

# 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 07 April 2021, commencing at 9.03am.**

**Members Present:** The Mayor (Grant Smith) (in the Chair) 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Apologies:** None

Councillors Hancock and Hapeta left the meeting at 1.40pm during consideration of clause Item 19. They entered the meeting again at 2.09pm after the consideration of clause 19. They were not present for clause 19.

## **Declarations of Interest**

Councillor Patrick Handcock ONZM declared a conflict of interest in Item 19 Presentation of the Community Development Committee Recommendation – Clause 5-21 Draft Local Alcohol Policy Content (clause 30) and took no further part in discussion or debate.

Councillor Leonie Hapeta declared a conflict of interest in Item 19 Presentation of the Community Development Committee Recommendation – Clause 5-21 Draft Local Alcohol Policy Content (clause 30) and took no further part in discussion or debate.

## **16-21 Confirmation of Minutes**

Moved Grant Smith, seconded Aleisha Rutherford.

### **RESOLVED**

That the minutes of the ordinary meeting of 3 March 2021 Part I Public and Part II Confidential be confirmed as a true and correct record.

Clause 16-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

## **REPORTS**

### **17-21 Adoption of Annual Report 2019/20**

Memorandum, presented by Stuart McKinnon, Chief Financial Officer.

Debbie Perera, Audit Director, Audit New Zealand explained that Audit New Zealand has issued an unmodified opinion on audited information, excluding the statement of service provision.

Council received a qualified opinion relating to statement of service provision. This is for two performance measures:

- The number of complaints received in relation to its wastewater system, drinking water supply, and performance of the stormwater system.
- The time taken to attend and resolve water supply and wastewater faults.

Audit New Zealand noted Council did not have the systems in place to allow them to verify the accuracy of response times and number of complaints.

The opinion also noted an emphasis of matter relating to the impact of Covid-19 and acknowledges the difficulties faced by councils.

The statutory deadline for the Annual Report 2020/21 returns to 31 October 2021.

Moved Grant Smith, seconded Aleisha Rutherford.

### **RESOLVED**

1. That the Annual Report 2019/20 and Summary Annual Report 2019/20 be adopted.
2. That the Council note that an Auditor's 'opinion' from Audit New Zealand would be expected to be received immediately following recommended adoption by Council on 7 April 2021 and Council signing of the reports.

Clause 17-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

### **18-21 Adoption of the 2021 10 Year Plan Consultation Document and Supporting Material for Consultation**

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

Audit New Zealand has given the Consultation Document (CD) an adverse

opinion. This means they consider it is not an effective basis for consultation. This opinion is not unexpected. Due to borrowing limits, the Council cannot comply with the debt limits set by the Council's Financial Strategy for the full 10 years of the plan.

An adverse opinion does not stop Council from consulting on the document.

There are significant expectations from Central Government and the Regional Council to address water quality, housing and economic recovery post Covid-19. Despite Government reforms, the Council's Long Term Plan assumes that the three waters (wastewater, stormwater and drinking water) continue to be council assets.

Council expects to stay within its borrowing limits for the next three years if the Government reforms go ahead.

Debbie Perera, Audit Director, Audit New Zealand acknowledged the decision Council has to make regarding this Long Term Plan.

The adverse opinion is for the full 10 years and considers the debt incurred over the full period. Because the borrowing required for the new wastewater treatment plant creates more debt than Council may incur, Audit New Zealand has to issue an adverse opinion.

Audit New Zealand must take into account the five Cs: Covid-19, climate change, consultation document, condition of the assets and capital do-ability when forming an opinion. Audit New Zealand also had concerns around the Council's ability to secure external contractors to deliver the proposed projects.

Moved Grant Smith, seconded Aleisha Rutherford.

## **RESOLVED**

1. That the Supporting Material, as considered by the Committee of Council on 17 February 2021 and subsequently amended through the audit process, be adopted for consultation.
2. That the audited Consultation Document for the proposed 10 Year Plan 2021-31 be adopted for consultation.
3. That the Mayor, Deputy Mayor and Chief Executive be delegated the authority to make minor amendments to the 2021 10 Year Plan consultation document and supporting material.

Clause 18-21 above was carried 15 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, Lorna Johnson, Billy Meehan, Orphée Mickalad, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillor Karen Naylor.

**19-21**

**Submission to Local Government Commission - Response to Tokomaru Ōpiki boundary change proposal**

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

Moved Grant Smith, seconded Aleisha Rutherford.

