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**PALMERSTON NORTH CITY COUNCIL**

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**AGENDA**  
**COUNCIL**

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**9AM, WEDNESDAY 3 MARCH 2021**  
COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING  
32 THE SQUARE, PALMERSTON NORTH

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## MEMBERSHIP

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**Grant Smith (Mayor)**

**Aleisha Rutherford (Deputy Mayor)**

**Brent Barrett**

**Susan Baty**

**Rachel Bowen**

**Zulfiqar Butt**

**Vaughan Dennison**

**Renee Dingwall**

**Lew Findlay QSM**

**Patrick Handcock ONZM**

**Leonie Hapeta**

**Lorna Johnson**

**Billy Meehan**

**Orphée Mickalad**

**Karen Naylor**

**Bruno Petrenas**

**Agenda items, if not attached, can be viewed at:**

[pncc.govt.nz](http://pncc.govt.nz) | Civic Administration Building, 32 The Square  
City Library | Ashhurst Community Library | Linton Library

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**Heather Shotter**

**Chief Executive, Palmerston North City Council**

**Palmerston North City Council**

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Private Bag 11034, 32 The Square, Palmerston North



## **COUNCIL MEETING**

3 March 2021

### **ORDER OF BUSINESS**

**1. Apologies**

**2. Notification of Additional Items**

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

**3. Declarations of Interest (if any)**

Members are reminded of their duty to give a general notice of any interest of items to be considered on this agenda and the need to declare these interests.

**4. Declaration of Office - Councillor Orphée Mickalad**

Page 7

5. **Presentation - New Year's Honours** Page 9  
Presentation, by Grant Smith, The Mayor.
6. **Tribute - Helen Whitten** Page 13  
Presentation, by Grant Smith, The Mayor.
7. **Tribute - Gordon Cruden** Page 15  
Presentation, by Grant Smith, The Mayor.
8. **Tribute - Pat Snoxell** Page 17  
Presentation, by Grant Smith, The Mayor.
9. **Presentation - James Beard** Page 19
10. **Confirmation of Minutes** Page 21  
"That the minutes of the ordinary meeting of 21 December 2020 Part I  
Public be confirmed as a true and correct record."

## **REPORTS**

11. **District Plan Change D: Pressure Sewer Systems - Operative Report** Page 43  
Memorandum, presented by Michael Duindam, Acting City Planning  
Manager.
12. **CEDA Statement of Intent Extension** Page 47  
Memorandum, presented by David Murphy, Acting General Manager -  
Strategy and Planning.
13. **Council Work Schedule** Page 53

**RECOMMENDATIONS FROM COMMITTEE MEETINGS**

- 14. Presentation of the Part I Public Committee of Council’s Recommendations from its 17 February 2021 Meeting** Page 55

“That the Committee’s recommendations be adopted or otherwise dealt with.”

- 15. Presentation of the Part I Public Finance & Audit Committee’s Recommendations from its 24 February 2021 Meeting** Page 57

“That the Committees recommendation’s be adopted or otherwise dealt with.”

**16. Exclusion of Public**

To be moved:

“That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

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 are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
17.	Minutes of the ordinary meeting - Part II Confidential - 21 December 2020	For the reasons setout in the ordinary minutes of 21 December 2020, held in public present.	
18.	Tender Award - Contract 3950 Victora Esplanade - Park Road Entrance and Cook Street Intersection Upgrade	Third Party Commercial	s7(2)(b)(ii)
19.	Award of Contract 3984 for Seismic Strengthening Pre-Aeration and Sedimentation Facility	Third Party Commercial	s7(2)(b)(ii)

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
20.	Tender Award- Contract 3938 Roothing Maintenance, Renewal and Minor Capital services 2021-24	Third Party Confidential	s7(2)(b)(ii)

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 the relevant part of the proceedings of the meeting in public as stated in the above table.

Also that the persons listed below be permitted to remain after the public has been excluded for the reasons stated.

*[Add Third Parties]*, because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].

## **PRESENTATION**

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Declaration of Office - Councillor Orphée Mickalad

**FROM:** Heather Shotter, Chief Executive

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## **SUMMARY**

Councillor Orphée Mickalad will read the declaration of office, following the by-election held in February 2020.

## **ATTACHMENTS**

Nil





## **PRESENTATION**

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Presentation - New Year's Honours

**FROM:** The Mayor

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## **RECOMMENDATION TO COUNCIL**

1. That Council note that congratulations have been conveyed on behalf of the Council to the local recipients of the New Year's Honours 2021.
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## **SUMMARY**

The Mayor will refer to the local recipients of the New Year's Honours.

## **ATTACHMENTS**

1. New Year's Honours Recipients 2021 [↓](#) 

## NEW YEAR'S HONOURS LIST – 2021 - Palmerston North Recipients

Name	Type of Honour	Reason	Details
Mr Alistair Grant Davis,	Officer of the New Zealand Order of Merit	For services to the motor industry, business and sustainability	<p>Mr Alistair Davis has had a career with Toyota New Zealand for 40 years, holding national and international roles, including Chief Executive since 2008.</p> <p>Mr Davis has assisted the leadership of motor industry transitions and the drive towards sustainability in vehicles and the delivery of a new industry service model. He has strongly advocated for standards in emissions, clean motoring and productivity. He played a key role in the launch of the Toyota Racing Series as a development platform for young New Zealand drivers in 2005. He has been involved in Toyota sponsoring the Sustainable Business Network and Lexus Song Quest since the mid-2000s, Emirates Team New Zealand challenging for the America's Cup, and the Department of Conservation's Kiwi Guardians Programme since 2016. He was President of the Motor Industry Association from 2009 to 2012, having been a founding member since 1996. He was a founding member of the Sustainable Business Council in 2012 and was Chair from 2015 to 2019. He has been a member of the Massey University Council since 2018 and chaired the University's College of Business Advisory Board from 2010 to 2015.</p> <p>Mr Davis has been involved with Alpha New Zealand, the national branch of the international Christian organisation, since the 1980s and was Chair from the early 1990s until 2010.</p>
Mrs Helen Johnson,	Member of New Zealand Order of Merit	For services to Special Olympics and the community.	<p>Mrs Helen Johnson has advocated for the disability community and been involved with Special Olympics, coordinating volunteers and athletes to attend events locally and internationally.</p>

Mrs Johnson has been a New Zealand coach at three Special Olympics Summer World Games, one Asia Pacific Games and several Trans-Tasman events. Nationally, she has attended five Special Olympics New Zealand Summer National Games and four Winter Nationals, leading the Manawatu team at eight of these events. She played a key role in organising the 2009 Special Olympics National Games in Palmerston North. She has been a driver for including Special Olympics athletes in unified and mainstream sports events. This has included her taking a team of athletes and volunteers to compete together at the Masters Games in Whanganui every two years. She has been involved with Parafed Manawatu since 2011 and is a current Board member. She has held leadership roles with Parent to Parent, the support and information network for parents of children with disabilities, in Manawatu from 1999 to 2007 and nationally from 2007 to 2018, including time as National President. Within the wider community she has held roles with school boards of trustees, Plunket, Enabling Good Lives Mid-Central Region, and the Palmerston North Street Van. Mrs Johnson has received several volunteer coach of the year and civic awards.



