civic is no longer offering insurance, it is able to return some of its capital to its shareholders. Selling what is now an underperforming Investment building is part of the strategy to release some cash to make a distribution back to shareholders. If the building is sold for the \$7.8-\$8m envisaged, Council should receive approximately \$100,000 distribution in repayment of shares reducing Council's shareholding accordingly.

Attached is the "Informal Notice of Meeting" and details of the proposal.

3.5 Code of Conduct Complaint

In April of this year the Council resolved that the following Code of Conduct complaint be investigated by myself as Chief Executive:

'That Cr Ross Campbell breached the Code of Conduct of Horowhenua District Council by his actions of recording and posting a video on the Facebook site "Campbell for Miranui" on 12th April 2017 at 9.25 pm, and which was later shared to the site of "at the Nua", in which he repeatedly lied about the HDC building reports, selectively disclosed in committee information, and denigrated other Councillors'.

Fairway Resolutions Limited was appointed to undertake a preliminary assessment of the alleged breach as per Appendix B of Council's Code of Conduct (the code). That preliminary assessment has been undertaken and in summary Fairway Resolution Limited concluded that whilst the comments made by Councillor Campbell could be seen to have the effect of bringing the Council or a Councillor into disrepute they (Fairway Resolution Ltd) did not consider the complaint (or breach) to be material and therefore no further investigation is required.

Both the complainant and the respondent have been advised of Fairway Resolution Limited's findings as required by the code.

3.6 Economic Development Update

Summary Economic Indicators

Indicator (Annual average % change)	Horowhenua District	Wellington Region	Manawatu-Whanganui Region	New Zealand
Gross Domestic Product	3.8%	2.4%	2.4%	2.9%
Traffic flow	5.1%	4.3%	4.3%	4.6%
Residential consents	68%	28.6%	58%	10%
Non-residential consents	-26%	25%	13%	11%
House prices*	22%	19.5%	15%	12%
House sales	16%	-0.1%	22%	-4.5%
Guest nights	13%	1.1%	2.1%	3.2%
Retail trade	6.1%	1.5%	2.6%	2.9%
Car registrations	14%	10.3%	11%	8.2%
Commercial vehicle registrations	5.7%	18.3%	7.4%	17%
Jobseeker Support recipients	4.4%	1.1%	3.0%	1.0%

*Annual percentage change (latest quarter compared to a year earlier)

Source: Infometrics

The June 2017 Quarterly Economic Update was released by the Economic Development Unit. Horowhenua continues to perform well. GDP, retail trade, and residential consents all remained elevated, and exceeded regional growth for Wellington and Manawatu-Whanganui.

See attached Quarterly Economic Update - 2 June 2017.

Attachments

No.	Title	Page
A	Local Government Leaders Climate Change declaration - final June 2017	95
B	Civic Assurance - Information for Potential Sale of Civic Assurance House - Ian Brown - 30 June 2017	99
C	Horowhenua-Quarterly-Economic-Update-Issue-2-June-2017	102

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	

Who's
putting local
issues on
the national
agenda?

**We are.
LGNZ.**

Local Government Leaders Climate Change Declaration

In 2015, Mayors and Chairs of New Zealand declared an urgent need for responsive leadership and a holistic approach to climate change. We, the Mayors and Chairs of 2017, wholeheartedly support that call for action.

Climate change presents significant opportunities, challenges and risks to communities throughout the world and in New Zealand. Local and regional government undertakes a wide range of activities that will be impacted by climate change and provides infrastructure and services useful in reducing greenhouse gas emissions and enhancing resilience.

We have come together, as a group of Mayors and Chairs representing local government from across New Zealand to:

1. acknowledge the importance and urgent need to address climate change for the benefit of current and future generations;
2. give our support to the New Zealand Government for developing and implementing, in collaboration with councils, communities and businesses, an ambitious transition plan toward a low carbon and resilient New Zealand;
3. encourage Government to be more ambitious with climate change mitigation measures;
4. outline key commitments our councils will take in responding to the opportunities and risks posed by climate change; and
5. recommend important guiding principles for responding to climate change.

We ask that the New Zealand Government make it a priority to develop and implement an ambitious transition plan for a low carbon and resilient New Zealand. We stress the benefits of early action to moderate the costs of adaptation to our communities. We are all too aware of challenges we face shoring up infrastructure and managing insurance costs. These are serious financial considerations for councils and their communities.

To underpin this plan, we ask that a holistic economic assessment is undertaken of New Zealand's vulnerability to the impacts of climate change and of the opportunities and benefits for responding. We believe that New Zealand has much at stake and much to gain by adopting strong leadership on climate change emission reduction targets.

We know that New Zealanders are highly inventive, capable and passionate about the environment. New Zealanders are proud of our green landscapes, healthy environment and our unique kiwi identity and way of life. Central and local government, working together with communities and business, can develop and implement ambitious strategies based on sound science, to protect our national inheritance and security.

Council commitments

For our part we commit to:

1. Develop and implement ambitious action plans that reduce greenhouse gas emissions and support resilience within our own councils and for our local communities. These plans will:
 - a. promote walking, cycling, public transport and other low carbon transport options;
 - b. work to improve the resource efficiency and health of homes, businesses and infrastructure in our district; and
 - c. support the use of renewable energy and uptake of electric vehicles.
2. Work with our communities to understand, prepare for and respond to the physical impacts of climate change.
3. Work with central government to deliver on national emission reduction targets and support resilience in our communities.

We believe these actions will result in widespread and substantial benefits for our communities such as; creating new jobs and business opportunities, creating a more competitive and future-proof economy, more efficient delivery of council services, improved public health, creating stronger more connected communities, supporting life-long learning, reducing air pollution and supporting local biodiversity. In short, it will help to make our communities great places to live, work, learn and visit for generations to come.

Guiding Principles

The following principles provide guidance for decision making on climate change. These principles are based on established legal¹ and moral obligations placed on Government when considering the current and future social, economic and environmental well-being of the communities they represent.

1. Precaution

There is clear and compelling evidence for the need to act now on climate change and to adopt a precautionary approach because of the irreversible nature and scale of risks involved. Together with the global community, we must eliminate the possibility of planetary warming beyond two degrees from pre-industrial levels. This could potentially threaten life on Earth (Article 2 of the UNFCCC). Actions need to be based on sound scientific evidence and resourced to deliver the necessary advances. Acting now will reduce future risks and costs associated with climate change.

2. Stewardship/Kaitiakitanga

Each person and organisation has a duty of care to safeguard the life-supporting capacity of our environment on which we all depend and to care for each other. Broad-based climate policies should enable all organisations and individuals to do all they feasibly can to reduce emissions and enhance resilience. Policies should be flexible to allow for locally and culturally appropriate responses.

¹ These Guiding Principles are established within the: Treaty of Waitangi, Resource Management Act 1991, Local Government Act 2002, Civil Defence and Emergency Management Act 2002, Oslo Principles 2014, Principles of Fundamental Justice and Human Rights.

3. Equity/Justice

It is a fundamental human right to inherit a habitable planet and live in a just society. The most vulnerable in our community are often disproportionately affected by change and natural hazards. Approaches need to consider those most affected and without a voice, including vulnerable members in our community, our Pacific neighbours and future generations.

4. Anticipation (thinking and acting long-term)

Long-term thinking, policies and actions are needed to ensure the reasonably foreseeable needs of current and future generations are met. A clear and consistent pathway toward a low carbon and resilient future needs to provide certainty for successive governments, businesses and communities to enable transformative decisions and investments to be made over time.

5. Understanding

Sound knowledge is the basis of informed decision making and participatory democracy. Using the best available information in education, community consultation, planning and decision making is vital. Growing understanding about the potential impacts of climate change, and the need for, and ways to respond, along with understanding the costs and benefits for acting, will be crucial to gain community support for the transformational approaches needed.

6. Co-operation

The nature and scale of climate change requires a global response and human solidarity. We have a shared responsibility and can not effectively respond alone. Building strong relationships between countries and across communities, organisations and scientific disciplines will be vital to share knowledge, drive innovation, and support social and economic progress in addressing climate change.

7. Resilience

Some of the impacts of climate change are now unavoidable. Enhancing the resilience and readiness of communities and businesses is needed so they can thrive in the face of changes. Protecting the safety of people and property is supported by sound planning and a good understanding of the risks and potential responses to avoid and mitigate risk.

THE FOLLOWING MAYORS SUPPORT THIS DECLARATION



Mayor Dave Cull
Dunedin City Council



Mayor Lianne Dalziel
Christchurch City Council



Mayor Grant Smith
Palmerston North City Council



Mayor Ray Wallace
Hutt City Council



Mayor Steve Chadwick
Rotorua Lakes Council



Mayor Wayne Guppy
Upper Hutt City Council



Mayor Don Cameron
Ruapehu District Council



Chris Laidlaw, Chair
Greater Wellington Regional Council


Mayor

Mayor Winston Gray
Kaikoura District Council



Mayor David Ayers
Waimakariri District Council



Mayor Gary Tong, JP
Southland District Council



Mayor Bill Dalton
Napier City Council



David Clapperton
Chief Executive
Horowhenua District Council
Private Bag 4002
LEVIN 5540

28 June 2017

Dear David

INFORMAL NOTICE OF MEETING

Information for Potential Sale of Civic Assurance House

In my letter of 20 March 2017 accompanying the Statement of Intent and Annual Report for Civic Financial Services Limited I mentioned that Civic was intending to hold a Special General Meeting in September for shareholders to vote on whether the Company should sell Civic Assurance House.

This meeting has now been scheduled to be held in the Company's Boardroom, Level 3, Civic Assurance House, 116 Lambton Quay, Wellington on Thursday 5th October 2017 commencing at 11:30 am. Formal notification and voting papers will be sent to you before the end of August.

This informal notice is to provide you with relevant information that will allow you sufficient time to assess the proposal and make an informed decision. The attached explanatory note provides you with relevant details on the building and the impact and process of the potential sale.

You are a valued shareholder of the Company; as such I encourage you to read through this information and cast your vote once you have received your voting papers.

Yours sincerely

Ian Brown
Chief Executive
DDI: 04-978-1263
Email: ian.brown@civicfs.co.nz



POTENTIAL SALE OF CIVIC ASSURANCE HOUSE

Your Board is putting forward a proposal to all shareholders of Civic Financial Services Limited ("Civic") to consider whether Civic should sell or retain ownership of Civic Assurance House at 114-118 Lambton Quay, Wellington.

You will be invited to vote on this at a Special General Meeting ("SGM") to be held in Wellington at 11:30am on Thursday 5 October 2017.

BACKGROUND

Building

In 1963 the directors of Municipalities Cooperative Insurance Company Limited, one of the companies that merged in 1989 to form Civic, agreed to erect a building in Lambton Quay. The Local Government Building, which was renamed Civic Assurance House in 2007, was completed in 1967. The building cost just over \$1 million to construct and today is valued at just under \$8 million.

Until recently Civic and a number of local government entities occupied the building but at present only two, being Civic and SOLGM, remain as tenants. The remainder of the current tenants include consultants, legal service providers, retail outlets, eateries and charitable organisations.

Operations

Your Board decided at the end of 2016 to withdraw Civic's application for a full insurance licence and not offer property insurance. This decision was not taken lightly, but in the current market Civic cannot write insurance profitably. However, Civic will be able to provide property insurance through Civic Property Pool (CPP) in the future if this is what the sector wants and market conditions favour doing so.

Civic continues to administer the local government SuperEasy KiwiSaver Scheme and the SuperEasy scheme and the four local government mutual pools: LAPP, Riskpool, CLP and CPP.

PROPOSAL

As at 31 December 2016 the net equity of Civic was \$17.2 million which includes a \$3.2 million net deferred tax asset.

As it will not be offering insurance, Civic is able to return some of its capital to shareholders. Your Board signalled in the 2017 Statement of Intent that it would ask shareholders whether they wished to retain ownership of Civic Assurance House or whether they wished to sell the building.

If shareholders supported a sale and a satisfactory price can be obtained, then the building will be sold and the sale price of the building net of selling costs will be distributed to shareholders.

Current Valuation

Civic Assurance House was valued at \$7.9 million on 31 December 2016. Two subsequent independent valuations have valued the building between \$7.8 - \$8.1 million and \$7.5 - \$8.0 million. These valuations take into account the age, state and earthquake rating (50% of NBS) of the building. The building currently has 85% occupancy with a weighted average lease term of two years. Obviously if the building had a greater occupancy it would be valued higher. We are however, with the current earthquake rating, having difficulty letting the vacant space.

Impact of Sale

Over the last five years Civic assurance House has generated an average net income of \$0.368 million per annum. In December 2011 the building was valued at \$6.9 million. In December 2016 the building was valued at \$7.9 million. The five year capital growth has therefore been 2.73% per annum. The five year return (income and capital) to 31 December 2016 for the building has been 7.96% per annum.

On the assumption Civic Assurance House was able to be sold for a value of \$7.8 million – \$8.0 million and allowing for estimated transaction costs of \$0.4 million the sale price could return a special fully imputed cash dividend of around 68 cents per share. Resident withholding tax will not be deducted from the dividend payment.

For Horowhenua District Council's holding of 110,689 shares that approximates to \$75,268.52 plus \$29,271.09 imputation credits. These imputation credits fully offset the amount of tax that the shareholders would otherwise be liable to pay on those dividends.

If shareholders support the sale and a special dividend is paid obviously both Civic's profit and possible future dividends to shareholders would reduce. The 2017 Statement of Intent projects that Civic will continue to produce a surplus if Civic Assurance House is sold and the net proceeds from the sale are distributed to shareholders.

If the property sale is supported by shareholders a two month tender process will be initiated. If a satisfactory price is obtained through this process there is expected to be a one month settlement period. Distribution of the net proceeds of the sale via a special dividend would be completed within two months of the settlement date.

Impact of Retention of Civic Assurance House

If Shareholders vote against the sale of Civic Assurance House, Civic would retain the property income stream (both operating and capital).

Civic would also investigate using a portion of Civic's capital to carry out earthquake strengthening of Civic Assurance House. This would only be undertaken if it was considered the cost would lead to greater occupancy, rental returns and capital growth.

Quarterly Economic Update

Issue 2 - June 2017

Economic
Development
Horowhenua

From the Economic Development Manager



Welcome to the June 2017 edition of Horowhenua's Quarterly Economic Update (QEU).

This issue will focus on economic data to the year ending March 2017.

There have been a number of positive trends in the first quarter of 2017, hinting that the progress experienced in 2016 is far from over.

The district's GDP has been on an incline since 2015, continuing its steady march upwards, approaching pre-Global Financial Crisis levels. This is having a noticeable affect on property and labour markets.

There has been a continued reduction in the unemployment rate, which has finally moved below 7%. This decrease has been largely driven by the construction sector, coupled with the expansion of local businesses over the past year.

The retail sector has also been busy with an uptake in spending in Horowhenua. Attracting both local and external shoppers to the district will continue to be a focus over the coming years as the Wellington Northern Corridor develops.

We want to evolve this resource to best meet your needs, and as such have included an electronic mechanism for you to provide feedback. We invite your comments by clicking [here](#).

As always, if there is something we can help you with, please do get in touch.