**RESOLVED**

1. That the Council approves the submission on the Local Government Commission's 1 March 2021 paper 'Seeking your feedback on: A request for Opiki and Tokomaru to become part of Palmerston North City,' included as Attachment 3 to the report titled 'Submission to Local Government Commission - Response to Tokomaru Ōpiki boundary change proposal' presented to Council on 7 April 2021.
2. That the Chief Executive be delegated the authority to make minor amendments to the submission on the Local Government Commission's 1 March 2021 paper 'Seeking your feedback on: A request for Opiki and Tokomaru to become part of Palmerston North City,' included as Attachment 3 to the report titled 'Submission to Local Government Commission- Response to Tokomaru Ōpiki boundary change proposal' presented to Council on 7 April 2021.
3. That the Chief Executive be directed to work with Horowhenua District Council to explore opportunities to deliver services in a way that recognises the connection Tokomaru and Opiki residents have with Palmerston North.

Clause 19-21 above was carried 15 votes to 0, with 1 abstention, the voting being as follows:

**For:**

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

**Abstained:**

Councillor Lew Findlay QSM.

Meeting adjourned 10.23am

Meeting resumed 10.44am

**20-21**

**Māori Wards Option**

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

Moved Aleisha Rutherford, seconded Lorna Johnson.

**RESOLVED**

1. That the Council, noting resolution 174-17 of 24 October 2017 ‘that a Māori ward or wards be established for the 2019 and 2022 elections,’ establishes a Māori ward or wards for the 2022 and 2025 local government elections. (Option 2)
2. That the Chief Executive be instructed to report to the 02 June 2021 meeting of Council on initial options for the representation review, having consideration for a mixed ward or full ward system, how many wards, the number of councillors, the names of wards and whether community boards be established.
3. That the Council approves unbudgeted expenditure of \$30,000 to progress this option in the current financial year.

Clause 20-21 above was carried 11 votes to 5, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Patrick Handcock ONZM, Lorna Johnson, Orphée Mickalad, Karen Naylor and Aleisha Rutherford.

**Against:**

Councillors Susan Baty, Lew Findlay QSM, Leonie Hapeta, Billy Meehan and Bruno Petrenas.

**21-21**

**Notice of Motion - Palmerston North City Council (PNCC) Covid Relief Fund**

Councillor Bowen presented her Notice of Motion on amending the PNCC Covid-Relief Fund.

Proposed changes to the fund are to:

- Reflect the ongoing effect of Covid and extend for another year –
- Lift the cap to \$10,000
- Extend the eligibility of the fund to extend to individuals

There is no extra money involved. The recommendation is to rollover the funds from the current year.

Changes to this policy has an effect on the draft Long Term Plan (LTP) and will require an additional resolution before the LTP is finalised in June 2021.

Moved Rachel Bowen, seconded Lorna Johnson.

**RESOLVED**

1. That any unspent monies remaining in the PNCC Covid-19 Relief Fund at the end of the financial year be carried forward to 2021/22 and that the Chief Executive consults informally with the Community Sector and provides a report on uptake and issues about the terms of the Fund to

Community Development Committee in September 2021.

2. That the funding limit of \$5000 per application (to an annual total of \$20,000) is increased to \$10,000 per application with the annual limit remaining the same. Applications already considered under the \$5000 limit will be eligible to have their initial request reconsidered if it meets all the other criteria.
3. That the eligibility requirements in the PNCC Covid-19 Relief Fund Guidelines are amended to read:

a) Eligible Applicants

The primary beneficiaries of the COVID-19 Relief Fund grants will be not-for-profit, charitable and voluntary organisations. These groups are often referred to collectively as 'community organisations' because they are established with the primary purpose of providing a benefit to the wider community. **Individuals engaged in delivery of a community event are also eligible to apply if they meet all other criteria of the fund.**

b) Ineligible Applicants

Community grants as covered by this policy are not available to:

- Political parties
- Commercial entities
- Internal applicants (for example to fund projects, programmes or facilities run by Council or its employees)
- Palmerston North City Council and Council Controlled Organisations (CCOs)
- Other local authorities, government agencies or public sector entities
- **Individuals**

4. That commercial entities are removed from the definition of ineligible applicants, so that individuals operating under a business structure are eligible if all other conditions are met.

Clauses 21.1-21.4 above were carried 15 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, Lorna Johnson, Billy Meehan, Orphée Mickalad, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillor Karen Naylor.