## **PRESENTATION**

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Tribute - Helen Whitten

**FROM:** Grant Smith, The Mayor

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## **RECOMMENDATION TO COUNCIL**

- 1. That the Council notes, with respect, the passing of Helen Whitten**
- 

## **SUMMARY**

The Mayor will pay tribute to Helen Whitten, former Palmerston North City Councillor from 1989-1995, who recently passed away.

## **ATTACHMENTS**

NIL



## **PRESENTATION**

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Tribute - Gordon Cruden

**FROM:** Grant Smith, The Mayor

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## **RECOMMENDATION TO COUNCIL**

- 1. That the Council notes, with respect, the passing of Gordon Cruden**
- 

## **SUMMARY**

The Mayor will pay tribute to former councillor Gordon Cruden who recently passed away. Mr Cruden served on Palmerston North City Council from 1967 to 1971, and again from 2001 to 2010.

## **ATTACHMENTS**

NIL





## **PRESENTATION**

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Tribute - Pat Snoxell

**FROM:** Grant Smith, The Mayor

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## **RECOMMENDATION TO COUNCIL**

1. That the Council notes, with respect, the passing of Pat Snoxell
- 

## **SUMMARY**

The Mayor will pay tribute to Pat Snoxell who recently passed away. Mr Snoxell served 20 years on the Regent Trust Board.

## **ATTACHMENTS**

NIL



## **PRESENTATION**

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Presentation - James Beard

**FROM:**

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### **RECOMMENDATION TO COUNCIL**

- 1. That the Council receive the presentation for information.**
- 

### **SUMMARY**

James Beard would like to speak to Council on rural affairs and parking infringements.

### **ATTACHMENTS**

Nil



# PALMERSTON NORTH CITY COUNCIL

**Minutes of the Council Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 21 December 2020, commencing at 9am.**

**Members Present:** Councillor Rutherford (in the Chair), The Mayor (Grant Smith) (in remote attendance) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas.

**Apologies:** Councillor Naylor (early departure)

Councillor Karen Naylor left the meeting at 1.35pm during consideration of clause 161. She entered the meeting at 1.55pm during consideration of clause 165. She left the meeting at 2.14pm during consideration of clause 170. She was not present for clauses 161 to 164, 170 and 171.

## **150-20 Apologies**

Moved Aleisha Rutherford, seconded Leonie Hapeta.

### **RESOLVED**

That apologies be received from Councillor Naylor (early departure)

Clause 150-20 above was carried 15 votes to 0, the voting being as follows:

#### **For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

## **151-20 Notification of Additional Items**

Moved Aleisha Rutherford, seconded Rachel Bowen.

### **RESOLVED**

That pursuant to Section 46(7) of the Local Government Official Information and Meetings Act 1987, the following late item be accepted for the following reason.

Item 26 Memorial Park – Work to re-open Swimming Pool

This item was delayed because information was not received until after the agenda report deadline. It needs to be considered so that work can begin during the summer recess.

Clause 151-20 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Declarations of Interest**

Councillor Leonie Hapeta declared an interest in item 5 Presentation - Palmy BID (clause 153) and item 6 Consideration of targeted rate for Palmy Business Improvement District (BID) (clause 154).

Councillors Rachel Bowen and Lorna Johnson declared an interest in item 13 District Plan Change C: Kikiwhenua Residential Area - Operative Report (clause 161).

**152-20**

**Appointed Member resignation and Rangitāne nomination for Environmental Sustainability Committee**

The Deputy Mayor acknowledged and thanked Mr Chris Whaiapu for his service on the Environmental Sustainability Committee.

Mr Chris Whaiapu thanked the Council for the opportunity and introduced Mr Peter Te Rangi, who will represent Rangitāne on the Environmental Sustainability Committee.

Mr Te Rangi acknowledged Mr Whaiapu and said he was look forwarding to progressing with Council the good working relationship.

Elected Members acknowledged and thanked Mr Chris Whaiapu for his service on the Environmental Sustainability Committee. They welcomed Mr Peter Te Rangi onto the Committee as Rangitāne's nominee.

Moved Aleisha Rutherford, seconded Leonie Hapeta.

**RESOLVED**

1. That the Council acknowledge the resignation of Mr Christopher Whaiapu from the Environmental Sustainability Committee.
2. That the Council appoint Mr Peter Te Rangi to the Environmental Sustainability Committee for the remaining part of the 2019-2022 term.

Clause 152-20 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**153-20**

**Presentation - Palmy BID**

Presentation by Mr Rob Campbell, Palmy Business Improvement District (BID).

Mr Campbell presented the outcome of the vote to establish a Palmy BID to enable business advancement. 60.9% of city centre business owners voted in favour; and voter turnout was 27.8%. As both of these figures were above the thresholds set out in the policy, Mr Campbell noted the result provides a mandate to establish a Palmy BID.

Palmy BID aims to create a viable connected city centre, it will represent the businesses and align with council's strategic aims.

Palmy BID is seeking a targeted rate of \$250,000 annually for years 1 and 2 of the Long Term Plan to create a promotional fund to promote the city centre businesses.

Palmy Bid requests that Council incorporates a targeted rate into the Long Term Plan to support the promotion and development of the Central Palmerston North Business Improvement District by 1 July 2021.

Moved Aleisha Rutherford, seconded Brent Barrett.

**RESOLVED**

1. That the Council receive the presentation from Mr Rob Campbell, Palmy BID for information.

Clause 153-20 above was carried 14 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Note:**

Councillor Leonie Hapeta declared an interest in this item, withdrew from the discussion and sat in the gallery.

**154-20**

**Consideration of targeted rate for Palmy Business Improvement District (BID)**

Memorandum, presented by David Murphy, Acting General Manager - Strategy and Planning.

Moved Brent Barrett, seconded Rachel Bowen.