Best regards,

Shanon

For general enquiries and support contact:

Gemma Reilly
Economic Development Support Officer
e. gemma@horowhenua.govt.nz
p. +64 6 366 0999

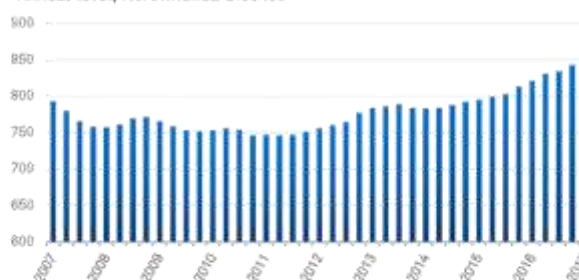
For other important matters contact:

Shanon Grainger
Economic Development Manager
e. shanong@horowhenua.govt.nz
m. +64 27 687 3921

Trend Summary

Gross Domestic Product

Annual level, Horowhenua District



Source: Infometrics

Highlights

Positive economic indicator changes over the past year are summarised below. The main body of the report provides further detail on the changes:

- Horowhenua's GDP growth remains elevated, expanding by 3.8% over the year to March 2017. This compares to a national growth of 2.9%, and 2.4% in both the Wellington and Manawatu-Whanganui regions.
- The district's average annual unemployment rate has been steadily reducing over the past year, and now sits at 6.9%; the lowest rate since 2009.
- The property market in the district remains strong, despite a cooling in larger markets such as Wellington and Auckland.
- Retail spending has increased within the district, with electronic card spending rising by 6.1% over the year to March 2017.

Lowlights

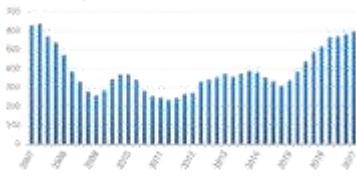
Negative trends included a continued decline in the total value of non-residential consents; decreasing by -26.1% over the year to March 2017. The year to March 2016 saw a number of high value projects, which have had a strong influence on the percentage change in values over the past three quarters, the March 2017 annual value for non-residential consents still sits above 10 year averages. There was also an increase in the number of Jobseeker recipients, but a decrease in the average annual number of MSD beneficiaries overall.



The Property Market

House Sales

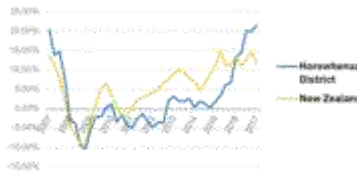
Annual Number, Horowhenua District



Source: REINZ via Infometrics

House Price Growth

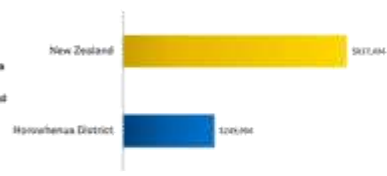
Annual % change



Source: QV via Infometrics

Average current house value

Average for 12 months to March 2017



Source: QV via Infometrics

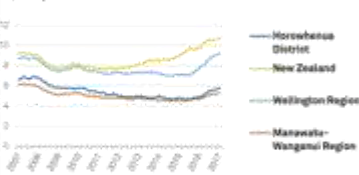
Horowhenua's property market remained elevated over the year to March 2017. Nationally, house sales decreased by -4.5%, this was mainly influenced by Auckland, where sales decreased by -12.3% as investment activity flows out of Auckland. Despite this, house values continued to grow nationally, with prices increasing by an average of 11.9% to \$617,434.

For Horowhenua, house prices increased by 21.5% in the year to March 2017, with average house values sitting at \$249,942. This equates to an approximate increase of \$44,200 when compared to the average annual values for 2016. The strong market has been driven by the Horowhenua's significantly cheaper housing prices and improving transport connections which have been a major attraction for people outside of the district. Horowhenua locals were only responsible for a third of the LIM requests submitted throughout 2016 and early 2017, with 39.7% of LIM requests coming from residents in the Wellington region.

Housing Affordability

Housing Affordability Index

Quarterly level



Source: Infometrics

Horowhenua's housing affordability for home owners continued to decrease over early 2017, with Infometrics housing affordability index increasing to 5.8 for the quarter compared to 4.9 in March 2016.

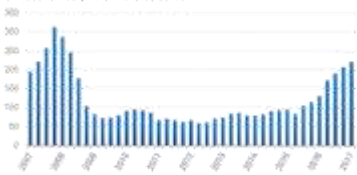
Horowhenua continues to remain highly affordable when compared to the Wellington region, but the district is losing ground to the wider Manawatu-Whanganui Region.

Rising house prices and general demand for housing in the district has continued to place an upward pressure on rental prices. Rents for the March 2017 quarter averaged \$264 per week; a 12% increase on March 2016 quarter prices. The annual average number of active bonds in the district increased slightly when compared to the previous year, suggesting the increasing demand for rentals is outstripping the supply.

Residential Consent Activity

Residential Consents

Annual number, Horowhenua District



Source: Stats NZ via Infometrics

The strong housing market has continued to drive interest in new home builds, with new dwelling consents increasing by 68.7% between March 2016 and March 2017.

48 new dwelling consents were issued in the typically quieter March quarter, which is the largest March quarter number in 10 years.

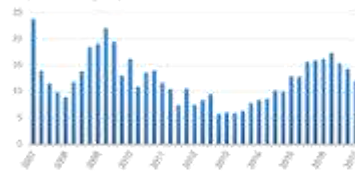
\$64.5m worth of new homes have been constructed in the district in the 12 months to March 2017, this compares with \$34.4m for the same period in the previous year, equating to an increase of around 87%.

A steady supply of skilled workers for the bustling construction sector will be a focus in the coming months, with many parts of the country are already experiencing capacity constraints.

Non-residential Consent Activity

Non-residential Consents

8m annual running total, Horowhenua District



Source: Stats NZ via Infometrics

The value of non-residential consents has continued to decline over the past year, decreasing by -26% between March 2016 and March 2017.

The percentage decrease has been strongly influenced by high value projects that occurred across the year to March 2016.

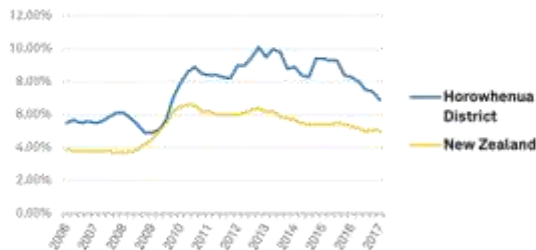
Despite this, annual values for the March 2017 quarter remain above 10-year averages, and builders operating in the commercial arena continue to have a strong pipeline of work in Horowhenua and neighbouring districts.

The sector is expected to gain momentum over this year, as commercial interests in Horowhenua continue to increase.

The Labour Market Unemployment

Unemployment Rate

Average annual rate



A continued increase in job prospects throughout the district has seen the average annual unemployment rate drop to an estimated 6.9% over the year to March 2017. This compares to the March 2016 rate of 8.3%, and the 10-year peak of 10.1% in December 2012.

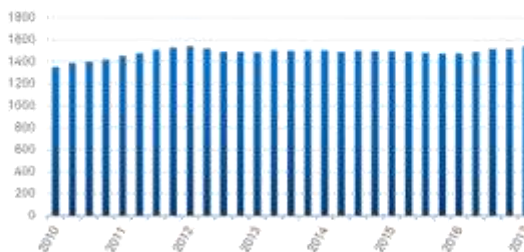
While the unemployment rate for the district still remains above the national rate of 5.0%, there has been a continual reduction in the rate since September 2015.

A focus for the coming years will be finding pathways for supporting the long-term unemployed back into the workforce.

Jobseeker Support

Jobseekers

Annual average, Horowhenua District



Annual average working age Jobseeker numbers increased by 4.4% over the year to March 2017. This compares to a 1.1% increase nationally, and a 3.0% increase in the Manawatu-Whanganui Region.

An average of 1,538 people received the Jobseekers benefit over the 12 months ended March 2017, this was an increase of 65 people when compared to the same period of the previous year. Despite this, Sole Parent Support recipients decreased by an average of 60 people, and total MSD beneficiary recipients decreased by -0.1%.

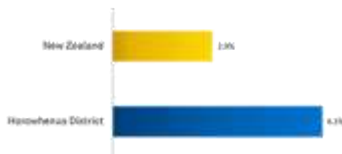
The increase in Jobseeker numbers can be attributed to migration, where by a small proportion of the districts increasing population are on Jobseeker benefits before transitioning into work in the district.

Other Economic Indicators

Retail Sales

Growth in Retail Sales

Annual average % change Mar 16 - Mar 17



Source: Marketview via Infometrics

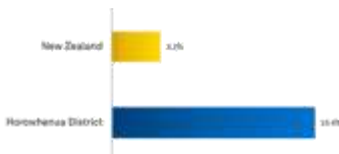
Population growth, increasing job prospects, and expanding visitor numbers continued to have a positive impact on retail spending in the district. Electronic card spending on retail purchases grew by 6.1% over the year to March 2017. This compares to a regional growth of 2.6%.

The quarterly value of retail sales for March 2017 was approximately \$76.6 million, up by over \$8 million compared to March 2016 quarter values.

Guest Nights

Guest Nights

Annual average % change Mar 16 - Mar 2017



Source: Statistics via Infometrics

Guest night numbers for Horowhenua continue to grow, with an increase of 13.4% between March 2016 and March 2017. This compares to a regional increase of 2.1%.

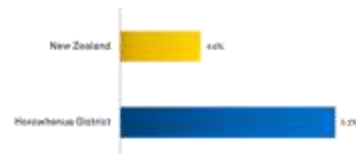
Visitors stayed a total of 83,884 nights during the year to March 2017, up by almost 10,000 when compared to the previous year.

A number of commercial projects currently in development should continue to drive and support guest night growth in Horowhenua.

Traffic Flow

Annual Change in Traffic Flows

Annual average % change Mar 16 - Mar 17



Source: NZTA via Infometrics

Traffic flows increased by 5.1% over the year to March 2017, compared to an increase of 4.3% regionally.

While some of the increase can be attributed to improved transport connections; car and commercial vehicle registrations have also increased for the district over the same period. Car registrations increased by 13.8%, and commercial vehicle registrations grew by 5.7%.

Read it online at www.horowhenua.govt.nz

Summary Economic Indicators

Indicator (Annual average % change)	Horowhenua District	Wellington Region	Manawatu-Whanganui Region	New Zealand
Gross Domestic Product	↑ 3.8%	↑ 2.4%	↑ 2.4%	↑ 2.9%
Traffic flow	↑ 5.1%	↑ 4.3%	↑ 4.3%	↑ 4.6%
Residential consents	↑ 68%	↑ 28.6%	↑ 58%	↑ 10%
Non-residential consents	↓ -26%	↑ 25%	↑ 13%	↑ 11%
House prices*	↑ 22%	↑ 19.5%	↑ 15%	↑ 12%
House sales	↑ 16%	↓ -0.1%	↑ 22%	↓ -4.5%
Guest nights	↑ 13%	↑ 1.1%	↑ 2.1%	↑ 3.2%
Retail trade	↑ 6.1%	↑ 1.5%	↑ 2.6%	↑ 2.9%
Car registrations	↑ 14%	↑ 10.3%	↑ 11%	↑ 8.2%
Commercial vehicle registrations	↑ 5.7%	↑ 18.3%	↑ 7.4%	↑ 17%
Jobseeker Support recipients	↑ 4.4%	↑ 1.1%	↑ 3.0%	↑ 1.0%

*Annual percentage change (latest quarter compared to a year earlier)

Source: Infometrics

Resources

This update along with other publications can be viewed in the *Business* section of our website at:

<http://www.horowhenua.govt.nz/Business>

Your feedback is invited, and can be provided [here](#).

Websites of interest;

Statistics New Zealand - <http://www.stats.govt.nz>

Ministry of Business, Innovation & Employment - <http://www.mbie.govt.nz>

Infometrics - <http://www.infometrics.co.nz/>

Disclaimer

Information provided in this document is based solely on records held by, or provided to, Horowhenua District Council. The accuracy of the information provided has not been checked. Use of this information for any purpose what-so-ever is at the discretion of the user. Horowhenua District Council accepts no liability for any loss or hurt which may be suffered due to that use.

Read it online at www.horowhenua.govt.nz

Notes

Gross Domestic Product

Gross Domestic Product is estimated by Infometrics. A top down approach breaks national industrial production (sourced from production based GDP measures published by Statistics New Zealand) is broken down to TA level by applying TA shares to the national total. Each TA's share of industry output is based on earnings data from LEED. GDP growth in recent quarters is based on a model which uses the various partial economic indicators presented in this report as inputs.

Net migration

Net migration is the difference between the number of arrivals and departures of permanent and long-term migrants. Data is sourced from International Travel and Migration statistics from Statistics New Zealand.

Unemployment

Regional level unemployment rates are sourced from Statistics New Zealand's Household Labour Force Survey. Trends in the number of Jobseekers at TA level are used to break down regional unemployment rates to TA level. To reduce volatility the unemployment rate is presented as an average for the last four quarters.

Traffic flow

Traffic flow growth rates are calculated from the number of vehicles passing approximately 110 sites monitored by New Zealand Transport Agency. Each of the sites has been mapped to a territorial authority.

Retail Sales

The retail spending data is sourced from Marketview. It measures total electronic card spending using spending through the Paymark network and adding to it an estimate of non-Paymark network spending using the pattern of BNZ card holder spending at non-Paymark retailers. For further breakdown of the data by storetype and other variables contact Marketview.

Accommodation

The number of guest nights is sourced from Statistics New Zealand's Accommodation Survey. A guest night is equivalent to one guest spending one night at an establishment. For example, a motel with 15 guests spending two nights would report that they had provided 30 guest nights.

House sales

The number of house sales is sourced from REINZ. The indicator measures the number of house sales at the point when the sale becomes unconditional. The unconditional date is the date when all the terms of an agreement have been satisfied and the sale and purchase can proceed to settlement.

House values

House value (dollar value) are sourced from QVNZ. The levels quoted in the report are average current values over the past 12 months. An average current value is the average (mean) value of all developed residential properties in the area based on the latest house value index from QVNZ. It is not an average or median sales price, as both of those figures only measure what happens to have sold in the period. These average current values are affected by the underlying value of houses (including those not on the market) and are quality adjusted based on the growth in each house's price between sales.

Building consents

Building consents data are sourced from Statistics New Zealand. Non-residential consents include the value of both new buildings and alterations.

Vehicle sales

Car and commercial vehicle sales data are sourced from New Zealand Transport Authority. Sales are based on new registrations which include the first time registration of new vehicles and used vehicles imported from overseas.

Jobseekers Support

In July 2013 the New Zealand's welfare system changed to better recognise and support people's work potential. As part of this the Jobseekers Support benefit was introduced. This benefit is for people who can usually look or prepare for work but also includes people who can only work part-time or can't work at the moment, for example, because they have a health condition, injury or disability.

Data presented for the September 2013 quarter onwards is provided by the Ministry of Social Development (MSD). Data prior to September 2013 are Infometrics estimates based on re-grouping pre-July 2013 benefit categories to be consistent with the post-July 2013 benefit categories. The pre-July 2013 benefit categories used to estimate the number of Jobseekers Support recipients are: Unemployment Benefit and Unemployment Benefit Hardship; Unemployment Benefit Training and Unemployment Benefit Hardship Training; Sickness Benefit and Sickness Benefit Hardship; Domestic Purposes Benefit - Sole Parent (if youngest child is 14 or over); Women Alone and Widow's Benefit (without children or with children 14 or over).