Moved Vaughan Dennison, seconded Patrick Handcock ONZM.

**RESOLVED**

That the officer's memorandum to Notice of Motion- Palmerston North City Council (PNCC) Covid Relief Fund be received.

Clause 21.5 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**22-21**

**Summerhays Street Future Use Consultation**

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

Moved Grant Smith, seconded Aleisha Rutherford.

**RESOLVED**

1. That the Council confirms repurposing the land located at 17 Summerhays Street, Palmerston North for housing as the preferred option for the future use of this land, subject to the required consultation process.
2. That the Council directs the Chief Executive to prepare a statement of proposal consultation document on the future use of the land located at 17 Summerhays Street, Palmerston North, with repurposing the land for housing as the preferred option.

Clause 22-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Cuba Street Stage 2 - Report on Further Engagement**

This report was laid on the table at the Council meeting on 21 December 2020.

Moved Vaughan Dennison, seconded Patrick Handcock ONZM.

**Note:**

On a motion: To lift the report titled 'Cuba Street Stage 2- Report on Further Engagement' off the table. The motion was lost 6 votes to 10, the voting being as follows:

**For:**

Councillors Zulfiqar Butt, Vaughan Dennison, Lew Findlay QSM, Patrick Handcock ONZM, Orphée Mickalad and Karen Naylor.

**Against:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Rachel Bowen, Renee Dingwall, Leonie Hapeta, Lorna Johnson, Billy Meehan, Bruno Petrenas and Aleisha Rutherford.

**23-21 District Plan Change B: Napier Road Residential Extension Area - Operative Report**

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

Moved Grant Smith, seconded Aleisha Rutherford.

**RESOLVED**

1. That District Plan Change B: Napier Road Residential Extension 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 B: Napier Road Residential Extension Area is authorised by affixing the Common Seal of the Palmerston North City Council.
3. That District Plan Change B: Napier Road Residential Extension Area becomes operative on 21 April 2021 pursuant to Clause 20 of the First Schedule of the Resource Management Act 1991.
4. That the resolution to make District Plan Change B: Napier Road Residential Extension Area operative is publicly notified in accordance with Clause 20 of the First schedule of the Resource Management Act 1991.

Clause 23-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**24-21 Remit proposals from Palmerston North City Council for Local Government New Zealand Annual General Meeting 2021**

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

Councillor Butt spoke on the remit for a standardised carbon emission procedure for all councils to use. This would allow for easily comparison of carbon collection.

Councillor Bowen spoke on the remit that would make the electoral commission responsible for encouraging participation in local body elections. The purpose of which would be to standardise the approach of councils across the country.

Moved Rachel Bowen, seconded Zulfiqar Butt.



**RESOLVED**

1. That Palmerston North City Council seeks support from Zone 3 and other councils to put forward Attachment 1: 'Carbon emission inventory standards and reduction targets' to the Local Government New Zealand 2021 remit process.
2. That Palmerston North City Council seeks support from Zone 3 and other councils to put forward Attachment 2: 'Promoting local government electoral participation through the Electoral Commission' to the Local Government New Zealand 2021 remit process.

Clause 24-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**25-21**

**Allocation of Committee and Portfolio responsibilities**

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

Moved Grant Smith, seconded Aleisha Rutherford.

**RESOLVED**

1. That the Council approves the Mayor's recommendations for councillor membership of Committees as identified in Section 3 of the report dated 7 April 2021 and titled "Allocation of Committee and Portfolio responsibilities".
2. That the Council approves the Mayor's recommendations for councillor membership of Portfolios as identified in Section 4 of the report dated 7 April 2021 and titled "Allocation of Committee and Portfolio responsibilities".

Clause 25-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Meeting adjourned At 12.19pm

Meeting resumed At 1.30pm

- 26-21 Amendment to the Council and Committee Meeting Schedule for 2021**  
Memorandum, presented by Hannah White, Democracy and Governance Manager.

Moved Grant Smith, seconded Aleisha Rutherford.

**RESOLVED**

That the Council approves the recommended meeting changes listed in Table 1 of the report 'Amendment to the Council and Committee Meeting Schedule for 2021' presented to Council on 7 April 2021.

Clause 26-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

- 27-21 Council Work Schedule**

The following items are to be added to the Council's Work Schedule:

- Cuba St – tabled report
- CEDA - Shareholding arrangements
- Deadlines for Maori ward reports

Moved Grant Smith, seconded Aleisha Rutherford.