**RESOLVED**

1. That Council refer a \$250,000 (plus GST) programme into the proposed 2021-2031 Long Term Plan to be funded via a targeted rate to support the promotion and development of the Palmerston North city centre through the establishment of a Business Improvement District administered by

Palmy BID.

2. That the targeted rate be assessed on rating units within the boundary (as proposed by the Palmy BID) that are classified for the Council's general rate as commercial/industrial with 50% of the sum to be collected set as a fixed rate per rating unit and the balance based on the capital value

Clause 154-20 above was carried 14 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Note:**

Councillor Leonie Hapeta declared an interest, withdrew from the discussion and sat in the gallery.

**155-20**

**Confirmation of Minutes**

An amendment to the Council minutes of 25 November 2020 was made. In – clause 139 the word 'agreed' was changed to 'presented'.

Moved Brent Barrett, seconded Leonie Hapeta.

**RESOLVED**

1. That the minutes of the ordinary meeting of 25 November 2020 Part I Public (as amended) be confirmed as a true and correct record.
2. That the minutes of the extraordinary meeting of 10 December 2020 Part I Public be confirmed as a true and correct record.

Clause 155-20 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**156-20**

**Notice of Motion - Council Rental Policy**

Memorandum, presented by Chris Dyhrberg Chief Customer Officer.

Moved Lorna Johnson, seconded Susan Baty.

**RESOLVED**

1. That in regard to the setting of rents for subsidised council housing tenants, the Chief Executive ensures that the formulas used in FY 2020 are used when calculating the increases for FY 2021.
2. That a review of the guidelines for council housing rents for council housing tenants is brought to Council for approval prior to the calculation of rents for FY 2022.



3. That the memorandum titled “Notice of Motion – Social Housing Rent Increase” presented to Council on 21 December 2020 be received for information.

Clause 156-20 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

## **REPORTS**

### **157-20**

#### **Section 17A Review of Economic Development (CEDA)**

Memorandum, presented by David Murphy, Acting General Manager - Strategy and Planning.

Moved Aleisha Rutherford, seconded Grant Smith.

#### **RESOLVED**

- 1 That Council retains the current Economic Development (CEDA) CCO model.

Clause 157.1 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Moved Aleisha Rutherford, seconded Grant Smith.

#### **RESOLVED**

2. That as part of the process of renewing the current CEDA Services Funding Agreement dated 22 December 2016, the Chief Executive be directed to negotiate with Manawatu District Council and CEDA, in accordance with the Agreement in relation to Management of Service Agreement dated 22 December 2016, the following changes:
  - a) In-house delivery by Palmerston North City Council of destination marketing for Palmerston North and a corresponding reduction in the CEDA funding.
  - b) In-house delivery of the Manawatu Business Awards, New Zealand AgriFood Week and Sort It Careers Expo and a corresponding reduction in the CEDA funding.
3. That as a result of any changes in 2 above, the Chief Executive be directed to negotiate with Manawatu District Council to incorporate amendments to

the funding and intellectual property clauses of the Agreement in relation to Management of Service Agreement dated 22 December 2016.

4. That the Mayor and Chief Executive of the Palmerston North City Council be delegated authority to approve amendments to the Statement of Expectations prior to the document being signed, including:
  - a) greater specificity regarding the regional tourism functions of CEDA.
  - b) the way in which CEDA collaborates with Palmerston North City Council to profile and market Palmerston North.
  - c) accommodating any changes to the CEDA Services Funding Agreement and Agreement in relation to Management of Services Agreement.

Clauses 157.2- 157.4 above were carried 9 votes to 6, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Zulfiqar Butt, Vaughan Dennison, Lew Findlay QSM, Leonie Hapeta, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Renee Dingwall, Patrick Handcock ONZM and Lorna Johnson.

Moved Brent Barrett, seconded Aleisha Rutherford.

**RESOLVED**

5. That Council affirms support for joint shareholding with Manawatu District Council in the Central Economic Development Agency, and directs the Chief Executive to commence a review of the current shareholding arrangements.

Clause 157.5 above was carried 14 votes to 1, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillor Lorna Johnson.

**158-20**

**Capital New Growth Programmes - Request to Bring Forward Funding**

Memorandum, presented by Robert van Bentum, Manager - Transport and Infrastructure.

Moved Susan Baty, seconded Lorna Johnson.

**RESOLVED**

1. That Council approves additional funding of \$100,000 for Programme 1005

- Industrial Growth – Installation of Water Supply Systems to an Expanded North East Industrial Zone to increase the 2020-21 budget from \$0 to \$100,000.
- 2. That Council approves additional funding of \$100,000 for Programme 210 – Urban Growth – Installation of Wastewater Systems for New Industrial Areas – NEIZ Extension Area to increase the 2020-21 budget from \$0 to \$100,000.
- 3. That Council approves additional funding of \$100,000 for Programme 197 – Urban Growth – North East Industrial Park Stormwater to increase the 2020-21 budget from \$0 to \$100,000.
- 4. That Council approves additional funding of \$150,000 for Programme 1089 – Industrial Growth – NEIZ – Richardsons Line Upgrade to increase the 2020-21 budget from \$0 to \$150,000.
- 5. That Council approves additional funding of \$100,000 for Programme 1001 – Urban Growth – Whakarongo – Installation of Stormwater Systems to increase the 2020-21 budget from \$150,000 to \$250,000.
- 6. That Council approves additional funding of \$300,000 for Programme 1055 – Urban Growth – City West - Installation of Wastewater Systems to increase the 2020-21 budget from \$50,000 to \$350,000.

Clause 158-20 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**159-20 Capital New Development Contributions Programmes of Work 2020-21 - Request for Additional Funding**

Memorandum, presented by Robert van Bentum, Manager - Transport and Infrastructure.

Moved Vaughan Dennison, seconded Brent Barrett.

**RESOLVED**

1. That the Council approves additional unbudgeted funding of \$320,000 for Capital New Programme 201 City Wide Roadway Subdivision Contributions to increase the 2020-21 approved budget from \$169,652 to \$489,652.
2. That the Council approves additional unbudgeted funding of \$100,000 for Capital New Programme 51 City Wide Stormwater Subdivision Contributions to increase the 2020-21 approved budget from \$51,250 to \$151,250.

Clause 159-20 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**160-20 Cuba Street Redevelopment Stage 2 Endorsement of Option**

Memorandum, presented by Robert van Bentum, Manager - Transport and Infrastructure.