06 366 0999 126 Oxford St, Levin 5510 Private Bag 4002, Levin 5540 Economicdevelopment@horowhenua.govt.nz

Local Government New Zealand 2017 Annual General Meeting Remits

File No.: 17/334

1. Purpose

To bring to Council, and gain its stance, on proposed remits circulated by Local Government New Zealand.

2. Executive Summary

Local Government New Zealand has circulated proposed Remits (as **attached**) to be considered at its AGM scheduled for 25 July 2016 to provide members with sufficient time to review/discuss these remits within their councils prior to the AGM.

3. Recommendation

- 3.1 That Report 17/334 on Local Government New Zealand 2017 Annual General Meeting Remits be received.
- 3.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 3.3 That Horowhenua District Council supports/does not support the proposed Litter Act 1979 remit.
- 3.4 That Horowhenua District Council supports/does not support the proposed 15% Goods and Services Tax remit.
- 3.5 That Horowhenua District Council supports/does not support the proposed National Legislation to manage cats remit.
- 3.6 That Horowhenua District Council supports/does not support the proposed Development of a Sugar Sweetened Beverages Policy remit.

4. Issues for Consideration

There are four remits, which are detailed below :

1. Litter Act 1979

Remit: That LGNZ advocates to central government to amend the Litter Act 1979 to enable local authorities to legally issue infringement notices where there is evidence of an offence.

Proposed by: Palmerston North City Council

Supported by: Metro Sector

2. 15% Goods and Services Tax

Remit: That Local Government New Zealand (LGNZ) requests that the Government use the appropriate mechanisms to enable a proportion of the 15% Goods and Services Tax (GST) to be returned to the

regions it was generated in so that Councils can use this money to pay for the servicing of visitor infrastructure.

Proposed by: Gisborne District Council

Supported by: Nelson City Council
Napier City Council
Tasman District Council
Wairoa District Council
Far North District Council

3. National legislation to manage cats

Remit: That Local Government New Zealand lobby the Government to take legislative action as a matter of urgency to develop national legislation to manage cats with the proviso that legislation includes provision for cost recovery for cat management.

Proposed by: Dunedin City Council

Supported by: Auckland Council
Palmerston North City Council
Rangitikei District Council
Masterton District Council
Otago District Council
Invercargill City Council
Hastings District Council

4. Development of a Sugar Sweetened Beverages Policy

Remit: All councils should consider the development of a Sugar Sweetened Beverages Policy for their respective workplaces and facilities.

Proposed by: Hastings District Council

Supported by: South Taranaki District Council
Central Hawkes' Bay District Council
Nelson City Council
Wairoa District Council
Palmerston North City Council
Hawke's Bay Regional Council

Attachments

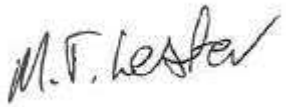

No.	Title	Page
A	LGNZ 2017 AGM remits	110

Confirmation of statutory compliance

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

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

Signatories

Author(s)	Mark Lester Project Coordination Manager	
Approved by	David Clapperton Chief Executive	

Who's
putting local
issues on
the national
agenda?

**We are.
LGNZ.**

2017 Annual General Meeting

Remits

We are.
LGNZ.

1

Litter Act 1979

Remit: That LGNZ advocates to central government to amend the Litter Act 1979 to enable local authorities to legally issue infringement notices where there is evidence of an offence.

Proposed by: Palmerston North City Council

Supported by: Metro Sector

Background information and research

1. The indiscriminate disposal of rubbish is an ongoing and increasing problem for local authorities. The primary statutory instrument for the abatement and control of litter is the Litter Act 1979 ("the Act").
2. Section 14 of the Act creates authority for the issue of infringement notices, which has been used by local authorities in respect to indiscriminately dumped refuse. The practice of many local authorities is to issue an infringement notice, with an infringement fee of up to \$400, where a search of the material reveals the likely owner of the material.
3. An examination of section 14 reveals that this approach is beyond the authority of the Act. Section 14(1) limits the issue of an infringement notice to situations where the Litter Control Officer observes a person committing an infringement offence, or has reasonable cause to believe such an offence is being or has just been committed by that person.
4. Infringement notices cannot, therefore, be issued in respect to refuse or litter deposited beyond the present or immediate past. This means that local government does not have an effective statutory tool to address the indiscriminate disposal of rubbish. The only measures available are the issue of a warning letter, or prosecution for an offence against section 15 of the Act. The former is seen as an ineffective deterrent in the absence of the ability to issue an infringement, and the latter extremely costly on councils.

**We are.
LGNZ.**

5. This limitation could be simply address through amendment of the Act to remove the word "just" from section 14(1). It would then read "Where a Litter Control Officer observes a person committing an infringement offence or has reasonable cause to believe such an offence is being or has just been committed by that person, an infringement notice in respect of that offence may be issued to that person by that Officer."
6. The current dispute and review mechanisms in respect to infringements would ensure protection from unjust fines.
7. This remit proposal meets the requirements for remits to be both relevant to local government overall, and to be of a significant policy nature. While the proposed remedy is a relatively simple one, managing the illegal dumping of rubbish is a significant issue for local authorities. The recommended action is an amendment to legislation, and therefore beyond the scope of 'administrative action' (as specified in the remit criteria).The lack of authority for councils to issue infringement notices for dumped refuse unless the offence is observed applies to all local authorities.

We are.
LGNZ.

2

15 % Goods and Services Tax

Remit: That Local Government New Zealand (LGNZ) request that the Government use the appropriate mechanisms to enable a proportion of the 15% Goods and Services Tax (GST) be returned to the regions it was generated in so that Councils can use this money to pay for the servicing of visitor infrastructure.

Proposed by: Gisborne District Council

Supported by: Nelson City Council
Napier City Council
Tasman District Council
Wairoa District Council
Far North District Council

Background information and research

1. Nature of the issue

Many of the public amenities provided by local government, like public toilets, roads, walkways and cycleways, free wi-fi at the library and parks and reserves have been mostly paid for by ratepayers.

The free provision of these amenities contribute to the wellbeing of our residents, but they also help to make the visitor experience to New Zealand Regions a positive one.

2. Background to its being raised

Meng Foon, District Mayor of Gisborne - Tairāwhiti raised the matter as a proposal to Gisborne District Councils (GDC) Future Tairāwhiti Committee on 20 April 2017.

After gaining Committee support, the recommendation to proceed with this application to LGNZ AGM was adopted by the full Council at their meeting on 18 May 2017.

The proposal has a timely connection with the February 2017 launch of the Tairāwhiti Economic Action Plan (EAP). The EAP recognises that taking a strategic and coordinated approach to grow our Regions share in the tourism market has the potential to generate an annual GDP return of \$6.5m (within 5 years) to our Region. It is also projected to bring >40 additional jobs per annum.

**We are.
LGNZ.**

This proposal is one step towards adopting a strategic and coordinated approach to investment in Regional tourism growth. It is relevant to local government as a whole and has the potential to benefit the New Zealand economy.

3. New or confirming existing policy

The proposal of a GST remit to be used to maintain and enhance public and visitor infrastructure is new but it is consistent with Council's strategic priorities. These priorities are reflected in the Long Term Plan (LTP) projects and activities and align with our vision and community outcomes.

The strategic priorities that specifically relate to the proposal are:

- Prosperous Tairāwhiti – fostering economic growth and community well-being; &
- Mana Tairāwhiti – enhancing and enjoying our unique region.

The proposal is also consistent with the Tairāwhiti Economic Action Plan and the Tairāwhiti Māori Economic Development Report (28 February 2017). Both documents represent more than 18 months of collaboration between regional groups, industry groups, local businesses and iwi, with support from central government through the Regional Growth Programme.

Both documents recognise that investment in some core tourism infrastructure has a big role to play in hosting people and making them feel comfortable about the region.

4. How the issue relates to objectives in the current Work Programme

Council's current work programme, described in the 2015-2025 LTP, prioritises investment in community infrastructure that strengthens 'Our Place'. This includes our parks, pool, public spaces, sports grounds, our library and theatres. It also includes investing in our rural towns; cycle and walkways that improve connections and heritage trails, such as Council's major project Tairāwhiti Navigations .

All of these public infrastructure assets contribute to a positive visitor experience. All of these assets are currently paid for by ratepayers.

5. What work or action on the issue has been done on it, and the outcome

The Regions have all been working closely with the Ministry of Business, Innovation & Employment (MBIE) and the Ministry for Primary Industries (MPI) to explore opportunities to increase jobs, income and investment. This work to-date is reflected in the Tairāwhiti Economic Action Plan. As described at (2) in this application, the EAP lists tourism growth and activities as a key Sector Action that will contribute to major economic benefits for the region by 2022.

**We are.
LGNZ.**

The proposal for a percentage return of GST generated in the Region for the purposes of being reinvested in public infrastructure that supports the positive visitor experience is consistent with the GDC Financial Strategy (2015-2025 LTP) which describes an overarching aim to be 'financially sustainable' and a key direction to 'balance user pays emphasis with public good'.

The proposal is also consistent with the purpose of the Local Government Act (2002) whereby local authorities are provided the ability "...to play a broad role in meeting the current and future needs of their communities for good quality local infrastructure (and) local public services..."

6. Outcome of any prior discussion at a Zone or Sector meeting

No.

7. Evidence of support from Zone/Sector meeting or five councils

The Mayor of Gisborne- Tairāwhiti, Meng Foon has canvassed other councils and has the all-inclusive support of at least five other local authorities. The written evidence showing the support of the Gisborne District Council, Nelson City Council, Napier City Council, Tasman District Council, Wairoa District Council to support Mayor Meng Foons proposal are attached to this letter as appendix 1.

8. Suggested course of action envisaged.

That Local Government New Zealand (LGNZ) request that the Government use the appropriate mechanisms to enable a proportion of the 15% Goods and Service Tax (GST) be returned to the regions it was generated in so that Councils can use this money to pay for the servicing of visitor infrastructure.

Yours sincerely

Meng Foon
District Mayor
Gisborne- Tairāwhiti

We are.
LGNZ.

3

National legislation to manage cats

Remit: That Local Government New Zealand lobby the Government to take legislative action as a matter of urgency to develop national legislation to manage cats with the proviso that legislation includes provision for cost recovery for cat management.

Proposed by: Dunedin City Council

Supported by: Auckland Council
Palmerston North City Council
Rangitikei District Council
Masterton District Council
Otago District Council
Invercargill City Council
Hastings District Council

Background information and research

Nature of the issue

Throughout New Zealand many local authorities are individually trying to promote responsible cat ownership, good cat management and reduce the environmental impact cats have on our wildlife. The introduction of national legislation would help address these concerns and enable a consistent approach throughout New Zealand.

Concerns regarding nuisance caused by companion, stray and feral cats have been raised by the community via multiple channels, including unprompted comments in response to the Dunedin Residents' Opinion Survey 2014 and Dog Control Survey. Cat control is an issue that has also been raised in submissions received on the review of bylaws that regulate dogs as well as the use of parks and reserves. Submitters have requested the district council take additional measures to control cats so that urban and rural wildlife is protected.

**We are.
LGNZ.**

Background to it being raised

Throughout New Zealand, companion cat and feral cat numbers are believed to be increasing. While the exact number of cats in New Zealand is unknown, the cat population is estimated at 1.4 million.

Councils are tasked with trying to promote responsible cat ownership and reduce their environmental impact on wildlife, including native birds and geckos. Yet, district council powers for cats are for the purpose of minimising the impact on people's health and wellbeing. The regional council's powers are restricted to destruction of feral cats as pests. There are no statutory powers available for the district council to implement an alternative solution such as requiring companion cat owners to control their cats to avoid or minimise the harm of companion cats on urban or rural wildlife.

This is confirmed by the Local Government Act 2002 which specifies that Council's powers to make bylaws are restricted to matters of public welfare such as:

- “(a) protecting the public from nuisance;
- (b) protecting, promoting, and maintaining public health and safety;
- (c) minimising the potential for offensive behaviour in public places.”¹ (emphasis added)

While the Local Government Act 2002 provides in section 146(a)(v) that the Council may make a bylaw for the keeping of animals, these powers are restricted to ensuring cats kept on a property to avoid a nuisance or cause a health problem for people.

A district council may not pass a bylaw to control cats for the purpose of generally protecting wildlife beyond the boundary of a reserve administered under the Reserves Act 1977, as the purposes for passing a bylaw specified in the Local Government Act 2002 are directed at ensuring that companion cat ownership does not adversely affect people.

This remit seeks the protection of our wildlife and native species by seeking regulatory powers for the Council to prescribe cat control measures for the protection of wildlife in urban and rural areas. Regulatory powers for companion cat control measures could include:

- Cat identification (e.g. collars and/or microchipping) of cats is a method of identifying the person that is the owner of the cat.
- Cat de-sexing
- Responsible cat ownership (such as locking in cats overnight and wearing collars with bells).

A secondary issue is the power to enforce those measures by way of issuing an infringement notice for a breach of a bylaw. Currently, a Council is not permitted to introduce infringement offences as Parliament has not yet enacted the regulations under the Local Government Act 2002 required to permit Councils to create an infringement fine for a breach of bylaws.

¹ Section 145, Local Government Act 2002

**We are.
LGNZ.**

On 16 May 2017 the Dunedin City Council made a resolution that Local Government New Zealand lobby the Government to take legislative action as a matter of urgency to give Councils statutory power to control companion cats.

How the issue relates to objectives in the current Work Programme

This issue relates to maintaining and enhancing the quality of New Zealand's environment which is policy priority three in the LGNZ policy statement. Therefore this remit supports the work programme of LGNZ.

Outcome of any prior discussion at a Zone/Sector meeting or 5 Councils

Seven councils have indicated support for the remit.

Suggested course of action envisaged

That Local Government New Zealand lobby the Government to develop legislation at a national level akin to the Dog Control Act 1996 which would cover (but not necessarily limited to): Functions, duties, and powers of territorial authorities

- Cat control officers and cat rangers
- Cat registration (including chipping)
- Obligations of owner
- Infringement offences
- Custody of cats

A Cat Control Act would give Councils the necessary statutory power to control cats.

We are.
LGNZ.

4

Development of a Sugar Sweetened Beverages Policy

Remit:	All councils should consider the development of a Sugar Sweetened Beverages Policy for their respective workplaces and facilities.
Proposed by:	Hastings District Council
Supported by:	South Taranaki District Council Central Hawke's Bay District Council Nelson City Council Wairoa District Council Palmerston North City Council Hawke's Bay Regional Council

**We are.
LGNZ.**

Background information and research

Nature of the issue

There is a growing awareness of the association between too much sugar and a number of health related conditions including obesity, poor dental health, and serious medical conditions such as type-2 diabetes. Sugar sweetened beverages are recognised as being one of the leading contributors of sugar to the diets of New Zealanders.

Councils are well positioned to positively influence the health behaviours of its staff, elected representatives, and visitors, and to model good health behaviours for the wider community through the development of sugar sweetened beverage policies.

Councils lack guidance on the format and content of a policy on this issue. The provision of such guidance assists in enabling positive action on reducing the harm from the consumption of sugar sweetened beverages.