**RESOLVED**

That the Council receive its Work Schedule dated April 2021.

Clause 27-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

***RECOMMENDATIONS FROM COMMITTEE MEETINGS***

- 28-21 Planning & Strategy Committee Part I Public - 10 March 2021**  
Consideration was given to Planning & Strategy Committee recommendations as appended to these minutes.

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

**RESOLVED**

1. To adopt:

Clause 4-21 Recycling - Waste Management and Minimisation Bylaw 2016  
Administration Manual - Analysis of Submissions and Recommendation  
**recommendations 1-2**

Clause 5-21 Turitea Reserve Management Plan Review  
**recommendation 1**

Clause 6-21 Kahuterawa Outdoor Recreation Plan Review  
**recommendation 1**

Clause 7-21 Review of Significance and Engagement Policy  
**recommendations 1-2**

from the Planning & Strategy Committee meeting 10 March 2021.

Clause 28-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**29-21**

**Economic Development Committee Part I Public - 17 March 2021**

Consideration was given to Economic Development Committee recommendations as appended to these minutes.

Moved Leonie Hapeta, seconded Vaughan Dennison.

**RESOLVED**

To adopt Clause 9-21 Defence Portfolio Update (March 2021),  
**recommendation 1** from the Economic Development Committee meeting 17  
March 2021.

Clause 29-21 above was carried 16 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, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Councillors Patrick Handcock ONZM and Leonie Hapeta declared a conflict of interest, withdrew from the discussion and left the room.

**30-21**

**Community Development Committee Part I Public - 17 March 2021**

Consideration was given to Community Development Committee recommendations as appended to these minutes.

Councillor Bowen moved a procedural motion to lie the Draft Local Policy –

Deliberation on Submissions and Adoption report on the table until more information regarding the review of the Sale and Supply of Alcohol Act 2012 was made public. The procedural motion was not carried.

Moved Rachel Bowen, seconded Billy Meehan.

**Note:**

On a procedural motion that: Clause 5-21 Draft Local Alcohol Policy - Deliberations on Submissions and Adoption from the Community Development Committee meeting 17 March 2021 lie on the table until the Council receives details on the review of the Sale and Supply of Alcohol Act 2012 . The motion was lost 5 votes to 9, the voting being as follows:

**For:**

Councillors Rachel Bowen, Lew Findlay QSM, Billy Meehan, Orphée Mickalad and Bruno Petrenas.

**Against:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lorna Johnson, Karen Naylor and Aleisha Rutherford.

Moved Lorna Johnson, seconded Aleisha Rutherford.

**RESOLVED**

1. To adopt:

Clause 4-21 Welcoming Communities Advisory Group Plan - Endorsement  
By Council **recommendation 1**

Clause 5-21 Draft Local Alcohol Policy - Deliberations On Submissions and  
Adoption **recommendations 2-3**

Clause 6-21 Palmerston North Safety Advisory Board Strategic Outcomes  
Plan - Endorsement By Council **recommendation 1**

from The Community Development Committee Meeting 17 March 2021.

2. To not adopt clause 5-21 Draft Local Alcohol Policy - Deliberations On Submissions And Adoption **recommendations 1 and 5** from the Community Development Committee Meeting 17 March 2021.

Clauses 30-21 above were 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, Lorna Johnson, Billy Meehan, Orphée Mickalad, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

Moved Lorna Johnson, seconded Aleisha Rutherford.

**RESOLVED**

3. To adopt Clause 5-21 Draft Local Alcohol Policy - Deliberations on Submissions and Adoption **recommendation 4** from the Community Development Committee meeting 17 March 2021.

Clause 30-21 above was carried 10 votes to 4, the voting being as follows:

**For:**

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Zulfiqar Butt, Vaughan Dennison, Lew Findlay QSM, Lorna Johnson, Karen Naylor, Bruno Petrenas and Aleisha Rutherford.

**Against:**

Councillors Rachel Bowen, Renee Dingwall, Billy Meehan and Orphée Mickalad.

Councillors Patrick Handcock ONZM and Leonie Hapeta returned to the meeting at 2.09pm.

**31-21 Finance & Audit Committee Part I Public - 24 March 2021**

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

Moved Susan Baty, seconded Karen Naylor.