Councillor Leonie Hapeta moved a procedural motion to lie the item on the table until further consultation on the proposal with business owners on Cuba Street occurred.

Moved Leonie Hapeta, seconded Grant Smith.

**RESOLVED**

That this item of business lie on the table and not be further discussed at this meeting.

Clause 160-20 above was carried 8 votes to 7, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Zulfiqar Butt, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Billy Meehan, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Vaughan Dennison, Renee Dingwall, Lorna Johnson and Karen Naylor.

Councillor Karen Naylor left the meeting at 1.35pm

**161-20 District Plan Change C: Kikiwhenua Residential Area - Operative Report**

Memorandum, presented by Michael Duindam, Acting City Planning Manager.

Moved Leonie Hapeta, seconded Vaughan Dennison.

**RESOLVED**

1. That District Plan Change C: Kikiwhenua Residential Area is approved pursuant to Clause 17 of the first schedule of the Resource Management Act 1991.
2. That the approval of District Plan Change C: Kikiwhenua Residential Area is authorised by affixing the Common Seal of the Palmerston North City Council.
3. That District Plan Change C: Kikiwhenua Residential Area becomes operative on 18 January 2021 pursuant to Clause 20 of the First Schedule of the Resource Management Act 1991.

4. That the resolution to make District Plan Change C: Kikiwhenua Residential Area operative is publicly notified in accordance with Clause 20 of the First schedule of the Resource Management Act 1991.

Clause 161-20 above was carried 11 votes to 1, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Susan Baty, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Billy Meehan, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillor Brent Barrett.

**Note:**

Councillors Rachel Bowen and Lorna Johnson declared an interest in this item, withdrew from the discussion and sat in the gallery.

**162-20 Palmerston North Performing Arts Trust - Annual Report and Audited Annual Accounts 2020**

Memorandum, presented by Hannah White, Democracy & Governance Manager.

Moved Brent Barrett, seconded Rachel Bowen.

**RESOLVED**

That the Palmerston North Performing Arts Trust Annual Report and financial statements 2019/2020 as attached to the memorandum titled 'Palmerston North Performing Arts Trust – Annual Report and Audited Annual Accounts 2020', presented to Council on 21 December 2020, be received for information.

Clause 162-20 above was carried 13 votes to 0, with 1 abstention, the voting being as follows:

**For:**

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Bruno Petrenas and Aleisha Rutherford.

**Abstained:**

The Mayor (Grant Smith).

**163-20 Committee Chair appointments for remainder of 2019-2022 term**

Memorandum, presented by Hannah White, Democracy and Governance Manager.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

**RESOLVED**

1. To receive the report titled "Committee Chair appointments for the remainder of the 2019-2022 term" of 21 December 2020.

2. That Council adopts the Mayor's recommendation to appoint Councillor Billy Meehan as the Chair of the Play, Recreation and Sport Committee, effective immediately.
3. That Council adopts the Mayor's recommendation to appoint Councillor Leonie Hapeta as the Deputy Chair of the Play, Recreation and Sport Committee, effective immediately.
4. That Council adopts the Mayor's recommendation to appoint Councillor Zulfiqar Butt as the Deputy Chair of the Environmental Sustainability Committee, effective immediately.
5. That the Council make the recommendations to the Remuneration Authority regarding Elected Member remuneration as listed in 4.3 of the report "Committee Chair appointments for the remainder of the 2019-2022 term."

Clause 163-20 above was carried 9 votes to 1, with 4 abstentions, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Patrick Handcock ONZM, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillor Lorna Johnson.

**Abstained:**

Councillors Rachel Bowen, Lew Findlay QSM, Leonie Hapeta and Billy Meehan.

**164-20 Council Work Schedule**

Moved Aleisha Rutherford, seconded Lorna Johnson.

**RESOLVED**

That the Council receive its Work Schedule dated December 2020.

Clause 164-20 above was carried 14 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Bruno Petrenas and Aleisha Rutherford.

Councillor Karen Naylor returned to the meeting at 1.55pm

**RECOMMENDATIONS FROM COMMITTEE MEETINGS**

**165-20 Rangitāne o Manawatū Part I Public - 25 November 2020**

Consideration was given to Rangitāne o Manawatū recommendations as appended to these minutes.

Moved Vaughan Dennison, seconded Aleisha Rutherford.

**RESOLVED**

To adopt clause 9-20 Appointment of Chair and Deputy Chair for the Rangitāne o Manawatū Committee for 2021 and 2022, recommendations 1-2 from the Rangitāne o Manawatū Committee meeting on 25 November 2020.

Clause 165-20 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**166-20**

**Infrastructure Committee Part I Public - 2 December 2020**

Moved Vaughan Dennison, seconded Leonie Hapeta.

**RESOLVED**

To adopt clause 48-20 Options to Complete - Manawatu River Pathway - Ashhurst to Palmerston North, recommendation 1 from the Infrastructure Committee meeting on 2 December 2020.

Clause 166.1 above was carried 14 votes to 1, the voting being as follows:

**For:**

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Against:**

The Mayor (Grant Smith).

Moved Vaughan Dennison, seconded Leonie Hapeta.

**RESOLVED**

To adopt clause 49-20 Outcome of Consultation on Summerhill Cycleway Upgrade Options for Segment 5, recommendations 1-2 from the Infrastructure Committee meeting on 2 December 2020.

Clause 166.2 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**167-20**

**Planning & Strategy Committee Part I Public - 9 December 2020**

Consideration was given to Planning & Strategy Committee recommendations

as appended to these minutes.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

**RESOLVED**

To adopt:

- Clause 51-20 Draft Speed Limits Bylaw - deliberations on submissions, recommendations 1-2
- Clause 52-20 Deliberations - Proposed Auahi Kore Smokefree and Vapefree Policy 2020, recommendations 1-3

from the Planning & Strategy Committee meeting on 9 December 2020.

Clause 167-20 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**168-20**

**Finance & Audit Committee Part I Public - 16 December 2020**

Consideration was given to Finance & Audit Committee recommendations as appended to these minutes.

Moved Susan Baty, seconded Leonie Hapeta.

**RESOLVED**

To adopt:

- Clause 66-20 Palmerston North Airport Ltd - Statement of Expectations, recommendations 1-3
  - Clause 67-20 2021/22 Business Assurance Plan, recommendations 1-2
- from the Finance & Audit Committee meeting on 16 December.

Clause 168-20 above was carried 14 votes to 0, with 1 abstention, the voting being as follows:

**For:**

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Abstained:**

The Mayor (Grant Smith).