Background to it being raised

Choose Water Hawke's Bay presented to the Hastings District Council's Planning and Regulatory Committee in March 2017. *Choose Water Hawke's Bay* is a group of oral health promoters formed to look at local health measures to raise awareness of the detrimental effects of sugar sweetened beverages in the Hawke's Bay community and to promote healthy beverage alternatives. *Choose Water Hawke's Bay* sought support from Council to understand the problem and promote solutions; and to develop a Policy that provides a sugar free drink haven within Council facilities and Council run events. In response to *Choose Water Hawke's Bay* presentation, the Planning and Regulatory Committee agreed inter alia 'that a remit on Sugar Free Drinks and/or choose water be formulated and submitted to Local Government New Zealand for consideration'.

New or confirming existing policy

In 2013, the Nelson Marlborough District Health Board became the first Health Board in the country to implement a policy limiting access to sugar sweetened beverages. Nelson City Council supported this initiative through their own sugar sweetened beverages policy.

How the issue relates to objectives in the current Work Programme

The issue is not currently in the LGNZ current work programme.

What work or action on the issue has been done on it, and the outcome

Hastings District Council has been asked to: develop a Policy on sugar sweetened beverages and to develop a policy on a Sugar Free Drink Haven within Council Facilities and Council run events. Development of these policies has been initiated.

As mentioned above Nelson Marlborough District Health Board and Nelson City Council have developed policies limiting access to sugar sweetened beverages.

While some individual Councils have considered the development of sugar sweetened beverages for their respective Councils here is no overall Local Government policy or position on this matter.

**We are.
LGNZ.**

Any existing relevant legislation, policy or practice

No relevant legislation identified.

The World Health Organisation (WHO) recommends that free sugars should contribute to no more than 10% of total energy intake, equivalent to approximately 12 teaspoons of sugar per day for an average adult.

Outcome of any prior discussion at a Zone/Sector meeting or five Councils

In gaining support from other Councils Palmerston North City Council requested that consideration also be given to the banning of artificial sweeteners. The approval of the supporting Councils was sought and at the time of writing, this amendment has been supported by Hastings District Council, Nelson City Council and Hawke's Bay Regional Council.

Suggested course of action envisaged

That all Councils should consider the development of a Sugar Sweetened Beverages Policy for their respective workplaces and facilities.

That LGNZ provide template policy and guidelines to assist Councils with the development of such policies.

That LGNZ collect data on the development of Sugar Sweetened Beverage Policies by Councils and report back at the 2018 LGNZ Annual General Meeting.

Documents Executed and Electronic Transactions Authorities Signed

File No.: 17/304

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 17/304 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:
199-201 Oxford Street, Levin (Lot 1 DP 58846, Certificate of Title WN55B/888)
- (a) Authority and Instruction Form – Surrender of Lease
 - (b) Authority and Instruction Form – Lease Instrument
 - (c) Lease Instrument with Winnie Coulter for a period of four consecutive terms of five years each, commencing 14 March 2016.

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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File No.: 17/221

Gift of Lot 403 DP 401602 - Pinot Crescent Ohau

1. Purpose

To notify Council of the proposed gifting of "The Village Green" Lot 403 DP 401602 Pinot Crescent Ohau, by the Bishop Vineyard Owners Association (BVOA) and seek a resolution from Council to purchase the property on the terms and conditions within the Agreement for Sale and Purchase.

2. Executive Summary

Lot 403 DP 401602 Pinot Crescent Ohau is flat open space which is approximately 3,113m² in area. The site has no buildings. The BVOA have agreed to gift the land to council for \$1 so that it might be maintained as amenity open space. There is very little public space in the area.

3. Recommendation

- 3.1 That Report 17/221 Gifting of Lot 403 DP 401602 - Pinot Crescent Ohau be received.
- 3.2 That this decision is recognised as not significant in terms of S76 of the Local Government Act
- 3.3 That the Chief Executive be given delegated authority to execute the Sale and Purchase Agreement for the purchase of Lot 5-403, DP 401602, Pinot Crescent, Ohau, for the sum of \$1.00.

4. Background / Previous Council Decisions

The Bishops Vineyard Owners Association Inc (BVOA) approached Council with the proposal to gift Lot 403 DP 401602 "The Village Green" to Council. There have been no previous reports or Council decisions in relation to this matter.

5. Discussion

- 5.1 "The Village Green" is adjacent to the existing vineyard, with views to both the Vineyard and Tararua Ranges. Should Council acquire the site it will provide a peaceful and reflective open amenity space area for the public to enjoy. An alternative recreational domain is available, however it is a 5-10minute walk, and adjacent to State Highway 1. Public Open Space is limited in the area and acquiring this land will provide an alternative recreational space
- 5.2 In addition to the road, a public walkway is already in place and accessible from Muhunoa East Road to enable safe walking and cycling. Council owns the roading infrastructure in Bishop's Vineyard.
- 5.3 Various discussions were held and terms and conditions considered, namely
 - That all legal costs associated with the legal transfer of this property were to be at the cost of the BVOA

- BVOA to supply and install a commemorative plaque (or similar) be erected so that the public know that this land was a donation to the community for their enjoyment and wellbeing
 - Purchase price will be \$1
 - All conditions relating to the management and maintenance of the land have been withdrawn
- 5.4 The BVOA consulted within their incorporated members they have agreed with the terms and conditions and decided that they wish to proceed with the gift of land to the community.

6. Options

Only one option is presented for discussion that being to accept the gifting of the land for the purpose of public amenity space in line with the terms and conditions contained within the Agreement for Sale and Purchase.

Should Council agree to the transfer the site it will be maintained under the existing grounds maintenance contract.

6.1 Cost

Cost to purchase the site has been set at \$1.00. Ongoing maintenance of the site (approximately \$1750.00) will be met from the existing operational budgets.

Option	Cost
Purchase of site	\$1.00
Ongoing maintenance	\$1,750.00

6.1.1 Rate Impact

NIL – maintenance cost will be met from the existing operational budget

6.2 Community Wellbeing

LTP refers to the Rationale for Activity & Community Outcomes.

“ A community of knowledge, culture and diversity where people are proud to live”

“ Safe, resilient and healthy communities”

6.3 Consenting Issues

There are no Consents required or consenting issues arising.

6.4 LTP Integration

There is no LTP programme related to the options or proposals in this report. There are no Special Consultative Processes required.

7. Consultation

The BVOA undertook their own internal consultation and agreed with proceeding as per the terms and conditions set out within the Agreement for Sale and Purchase.

8. Legal Considerations

There are no Legal Requirements or Statutory Obligations affecting options or proposals.

9. Financial Considerations

There is no financial impact.

10. Other Considerations

There are no other considerations

11. Next Steps

Agree to accept the terms within the Agreement for Sale and Purchase
Place Lot 403 DP 401602 (The Village Green) within the existing grounds maintenance
programme.

12. Supporting Information

Strategic Fit/Strategic Outcome

The recommendations are in line with Council's LTP - Community Outcomes and within the Horowhenua District Open Space Strategy.

Decision Making

Decision is not significant and can be made outside of the LTP.

Consistency with Existing Policy

No existing strategy or policy is in place but this proposal is consistent with the Horowhenua District Open Space Strategy – Adopted 5 September 2012.

Funding

No funding is required, met out of existing Operational Expenditure Budgets.


Confirmation of statutory compliance

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

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

13. Appendices

There are no appendices for this report

Author(s)	Melissa Hanson Customer & Development Enabler	
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Approved by	Arthur Nelson Property and Parks Manager	
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Draft Policy - Easter Sunday Shop Trading Policy

1. Purpose

The purpose of the report is to propose that Council implements an Easter Sunday Shop Trading Policy, allowing trading throughout the Horowhenua District.

2. Executive Summary

- 2.1 The Shop Trading Hours Act 1990 was amended in 2016 to enable territorial authorities to create local policies to allow shop trading across their entire district or in limited areas on Easter Sunday.
- 2.2 A period of pre-consultation on Easter Sunday Shop Trading was undertaken in March/April 2017 designed to gather some initial thoughts of the community. These are discussed in clause 5.

3. Recommendation

- 3.1 That Report 17/160 Draft Policy - Easter Sunday Shop Trading Policy be received.
- 3.2 That this decision is recognised as not significant in terms of S76 of the Local Government Act
- 3.3 That Council resolves that it wishes to implement an Easter Sunday Shop Trading Policy that allows trading throughout the Horowhenua District area.
- 3.4 That Council resolves to consult on the draft policy attached as the Statement of Proposal (**Attachment A**), using the Special Consultative Procedure as required by s5B(1) of the Shop Trading Act 1990 (as amended by the Shop Trading Hours Amendment Act 2016).
- 3.5 That Council resolve that the Summary of Information attached as **Attachment B** is a fair representation of the major matters in the Statement of Proposal; is in a form determined by Council; indicates where the Statement of proposal is available; and states the period within which interested persons may present their views to Council – s83AA Local Government Act 2002.
- 3.6 That the hearing of submissions following consultation be heard by the Hearings Committee of Council acting under delegation of Council, for a subsequent recommendation from the committee to Council.

4. Background / Previous Council Decisions

- 4.1 There are no previous decisions by Council on this matter, however recent changes to legislation allows territorial authorities to introduce an Easter Sunday Shop Trading Policy for their district in conjunction with their community through the Special Consultative Procedure.
- 4.2 The following is the relevant extract from the legislation as it pertains to Easter Sunday Shop Trading Policies as inserted on 30 August 2016 by section 15 of the Shop Trading Amendment Act 2016:

- (1) A territorial authority may have a local Easter Sunday policy to permit shops to open on Easter Sunday in any areas comprising the whole of its district or any part or parts of its district.

- (2) A local Easter Sunday shop trading policy may not permit shops to open only for some purpose; permit only some types of shops to open; specify times shops may or may not open; include any other conditions as to the circumstances in which shops in the area may open.
- (3) A local Easter Sunday shop trading policy must include either or both a map of the area, a clear description of the boundaries of the area so they are easily identifiable in practice.
- (4) A territorial authority must review the first local Easter Sunday shop trading policy adopted no later than 5 years after adopting the policy.
- 4.3 The legislation also addresses provisions relating to shop employees' right to refuse to work on Easter Sunday without any repercussions for their employment relationship.
- 4.4 As stated in clause 2.2 above, a pre-consultation survey was undertaken to gauge initial thoughts of the community on Easter Sunday Shop Trading. The survey was available both on-line through Survey Monkey as well as in hard copy format containing 6 questions. Our staff also hand delivered survey forms to a number of businesses. There were 169 responses, results as follows:
- (1) Question 1. Which best describes you?
- Retailer – 27 (16.07%)
 - Shopper – 121 (72.02%)
 - Worker in a Retail store – 20 (11.9%)
 - Skipped – 1
- (2) Question 2. Should shops in the Horowhenua District be allowed to trade on Easter Sunday?
- Yes – 74 (43.79%)
 - No – 95 (56.21%)
- (3) Question 3. How would you be affected if shops could trade on Easter Sunday in the Horowhenua District?
- I could open my shop and trade – 9 (5.36%)
 - My employer may ask me to work – 7 (4.17%)
 - I might go shopping – 47 (27.98%)
 - I will make a conscious choice not to shop, work or trade – 65 (38.69%)
 - It won't affect me at all – 32 (19.05%)
 - Other – 8 (4.76%)
 - Skipped – 1
- (4) Question 4. If Easter Sunday trading was to be allowed should trading be allowed anywhere or only in defined areas?
- Anywhere – 116 (74.84%)
 - Only in defined areas – 39 (25.16%)
 - Skipped - 14
- (5) Question 5. Where do you live?
- Tokomaru/Opiki – 2 (1.18%)
 - Shannon – 10 (5.92%)
 - Foxton – 13 (7.69%)
 - Foxton Beach – 3 (1.78%)

Waitarere Beach – 9 (5.33%)
Levin – 119 (70.41%)
Manakau – 2 (1.18%)
Ohau – 4 (2.37%)
Other – 7 (4.14%)

(6) Question 6. What is your age

17 or younger – 0 (0.00%)
18 to 39 – 45 (26.79%)
40 to 64 – 93 (55.36%)
65 or older – 30 (17.86%)
Skipped - 1.

Note : There were also a number of comments attached to Q2 (149); Q4 (49); and 67 respondents asked to be kept informed on this matter.

- 4.5 The number of responses during this pre-consultation was pleasing as was the fact that there were responses from throughout the district.

5. Discussion

- 5.1 Any decision on whether or not to adopt a policy that allows Easter Sunday Shop Trading, in part or whole of the District, has been placed in the hands of individual Council's by Central Government.
- 5.2 However Council must use the special consultative procedure when deciding whether to adopt a local Easter Sunday shop trading policy. This report is proposing that Council consult with the community on this matter using the draft policy proposing that Easter Sunday Shop trading be allowed throughout the district, and attached as **Attachment A**.

6. Options

- 6.1 There are two (2) options, namely:

- (1) Decide not to implement a local Easter Sunday shop trading policy, or
- (2) Decide to consider implementing a local Easter Sunday shop trading policy and consult on the draft policy attached as **Attachment A** to this report – see recommendations 3.3 and 3.4.

- 6.2 The preferred option is Option 2, being to consult on the draft policy attached. Whilst there were differing views on whether shops should be allowed to open or not during the pre-consultation phase, the draft has been prepared on the basis that if there is an operative policy people have choices; if there is no operative policy there are no choices.

7.1 Cost

Costs associated with this matter will be covered from within existing operational budgets.

7.1.1 Rate Impact

There are no rate implications

7.2 Community Wellbeing

There are no negative impacts on Community Wellbeing arising.

7.3 Consenting Issues

There are no consents required or consenting issues arising

7.4 LTP Integration

There is no LTP programme related to this matter.

8. Consultation

The recommendations propose use of the special consultative procedure which is required to be followed in implementing this policy.

9. Legal Considerations

There is a legal requirement to use the special consultative procedure with this matter.

10. Financial Considerations

There is no financial impact.

11. Other Considerations

There are no other considerations at this point.

12. Next Steps

In the event the recommendations are adopted the next steps are as follows:

What	When
Consultation Commences	24 July 2017
Consultation Closes	5pm, 23 August 2017
Consideration of Submissions – Report preparation	Week commencing 28 August 2017
Hearings Committee - Hearing of Submissions	September 2017
Recommendation to Council to adopt/not adopt policy	To be Confirmed

There may be other steps after this, dependent upon subsequent decisions of Council.

13. Supporting Information

Strategic Fit/Strategic Outcome – Not Applicable

Decision Making – Not Applicable

Consistency with Existing Policy – Not Applicable

Funding – Not Applicable

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.

14. Appendices

No.	Title	Page
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B	Summary of Information - Easter Sunday Shop Trading Policy	139

Author(s)	Mike Lepper Customer and Regulatory Services Manager	
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Approved by	Nicki Brady Group Manager - Business Services	
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Statement of Proposal



Local Easter Sunday Shop Trading Policy 2017

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HOROWHENUA DISTRICT COUNCIL LOCAL EASTER SUNDAY SHOP TRADING POLICY 2017

1. INTRODUCTION AND EXPLANATORY MATERIAL

- 1.1 The Shop Trading Hours Act 1990 (the Act) provides for restricted trading days on Anzac Day morning, Good Friday, Easter Sunday and Christmas Day. The Act allows shops selling certain types of goods (for example, dairies, service stations, pharmacies, takeaway bars, restaurants, cafes, souvenir stores and garden centres) to remain open on the restricted trading days.
- 1.2 The Act was amended by the Shop Trading Amendment Act 2016 enabling territorial authorities to create local policies to allow shop trading across their entire district or in limited areas on Easter Sunday.
- 1.3 Horowhenua District Council recognises the importance of the retail trade to our District, and specifically the trade associated with passing traffic on state highways.
- 1.4 This Policy applies to the whole of the Horowhenua District – see map **attached**.