**RESOLVED**

**1. To adopt:**

Clause 20-21 Palmerston North Airport Ltd - Interim Report for 6 months to 31 December 2020 **recommendation 1.**

Clause 21-21 Palmerston North Airport Ltd - Draft Statement of Intent for 2021/22 **recommendation 1.**

Clause 23-21 Fees and Charges, **recommendations 1-14.**

from the Finance & Audit Committee meeting 24 March 2021

Clause 31.1 above was carried 14 votes to 0, with 2 abstentions, 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, Orphée Mickalad, Karen Naylor and Bruno Petrenas.

**Abstained:**

The Mayor (Grant Smith) and Councillor Aleisha Rutherford.

Moved Susan Baty, seconded Karen Naylor.

**RESOLVED**

**2. To adopt Clause 22- 21 Papaioea Place - Stage 3 Options, recommendation 1 from the Finance & Audit Committee meeting 24 March 2021**

Clause 31.2 above was carried 12 votes to 2, with 2 abstentions, the voting being as follows:

**For:**

Councillors Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Billy Meehan, Orphée Mickalad, Karen Naylor and Bruno Petrenas.

**Against:**

Councillors Vaughan Dennison and Leonie Hapeta.

**Abstained:**

The Mayor (Grant Smith) and Councillor Aleisha Rutherford.

Moved Susan Baty, seconded Karen Naylor.

**RESOLVED**

3. To adopt clause 18-21 Victoria Esplanade - Café lease extension proposal **recommendations 1-3** from the Finance & Audit Committee meeting 24 March 2021

Clause 31.3 above was carried 13 votes to 0, with 3 abstentions, the voting being as follows:

**For:**

Councillors 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 and Bruno Petrenas.

**Abstained:**

The Mayor (Grant Smith) and Councillors Brent Barrett and Aleisha Rutherford.

The meeting finished at 2.14pm.

Confirmed 28 April 2021

**Mayor**

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 7 April 2021

**TITLE:** Presentation of the Part I Public Planning & Strategy Committee Recommendations from its 10 March 2021 Meeting

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Set out below are the recommendations only from the Planning & Strategy Committee meeting Part I Public held on 10 March 2021. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

**4-21 Recycling - Waste Management and Minimisation Bylaw 2016 Administration Manual - Analysis of Submissions and Recommendation**

Memorandum, presented by Mike Monaghan, Water and Waste Operations Manager.

The **COMMITTEE RECOMMENDS**

1. That the Palmerston North Waste Management and Minimisation Bylaw 2016 Administration Manual is amended to reduce the range of materials accepted for recycling, as shown in Attachment 3 to the report titled 'Recycling – Waste Management and Minimisation Bylaw 2016 Administration Manual - Analysis of Submissions and Recommendation', presented to the Planning & Strategy Committee on 10 March 2021.
2. That the amendment to the Palmerston North Waste Management and Minimisation Bylaw 2016 Administration Manual, as shown in Attachment 3, come into effect on 17 May 2021.

**5-21 Turitea Reserve Management Plan Review**

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

The **COMMITTEE RECOMMENDS**

1. That Council, as the Administrating Body under the Reserves Act 1977, approve a partial review of the Turitea Reserve Management Plan (2006) involving key stakeholder engagement with a focus on:
  - a. Biodiversity and the relationship with tangata whenua as described in

Option 2 of this report titled 'Turitea Reserve Management Plan Review' presented to the Planning & Strategy Committee on 10 March 2021.

- b. Ridgeline access for recreational purposes of walking, running and mountain biking.

#### **6-21 Kahuterawa Outdoor Recreation Plan Review**

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

##### The **COMMITTEE RECOMMENDS**

1. That Council approve the review of the Kahuterawa Outdoor Recreation Plan 2008 using the alternative review process as detailed in Attachment One (Option 1) to the report titled 'Kahuterawa Outdoor Recreation Plan Review' presented to the Planning and Strategy Committee on 10 March 2021.

#### **7-21 Review of Significance and Engagement Policy**

Memorandum, presented by Andrew Boyle, Head of Community Planning.

##### The **COMMITTEE RECOMMENDS**

1. That the amended draft 2021 Significance and Engagement Policy, included as Attachment One to the memorandum titled 'Review of Significance and Engagement Policy' presented to the Planning & Strategy Committee on 10 March 2021, be approved for consultation in conjunction with the proposed 10 Year Plan.
2. That the Square Edge building and Hancock House are added to the list of Council's Strategic Assets in the Significance and Engagement Policy.



## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 7 April 2021

**TITLE:** Presentation of the Part I Public Economic Development Committee Recommendations from its 17 March 2021 Meeting

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

**9-21 Defence Portfolio Update (March 2021)**

Memorandum, presented by Councillor Rachel Bowen, Defence Portfolio Member.

The **COMMITTEE RECOMMENDS**

1. That the Annual Progress Report on the development of a Military Heritage Theme across Council Programmes to Arts Culture and Heritage in August 2021 includes detail of the implementation of that theme within the Cuba Street Redevelopment Project.

## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 7 April 2021

**TITLE:** Presentation of the Part I Public Community Development Committee Recommendations from its 17 March 2021 Meeting

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

**4-21 Welcoming Communities Advisory Group Plan - Endorsement by Council**

Memorandum, presented by Joann Ransom, Community Development Manager.

The **COMMITTEE RECOMMENDS**

1. That Council endorses the Welcoming Communities Advisory Group Plan 2020-2023, included as Attachment One to the memorandum titled 'Welcoming Communities Advisory Group Plan – Endorsement by Council' presented to the Community Development Committee on 17 March 2021.

**5-21 Draft Local Alcohol Policy - Deliberations on Submissions and Adoption**

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

The **COMMITTEE RECOMMENDS**

Local Alcohol Policy Content

1. To include restriction for new off-licence premises in close proximity to sensitive sites.
2. That the following policy guidelines of the draft LAP remain unchanged:
  - 1.2.1, 1.2.3, 1.2.5, 1.2.7 (opening hours for on-licensed premises);
  - 1.2.9 (hours for Hotel mini-bars);
  - 1.3 (location of on-licensed premises);
  - 1.5 (discretionary conditions for on-licensed premises);

- 2.2.1 and 2.2.2 (hours of off-licensed premises);
  - 2.3 (location of off-licensed premises), as amended;
  - 3.2.1 and 3.2.2 (hours of club licensed premises);
  - 3.3 (location of club licensed premises);
  - 3.4 (discretionary conditions for club licensed premises);
  - 4.2 (house for special licences);
  - 4.3 (discretionary conditions for special licences).
3. That the following policy guidelines of the draft LAP remain unchanged:
- 2.4 (discretionary conditions for off-licensed premises).
4. *“2am option”*
- (a) That policy guidelines 1.2.2, 1.2.4, and 1.2.6 (latest trading hours for on-licensed premises –Hotels, Taverns and Class 1 Restaurants) are changed to show the latest trading hour as 2am.
- (b) That policy guideline 1.2.8 (latest trading for all other on-licensed premises) is changed to read: For all other On-licensed Premises, the latest hour for trading is 12am on the day following the commencement of trading, except for function centres for which the latest hour of trading is 1am on the day following the commencement of trading.”
- (c) That policy guideline 1.4 (one-way door restriction) is removed.
5. That the Chief Executive report back on next steps as a result of the amendment to the Draft Local Alcohol Policy.

6-21

**Palmerston North Safety Advisory Board Strategic Outcomes Plan -  
Endorsement by Council**

Memorandum, presented by Joann Ransom, Community Development Manager.

**The COMMITTEE RECOMMENDS**

1. That Council endorses the Safe City Strategic Outcomes Plan 2019-2024 that has been developed by the Palmerston North Safety Advisory Board, included as Attachment One to the memorandum titled ‘Palmerston North Safety Advisory Board Strategic Outcomes Plan - Endorsement by

Council' presented to the Community Development Committee on 17 March 2021.

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## RECOMMENDATIONS FROM COMMITTEE

**TO:** Council

**MEETING DATE:** 7 April 2021

**TITLE:** Presentation of the Part I Public Finance & Audit Committee Recommendations from its 24 March 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 March 2021. The Council may resolve to adopt, amend, receive, note or not adopt any such recommendations. (SO 2.18.1)

**18-21 Victoria Esplanade - Café lease extension proposal**

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

The **COMMITTEE RECOMMENDS**

1. That Council defer the decision on the request from the café tenant, Esplanade Enterprises Limited, to extend their lease of the café premises within the Victoria Esplanade until the completion of the strategic review is reported to Committee by November 2021.
2. That Council note that the findings of a strategic review of the provision of hospitality services in the Victoria Esplanade will be reported back to Finance & Audit Committee by November 2021.
3. That the Chief Executive enter into negotiations with Esplanade Café tenant to vary the terms and conditions, with a view to extend the lease for a further three years, and that this is reported to the Finance & Audit Committee.