**169-20**

**Notice of Motion: Memorial Park**

Item 24, listed on the Confidential Agenda paper, was discussed with public present.

Moved Aleisha Rutherford, seconded Lorna Johnson.



**RESOLVED**

That the item be lifted off the table.

Clause 169.1 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Moved Lorna Johnson, seconded Patrick Handcock ONZM.

**RESOLVED**

That the Notice of Motion – Memorial Park be withdrawn.

Clause 169.2 above was carried 15 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Councillor Karen Naylor left the meeting at 2.14pm

**170-20 Memorial Park – Work to re-open Swimming Pool**

Memorandum, presented by Kathy Dever-Tod, Manager – Parks and Reserves.

Moved Aleisha Rutherford, seconded Lorna Johnson.

**RESOLVED**

1. That the Council reopens the Memorial Park swimming pool as soon as possible.
2. That the Council notes the costs associated with reopening and operating the Memorial Park swimming pool for the summer can be accommodated within existing operating budgets.
3. That the Council notes the availability of the swimming pool will be publicised through social media and signage located at Memorial Park, including any short-term closures necessary during the swimming season to manage safety issues.
4. That in the event that the Memorial Park swimming pool has to close due to safety and security risks, the Chief Executive be delegated authority to pursue the options for free swimming at the Freyberg community pool.

Clause 170-20 above was carried 14 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie

Hapeta, Lorna Johnson, Billy Meehan, Bruno Petrenas and Aleisha Rutherford.

**EXCLUSION OF PUBLIC**

**171-20 Recommendation to Exclude Public**

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

**RESOLVED**

“That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

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 are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
23.	Minutes of the ordinary meeting Part II Confidential 25 November 2020 and extraordinary meeting - Part II Confidential - 10 December 2020	For the reasons set out in the ordinary minutes of 25 November 2020 and extraordinary minutes of 10 December 2020, with the public present.	
25.	Presentation of the Part II Confidential Finance & Audit Committee Recommendations from its 16 December 2020 Meeting	Third Party Confidential	S7(2)(b)(ii)

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 the relevant part of the proceedings of the meeting in public as stated in the above table.

Clause 171-20 above was carried 14 votes to 0, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Bruno Petrenas and Aleisha Rutherford.

The public part of the meeting finished at 2.18pm

Confirmed 3 March 2021

**Mayor**

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 21 December 2020

**TITLE:** Presentation of the Part I Public Rangitāne o Manawatū Recommendations from its 25 November 2020 Meeting

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Set out below are the recommendations only from the Rangitāne o Manawatū meeting Part I Public held on 25 November 2020. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

**9-20 Appointment of Chair and Deputy Chair for the Rangitāne o Manawatū Committee for 2021 and 2022.**

Memorandum, presented by Hannah White, Democracy and Governance Manager.

**The COMMITTEE RECOMMENDS**

1. That Council appoint Grant Smith (the Mayor) to be chairperson and Mr Wiremu Te Awe Awe to be deputy chairperson for the Rangitāne o Manawatū Committee for 2021.
2. That Council appoint Mr Wiremu Te Awe Awe to be chairperson and Grant Smith (the Mayor) to be deputy chairperson for the Rangitāne o Manawatū Committee for 2022.

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 21 December 2020

**TITLE:** Presentation of the Part I Public Infrastructure Committee Recommendations from its 2 December 2020 Meeting

---

Set out below are the recommendations only from the Infrastructure Committee meeting Part I Public held on 2 December 2020. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

**48-20 Options to Complete - Manawatu River Pathway - Ashhurst to Palmerston North**

Report, presented by Robert van Bentum; Manager - Transport and Infrastructure.

**The COMMITTEE RECOMMENDS**

1. That the Council approves the Chief Executive progressing with a more detailed consideration of legal avenues to secure the preferred Manawātū River Pathway alignment as set out in Option 3 of the report titled 'Options to Complete - Manawātū River Pathway – Ashhurst to Palmerston North', presented to the Infrastructure Committee on 2 December 2020.

**49-20 Outcome of Consultation on Summerhill Cycleway Upgrade Options for Segment 5**

Memorandum, presented by Robert van Bentum, Manager - Transport and Infrastructure.

**The COMMITTEE RECOMMENDS**

1. That the Council approves the implementation of Modified Option A of the report titled 'Outcome of Consultation on Summerhill Cycleway Upgrade Options for Segment 5' presented to the Infrastructure Committee on 2 December 2020, comprising of 540m of buffered cycle lanes with indented parking and bus bays.
2. That the Council approves an unbudgeted Capital New Programme entitled "Summerhill Drive - On-Street Parking Infrastructure" with a budget of \$234k to fund the parking mitigation works required to

implement the Summerhill Drive Pedestrian and Cycle Improvements Project.

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 21 December 2020

**TITLE:** Presentation of the Part I Public Planning & Strategy Committee Recommendations from its 9 December 2020 Meeting

---

Set out below are the recommendations only from the Planning & Strategy Committee meeting Part I Public held on 9 December 2020. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

**51-20 Draft Speed Limits Bylaw - deliberations on submissions**

Memorandum, presented by Julie Macdonald - Strategy and Policy Manager.

The **COMMITTEE RECOMMENDS**

1. That the Palmerston North Speed Limits Bylaw 2020, included as attachment one to this memorandum, is adopted.
2. That the Palmerston North Speed Limits Bylaw 2013 is revoked when the Palmerston North Speed Limits Bylaw 2020 comes into effect.

**52-20 Deliberations - Proposed Auahi Kore Smokefree and Vapefree Policy 2020**

Memorandum, presented by Lili Kato - Policy Analyst.

The **COMMITTEE RECOMMENDS**

1. That the Auahi Kore Smokefree and Vapefree Policy 2020, included as attachment 1 to this memorandum, is adopted.
2. That the Smokefree Outdoor Areas Policy 2013 is revoked.
3. That the Mayor and Deputy Mayor be given delegated authority to make minor corrections to the proposed policy.





## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 21 December 2020

**TITLE:** Presentation of the Part I Public Finance & Audit Committee Recommendations from its 16 December 2020 Meeting

---

Set out below are the recommendations only from the Finance & Audit Committee meeting Part I Public held on 16 December 2020. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

### **66-20 Palmerston North Airport Ltd - Statement of Expectations**

Memorandum, presented by Steve Paterson, Strategy Manager - Finance.