2. SCOPE OF THE POLICY

- 2.1 For the purposes of this policy, the meaning of a shop is the same as defined in section 2 of the Act:
 - *a building, place, or part of a building or place, where goods are kept, sold, or offered for sale, by retail, and includes an auction mart, and a barrow, stall, or other subdivision of a market; but does not include:*
 - (a) *a private home where the owner or occupier's effects are being sold (by auction or otherwise); or*
 - (b) *a building or place where the only business carried on is that of selling by auction agricultural products, pastoral products, and livestock, or any of them; or*
 - (c) *a building or place where the only business carried on is that of selling goods to people who are dealers, and buy the goods to sell them again.*
- 2.2 Under the Act, a local Easter Sunday Shop Trading Policy may not –
 - (a) permit shops to open only for some purposes; or
 - (b) permit only some types of shops in the area to open; or
 - (c) specify times at which shops may or may not open; or
 - (d) include any other conditions as to the circumstances in which shops in the area may open.
- 2.3 This Policy does not apply to the sale or supply of alcohol. Alcohol sale and supply is regulated under the Sale and Supply of Alcohol Act 2012.

3. **SHOP TRADING PERMITTED**

Shop trading is permitted on Easter Sundays throughout the Horowhenua District (see map attached).

4. **SHOP EMPLOYEES' RIGHT TO REFUSE TO WORK**

All shop employees have the ability to refuse to work on Easter Sunday without providing a reason to their employer. There are "right to refuse" provisions in the Act which means that all employees will have the ability to refuse to work on Easter Sunday without any repercussions for their employment relationship.

5. **REVIEW**

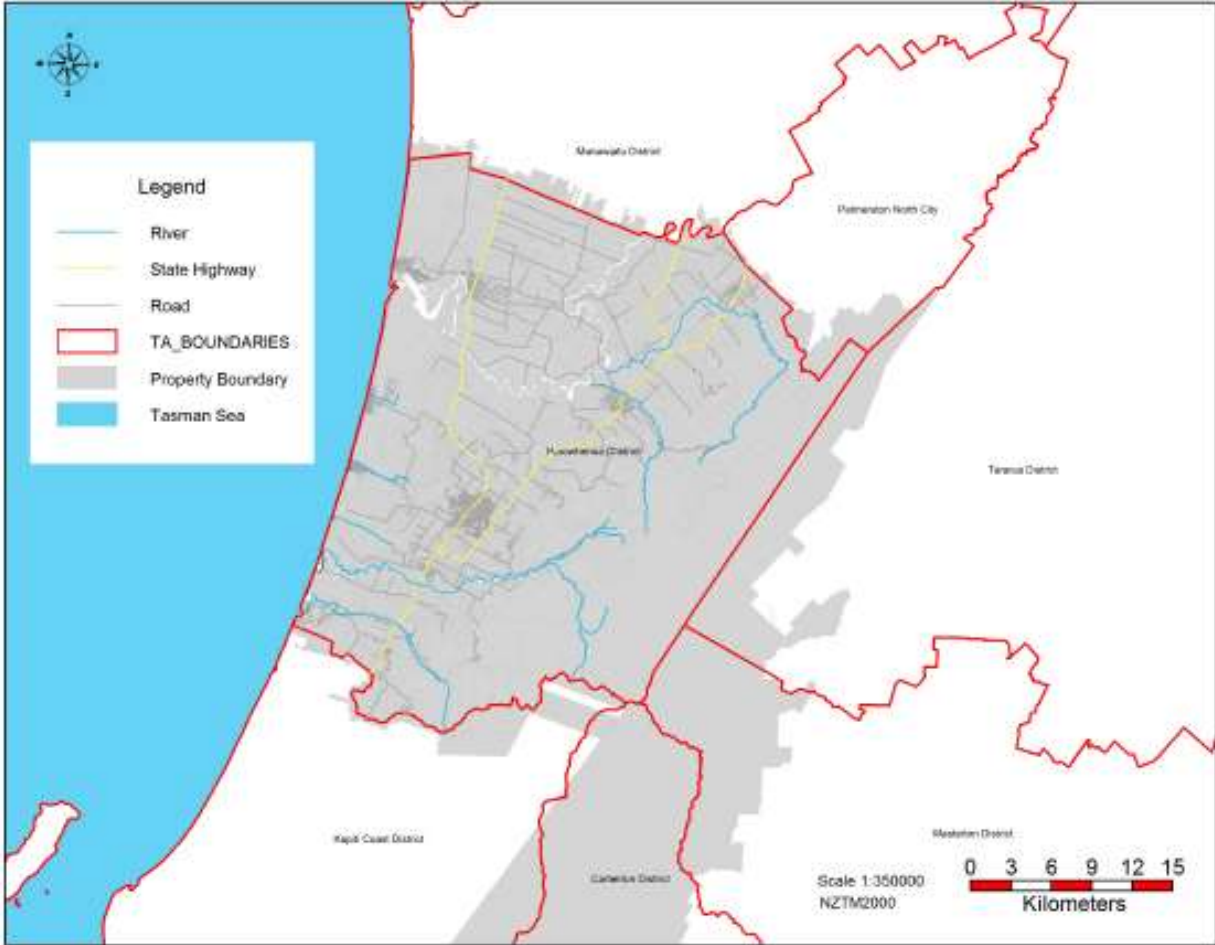
This policy will be reviewed within five (5) years of being adopted.

6. **HAVE YOUR SAY**

- Post to : Local Easter Sunday Shop Trading Policy Submission, Horowhenua District Council, Private Bag 4002 Levin 5540;
- Deliver To : Horowhenua District Council, 126 Oxford Street Levin;
- Email to : recordsprocessing@horowhenua.govt.nz;
- Fax to : (06) 366 0983.

Please note that submissions must be received by 5pm on Wednesday 23 August 2017.

HOROWHENUA DISTRICT BOUNDARIES



Summary of Information



DRAFT EASTER SUNDAY SHOP TRADING POLICY

At a meeting of the Horowhenua District Council held on 19 July 2017, Council resolved to consult on this draft Policy using the Special Consultative Procedure as laid down in the Local Government Act 2002.

1. Proposal

Council is proposing to introduce an Easter Sunday Shop Trading Policy to apply throughout the Horowhenua District. This Policy will allow all shops in the district to open and trade on Easter Sunday should they wish to do so.

2. Submissions

Submissions on the proposal close at 5.00 pm on Wednesday 23 August 2017. All submissions should be addressed to:

Easter Sunday Shop Trading Policy
Horowhenua District Council
Private Bag 4002
Levin 5540

Submitters should advise whether they wish to be heard when submissions are considered. A meeting will be scheduled after the consultation period has closed. Submitters are advised that pursuant to the Local Government Act 2002 and subject to the Local Government Official Information and Meetings Act 1987, all submissions shall be made available to the public.

Submission forms and the Statement of Proposal are available at the Council Offices in Levin (126 Oxford Street, or Te Takere), Foxton (Clyde Street); or Shannon (Plimmer Terrace). Copies may also be obtained by telephoning Council's Customer Service Centre, Levin, on (06) 366 0999, and on Council's website www.horowhenua.govt.nz.

3. Form of Summary

The form and contents of this summary were approved by a resolution of Council on 19 July 2017.

Submission form to Draft Easter Sunday Shop Trading Policy

OFFICE USE ONLY

RM8 No:

Submission No:

Please print clearly using a black or dark blue pen

Your details

Mr / Mrs / Miss / Ms / Dr (circle) Name:

Name of Organisation (if applicable)

Postal address:

..... Post Code

Phone: A/H Mobile

Email:

Communication

Preferred method of communication: email post

Presentation

Do you wish to present your comments to Council in person at a hearing: Yes No

My submission(s)

Please complete your submission on the form overleaf. Please note that your submission will be part of a public agenda.

You can post your submission to: Easter Sunday Shop Trading Policy
Horowhenua District Council
Private Bag 4002
Levin 5540

OR drop it into Council at 126 Oxford Street, Levin; or Te Takere; your local library or Service Centre. Alternatively fax to (06) 366 0983 or email to: enquiries@horowhenua.govt.nz.

Submission forms can be completed on line or downloaded from www.horowhenua.govt.nz.

We need to receive your submission by 5.00 pm on Wednesday 23 August 2017.

Adoption of Food Act Premises and Resource Consenting Fees, 2017/18

File No.: 17/316

1. Purpose

The purpose of this Report is to seek a resolution of Council to adopt fees and charges in respect of Food Act Premises and Resource Consenting for the 2017/18 year.

2. Recommendation

- 2.1 That Report 17/316 Adoption of Food Act Premises and Resource Consenting Fees, 2017/18 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 schedule of fees and charges attached as **Attachment A** (Food Act Premises) and **Attachment B** (Resource Consenting) be adopted as operative fees and charges for the 2017/18 year, effective 20 July 2017.

3. Background/Previous Council Decisions

- 3.1 At the 15 March 2017 meeting Council resolved to consult on proposed fees and charges using the special consultative procedure.
- 3.2 One submission in respect of Resource Consenting fees was received and this was heard and considered by the Hearings Committee at a meeting on 31 May 2017.
- 3.3 The Hearing Committee have recommended to Council the adoption of fees and charges as attached, **Attachment A** (Food Act Premises) and Attachment B (**Resource Consenting**) – see recommendation 2.3.
- 3.4 The minutes of the Hearing Committee meeting of 31 May 2017 have been addressed earlier in this agenda.

4. Issues for Consideration

There are no issues requiring the consideration of Council other than the adoption of the fees and charges proposed that have been recommended by the Hearings Committee – due process has been followed in respect of the setting of these fees.

Attachments

No.	Title	Page
A	Food Act Fees & Charges 2017/18	145
B	Resource Consenting Fees & Charges 2017/18	146



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	Nicki Brady Group Manager - Business Services	

Food Act Fees & Charges 2017/18, effective 20 July 2017

Food Fees Under the Food Act 2014		
<u>Function</u>	<u>Fees (incl GST)</u>	<u>Notes</u>
Registering a Food Control Plan that is based on a MPI template	\$200.00 fixed fee	N/A
Registering a business under a national programme	\$150.00 fixed fee	N/A
Renewing the registration of a Food Control Plan that is based on a MPI template	\$150.00 fixed fee	N/A
Renewing the registration of a business operating under a national programme	\$150.00 fixed fee	N/A
Amendment to registration	Charged at hourly rate of \$150.00 per hour	N/A
Verification of a Food Control Plan that is based on an MPI template	\$150.00 fixed fee for up to 1 hour then additional time is charged at \$150.00 per hour	N/A
Verification of a National Programme	\$75.00 fixed fee (for up to 1 hour) then additional time is charged at \$150.00 per hour	N/A
Compliance and Monitoring	Charged at hourly rate of \$150.00 per hour	N/A
Charges for travel outside of Horowhenua District	Cost + 20%	If the verifier is required to travel outside of the Horowhenua District to verify a template Food Control Plan or a National Programme

Resource Consenting Fees & Charges 2017/18

- (a). Fees and charges are set under the Resource Management Act 1991.
- (b). All fees and charges are GST inclusive and are effective from 20 July 2017, and Council reserves the right to review any fees and charges at any time.
- (c). Fees are charged for processing a wide variety of “planning” related applications processed under the Resource Management Act 1991 or the Local Government Act 1974 and 2002. Some fees and charges have a fixed fee, and others require a deposit and are then charged on an hourly rate basis which will be invoiced on completion of processing.
- (d). Ten Day Land Use
 - (i) For consents with a Controlled or Restricted Discretionary Activity only, where there are a maximum of two non-compliances;
 - (ii) Does not apply when referrals to other departments/organisations are required;
 - (iii) Have complete written approvals from all potentially affected parties (e.g. all adjoining/opposite neighbours);
 - (iv) A meeting with a Resource Management Planner is required prior to lodging any application to ensure all necessary information is provided to avoid unnecessary delay for the applicant.
- (e). Applicants may apply for the remission of any charges and have the right of objection and appeal to any “additional” charges that may be incurred (s36(6) Resource Management Act 1991).
- (f). Deposit fees/charges are ‘non-refundable’. If the consent is withdrawn, a refund less the amount of time spent up until that point will be made.
- (g). Consents may incur additional charges relating to any required monitoring inspections.

4. PROPOSED FEES AND CHARGES

Description	Fee/Charge
Consent Applications	
Processing Fee	\$150.00 per hour
10 Day Fast Track Land Use Consents	\$1,500.00 fee
Land Use Consent (non-notified)	\$1,000.00 deposit
Subdivision Consents (non-notified)	\$1,200.00 deposit
Digital Capture Levy (applies to all consent applications)	\$25.00 fee

Other Applications	Deposit & Time Based
Bond Administration	\$200.00 fee
s125 Extension of Time	\$750.00 fee
s221 Preparation of Consent Notice	\$210.00 fee
S223 Approval of Land Transfer Plan	\$150.00 fee
Certificate of Compliance	\$600.00 deposit
Existing Use Certificate	\$600.00 deposit
s127 Application	\$600.00 deposit
s221 Consent Notice Amendment and/or cancellation	\$600.00 deposit
s224(c) or (f) Application	\$400.00 deposit
Outline Plan approval or waiver	\$600.00 deposit
Any other application or certificate under the RMA	\$205.00 deposit
Any other application under provisions of LGA 1974 not repealed	\$500.00 deposit
Notification & Hearing Costs	Fee/Charge
Limited Notification	\$1,115.00 deposit
Full Notification	\$2,230.00 deposit
Hearing Costs – Council Hearings Committee	\$3,200.00 deposit based on 6 hour hearing
Commissioner Costs	At cost
s357 Lodgement of Objection & Assessment	\$550.00 deposit
Miscellaneous Matters	Fee/Charge
Consultant s42A planning reports	Cost + 20%
Specialist Reports	Cost + 20%
Mileage	AA rate applicable
Disbursements	Cost + 20%
Pre-Hearing Meetings	Cost + 20%
Title Searches	Cost + 20%

Dangerous and Insanitary Buildings Policy 2017 Adoption

File No.: 17/320

1. Purpose

The purpose of this report is to present to Council the Horowhenua District Council the Dangerous and Insanitary Buildings Policy 2017 for adoption, and that on adoption by Council the Insanitary and Dangerous provisions be removed from the Insanitary, Dangerous and Earthquake-Prone Buildings Policy 2006.

2. Recommendation

- 2.1 That Report 17/320 Dangerous and Insanitary Buildings Policy 2017 Adoption 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 Horowhenua District Council Dangerous and Insanitary Buildings Policy 2017 attached as **Attachment A**, as an operative policy of Council effective 20 July 2017.
- 2.4 That Council resolves that the Insanitary and Dangerous provisions in the Insanitary, Dangerous and Earthquake-Prone Buildings Policy 2006, be removed effective 20 July 2017.