**20-21 Palmerston North Airport Ltd - Interim Report for 6 months to 31 December 2020**

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

The **COMMITTEE RECOMMENDS**

1. That the Interim Report and Financial Statements of Palmerston North Airport Ltd for the period ended 31 December 2020, presented to the Finance & Audit Committee on 24 March 2021, be received.

**21-21 Palmerston North Airport Ltd - Draft Statement of Intent for 2021/22**

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

The **COMMITTEE RECOMMENDS**

1. That the Palmerston North Airport Ltd (PNAL) draft Statement of Intent for 2021/22, presented to the Finance & Audit Committee on 24 March 2021, be received and PNAL be advised that the Council supports the proposed direction and implementation strategy.

**22-21 Papaioea Place - Stage 3 Options**

Report, presented by Bryce Hosking, Manager - Property.

The **COMMITTEE RECOMMENDS**

1. That Council considers the report titled 'Papaioea Place – Stage 3 Options' presented to the Finance & Audit Committee on 24 March 2021 and amends the associated current budget provision of \$5,000,000 incl. GST in Programme 1743 in the 2021-31 LTP, to proceed with:
  - a) Option 2
    - Build 7 Additional Units and a Tenant Lounge within the complex; and
    - Reduce the capital new budget to \$3,688,965 incl. GST with a financial year split of \$2,000,000 incl. GST in 2021/22 (Year 1) and \$1,688,965 incl. GST (plus inflation) in 2022/23 (Year 2).

**23-21 Fees and Charges Review**

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

The **COMMITTEE RECOMMENDS**

1. That the report titled 'Fees and Charges Review', presented to the Finance & Audit Committee on 24 March 2021, be received, and that the current status of fees and charges be noted.

Trade Waste

2. That the proposal to adopt updated fees and charges for Trade Waste services effective from 1 July 2021 as attached in Appendix 2, be approved for public consultation and the Chief Executive be authorised to undertake the necessary consultative process under sections 82 and 150 of the Local

Government Act 2002.

Planning & Miscellaneous

3. That the Statement of Proposal (and the associated summary) to adopt updated fees and charges for Planning Services and Miscellaneous Services effective from 1 July 2021 as attached in Appendix 3, be approved for public consultation and the Chief Executive be authorised to undertake the necessary consultative process under sections 83 and 150 of the Local Government Act 2002.

Building

4. That the fees and charges for Building Services, as proposed in Appendix 4 be adopted and following public notification take effect from 1 July 2021.

Environmental Health

5. That the fees and charges for Environmental Health Services (in terms of regulation 7 of the Health (Registration of Premises) Regulations 1966) as proposed in Appendix 5 (as per updated version tabled), be adopted and following public notification, take effect from 1 July 2021.

Animal Control

6. That the fees and charges for the Impounding of Animals (in terms of section 14 of the Impounding Act 1955) and for Dog Registration and Dog Impounding (in terms of sections 37 and 68 of the Dog Control Act 1996) as proposed in Appendix 6 be adopted, and following public notification, take effect from 1 July 2021.

Burial & Cremation

7. That the fees and charges for Burial and Cremation, as proposed in Appendix 7 be adopted and following public notification, take effect from 1 July 2021.

Service Connections

8. That the fees and charges for Service Connections, as proposed in Appendix 8 be adopted and take effect from 1 July 2021.

Waste Management

9. That the fees and charges for Waste Management as proposed in Appendix 9, including an increase in the maximum retail price for rubbish bags, increases in charges for the Ashhurst Transfer Station and a new charge for recycling of tyres, be adopted and take effect from 1 July 2021.

Sportsfields

10. That the fees and charges for Sportsfields as proposed in Appendix 10 be adopted and take effect from 1 July 2021.

Backflow Prevention

11. That the fees and charges for Backflow Prevention testing and maintenance as proposed in Appendix 11 be adopted and take effect from 1 July 2021.

Corridor Access Request

12. That the fees and charges for Corridor Access Requests as proposed in Appendix 12 be adopted and take effect from 1 July 2021.

Parking

13. That the fees and charges for Parking as proposed in Appendix 13 be adopted and take effect from 1 July 2021 subject in the case of the increase to the Gold card permit fee to any public consultative process that is required under section 82 of the Local Government Act 2002.

14. Retain the free one hour parking at Hancock House King Street Car Park.

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