Following discussion by Elected Members, a change to the wording of Section 3 (iii) of the Statement of Expectations for Palmerston North Airport Ltd 2021-23 was requested, for clarity of communication around Council's expectations regarding carbon neutrality. A further request was made for the Chair and Deputy Chair of Finance & Audit Committee to be authorised to make minor amendments to the Statement of Expectations.

#### The **COMMITTEE RECOMMENDS**

1. That the memorandum titled 'Palmerston North Airport Ltd – Statement of Expectations' presented to the Finance & Audit Committee on 16 December 2020, be received.
2. That the Statement of Expectations for Palmerston North Airport Ltd 2021-23 be adopted, subject to the following amendment:  
  
Replace "PNAL's efforts to strive towards achieving carbon neutrality are recognised and encouraged" with "Council expects PNAL to make progress toward carbon neutrality" (Section 3 (iii)).
3. That the Chair and Deputy Chair of Finance & Audit Committee be authorised to make minor amendments to the Statement of Expectations for Palmerston North Airport 2021-23.

**67-20      2021/22 Business Assurance Plan**

Memorandum, presented by Masooma Akhter, Business Assurance Manager.

The **COMMITTEE RECOMMENDS**

1. That Council approve the Business Assurance Plan for the 18 months beginning January 2021, included as Attachment One of the memorandum titled '2021/22 Business Assurance Plan' presented to the Finance & Audit Committee on 16 December 2020.
2. That each review from the 2021/22 Business Assurance Plan be included on the work schedule for the Finance & Audit Committee.

## MEMORANDUM

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** District Plan Change D: Pressure Sewer Systems - Operative Report

**PRESENTED BY:** Michael Duindam, Acting City Planning Manager

**APPROVED BY:** David Murphy, Acting General Manager - Strategy and Planning

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### RECOMMENDATION(S) TO COUNCIL

1. That District Plan Change D: Pressure Sewer Systems is approved pursuant to Clause 17 of the first schedule of the Resource Management Act 1991.
  2. That the approval of District Plan Change D: Pressure Sewer Systems is authorised by affixing the Common Seal of the Palmerston North City Council.
  3. That District Plan Change D: Pressure Sewer Systems becomes operative on 18 March 2021 pursuant to Clause 20 of the First Schedule of the Resource Management Act 1991.
  4. That the resolution to make District Plan Change D: Pressure Sewer Systems operative is publicly notified in accordance with Clause 20 of the First schedule of the Resource Management Act 1991.
- 

### 1. ISSUE

The purpose of this memorandum is to seek final approval of District Plan Change D: Pressure Sewer Systems.

### 2. BACKGROUND

The purpose of District Plan Change D is to review the Plan's issues, objectives, policies, rules, assessment criteria and planning maps to:

1. Clearly signal to the development community that pressure sewer systems (PSS) are the only means of sewage disposal in identified pressure sewer areas of the City;
2. Allow for pressure sewer systems where it is considered appropriate outside of the identified pressure sewer areas;

3. Ensure that Plan provisions are sufficiently clear and direct to enable decision-makers assessing and determining applications for subdivision to require PSS in identified urban growth areas of the City; and
4. Ensure provisions clearly articulate Council's expectations in relation to PSS to facilitate consultation and discussions between developers and Council at the subdivision design and pre-application stage.

The changes will:

- Allow more specifically for the installation of PSS;
- Specify the areas Council requires PSS to be installed;
- Ensure that traditional gravity alternatives in identified pressure sewer areas are not provided for 'as of right'; and
- Ensure the need or preference for Pressure Sewer Systems in the urban environment is achieved at the time of subdivision and ahead of development.

### 3. NEXT STEPS

The next step is to update the District Plan to incorporate District Plan Change D.

### 4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? Delegation 166.15 & 143	<b>Yes</b>
Are the decisions significant?	<b>No</b>
If they are significant do they affect land or a body of water?	<b>No</b>
Can this decision only be made through a 10 Year Plan?	<b>No</b>
Does this decision require consultation through the Special Consultative procedure?	<b>No</b>
Is there funding in the current Annual Plan for these actions?	<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?	<b>No</b>
The recommendations contribute to Goal 4: An Eco City	
The recommendations contribute to the outcomes of the Eco City Strategy	
The recommendations contribute to the achievement of action/actions in the Three Waters Plan	

The action is: Provide for the safe collection, treatment and disposal of the city's wastewater.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	This Plan Change gives effect to the Eco City Strategy, which lists investing in wastewater infrastructure that serves to protect, enhance and preserve the environment as a priority.

**ATTACHMENTS**

Nil



## MEMORANDUM

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** CEDA Statement of Intent Extension

**PRESENTED BY:** David Murphy, Acting General Manager - Strategy and Planning

**APPROVED BY:** David Murphy, Acting General Manager - Strategy and Planning

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### RECOMMENDATIONS TO COUNCIL

1. That the Council notify CEDA in writing of a one (1) month extension for the 2021-2022 CEDA Statement of Intent.
  2. That it be noted that Manawatu District Council is considering the same recommendation on 4 March 2021.
- 

### 1. ISSUE

Additional time is required for the CEDA State of Expectations and Statement of Intent process due to the December 2020 Council resolutions regarding the in-house delivery of destination marketing for Palmerston North and three economic events.

### 2. BACKGROUND

Since the inception of CEDA both Councils have jointly issued a Letter of Expectations. A change to the Local Government Act (2002) now calls it a Statement of Expectations (SOE).

The purpose of a SOE is to provide CEDA with the Shareholders' focus and priorities for delivery, against its purpose of driving and facilitating the creation and growth of economic wealth in the Manawātū region and beyond. CEDA uses the SOE as a key input into the development of its Statement of Intent (SOI).

The 10th September 2020 Joint Strategic Planning Committee Workshop considered the content of the Statement of Expectations. The 10th December 2020 Joint Strategic Planning Committee meeting considered the draft SOE.