3. Background/Previous Council Decisions

- 3.1 The draft policy attached was consulted on using the Special Consultative Process. Two submissions were received, and the submissions were considered by the Hearings Committee acting under delegated authority of Council. The changes agreed by the Hearings Committee after the hearing and consideration of submissions are reflected in the changes as tracked.
- 3.2 The Hearings Committee considered submissions at a meeting held 31 May 2017 and now recommends the adoption of the Dangerous and Insanitary Buildings Policy 2017, as amended following consultation, as an operative policy of Council.

4. Issues for Consideration

In adopting the Dangerous and Insanitary Buildings Policy Council will ensure compliance with the requirements of the Building Act 2004.

Attachments



No.	Title	Page
A	DRAFT Dangerous and Insanitary Buildings Policy 2017 - Tracked Changes	151

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	Nicki Brady Group Manager - Business Services	

Copy incorporating Tracked Changes



DRAFT

**POLICY ON DANGEROUS AND
INSANITARY BUILDINGS
2017**

Adopted :

RM8 No:

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CONTENTS

Clause	Description	Page No
1	Introduction and Background	3
2	Definitions	3
3	Policy Approach	4
3.1	- Assessment Criteria Used	4
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HOROWHENUA DISTRICT COUNCIL
**DANGEROUS AND INSANITARY BUILDINGS
POLICY 2017**

1. Introduction and Background

- 1.1 Section 131 of the Building Act 2004 ("the Act") requires territorial authorities ("TAs") to have a policy on dangerous and insanitary buildings. Additionally, Council is now also required to take into account affected buildings¹.
- 1.2 One of the key purposes of the Act, as set out in Section 3, is to ensure 'people who use buildings can do so safely and without endangering their health'. Section 4 details the principles to be applied in performing functions under the Act and specifically states that TAs must take these principles into account in the adoption and review of their dangerous and insanitary building policies.
- 1.3 This policy was originally adopted by the Horowhenua District Council ("Council") on 31 May 2006 in accordance with the requirements of the Building Act 2004.
- 1.4 The policy is required to state²: The approach that the Council will take in performing its functions under the Act; Council's priorities in performing those functions; and how the policy will apply to heritage buildings.
- 1.5 In reviewing, amending and adopting this policy, Council has followed the special consultative procedure set out in Section 83 of the Local Government Act 2002.
- 1.6 In many, but not all, cases whether a building is dangerous, affected or insanitary status will not be readily apparent. For that reason, any attempt to identify these buildings proactively is unlikely to be successful unless Council has considerable resources to undertake inspections and evaluations of buildings.
- 1.7 As a consequence, the most likely sources of information concerning dangerous, affected or insanitary buildings continues to be from building occupants, neighbours, or as the result of an inspection by the Police, the Fire Service or other agencies authorised to inspect buildings. Other sources of information will be known directly by Council, possibly following a significant weather event.
- 1.8 Relying on complaints to provide information concerning potentially dangerous or insanitary buildings continues to be the most practical way in which Council can identify both these buildings and affected buildings within the district and undertake its statutory responsibilities.

2. Definitions

The following definitions, contained in the Building Act 2004, will be used to determine whether a building is insanitary, dangerous or earthquake-prone:

- **Dangerous:** (s121(1)) – "A building is dangerous for the purposes of this Act if –
 - a. in the ordinary course of events (excluding the occurrence of an earthquake), the building is likely to cause –
 - (i) injury or death (whether by collapse or otherwise) to any persons in it or to persons on other property, or
 - (ii) damage to other property; or
 - b. in the event of fire, injury or death to any person in the building or to persons on other property is likely."
- **Insanitary:** (s123) "A building is insanitary for the purposes of this Act if the building

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- a. is offensive or likely to be injurious to health because –
 - (i) of how it is situated or constructed; or
 - (ii) it is in a state of disrepair; or
 - b. has insufficient or defective provisions against moisture penetration so as to cause dampness in the building or in any adjoining building; or
 - c. does not have a supply of potable water that is adequate for its intended use; or
 - d. does not have sanitary facilities that are adequate for its intended use.”
- **Affected building:** (s121A) “The building is an affected building for the purposes of this Act if it is adjacent to, adjoining, or nearby –
 - a. a dangerous building as defined in Section 121; or
 - b. a dangerous dam within the meaning of Section 153.”

3. Policy Approach

3.1 Policy Principles

Provisions of the Act with regard to dangerous, affected or insanitary buildings reflect the government’s broader concern with the safety of the public in buildings, and with the health and safety of people occupying buildings that may be considered to be dangerous, affected or insanitary. However, Council recognises that public safety must be balanced against the other broader economic issues and in relation to other Council Policy.

3.2 Overall Approach

- (i) Sections 124 to 130 of the Act provide the authority necessary for TAs to take action on dangerous, affected or insanitary buildings and set out how this action is to be taken.
- (ii) Council will continue to encourage the public to discuss their development plans with Council and to obtain building consent for work Council deems is necessary prior to any work commencing. This is particularly important in order to avoid creating dangerous or insanitary conditions that could be injurious to the health of occupants, particularly children and the elderly, or where safety risks are likely to arise from a change in use.
- (iii) Council has in the past relied upon complaints from various sources to identify dangerous or insanitary buildings and will continue with this passive approach.

3.3 Identifying Dangerous, Affected or Insanitary Buildings

- (i) Council will:
 - o Take a passive approach to identification of buildings.
 - o Actively respond to and investigate all buildings complaints received.
 - o Identify from these investigations any buildings that are dangerous, affected or insanitary.
 - o For dangerous buildings, inform the owner(s) and occupier of the building to take action to reduce or remove the danger, as is required by Sections 124 and 125 of the Act, (and liaise with the New Zealand Fire Service when Council deems it is appropriate, in accordance with Section 121(2) of the Act).
 - o For insanitary buildings, inform the owner(s) of the building to take action to prevent the building from remaining insanitary as is required by Sections 124 and 125 of the Act (and liaise with the Medical Officer of Health when required to assess whether the occupants may be neglected or inform).
- (ii) For affected buildings, inform the owner(s) of the building only when restricting entry to the building.

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3.4 Assessment Criteria

- (i) Council will assess dangerous, affected or insanitary buildings in accordance with the Act and established case law, as well as the building code.
- (ii) Council will:
 - o Investigate as to whether the building is occupied.
 - o Assess the use to which the building is put.
 - o Assess whether the dangerous or insanitary conditions pose a reasonable probability of danger to occupants or visitors, or to the health of any occupants of the building. Upon the determination that a building is dangerous assess whether the dangerous building poses a reasonable probability of danger to occupants or visitors of any adjacent, adjoining or nearby buildings.
- (iii) Considerations as to dangerous assessment where a building is either occupied or not may include:
 - o Structural collapse.
 - o Loose materials/connections.
 - o Overcrowding.
 - o Use which is not fit for purpose.
 - o Seeking advice from the New Zealand Fire Service².
- (iv) Considerations as to insanitary assessment where a building is occupied may include:
 - o Adequate sanitary facilities for the use.
 - o Adequate drinking water.
 - o Separation of use for kitchen and other sanitary facilities.
 - o Likelihood of moisture penetration.
 - o Natural disaster.
 - o Defects in roof and walls/poor maintenance/occupant misuse.
 - o The degree to which the building is offensive to adjacent and nearby properties.
- (v) A building will be deemed to be an affected building if it is adjacent, adjoining or nearby a building which Council has assessed as being a dangerous building.

3.5 Taking Action

- (i) In accordance with Sections 124 and 125 of the Act the Council will:
 - o Advise and liaise with the owner(s) of the buildings identified as being dangerous, affected or insanitary.
 - o As a consequence of a building being identified as dangerous consider whether any buildings should be regarded as being an affected building for the purposes of the Act.
 - o May request a written report on the dangerous building from the New Zealand Fire Service.
- (ii) If found to be dangerous or insanitary:
 - o Attach written notice to the building requiring work to be carried out on the building, within a time stated in the notice being not less than ten (10) days, to reduce or remove the danger.

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- o Give copies of the notice to the building owner, occupier, and every person who has an interest in the land, or is claiming an interest in the land, as well as the Heritage New Zealand Pouhere Taonga, if the building is a heritage building
 - o Contact the owner at the expiry of the time period set down in the notice in order to gain access to the building to ascertain whether the notice has been complied with.
 - o Where the danger is the result of non-consented building work, Council will formally request the owner(s) to provide an explanation as to how the work occurred and who carried it out and under whose instructions; (and apply for a Certificate of Acceptance if applicable).
 - o Pursue enforcement action under the Act if the requirements of the notice are not met within a reasonable period of time as well as any other non-compliance matters.
- (iii) Where Council has determined under Section 121A of the Act that a building is an "affected building" Council may do any or all of the following:
- o Erect a hoarding or put up a fence around the building;
 - o Attach a notice warning people not to approach the building;
 - o Issue a written notice restricting entry to the affected building for particular purposes or to particular groups of people for a maximum period of thirty (30) days. Such notice may be reissued once for a further thirty (30) days.
- (iv) If the building is considered to be immediately dangerous or insanitary Council may:
- o Cause any action to be taken to remove that danger or insanitary condition (this may include prohibiting persons using or occupying the building and demolition of all or part of the building); and
 - o Take action to recover costs from the owner(s) if Council must undertake works to remove the danger or insanitary condition.
 - o The owner(s) will also be informed that the amount recoverable by Council will become a charge on the land on which the building is situated.
- (v) All owners have a right of appeal as defined in the Act, which can include applying to the Department of Building and Housing for a determination under Section 177 of the Act.
- 3.6 Interaction between the Dangerous and Insanitary Buildings policy and related sections of the Act
- (i) Section 41: Building consent not required in certain cases.
- (ii) In cases where a building is assessed as being immediately dangerous or insanitary Council may not require prior building consent to be obtained for any building work required so as to remove the dangerous or insanitary condition immediately. However, where Council has issued a notice under Section 125(1) of the Act it must advise the owner of the building if a building consent will be required prior to the owner commencing any remedial works to the building.
- (iii) Prior to the lodging of a building consent application for the work required under the notice it is imperative that building owners discuss any works with Council. In those circumstances where Council has not required a building consent to be issued prior to the commencement of the remedial works required by the notice, the building owner will still be required to apply for a certificate of compliance as required by the Act.
- 3.7 Record Keeping
- (i) Any buildings identified as being dangerous or insanitary will have a notation placed on the property file for the property on which the building is situated until the danger or insanitary condition is remedied.

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- (ii) A notation will be placed on the property file of an affected building until such time as the dangerous condition of the adjacent, adjoining or nearby building has been rectified.
- (iii) In addition, the following information will be placed on the Land Information Memorandum (LIM):
 - o Notice issued that the building is dangerous, insanitary or is an affected building.
 - o Copy of letter to owner(s), occupier and any other person that the building is dangerous, insanitary or is an affected building.
 - o Copy of the notice given under Section 124(1) that identifies the work to be carried out on the building and the timeframe given to reduce or remove the danger or insanitary condition.

3.8 Economic Impact of Policy

Due to the lower number of dangerous, affected or insanitary building encountered annually by Council, the economic impact of this policy is, at this date, considered to be low.

3.9 Access to Information

- (i) Information concerning dangerous, affected or insanitary buildings will be contained on the relevant LIM and Council records.
- (ii) In granting access to information concerning dangerous, affected or insanitary buildings, Council will confirm to the requirements of the Local Government Official Information and Meetings Act 1987 and Local Government Act 2002.

4. Heritage Buildings

4.1 No special dispensation will be given to heritage buildings under this policy. Council believes it is important that heritage buildings within the District do not pose a risk to the safety of occupants or other buildings. However, Council does not wish to see the intrinsic heritage value of such buildings adversely affected by structural improvement measures.

4.2 Heritage buildings (that is those buildings identified in the Horowhenua District Council Operative District Plan or by Heritage New Zealand Pouhere Taonga) will be assessed in the same way as other dangerous or insanitary buildings.

4.3 Where a heritage building has been identified as dangerous or insanitary, discussions will be held with owners of the building, Heritage New Zealand Pouhere Taonga and other stakeholders to identify a mutually acceptable way forward if possible. Special efforts will be made to meet heritage objectives specified in the Operative District Plan.

4.4.2 The fact that a building has heritage status does not mean that it can be left in a dangerous or insanitary condition. As per Section 125(2)(f) of the Act, a copy of any notice issued under Section 124 of the Act will be sent to Heritage New Zealand Pouhere Taonga where a heritage building has been identified as a dangerous, affected or insanitary building.

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5. Priorities

5.1 The Council will give priority to buildings where it has been determined that immediate action is necessary to fix dangerous or insanitary conditions. Immediate action will be required in those situations to fix those dangerous or insanitary conditions such as prohibiting occupation of the property, putting up a hoarding or fence or taking prosecution action where necessary.

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- 5.2 Buildings that are determined to be dangerous or insanitary, but not requiring immediate action to fix those dangerous or insanitary conditions, will be subject to the minimum timeframes to prevent the building from remaining dangerous or insanitary (not less than ten (10) days) as set in Section 124(1)(c) of the Act.

6. Policy Review

This policy will be reviewed on a 5 yearly basis from the date of adoption as required by section 132(4) of the Building Act 2004.

Notes

- ¹ Section 132(a) Building Act 2004 which came into force on 27 November 2013
² Section 131(2) of the Building Act 2004
³ Section 121(2)(a) of the Building Act 2004

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Dog Control Policy and Practices Annual Report 2016/17

File No.: 17/324

1. Purpose

To report Council on Dog Control Policy and Practice matters for the 2016/17 financial year as required by the Dog Control Act 1996.

2. Recommendation

- 2.1 That Report 17/324 Dog Control Policy and Practices Annual Report 2016/17 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 2016/17, 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	Dog Control Policy and Practices Annual Report 2016/17	161

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	
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Approved by	Nicki Brady Group Manager - Business Services	
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Dog Control Policy and Practices

Annual Report 2016-2017

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.

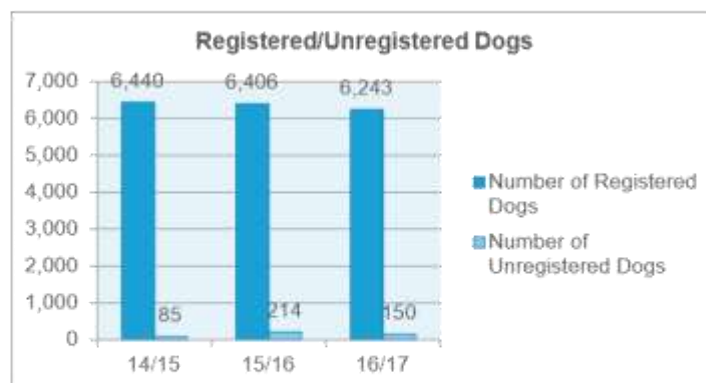
The Animal Control team is part of the Customer Experience team which is in the Customer and Regulatory Services Arm of the Customer & Community Services Group at Council. The Animal Control team comprises of two full time officers and two part time officers. Administrative support services are provided by the wider Customer Experience staff that work within the Customer Services call centre and cashiering 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 6,406 dogs on Council's Dog Database. At 30 June 2017 there are 6,093 registered dogs and 150 that remained unregistered; a total of 6,243 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.