The Joint Strategic Planning Committee (10 December 2020) resolved:

*That the Mayor and Chief Executive of the Manawatū District Council and the Mayor and Chief Executive of the Palmerston North City Council be delegated authority to approve amendments to the Statement of Expectations prior to the document being signed, including:*

- a) greater specificity regarding the destination marketing and regional tourism functions of CEDA.*
- b) the way in which CEDA collaborates with Palmerston North City Council to profile and market Palmerston North.*
- c) accommodating any changes to the CEDA contract.*

The Council (21 December 2020) resolved:

- 1. That Council retains the current Economic Development (CEDA) CCO model.*
- 2. That as part of the process of renewing the current CEDA Services Funding Agreement dated 22 December 2016, the Chief Executive be directed to negotiate with Manawatu District Council and CEDA, in accordance with the Agreement in relation to Management of Service Agreement dated 22 December 2016, the following changes:*
  - a) In-house delivery by Palmerston North City Council of destination marketing for Palmerston North and a corresponding reduction in the CEDA funding.*
  - b) In-house delivery of the Manawatu Business Awards, New Zealand AgriFood Week and Sort It Careers Expo and a corresponding reduction in the CEDA funding.*
- 3. That as a result of any changes in 2 above, the Chief Executive be directed to negotiate with Manawatu District Council to incorporate amendments to the funding and intellectual property clauses of the Agreement in relation to Management of Service Agreement dated 22 December 2016.*
- 4. That the Mayor and Chief Executive of the Palmerston North City Council be delegated authority to approve amendments to the Statement of Expectations prior to the document being signed, including:*



- a) *greater specificity regarding the regional tourism functions of CEDA.*
  - b) *the way in which CEDA collaborates with Palmerston North City Council to profile and market Palmerston North.*
  - c) *accommodating any changes to the CEDA Services Funding Agreement and Agreement in relation to Management of Services Agreement.*
5. *That Council affirms support for joint shareholding with Manawatu District Council in the Central Economic Development Agency, and directs the Chief Executive to commence a review of the current shareholding arrangements.*

Normally, the Draft SOI is delivered by 1 March and considered at a March Joint Strategic Planning Committee meeting. The Final SOI is usually received in May and considered at a June meeting.

The consequence of these resolutions is that the later than usual completion and delivery of the Statement of Expectations to CEDA will provide insufficient time for CEDA to develop the Draft SOI and deliver it in accordance with the statutory timeframes.

An amendment to the Local Government Act (2002) made in 2019 allows CCO Shareholders to extend the delivery dates for the SOI process. This report seeks agreement to an extension for the CEDA SOI timeline.

However, the next Joint Strategic Planning Committee meeting is scheduled for 25th March 2020. The next meeting is too late to consider an extension to the CEDA SOI timeline. To enable an extension to be considered in a timely manner, both Manawātū District Council (MDC) and Palmerston North City Council (PNCC) will each receive a report in early March requesting the extension.

### **Proposed Timeline**

The Joint Strategic Planning Committee has meetings scheduled for 25th March 2021 and 10th June 2021.

If a one (1) month extension to the CEDA SOI timeline was agreed then the current committee meetings would not be suitable to consider either the draft or final SOI. With an extension to the CEDA SOI timeline additional meetings would be required. The revised CEDA SOI timeline would be:

- CEDA Draft SOI delivered by 1 April 2021

- An extraordinary Joint Strategic Planning Committee meeting called in April to consider the Draft SOI
- CEDA Final SOI delivered by 30 June 2021
- An extraordinary Joint Strategic Planning Committee meeting called in July to consider the Final SOI.

### **Operational & Financial Impact**

CEDA uses the SOE as a key input into the development of its SOI. The draft statement of intent must be delivered on or before 1 March 2021. The operational implication of this report is that the CEDA SOI process will be allowed to take 1 month longer to allow for the completion of the Statement of Expectations. Both MDC and PNCC will need to jointly issue a written notification to CEDA of the one (1) month extension to the CEDA SOI timeline.

There are no financial implications as a result of this report. PNCC and MDC have both made financial provision for the service contract with CEDA.

### **Statutory Requirements**

The Local Government Act (2002) Schedule 8 Part 1 Adoption of statement of intent, outlines the statement of intent process.

Clause 1(2) requires the draft SOI to be delivered to the shareholders by 1 March. Clause 2 requires that a CCO Board to have considered feedback from the Shareholders by 1 May. Clause 3 requires that the final SOI is delivered to Shareholders before the start of the financial year, which is 1 July in the case of CEDA.

Clause 4 allows that the shareholders of a council-controlled organisation may, by written notice, extend a deadline specified in clause 1(2), 2, or 3 for a period or periods not exceeding in total 1 calendar month.

There is no consultation required for this report. CEDA have been consulted regarding the revised timeframes.

### **3. NEXT STEPS**

Notify CEDA of the one month extension and complete the SOI process upon completion of the negotiation required to give effect to the Council resolutions passed on 21 December 2020.

**4. COMPLIANCE AND ADMINISTRATION**

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual		<b>Yes</b>
Are the decisions significant?		<b>No</b>
If they are significant do they affect land or a body of water?		<b>No</b>
Can this decision only be made through a 10 Year Plan?		<b>No</b>
Does this decision require consultation through the Special Consultative procedure?		<b>No</b>
Is there funding in the current Annual Plan for these actions?		<b>Yes</b>
Are the recommendations inconsistent with any of Council's policies or plans?		<b>No</b>
The recommendations contribute to Goal 1: An Innovative and Growing City		
The recommendations contribute to the outcomes of the Economic Development Strategy		
The recommendations contribute to the achievement of action/actions in Not Applicable		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Not applicable.	

**ATTACHMENTS**

Nil



## COMMITTEE WORK SCHEDULE

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Council Work Schedule

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### RECOMMENDATION TO COUNCIL

1. That the Council receive its Work Schedule dated March 2021.

### ATTACHMENTS

1. Work Schedule [↓](#) 

## COUNCIL

### WORK SCHEDULE – March 2021

Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Point of Origin
1.	March 2021	Remits from PNCC	General Manager – Strategy & Planning	Presented in April 2021	Council 24 June 2020 Clause 69-20
2.	May 2021	Remits received from other Territorial Authorities	General Manager – Strategy & Planning		Council 24 June 2020 Clause 69-20
3.	TBC 2021	Manawatū Residents' card	General Manager – Marketing and Communications		Council 25 May 2020 Clause 48-20

### CONFIDENTIAL DECISIONS RELEASED

Meeting date	Title	Released	Not Released
24 June 2020	Appeal to Plan Change C Kakatangiata Stage 1: Kikiwhenua Residential Area	Report, decision and division	Appendix - withheld legal privilege LGOIMA s2(7)(g)
28 October 2020	Resource Management Act Commissioner Appointments - 2020-2023	Report, appendix decision and division	N/A
28 October 2020	By-election considerations	Report, decision and division	N/A
28 October 2020	Award of Tender - Bunnythorpe Community Facility	Report (redacted) decision and division	N/A
25 November 2020	District Licensing Committee Appointments	Report, decision and division	Appendix - withheld privacy LGOIMA s7(2)(a)

More information on the decisions released can be found on [released decisions](#)

Oasis # 13924077

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Presentation of the Part I Public Committee of Council's Recommendations from its 17 February 2021 Meeting

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Set out below are the recommendations only from the Committee of Council meeting Part I Public held on 17 February 2021. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

**4-21 Approving the 2021 10 Year Plan Supporting Material (including the Draft Financial and Infrastructure Strategies and Updated Funding and Financial Policies) and Consultation Document for Audit**

Memorandum, presented by David Murphy, Acting General Manager - Strategy and Planning and Stuart McKinnon, Chief Financial Officer.