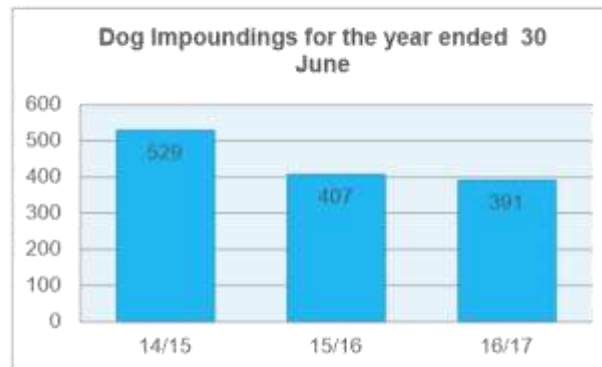
RM8: D17/79393

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 2017/18 were posted to all current dog owners in our database and each included a dog information pamphlet called Paws for a moment 2017 (attached).

Impounded Dogs

391 dogs were impounded during the year; a reduction of 3.9% from the previous year (2015/16), and 23% from 2014/15.



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 1,297 complaints this year comprising:

Barking	428
Wandering	634
Attacks	115
Aggressive Behaviour	108
Stock Worrying	12



RM8: D17/79393

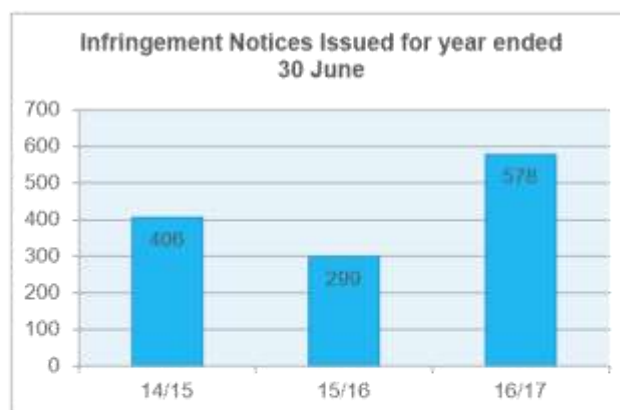
Infringements

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

578 infringements were issued this year, comprising:

False information about a dog	1
Failure to comply with effects of Dangerous/Menacing Dog Classification	4
Failure to Implant Microchip	8
Failure to Register	556
Failure to keep dog controlled/confined	9

And, 287 infringement notices were processed to the Courts for collection.



Prosecutions

There were no prosecutions pursued during the year.

Disqualified and Probationary Owners

Disqualified:

There was one disqualified owner in the District as at 30 June 2017.

Probationary:

There was one probationary dog owner in the District as at 30 June 2017.

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.

RM8: D17/79393

Total Number Dangerous Dogs	14
Dangerous by Owner Conviction under s31(1)a)	0
Dangerous by Sworn Evidence s31(1)(b)	14
Dangerous by Owner Admittance s31(1)(c)	0
Total Number Menacing Dogs	204
Menacing s33A(1)(b)(i) i.e. by behaviour	62
Menacing by Breed Characteristics s33A(1)(b)(ii)	0
Menacing by Schedule 4 Breed, i.e. Pitbull s33C(1)	142

Location Breakdown of Dangerous/Menacing Dogs in the District		
Location	Dangerous	Menacing
Foxton	2	30
Foxton Beach	1	14
Levin	4	91
Levin Rural	5	27
Shannon	1	12
Waikawa Beach	0	1
Foxton/Himatangi Rural	0	11
Hokio Beach	0	4
Ohau Township	0	4
Manakau Township	0	1
Tokomaru Rural	1	3
Tokomaru Town	0	3
Waitarere Beach	0	6

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;

- Two white billy goats, both wearing blue collars went missing from a residential area in town.
- The capture and rehoming of pet rabbits that had bred uncontrollably and were helping themselves to the vegetable gardens of locals.
- Rescued a geese & swan during duck shooting season with the help of the bird sanctuary in Himatangi.
- A wild stag wandered down from the hills and into a neighbouring paddock needing Animal Control and local farmer assistance to remove.

RM8: D17/79393

Draft Local Alcohol Policy Adoption

File No.: 17/321

1. Purpose

To present the Horowhenua District Council's Draft Local Alcohol Policy for adoption by Council as a Provisional Policy.

2. Recommendation

- 2.1 That Report 17/321 Draft Local Alcohol Policy Adoption 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 resolve to continue with the process of implementing a Local Alcohol Policy (LAP).
- 2.4 That Council adopts the **attached** draft policy as a Provisional Local Alcohol Policy.

3. Background/Previous Council Decisions

- 3.1 The draft Local Alcohol Policy was consulted on using the Special Consultative Procedure (SCP) under the Local Government Act 2002 (Act) with submissions closing on 17 March 2017. A total of forty-five (45) submissions were received - Report 17/220.
- 3.2 The Hearings Committee considered submissions at a meeting held on 31 May 2017 and now recommends that adoption of the Draft Local Alcohol Policy attached (with tracked changes) as, as a Provisional Policy.
- 3.3 On adoption the Provisional Policy will be publicly notified and may be appealed by anyone who made a submission on the Draft LAP.

4. Issues for Consideration

- 4.1 The Hearings Committee took feedback from submitters on the Draft LAP into account and as a result there were some significant changes to the Policy. **Attached** please find the draft policy with tracked changes as suggested by the Hearings Committee.
- 4.2 All submissions received on the Draft LAP were in support of Council's decision to develop a LAP as it gives local communities more input into licensing decisions.
- 4.3 Council needs to consider whether it wants to implement a Local Alcohol Policy. If Council does not wish to implement a LAP this must be resolved and the process will stop.
- 4.4 If Council resolves to adopt the Draft LAP it will become a Provisional LAP (PLAP) and needs to be publicly notified. If no appeals are received within 30 days of the PLAP being publicly notified it will come into effect. If Alcohol and Regulatory Licensing Authority receives an appeal to the PLAP, the policy can't come into effect until all appeals have been resolved.
- 4.5 Given the level of interest and support for this matter, the adoption of the **attached** policy as the Provisional policy is supported – see recommendation 2.4.

Attachments

No.	Title	Page
A	Draft Local Alcohol Policy with tracked changes	169

Confirmation of statutory compliance

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

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

Signatories

Author(s)	Megan Leyland Compliance Lead	
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Approved by	Nicki Brady Group Manager - Business Services	
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STATEMENT OF PROPOSAL



**LOCAL ALCOHOL
POLICY**



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HOROWHENUA DISTRICT COUNCIL
LOCAL ALCOHOL POLICY

1. INTRODUCTION AND EXPLANATORY MATERIAL

1.1 The Sale and Supply of Alcohol Act 2012 (the Act) has the following objectives:

- (a) that the sale, supply and consumption of alcohol should be undertaken safely and responsibly; and
- (b) the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

1.2 Alcohol related harm is defined very widely and includes any crime, damage, death, disease, disorderly behaviour, illness or injury, and harm to individuals or the community, either directly or indirectly caused by excessive or inappropriate alcohol consumption.

1.3 The Act allows territorial authorities to make a local alcohol policy (LAP). The LAP is a set of policies, made by the Council in consultation with its community, about the sale and supply of alcohol in its geographical area. Horowhenua District Council has decided to develop a LAP for its district and to set restrictions and conditions for licensed premises within the district.

1.4 Once the LAP comes into force, Council's District Licensing Committee (DLC) and the Alcohol Regulatory Licensing Authority (ARLA) must have regard to the policy when they make decisions on licence applications.

1.5 Once adopted, the LAP will enable the District Licensing Committee to: Through a LAP the community is able to:

- Limit the location of licensed premises in particular areas or near certain types of facilities, such as in specific neighbourhoods or near schools or churches;
- Limit the density of licensed premises by specifying whether new licences or types of licences should be issued in a particular areas;
- Impose conditions on groups of licences, such as a "one-way door" condition that would allow patrons to leave premises but not enter or re-enter after a certain time;
- Recommend discretionary conditions for licences;
- Restrict or extend the default maximum trading hours set in the Act, which are:
 - 8.00 am – 4.00 am for on-licences (such as hotels and restaurants)
 - 7.00 am - 11.00 pm for off-licences (such as bottle stores and supermarkets).

1.6 Where the LAP does set maximum trading hours, the District Licensing Committee has discretion to set the permitted trading hours as more restrictive than the maximum trading hours in the LAP.

1.7 The LAP can be more restrictive in its provisions relating to licensed premises, but cannot permit activities not allowed by the District Plan. The Horowhenua District Plan provides for entertainment activities (including licensed premises) within the commercial zone, or by resource consent.

1.8 Section 117 of the Act permits the District Licensing Committee and the Alcohol Regulatory Licensing Authority to issue any licence subject to "any reasonable conditions not inconsistent with this Act". The LAP includes policies to guide the District Licensing Committee and Alcohol Regulatory Licensing Authority as to the discretionary conditions that may be appropriate.

2. CRITERIA FOR CONSIDERING LICENSING APPLICATIONS

2.1 The purpose of the LAP is to provide local guidance to the Council's District Licensing Committee in deciding whether to issue or renew a licence.

2.2 Under section 105 of the Act, the DLC has to have regard to a range of matters in addition to any relevant local alcohol policy when considering a licence application. The types of matters include:

- the object of the Act;
- the suitability of the applicant;
- the design and layout of any proposed premises;
- ~~whether (in its opinion) the amenity and good order of the locality would be likely to be reduced, to more than a minor extent, by the effects of the licence~~ ~~whether (in its opinion) the amenity and good order of the locality would be likely to be reduced, to more than a minor extent, by the effects of the issue of the licence;~~
- ~~whether (in its opinion) the amenity and good order of the locality are already so badly affected by the effects of the issue of existing licences that—~~
 - ~~they would be unlikely to be reduced further (or would be likely to be reduced further to only a minor extent) by the effects of the issue of the licence; but~~
 - ~~it is nevertheless desirable not to issue any further licences;~~
- ~~whether (in its opinion) the amenity and good order of the locality are already so badly affected by the effects of the issue of existing licences, but—~~
 - ~~it is nevertheless desirable not to issue any further licences.~~

2.3 The Act says that a licence may be refused or conditions applied if the issue of the licence, or the consequences of the issue of the licence, would be inconsistent with the LAP (section 108 and 109). Where a licence is renewed and it will be inconsistent with the provisions of the LAP, conditions may be imposed (section 133).

3. GOALS OF THIS LAP

The LAP provides direction for the DLC so that licensing decisions:

- contribute to Horowhenua being a safe and healthy District;
- reflect local communities' character and amenity and their values, preferences and needs;
- encourage licensed environments that foster positive, responsible drinking behaviour and minimise alcohol-related harm.

4. OBJECTIVES OF THE LAP

The objectives of the LAP are to provide a policy which:

- reflects the views of local communities as to the appropriate location, number, hours and conditions that should apply to licensed premises within their communities;
- provides certainty and clarity for applicants and the public as to whether a proposed license application will meet the criteria of the LAP;
- provides effective guidance for the decisions of the DLC and ARLA.

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5. DEFINITIONS

5.1 When reading this LAP, the following words and phrases have been used. For further details refer to the section of the Act referenced.

5.2 Types of Licences

- **on-licences** where the licensee can sell and supply alcohol for consumption on the premises and can let people consume alcohol there (see section 14 of the Act);
- **off-licences** where the licensee sells alcohol from a premises for consumption somewhere else (see section 17 of the Act);
- **club licences** where the licensee (e.g. a club) can sell and supply alcohol for consumption on the club premises to by authorised customers (see section 21 of the Act); and
- **special licences** which can be either on-site or off-site special licences. With an on-site special, the licensee can sell or supply alcohol for consumption there to people attending an event described in it. With an off-site special, the licensee can sell the licensee's alcohol, for consumption somewhere else, to people attending an event described in it (see section 22 of the Act).

Notes:

Some premises hold more than one licence – for example, a tavern will hold an on-licence and may also hold an off-licence and be able to sell alcohol which is consumed off the premises.

The Act allows special licences to be issued for up to 12 months. Unlike other kinds of licence, special licences are not subject to the Act's default maximum hours so can apply up to 24 hours a day. Special licences are to allow the sale or supply of alcohol at events and are not intended to be a substitute for a "Club", "on" or "off" licence.

5.3 Other terms

bottle store means retail premises where (generally speaking in the opinion of the D.C.) at least 85% of the annual sales revenue is expected to be earned from the sale of alcohol for consumption somewhere else (refer section 32(1) of the Act).

bar in relation to a hotel or tavern, means a part of the hotel or tavern used principally or exclusively for the sale or consumption of alcohol (refer section 5(1) of the Act).

café has the same meaning as restaurant in terms of the licence.

club means a body that –
(a) is a body corporate having as its object (or as one of its objects) participating in or promoting a sport or other recreational activity, otherwise than for gain; or
(b) is a body corporate whose object is not (or none of whose objects is) gain; or
(c) holds a permanent club charter (refer section 5(1) of the Act).

grocery store grocery store means a shop that –

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- (a) has the characteristics normally associated with shops of the kind commonly thought of as grocery shops; and
- (b) comprises premises where –
 - (i) a range of food products and other household items is sold; but
 - (ii) the principal business carried on is or will be the sale of food products (refer sections 5(1) and 33(1) of the Act).

hotel means premises used or intended to be used in the course of business principally for providing to the public –
(a) lodging; and
(b) alcohol, meals, and refreshments for consumption on the premises (refer section 5(1) of the Act).

night-club a place of entertainment open at night which normally provides music and space for dancing and may provide a show, e.g. of comedy or other 'acts'.

supermarket means supermarket premises with a floor area of at least 1,000 m² (including any separate departments set aside for such foodstuffs as fresh meat, fresh fruit and vegetables, and delicatessen items) (refer section 5(1) of the Act).

tavern means premises used or intended to be used in the course of business principally for providing alcohol and other refreshments to the public, but does not include an airport bar (refer section 5(1) of the Act).

6. OFF-LICENCES

6.1 Hours

The following maximum trading hours apply to all off-licensed premises in the Horowhenua District territorial area and includes all off-licence sales including over the counter sales:

Monday to Sunday 7.00 am to 10.00 pm.

6.2 Location

(a) From the date this LAP comes into force no off-licences are to be issued for any premises unless that premises is already licensed; or is located on land zoned commercial or a Resource Consent has been granted by Council for its operation either before or after that date.

(b) No new off-licences in respect of a bottle store shall be issued for any premises located within 100 metres of the legal site boundary of any school, early childcare facility, place of worship, Marae, health care facility, public park or reserve, urupa, cemetery, bus stop primarily used by minors, or other Off-Licence premises existing at the time the licence application is made.

Note: Renewal of a licence shall be unaffected should such a facility later establish at a site within 100 metres of the premises.

(c) From the date this LAP comes into force there will be a temporary cap placed on the total number of off-licensed bottle and grocery store premises in each town or township in the district. The cap will remain in place for a period of 2 years, or until such a time as this policy is reviewed. The number of permitted licences for bottle

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~~stores and grocery stores for each area of the district will be determined by the number of operative licences for each of these types issued at the time this policy is enacted. This provision does not apply to supermarket premises.~~

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6.3 Notice of Licence Application

~~Applicants for NEW or RENEWALS of an Off Licence are required to give notice to potentially affected parties within 100 metres of the legal site boundary of the premises. This requirement is additional to notifications required by the Act.~~

6.43 Discretionary Conditions

Conditions relating to the following matters may be appropriate for off licences:

- Supervised designation of all bottle stores to ensure unaccompanied minors do not enter bottle stores;
- Display of safe drinking messages/material;
- ~~Application of the principles of Crime Prevention Through Environmental Design.~~ Supermarkets, grocery stores and bottle stores will give effect to the principles of Crime Prevention Through Environmental Design ~~where they achieve~~with regards to the following outcomes:

Lighting

- internal lighting inside the premises enables passive surveillance by staff and active surveillance by CCTV
- lighting allows customers to be seen as they enter the premises
- lighting allows staff to check IDs
- external areas such as car parks and loading bays are well lit, subject to the requirements of any resource consent or a district plan rule.