The **COMMITTEE RECOMMENDS**

1. That the proposed Revenue and Financing Policy and the proposed 2021 Development Contributions Policy be approved for public consultation.
2. That the Supporting Material (a. Council's 2021 Vision, Principles and Goals, plus Council's Strategies) be approved, subject to Audit, as the basis for the Consultation Document for the 2021 10 Year Plan.

That the Supporting Material (b. Council's Plans (2021-24)) be approved, subject to Audit, as the basis for the Consultation Document for the 2021 10 Year Plan.

That the Supporting Material (d. Financial Strategy) be approved, subject to Audit, as the basis for the Consultation Document for the 2021 10 Year Plan.

That the Supporting Material (c. Activity Levels of Service and Budgets) be approved, subject to Audit, as the basis for the Consultation Document for the 2021 10 Year Plan, noting 4.5 and 4.6 above.

That the Supporting Material:

- e. Infrastructure Strategy
- f. Revenue and Financing Policy

- g. Asset Management Plan Executive Summaries
- h. 2021 Development Contributions Policy
- i. Significant Forecasting Assumptions
- j. Forecast Financial Statements
- k. Rating Information
- l. Long Term Plan Disclosure Statement (late item)

be approved, subject to Audit, as the basis for the Consultation Document for the 2021 10 Year Plan.

- 3. That, dependent on 66% of the funding being raised externally, the programme for Central Energy Trust Arena – Southern Grandstand (Programme 990) be funded in:
  - Year 3: \$100,000 (costing/QS process)
  - Year 4: \$600,000 (design/planning/consenting)
  - Year 5: \$7,000,000 (construction)
  - Year 6: \$4,400,000 (construction)
- 4. That \$100k of programme 1959 (Envirohub and Resource Recovery Centre (subject to external funding)) be brought forward from Year 4 to Year 3 to enable feasibility and early design to inform the next Long Term Plan.

**6-21**

- 5. That the Consultation Document for the 2021 10 Year Plan be approved, subject to Audit.
- 6. That the Committee note that the Financial Policies, Supporting Material and the 2021 Consultation Document (amended if necessary, following the audit process) will be presented to Council for adoption and subsequent consultation.
- 7. That the Mayor, Deputy Mayor and Chair of Finance and Audit be given delegated authority to make minor amendments to the documents before they are provided to Audit NZ.



## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 3 March 2021

**TITLE:** Presentation of the Part I Public Finance & Audit Committee's Recommendations from its 24 February 2021 Meeting

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Set out below are the recommendations only from the Finance & Audit Committee meeting Part I Public held on 24 February 2021. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

**7-21 Quarterly Performance and Financial Report - Quarter Ending 31 December 2020**

Memorandum, presented by Stuart McKinnon, Chief Financial Officer & Andrew Boyle, Head of Community Planning.

The **COMMITTEE RECOMMENDS**

1. That the Quarterly Performance and Financial Report – Quarter Ending 31 December 2020 be received.
2. That Council note the three waters grant funding values, and approve a corresponding change to the 2020/21 revised budget to reflect the revenue and expenditure increase, as outlined in the memorandum titled 'Quarterly Performance and Financial Report – Quarter Ending 31 December 2020', presented to the Finance & Audit Committee on 24 February 2021.

**9-21 Animal Shelter Options**

Report, presented by Bryce Hosking, Manager - Property & Kerry-Lee Probert, Head of Environmental Protection Services.

The **COMMITTEE RECOMMENDS**

1. That Council proceeds with Option 1 of the report titled 'Animal Shelter Options' presented to the Finance & Audit Committee on 24 February 2021, and undertakes the construction of the Animal Shelter Base Build only.
2. That the request for the increase of the total budget of Programme 1552 from \$2,750,000 to \$4,173,600, to enable the construction of the Animal

Shelter Base Build, be included in the draft 2021-31 LTP for consideration.

This budget will have the following financial year split:

- 2021/22 (Year 1) – \$2,750,000, and
- 2022/23 (Year 2) – \$1,423,600.

**11-21 Manawatu Community Athletics Track - Reviewed Memorandum of Understanding**

Memorandum, presented by Kathy Dever-Tod, Manager - Parks and Reserves.

**The COMMITTEE RECOMMENDS**

1. That Council endorse the proposed 2020 Manawatu Community Athletics Track Memorandum of Understanding, as attached to the memorandum titled 'Manawatu Community Athletics Track - Reviewed Memorandum of Understanding' presented to the Finance and Audit Committee on 24 February 2021, noting that it replaces the 2000 and 2006 Memoranda of Understanding.
2. That Council approve signing of the 2020 Manawatu Community Athletics Track Memorandum of Understanding subject to funding in the 2021/31 Ten Year Plan.

**12-21 CET Arena Pedestrian Entrance Bridge LED Display**

Memorandum, presented by Bryce Hosking, Manager - Property.

**The COMMITTEE RECOMMENDS**

1. That Council increase the budget of Programme 1534 – Central Energy Trust Arena Manawatu – Embankment Redevelopment by \$130,000 + GST to allow for the additional external funding received to be used for the supply and installation of the LED displays along the pedestrian entrance bridge, and the balance of \$20,000 + GST of the external funding to be used as an operational expense for the initial licensing and content of these LED displays.

**13-21 Clearview Reserve - Proposal to Grant an Easement on Reserve Land to Powerco**

Report, presented by Bryce Hosking, Manager - Property; Kathy Dever-Tod, Manager - Parks and Reserves.

**The COMMITTEE RECOMMENDS**

1. That the Council approves notifying the public of the proposal to grant an easement at Clearview Reserve, Palmerston North to convey electricity, to Powerco, in accordance with Section 48 of the Reserves Act 1977.
2. That the Council notes the land area affected by the easement for Powerco is described as part of Lot 1 DP 69185. The affected area of the easement is shown in the draft LT plan contained in Attachment 1 of the report titled 'Clearview Reserve - Proposal to Grant an Easement on Reserve Land to Powerco' presented to the Finance & Audit Committee on 24 February 2021.