Internal Layout

- general points of sale are positioned near the main entrance.

CCTV

- CCTV is installed in suitable locations to monitor vulnerable areas (areas which are not easily or not continuously monitored by staff).

Staff

- customers are aware of the CCTV system.
- relevant staff understand how to operate the CCTV system.
- there are sufficient numbers of staff to ensure control of the premises during trading hours.

Advertising Signage

- the display of alcohol-related advertising signage will be considered as part of the effect on the amenity and good order of the locality during the application consideration process.

7. ON-LICENCES

7.1 Hours

The following maximum trading hours apply to all on-licensed premises in the Horowhenua District territorial area (other than hotel in-bedroom (mini-bar) sales):

Monday to Sunday 9.00 am to until 1.00 am the following day

The following hours apply to hotel in-bedroom (mini-bar) sales:

Monday to Sunday 24 hours per day.

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7.2 Locations

- (a) From the date this LAP comes into force no on-licences are to be issued for any premises unless that premises is already licensed; or is located on land zoned commercial or a Resource Consent has been granted by Council for its operation either before or after that date.
- (b) No new on-licences shall be issued for any premises located within 100 metres of the legal site boundary of any school, early childcare facility, place of worship, Marae, health care facility, public park or reserve, urupa, cemetery, bus stop primarily used by minors, school, early childcare facility, place of worship, or public park existing at the time the licence application is made.

Note: Renewal of a licence shall be unaffected should such a facility later establish at a site within 100 metres of the premises.

7.3 Notice of Licence Application

~~Applicants for NEW or RENEWALS of an On-Licence are required to give notice to potentially affected parties within 100 metres of the legal site boundary of the premises. This requirement is additional to notifications required by the Act.~~

7.4 Discretionary Conditions

Conditions relating to the following matters may be considered generally appropriate for on-licensed premises such as night-clubs and late-night bars:

- 'One-way door' restrictions;
- The time entertainment finishes;
- Provision of additional security (staff) after 'x' hour, as determined by the DLC;
- The installation and operation of CCTV cameras on the exterior of, and within a premises;
- Provision of effective exterior lighting;
- Restrictions on the size of servings (e.g. 'doubles') and time of 'last orders';
- Management of patrons queuing to enter the licensed premises;
- Restriction on the use of outdoor areas after 'x' hour, as determined by the DLC;
- That where a licence is granted for the first time (first time meaning premises where the prospective licensee has never held a liquor licence previously or is operating a premises that has never been a licensed premises before), the trading hours may be more restrictive than the maximum trading hours contained in this LAP;
- Application of the principles of Crime Prevention Through Environmental Design;
- The display of advertising signage will be considered as part of the effect on the amenity and good order of the locality during the application consideration process.

The following conditions may be appropriate for on-licensed premises such as BYO restaurants:

- The holder of a manager's certificate to be on duty during busy periods, e.g. Thursday, Friday and Saturday nights;
- That where a licence is granted for the first time (first time meaning premises where the prospective licensee has never held a liquor licence previously or is operating a premises that has never been a licensed premises before), the trading hours are more restrictive than the maximum trading hours contained in this LAP.

8. SPECIAL LICENCES

8.1 Hours

The hours (opening and closing) and duration of a special licence are set at the discretion of the DLC for each event, having regard to the nature of the event or series of events. ~~The following maximum trading hours apply to all special licences in the Horowhenua District territorial area.~~

~~Monday to Sunday—generally the closing time for any special licence shall not exceed 1am on any given day, however the DLC may consider extensions in exceptional circumstances.~~

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8.2 On and Off-site

Special licences may be issued both for off-site consumption (e.g. wine sales from a market stall) or for on-site consumption, e.g. at a community event or when a bar has a special licence to open earlier/close later for significant events. Generally for premises holding existing on-licences, the conditions of a special licence will specify a closing time no more than two hours later than permitted by their on-licence.

8.3 Discretionary Conditions

In addition to the discretionary conditions in Section 147 of the Act, the following conditions may be considered appropriate for special licences:

- Any special licence for a series of events should not be for a period exceeding 6 months, and the number of events is not to exceed 20.
- A 'One-way door' restriction to apply from a specified time.
- No glassware is to be taken outside the building or onto grass or artificial grass surfaces.
- Plastic containers or cans to be used for any event (except when it is being served and remains within the building).
- Areas to be clearly defined / cordoned off / demarcated where liquor is being sold/consumed outside of the building, e.g. beer tent. Where appropriate people are to remain within the defined area.
- The holder of a manager's certificate to be present when alcohol is available for sale, or the number of manager's certificate holders required may be specified.
- The maximum number of alcoholic drinks per sale transaction may be specified.
- A register to be maintained recording any incidents or issues of concern, and is to be available to Police or Licensing Inspector on request.

9. CLUB LICENCES

9.1 Hours

The following maximum trading hours apply to all club-licensed premises:

Monday to Sunday 9.00 am until 1.00 am the following day.

9.2 Discretionary Conditions

Conditions relating to the following matters may be appropriate for Club licensed premises depending on the size and nature of the club:

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- a requirement for the holder of a manager's certificate to be present when alcohol is available for sale during busy periods, e.g. more than 100 people are on the Club premises.

10. **POLICY REVIEW**

Pursuant to section 97 of the Act Council must review its LAP using the Special Consultative Procedure no later than six (6) years after it comes into force and no later than six (6) years after the most recent review of it was completed. The first review is to be conducted within 2 years of the operative date of this policy – see clause 6.2(c).

Draft

File No.: 17/332

Liquor Licensing Matters from 1 January 2017 until 30 June 2017

1. Purpose

To report, for information purposes, on matters relating to liquor licensing decisions for the period of 1 January 2017 until 30 June 2017.

2. Executive Summary

Decisions for applications that were uncontested were made by the Chairperson of the District Licensing Committee. Contested decisions were made by the District Licensing Committee.

3. Recommendation

- 3.1 That Report 17/332 Liquor Licensing Matters from 1 January 2017 until 30 June 2017 be received.
- 3.2 That this decision is recognised as not significant in terms of S76 of the Local Government Act.

4. Discussion

4.1 The following decisions are advised –

- a) Decisions made by Chairperson of the District Licensing Committee Under Delegated Authority of Council dated 4 December 2013, and in accordance with Section 191(2) of the Sale and Supply of Alcohol Act 2012 (Uncontested Applications).

(i) New On Licences	Premises	Location
Octopus Inc Limited	Manakau Hotel	Manakau
(ii) Renewed On Licences	Premises	Location
Mayfield Hotel Company Limited	The Post Office Hotel	Foxton
Manakau Hotel (2015) Limited	Manakau Hotel	Manakau
Martin O'Malley	O'Malleys Bar	Levin
Simply Balmy Limited	Simply Balmy	Foxton Beach
Yan Yi Nie	Golden Island Restaurant	Levin
Tomayto Tomahto Limited	Quarter Acre Café	Manakau
Sweet Pea Café Limited	Salt & Pepper Café	Levin
Anita Funnell	The Little White Rabbit	Foxton Beach
(iii) Renewed Off Licences	Premises	Location
Macmillan Supermarkets Limited	Shannon Four Square	Shannon
Best Supermarket Limited	Foxton New World	Foxton
(iv) Renewed Club Licences	Premises	Location
Levin Lawn Tennis & Squash Club Inc	Levin Lawn Tennis &	Levin

Squash Club

(v) **Temporary Authorities**

Octopus Inc Limited

Premises

Manakau Hotel

Location

Manakau

(vi) **New Manager's Certificates**

Renee Maria Jones

Charlotte Victoria Josephine Cook

Tracey Sandra Celia White

Aisling Evelyn Bohan

Desh Raj

Emily Adele Fritchley

Melissa Ann Sannazzaro

Dakin Neil Bramwell

Neil Lawrence L'estrage

Charmaine Maria Haeata

Jessica RipekaTaiatini

(vii) **Renewed Manager's Certificates**

Jordan Marc Steven Carr

Adele Patricia Parson

Suzannah Maria Rose Limbrick

Brett Allan Read

Janine Smart

John Haverkamp

Crystal Colette Fluerty

Jane Leslie Morris

Ivan McIntyre

Shannon Bessie Chambers

Lana Marlene Mahupuku

Kathryn Anne Ansell Leith

Martin Hans Wagner

Karla Marie Gardiner

Neil Cohen

Larry Stewart Ellison

Corey Andrew Foster

Cherryl Ann Blades

Gary Stewart Burns

Natasha Taratoa

(viii) **Special Licences**

Levin Cosmopolitan Club

Tokomaru R S A & Country Club Incorporated

Horowhenua Woman's Evergreen Softball Club

Levin Returned Services Assoc Inc

Graham Bruce Dalziel

Horowhenua District Council Social Club

Shane David Parlato

Number

Location

2396

LEVIN

2397

TOKOMARU

2398

LEVIN

2399

LEVIN

2400

LEVIN

2401

LEVIN

2402

FOXTON BEACH

Beverley Isobel Poulton	2403	LEVIN RURAL
Manawatu Powerboat Club Inc	2404	LEVIN
Levin Club Inc	2405	LEVIN
Levin Contract Bridge Club Inc	2406	LEVIN
Levin Returned Services Assoc Inc	2407	LEVIN
Levin Club Inc	2408	LEVIN
Levin Returned Services Assoc Inc	2409	LEVIN
Manawatu Marine Boating Club	2410	FOXTON BEACH
Levin Performing Arts Society Incorporated	2411	LEVIN
Levin Little Theatre Society Inc	2412	LEVIN
Levin Returned Services Assoc Inc	2413	LEVIN
Levin Returned Services Assoc Inc	2414	LEVIN
Levin Returned Services Assoc Inc	2415	LEVIN
Foxton Returned Services Assn Inc	2416	FOXTON
Levin Club Inc	2417	LEVIN
Levin Club Inc	2418	LEVIN
Levin Cosmopolitan Club	2419	LEVIN
Kristy McGregor	2421	TOKOMARU RURAL
Opiki Young Farmers Club	2422	TOKOMARU RURAL
Levin Cosmopolitan Club	2423	LEVIN
Levin Cosmopolitan Club	2424	LEVIN
Levin Cosmopolitan Club	2425	LEVIN
Levin Cosmopolitan Club	2426	LEVIN
Levin Cosmopolitan Club	2427	LEVIN
Levin Cosmopolitan Club	2428	LEVIN
Levin Returned Services Assoc Inc	2429	LEVIN
Levin Returned Services Assoc Inc	2430	LEVIN
Levin Cosmopolitan Club	2431	LEVIN
Foxton Returned Services Assn Inc	2432	FOXTON
Levin Returned Services Assoc Inc	2433	LEVIN
Kellyanne McKay	2434	LEVIN
Levin Returned Services Assoc Inc	2435	LEVIN

b) Decisions made by the District Licensing Committee Under Delegated Authority of Council dated 4 December 2013, and in accordance with Section 191(2) of the Sale and Supply of Alcohol Act 2012 (Contested Applications).

Arianna Hospitality Limited	Temporary Authority	Declined
Taranpreet Singh	New Manager's Certificate	Declined
Arianna Hospitality Limited	New On Licence	Granted

5. Options

The report is purely for information purposes.

5.1 Cost

Not applicable to this report.

5.1.1.1 Rate Impact

Not applicable to this report.

5.2 Community Wellbeing

There are no community wellbeing matters requiring consideration.

5.3 Consenting Issues

Not applicable to this report.

5.4 LTP Integration

Not applicable to this report

6. Consultation

There are no consultation requirements; however decisions listed in 5.1 have been published on Council's website as required by section 211(5) of the Sale and Supply of Alcohol Act 2012 that states "*Every Territorial Authority must take all reasonably practicable steps to ensure that copies of all the decisions of its Licensing committee are public available*".

7. Legal Considerations

Applications have been determined in accordance with legislative requirements.

8. Financial Considerations

There are no financial considerations.

9. Other Considerations

There are no other considerations required.

10. Next Steps

Not applicable to 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.

11. Appendices

There are no appendices for this report

Author(s)	Megan Leyland Compliance Lead	
Approved by	Nicki Brady Group Manager - Business Services	

Resource Consenting (Planning) Matters Considered Under Delegated Authority

File No.: 17/305

1. Purpose

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

2. Recommendation

- 2.1 That Report 17/305 Resource Consenting (Planning) Matters Considered Under Delegated Authority be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

3. Issues for Consideration

The following decisions were made under delegated authority:

- (i) Subdivision and Land Use Consents Approved:

Subdivision Resource Consents Approved – 23/05/17 to 30/06/17

Approved Date	File Ref	Applicant	Address
24.05.2017	501/2017/29	Roger Signal	24 Seabury Avenue, Foxton Beach
13.06.2017	501/2017/33	John Benton	26 Rua Avenue, Waitarere Beach
30.05.2017	501/2017/34	Emerge Architectural Design	12 Highland View Drive, Tokomaru Rural
12.06.2017	501/2017/35	Richard Barnes	1362 State Highway 57 Levin-Shannon Tokomaru Rural
12.06.2017	501/2017/36	Bruce Watson	846 Hokio Beach Road, Hokio Beach
16.06.2017	501/2017/37	Quin Buildings Direct	142-160 Moutere Road, Levin Rural
09.06.2017	501/2017/38	Peter Potaka	19 Oxnam Place, Foxton Beach
22.06.2017	501/2017/40	Penelope Barrett	231 North Manakau Road, Levin Rural
29.06.2017	501/2017/42	Bernard Scott	91A MacArthur Street, Levin

Land Use Resource Consents Approved – 23/05/17 to 30/06/17

Approved Date	File Ref	Applicant	Address
29.05.2017	502/2017/27	The Roman Catholic Bishop of The Diocese of Palmerston North	30 Cook Street, Foxton
07.06.2017	502/2017/28	Marcia Bowler	300 Newth Road, Foxton
09.06.2017	502/2017/29	Avenue Hall & Trotter Limited	9 Hall Street, Foxton
12.06.2017	502/2017/30	Stephanie Thomas	31 Marine Parade South, Foxton Beach

13.06.2017	502/2017/31	Kevin Strawbridge	28 Riveredge Terrace, Levin Rural
20.06.2017	502/2017/33	Philip Webb	52 State Highway 1, Levin
16.06.2017	502/2017/34	Christopher Sayer	22 Carex Grove, Foxton

(ii) Road Names Approved

None during the reporting period.

Attachments



There are no attachments for this report.

Confirmation of statutory compliance

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

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

Signatories

Author(s)	Mike Lepper Customer and Regulatory Services Manager	
Approved by	Nicki Brady Group Manager - Business Services	

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

The following motion is submitted for consideration:

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

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

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

C1 Proceedings of the Hearings Committee 31 May 2017

C2 Proceedings of the Finance, Audit & Risk Subcommittee 28 June 2017

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.